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1. **Call to Order**
 2. **Land Acknowledgement**
 - 2.1 Treaty Six Land Acknowledgement - Blackfalds Town Council acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.
 3. **Adoption of Agenda**
 - 3.1 Agenda for March 14, 2023
 4. **Delegation**

None
 5. **Public Hearing**

None
 6. **Business Arising from Minutes**
 - 6.1 Request for Decision, Council Code of Conduct Bylaw 1278.23 (*new*)
 - 6.2 Request for Decision, Capital Green Project - EV Charging Stations
 7. **Business**
 - 7.1 Request for Decision, Proposed Subdivision S-01-22
 - 7.2 Request for Decision, Community Initiatives Grant - Blackfalds Cheemo Senior's Club
 - 7.3 Request for Decision, CN Train Whistle Cessation
 8. **Action Correspondence**
 - 8.1 Red Deer Hospital Expansion, SHECA Asks for Action
 9. **Information**
 - 9.1 Economic Development & Tourism Advisory Committee Meeting Minutes - January 9, 2023
 - 9.2 Recreation Culture and Parks Board Meeting Minutes - February 1, 2023
 - 9.3 Family and Community Support Services Board Meeting Minutes - February 9, 2023
 - 9.4 Report for Council, Enforcement and Protective Services Monthly Report - February 2023
 - 9.5 Report for Council, Development & Building Monthly Report - February 2023
 - 9.6 Report for Council, BOLT KPI Monthly Report - February 2023
 - 9.7 County of Lacombe Highlights - February 23, 2023
 - 9.8 City of Lacombe Highlights - February 27, 2023
 10. **Round Table Discussion**

None
 11. **Adoption of Minutes**
 - 11.1 Minutes from the Regular Council Meeting on February 28, 2023
 12. **Notices of Motion**

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

None
 14. **Confidential**
 - 14.1 FOIP Section 24 – Advice from Officials
 15. **Adjournment**
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Future Meetings/Events:

- Standing Committee of Council Meeting – March 20, 2023
- Regular Meeting – March 28, 2023

MEETING DATE: March 14, 2023

PREPARED BY: Myron Thompson, Chief Administrative Officer

PRESENTED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: **Council Code of Conduct Bylaw 1278.23 (new)**

BACKGROUND

The Town of Blackfalds, through a Request for Proposal process undertaken in 2022, secured the service of a consultant to undertake a Council Code of Conduct investigation. A secondary service that was provided in the firm's formal proposal was for service pertaining to the role of a Local Integrity Commissioner on a time and material basis.

DISCUSSION

The role of Local Integrity Commissioner is to act independently of Council and Administration to support a transparent and impartial process in key aspects relating to making recommendations and improvements to the Council Code of Conduct Bylaw. Their role would also include supporting members of Council in the performance of their functions and procedures relative to their governance role, providing advice and rulings on ethical challenges and issues, and completing investigations of complaints and alleged breaches of the Council Code of Conduct Bylaw.

Discussion took place at the February 14th Regular Council Meeting the following resolution was formally adopted:

041/23 *Councillor Appel moved That Council directs Administration to create a formal process to activate the role of the Local Integrity Commissioner in assisting with Council performance functions.*

CARRIED UNANIMOUSLY

The role of the Integrity Commissioner and the options relating to a process in utilizing the services of the Integrity Commissioner was included in the presentation material at the second Governance Workshop held on February 21st and facilitated by Russ Farmer & Associates Consulting Ltd. Three options were provided in bringing matters forward to the Integrity Commissioner with the first option including concerns first brought forward to Council for consensus approval prior to being brought before the Integrity Commissioner. The second option included the current process of code of conduct concerns first brought forward to the CAO for review prior to having the involvement of the Integrity Commissioner and the third option discussed whereby the Integrity Commissioner would be available to answer questions or to consider complaints with the power to determine if a matter warrants investigation.

At the Regular Council Meeting on February 28th, Council further discussed the three options and determined that the third option was most suitable. The following resolution (not formally adopted) precipitated this discussion:

- 048/23** *Deputy Mayor Svab moved That Council refer this matter back to Administration for further review and expand on option three and provide clarity whereby the Integrity Commissioner would be available to answer questions or to consider complaints with the power to determine if a matter warrants investigation.*

CARRIED UNANIMOUSLY

The current Council Code of Conduct Bylaw 1272.22 is being replaced by Bylaw 1278.23 which includes significant changes to Part 18 – Formal Complaint Process to provide increased clarity and definition of the process as intended by Council, relating to the role of Integrity Commissioner in the formal investigation of complaints.

FINANCIAL IMPLICATIONS

Tracking budgetary costs will have to be further determined to ensure financial oversight by Administration. The spring budget adjustment will update costs related to the activities outlined.

ADMINISTRATIVE RECOMMENDATION

1. That Council give First Reading to the new Council Code of Conduct Bylaw 1278.23, as presented.
2. That Council give Second Reading to the new Council Code of Conduct Bylaw 1278.23, as presented.
3. That Council give unanimous consent for Third Reading of the new Council Code of Conduct Bylaw 1278.23, as presented.
4. That Council give Third and Final Reading to the new Council Code of Conduct Bylaw 1278.23, as presented.

ALTERNATIVES

- a) That Council does not give all three readings to the new Council Code of Conduct Bylaw.
- b) That Council refers this matter back to Administration for further review and action.

ATTACHMENTS

- Council Code of Conduct Bylaw 1272.22 (current bylaw)
- Council Code of Conduct Bylaw 1278.23 (new)

APPROVALS



CAO Myron Thompson

Department Director/Author

**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO
ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL**

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of compliance under the modernized MGA.

WHEREAS, pursuant to section 146.1(1) of the *Municipal Government Act*, a council must, by bylaw, establish a code of conduct governing the conduct of members;

WHEREAS the Alberta Code of Conduct for Elected Officials Regulation provides minimum requirements for the contents of the Code of Conduct

AND WHEREAS, pursuant to section 153 of the *Municipal Government Act*, members have a duty to adhere to the code of conduct established by the council;

AND WHEREAS, the public is entitled to expect the highest standards of conduct from the members that it elects to council for the Town of Blackfalds;

AND WHEREAS, the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS, a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of members;

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

PART 1 - TITLE

1. This Bylaw may be referred to as the **“Council Code of Conduct Bylaw”**.

PART 2 - DEFINITIONS

2. In this Bylaw, words have the meanings set out in the Act, except that:
 - a. **“Act”** means the Municipal Government Act, R.S.A. 2000, c. M-26, and associated regulations, as amended;
 - b. **“Administration”** means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the Chief Administrative Officer;
 - c. **“CAO”** means the chief administrative officer of the Municipality, or their delegate;
 - d. **“FOIP”** means Alberta’s Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25, any associated regulations, and any amendments or successor legislation;
 - e. **“Investigator”** means Council or the individual or body established by Council to investigate and report on complaints;
 - f. **“Member”** means a member of Council and includes a Councillor or the Mayor;
 - g. **“Municipality”** means the municipal corporation of the Town of Blackfalds.

PART 3 - PURPOSE AND APPLICATION

3. The purpose of this Bylaw is to establish standards for the ethical conduct of members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.
4. This Code of Conduct applies to the Mayor and all members of Council.
5. The purpose of the Code of Conduct is to provide a formal document setting out expectations and support for high standards of member conduct and to prevent ethical conflicts and assist in their resolution.

PART 4 – PROPOSED ADDITION ON ROLES**6. COUNCIL ROLE**

- a. The fundamental role of Council is to provide direction, make policy decisions and to represent the public interest.
- b. Council must not exercise a power, function or duty that is specifically assigned to the Chief Administrative Officer provided through legislation or bylaw.

7. COUNCIL DUTIES

- a. To consider and promote the welfare and interests of the municipality as a whole.
- b. To promote intermunicipal land use planning and service delivery.
- c. Develop and evaluate policies, programs, and services of the municipality.
- d. Actively and diligently participate in Council and Committee meetings.
- e. Keep in confidence matters discussed in closed sessions (in-camera) at Council or Committee meetings until such time as the issue is discussed at a meeting held in public.
- f. To support the role of the Council and its Administration, the policies and Bylaws of the municipality and the decisions of the Council.
- g. To attend mandatory member orientation training which shall be held no later than 90 days after a member takes the oath of office.
- h. To adhere to all policies, procedures and bylaws enacted by Council, including this Code of Conduct.

8. MAYOR DUTIES

- a. Performs the duties of a member.
- b. Presides at Council meetings, including the preservation of good order and decorum, ruling on Points of Order and deciding all questions relating to the orderly procedure of the meeting.
- c. Acts as Official Council spokesperson.

PART 5 - REPRESENTING THE MUNICIPALITY

9. Members shall:
- a. act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
 - b. perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
 - c. conduct themselves in a professional manner, with dignity, and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
 - d. arrange their private affairs and conduct themselves in a manner that promotes public confidence and will bear close public scrutiny.
 - e. be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies and procedures regarding claims for remuneration and expenses.

