

AGENDA

1. **Call to Order**

2. **Land Acknowledgement**

- 2.1 Treaty Six Land Acknowledgement - Blackfalds Town Council acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

3. **Adoption of Agenda**

- 3.1 Agenda for May 10, 2022

4. **Delegation**

- 4.1 Property Taxation
4.2 RCMP 1st Quarter Report – S/Sgt Dan Martin

5. **Public Hearing**

- 5.1 N/A

6. **Business Arising from Minutes**

- 6.1 Municipal Brand Development - Survey Results

7. **Business**

- 7.1 Councillor's Pancake Breakfast Proceeds / Blackfalds Days Draft Itinerary
7.2 Habitat for Humanity Funding Request

8. **Action Correspondence**

- 8.1 #1792 Project Proclamation

9. **Information**

- 9.1 Gregg St / Eagle Builders Centre Parking Lot Schedule
9.2 Building & Development Permit Report – April
9.3 Enforcement Services Report – April
9.4 BOLT Transit Monthly Report - April
9.5 FCSS West Central Meeting
9.6 City of Lacombe Council Highlights – April 25, 2022
9.7 Lacombe County Highlights – April 28, 2022

10. **Round Table Discussion**

- 10.1 N/A

11. **Adoption of Minutes**

- 11.1 Minutes from April 26, 2022 Regular Council Meeting

12. **Notices of Motion**

- 12.1 N/A

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

- 13.1 N/A

14. **Confidential**

- 14.1 N/A

15. **Adjournment**

Future Meetings/Events:

- SCC May 16
- RCC May 24
- RCC June 14, 28

ANNEXATION COMMENT SHEET

Pt. NE 24-39-27-W4M (excluding Lot 1 Block 1 Plan 032 0195)

Your written comments are an important way for us to fully understand and document your concerns. Please provide your comments and suggestions regarding any aspect of the Town's annexation. Additional comments may be made on the back of the sheet.

Please indicate your views on the proposed annexation to the Town

I am (please check one):

☐ in favour

☒ not in favour

until such time as previous annexed land has their issues resolved.

Date: April 6, 2022

Comments: We own NE 36-39-27 W4 which was annexed by the Town of Blackfalds in ~2008. I have been in contact with Town of Blackfalds employees for years asking that the "County of Raconle" tax rate continue as long as the quarter is being used for agriculture. Unfortunately, to this point in time, I have the issue has not been resolved. When the quarter was annexed, the oil boom was on & new housing permits were plentiful in Blackfalds. Since that time, development has stalled & our section (NE 36-39-27, W4) is the furthest from being developed. We like farming & wildlife & have planted many trees, fenced riparian areas, fenced ~30 acres from dows to provide wildlife habitat with superb biodiversity & carbon sequestration.

Name (optional):

David & Nancy Graves

Address (optional):

Box 4 Site 4 RR4 Raconle, AB T4L 2N4

Phone (optional):

403 782-2909

Email (optional):

We offer the following methods for your response and request that they be received on or before **April 14, 2022** attention **Jolene Tejkl** to:

Regular Mail or Town of Blackfalds Drop Off Box:

Box 220

5018 Waghorn Street

Blackfalds, AB T0M 0J0

Fax: 403-600-0045; or

Email: jtejkl@blackfalds.ca

Personal information collected on this form will form part of the official Negotiation Report and Annexation Submission to the Land and Property Rights Tribunal and will be publicly available through the Town of Blackfalds. This information collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) and will be protected under Part 2 of the Act. Questions on the collection and/or use of this information may be directed to the Records Management Coordinator at foip@blackfalds.com or by phone at 403.885.6370.

Our farming operation is a cow-calf operation where we background the calves until Feb. or March & then sell. Profit margins on these cattle is slim & we must operate very efficiently or go under. We can not afford taxes at the Bldo City rate! Please ensure "County of Lacombe" tax rates for as long as the land is used for agriculture ^{or else natural} vs. to C. of P. I read of the ^{Lacombe Express} annexation request (NE 24-39-27W4) in the paper & found two glaring errors in its request for annexation: ① "protection of a natural area": housing developments tend to encroach on natural areas & discourage the use of a wildlife corridor. ② the Soper property had been included in the Town of Bldo annexation back when our property was annexed, but since Mr. Soper was a ^{County} councillor, his property was removed from being annexed: the newspaper article indicated that Bldo had not developed east of highway 2A. Actually, that is not true because in 2005 my brother & I fenced off houses on the east side of hwy 2A in order to run our cows on the section east of hwy 2A & we used power from one of the houses to electrify the fence.

Our good neighbors of over 60 years, Jack & Bev Brannen have fought with the Town of Bldo for years over flooding that occurred as a result of Bldo development negatively affecting his land. All of those issues have yet to be resolved. Will the development on the NE 24-39-27W4 result in even more run-off water contaminated with oil, antifreeze, & cigarette butts flow ^{directly} into Bldo Lake or the Red Deer River?

Lord & Nancy Graves.

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

MEETING DATE: May 10, 2022

PREPARED BY: Justin de Bresser, Director of Corporate Services

SUBJECT: Survey Results - Request for Proposal – Municipal Brand Development & Strategy

BACKGROUND

During the spring and summer of 2019, Town staff facilitated workshops for Council and key community stakeholders. 110 community members participated in branding discussion sessions between March and May 2019. Participants gained a shared understanding of branding and learned to appreciate a mix of community perceptions. After the initial sessions, 75% of attendees supported community branding being a priority for Blackfalds and wanted to know how to undertake it.

All attendees volunteered their time and expertise by being part of the Brand Development Committee (BDC) and moving the Town forward to develop a new brand. Twelve community stakeholders with various backgrounds and occupations became part of the BDC and included business owners, staff, and youth.

In the Fall of 2019, the BDC presented the Community Brand Proposal Report to Council to recommend proceeding with a municipal brand update. Council approved undertaking brand development for 2020.

Initial work included a brand audit by the BDC and a public survey to capture feedback on the current logo and tagline. Much of this work was thwarted by the pandemic; however, before the project was paused in 2020, the BDC successfully developed a brand positioning statement (how we stand out from other municipalities) and the Town's brand story.

Brand Positioning Statement

Blackfalds - modern, active, fun - a vibrant community of young families, thriving businesses and outstanding recreation opportunities.

Brand Story

Blackfalds is a community of young hearted people with a shared enthusiasm for play. Experience our youthful vibe while you explore our trails and parks, take in family-friendly events, or enjoy your favorite sports and leisure activities. For parents with young children and the grandparents who chase them, for visitors who seek to discover fun, and for local businesses who promote the growth of a thriving community, Blackfalds is your place to play

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

At the March 14 Standing Committee meeting, Council was presented the RFP for Municipal Brand Development & Strategy. Upon further discussion, it was decided that a resident survey was to be presented to gather more information.

RES. 20/22

Councilor Stendie moved that a survey be put out to residents on all social media platforms with a timeline of 4 weeks, with the results to be brought back to Council.

CARRIED UNANIMOUSLY

DISCUSSION

In 2021, both the Economic Development & Tourism Strategy and the Communications Plan were presented to Council. Both emphasized the importance of a new brand visual for the Town of Blackfalds. The attached Request for Proposal intends to solicit the services of a professional graphic design/marketing firm to undertake the development of a new community brand visual and identity standards for the Town.

The survey results have been tallied and attached in the appendix. A total of 612 responses were received, with 98% of the respondents being either a Blackfalds resident or stakeholder.

2 questions were presented.

1. Do you support the continued work on the branding project in 2022 to achieve a unique visual image for the municipality, including identity standards, unique brand messaging for various departments, brand standard guidelines, and branded templates for Blackfalds?

The response was **49.19% Yes** with **47.71% No**. 3.1% selected other.

2. If a new brand is established, do you support a phased approach to replacing assets, i.e signage? Note: Any internal documents and stationery will be completed at no extra cost.

The response was **58.66% Yes** with **37.25% No**. 4.09%

All comments received were attached in the appendix also.

FINANCIAL IMPLICATIONS

In the 2022 Operating Budget Council approved the amount of \$35,000 for the project, and it is funded by a one-time contribution from the operating reserve.

There are no financial implications related to releasing the RFP. Administration recommends this action with the results to be presented back to Council at a future meeting.

If a new brand was established, Administration would seek Council's input into future upgrades based on life cycle replacement and grants and other funding availability. The attached report had recommendations from the 2019 Brand Development Committee (page 17) that showed a needed

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

timeline and budget. This was a prior estimate over 5 years, and Administration would review this and prioritize any upgrades (if any) and present back to Council via future Capital Budget reviews.

ADMINISTRATIVE RECOMMENDATION

1. That Council accepts the Branding Survey Results as information.
2. That Council accepts Administrations recommendation to release the RFP package for Municipal Brand Development and Strategy.

ALTERNATIVES

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

ATTACHMENTS

- *Branding Survey Results (Graphs)*
- *Request for Proposal – Municipal Brand Development & Strategy*
- *BDC Report to Council Condensed*
- *Town of Blackfalds Website Style Guide*

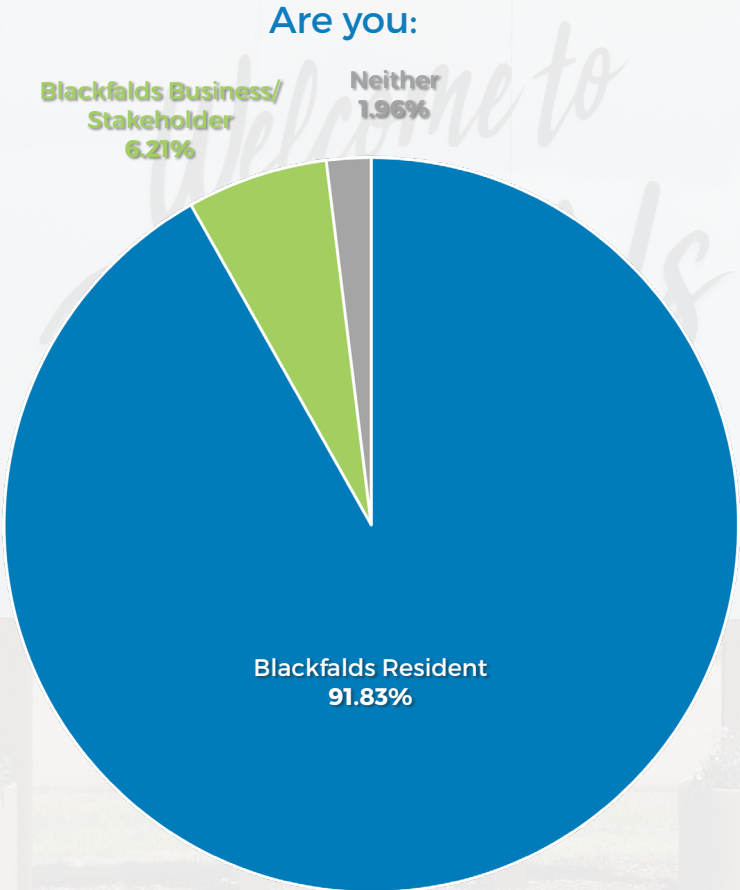
APPROVALS

Myron Thompson, CAO

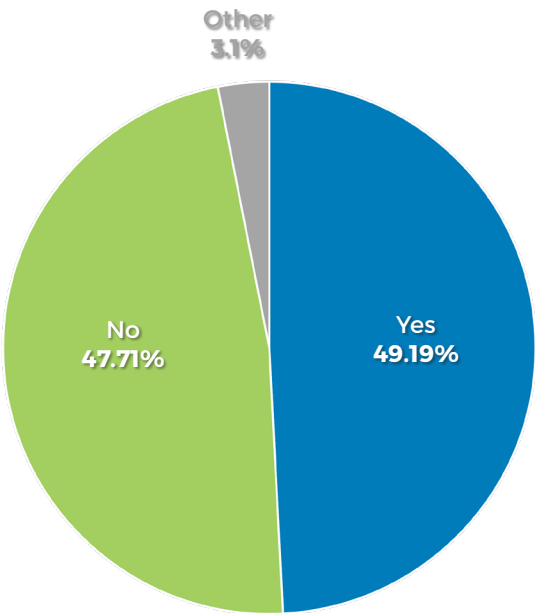
Department Director/Author

Branding Project Survey Responses

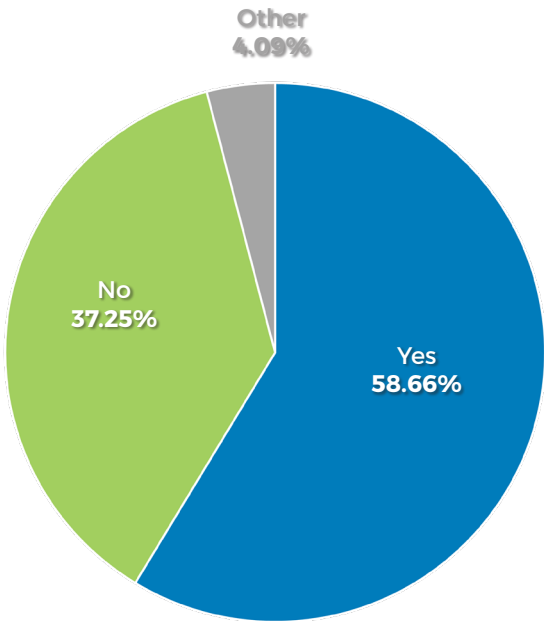
The following data was collected via the Branding Survey which was live from March 23 until April 15. **612 responses were collected.**



Do you support the continued work on the branding project in 2022 to achieve a unique visual image for the municipality, including identity standards, unique brand messaging for various departments, brand standard guidelines, and branded templates for Blackfalds?



If a new brand is established, do you support a phased approach to replacing assets i.e. signage? Note: Any internal documents and stationary will be completed at no extra cost.



Request for Proposal

Municipal Brand Development & Strategy

May 11, 2022

**Town of Blackfalds
Box 220 | 5018 Waghorn St
Blackfalds, AB T0M 0J0**



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1.0 INTRODUCTION

Blackfalds is a growing and progressive community. Because of its young demographic, location and amenities, the municipality has the opportunity to reach our citizens using various media to ensure the message reaches as broadly as possible.

In our journey towards identifying the brand for Blackfalds, the Brand Development Committee finalized both the Town of Blackfalds brand positioning statement and story.

2.0 BACKGROUND

Blackfalds is one of Canada's youngest and fastest growing communities; with a population of 11,015 (2021 Census). Ideally situated in Central Alberta, midway between Alberta's two largest urban centres, Blackfalds retains the feel and security of a small-town while being only a short drive from urban amenities of post-secondary education, regional scale shopping outlets and entertainment. Outstanding recreational opportunities, a robust and diversified economy and affordable land and housing are among the factors contributing to our thriving, successful, and dynamic community. As the municipality continues to evolve, so does its need to an identity that will reflect its personality.

During the spring and summer of 2019, Town staff facilitated workshops for Council and key community stakeholders. 110 community members participated in branding discussion sessions between March and May 2019. Participants gained a shared understanding of branding and learned to appreciate a mix of perceptions of the community. After the initial sessions, 75% of attendees supported community branding being a priority for Blackfalds now and wanted to learn how to undertake it.

All attendees were given the opportunity to volunteer their time and expertise and be part of the Brand Development Committee (BDC) and move the Town forward to develop a new brand. Twelve community stakeholders with various backgrounds and occupations became part of the BDC and included business owners, staff, and youth.

In the Fall of 2019, the BDC presented the Community Brand Proposal Report to Council with a recommendation to proceed with a municipal brand update. Council approved undertaking brand development for 2020.

Initial work included a brand audit by the BDC and a public survey to capture feedback on the current logo and tagline. Much of this work was thwarted by the pandemic, however, before the project was paused in 2020, the BDC was successful in developing a brand positioning statement (how we stand out from other municipalities) and the Town's brand story.

Brand Positioning Statement

Blackfalds - modern, active, fun - a vibrant community of young families, thriving businesses and outstanding recreation opportunities.

Brand Story

Blackfalds is a community of young hearted people with a shared enthusiasm for play. Experience our youthful vibe while you explore our trails and parks, take in family-friendly events, or enjoy your favorite sports and leisure activities. For parents with young children and the grandparents who chase them, for visitors who seek to discover fun, and for local businesses who promote the growth of a thriving community, Blackfalds is your place to play.

3.0 OPPORTUNITY

The Town of Blackfalds is requesting proposals from qualified and professional graphic design and marketing firms to undertake the development of a new community brand visual and identity standards for the Town as an up-and-coming location for businesses, visitors and residents.

The key target audiences for this new brand should include potential business start-ups, relocations, and expansions as well as existing businesses, residents, visitors and the public. The successful firm will work in coordination with the Town of Blackfalds' Economic Development and Marketing and Communication departments, and Administration. The Town of Blackfalds' primary focus is to create a unique brand for Blackfalds that enables it to stand out from other municipalities.

4.0 OBJECTIVE

The primary objective of this RFP is to move forward in developing a new brand for the community and includes a new visual logo and brand strategy.

5.0 GENERAL INSTRUCTIONS TO PROPONENTS

Proposals specifically marked:

“Municipal Brand Development & Strategy”

Shall be received by the following:

Justin de Bresser, Director of Corporate Services
Town of Blackfalds Civic Cultural Centre
5018 Waghorn Street, Box 220 Blackfalds, AB T0M 0J0

Proposals shall include the following information:

- 5.0** All proposals shall use the enclosed Proposal Form for submitting their proposal total price (**Appendix ‘B’**).
- 5.1** Qualifications to provide the proposed services.
- 5.2** List of previous work completed that relates to the scope of this proposal.

Proposal Submittal: One copy of the sealed proposal clearly marked as above.
One copy of an electronic version on USB

PROPOSALS WILL BE ACCEPTED UNTIL

2:00 PM (MST), JUNE 3, 2022.

Late or faxed proposals will not be accepted.

Proposals must be presented in sealed, clearlymarked packages.

6.0 DELIVERABLES

The successful firm will work with Town representatives and provide leadership and coordination to review, evaluate and build upon the brand statement and story. Specifically, the consultant will be expected to perform the following:

- 6.1 Work with the Municipality to determine brand development objectives
- 6.2 Review any existing documentation relevant information regarding the brand project conducted in 2020.
- 6.3 Use the brand identity to develop a brand visual for the Town of Blackfalds.
- 6.4 Research and identify various market opportunities that will differentiate Blackfalds from other communities.
- 6.5 Develop a logo visual for the municipality and create unique brand messaging for each department, i.e. tourism, recreation, etc.
- 6.6 Design a visual identity and brand guidelines strategy that includes logo usage and templates.
- 6.7 Provide high resolution imagery and vector artwork.
- 6.8 Provide a brand launch and roll-out strategy.
- 6.9 Proposed schedule of deliverables

The above list does by no means constitute all deliverables by the proponent. The Municipality welcomes ideas and creativity to enhance options, functions, and processes all with the objective to optimize outcomes. Actual printing and/or production of printed materials, including website, signs and displays, will be obtained in a separate procurement process.

7.0 INFORMATION

Proponents can request information related to the brand project by contacting the following Town contact:

Justin de Bresser
Corporate Services Director
403.885.6238
jdebresser@blackfalds.ca

Answers to questions and clarifications may be released in the form of an addendum should the Town determine the information is relevant to all Proponents. Questions may be submitted until 3:00 p.m. (MST), on May 30, 2022. The Town will not be under any obligation to answer questions submitted after May 30, 2022.

No verbal arrangement or agreement, relating to the work required under this project specified or requested under this RFP will be considered binding and every notice, advice or other

communications pertaining to it, must be in writing.

Each Proponent is solely responsible for ensuring that it has all information necessary to prepare its proposal and for independently verifying and informing itself with respect to any terms or conditions that may affect this proposal.

All inquiries related to the RFP may be directed to Justin de Bresser through the contact information indicated above.

SCHEDULE

- Request for Proposal packages disseminated **May 11, 2022**
- Closing date for receipt of proposal packages **June 3, 2022, 2:00 PM**
- Presentation of three shortlisted firms **June 13 - 15, 2022**
- Recommendation for award **June 28, 2022**
- Work completed **As per proposal**

8.0 EVALUATION CRITERIA

The evaluation process will involve both qualitative and quantitative elements. All proposals presented will be evaluated in the context of the overall value that they provide to the Town of Blackfalds. While cost is a significant part of the evaluation criteria, it will not be the sole determinant. Proposals will be reviewed by a team of administrative personnel.

Ranking Criteria	Percentage
Demonstrated understanding of project goals	10%
Approach and methodology	20%
Clear definition of process with tangible, relevant outcomes	20%
Innovation and creativity in approach	10%
Qualifications of project team and firm's relevant experience with Municipalities	20%
Total Cost	20%

9.0 NEGOTIATION

The Town of Blackfalds reserves the right to negotiate with any or all proponents including those proponents that have submitted a proposal that does not fully comply, either in material or non-material ways, with the RFP requirements.

10.0 ACCEPTANCE OF PROPOSALS

The Town of Blackfalds will have specific interest in proposals from contractors that best demonstrate the qualifications, abilities, experience, and resources to provide the services as outlined.

The Town of Blackfalds reserves the right to reject any or all Proposals or to accept the proposal deemed most favorable to the Municipality. All proposals must be signed by a principal of the responding company.

Following the evaluation of the submitted proposals, the Town of Blackfalds will consider entering into an agreement with the proponent that has been determined to have the ability to best meet the needs and expectations and offers the best overall content and value.

Although the intended outcome is to enter into an agreement with a selected proponent, the solicitation of proposals does not in any way commit the Town of Blackfalds to accept any proposal or enter into a formal agreement with any proponent.

The submission of a proposal does not constitute a legally binding agreement between the Town of Blackfalds and any proponent. It is part of an overall selection process intended to enable the Town to select a proponent to fulfill the items indicated in this RFP. The objective of this RFP process is to identify those proponents who offer the best delivery of service and value and demonstrate the highest degree of capability for providing the services outlined herein.

APPENDIX A

PROPOSAL SUBMITTAL FORM

Municipal Brand Development & Strategy

Business Name: _____

Address: _____

Telephone: _____

Email: _____

Proposal Pricing:

I hereby propose to complete the required deliverables for a total price of
\$_____ (excluding GST)

Signature

Printed Name

Date

Firm

APPENDIX B

BRAND DEVELOPMENT COMMITTEE REPORT

APPENDIX C

TOWN OF BLACKFALDS WEBSITE STYLE GUIDE



SHAPING BLACKFALDS' FUTURE:

**A Recommendation from the
2019 Brand Development Committee
to Undertake Community Branding in 2020**

*Presented to Town of Blackfalds Council
Monday, September 16, 2019*





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Executive Summary

Brands have the power to connect deeply with people and bring about change. They can influence the direction of the larger culture and make an impact on the way the Town of Blackfalds thinks and operates.

The Town of Blackfalds' corporate brand will communicate the look and message of our organization and the essence of the community. Our brand will be our story and it will achieve the goal of aligning perception with reality.



Brands have the power to connect deeply with people and bring about change.

The Town's brand may include a logo, tag line, primary and secondary colour palettes, images and supporting messaging. Currently, these municipal assets are not being governed by brand guidelines and standards and are therefore not being used consistently.

This report presented by the Brand Development Committee to the Town of Blackfalds Council recommends a progression of the current 2019 branding exploration with brand project highlights including:

- » Fall 2019 preparation for brand project launch in 2020
- » Engagement to identify current brand and define desired future direction



- » Design options for visual representation of future direction
- » Public selection of brand direction and Council adoption
- » Develop brand guidelines and standards
- » Internal brand roll out
- » Unveil new visual identity externally
- » Ongoing external brand roll out and assessment

The 2020 budget required for this undertaking will not exceed \$35,000, as most of the work will be done by the Brand Development Committee, along with in-house resources.

Costs in future budget years will include approximately \$5,000 in revisions to the Town website in 2021 and ongoing life-cycle replacement of a variety of items on an as needed basis. For example, when more business cards or print stationery / envelopes are required, ones with the new visual elements will be ordered.

Logo replacement for vehicles and equipment may also be done over time, with a quoted cost of about \$13,000 for the existing municipal fleet and machinery items. Similarly, replacement of or revisions to facility signage can be phased in. Stand alone facility signage is estimated to run about \$15,000 each and logo replacement and / or smaller mounted signage will likely be under \$5,000 each.

Background



Pre-1991 logo



2008 refresh



2014 refresh

Recent research has uncovered that the current Town of Blackfalds logo and slogan were created in 1991. A refresh of the logo, which modified the shades of blue, green and yellow used in the shield was done in 2008. A second refresh of the logo took place in 2014 and at the same time the approved logo options were outlined in the Logo and Corporate Branding Policy – 112.14.

