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1. **Call to Order**
  2. **Land Acknowledgement**
    - 2.1 Treaty Six Land Acknowledgement - Blackfalds Town Council acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.
  3. **Adoption of Agenda**
    - 3.1 Agenda for September 27, 2022
  4. **Delegation**
    - 4.1 Lacombe Regional Tourism, *Austin Weaver*
    - 4.2 Blackfalds & District Chamber of Commerce, *Kevin Hallet*
  5. **Public Hearing**

None
  6. **Business Arising from Minutes**

None
  7. **Business**
    - 7.1 CAO Report (*verbal*)
    - 7.2 Request for Decision, Gregg Street Renaming of Roadways
    - 7.3 Request for Decision, Citizen Engagement Budget 2023 Survey Results
    - 7.4 Request for Decision, Blackfalds & District Chamber of Commerce Business Awards Gala
    - 7.5 Request for Decision, Town Flag Design
  8. **Action Correspondence**
    - 8.1 Letter to Council from Klass Werkema
    - 8.2 Nominations for Queen Elizabeth's II Platinum Jubilee Medals
  9. **Information**
    - 9.1 FCSS Meeting Minutes – May 12, 2022
    - 9.2 Municipal Planning Commission Meeting Minutes – July 27, 2022
    - 9.3 Lacombe County Highlights – September 8, 2022
    - 9.4 City of Lacombe Highlights – September 12, 2022
  10. **Round Table Discussion**
    - 10.1 Mayor Hoover
    - 10.2 Deputy Mayor Svab
    - 10.3 Councillor Dennis
    - 10.4 Councillor Sands
    - 10.5 Councillor Coulter
    - 10.6 Councillor Stendie
    - 10.7 Councillor Appel
  11. **Adoption of Minutes**
    - 11.1 Minutes from the Regular Council Meeting on September 13, 2022
  12. **Notices of Motion**

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

None
  14. **Confidential**

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

- Regular Council Meeting – October 11, 2022
- Standing Committee of Council Meeting – October 17, 2022



*Lacombe*  
REGIONAL TOURISM

# 2023 Town of Blackfalds Proposal

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# Outline

- What is the Visitor Economy
- Mission
- Vision
- Goals
- Membership ask for 2023
- Questions

# Tourism = Visitor Economy

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- We work to attract visitors to Lacombe County through external marketing
- In 2019, Alberta saw \$8.2 billion in Tourism Expenditures
- Employed 68,000 people in Full Time positions
- In 2017, Central Alberta saw \$929, 376 in Tourism Expenditures and mainly driven by the Food and Beverage sector.





# Our Mission

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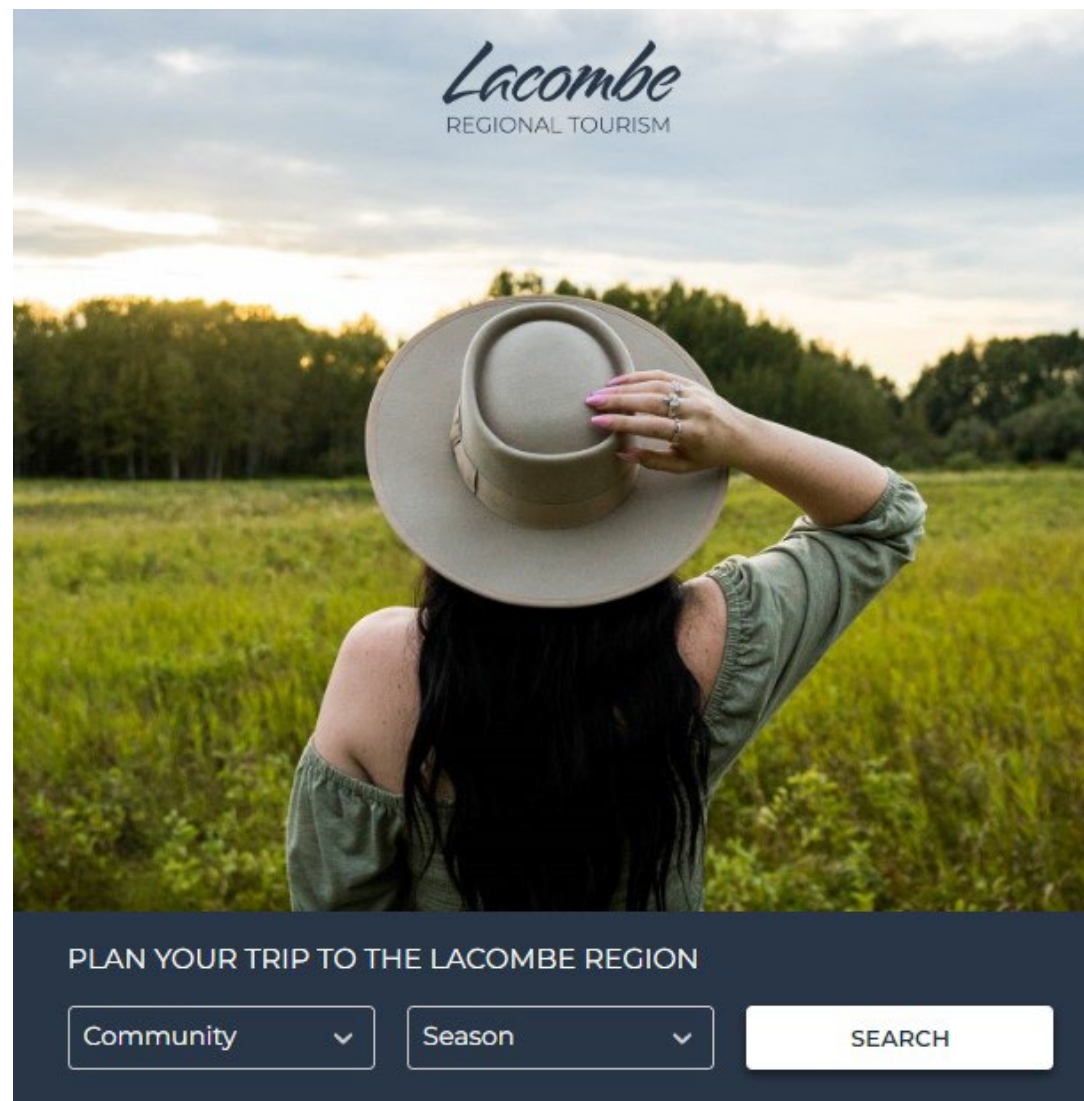
1. Grow the regional visitor economy by leveraging key public and private partnerships;
2. Lead regional destination promotion and development



# Our Vision

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1. Encourage investment and positively impact the quality of life of those who live in Blackfalds and Lacombe County.
2. Create hyper-local, one-of-a-kind experiences for visitors to enjoy year-round.
3. Promote communities, activities, events and attractions in Blackfalds and Lacombe County as a desirable place to travel, play, and get away.



# Our Goal

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By 2025, Lacombe Regional Tourism will establish Lacombe County as a hyper-local destination of choice for visitors.



# Partnership

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1. For Blackfalds and Lacombe County, success is incumbent upon effective and productive partnerships
2. Partnerships form a strong sense of place
3. Promotional activities curate an elevated visitor economy.



Destinations

## SUMMER FUN AT GULL LAKE, LACOMBE COUNTY

June 28, 2022

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Head to Gull Lake this summer for beach fun and farm-fresh eats! Only 2 hours from Calgary and 1.5 hours...



Destinations

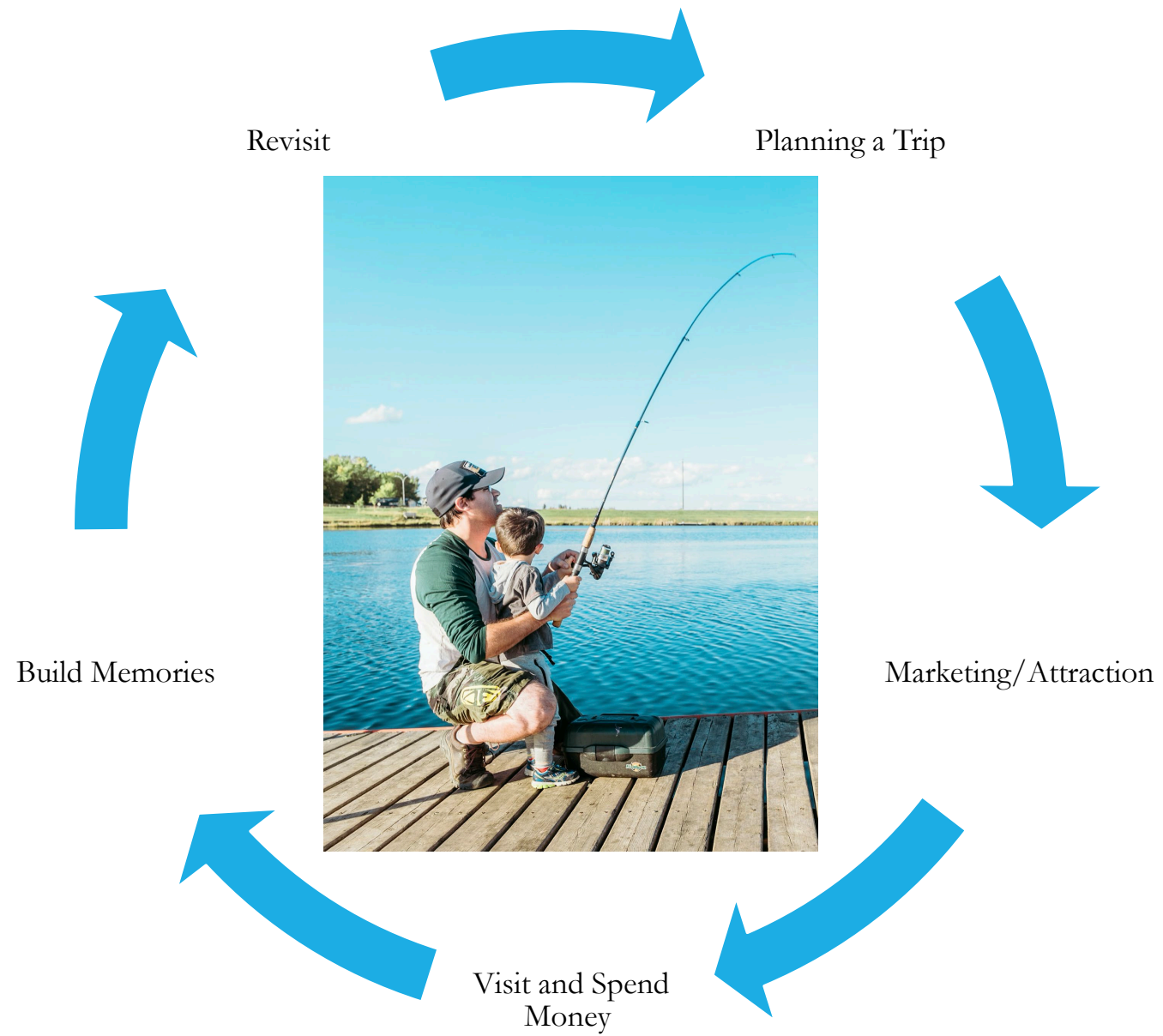
## A WINTER WEEKEND IN LACOMBE COUNTY

December 16, 2021

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Visit the friendly towns of Lacombe, Blackfalds, and Bentley this winter for outdoor fun and fantastic dining and shopping. Lacombe...







## **Lacombe Regional Tourism**

- Strategic Marketing and Attraction
  - Grow awareness in larger markets
  - Encourage relocation of people and businesses
- Access to Grants
  - Letters of Support
  - Access to Tourism Specific Grants
- Economic Development
  - Product Development
  - Managed Industry Growth
  - Growth of Tax Base
- Professional Resources
  - Industry Professionals
  - Training Resources
  - Industry Research

## **Town of Blackfalds**

- Local Community Events
- Social Media
- Support and Develop Local Businesses

# Membership Ask for 2023

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The LRT would like to ask that the Town of Blackfalds consider joining the LRT as a full member of the association.

- We ask that the Town of Blackfalds increase their membership to a scaled amount of \$12,000 from \$400 for 2023
- This will allow the LRT to operate in the Town of Blackfalds at an elevated capacity providing access to more programs and contribute to the managed growth of the Visitor Economy.

# Questions ?

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**MEETING DATE:** September 27, 2022

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

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

**SUBJECT:** **Gregg Street Renaming of Roadways**

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## **BACKGROUND**

The Womacks Road/Gregg Street realignment is nearing completion which now provides a seamless transition between the two streets. Having one street with two separate names can create wayfinding challenges. As such, the Civic Addressing Committee, established under the Naming and Addressing Bylaw (No. 1182/14), is proposing to remove the Gregg Street name going east west and replacing it by continuing the Womacks Road name further east to Highway 2A. The remaining angled roadway in front of the Tayles Spray Park will be renamed as Grigg Way to align with our current bylaw's naming convention of "Way" and representing the correct spelling of this historic name.

In discussions with Judy Carlton of the Historical Society, this roadway was named after Blackfalds' first schoolteacher named Alice Grigg and her family. We understand from her that previous Council had intended to use her name, but somehow when her name was transcribed, it was misspelled.

## **DISCUSSION**

The Naming and Addressing Bylaw delegates street naming to the Civic Addressing Committee and provides guidance when considering new street names; a copy of the Bylaw is attached for Council's information. However, given the significance of this road's history above, and the proposed renaming of existing roads, the Committee refers this decision to Council for the final decision.

The Committee is recommending Council rename the small segment of Gregg Street that runs east-west to Womacks Road because there are key community facilities already located along it like the Abbey Centre and the Community Centre. By linking Womacks Road to Highway 2A, it will assist the travelling public with wayfinding to those facilities from Highway 2A and mirrors the western side of this major east west collector. As for the segment of Gregg Street that runs west along Tayles Park, the Committee is recommending Council rename it to Grigg Way to honour the schoolteacher's family name and their past contributions to Blackfalds. This new street name complies with the conventions contained within the Naming and Addressing Bylaw.

