
1. **WELCOME AND CALL TO ORDER**

2. **LAND ACKNOWLEDGEMENT**

- 2.1 Treaty Six Land Acknowledgement - Blackfalds Town Council acknowledges that we are on Treaty Six 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 AGENDAS**

- 3.1 Regular Agenda for October 8, 2024
3.2 Consent Agenda for October 8, 2024
- a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
 - b) **Adoption of Minutes**
 - o Regular Council Meeting Minutes - September 24, 2024
 - c) **Council Reports**

None
 - d) **Administrative Reports**
 - o Report for Council, Enforcement & Protective Services Monthly Report - September 2024
 - o Report for Council, Development & Building Monthly Report - September 2024
 - e) **Boards, Committee and Commission Minutes and/or Reports**
 - o Recreation, Culture and Parks Board Meeting Minutes - June 5, 2024
 - o Lacombe Foundation Board Meeting Minutes - June 24, 2024
 - o Municipal Planning Commission Meeting Minutes - July 23, 2024
 - f) **Information**
 - o City of Lacombe Council Highlights - September 23, 2024
 - o Lacombe County Council Highlights - September 26, 2024
 - g) **Correspondence**
 - o Letter from Minister McIver - Impacts of Federal Carbon Tax Survey - October 2, 2024

4. **DELEGATION**

None

5. **PUBLIC HEARING**

None

6. **BUSINESS**

- 6.1 Request for Decision, Citizen Engagement Budget 2025 Survey Results
- 6.2 Request for Decision, Bylaw 1316.24 - Member at Large Review Panel Bylaw (*First, Second and Third Reading*)
- 6.3 Request for Decision, Bylaw 1317.24 - Council Procedural Amendment Bylaw (*First, Second and Third Reading*)
- 6.4 Request for Decision, Audit Services RFP Award
- 6.5 Request for Decision, ATCO Gas and Fortis Alberta Franchise Fees
- 6.6 Request for Decision, Blackfalds Xing Sanitary Trunk Project Budget Amendment Request

7. **NOTICES OF MOTION**

None

8. **CONFIDENTIAL**

- 8.1 Personnel – FOIP Section 17(1) – Disclosure Harmful to Personal Privacy

9. **ADJOURNMENT**

Future Meetings/Events:

- **CANCELLED** – Standing Committee of Council Meeting – October 14, 2024
 - Organizational and Regular Council Meeting – October 22, 2024
 - Regular Council Meeting – November 12, 2024

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on September 24, 2024, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Kim Isaak, Chief Administrative Officer
Preston Weran, Director of Infrastructure and Planning Services
Rick Kreklewich, Director of Community Services
Ken Morrison, Director of Emergency Management and Protective Services
Jolene Tejkl, Planning & Development Manager
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

Justin de Bresser, Director of Corporate Services
Rod McWilliam, McWilliam Corp.

MEDIA

None

OTHERS PRESENT

Louise Rellis, Executive Director - Anam Rural Youth Association
Chris Keim, Executive Director - Blackfalds Food Bank Society / Beyond Food Community Hub

WELCOME AND CALL TO ORDER

Mayor Hoover welcomed everyone to the Regular Council Meeting of September 24, 2024, and called the meeting to order at 7:00 p.m.

TREATY SIX LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDAS

Addition of Regular Agenda Confidential item 8.1 Blackfalds Crossing Project – FOIP 24 (1) - Advice from Officials.

266/24 Councillor Svab moved That Council adopt the Regular Agenda for September 24, 2024, as amended.

CARRIED UNANIMOUSLY

267/24 Councillor Coulter moved That Council adopt the Consent Agenda for September 24, 2024, as presented, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
 - Regular Council Meeting Minutes – September 10, 2024
 - Standing Committee of Council Meeting Minutes – September 16, 2024

MINUTES

- **Council Reports**
 - Mayor Hoover
 - Deputy Mayor Sands
 - Councillor Coulter
 - Councillor Appel
 - Councillor Svab
 - Councillor Dennis
- **Administrative Reports**
 - Report for Council, CAO Report – September 2024
- **Boards, Committee and Commission Minutes and/or Reports**
 - Family & Community Support Services Board Meeting Minutes – June 13, 2024
 - Parkland Regional Library Systems Board Draft Meeting Minutes – September 12, 2024
- **Information**
 - City of Lacombe Council Highlights – September 9, 2024
 - Lacombe County Council Highlights – September 12, 2024
 - PRLS Board Talk – Parkland Regional Library Board Highlights – September 12, 2024
- **Correspondence**

None

CARRIED UNANIMOUSLY**DELEGATION****Anam Rural Youth Association**

Louise Rellis, Executive Director of the Anam Rural Youth Association, provided a presentation of Anam's 2024 Report to the Community, highlighting ongoing projects and future plans aimed at empowering rural youth.

Blackfalds Food Bank Society / Beyond Food Community Hub

Chris Keim, Executive Director of the Blackfalds Food Bank Society and the Beyond Food Community Hub, provided a comprehensive overview of the Society's impactful initiatives and ongoing efforts to support the community.

McWilliam Corp.

Rod McWilliam from McWilliam Corp. was unable to attend the Regular Council Meeting to request a letter of support from the Town to include with an application to the CMHC Affordable Housing Fund.

PUBLIC HEARING

None

BUSINESS**Request for Decision, McWilliam Corp. Delegation Regarding Support Letter for CMHC Affordable Housing Fund**

CAO Isaak, on behalf of Rod McWilliam from McWilliam Corp., presented a request for Council to provide a letter of support to McWilliam Corp. for its application submission for the CMHC Affordable Housing Fund.

268/24

Deputy Mayor Sands moved That Council authorize the Mayor to provide a Letter of Support to McWilliam Corp. that the Town of Blackfalds is aware of the application being made to Canadian Housing and Mortgage Company for an affordable housing project within our community and is supportive of such an initiative.

CARRIED UNANIMOUSLY

MINUTES

Request for Decision, Front Parking Pads Engagement Follow-Up

Manager Tejkl brought forward a report of the comments received from the public engagement efforts regarding the proposed Front Parking Pads development standards within the Town.

- 269/24** Councillor Coulter moved That Council direct Administration to prepare a Land Use Bylaw amendment for First Reading to allow Front Parking Pads in the Town of Blackfalds based on the proposed development standards as presented.

CARRIED UNANIMOUSLY

Request for Decision, Bylaw 1313.24 - Cemetery Bylaw

Director Kreklewich brought forward for Council's consideration Third Reading to the Cemetery Bylaw.

- 270/24** Councillor Appel moved That Council give Third Reading to Bylaw 1313.24 - Cemetery Bylaw, as presented.

CARRIED UNANIMOUSLY

Request for Decision, Committee Audit Recommendations Action Plan

Following the recommendation from the Standing Committee of Council on September 16, 2024, CAO Isaak brought forward for Council's consideration a Committee Audit Recommendations Action Plan.

- 271/24** Councillor Svab moved That Council approve the Committee Audit Recommendations Action Plan, as presented.

CARRIED UNANIMOUSLY

Request for Decision, Rescind Policy 147.20 Council Board/Committee Policy and Procedures

As part of the Committee Audit Recommendations and Action Plan, CAO Isaak requested Council rescind the Council Board/Committee Policy and Procedures.

- 272/24** Deputy Mayor Sands moved That Council rescind Policy 147.20 – Council Board/Committee Policy and Procedures.

CARRIED UNANIMOUSLY

Request for Decision, Council Committees Member Resignation

Coordinator Nealon brought forward for Council's formal acceptance of the resignation of Cliff Soper from the Economic Development & Tourism Committee and the Family & Community Support Services Board.

- 273/24** Councillor Svab moved That Council formally accept the resignation of Cliff Soper from the Economic Development & Tourism Advisory Committee effective immediately, with regrets.

CARRIED UNANIMOUSLY

- 274/24** Councillor Appel moved That Council formally accept the resignation of Cliff Soper from the Family & Community Support Services Board effective immediately, with regrets.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

None

MINUTES

RECESS

Mayor Hoover called for a five-minute recess at 8:20 p.m.

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 8:26 p.m.

CONFIDENTIAL

- **Blackfalds Crossing Capital Project - FOIP Section 24(1) Advice from Officials**

275/24

Deputy Mayor Sands moved That Council move to a closed session commencing at 8:26 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 24 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Closed Session Attendance: Mayor Jamie Hoover, Deputy Mayor Jim Sands, Councillor Edna Coulter, Councillor Marina Appel, Councillor Laura Svab, Councillor Brenda Dennis, CAO Kim Isaak and Preston Weran.

276/24

Councillor Svab moved That Council move to come out of the closed session at 8:41 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 8:41 p.m.

Regular Council Meeting Attendance: Mayor Jamie Hoover, Deputy Mayor Jim Sands, Councillor Edna Coulter, Councillor Marina Appel, Councillor Laura Svab, Councillor Brenda Dennis, CAO Kim Isaak and Preston Weran.

ADJOURNMENT

Mayor Hoover adjourned the Regular Council Meeting at 8:41 p.m.

Jamie Hoover, Mayor

Kim Isaak, CAO

MEETING DATE: October 8, 2024

PREPARED BY: Ken Morrison, Director of Emergency Management and Protective Services

SUBJECT: **Enforcement & Protective Services Monthly Report - September 2024**

BACKGROUND

Administration provides the 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 September for Municipal Enforcement, Occupational Health & Safety, Fire Services, RCMP and Emergency Management.

FINANCIAL IMPLICATIONS

None

ATTACHMENTS

- *Protective Services Monthly Report - September 2024*
- *Municipal Enforcement August Incident Report*
- *Parkwood NB Speed Sign Stats*
- *Vista Trail Speed Sign Stats*
- *Fire August monthly Incident Summary*
- *RCMP CAD Municipal August 2024 Detachment at a Glance*

APPROVALS



Ken Morrison,
Acting Chief Administrative Officer

Director/Author

Protective Services Monthly Report

Municipal Enforcement:

September saw Peace officers opening 57 operational files. Files broken down were as follows:

Type of Call	Quantity	Overview
Traffic Bylaw	6	Parking issues and speeding.
Community Standards Bylaw	13	Unsightly properties, noise complaints, const waste, and bullying.
Animal Control Bylaw	16	2 Cats at large, 6 Dogs at large, 2 Dog attacks, 4 Barking complaints, fail to pick up feces, and 1 wild animal.
Land Use Bylaw	1	Trailer parking on lawn
Fire Prot Bylaw	1	Burning of brush, Arson investigation
Found/Lost Property	2	Bike and wallet.
Parking Complaints	3	Trucks parked on Parkwood, abandoned vehicle and parking in alley.
Miscellaneous incidents	9	Questions and concerns from the public, OHV, trespassing, suspicious persons, illegal dumping.
Mischief	3	Vandalism, theft of signs, and fire in vacant lot.
Impounded vehicles	3	Unregistered/no insurance/no driver's license.
Assist RCMP	2	School bus collision (no injuries) and assist RCMP in removal of weapons from an illegal suite in a residence.

Officers continued to focus on school zones during the busy hours. Passing of school buses continues to be a problem with several tickets being issued. Officers not only focused on the school zones but also followed bus routes, which resulted in officers observing 2 vehicles pass when stop signs and red lights were out. The remainder of the incidents were turned in by the bus drivers. Charges are being laid in all incidents where possible.

There were 6 trials for various offences which officers were required to attend during the month. Mandatory training in oleoresin capsicum (OC Spray) and extendable baton, ensured officers received their recertification. Arrangements have been made with the instructor to provide this training on a yearly basis.

Property owners of a large vacant lot in Rolling Hills having received reminders and then fines in reference to maintaining the lot were still not in compliance. This property was dealt with through an MGA order and a private contractor was brought in to clean up the property.

Under the Animal control bylaw one ongoing file involves a vicious dog attack where 3 dogs attacked another, with serious injuries occurring. Officers have been working with the family's involved fines have been issued. We are continuing to see many issues with animals at large and barking complaints.

Focus during part of the month was also on parking within the Town, with Parkwood drive seeing a large volume of trucks parking overnight, officers focused in this area ensuring compliance within the current bylaw. With hockey starting up, and large crowds at the EBC we will continue to put attention in this area ensuring fans are being respectful in where they are parking.

The Crime Prevention Center continues to work on the municipal CPTED review. They attended the Community Information Expo, where they surveyed attendees, gathering information on what

the public sees as concerns within the community. Officers, staff and RCMP will attend a meeting with them on Oct. 9th when they will also tour the Town and review the areas identified within the survey.

On Oct. 2nd, the Police Committee met, stats from both the RCMP and Municipal enforcement were reviewed, as well notes from the CPTED review were discussed. One member of the committee will be in attendance for the tour of the Town to review areas identified from the survey.

October will continue to see a focus on the school zones, proactive enforcement initiatives dealing with municipal bylaws, and traffic enforcement in areas of concern.

In total, 90 violation tickets were issued during the month, including bylaws and provincial regulations, which resulted in \$18,500.00 in fines being issued in relation to these violations.

Violation Tickets Issued

	ACT	Tickets	Fine Total	Average Fine
1.	Traffic Safety Act	51	\$9,882.00	\$193.76
2.	Vehicle Equipment Regulation	8	\$810.00	\$101.25
3.	Use of Highway & Rules of the Road Reg.	19	\$6,494.00	\$341.78
4.	Traffic Bylaw	4	\$600.00	\$150.00
5.	Operator Lic & Vehicle Reg.	2	\$324.00	\$162.00
6.	Animal Control Bylaw	5	3-Mandatory Court 350.00	\$175.00
7.	Firearm Bylaw	1	\$100.00	\$100.00

- Municipal Enforcement Month End Report (**attached.**)
- Speed Sign data for Cottonwood East Bound and Vista Trail North Bound (**attached**)

Blackfalds Fire Rescue

During the month of September, performed a few fire drills in the Town facilities.

We continued to train on vehicle extrication.

Robert, Mike, Ken and Jamie took part in the COR pre-audit meeting for the 2024 COR maintenance audit, document reviews, inspections and interviews should be done with the auditor's report being submitted beginning of October.

5 members worked with the city of Lacombe for their NFPA 1001 Level 2, practical exam taken place on Sept 28 and 29 with the written exam Wednesday Oct 2.

We continue to work on fire inspections for the new businesses in the Blackfalds Crossing complex.

The fire department took part in the Blackfalds Community Expo and in the first Big Brothers Big Sisters Duck drop.

September had a total of 18 calls, attached is the incident summary for the month.

Occupational Health & Safety

14 hazard Id's, 1 First Aid, 1 Medical Treatment, 1 Property/equipment damage <\$5,000. 3 incidents required investigation, while two resulted in WCB claims. Timely reporting continues to be a concern. Discussions were held at toolbox/monthly safety meetings to reiterate the importance of timely reporting.

Attended 5 toolbox meetings (3 Parks & Facilities, 2 Public Works) as well as attending 3 monthly safety meetings (1 Parks & Facilities, 1 Public Works, 1 Abbey JHSC).

Conducted two worksite inspections. 1 Ops B shop, 1 Parks & Facilities.

2024 COR Maintenance Audit. Pre-audit meeting conducted. Preparation for document review and interviews. Worked with the auditor to align interview timeline and schedule. Aided auditor by providing requested/required documentation and on-site observations. Post-audit meeting to be conducted in the first week of October, followed by a thorough post audit later.

RCMP

RCMP August report attached.

Emergency Management

Protective Services Clerk position was re-posted, with interviews having been completed.

Municipal Enforcement Sgt. Position was completed, and we are very happy to say Joe Croken our Senior Peace officer has taken the position.

Director attended the opening Ceremony of Iron Ridge Secondary Campus.

The LCMAO meeting was held on September 19th. Tabletop exercises will be introduced into each meeting again, and two representatives from LCMAO will work with the LREMP partners on the full-scale exercise being planned for 2025.

The LREMP exercise sub-committee and LREMP plan committee continue to meet with hopes of finalizing these in early fall.

The 2024 tabletop exercise is planned for November 27th, 2024. An AEMA representative has stepped up and agreed to facilitate the exercise.

There is ICS 200 and ESS training in October. Three people are attending the ICS 200 training in Alix, and four are attending the ESS training in Lacombe.

Ken Morrison

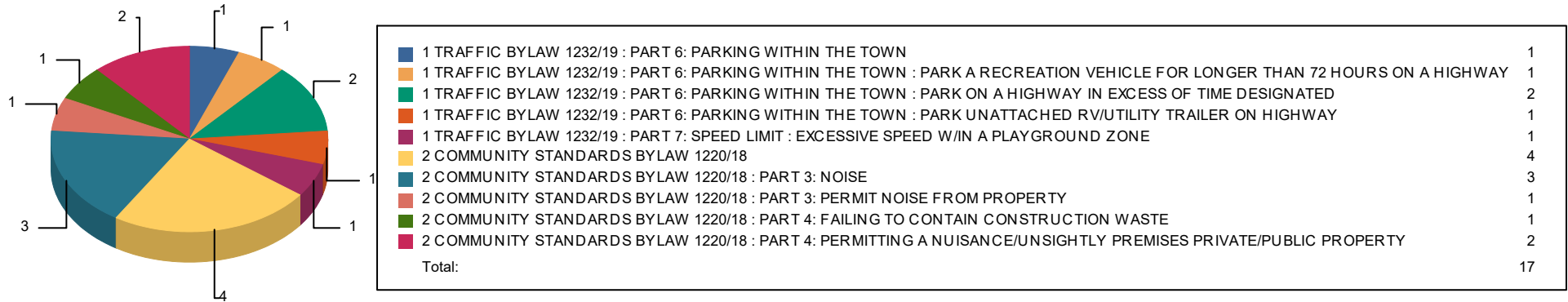
Director of Emergency Management & Protective Services

Town of Blackfalds

MONTH END Statistics from Occurred Date: 9/1/2024 12:00:00AM to 9/30/2024 11:59:59PM

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

Count of Incident Types



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

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK A RECREATION VEHICLE FOR LONGER THAN 72 HOURS ON A HIGHWAY: 1 2%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON A HIGHWAY IN EXCESS OF TIME DESIGNATED: 2 4%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY: 1 2%