PART 6 - COMMUNICATING ON BEHALF OF THE MUNICIPALITY

10. Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor it is the Deputy Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.
11. A member must not claim to speak on behalf of Council unless authorized to do so by the whole of Council.
12. A member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the member personally disagrees with Council's position.
13. No member shall make a statement when they know that statement is false.
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PART 7 – USE OF SOCIAL MEDIA

15. Members may use social media either with a personal account or a government official account; however, they shall conduct themselves respectfully and ethically.
16. Members utilizing social media shall abide by any Town policies in place with respect to behavior and content and shall support the role of Council and respect the differences of opinion.
17. Abiding by Town policies will include both elected official social media accounts as well as private social media accounts when content relates to Town business and activities.

PART 8 - RESPECTING THE DECISION-MAKING PROCESS

18. Decision making authority lies with Council, and not with any individual member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present.

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19. No member shall attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.
 20. Members shall conduct and convey Council business and all their duties in an open and transparent manner and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions, except those matters that are exceptions to disclosure required by the Freedom of Information and Protection of Privacy Act.
 21. Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

PART 9 - ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS

22. Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
23. Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.
24. Members must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

PART 10 - RESPECTFUL INTERACTIONS WITH COUNCIL MEMBERS, STAFF, THE PUBLIC AND OTHERS

25. Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
26. Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
27. No member shall use indecent, abusive, or insulting words or expressions toward another member, any employee of the Municipality, or any member of the public.
28. No member shall speak or conduct themselves in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
29. Members shall not involve themselves in matters of Administration which fall within the jurisdiction of the Chief Administrative Officer, or which are identified as powers of the Chief Administrative Officer by the Municipal Government Act, the Chief Administrative Officer Bylaw, or by any other legislation or enactment of Council
30. Members shall demonstrate compliance with any other policy or bylaw relating to respectful behavior in the workplace.
31. Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any member or group of members.

32. Members must not:

- a. involve themselves in matters of Administration, which fall within the jurisdiction of the CAO, as defined by Part 2 of this Bylaw;
- b. use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
- c. maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

PART 11 - CONFIDENTIAL INFORMATION

33. Members must keep in confidence matters discussed in private at a Council or Council committee meeting until the matter is discussed at a meeting held in public.

34. In the course of their duties, members may also become privy to confidential information received outside of an in-camera meeting. Members must not:

- a. disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council;
- b. access or attempt to gain access to confidential information in the custody or control of the Municipality unless it is necessary for the performance of the member's duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;

35. No member shall use confidential information for personal benefit or for the benefit of any other individual organization.

PART 12 - CONFLICTS OF INTEREST

36. Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.

37. Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.

38. Members shall approach decision-making with an open mind that is capable of persuasion.

PART 13 - IMPROPER USE OF INFLUENCE

39. No member shall use the influence of the member's office for any purpose other than for the exercise of the member's official duties.

40. No member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a Committee of Council or any other body established by Council.

41. Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates. Members are ineligible to apply or be considered for any position with the Municipality while they hold their elected position.

PART 14 - USE OF MUNICIPAL ASSETS AND SERVICES

42. Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a member, subject to the following limited exceptions:
- a. municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a member for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges
 - b. electronic communication devices, including but not limited to desktop computers, laptops, tablets, and smartphones, which are supplied by the Municipality to a member, may be used by the member for personal use, provided that the use is not for personal gain, or activities generally considered to be offensive or inappropriate.

PART 15 - ORIENTATION AND OTHER TRAINING ATTENDANCE

43. Every member must attend the orientation training offered by the Municipality within 90 days after the member takes the oath of office.
44. Unless excused by Council, every member must attend any other training organized at the direction of Council for the benefit of members throughout the Council term.

PART 16 – GIFTS AND HOSPITALITY

45. Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.
46. Gifts received by a member on behalf of the Municipality as a matter of official protocol which have significance or historical value for the Municipality shall be left with the Municipality when the member ceases to hold office.
47. No member shall use any facilities, equipment, supplies, services, municipal logo or other resources of the Municipality for any election campaign or campaign-related activity.

PART 17 - INFORMAL COMPLAINT PROCESS

48. Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

49. INFORMAL COMPLAINT PROCEDURE

- a. Any person or a representative of an organization who has identified or witnessed behavior or an activity by a member of Council, that they believe is in contravention of the Council Code of Conduct (the "Code"), may wish to address the prohibited behavior or activity themselves as follows:
 - i. Advise the member that the behavior or activity contravenes the Code;
 - ii. Encourage the member to stop the prohibited behavior or activity;
 - iii. Keep a written record of the incident(s) including dates, times, locations, other persons present, and any other relevant information;

- iv. If applicable, confirm to the member your satisfaction with the response of the member; or if applicable, advise the member of your dissatisfaction with the response; and
 - v. Consider the need to pursue the matter in accordance with the formal complaint procedure outlined in Part 18, or in accordance with another applicable judicial or quasi-judicial process or complaint procedure.
- b. All persons and organizations are encouraged to initially pursue this informal complaint procedure as a means of stopping and remedying a behavior or activity that is prohibited by the Code. With the consent of the complaining individual or organization and the member, the Integrity Commissioner may be part of any informal process. However, it is not a precondition or a prerequisite that those complaining must pursue the informal complaint procedure before pursuing the Formal Complaint Procedure in Part B.

PART 18 - FORMAL COMPLAINT PROCESS

50. FORMAL COMPLAINT PROCEDURE

- a. Any person who has identified or witnessed conduct by a member that the person reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:
 - i. All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
 - ii. All complaints shall be addressed to the Investigator;
 - iii. The complaint must set out reasonable and probable grounds for the allegation that the member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation including date, time, witnesses, and points of the code that were breached;
 - iv. If the facts, as reported, include the name of one or more members who are alleged to be responsible for the breach of this Bylaw, the member or members concerned shall receive a copy of the complaint submitted to the Investigator;
 - v. Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Investigator's decision;
 - vi. Successive complaints received by the same party and determined to be frivolous or vexatious will not be considered nor acted upon.
 - vii. If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
 - viii. If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the member who is the subject of the complaint, the results of the Investigator's investigation;

- ix. A member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed;
- x. A member who is the subject of an investigation is entitled to be represented by legal counsel, at the member's sole expense.
- xi. Council, the CAO and the Integrity Commissioner, and every person acting under his or her instructions, shall preserve confidentiality with respect to all matters that come to his or her attention in the course of any investigation under the Code except as required by law in a criminal proceeding.

PART 19 - COMPLIANCE AND ENFORCEMENT

- 51. Members shall uphold the letter and the spirit of intent of this Bylaw.
- 52. Members are expected to cooperate in every way possible in securing compliance with the application and enforcement of this Bylaw.
- 53. No member shall:
 - a. undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - b. obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 54. Sanctions that may be imposed on a member, by Council, upon a finding that the member has breached this Bylaw may include:
 - a. a letter of reprimand addressed to the member;
 - b. requesting the member to issue a letter of apology;
 - c. publication of a letter of reprimand or request for apology and the member's response;
 - d. suspension or removal of the appointment of a member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
 - e. suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
 - f. suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;
 - g. reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
 - h. any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a member from fulfilling the legislated duties of a member and the sanction is not contrary to the Act.

PART 20 - REVIEW

- 55. This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers

appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of members.

PART 21 - DATE OF FORCE

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

PART 22- REPEAL OF BYLAW 1226.18

57. Bylaw 1226.18 – Council Code of Conduct Bylaw, and any amendments thereto, are hereby repealed.

READ for the first time this 24th day of May, A.D. 2022.

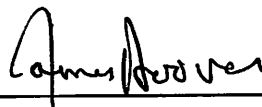
(RES. 153/22)


MAYOR JAMIE HOOVER


CAO MYRON THOMPSON

READ for the second time this 14th day of June, A.D. 2022.

(RES. 173/22)


MAYOR JAMIE HOOVER


CAO MYRON THOMPSON

READ for the third and final time this 14th day of June, A.D. 2022.

(RES. 174/22)


MAYOR JAMIE HOOVER


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17. Abiding by Town policies will include both elected official social media accounts as well as private social media accounts when content relates to Town business and activities.

PART 8 - RESPECTING THE DECISION-MAKING PROCESS

18. Decision making authority lies with Council, and not with any individual member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present.

19. No member shall attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.
20. Members shall conduct and convey Council business and all their duties in an open and transparent manner and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions, except those matters that are exceptions to disclosure required by the Freedom of Information and Protection of Privacy Act.
21. Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

PART 9 - ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS

22. Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
23. Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.
24. Members must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

PART 10 - RESPECTFUL INTERACTIONS WITH COUNCIL MEMBERS, STAFF, THE PUBLIC AND OTHERS

25. Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
26. Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
27. No member shall use indecent, abusive, or insulting words or expressions toward another member, any employee of the Municipality, or any member of the public.
28. No member shall speak or conduct themselves in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
29. Members shall not involve themselves in matters of Administration which fall within the jurisdiction of the Chief Administrative Officer, or which are identified as powers of the Chief Administrative Officer by the Municipal Government Act, the Chief Administrative Officer Bylaw, or by any other legislation or enactment of Council
30. Members shall demonstrate compliance with any other policy or bylaw relating to respectful behaviour in the workplace.
31. Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any member or group of members.