Since the 2014 logo refresh and the adoption of the Logo and Corporate Branding Policy, the Town has participated in several assessments and projects that incorporated an evaluation of our municipal brand. These include:

2016 Visitor Friendly Assessment

This assessment stated that the Town’s logo and slogan “are generic and do not serve as a differentiating brand.” The consultants’ first-hand experiences were that our community is young, active, and modern and has excellent recreation amenities, which should be reflected in our logo / slogan / brand.

2017 University of Waterloo Economic Development Program - Integrated Community Marketing Course

Noted that the visual image / logo depicts a community that appears slow paced, pastoral, religious, with older, quieter residents – seems like a desirable municipality for businesses that provide services for seniors, i.e. denture clinic. The logo does not reflect the most recent federal census data that reports Blackfalds to be Canada’s fastest growing community and one of the country’s youngest.

2017 Investment Readiness Assessment

The logo was found to be “dated.” It was recommended that the community consider re-branding along with development of its 2020-2025 Economic Development Strategy.

It is a challenge to place the current municipal logo on various promotional items.

The imprint areas on these items are often small – clips, pens, tire gauges, etc. and as such, it is often not feasible to apply the full logo. This is because there are too many details in the logo for them to be displayed clearly when sized to fit on a small item. For that reason, the wordmark is being used on its own far more frequently.

Local suppliers of promotional items, corporate apparel, and stationary (Tom Bast Sports, Minuteman Press, and Grand Central Stichin') and their design staff have recommended that the Town consider transitioning to a cleaner logo that could be applied more professionally to a variety of materials.

In November 2018 the Town of Blackfalds Economic Development & Tourism Advisory Committee (EDTAC) expressed interest in having the Town of Blackfalds undertake a rebrand / refresh.

The Economic Development Officer (EDO) was asked to compile a report and provide background on the current municipal logo and brand and to make a recommendation to Standing Committee of Council (SCC) to consider re-branding. The EDO brought the Municipal Re-branding report to the SCC on January 14, 2019, on behalf of EDTAC. The motion to accept EDTAC's recommendation to Council to undertake further research and learning on re-branding in the 2019 year and possibly commence municipal branding in 2020 *(with initiatives to be undertaken this budget year as determined through initial phased processes, including learning opportunities and workshops, information gathering and ad hoc committee formation)* was carried unanimously.

The Municipal Re-branding recommendation was then brought to the January 22, 2019 Regular Council Meeting. At this time a phased approach was recommended.



Background cont'd

Phase One: activities proposed to take place in Spring / Summer of 2019 included:

1. Free learning opportunities
 - videos on branding from the Destination Development Association - to be viewed by Council, Administration, EDTAC, and community stakeholders
2. Research and resource gathering
3. Host facilitated workshop for Council and key stakeholders

The motion for Council to approve the undertaking of these Phase One preparations for a Town of Blackfalds re-brand commencing in Spring 2019 was carried unanimously.

Opportunities to learn about branding, why it may be beneficial, and the steps for successfully implementing a branding initiative were provided.

Over 110 community stakeholders were invited to attend a series of video and discussion sessions between March 4, 2019 - May 16, 2019. In total, nine of these branding sessions were held for 110 attendees. Along with hearing participants perceptions of the community and developing a shared understanding and appreciation of branding, attendees were asked to complete questionnaires to further

guide the branding exploration process.

Highlights of the questionnaire responses included:

- » After the first series of sessions, 75% of attendees indicated that starting a community branding initiative should be a priority for Blackfalds now and that they would like to learn more about implementing community branding

After the second series of sessions:

- 80% of attendees recommended the formation of a **Brand Development Committee (BDC)** for the purpose of further exploring community branding
- 67% of attendees indicated a desire to have community input on brand development take place in 2020.
- Over 56% of attendees recommended that the community consultation and subsequent data analysis to drive the brand direction could be done entirely with in-house resources. 60% of attendees then thought that a consultant be acquired to assist with the development of proposed versions for the visual look and feel for the brand.



Following the video and discussion sessions, it was announced that a BDC would be formed for the purpose of undertaking additional research on community branding, attending an in-depth workshop on public sector branding along with Council, and forming a recommendation to Council on how to proceed with a branding initiative in 2020. An email was sent to all the session attendees on June 7, 2019 advising of the composition of the BDC.

On July 8 and 9, 2019 members of the BDC and Council participated in a 1.5-day *Challenges of Public Sector Branding & Positioning* workshop facilitated by the Centre of Excellence in Communications. The 18 attendees were all led together through the learnings and exercises on the following outline.

Background cont'd

Town of Blackfalds Branding & Positioning Workshop Agenda Day 1	
8:45 - 9:10	Introductions and Workshop Overview
9:10 - 10:30	<p>Branding Basics</p> <p>What is a brand and branding? What does it mean in a municipal context? What are the main issues and challenges in municipal branding? Branding and communications. Differences between the municipal and private sectors. Developing and sustaining a brand image. The benefits and challenges of branding municipalities.</p>
	Mini Exercise - Branding Quiz
10:30 - 10:45	Break
10:45 - 12:15	<p>The Municipal Branding Process</p> <p>Branding as a goal and a process. Essential steps, challenges and solutions. Key implementation issues. Getting started - The "Elevator Pitch".</p>
	Group Exercise
12:15 - 13:15	Lunch
13:15 - 2:45	<p>Building a Municipal Brand Strategy</p> <p>Key elements of a branding strategy: SWOT analysis, branding objectives, architecture, brand promise and positioning, segmentation and messaging, tactics, internal brand, sub-brands, co-branding, monitoring and evaluation, critical success factors, risk assessment. Canadian municipal sector branding experiences. Lessons learned. Developing the plan. Working with and without outside consultants.</p>
	Group Exercise

2:45 - 3:00	Break
3:00 - 4:15	<p>The Importance of Positioning for Municipalities</p> <p>What is positioning and why is it important to branding? The strategic planning context. The positioning process. Developing a positioning statement. Linkages between positioning, messaging and branding. The importance of audience segmentation.</p>
	Group Exercise
4:15 - 4:30	Day One Wrap-up: Questions and Answers

Agenda Day 2

8:45 - 9:15	Day One Review
9:15 - 10:30	<p>Brand Audiences</p> <p>Approaches to segmenting audiences in the context of municipal branding. Importance of internal audience and "employee branding". Messaging around a brand. Developing and living the "Message Pyramid".</p> <p>Group Exercise</p>
10:30 - 10:45	Break
10:45 - 12:15	<p>Brand Implementation Process: Getting it Right</p> <p>Key challenges in implementing a municipal sector branding strategy and action plan. Developing the plan. Understanding brand management tools. Asking the right questions.</p> <p>Group Exercise</p>
12:15 - 12:30	<p>Questions and Answers</p> <p>Workshop Wrap-up and Evaluation</p>

Background cont'd

Summary notes from the July 8-9 workshop were compiled and shared with the BDC for review at the group's first meeting on July 29, 2019.

Themes that emerged included:

- » Desire to build consensus on direction for the future of Blackfalds
- » Interest in identifying internal and external perceptions of the community
- » Elevator Pitch - Branding Blackfalds will give us the opportunity to share a consistent story that portrays the personality of our community. Having unified messaging will create strong community identity and civic pride for residents, foster a prosperous business climate, and attract visitors and new investment to town
- » Community Personality Traits: youthful, playful, vibrant, active, family-friendly
- » Importance of public education to answer the "whys" of community branding and to address the reasons that residents / community members should be invested.
- » It will be more fun and rewarding to brand now - we can build on the momentum and enhance what is already working
- » Branding will help to focus all municipal decisions. It is the connective tissue for all plans, including the - Municipal Sustainability Plan (MSP), Facilities Master Plan, Social Needs Assessment, Recreation and Culture Master Plan, etc.
- » Top reasons for brand failure:
 1. Key Stakeholders not given the information that they need / lack of champions and ongoing support from the top
 2. Rushing - we must take the time to ensure adequate processes and cultivate fertile ground

Branding Definitions

Branding is a nebulous term. Even those in the marketing and communications (MarCom) industry cannot always agree on its meaning and scope. As such, the tendency to lock onto something concrete and tangible – like a logo – is no surprise. The disconnect occurs when the cost of a branding initiative is wholly attributed to the development of a logo. This is rarely the case. Done properly, logo and tagline development are simply a step in the process, and most dollars are allocated to getting the new identity and messaging out into the market.

Brand The perception and / or reputation of a company, place or organization in the minds of a target audience, that impacts how they feel about you and your products / services.

It is all attributes associated, both tangible and intangible. It includes your logo, your promise and your ability to deliver on it, your programs and services, your name and more. It is what you stand for, what you do, what you say, and what you look like. It is the beacon that will incite people to join forces with you and make your cause their own.

Brand Position What differentiates your company, place or organization from others and provides key psychological reference points in the minds of target audiences. i.e. Chick-Fil-A has positioned themselves as the “Christian fast food place” and this permeates everything that they do from being closed on Sundays to who they argue with on Twitter.

Brand Audit The process to review and assess a brand’s strengths and weaknesses

Logo A symbol that identifies the company, place or organization

Visual Identity The entire graphic system – including the logo, slogan, fonts, standards, colours, etc. – that is used to identify a company, place or organization.

Project Framework

Date	Initiative	Actions	Resources
Fall 2019	Step 1: Getting Organized	<ul style="list-style-type: none"> • Approval of brand project budget for 2020 • Form BLC (Ad Hoc Committee) • In-house design of project tools, web page and communication pieces • BLC training • Review municipal plans • Market research, as needed 	<ul style="list-style-type: none"> • Council • BLC • MarCom • EDO
Budget	Max \$2,000 for training expenses: printing, provision of meals as needed, etc. Staff time: EDO - 25 hrs, MarCom - 35 hrs		
January 2020	Step 2: Uncover Current Brand	<ul style="list-style-type: none"> • Brand audit • Test logo/ tagline • Market research, as needed • Communication: update web page and Council report 	BLC MarCom EDO
Budget	Max \$2,000 for training expenses: printing, provision of meals as needed, etc. Staff time: EDO - 25 hrs, MarCom - 35 hrs		
March 2020	Step 3: Define Desired Brand	<ul style="list-style-type: none"> • Public Engagement • Communication: update web page and Council report 	<ul style="list-style-type: none"> • BLC • MarComm • EDO
Budget	Max \$2,000 for engagement expenses: advertising, printing, booth rentals, snacks / beverages for open house, etc. Staff time: EDO - 25 hrs, MarCom - 35 hrs		

Date	Initiative	Actions	Resources
April 2020	Step 4: Design Visual Components	<ul style="list-style-type: none"> • Create & issue RFP • Shortlist, interview, award contract • Kick off meeting • Communication: update web page and Council report • Receive 3 brand direction options 	<ul style="list-style-type: none"> • BLC • External Designer
Budget	Max \$25,000 Staff time: EDO - 25 hrs, MarCom - 35 hrs		
July 2020	Step 5: Proposed Brand Directions	<ul style="list-style-type: none"> • online survey • Results compiled by BLC • BLC makes recommendation to Council 	<ul style="list-style-type: none"> • BLC • MarCom • EDO
Budget	Max \$2,000 for engagement expenses: advertising, printing, booth rentals, snacks / beverages for open house, etc. Staff time: EDO - 25 hrs, MarCom - 35 hrs		
Fall 2020-Winter 2021	Step 6: Brand Guidelines & Internal Launch	<ul style="list-style-type: none"> • Produce guidelines and standards • Staff training: municipal and key local stakeholder businesses • Revise web and documents • Begin using visual identity for apparel and promo items 	<ul style="list-style-type: none"> • BLC • MarComm • EDO
Budget	Max \$2,000 for training expenses: printing, provision of lunch, etc. Max \$5,000 for Web revisions Staff time: EDO - 25 hrs, MarCom - 35 hrs, Staff training - 150 hrs		

Project Framework cont'd

Date	Initiative	Actions	Resources
Spring 2021	Step 7: Unveil Visual Identity Externally	<ul style="list-style-type: none"> Grand Opening of expanded Multi-Plex and Library 	<ul style="list-style-type: none"> BLC MarComm EDO CSD
Budget	Staff time only: EDO – 25 hrs, MarCom - 35 hrs		
Summer 2021 and Ongoing	Step 8: External Roll Out of Brand	<ul style="list-style-type: none"> Ongoing life-cycle replacement* of signage for vehicles and facilities, etc. Determine KPI and milestones for future evaluation of brand success 	<ul style="list-style-type: none"> BLC MarComm EDO Public Works CSD
Budget	Estimated Investment: Stand Alone Signs – i.e. Community Centre, Civic Centre, Protective Services, etc. are \$15,000 each Logo only replacement on facility – i.e. Abbey Centre = \$5,000 each Logo replacement on fleet vehicles - \$175 for 2 logos - \$11,500 for 62 vehicles (Public Works, Community Services, CPO, Corporate) Logo replacement on CSD equipment – \$25 per logo with 16 items having 2 to 5 smaller logos per item \$1,500 There will be numerous other items that will be replaced on an as needed basis – branded floor mats, fitness centre equipment, gift cards, waste and recycling carts, etc.		
2023 and Ongoing	Step 9: Evaluation of Brand	<ul style="list-style-type: none"> Measure benchmarks, milestones, KPIs and report on successes 	<ul style="list-style-type: none"> BLC MarComm EDO
Budget	Staff time only: EDO – 25 hrs, MarComm - 35 hrs		

***Note:** Life-cycle replacement expenses will not only be initiated as a result of branding, as many items need to be changed out on an on-going basis regardless of moving branding forward. i.e. the Community Centre sign currently needs to be replaced.

Budget Summary

Year	Items	Estimated Investment
Fall 2019	Ad Hoc Brand Leadership Committee training expenses	\$2,000
2020	Public engagement expenses - \$8,000 Design expenses - \$25,000	\$33,000
2021 or after	Website updates - \$5,000 Commence life cycle replacement of standalone facility signs (Community Centre, Civic Centre, Protective Services, Cemetery) - \$30,000 Commence life cycle replacement of large logos on facilities (Abbey Centre) - \$5,000 Commence life cycle replacement of logos on vehicles - \$11,500	\$51,500
2022 or after	Commence life cycle replacement of logos on equipment - \$1,500 Further life cycle replacement of standalone facility signs (Protective Services, Cemetery) - \$30,000 Commence life cycle replacement of small logos and external signs on municipal facilities (Wadey Centre, transfer station, water reservoirs etc.) - \$8,000 Commence life cycle replacement of internal signage / logos in municipal buildings (FCSS, Civic Centre, Abbey Centre) - \$5,000	\$44,500
2023 and ongoing	Allocate annual sum for replacement of branded items as needed (floor mats, fitness centre equipment, gift cards, waste and recycling carts, etc.)	\$20,000
5 Year Estimated Total Investment		\$151,000

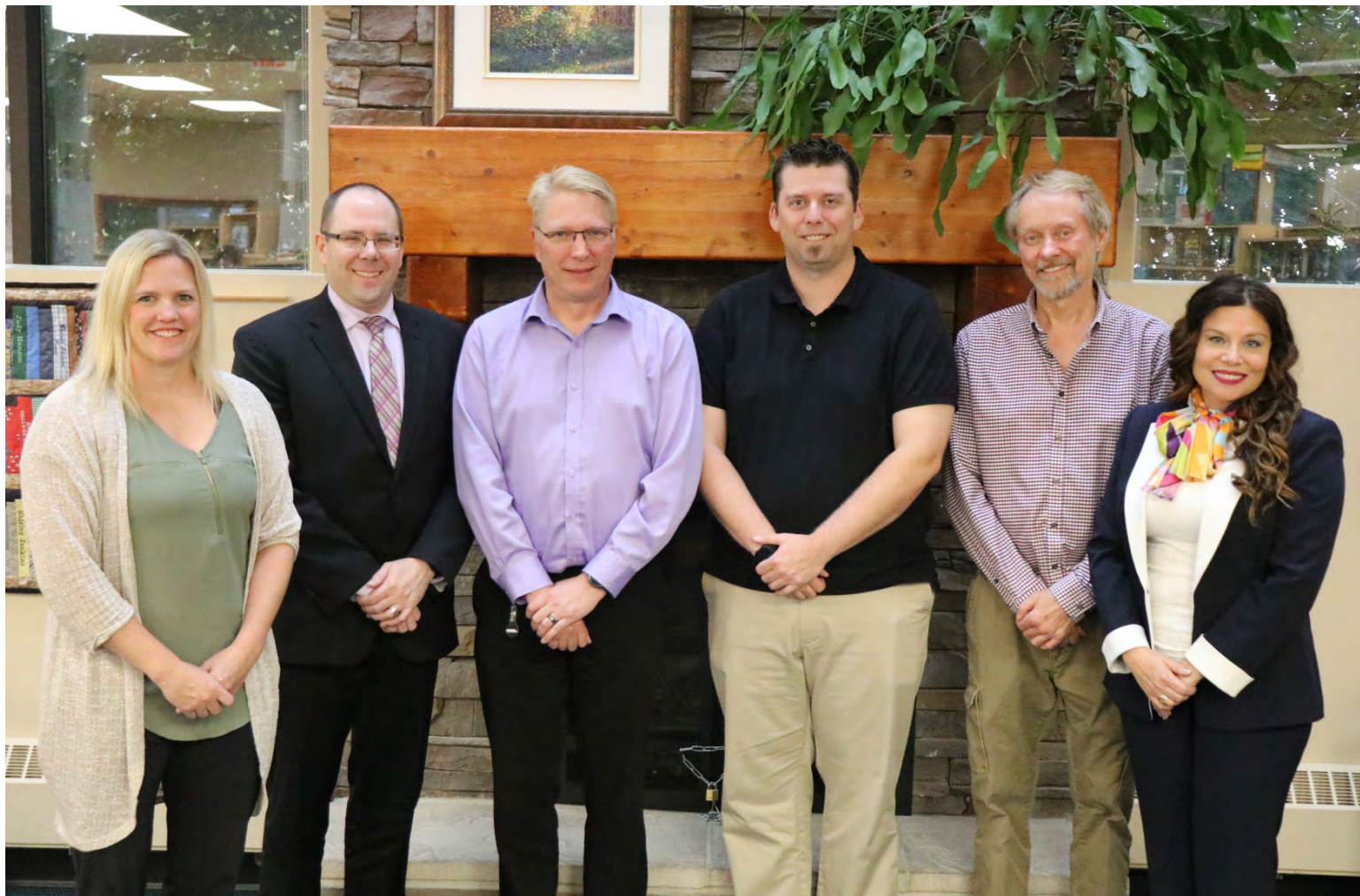


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Brand Development Committee (BDC) Members

Community Members

Chair, Heather Buelow
Vice-chair, Ken Hubbard
Glyn Evans
Kevin Hallet
Lana Hoover
Brian Preston

Town of Blackfalds Staff Members

Sean Barnes
Miranda Cooper
Jennifer Hartigh
Jillian Spiess
Myron Thompson

APPENDIX C

TOWN OF BLACKFALDS WEBSITE STYLE GUIDE

Let's Play!

PLAY AT ALL STAR PARK A slo-pitch haven

Welcome to All Star Park, the premiere sports parts where we host slo-pitch games and tournaments, soccer, and minor ball. Adjacent to the park will be the addition of Blackfalds new high school, complete with running track, theatre, and more.

[READ MORE](#)



TOWN OF BLACKFALDS

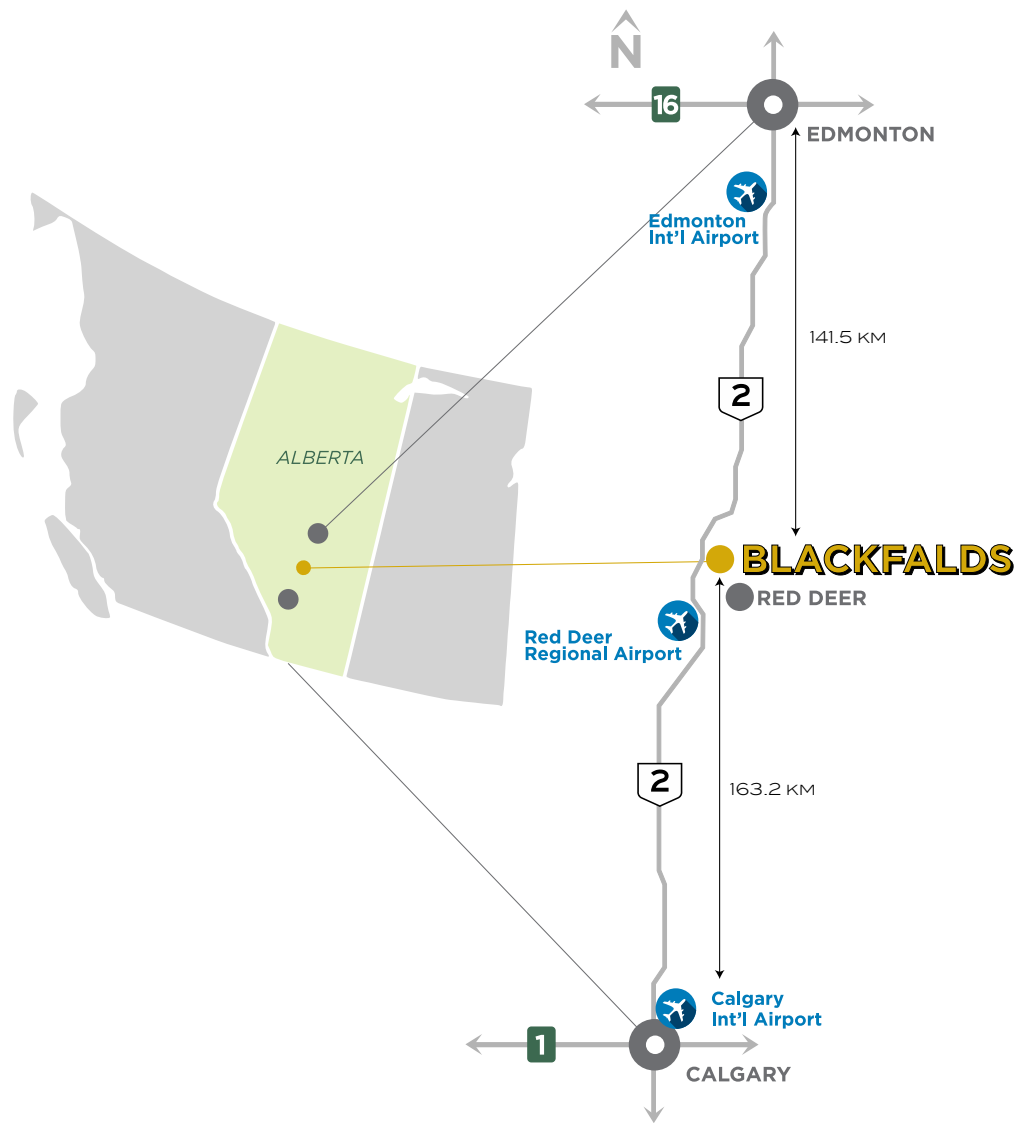
WEBSITE STYLE GUIDE

Prepared January 2021



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INTRODUCTION

Blackfalds is a home and destination for kids of all ages - young, energetic, vibrant, full of vitality, play, and fun.

Blackfaldsians are the cornerstones of our community...youthful, growing, changing...full of potential, dreams, ideas, and aspirations to propel change and be a leader in innovation, and grow in diversity.





BRAND POSITIONING STATEMENT

Blackfalds - **Modern, Active, and Fun** - a vibrant community of young families, thriving businesses and outstanding recreation opportunities.



BRAND STORY

Blackfalds is a community of young-hearted people with a shared enthusiasm for play.

Experience our youthful vibe while you explore our trails and parks, take in family-friendly events, or enjoy your favourite sports and leisure activities.

For parents with young children and the grandparents who chase them, for visitors who seek to discover fun, and for local businesses who promote the growth of a thriving community,

Blackfalds is your place to play!