1 TRAFFIC BYLAW 1232/19 : PART 7: SPEED LIMIT : EXCESSIVE SPEED W/IN A PLAYGROUND ZONE: 1 2%

2 COMMUNITY STANDARDS BYLAW 1220/18: 4 7%

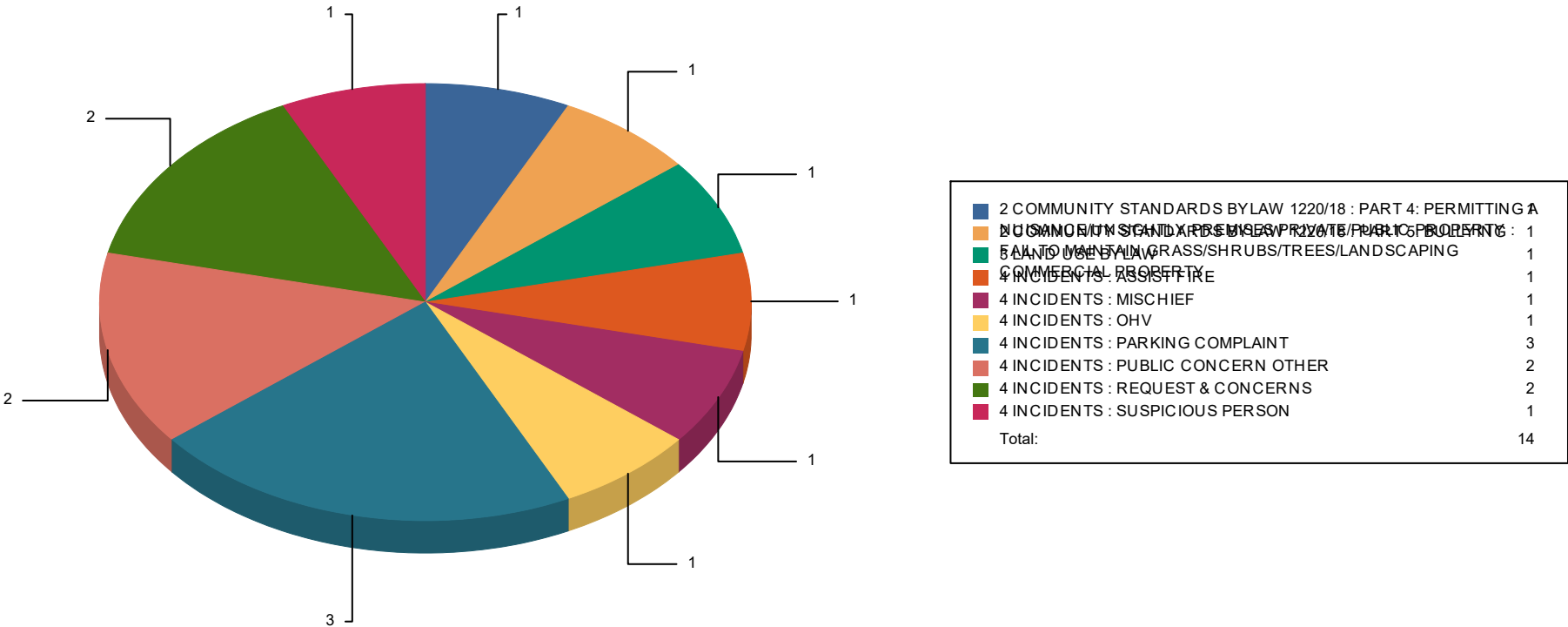
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE: 3 5%

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

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

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

Count of Incident Types



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

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

3 LAND USE BYLAW: 1 2%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

4 INCIDENTS : ASSIST FIRE: 1 2%

4 INCIDENTS : MISCHIEF: 1 2%

4 INCIDENTS : OHV: 1 2%

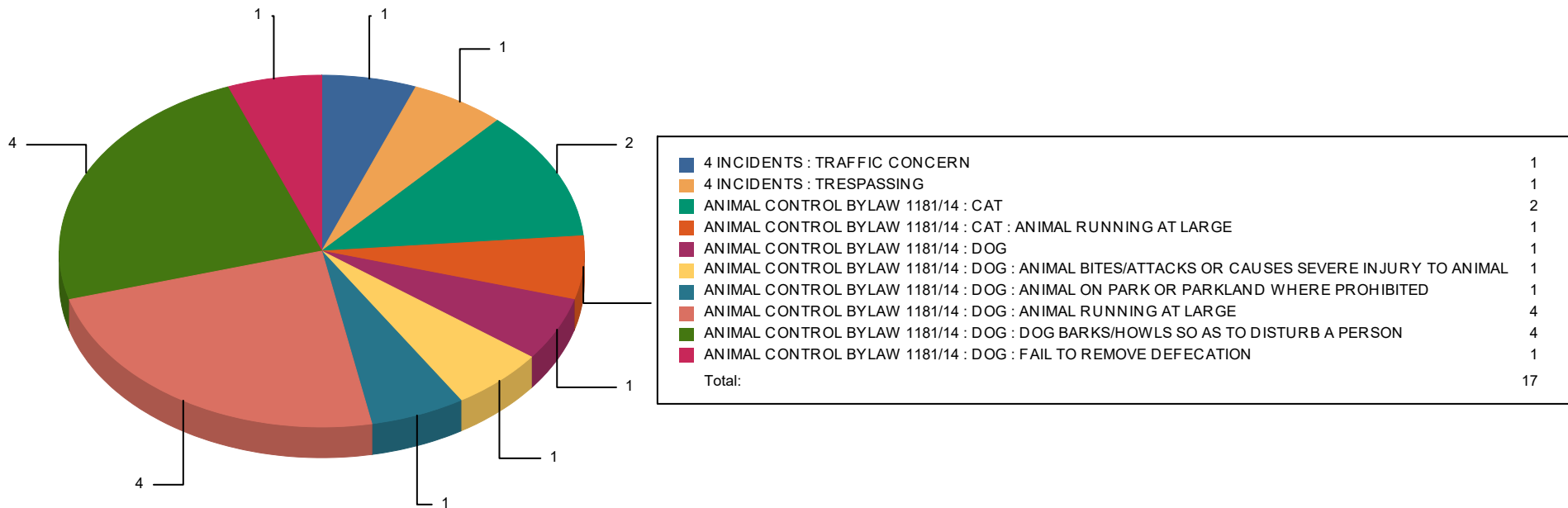
4 INCIDENTS : PARKING COMPLAINT: 3 5%

4 INCIDENTS : PUBLIC CONCERN OTHER: 2 4%

4 INCIDENTS : REQUEST & CONCERNS: 2 4%

4 INCIDENTS : SUSPICIOUS PERSON: 1 2%

Count of Incident Types



4 INCIDENTS : TRAFFIC CONCERN: 1 2%

4 INCIDENTS : TRESPASSING: 1 2%

ANIMAL CONTROL BYLAW 1181/14 : CAT: 2 4%

ANIMAL CONTROL BYLAW 1181/14 : CAT : ANIMAL RUNNING AT LARGE: 1 2%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

ANIMAL CONTROL BYLAW 1181/14 : DOG: 1 2%

ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSES SEVERE INJURY TO ANIMAL: 1 2%

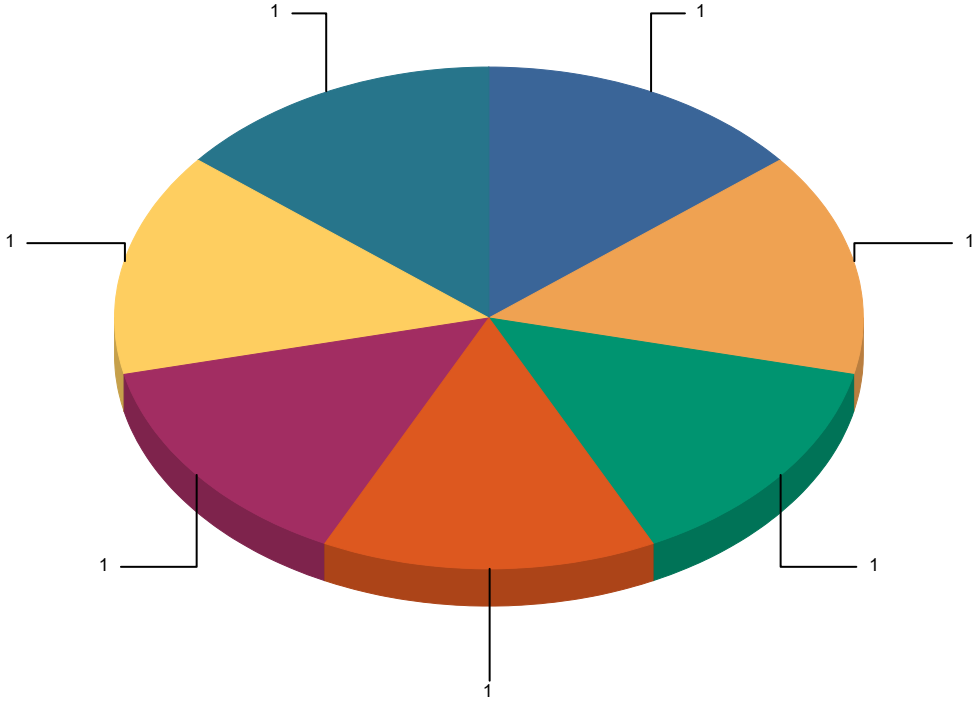
ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL ON PARK OR PARKLAND WHERE PROHIBITED: 1 2%

ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE: 4 7%

ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON: 4 7%

ANIMAL CONTROL BYLAW 1181/14 : DOG : FAIL TO REMOVE DEFECATION: 1 2%

Count of Incident Types



ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL	1
ASSIST : RCMP	1
FIRE PROTECTION BYLAW 1187/15	1
FOUND PROPERTY	1
LOST PROPERTY : BIKE	1
TOWN FACILITIES	1
WEAPONS-PROJECTILES	1
Total:	7

ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL: 1 2%

ASSIST : RCMP: 1 2%

FIRE PROTECTION BYLAW 1187/15: 1 2%

FOUND PROPERTY: 1 2%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

LOST PROPERTY : BIKE: 1 2%

TOWN FACILITIES: 1 2%

WEAPONS-PROJECTILES: 1 2%

Grand Total: 100.00% Total # of Incident Types Reported: 55

Statistics Summary Report

Technician Name: administrator

Location: Cotton Wood EB
 Address: Cotton Wood EB, Blackfalds, Ab
 Speed Limit: 50

Report Period: 2024-09-23 to 2024-09-29
 Total Vehicle Count: 10,756



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	77	11	16	21 %	15	79	48	11
01-02	47	7	11	23 %	30	91	47	11
02-03	29	4	10	34 %	35	59	47	11
03-04	33	5	5	15 %	20	65	45	10
04-05	63	9	4	6 %	14	72	42	9
05-06	36	5	7	19 %	40	53	46	11
06-07	117	17	34	29 %	26	65	47	11
07-08	474	68	68	14 %	5	62	45	10
08-09	750	107	83	11 %	20	59	45	10
09-10	363	52	90	25 %	22	71	47	11
10-11	456	65	108	24 %	15	68	47	11
11-12	521	74	152	29 %	14	71	47	11
12-13	599	100	176	29 %	23	65	48	11
13-14	623	104	164	26 %	7	69	47	11
14-15	883	147	196	22 %	14	72	47	11
15-16	871	145	213	24 %	17	67	47	11
16-17	1,025	171	306	30 %	20	75	48	11
17-18	1,070	178	344	32 %	14	69	49	11
18-19	780	130	193	25 %	21	91	47	11
19-20	675	113	136	20 %	29	66	47	11
20-21	580	97	122	21 %	26	70	47	11
21-22	362	60	63	17 %	29	69	47	11
22-23	216	36	59	27 %	25	74	47	11
23-24	106	18	26	25 %	30	70	46	11
	10,756	1,723	2,586	23 %	21	70	47	11

Speed	Count
0...5	2
5...10	1
10...15	15
15...20	20
20...25	35
25...30	82
30...35	222
35...40	967
40...45	2,795
45...50	4,031
50...55	1,886
55...60	562
60...65	100
65...70	25
70...75	9
75...80	1
80...85	1
85...90	0
90...95	2
Total:	10,756

Average Vehicle Count

Technician Name: administrator

Location: Vista Trail NB

Report Period: 2024-09-16 to 2024-10-02

Address: Vista Trail, Blackfalds, AB

Total Vehicle Count: 36,423

Speed Limit: 50



Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Average Weekday	Average Weekend	Average Week	Average Speed	85% Speed
00-01	33	15	24	13	18	24	37	21	31	23	54	12
01-02	18	4	6	6	10	8	20	9	14	10	52	12
02-03	12	5	4	2	7	8	26	6	17	9	52	12
03-04	10	4	7	12	7	10	10	8	10	9	54	13
04-05	3	5	6	9	6	5	9	6	7	6	54	13
05-06	7	15	15	16	14	10	12	13	11	13	55	13
06-07	14	38	46	30	44	40	34	34	37	35	53	12
07-08	21	115	138	130	128	114	40	106	77	98	52	12
08-09	34	106	130	132	128	121	74	106	98	104	52	12
09-10	68	97	99	94	112	99	93	94	96	95	53	12
10-11	116	102	90	109	93	106	130	102	118	107	53	12
11-12	144	132	130	137	132	137	H 259	135	198	153	53	12
12-13	167	149	173	158	156	166	72	161	119	149	54	12
13-14	164	141	134	142	152	158	128	147	143	146	54	12
14-15	166	159	148	161	158	169	200	158	185	166	54	12
15-16	170	196	233	198	214	230	186	202	208	204	54	12
16-17	H 180	278	306	273	H 305	282	186	268	234	259	54	12
17-18	167	H 283	H 313	H 297	296	H 296	223	271	260	268	55	12
18-19	128	173	218	188	204	240	154	182	197	186	54	12
19-20	118	123	147	156	158	159	121	140	140	140	54	12
20-21	90	111	114	127	126	124	110	114	117	115	53	12
21-22	64	60	102	84	73	98	78	77	88	80	52	12
22-23	26	38	54	52	45	62	72	43	67	50	53	12
23-24	20	28	22	28	23	38	44	24	41	29	53	12
TOTAL:	1,940	2,377	2,659	2,554	2,609	2,704	2,318	2,427	2,513	2,454	53	12

Generated on October 1, 2024 at 10:46 AM

SafePace® Pro by Traffic Logix®

Blackfalds Fire Rescue

4401 South Street, P.O. Box 220, Blackfalds, Alta T0M-0J0

Phone: 403 -885 - 4144 Fax: 403 - 885 - 5499

INCIDENT SUMMARY - PAGE 1 OF 1

Blackfalds Fire Rescue Department	BLF	SEPTEMBER	2024
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CALL #	DATE	INCIDENT TYPE	DISPATCH EVENT #	LOCATION	RCMP FILE #	MAFP 1244
189	3	MEDICAL	515472985	Town of Blackfalds	N/A	EMS
190	8	MOTOR VEHICLE INCIDENT	515563422	Lacombe County	YES	EMS
191	10	MOTOR VEHICLE INCIDENT	515588666	Transfer Site	YES	EMS
192	11	CO ALARM	515602771	Town of Blackfalds	N/A	N/A
193	12	HAZ- MAT	515611928	Lacombe County	N/A	YES
194	14	CO ALARM	515645492	Town of Blackfalds	N/A	N/A
195	15	ALARM	515652061	Burbank Campground	N/A	N/A
196	16	MOTOR VEHICLE INCIDENT	515672629	Lacombe County	YES	EMS
197	16	ALARM	515674894	Town of Blackfalds	N/A	N/A
198	17	FIRE STRUCTURE	515686840	Aspen Crescent	N/A	N/A
199	19	FIRE GRASS/BRUSH	515714737	Town of Blackfalds	N/A	N/A
200	20	MEDICAL	515735377	Town of Blackfalds	N/A	EMS
201	21	ALARM	515748429	Town of Blackfalds	N/A	N/A
202	22	ALARM	515756289	Town of Blackfalds	N/A	N/A
203	23	ALARM	515774412	Town of Blackfalds	N/A	N/A
204	24	HAZ-70 PUBLIC HAZARD	515788315	Town of Blackfalds	N/A	EMS
205	27	CO ALARM	515834432	Town of Blackfalds	N/A	N/A
206	28	FIRE GRASS/BRUSH	515859796	Town of Blackfalds	N/A	N/A

TOTAL RESPONSES	OFFICER	REV DT FEB 02/17	Print Form
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**Blackfalds (Municipal) Crime Statistic Summary – January to August****2024/09/09***Blackfalds (Municipal) – Highlights*

- **Break & Enters** are showing a 5.6% increase when compared to the same period in 2023 (January to August). There were 1 more actual occurrences (from 18 in 2023 to 19 in 2024).
- **Theft of Motor Vehicles** increased by 6.7% when compared to the same period in 2023 (January to August). There were 1 more actual occurrences (from 15 in 2023 to 16 in 2024).
- **Theft Under \$5,000** decreased by 23.4% when compared to the same period in 2023 (January to August). There were 11 fewer actual occurrences (from 47 in 2023 to 36 in 2024).

Blackfalds (Municipal) – Criminal Code Offences Summary

Crime Category	% Change 2023 – 2024 (January to August)
Total Persons Crime	14.2% Decrease
Total Property Crime	11.2% Decrease
Total Criminal Code	17.7% Decrease

From January to August 2024, when compared to the same period in 2023, there have been:

- 16 fewer **Persons Crime** offences;
- 24 fewer **Property Crime** offences; and
- 71 fewer **Total Criminal Code** offences;

Blackfalds (Municipal) – August, 2024

- There were 2 **Thefts of Motor Vehicles** in August: 0 cars, 1 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 1 other types of vehicles, and 0 vehicles taken without consent.
- There were 3 **Break and Enters** in August: 3 businesses, 0 residences, 0 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 2 **Provincial Roadside Suspensions** in August (2 alcohol related and 0 drug related). This brings the year-to-date total to 14 (14 alcohol related and 0 drug related).
- There were a total of 15 files with the **Spousal Abuse** survey code in August (August 2023: 9). This brings the year-to-date total to 84 (2023: 93).
- There were 163 files with **Victim Service Unit** referral scoring in Blackfalds Municipal: 6 accepted, 30 declined, 3 proactive, 0 requested but not available, and 124 files with no victim.



Blackfalds Municipal Crime Gauge

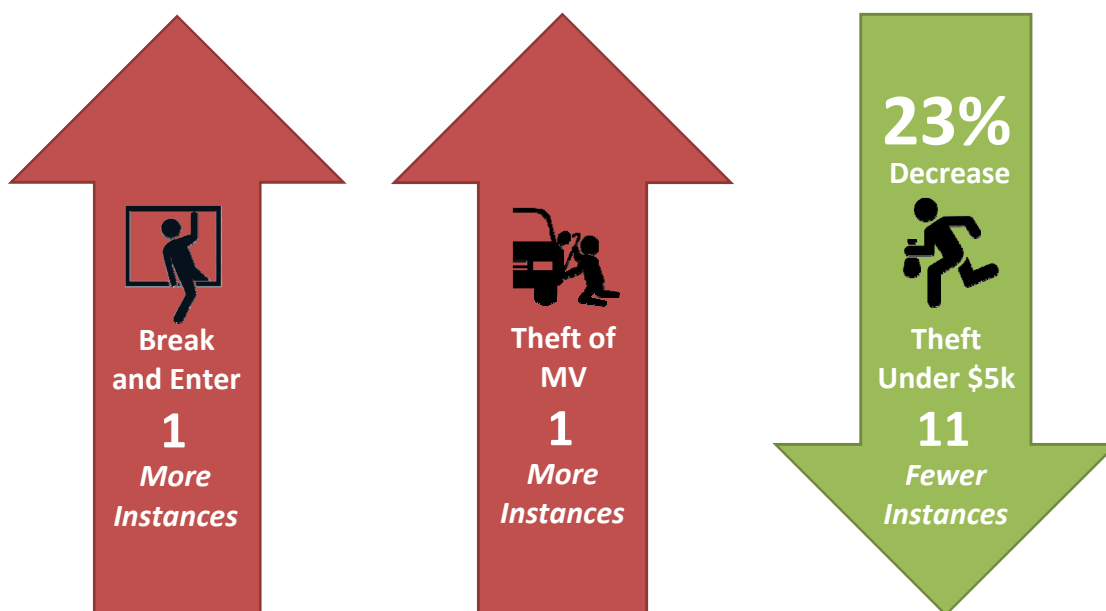
2024 vs. 2023
January to August

Criminal Code Offences



Total Criminal Code Offences: **18% Decrease**
When compared to January to August, 2023

Select Property Crime



The data contained in this document was obtained from PROS, which is a live database. As such, some of the information presented could differ slightly from any past or future reports regarding the same time period.

MEETING DATE: October 8, 2024

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Development & Building Monthly Report – September 2024**

BACKGROUND

Attached is the September 2024 Development & Building Permit Report and Comparison for 2022-2024 year to date. We also have shown the comparison for the year-to-date figures for 2023 on the comparison report.

For Council's information, the "other" category captures the following types of 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", and
- Grading permits.