32. Members must not:

- a. involve themselves in matters of Administration, which fall within the jurisdiction of the CAO, as defined by Part 2 of this Bylaw;
- b. use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
- c. maliciously or falsely injure the professional or ethical reputation or the prospects or practice of employees of the Municipality.

PART 11 - CONFIDENTIAL INFORMATION

33. Members must keep in confidence matters discussed in private at a Council or Council committee meeting until the matter is discussed at a meeting held in public.

34. In the course of their duties, members may also become privy to confidential information received outside of an in-camera meeting. Members must not:

- a. disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council;
- b. access or attempt to gain access to confidential information in the custody or control of the Municipality unless it is necessary for the performance of the member's duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;

35. No member shall use confidential information for personal benefit or for the benefit of any other individual organization.

PART 12 - CONFLICTS OF INTEREST

36. Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.

37. Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.

38. Members shall approach decision-making with an open mind that is capable of persuasion.

PART 13 - IMPROPER USE OF INFLUENCE

39. No member shall use the influence of the member's office for any purpose other than for the exercise of the member's official duties.

40. No member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a Committee of Council or any other body established by Council.

41. Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates. Members are ineligible to apply or be considered for any position with the Municipality while they hold their elected position.

PART 14 - USE OF MUNICIPAL ASSETS AND SERVICES

42. Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a member, subject to the following limited exceptions:

- a. municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a member for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges.
- b. electronic communication devices, including but not limited to desktop computers, laptops, tablets, and smartphones, which are supplied by the Municipality to a member, may be used by the member for personal use, provided that the use is not for personal gain, or activities generally considered to be offensive or inappropriate.

PART 15 - ORIENTATION AND OTHER TRAINING ATTENDANCE

43. Every member must attend the orientation training offered by the Municipality within 90 days after the member takes the oath of office.

44. Unless excused by Council, every member must attend any other training organized at the direction of Council for the benefit of members throughout the Council term.

PART 16 – GIFTS AND HOSPITALITY

45. Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.

46. Gifts received by a member on behalf of the Municipality as a matter of official protocol which have significance or historical value for the Municipality shall be left with the Municipality when the member ceases to hold office.

47. No member shall use any facilities, equipment, supplies, services, municipal logo or other resources of the Municipality for any election campaign or campaign-related activity.

PART 17 - INFORMAL COMPLAINT PROCESS

48. Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

49. INFORMAL COMPLAINT PROCEDURE

- a. Any person or a representative of an organization who has identified or witnessed behaviour or an activity by a member of Council, that they believe is in contravention of the Council Code of Conduct (the “Code”), may wish to address the prohibited behaviour or activity themselves as follows:
 - i. Advise the member that the behavior or activity contravenes the Code;
 - ii. Encourage the member to stop the prohibited behavior or activity;
 - iii. Keep a written record of the incident(s) including dates, times, locations, other persons present, and any other relevant information;

- iv. If applicable, confirm to the member your satisfaction with the response of the member; or if applicable, advise the member of your dissatisfaction with the response; and
 - v. Consider the need to pursue the matter in accordance with the formal complaint procedure outlined in Part 18, or in accordance with another applicable judicial or quasi-judicial process or complaint procedure.
- b. All persons and organizations are encouraged to initially pursue this informal complaint procedure as a means of stopping and remedying a behaviour or activity that is prohibited by the Code. With the consent of the complaining individual or organization and the member, the Integrity Commissioner may be part of any informal process. However, it is not a precondition or a prerequisite that those complaining must pursue the informal complaint procedure before pursuing the Formal Complaint Procedure in Part B.

PART 18 - FORMAL COMPLAINT PROCESS

50. FORMAL COMPLAINT PROCEDURE

- a. The Chief Administrative Officer shall delegate authority to a third-party consultant who will act in the role of investigator and undertake activities outlined in the formal complaint procedure reporting directly to Council.
- b. Any person who has identified or witnessed conduct by a member that the person reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint to the Investigator. The Investigator shall review the complaint and undertake the required activities to determine the course of action to be taken. It is expected that consulting fee time for the initial review will not exceed a half hour of billable time for the initial review process.
- c. Council, upon receiving the initial investigation report provided by the Investigator, shall by consensus determine if the full investigation shall proceed.
- d. The Investigator shall provide monthly reports to Council relative to the investigation and in addition provide Council with a copy of the billing for consulting work performed for the investigation.
- e. The formal complaint investigation process will take place in accordance with the following procedure:
 - i. All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
 - ii. All complaints shall be addressed to the Investigator;
 - iii. The complaint must set out reasonable and probable grounds for the allegation that the member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation including date, time, witnesses, and points of the code that were breached;
 - iv. If the facts, as reported, include the name of one or more members who are alleged to be responsible for the breach of this Bylaw, the member or members concerned shall receive a copy of the complaint submitted to the Investigator;
 - v. Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if

already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council shall be notified of the Investigator's decision;

- vi. Successive complaints received by the same party and determined to be frivolous or vexatious will not be considered nor acted upon;
- vii. If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
- viii. If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the member who is the subject of the complaint, the results of the Investigator's investigation by way of a formal report;
- ix. A member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction that may be imposed;
- x. A member who is the subject of an investigation is entitled to be represented by legal counsel, at the member's sole expense.
- xi. Council, the CAO and the Integrity Commissioner, and every person acting under his or her instructions, shall preserve confidentiality with respect to all matters that come to his or her attention in the course of any investigation under the Code except as required by law in a criminal proceeding.

PART 19 - COMPLIANCE AND ENFORCEMENT

- 51. Members shall uphold the letter and the spirit of intent of this Bylaw.
- 52. Members are expected to cooperate in every way possible in securing compliance with the application and enforcement of this Bylaw.
- 53. No member shall:
 - a. undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - b. obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 54. Sanctions that may be imposed on a member, by Council, upon a finding that the member has breached this Bylaw may include:
 - a. a letter of reprimand addressed to the member;
 - b. requesting the member to issue a letter of apology;
 - c. publication of a letter of reprimand or request for apology and the member's response;
 - d. suspension or removal of the appointment of a member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
 - e. suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
 - f. suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;

- g. reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
- h. any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a member from fulfilling the legislated duties of a member and the sanction is not contrary to the Act.

PART 20 - REVIEW

55. This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of members.

PART 21 - DATE OF FORCE

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

PART 22– REPEAL OF BYLAW 1272.22

57. Bylaw 1272.22 – Council Code of Conduct Bylaw, and any amendments thereto, are hereby repealed.

READ for the first time this _____ day of _____, A.D. 202__.

(RES.)

MAYOR JAMIE HOOVER

CAO MYRON THOMPSON

READ for the second time this _____ day of _____, A.D. 202__.

(RES.)

MAYOR JAMIE HOOVER

CAO MYRON THOMPSON

READ for the third and final time this _____ day of _____, A.D. 202__.

(RES.)

MAYOR JAMIE HOOVER

CAO MYRON THOMPSON

MEETING DATE: March 14, 2023

PREPARED BY: Jason Baranec, Economic Development Officer

PRESENTED BY: Jason Baranec, Economic Development Officer

SUBJECT: **Green Capital Project – EV Charging Station**

BACKGROUND

At the November 22nd, 2022, Regular Council meeting, Council directed Administration to bring back the Electric Vehicles and Electric Charging stations with more information for consideration in the 2023 Capital Budget. This information was provided and further discussed at the December 22nd Council meeting following which the EV for Enforcement Services was approved for purchase. The EV charging stations were referred back to Administration for further review.

The 2016 Municipal Sustainability Plan (MSP) identified the Environmental Stewardship Strategy (Appendix A) as a priority and was subsequently adopted by [Council in 2021](#). A key focus area of this plan was how the Town manages energy use and increases the use of renewable energy. Goal #2 (Page 36) is to promote the reduction of energy usage through the implementation of conservation strategies, incentives, and policies. This key focus area highlighted the move away from fossil fuel vehicles to electric resulting in decreased Green House Gas Emissions

In order to secure the available grants and meet the grant timeline of March 31st, 2023, Administration is seeking Council's approval for the EV Charging station locations. The grant application has been submitted and accepted and needs to be signed off by the municipality so the finalization of the two (2) charging stations needs to be determined.

DISCUSSION

At the February 28th Regular Council meeting, Administration proposed the initial phase of the EV charging station program to include the installation of one Level 3 charging station at the Civic Centre, as well as one level 2 charging station at the Blackfalds Motor Inn. The locations that were chosen were done so considering access to the power supply that is required. The Level 3 requires a high demand therefore the Civic Center was ideal with access already available along the south side of the building. The accepted grant application also listed the Level 2 location on a portion of Town owned property adjacent to the LED sign at the front of the Blackfalds Motor Inn. This site is easily accessible from Highway 2A with the power supply readily accessible as well. Additional or alternate locations as outlined below proved to be cost prohibitive at this time.

Additional phase locations that will be considered as grant funding becomes available include:

- Blackfalds Crossing Commercial site (not Town funded)
- Tutty Pond Park parking lot
- Town owned parking lot across from Piccolo's
- Eagle Builders Parking lot
- Wadey Centre Parking lot
- Site location to be determined in the east area of the Town

As additional development takes place and the Community continues to grow other locations will likely be identified, including commercial areas. The Economic Development Officer will engage in ongoing collaboration to seek these opportunities. It has also been determined that new residential development areas will be required to have the additional power supply to lots to provide EV charging capabilities.