BRAND VOICE

VOICE CHARACTERISTIC	DESCRIPTION	DO	DON'T
PLAYFUL	We are playful and lighthearted, and while we are serious about our work for the community, we don't take ourselves too seriously	Use playful, uplifting, positive, upbeat verbs Be cheerleaders of the community Practice play and having fun	Be negative Be critical Be boring Be automated (robotic, mechanical)
FUN	We encourage laughter, looking at the bright side of things, and to spread the cheer	Use fun & colourful imagery Be playful & young at heart Make a positive community impact Be enthusiastic	Use clip art...EVER! Be a Debbie downer - make others feel bad or dampen the mood with negative comments
ACTIVE	We are energetic, vibrant, and committed to get things done effectively and in a timely manner	Use active verbs Stay informed & Listen to your audience/guests/customers Be pro active - anticipate issues before they happen Solve problems	Be lazy Be ignorant Create problems rather than provide solutions
CREATIVE	We are innovative in providing tools and insight to make your lives easier	Use smart, quick witted messaging Use video, and active imagery, Promote vibrant persons, and colourful objects Be open to change and adapt quickly	Be ordinary or lackluster Use the adage "that's how we've always done it"

WEBSITE CONCEPTS

MUST HAVE'S

- Robust, clean and user-friendly, and fills entire screen
- Easy to navigate with breadcrumb trails
- Right-side main menu navigation (see Website Concept 2020)
- Responsive design adapts to any screen or mobile device
- Prominent Search Bar
- Features: I'd like to... Quick Links, Footer Quick Links, Survey Poll, Change font size, weather snippet
- Pop Up Features: Alert Notifications, News, Events
- Emergency banner stays on top of page as page scrolls
- Form Builder with ability to insert conditional statements
- High Res Photo or Video for home page sliders
- Ability to add custom code in HTML i.e. JavaScript, iframes, etc.
- YouTube and other media integration
- Ability to add high res photos/posters to events calendar
- Arrow to alert visitors to scroll down page and arrow to return to top of page
- Accordion feature to expand and collapse text
- Embed social media channels (Twitter/Facebook feeds) OR add social icons on page

WOULD LIKE

- Link LED sign software to website
- Use pictures for buttons (see reddeer.ca/online-tools)
- Ability to use imagery and / or posters for events
- Use imagery on drop down menu (see Sundre.com)

DO NOT USE

- Clipart - ever!



Fig. 1 Website Home page Concept - Full Scroll

HOME PAGE

The Town Home page includes exclusive high resolution graphics and are full screen. Similar to other All-Net Municipal websites and when relevant media is available, the Town home page will display dynamic content whenever possible i.e. use video / animation instead of static photos.

1. **Top banner** includes:

- Town Logo
- Today's weather
- Waste & Recycling Schedule
- Search Window
- Main Menu Icon

2. Below the top banner contains **dynamic content** (video/photo) featuring Town facilities, services, and/or programs.

3. **Latest News and Community Events** are tabbed and show top 3 items. Icons below allow user to visit News or Community Events page.

4. To the right of News/Events section are **Facebook / Twitter** feed (tabbed).

5. Next section are **feature sections**.



Fig. 2 Website Home page Concept components

6. **Connect section:** Registration, Poll Question and Emergency Alert
7. **Page footer** includes contact info/links and is the only section where the numbers use Montserrat.
8. **Quick links** should scroll with the window and remains at bottom of device screen.
9. **Up/Down Scroll arrows** are ever present for quick scroll to top of page.

HOME PAGE NAVIGATION



Fig. 3 Main Navigation Menu

The **Main navigation Menu** will be activated when the web visitor clicks on the menu at the top right hand corner of the top page banner.

The menu drops down from the top right aligned and will expand to the left of the page.

2nd and 3rd level menu options will expand to the left.

See City of Winkler website:
www.cityofwinkler.ca/

SEARCH WINDOW



Fig. 4 The Search Window on Home page

The Search window is activated when web visitors select the “What can we help you find?” feature on the top page banner.

Drop Down Menu options are as shown below.

See City of Winkler website www.cityofwinkler.ca/

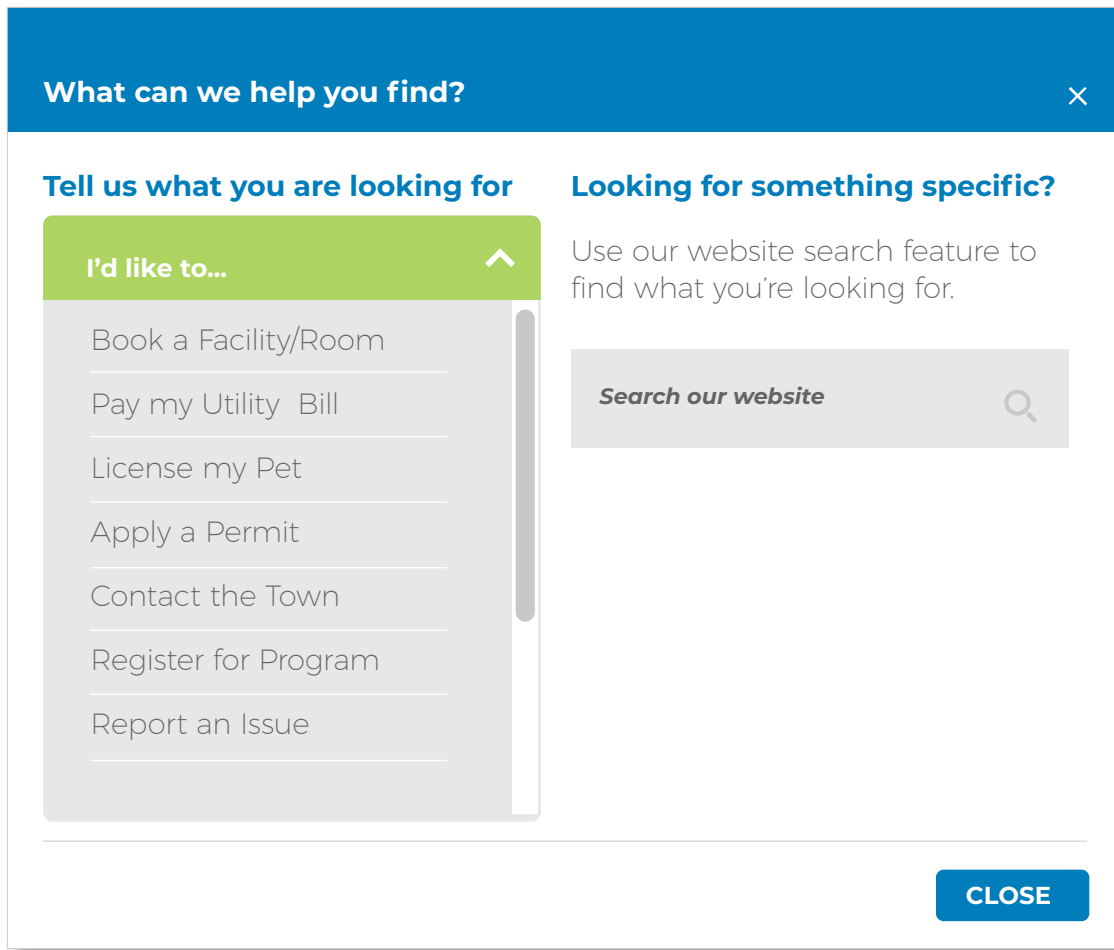
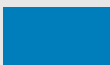


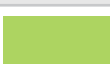







Fig. 5 The Search/What can we help you find? window

BLACKFALDS SWATCHES

PRIMARY COLOURS					
SWATCH	COLOUR	RGB	HEX	CMYK	PANTONE
	Blue	0 131 202	0080BC	100 35 0 0	7461C
	Dark Blue	00 66 99	004263	100 73 38 26	7694C
	Gold	211 169 7	D3A807	19 31 100 1	7752C
	Green	166 206 57	A6CE39	40 0 99 0	367C






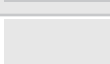


The four primary colours are to be used predominantly throughout the website.

SECONDARY COLOURS					
SWATCH	COLOUR	RGB	HEX	CMYK	PANTONE
	Dark Green	60 105 80	3c6950	77 38 73 25	5545c
	Yellow	211 169 7	FFEE00	19 31 100 1	3945C
	Orange	247 148 29	F7941D	0 49 99 0	144c
	Dark Red	130 0 0	820000	0 100 100 55	484C
	Indigo	103 50 119	663277	74 95 20 7	7664C

The secondary colours are to be used as compliments to the primary.

Neutral accents are to be used to accentuate both primary and secondary swatches.



NEUTRAL ACCENTS										
SWATCH	COLOUR	RGB			HEX	CMYK				PANTONE
	Pure Black (K)	0	0	0	000000	100	100	100	100	BLACK 6C
	90% K	64	64	64	404041	0	0	0	90	BLACK 7C
	75% K	100	100	100	646464	0	0	0	70	COOL GREY 10 C
	50% K	150	150	150	959595	0	0	0	50	COOL GREY 6C
	25% K	200	200	200	C8C8C8	0	0	0	25	COOL GREY 3C
	10% K	231	231	231	E7E7E7	0	0	0	10	COOL GREY 1C
	5% K	242	242	242	F2F1F2	0	0	0	5	LT. GREY
	0% K	255	255	255	FFFFFF	0	0	0	0	PAPER

Below are sample of how various swatches work together in unison between the primary, secondary and neutral swatches.



Town Administration



Town Website Primary



Environment & Conservation



Website Secondary



Volunteer/Social Services



Recreation & Culture

TYPOGRAPHY

Headline	Sun Valley Regular	105 pt
----------	-----------------------	--------

HEADING H1	Montserrat Bold	21 pt
------------	-----------------	-------

HEADING H2	Montserrat Bold	18 pt
------------	--------------------	-------

HEADING H3	Montserrat Bold	14 pt
------------	-----------------	-------

HEADING H4	Montserrat Bold	12 pt
------------	-----------------	-------

HEADING H5	Montserrat Medium	11 pt
------------	----------------------	-------

Normal	Montserrat ExtraLight	11 pt
--------	--------------------------	-------

PARAGRAPH FORMATTING

The following are examples of various paragraph formatting:

This is a paragraph (10 pt space before paragraph) using Montserrat Light 11 pt. with 18 pt. leading using 75% K and is to be used as normal text.

This is a text link using Montserrat Semi Bold 11 pt. (no underline)

This is bolded copy for emphasis using Montserrat Black.

(25 tracking)

This is italic copy using Montserrat Light Italic 11pt.

This is bolded copy for emphasis using Montserrat

Black Italic (25 pt. tracking)

This is a blockquote for standout copy

using Montserrat 18 pt. Bold

PARAGRAPH STANDARDS

- Min. 6 pt space between paragraphs.
- No paragraph hyphenation
- Left alignment

BULLET/ORDERED LISTS

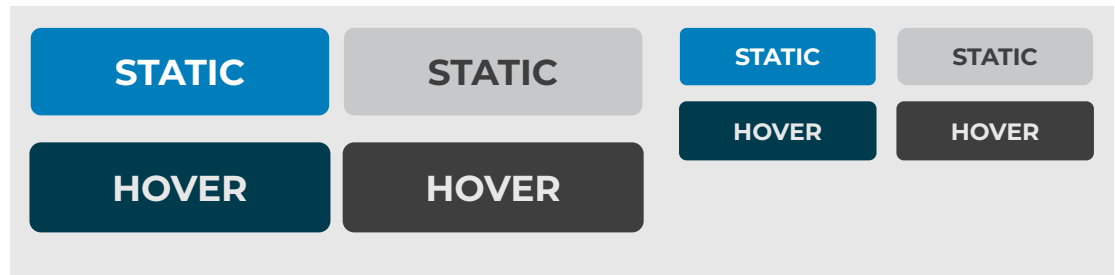
Here are examples of bullet and ordered lists:

- This is a bulleted list with Normal style (Montserrat 11 pt.) with 15 pt leading.
 - Left indent 18 pt, bullet at -18 pt.
 - Paragraph space between bullets is 6 pts.
 - Bullet characters are 4 pt. dots, 75% black
1. Numbered list Montserrat 11 pt. with 18 pt. leading.
 2. Left indent 18 pt, list number at -18 pt.
 3. Paragraph space between list number is 6 pts.
 4. Numbers are ITC Blair 10 pt.
 5. Just another numbered item

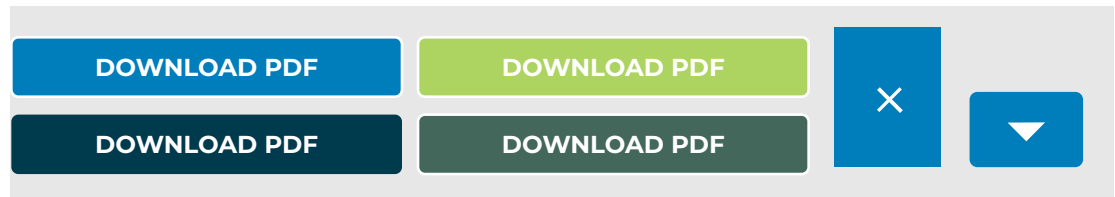
*“Whitespace is to be regarded as an active element,
not a passive background”*

VISUAL ELEMENTS

LARGE / SMALL BUTTON STATES



MISCELLANEOUS BUTTONS



NUMBERS

Numbers will use Montserrat Light: 1 2 3 4 5 6 7 8 9 0

For emphasis use Montserrat Bold: **1 2 3 4 5 6 7 8 9 0**

Phone numbers use dots rather than dashes. For example: **403.885.4677**

DATE FORMATS

Dates included with copy
MMM DD, YYYY

Montserrat Extra
Light 12 pt.

OCT 25, 2021

Stand alone dates
MM.DD. YYYY

Montserrat Extra
Light 12 pt.

03.01. 2021

TABLES

BRAND VOICE			
VOICE CHARACTERISTIC	DESCRIPTION	DO	DON'T

Fig. 6 Table with Title and header rows, alternating fills

VOICE CHARACTERISTIC	DESCRIPTION	DO	DON'T

Fig. 7 Table with one header row, alternating fills

FORMS

Web forms provide timely and convenient data collection right on the website and allows for more automation.

FORM SPECIFICATIONS

- In-line form-field validation
- Easiest to hardest to fill form fields
- Autofill feature
- Indicate optional or required fields
- Use radio buttons instead of drop down menu
- Forms may contain JavaScript, conditional statements (if and then), skip logic, collapsible/expandable sections, and other dynamic content.

FORM FORMAT

- Table outline is 25% black with 1 pt. stroke
- Inside strokes are 25% black with 0.25 pt. stroke
- Header Row on Form is filled with Blue colour swatch and uses ITC Blair Bold 14 pt. heading
- Alternating fills of white (0% K) and 10% K

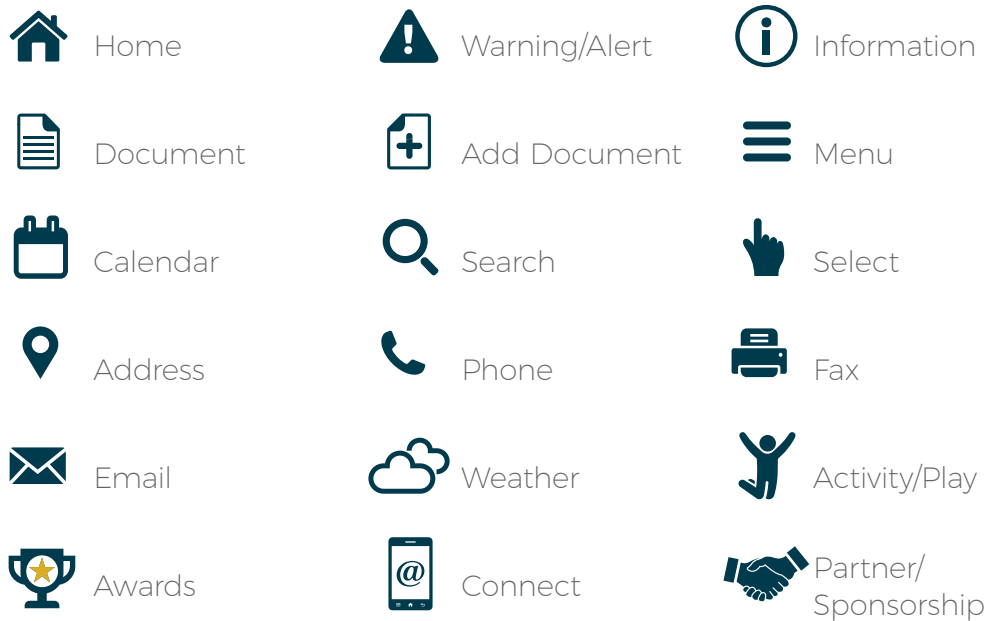
ANIMAL LICENSE APPLICATION FORM		
Pet Parent Information		
Full Name		
PO Box No, Street Address		
Phone		
Email		
Pet Information		
Pet #1	<input type="radio"/> Cat <input type="radio"/> Dog	<input type="radio"/> Male <input type="radio"/> Female
Pet Name		
Pet Breed		
Pet Colour		
Pet Date of Birth		
Spayed/ Neutered	<input type="radio"/> Yes <input type="radio"/> No	

Fig. 8a *Fillable Form*

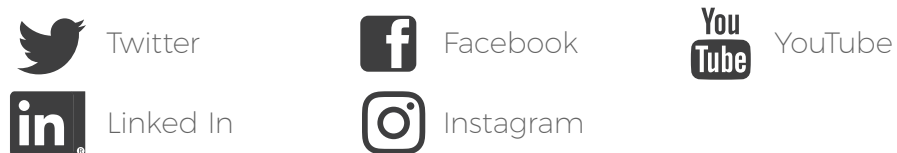
Add Another Pet?	<input type="radio"/> Yes <input type="radio"/> No
<p>By selecting this checkbox, you are agreeing that all information is correct *</p> <p><input type="checkbox"/> Yes, I agree all information is accurate</p>	
<p>Paying by Credit Card? Let us know if you would like us to call you for payment. We accept Visa and MasterCard.</p> <p>We will be in touch between office hours 8:30 a.m. - 4:30 p.m., Mon - Fri.</p> <p>Alternatively, you can drop off your payment at the drop box outside the Civic Cultural Centre, 5018 Waghorn St.</p> <p><input type="checkbox"/> Yes, contact me for my credit card information</p>	
<p>Personal information collected through this online form will be used for the sole purpose of applying for an Animal License provided by the Town of Blackfalds. This personal information is collected under the authority of Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act (FOIP) and is protected under the FOIP Act.</p> <p>If you have questions regarding or concerns about the collection and use of this information, please contact the Town of Blackfalds FOIP Coordinator at 403.885.6370 or by email at foip@blackfalds.com.</p>	
<div data-bbox="1117 1522 1424 1610" style="text-align: right;"> SUBMIT </div>	

Fig. 8b *Fillable Form*

WEB ICONS



SOCIAL MEDIA



Icons may use neutral palettes depending on the background.
Shown in 90% K.

PHOTO IMAGERY

All imagery used on the website should be vibrant and contain active, fun, and playful subject matter.

Who personifies this better than our community children and families?





TOWN OF **BLACKFALDS**

Box 220 | 5018 Waghorn St

Blackfalds AB | T0M 0J0

BLACKFALDS
A L B E R T A

MEETING DATE: May 10, 2022

ORIGINATED BY: Sean Barnes, Projects, Events & EBC Manager
PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: Blackfalds Days 2022 Pancake Breakfast Donations

BACKGROUND:

Every year the Town Councillor's Pancake Breakfast collects donations in support of a local initiative. The last Councillor's Pancake Breakfast in 2019 was collected to support the Dual Ice Development Society.

This event continues to be an excellent opportunity for Council to engage with the public and provide a community breakfast.

DISCUSSION:

As there are always an abundance of initiatives in our community to support; community services staff have brainstormed to come up with some possible options for the funding to be donated to:

- Blackfalds Lunch Box Program
- Community Food Hub and Blackfalds Food Bank
- FCSS Subsidized Programming (Back to School Program, Winter Wear Program, Christmas Bureau)
- Optimist Club of Blackfalds

Over the past years the funding has been allocated to:

- 2019: Dual Ice Development Society
- 2018: Dual Ice Development Society
- 2017: IREC Playground Revitalization
- 2016: IRIC Playground
- 2015: Blackfalds Food Bank and the PASS Program
- 2014: PASS Program
- 2013: Blackfalds Octagon Club
- 2012: 1st Blackfalds Scouts
- 2011: Big Brothers Big Sisters of Lacombe and District
- 2010: Back to School Program

FINANCIAL IMPLICATIONS:

Each year the Town is able to support a local initiative with donations totaling approximately \$1,000

ADMINISTRATIVE RECOMMENDATION:

That Council recommend a group or local initiative to support with the proceeds of the 2022 Blackfalds Days Councillor's Pancake Breakfast.

ATTACHMENTS:

- *DRAFT: Blackfalds Days Brochure*

Approvals:

CAO Myron Thompson

Department Director/Author



BLACKFALDS DAYS 2022

16 JUNE 19



Thursday, June 16

DRIVE-IN MOVIE (DOUBLE FEATURE)

Bring the family down for a movie - or two! Food trucks will be on site. Dinner and a show!

Movie titles TBD.

6:30pm & 9:00pm | All-Star Park

Friday, June 17

FOOD TRUCKS

Grab a bite to eat before the concert! Local food trucks will be in attendance.

5:00 - 8:00pm | Eagle Builders Centre

YOUTH NIGHT OUT

Free admission for youth in grades 4 - 12. Activities include inflatables, mini golf, DJ and more! Waivers must be completed and brought to the event. Forms are available at the Abbey Centre or online at www.blackfalds.ca/events.

6:00 - 8:00pm | Abbey Centre

AARON PRITCHETT & NEON SMOKE BAND

Dust off your boots and come party with headliner act Aaron Pritchett, and then dance the night away with Neon Smoke! To purchase tickets, or for more information, please visit www.blackfalds.ca/events.

8:00 - 10:00pm | Eagle Builders Centre (Arena 1)

Saturday, June 18

TOWN COUNCILLORS' PANCAKE BREAKFAST

Admission by cash donation. All proceeds go to the ****

Please bring your food bank donations.

7:30 - 10:00am | Community Centre

ACTIVITY LOCATIONS

ALL-STAR PARK | 4800 Leung Rd

ABBAY CENTRE | 4500 Womacks Rd

COMMUNITY CENTRE | 4810 Womacks Rd

EAGLE BUILDERS CENTRE | 5302 Broadway Ave

VARIOUS LOCATIONS AROUND TOWN

BLACKFALDS COMMUNITY PARADE

Judging starts 9am | Marshalling 10am. Parade participants meet at lot beside Granden Auto, 4618 East Railway St. **See Parade Route Map (reverse).**

11:00am | Starts at Landsdowne Ave. South

SERVUS CREDIT UNION BBQ

Join Servus for a BBQ (by donation) after the parade.

Noon | Servus parking lot | Broadway Ave.

BLACKFALDS MARKET

Hosted by the Blackfalds Market. After the parade, head on over to the Civic Centre! Grab a bite to eat, and do a little shopping.

Noon - 4:00pm | Civic Centre Parking Lot

SERVUS KIDS ZONE

Free admission to the petting zoo, bouncers, facepainting, and more!

Noon - 4:00pm | Eagle Builders Centre (Arena 2)

SERVUS CREDIT UNION LIBRARY ACTIVITIES

The Blackfalds Servus Credit Union Public Library will be hosting a variety of games for all ages! Please check out their socials for more info.

Noon - 4:00pm | Servus Public Library

AMERICAN ROCK LEGENDS CABARET

Bring down the house with American Rock Legends: John Fogerty, CCR, and Bob Seger Tributes!

To purchase tickets, or for more information, please visit www.blackfalds.ca/events.

8:00pm - 12:00am
Eagle Builders Centre (Arena 1)

BLACKFALDS DAYS FIREWORKS SHOW

This year marks the 18th anniversary of our Blackfalds Pyro Crew! Please note that the Bark Park will be closed during the show.

Dusk approx. 11:00 pm | View at All-Star Park

Sunday, June 19

COMMUNITY CHURCH SERVICE

Hosted by Blackfalds Christian Ministerial. In case of inclement weather, service will be at Faith Community Church, 5005 Broadway Ave.

10:30am | Abbey Centre Amphitheatre

ABBAY CENTRE TOONIE ADMISSION

All admissions are \$2. Free admission for kids aged 2 & under.

11:00am - 4:00pm | Abbey Centre

COMMUNITY BBQ

Hosted by *** and a BBQ by donation to *** In case of inclement weather, the party will be at the Eagle Builders Centre.

Noon - 3:00pm | Centennial Park



Share your memories and post using #blackfaldsdays



Follow us on facebook for up-to-date activities, changes or cancellations!

BLACKFALDS
ALBERTA
blackfalds.ca/events



Join us
June 16, 17, 18 & 19
for the best party of the
year!

MEETING DATE: May 10, 2022

PREPARED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: Phase 2 Habitat for Humanity Project - Blackfalds

BACKGROUND:

In 2020 Habitat for Humanity, Red Deer (HFHRD) undertook a community build consisting of 2 duplexes at Aspen Lakes. These units were completed in August of 2021 and provided homes to four Blackfalds families. Blackfalds was chosen as a build site due to affordable land costs, the need for affordable housing for local families, and community's demographics. Habitat for Humanity Red Deer (HFHRD) also purchased additional land in 2021, anticipating a phase 2 project.