ATTACHMENTS

- *September 2024 Development/Building Permit Report*
- *2022 – 2024 Development/Building Comparison Report*

APPROVALS



Ken Morrison,
Acting Chief Administrative Officer



Department Director/Author

File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
263-24	5217 Prairie Ridge Avenue	R-1L	Basement Reno	approved	16-Sep-24
264-24	26 Athens Place	R-2	Duplexes	approved	16-Sep-24
265-24	30 Athens Place	R-2	Duplexes	approved	16-Sep-24
266-24	85 Alderwood Close	R-1M	Home Business	approved	5-Sep-24
267-24	50 Cambridge Close	R-1M	Deck	approved	23-Sep-24
268-24	4500 Blackfalds Crossing Way (Unit 405)	C-2	Interior Tenant Improvements	approved	23-Sep-24
269-24	5456 Vista Trail (Building E)	R-4	Townhouses		
269-24	Unit 18	R-4	Townhouse		
269-24	Unit 19	R-4	Townhouse		
269-24	Unit 20	R-4	Townhouse		
269-24	Unit 21	R-4	Townhouse		
269-24	Unit 22	R-4	Townhouse		
269-24	Unit 23	R-4	Townhouse		
270-24	5456 Vista Trail (Building F)	R-4	Townhouses		
270-24	Unit 24	R-4	Townhouse		
270-24	Unit 25	R-4	Townhouse		
270-24	Unit 26	R-4	Townhouse		
270-24	Unit 27	R-4	Townhouse		
270-24	Unit 28	R-4	Townhouse		
270-24	Unit 29	R-4	Townhouse		
271-24	5456 Vista Trail (Building G)	R-4	Townhouses		
271-24	Unit 30	R-4	Townhouse		
271-24	Unit 31	R-4	Townhouse		
271-24	Unit 32	R-4	Townhouse		
271-24	Unit 33	R-4	SFD		

271-24 Unit 34	5456 Vista Trail (Unit 34)	R-4	Townhouse		
271-24 Unit 35	5456 Vista Trail (Unit 35)	R-4	Townhouse		
272-24	5500 Womacks Road (Unit B11)	R-MHP	Manufactured Home	approved	27-Sep-24
273-24	5500 Womacks Road (Unit B13)	R-MHP	Manufactured Home		
274-24	37 Cottonwood Drive (Unit 205)	C-2	Sign		
275-24	156 Cedar Square	R-1S	Basement Reno	approved	23-Sep-24
276-24	19 Aura Drive	R-1M	SFD	approved	23-Sep-24
277-24	4769 Aspen Lakes Blvd	R-1M	Basement Reno	approved	23-Sep-24
278-24	4911 Broadway Avenue	C-1	Change of Use/Occupancy - Youth Centre		
279-24	6 Aztec Street	R-1M	SFD		
280-24	152 Ponderosa Avenue	R-1L	Garage		
281-24	4841 Westbrooke Road	R-1M	Side Yard Relaxation		
282-24	4911 Broadway Avenue	C-1	Sign		
283-24	4500 Womacks Road	PF	Sign		
284-24	53 McKay Place (5 McKay Boulevard)	R-MHP	Manufactured Home		
285-24	66 Mitchell Crescent	R-1M	SFD		
286-24	6 Allard Avenue	R-1M	SFD		
287-24	81 Athens Road	R-2	Townhouse		
288-24	85 Athens Road	R-2	Townhouse		
289-24	89 Athens Road	R-2	Townhouse		
290-24	93 Athens Road	R-2	Townhouse		
291-24	49 Prospect Close	R-1L	Residential Solar Panel Installation		
292-24	57 Vermont Close	R-1S	Residential Solar Panel Installation		
293-24	5661 Vista Trail	R-2	Basement Reno		
294-24	5665 Vista Trail	R-2	Basement Reno		
295-24	5669 Vista Trail	R-2	Basement Reno		
296-24	33 Piper Close	R-2	Basement Reno		
297-24	65 Athens Road	R-2	Garage		
298-24	89 Arrowwood Close	R-1L	Basement Reno		
299-24	5021 Waghorn Street	R-2	Home Business	approved	23-Sep-24
300-24	42 Aurora Heights Boulevard	R-1S	Rear yard setback variance		
301-24	2 Athens Place	R-2	Duplexes		
302-24	6 Athens Place	R-2	Duplexes		
303-24	5205 Duncan Avenue	I-2	Sign		

	2022		2023		2024		September	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
Residential								
SFD	21	\$ 6,350,251.00	21	\$ 7,037,626.70	26	\$ 9,013,180.00	15	\$ 6,172,626.70
Duplexes	4	\$ 800,000.00	6	\$ 1,060,000.00	8	\$ 2,070,000.00	2	\$ 330,000.00
Manufactured Home	3	\$ 300,000.00	2	\$ 250,000.00	6	\$ 1,166,566.00	1	\$ 100,000.00
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	16	\$ 3,413,600.00	11	\$ 1,790,000.00	29	\$ 4,652,000.00	11	\$ 1,790,000.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	8	\$ 3,495,000.00	0	\$ -
Total Res. Dwellings	44	\$ 10,863,851	40	\$ 10,137,627	77	\$ 20,396,746	29	\$ 8,392,627
Garage	25	\$ 942,000.00	9	\$ 293,000.00	20	\$ 645,832.00	9	\$ 293,000.00
Deck	9	\$ 68,010.00	9	\$ 102,000.00	10	\$ 97,100.00	8	\$ 67,700.00
Basement Reno	56	\$ 1,057,050.00	40	\$ 865,700.00	35	\$ 1,061,000.00	30	\$ 628,700.00
Addition	1	\$ 200,000.00	0	\$ -	0	\$ -	0	\$ -
Accessory Suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	18	\$ -	21	\$ -	14	\$ -	20	\$ -
Other	43	\$ 582,057.73	44	\$ 1,232,115.84	93	\$ 28,950,682.11	32	-\$ 289,442.10
Commercial	35	\$ 9,320,100.00	27	\$ 5,190,341.00	32	\$ 3,693,162.26	20	\$ 3,862,999.00
Industrial	3	\$ 12,093.75	4	\$ 200,000.00	2	\$ 2,501,000.00	4	\$ 200,000.00
Institutional	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Agricultural	0	\$ -	1	\$ -	0	\$ -	1	\$ -
Public Facility	6	\$ 1,548,421.00	4	\$ 192,300.00	10	\$ 38,030,500.00	4	\$ 192,300.00
TOTAL PERMITS	240	\$ 24,593,583.48	199	\$ 18,213,083.54	293	\$ 95,376,022.37	157	\$ 13,347,883.60
General Yearly Notes:		1 - 2,500,000 East Area Linear Wetland Ph. 2		1 - 2,500,000 Vista Trail Commercial				
		1 - 5,500,000 Womacks/Gregg St. Alignment Project		1 - 1,000,000 Dental Office				

MEMBERS PRESENT

Marina Appel, Town of Blackfalds Councillor
Laura Svab, Town of Blackfalds Councillor
Barb Shepherd, Lacombe County Representative Jill Bried, Public at Large
Kayla Marquis, Public at Large
Kristy Lawrence, Public at Large
Trent Kroetsch, Public at Large
Louise Rellis, Public at Large

OTHERS ATTENDING

Rick Kreklewich, Director of Community Services
Carol Simpson, Abbey Centre General Manager
Jeff Heindel, Parks and Facilities Manager

REGRETS

None

WELCOME AND CALL TO ORDER

Chair Bried welcomed all attending and called the Recreation, Culture and Parks Board Meeting to order at 6:30 pm.

Member Svab moved That the Recreation, Culture and Parks Board approve the Agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

PRESENTATIONS

Disc Golf Course – Optimist Club

The Optimist Club along with Kurt Jensen, Recreation & Culture Programmer, presented options for a future location to develop a disc golf course in Blackfalds.

Blackfalds Supercross Track

The Central Alberta BMX Supercross group presented a proposed option for a BMX supercross track in Blackfalds at Sterling Industries Sports Park.

BUSINESS

Minutes

Member Kroetsch moved That the Recreation, Culture and Parks Board approve the Minutes from May 8, 2024 as presented.

MINUTES

CARRIED UNANIMOUSLY

Community Initiatives Grant – Optimist Club of Blackfalds

The Recreation, Culture and Parks Board reviewed the application provided by the Optimist Club of Blackfalds for the disc golf course signage. It was suggested that the grant be approved in principle until a course location is determined.

Member Kroetsch moved That the Recreation, Culture and Parks Board recommend to Council to consider the Community Initiatives Grant request for \$2,200 from the Optimist Club of Blackfalds.

CARRIED UNANIMOUSLY

Abbey Centre Update

- Manager Simpson presented the monthly highlights

Parks and Facilities Update

- Manager Heindel presented the monthly highlights

Disc Golf Course

The Recreation, Culture and Parks Board reviewed the proposed location presented by the Optimist Club and considered other options.

Member Rellis moved That the Recreation, Culture and Parks Board recommend that the disc golf course be constructed in Blackfalds and that Council and disc course professionals determine a location as the Board is lacking the knowledge and information.

CARRIED UNANIMOUSLY

The Recreation, Culture and Parks Board received the items as information.

Chair Bried adjourned the Recreation, Culture & Parks Board Meeting at 8:50 p.m.



Jill Bried, Chair



Rick Kreklewich, Director of Community Services

MINUTES

Attendance:	Karin Engen	Town of Eckville
	Lenore Eastman	Town of Bentley
	Rob Fehr	Village of Alix
	Barb Shepherd	Lacombe County
	Tracy Hallman	Village of Clive
	Reuben Konnik	City of Lacombe
	Jamie Hoover	Town of Blackfalds
	Lacombe Foundation – Finance	Ann Hultink
	The Bethany Group	Carla Beck, Shannon Holtz, Melodie Stol (recorder)

1.	Call to Order The meeting was called to order at 1:00pm by Board Chair Jamie Hoover.
2.	Approval of Agenda <i>R. Konnik moved to accept the agenda as presented.</i> <i>CARRIED</i>
3.	Approval of Minutes <i>B. Shepherd moved to approve the May 13, 2024 Regular Meeting Minutes as presented.</i> <i>CARRIED</i>
4.	Correspondence
a.	<p>MLA Johnson email</p> <p>Administration will draft a response, highlighting the challenges of the grant program, in particular how 1/3 capital funding is insufficient as rents are calculated based on income and would be insufficient to cover mortgage payments. Will inquire to see if a meeting with Minister Nixon can be set up.</p> <p><i>T. Hallman moved to accept the correspondence as information.</i> <i>CARRIED</i></p>
5.	Reports
a.	<p>Financial Reports</p> <p>Review of the financial statements and explanatory notes for the 5 months ending May 31, 2024</p>

		<p>Rental revenue increasing in Lacombe, lower in Eckville. No formal notification on the LAP grant amount. Donations received for exercise bike in Lacombe and the Petunia Tree dedication in Eckville. Expenses on budget.</p> <p>Affordable housing, revenue is strong, very few unit turnovers so far this year.</p> <p><i>L. Eastman moved to accept the financial reports as information. CARRIED</i></p>
	b.	<p>Occupancy Report to May 31, 2024</p> <p>100% occupied in affordable housing. June move-ins at both lodges.</p> <p><i>R. Fehr moved to accept the occupancy report as information. CARRIED</i></p>
	c.	<p>CAO Report</p> <p>Capital projects: Meeting with consultant Building Condition Assessment comparison to CMR request. (See 7a)</p> <p>Lodge events: Legion donation for a recumbent bike in Lacombe, Petunia tree dedication in Eckville, Senior's week.</p> <p>The Spring/Summer menu 2024 has been implemented. EDI recognition of Pride Month and Philippines Independence Day.</p> <p>A high-level summary of the operator survey from the lodge program review was discussed.</p> <p>ASCHA task force participation and ASCHA Fall regional meeting Wednesday October 9. Meeting details will be sent by email when they are available.</p> <p><i>B. Shepherd moved to accept the CAO report as information. CARRIED</i></p>
6.	New Business	
	a.	<p>Business Plan Approval</p> <p>Reviewed the cover letter and all completed appendices. The total CMR request for 2024 is \$6,233,000.</p> <p><i>K. Engen moved to approve the 2024 cover letter and Business Plan appendices for submission to the Ministry of Seniors, Community and Social Services. CARRIED</i></p>
	b.	<p>Reserves Policy</p> <p>The draft reserves policy was presented and discussed.</p> <p><i>B. Shepherd moved to approve Policy SL 02-07 Reserves-Housing Management Body as presented. CARRIED</i></p>
	c.	<p>Annual Report</p> <p>The 2023 Annual Report was reviewed and discussed, Will be sent to member municipalities, local MLA and posted to the website.</p> <p><i>L. Eastman moved to approve the 2023 Annual Report as corrected. CARRIED</i></p>

7.	<p>Previous Business</p>
a.	<p>Lacombe Lodge Redevelopment Update</p> <p>The Building Condition Analysis reports have been reviewed and compared to the current CMR submission. Discrepancies noted include:</p> <ul style="list-style-type: none"> - BCA did not include all costs, in several instances only showed a cost for additional consultant work The CMR listing includes the cost estimate of completing the work. - BCA did not consider current operational impact and costs, such as the compressed sewer line that is being pumped out manually once per month. - BCA lists that the shingles were replaced in 2019 - this is not accurate. - BCA did not look at seniors' specific needs such as flooring that may pose a tripping hazard with walkers. - BCA Plumbing assessments are deficient to the actual work needed. - BCA Electrical assessments were thorough and CMR was updated to include items identified in the report. <p>The BCA projects \$1,301,720 vs. CMR of \$2,376,200 for Parkview Manor The BCA projects \$1,484,130 vs CMR of \$5,223,000 for Lacombe Lodge.</p> <p>Administration will draft a formal response to the Ministry, attention to Dean Lussier and will cc the Minister, local MLA and the TBG Governing Board.</p> <p>Graham Capital has been engaged by TBG for work on advancing capital projects. They are very knowledgeable on the current available grants and they will be looking at the feasibility/costing piece of the project. They will make a presentation to the board once completed.</p>
8.	<p>Next Meeting Date</p> <p>The next meeting will be held on Monday September 23, 2024 at 1:00 pm Location to be confirmed.</p>
9.	<p>Adjournment</p> <p>The June 24, 2024 Lacombe Foundation meeting was declared adjourned at 2:16 pm.</p>



Jamie Hoover, Board Chair
Lacombe Foundation



Carla Beck, CEO or Shannon Holtz, Director
The Bethany Group

Sept 23, 2024
Date

Sept 23, 2024
Date

MEMBERS PRESENT

Laura Svab – Chairperson, Town of Blackfalds Councillor
Jim Sands – Vice Chairperson, Town of Blackfalds Deputy Mayor
Brenda Dennis, Town of Blackfalds Councillor
Alex Garcia, Member at Large
Richard Poole, Member at Large

OTHERS ATTENDING

Billie Scott, Development Officer II

REGRETS

Alex Garcia, Member at Large
Richard Poole, Member at Large

WELCOME AND CALL TO ORDER

Chairperson Svab welcomed called the Municipal Planning Commission Meeting to order at 6:15 p.m.

APPROVAL OF AGENDA

25/24 Member Dennis moved That the Municipal Planning Commission approve the agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

BUSINESS

Approval of Minutes

26/24 Member Sands moved that the Municipal Planning Commission approve the Minutes from June 25,2024, as presented.

CARRIED UNANIMOUSLY

Application 164-24 – Side yard setback relaxation of 19% from shed and a front yard projection setback from existing front deck of 25% 5008 Wilson Street (Lot 32, Plan XVIIIA)

Administration provided background information on the proposed development.

27/24 MOVED by Member Sands that Municipal Planning Commission APPROVE the application as amended for the relaxation of the side yard setback for the existing shed from 1.0m to 0.81m and the front yard projection relaxation for the front deck from 1.5m to 1.87m as presented in Development Permit 164-24, located at 5008 Wilson Street (Lot 32, Plan XVIIIA), subject to the following conditions being met to the satisfaction of the Development Officer:

1. The applicant shall ensure that side yard setback relaxation for the shed does not exceed 0.81m.
2. The applicant shall ensure that the front yard projection relaxation for the front deck does not exceed 1.87m.
3. The applicant shall ensure that the rear yard setback relaxation for the 1.15m x 2.12m movable shed does not exceed 0.00m.

4. Any changes to the approved application shall require a separate permit application.

Development Conditions:

5. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
6. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-way or municipal easements.
7. An Accessory Building or Structure shall not be constructed over an Easement or right of way.

NOTES

1. *The applicant is to provide any revised drawings clearly indicating any changes to the approved drawing set.*
2. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders and/or regulations affecting such development.*
3. *The requirements of the Land Use Bylaw or this approval does not exempt a person from compliance with the requirements of other Town Bylaws, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations.*
4. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act (MGA), take such actions as necessary to ensure that the provisions are complied with.*

CARRIED UNANIMOUSLY

28/24

Application 173-24 – Rear yard relaxation of 34% for detached garage due to irregular shape of lot.
5410 Prairie Ridge Avenue (Lot 10, Block 6, Plan 992 5817)

Administration provided background information on the proposed development.

MOVED by Member Dennis that the Municipal Planning Commission APPROVE the application for the development of the 576 ft² detached garage with a 1.34m (34%) rear yard relaxation as presented in Development Permit 173-24, located at 5410 Prairie Ridge Avenue (Lot 10, Block 6, Plan 992 5817), subject to the following conditions being met to the satisfaction of the Development Officer:

1. Development must commence within one (1) calendar year of the issuance of the Development Permit. Failure to commence development within the one (1) year will cause this Development Permit to expire.
2. The applicant shall ensure that the north rear yard setback does not exceed 1.34m.

Prior to Occupancy Conditions:

3. The proposed development shall be undertaken and completed in accordance with the approved plans.

Development Conditions:

4. If this development permit is issued for construction of a building, the exterior of the building, including painting, shall be completed within one (1) calendar year from the date of approval.
5. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
6. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-way or municipal easements.
7. An Accessory Building or Structure shall not be constructed over an Easement or right of way.

Ongoing Conditions:

8. Where access is gained directly from a paved road, driveways and parking areas shall be hard surfaced.
9. All off-street parking areas, where entered onto by a paved road, shall be hard surfaced as defined in the Land Use Bylaw in force.

NOTES

1. *The yellow Development Permit card must be displayed during the duration of development.*
2. *The applicant is to provide any revised drawings clearly indicating any changes to the approved drawing set.*
3. *Each construction site shall have a waste container to ensure that waste construction materials are placed in the container to prevent the material from being blown away from the construction site. No loose construction material is to be stored or accumulated on a construction site unless it is not capable of being blown around the construction area.*
4. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders and/or regulations affecting such development.*
5. *The requirements of the Land Use Bylaw or this approval does not exempt a person from compliance with the requirements of other Town Bylaws, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations.*
6. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act (MGA), take such actions as necessary to ensure that the provisions are complied with.*
7. *The Town of Blackfalds now requires that a dual check valve for backflow prevention be installed for all residential and/or commercial properties.*

CARRIED UNANIMOUSLY

29/24

Application 179-24 – Side yard relaxation of 86% for shed
4980 Aspen Lakes Boulevard (Lot 100, Block 6, Plan 082 4628)

Administration provided background information and the proposed development.

MOVED by Member Garica that the Municipal Planning Commission APPROVE the application for the relaxation of the side relaxation for the existing shed from 1.0m to 0.14m as presented in Development Permit 179-24, located at 4980 Aspen Lakes Blvd (Lot 100, Block 6, Plan 082 4628) and subject to the following conditions being met to the satisfaction of the Development Officer:

1. The applicant shall ensure that the side yard setback relaxation for the 1.15m x 1.80m shed does not exceed 0.14m.
2. Any changes to the approved application shall require a separate permit application.