As a result of the discussions that took place at the February 28th Regular Council meeting, Council referred the item back to Administration for further information, and to provide answers to the following questions:

- What would the cost implications be to instead install one level 3 charging station at the BMI location and one level 2 charging station at the Civic Centre?
 - Per Fortis Alberta, the installation of a new phase 3 power supply, and the required transformer at the BMI location would represent a one time cost of approximately \$37,000. This new 3 phase service monthly cost would be approximately \$110.00 in distribution and access fees, regardless of use. The installation of a level 2 charging station at the Civic Centre would not require any further or additional mainline investment when compared to the installation of a level 3 charging station at this location.
- With the evolution of technology in the EV space, perhaps the level 2 charger will become less sought after or extinct. Can the grant application be revised to include only the level 3 charging station?
 - Yes, the grant application can be revised to include only the level 3 charging station. Through discussions with the Project Associate facilitating the grant application on behalf of Alberta Municipalities, he suggests that many EV charging companies and EV manufacturers are promoting for the installation of more level 2 stations. Level 2 stations are significantly cheaper to purchase/install, have less of an impact on the electrical grid, and in many cases are all EV drivers require.
- Regarding the hourly charging rate for the level 3 charging station, what is the typical price range within the market?
 - The rate for level 3 use varies significantly. In researching public rates for level 3 chargers listed on [Plugshare](#), the typical rate is approximately \$.037/minute to \$0.50/minute which equates to a range of approximately \$22.20/hr to \$30.00/hr.
- Should the proposed initial phase locations prove to be underutilized, per the grant requirements, is the Town able to relocate them?
 - Per NRCan's guidelines the charger would need to remain owned and in the same location for a minimum of three years after the rebate is issued.

FINANCIAL IMPLICATIONS (as initially proposed)

Electric Vehicle Charging Stations

Type	Total Cost	Grant	Municipal Cost
Level 3	\$81,252	\$37,375	\$43,877
Level 2	\$17,730	\$8,155	\$9,575

The General Capital Reserve has been identified as the funding source for the EV projects.

ADMINISTRATIVE RECOMMENDATION

1. That Council moves to accept the recommendation of Administration to install a level 3 and level 2 charging station at the Civic Centre and on Town owned lands at the SW corner of Park Street and Highway 2A.
2. That Council moves to accept the recommendation of Administration to provide electric vehicle charging stations free of charge for the level 2 users with an established maximum rate of \$20/hr for the Level 3 charging systems.

ALTERNATIVES

- a) That Council refers this item back to Administration.

ATTACHMENTS

- *None*

APPROVALS



CAO Myron Thompson



Department Director/Author

MEETING DATE: March 14, 2023

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Proposed Subdivision S-01-22
To Subdivide Approx. 0.5 ha off of 4405 South Street (Lot 3 Block 1 Plan 102 2233) and Consolidate into 4401 South Street (Lot 2 Block 1 Plan 102 2233)**

BACKGROUND

4405 South Street is a vacant Highway Commercial (C-2) parcel, currently listed for sale and owned by the Town situated between the Protective Services building (located at 4401 South Street), and Bark Park. In anticipation of a future expansion to the Protective Services building, an application to subdivide off a 25 m wide strip off of the entire western side of the vacant parcel (Lot 3 Block 1 Plan 102 2233) and consolidate it with the Protective Services parcel (Lot 2 Block 1 Plan 102 2233) is being proposed under Subdivision File No. S-01-22.

DISCUSSION

Amending Bylaw 1276.23 to redistrict the proposed subdivided strip to Public Facility District (PF) received Third and Final reading at the February 28, 2023, Council meeting which has prepared the parcel for the eventual consolidation.

S. 654 of the *Municipal Government Act* (MGA) outlines what the Subdivision Authority must consider when making a decision on an application for subdivision. One of the requirements is that the application must conform with any relevant statutory plans. The *Municipal Development Plan* (MDP) Future Land Use Concept identifies the subject lands for future industrial, however, both parcels are currently designated PF and C-2 Districts respectively and this subdivision is not changing much aside from slightly enlarging the existing PF District parcel.

The applicable lot standards prescribed in both the PF and the C-2 Districts will still be retained if this subdivision is approved, and the MR land dedication described below is taken.

Reserve Dedication Discussion

The proposed subdivision is subject to Municipal Reserve (MR) dedication, as required under section 666 of the MGA. The required MR dedication for this application is 0.6 hectares (1.49 acres), being 10% of the subject parcel's developable area, pursuant to policy 7.6 of the MDP.

The MDP prescribes MR allocation for commercial lands are encouraged to be done by way of land dedication to provide buffering when adjacent to residential areas, or cash-in-lieu. In this case, although the parcel is not adjacent to a residential area, Administration is recommending the owing 0.604 hectare strip of MR be allocated parallel along the entire eastern boundary of Lot 3, adjacent to Bark Park, which can serve as a future expansion of the park and protect the existing healthy mature tree stand.

If Council approves the subdivision as recommended, the MR parcel that will be created out of this subdivision will eventually be brought to Council for redistricting to the Parks and Recreation District, the same district attributed to the adjacent Bark Park.

As for Environmental Reserve (ER) dedication, none of the subject land qualifies for such designation under section 664 of the MGA therefore no ER is being recommended.

Subdivision Notification

Notification has been sent to all adjacent property owners and impacted internal Town Departments. No comments or objections were received.

Notification has also been sent to all affected agencies; the following responses have been received (no comment unless otherwise stated):

- Alberta Environment and Protected Areas
- Alberta Health Services, Central Zone
- Alberta Transportation and Economic Corridors – no objection, pursuant to Section 20 of the *Matters Related to Subdivision and Development Regulation*, the department grants approval for the subdivision authority to grant a variance to Section 18
- ATCO Gas – no objections, subject to conditions
- ATCO Pipelines – no objections, subject to conditions

Note: The Engineering Department of ATCO Transmission (a division of ATCO Gas and Pipelines Ltd.) has advised there is an existing ATCO High Pressure Right-of-Way within the South Street road allowance and stated there are several conditions for considerations due to the location of this right-of-way. These conditions are provided in the attached ATCO correspondence.

- Canada Post
- FortisAlberta Inc. – no objections and no easement required
- Lacombe County
- North Red Deer Regional Wastewater Services Commission
- North Red Deer River Water Services Commission
- Red Deer Catholic Separate School Division
- Shaw Communications
- Telus – no objection
- Wolf Creek School Division

As this application will be in accordance with section 654(1) of the MGA, Administration is recommending that Council support the subdivision.

FINANCIAL IMPLICATIONS

N/A

ADMINISTRATIVE RECOMMENDATION

That Council, approve subdivision file S-01-22 to subdivide approximately 0.50 ha from Lot 3 Block 1 Plan 102 2233 and consolidate it into Lot 2 Block 1 Plan 102 2233, subject to the following conditions:

1. That pursuant to Section 84 of the *Land Titles Act*, the subdivision, as shown on the Tentative Plan of Subdivision, is registered by Plan of Survey.
2. That pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes are to be paid, or some other arrangement, satisfactory to the Town of Blackfalds, for payment thereof.
3. That pursuant to Section 655(1) of the *Municipal Government Act*, the owner/developer registers utility rights-of-way as per the requirements of the Town of Blackfalds and/or utility companies concurrent with or prior to registering the subdivision Plan of Survey.
4. That Municipal Reserves (MR) owed, being 0.203 Hectares for Lot 2 Block 1 Plan 102 2233 and 0.401 Hectares for Lot 3 Block 1 Plan 102 2233 for a total of 0.604 Hectares, be dedicated and registered as an MR Lot in parallel width along the entire eastern boundary of the remainder of Lot 3 Block 1 Plan 102 2233.

ALTERNATIVES

- a) That Council does not approve the subdivision and consolidation as proposed.
- b) That Council refers this item back to Administration for more information.

ATTACHMENTS

- *Tentative Subdivision Plan*
- *Comments Received*
- *Proposed MR Sketch*

APPROVALS

CAO Myron Thompson



Department Director/Author

STATUTORY IRON POSTS FOUND ARE SHOWN THUS:●
 STATUTORY IRON POSTS PLACED ARE SHOWN THUS:○ AND ARE MARKED P090.
 ALBERTA SURVEY CONTROL MARKERS FOUND ARE SHOWN THUS:▲
 TEMPORARY POINTS ARE SHOWN THUS:x
 DISTANCES ARE SHOWN IN METRES AND DECIMALS THEREOF.
 ALL PLACED AND FOUND STATUTORY IRON POSTS ARE FLUSH WITH THE GROUND
 UNLESS NOTED OTHERWISE.
 AREA TO BE REGISTERED IS BOUNDED THUS ————— AND CONTAINS FROM:
 LOT 2, BLOCK 1, PLAN 102 2233 = 2.03 HA.
 LOT 3, BLOCK 1, PLAN 102 2233 = 0.50 HA.
 TOTAL = 2.53 HA.

