



**Town of Blackfalds**  
**Regular Council Meeting**  
5018 Waghorn Street  
February 22, 2022 at 7:00 p.m.  
**AGENDA**

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**1. Call to Order**

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**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.

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**3. Adoption of Agenda**

3.1 Agenda for February 22, 2022

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**4. Delegation**

4.1 Fire Service Member and Peace Officer Awards

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**5. Public Hearing**

None

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**6. Business Arising from Minutes**

None

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**7. Business**

- 7.1 CAO Report (*verbal*)
  - 7.2 Request for Decision, Councillor Board Appointment – Parkland Regional Library
  - 7.3 Request for Decision, 2022 Operating Budget
  - 7.4 Request for Decision, Civic Centre Lower Level Concept Layout
  - 7.5 Request for Decision, Electric Vehicle Charging System Network
- 

**8. Action Correspondence**

8.1 Letter – Society of Hospital Expansion in Central Alberta

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**9. Information**

- 9.1 Municipal Planning Commission Minutes – January 11, 2022
  - 9.2 Economic Development and Tourism Advisory Committee Minutes – December 13, 2021
  - 9.3 City of Lacombe Council Meeting Highlights – February 14, 2022
  - 9.4 FCSS Minutes – January 13, 2022
  - 9.5 Volunteer Awards
- 

**10. Round Table Discussion**

- 10.1 Mayor Jamie Hoover
  - 10.2 Deputy Mayor Marina Appel
  - 10.3 Councillor Edna Coulter
  - 10.4 Councillor Brenda Dennis
  - 10.5 Councillor Jim Sands
  - 10.6 Councillor Rebecca Stendie
  - 10.7 Councillor Laura Svab
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**11. Adoption of Minutes**

11.1 Minutes from Regular Council Meeting on February 8, 2022

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**12. Notices of Motion**

None

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**13. Business for the Good of Council**

None

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**14. Confidential**

14.1 FOIP S. 17

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**15. Adjournment – Verbal**



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

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**MEETING DATE:** February 22, 2022

**PREPARED BY:** Myron Thompson, CAO

**SUBJECT:** Parkland Regional Library Board – Councillor Appointment

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**BACKGROUND:**

On February 3, 2022, CAO Thompson received notice from Councillor Svab that she would like to resign her position on the Parkland Regional Library Board due to scheduling conflicts with work. Councillor Coulter has expressed interest in being appointed to the PRL Board in her place.

The Parkland Regional Library System meets four times a year at the PRL Office in Lacombe, at 10:00 am. The purpose of this group is to establish, foster, and maintain good relations with all libraries and government departments in the province for the provision of library service, and to cooperate with any library, regional system, or government department to improve library service. Members of the Board are appointed by the member municipalities and all members are active voting members.

**DISCUSSION:**

With Councillor Svab's resignation, there is a vacancy on the Parkland Regional Library Board that could be filled by appointing Councillor Coulter.

**FINANCIAL IMPLICATIONS:**

None.

**ADMINISTRATIVE RECOMMENDATION:**

1. That Council move to formally accept the resignation of Councillor Svab from the Parkland Regional Library Board effective immediately, with regrets.
2. That Council appoints Councillor Coulter to the Parkland Regional Library Board.

**ALTERNATIVES:**

1. That Council not appoint Councillor Coulter to the Parkland Regional Library Board.
2. That Council refer this item back to Administration for further information.

**Approvals:**

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

CAO Myron Thompson



## TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DECISION

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**MEETING DATE:** February 22, 2022

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

**SUBJECT:** 2022 Operating Budget

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### **BACKGROUND:**

The 2022 Operating Budget has been prepared and reviewed through a collaborative process. This process commenced earlier in the year with the approval of the budget timeline. Public engagement consisted with a budget survey that was presented to Council on [September 28, 2021](#). Council also had a booth at the Community Information Expo on September 8<sup>th</sup> 2021 to solicit additional feedback from the public. Over the past few months, Administration and Council have had various discussions, presentations, and budget workshops on the 2022 Operating Budgets. The collaborative approach used has allowed Administration and Council to review the budget and reach consensus.

Section 242 of the *Municipal Government Act (MGA)* requires that a budget be approved prior to the start of each calendar year. The interim Operating Budget was approved on [December 14<sup>th</sup>, 2021](#). Budget workshops were held on January 28<sup>th</sup> and 29<sup>th</sup> where Council and Administration reviewed each department through out the Town.

### **DISCUSSION:**

#### **2022 Operating Budget**

The interim Operating Budget was put in place temporarily, until the final budget could be reviewed, completed, and approved by Council. As per section 242(2) of the *Municipal Government Act (MGA)*, an interim operating budget may be adopted for part of a calendar year and will cease to have any effect when the operating budget for that calendar year is adopted. This is a typical approach during an election year, as it gives Council time to review and familiarize themselves with the budget document, and Town operations.

Attached is the 2022 Operating Budget. The report displays a high-level overview of Town operations. The report contains operating revenue & expenses by division, and operating revenue & expenses by GL category. Each report also puts the expenses and revenues into a pie chart to display the amount each division or GL category uses of the total budget. Appendix A has incorporated the modifications from the Budget Workshops as well as some administrative changes.

### **FINANCIAL IMPLICATIONS:**

The 2022 Operating Budget is presented with a zero per cent (0%) tax increase. Over the past three years Administration and Council have worked hard in absorbing the inflationary pressure by looking for efficiencies, streamlining processes and as a result held any tax increase well under the Alberta CPI. The table below matches December 31 CPI of the previous year to the current years tax increase.



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

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	<b>Towns Tax Increase</b>	<b>Alberta CPI (Previous Year)</b>
<b>2020</b>	0%	2.3%
<b>2021</b>	0.6%	0.8%
<b>2022</b>	0%	4.8%
<b>Totals</b>	<b>0.6%</b>	<b>7.9%</b>

Appendix D shows the 2022-2024 Financial Plan. The Plan has an estimated tax increase of two per cent (2%) for 2023 and 2024. These increases are needed to balance the future years operating budgets.

**Utilities (Water & Wastewater)**

Council and Administration have brought the utility rates to Council in the [month of January](#). In depth discussion was had and as a result, the decision was to hold both water and wastewater rates at a zero per cent (0%) increase also.

**ADMINISTRATIVE RECOMMENDATION:**

- A) That Council move to accept the recommendation of Administration to approve the 2022 Town of Blackfalds Operating budget of \$29,801,048.
- B) That Council accepts the 2022 – 2024 Financial Plan as information.

**ALTERNATIVES:**

- A) Council does not accept the recommendation of Administration.
- B) That Council refer this item back to Administration for further consideration.

**Attachments:**

- *Appendix A - 2022 Operating Budget Workshop Changes*
- *Appendix B – 2022 Operating Budget by GL*
- *Appendix C – 2022 Operating Budget by Division*
- *Appendix D – 2022 – 2024 Financial Plan*

**Approvals:**

  
\_\_\_\_\_  
CAO Myron Thompson

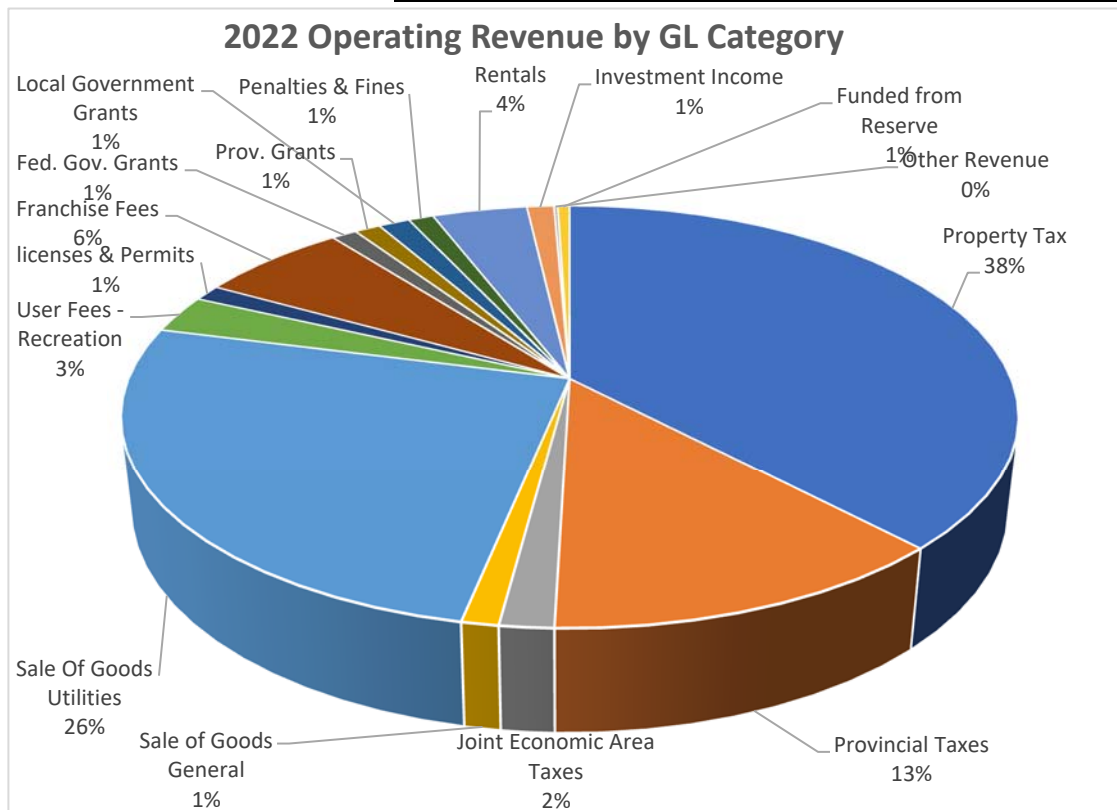
  
\_\_\_\_\_  
Department Director/Author

## Appendix A - Budget Workshop Changes

Revenue				
Department	GL Account	Comments		\$ Change
12-00 General	1-920 Drawn from Reserves	General Capital transfer	\$	67,320.00
23-00 Fire	1-850 Local Gov Grants	Reduce Lacombe County grant to reflect actual	-\$	30,436.00
41-00,42-00	1-XXX	Net Changes	\$	1,630.00
51-00 FCSS	1-851 Local Gov Grants	Reduce Lacombe County grant to reflect actual (Expenses reduced also)	-\$	14,000.00
61-00 Planning & Development	1-960 Transfer From Operating	Reduced Intern's Funding	-\$	60,000.00
			-\$	35,486.00
Expenses				
Department	GL Account	Comments		\$ Change
11-00 Legislative	2-224 Memberships	Increased AB Muni Membership	\$	2,600.00
12-07 HR	2-213 Training & Conferences	All Staff/Council Training - Respect in the work Place	\$	2,100.00
Staffing Changes	2-1xx (Various)	Director, Events Manager & Various	-\$	97,071.00
41-00,42-00	2-XXX (Various)	Net Changes	\$	61,830.00
51-00 FCSS	2-561 Programs Expenses	Reduction based on reduced County Grant	-\$	14,000.00
61-00 Planning & Development	2-116 Hourly Wages	Reduced Intern's Wages and Benefits	-\$	60,000.00
	2-211 Travel and Sub	Reduced Intern's Conference Expenses	-\$	10,000.00
72-12 Food Bank	2-274 Insurance	Increased to reflect Tenants	\$	4,345.00
	2-540 Water, Sewer	Increased to reflect Tenants	\$	1,500.00
	2-543 Gas	Increased to reflect Tenants	\$	2,500.00
	2-544 Electricity	Increased to reflect Tenants	\$	4,500.00
69-00 EDO	2-211 Travel and Subsistence	Reduction	-\$	1,000.00
	2-221 Advertising & Promo	Reduction - Waiting until Branding is completed	-\$	6,000.00
	2-218 Cell Phone	Reduction based on Actual	-\$	160.00
	2-282 Projects & Initiatives	Reduction	-\$	2,000.00
72-01 Recreation Programming	2-770 Grants to Organization	Removed Food Bank Grant added to Land & Buildings	-\$	22,030.00
74-07 Library	2-262 Non Cash Lease	Add Expense side on the internal transaction	\$	97,400.00
			-\$	35,486.00
			\$	-