DISCUSSION:

Karen Vavrek, Chief Executive Officer for HFHRD, attended the March 22 Regular Council Meeting as a delegation to provide an update on Phase 2 of their affordable housing project projected to commence this current year. The project includes the construction of 2 additional duplexes (4 units) immediately west of the project's first phase.

The pandemic has brought challenges in proceeding with the project on many levels, including financial, but HFHRD is pleased to have significant funding and in-kind support. As of March 22, 2022, they still needed 3.8% or \$41,000 of the total project cost of \$1,063,000. It is indicated that construction costs have increased 25% since the last build, plus additional energy efficiency costs to build to the Build Green Bronze Level standard.

In further discussions with HFHRD a request has been made to provide two funding allocations of \$15,000 each, with the first allocation granted at the groundbreaking stage taking place this month and the second allocation given at the time of projected homeowner occupancy of April 2023. This allows the total financial commitment over two fiscal periods and makes it more feasible.

Similar to Phase 1 of the project, HFHRD is once again requesting the Town to provide 3 Team-Build days and waiver of permit fees and provision of in-kind services, specifically the condition of topsoil for property landscaping.

The Town of Blackfalds Municipal Sustainability Plan includes five pillars of sustainability with affordable housing, livable community, variety of housing choices, and affordability for places to live identified as goals in a number of the sustainability pillars.

FINANCIAL IMPLICATIONS:

The current budget has not included this funding support, so the funding request, if approved, would be drawn from Operating Reserves. The second allocation for 2023 would be assumed in the budget for that operational year.

ADMINISTRATIVE RECOMMENDATION:

1. That Council approve \$15,000 in funding for the Phase 2 of the Blackfalds Habitat for Humanity project as well as further financial support in the waiver of permit fees relating to the project.
2. That the \$15,000 in funding be drawn from Operational Reserves.

Attachments:

- Habitat for Humanity Case for Support – Blackfalds Project – Phase 2

Approvals:



CAO Myron Thompson

Department Director/Author

Aspen Lakes West Blackfalds Affordable Housing Project – Phase II

Habitat for Humanity Red Deer Region Society

Funding Case for Support 2022

Project Background & Overview

Habitat for Humanity Red Deer (HFHRD) purchased land in the Town of Blackfalds, Alberta in 2021 to commence Phase II of their affordable housing project to house 4 additional Central Alberta families in need of safe, decent and affordable housing. In August 2021, Habitat Red Deer completed Phase I at Vista Trail, with the first 2 duplexes completed. These units are now home to 4 Blackfalds families.

The community of Blackfalds is located approximately 15 km north of the city of Red Deer with a population of 10,200. It serves as a commuter community to Red Deer, but also has its own business, social, educational and cultural infrastructure to support the needs of its residents.

The community of Blackfalds was chosen as the site of HFHRD's next affordable housing project for primarily three important factors: 1) The cost of land was more affordable than surrounding comparable communities on which to build; 2) the need for families requiring affordable housing was greatest in north Red Deer and Blackfalds area; 3) Blackfalds was deemed as an attractive, affordable and safe place to raise a young family. This is important for the family demographics that HFHRD serves.

Blackfalds is one of Alberta's fastest growing communities with the population nearly doubling in size over the past 8 years. The community has a young demographic base with the average age of the majority of residents between 21-40 years old. Two new schools are in the process of being constructed and the town is served by several cultural and wellness facilities. The Town's close proximity to Red Deer and the Highway 2 corridor between Edmonton and Calgary make it a desirable place to raise a family while offering the perks and safety of small-town living. These factors have made Blackfalds an attractive and desirable community to build affordable housing to serve younger, lower income families.

The Aspen Lakes West Phase I project commenced on August 15th, 2020 and was completed on August 1, 2021. Four family units in 2 duplexes were constructed, with one of the units being fully accessible. All units were built to Build Green Bronze level standards and achieve a 28% reduction in energy consumption and GHG emissions over standards builds, achieving the first ever, lower energy usage Habitat build in Central Alberta.

Project Goals & Targets

Our goals for the Aspen Lakes West Phase II build are:

- 1) To provide 4 new, affordable housing units to serve low-income Blackfalds/Central AB families
- 2) Vulnerable families, including single mother-led households, indigenous families, visible minorities, young families, and families with special needs children will be our priority target clients as future homeowners
- 3) To engage the Town of Blackfalds as a municipal funding partner in the building of a second Habitat housing project in the community. Both financial and volunteer contributions will be requested from the Town to leverage provincial government support already committed
- 4) To secure of total of \$200,000 in cash donations and gift in kind contributions from local build partners
- 5) To secure a minimum of \$50K per unit or \$200,000 from Alberta Ministry of Seniors and Housing to support the build project (proposal initiated in July 2021). ***We exceeded this goal and will receive \$100,000 per unit equalling a \$400,000 GOA contribution.***
- 6) To engage 300 volunteers and host 15 TeamBuild days to support construction over the 12-month build period.

Current Project Status – Phase II

The Aspen Lakes West Phase II project will break ground in May 2022 with a target completion date of April 2023. A formal Groundbreaking ceremony will be held on April 12th to introduce our 4 new partner families. Each partner family will be required to complete 500 volunteer hours as part of their commitment to becoming homeowners. We are in the final stages of family selection and will be announcing our newest partner families at our April 12th ceremony in Blackfalds.

For volunteer engagement, our goal is to host 15 Teambuild days with sponsoring companies. To date, we have already surpassed this goal with 19 companies signed up for future Teambuild days. We expect this number to increase as we commence construction. We have also secured major gift funding support and volunteer contributions from 2 area employers: Nova Chemicals and Dow Canada who have been long-time supporters of Habitat Red Deer.

Despite the financial hardships and challenges Habitat Red Deer faced due to the COVID 19 pandemic, we remain committed to increasing the supply of affordable homes in Central Alberta communities and working hard to secure the financial and volunteer resources required to make these builds happen.

Funding Breakdown

Habitat Red Deer pursues a cost-shared, multi-stakeholder funding model to ensure financial viability of build projects, and we believe that partner collaboration and multi-level government support is the critical driver of success in providing affordable housing.

Habitat for Humanity Red Deer proposes the following funding allocation:

Alberta Ministry of Seniors & Housing	\$400,000 (confirmed)
National Co-Investment Housing Fund	\$200,000 (pending)
HFHRD Fund for Humanity Contribution	\$250,000* (confirmed)
Corporate & Individual Fundraising	\$110,000
Other Event Fundraising & GIK	\$62,000
TOTAL FUNDS PROJECTED:	\$1,022,000
TOTAL PROJECT COSTS:	\$1,063,000**
Total Funding Shortfall:	\$41,000
Town of Blackfalds Contribution:	\$41,000

*Fund for Humanity is the annual homeowner mortgage proceeds that Habitat Red Deer receives from our current portfolio of families in our homeownership program. Mortgage proceeds are restricted funds that must be re-invested into future affordable housing projects.

**Stated Project Costs are direct building costs only – does not include Construction or Admin staff salaries or Admin costs.

Town of Blackfalds – Request for Support

Habitat Red Deer is requesting a funding commitment of 3.8% of direct project costs from the Town of Blackfalds to support the Aspen Lakes West Phase II project, which translates to a financial contribution of \$41,000.

In comparison, the provincial funding commitment towards this project is 38%. Habitat Red Deer's Fund for Humanity commitment is at 24% plus conducting corporate fundraising and covering any residual funding shortfalls. A Town of Blackfalds contribution would help cover the anticipated project funding shortfall of \$41,000. Any remaining shortfalls would be absorbed by Habitat Red Deer.

The donation gift may be made in 2 or more installments, over 2 fiscal years (2022 & 2023) to allocate the cash commitment over time, versus paying one full lump sum. The contribution can be made as a combination of cash and/or gift in kind donations of materials and services. Habitat Red Deer will work with the Town to arrange donation terms that are feasible for both parties. All cash and gift in kind donations are eligible for a charitable tax receipt.

Habitat Red Deer was negatively impacted by the COVID 19 pandemic, which resulted in reduced fundraising revenue of about 50% for fiscal year 2020 and a loss of \$100,000 in ReStore revenue due to a 2-month mandated closure from March – May 2020. Additionally, we extended temporary mortgage relief to Habitat families severely impacted by the pandemic which resulted in another \$21,000 reduction in mortgage proceeds over a six-month period.

A financial contribution by the Town of Blackfalds would go a long way to mitigating these financial hardships and shortfalls, while providing a long-term investment of 8 affordable housing units for the Town to serve vulnerable families for years to come.

Donor Recognition

In recognition of the Town of Blackfalds financial contribution, Habitat Red Deer would provide the following recognition and exposure benefits:

Champion Level Donor: \$20,000 +

- Home Dedication Ceremony speaking opportunity & VIP Key Presenter (from Town Official)
- GroundBreaking Ceremony speaking opportunity (April 12th, 2022)
- Signage displayed at site for build duration featuring Town name & logo (12 months)
- Invitations to Habitat Red Deer Build Events & major funding announcements
- Name in press release or public announcement at major build milestones
- Town feature in Habitat digital newsletter
- Recognition on social media platforms
- Town name & logo on Habitat Red Deer website
- Town name and logo in Habitat Red Deer annual report
- Commemorative photograph of completed build project
- TeamBuild opportunities for Town staff, volunteers and partners, with accompanying photo opportunities, between May 2022 and April 2023.

Habitat's Impact & ROI

Why support Habitat for Humanity? We know the Habitat home ownership model works. A recent Boston Consulting Group study (2015) revealed exactly how we make an impact on families and the benefits to local communities:

- ***EVERY dollar spent yields a \$4 return in social benefits. Therefore, The Town of Blackfalds donation of \$41,000 would yield a \$164,000 return on investment.***
- Habitat generates \$175,000 of benefits to society for every family served
- Habitat families contribute to the local municipal tax base as homeowners
- Habitat affiliates across Canada built 236 homes in 2021



We build **strength, stability, self-reliance** and **shelter**.

- Increased employment stability: Habitat families have more stable employment and a stronger increase in family income
- Reduction in the use of food banks & social services: Habitat families reduced their usage of food banks by 60%
- Improved health behaviors: Habitat families lowered their incidence of smoking and other harmful behaviors
- Great engagement in the community: Habitat families had higher participation in community and volunteer work
- Better education attainment: Children of Habitat families experience lower drop-out rates and higher levels of education

Background Info

Global Vision

A world where everyone has a decent place to live.

What We Do

Habitat for Humanity brings Central Alberta communities together to help families build strength, stability and independence through affordable homeownership.

Our Legacy

Since 1994, Habitat for Humanity Red Deer has built 42 homes and served 55 vulnerable, low-income families through our affordable homeownership program. We have built homes throughout Central Alberta: Red Deer, Sylvan Lake, Lacombe, Delburne, Three Hills & Blackfalds.

For more information, please contact:

Karen Vavrek, CEO
Habitat for Humanity Red Deer Region
26, 7875-48 Ave.
Red Deer, AB
PH: 403-309-6080
E: karen.vavrek@habitatreddeer.ca



everyone deserves a decent place to live

We build strength, stability, self-reliance, and shelter.

Habitat for Humanity Red Deer Region brings Central Alberta communities together to help families build strength, stability and independence through affordable homeownership.

About Habitat for Humanity Red Deer Region

- Registered Charity operating since 1994
- 52 families served
- 42 homes built in Central Alberta
- Governed by a Board of Directors
- Operate a ReStore - retail social enterprise
- One of 50 affiliates in the Habitat Canada federation
- Staff of 11
- Engage 200-250 volunteers every year



Why support Habitat for Humanity?

- Transitions families from social housing to affordable homeownership and independence
- Leverages partnerships with multiple levels of government, private sector and the community
- Expanding reach to build homes in many Central Alberta communities
- Creates sustainable communities – Habitat homeowners become taxpayers and contribute to community prosperity
- Creates long-term affordable housing assets in the community

Partner Families - eligibility

- Ability to repay an interest-free, zero down payment mortgage
- Demonstrate core housing need: unsafe, overcrowding, expensive
- Willingness to partner – 500 hours of sweat equity
- Be a permanent Canadian resident for at least 3 years
- Have an annual gross family income between \$37,000 – 58,000
- Demonstrate a stable employment history and manageable debt burden

Partnership – Not Charity!

Global Vision

A world where everyone has a decent place to live.



Aspen Lakes West Phase II

- Building 2 duplexes to house 4 families – families selected
- Home Dedication tentatively planned for April 2023
- Project timeline: 11-12 months
- Donor and volunteer resources are critical for building
- Municipal, provincial and national funding support sought
- Engage Central AB businesses, organizations and individuals
- Habitat homes are long-term community assets

*Every \$1 invested yields a \$4 return in societal benefits or \$175,000 per partner family.
~Boston Consulting Group study, 2015 ~*

Town of Blackfalds & Habitat Red Deer Partnership

- ✓ Four new homes (2 duplexes) were completed in August 2021 serving 4 families at a total cost of \$1,149,897.
- ✓ The Town contributed \$12,484 towards the Phase I build.
 - Cash contribution of \$10,000
 - In-kind waiver of fees: \$2,484
- ✓ The Town received donor recognition benefits, participated in a TeamBuild Day and attended groundbreaking and home dedication events.
- ✓ Phase II: Habitat Red Deer is requesting a contribution of \$41,000 (3.8 % of direct project costs estimated at \$1,063,000). **A \$41,000 contribution equals a \$164,000 return in community benefits.**

*Every \$1 invested yields a \$4 return in societal benefits or \$175,000 per partner family.
~Boston Consulting Group study, 2015 ~*

Donor Recognition – Champion Level \$25,000 +

- Invite & speaking opportunity at Groundbreaking Ceremony
- Invite & speaking opportunity at Home Dedication Ceremony
- Recognition displayed on our ReStore donor wall
- News release funding announcement
- Name & logo on Build site signage for 12 months
- Name & logo on Habitat Red Deer website
- Name & logo, feature in Annual Report
- Recognition on all social media platforms and Habitat RD newsletter
- TeamBuild volunteer engagement opportunities for Town leaders, staff & volunteers

*Every \$1 invested yields a \$4 return in societal benefits or \$175,000 per partner family.
~Boston Consulting Group study, 2015 ~*

TeamBUILD Program

When the tool belts go on, the titles come off.

Invest in your company, co-workers and community. Make a lasting impact. Your team will be able to say, “we helped build that home!” Build teams will learn new skills, and work in small groups to accomplish build tasks while learning about each other and fostering stronger working relationships.



Questions?

Thank you for your commitment to affordable housing!



Dear Mayor and Council,

This year marks the 230th anniversary of the remarkable Black Loyalist exodus from Halifax to Freetown. This journey is the single, largest return of African descendants to the continent of Africa throughout history. **Please join 230 mayors and councils from across Canada to acknowledge this 230th anniversary year by proclamation and/or social media.** We acknowledge the importance of your leadership for community and change, and respectfully request your support for this initiative.

#1792Project began in Nova Scotia. The story of the 15 Ships to Sierra Leone departing Halifax harbour on January 15, 1792, is not only a Maritime story. This voyage has had an impact on all of Canadian society. Together we can address this omission in our history books to reach a fuller understanding of the history of slavery and race in this nation. Over 25 municipalities have issued proclamations in Nova Scotia.

Black Loyalists were self liberated individuals who came to Nova Scotia after the American Revolution, as did the white Loyalists who brought with them an estimated 1,232 slaves.¹ Broken promises of land and liberation together with remarkable courage to cross the ocean at the height of the trans-Atlantic chattel slave trade remains an untold story of resilience of the 1,196 seafarers who chose to leave. But it is also a story of failure of community and government to provide safe haven here on these shores for these Black Loyalists. Through participation and education we must all do better to connect the history of failures to how the legacy of this history continues.

We, the [#1792Project](#) team, are community members, students and educators and we have come together in the imperative of sharing, commemorating and acknowledging this story through education. How can we make a difference as a grassroots effort?

We request that your municipal government as one of 230 municipalities across Canada proclaim and recognize the historic departure of 15 ships prepared in the dead of winter (the Lucretia, the Somerset, the Beaver, the Parr, the Venus, the Mary, the Catherine, the Prince William, the Sierra Leone, the Morning Star, the Eleanor, the Felicity, Prince Fleury, the Brothers, and the Betsey) for a journey of hope. Please find attached a sample proclamation.

Sincerely,

Karen Hudson, kathrin winkler, Carol Millett #1792Project

¹ James W. St. G. Walker, The Black Loyalists: The Search for a Promised Land in Nova Scotia and Sierra Leone, 1783-1870, page 40.

SAMPLE PROCLAMATION

DRAFT Proclamation : Municipal Council and Mayor

Whereas we proclaim the 230th anniversary of 15 ships departing the harbour of Halifax in 1792, and that the conditions and causes that led to the exodus of 1,196 self liberated Black Loyalists were conditions of abject institutionalized racism and that this departure took place at the height of the transatlantic chattel slave trade, one of the cruelest chapters in the history of humanity.

Whereas the recognizes that people of African descent have been a part of Canadian society since the early 1600s and that their enslavement occurred on this land for centuries and that the Black Loyalists departure is linked to the failure of institutional, political and societal will to fulfill the promises that were made to the communities that left for Sierra Leone.

Whereas is committed to promote histories such as the 15 Ships to Sierra Leone that often have been left in a vacuum of erasure throughout Canada. The resources provided for well known monumentation have historically been funded at the expense of those erasures.

Whereas continues to recognize the ongoing significance of the UN Decade of African Descent and the importance of recognizing the history of Black Loyalists in Nova Scotia and throughout Canada. We recognize that rural or urban, from sea to sea we share a responsibility for reparation.

Whereas we recognize that secure housing and land was promised to these early settlers and very few [received what was owed](#). Despite petitions ([by Thomas Peters](#)) the promised land and supplies were not provided. For many Black Loyalists, shared Mi'kmaq knowledge was key to survival in the first winters. Reparations for injustice is the path forward.

Thereby be it resolved that I, Mayor _____ declare 2022 as the 230th anniversary - Year of Black Loyalist Exodus: 15 Ships to Sierra Leone #1792Project

MORE INFORMATION #1792 Project Team (We are happy to present the project to council)

- [CityNews Everywhere Article: Local school marks African Heritage Month with the #1792Project](#)
- [Cole Harbour Wire Article: The class of...1792](#)
- [Global News Article - Nova Scotia students commemorate Black Loyalists who sailed to Sierra Leone in 1792](#)
- [CBC Article: N.S. pays tribute to Black Loyalists who sailed to Sierra Leone in 1792](#)
- [YouTube: #1792 Project - Freetown Sierra Leone](#)
- [Happy birthday Song To King Adebayoh - Sierra Leone Music 2020](#)

Elementary/Junior High Resources:

- [Elementary and Junior H.S. Students - #1792 Project Resources and Lesson Starters](#)
- ["Message in a Bottle- 15 Ships to Sierra Leone."](#)
- [Black Loyalist site: Nova Scotia](#)
- [Black Loyalist site: New Brunswick](#)
- [Thomas Clarkson's journal](#)
- [The journals of Black Loyalists Boston King and David George](#)
- [tREv clothing design](#)


Attachment(s):



[samara_hudson-ash_and_zais_letters_003.pdf](#)



[letter_to_the_editor_1792project_-_230th_anniversary_of_15_ships_to_sierra_leone.pdf](#)

 elementary_and_junior_h.s._students_1792_project.pdf

MEETING DATE: May 10, 2022

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

SUBJECT: Womacks Rd. & Gregg St. Realignment, Parking lot and Highway 2A Intersection Improvements - Project Update

BACKGROUND:

During the 2021 Budget deliberations funds were allocated in the amount of \$5.66 million dollars to re-face the downtown area around the Border Paving Plaza and parking lot. This Womacks Rd and Gregg St realignment/Plaza project also included associated underground works, closure of Broadway Avenue and CP rail crossing, extending Gregg Street to Waghorn from Lawton Avenue, repave Lawton and connect improvements to the intersection of Highway 2A and Gregg. This project is currently in construction and with more traffic being routed into this area, the Town has recognized that improvements to the Highway 2A and Panorama is warranted.

As part of the 2022 Capital Budget, \$175,000 was allocated to this intersection change of scope, planned to be part of this original project construction contract. At the January 25 Regular Council meeting, this item and options for upgrades were presented and ultimately option 2 was chosen to move into construction at the March 22, 2022 Council meeting as per the following motion:

RES 073/22

Councillor Sands moved that Council move forward with option 2 and recommends that Administration to prepare a change order for the anticipated work through the existing Border Paving contract for the Womacks/Gregg Project using the capital funds allocated of \$175,000 and use \$45,000 from the Streets Reserves.

CARRIED

Opposed: Councillors Dennis and Coulter

The detailed design and AT approvals are currently being finalized for pricing of this lane reconfiguration and traffic signal revision. We are anticipating this work to be completed under the current 2022 Border construction schedule but will need confirmation from the contractor once the Change order is completed. Further of note, the Plaza Project has been separated out into its own project with tendering and final design happening in a couple of weeks. With the 2022 construction season started up soon, we wanted to highlight the overall scope of the project, work completed last fall and some key milestones for this construction season below for Council's information.

DISCUSSION:

The updated scope of this project include:

- the realignment of a portion of Gregg Street and connection to Womacks,
- the paving, electrical and deep underground services around the multiplex parking lot, including a major sanitary truck upgrade,

- the Lawton Avenue Overlay and curbing work,
- the pre-grading of the centre feature,
- the revisions to the Highway 2A and Gregg Street intersection lane configurations as per option 2 (dedicated left signal/lane, dedicated thru and dedicated right turn lane for both east and west traffic,
- closure of Highway Avenue connection to intersection and overlay of Gregg Street and
- The closure of the Broadway Avenue roadway and the completion of the pedestrian CP rail crossing.

Work that was completed to date include:

- all land acquisition,
- all building demos,
- all work around the EBC except for some fencing along the northern section of the parking lot,
- 80% of the parking lot asphalt and curbing completed, except for areas contained within the existing Broadway Avenue ROW,
- 80% of the existing shallow utilities and CP Rail work,
- the acreage fence line is completed,
- the asphalt overlay works on Lawton Avenue and improvements to the boulevards and sidewalks on this street,
- Stanley street pavement, curbing, lighting and power,
- all underground work northwest of the Railway,
- all underground work southeast of the Railway except for the stormwater portion under the future Gregg Street connection,

Work outstanding and milestone dates:

The shallow utilities are scheduled to start work shortly to complete the new power and other utilities' work and then work alongside Border as needed throughout the remainder of the project.

CP Rail are scheduled indicated that the new railway crossing (at km 12.03) is expected to begin on May 31 and last for two – 8-day cycles (May 31 and June 14). The new railway crossing is scheduled to be in service on June 28/29. Following the new crossing being in service, the CP crews will begin removing the existing Broadway Avenue railway crossing (at km 11.91) and then move forward to build the pedestrian crossing.

Border will be starting major works after the May long weekend.

- will work towards getting either side of the new Railway Crossing roadway paving and outstanding underground completed for June 26th (except work adjacent and within Highway 2A),
- will close Broadway Avenue southern Rail crossing on Sunday, June 27th and reroute traffic to new crossing,
- will work towards removing Broadway Ave roadway and installing the remainder of parking lot area and parking lot lighting for July 10th, 2022,
- will work towards realigning and updating Gregg St and Womacks intersection for July 10th, 2022

-will work to complete the Highway 2A and Gregg Street intersection by July 25, 2022. Note: this last item's final schedule needs to be confirmed with Border once the change order for the Highway 2A intersection and traffic light reconfiguration is known.

We are also pleased to note that we received one of the CP rail Grants applied for under the Transport Canada program for \$363,266.00. However, we did not realize the second grant application for \$1,037,577.25. However, we will be reapplying for this portion of the grant again this year again for consideration.

This project is on track to be completed by the end of July. We have started reviewing this project's budget funding sheet with this new granting information and additional expenses incurred because of the deficient and added work not completed last fall. Once this review is completed, we will provide a budget status soon to Council. We would be happy to answer any questions or address any concerns that may arise from this report.