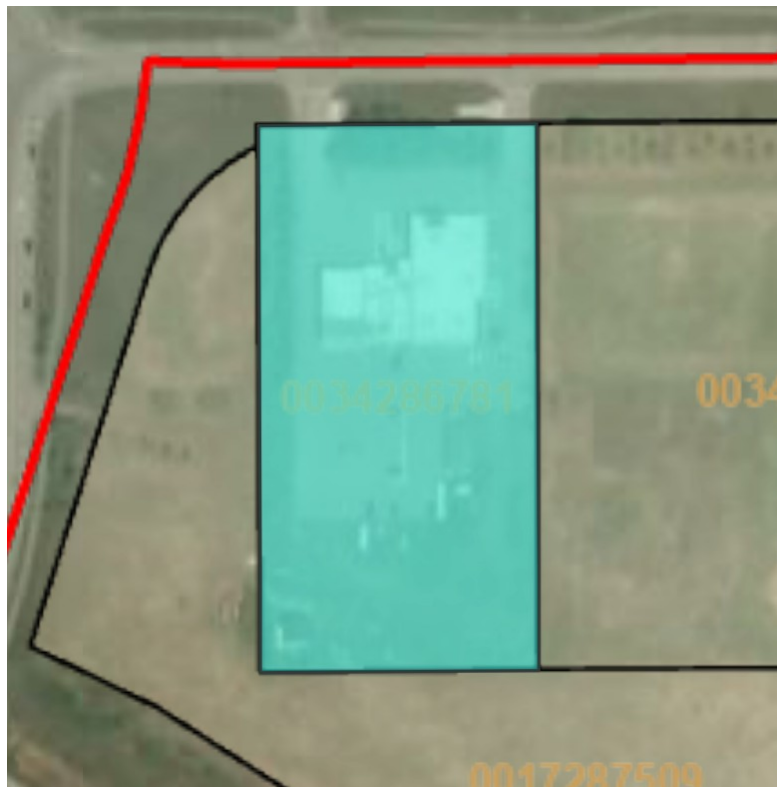
ABBREVIATIONS:

FILE No: S-071-22 sub

Alberta Transportation Notification of Referral Decision

Subdivision in proximity of a provincial highway

Municipality File Number:	S-01-22	Highway(s):	597, 2
Legal Land Location:	QS-NW SEC-22 TWP-039 RGE-27 MER-4	Municipality:	Blackfalds
Decision By:	Anne Han Development and Planning Technologist	Issuing Office:	Central Region / Red Deer
Issued Date:	2022-12-15	Appeal Authority:	Land and Property Rights Tribunal
Description of Development:	To subdivide a 25 m strip of land of the eastern boundary of Lot 2, Block 1 and Plan 102 2233 and consolidate it into Lot 3, Block 1 and Plan 102 2233 within NW 22-39-27-W4, Town of Blackfalds Highway 597 & 2		



This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 597, 2.

Alberta Transportation offers the following comments with respect to this application:

The above noted subdivision proposal does not meet Section 18 of the regulation. Since there is an existing local road acceptable to the Minister, Section 19 has been met. Additionally, there is no direct access to the highways. Therefore, pursuant to Section 20 of the Regulation, the department grants approval for the subdivision authority to grant a variance to Section 18 of the Regulation should they choose to do so.

Pursuant to Section 678 of the Municipal Government Act, any appeals of this subdivision application shall be heard by the Land and Property Rights Tribunal.

If you have any questions or require additional information, please contact the undersigned.



Issued by **Anne Han, Development and Planning Technologist**, on **2022-12-15** on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation Delegation of Authority*

January 18, 2023

Our File No.: 22-4737

Your File No.: S-01-22

**Town of Blackfalds
Planning and Development Department**

SENT: via email

Attention: Jolene Tejkl

RE: Proposed Subdivision – Lot 2 Block 1 plan 1022233 & Lot 3 Block 1 Plan 1022233, NW 22-39-27-W4

The Engineering Department of ATCO Transmission, (a division of ATCO Gas and Pipelines Ltd.) has reviewed the above named plan and has no objections subject to the following conditions:

1. Ground disturbances and surface works within 30 meters require prior written approval from ATCO Transmission before commencing any work.
 - Municipal circulation file number must be referenced; proposed works must be compliant with ATCO Transmission requirements as set forth in the company's conditional approval letter.
 - Contact ATCO Transmission Land Department at 1-888-420-3464 or landadmin@atco.com for more information.
2. Road crossings are subject to Engineering review and approval.
 - Road crossing(s) must be paved and cross at a perpendicular angle.
 - Road crossing(s) must not be over any pipeline bend.
 - Parallel roads are not permitted within ATCO Transmission right(s)-of-way.
 - If the road crossing(s) requires a pipeline alteration, the cost will be borne by the developer/owner and can take up to 18 months to complete.
3. Parking and/or storage is not permitted on ATCO Transmission facility(s) and/or right(s)-of-way.
4. Encroachments are not permitted on ATCO Transmission facility(s) and/or right(s)-of-way.
5. ATCO Transmission recommends a minimum 15 meter setback from the centerline of the pipeline(s) to any buildings.
6. Any changes to grading that alter drainage affecting ATCO Transmission right-of-way or facilities must be adequate to allow for ongoing access and maintenance activities.
 - If alterations are required, the cost will be borne by the developer/owner.
7. Any revisions or amendments to the proposed plans(s) must be re-circulated to ATCO Transmission for further review.

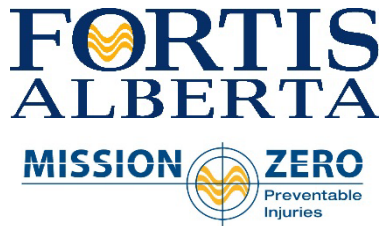
If you have any questions or concerns, please contact the undersigned at hp.circulations@atco.com.

Sincerely,
ATCO Transmission, a division of ATCO Gas and Pipelines Ltd.



Isabel Solis-Jarek
Sr. Administrative Coordinator, Operations Engineering

APPROVED:
AS TO FORM
___ IS ___
AS TO CONTENT
___ IS ___
AP



Tracy Davidson
Land Department

FortisAlberta Inc.
320 – 17 Ave SW
Calgary, AB T2S 2V1

Phone# 780-464-8815
Cell#
www.fortisalberta.com
Email:
tracy.davidson@fortisalberta.com

December 22, 2022

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

Attention: Jolene Tejkl

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320121999

MD File No.: S-01-22

Location/Legal Description: NW 22-39-27-W4M

Customer Name: Town of Blackfalds

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

Sincerely,

Tracy Davidson

RE: 320121999

Subject: Notice of Subdivision Application S-01-22

From: circulations <circulations@telus.com>
Sent: December 19, 2022 2:35 PM
To: Amanda Partridge <APartridge@blackfalds.ca>
Subject: RE: Notice of Subdivision Application S-01-22

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Good afternoon,

TELUS Communications Inc. has no objection to the above notification.

Thank you,

Tanya Roberts
Real Estate Specialist | TELUS Rights of Way
Customer Network Implementation
2930 Centre Avenue NE, Calgary, AB T2A 4Y2
circulations@telus.com