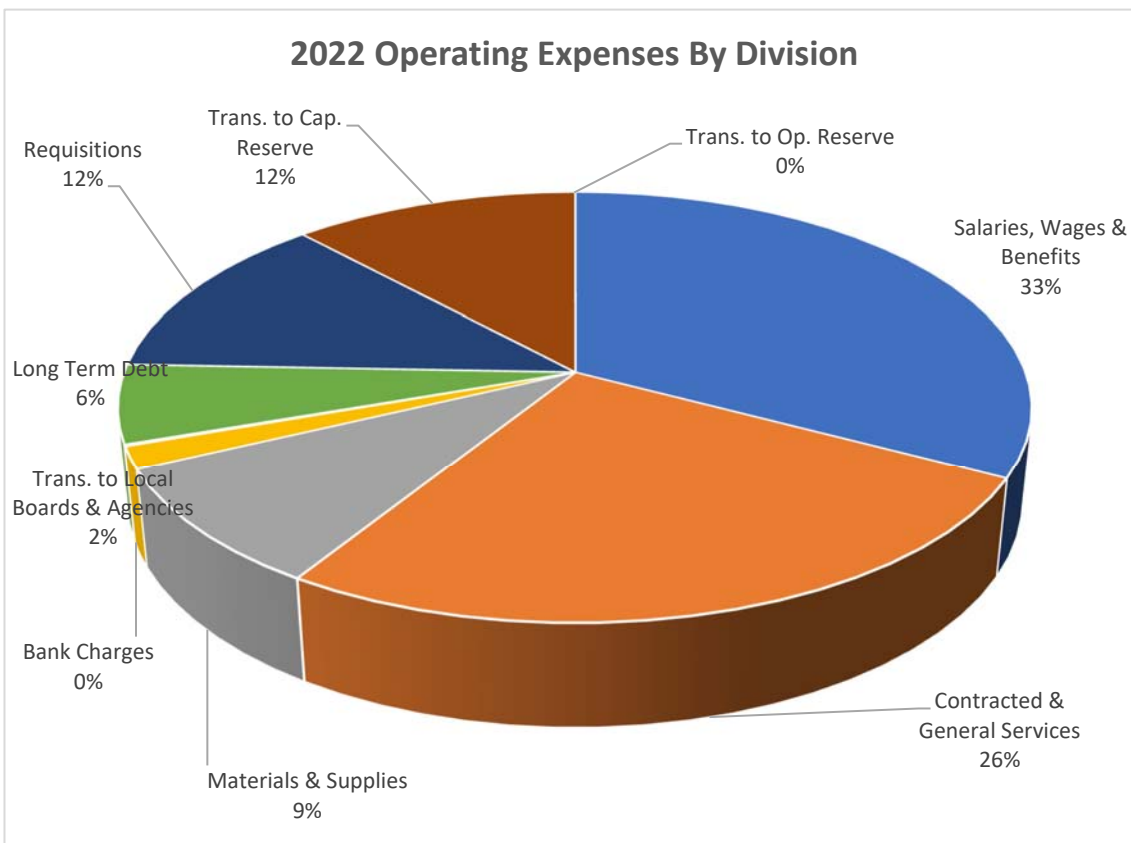
## 2022 Operating Revenue by GL Category

REVENUE	2021 Budget	2022 Budget	Change
Property Tax	11,140,350	11,293,952	153,602
Provincial Taxes (School & Seniors)	3,632,280	3,740,146	107,866
<b>Total Taxation</b>	<b>14,772,630</b>	<b>15,034,098</b>	<b>261,468</b>
Joint Economic Area Taxes	493,890	493,000	(890)
Sale of Goods General	228,014	337,854	109,840
Sale Of Goods Utilities	7,204,300	7,677,966	473,666
User Fees - Recreation	386,000	863,000	477,000
licenses & Permits	311,119	360,910	49,791
Franchise Fees	1,732,763	1,897,618	164,855
Federal Government Grants	322,000	324,120	2,120
Provincial Grants	330,341	331,720	1,379
Local Government Grants	429,109	400,160	(28,949)
Penalties & Fines	321,200	321,200	0
Rentals	860,104	1,213,600	353,496
Investment Income	280,000	346,032	66,032
Other Revenue	56,900	47,200	(9,700)
Funded from Reserve	250	152,570	152,320
<b>Total Revenue</b>	<b>27,728,620</b>	<b>29,801,048</b>	<b>2,072,428</b>



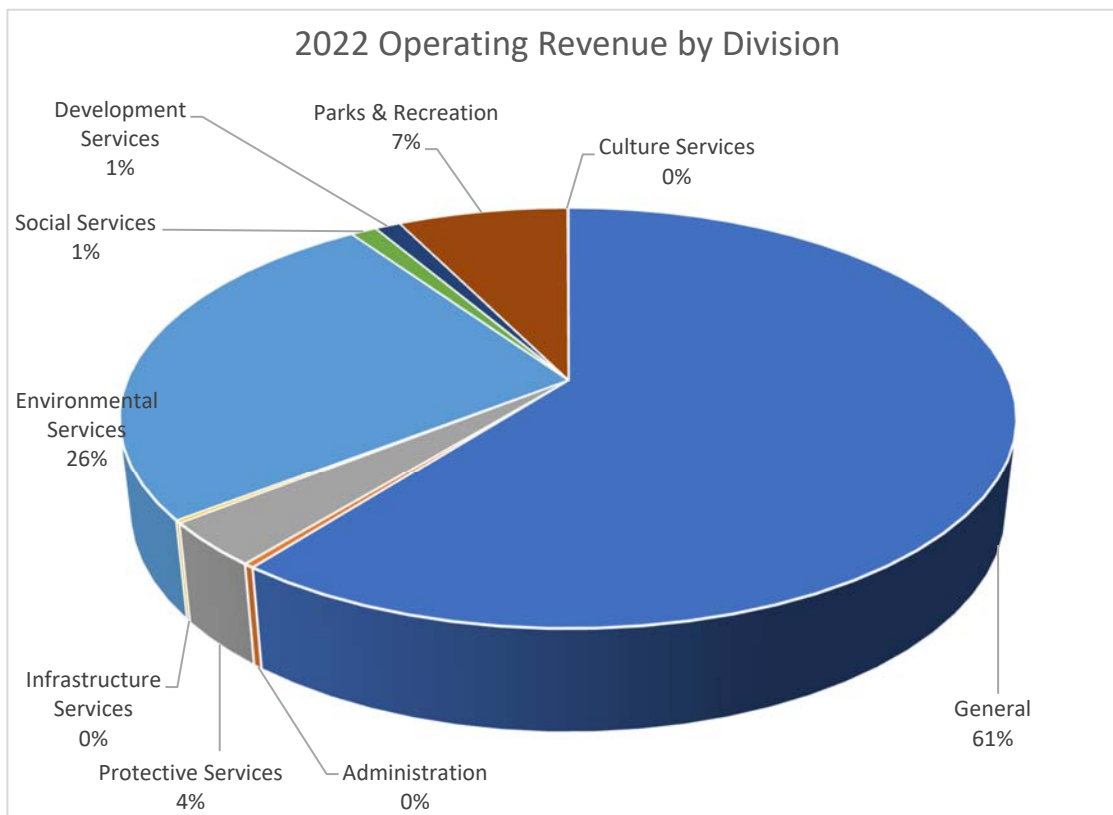
## 2022 Operating Expenses by GL Category

Expenses	2021 Budget	2022 Budget	Change
Salaries, Wages & Benefits	9,037,196	9,767,550	730,354
Contracted & General Services	7,780,773	7,780,523	(250)
Materials & Supplies	2,477,912	2,681,727	203,815
Transfers to Local Boards & Agencies	454,818	498,913	44,095
Bank Charges	41,100	41,100	0
Long Term Debt	1,452,423	1,757,271	304,848
Requisitions	3,631,480	3,737,343	105,863
Transfer to Capital Reserve	2,848,118	3,531,821	683,703
Transfer to Operating Reserve	4,800	4,800	0
<b>Total Expenses</b>	<b>27,728,620</b>	<b>29,801,048</b>	<b>2,072,428</b>



## 2022 Operating Revenue by Division

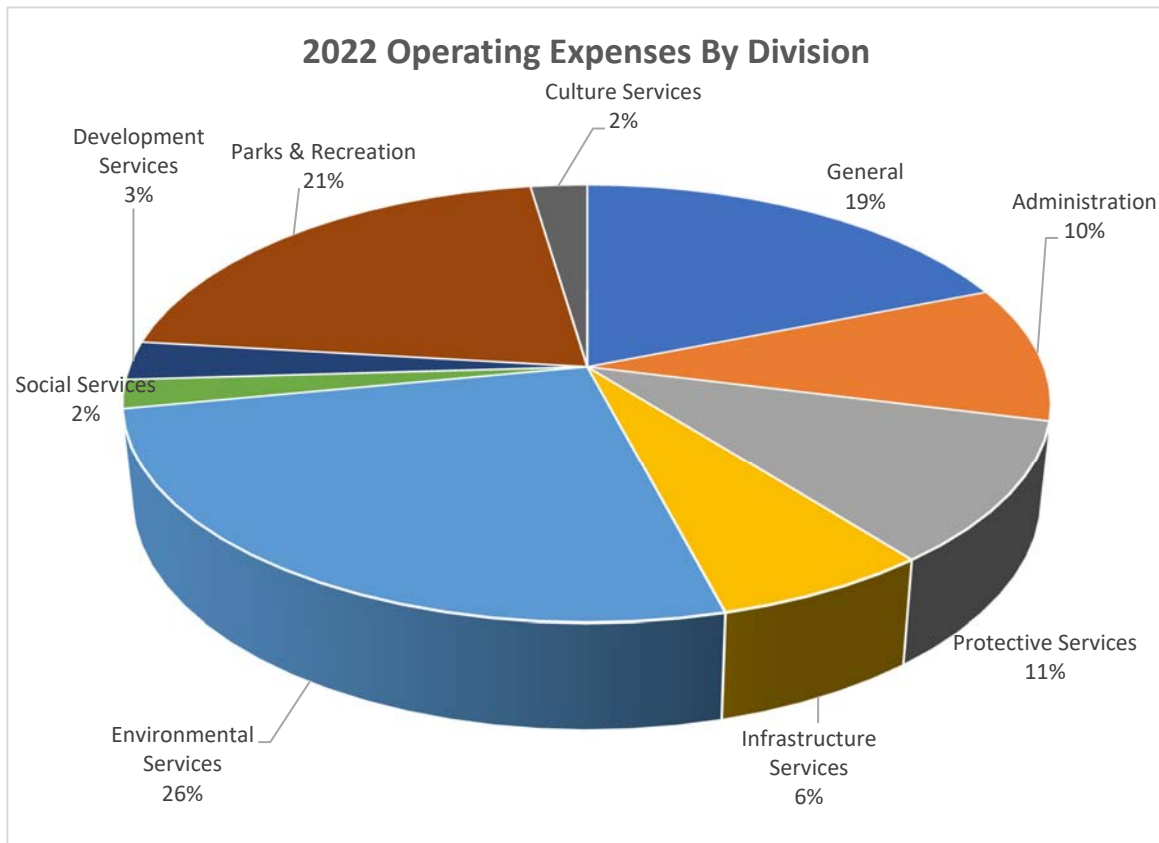
REVENUE	2021 Budget	2022 Budget	Change
General	17,464,263	18,024,447	560,184
Administration	190,500	98,900	(91,600)
Protective Services	973,640	1,021,320	47,680
Infrastructure Services	46,414	60,634	14,220
Environmental Services	7,269,300	7,747,966	478,666
Social Services	296,354	333,041	36,687
Development Services	240,819	326,330	85,511
Parks & Recreation	1,232,330	2,173,410	941,080
Culture Services	15,000	15,000	0
<b>Total Revenue</b>	<b>27,728,620</b>	<b>29,801,048</b>	<b>2,072,428</b>





## 2022 Operating Expenses by Division

Expenses	2021 Budget	2022 Budget	Change
General	5,364,243	5,634,961	270,718
Administration	2,975,484	2,988,116	12,632
Protective Services	3,175,990	3,137,847	(38,143)
Infrastructure Services	1,932,871	1,931,096	(1,775)
Environmental Services	7,269,300	7,747,966	478,666
Social Services	610,794	630,194	19,400
Development Services	785,563	845,130	59,567
Parks & Recreation	5,110,367	6,195,718	1,085,351
Culture Services	504,008	690,020	186,012
<b>Total Expenses</b>	<b>27,728,620</b>	<b>29,801,048</b>	<b>2,072,428</b>