Canada Post has confirmed they have no delivery addresses off of Gregg Street. The only development that currently fronts onto Gregg Street is the Blackfalds Estates Mobile Home Park. Administration has provided the owner of Blackfalds Estates Mobile Home Park with an opportunity to comment on the proposed renaming; no comments were received at the time of report preparation. Administration will be happy to provide a verbal update if we receive any comments from this landowner ahead of this meeting.

A sketch showing the current and the proposed street names is provided as an attachment to this information report.

**FINANCIAL IMPLICATIONS**

The cost of three green sign blades in the amount of \$500. Operational funds will be used to update these signs.

**ADMINISTRATIVE RECOMMENDATION**

1. That Council approve the re-naming of the east-west segment of Gregg Street extending from the railway tracks east to Highway 2A to Womacks Road; and
2. That Council approve the re-naming of the segment of Gregg Street that runs along the western boundary of Tayles Spray Park and links onto Broadway Avenue to Grigg Way.

**ALTERNATIVES**

- a) That Council refer this item to Administration for further consideration.

**ATTACHMENTS**

- *Bylaw 1182/14 Naming and Addressing Bylaw*
- *Current and Proposed Street Naming Sketch*

**APPROVALS**

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CAO Myron Thompson

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Department Director/Author





## TOWN OF BLACKFALDS BYLAW 1182/14

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### BEING A BYLAW TO ESTABLISH AND MAINTAIN A CIVIC ADDRESS SYSTEM AND TO ESTABLISH NAMING OF STREETS AND DEVELOPMENT AREAS

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WHEREAS the Council of the Town of Blackfalds desires to maintain a civic address system to identify properties and to assist emergency response vehicles in locating the appropriate address and to establish a process for the naming of streets and development areas

NOW THEREFORE the Municipal Council of the Town of Blackfalds, in the Province of Alberta, duly assembled, enacts as follows:

#### **PART 1 – TITLE**

1. That this Bylaw shall be known as the “Naming and Addressing Bylaw”.

#### **PART 2 - DEFINITIONS**

In this Bylaw:

- a) "Address" means the civic address designated by the Town of Blackfalds from time to time, which may include a combination of numbers and/or words.
- b) "Authority" means the Chief Administrative Officer and such staff that are deemed necessary to carry out the functions of this Bylaw.
- c) "Civic Addressing Committee" shall be a committee which includes the following persons:
  - i. Fire Chief from the Blackfalds Fire Department;
  - ii. Director of Infrastructure and Property Services;
  - iii. Planning and Development Manager; and
  - iv. Assessment and Taxation Department Clerk.
- d) "Occupancy" means every building or portion of a building or a sub-unit thereof identified in accordance with the classification designated in the Alberta Building Code, as determined by the Planning and Development Department.
- e) "Owner" means, with respect to a property, the person who is registered under the Land Titles Act as owner of the property;
- f) "Property" means a parcel of land or a building situate thereon;
- g) "Street" shall mean and include all streets, avenues, crescents, drives, boulevards, greens, bays, places, squares, roads, and closes which give access to the front of any occupancy and shall not include any lane.
- h) "Subdivision" shall mean any area that is part of an Area Structure Plan which lays out the future roads and uses of an area of the Town.

#### **PART 3 - PROCEDURES**

2. Every legally registered parcel of land within the corporate limits of the Town shall be designated an address in accordance with the following general rules, wherever possible:

#### **PART 4 - ROADWAYS**

3. Street names shall be approved by the Civic Addressing Committee *using the Civic Addressing Guidelines, attached as Schedule A to this By-law*; taking into consideration any concerns with respect to similar names so as to not create confusion that would jeopardize the safety of residents
4. The name if not historical, may be descriptive, may pertain to the geographical or topographical outlay, or may establish the basis of a theme for subsequent naming with a larger area.



## TOWN OF BLACKFALDS BYLAW 1182/14

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5. When an area has been determined to have all roadways named, the names for such roadways shall be selected in an alphabetical sequence, with each name beginning with the first letter of the neighbourhood name.
6. The name shall not be duplicated nor shall it approximate phonetically the name of any other area, street, neighbourhood or subdivision already named within the Town of Blackfalds.
7. Where a cul de sac is created from a main street:
  - (a) if the cul de sac has seven or less lots, the name of the street will carry through the cul de sac
  - (b) if the cul de sac has more than seven lots, then a new name will be given to the cul de sac, which shall be different from the adjacent street
8. The Town shall maintain the street address in good condition and shall not cause, allow or permit the visibility of the address from the street to be obscured.

### **PART 5 - BUILDINGS**

9. Addressing of individual parcels within a subdivision shall be assigned by the Planning & Development Department.
10. Even numbers shall be placed on the north and west sides of the streets, and odd numbers shall be placed on the south and east sides of the streets.
11. Each occupancy shall be allocated an individual number. Numbering shall be assigned as follows:
  - a) Residential
    - i) All single-family dwellings shall be numbered in succession by multiples of fours.
    - ii) Where single family dwellings cannot be numbered with every 4th number, because of number restrictions, the numbering will then follow the sequence of numbering in the surrounding area to avoid duplication.
    - iii) Duplexes shall have one address per dwelling unit.
    - iv) Fourplexes shall have one address for the entire building, with internal numbering to be finalized with the Developer and the Planning & Development Department prior to occupancy, unless each dwelling unit is separately metered, at which time individual addresses will be assigned to each dwelling unit.
    - v) Multihousing development (row houses, townhouses) shall have one address per dwelling unit.
    - vi) Residential apartment buildings shall have one address per building, with internal numbering to be finalized with the Developer and the Planning & Development Department prior to occupancy.
    - vii) Mobile Home Park lots will be numbered in increments of one (1).
  - b) Commercial/Industrial
    - i) All commercial/industrial buildings shall be numbered in succession by multiples of fours.
    - ii) Commercial and industrial buildings shall have one numbered address for the entire building. Individual bays within such building shall be numbered in a consecutive numbering sequence, (i.e. Bay #1, Bay #2; etc.)





## TOWN OF BLACKFALDS BYLAW 1182/14

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### **PART 6 - SUBDIVISION AND AREA STRUCTURE PLANS**

12. Where a subdivision is named, all roads, streets, etc shall start with the same letter as the first letter of the subdivision/Area Structure Plan name.
13. All names of subdivisions shall not create any adverse effect on the community as a whole.
14. Where a developer is looking at a new subdivision area covered by a new ASP, it is recommended that the new area be suitably named by not using a letter that is already in existence, excepting where there is only one (maximum two) streets already named using that letter then the use of those letters may be considered (See attached Schedule B).
  - a) The developer and the Planning Department (at the initial contact for a new ASP) will consider the Bylaw and review possible naming prior to the formation of an ASP
15. The process for naming of subdivisions shall take into account area of land mass, major roadway networks and other features that would be determined as a boundary for name changes from one subdivision to another.
16. Where possible, have naming done in a contiguous manner for smaller subdivisions or development areas that are immediately adjacent to larger existing subdivisions, and where no boundaries exist, shall utilize the same first letter for naming of the subdivision.
17. Schedule B shall be utilized as a guide to assist in establishing names for development areas.
18. Where there is a historical or related significance for an area that the developer in conjunction with the Planning Department shall consider if it follows the aforementioned criteria and qualifies to be named in the manner suggested.

### **PART 7 - ADDRESSING REQUIREMENTS**

19. The requirement for posting of civic addresses, when applicable, will be a condition placed upon issuance of any development permit.
20. In the case where there is no civic addressing and it is required, the municipality shall provide notice in writing to the owner of that property.
21. The owner or occupant shall continuously display the address for such occupancy in a contrasting colour on the exterior of the front door providing principal direct access thereto.
22. The owner shall use numerals or letters which are not less than 6 inches (15.14 cm) in height.
23. No person shall display or permit the displaying of any address on a property other than the address currently assigned pursuant to this By-law.
24. The owner shall maintain the address in good condition and shall not cause, allow, or permit the visibility of the address from the street to be obscured.

### **PART 8 - OFFENCES AND PENALTIES**

25. The Authority is hereby authorized to ensure the provisions of this By-law and to instruct the issuance of offence tickets to any person it reasonably believes has contravened the provision of this By-law.
26. Any person who contravenes any of the provisions of this by-law is guilty of an offence and is liable to a penalty of \$200.00.
27. Any person who, being guilty of a first breach of this by-law, contravenes any of the provisions of this by-law a second time with the same breach within sixty (60) days is guilty of an offence and is liable to a penalty of \$500.00.



TOWN OF BLACKFALDS  
BYLAW 1182/14

**PART 9 – RESCINDED**

That Bylaw No. 930/02 and the existing Street Address Policy is hereby rescinded.

**PART 10 – DATE OF FORCE**

28. That this Bylaw shall come into full force and effect upon the passage of third reading.

READ for the first time this 22<sup>ND</sup> day of JULY, A.D. 2014.

(RES. 216/14)

  
MAYOR MELODIE STOL

  
CAO MYRON THOMPSON

READ for the second time this 12<sup>th</sup> day of AUGUST, A.D. 2014.

(RES. 230/14)

  
MAYOR MELODIE STOL

  
CAO MYRON THOMPSON

READ for the third and final time this 12<sup>th</sup> day of AUGUST, A.D. 2014.

(RES. 231/14)

  
MAYOR MELODIE STOL

  
CAO MYRON THOMPSON



## TOWN OF BLACKFALDS BYLAW 1182/14

### SCHEDULE A CIVIC ADDRESSING GUIDELINES

In accordance with By-law 930/02, street names shall be selected in accordance with the following:

Alley	A through local roadway located in the rear of the parcel serving only a limited number of dwellings.
Avenue	A through local, collector, or arterial road generally carrying north-south traffic.
Boulevard	An arterial road or major collector carrying predominantly express traffic.
Circle	A roadway which completes a loop upon itself.
Cul-de-Sac	A non-through local roadway  The following may be used to identify a cul-de-sac: <ul style="list-style-type: none"><li>• Bay</li><li>• Close</li><li>• Court</li><li>• Green</li><li>• Place</li></ul>
Crescent	A “U” shaped local roadway or minor collector with structures on both sides, accessible at either end from the same street, and with no other intersections with through streets.
Drive	A lengthy collector or arterial road that is usually winding or curved.
Gate	A short street that provides an entrance to a subdivision.
Highway	Refers to provincially designated roadways.
Lane	A local roadway located in the rear of the parcel serving only a limited number of dwellings.
Road	A through local, collector, or arterial road generally carrying east-west traffic.
Subdivision	Consists of a group of transportation routes.  The following may be used to identify a subdivision: <ul style="list-style-type: none"><li>• Estates</li><li>• Gardens</li><li>• Grove</li><li>• Heights</li><li>• Meadows</li><li>• Ridge</li></ul>
Square	A roadway that forms part of a square, often times embracing an open area.
Street	A through local, collector or arterial road generally carrying east-west traffic.
Trail	A through local, collector or arterial road which spans more than one area of the Town
Way	A local or a major collector carrying predominantly express traffic.





**TOWN OF BLACKFALDS  
BYLAW 1182/14**

**SCHEDULE B  
LIST OF NAMING LETTERS USED**

<b>Beginning Letter</b>	<b>Existing Streets/Avenues utilizing letter of alphabet</b>
<b>A</b>	Used in Aspen Lakes and Aurora Heights subdivisions and 2 streets south of Womacks Road – Aspen Crescent and Drive
<b>B</b>	Used as the main road through downtown – Broadway Ave and 2 streets in the Rolling Hills area (Brentwood Dr and Briarwood Cres) and Blackfalds Industrial Way on the east side of Hwy 2A in the industrial area
<b>C</b>	Used in Cottonwood Estates subdivision – it is noted that Cottonwood Dr will continue East and South as part of the transportation network and eventually will exit onto Hwy 597 in the future
<b>D</b>	Only used for Duncan Ave in the west industrial area
<b>E</b>	Used in 2 areas – downtown (East Railway Street and East Avenue) and in Panorama Estates (Eastpointe Drive)
<b>F</b>	Not Used
<b>G</b>	Gregg Street in the downtown area
<b>H</b>	Highway Ave (service road only) on the west side of Hwy 2A
<b>I</b>	Indiana Street in the downtown area
<b>J</b>	Not used
<b>K</b>	One street (not developed) – King Street –south of South Street adjacent to the Tutty property
<b>L</b>	Used in the downtown area – Lawton Ave, Lorne Ave, Lansdowne Ave (used in the downtown area and across the tracks with no connection to the northern portion of Lansdowne Ave). We also have 2 streets in the west area – Leung Road and Laurel Close and 2 condominium projects that were given street names. Additionally we have a new subdivision proposed on the East side of Hwy 2A know as Lakeside with street names related to the neighborhood.
<b>M</b>	McKay Ranch west of Panorama Estates is using the letter M for the subdivision and the related streets. Also used for 2 streets in the downtown area – Minto Street and Moore Street
<b>N</b>	Not used
<b>O</b>	Not used
<b>P</b>	Used in Panorama Estates and Parkwood area on the east side of Hwy 2A, with Park Street extended into the Downtown area. There is also one other street south of Womacks – Poplar Avenue using the letter P
<b>Q</b>	Queen Cres – in the downtown area west of Hwy 2A south of Gregg Street
<b>R</b>	Rolling Hills Estates (west of the railway and north of South Street) and 3 streets with the letter R – future development to the south of this subdivision will use the letter R for the streets also. We also have one street at the south end of the downtown area – Romanson Lane



**TOWN OF BLACKFALDS  
BYLAW 1182/14**

<b>S</b>	Main concentration for the letter S is north of Womacks Road, south of Westbrooke Road between Westridge Dr and Broadway Ave. There are additional streets using the S – Stanley Street (south of the Multiplex) and in the downtown area – Shull Street, Schular Ave and of course South Street which traverses the whole town boundaries from West to East
<b>T</b>	One street south of South Street is registered as Trout Street (not developed)
<b>U</b>	Not used
<b>V</b>	Valley Ridge Estates bounded by Womacks Road on the south and Aspen Lakes on the north uses the letter V in street naming. We also have the west arterial named Vista Trail
<b>W</b>	In the downtown area we have Waghorn St. and Wilson St. There is also an area known as Harvest Meadows that uses the letter W for street naming bounded on the south by Womacks Road and on the north by Aspen Lakes subdivision
<b>X</b>	Not used
<b>Y</b>	Not used
<b>Z</b>	Not used





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**MEETING DATE:** September 27, 2022

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

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

**SUBJECT:** **Citizen Engagement Budget 2023 Survey Results**

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## **BACKGROUND**

A part of the budget process is for the Town Council to engage with the citizens and get feedback regarding the Town budget. This year the Town has engaged with citizens through a budget survey and an in-person interaction held at the Community Information Expo. This item is to report back to Council the results of the survey.