Development Conditions:

3. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
4. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-way or municipal easements.
5. An Accessory Building or Structure shall not be constructed over an Easement or right of way.

Ongoing Conditions:

6. Where access is gained directly from a paved road, driveways and parking areas shall be hard surfaced.
7. All off-street parking areas, where entered onto by a paved road, shall be hard surfaced as defined in the Land Use Bylaw in force.

NOTES

1. *The applicant is to provide any revised drawings clearly indicating any changes to the approved drawing set.*
2. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders and/or regulations affecting such development.*
3. *The requirements of the Land Use Bylaw or this approval does not exempt a person from compliance with the requirements of other Town Bylaws, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations.*
4. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act (MGA), take such actions as necessary to ensure that the provisions are complied with.*

CARRIED UNANIMOUSLY

30/24

Application 183-24 – Placement of 2 Temporary Canvas Structures
5400 Blackfalds Crossing (Lot 21, Block 4, Plan 152 1017)

Administration provided background information and the proposed development.

MOVED by Member Sands that the Municipal Planning Commission APPROVE the application for the proposed 2 2400sqft Canvas Covered Structures for a time period of 10 years expiring July 24, 2034, as presented in Development Permit 183-24 located at 5400 Blackfalds Industrial Way (Lot 21, Block 4, Plan 152 1017) and subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. Development must commence within one (1) calendar year of the issuance of the Development Permit. Failure to commence development within the one (1) year will cause this Development Permit to expire.
2. This permit is valid until July 24, 2034.
3. Where the Development Authority has approved a Development for a limited period, the use shall terminate, and removal of a Temporary Development shall occur at the expiration of the time period.
4. When a Development Permit for temporary use expires, a new application shall be required. There shall be no obligation to approve a new application on the basis that a previous permit had been issued.

Prior to Occupancy

5. The proposed development shall be undertaken and completed in accordance with the approved plans.

Development Conditions

6. Any change of use or intensity to the premises shall require a separate permit application. Any changes, without prior consent from the Town of Blackfalds, renders this permit null and void.
7. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-way or municipal easements.
8. An Accessory Building or Structure shall not be constructed over an Easement or right of way.
9. The applicant shall provide a copy of an approved Roadside Development Permit issued by Alberta Transportation, if required.
10. The property is to be maintained to the satisfaction of the Town of Blackfalds.
11. Nothing in this permit or the Land Use Bylaw exempts a person to obtain a development permit as required by the Land Use Bylaw or to obtain any other permit, license or other authorization required by the Land Use Bylaw or any other Bylaw.

NOTES

5. *The yellow Development Permit card must be displayed during the duration of development.*
6. *Each construction site shall have a waste container to ensure that waste construction materials are placed in the container to prevent the material from being blown away*

TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Civic Cultural Center – 5018 Waghorn Street
Tuesday, July 23, 2024, at 6:15 p.m.
MINUTES

from the construction site. No loose construction material is to be stored or accumulated on a construction site unless it is not capable of being blown around the construction area.

- 7. This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders and/or regulations affecting such development.*
- 8. The requirements of the Land Use Bylaw or this approval does not exempt a person from compliance with the requirements of other Town Bylaws, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations.*
- 9. The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act (MGA), take such actions as necessary to ensure that the provisions are complied with.*
- 10. The Town of Blackfalds now requires that a dual check valve for backflow prevention be installed for all residential and/or commercial properties.*

CARRIED UNANIMOUSLY

ADJOURNMENT

Chairperson Svab adjourned the Municipal Planning Commission Meeting at 6:31p.m.



Laura Svab, Chairperson



Billie Scott, Recording Secretary/Admin Staff





City of Lacombe

COUNCIL HIGHLIGHTS

September 23rd, 2024

Regular Meeting of Council

2. Review of Agenda

2.1 Consent Agenda

Council approves the allocation of up to \$573,561 from the General Capital Reserve to fund the Operations Building, ensuring the total project cost does not exceed the previously approved budget of \$11,823,166.

3. Open Forum

3.1 Property Tax Late Fees.

Dave and Lena Marin presented an open forum presentation to Council.

3.2 Construction Trailer Parking

Gerry Makkinga presented an open forum presentation to Council

4. Presentations

4.1 ATCO Franchise Agreement

Kyla Belich, Red Deer Region Operations ATCO Gas & Pipelines Senior Manager; Brian Bain, Supervisor – Service; and Dave Weinkauf, Supervisor – Transmission & Pressure Control presented the ATCO Franchise Agreement to Council.

4.2 Fleet Pilot Program Year 1 Report

Indy Aujla, Client Strategy Manager for Enterprise Fleet Management, and Brandon Gillis, Client Strategy Manager for Enterprise Fleet Management, presented the Fleet Pilot Program Year 1 Report to Council.

5. Public Hearings

5.1 Bylaw 400.61 LUB Amendment - Municipal Heritage Inventory

Notice was given that the Council of the City of Lacombe has given first reading to Bylaw 400.61 to amend the Land Use Bylaw, Bylaw 400. If approved, Bylaw 400.61 will amend Table 14.5.1 Municipal Heritage Inventory “Historic Buildings” to reflect and include properties that have recently been designated as Municipal Historic Resources

5.2 Bylaw 400.60 LUB Amendment - 7102 52 Street Site Specific

Notice was given that the Council of the City of Lacombe has given first reading to Bylaw 400.60 to amend Land Use Bylaw #400. If approved, Bylaw 400.60 will amend the University Commercial District (UC) to add “Autobody and Paint Shop” as a site-specific use to Unit 5, Plan 062 8084, and remove “Autobody and Paint Shop” as a site-specific use from Unit 11, Plan 062 8084 (previously approved under Bylaw 400.38).

6. Requests for Decision

6.1 2025 Franchise Fee Rates

ATCO Gas and FortisAlberta are permitted to be the sole gas and electricity distributors in the City of Lacombe. An annual review of the franchise fee rates for ATCO Gas and FortisAlberta is completed to determine the median rates among the municipal comparators.

The 2024 franchise fee rates included the City of Lacombe's rate in the municipal comparators calculation, which set the ATCO Gas rate at 29.75% and the FortisAlberta rate at 17.63%. Calculating the median rate should not include the City's rate. The proper median rate of municipal comparators is 29.25% for ATCO Gas. The FortisAlberta franchise fee rate was calculated at 17.63%; it remained constant with or without the City's rate included.

For the 2025 fiscal year, Administration recommended that the franchise fees stay at 29.75% for ATCO Gas and 17.63% for Fortis Alberta. Remaining at the same rates will still result in an increase in revenue due to growth. At a 29.75% franchise fee rate, ATCO Gas estimates revenue at \$1,218,977, and with a 17.63% franchise fee rate, Fortis Alberta estimates revenue at \$1,687,007.

Council set the 2025 natural gas franchise fee for the City of Lacombe at 29.25% and maintained the 2025 electricity (FortisAlberta) franchise fee for the City of Lacombe at the current rate of 17.63%

6.2 Bylaw 400.61 LUB Amendment - Municipal Heritage Inventory Historical Buildings List - Second & Third Reading

Bylaw 400.61 would amend the Land Use Bylaw: Municipal Heritage Inventory “Historic Buildings” to reflect recent changes to the Heritage Inventory as some buildings have been or are in the process of being designated as municipal historic resources.

Lacombe has recently seen several buildings designated as Municipal Historic Resources. owners often elevate these buildings from the City’s Municipal Heritage Inventory to receive recognition and protection through designation by the municipality. The LUB lists the Building Inventory, and as designations are approved, the list will be regularly updated.

Council gave second and third reading to Bylaw 400.61 as presented.

6.3 Bylaw 400.60 - LUB Amendment - 7102 52 Street Site Specific -Second & Third Reading

A request was submitted to amend the Land Use Bylaw to allow a paint and autobody shop in Unit 5 of a multi-bay condominium building in the University Commercial (UC) District.

The application followed the approval of Bylaw 400.38 on April 11th, 2022, which allowed the paint and autobody shop to operate from Unit 11 of the multi-bay condominium building permanently. The autobody shop has now relocated from Unit 11 to Unit 5 of the multi-bay building and requests approval to operate the business from Unit 5 permanently. If approved, Bylaw 400.60 would shift the use from Unit 11, Plan 062 8084 (#11, 7102 52 Street) to Unit 5, Plan 062 8084 (#5, 7102 52 Street).

The subject site is in the College Heights Outline Plan on a site identified for mixed-use, including commercial, institutional, and residential uses. Generally, industrial uses within the UC District are not consistent with the direction given for this area in the Municipal Development Plan and North Area Structure Plan. However, the autobody and paint shop has been operating from the lands since 2020 as per approved site-specific Land Use Bylaw amendments, and, in checking with the City's Bylaw Department, there is no record of complaints regarding the business.

Therefore, Administration recommended support of the amendment.

Council gave second and third reading to Bylaw 400.60 as presented.

6.4 Bylaw 518 - Garland Residence Municipal Historic Designation - Second & Third Reading

The owners of 5204 53rd Street applied to designate the building, known as the Garland Residence, as a Municipal Historic Resource. The property is listed on Lacombe's Heritage Inventory as identified in the Land Use Bylaw. Lacombe's Heritage Resources Committee (HRC) and Administration supported initiating the Municipal Historic Resource process.

Council gave second and third reading to Bylaw 518 as presented.

6.5 Bylaw 519 - McLearn Block and Annex Municipal Historic Designation - Second & Third Reading

The owner of 5006-5010 50th Avenue applied to designate the building, known as the McLearn Block and Annex, as a Municipal Historic Resource. The property is listed on Lacombe's Heritage Inventory as identified in the Land Use Bylaw. Lacombe's Heritage Resources Committee and Administration supported initiating the Municipal Historic Resource process.

Council gave second and third reading to Bylaw 519 as presented.

6.6 Fleet Lease Pilot Program Year 1 Update

The lease pilot program is progressing with acquiring six trucks—two each from Ford, Dodge, and Chevrolet. Enterprise provides a comprehensive fleet analysis that the City cannot replicate with internal resources. However, the current costs for the pilot lease program are higher than those of the City's ownership model.

This is largely due to minimal equity recovered from selling six of the City's oldest trucks (\$1,750-\$2,700 each), resulting in lease rates for the new trucks based on nearly the total purchase price of the new vehicles. The future lease prices are expected to decrease once the leased vehicles are sold at an optimal time, generating equity that will reduce the cost of their replacements. This "equity rollover" is a key aspect of Enterprise's lease model, which is still being evaluated.

This report was presented for information only.

6.7 Wolf Creek Maintenance Update

The Wolf Creek Maintenance Policy (the Policy) describes the City's responsibility for maintaining 18km of Wolf Creek inside and outside City limits. The 8-year creek maintenance schedule included in the policy has been challenging to adhere to with internal forces alone.

Changes to the City's use of Wolf Creek and rising maintenance costs and workload priorities within the City boundaries have led the City to review its Wolf Creek Maintenance Policy.

The Wolf Creek Maintenance Policy describes the City's responsibility for maintaining 18km of Wolf Creek inside and outside City limits. The eight-year creek maintenance schedule included in the policy has been challenging to adhere to with internal forces alone. Changes to the City's use of Wolf Creek and rising maintenance costs and workload priorities within the City boundaries have led the City to review its Wolf Creek Maintenance Policy. Administration looked for Council's feedback on several options.

Council directed Administration to update the Wolf Creek Maintenance Policy following Options 2A: Responsive approach outside of City boundaries.

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

- Monday, October 7th, 2024 – Committee of the Whole Meeting at 5:30 p.m. – City Hall

- Tuesday, October 15th, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall

- Monday, Monday, October 28th, 2024 – Organizational Meeting & Regular Council Meeting at 5:30 p.m. – City Hall



HIGHLIGHTS OF THE REGULAR COUNCIL MEETING September 26, 2024

FIVE-YEAR RECREATION CAPITAL PLAN

Council approved the 2025 – 2029 Five-Year Recreation Capital Plan as follows:

- 2025 - Sandy Point Beach playground expansion
- 2026 - Gull Lake Trail
- 2027 - Kuhnen Park boardwalk construction
- 2028 - Trans Canada Trail Phase III construction
- 2029 - No proposed projects

These projects are subject to Council budget approval.

FIVE-YEAR BRIDGE PROGRAM

Council approved the Five-Year Bridge Program, including the 2025 capital bridge projects. The proposed replacement projects for 2025 are as follows:

- 364 – Range Road 27-1 south of Milton West Branch Road
- 1758 – intersection of the Westling Road and Township Road 41-0
- 6989 – Township Road 41-5.5 east of Spruceville Road
- 1759 – Clive North Access south of Milton Road

Additionally, there is a major repair to Bridge 81262 on Milton Road west of Highway 821 scheduled for 2025.

2025 UTILITY SERVICES CAPITAL PURCHASES

Council approved the 2025 Utility Services capital equipment purchase of two half-ton trucks utilized by the County's utility operators. The County Manager was authorized to tender and award the capital purchases and dispose of/transfer the used equipment.

REMOTE SHOP SOLAR SYSTEM EXPANSION

\$120,000 will be included in the 2024 Lacombe County budget to fund the expansion of the solar arrays at the Rainy Creek and Tees remote shops. The County Manager was authorized to pursue grant funding through the Municipal Electricity Generation program.

MUNICIPAL FOOD WASTE DIVERSION PILOT PROGRAM

Lacombe County will participate as a partner municipality in the Municipal Food Waste Diversion Pilot Program (MFWDPP) which will allow County residents to purchase FoodCycler counter compost units at a subsidized price.

RURAL MUNICIPALITIES OF ALBERTA (RMA) 2024 FALL CONVENTION

All Councillors will attend the upcoming Rural Municipalities of Alberta Fall Convention and Trade Show will take place November 4 – 7, 2024 at the Edmonton Convention Centre.

MEETING WITH RCMP AT RMA 2024 FALL CONVENTION

The invitation for Council to meet with members of the RCMP during the RMA 2024 Fall Convention was received for information.



WHERE PEOPLE ARE THE KEY

COUNCIL CANDIDATE ORIENTATION

To encourage public interest in running for municipal office in the next election, and provided that there is sufficient interest from the parties involved, Lacombe County, in partnership with the City of Lacombe, and the towns and villages within the County (with the exception of the Summer Villages), will offer a Regional Council Candidate Orientation session in late summer or early fall 2025.

ALBERTA COMMUNITY PARTNERSHIP GRANT – VILLAGE OF ALIX INFRASTRUCTURE MASTER PLAN

Lacombe County will participate in the Alberta Community Partnership Grant application with the Village of Alix for the purpose of completing an Infrastructure Master plan. The Village of Alix will be designated as the managing partner for this project.

BASHAW RURAL PRIMARY CARE HEALTH MODEL

Christine Buelow and Jackie Northy of Bashaw and District Support Services provided Council with a presentation regarding the Bashaw Rural Primary Health Care Model. The County Manager was directed to prepare a report and recommendation regarding The Bashaw Rural Primary Care Health Model, for consideration at a future Council meeting.

Next Regular Council Meeting is
October 10, 2024 – 9:00 a.m.

Next Committee of the Whole Meeting is
October 1, 2024 – 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.**



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR116752

October 2, 2024

Dear Chief Elected Officials:

The Government of Alberta is increasingly concerned about the federal carbon tax's impact on municipalities. For the provincial government to better understand the pressures municipalities are facing and advocate to the federal government on your behalf, we are requesting that all Alberta municipalities share data relating to the impact of the carbon tax on your operations, both directly and indirectly.

I am inviting you to share your municipality's feedback through this online survey, <https://extranet.gov.ab.ca/opinio6/s?s=64826>, which will be open until 4:00pm on October 9, 2024.

If you have any questions regarding the survey, I encourage you to connect with us at ma.engagement@gov.ab.ca.

I look forward to hearing your perspectives on this important issue.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver".

Ric McIver
Minister of Municipal Affairs

cc: Chief Administrative Officers

MEETING DATE: October 8, 2024

PREPARED BY: Darolee Bouteiller, Finance Manager

PRESENTED BY: Darolee Bouteiller, Finance Manager

SUBJECT: **Citizen Engagement Budget 2025 Survey Results**

BACKGROUND

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

DISCUSSION

The survey was created in-house by the Finance Manager and MarCom Team Lead using Survey Planet. The survey was made available from Aug 26 – Sept 16, and was promoted through the Town’s website, utility bills, and social media accounts with links to the survey via QR codes. The survey was composed of nine questions where residents were asked to rate their level of satisfaction with Town services; three questions focused on property tax priorities, revenue sources and the level of services provided for tax dollars. Followed by three demographic questions. Each question also provided a comment box to receive additional feedback from citizens.

There were 352 residents who completed the entire survey, along with comments. 84.7% of respondents were Blackfalds property owners, 9% were Blackfalds Resident renters, 3.4% of the respondents were Blackfalds business owners, 1.3% were Lacombe County Residents, and 1.6% preferred not to answer. The largest age group of survey participants were 31-45 years of age, representing 50%, followed by the age group 46-65, with 25.6% of the respondents. 70.2% of the respondents found the survey on social media.

The question asked residents to rate their level of satisfaction based on their experiences with Town services. Choices were to rate the Town as “Well Below Expectation”, “Below Expectation”, “Meets Expectation”, “Above Expectation” or “Exceeds Expectation”. The results are tabulated in the final report attached as Appendix A, with all the responses to each question portrayed in a doughnut chart.

Summary of the results:

- the most popular answer for each service was that the Town “Meets Expectations”
- with most services receiving a second place rating of “Above Expectations”
- The highest response for “Exceeds Expectations” was received by Parks, Playgrounds and Green spaces, with 19.3 of the respondents rating this service as “Exceeds Expectations”

Question 10 was designed to get a rating on the “overall value” of Town services for the tax dollars. The highest rating was Meets Expectations with 55.7% of respondents, followed by Below Expectation with 22.7% of the respondents.

Taxation question 11 was designed to get feedback on options to balance the budget. Listed as the most popular approach:

- 36.5% of respondents would prefer the Town introduce new user fees for some Town services that are currently free (ex. Transfer station access, RV dump station access, etc.)
- 20.7% of the respondents would prefer the Town to postpone infrastructure projects (ex. New amenities or major repairs)
- 19.3% of the respondents would prefer to reduce the levels of Town services (ex. Hours and services offered)
- 18.9% of respondents would prefer to increase user fees for current Town services (ex. Abbey Centre memberships/access, building permits, business licenses, etc.)
- 4.6% of the respondents would prefer to increase property taxes

The final question asked which statement best represents their position regarding taxation:

- 33.2% of respondents do not support a tax increase and wish to decrease service levels
- 27.6% of respondents support a tax increase in order to maintain services and keep up with inflation
- 27.3% of respondents are not sure/need to know more before deciding
- 11.9% of respondents support a tax increase to enhance services

Each question also included a comment box, an important component of the survey, to allow residents to elaborate on their answers or voice concerns. The comment section has been compiled into a document to be distributed to all Council members, the CAO, Directors and Managers. Comments from citizens will be taken into consideration when prioritizing department service levels.

The survey was anonymous; however, if they submitted their email address, they were able to participate in a draw for completing the survey. Prize #1 – a \$100 credit towards the Town of Blackfalds Utility account, along with some Town Swag. Prize #2 – a \$75 gift pass to the Abbey Centre, and Town swag.

The Survey results give Council valuable feedback on citizen satisfaction with current service levels and tax positions. The approach going forward will be to consider options and feedback received in this survey, identify cost savings, prioritize projects, give consideration to the current economic conditions, and keep fiscal responsibility for existing services to establish the 2025-2027 Budget.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council accept the Citizen Engagement Budget 2025 Survey Report as information.

ALTERNATIVES

- a) That Council refer the Citizen Engagement Budget 2025 Survey Report back to Administration for more information.