## Appendix D – 2022 – 2024 Financial Plan

GL Account	2022	2023	2024
<b>Revenues</b>			
- 010 Property Taxes	11,293,952	11,516,588	11,743,677
- 020 Joint Economic Area Taxes	493,000	497,930	502,909
- 030 School & Senior Requisitions	3,740,146	3,742,174	3,742,174
- 040 Sale of Goods General	337,854	367,854	411,829
- 041 Sale of Goods Utilities	7,677,966	7,941,289	8,105,155
- 042 User Fees - Recreation	863,000	885,000	896,000
- 050 Licenses & Permits	360,910	395,064	426,221
- 060 Franchise Fees	1,897,618	1,927,970	1,948,729
- 070 Federal Government Grants	324,120	324,120	324,120
- 080 Provincial Government	331,720	331,720	331,720
- 090 Local Government Grants	400,160	414,160	416,153
- 100 Penalties & Fines	321,200	321,200	321,200
- 120 Rentals	1,213,600	1,246,600	1,253,100
- 130 Investment Income	346,032	346,032	346,032
- 140 Other Revenue	47,200	47,400	43,700
- 900 Funded from Reserve	152,570	293,010	250
<b>Total Revenues</b>	<b>29,801,048</b>	<b>30,598,111</b>	<b>30,812,969</b>
<b>Expenses</b>			
- 010 Salaries, Wages & Benefits	9,767,550	10,058,112	10,230,111
- 020 Contracted & General Services	7,780,523	7,884,152	7,857,596
- 030 Materials & Supplies	2,681,727	2,730,065	2,607,545
- 040 Transfers to Local Boards & Agencies	498,913	507,828	516,742
- 050 Bank Charges	41,100	41,100	41,100
- 060 Long Term Debt	1,757,271	1,757,222	1,757,256
- 090 Requisitions	3,737,343	3,737,343	3,737,343
- 100 Transfer to Capital Reserve	3,531,821	3,877,489	4,033,119
- 110 Transfer to Operating Reserve	4,800	4,800	32,157
- 500 Internal Recovery	-	-	-
<b>Total Expenses</b>	<b>29,801,048</b>	<b>30,598,111</b>	<b>30,812,969</b>
<b>Net Total</b>	<b>-</b>	<b>-</b>	<b>-</b>

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**MEETING DATE:** February 22, 2022

**PREPARED BY:** Rick Kreklewich, Director of Community Services

**SUBJECT:** Civic Centre Lower Level Renovation

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## **BACKGROUND**

The Blackfalds Public Library relocated to the Eagle Builders Centre in December 2021, opening up space in the lower level of the Civic Centre for the planned transition of other municipal operations including FCSS. The intention is to have FCSS staff move into the Civic Centre for convenience and efficiencies. This transition will require renovation of the space, which has been included as a current year capital project.

## **DISCUSSION**

ACI Architecture Inc. has worked closely with Administration to ensure the final layout of the Civic Centre Lower-Level meets the needs of Administration, predominantly FCSS, IT and Planning & Development (P&D) as they will all utilize the lower level.

When discussing the layout of the lower level, FCSS voiced the importance of the community having easy access to their services via a more direct entrance. To address this requirement, it was decided that FCSS would move to the Southeast side of the building, where P&D currently resides, and have P&D move into the old library location.

The proposed layout as indicated in the Preliminary Layout - Option C (see attached) has been designed to meet current needs while allowing for future municipal space expansion. The layout also addresses the need for expanded meeting room space as well as increased storage and filing space. Administration welcomes any input on the concept layout as provided.

## **FINANCIAL IMPLICATIONS**

A budget of \$200,000 has been allocated in the 2022 Capital Budget with a grant application submitted for the project.

## **ADMINISTRATIVE RECOMMENDATION**

That Council moves to accept Preliminary Layout – Option C for the Civic Centre Lower-Level renovation and move forward with advancing the project including a Request for Proposal process for the project.

## **ALTERNATIVES** *(other than the recommendation)*

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

## **ATTACHMENTS:**

- *Preliminary Layout – Option C*




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

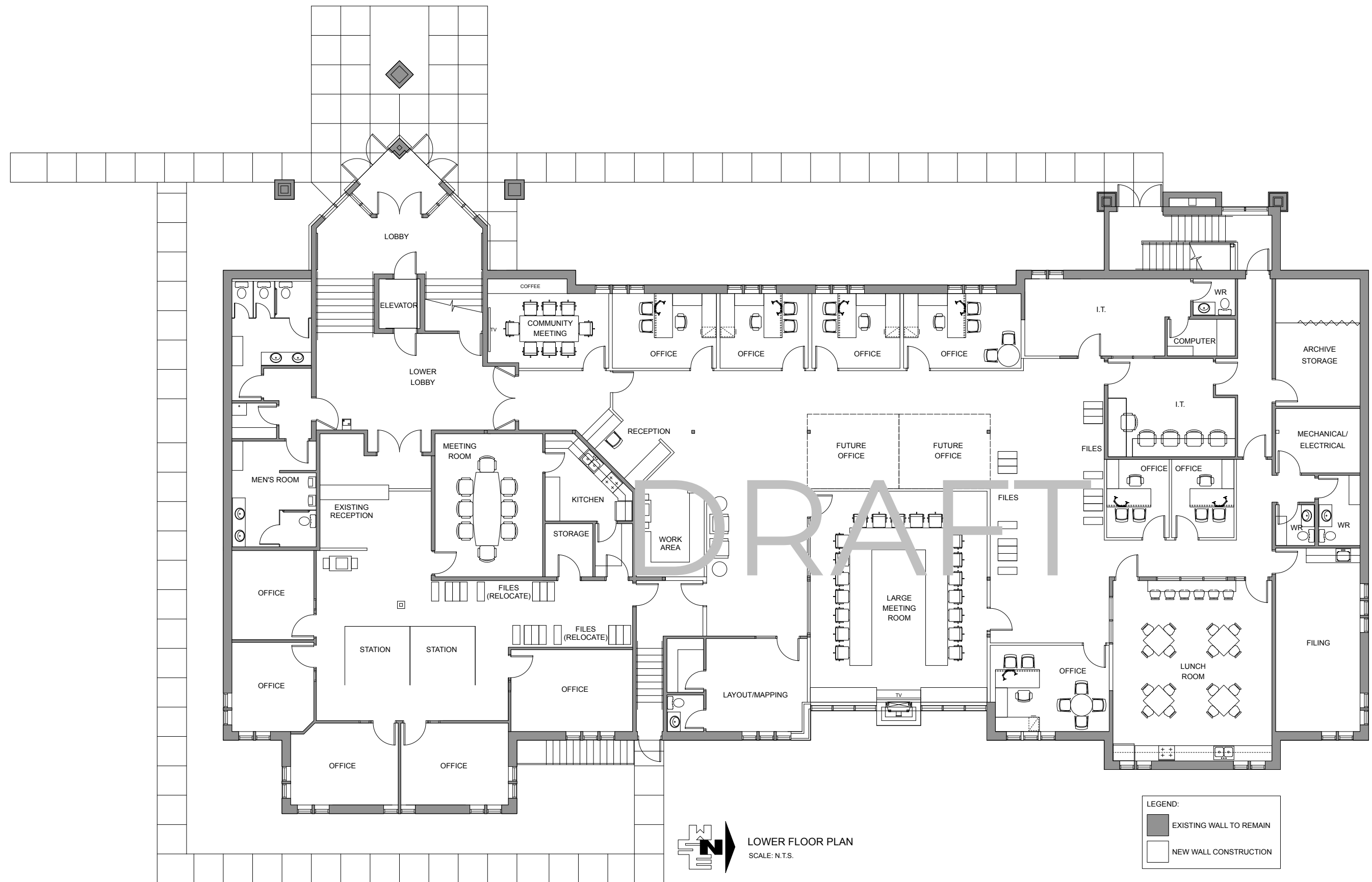
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**APPROVALS**

  
\_\_\_\_\_  
CAO Myron Thompson

  
\_\_\_\_\_  
Department Director/Author



# BLACKFALDS CIVIC CENTRE LOWER LEVEL PRELIMINARY LAYOUT - OPTION C



C



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

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**MEETING DATE:** February 22, 2022

**PREPARED BY:** Kalina Van Winssen, Executive Assistant

**SUBJECT:** Electric Vehicle Charging Station Grant Application

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### **BACKGROUND:**

The Municipal Climate Change Action Centre is providing grant funding for municipalities to support investments in electric vehicle charging stations. The Electric Vehicle Charging Program supports municipalities installing new charging stations in public places, on-street locations, municipal property and for municipal fleets, and covers up to 100% of the costs. This includes:

- Up to \$10,000 per port for each Level 2 Charger (for charging over several hours)
- Up to \$150,000 for each Fast Charger (for charging up to 30 minutes)

EV charging stations are useful tools for economic development, as they encourage local spending in the area where the chargers are located. The proposed locations for the grant application have been picked because they are close to shopping, community events and restaurants. The charging stations also meets one of the goals determined in the Environmental Stewardship Strategy, which is to build and operate electric vehicle charging stations within Blackfalds.

### **DISCUSSION:**

There is currently a gap in Blackfalds for EV charging stations, as the Town has only one station. With our location just off Highway 2, Blackfalds is a good place to expand the EV charging station network. Administration is advising that we apply for two Level 2 chargers with dual ports, with the intention that visitors spend a few hours in Blackfalds. The locations Administration is proposing for the charging stations are:

- Tutty Ponds
- Eagle Builders Centre

The Abbey Centre was also considered, however, due to power constraints it would likely not be a feasible site. Tutty Ponds is located close to a park, within walking distance of Blackfalds Crossing, and close to the future development along Broadway Ave. The Eagle Builders Centre location currently hosts sports events and tournaments and is close to Tayles Water Spray Park, as well as shopping and restaurants in the downtown core. In the future, the concrete Plaza will be built and it will host rodeo, festival and concert events.

The grant application is open and is on a first come, first serve basis, so Administration is trying to get the application in as soon as possible.

Administration also welcomes any input on this proposed program.

### **FINANCIAL IMPLICATIONS:**



## TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DECISION

The grant includes funding for the charging station and equipment, install and construction costs, permitting and inspection costs, and signage costs. It does not include the cost to route power to the charger location. If the Town is successful in the grant application and there are costs to route power to the charging location, this information will be brought forward to Council for their consideration.

In the grant application, municipalities are also expected to include intended rates for the stations. Administration is advising that there be no charge for station use, as it may not provide an incentive to use the chargers where others close by are free. The approximate cost for use of the charging station to the municipality is \$2/hr.

### **ADMINISTRATIVE RECOMMENDATION:**

1. That Council support the implementation of an EV charging program for the community.
2. That Council supports the application for the EV charging station grant being offered through the Municipal Climate Change Action Centre.
3. That Council move to provide electric vehicle charging stations free of charge for users.

### **ALTERNATIVES:**

1. That Council refer this item back to Administration for further information.
2. That Council provide further direction to Administration in relation to specifics of the program including that of location and costs for service.

### **ATTACHMENTS:**

- *Electric Vehicle Charging Program Guidebook*

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

**Approvals:**

CAO Myron Thompson

# ELECTRIC VEHICLE CHARGING PROGRAM GUIDEBOOK

January 2022

This Guidebook provides an overview of the eligibility requirements, available funding, and process for municipalities to participate in the Electric Vehicle Charging Program.



**Municipal  
Climate Change  
Action Centre**



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## 1.0 PROGRAM OVERVIEW

The Electric Vehicle Charging Program (EVCP) provides funding to municipalities for the installation of electric vehicle (EV) charging infrastructure on municipally-owned land to support and accelerate the adoption of EVs in Alberta. This EVCP Guidebook provides detailed information on eligibility requirements, available funding, and how to apply.

## 2.0 ELIGIBILITY

### 2.1 Eligible Participants

The following organizations are eligible to participate in the EVCP:

- a. Municipalities: all designated municipalities within the province of Alberta are eligible to participate in the EVCP program. As per Section 1(1)(s) of the *Municipal Government Act*, a “municipality” is defined as:
  - i. a city, town, village, summer village, municipal district or specialized municipality,
  - ii. a town under the *Parks Towns Act*, or
  - iii. a municipality formed by a special Act; or,
  - iv. if the context requires, the geographical area within the boundaries of a municipality described in sub-clauses (i) to (iii).
- b. Non-profit community-related organizations (CROs), located on municipally owned land or operating within municipally owned facilities. While CROs are eligible to participate, the municipality must be the signatory to the EVCP Funding Agreement and all rebates made under the program will be directed to the municipality. Such projects will be evaluated for eligibility on a case-by-case basis.