## **DISCUSSION**

The survey was created in-house using Constant Contact and promoted through The Town website and social media accounts. The survey was made available from August 22– September 11, with QR codes for easy access. The survey asked residents their level of satisfaction with Town services in a nine-question survey and included comment boxes for each question.

There were 390 residents that completed the entire survey, along with comments. Of all the respondents, 98% of the responses were Blackfalds residents, 1% was Lacombe County residents, and 1% were Blackfalds Business owners.

The survey was anonymous, however if they submitted their email address, they were able to participate in a draw for completing the survey. 292 Participants were included in the random draw. Prize #1 – was \$100 credit towards the Town of Blackfalds Utility account, along with some Town Swag. Prize #2 – was a \$50 gift pass to the Abbey Centre, and Town swag. Both recipients have been contacted and are happy to win the prizes.

The Budget 2023 Survey Report is attached in Appendix A with the results for each question displayed in a bar chart. The questions asked residents for the level of satisfaction they have experienced in the key areas. Choices were: Well below expectation, Below expectation, Meets expectation, Above expectation or Exceeds expectation. Overall, most of the responses were positive and “Meets expectation”. Each question also included a comment box, an important component of the survey, to allow residents to elaborate on their answers or voice concerns. The comment section has been compiled into a document to be distributed to all Council members, the CAO, and Directors and Managers. Comments from citizens will be taken into consideration when prioritizing department service levels.

Below is a summary of the Budget 2023 Survey responses:

1. **Protective Services** - 74% of respondents selected, Meets, Above, or Exceeds expectations.
2. **Environmental Services** - 69% of respondents selected, Meets, Above, or Exceeds expectations.

3. **Taxation levels** - 41.8% of respondents selected for, No tax Increase.
  - a) 31.8% of the respondents selected for, Minor tax increases or Tax increases (equivalent to CPI)
  - b) 26.4% of the respondents selected for, Decrease taxes.
4. **Infrastructure Services** - 59.8% of the respondents selected, Meets, Above, or Exceeds expectations.
5. **Marketing & Communications** - 76.7% of the respondents selected, Meets, Above, or Exceeds expectations.
6. **Town Facilities** - 86.4% of the respondents selected, Meets, Above, or Exceeds expectations.
7. **Program & Events** - 78.3% of the respondents selected, Meets, Above, or Exceeds expectations.
8. **Parks, Playgrounds & Green spaces** - 87.4% of the respondents selected, Meets, Above, or Exceeds expectations.
9. **FCSS** - 53.6% of respondents that use the service, selected, Meets, Above, or Exceeds expectations.

Typically, there is a lot of interest in taxation levels, as one of the main sources of funding for the Town which accounts for approximately 40% of total revenue. The majority of the responses (41.8%) voted for No tax increase – service levels may be reduced or eliminated. This is an indication that residents would be accepting adjustments to service levels to avoid a tax increase. Considering the current economic condition with inflation facing the municipality, this may be very hard to achieve.

The survey gives Council valuable feedback on the current satisfaction of service levels and tax rates for the existing year. Going forward our approach to budget preparations will be to consider all feedback from the Survey, identify cost savings, prioritize projects, and show fiscal responsibility for existing services. Consideration will also be given to the current economic conditions to ensure a balanced budget for 2023.

#### **ADMINISTRATIVE RECOMMENDATION**

1. That Council accepts the Citizen Engagement Budget 2023 Survey Report as Information.

#### **ALTERNATIVES**

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

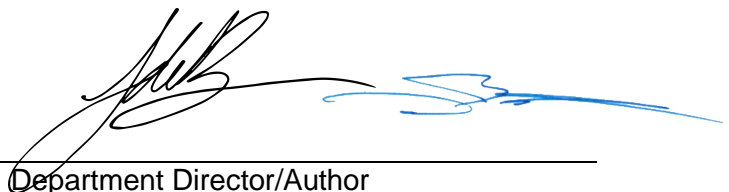
#### **ATTACHMENTS**

- *Appendix A – Citizen Engagement Budget 2023 Survey Report*

#### **APPROVALS**



CAO Myron Thompson



Department Director/Author





## TOWN OF BLACKFALDS **2023 BUDGET SURVEY**

The Town of Blackfalds aims to deliver a balanced budget that maintains affordability for taxpayers while delivering services that residents value and expect.

**BLACKFALDS**  
ALBERTA

# INTRODUCTION

The Town of Blackfalds conducted the annual Budget Survey from August 22- September 11, 2022.

The “Have a Say in What You Pay” budget survey was promoted and distributed using various tools and events including:

- Promoted on social media - Twitter, Facebook (Boosted Ad) , LinkedIn, Instagram.
- Back side of Utility Bill
- Community Info Expo
- Website home page slider
- Budget presentation boards
- Monthly newsletters

The survey solicited 390 responses, 98% of which were community members who reside in Blackfalds.

On the whole, the responses were positive and showed that most Town services rated above 50% of meeting expectations.

Some of the highlights gleaned from the survey were:

## **Town Facilities:**

Very happy with town facilities, they are well maintained, clean and safe.

## **Parks, Playgrounds and Green Spaces**

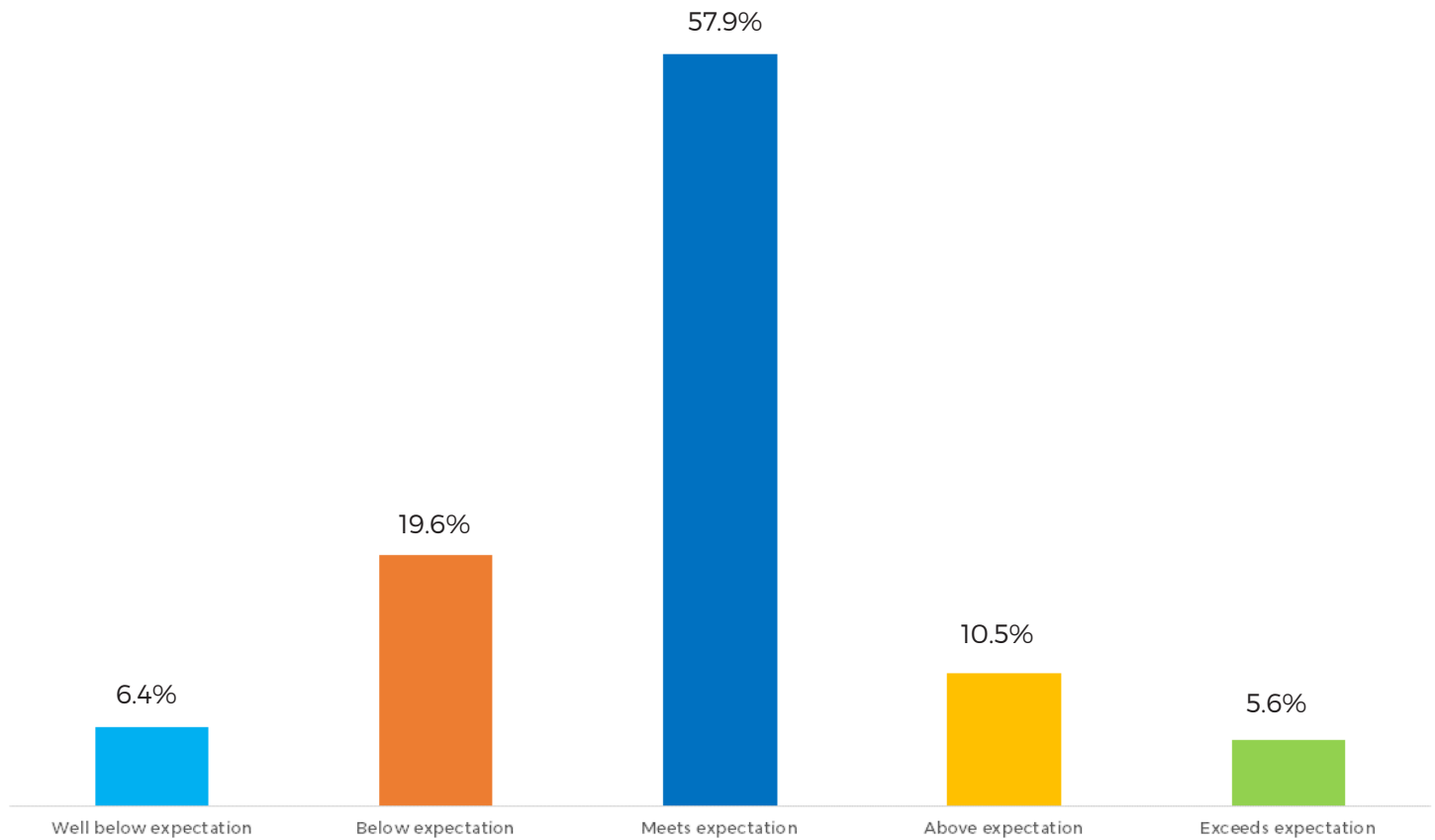
Parks and Trails are always well-maintained! Although few of the playgrounds have adequate shade.

## **Environmental Services**

Green bins would be a welcomed addition to the community!