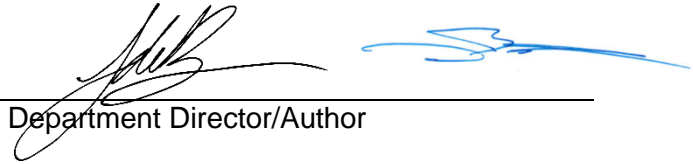
ATTACHMENTS

- *Appendix A – Budget 2025 Survey Report*

APPROVALS



Ken Morrison,
Acting Chief Administrative Officer



Department Director/Author



TOWN OF BLACKFALDS

CITIZEN ENGAGEMENT 2025 BUDGET SURVEY

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

INTRODUCTION

The Town of Blackfalds conducted the annual Budget Survey from August 26- September 16, 2024.

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

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

The survey received 352 responses, 97% of which were Blackfalds residents. This is almost 100 more responses than 2023.

The average rating for Town Services is positive.

Some of the highlights gleaned from the survey were:

Emergency Management:

The positive feedback for Emergency Management has increased from the 2024 Budget Survey: 85% to 93%.

Facilities:

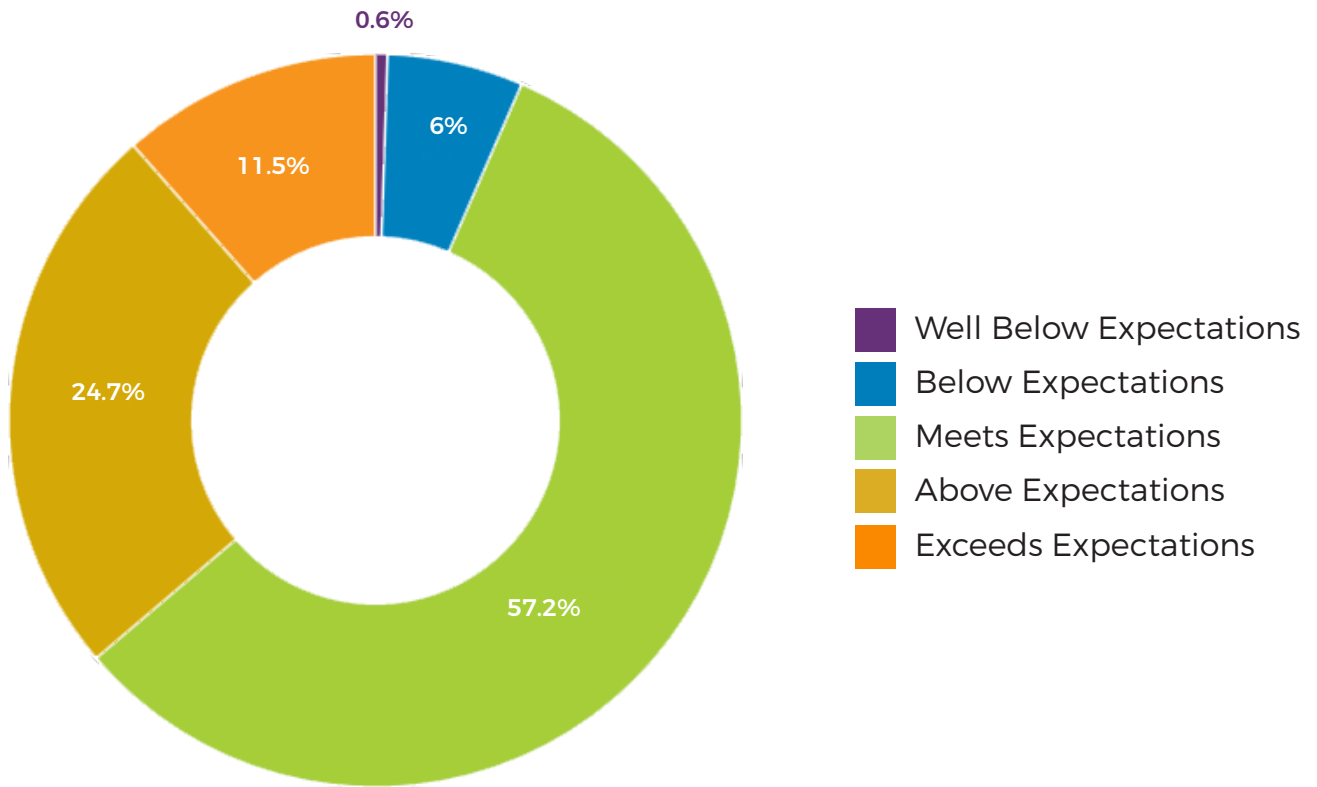
The consensus is that facilities are well kept and maintained.

Parks & Playgrounds

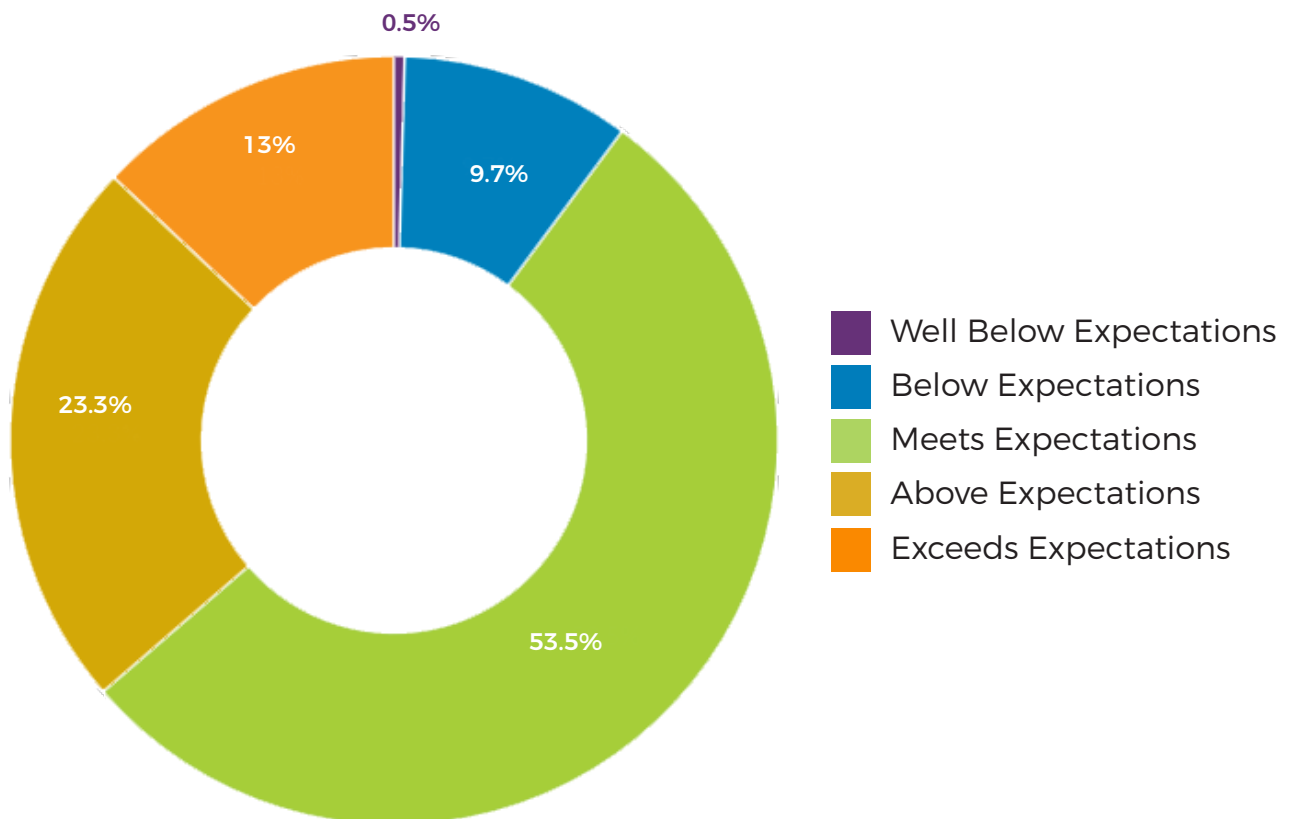
Parks, Playgrounds and Green Spaces remains one of the most positive survey responses at 95%.



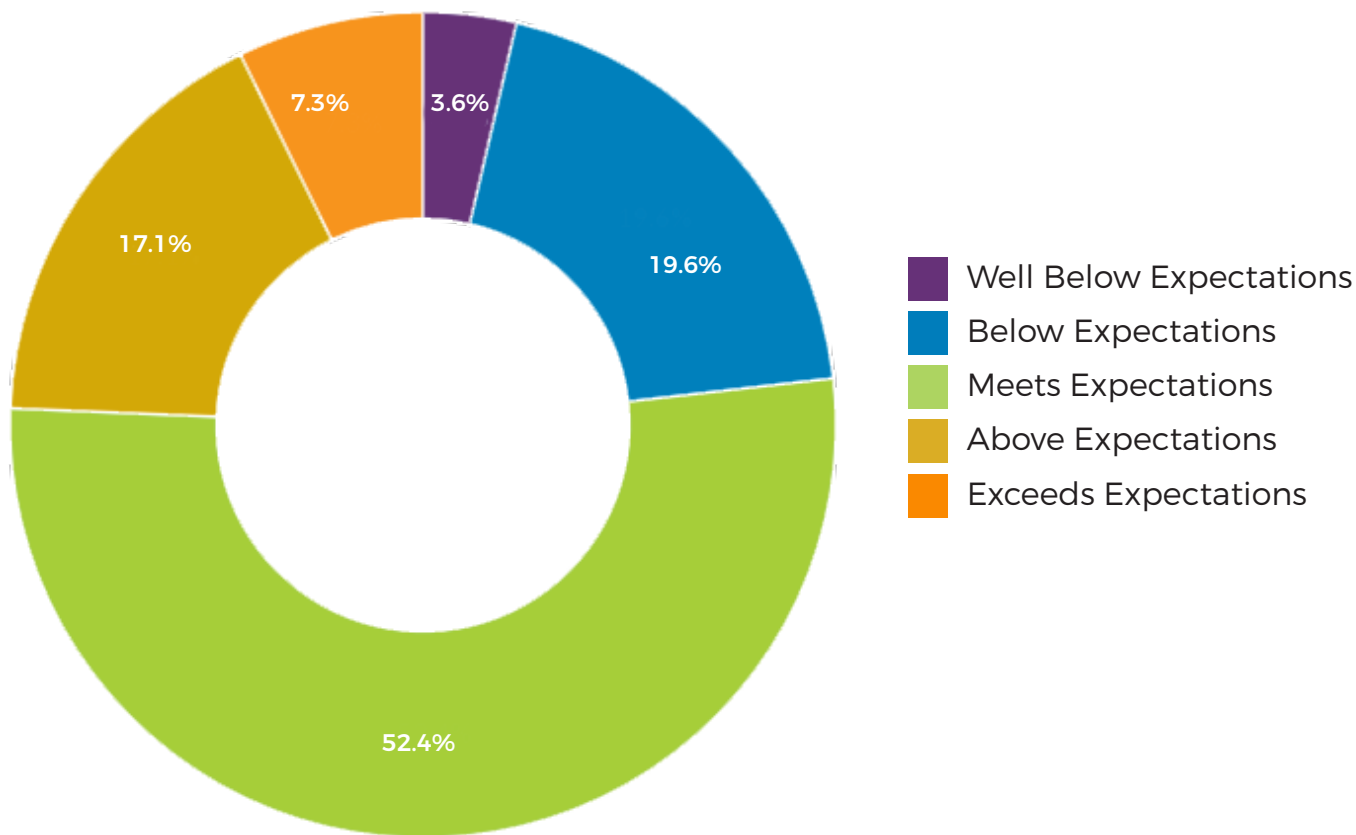
1. Based on your experience with Protective Services, how would you rate your level of satisfaction?



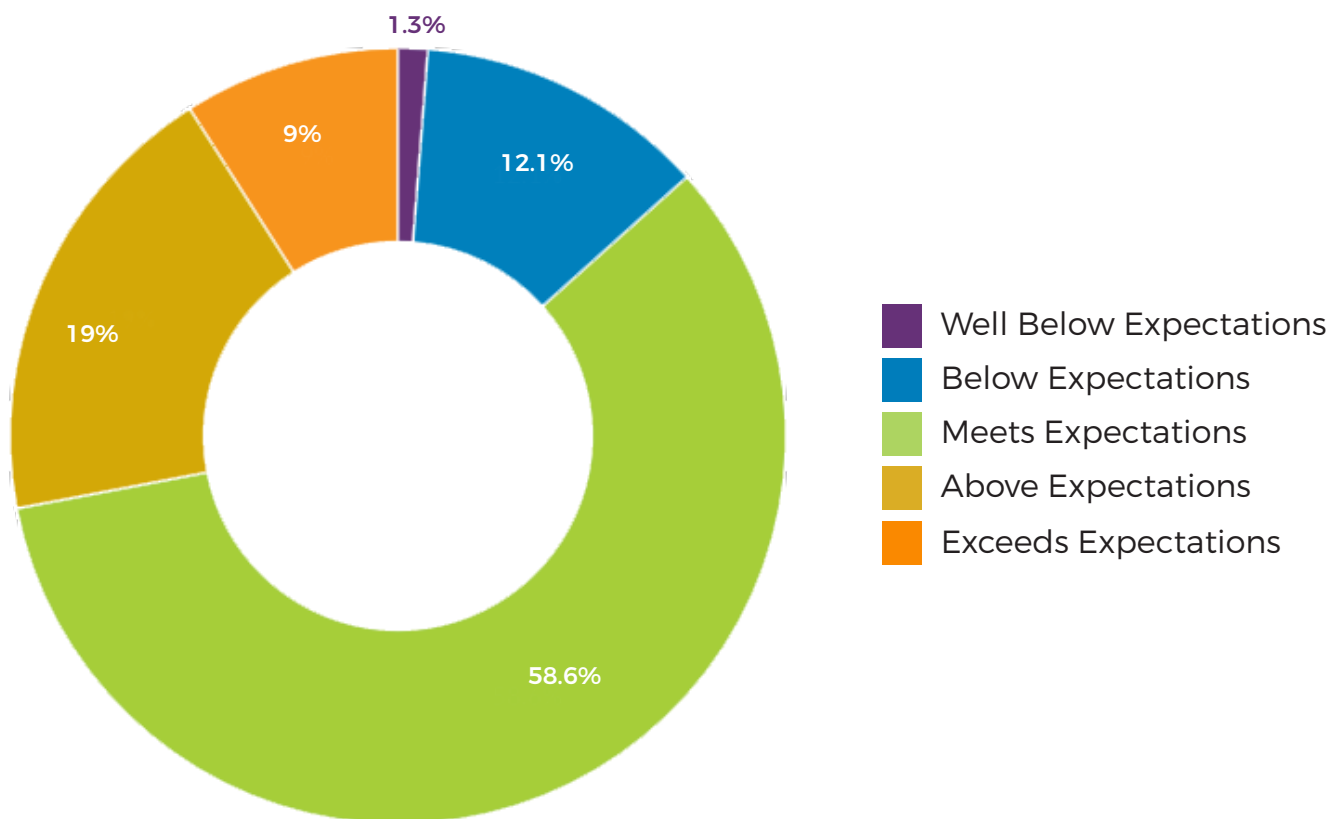
2. Based on your experience with Environmental Services, how would you rate your level of satisfaction?



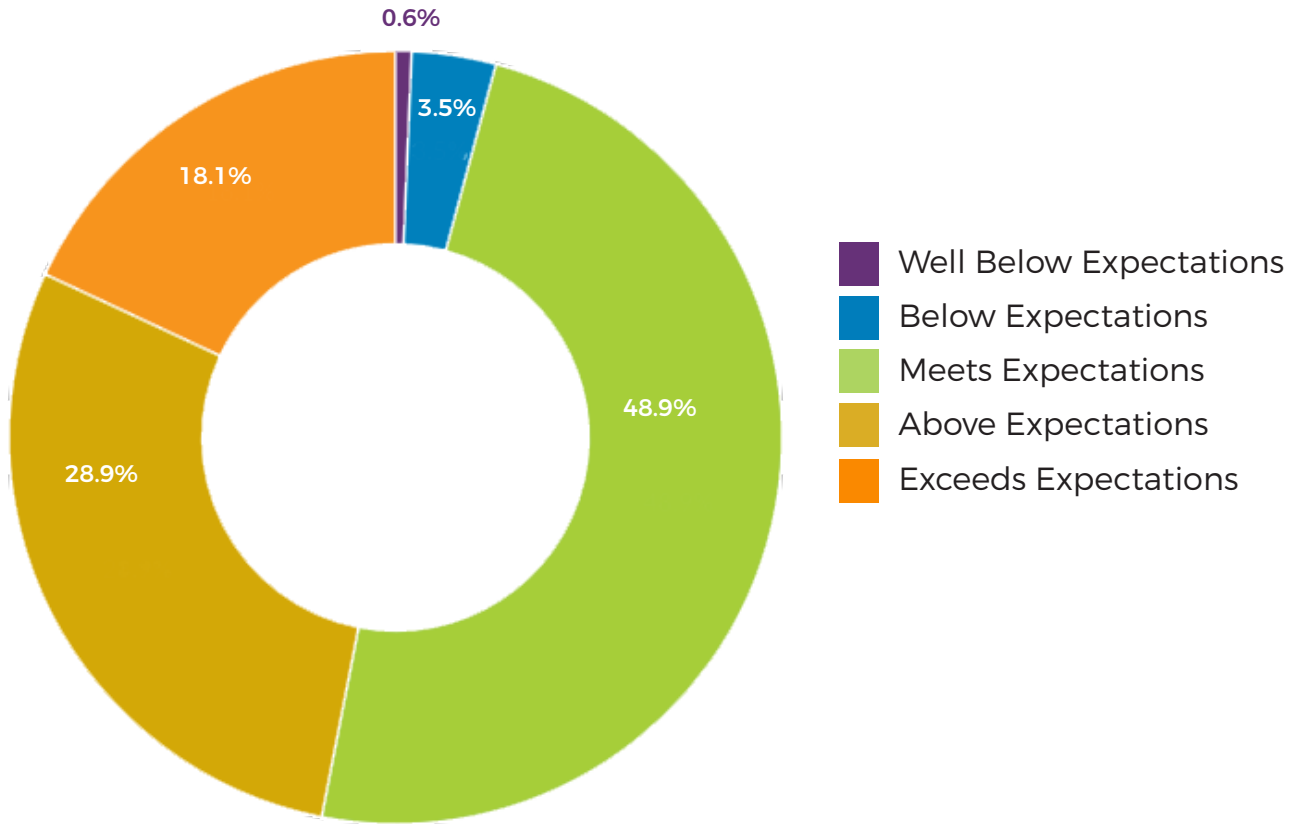
3. Based on your experience with Infrastructure Services, how would you rate your level of satisfaction?