### 2.2 Ineligible Participants

The following individuals and organizations are ineligible for EVCP:

- a. Individual residents;
- b. Electricity or gas utilities;
- c. Companies;
- d. Industry and research associations;
- e. Academic institutions; and
- f. Provincial or federal governments including any crown corporations or agencies.

### 2.3 Eligible Project Types and Requirements

The EVCP provides funding support for municipalities in Alberta to install EV charging infrastructure that will support and accelerate the adoption of EVs in their communities. Municipalities can receive rebates for the installation of EV charging stations for use by the public and municipal vehicle fleets on municipally owned land and community gathering places such as recreation centres, libraries, town halls, curbside locations, and more. Projects funded through the EVCP must meet the following requirements:

- a. Be installed in Alberta on municipally owned land or at a municipally owned facility;
- b. Be a permanent installation (mounted or fixed);
- c. Be new and purchased equipment (not leased);
- d. Be for a new install or an expansion of an existing installation (not for the replacement of an existing installation);
- e. Be an eligible technology used to charge passenger EVs, including charging stations equipped with SAE J1772 standard plug connectors, Combined Charging System (CCS) plug connectors (otherwise known as SAE Combo), CHAdeMO plug connectors, or other proprietary charging connector types;
- f. Be a networked charger with the ability to communicate to other stations and/or to a server or the cloud through a cellular or wireless signal or connected vehicle communications using software to report on usage and/or other capabilities such as real-time charging station status;

- g. Be approved for sale and use in Canada by a third-party evaluator such as Canadian Standards Association (CSA), Underwriters' Laboratories of Canada (ULC), Underwriters' Laboratories (UL), Interlink, or equivalent;
- h. Be installed in accordance with the Alberta Safety Codes Act and in compliance with all applicable local building, electrical, zoning, parking codes and bylaws;
- i. Hold a valid electrical permit and have completed and passed all required inspections;
- j. Be installed by a fully licensed electrical contractor; and
- k. Be installed with a dedicated parking space clearly identified for the purpose of charging EVs, if meant for general public use.

## 2.4 Ineligible Project Types

The following project types are ineligible for funding under the EVCP:

- a. EV charging infrastructure installed prior to receiving approval from program staff (retroactive participation);
- b. Replacements of existing EV charging infrastructure;
- c. Installations of non-networked EV charging infrastructure;
- d. Installations of non-passenger vehicle charging, such as charging infrastructure for transit buses, or other vehicle types; and
- e. Installations of non-electric vehicle fuelling systems.

## 3.0 FINANCIAL REBATE

### 3.1 EVCP Rebate Rates

The EVCP will provide rebates in accordance with the rebate rates in Table 1. The MCCAC, at its sole discretion, reserves the right to adjust EVCP rebate levels over time in accordance with changing market conditions (labour rates, equipment costs, etc). Such changes will be announced publicly, highlighting a clear cut-off date for EVCP application approval under existing rebate levels.

Table 1: EVCP Rebate Structure

Charger Type	Technology Conditions	Maximum Rebate
Networked Level 2 connectors 3.3 kW to 19.2 kW	Any commercially available and network-capable EV charging station certified for use in Canada. The charger must have a SAE J1772 standard plug head or be a proprietary** connector type rated for a minimum of 3.3 kW power output.	Up to 100% of total costs, to a maximum of \$10,000 per connector*
Networked Fast Charger 20 kW to 49 kW	Any commercially available and network-capable EV charging station certified for use in Canada. The fast charger must have at least one (1) CHAdeMO charger connector and one (1) CCS charger connector or be a proprietary** connector type rated for a minimum of 20 kW power output.	Up to 100% of total costs, to a maximum of \$30,000 per fast charger
Networked Fast Charger 50 kW to 99 kW	Any commercially available and network-capable EV charging station certified for use in Canada. The fast charger must have at least one (1) CHAdeMO charger connector and one (1) CCS charger connector or be a proprietary** connector type rated for a minimum of 50 kW power output.	Up to 100% of total costs, to a maximum of \$100,000 per fast charger
Networked Fast Charger 100 kW and above	Any commercially available and network-capable EV charging station certified for use in Canada. The fast charger must have at least one (1) CHAdeMO charger connector and one (1) CCS charger connector or be a proprietary** connector type rated for a minimum of 100 kW power output.	Up to 100% of total costs to a maximum of \$150,000 per fast charger

\* To qualify for Level 2 rebate funding per connector, each connector must be able to charge a vehicle and support a parking space simultaneously. Fast charging station funding is based on the number of chargers.

\*\*Proprietary connector types can represent a maximum of 75% of all charging connectors installed at the same project

site. The remaining balance (25% or more) must be universal charging connectors (J1772, CCS and CHAdeMO) of the same category (i.e. level 2 or fast charger).

### 3.2 Maximum Funding Limits

To ensure equitable and geographic distribution of EVCP funds, total EVCP funding distributed to a single municipality is capped at \$200,000. Municipalities may submit multiple applications and receive funding for multiple projects at various locations prior to reaching the EVCP funding maximum. The MCCAC, at its sole unfettered discretion, reserves the right to adjust the maximum funding cap per municipality in response to program demand and changing market conditions.

### 3.3 Eligible Expenses

Eligible expenses must be directly related to the installation of EV charging stations. Costs must be clearly invoiced, dated, and itemized for each applicable eligible expense. To be eligible for a rebate, municipalities must include the costs in their application at the pre-approval stage and provide a final invoice and proof of payment for each eligible expense at the completion stage. Eligible expenses include:

- a. Capital expenses for the purchase of the EV charging station equipment;
- b. Installation and construction costs by a licensed electrical contractor, including labour, equipment rentals and required materials;
- c. Engineering and design costs related to the install;
- d. Expenses for obtaining the required electrical permit, and any other required building or development permits;
- e. Expenses for completing the required electrical inspections and other inspections, as required; and
- f. Expenses for protective physical barriers and site signage such as pole mounted signs or parking space painting.

### 3.4 Ineligible Expenses

Ineligible expenses include:

- a. Goods and Services Tax (GST) or any other taxes;
- b. Land costs;
- c. Legal costs;
- d. Costs relating to ongoing operations and maintenance (electricity consumption, electrical demand charges, networking fees, subscription fees, etc);
- e. Costs incurred by the municipality to submit program documents, process invoices, or any other administrative cost relating to participating in the program;
- f. Costs incurred prior to receiving written approval via a signed EVCP Funding Agreement;
- g. Preliminary site assessment and electrical demand assessments;
- h. Electrical service upgrades or any upgrades upstream from the electrical service, if required; and
- i. Any other expense deemed by the MCCAC to be ineligible.

### 3.5 Disbursement of Funding

The approval and allocation of funds will occur on a first-come, first-served basis based on the date in which the MCCAC and the municipality duly sign an EVCP Funding Agreement. Municipalities must submit a complete EVCP application and receive approval from the MCCAC prior to receiving an EVCP Funding Agreement. The municipality and the MCCAC must execute the EVCP Funding Agreement prior to initiating any work on the project.

After signing an EVCP Funding Agreement, municipalities must complete their project and submit all relevant completion documents within twelve (12) months. Municipalities that do not complete the installation of their EV charging station and submit completion documentation within twelve (12) months of signing the EVCP Funding Agreement are subject to

removal from the payment queue and must contact the MCCAC if they still wish to participate in the program and receive a rebate. Any extensions to the completion deadline require the municipality to submit a written request to the MCCAC detailing the nature of the request. All extension requests are evaluated on a case-by-case basis and MCCAC, at its sole discretion, reserves the right to approve or deny any extension request.

Please note, rebates will be based on the actual final purchased and installed project components and eligible expenses. If project costs changed during construction, rebates will be adjusted accordingly and may differ from the rebate outlined in the Funding Agreement. Rebate payments will be distributed by cheque or electronic fund transfer (EFT) after the MCCAC has verified that the project is complete. Payments will be sent approximately six weeks following the end of the current fiscal quarter. For example, municipalities with a project completed in August should expect their rebate in mid-November or earlier. MCCAC will strive to distribute rebates within 150 days of projects being verified as complete. The project verification process is described in Step 5 of Section 4.0.

### 3.6 Grant Stacking

Municipalities are not permitted to access funding through both Natural Resources Canada's Zero Emission Vehicle Infrastructure Program (ZEVIP) and the EVCP for the same project. However, municipalities are permitted to access ZEVIP funding and EVCP funding for different projects at different locations as long as there is no overlap between the projects. The maximum amount of combined funding from all sources cannot exceed the total eligible costs of the project. Municipalities may leverage additional non-NRCan funding if their project through EVCP does not cover 100% of eligible costs. Such instances will be evaluated on a case-by-case basis. The municipality agrees to disclose any participation in other funding programs through which funding towards the cost of the project is being pursued.

## 4.0 HOW TO PARTICIPATE

### Step 1: Submit an EVCP Expression of Interest (EOI)

Municipalities must submit an EOI to notify the MCCAC of their intent to participate and for eligibility screening purposes. The MCCAC will review all information provided in the EOI and will contact the municipality to provide information regarding subsequent stages of the application process.

Note: Completion of the EOI does not secure funding or a place in the first-come, first-served queue. For details on how this queue is established, see Section 3.5.

### Step 2: Submit the EVCP Application

Municipalities must submit an EVCP application and all required attachments to [contact@mccac.ca](mailto:contact@mccac.ca) or directly to their designated MCCAC representative. The EVCP application form is available on the EVCP [webpage](#). A single EVCP application may include multiple EV charging stations at various locations, but rebates will not be issued until all stations included in the project are complete. The MCCAC will review the EVCP application to verify participant and project eligibility and confirm approval. **Please note, no retroactive funding will be available. Participants are not to incur any costs or start construction prior to receiving a duly signed Funding Agreement from the MCCAC.**

For each project, the municipality must provide the following information within the EVCP application:

1. Project details:
  - a. A brief written project description including details regarding the municipality's intent for pursuing this project.
  - b. The municipality's approach to ensuring stations are accessible 24/7, visible, have appropriate lighting (if available to the public) and a confirmation that each connector includes a dedicated EV-only parking spot with appropriate signage.
  - c. Any pay-for-use configurations and intended rate.

- d. Confirmation that the preferred install site will not be impacted by, or is free of subsurface utilities such as water, gas, irrigation, or telecommunication lines.
  - e. Expected project start and completion dates.
  - f. Confirmation of equipment operation commitments and data sharing with MCCAC.
  - g. Any other pertinent information regarding the project.
2. EV charging station details including:
  - a. Installation facility or location name, address, and intent for the install to be for public or private use.
  - b. Brand and model.
  - c. Power output (kW) and charging voltage.
  - d. Charging plug type.
  - e. Charge level and the number of connectors per station.
3. Application attachments:
  - a. Detailed and itemized cost quotes for all eligible expenses as outlined in Section 3.3 (as applicable to the project). Detailed scope of work descriptions are required for engineering and design costs.
  - b. A copy of all specification sheets (or brochures with technical information) for all EV charging stations.
  - c. Proof of land ownership for all install locations.
  - d. Any other supplementary documentation applicable to the project and as requested by MCCAC.

### Step 3: EVCP Funding Agreement

Eligible projects will be issued an EVCP Funding Agreement. The municipality and the MCCAC must execute the EVCP Funding Agreement prior to initiating any work on the project. A signed copy of the EVCP Funding Agreement must be scanned and sent to [contact@mccac.ca](mailto:contact@mccac.ca) or the designated MCCAC representative. The MCCAC will return a final copy of the executed Agreement to the municipality and the project may begin. The MCCAC must be notified of any deviation from Schedule "B" immediately, and an amendment must be duly executed should the project scope, completion date or other details change.

### Step 4: Project Completion

Once the EVCP Funding Agreement is fully executed, project funding is formally held, and the project may begin. The project must be completed within twelve (12) months of signing the EVCP Funding Agreement. Municipalities are responsible for ensuring that the project is completed, and all relevant project completion documents are submitted by the deadline. Should an extension of the completion deadline be required, the municipality must submit a request to the MCCAC in writing detailing the nature of the request as detailed in Section 3.5.

Municipalities are responsible for exercising due diligence in selecting quality products, consultants and contractors and ensuring that the project is completed in accordance with all applicable municipal bylaws (e.g. permitting and inspections) and the laws of the Province of Alberta.