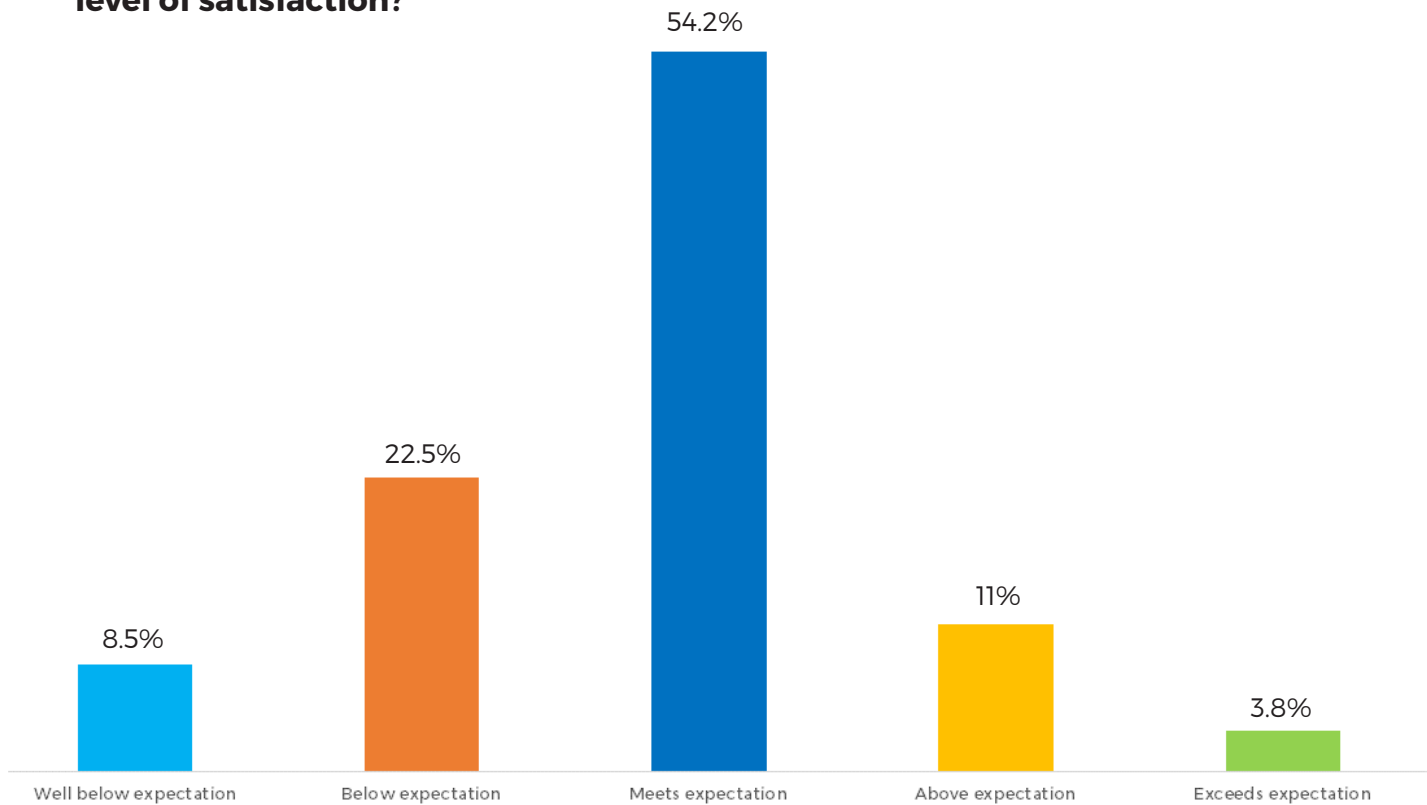


**1. Based on your experience with Protective Services, how would you rate your level of satisfaction?**



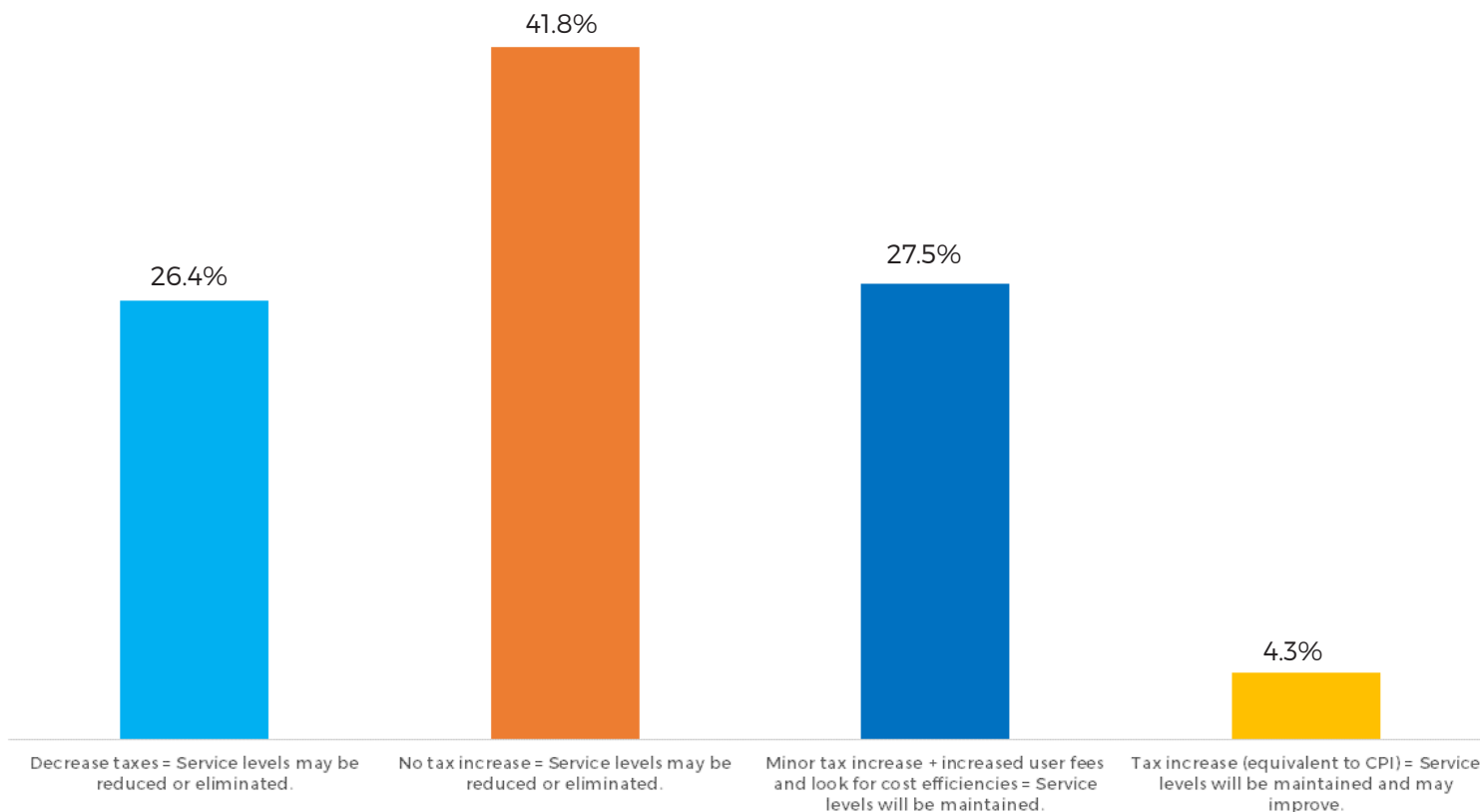
*74% of respondents felt that our Protective Services meets, are above, or exceed expectations.*

**2. Based on your experience with Environmental Services, how would you rate your level of satisfaction?**



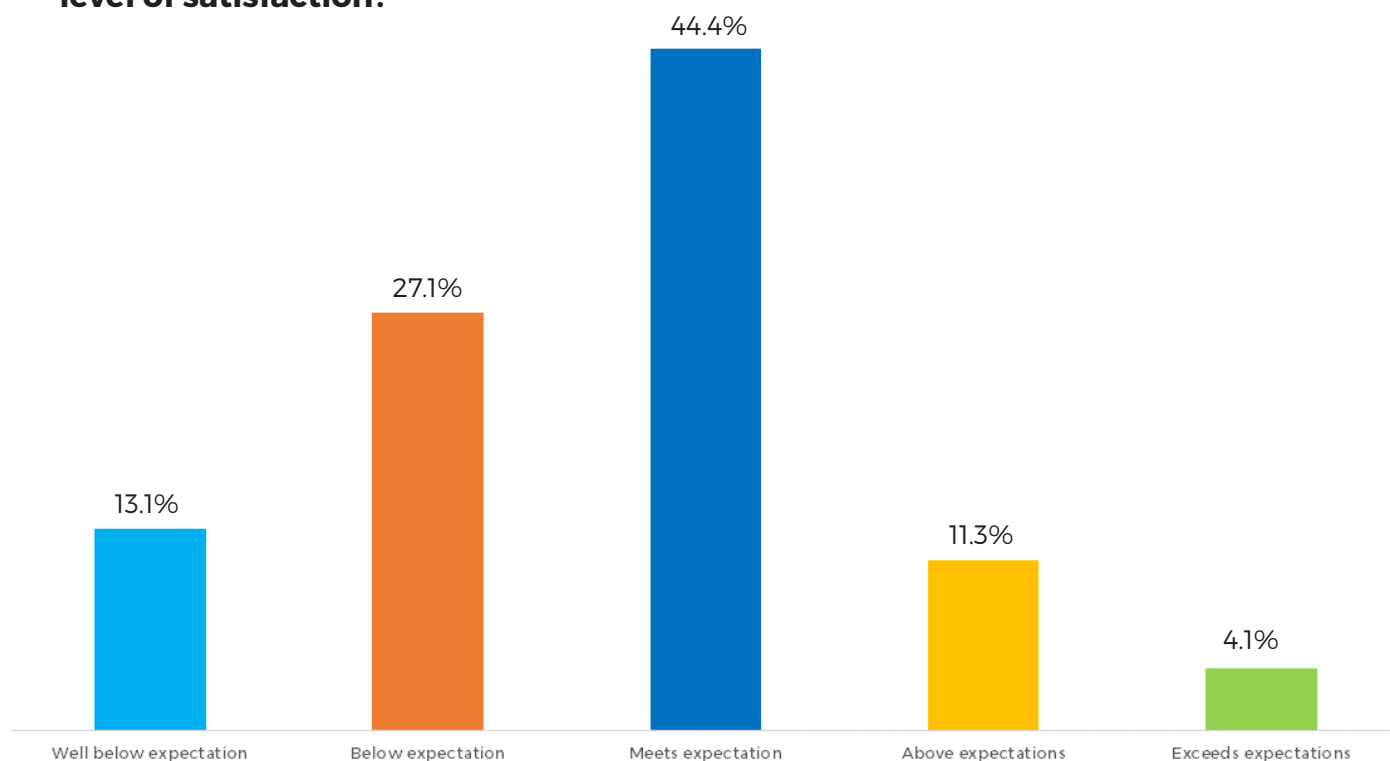
*69% of respondents felt that our Environmental Services meets, are above, or exceed expectations.*

**3. Revenue is directly related to levels of service. What process would you prefer to see the Town undertake?**



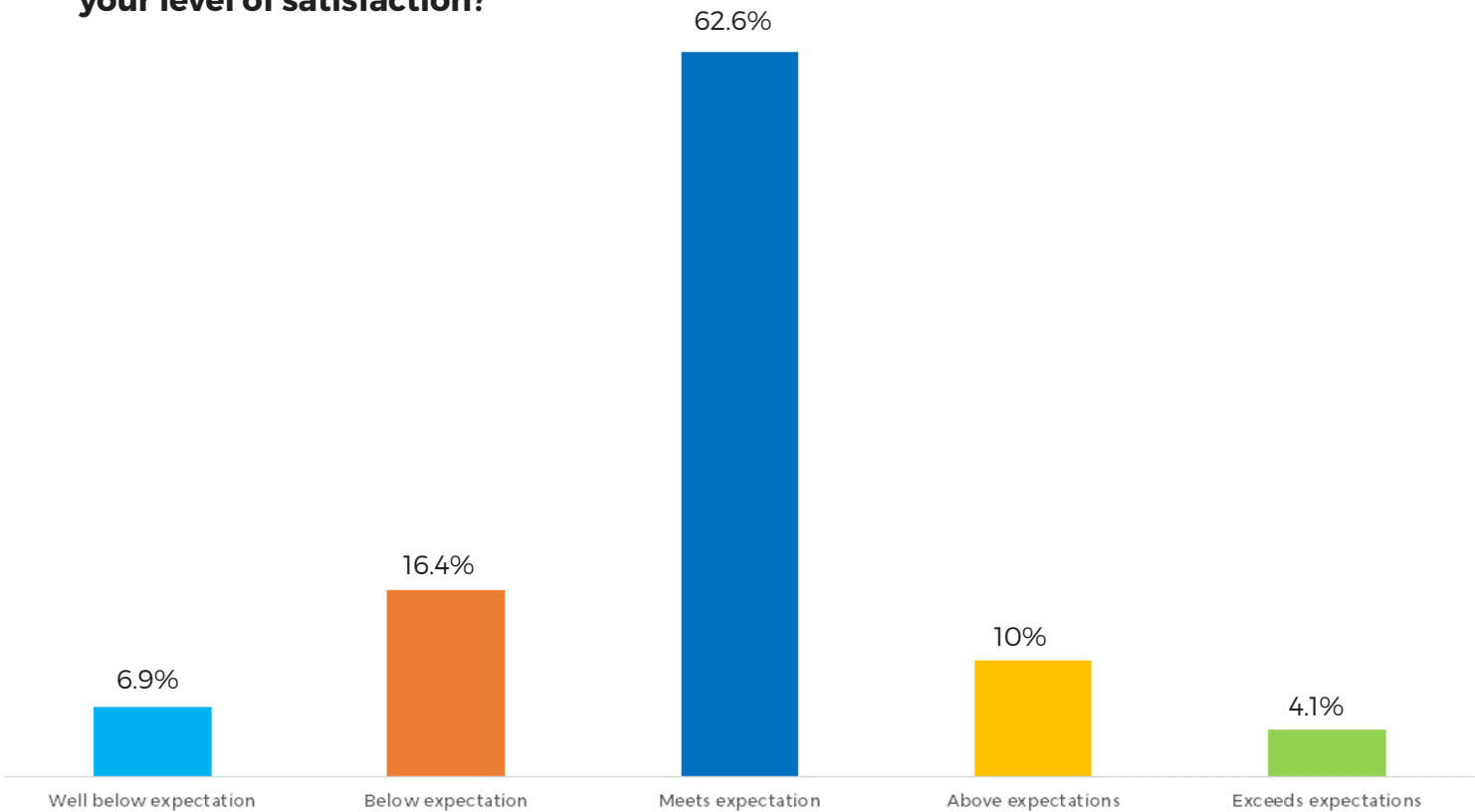
*41.8% of respondents would prefer that the Town undertake no tax increase, while 31.8% prefer minor tax increases or tax increases equivalent to CPI.*

**4. Based on your experience with Infrastructure Services, how would you rate your level of satisfaction?**



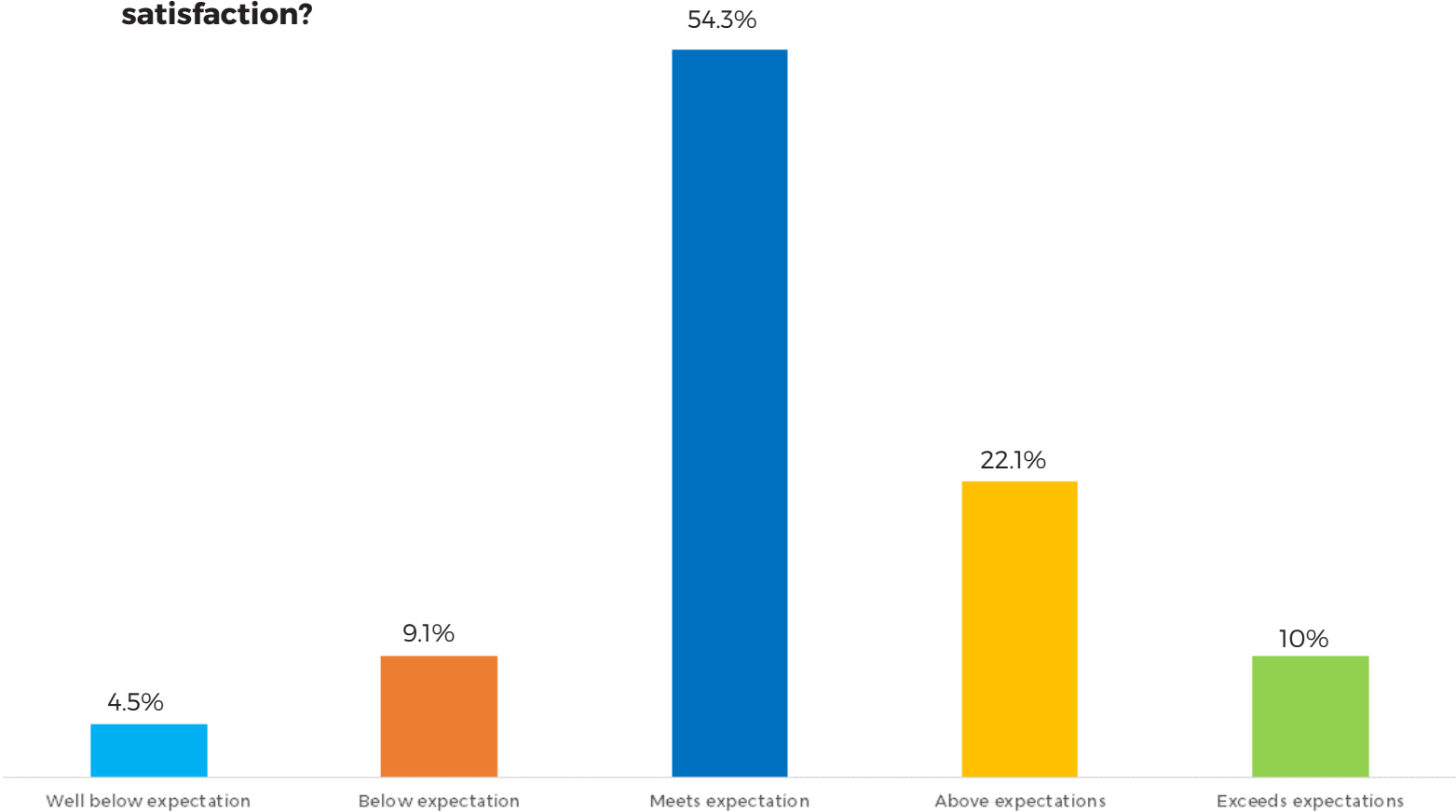
*59.8% of respondents felt that our Town's Infrastructure meets, are above, or exceed expectations.*