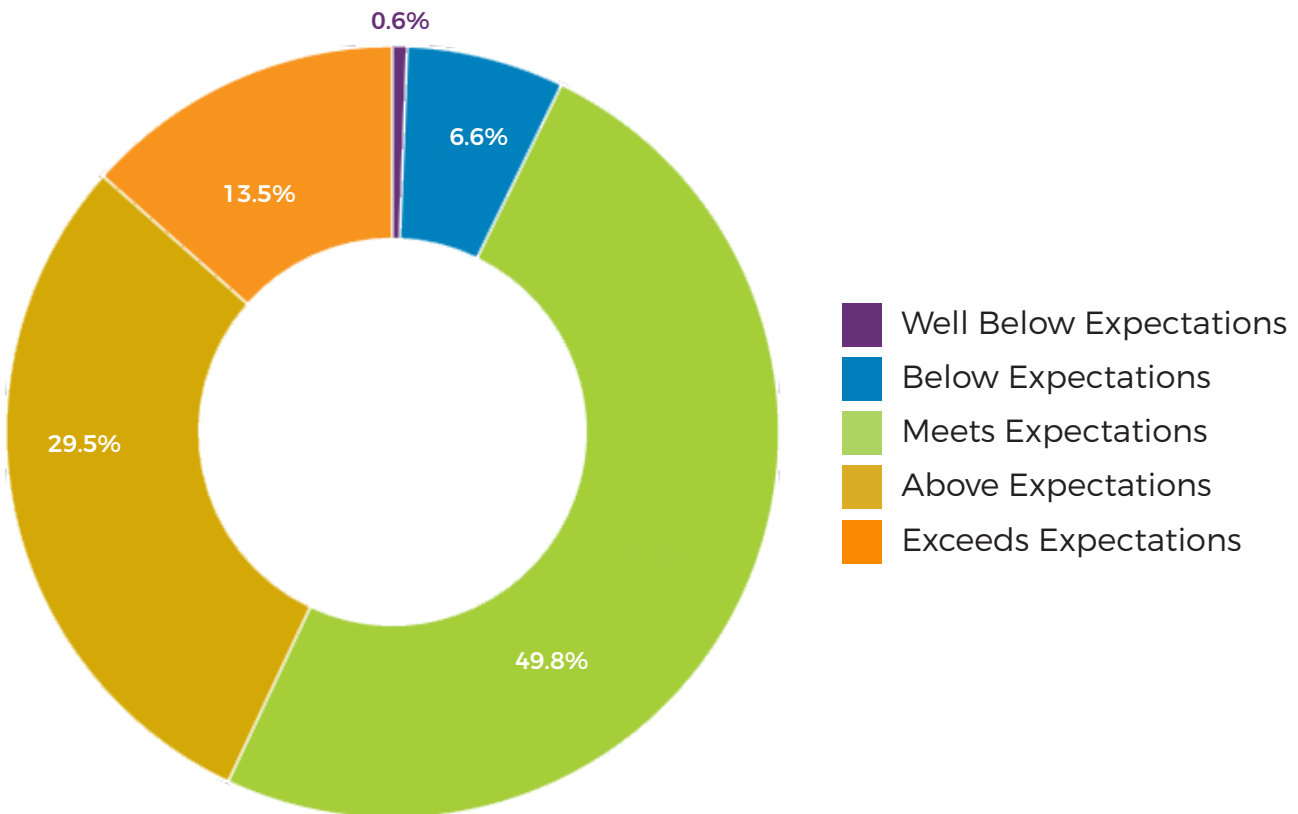
4. Based on your experience with Economic Development, how would you rate your level of satisfaction?



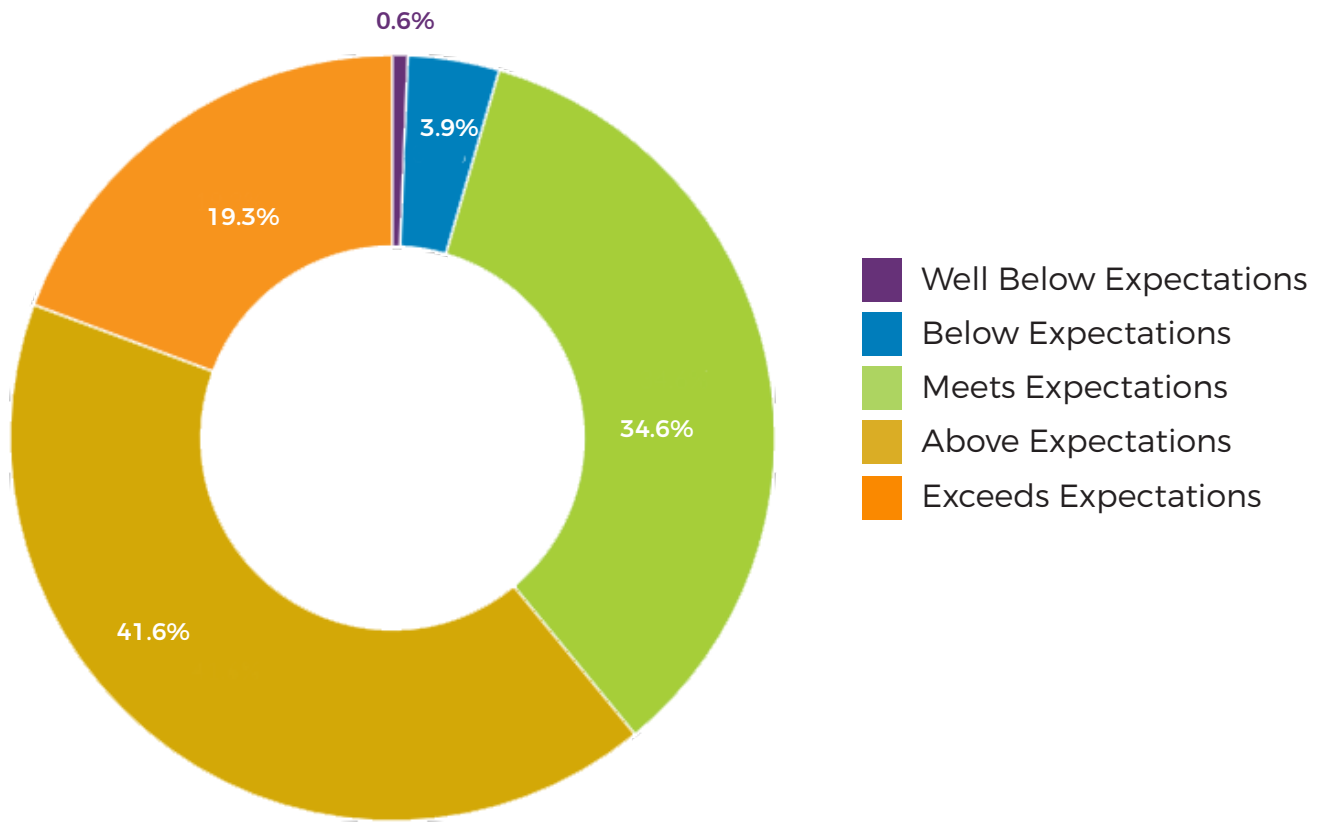
5. Based on your experience with our facilities, how would you rate your level of satisfaction?



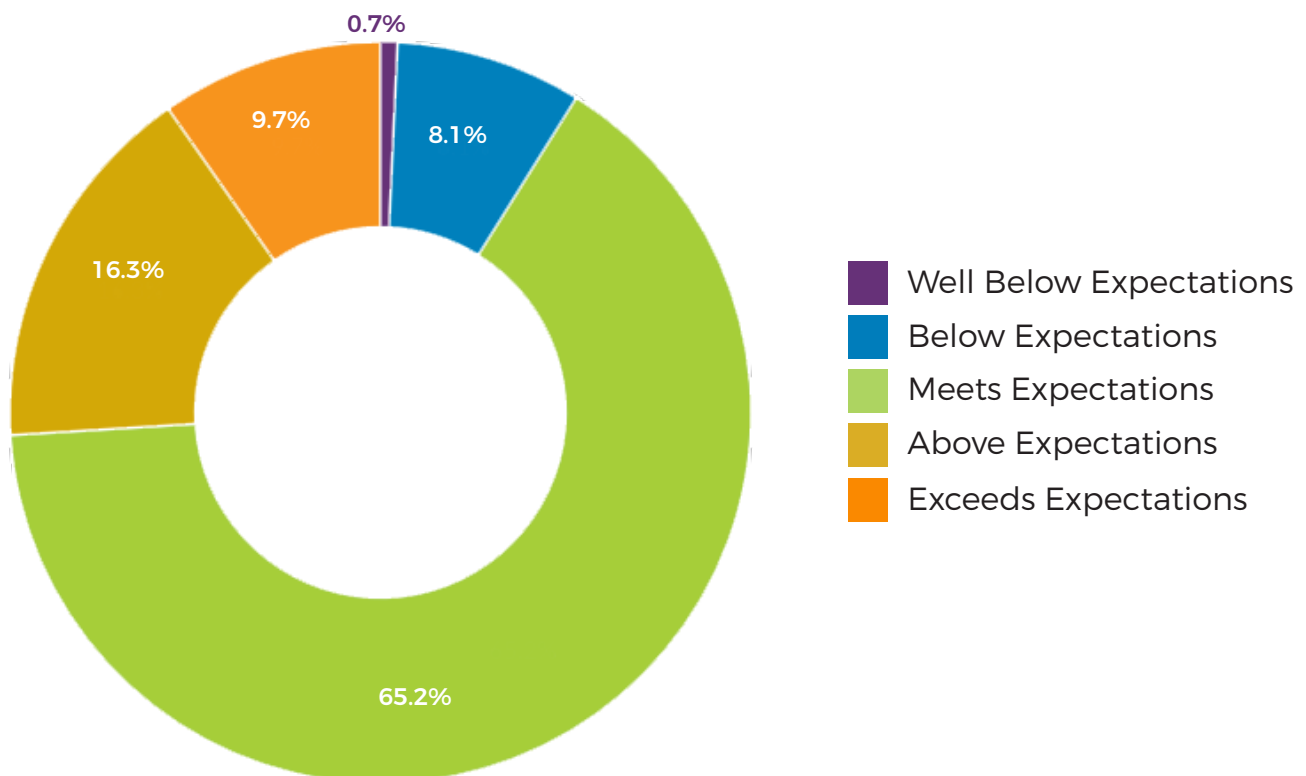
6. Based on your experience with Programs & Events, how would you rate your level of satisfaction?



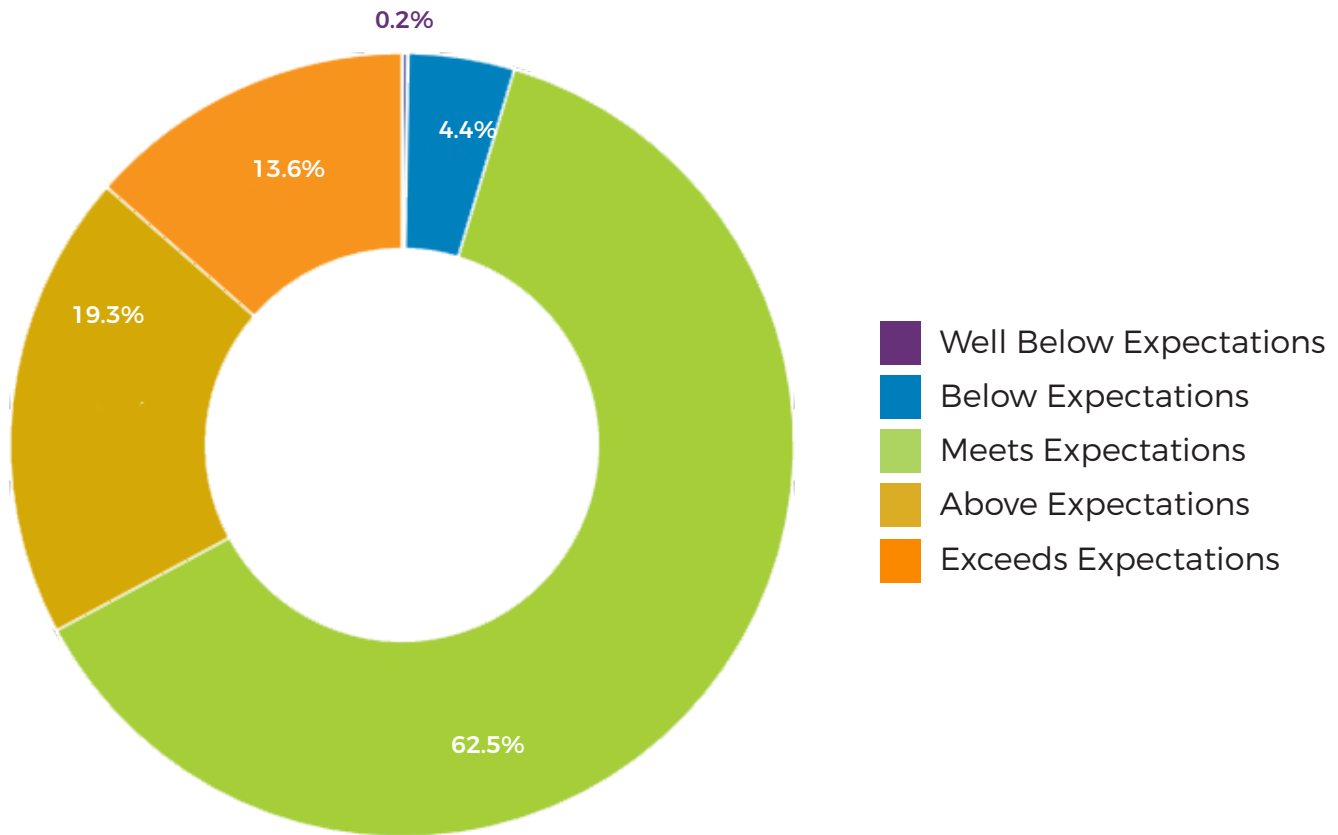
7. Based on your experience with Parks, Playgrounds and Green Spaces, how would you rate your level of satisfaction?



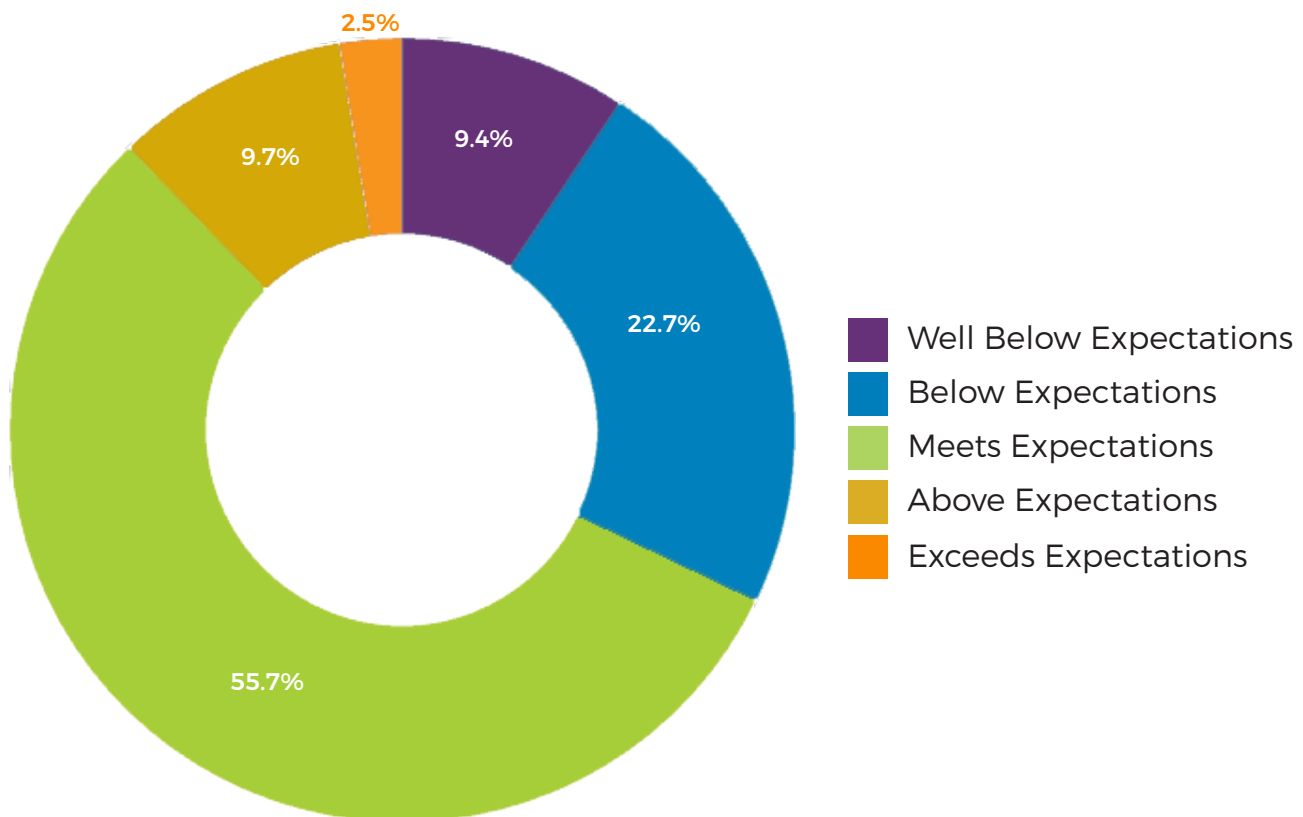
8. Based on your experience with Marketing & Communications, how would you rate your level of satisfaction?



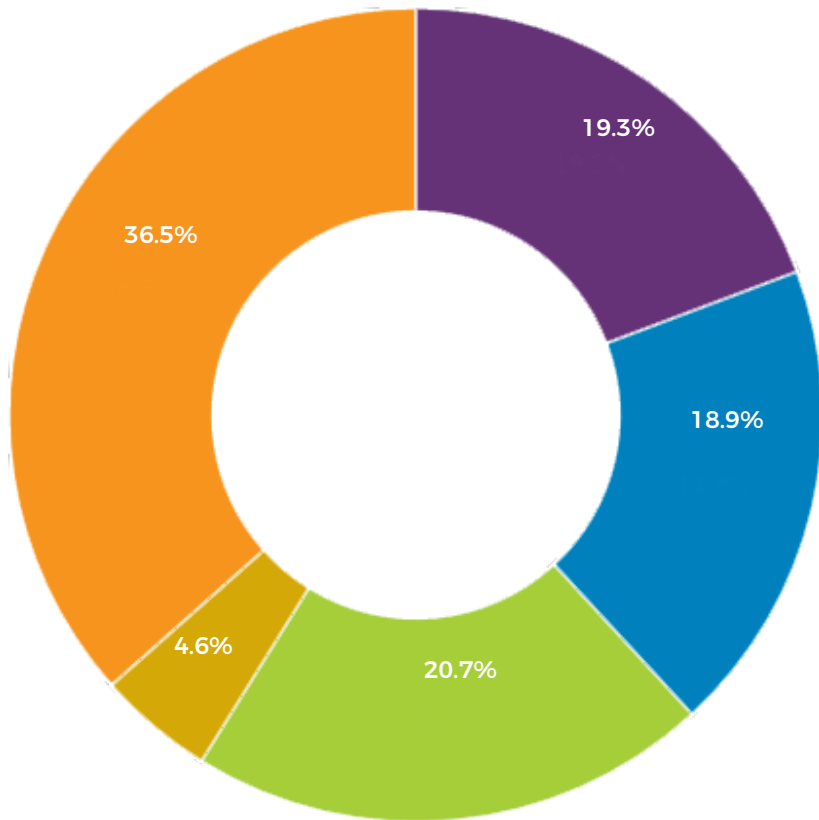
9. Based on your experience with FCSS, how would you rate your level of satisfaction?



10. Thinking about all the programs and services you receive from the Town, how would you rate the overall value you receive for your tax dollars that go to the Town of Blackfalds?