### Step 5: Project Completion Documents and Verification

Once the project is complete, municipalities must notify the MCCAC and provide the applicable project completion documents indicating that the project was completed in accordance with the EVCP Funding Agreement. The project completion document package must be received by the MCCAC within twelve (12) months of signing the EVCP Funding Agreement. All projects must also complete the program evaluation form as provided by MCCAC and outlined in Section 5.1. The required completion items for each project includes:

1. A signed EVCP project completion statement, to be provided by MCCAC;
2. Final invoices and proof of payment for all expenses outlined in the application;
3. Photos of the completed install including photos that show the station is operational. Additional photos of the Canadian certification approval labels such as CSA, ULC or equivalent may also be required; and

4. Proof of public engagement activities which requires satisfaction of the following:
  - a. A media release for the project or any other public engagement activity deemed acceptable by the MCCAC that clearly identifies the full Municipal Climate Change Action Centre name. Examples include municipal news releases via the municipality's website, a project profile in the local newspaper, or event which includes news releases resulting from the project completion;
  - b. Sharing of project details and photographs on municipal social media networks such as Facebook, Twitter, or LinkedIn, as applicable;
  - c. A set of 3 or more high resolution photographs of the EV charging station(s) suitable for use in program marketing and promotion. These photos will be shared publicly via MCCAC's project showcase. Photos with municipal staff are encouraged.
  - d. A brief abstract describing the project and its benefits including one or more quotes from municipal leaders or other municipal representatives, to be used for MCCAC program marketing.
  - e. Completion of the EVCP evaluation survey as outlined in Section 5.1.

#### **Step 6: Disbursement of Funding**

After the EVCP Project Completion Statement is executed with all supporting documentation as listed in Step 4, the MCCAC will issue the EVCP rebate payment to the municipality via EFT or cheque within 150 days of projects being verified as complete. The rebate will be based on the actual final purchased and installed project components and eligible expenses listed in the EVCP Project Completion Statement and may differ from the value outlined in the Funding Agreement depending on eligibility and any cost changes throughout the project.

## **5.0 EVALUATION AND VERIFICATION**

### **5.1 Evaluation Survey**

Municipalities will be required to provide feedback on the program implementation processes and operations to help inform the MCCAC's efforts to improve program efficiency and cost-effectiveness, strengthen marketing, sharpen outreach, and increase the satisfaction of program participants. Municipalities will also be asked to help the MCCAC determine the extent to which the program's intended outcomes and objectives are being met.

### **5.2 Verification**

The municipality must submit documentation to establish, to the satisfaction of the MCCAC, that the municipality incurred and paid all eligible expenses reported. All items on an invoice submitted by the municipality must be listed separately, and the cost for each eligible expense must be clearly identified. The municipality must also provide any other documentation requested by the MCCAC. If the municipality fails to provide information within a reasonable time on reasonable notice, as determined by MCCAC, for the audit and evaluation of the project, the municipality may be required to refund all, or a portion of the payments received under the program, as well as forfeit any future payments under the program.

Any municipality receiving grant money under the program may be contacted by the MCCAC or a third-party evaluator retained on behalf of the MCCAC to verify projects or be asked to complete a written, oral, or electronic participant survey.

### **5.3 Inspection**

If an EVCP application is approved, for up to three years following the execution of the EVCP Funding Agreement, the MCCAC or its designees are entitled, at any reasonable time and upon reasonable notice to the municipality, to attend the project site for the purpose of examining items pertinent to the project in order to assess whether the municipality is



in compliance with the EVCP Funding Agreement and program conditions, and to conduct other measurement and verification activities if necessary.

## 6.0 REMEDIES AND WARRANTIES

### 6.1 Refunds

The municipality should understand that it must immediately refund to MCCAC any payment received under the program not in accordance with the EVCP Guidebook and the EVCP Funding Agreement upon notice being provided to the municipality by the MCCAC. Failure to make repayment as required by the MCCAC creates a debt owing to the Government of Alberta that can be set-off against any money the Government of Alberta owes to the municipality.

### 6.2 Right of Set-Off

The municipality should understand that the MCCAC and Alberta Municipalities may set-off against any other grant or amount payable to the municipality under any programs administered by the MCCAC or the Alberta Municipalities any amounts that become repayable by the municipality to the MCCAC or the Alberta Municipalities under the program.

### 6.3 False or Misleading Information

If the municipality provides any false, misleading, or incomplete information under the program, the municipality should understand it will be required to forgo all rights to benefit from the program.

### 6.4 Environmental Attributes or Products

“Environmental attributes” means emission offsets, renewable energy certificates, renewable energy credits, and any and all other current or future credits, benefits, emissions reductions, offsets or allowances, however entitled, named, registered, created, measured, allocated or validated:

1. that are at any time recognized or deemed of value, or both, by any buyer, applicable law, or any voluntary or mandatory program of any government or other person and
2. that are attributable to
  - a. generation by the Project and
  - b. the emissions or other environmental characteristics of such generation or its displacement of conventional or other types of energy generation through the avoidance of environmental impacts on air, soil or water, including but not limited to the emission of greenhouse gases.

The municipality or applicant will not register or claim any environmental attributes generated by the project. The municipality or applicant will not transfer or assign any rights, title and interests, if any, in all environmental attributes generated by the project to any person. The municipality or applicant warrants that no environmental attributes generated by the project have been claimed, sold or otherwise transferred to a third party and that no other person has any claim to or ownership of the environmental attributes generated by the project.

### 6.5 Limitation of Liability

The MCCAC's sole liability is limited to paying the properly qualified rebates specified herein. The municipality acknowledges that any Third-Party Provider or other provider selected by the municipality is not an agent, contractor, or subcontractor of MCCAC. The MCCAC shall have no obligation to maintain, remove, add to or perform any work whatsoever on the EV charging stations or any equipment installed as a part of the program. Neither the Alberta Municipalities, the MCCAC, nor any of their affiliates are or will be liable to the municipality or to any other party for a Third-Party Provider's failure to perform, for failure of the EV charging station to function, for any damage to the municipality's premises caused by the Third-Party Provider, or for any and all damages to property or injuries to persons caused by or arising from any activities associated with the program.



## 7.0 APPLICATION CHECKLIST

### Step 1: Submit the Electric Vehicle Charging Program (EVCP) Expression of Interest

- ☐ Complete and submit an Expression of Interest (EOI).
- ☐ Receive approval to proceed to Step 2 from the MCCAC.

### Step 2: Submit the EVCP Application

- ☐ Complete and submit the EVCP application and all required attachments, available for download on the EVCP [webpage](#).

### Step 3: Sign the EVCP Funding Agreement

- ☐ Review, sign, and submit the EVCP Funding Agreement issued by the MCCAC upon approval of the EVCP application.

### Step 4: Project Completion

- ☐ Start and complete the installation of the EV charging stations.

### Step 5: Project Verification

- ☐ Submit all applicable project verification documentation [to contact@mccac.ca](mailto:contact@mccac.ca) or your designated MCCAC representative within twelve (12) months of signing the EVCP Funding Agreement.
- ☐ Complete public engagement activities.
- ☐ Review, sign, and submit the EVCP Project Completion Statement issued by the MCCAC.
- ☐ Complete the program evaluation survey issued by the MCCAC.

### Step 6: Disbursement of Funding

- ☐ Receive the EVCP rebate cheque from the MCCAC.

## CONTACT US

Questions about the EVCP may be directed to:

Municipal Climate Change Action Centre  
300-8616 51 Avenue  
Edmonton, AB T6E 6E6  
780.433.4431  
[contact@mccac.ca](mailto:contact@mccac.ca)

Founding partners of the Municipal Climate Change Action Centre



**Municipal  
Climate Change  
Action Centre**

780.433.4431

300-8616 51 Ave. NW  
Edmonton, AB T6E 6E6

[mccac.ca](http://mccac.ca)



February 10, 2022

Dear Elected Officials,

My name is Dr. Keith Wolstenholme. I am an Orthopedic Surgeon at Red Deer Regional Hospital, and I am writing this letter on behalf of the Society for Hospital Expansion in Central Alberta.

I had the pleasure of meeting with City of Red Deer Mayor Ken Johnston and Red Deer County Mayor Jim Wood January 24/22. They wisely recommended I follow up with a specific 'ask', and also to include the various municipalities whose constituents largely rely on the Red Deer Regional Hospital and Care Centre for their specialist and advanced health care needs.

I had the opportunity to reiterate the dire need for Red Deer Regional Hospital Expansion and Redevelopment. I also had the opportunity to explain the current desperate human resources crisis our hospital, and specifically the Operating Room, is experiencing. I have taken the liberty of attaching a separate document that explains the specifics in more thorough detail regarding our current crisis.

I am specifically asking for your assistance with three interventions that will potentially help solve our human resources crisis at RDRHC:

1. The City of Red Deer, Red Deer County, and all our local elected officials lobby Red Deer Polytechnic and the Minister of Advanced Education, Demetrios Nicolaides, to increase the enrollment for the Bachelor of Science – Nursing program at Red Deer Polytechnic. We know health care workers often stay and work in the same city they train in. We should also explore other possibilities to recruit new nurses by offering bursaries for local residents and consideration of a return of service agreement with nursing students. Training more local nurses would also help ensure appropriate nursing human resources for the many hospitals in Central Zone that refer patients into RDRHC and do an excellent job caring locally for their patients.
2. The City of Red Deer, Red Deer County and all our local elected officials lobby Health Minister Jason Copping to qualify Red Deer, Red Deer County and all Central Zone as eligible programs under the Government of Alberta Rural and Remote Northern Program. This would allow for an increased ability for RDRHC to recruit and retain physicians.
3. The City of Red Deer, Red Deer County and all local officials utilize their resources and social media platforms to produce a 'sales pitch' video to help try to recruit new health care workers to live and work in all our towns cities, and counties in Central Zone.

Thank you again for the opportunity to meet with some of you, and I look forward to meeting and working together with all of you in the future.

Sincerely,

A handwritten signature in blue ink, appearing to be 'K. Wolstenholme', with a long horizontal stroke extending to the right.

Dr. Keith Wolstenholme, Orthopedic Surgeon, RDRHC  
Member, Society for Hospital Expansion in Central Alberta

Attachment

**Red Deer Regional Hospital Centre: Issues / Problems / Potential Solutions**  
**Author: Society for Hospital Expansion in Central Alberta (SHECA)**

**Historical Background – Severe Infrastructure Deficit**

- RDRHC is busy – 4<sup>th</sup> busiest hospital in the province. It is often regarded as a rural hospital but, in fact, has “big city” volume.
- RDRHC is the primary referral centre for 30 hospitals and 453,000 people living in Central Zone ([www.albertahealthservices.ca/about/centralzone.aspx](http://www.albertahealthservices.ca/about/centralzone.aspx))
- RDRHC has not seen a net increase in bed capacity since 2003
- The 2015 Needs Assessment (AHS document) showed, at that time, RDRHC was short 96 inpatient beds, 18 Emergency Dept Stretchers, and 3 OR suites.
  - That report also projected those needs to double by 2025
- Funding over the past 15 years has left Central Alberta at a deficit of ten times the rest of the province for hospital infrastructure.
- Since 2007, there have been 20 planning documents prepared by AHS for expansion of RDRHC and yet we have seen no net increases in inpatient beds, surgical services or development of a cardiac catheterization lab
- In Feb 2020 government announced a 100 million dollar stage-one expansion with a plan for “shovels in the ground in 2021” aligning with the 2020-2023 Fiscal Plan’s ‘Rural Health Facilities Revitalization Program’
- This has not materialized.
- RDRHC faces significant ongoing challenges as a result:
  - Overcapacity nearly every day with an average 108% occupancy of adult beds. Overcapacity puts patients in hallways and tubrooms.
  - ‘Bedlock:’
    - admitted patients ‘stuck’ in ER stretchers because there is no inpatient bed to move them to.
    - ER patients ‘stuck’ in waiting room because there are no ER stretchers to evaluate and treat them in.
    - Patients under care of EMS ‘stuck’ in EMS hallway because there are no ER stretchers available.
    - EMS personnel must remain with their patients in the hallway until an ER stretcher becomes available which then renders them unavailable to address emergency calls in the community
  - No cardiac cath lab – causes 30 excess deaths in central zone per year.
  - In 2014-2015 heart attack patients had a 47% higher mortality rate than people in Calgary.
    - Also, every patient that needs cardiac cath needs to be transported via EMS to Edmonton or Calgary (using up those valuable EMS resources)
    - In 2011 it was estimated that with a local cardiac cath lab there would be a \$3.4 million annual savings by reducing rates