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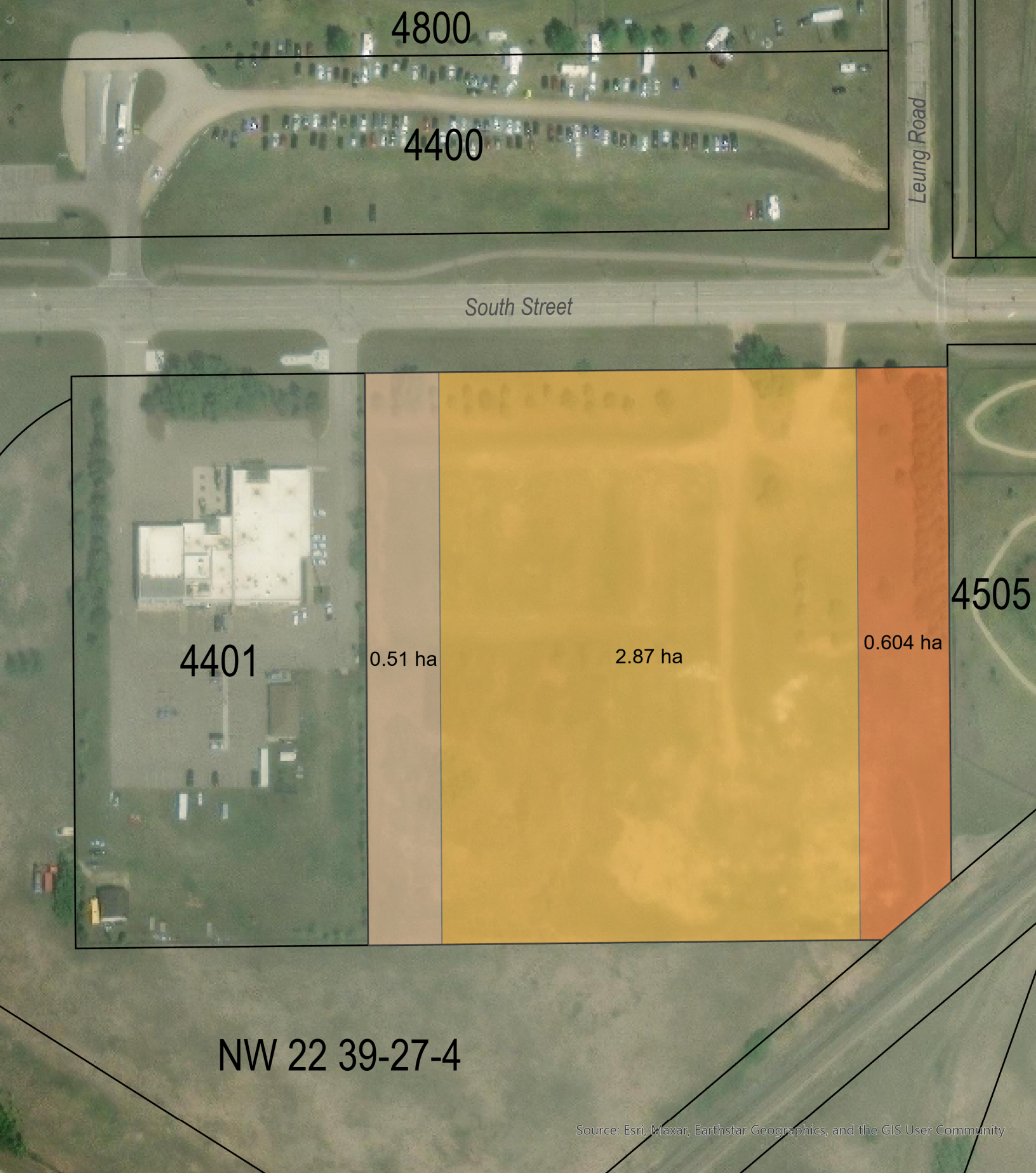
From: Amanda Partridge <APartridge@blackfalds.ca>
Sent: December 12, 2022 02:57 PM
To: waterapprovals.reddeer@gov.ab.ca; centralzone.environmentalhealth@ahs.ca; anne.han@gov.ab.ca; Jamie Hobbs <JHobbs@blackfalds.ca>; land.admin@atcogas.com; HP.circulations@atco.com; Robert Cote <RCote@blackfalds.ca>; Malcolm.nevers@canadapost.postescanada.ca; Rick Kreklewich <RKreklewich@blackfalds.ca>; Preston Weran <pweran@blackfalds.ca>; landserv@fortisalberta.com; jthompson@lacombe.ca; rod.steeves@rdcrs.ca; projectmanagernorthernalberta@sjrb.ca; circulations <circulations@telus.com>; info@wolfcreek.ab.ca
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>
Subject: [WARNING: SUSPICIOUS SENDER] Notice of Subdivision Application S-01-22

ATTENTION: This email originated from outside of TELUS. Use caution when clicking links or opening attachments. | Ce courriel provient de l'extérieur de TELUS. Soyez prudent lorsque vous cliquez sur des liens ou ouvrez des pièces jointes.

Good Afternoon,

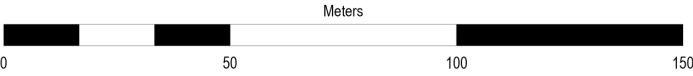
Please find attached a notice of subdivision application for 4401 & 4405 South Street in Blackfalds.

A response is needed by Tuesday, January 10, 2023.



1022233;1;3

- 0.51 ha
- 0.604 ha MR
- 2.87 ha



MEETING DATE: March 14, 2023

PREPARED BY: Rick Kreklewich, Director of Community Services

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Community Initiatives Grant – Blackfalds Cheemo Senior’s Club**

BACKGROUND

In 2023, the Town budgeted \$15,000 for the Community Initiatives Grant to help local groups improve their programs and events. This grant funding opportunity not only helps them establish themselves as a self-sufficient group and generate buy-in/memberships, but it also takes the pressure off of the Town staff to plan programs. We currently have \$10,928 remaining in the 2023 Community Initiatives Grant budget.

DISCUSSION

The Town recently received a Community Initiatives Grant application from the Blackfalds Cheemo Senior's Club, a seniors group that leases program space in our Community Centre on a weekly basis. They meet every Monday and Friday in the afternoon and as well on Thursday evenings to socialize and play games such as floor curling, carpet bowling, etc. They are formally requesting \$2,000 to provide an exercise instructor, musical entertainment and outdoor games to enhance what they offer as part of their program. It was noted that their deficit shows a shortfall of \$2,140.45 and Administration provided that amount in a recent report that went to the Recreation, Culture and Parks Board in the recommendation for funding which was approved at the March 1st Recreation, Culture and Parks Board Meeting.

FINANCIAL IMPLICATIONS

The Community Initiatives Grant has \$10,928 remaining in the budget.

ADMINISTRATIVE RECOMMENDATION


1. That Council provide funding to the Blackfalds Cheemo Senior's Club from the Community Initiatives Grant in the amount of \$2,140.45.

ATTACHMENTS

- *Blackfalds Cheemo Senior's Club Application*

APPROVALS



CAO Myron Thompson

Department Director/Author

Community Initiatives Grant Application Form

Applicant Information

Organization/Group Name: Blackfalds Cheer Senior's Club
Contact Person: Jeanette Edwards
Address: [REDACTED]
Blackfalds, AB. T0M0S0
Website (if applicable): _____
Email Address: [REDACTED]
Contact Phone Number: [REDACTED]

Type of Organization:

- ☐ Government Agency ☐ Blackfalds Business
☐ Alberta Societies or Charitable Number ☒ Other

Brief Organization Description: Our seniors play floor curling and
carpet bowling on Mon & Fri and play cards on
1st and 3rd Thurs of the month.

Program/Event Information

Dates/Times: Every Mondays and Fridays from 12:30 - 4pm
and on Thurs from 6 - 9pm

Location(s): Multi Purpose Room at Blackfalds Community Centre

Program/Event Description: Floor curling is with rocks that have
wheels on them and we push them with a certain
stick. We have two curling rink painted on our floor.
Carpet Bowling we put out a special carpet and
then we use bowling balls.

(Attach if more space required)

Are there any similar programs/events already in Blackfalds? How is your program/event different?

No

Community Impact

How will this initiative impact the community? It will show our community that we do care about our seniors here and how we can provide things and outings for them.

Who will be impacted in the community? This will impact our seniors in town and surrounding area. Our community will see how important we are and how can look after those seniors who need to get out.

Are you receiving any funding from other sources? Other grants, donations, or sponsorship?

Donation from Blackfalds PharmaChoice for our coffee and Cookie Fund.

Will other parties be involved? If Yes, who are they and what support are they providing?

No

What resources are you contributing (staffing, volunteering, equipment & materials your providing, etc.): Food equipment, out door activities, materials to help with decorations, pay for tours for seniors travel expenses etc.

Amount Requested: \$ 2,000⁰⁰

How will the grant money be spent? To take our seniors on tours, for out door recreation activities, to bring musicians, to be able to bring other communities in for tournaments.

The personal information collected on this application will be used strictly to facilitate contact upon determination of grant eligibility. This information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) and will be protected under Part 2 of the Act. Questions regarding the collection and/or use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.ca or by phone at 403.885.6370.

Program/Event Budget:

Please fill in the anticipated budget for your program/event or provide an attached budget.

Revenue	Value \$	Details
Grants		
Donations	600 ⁰⁰	Coffee and Cookie Fund
Sponsorships		
Other Revenue		
Total Revenue		
Expenditures		
Materials		
Artist/Instructor/Performance Fees	640 ⁰⁰	Indoor Exercise Instructor
Promotional Expenses		
Administrative Costs		
Insurance, Licencing		
Other Costs	840 ⁰⁰	Musical Entertainment
	660 ⁴⁵	Outdoor games
Total Expenditures	2140 ⁴⁵	
Deficit	2140 ⁴⁵	

Additional Information Our Club would like to be able play outdoor games during the summer. Cheemo Club has 34 active members and we love to be able to meet as a group for games, coffee and conversation.

Organization Contact Signature: Jeanette Edwards - Secretary

Date: Feb 12/23 Blackfalds Cheemo Senior Club

Date Received: _____

Town of Blackfalds Staff Signature: _____

Blackfalds Cheemo Senior Club

Feb 12/23

Donation: Blackfalds Pharma Choice Drugs
Coffee and Cookie Fund

\$50⁰⁰ a month $\times 12 = \$600⁰⁰ for year.$

Expenses:

Outdoor Games

1. Hadder Ball Game

\$50⁰⁰ ea $\times 3 = \$150⁰⁰$

2. Outdoor Tic Tac Toe Game

\$53⁰⁰ ea $\times 3 = \$159⁰⁰$

3. Bocce Ball

\$46⁰⁰ ea $\times 4 = \$184⁰⁰$

4. Soft Tip Target Toss Game

\$46⁰⁰ ea $\times 3 = \$138⁰⁰$

Total \$629⁰⁰

G.S.T 5% 31.45

Grand Total \$660.45

Indoor Instructor for Senior exercise

16 weeks for 1 hr. @ \$40⁰⁰ = \$640⁰⁰

Musical Entertainment

4 months \times \$900⁰⁰ per date = \$800⁰⁰ \times 5% G.S.T = \$840⁰⁰

Grand Total = \$2140.45

Total For Grant \$9000⁰⁰

over

We floor curling & carpet bowl indoors but we
would like to play these games plus others
out doors

Thank you for time and help with the things
that help get our seniors out.