5. Based on your experience with Marketing & Communications, how would you rate your level of satisfaction?



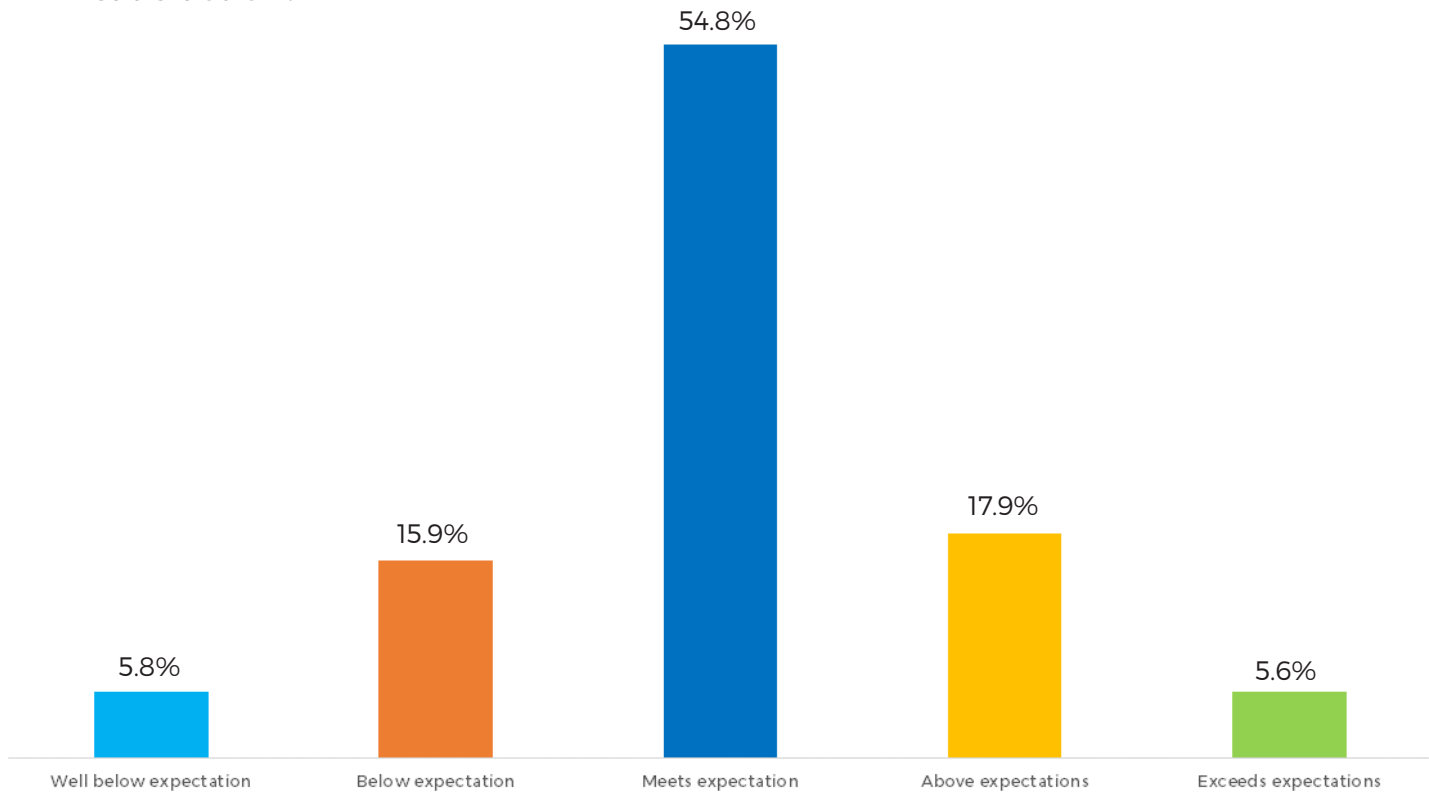
76.7% of respondents felt that Marketing & Communications, meets, are above, or exceed expectations.

6. Based on your experience with Town Facilities, how would you rate your level of satisfaction?



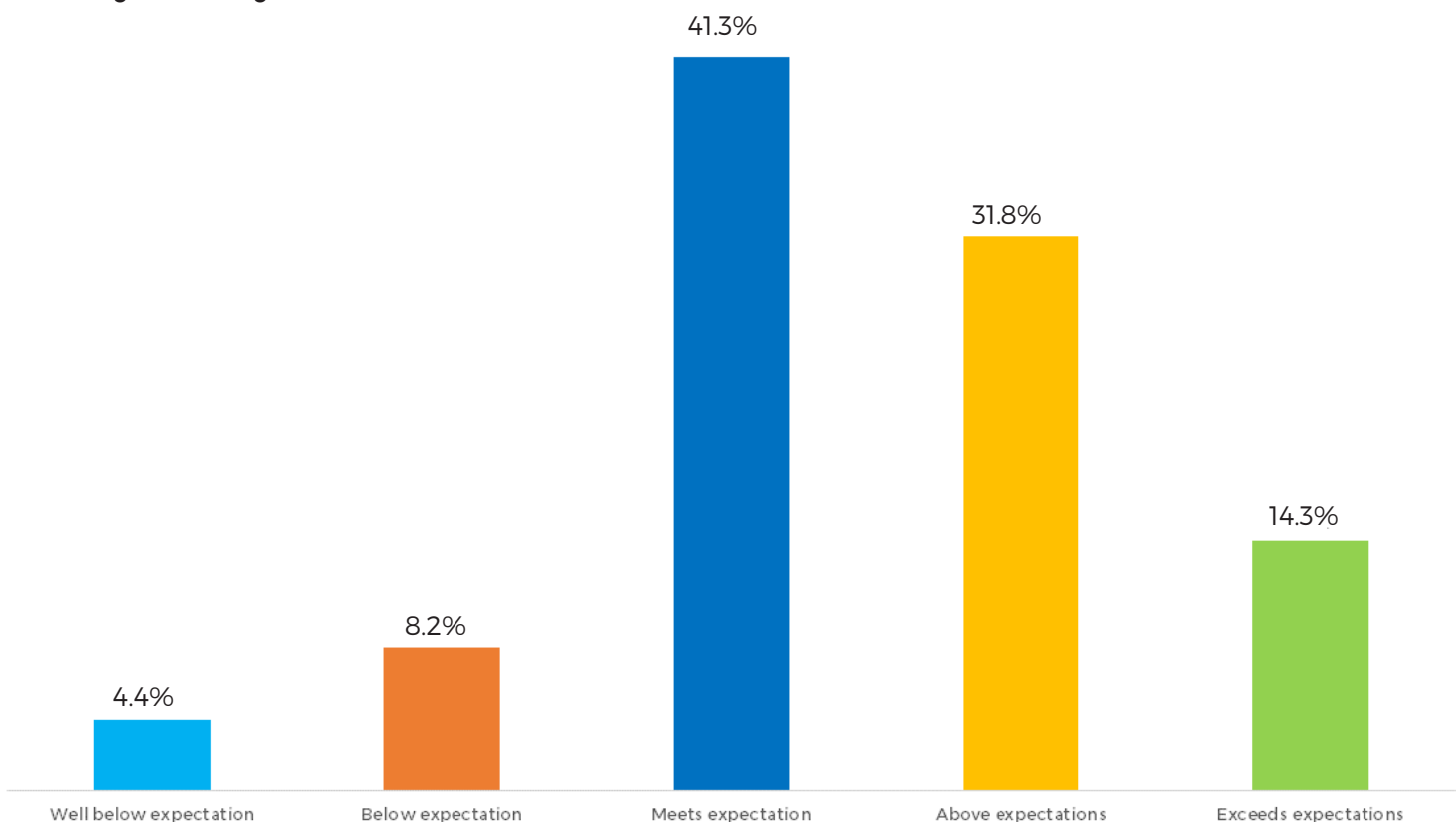
86.4% of respondents felt that the Town Facilities, meets, are above, or exceed expectations.

**7. Based on your experience with Programs & Events, how would you rate your level of satisfaction?**



*78.3% of respondents feel Programs & Events meet, are above, or exceed expectations.*

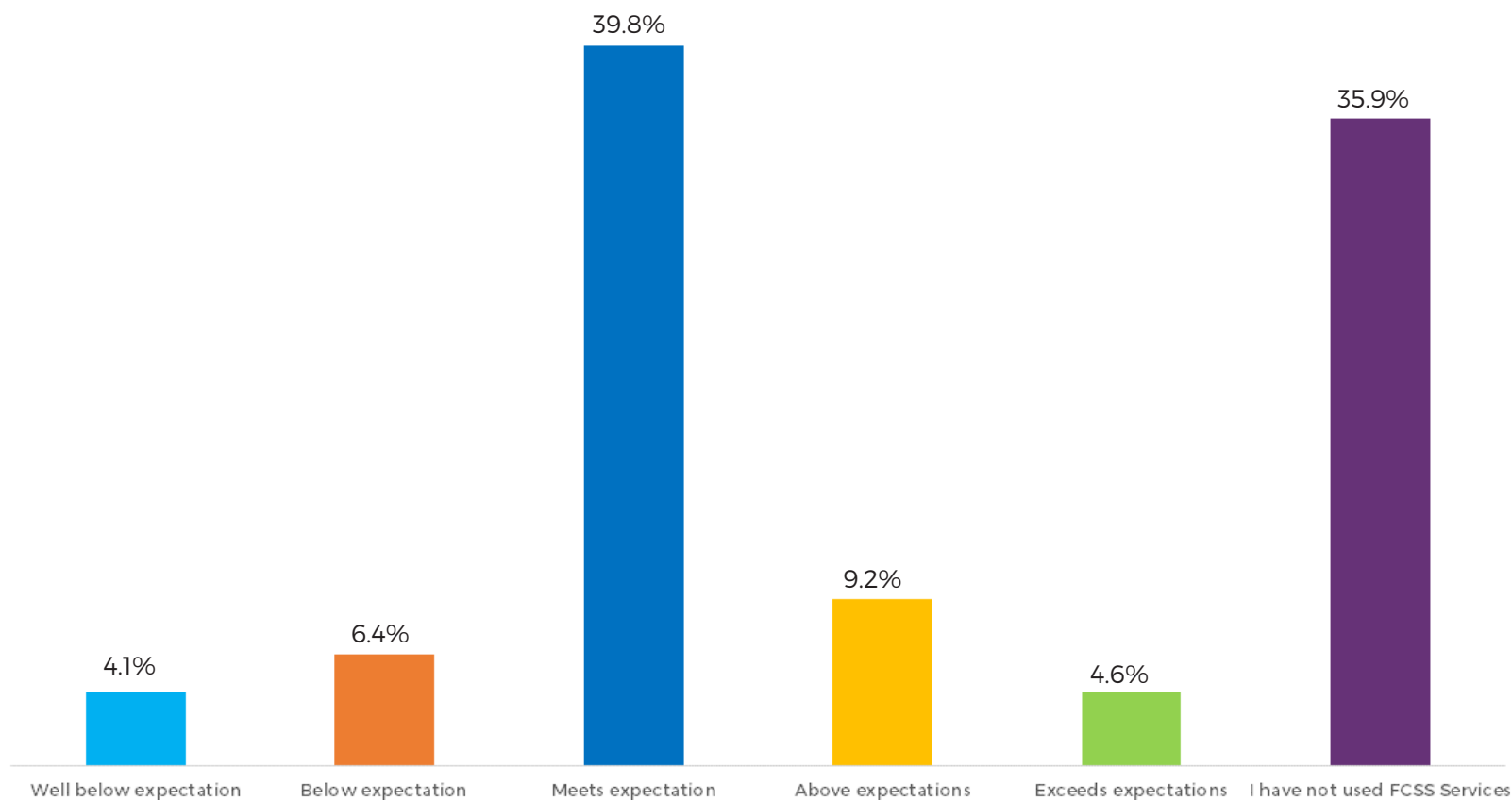
**8. Based on your experience with Parks, Playgrounds and Green Spaces, how would you rate your level of satisfaction?**



*Over 87.4% of respondents feel Parks, Playgrounds and Green Spaces meet, are above, or exceed expectations.*