- of rehospitalization, stroke, length of hospital stay and EMS transport costs.
- Extremely long surgical waitlists (both for scheduled surgeries and emergency surgeries)
  - Almost every surgery at RDRHC is performed 'out of window' meaning the patient has had to wait longer than the surgeon felt was safe to wait
  - Patients needing Total Hip and Total Knee Replacements often wait greater than 3 years from time of referral to a surgeon until day of surgery

### **More Recent issues – Severe Human Resources Deficit at RDRHC Operating Room**

- Since Sept 2021, RDRHC Operating room has run at approximately 65% capacity
  - This means approximately 70 patients per week, for the last 22 weeks, or 1540 total patients have not been able to have their required surgeries
  - This is not expected to change for the next several months
  - This is NOT as a result of COVID related surgical curtailment
- The Surgical Program capacity restrictions are due to a severe human resources crisis
  - RDRHC has seen an exodus of Anesthesiologists and Registered Nurses
  - Most recent data suggests we are short a minimum of 6 Anesthesiologists and 14 Registered Nurses
  - Replacing these Health Care Workers would only take us back to pre-Sept 2021 levels (8 daily operating theatres)
  - To meet the expected 2025 demand referenced in the 2015 Needs Assessment, we would need to staff 6 more daily operating theatres for a total of 14 theatres (meaning, with expansion, we would need 14 more anesthesiologist and 34 more Registered Nurses)
- Each surgeon in RDRHC currently is expected to only get between 1.3 and 2 operating days per month
  - On average, a surgeon can complete 4-5 surgeries per day. This means, in the best case scenario, each surgeon can do 10 surgeries per month
  - Each surgeon, on average, books 20-50 new surgical patients per month
  - As such, the surgical 'backlog' is exponentially building
  - RDHRC is falling severely behind the AB Surgical Initiative's parameters of an average of 4 month surgical wait times
  - RDRHC has no hope of performing the AB Surgical Initiative's target of performing 'additional surgeries' by 2022-2023.
  - Excessive delays make surgeries more technically difficult and patient outcomes worsen

- While waiting for surgery, patients deteriorate, are often unable to work and are at risk for opioid dependency (a major issue and priority on the AB Government 2020-2023 Fiscal Plan).
- Utilizing rural hospital ORs (Olds, Innisfail, Stettler) has helped significantly, but these sites are primarily used for healthy day surgery patient
- Surgeons will be the next group to participate in a mass exodus from RDRHC

**These 2 Issues (Infrastructure Deficit and Human Resources Crisis) are interdependent**

- The Infrastructure deficit has meant the RDRHC has been capped on how many surgeons, anesthesiologists and registered nurses can work during the daytime (pre Sept 2021 – 8 available OR theatres per day)
- Unfortunately, despite the infrastructure limitations, urgent surgeries (trauma, infection, certain cancers etc) continue to need to be performed
- In order to maximize the ability to do as many scheduled surgeries as possible, urgent surgeries are often deferred to ‘after hours’ – 1600 to 0800
- The lack of ‘daytime’ work means there are less human resources to spread out the ‘nighttime’ work
- Performing surgery after midnight has been shown to lead to poorer outcomes and is physically difficult on staff
- Hospitals in Calgary and Edmonton who see a similar volume of patients as RDRHC have between 14-20 operating rooms
- This allows them to employ more human resources during the day to spread out the punishing nighttime work
- Calgary Anesthesiologists only have to do overnight shifts every 15-25 days – this compares to overnight shifts for RDRHC anesthesiologists having to do overnight shifts every 6-9 days
- This same ratio also applies to every other Health Care Worker at RDRHC OR
- The unfortunate result has been a significant exodus of our Health Care Workers out of RDRHC to Edmonton, Calgary and BC
- With every lost Health Care Worker, the burden becomes more difficult for the remaining Health Care Workers

**Potential Solutions**

- Long term solution – full commitment (significantly more than the previously announced stage one \$100 million) for RDRHC redevelopment and expansion is absolutely required
  - This really needs to be announced on Feb. 24
  - This needs to include: more inpatient beds, more emergency stretchers, more ICU beds, more operating rooms, more diagnostic imaging capacity, a cardiac cath lab and all the programs and human resources required to properly look after patients
  - This needs to be a dollar per capita investment that will provide fairness and equity to Central Albertans


- Short term solution
- Immediate funding for renovations to expand current capacity on the existing footprint of RDRHC.
- This is to meet urgent needs while hospital expansion progresses.
  - Develop / utilize all available space at RDRHC
  - Consider moving some services / programs off site to allow for renovations
- Short to medium term solution – Increase enrolment at Red Deer Polytechnic Bachelor of Nursing program
  - Long history of qualified applicants unable to attend due to lack of spots in the training program
  - Evidence shows Health Care Workers often stay and work where they train
  - Evidence also shows having reserved spots in training program for local residents also increases the chances they will stay and work where they train
  - Consideration should also be given to employing Return of Service programs for the Bachelor of Nursing Program
- Short to medium term solution – make all of Central Zone (including Red Deer Metro) part of the Alberta Rural and Remote Northern Program (<https://open.alberta.ca/publications/rrnp-community-rate-table>)
  - This is a well established program that provides physicians more compensation for working in ‘underserved’ areas
  - “The program's primary objective is the recruitment and retention of physicians to under-served areas/communities in Alberta and to ensure equitable health services for all Albertans” – this is a direct quote from the website
  - We would argue that Red Deer absolutely qualifies
  - Currently, many sites in Central Zone including Rocky Mountain House, Caroline, Drumheller, Drayton Valley and Delburne already qualify for the RRNP – and we care for those patients and many more at RDRHC
  - We realize it seems unpalatable for physicians to ask for more money, but until we have full RDRHC expansion, this may be the only way to attract, recruit and retain physicians to work in Red Deer
- Short to medium term solution – expand our current rural surgical program to more sites and offer overnight surgical stays
  - This strategy needs to be employed with caution, as it does nothing to help the current human resource crisis at RDRHC
- Short to medium term solution
- If Alberta Infrastructure is unwilling or unable to promptly increase surgical capacity in Red Deer and Central Zone then AHS needs to tender an RFP (Request for Proposal) for a Red Deer based Chartered Surgical Facility (CSF)
  - CSF's are essentially publicly funded, privately operated surgical facilities



- There are currently 41 CSF's in Alberta  
(<https://www.albertahealthservices.ca/about/Page3172.aspx>)
- Exactly none of these CSF's exist outside of Calgary or Edmonton
- Any CSF would have to be able to perform overnight stays to help alleviate the burden on RDRHC
- This should be considered a short term solution and a long term augment to full RDRHC expansion and redevelopment
  - This should NOT preclude full funding for RDRHC expansion as that is the only way to solve the human resource crisis and provide the care that Central Albertans deserve

Thank you for your consideration,

Signed: The members of the Society for Hospital Expansion in Central Alberta



Dr. Alan Poole



Dr. Keith Wolstenholme



Valdene Callin



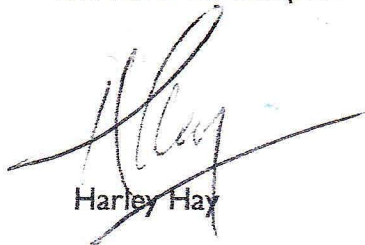
Brooklyn Dixon




Dr. Ravin Bastiampillai



Diane Gramlich




Harley Hay




Vanessa Higgins-Nogareda



Paul Rattan



Lynn Van Laar



Kevin Walsh



Dr. Kym Jim



**TOWN OF BLACKFALDS  
MUNICIPAL PLANNING COMMISSION  
Meeting Minutes  
January 11, 2022, Commencing at 6:15 P.M.**

A Municipal Planning Commission Meeting for the Town of Blackfalds was held virtually via Microsoft Teams on January 11, 2022, commencing at 6:15 p.m.

**MEMBERS PRESENT:**

Laura Svab – Chairperson  
Brenda Dennis – Vice Chairperson  
Trish Willis  
Jim Sands  
Alex Garcia

**REGRETS:**

None

**PUBLIC ATTENDING:**

None

**ATTENDING:**

Jolene Tejkl, Planning & Development Manager

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

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

**AGENDA APPROVAL:**

**Resolution 1-22**

Member Sands moved to approve the January 11, 2022 agenda as presented.

**EMERGENCY EXITS:**

Chairperson Svab requested members identify their respective emergency exits as the meeting was held virtually.

**BUSINESS ARISING FROM MINUTES:**

None

**BUSINESS:**

- 5.1 Application 229-21**  
**Side Yard Setback Relaxation of 0.67 m**  
**42 Arlen Close (Lot 21, Block 4, Plan 162 0173)**  
**Residential Multi Dwelling District (R-2)**

Administration provided background information on the proposed development.

**Resolution 2-22**

MOVED by Member Garcia that the Municipal Planning Commission APPROVE the application for the side yard relaxation as presented in Development Permit application 229-21, granting a side yard relaxation from 1.5 m to 0.83 m at 42 Arlen Close (Lot 21, Block 4, Plan 162 0173) subject to the following conditions being met to the satisfaction of the Development Officer:

1. The proposed development shall be undertaken and completed in accordance with the approved plans.
2. The applicant shall ensure that the side yard relaxation does not exceed 0.83 m.



**TOWN OF BLACKFALDS  
MUNICIPAL PLANNING COMMISSION  
Meeting Minutes  
January 11, 2022, Commencing at 6:15 P.M.**

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

**Notes:**

1. 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
2. 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 municipal legislation
3. This permit is valid for a period of twelve (12) months from the date of issue. If, at the expiry of this period, the development has not been commenced with reasonable diligence, this permit shall be null and void
4. 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 by-law are complied with

**CARRIED UNANIMOUSLY**

**5.2 Application 231-21**

**Home Based Business – Major – One on One Coaching & Mentoring  
5 Coleman Crescent (Lot 10, Block 11, Plan 082 4456)  
Residential Single Dwelling Medium Lot District (R-1M)**

Administration provided background information on the proposed development.

**Resolution 3-22**

MOVED by Member Garcia that the Municipal Planning Commission APPROVE the application for a proposed Home Based Business – Major as described in Development Permit application 231-21 for the operation of a One on One Coaching & Mentoring business at 5 Coleman Crescent (Lot 10, Block 1, Plan 952 4614) subject to the following conditions being met to the satisfaction of the Development Officer:

1. There shall be no exterior display or advertisement other than a business identification plaque or sign 20.0 cm (8 in.) by 30.5 cm (12.0 in.) in size located on or in the dwelling
2. The business shall not employ any person on site other than a resident of the dwelling, unless otherwise approved by the Municipal Planning Commission. Not more than two (2) adult residents of the home are permitted to work in the home based business unless otherwise approved by the Municipal Planning Commission
3. There shall be no outside business activity, or outdoor storage of materials or equipment associated with the business on the site. Indoor storage related to the business activity will be allowed within the dwelling unit or an accessory building provided that such materials or equipment are not, in the opinion of the Municipal Planning Commission, likely to result in a hazard. The home based business shall not use any dangerous good which would not be used in associated with the residential use of the dwelling or accessory building
4. No physical changes to the external appearance of the dwelling or any accessory business shall be allowed as a result of the establishment of the home based business
5. Applicant is required to obtain a business license for the Town of Blackfalds
6. Any change in use or intensification of the home based business shall require re-application
7. That the clients utilize the off-street parking as provided for in the front of the property at all times

**Notes:**



**TOWN OF BLACKFALDS  
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Meeting Minutes  
January 11, 2022, Commencing at 6:15 P.M.**

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1. No mechanical or electrical equipment shall be used which creates unreasonable noise or visible and audible interference with home electronics equipment in adjacent dwellings. The operation of such business shall not create any nuisance by way of noise, dust, odour or smoke or anything of an offensive or objectional nature
2. The business shall not, in the opinion of the Municipal Planning Commission, generate pedestrian or vehicular traffic or parking in excess that would be detrimental to the amenities and safety of the residents in the vicinity of the parcel
3. The site will be maintained in a neat and orderly manner in accordance with the Community Standards Bylaw
4. A home based business does not exempt the applicant from compliance with any federal or provincial regulation, or any municipal Bylaw or regulation

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

**6.1 Minutes of December 14, 2021**

**Resolution 4-22**

Member Willis moved to approve the minutes of December 14, 2021, as presented.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Chairperson Svab adjourned the meeting at 6:23 p.m.



**CHAIR**



**SECRETARY**

JH

**TOWN OF BLACKFALDS  
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE  
MEETING MINUTES  
MONDAY, DECEMBER 13, 2021**

An Economic Development & Tourism Advisory Committee (EDTAC) meeting was held Monday December 13, 2021 via MS Teams.