Jeanette Edwards
Secretary

Black Falls Rheumo Senior's Club

MEETING DATE: March 14, 2023

PREPARED BY: Myron Thompson, Chief Administrative Officer

PRESENTED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: **CN Train Whistle Cessation**

BACKGROUND

At the February 28th Regular Meeting of Council, a member of the public appeared before Council as a delegation outlining concerns for the numerous train whistles happening on a number of occasions during day and nighttime hours as the CN trains travel through the Community. The key concern was of the disruption of sleep that the train whistles cause as they travel through the Community during nighttime hours. It was also indicated that the train whistles are a deterrent for people to take up residency in Blackfalds. The individual outlines a number of other communities that have or moving to train whistle cessation and implored Council to take similar action.

DISCUSSION

The train whistle is utilized by CP and CN Rail as a safety device communicating the presence of a train approaching a level crossing. Approximately 100 people per year are killed at rail crossings in Canada and this is the reason that Transport Canada considers the whistles an important safety device.

Canadian Pacific Rail Line Information for Blackfalds is as follows:

Subdivision	Mileage	Street Name	Latitude	Longitude	Xing ID	Xing Type	Ttbl Speed ES	Ttbl Speed WN	Num of Tracks	Warning System	Stop Sign	Train Count	Count Year	Whistle	Road Authority
LEDUC	11.35	South St.	52.37556	-113.804	24359	Public	55	55	2	Flashing lights, bells, and gates	No	19	2019	Yes	Blackfalds, Town
LEDUC	11.91	Broadway Ave.	52.38133	-113.795	24360	Public	55	55	1	Flashing lights, bells, and gates	No	18	2019	Yes	Blackfalds, Town
LEDUC	12.03	Womacks Road			775008	Public	55	55	1	Flashing lights, bells, and gates		18	2019	Yes	Blackfalds, Town

Transport Canada has a defined process for whistle cessation that apportions responsibilities to the Road Authority, which would be the Town of Blackfalds and the operating railroad which is CP Rail. Currently Innisfail is the only community in our region that has been granted whistle cessation. It is important to note that Transport Canada's whistle cessation process is crossing specific, not community specific. Given the proximity of the three crossings in Blackfalds, cessation at one crossing only would not likely achieve the desired goal especially since the recent presenter at the previous meeting's delegation indicated the train whistle's impacts him even though he resides in an area a fair distance away in the east portion of Town.

To proceed with whistle cessation the Town would have to undertake a cessation safety assessment which would be done by a qualified engineering firm. The railway crossings would be inspected for deficiencies, trespassing in proximity and between each location, and any other possible safety factors. From this inspection would be requirements that would need to be undertaken to allow a whistle cessation agreement to be undertaken with Transport Canada. For Blackfalds, without the engineering assessment study being undertaken as of yet, we would anticipate that we would require completion of approximately 1650 lin. m. of chain-link fencing, plus a formal pedestrian crossing at the South Street rail crossing. CP Rail has indicated there are numerous current trespass locations existing between the new pedestrian rail crossing at the north end of Broadway adjacent to the Food Bank building and the rail crossing and South Street. The Town would be required to fence both sides of the rail line ROW and efforts would be made to seek funding from CP Rail or through Transport Canada's Rail Safety grant program. The cost for fencing is estimated at \$107,000, the pedestrian crossing at \$25,000 and the engineering assessment study in the range of \$25-50k.

Transport Canada and CP Rail review period is expected to take several months and if the train whistle cessation agreement is completed with Transport Canada the train whistle will be implemented.

During the discussion at the February 28th Council Meeting, Administration was asked to seek information on rail crossings within Lacombe County both immediately north and south of our Town boundary. Administration did reach out to Lacombe County and the information received indicated that there has not been a single complaint brought forward to the County Manager.

FINANCIAL IMPLICATIONS

Estimated costs to move forward and achieve train whistle cessation would be in the range of \$157,000 to \$182,000. Funding for such an initiative was not anticipated and so is not included in the current budget year. If this initiative is to move forward, we would make an application for funding and looking at drawing from Capital Reserves for any Town funded portion.

ADMINISTRATIVE RECOMMENDATION

1. That Council, through the information as provided, further direct Administration in relation to advancing the Canadian Pacific Train Whistle cessation within the Town's municipal boundaries.

ALTERNATIVES

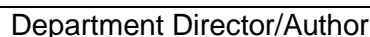
- a) That Council request further information from Administration in relation to this matter.

ATTACHMENTS

- None

APPROVALS



CAO Myron Thompson

Department Director/Author



TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
IN PERSON
January 9, 2023

A Blackfalds and District Economic Development & Tourism Advisory Committee meeting for the Town of Blackfalds was held in person on January 9, 2023 at the Civic Centre – Tayles Boardroom at 6:30 pm.

MEMBERS PRESENT:

Public at Large:	Robert Hogan, Ray Olfert, Cliff Soper, Denise Sumner, Melissa MacLeod, Kyle Braithwaite
Town of Blackfalds Council Appointee:	Councillor Brenda Dennis, Councillor Marina Appel
Regrets:	Craig Schroh, Joshua McQueen

ATTENDING:

Jason Baranec	Economic Development Officer
Alyssa Borix	Community Services Administration Assistant

PUBLIC ATTENDING:

AGENDA

1. ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE MEETING

1.1 CALL TO ORDER – 7:00 PM – IN PERSON

- The regular meeting was called to order by Chair Sumner at 7:08 PM.
- It was discussed that there would be written correspondence to Member Josh McQueen regarding his status as he has now missed 3 consecutive meetings.

2. LAND ACKNOWLEDGEMENT

3. AGENDA APPROVAL

3.1 AGENDA FOR THE JANUARY 9, 2022 ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE MEETING

RES. 01/23

Economic Development Officer Baranec moved to approve the agenda for the January 9, 2022 meeting as presented.

MOTION CARRIED UNANIMOUSLY

4. DELEGATION

N/A

5. BUSINESS ARISING FROM MINUTES

N/A

**TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
IN PERSON
January 9, 2023**

6. BUSINESS

6.1 NEW MEMBER INTRODUCTION

- EDO Baranec introduced new member Cliff Soper.
 - Member Soper spoke and is happy to be a part of the committee.

6.2 NOMINATION/ELECTION OF CHAIR & VICE-CHAIR

- Outgoing Chair Sumner nominate Member Olfert as Committee Chair for the 2023 term.
- Newly appointed Chair Olfert nominated Member Sumner as Vice-Chair for the 2023 term.

RES. 02/23

Councillor Appel moved that the Economic Development & Tourism Advisory Committee accept nominations as discussed.

MOTION CARRIED UNANIMOUSLY

7. ACTION CORRESPONDENCE

N/A

8. INFORMATION

8.1 Economic Development & Tourism Strategy

- Goals and objectives the committee wishes to focus on
 - Goal #5 – Establish an environment for entrepreneurship, advocate/support for aggressive programming for education purposes
 - Education is very important
 - Chamber of Commerce is looking at networking/education events in the spring, hard to get business owners out given time constraints
 - Digital Service Squad (DSS) – Very positive, effective
 - Community Futures – DSS is continuing but they are unsure of funding renewal at the end of March.
 - We are continuing to participate in Alberta Advantage Immigration Program for rural entrepreneur stream, See item 8.3.
 - Predecessor established relationships with Burman University in the Entrepreneur and Business program, these relationships are being maintained, although nothing tangible yet.

8.2 Budget for 2023

- Presented and introduced at September meeting
 - Decrease in salaries
 - Increase to travel and subsistence
 - Increase in memberships

TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
IN PERSON
January 9, 2023

- Decrease in insurance premiums
- Contracting services was eliminated to better reflect actuals

8.3 Rural Entrepreneurial Stream

- Provided a community support letter on November 22, signed by CAO Thompson to an individual who has the desire to open a western breakfast/Vietnamese fine dining restaurant
- On December 21, an individual hoping to purchase a liquor store that is currently for sale
 - Entrepreneur is meeting with a consulting firm and has business background

8.4 BHPARC

- Need/want/desire to attract practitioners to the area
- On December 14, we hosted a doctor currently residing in Calgary
 - Toured Lacombe, Red Deer and Blackfalds
 - Doctor and family are very interested in moving Blackfalds
 - Spouse is a pharmacist
- Welcome any other representation for BHPARC
- Vice-Chair Sumner is interested in joining BHPARC
- Practitioner retention will be more of a focus along with recruitment
- Bonnie Sonnagray(?), who Vice-Chair Sumner knows, may be interested in

8.5 Digital Sign on 2A

- Sign is now working
- Fee schedule is being put together for advertising opportunities on digital sign
- Resident business only and non-profit
- Online software to build and schedule
- Policy will be put together as a guideline for use
- Current advertising policy may be of use