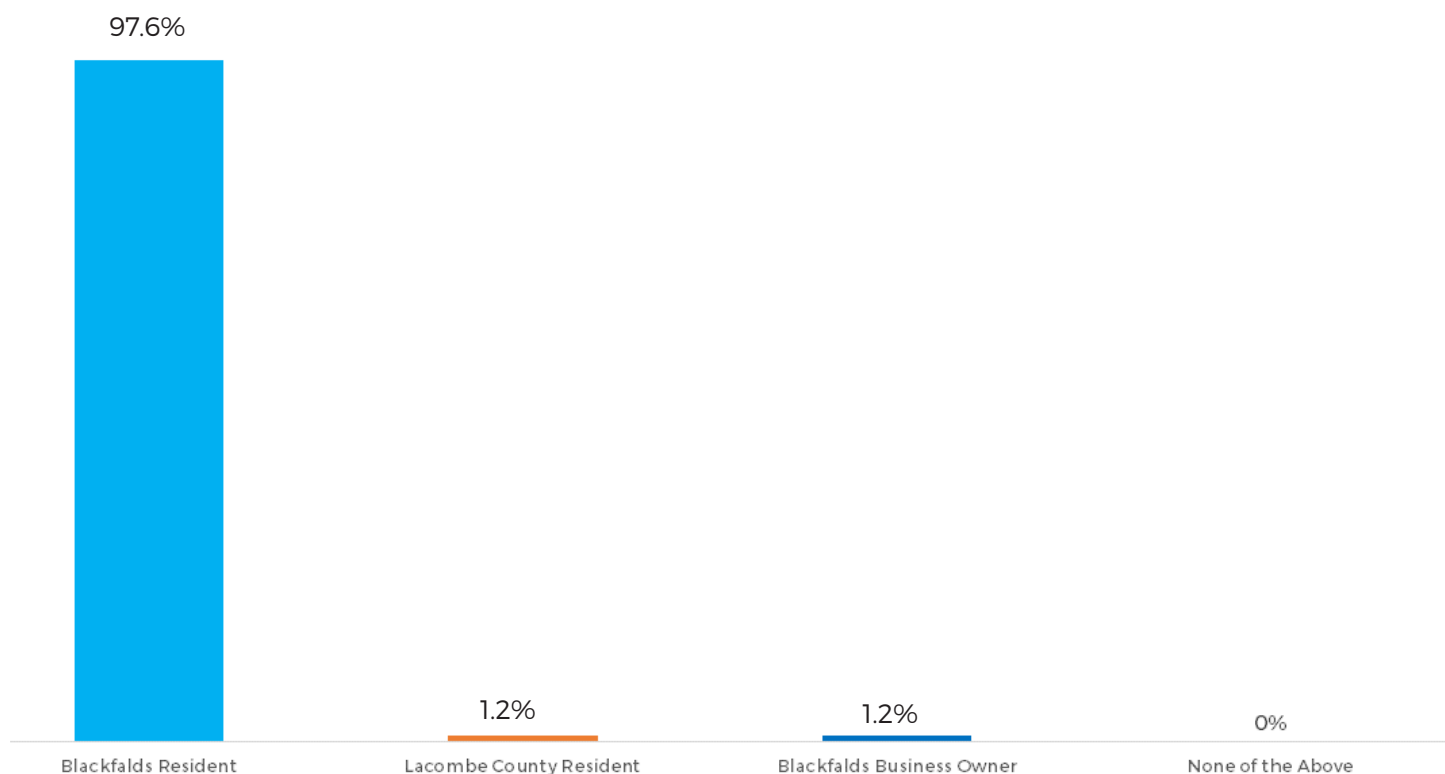


### 9. Based on your experience with FCSS, how would you rate your level of satisfaction?



*53.6% of respondents feel FCSS, meets, are above, or exceed expectations.  
35.9% have not used FCSS services.*

### Are you a:



*When asked where respondents reside, 98% confirmed they are residents of Blackfalds.*

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**MEETING DATE:** September 27, 2022

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

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

**SUBJECT:** **Blackfalds & District Chamber of Commerce Business Awards Gala**

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## **BACKGROUND**

The September 13<sup>th</sup>, 2022, Regular Council Meeting Agenda included an Action Correspondence item relating to the upcoming Chamber of Commerce Business Awards Gala taking place on October 20<sup>th</sup>, 2022. The banquet is returning to an in-person event and Council has customarily attended and supported the event purchasing a table for 8 persons at a cost of \$400.

## **DISCUSSION**

During the discussion on this item at the September 13<sup>th</sup> meeting the topic of sponsorship support came up as an option. The information was not readily available, so the item was accepted as information with the expectation of the item coming back before Council for further review and consideration. Sponsorship for the Business Awards Gala is offered at 4 levels including the 5 Star Sponsorship for \$1200 which includes seating for 8 attendees that is a \$400 value.

During the previous discussion Administration indicated that the Town provides in kind support to contribute to the success of the event. This includes provision of the Community Centre facility waiving the rental fee of \$297.60. We are also providing IT support along with audio/visual equipment.

## **FINANCIAL IMPLICATIONS**

Within the Legislative Cost Centre there are funds available for attendance and support at the event.

## **ADMINISTRATIVE RECOMMENDATION**

1. That Council discuss the attendance options and direct Administration to make the necessary arrangements for attendance.

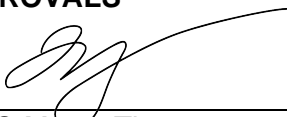
## **ALTERNATIVES**

- a) That Council refer this item to Administration for further consideration.

## **ATTACHMENTS**

- *Sponsorship Plan Options*

## **APPROVALS**



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CAO Myron Thompson

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Department Director/Author





# **Blackfalds & District CHAMBER<sub>OF</sub> COMMERCE**

Blackfalds & District Chamber of Commerce would like to invite you to Sponsor the Business Awards Gala.

## **5-Star- \$1,200 Sponsorship with 8 tickets Full Table**

**\$400/value** \*\*Assigned table for Sponsor vs individual FCFS seating for single tickets guests.

### **Sponsor Recognition:**

- Table Dedication front row, Larger Centerpiece, and recognized name.
- Business awards MC announcement at the beginning and end of the event. Thanking the sponsors that made this event a success...!!!
- Brand recognition name/logo on every table
- Stage recognition name/logo printed as a souvenir take-home item.
- Entrance Brand recognition name/logo.
- Bar signage brand recognition name/logo on sponsorship printed board.

## **Platinum Star - \$800.00 Sponsorship with 2 tickets \$100/value**

### **Sponsor Recognition:**

- Business awards MC announcement at the beginning and end of the event. Thanking the sponsors that made this event a success...!!!
- Brand recognition name/logo on every table
- Stage recognition name/logo printed as a souvenir take-home item.
- Entrance Brand recognition name/logo.
- Bar signage brand recognition name/logo on sponsorship printed board.

## **Gold Star -\$400.00 Sponsorship with 2 tickets \$100/value**

### **Sponsor Recognition:**

- Business awards MC announcement at the beginning and end of the event. Thanking the sponsors that made this event a success...!!!
- Entrance Brand recognition name/logo
- Bar signage brand recognition name/logo on sponsorship printed board.



**Blackfalds & District**  
**CHAMBER<sub>OF</sub> COMMERCE**

Silver Star \$200.00 Sponsorship with 2 tickets \$100/value

Sponsor Recognition:

- Entrance Brand recognition name/logo.
- Business awards MC announcement at the beginning and end of the event. Thanking the sponsors that made this event a success...!!!

Please email [blackfaldschamber@outlook.com](mailto:blackfaldschamber@outlook.com) with your selection.

**MEETING DATE:** September 27, 2022

**PREPARED BY:** Shelby Craig, Marketing and Communication Team Lead

**PRESENTED BY:** Justin de Bresser, Director of Corporate Services

**SUBJECT:** Town Flag Design

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**BACKGROUND**

During the July 26<sup>th</sup>, 2022, Regular Council Meeting, Council adopted the Wordmark and Corporate Branding Policy 154.22, which states that the Town of Blackfalds will no longer use the logo and slogan created prior to 2022. As a result, Marketing and Communications (MarComm) has been updating all corporate signage, templates, and forms to only display the wordmark. MarComm is now looking to replace the Town Flags, as many have become faded and need to be replaced.

**DISCUSSION**

The Parks and Facilities Department replaces Town Flags every 6 months, which gives the Town ample time to have new flags designed and printed. There are currently 5 locations where Town Flags are flown (2 at the Abbey Centre, Food Bank, 2 at the Eagle Builders Centre.)

Marketing and Communications have redesigned the flag featuring only the Blackfalds wordmark.

**FINANCIAL IMPLICATIONS**

The flags are printed by Skytone Graphics and the Town has been quoted \$247.50/per flag, with savings available if ordering 10 or more.

**ADMINISTRATIVE RECOMMENDATION**

1. That Council approve the redesign and ordering of the new Town Flags.
2. That Council approve the removal and appropriate disposal of all Town Flags with the old logo and slogan.

**ALTERNATIVES**

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

**ATTACHMENTS**

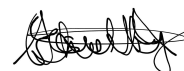
- Town Flag Design

**APPROVALS**

CAO Myron Thompson



Department Director/Author



A blue flag with the text 'BLACKFALDS ALBERTA' is shown waving on a flagpole against a blue background. The flag has a subtle geometric pattern of triangles. The text is white and centered on the flag.

**BLACKFALDS**  
A L B E R T A

September 12, 2022

Town of Blackfalds  
Box 220  
5018 Waghorn Street  
Blackfalds, AB T0M 0J0



Dear Council;

On Friday, September 9 at 7:14 pm I placed a call to Fortis to report a power outage on our property. The lineman did not get the call to restore power until 7:57 pm. During our wait time I called again at 7:53 inquiring how things were progressing. They replied that the serviceman has been reached, is finishing on another job and should be there shortly. I called once more about fifteen minutes later to see how it was going as it was an hour after my initial call and I was getting impatient. I saw no reason for the delay as there was no storms and weather conditions were perfect. Our line was disrupted because a bird shorted two wires. They reassured me that a technician has been called and he should be here shortly.

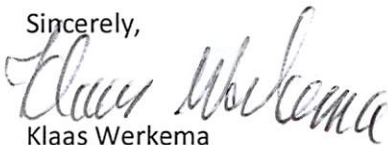
The technician was on location shortly before 9:00 pm almost 2 hours after I placed the call. After restoring our power he called and said that he only got the call a couple minutes before 8:00 pm – which is 45 minutes after I placed the initial call.

My experience with EQUUS were much different. When I reported an outage they responded with urgency and always had our service restored within an hour after my call even during stormy conditions.

My complaint to you is because EQUUS has been removed as competition from Blackfalds, therefore Fortis has no urgency to satisfy its customers and as a customer I feel I am not appreciated. On top of paying an extra \$300/week for the same electricity and receiving NO compensation for the loss of my \$25,000.00 investment, I am extremely disappointed that I am now in this situation.

I continue to seek compensation for the poor service and loss of investment.

Sincerely,

  
Klaas Werkema

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**Subject:** Nominations are open for Queen Elizabeth's II Platinum Jubilee Medals

Good afternoon Mayors, Councillors, & CAOs,

Recognizing the unexpected and sad passing of Queen Elizabeth II, Alberta Municipalities is honoured to be participating in the Queen Elizabeth II's Platinum Jubilee Medal awards. The award is intended to recognize individuals who have made outstanding contributions to your community. With your council colleagues, please consider nominating outstanding individuals from your community for a Queen Elizabeth II's Platinum Jubilee Medal.

## **BACKGROUND**

At the invitation of the Government of Alberta, Alberta Municipalities has agreed to [manage nominations](#) and host the Queen Elizabeth II Platinum Jubilee Medal awards ceremonies for outstanding community leaders. Alberta Municipalities has been allocated 155 medals for which our member-municipalities can submit nominations. In addition, 265 medals will be automatically awarded to all sitting mayors of our member-municipalities.

The Queen Elizabeth II's Platinum Jubilee Medal has been created to mark the 70th anniversary of Her Majesty's accession to the throne as Queen of Canada. To celebrate this historic event, the Medal recognizes outstanding service from Albertans who have dedicated themselves to family, community, and country, just as Her Majesty did.

## **SUBMITTING NOMINATIONS**

To be eligible for the award, your nominee must meet these criteria:

- Be a Canadian citizen or a permanent resident
- Have been alive on February 6, 2022
- Have made significant contributions to Canada or a region of Alberta, community, or field. Examples of areas of significant contribution might include COVID-19, Truth and Reconciliation, diversity, equity and inclusion, or preservation of the environment.
- Be a leader in the community
- Be in good standing with the law and community

Your nomination should be submitted on behalf of your administration and/or council and needs to be endorsed by your council and/or administration, however, a formal motion is not required. You can submit your nominee via [our webform](#) until **Thursday October 6, 2022**.

## **AWARD CEREMONIES**

The Queen Elizabeth II's Platinum Jubilee Medal award ceremonies will be conducted in late-November / early-December. Details will be shared once finalized.

With the recent passing of Her Majesty, these awards have taken on a special significance. We look forward to reviewing your nominations and creating a truly memorable awards ceremony.

Should you have any questions, please e-mail [nominations@abmunis.ca](mailto:nominations@abmunis.ca).

**Dan Rude** | Chief Executive Officer

**ALBERTA URBAN MUNICIPALITIES ASSOCIATION**



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D: 780.431.4535 | C: 780.951.3344 | E: [drude@auma.ca](mailto:drude@auma.ca)

300-8616 51 Ave Edmonton, AB T6E 6E6

Toll-Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)



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**TOWN OF BLACKFALDS  
REGULAR FCSS MEETING - MINUTES  
BLACKFALDS CIVIC CENTRE  
COUNCIL CHAMBERS  
May 12<sup>th</sup>, 2022 – 7:00 pm**

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A Family and Community Support Services regular meeting for the Town of Blackfalds was held on the 12<sup>th</sup> day of May 2022 at the Town of Blackfalds Civic Centre in Council Chambers.

**Members Present**

Mayor Hoover, Councillor Stendie, Councillor Sands, Sheila Giffin, Dena Thomas

**Regrets**

Tennielle Gilchrist, Trish Willis, Cliff Soper, Melissa MacLeod, Samantha Wilson

**Staff**

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

**MINUTES**

**1 FCSS MEETING**

**1.1 Call to Order**

Vice Chair Giffin called the meeting to order at 7:14 pm.

**2 LAND ACKNOWLEDGEMENT**

- Vice Chair Giffin read the land acknowledgement.

**3 AGENDA APPROVAL**

**2.1 Agenda May 12<sup>th</sup>, 2022.**

**RES. 22/22**

Member Thomas moved to accept the agenda as presented.

**CARRIED UNANIMOUSLY**

**4 DELEGATION**

**5 ADOPTION OF MINUTES**

**RES. 23/22**

Councillor Stendie moved to accept the minutes dated April 14<sup>th</sup>, 2022, as presented.