**MEMBERS PRESENT**

Member Robert Hogan  
Member Ken Hubbard  
Member Craig Schroh  
Member Ray Olfert  
Member Jill Bried  
Chair Denise Sumner  
Councillor Brenda Dennis  
Councillor Marina Appel  
Executive Assistant Kalina Van Winssen  
Economic Development Officer Christopher Johnson

**MEETING CALLED TO ORDER**

The meeting was called to order at 7:03 p.m.

**AGENDA APPROVAL**

Councillor Dennis moved to approve the agenda as presented.

**CARRIED UNANIMOUSLY**

**BUSINESS**

**Welcome/Introductions**

- New members were introduced to the Committee.

**Chair Nomination**

- Councillor Appel nominated D. Sumner as Chair.
- D. Sumner was acclaimed as Chair.

### **Economic Development Strategy Sub-Committee**

- C. Johnson requested feedback from EDTAC on if the Economic Development Strategy Sub-Committee needs to continue as the Strategy has been approved by Council.
- Councillor Appel advised that the sub-committee should be disbanded as their goal has been accomplished.
- C. Johnson noted that he would like to add timelines and develop a sales strategy for each one of the objectives.
- C. Johnson noted that he will bring updates to future EDTAC Meetings.

Councillor Appel moved to disband the EcDev Strategy Sub-Committee.

**MOTION CARRIED.**

### **Economic Development and Tourism Strategy**

- Chris noted that work is ongoing for the Strategy. The next piece will be to develop a stepping stone process to complete each goal. The Strategy will be reviewed every three years. Any of the major goals and the business items will be put together with business plans. These plans will be brought back and discussed with the EDTAC.
- Four members requested printed copies.

### **Digital Service Squad**

- DSS is a program by Business Link. In partnership with two other municipalities (Bentley and Sylvan Lake) and Community Futures, there will be a full-time position dedicated to helping small businesses with IT. It could be help with scheduling services, marketing, website, doing tax returns digitally. This has been approved and will be moving forward in the New Year. There are no funding requirements for this program.
- Discussion was held on marketing this to businesses. C. Johnson noted that he is inputting business contact information into the CRM to keep all the information in one place and be able to email them.
- K. Hubbard noted that the DSS hire could potentially put on seminars to teach many of the businesses at once.
- C. Johnson noted that the DSS member will report to Business Link. C. Johnson noted that he would request a seminar for many businesses.

### **Tourism & Business E-Newsletter**

- C. Johnson reviewed the E-newsletter.

### **Small Business Week**

- C. Johnson noted that Small Business Week was in October. We spotlighted All Things Planty, The PizzaBoxx, Blackfalds Chiropractor and added education for businesses.

### **Alberta Regional Railroad**

- Alberta Regional Railway is currently proposing a railway that is not high speed but uses the existing infrastructure. They are looking to speak to the various levels of government, and they are at the stage where they are seeking letters of support. Blackfalds is one of the stops along the proposed route.
- They will be a delegation at the Council Meeting and have requested a letter of support, which was drawn up by C. Johnson.
- C. Johnson noted that he would also like to provide a letter of support on behalf of EDTAC, which he will attach and send out.

## **Junior Achievement**

- Part of EDTAC is to develop entrepreneurship through the school systems to help instill learning and business management. C. Johnson has been teaching online courses to grade 4 students, which is money management and how to start a business. They are looking for volunteers to help with these courses within the Blackfalds schools. They're looking for volunteers to help teach these courses to kids. There are 6 different curriculums that they have and there are four-hour courses. The kids are super engaged.
- Members are advised to contact C. Johnson if they are interested in teaching a course.
- It was advised to mention this in the volunteer newsletter.

## **ROUND TABLE**

- There is a new business in town and they are signing a lease to move their business to town immediately. In the short-term, there will be 20 full-time employees.
- They buy recycled plastics and turn it into construction building materials.
- There were 71 brand new businesses in 2021.
- BOLT transit may start to transport residents from Red Deer to Blackfalds for Bulldogs games.

## **MINUTES**

Councillor Appel moved the minutes from September 13, 2021 be accepted as presented.

**MOTION CARRIED.**

## **ADJOURNMENT**

The meeting was adjourned at 8:10 p.m.

Next meeting: February 7, 2022 and March 14, 2022



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**Chairperson Denise Sumner**



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**Economic Development Officer Christopher Johnson**





# City of Lacombe

## COUNCIL HIGHLIGHTS

February 14, 2022

## 2. Review of Agendas

### 2.2 Consent Agenda

Council approved the consent agenda package, which included Councillor Reports, Administrative Reports, Commission, Board and Committee Reports, the adoption of the previous meeting's minutes, and the Council Mailbox.

The consent agenda also included the first reading of Bylaw 494–Supplementary Assessment. The City levies taxes twice per year. The general tax levy is applied in the spring and is based on the annual assessments prepared as of December 31 of the previous year. The general tax levy does not consider the portion of properties constructed and completed after December 31 of the last year.

To account for these properties and ensure fairness and equity amongst all properties, the City also issues a supplementary tax levy in December of each year for improvements completed after December 31. The supplementary assessment is an incremented tax and only applies to the period from completion to the end of the year.

Administration also recommended the City of Lacombe lend its public support to the Alberta Regional Rail project by sending a letter to the Alberta Minister of Transportation requesting the Government's consideration of the feasibility of the Alberta Regional Rail concept. Council directed Administration to send a letter of support to the Minister of Transportation as proposed.

## 4. Presentations

### 4.1 Downtown Area Redevelopment Plan (DARP) - Progress Report

Joe Whitbread, DARP Committee Chair, presented a Downtown Area Redevelopment Plan Progress report to Council – outlining the status of DARP priority capital projects.

## 6. Requests for Decision

### 6.1 Downtown Area Redevelopment Plan–Progress Report

The DARP implementation plan contains a list of priority capital projects to advance and refresh its key goals and principles.

Administration developed the priority project list in conjunction with the DARP advisory committee. Council accepted the list and added the priority projects to the 2022-2031 Capital Plan.

Since then, the DARP committee has reviewed the short-term priorities and provided Council with an update on their planned next steps.

Council received the Downtown Area Redevelopment Plan Committee update as information.

## **6.2 2022-2025 Strategic Plan –Post Council Review**

In January, Administration presented a Draft 2022-2025 Strategic Plan for Council's consideration.

Council received a revised version of the document, including any amendments directed or endorsed for adoption.

Council provided direction to Administration as per the evening's discussion on the amendments to be included in the 2022-2025 Strategic Plan.

## **6.3 Contributed Asset Transfer (Echo Community Stage)**

The City of Lacombe is home to the Echo Community Stage, an attraction that draws residents and many interested visitors to the community.

The Lacombe Performing Arts Centre seeks to safeguard its longevity by contributing the asset to the City of Lacombe. If Council accepts the transfer, the City can ensure the stage is well-maintained and promotes positive community exposure.

Council approved the Echo Community Stage contributed asset transfer as presented.

## **6.4 Special Forces Pension Plan Policy**

The Special Forces Pension Plan Policy establishes the primary direction, applicability, and Administration of the Special Forces Pension Plan for eligible members of the Lacombe Police Service.

Based on a review in consultation with the Lacombe Police Association representatives and the Lacombe Police Chief, the proposed changes reflect the recommended policy in alignment with the Collective Bargaining Agreement and the Special Forces Pension Plan requirements.

The policy clearly defines what is considered non-contributory earnings and pensionable salary. This aligns with the Special Forces Pension Plan requirements to include acting pay as pensionable salary if acting income is used as a basis for determining total pension contributions.

Council approved Policy 14/124.02 2022PO.

## **6.5 Year in Review**

The City of Lacombe produces the Year in Review publication to communicate critical Council decisions and activities from the previous year. Administration releases a digital document and promotes it via various social media channels.

The Community Economic Development team also produces a limited number of hard copies made available for use at Council-related events.

Council approved the City of Lacombe 2021 Year in Review for public release as amended.

#### **6.6 Track on 2 – Application for Racing Entertainment Centre**

Council endorsed a letter of support to the Minister of Transportation for the proposed Racing Entertainment Centre west of Lacombe and directed Administration advise other community partners of Councils support of the initiative.

#### **6.7 Society for Hospital Expansion**

Council directed Administration to draft a letter of support of the Society for Hospital Expansion In Central Alberta.

### **8. In-Camera**

#### **8.2 Labour (FOIP Section 16)**

Council accepted the Year Four Performance Objectives update as information.

#### **8.3 Labour (FOIP Section 16)**

Council accepted and deemed the results of the 2021 annual performance review successful. Council granted a merit increase to the market rate to CAO Matthew Goudy effective March 6, 2022.

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

***-Monday, February 28, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall***

***-Monday, March 14, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall***

***-Monday, March 28, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall***



**TOWN OF BLACKFALDS  
REGULAR FCSS MEETING - MINUTES  
MICROSOFT TEAMS  
JANUARY 13TH, 2021 – 7:00 pm**

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A Family and Community Support Services regular meeting for the Town of Blackfalds was held on the 13<sup>th</sup> day of January 2022 using a hybrid format.

**Members Present via Microsoft Teams**

Mayor Jamie Hoover, Councillor Rebecca Stendie, Councillor Jim Sands, Cliff Soper, Melissa MacLeod

**Members Present in Person**

Tennielle Gilchrist  
Dena Thomas

**Regrets**

Samantha Wilson  
Theressa Franko  
Sheila Giffin

**Staff**

Sue Bornn	FCSS Manager
Sue Penner	FCSS Admin Assistant

**MINUTES**

**1 FCSS MEETING**

Members in attendance took a tour of the new Eagle Builders Centre before the meeting.

**1.1 Call to Order**

Chairperson Gilchrist called the meeting to order at 7:20 pm.

**2 LAND ACKNOWLEDGEMENT**

- Chairperson Gilchrist read the land acknowledgement.

**3 AGENDA APPROVAL**

**2.1 Agenda January 13<sup>th</sup>, 2022.**

**RES. 01/22**

Member Thomas moved to accept the agenda as presented.

**CARRIED UNANIMOUSLY**

**4 DELEGATION**

N/A

**5 ADOPTION OF MINUTES**

**RES. 02/22**

Member Willis moved to accept the minutes dated November 10<sup>th</sup>, 2021, as presented.

**CARRIED UNANIMOUSLY**



**TOWN OF BLACKFALDS  
REGULAR FCSS MEETING - MINUTES  
MICROSOFT TEAMS  
JANUARY 13TH, 2021 – 7:00 pm**

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**RES. 03/22**

Councillor Stendie moved to accept the minutes dated December 9<sup>th</sup>, 2021, as information.

**CARRIED UNANIMOUSLY**

**6 OLD BUSINESS**

**7 NEW BUSINESS**

**8 ACTION CORRESPONDENCE**

**9 INFORMATION**

**9.1 FCSS Manager's Update**

- Manager Bornn informed the Board of a few highlights from the information update.
  - The Community Volunteer Income Tax Program (CVITP) will be starting up this year as three staff will have taken the training and one volunteer who has used the program. We are hoping to run this program year-round for clients who meet the income threshold.
  - 50+ Walking Club is running under the REP Program with 14 participants both days this week, including Lacombe County residents. The seniors are very much enjoying the people connection. Staff will set up a walking destination and track miles to encourage the seniors.
  - Snow Angel Program is still looking for Snow Angels for 6 locations and in the meantime, staff are covering these locations.
  - The Cheemo Club has returned and running under the REP Program.
  - The FCSS Office had 1361 visitors in 2021.

**9.2 Family Resource Network January Schedule for information. They will be including youth programming which will augment FCSS Youth Programs.**

**9.3 FCSS Surplus Policy – there are all new players, and it will be interesting to see how it changes going forward. The budget reconciliation is expected soon from the province.**

**RES. 04/22**

Member MacLeod moved to accept the Information Items as presented.