ATTACHMENTS

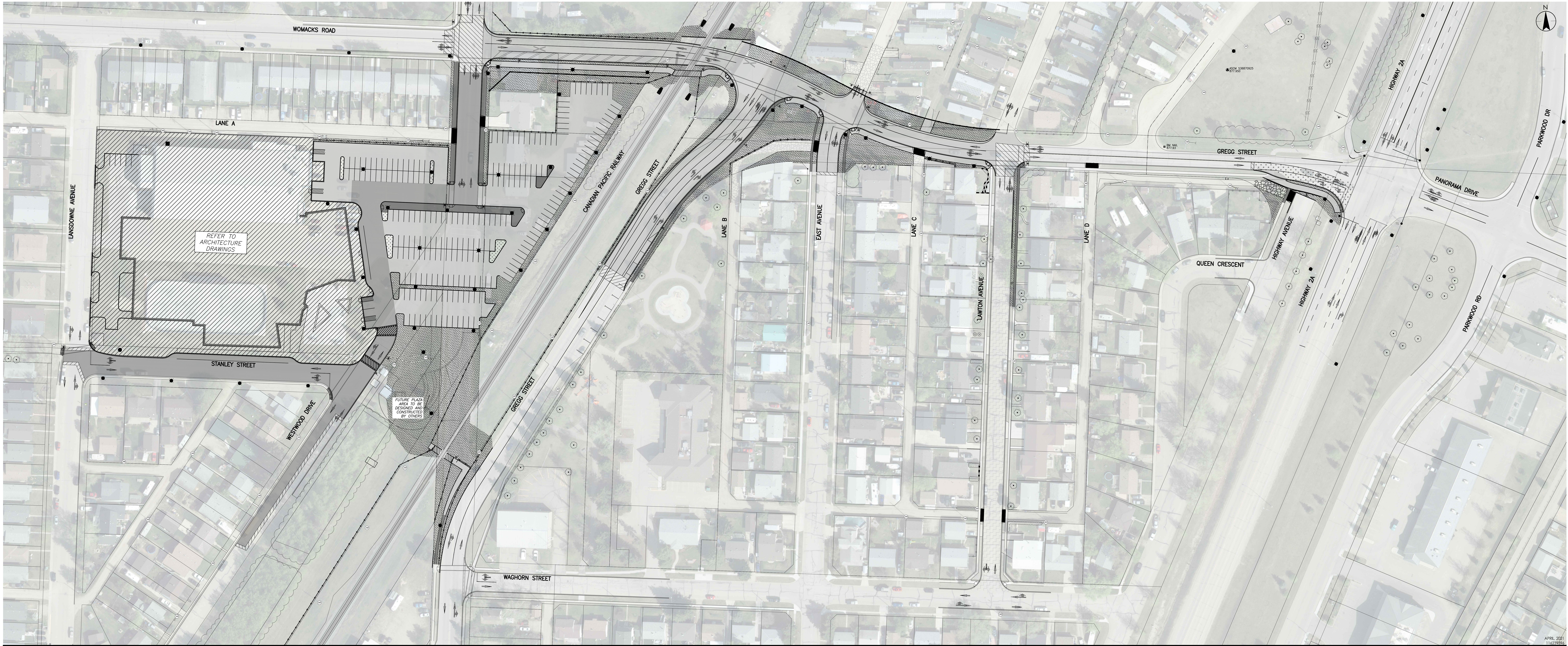
- *2021 Overall Drawing*
- *Border's Construction Schedule*

Approvals:

CAO Myron Thompson



Department Director/Author



1100 - 4900 50th Street
Red Deer AB Canada T4N 1X7

Legend

- | | | | | | |
|--|---------------------------|--|------------------------------|--|---|
| | TOPSOIL & SEED | | ASPHALT LEVEL COURSE | | CONCRETE |
| | MULCH | | PARKING LOT/ TRAIL PAVEMENT | | REMOVE ASPHALT AND GRAVEL TO 100mm DEPTH AND PAVE 100mm |
| | ARCHITECTURE WORK | | ROADWAY PAVEMENT | | |
| | ASPHALT MILLING & OVERLAY | | GRANULAR BASE/SURFACE COURSE | | |

PRELIMINARY
FOR DISCUSSION PURPOSES ONLY

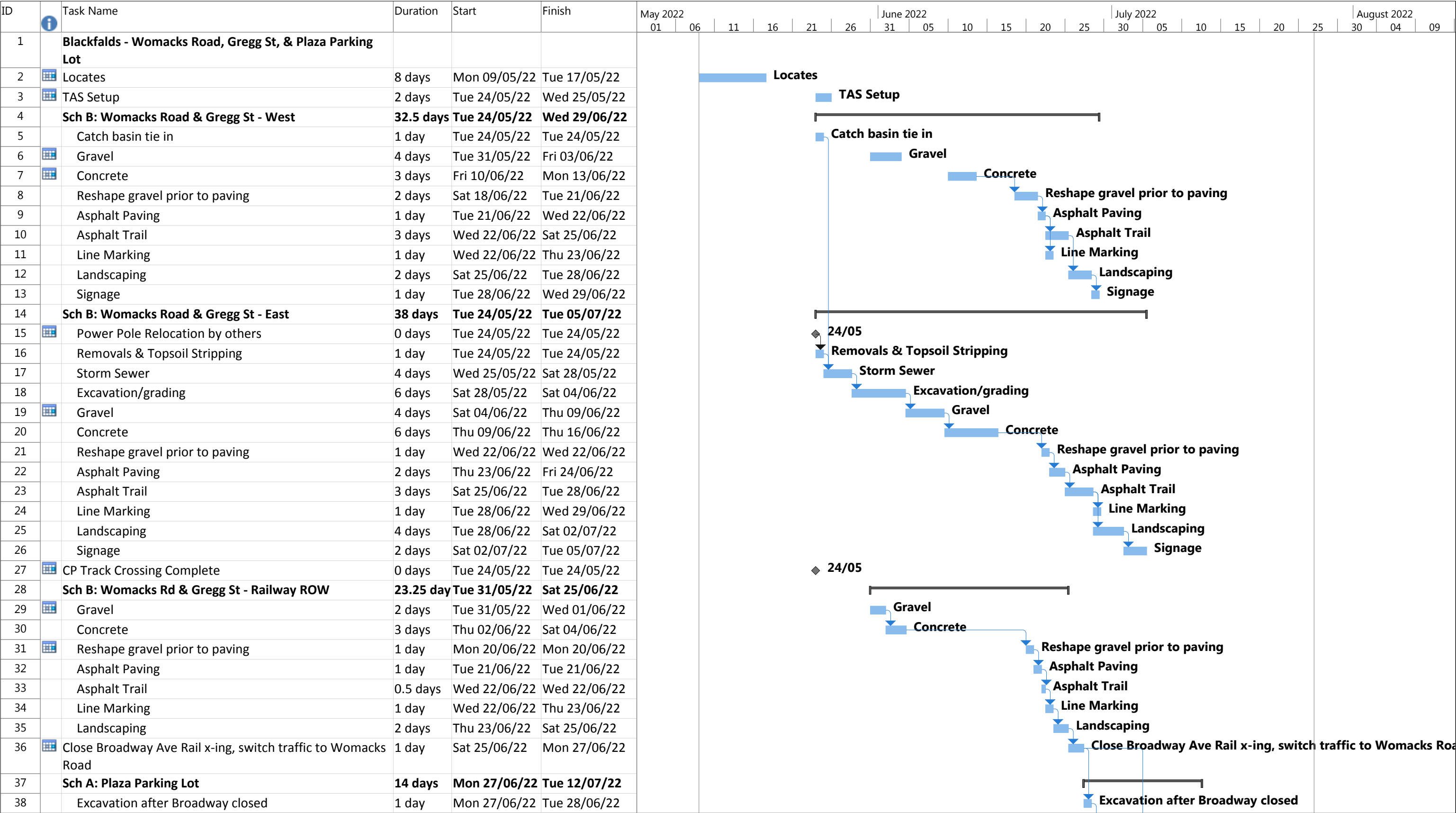



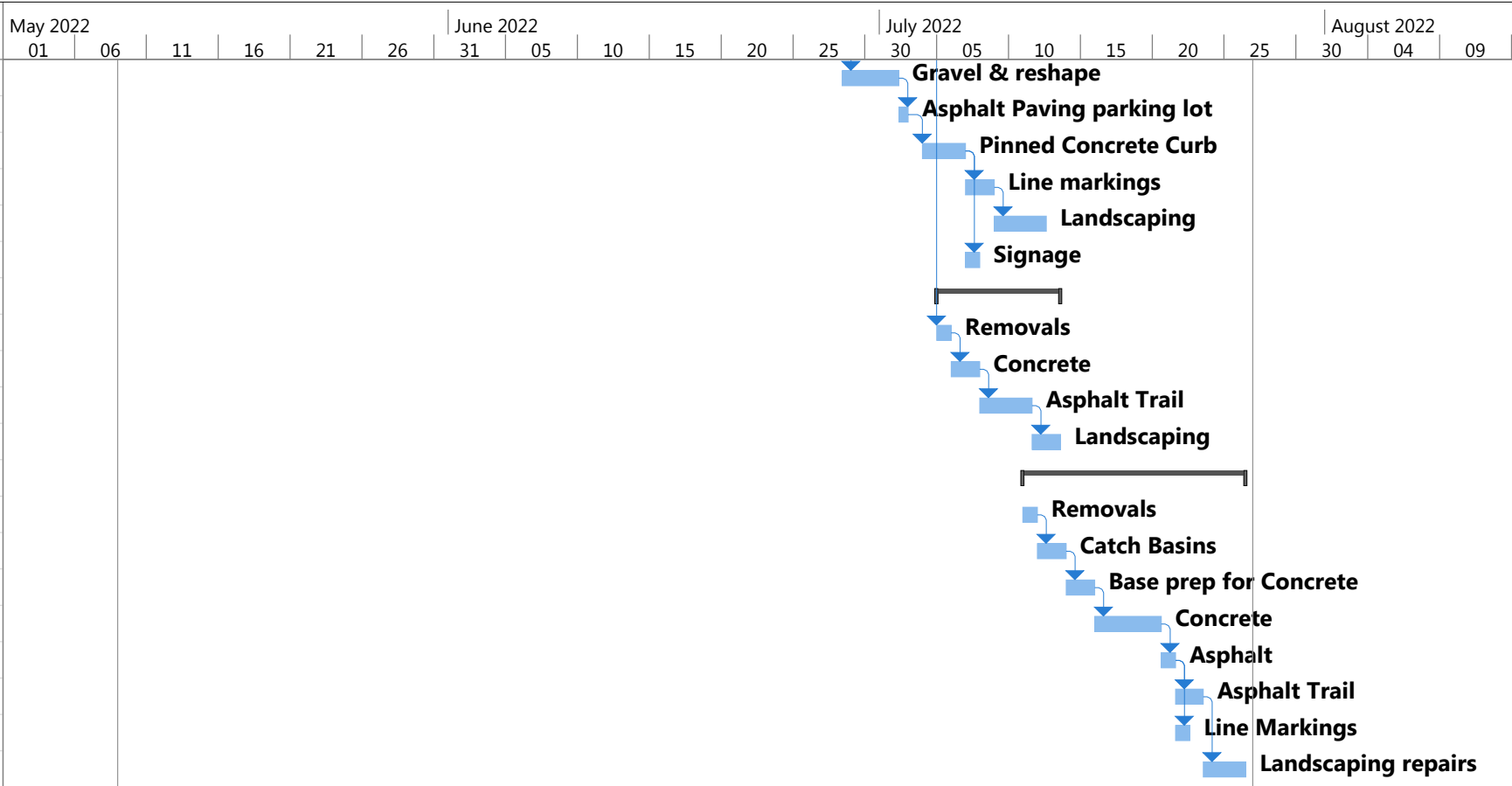


Client/Project
TOWN OF BLACKFALDS
Womacks Road/Gregg Street and Plaza Parking lot

Figure No.
1.0

Title
OVERALL PROJECT PLAN

APRIL 2021
116393936



ID		Task Name	Duration	Start	Finish	May 2022					June 2022					July 2022					August 2022									
						01	06	11	16	21	26	31	05	10	15	20	25	30	05	10	15	20	25	30	04	09				
39		Gravel & reshape	4 days	Tue 28/06/22	Sat 02/07/22																									
40		Asphalt Paving parking lot	1 day	Sat 02/07/22	Sat 02/07/22																									
41		Pinned Concrete Curb	3 days	Mon 04/07/22	Wed 06/07/22																									
42		Line markings	2 days	Thu 07/07/22	Fri 08/07/22																									
43		Landscaping	3 days	Sat 09/07/22	Tue 12/07/22																									
44		Signage	1 day	Thu 07/07/22	Thu 07/07/22																									
45		Sch C: Gregg St & Waghorn St Intersection	8 days	Tue 05/07/22	Wed 13/07/22																									
46		Removals	1 day	Tue 05/07/22	Tue 05/07/22																									
47		Concrete	2 days	Wed 06/07/22	Thu 07/07/22																									
48		Asphalt Trail	3 days	Fri 08/07/22	Mon 11/07/22																									
49		Landscaping	2 days	Mon 11/07/22	Wed 13/07/22																									
50		Sch D: Hwy 2A & Gregg St Intersection	14 days	Mon 11/07/22	Tue 26/07/22																									
51		Removals	1 day	Mon 11/07/22	Mon 11/07/22																									
52		Catch Basins	2 days	Tue 12/07/22	Wed 13/07/22																									
53		Base prep for Concrete	2 days	Thu 14/07/22	Fri 15/07/22																									
54		Concrete	4 days	Sat 16/07/22	Wed 20/07/22																									
55		Asphalt	1 day	Wed 20/07/22	Thu 21/07/22																									
56		Asphalt Trail	2 days	Thu 21/07/22	Sat 23/07/22																									
57		Line Markings	1 day	Thu 21/07/22	Fri 22/07/22																									
58		Landscaping repairs	2 days	Sat 23/07/22	Tue 26/07/22																									

MEETING DATE: May 10, 2022**ORIGINATED BY:** Jolene Tejkl, Planning & Development Manager**SUBJECT:** Development/Building Report for April and Year to Date 2022

BACKGROUND:

Attached is the April 2022 Building Permit Report and Comparison for 2020-2022 year to date. We also have shown the comparison for the year-to-date figures for 2021 on the report attached.

Staff investigated what has been captured in the “other” category and discovered that the permit type needed to be typed exactly the way it is captured in the metadata report, otherwise it would be categorized in the “other” category.

For example, if a garage was entered as a “detached garage” it would fall under “other” as opposed to “garage”. Moving forward, staff will ensure permits are added as they appear in the report spreadsheet to ensure greater accuracy in reporting.

The “other” category for purpose of this reporting now and into the future, will capture the following residential permits:

- Shed
- Garage & deck. On occasion both a garage and deck will be applied for under the same development permit and when that happens, it will be captured as “other”)
- Hot tub
- Ensuite addition to Master Bedroom. This type of development is not appropriate to capture under “addition” because it does not entail a structural alteration as it’s changing the interior of the home
- Shed & deck. Occasionally these two developments will be applied for under the same development permit. When that happens, it will fall under “other”
- Grading permits.

ATTACHMENTS:

- *April 2022 Development/Building Permit Report*
- *2020-2022 Development/Building Comparison Report*

Approvals:

CAO Myron Thompson

Department Director/Author

59-22	4-Apr-22	4618 East Railway Street	C-1	Commercial	Temporary Sea Can
60-22	5-Apr-22	115 Palmer Circle	R-2	Residential	Townhouses
61-22	5-Apr-22	119 Palmer Circle	R-2	Residential	Townhouses
62-22	5-Apr-22	123 Palmer Circle	R-2	Residential	Townhouses
63-22	5-Apr-22	127 Palmer Circle	R-2	Residential	Townhouses
64-22	5-Apr-22	5628 Vista Trail	R-2	Residential	Duplexes
65-22	5-Apr-22	5624 Vista Trail	R-2	Residential	Duplexes
66-22	5-Apr-22	5620 Vista Trail	R-2	Residential	Duplexes
67-22	5-Apr-22	5616 Vista Trail	R-2	Residential	Duplexes
68-22	5-Apr-22	102 Palmer Circle	R-1M	Residential	Basement Reno
69-22	5-Apr-22	41 Valmont Street	R-1M	Residential	SFD
70-22	5-Apr-22	45 Valmont Street	R-1M	Residential	SFD
71-22	6-Apr-22	4762 Aspen Lakes Boulevard 4500 Blackfalds Crossing Way	R-1M	Residential	SFD
72-22	6-Apr-22	Unit 620	C-2	Commercial	Sign
73-22	6-Apr-22	18 Arlen Close	R-2	Residential	Garage
74-22	6-Apr-22	5424 Blackfalds Industrial Way	I-2	Industrial	Change in Use/Occupancy
75-22	7-Apr-22	4618 East Railway Street	C-1	Commercial	Repair Service - Change in Use
76-22	8-Apr-22	4924 Westbooke Road	R-2	Residential	Basement Reno
77-22	11-Apr-22	4507 Broadway Avenue	R-1L	Residential	Basement Reno
78-22	13-Apr-22	38 Arlen Close	R-2	Residential	Deck
79-22	13-Apr-22	151 Pioneer Way	R-1S	Residential	Garage
80-22	13-Apr-22	4753 Aspen Lakes Boulevard	R-1M	Residential	Basement Reno
81-22	14-Apr-22	105 (101) Cottonwood Drive	MR	Public Facility	Modular Classroom Addition
82-22	14-Apr-22	5014 Waghorn Street	PF	Public Facility	Interior/Exterior Renovations
83-22	20-Apr-22	9 Aztec Street	R-1M	Residential	Basement Reno
84-22	20-Apr-22	17 Adina Close	R-1M	Residential	SFD
85-22	20-Apr-22	17 Cambridge Close	R-1M	Residential	Deck
86-22	20-Apr-22	57 Eastpointe Drive	R-1M	Residential	Garage
87-22	21-Apr-22	22 Aztec Street	R-1M	Residential	SFD
88-22	25-Apr-22	21 Valmont Street	R-1M	Residential	Basement Reno
89-22	25-Apr-22	62 Aurora Heights Boulevard	R-1M	Residential	Garage
90-22	25-Apr-22	4849 Aspen Lakes Boulevard	R-1M	Residential	Basement Reno
91-22	26-Apr-22	5302 Vista Trail	C-3	Commercial	Commercial Development
92-22	26-Apr-22	5205 Duncan Avenue	I-2	Industrial	Vehicle Storage
93-22	26-Apr-22	159 Morris Court	R-1S	Residential	Basement Reno
94-22	29-Apr-22	6037 Parkwood Road Unit 205	C-2	Commercial	Change in Use/Occupancy – Interior Tenant Improvements



Town of Blackfalds Development/Building Permit Comparison 2020 to 2022

2021 YTD

	2020		2021		2022		April	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
Residential								
SFD	24	\$ 5,965,780.00	29	\$ 7,854,460.00	13	\$ 3,887,813.00	14	\$ 3,855,460.00
Duplexes	12	\$ 3,053,876.00	0	\$ -	4	\$ 800,000.00	0	\$ -
Manufactured Home	1	\$ 55,000.00	0	\$ -	3	\$ 300,000.00	0	\$ -
4-plex	1	\$ 300,000.00	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	0	\$ -	4	\$ 883,340.00	10	\$ 2,513,600.00	4	\$ 883,340.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	38	\$ 9,374,656	33	\$ 8,737,800	30	\$ 7,501,413	18	\$ 4,738,800
Garage	23	\$ 556,400.00	15	\$ 471,000.00	5	\$ 140,000.00	3	\$ 75,000.00
Deck	8	\$ 32,400.00	4	\$ 18,500.00	2	\$ 4,600.00	2	\$ 10,000.00
Basement Reno	58	\$ 1,067,750.00	50	\$ 1,120,400.00	27	\$ 528,350.00	12	\$ 353,000.00
Addition	0	\$ -	1	\$ 25,000.00	0	\$ -	0	\$ -
Accessory Suite	1	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	30	\$ -	26	\$ -	3	\$ -	19	\$ -
Other	58	\$ 989,561.17	55	\$ 1,986,318.00	9	\$ 109,300.00	11	\$ 98,500.00
Commercial	15	\$ 679,700.00	27	\$ 738,735.00	13	\$ 3,160,400.00	10	\$ 529,400.00
Industrial	5	\$ 459,900.00	3	\$ -	3	\$ 12,093.75	3	\$ -
Institutional	3	\$ 29,260,000.00	1	\$ 3,000.00	0	\$ -	1	\$ 3,000.00
Agricultural	3	\$ 31,000.00	2	\$ 25,000.00	0	\$ -	0	\$ 13,000.00
Public Facility	12	\$ 25,613,528.50	17	\$ 8,791,500.00	2	\$ 605,421.00	4	\$ 8,113,000.00
TOTAL PERMITS	254	\$ 68,064,895.67	234	\$ 21,917,253.00	94	\$ 12,061,577.75	83	\$ 13,933,700.00
General Yearly Notes:		1 - 24,600,000 Multi-Plex expansion		1 - 2,500,000 East Area Linear Wetland Ph. 2				
		1 - 29,000,000 Wolf Creek High School		1 - 5,500,000 Womacks/Gregg St. Alignment Project				

MEETING DATE: May 10, 2022

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

SUBJECT: Blackfalds Protective Services Monthly Report for April 2022.

BACKGROUND:

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

DISCUSSION:

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

FINANCIAL IMPLICATIONS:

None

ATTACHMENTS:

- *Municipal Enforcement: April 2022 Statistics*

Approvals:

CAO Myron Thompson

Department Director/Author

Protective Services**Town of Blackfalds Municipal Enforcement:**

During the month of April calls for service increased which is normal as we enter the spring/summer months. Officers continued to work on proactive initiatives, relating to traffic enforcement and infractions under the Land Use Bylaw as well as the Community Standards. Officers spent approximately 12 hours in school zones ensuring drivers are adhering to the rules of the road in these areas. Officers will often follow certain school buses throughout town watching for any concerns while they are loading and unloading with their red lights flashing. Once again in April, 3 violation tickets were issued for passing school busses while red lights are flashing.

In total 81 municipal files were opened and investigated both complaints driven, and officer observed. Four vehicles were towed because of investigations and three found property files were opened (two bicycles and one utility trailer).

- 16 Animal control files were opened 11 of these relating to dogs mostly being running at large and complaints of barking.
- 19 files under the Land Use bylaw were opened and investigated relating to inoperable vehicles, in various stages of disrepair.
- 8 files under the Community Standards Bylaw were investigated, these varied from noise complaints, unsightly properties, and spitting.
- 12 files were opened under the Traffic Bylaw, these were mainly dealing with parking complaints.
- 4 vehicles during the month were towed because of investigations.
- Officers assisted the RCMP and Fire Department on 3 separate files throughout the month.

April saw public works begin sweeping the roads throughout the town, Municipal enforcement worked together with them to ensure as many vehicles as possible were moved prior to the sweeper arriving. During this time tickets were **not** issued, and vehicles were **not** towed, owners were simply contacted and asked to move their vehicles.

Our Animal Control Contractor had a busy month, with the weather being warmer, we are seeing an increase in the number of animals being left outside, animals being walked off leash throughout town and the number of loose animals being reported.

One municipal enforcement officer attended a training course on the handling and capture of stray animals, which will greatly assist officers in the successful apprehension and return of animals running at large.

Mayor Hoover, Policing Committee chair and Manager Morrison attended the Alberta Association of Police Governance Conference in St. Albert. This was a great opportunity to meet other Municipality Committee members and provided some insight into how we can work on improving the work the Policing Committee does in our community.

Officers continued to prepare for the Bike Rodeo which is being held on June 1st at the Eagle Builders Center. In May officers will be assisting Victim Services in a walk-a-thon (involving school students) being held on May 18th starting at the Eagle Builders Center and ending there.

Violation tickets issued.

In total 117 violation tickets were issued during the month of April. Total violation fines issued during the month was \$29,579.

23 tickets were issued under the Use of Highway and Rules of the Road Regulations, 84 violations were issued under the Traffic Safety Act, 3 under the Vehicle Equipment Regulation, 1 under the Community Standards Bylaw, 2 under the Traffic safety bylaw, 1 under the Tobacco and Smoking and reduction act as well as 3 under the Animal Control bylaw.

Speed Signs:

Data was not available for this month due to a system error; data will be updated in May report.

- *Municipal Enforcement Month End Report attached.*

Blackfalds Fire Rescue

During the month of April, our three recruits continued their NFPA 1001 Level 1 training with the City of Lacombe recruits and are now preparing for their practical and written exams. Chief Cote and Deputy Chief Elder will be assisting as proctors and evaluators for the exams.

There is one further training evening on wildland fires, prior to moving to live training utilizing propane fire props.

The department utilized their training during the month responding to a grass fire started by a passing train in the Greystone subdivision.

The Fire Pumper truck has been finalized and Fort Garry has placed the order for the truck in their queue.

The department is actively looking for recruits, as the economy has had a negative effect on the number of volunteers we have.

April call volume was steady with the department responding to twenty-two incidents.

A summary of the types of incidents for April is included.