**CARRIED UNANIMOUSLY**



**TOWN OF BLACKFALDS  
REGULAR FCSS MEETING - MINUTES  
BLACKFALDS CIVIC CENTRE  
COUNCIL CHAMBERS  
May 12<sup>th</sup>, 2022 – 7:00 pm**

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**6 OLD BUSINESS**

**6.1 St. Gregory the Great Grant Funding Update**

- At the April board meeting further information was requested with regards to potential funding from the Parent Fundraising body at SGTG. Discussions with the school have indicated that all the funding from that group has already been allocated.

**RES. 24/22**

Mayor Hoover moved that the FCSS Board recommend funding to support the SGTG Wellness Wednesday's program in the amount of \$2,000.

**CARRIED UNANIMOUSLY**

**7 NEW BUSINESS**

**7.1 Iron Ridge Elementary Campus Grant Funding Request**

- Social emotional programming at the elementary campus is facilitated through the School Social Worker. Groups that take place in the school include Roots of Empathy, Rainbows, URStrong, Zones of Regulation and other groups to support children as they navigate through anxiety and trauma.

**RES. 25/22**

Member Thomas moved that the FCSS Board recommend that Council allocate 2022 grant funding to IREC in the amount of \$6,600.

**CARRIED UNANIMOUSLY**

**7.2 West Central FCSS Regional Meeting, May 17.**

- Manager Bornn advised that this meeting is open to any board members who would like to attend, and a breakfast will be provided. There are over 20 confirmed attendees right now.

**8 ACTION CORRESPONDENCE**

**9 INFORMATION**

**9.1 Social Needs Assessment & Master Plan**

- Manager Bornn updated the board that although the Town is still working with a draft contract it should be signed shortly. She has had conversation with Moorhouse and Association to arrange for school conversations to take place in June before the schools break for summer.

**9.2 Golden Circle Resource Centre Outreach Pilot Project**

- Member Bornn is very pleased and surprised that the Golden Circle received funding for a one-year outreach programming pilot project and a meeting with the seniors will take place on May 25<sup>th</sup> to figure out what services can be offered in Blackfalds.



**TOWN OF BLACKFALDS  
REGULAR FCSS MEETING - MINUTES  
BLACKFALDS CIVIC CENTRE  
COUNCIL CHAMBERS  
May 12<sup>th</sup>, 2022 – 7:00 pm**

---

**9.3 FCSS Manager's Update**

- Volunteer Week Movies were well received although participants did indicate they are hoping that this event can go back to the big celebration.
- Clean Up Blackfalds had 5 individuals/groups signed up.
- Bike Rodeo is returning Wednesday, June 1<sup>st</sup>.
- The Community Volunteer Income Tax Program was very successful, and staff may possibly run this in a clinic format next year.
- Volunteer Programmer is looking into additional funding opportunities to help expand seniors active programming.
- Manager Bornn to follow up with the Aquatics & Fitness Coordinator regarding the \$2.00 fee charged for the 50+ Walking Club program to see if the program can run at no charge to the Town.
- The Blackfalds Ag Society is looking to fund a senior's skate program that would run during the day starting in the fall.
- Back to School Program is underway with an application deadline of June 24<sup>th</sup>, 2022.

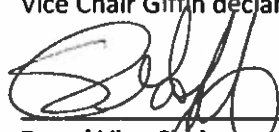
**10 INFORMATION CORRESPONDENCE**

**11 CONFIDENTIAL MATTERS**

**13 ADJOURN**

**Next meeting scheduled for June 9<sup>th</sup>, 2022, at 7:00 pm.**

Vice Chair Giffin declared the meeting adjourned at 7:59 pm.

  
\_\_\_\_\_  
**Board Vice Chairperson  
Sheila Giffin**

  
\_\_\_\_\_  
**FCSS Manager  
Sue Bornn**

2022/09/15  
\_\_\_\_\_  
**YYYY / MM / DD**

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

---

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

**MEMBERS PRESENT:**

Brenda Dennis – Vice Chairperson  
Jim Sands  
Alex Garcia

**REGRETS:**

Laura Svab – Chairperson  
Trish Willis

**PUBLIC ATTENDING:**

None

**ATTENDING:**

Billie Scott, Planning & Development Officer II

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

Vice Chairperson Dennis called the meeting to order at 6:30 p.m.

**AGENDA APPROVAL:**

**Resolution 16-22**

Member Garcia moved to approve the July 27, 2022 agenda as presented.

**BUSINESS ARISING FROM MINUTES:**

It was noted by Member Sands that s in the Municipal Planning letter was missing from his name in Resolution 15-22 of the July 12, 2022

**BUSINESS:**

**5.1 Application 139-22  
Over Height Front Fence (6 foot Proposed)  
6037 Parkwood Road (Lot 46, Block 6, Plan 042 2607)  
Commercial Highway District (C-2)**

Administration provided background information on the proposed development.

**Resolution 17-22**

MOVED by Member Sands that the Municipal Planning Commission APPROVE the application for the over height front yard fence (6 ft fence proposed) relaxation as presented in Development Permit 140-22, at 6037 Parkwood Road (Lot 46, Block 6, Plan 042 2607) as granting the relaxation will not affect the use, enjoyment, value of this property or adjacent properties,

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

1. The proposed development shall be undertaken and completed in accordance with the approved plans.
2. The applicant shall ensure that any portion of the fence including posts, must maintain a maximum height not exceeding 6.0 ft approved by the Development Authority.



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

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

**Notes:**

1. This permit is valid for a period of twelve (12) months from the date of issue. If, at the expiry of this period, the development has not been commenced with reasonable diligence, this permit shall be null and void.
2. The Development Officer may, in accordance with Section 645 of the Municipal Government Act, take such action as is necessary to ensure that the provisions of this bylaw are complied with.
3. The applicant shall provide a copy of a Roadside Development Permit, issued by Alberta Transportation, if required, for this development.
4. The granting of this permit and compliance with the requirements of this permit and the Land Use Bylaw does not exempt any person from the requirements of, or excuse or authorize the violation of any regulation, Bylaw or act administered by this or any other agencies or levels of government that may affect the proposed project.
5. Nothing in this permit or the Land Use Bylaw exempts a person to obtain a development permit as required by the Land Use Bylaw or to obtain any other permit, license or other authorization required by the Land Use Bylaw or any other Bylaw.
6. In addition to the provisions and requirements of this permit and the Land Use Bylaw, a person is also required to comply with all federal, provincial and other legislation.

**CARRIED UNANIMOUSLY**

**5.2      Application 143-22  
Addition to South Side of Existing Detached Dwelling including Covered and Uncovered Deck  
5401 Broadway Avenue (NW 26-39-27-W4M)  
Residential Multi-Dwelling District (R-2)**

Administration provided background information on the proposed development.

**Resolution 18-22**

MOVED by Member Garcia that the Municipal Planning Commission for the addition of the south side of the existing Detached Dwelling including covered and uncovered deck as presented in Development Permit 143-22, at 5401 Broadway Avenue (NW 26-39-27-W4M) as granting the addition and covered and uncovered deck will not affect the use, enjoyment, value of this property or adjacent properties,

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

1. The proposed development shall be undertaken and completed in accordance with the approved plans.
2. Applicant is responsible for ensuring that all development is outside active utility right of ways.
3. Any changes to the approved application shall require a separate permit application.

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

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Notes:

1. **Applicant is required to submit a “Final Lot Grading Certificate” prepared by a professional (e.g. Alberta Land Surveyor, Professional Engineer or Professional Technologist) acceptable to the Development Authority for approval, if required.**
2. This permit is valid for a period of twelve (12) months from the date of issue. If, at the expiry of this period, the development has not been commenced with reasonable diligence, this permit shall be null and void.
3. If this development permit is issued for construction of a building, the exterior of the building, including painting, shall be completed within twelve (12) months from the date of issue of this development permit.
4. The Development Officer may, in accordance with Section 645 of the Municipal Government Act, take such action as is necessary to ensure that the provisions of this bylaw are complied with.
5. The applicant is responsible to ensure all trades and sub trades dispose of their waste material into an outside waste bin on the property (supplied by contractor) or dispose of their waste material on a daily basis into a truck or trailer conveyance and transported to an approved landfill. **No waste should be stored on the property outside the building, which allows the wind to blow the material onto another property.**
6. **Development to conform to grading plan which includes Black Dirt. Curb stop MUST remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.**
7. **Minimum front yard landscaping requirements:** placement of sod within 12 months (1 year) unless other landscaping material has been approved by the Development Authority.
8. **NO FRONT PARKING STALLS** are permitted except where attached garages have been approved. Two (2) parking stalls (gravel pad) at the rear of the lot are to be developed as shown on the approved site plan.
9. **Front Driveway** to be paved / concrete within 12 months (1 year) from construction completion.
10. **Accessory Buildings** (garages or sheds) to match dwelling unit in color and materials and be applied for separately if not included in the original drawings.
11. All off street parking that enters onto a paved public roadway must be hard surfaced.
12. All accesses to any garage, carport or parking pad must be hard surfaced if entering from a hard surfaced road or street.
13. Development Permit card must be displayed during development.
14. The granting of this permit and compliance with the requirements of this permit and the Land Use Bylaw does not exempt any person from the requirements of, or excuse or authorize the violation of any regulation, Bylaw or act administered by this or any other agencies or levels of government that may affect the proposed project.
15. Nothing in this permit or the Land Use Bylaw exempts a person to obtain a development permit as required by the Land Use Bylaw or to obtain any other permit, license or other authorization required by the Land Use Bylaw or any other Bylaw.
16. In addition to the provisions and requirements of this permit and the Land Use Bylaw, a person is also required to comply with all federal, provincial and other legislation.

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

- 
17. The Town of Blackfalds requires that a dual check valve for backflow prevention, be installed for all residential and/or commercial properties, as well as any business facilities.
  18. There shall be no connected drains, sumps or any fixture disposing of sewage waste, contaminated or polluted water, waste water or any other chemical or substance allowed within the property or in any garages or accessory buildings, whether attached or detached, or to any of the Town's infrastructure systems, as per the current Water and Sewer Bylaw in force.

CARRIED UNANIMOUSLY

## ADOPTION OF MINUTES

### 6.1 Minutes of July 12 2022

#### Resolution 19-22

Member Sands moved to approve the minutes of July 12, 2022, as amended.

CARRIED UNANIMOUSLY

## ADJOURNMENT

Vice Chairperson Dennis adjourned the meeting at 6:40 p.m.



CHAIR



SECRETARY





WHERE PEOPLE ARE THE KEY

## HIGHLIGHTS OF THE REGULAR COUNCIL MEETING SEPTEMBER 8, 2022

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### **SOUTHWEST BENTLEY AREA STRUCTURE PLANT**

The Town of Bentley and Lacombe County have partnered and have successfully received an Alberta Community Partnership (ACP) Grant for the purpose of undertaking a number of studies and plans related to the potential annexation and development of land located within the County, southeast of the Town's existing boundary. The Town and County have begun the technical study and drafting portions of the Southeast Bentley Area Structure Plan (ASP). The objective of this project is to ensure a planning framework is in place to enable development southeast of Bentley when demand for commercial and industrial land arises.

An overview of the plan area and technical reports that have been completed to date and a draft version of the ASP's background information has been prepared by Parkland Community Planning Services (the Town's consultant). A public meeting will be held on October 22, 2022 to obtain feedback for the policy-making stage of the project.

### **BYLAW NO. 1369/22 – AMENDMENT TO LAND USE BYLAW**

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

### **E-SCOOTER PROJECT – TRANS CANADA TRAIL**

The Town of Blackfalds Council recently approved the use of E-Scooters on a two-year exclusive pilot project, similar to the one launched by the City of Lacombe. As a result of that approval, Lacombe County was contacted by Roll Technologies Inc. to consider the use of e-scooters on the Trans-Canada Trail (TCT) as a link for these two communities.

The e-scooter pilot project by Roll Technologies Inc. along the Trans Canada Trail, within Lacombe County, between the City of Lacombe and the Town of Blackfalds received the approval of Council.

### **ROAD PLANS 6363BM & 872 0827 – ROAD CLOSURE/CONSOLIDATION/SALE**

By resolution of Council, the County Manager was directed to proceed with the process to close Road Plans 6363BM & 872 0827. The proposal is to close the Road Plans and sell them to the landowner so the properties can be consolidated with his land on the Pt. NW 16-40-03 W5M. This proposal will be circulated to interested parties for comment, and further, a report on the comments and cancellation request will be presented at the October 13, 2022 Council meeting.

### **POLICY RC(5) RECOGNITION OF SPECIAL EVENTS**

Policy RC(5) states that Lacombe County wishes to recognize historical school houses, community halls and historical churches/sites that are of historical significance to Lacombe County. Upon completion of an application form, Lacombe County will provide either a recognition sign or plaque at a cost not to exceed \$400. Amendments to Policy RC(5) were approved by Council to provide for a change in funding from \$400 to \$1,500 for recognition signs. The grant of \$400 for plaques will remain in place.

**Next Regular Council Meeting is**  
**Thursday, September 22, 2022 - 9:00 a.m.**

**Next Committee of the Whole Meeting is**  
**October 4, 2022 – 9:00 a.m.**

**Lacombe County Administration Building**

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



# City of Lacombe

## COUNCIL HIGHLIGHTS

September 12, 2022

## 2. Review of Agendas

### 2.2 Consent Agenda

Council approved the consent agenda package, which included Councillor Reports, CAO Report, Commission; and Board, Committee Reports and Minutes. The Consent Agenda included:

- Information
  - Council Meeting Schedule – Amendment
- Councillor Reports
  - Councillor Gullekson
  - Councillor Konnik
- Commission, Board, Committee Reports and Minutes
  - Municipal Planning Commission Minutes June 15
  - Lacombe Regional Waste Services Commission Minutes June 22

Council additionally scheduled a Regular Council meeting for Monday, October 24, 2022, following the Council Organization meeting.

The Council Mailbox item: Tofield - Victim Services Redesign Letter to Minister Shandro August 232.1.a, was removed from the Consent Agenda for further discussion and was received as information.