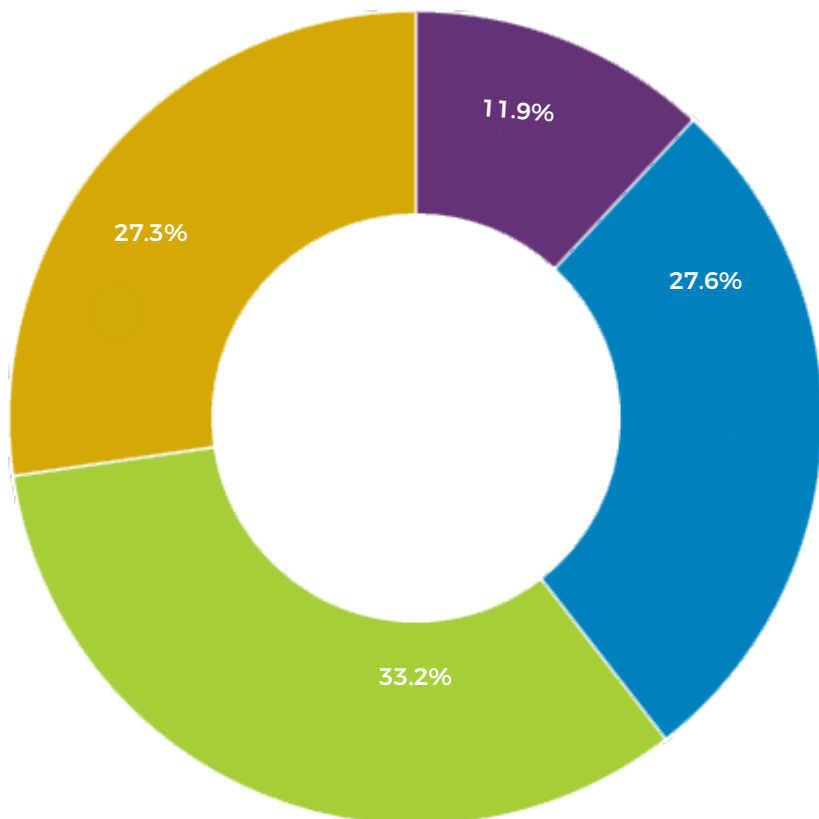


11. Which of the following options would you prefer the Town uses to balance its budget?



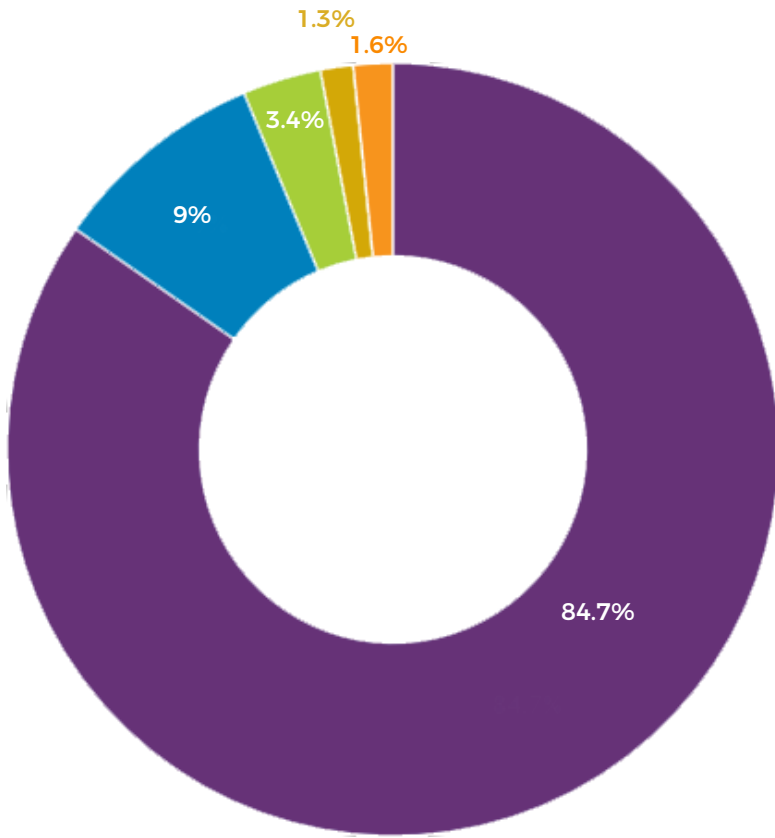
- Reduce the levels of Town services (ex. hours and services offered)
- Increase user fees for current Town services (ex. Abbey Centre memberships/access, building permits, business licenses, etc)
- Postpone infrastructure projects (ex. new amenities or major repairs)
- Increase property taxes
- Introduce new user fees for some Town services that are currently free (ex. transfer station access, RV dump station access, etc)

12. Which statement best represents your position regarding taxation?



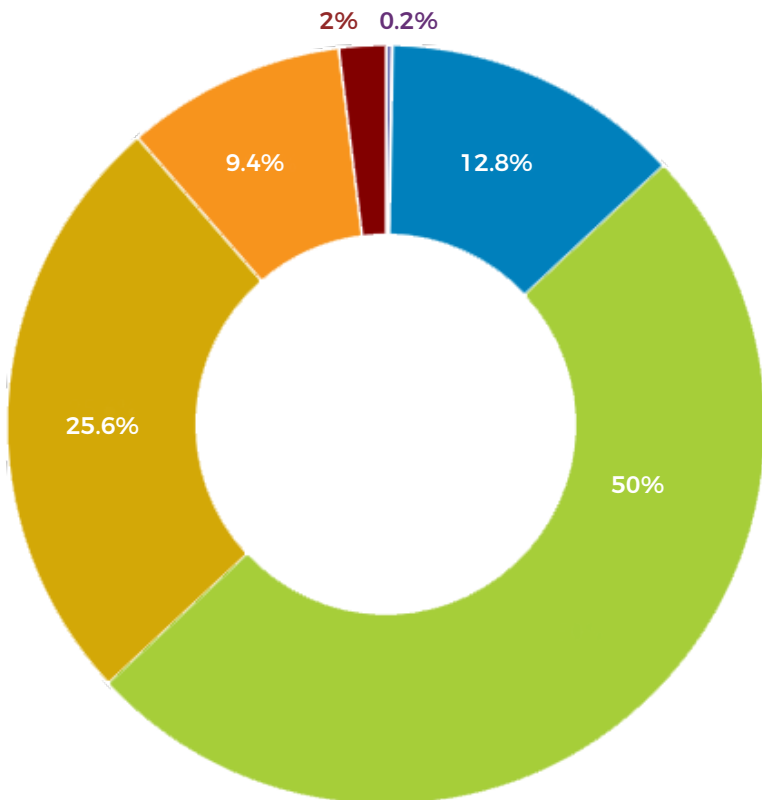
- I support a tax increase in order to enhance services
- I support a tax increase in order to maintain services and keep up with inflation
- I do not support a tax increase and wish to decrease service levels
- I'm not sure / need to know more before deciding

13. Which best applies to you?



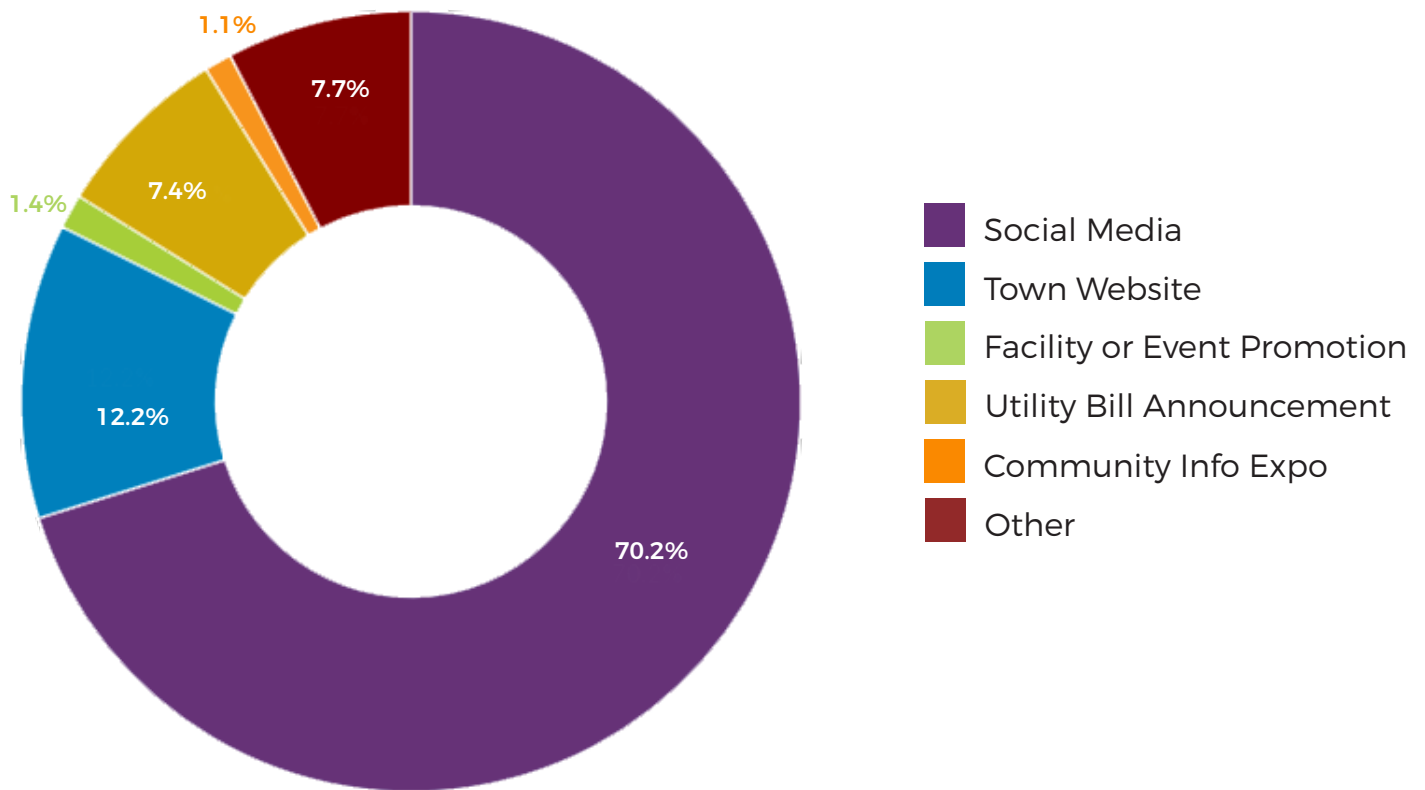
- Blackfalds Resident (Property Owner)
- Blackfalds Resident (Renter)
- Blackfalds Business Owner / Operator in the Town of Blackfalds
- Lacombe County resident
- Prefer not to answer

14. Which age group best represents you?



- Under 18
- Between 18 - 30
- Between 31 - 45
- Between 46 - 65
- Ages 66 +
- Prefer not to answer

15. How did you hear about this survey?



Thank you to everyone who took the time to answer our survey!

MEETING DATE: October 8, 2024

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **Bylaw 1316.24 - Member at Large Review Panel Bylaw**

BACKGROUND

At the September 16, 2024, Standing Committee of Council a draft Member at Large Review Panel Bylaw was brought forward for Council discussion. It was noted that as part of the Council Committee Audit that was completed identified that the Town of Blackfalds should utilize the process that many other municipalities follow for appointments, which is through the establishment of a Committee of Council. This Committee of Council would be responsible for screening the applications, conducting the interviews and recommending appointments to Council.

At the September 10, 2024, Regular Meeting of Council, a motion was carried that extended the Member at Large appointment terms to December 31 of their respective year This was done so that the Member at Large terms would run from January 1st through to December 31st. The appointments for the upcoming year will need to be made at the first meeting in December, and as such, this Bylaw will establish the Member at Large Review Panel. Once this Bylaw is established, the Council member appointments to the Member at Large Review Panel can be made at the upcoming Organizational Meeting of Council scheduled for October 22, 2024.

DISCUSSION

Administration is recommending that Council give three readings to the Member at Large Review Panel Bylaw so that Council members can be appointed to this Committee at the October 22, 2024, Organizational Meeting of Council.

FINANCIAL IMPLICATIONS

There are no financial implications to the adoption of this bylaw.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council give First Reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.
2. That Council give Second reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.
3. That Council give unanimous consent to move to Third Reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.
4. That Council give Third Reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.

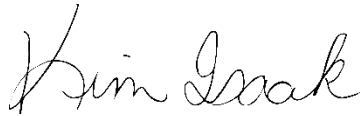
ALTERNATIVES

- a) That Council give First Reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as amended.
- b) That Council refer Bylaw 1316.24 - Member at Large Review Panel Bylaw back to Administration for additional information.

ATTACHMENTS

- *Bylaw 1316.24 - Member at Large Review Panel Bylaw*

APPROVALS



Kim Isaak,
Chief Administrative Officer

Department Director/Author

BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO ESTABLISH A MEMBER AT LARGE REVIEW PANEL FOR THE TOWN OF BLACKFALDS

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, RSA 2000, c M-26 and amendments thereto, for the purpose of the establishment of a Member at Large Review Panel.

WHEREAS, pursuant to Section 145 of the *Municipal Government Act*, RSA 2000, c M-26, and amendments thereto, permits Council to pass bylaws to establish procedures for Council Committees, and other bodies established by Council;

AND WHEREAS, it is the desire of the Council to establish a Member at Large Review Panel Council Committee and prescribe duties and functions of that Committee.

NOW THEREFORE, the Municipal Council of the Town of Blackfalds, duly assembled hereby enacts:

PART 1 – TITLE

- 1.1 That this Bylaw shall be cited as the “**Member at Large Review Panel Bylaw**”.
- 1.2 Schedule “A” shall form part of this Bylaw as the Member at Large Review Panel Terms of Reference.

PART 2 – DEFINITIONS

- 2.1 In this Bylaw:
 - (a) “**Act**” means the *Municipal Government Act*, RSA 2000, c M-26 and any amendments thereto.
 - (b) “**Committee**” means a committee, commission, board, authority or other body established by Council.
 - (c) “**Council**” means the elected officials, being the Mayor and Councillors of the Town of Blackfalds.
 - (d) “**Member**” means a member of Council duly elected and continuing to hold office.
 - (e) “**Member at Large**” means a member of the public appointed by Council to a Committee.
 - (f) “**Member at Large Review Panel**” means the Members appointed to carry out the interview process and recommendations for Member at Large appointments and subsequent approval consideration by Council.

PART 3 – TERMS OF REFERENCE

- 3.1 The Member at Large Panel Terms of Reference are outlined in Schedule “A” of this Bylaw and will set out the purpose and duties of the Member at Large Review Panel.

PART 4 - DATE OF FORCE

- 4.1 That this Bylaw shall come into effect, upon the date on which it is finally read and passed.

READ for the first time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

READ for the second time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

READ for the third time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

DRAFT

SCHEDULE "A"

**MEMBER AT LARGE REVIEW PANEL
TERMS OF REFERENCE**

1. Purpose/Mandate

- 1.1 To carry out the screening, interview and selection process for the Member at Large Appointments and make recommendations to Council on Member at Large Appointments to Council Committees.

2. Membership

- 2.1 The Member at Large Review Panel will consist of three (3) Council Members.

3. Meetings

- 3.1 Meetings will be held on an as needed basis.

4. Committee Roles and Responsibilities

- 4.1 To review all applications received for vacancies on a Committee.
- 4.2 Shortlist candidates for an interview.
- 4.3 Conduct interviews.
- 4.4 Make recommendations for Member at Large appointments to Town Council.

DRAFT

MEETING DATE: October 8, 2024
PREPARED BY: Danielle Nealon, Executive & Legislative Coordinator
PRESENTED BY: Danielle Nealon, Executive & Legislative Coordinator
SUBJECT: **Bylaw 1317.24 - Council Procedural Amendment Bylaw**

BACKGROUND

Council Procedural Bylaw 1289.23 was given Third Reading at the October 24, 2023, Regular Meeting of Council and establishes rules of procedure for governing processes related to Council and Committee Meetings. Since the enactment of Council Procedural Bylaw 1289.23, minor procedural revisions have been identified to clarify and streamline meeting procedures. In addition, as part of the Council Committee Audit process and moving Member at Large appointment terms to run from January 1st through to December 31st, this amending Bylaw will remove Member at Large appointments at the Organizational Meeting of Council to align with the Member at Large Review Panel process.

DISCUSSION

The proposed amendments to the Council Procedural Bylaw were outlined in detail at the September 16, 2024, Standing Committee of Council Meeting, where the Committee recommended the Amendment Bylaw be brought forward to this Regular Meeting of Council for consideration.

Administration is recommending that Council give three readings to the Council Procedural Amendment Bylaw to expedite streamlining meeting procedures and remove that Member at Large appointments will take place at the Organizational Meeting of Council.

FINANCIAL IMPLICATIONS

There are no financial implications to adopting this Bylaw.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council give First Reading to Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.
2. That Council give Second Reading to Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.
3. That Council give unanimous consent to move to Third Reading of Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.
4. That Council give Third Reading to Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.

ALTERNATIVES

- a) That Council give First Reading to Bylaw 1317.24 - Council Procedural Amendment Bylaw, as amended.
- b) That Council refer Bylaw 1317.24 - Council Procedural Amendment Bylaw back to Administration for further information.

ATTACHMENTS

- *Bylaw 1317.24 - Council Procedural Amendment Bylaw*

APPROVALS



Ken Morrison,
Acting Chief Administrative Officer



Department Director/Author

BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO AMEND COUNCIL PROCEDURAL BYLAW 1289.23

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, RSA 2000, c M-26 and amendments thereto, for the purpose of amending Council Procedural Bylaw 1289.23.

WHEREAS, pursuant to Section 145 of the *Municipal Government Act*, RSA 2000, c M-26, and amendments thereto, permits Council to pass bylaws to establish the procedures for Council and Committees, and other bodies established by Council;

AND WHEREAS, it is the desire of the Council to amend Council Procedural Bylaw 1289.23.

NOW THEREFORE, the Municipal Council of the Town of Blackfalds, duly assembled hereby enacts:

PART 1 – TITLE

- 1.1 That this Bylaw shall be cited as the “**Council Procedural Amendment Bylaw**”.

PART 2 – AMENDMENTS

- 2.1 That the definition of “**Inaugural Meeting**” Section 2.1 u) be deleted in its entirety and any reference thereto within the Bylaw.
- 2.2 That the definition of “**Member**” Section 2.1 aa) be amended to remove “or a member of a Committee duly appointed by Council”.
- 2.3 That the definition of “**Organizational Meeting**” Section 2.1 ff) be deleted in its entirety and replaced with:
- ff) “**Organizational Meeting**” shall mean an annual meeting of Council held no later than 14 days after the 3rd Monday in October.
- 2.4 That Section 3.1 a) be removed and reordered accordingly as follows:
- a) Organizational Meetings;
 - b) Regular Council Meetings;
 - c) Special Council Meetings; and
 - d) Council Committee Meetings, except:
 - i. when Council has granted permission to a Committee to establish its own procedures.
- 2.5 That Part 7 be deleted in its entirety and replaced as follows:

PART 7 - ORGANIZATIONAL MEETING

- 7.1 The Organizational Meeting immediately following a General Municipal Election shall be held no later than 14 days after the 3rd Monday in October.
- 7.2 The first Organizational Meeting following a General Municipal Election the Mayor and each Council Member shall take the prescribed oath of office as the first order of business as prescribed by the *Oaths of Office Act*.
- 7.3 The Organizational Meeting business shall be limited to:
- a) The administration of the oath of office and introduction of new Members of Council, should the Organizational Meeting follow a General Municipal Election.
 - b) Roster of Deputy Mayors for the Council term;
 - c) Establishment of Regular Council and Standing Committee of Council Meeting dates from October to October;
 - d) The appointment of Council Members to Council Committees and other external bodies that have Council Membership, and

- e) any other business required by the Act or which Council or the CAO may direct.
- 7.4 Appointments of Council Members to Committees shall be for a term of one (1) year unless otherwise specified.
- 7.5 Councillors shall each serve an eight (8) month rotation as Deputy Mayor, rotating in the manner as agreed upon by Council.
- 2.6 That the order of business under Section 10.2 be deleted in its entirety and replaced as follows:
- a) Welcome and Call to Order
 - b) Land Acknowledgement
 - c) Adoption of Agendas
 - d) Public Hearing
 - e) Delegation
 - f) Business
 - g) Notices of Motion
 - h) Confidential
 - i) Adjournment
- 2.7 That Sections 10.12 and 10.13 be reversed in order to conform with the order of business as follows:
- 10.12 Public Hearings shall be conducted in accordance with Part 14.
- 10.13 Delegations shall be registered in accordance with Section 15.1.
- 2.8 That Part 14 and Part 15 be reversed in order to conform with the order of business as follows:

PART 14 – PUBLIC HEARINGS

- 14.1 Council shall hold Public Hearings in accordance with the Act.
- 14.2 Public Hearings, when required by the Act or requested by Council, will be held prior to the second reading of a Bylaw.
- 14.3 Council may direct Administration through a Resolution of Council to hold a non-statutory Public Hearing.
- 14.4 Public Hearings shall be conducted in accordance with the procedures set out in *Appendix C*.
- 14.5 All written submissions from the public must be received by the deadline advertised to a Public Hearing for inclusion in the Council Agenda. Any written submissions from the public that are received after this date must be provided to the CAO or designate who will advise Council that a late submission has been received during the Public Hearing and include the submission in the Public Hearing record.