Call #	Date	Incident Type	Dispatch Event #	Location	RCMP #	MAFP 1244
0050	2	INVESTIGATION SMOKE	202204022342	Red Deer County	N/A	EMS
0051	5	Medical	202204052030	Corp Limits	YES	N/A
0052	6	Mutual Aid	202204060719	Mutual Aid Lacombe County	YES	N/A
0053	6	HAZ-70 PUBLIC HAZARD	202204060814	Corp Limits	YES	N/A
0054	6	ALARM	202204061146	Corp Limits	YES	EMS
0055	6	ALARM	202204061535	Corp Limits	YES	EMS
0056	6	MOTOR VEHICLE INCIDENT	202204061551	Corp Limits	N/A	EMS
0057	7	MOTOR VEHICLE INCIDENT	202204070958	Lacombe County	N/A	EMS
0058	8	FIRE GRASS/BRUSH	202204080730	Corp Limits	N/A	N/A
0059	8	ALARM	202204081025	Corp Limits	N/A	N/A
0060	10	FIRE GRASS/BRUSH	202204101954	Mutual Aid Lacombe County	N/A	N/A
0061	12	ALARM	202204121009	Corp Limits	N/A	N/A
0062	14	Medical	202204142240	Corp Limits	YES	EMS
0063	15	Motor Vehicle Incident	202204150854	Lacombe County	N/A	N/A
0064	18	Fire Grass Brush	202204181415	Lacombe County	YES	EMS
0065	22	Medical	202204221807	Corp Limits	YES	EMS
0066	24	Investigation Fire	202204241556	Corp Limits	YES	EMS
0067	25	ALARM	202204251739	Corp Limits	N/A	N/A
0068	25	ALARM	202204251804	Corp Limits	N/A	N/A
0069	25	ALARM	202204251823	Corp Limits	N/A	N/A
0070	28	ALARM	202204281017	Corp Limits	N/A	N/A
0071	28	ALARM	202204281930	Corp Limits	N/A	N/A
					N/A	N/A

Occupational Health & Safety

Public Works and Parks and facility staff hearing tests were completed to monitor any hearing loss.

The Near Miss program continues to be monitored regularly. Summer student orientation power point package is being updated to be delivered on May 2nd when the summer students start.

RCMP

The RCMP will be providing a quarterly update to council in person.

RCMP Provincial Traffic Services

The RCMP Traffic Unit during the month of April assisted the Blackfalds Detachment on several files, one relating to a mental health complaint, and other relating to motor vehicle collisions.

Emergency Management

Manager Morrison met with LCMAO on April 1st, preparing for training initiatives in the fall.

LREMP advisory committee met on April 13th, with an update provided from the agency.

On April 20th a Tabletop exercise was conducted in Blackfalds with 17 staff participants, which completes the requirement for the town to conduct a tabletop exercise yearly.

LREMP continues to work towards a full-scale exercise planned for **October 26th, 2022**, this year, which will involve all communities within the LREMP partnership. The exercise will be designed to test the ESS plan which was recently updated.

Three staff have been registered for an ICS 300 course being held in May and June.

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Ken Morrison

Emergency Management & Protective Services Manager

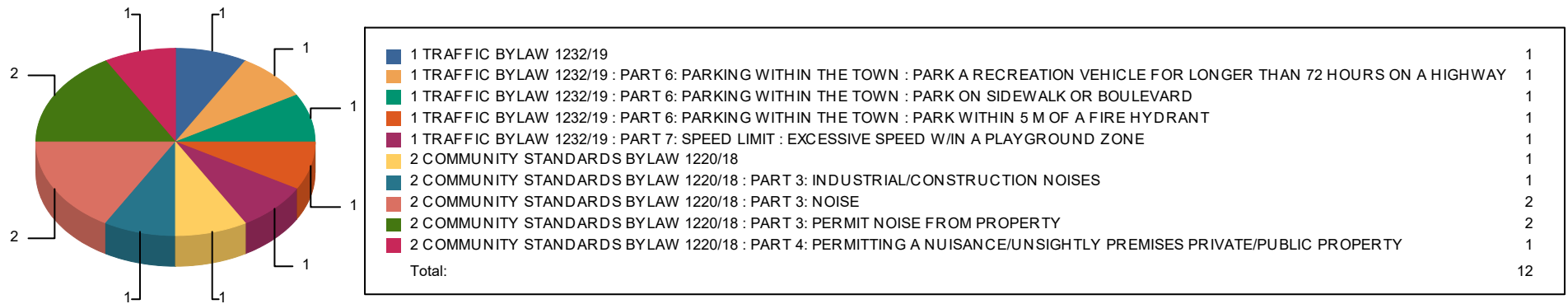
Town of Blackfalds.

Town of Blackfalds

MONTH END Statistics from Occurred Date: 4/1/2022 12:00:00AM to 4/30/2022 11:59:59PM

Municipal Reports/Files

Count of Incident Types



1 TRAFFIC BYLAW 1232/19: 1 1%

Municipal Reports/Files

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

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON SIDEWALK OR BOULEVARD: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 5 M OF A FIRE HYDRANT: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 7: SPEED LIMIT : EXCESSIVE SPEED W/IN A PLAYGROUND ZONE: 1 1%

2 COMMUNITY STANDARDS BYLAW 1220/18: 1 1%

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

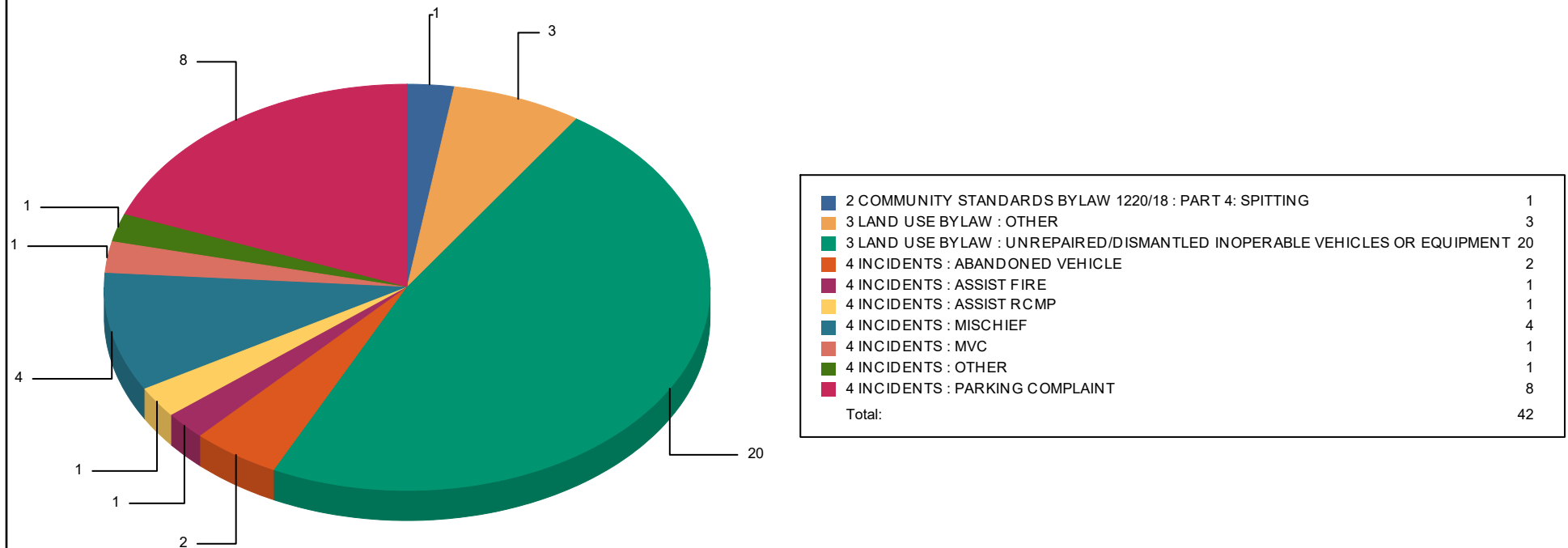
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE: 2 2%

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

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY:
1 1%

Municipal Reports/Files

Count of Incident Types



2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: SPITTING: 1 1%

3 LAND USE BYLAW : OTHER: 3 3%

3 LAND USE BYLAW : UNREPAIRED/DISMANTLED INOPERABLE VEHICLES OR EQUIPMENT: 20 23%

4 INCIDENTS : ABANDONED VEHICLE: 2 2%

Municipal Reports/Files

4 INCIDENTS : ASSIST FIRE: 1 1%

4 INCIDENTS : ASSIST RCMP: 1 1%

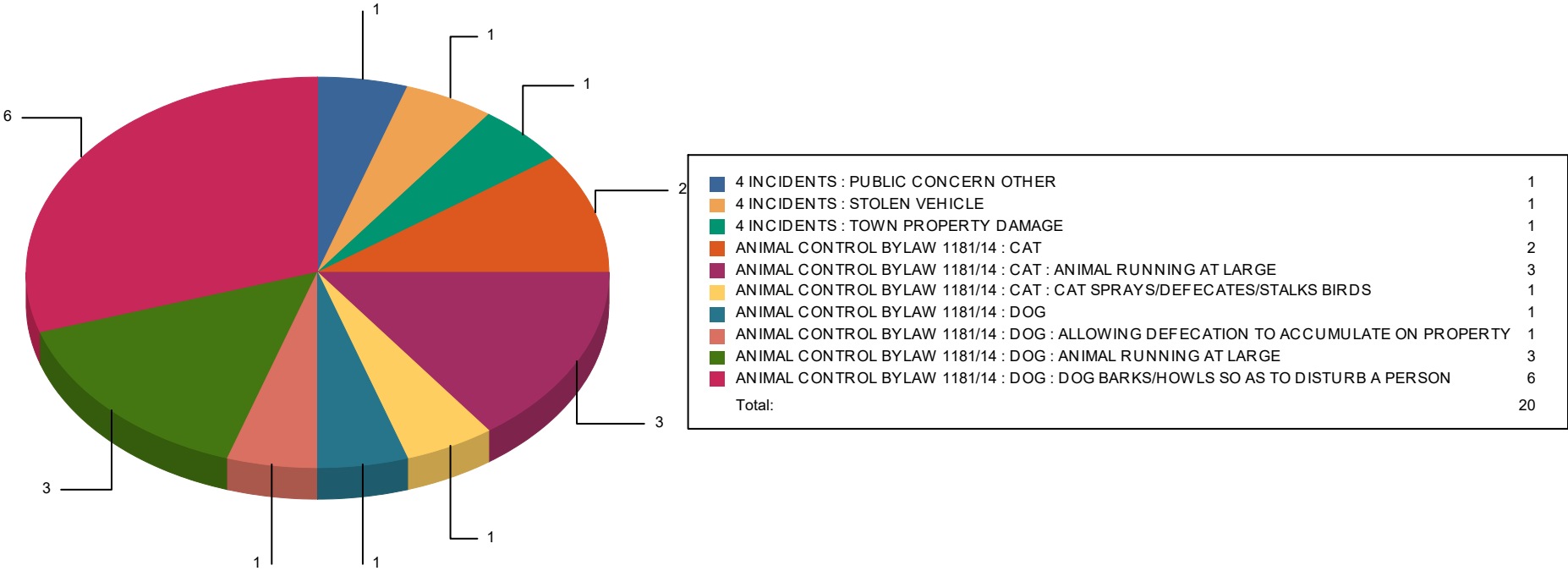
4 INCIDENTS : MISCHIEF: 4 5%

4 INCIDENTS : MVC: 1 1%

4 INCIDENTS : OTHER: 1 1%

4 INCIDENTS : PARKING COMPLAINT: 8 9%

Count of Incident Types



4 INCIDENTS : PUBLIC CONCERN OTHER: 1 1%

4 INCIDENTS : STOLEN VEHICLE: 1 1%

4 INCIDENTS : TOWN PROPERTY DAMAGE: 1 1%

ANIMAL CONTROL BYLAW 1181/14 : CAT: 2 2%

Municipal Reports/Files

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

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

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

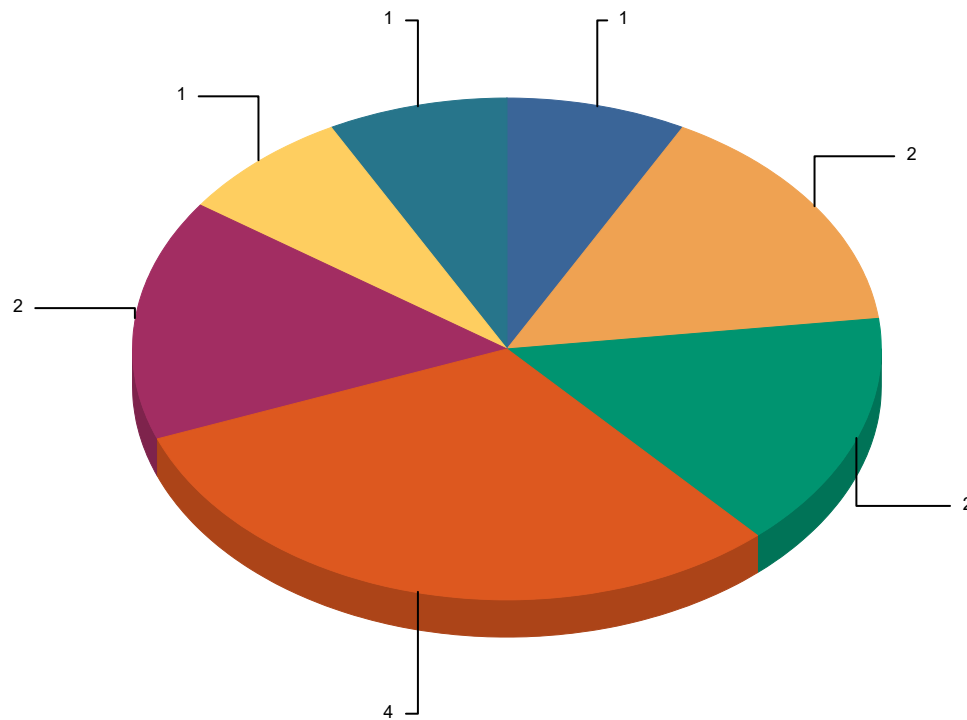
ANIMAL CONTROL BYLAW 1181/14 : DOG : ALLOWING DEFECATION TO ACCUMULATE ON PROPERTY: 1 1%

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

ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON: 6 7%

Municipal Reports/Files

Count of Incident Types



ANIMAL CONTROL BYLAW 1181/14 : DOG : FAIL TO LICENSE ANIMAL	1
ASSIST : ABBEY CENTRE	2
ASSIST : FIRE DEPARTMENT	2
ASSIST : OTHER	4
ASSIST : RCMP	2
OFF HIGHWAY VEHICLE COMPLAINT	1
WATER AND SEWER BYLAW	1
Total:	13

ANIMAL CONTROL BYLAW 1181/14 : DOG : FAIL TO LICENSE ANIMAL: 1 1%

ASSIST : ABBEY CENTRE: 2 2%

ASSIST : FIRE DEPARTMENT: 2 2%

ASSIST : OTHER: 4 5%

Municipal Reports/Files

ASSIST : RCMP: 2 2%

OFF HIGHWAY VEHICLE COMPLAINT: 1 1%

WATER AND SEWER BYLAW: 1 1%

Grand Total: 100.00% Total # of Incident Types Reported: 87

MEETING DATE: May 10, 2022

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

SUBJECT: BOLT KPI Report Information – April 2022

BACKGROUND:

In 2012, a Regional Transit Partnership was formed between the City of Red Deer (CRD), the Town of Blackfalds and the City of Lacombe to provide traditional public transit service between Red Deer, Blackfalds and Lacombe as well as local bus service within Blackfalds and Lacombe. Unfortunately, a notice of motion passed at the City of Lacombe Council meeting on September 23, 2020 ultimately ending the BOLT regional partnership ceasing operational service on August 28, 2020.

Fortunately, the Town of Blackfalds was able to quickly move forward with procurement of a service contractor, purchase of a wheelchair accessible van and finalized an on-demand transit service model for our Town. This new BOLT 2.0 allows for five-day service from 6:00 am to 8:00 pm with many more boarding options for our residents and visitors within town and one stop at the Kingston Hub at the north end of Red Deer.

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

www.blackfalds.ca/BOLT

DISCUSSION:

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

At the Standing committee in May 2022, we will be bringing forward options to continue or dissolve the BOLT pilot program for Council's consideration.

ADMINISTRATIVE RECOMMENDATION:

1. That Council accepts this report as information.

ALTERNATIVES:

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

FINANCIAL IMPLICATIONS:

None

ATTACHMENTS:

- *April 2022 monthly report and yearly trending report*

Approvals:

CAO Myron Thompson



Department Director/Author

Program

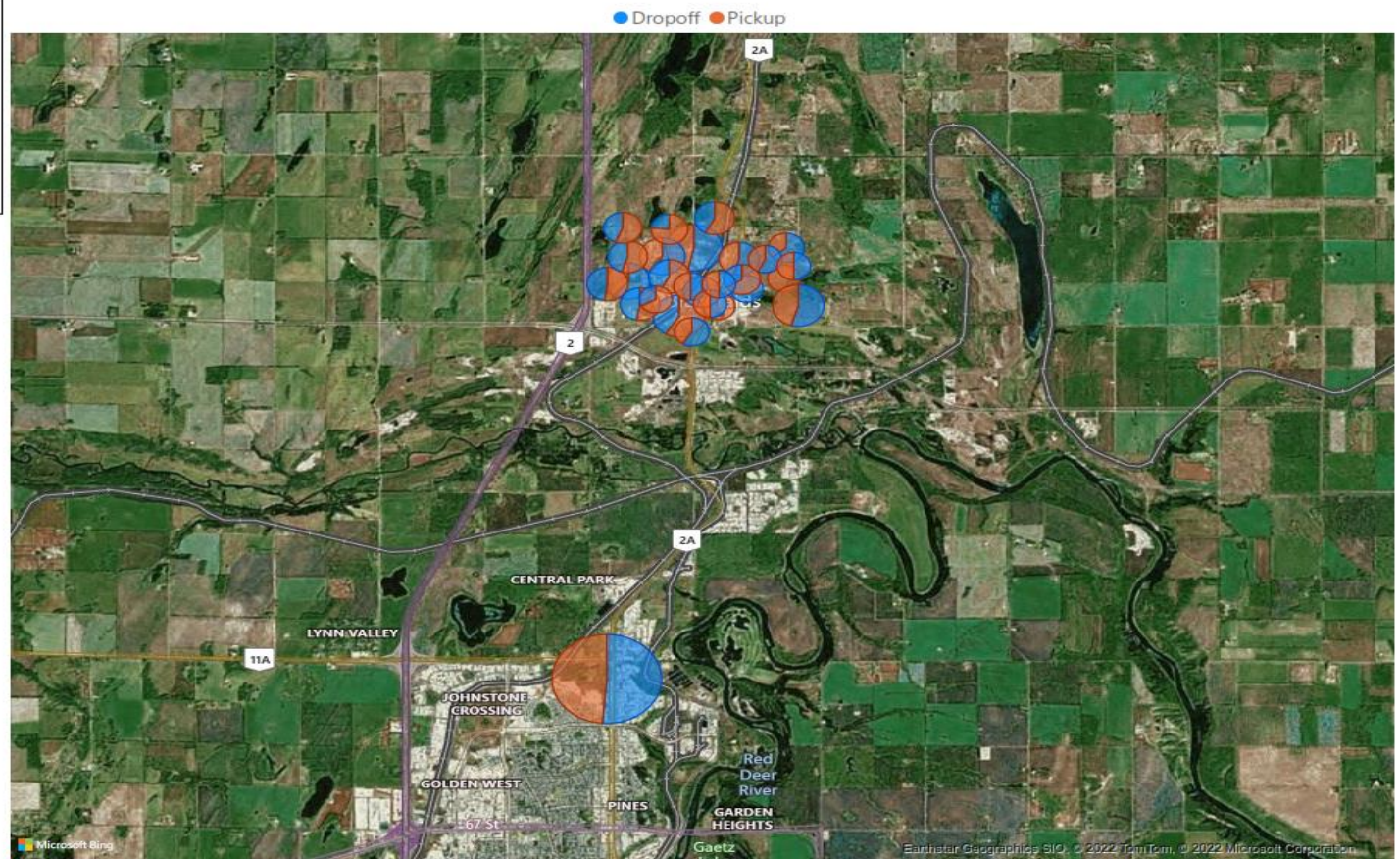
☒ Blackfalds

ServiceDay

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

Date

01/02/2022 01/04/2022



Monthly KPI Metric Summaries Report

	Blackfalds																
Month	# Riders	# New Riders	# Repeat Riders	Avg. Rides Per Rider	# Passengers Completed	# Rides Completed	Shared Rides (%)	Avg. Shared Fare Occupancy	Avg. Daily User Conversion Rate (%)	Avg. Ride Rating	% Rides With 1-2 Star Ratings and Comments	# Abandoned Rides	Pickup Violations (%)	Dropoff Violations (%)	# Unique Users That Experienced Failed Search	Passengers Per Vehicle Hour (PVH)	
Apr 2022	40	6	34	9.0	442	361	39%	2.3	84%	4.7	0%	0	3%	1%	6	1.6	
Mar 2022	34	5	29	15.5	591	527	56%	2.4	92%	4.8	0%	1	6%	2%	16	1.8	
Feb 2022	31	4	27	12.6	419	390	50%	2.6	86%	4.9	0%	0	1%	1%	8	1.6	
Jan 2022	31	9	22	11.1	363	344	40%	2.3	83%	4.9	0%	0	2%	1%	3	1.2	
Dec 2021	29	3	26	9.9	326	286	36%	2.3	74%	4.9	0%	0	2%	2%	4	1.0	
Nov 2021	31	5	26	13.3	450	412	46%	2.5	84%	4.8	0%	0	1%	0%	3	1.5	
Oct 2021	32	8	24	9.4	344	301	45%	2.5	82%	4.9	0%	2	1%	0%	2	1.2	
Sep 2021	27	7	20	9.1	280	247	45%	2.4	74%	4.9	0%	0	1%	1%	2	1.0	
Aug 2021	28	8	20	5.0	164	141	27%	2.1	71%	4.8	1%	0	2%	0%	1	0.6	
Jul 2021	22	8	14	6.9	173	151	24%	2.1	67%	4.9	0%	0	0%	0%	0	0.6	
Jun 2021	23	5	18	10.6	256	243	40%	2.2	78%	4.9	0%	0	1%	1%	1	0.8	
May 2021	23	6	17	8.0	195	183	26%	2.2	84%	4.9	0%	0	1%	0%	1	0.7	
Apr 2021	23	5	18	9.2	228	212	37%	2.2	83%	4.9	0%	0	1%	0%	3	0.8	
Mar 2021	22	6	16	12.4	299	273	45%	2.1	82%	5.0	0%	0	2%	0%	1	1.0	
Feb 2021	17	6	11	9.6	172	163	21%	2.1	83%	5.0	1%	0	1%	0%	0	0.7	
Jan 2021	26	8	18	8.3	234	217	33%	2.2	86%	5.0	0%	2	0%	1%	0	0.9	
Dec 2020	21	4	17	8.4	203	177	26%	2	82%	5.0	0%	0	1%	1%	0	0.7	
Nov 2020	30	11	19	9.2	299	276	40%	2.2	87%	5.0	0%	2	3%	1%	2	1.1	
Oct 2020	27	12	15	9.2	266	249	43%	2.2	78%	5.0	0%	3	6%	4%	1	0.9	
Sep 2020	36	33	3	5.9	228	212	44%	2.2	69%	4.9	0%	5	3%	4%	7	0.8	
Aug 2020	3	3	0	1.3	4	4	0%	-	43%	4.7	0%	0	0%	0%	0	0.1	