Council also approved the previous meeting's minutes and Councillor Hoekstra's Council report was distributed to Council and accepted as information.

## 4. Presentations

### 4.1 Member of Parliament Blaine Calkins Council Visit - Areas of Mutual Interest

MP Calkins was not able to attend a scheduled presentation and will meet with Lacombe City Council at a later date.

### 4.2 Central Alberta Economic Partnership

Council received a presentation from Kimberley Worthington from the Central Alberta Economic Partnership (CAEP).

## 6. Requests for Decision

### 6.1 2021 Census Series - Age/Demographics/Gender

Administration provided Council with the first of a series of reports summarizing Lacombe's 2021 Census profile.



The report relates to population growth, age, and gender.

Based on the Census results, the City of Lacombe has seen its population increase by 339 people since the previous Census was conducted in 2016. Over the last 15 years, the population has grown by 2,656 people, from 10,740 in 2006 to 13,396.

The Government of Canada is releasing various portions of the Census throughout 2022.

- February 9, 2022 - Canada's growing population and where they are living
- April 27, 2022 - Canada's shifting demographic profile
- July 13, 2022 - Portrait of Canada's families and households, Canadian Military Experience, Income profile of Canadians
- August 17, 2022 - Linguistic diversity and use of English and French in Canada
- September 21, 2022 - First Nations people, Métis and Inuit in Canada, Canada's housing portrait
- October 26, 2022 - Portrait of citizenship and immigration in Canada, Ethnocultural and religious composition of the population, Mobility, and Migration
- November 30, 2022 - Education in Canada. The changing dynamics of the Canadian labour force and how people get to work, Instruction in the official minority language

As Canada releases new census information, and as time allows, Administration will prepare additional reports to Council covering the following topics:

- Housing Investment,
- Immigration/Diversity, and
- Education/Income.

Council accepted the City of Lacombe Population Demographics (Age & Gender) report as information.

## **6.2 Iron Wolf Close - Road Repair**

After ruling out a water leak, a remediation treatment has been identified to repair a failed portion of the road on Iron Wolf Close.

Engineering Services received a quote to install a “French drain” type connection to the City’s storm system to control the high groundwater at this location causing significant frost action and seasonal damage on this section of the roadway.

After the new drain is constructed and connected to the storm system, staff will monitor the road for one freeze and thaw cycle before paving in 2023. The Roads Manager anticipates the street repair portion of Department 32’s operating budget will be fully allocated by the end of the year, excluding the Iron Wolf Close repair.

Administration requested Council’s authorization for an additional \$19,135 for contracted services.

In response to RFI#560 regarding this road, Administration committed to investigating the issue this year. And, with Council’s funding authorization, the repair can commence immediately.

Council approved a budget increase of \$19,135 for Department 32, Street and Roads, funded by the General Capital Reserve to repair Iron Wolf Close as presented.

## 8. In Camera

### 8.1 Labour (FOIP Section 16)

Council approved the appointment of Katie Radke as the Student Representative to the Lacombe & District Recreation, Parks and Culture Board with a term ending starting September 28, 2022, and ending August 31, 2023.

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

***-Monday, September 26, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall***

***-Tuesday, October 11, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall***

***-Monday, October 24, 2022 – Organizational/Regular Council Meeting at 5:30 p.m. – City Hall***

TO		Members of Council		
FROM		Mayor Jamie Hoover		
SUBJECT		<ul style="list-style-type: none"><li>• Summary of meetings/events attended as a Council representative during this reporting period</li><li>• Summary or key issues, decisions and/or comments for Council's information</li></ul>		
REPORT DATE		For the period: August 16 - September 15, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Aug. 23	x			RCC
Aug. 24	x			Invest Alberta visitor visit interview
Aug. 25	x			Blackfalds Youth Action Plan Coalition
Aug. 28		x		Bulldogs Charity Black and White game
Aug. 30	x			Minister Shandro virtual meeting on APPS
Aug. 31	x			Rural Municipalities ECDev Town Hall, federal shadow minister
Sept. 3		x		Alberta Day Celebration, Tipi raising, music, crafts
Sept. 7			x	Decom / Invest Alberta introductory meeting
Sept. 7			x	Crown Milk / Invest Alberta business site visit
Sept. 7		x		Community Expo
Sept. 7	x			Rec Board meeting
Sept. 8	x			Doctor retention effort / Blackfalds Medical Clinic
Sept. 8	x			AHS Doctor recruitment strategy meeting
Sept. 8	x			Regional Mayors and Reeves meeting, Innisfail
Sept. 8	x			FCSS meeting
Sept. 13	x			BHPPARC meeting
Sept. 13	x			RCC
Sept. 14		x		Bethany/Lacombe Foundation staff appreciation, Retirement gala
Sept. 15	x			RDRMUG

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Deputy Mayor Laura Svab</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: August 16, 2022 – September 16, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Aug. 23	x			Regular Council Meeting
Sept. 1		x		IRJC open house – served hotdogs/drinks and welcomed students and families back to school
Sept. 6	x			Library Board Meeting
Sept. 7		x		Community Information Expo – Council Open House
Sept. 7	x			Recreation, Culture, and Parks Board Meeting
Sept. 13	x			MPC Meeting
Sept. 13	x			Regular Council Meeting

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Brenda Dennis</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: August 15, 2022 to September 15, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Aug. 23	X			Regular Council Meeting
Sept. 6	X			Economic Development Meeting
Sept. 7		X		Community Information Expo- Council Open House
Sept. 8	X			Restorative Justice Community Advisory Council Meeting
Sept. 13	X			MPC meeting
Sept. 13	X			Regular Council Meeting



<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Jim Sands</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: August 15, 2022 – September 15, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Aug. 23	X			Regular Council Meeting
Sept. 7		X		Community Information Expo – Open house
Sept. 10		X		Penhold Fall Festival Parade
Sept. 13	X			MPC Meeting - September
Sept. 13	X			Regular Council Meeting
Sept. 15	X			FCSS Meeting - September

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Edna Coulter</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: August 16, 2022 – September 15, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Aug. 23	X			Regular Council Meeting
Aug. 31	X			Rural Municipal Town Hall
Sept. 1		X		IRJC open house - it was great to talk with students and parents
Sept. 6	X			Blackfalds Library Meeting
Sept. 7		X		Community Information Expo - it was wonderful to speak with a number of committee members
Sept. 13	X			BHPARC Meeting with Blackfalds healthcare Professionals
Sept. 13	X			Regular Council Meeting

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Rebecca Stendie</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: August 16, 2022 – September 15, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Aug. 23	x			Regular Council Meeting
Aug. 31	x			Rural Municipalities Townhall with MP Stubbs and MP Kurek
Sept. 5	X			Recreation, Culture, and Parks Meeting
Sept. 13	x			Regular Council Meeting

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Marina Appel</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: 16 August – 15 September, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Aug. 23	X			RCC Meeting
Sept. 1	X			Blackfalds Chamber of Commerce Meeting
Sept. 6	X			Community Information Expo
Sept. 7		X		Community Information Expo
Sept. 13	X			BHPARC Meeting
Sept .13	X			RCC Meeting
Sept. 14	X			Policing Committee Meeting

## MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on September 13, 2022, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

### MEMBERS PRESENT

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

### ATTENDING

Myron Thompson, CAO  
Justin de Bresser, Director of Corporate Services  
Preston Weran, Director of Infrastructure and Property Services  
Rick Kreklewich, Director of Community Services  
Ken Morrison, Emergency Management & Protective Services Manager  
Jolene Tejkl, Planning & Development Manager  
Marco Jadie, IT Tech  
Danielle Nealon, Executive & Legislative Coordinator

### REGRETS

None

### MEDIA

None

### PUBLIC

Shawna Wyatt  
Melodie Stol

### CALL TO ORDER:

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

### TREATY SIX LAND ACKNOWLEDGEMENT

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

### ADOPTION OF AGENDA

Federal Designated Holiday was added as item 7.4 on the Agenda.

Melodie Stol was in attendance in place of Lynne Mulder, item 4.1 Victim Services Program.

**240/22**

Deputy Mayor Svab moved That Council adopt the September 13, 2022, Agenda as amended.

**CARRIED UNANIMOUSLY**

### DELEGATION

#### Victim Services Program, Shawna Wyatt & Melodie Stol

Shawna Wyatt & Melodie Stol provided a presentation to Council on the impacts of the Provincial changes to the Victim Services Program.

**MINUTES****PUBLIC HEARING**

None

**BUSINESS ARISING FROM MINUTES**

None

**BUSINESS****Request for Decision - Alberta Development Officers Week Proclamation Request**

Manager Tejkl brought forward a request to proclaim September 18 – 24, 2022, as Alberta Development Officers Week in the Town of Blackfalds.

- 241/22** Councillor Sands moved That Council moves to proclaim September 18 – 24, 2022, as Alberta Development Officers Week in the Town of Blackfalds.

**CARRIED UNANIMOUSLY**

**Request for Decision - Blackfalds District Ag Society Miniature Golf Course**

Director Kreklewich brought forward for discussion the Blackfalds District Ag Society Miniature Golf Course project.

- 242/22** Councillor Stendie moved That Council support the project in principle and direct Administration to work with the Blackfalds District Ag Society on project funding and initial planning processes.

**CARRIED UNANIMOUSLY**

**Request for Decision - Border Paving Plaza Tender Award**

Director Kreklewich, brought forward for decision the tender award for the Border Paving Plaza.

- 243/22** Councillor Appel moved That Council move to award the Border Paving Plaza tender to Timcon Construction for the total cost of \$604,133.15.

**CARRIED**

*Opposed: Deputy Mayor Svab, Councillor Dennis, Councillor Coulter*

- 244/22** Councillor Stendie moved That Council award the metal perforated screening wall to Behrends in the amount of \$119,125.00.

**CARRIED**

*Opposed: Deputy Mayor Svab, Councillor Dennis*

**Federal Designated Holiday**

CAO Thompson added Federal Designated Holiday as item 7.4 to the Agenda in response to Prime Minister, Justin Trudeau announcing that September 19th, will be a federal holiday and official day of mourning as Queen Elizabeth II is laid to rest.

- 245/22** Councillor Dennis moved That Town Council abide by the provisions of the CUPE Collective Agreement in proclaiming September 19th as a national holiday in marking of the funeral for Queen Elizabeth the II.

**CARRIED UNANIMOUSLY**



**MINUTES**

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- 246/22** Councillor Appel moved That Council cancel the Standing Committee of Council Meeting on September 19, 2022.

**CARRIED UNANIMOUSLY**

**ACTION CORRESPONDENCE****Blackfalds Chamber of Commerce Business of the Year Awards - 2022 -**

- 247/22** Councillor Coulter moved That Council accept the Blackfalds Chamber of Commerce Business of the Year Awards - 2022- as information.

**CARRIED UNANIMOUSLY**

**INFORMATION**

- Report for Council, Asset Management Program Update
- Report for Council, Off-Site Levies Bylaw Update Plan for 2023
- Report for Council, AJHL Showcase Update
- Report for Council, Approval of FCM MAMP Grant for Pavement Management Study
- Economic Development & Tourism Advisory Committee Meeting Minutes – May 9, 2022
- Recreation, Culture and Parks Board Meeting Minutes – June 1, 2022
- Report for Council, Enforcement and Protective Services Monthly Report - August 2022
- Report for Council, Development & Building Monthly Report - August 2022
- Report for Council, BOLT KPI Monthly Report - August 2022
- City of Lacombe Highlights - August 22, 2022
- Lacombe County Highlights - August 25, 2022

- 248/22** Deputy Mayor Svab moved That Council accept the Information Items as information.

**CARRIED UNANIMOUSLY**

**ROUND TABLE DISCUSSION**

None

**ADOPTION OF MINUTES**

- 249/22** Councillor Sands moved That Council accept the Regular Council Meeting Minutes from August 23, 2022, as presented.

**CARRIED UNANIMOUSLY**

**NOTICES OF MOTION**

None

**BUSINESS FOR THE GOOD OF COUNCIL**

Councillor Appel mentioned Lacombe County has approved Roll Technologies E-scooters.

Mayor Hoover will be away from September 26 to October 4, 2022. Deputy Mayor Svab will chair the September 27, 2022, Regular Council Meeting.

**BREAK**

- 250/22** Deputy Mayor Svab moved That Council move for a five-minute recess at 8:25 p.m.

**CARRIED UNANIMOUSLY**

**MINUTES**

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**CONFIDENTIAL – Closed Session**

- FOIP S. 23
- FOIP S. 23
- FOIP S. 19

**251/22** Councillor Sands moved That Council move to a closed session commencing at 8:31 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Sections 23 and 19 of the *Freedom of Information and Protection of Privacy Act*.

**CARRIED UNANIMOUSLY**

**Closed Session Attendance:** Mayor Jamie Hoover, Deputy Mayor Laura Svab, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Jim Sands, Councillor Brenda Dennis, Councillor Marina Appel, CAO Myron Thompson, Director Preston Weran and Manager Jolene Tejkl.

**252/22** Deputy Mayor Svab moved That Council move to come out of the closed session at 9:11 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Deputy Mayor Svab called the Regular Council Meeting back to order at 9:12 p.m.

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

**253/22** Councillor Stendie moved That Council direct the Town's Chief Administrative Officer to forward the draft Joint Use and Planning Agreements for Wolf Creek Public School Division, Red Deer Catholic Regional School Division, and The Greater North Central Francophone Education Region No. 2 to their respective School Boards for signing.

**CARRIED UNANIMOUSLY**

**254/22** Councillor Stendie moved That Council authorize the Town's Chief Administrative Officer to sign the Joint Use and Planning Agreements with Wolf Creek Public School Division, Red Deer Catholic Regional School Division, and The Greater North Central Francophone Education Region No. 2.

**CARRIED UNANIMOUSLY**

**255/22** Councillor Coulter moved That the CAO Evaluation conducted by Council be provided to the CAO for review.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Mayor Hoover adjourned the Regular Council Meeting at 9:14 p.m.

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Jamie Hoover, Mayor

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Myron Thompson, CAO