**CARRIED UNANIMOUSLY**

**11 INFORMATION CORRESPONDENCE**

**12 CONFIDENTIAL MATTERS**

**13 ADJOURN**



**TOWN OF BLACKFALDS  
REGULAR FCSS MEETING - MINUTES  
MICROSOFT TEAMS  
JANUARY 13TH, 2021 – 7:00 pm**

---

**Next meeting scheduled for February 10<sup>th</sup>, 2022, at 7:00 pm.**

**Chair Gilchrist declared the meeting adjourned at 7:37 pm.**

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

**Board Member  
Tennielle Gilchrist**

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

**FCSS Manager  
Sue Born**

2022/02/11  
YYYY / MM / DD



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

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**MEETING DATE:** February 22, 2022

**PREPARED BY:** Sue Bornn, FCSS Manager

**SUBJECT:** Volunteer Recognition Awards 2022 Plans

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### **BACKGROUND:**

The FCSS Staff is currently working on plans to acknowledge and celebrate the contributions made by our valued volunteers. Whether they are involved in Town of Blackfalds special events, community programs, community organizations and groups, or as part of our Town boards/committees/commissions; volunteers are the backbone of our community.

Options to hold the awards presentation last year were limited due to the continued public health restrictions that were in place, but our volunteer appreciation events proved to be a huge success. Recipients received their awards during the Award Presentations held outside of the FCSS office while a videographer created a video of the presentation and included greetings from elected officials and sponsors. In addition, community volunteers received a token of appreciation during National Volunteer Week, an invitation to the Volunteer Drive-In Movie (which took place on the Friday of Blackfalds Days) and snacks at the movie. Prior to the feature film the volunteer video was played.

### **DISCUSSION:**

Our 2022 Volunteer Recognition will look similar to last year, but we will replace the Drive-In Movie with two Volunteer Movie Nights to be held at the Blackfalds Community Centre: one during National Volunteer Week and the other during National Youth Week.

It is our intention to offer recognition in the following manner:

1. Awards Presentations:
  - Selection process will be carried out the same as in past years:
    - Carol Simpson Volunteer of the Year Award (Town Council)
    - Gloria House Mentor Award (FCSS Board)
    - Outstanding Group Awards (FCSS Board)
    - Dylan Stork Youth Ambassador Award (Town Council)
    - Leaders of Tomorrow Awards (The Mayor, FCSS Youth Programmer and a FCSS Board Representative)
  - Awards will be presented in person, in the week prior to National Volunteer Week, and recorded to create a video for future viewing.
    - Specific details will need to be determined in the weeks preceding the presentations.



## TOWN OF BLACKFALDS REGULAR COUNCIL MEETING COUNCIL REPORT

### 2. Tokens of Appreciation:

- All award nominees will pick up their nomination package and a token of appreciation at the Volunteer Movie Nights.
- Everyone who volunteered with the Town of Blackfalds between March 2021 and February 2022 will be invited to attend the Volunteer Movie Nights.

### 3. Volunteer Movie Nights:

- Scheduled for April 28<sup>th</sup> and May 5<sup>th</sup> with a preshow trailer-like video of the Volunteer Award Presentations played prior to the movie.

All marketing for National Volunteer Week is being facilitated through the Town's usual social media channels, on the website events calendar, and in the FCSS Volunteer Newsletter.

We hope that Council will be able to participate, in roles to be determined as planning is formalized, as we acknowledge and celebrate the valuable contributions made by our dedicated volunteers.

We are accepting volunteer nominations until March 1, 2022. If you know someone in our community who selflessly gives their time, please consider recognizing them by nominating them.

### FINANCIAL IMPLICATIONS:

The total budgeted amount for the 2022 Volunteer Recognition activities is \$8,500.

### ADMINISTRATIVE RECOMMENDATION:


- |  |
|--|
| 1. That Council move to accept the Volunteer Recognition Award Plans as information. |
|--|

### Attachments:

- None

### Approvals:

  
\_\_\_\_\_  
CAO Myron Thompson

  
\_\_\_\_\_  
Department Director/Author







## Council Monthly Round Table Report

403.885.4677

info@blackfalds.com

www.blackfalds.com

[illegible]

## Council Monthly Round Table Report

TO		Members of Council		
FROM		Councillor Marina Appel		
SUBJECT		<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>		
REPORT DATE		For the period: 15 Jan – 14 Feb		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Jan 17	X			SCC - <a href="#">Minutes</a>
Jan 20	X			BHPARC Meeting
Jan 21		X		Municipal Elected Officials Emergency Management Course
Jan 25	X			RCC – <a href="#">Highlights</a>
Jan 28 – 29		X		Budget Workshop (Held at Civic Centre)
Feb 3	X			Chamber of Commerce Meeting
Feb 4	X			Wolf Creek School Board Meeting with MLA Nixon and Orr, discussing the IREC rebuild ( <a href="#">Link to 2018 report</a> )
Feb 7	X			EDTAC Meeting
Feb 8	X			RCC - <a href="#">Highlights</a>

## Council Monthly Round Table Report

<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:		
<b>Date</b>	<b>Meeting</b>	<b>Event</b>	<b>Other</b>	<b>KEY POINTS OF DISCUSSION AND/OR DECISIONS</b>
	<i>(Choose one)</i>			
Feb 1, 2022	X			Library Board Meeting - Reviewed the income statement & budget, reviewed number of patrons visiting the library, what is still to be done by contactors

## Council Monthly Round Table Report

TO		Members of Council		
FROM		Councillor Dennis		
SUBJECT		<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>		
REPORT DATE		For the period: January 17 to February 16, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
January 17	X			Standing Committee Meeting
January 21			X	Emergency Management Elected Officials Course
January 25	X			Council Meeting
January 26			X	Keep Alberta RCMP Community Engagement
January 28	X			Budget Workshop
January 29	X			Budget Workshop
February 7	X			Economic Development and Tourism Meeting
February 8	X			MPC Meeting
February 8	X			Council Meeting

## Council Monthly Round Table Report

<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: Jan 15/ 22- Feb 15/22		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Jan 17/ 22	X			Standing Committee Meeting
Jan 19/ 22			X	AB Municipalities APPS Webinar
Jan 20/ 22			X	Roundtable Submission
Jan 21/ 22			X	Councillors Corner Submission
Jan 21/ 22			X	Emergency Management for Elected Officials
Jan 25/ 22	X			Regular Council Meeting
Jan 28,29/ 22			X	Budget Workshop
Feb 3/ 22			X	NPF Keep RCMP in AB Webinar
Feb 8/ 22	X			MPC Feb Meeting/ Regular Council Meeting
Feb 10/ 22	X			FCSS Feb Meeting

## Council Monthly Round Table Report

<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: January 16, 2022 – February 16, 2022		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
January 17, 2022				Standing Committee
January 21, 2022				Emergency Management Elected Officials training
January 28, 2022				Budget Workshop
January 29, 2022				Budget Workshop
February 2, 2022				Recreation, Culture, & Parks Board Meeting
February 8, 2022				Regular Council Meeting
February 10, 2022				Family and Community Support Services Meeting

## Council Monthly Round Table Report

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>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: January 16, 2022 – February 15, 2022		
Date	Meeti ng	Even t	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Jan 18	x			IRJC Parent Council Meeting
Jan 25	x			Regular Council Meeting
Jan 28 and 29	x			Budget Workshop
Feb 1	x			Library Board Meeting
Feb 2	x			Recreation, Culture and Parks Board Meeting
Feb 8	x			MPC meeting
Feb 8	x			Regular Council Meeting
Feb 12			x	MEO Online Course
Feb 15	x			IRJC Parent Council Meeting





Town of Blackfalds  
**REGULAR COUNCIL MEETING**  
**Tuesday, February 8, 2022 at 7:00 p.m.**  
**Via Remote Virtual Platform**  
**MINUTES**

A Regular Council meeting for the Town of Blackfalds was held on Tuesday, February 8, 2022, via remote virtual platform, commencing at 7:00 p.m.

**MEMBERS PRESENT**

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

**ATTENDING**

Myron Thompson, CAO  
Preston Weran, Director of Infrastructure and Property Services  
Sean Barnes, Acting Director of Community Services  
Justin de Bresser, Director of Corporate Services  
Rick Kreklewich, Abbey Centre Manager  
Chris Johnson, Economic Development Officer  
Kalina Van Winssen, Executive Assistant

**REGRETS**

None

**MEDIA**

None

**PUBLIC**

Alan Lister, BDO  
Mitchell Kennedy, BDO  
Austin Nolan, BDO  
S. Sgt Dan Martin, RCMP

**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**

**036/22** Councillor Svab moved that Council adopt the February 8, 2022 agenda as amended by adding Lifting Restrictions under information.

**CARRIED UNANIMOUSLY**

**DELEGATIONS**

**BDO**

Representatives from BDO provided information on their plan for the 2022 audit to Council.

**RCMP Year-end Report**

S. Sgt. Dan Martin provided a year-end overview for RCMP activities in 2021.



Town of Blackfalds  
**REGULAR COUNCIL MEETING**  
**Tuesday, February 8, 2022 at 7:00 p.m.**  
**Via Remote Virtual Platform**  
**MINUTES**

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**BUSINESS**

**Request for Decision – Sidewalk Repair Policy 158.22**

The new Sidewalk Repair Policy update incorporates changes to the Town's inspection methodology, levels of service, and prioritizations of repairs. Recommended changes were made to the Policy following the Standing Committee Meeting on January 17, 2022.

- 037/22** Deputy Mayor Appel moved that Council adopt the Sidewalk Repair and Replacement Policy as amended.

**CARRIED UNANIMOUSLY**

**Request for Decision – Economic Development Week Proclamation**

Administration brought forward a request to declare May 9 – 13, 2022 as Economic Development Week.

- 038/22** Councillor Sands moved that Council formally proclaims Economic Development Week in the Town of Blackfalds from May 9-13, 2022.

**CARRIED UNANIMOUSLY**

**Request for Decision – Eagle Builders Centre Acoustic RFP**

There is a noticeable reverberation deficiency in the Eagle Builders Centre, which may impact its ability to hold events. Members of the Recreation, Culture and Parks Board recommended pursuing an RFP to obtain and install acoustic panels for the facility.

- 039/22** Councillor Stendie moved that Council move this item to 2023 budget discussions.

**DEFEATED**

*In Favour: Councillors Stendie and Coulter*

- 040/22** Deputy Mayor Appel moved that Council pursue qualified contractors to supply and install acoustic panels at the Eagle Builders Centre through a Request for Proposal process.

**CARRIED UNANIMOUSLY**

**ACTION CORRESPONDENCE**

**CAEP Nomination**

There was a call from the Central Alberta Economic Partnership for nominations for a Director position in the Towns and Villages Category.

- 041/22** Councillor Stendie moved to accept this item as information.

**CARRIED UNANIMOUSLY**



Town of Blackfalds  
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**INFORMATION**

- Report to Council, Building and Development Permit Report – January 2022
- Report to Council, Enforcement Services Monthly Report – January 2022
- BOLT Transit Report – January 2022
- City of Lacombe Council Meeting Highlights – January 24, 2022
- Lacombe County Council Highlights – January 31, 2022
- Recreation, Culture and Parks Board Minutes – January 6, 2022
- Lifting Restrictions

**042/22** Councillor Svab moved to accept the Information Items as information.

**CARRIED UNANIMOUSLY**

**ROUND TABLE DISCUSSION**

None

**ADOPTION OF MINUTES**

**043/22** Councillor Sands moved that Council accept the Regular Council Meeting Minutes from January 25, 2022 as amended.

**CARRIED UNANIMOUSLY**

**NOTICES OF MOTION**

None

**BUSINESS FOR THE GOOD OF COUNCIL**

None

**BREAK**

**044/22** Councillor Svab moved for a five-minute recess at 7:58 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Hoover called the Regular Council Meeting back to order at 8:03 p.m.

**CONFIDENTIAL – Closed Session**

- **FOIP S. 17**

**045/22** Councillor Dennis moved that Council move to a closed session commencing at 8:03 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 17 of Alberta's Freedom of Information and Protection of Privacy Act.

**CARRIED UNANIMOUSLY**

**Closed Session Attendance - FOIP S.17:** Mayor Jamie Hoover, Deputy Mayor Marina Appel, Councillor Edna Coulter, Councillor Laura Svab, Councillor Rebecca Stendie, Councillor Jim Sands, Councillor Brenda Dennis, CAO Myron Thompson



Town of Blackfalds  
**REGULAR COUNCIL MEETING**  
**Tuesday, February 8, 2022 at 7:00 p.m.**  
**Via Remote Virtual Platform**  
**MINUTES**

**046/22**

Councillor Svab moved to come out of the closed session at 8:49 p.m.

**CARRIED UNANIMOUSLY**

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

**ADJOURNMENT**

Mayor Hoover adjourned the meeting at 8:49 p.m.

\_\_\_\_\_  
Jamie Hoover, Mayor

\_\_\_\_\_  
Myron Thompson, CAO