Program

☒ Blackfalds

ServiceDay

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

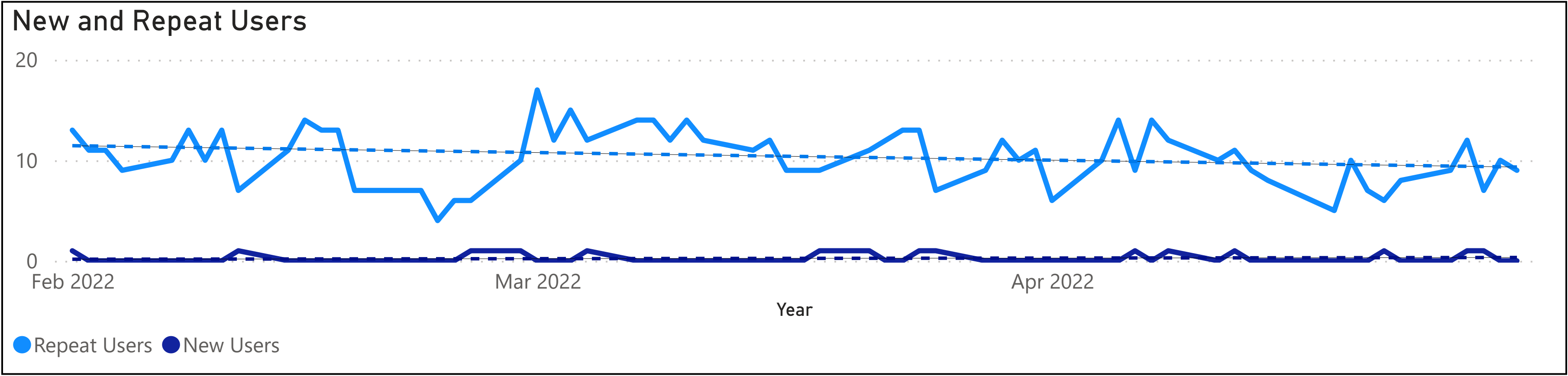
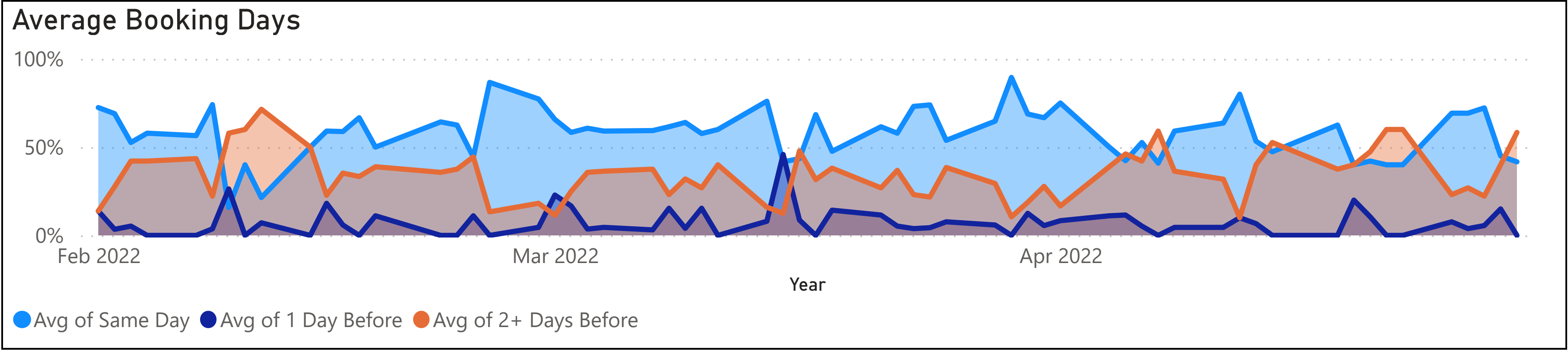
Date

01/02/2022

30/04/2022

10.55

Avg Actual Trip Duration (min)



Year	2022				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	58.8%	7.8%	33.4%	15	644
Total	58.8%	7.8%	33.4%	15	644

Program

☒ Blackfalds

ServiceDay

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

Date

01/02/2022

30/04/2022



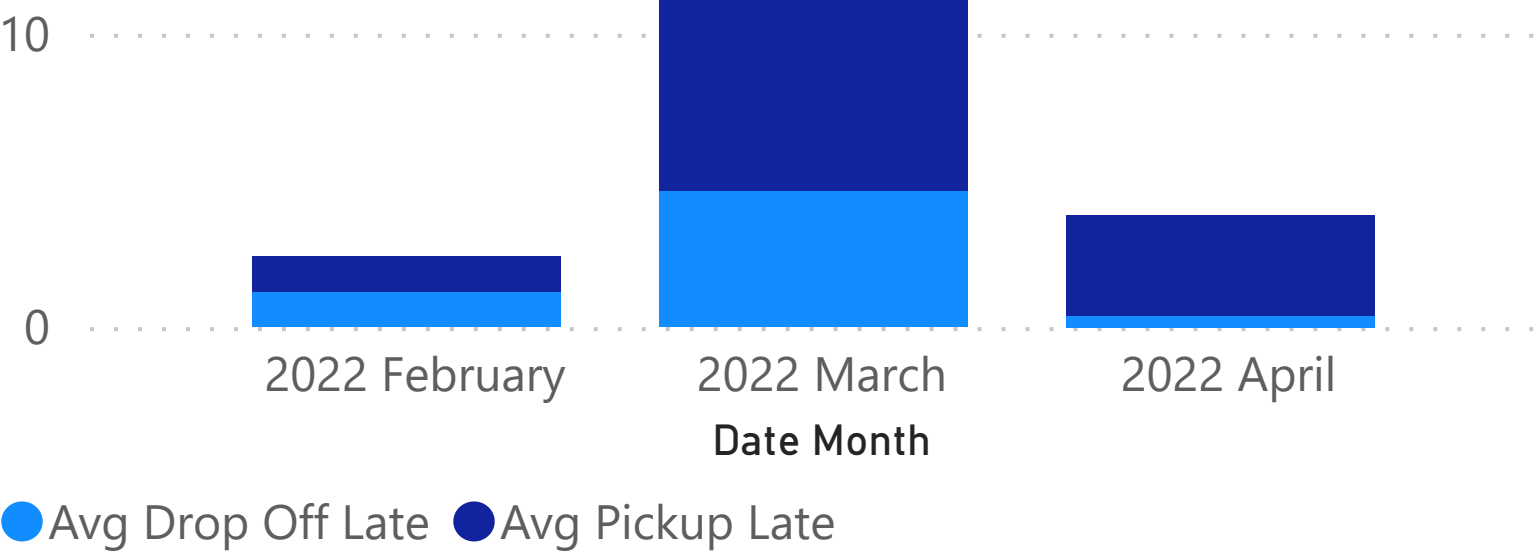
1278

Completed Rides

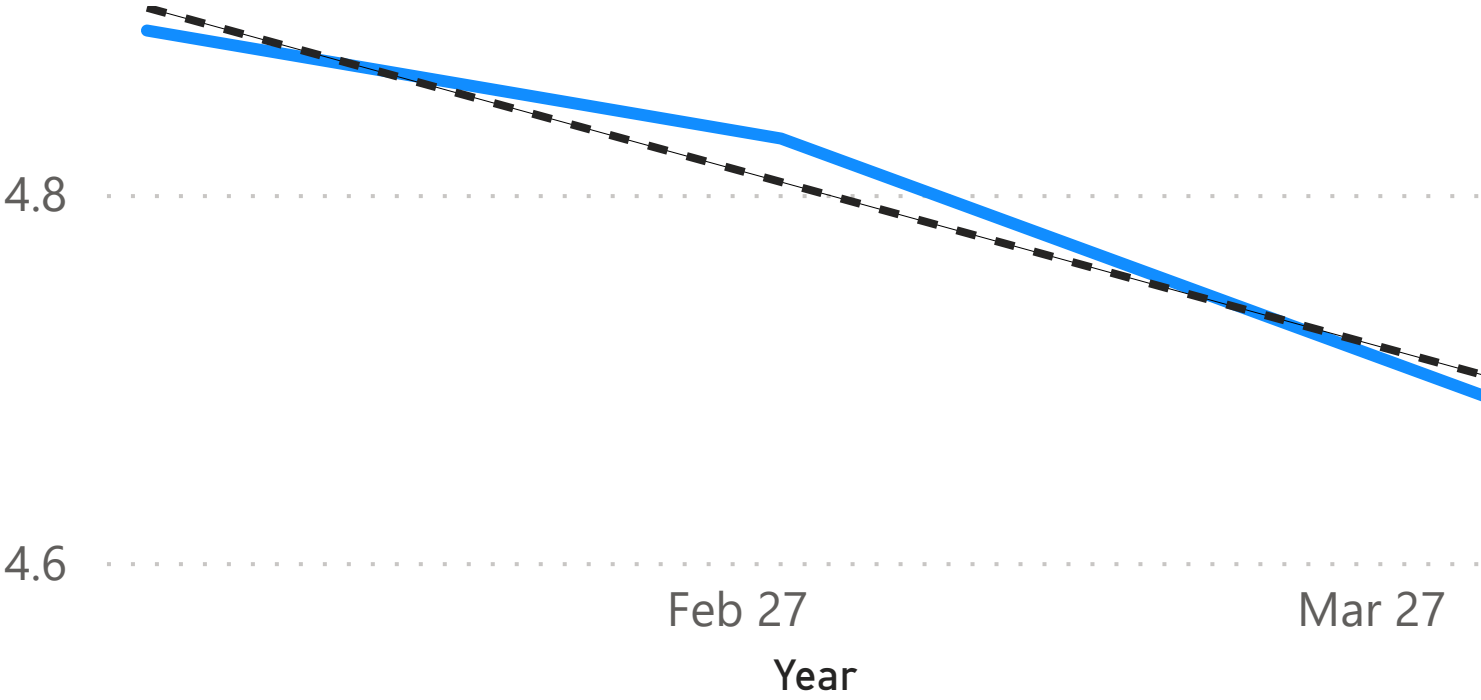
4.81

Avg Ride Rating

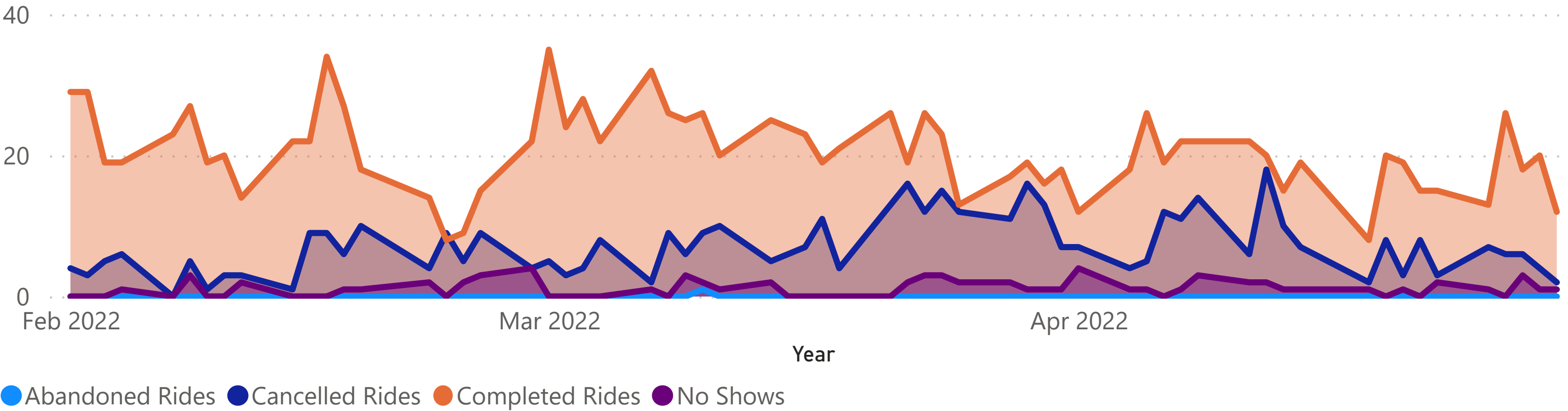
Avg Late Pickup and Drop Off



Avg Ride Rating



Ride Status Types



Year	2022						
Month	February						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Show
Blackfalds	1.21	1.21	4.89	0	96	390	1
Total	1.21	1.21	4.89	0	96	390	1

Program

☒ Blackfalds

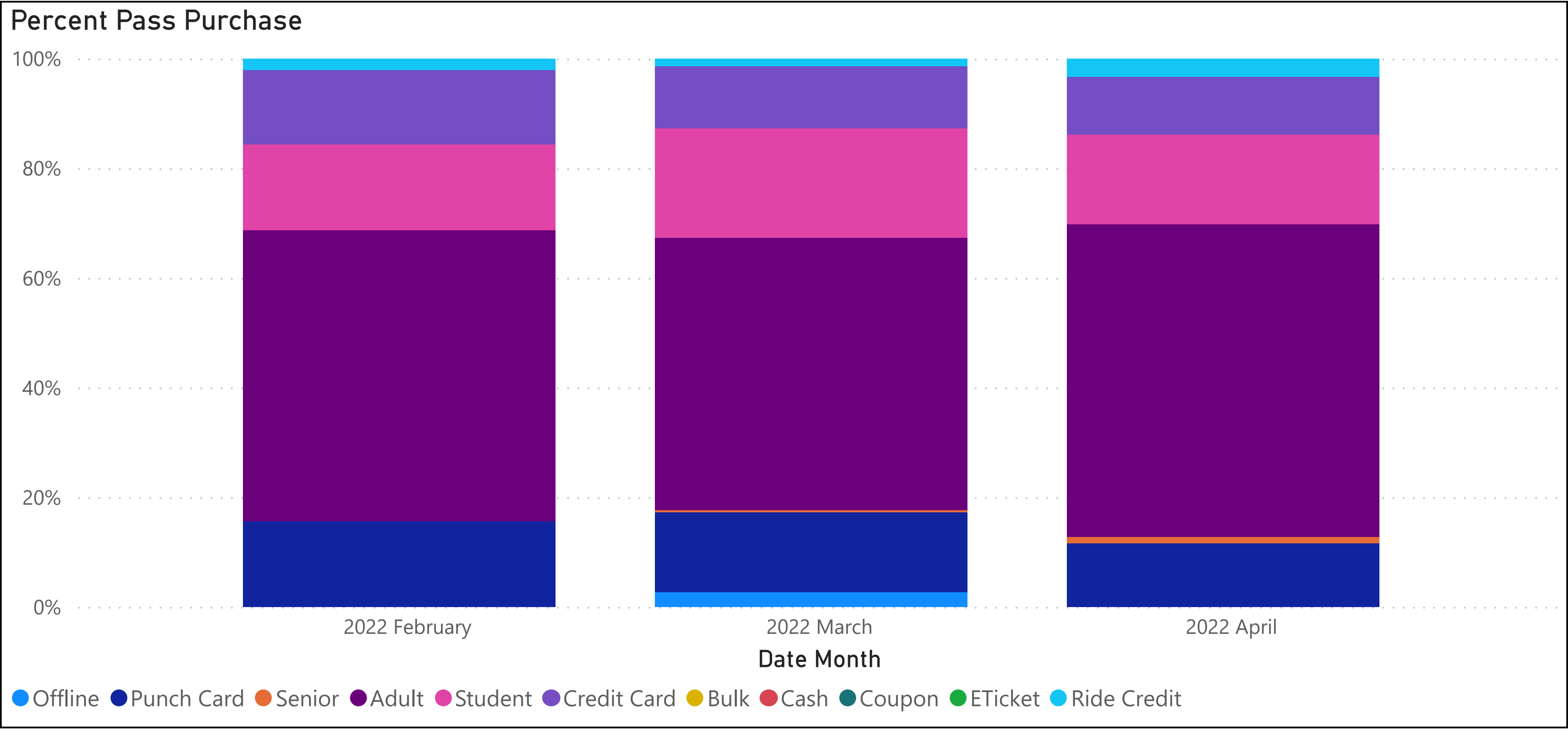
ServiceDay

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☐ Mon
☐ Tue
☐ Wed
☐ Thu
☐ Fri
☐ Sat

Date

01/02/2022

30/04/2022



Year	2022														
Month	February												March		
Program	Avg Offline	Avg Punch Card	Avg Senior	Avg Adult	Avg Student	Avg Credit Card	Avg Bulk Ticket	Avg Cash	Avg Coupon	Avg ETicket	Avg Ride Credit	Avg Ticket	Avg Offline	Avg Punch C	
Blackfalds	0%	16%	0%	53%	16%	14%	0%	0%	0%	0%		2%	0%	3%	1
Total	0%	16%	0%	53%	16%	14%	0%	0%	0%	0%		2%	0%	3%	1

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Program

☒ Blackfalds

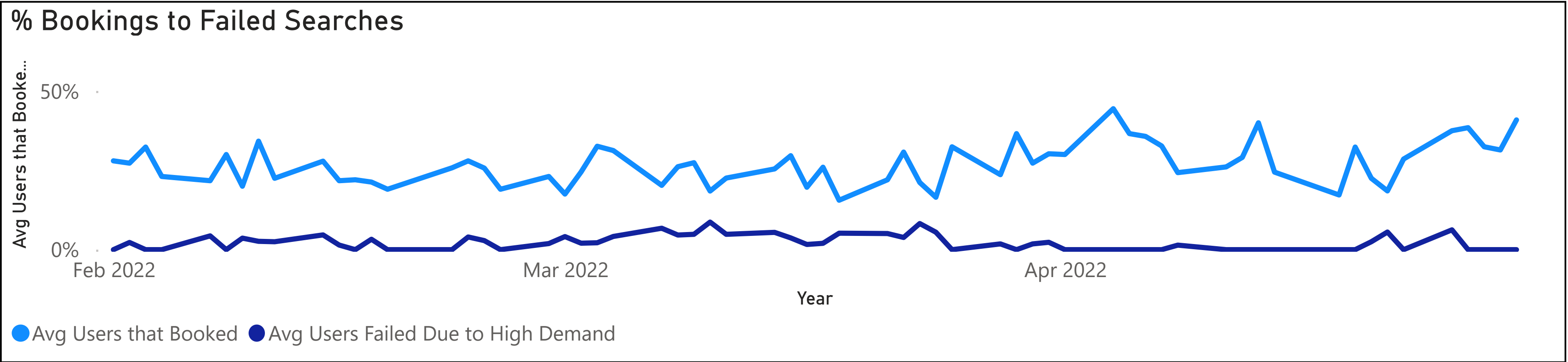
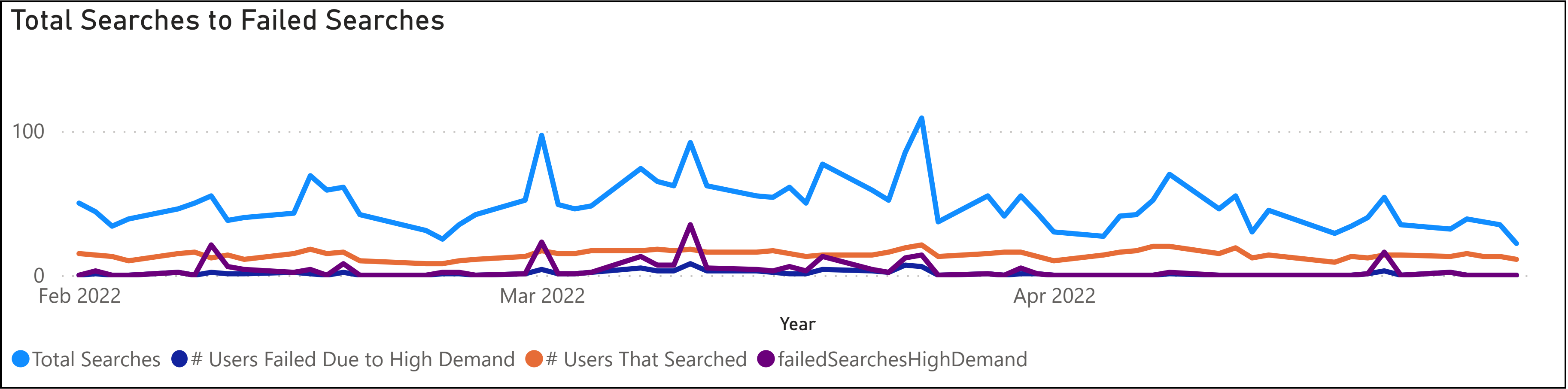
ServiceDay

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☐ Sat

Date

01/02/2022

30/04/2022



Year	2022				
Month	February				
Program	Total Searches	# Users Failed Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demanc
Blackfalds	855	15	244	24%	2%
Total	855	15	244	24%	2%

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Program

☒ Blackfalds

ServiceDay

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

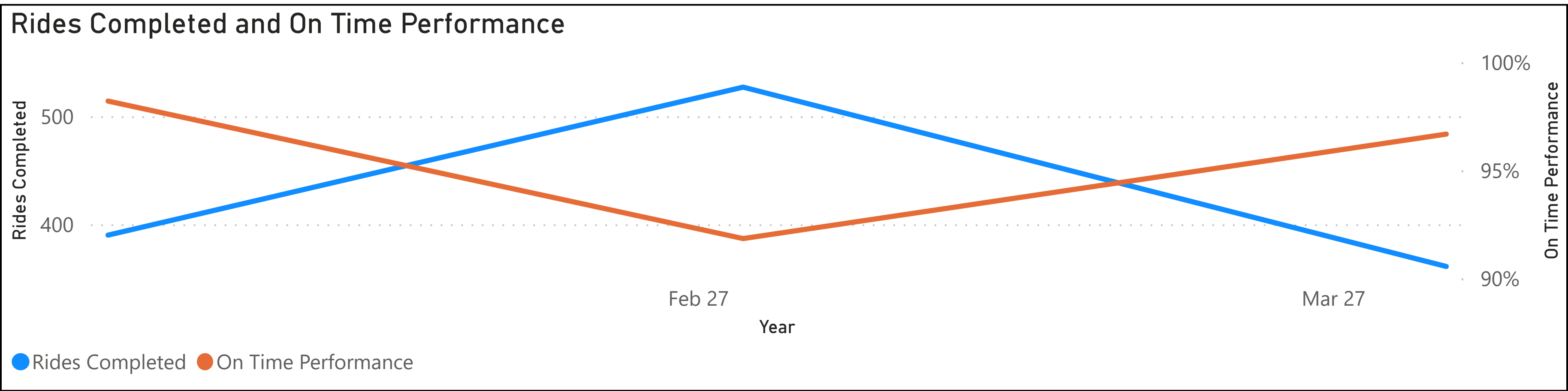
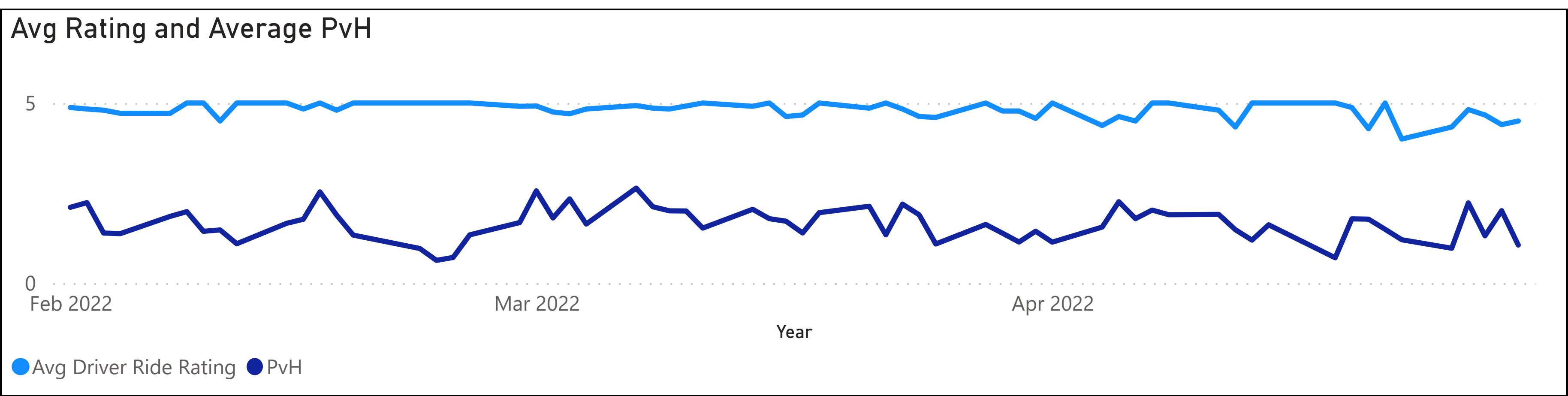
Date

01/02/2022

30/04/2022

95.15%

On Time Performance



Year	2022							
Month	February				March			
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	Rides Completed	Avg Driver Ride Rating	PvH	On Time Perform
Blackfalds	390	4.89	1.55	98.21%	527	4.83	1.82	91
Total	390	4.89	1.55	98.21%	527	4.83	1.82	91