PART 15 – DELEGATIONS

- 15.1 If a Delegation wishes to make a presentation to Council the Delegation must submit a written request in the form of a Delegation Application to the Legislative Coordinator no later than noon (12:00 p.m.) on the Wednesday prior to a Regular Council Meeting. The Delegation Application is provided as *Appendix B*.
- 15.2 Delegations are limited to fifteen (15) minutes at a Regular Council Meeting unless, at Council's discretion, a longer time is required.
- 15.3 Delegations shall not address Council on the same subject matter more than once every six (6) months unless prior approval is granted by Council unanimously agreeing to the Delegation.
- 15.4 All written presentations will become a matter of public record unless the Delegation informs the office of the CAO or it is deemed confidential in accordance with the FOIP Act.

2.8 That Appendix A – Table of Contents be amended as follows:

- 2.8.1 remove “Inaugural” from Part 7, and
- 2.8.2 Parts 14 and 15 are reversed in order.

2.10 That Appendix C – Introduction and Procedures Section 7 be amended to remove “and will accept a motion to Adjourn this Public Hearing” “Motion to Adjourn./Carried Unanimously”.

PART 3 - DATE OF FORCE

3.1 That this Bylaw shall come into effect, upon the date on which it is finally read and passed.

READ for the first time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

READ for the second time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

READ for the third time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

MEETING DATE: October 8, 2024
PREPARED BY: Darolee Bouteiller, Financial Services Manager
PRESENTED BY: Justin de Bresser, Director of Corporate Services
SUBJECT: **Audit Services RFP Award**

BACKGROUND

The Town’s current Auditors, BDO Canada Ltd., gave 90 days' notice to terminate the current contract for Auditing Services since they were unable to maintain the current contract of \$25,000 per year.

Section 280(1) of the *Municipal Government Act* (MGA) requires Council to appoint one or more auditors for the municipality. Pursuant to the MGA, the auditors for the municipality must report to Council on the annual Financial Statements, the FIR (Financial Information Return) and SIR (Statistical Information Return).

This report provides the opportunity to appoint new auditors for the period 2024 – 2028, including a Tri-annual Audit of the LAPP Pension plan.

DISCUSSION

The current Purchasing Policy directs Administration to release a Request for Proposal (RFP) as it will be a multi-year contract with an expected value of over \$100,000. The Town increased the scope of the RFP to include a 5-year term as it assists the auditors in becoming more knowledgeable of the working procedures, understanding processes, and being able to test controls in a wider range once they become familiar with the Town’s operations.

The RFP was released for audit services, which closed on September 13th, 2024, with the following Evaluation Criteria:

Experience & Expertise	25%
Experience Servicing Clients (includes Company and staff)	25%
References (including Municipal)	10%
Fee Structure with clear allocation of costs	40%
Total	100%

The Town received a total of 6 submissions, as listed below;

- Pivotal Chartered Professional Accountants LLP
- Metrix Group Chartered Professional Accountants LLP
- Seniuk & Company Chartered Professional Accountants
- BDO Canada LLP
- RSM Canada LLP
- JDP Wasserman Chartered Professional Accountants LLP

Each Administrative Review Committee member independently rated all submissions, and the proponents were awarded an overall average of each criterion. The Committee reviewed considerations and evaluation criteria and followed up on references. The range of bids was vastly different for each submission. However, the Committee members reached a consensus with the firm representing the Town's interests of a thorough audit at a competitive price.

The Administrative recommendation is to award the 5-year Audit Services contract to Metrix Group LLP and further that Council appoint Metrix Group LLP as the Auditors for the Town of Blackfalds.

FINANCIAL IMPLICATIONS

The Town's previous budget was \$25,000 per year for audit services and a \$6,500 Tri-annual Audit for the Local Authorities Pension Plan (LAPP). In 2026, the annual budgets will be modified and indexed as outlined in the proposal from Metrix Group, ranging from \$34,000 - \$39,000 for the Financial Audit and \$4,500 for the LAPP Audit.

ADMINISTRATIVE RECOMMENDATION

That Council considers the following motions:

1. That Council award the 5-year contract for Audit Services to Metrix Group LLP.
2. That Council appoint Metrix Group LLP as Auditors for the Town of Blackfalds for the period 2024 – 2028.

ALTERNATIVES

- a) That Council refer the Audit Services RFP Award back to Administration for further consideration and information.

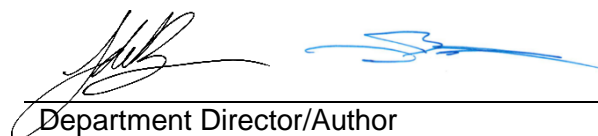
ATTACHMENTS

None

APPROVALS



Ken Morrison,
Acting Chief Administrative Officer



Department Director/Author

MEETING DATE: October 8, 2024
PREPARED BY: Justin de Bresser, Director of Corporate Services
PRESENTED BY: Justin de Bresser, Director of Corporate Services
SUBJECT: **ATCO Gas and Fortis Alberta Franchise Fees**

BACKGROUND

Franchise Agreements permit the utility companies (Fortis Alberta & ATCO Gas) to be the sole natural gas and electricity distributors within the Town's boundaries. This agreement allows the Town to recover franchise fees from granting the utility the rights and roadways for their distribution infrastructure as a percentage of delivery revenue. The maximum allowable rates regulated by the Alberta Utilities Commission are 35% for gas and 20% for electricity.

DISCUSSION

Each year, Fortis and ATCO send letters to Municipalities indicating the estimated delivery revenue and franchise fees for the upcoming year. These amounts are inputted into the annual budget, and then, in turn, transferred to the General Capital Reserve. These amounts have no impact on the operating budget. However, the revenue is vital in funding the 5-year capital plan.

The Province of Alberta introduced the Utilities Affordability Statutes Amendment Act of 2024, which requires the Town to have the ATCO Franchise Agreement reviewed and re-approved by the Alberta Utilities Commission. To do this, the Town was required to advertise a notice in the local newspaper with the widest circulation in our community. Advertising was made in the Lacombe Express on September 19th, 2024. Feedback was due on or before October 3rd, 2024. The Town received no feedback from the public. Fortis Alberta was excluded from this process.

Through the Capital Budget process, the funds from the franchise fees were used to fund the following projects:

- Annual Trail Development
- Accelerated payments of debentures (Abbey Centre)
- Mobile Equipment Replacement (Vehicles, Heavy Equipment)
- Building improvements (Lower Civic Centre Renovations)
- Various road improvements

FINANCIAL IMPLICATIONS

The Town collects the following amounts annually:

Atco	\$ 976,839
Fortis	\$1,113,228
Total	\$2,090,067

Administration recommends keeping the current rates for both Natural gas and Electricity at 35% and 20%, respectively. Should Council decide to change the percentage charged, Administration would have to advertise in a local newspaper, having the widest circulation within the municipality for two consecutive weeks. The advertisement would include contact information to allow residents to comment or ask questions.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council hold the 2025 natural gas (ATCO Gas) franchise fee for the Town of Blackfalds at the current rate of 35%
2. That Council hold the 2025 electricity (Fortis Alberta) franchise fee for the Town of Blackfalds at the current rate of 20%

ALTERNATIVES

- a) That Council directs Administration on an alternative percentage to charge.

ATTACHMENTS

- *ATCO Gas – Impacts of new Provincial Legislation*
- *ATCO Gas – Advertising*
- *ATCO Gas – 2025 Estimates Correspondence*

APPROVALS

Ken Morrison,
Acting Chief Administrative Officer



Department Director/Author

August 6th, 2024

Town of Blackfalds
PO Box 220
Blackfalds, AB, T0M 0J0

Attention: Ms. Kim Isaak, Chief Administrative Officer

**Re: Impacts of New Provincial Legislation on Your Gas Distribution Franchise Agreement
Time-Sensitive and Action Required**

As you may be aware, the Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024*,¹ (the "Act") became law when it received Royal Assent on May 16, 2024. The Act makes several changes to various statutes governing franchise agreements. One of these changes affects the gas distribution franchise agreement you have with ATCO Gas and Pipelines Ltd. ("ATCO"):

- Section 49(5) of the *Gas Utilities Act* now states that a franchise granted by a municipality to an owner of a gas utility that has not been approved by the AUC after the coming into force of this subsection will terminate 270 days after the coming into force of that subsection.

This means that your gas distribution franchise agreement for Blackfalds, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission ("AUC") before March 17, 2025, or it will terminate by operation of law on that date. If it is terminated, all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

In response to this new legislation, the AUC has established a special process² to efficiently approve all existing current and valid gas distribution franchise agreements that are compliant with the new legislation before the March 2025 deadline. To qualify for this special process, no changes may be made to the previously approved franchise terms, including the expiry date and the existing franchise fee. As

¹ *Utilities Affordability Statutes Amendment Act, 2024*, SA 2024, c 8; www.alberta.ca/making-utility-bills-more-affordable

² <https://media.auc.ab.ca/prd-wp-uploads/News/2024/Bulletin%202024-12.pdf>

part of this special process, ATCO is required to submit information pertaining to your franchise agreement to the AUC at the end of this year, for its review and approval.

We require your collaboration with respect to certain aspects of the re-approval process, including (1) advertising your franchise agreement to your community using a template we will provide you, (2) recording any feedback from residents, (3) responding to feedback from residents and keeping records of your responses, and (4) providing ATCO with all of that information to submit to the AUC. We understand that this may be inconvenient and an imposition on your resources, but it cannot be avoided due to the changes made by the Act. The attached process document explains what must be done and by when.

Please note that if you think you may want to change your franchise fee rate for the full 2025 calendar year, it is necessary to complete the above-described re-approval process first, by early October, before commencing the franchise fee rate change process. Otherwise, franchise fee rate changes will be processed for an effective date of April 1, 2025, or later.

Thank you for your prompt attention to this matter. If you have any questions or concerns, please reach out to me at your earliest convenience at kyla.belich@atco.com.

Regards,



Kyla Belich

Senior Manager, Red Deer Operations

ATCO Gas and Pipelines Ltd.

Notice of application to be filed for approval of the natural gas distribution franchise agreement between the Town of Blackfalds and ATCO Gas and Pipelines Ltd.

Application summary

The Alberta Utilities Commission expects to receive an application from ATCO Gas and Pipelines Ltd. to approve the existing current and valid natural gas distribution franchise agreement with the Town of Blackfalds. This application for approval is required due to changes made by the *Utilities Affordability Statutes Amendment Act, 2024*, to various statutes governing franchise agreements.

The current franchise agreement, which took effect in March of 2016, grants ATCO Gas and Pipelines Ltd. the exclusive right to deliver natural gas to the residents of Blackfalds for approximately 10 years.

No changes to the franchise agreement or to the franchise fee rate rider percentage are being made as part of this application. The franchise fee rate rider percentage will remain at its current rate, which is 35%. Including linear taxes, the resulting average monthly franchise fee for an average residential customer will remain the same at approximately \$18.98. The franchise fee is calculated based on distribution charges. An average residential customer uses about 105 gigajoules per year.

You may send your concerns about, objections to, or support for the application in writing to the Town of Blackfalds or to ATCO Gas and Pipelines Ltd. on or before October 3rd, 2024 at:

Town of Blackfalds,

Justin de Bresser,
5018 Waghorn Street,
Blackfalds Alberta T0M 0J0
403-885-6238
Communications@blackfalds.ca

ATCO Gas and Pipelines Ltd., Attn: Franchise Agreement Coordinator, 5302 Forand Street S.W. Calgary, Alberta, T3E 8B4, phone: 310-5678 or 1-888-511-7550; email: franchisecoordinatorgas@atco.com

Any submissions received, unless you request otherwise, will be part of the application submitted and will become part of the public record.

For more information on franchises or to receive a copy of the franchise agreement please contact either the Town of Blackfalds or ATCO Gas and Pipelines Ltd. at the addresses listed above.

For more information:

For more information about the AUC or its approval process associated with franchise applications, please contact the AUC directly at 310-4AUC or at info@auc.ab.ca.

The Alberta Utilities Commission is an independent, quasi-judicial regulatory body responsible for making decisions about utility-related applications.

Issued on September 19th 2024

Alberta Utilities Commission

August 26th, 2024

Town of Blackfalds
PO Box 220
Blackfalds, AB, T0M 0J0

Attention: Ms. Kim Isaak, Chief Administrative Officer

Re: Natural Gas Franchise Fee Estimate for 2025 - *Blackfalds*

As per the Natural Gas Distribution System Franchise Agreement between ATCO Gas and Pipelines Ltd. (ATCO) and the *Town of Blackfalds*, ATCO pays the *Town of Blackfalds* a franchise fee. The franchise fee is collected from gas customers within *Blackfalds* and is calculated as a percentage of ATCO's revenue derived from the delivery tariff.

The franchise agreement requires that we provide ATCO's total revenues derived from the delivery tariff within *Blackfalds* for 2023 and an estimate of total revenues to be derived from the delivery tariff within *Blackfalds* for 2025. The chart below provides this information as well as an estimate of your franchise fee revenue for the 2025 calendar year.

ATCO's Delivery Tariff Revenue in 2023	ATCO's Estimated Delivery Tariff Revenue for 2025	Your Current Franchise Fee Percentage	Your Estimated Franchise Fees for 2025
\$2,455,139	\$2,790,968	35.00%	\$976,839

Please note that the estimated delivery tariff revenue for 2025 can be impacted by changes in customer operations and weather. Additionally, ATCO has utilized forecast 2025 delivery rates, however, they have not yet been approved by the Alberta Utilities Commission. ATCO commits to providing updated franchise fee revenue forecasts at a future date should there be material impacts related to any update of these forecast assumptions.

Under the franchise agreement, the *Town of Blackfalds* has the option of changing the franchise fee percentage for 2025. If you are considering changing the franchise fee in 2025, please contact us as soon as possible to learn about the process. We will guide you through the process and will file an application with the Alberta Utilities Commission (AUC) for approval. A request to change the franchise fee must be made in writing and must be received by ATCO on or before October 15th, 2024.

We trust you will find this information useful. Should you have any questions or require anything further, please do not hesitate to contact me at kyla.belich@atco.com.

Yours truly,



Kyla Belich
Senior Manager, Red Deer Operations
ATCO Gas & Pipelines Ltd.

MEETING DATE: October 8, 2024

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

PRESENTED BY: Preston Weran, Director of Infrastructure and Planning Services

SUBJECT: **Blackfalds Xing Sanitary Trunk (NE-22-39-27-W4) Project Budget Amendment Request**

BACKGROUND

During 2023, Council amended the 2023 Capital Budget to include \$2.65M for the NE-22-39-27-W4 Sanitary Trunk Project. The County of Lacombe and the Town partnered, through a cost-sharing agreement, to increase sewer servicing for the Aspelund Industrial Area. The driving force behind this was to increase services for the Dairy West Processing Plant, which is being built and currently serviced by the Town's sanitary system through the Joint Servicing Agreement.

At the May 28, 2024, Regular Council Meeting, the following motion was passed:

168/24 Councillor Coulter moved That Council award the Blackfalds Crossing Sanitary Trunk Project to Bothar Inc. for \$2,187,880.96, excluding GST.

CARRIED UNANIMOUSLY

This Sanitary Trunk Project includes augering under the CP rail line, the continuation of the sewer trunk west of the Dog park to the southern side of Blackfalds Crossing Way commercial development, where the line will connect to the existing sanitary line crossing at Highway 2A. This project requires the closing of South Street to complete the augering. Notification of the closure and posted detour routes have been communicated ahead of time to the public.

DISCUSSION

Bothar Inc. has been doing an amazing job building this project for the Town and the County. They are extremely efficient and flexible with the project as a whole. However, the project has experienced some major scheduling delays due to the availability of CPKC flaggers needed on-site while the work is being done. This has resulted in a request from the contractors to be compensated fairly for this 9-day delay, which was outside of their control. This totals \$152,576.

Further, extra efforts were required along the way to retrofit and replace a large manhole in the existing underground system. Other items of note include additional settlement monitoring program cost increases from estimated costs of \$50,000 to \$76,609 for improved additional protection of the two deep manhole connections (Denso wrap), excessive effort for the thrust block removal, and additional efforts to remove the deteriorated existing manhole. A new large manhole has been ordered, and we are awaiting delivery. This work totals \$ 77,039.

Once we move forward with the change orders relating to this extra work and delays totaling \$254,893 (including some minor costs not listed above), we will have used all the contingencies plus the project budget remaining of \$52,481, leaving us with a budget shortfall of \$3,511.

We are concerned that any additional changes will be unfunded without a revised motion from Council to fund the shortfall and some additional contingency that would be prudent to factor in as part of this recommendation. Our project engineer anticipates another \$100,000 be earmarked for additional changes or unknowns at this point. We may run into other delays, testing costs, earth material items or other unknowns relating to soils on the east side of the project.

See the project budget chart to date below:

Approved Project Budget	\$2,650,000	
Engineering, Design and tendering	-\$127,397	Fixed fees
Engineering Construction Inspection and Testing	-\$232,237.44	Fixed fees (based on 121 site days) updated down from the previous estimate of \$250,000
CP Rail approvals and settlement testing	-\$50,000	estimated
Award of Schedule A and B contract recommendation (Excluding \$198,898.27 of contingency or 10% of award)	-\$1,988,982	Fixed fees
Budget Remaining with Contingency	\$251,382	Updated Sept 23/24
Contingency / Budget used as per RFD	-\$254,893	Changes as per above
Budget Remaining	-\$3,511	
Additional Budget Request	\$103,511	
New Contingency remaining	\$100,000	Earmarked for the remainder of the Project
Total Project Budget if approved	\$2,753,511	Revised Cost Sharing Agreement

The County of Lacombe has been made aware of the cost overrun in general; Administration anticipates agreement amendments to cost share this amount overage at the percentage outlined below.

FINANCIAL IMPLICATIONS

Lacombe County will provide 48% of the project. The remaining portion of the additional request for 52% of \$103,511 will be covered by the Town through Wastewater Offsite Levies and the Wastewater Reserve.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council approve the budget increase of \$103,511 for the Blackfalds Crossing Sanitary Trunk Project Budget for a total budget of \$2,753,511 to pay for the delays/miscellaneous items and allocate additional contract contingencies.

ALTERNATIVES

- a) That Council refer Blackfalds Xing Sanitary Trunk (NE-22-39-27-W4) Project Budget Amendment Request back to Administration for more information.

ATTACHMENTS:

- None

APPROVALS



Ken Morrison,
Acting Chief Administrative Officer



Department Director/Author