Program

☒ Blackfalds

ServiceDay

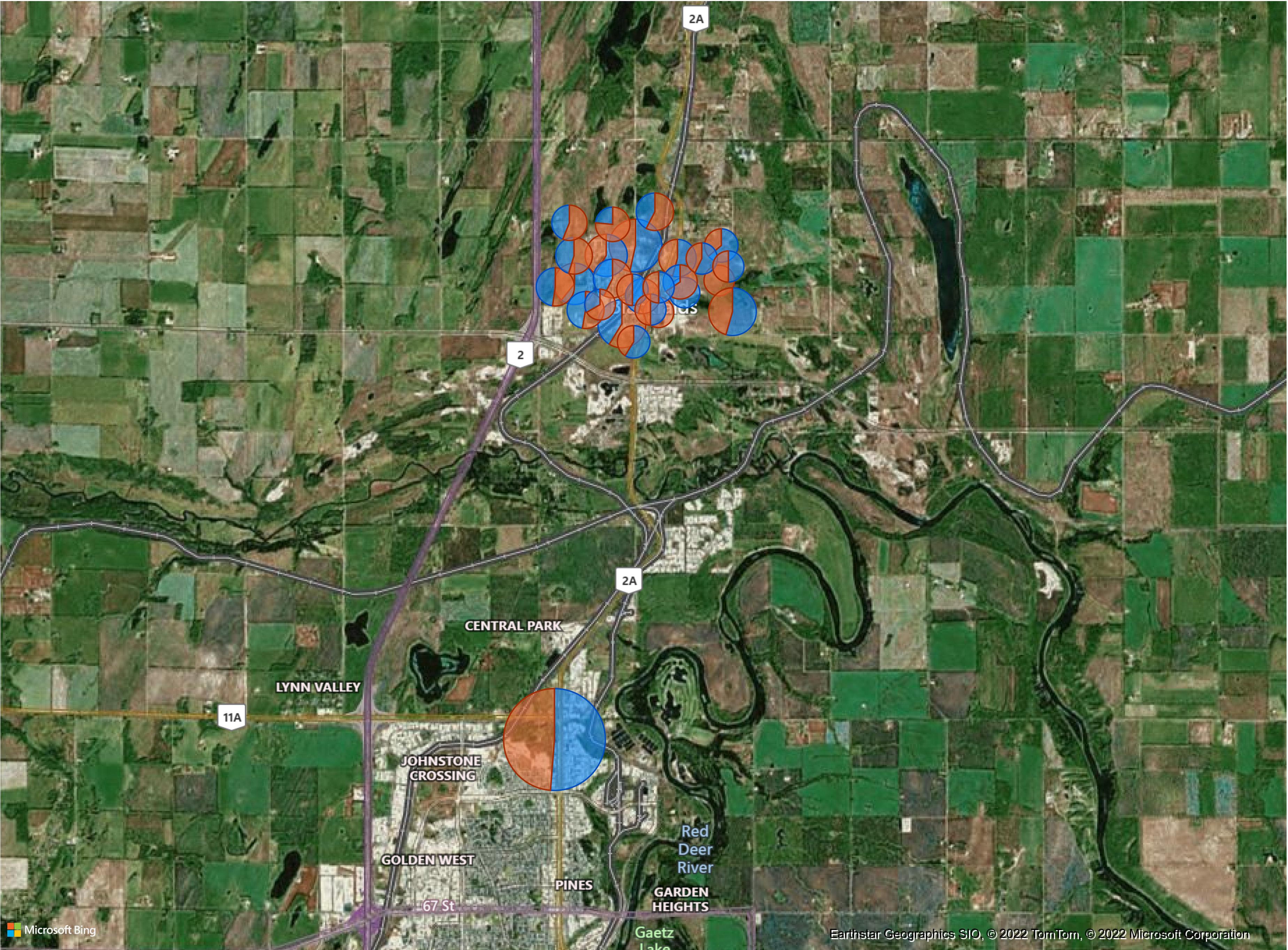
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- ☐ Fri
- ☐ Sat

Date

01/02/2022 01/04/2022



● Dropoff ● Pickup



Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

☐ Fri

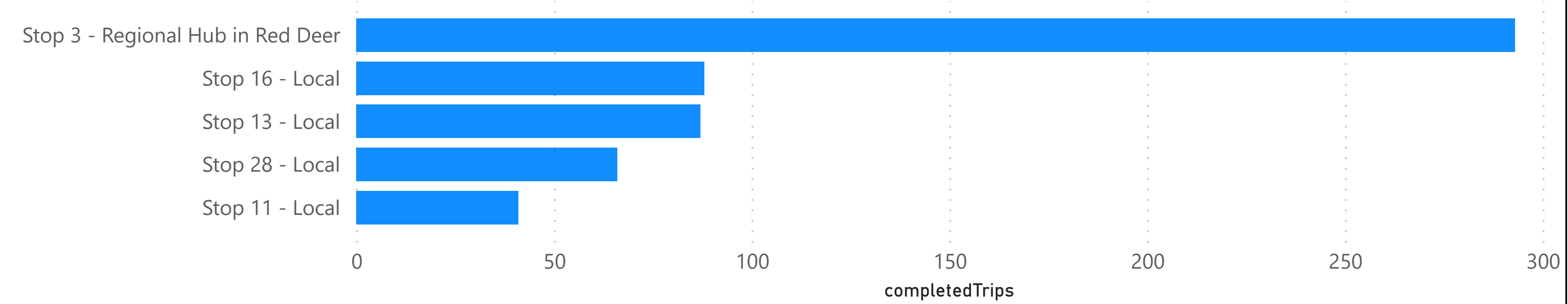
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Date

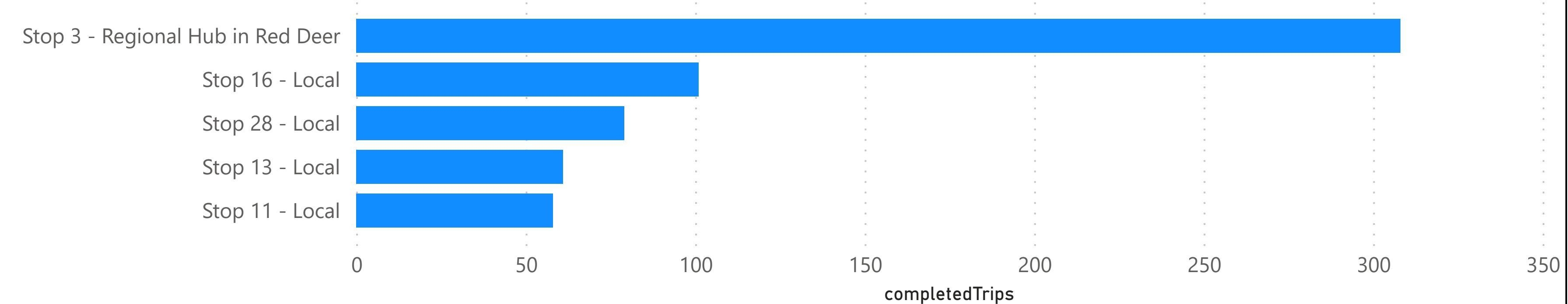
01/02/2022

01/04/2022

Top 5 Pickup Locations



Top 5 Drop Off Locations



stopName	Dropoff	Pickup	Total
Stop 1 - Regional Hub West Blackfalds	29	39	68
Stop 10 - Local	1	2	3
Stop 11 - Local	58	41	99
Stop 12 - Local	8	26	34
Stop 13 - Local	61	87	148
Stop 14 - Local	4	4	8
Stop 15 - Local	10	7	17
Stop 16 - Local	101	88	189
Stop 17 - Local	17	20	37
Total	929	929	1858

MEETING DATE: May 10, 2022

ORIGINATED BY: Sue Bornn, FCSS Manager

SUBJECT: West Central Regional FCSS Meeting

BACKGROUND:

Annually each of the 8 Family and Community Support Services (FCSS) regions hosts meetings in May and June, and the FCSSAA conference in November/December. Invitations have been sent to the staff and board members of the 24 FCSS offices in our West Central region. Attendance will include a variety of staff, volunteer board members, provincial FCSS representatives and FCSSAA staff. Past participation numbers have varied from 40-65 in attendance.

DISCUSSION:

This meeting, scheduled for May 17 from 9:00am to 12:00pm will be hosted at the Eagle Builders Centre in the Banquet Room.

Administration is asking Council to attend and offer greetings to the group, as well as participate in the meeting.

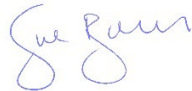
ADMINISTRATIVE RECOMMENDATION:

- | |
|---|
| <ol style="list-style-type: none">1. That Council representation attend the West Central Regional FCSS meeting on May 17 and provide greetings on behalf of the municipality. |
|---|

Attachments:

- *May 17 West Central Regional Draft Agenda*

Approvals:

CAO Myron Thompson

Department Director/Author



FCSS WEST CENTRAL REGIONAL MEETING AGENDA

May 17 | 9:30am - 12:00pm
Banquet Room | Eagle Builders Centre | 5302 Broadway Avenue
RSVP by May 12 to fcss@blackfalds.ca

AGENDA:

Breakfast will be served starting at 9:30am	
9:30am	Welcome & Housekeeping Items (Sue) Host Programming Highlight
9:50am	West Central FCSSAA Regional Meeting starts (Karen/ Bobby-Jo/Gordon)
10:00am	Executive Director Update FCSSAA & Civil Society & Community Initiative Branch (Melissa/Karen/Karen)
10:45am	Break
11:00am	Directors Network Check-In (Karen/Bobby-Jo)
11:20am	Roundtable Sharing
12:00pm	Thank you & Facility Tour



City of Lacombe

COUNCIL HIGHLIGHTS

April 25, 2022

2. Review of Agendas

2.2 Consent Agenda

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

Council additionally approved a capital budget of \$200,000 for the South Ring Road Connector Functional Plan funded by the Alberta Community Partnership (ACP) grant.

The consent agenda also included the first readings of Bylaw 491 – Special Paving Tax and Bylaw 496 – Property Tax.

4. Presentations

4.1 Battle River Watershed Alliance – 2022 Report to Council

Council received a presentation from Carson Hvenegaard, Watershed Engagement Assistant, and Sarah Skinner, Watershed Programs Manager, from the Battle River Watershed Alliance.

4.2 2021 Audited Financial Statement – BDO Canada

BDO Canada's Ryan Wachter, CPA, CA, BDO Canada LLP, presented the City's 2021 Audited Financial Statement.

6. Requests for Decision

6.1 2021 Audited Financial Statements and Surplus Allocation

As per section 276(1) of the Municipal Government Act, each municipality must prepare annual financial statements in accordance with the Canadian generally accepted accounting principles for municipal governments.

The 2021 Audited Financial Statements presented to Council reflected an unqualified opinion for independent auditors, meaning there are no 'qualifying' statements that would indicate potential concern. The City's 2021-year-end resulted in an overall operating surplus of \$1,117,136.

The statements compared the net financial position of the City in 2021 to 2020:

Financial Assets

- Cash holdings and short-term investments increased by \$4.2 million.
- Taxes Receivable decreased by nearly \$157,000.
- Accounts Receivable increased by \$1.4 million. This difference is due to the timing of MSI (Municipal Sustainability Initiative) and Canada Community Building Fund (CCBF) grant payments.

Liabilities

- Deferred revenue increased by approximately \$2.3 million, primarily due to 2021 MSI funds allocated but not yet spent.
- Long-term debt decreased by approximately \$0.8 million.

Net Debt and Accumulated Surplus

- Overall financial assets increased by approximately \$5.6 million, while liabilities increased by \$1.4 million, resulting in a reduction in the City's 'Net Debt' position by roughly \$4.1 million (from \$7 million in 2020 to \$2.8 million in 2021).
- The total accumulated surplus is \$180 million at the end of 2021 compared to \$177 million in 2020.

6.2 Bylaw 400.38 – LUB Amendment Auto Body and Paint Shop

Council considered a request to amend the Land Use Bylaw to allow a paint and autobody shop in a bay of a multi-bay building in the (UC) University Commercial District following a public hearing on April 11, 2022.

Following the public hearing and discussion, Council gave second reading to Bylaw 400.38 to allow an "autobody and paint shop in Unit 11, Plan 062 8084 up to May 1, 2027" as a permitted use in the (UC) University Commercial District.

Council also requested additional information on criteria that could be applied to the "autobody and paint shop" to ensure compatibility with other uses in the vicinity and enable the use to be considered at this site for the 5-year period identified at second reading or a more extended period.

Council amended Bylaw 400.38 to read:

- Schedule A of Bylaw 400 is amended as follows:
 - Deleting "Autobody and paint shop in Unit 11, Plan 062 8084 up to May 1, 2022" from the list of Permitted Uses in the (UC) University Commercial District; and
 - Adding the following as a "Site Exception" at the end of the list of uses in the (UC) University Commercial District: "Site Exception: Unit 11, Plan 062 8084 (7102 52 Street) – Autobody and paint shop shall be a discretionary use,"

Council subsequently gave third reading to Bylaw 400.38 as amended and recommended the Development Authority consider the following Development Permit conditions:

- Any outside storage in relation to the autobody and paint shop except for employee and customer parking needs to be enclosed/fenced and situated on the west side of the property in the storage area there;
- There shall be no sandblasting; and
- There shall be no odour of paint in relation to the autobody and paint shop at the boundary of the common property of Plan 062 8084.

6.3 Value Review Committee Results (Next Steps)

Council received a report which summarized the outcome of the Public Works Facility Value Review Committee (VRC) workshops.

Based on the report, Administration presented a revised budget recommendation for the facility from \$12.1 million to \$10.65 million.

- The VRC recommended proceeding with the Public Works facility under a Design-Build contract to provide the City with cost certainty during construction.

Council approved the all-in budget for the new Public Works Facility of \$10.65 million and directed Administration to prepare a borrowing bylaw to partially fund the new Public Works Facility for up to \$5 million.

Council then directed Administration to retain LOT 27 for the future expansion of the Public Works site and directed Administration to tender the Public Works Facility project as a Design-Build.

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

-Monday, May 2, 2022 – Council Committee of the Whole Meeting at 5:30 p.m. – City Hall

-Monday, May 9, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall

-Tuesday, May 24, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING APRIL 28, 2022

BYLAW NO. 1368/22 - Pt. NW 21-39-03 W5M – ALBERTA VIEWS RV & GOLF COURSE

Bylaw No. 1368/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17, to change the zoning of approximately 61.95 hectares (153.07 acres) on Pt. NW 21-39-03 W5M, from Agricultural 'A' District to Recreation "PR" District.

County Council gave bylaw No. 1368/22 third reading.

2021 OPERATING SURPLUS AND RESERVE ALLOCATION

By resolution of Council, the 2021 operating budget surplus was allocated as follows:

<i>Trails and Parks Reserve</i>	<i>\$ 500,000</i>
<i>Tax Rate Stabilization Reserve</i>	<i>1,000,000</i>
<i>Remain in Unrestricted Surplus</i>	<i><u>39,954</u></i>
 <i>Total</i>	 <i>\$ 1,539,954</i>

ECONOMIC DEVELOPMENT STRATEGY – COUNCIL WORKSHOP

The County Council Workshop with Factor5 Group Inc. to develop the Lacombe County Economic Development Strategy will be held on June 20, 2022.

AGRICULTURAL SERVICE BOARD (ASB) STRUCTURE

The County Manager was directed to amend the Agricultural Service Board Terms of Reference as identified in Policy CC(3) by:

1. including a provision stating that the Agricultural Service Board is to meet a minimum of two times per year, and
2. replacing the clause "Reeve to Serve as Chair" with "Chairperson and Vice-chairperson" shall be selected by Council at the organizational meeting.

Policy CC(3), as amended, will be presented to Council at a future meeting for consideration of approval.

SOLAR POWER UPDATE

A report was provided with respect to the June 2021 completion by SkyFire Energy of the installation of a 115 kWDC solar PV system on the roof of the Lacombe County shop building. This system includes 288 solar modules, two inverters, and 144 optimizers. To date, the system has produced 106,400 kWh, which equates to a CO² emission reduction of 41.7 T or the planting of 1,245 trees.

RC(9) FUNDING OF COMMUNITY PROGRAMS, EVENTS AND ACTIVITIES – ADDITIONAL REQUESTS

The following RC(9) applications received Council approval:

Gull Lake Community League	\$554
Mirror Association for Ball Diamonds, Campground and Skating	\$500

RCMP CRIME PREVENTION UNIT UPDATE

C/Supt. Peter Twefik, Officer In-Charge, provided an update on the activities and initiatives of the Alberta RCMP Crime Reduction Strategy.

LACOMBE COUNTY INNOVATION COMMITTEE REPORT

A presentation was provided on the Lacombe County Innovation Initiative. The Committee has been established to enable staff to submit initiatives to find efficiencies and cost savings in the operations of the County.



WHERE PEOPLE ARE THE KEY

BATTLE RIVER WATERSHED ALLIANCE

The Battle River Watershed Alliance (BRWA) presented the watershed management in the Battle River and Sounding Creek Watersheds for Council information.

LACOMBE COUNTY 2021 FINANCIAL STATEMENTS

Council approved the Lacombe County 2021 Financial Statements, which reflect the 2021 surplus and reserve allocations.

Next Regular Council Meeting is
Thursday, May 12, 2022 - 9:00 a.m.

Next Committee of the Whole Meeting is
June 13, 2022 – 9:00 a.m.

Lacombe County Administration Building

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



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, April 26, 2022 at 7:00 p.m.
5018 Waghorn Street, Council Chambers
MINUTES

A Regular Council meeting for the Town of Blackfalds was held on Tuesday, April 26, 2022, at 5018 Waghorn Street, commencing at 7:00 p.m.

MEMBERS PRESENT

Mayor Jamie Hoover
Deputy Mayor Marina Appel – Via Remote Virtual Platform
Councillor Jim Sands
Councillor Rebecca Stendie
Councillor Edna Coulter
Councillor Brenda Dennis
Councillor Laura Svab

ATTENDING

Myron Thompson, CAO
Justin de Bresser, Director of Corporate Services
Preston Weran, Director of Infrastructure and Property Services
Rick Kreklewich, Director of Community Services
Jolene Tejkl, Planning & Development Manager
Darolee Bouteiller, Finance Manager
Sue Bornn, FCSS Manager
Marco Jadie, IT Tech
Lorrie Logan, Municipal Clerk

REGRETS

None

MEDIA

None

PUBLIC

None

CALL TO

ORDER: Mayor Hoover called the Public Hearing to order at 7:00 p.m.

PUBLIC HEARING

Public Hearing took place on Bylaw 1268.22. Several residents were in attendance with some speaking in support and non-support.

115/22 Councillor Svab moved to adjourn the Public Hearing at 7:33 pm.



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, April 26, 2022 at 7:00 p.m.
5018 Waghorn Street, Council Chambers
MINUTES

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDA

Move RFD-Land Use Bylaw 1268.22 to 6.1 Business Arising from the Minutes.

116/22 Councillor Sands moved that Council adopt the April 26, 2022 agenda as amended.

CARRIED UNANIMOUSLY

DELEGATION

- BDO Canada LLP, completed the Town of Blackfalds' audit for 2021. Mitchell Kennedy and Austin Nolan presented the 2021 financial statements and final report. Alan Litster was also present.
- A virtual presentation was presented by Kalum Gale and Andrew Harkness on the Climate Resilience Building Program.

BUSINESS ARISING FROM MINUTES

Request for Decision – New Land Use Bylaw 1268.22

Council was provided a Request for Decision for the Second and Third and Final Reading of the new Land Use Bylaw 1268.22.

117/22 Councillor Stendie moved That Council upon closing the Public Hearing for Bylaw 1268.22, gives Second Reading to Land Use Bylaw 1268.22.

CARRIED UNANIMOUSLY

118/22 Councillor Svab moved That Council gives Third and Final Reading to Land Use Bylaw 1268.22.

CARRIED UNANIMOUSLY



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, April 26, 2022 at 7:00 p.m.
5018 Waghorn Street, Council Chambers
MINUTES

BUSINESS

CAO Report

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

- 119/22** Councillor Coulter moved to accept the CAO Report be accepted as information.

CARRIED UNANIMOUSLY

Request for Decision – Fees and Fines Bylaw 1269.22

Planning and Development Manager Tejkl brought forward the Fees and Fines Bylaw 1269.22 for Second and Third and Final Reading.

- 120/22** Councillor Coulter moved that Council give Second Reading to Bylaw 1269.22

CARRIED UNANIMOUSLY

- 121/22** Councillor Svab moved That Council gives Third and Final Reading to Bylaw 1269.22 in conjunction with the new Land Use Bylaw.

CARRIED UNANIMOUSLY

Request for Proposal – Social Needs Assessment

FCSS Manager Bornn, brought forward a recommendation for the Social Needs Assessment contract.

- 122/22** Councillor Appel moved that Council move to accept the FCSS board's recommendation to contract Moorhouse & Associates and Objective Research & Evaluation to undertake the Social Needs Assessment Master Plan for October 2022 completion.

CARRIED UNANIMOUSLY

Request for Decision – 2022 FCSS Funding Allocation Recommendation

FCSS Manager Bornn, brought forward a recommendation for the 2022 FCSS Funding Allocation.

- 123/22** Councillor Stendie moved That Council accept the FCSS Board recommendation to allocate FCSS grant funding to Big Brothers Big Sisters of Lacombe & District in the amount of \$14,900 for facilitation of their Blackfalds programming.

CARRIED UNANIMOUSLY



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, April 26, 2022 at 7:00 p.m.
5018 Waghorn Street, Council Chambers
MINUTES

Request for Decision – 2021 Audited Financials

124/22 Finance Manager, Bouteiller brought forward the 2021 Audited financial statements which are prepared each year following an audit process to Council for approval.

125/22 Councillor Dennis moved That Council move to approve the 2021 Consolidated Financial Statements as presented.

CARRIED UNANIMOUSLY

Request for Decision – First Quarter Financials

Finance Manager Bouteiller brought forward the First Quarter Financials Report for the period ending March 31, 2022.

126/22 Councillor Sands moved That Council accepts the Operating Statement and Variance report for the three month period ending March 31, 2022 as information.

CARRIED UNANIMOUSLY

127/22 Councillor Stendie moved That Council accepts the Capital Project Report for the period ending March 31, 2022 as information.

CARRIED UNANIMOUSLY

128/22 Councillor Coulter moved That Council accepts the Council Expenditure report for the period ending March 31, 2022 as information.

CARRIED UNANIMOUSLY

Request for Decision – Property Tax Rate Bylaw 1271.22

Director de Bresser brought forward the Property Tax Rate Bylaw 1271.22 to Council for review and approval.

129/22 Councillor Stendie moved That Council move to accept Administrations recommendation to give First Reading to the 2022 Property Tax Bylaw 1271.22 for the Town of Blackfalds.

CARRIED

Opposed Mayor Hoover

130/22 Councillor Svab moved That Council move to accept Administrations recommendation to give Second Reading to the 2022 Property Tax Bylaw 1271.22 for the Town of Blackfalds.



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, April 26, 2022 at 7:00 p.m.
5018 Waghorn Street, Council Chambers
MINUTES

CARRIED

Opposed: Mayor Hoover

131/22 Deputy Mayor Appel moved That Council agrees to proceed to Third Reading

DEFEATED

Opposed: Mayor Hoover

132/22 Deputy Mayor Appel moved to rescind on the previous motion agreeing to proceed to Third Reading.

CARRIED UNANIMOUSLY

133/22 Deputy Mayor Appel moved that Council move to a Third Reading

CARRIED UNANIMOUSLY

134/22 Councillor Sands moved That Council move to accept Administrations recommendation to give Third Reading to the 2022 Property Tax Bylaw 1271.22 for the Town of Blackfalds.

CARRIED

Opposed: Mayor Hoover

Request For Decision – Skid Steer Tender Award

CAO Thompson brought forward to Council a recommendation for the Skid Steer Tender.

135/22 Councillor Sands moved That Council allocate \$14,975 from the General Capital Reserve to fund this capital fleet purchase.

CARRIED UNANIMOUSLY

136/22 Councillor Dennis moved that Council award the tender of the new 2022 Bobcat S770 skid steer to Stettler Bobcat for the price of \$89,975.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

Longest Day of Smiles Proclamation

A letter was received from Candy Keillor, a Community Engagement Specialist proclaiming June 19, 2022 as the Longest Day of SMILES.



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, April 26, 2022 at 7:00 p.m.
5018 Waghorn Street, Council Chambers
MINUTES

137/22 Councillor Stendie moved to accept this proclamation as information.

CARRIED UNANIMOUSLY

INFORMATION

- Groundbreaking Ceremony – WCPS Blackfalds High School
- City of Lacombe Council Highlights – April 22, 2022
- Lacombe County Council Highlights – April 14, 2022
- FCSS Minutes – March 10, 2022

138/22 Councillor Coulter moved to accept the Information Items as information.

CARRIED UNANIMOUSLY

ROUND TABLE DISCUSSION

Mayor and Council shared meetings and events attended from March 2022 to April 2022.

139/22 Councillor Svab moved that Council accept the Round Table Reports as information.

ADOPTION OF MINUTES

140/22 Councillor Coulter moved that Council accept the Regular Council Meeting Minutes from April 12, 2022 as presented.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

None

BUSINESS FOR THE GOOD OF COUNCIL

None

CONFIDENTIAL

None



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ADJOURNMENT

Mayor Hoover adjourned the meeting at 9:30 p.m.

Jamie Hoover, Mayor

Myron Thompson, CAO