8.6 Developer Survey

- Developer reached out with some background on other municipalities that are offering tax relief and/or incentives for developers to offset large costs
- With Council's approval, we will submit and send out to the community
- Establish lot inventory in town
- Member Braithwaite offered insight into single family lots; taxes are extremely low here already, so he suggested not lowering the prices for those lots
 - Commercial developers are offering incentives such as tax breaks on corporate lands to help get development started
 - Servicing lots is where the increase is impacting the developers
 - 150 - 200 vacant lots in town
 - 7 developers have been identified so far

**TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
IN PERSON
January 9, 2023**

- Chair Olfert reminded committee of the concerns around Lansdowne and South Street

8.7 Building Permits

- Numerous building permits have been issued
- Fees are in place for hottub permits
- Member Soper asked if it was possible to simply reassess the property value instead of applying for additional permits
- These permits are related to uninhabited to habited spaces, increasing deck size or developing a basement
- Awareness piece as it relates to fire codes
- Bring home-based businesses into the downtown core
- Member Braithwaite mentioned these numbers are helpful when trying to lease space

8.8 Business Licenses

- Decent amount of activity across a number of sectors
- EDO to update business directory
- Home based businesses are required to obtain a business license to operate in the Town of Blackfalds

8.9 LocalIntel Report

- Website is getting global traffic
- EDO would like to see an increase in time spent on our website
- EDO directed Doctor that we are trying to recruitment to our website as a resource
- Some global traffic attributed to Alberta Advantage Immigration and Rural Entrepreneurship Stream

8.10 Protective Services/RCMP Reports

- Trending overall downward in criminal code offenses
- Very safe community for the most part
- RCMP station placement may be a deterrent
- Member Braithwaite offered insight to Industrial Sector and how it can be recession proof, safety and RCMP Report can be a big selling point for future businesses, developers and residents
- Share these stats with MEGlobal

8.11 BOLT Reports

- Ridership increasing
- Ridership to Eagle Builders is still low but both Town and EB are working on better promoting BOLT as an option

**TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
IN PERSON
January 9, 2023**

9. APPROVAL OF INFORMATION ITEMS

RES. 03/23

Vice-Chair Sumner moved that the Economic Development & Tourism Advisory Committee accept the information items as presented.

MOTION CARRIED UNANIMOUSLY

10. APPROVAL OF MINUTES

RES. 04/23

Councillor Appel moved that the Economic Development & Tourism Advisory Committee accept the minutes as amended for September 6 meeting.

MOTION CARRIED UNANIMOUSLY

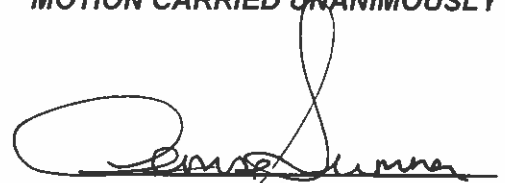
11. ADJOURN

- a. Chair Olfert moved that the Economic Development & Tourism Advisory Committee meeting be adjourned.

RES. 05/23

Meeting adjourned at 8:14 PM.

MOTION CARRIED UNANIMOUSLY



DENISE SUMNER, OUTGOING CHAIR



JASON BARANEC, ECONOMIC DEVELOPMENT OFFICER

Next meeting scheduled for March 6, 2022 @ 7:00pm



**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
February 1, 2023**

A Blackfalds and District Recreation, Culture and Parks Board meeting for the Town of Blackfalds was held in person on February 1, 2023 at the Civic Centre – Tayles Boardroom at 6:30 pm.

MEMBERS PRESENT:

Public at Large:	Trent Kroetsch, Jill Bried, Kala Pandit
Lacombe County Council Appointee:	Barb Shepherd
Town of Blackfalds Council Appointee:	Councillor Laura Svab, Councillor Rebecca Stendie
Regrets:	Kimberley Sommerville

ATTENDING:

Rick Kreklewich	Director of Community Services
Carol Simpson	Abbey Centre General Manager
Jeff Heindel	Parks and Facilities Manager
Alyssa Borix	Community Services Administration Assistant

PUBLIC ATTENDING:

Karla Danser	Delegation
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ABSENT:

AGENDA

1. RECREATION, CULTURE AND PARKS BOARD MEETING

1.1 CALL TO ORDER – 6:30 PM – IN PERSON

- The regular meeting was called to order by Vice Chair Pandit at 6:29 PM.

2. LAND ACKNOWLEDGEMENT

- Vice Chair Pandit gave the acknowledgement.

3. AGENDA APPROVAL

3.1 AGENDA FOR THE FEBRUARY 1, 2023, RECREATION, CULTURE AND PARKS BOARD MEETING

RES. 09/23

Councillor Svab moved to approve the agenda for the February 1, 2023, meeting as presented.

MOTION CARRIED UNANIMOUSLY

Recreation, Culture and Parks Board
Regular Meeting Agenda
February 1, 2023

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
February 1, 2023**

4. DELEGATION

- Karla Danser presented to the Recreation, Culture and Parks Board an overview of the history of the goalie signage on the Blackfalds Multiplex and Memorial of Cody Dennis.

*Item 6.1 – Goalie Signage was discussed here as it pertained to the delegation.

- Director Kreklewich gave a background.
 - Sign would be installed on advertising board in Arena 2 at the Eagle Builders Centre.
 - Can be installed right away.
 - Ad board can be painted to allow the sign to stand out.

RES. 10/23

Councillor Stendie moved that the Recreation, Culture and Parks Board recommend installing the goalie sign on the vacant ad board space on the south wall in Arena 2.

5. BUSINESS ARISING FROM MINUTES

5.1 ABBEY CENTRE VANDALISM

- Director Kreklewich gave a background.
 - Administration met with the school and school resource officer.
 - Resource officer offered to patrol area.
 - Manager Simpson spoke about some reoccurring issues and some things the Abbey staff has done to deter students from hanging out in areas other than recreation areas, such as replace comfortable furniture with functional furniture that is not as comfortable or turning off power to certain outlets so students can't charge their devices.
 - School and school resource officer will support administration in whatever way possible.
 - Director Kreklewich spoke on some suggestions offered by school and school resource officer.
 - Parent supervision could be required, or access could only be granted to those who have a membership.
 - Vandalism has been on the rise since Covid-19.
 - Difficult to identify those causing damage.
 - The school could close campus during lunch hour.
 - School suggested the kids should have permission slips.
 - Councillor Stendie suggested teachers chaperone students at the Abbey.

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
February 1, 2023**

- Manager Simpson has reached out to multiple activity centres to see how they handle similar issues.
- Member Shepherd suggested reaching out to the public.
- If doors are locked, they get propped open or emergency exits get propped open.
- Students from Red Deer Polytechnic will be coming to survey areas and identify issues around the town as part of CPTED (Crime Prevention Through Environmental Design).
- Dan Martin – Staff Sergeant – Jeff Hewitt (SRO) (sits on Restorative Justice Committee and works with the Youth Action Coalition) could assist by patrolling the Abbey occasional.
- Monitoring second floor at the Abbey going on for months.
- General vandalism issue was brought up at Youth Action Coalition meetings.

RES. 11/23

Councillor Svab moved that the Recreation, Culture and Parks Board recommend the school send a letter home to parents regarding the vandalism issue and reach out RCMP, SRO and Peace Officers patrol Abbey during lunch-hour until a more permanent solution is presented. As well as CPTED results/recommendations to be shared after surveying is done.

MOTION CARRIED UNANIMOUSLY

6. BUSINESS

6.2 BLACKFALDS DAYS

- Director Kreklewich gave a background.
 - Budget decreased, lowering fireworks budget.
 - Community member feedback about fireworks is extremely positive.
 - Remove another \$5000.
 - More appeal for fireworks over Fresh Air Cinema.
 - Cut candy budget to \$500 total.
 - Possibly cut the budget from another event such as Winterfest
 - Suggested we “return to our roots” and run sack races or other inexpensive options.
 - More advance notice to non-profits to help plan events.
 - First show for Fresh Air Cinema has good attendance, second one has less attendance. However, cutting the second show does result in a large amount of savings.

RES. 12/23

Member Shepherd moved that the Recreation, Culture and Parks Board to defer back to administration to take into consideration what has been discussed for next meeting.

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
February 1, 2023**

MOTION CARRIED UNANIMOUSLY

6.3 SPRING COMMUNITY INFO EXPO

- Director Kreklewich gave a background.
 - Concerns around participation
 - Schools were asked to take part.
 - Ways to draw families, fire trucks, police cars, farm equipment.
 - Market/tradeshow, administration to explore options.
 - Possible partnership with spring market.
 - Look at other municipalities.
 - Non-profit/for profit fee schedule.

RES. 13/23

Councillor Stendie moved that the Recreation, Culture and Parks Board accept as information and Administration to discuss with Economic Development Officer.

MOTION CARRIED UNANIMOUSLY

7. ACTION CORRESPONDENCE

N/A

8. INFORMATION

8.1 ABBEY CENTRE – UPDATE

- Manager Simpson gave a background.
 - Funding from Blackfalds & District Ag Society Field trip for camp curious
 - New fitness instructor
 - Moving from Red Cross to Lifesaving Society Swim Lessons
 - Price increase for swim lessons
 - Summer Solstice Event on June 21, 2023
 - Fire rescue deep water rescue, rubber duck races
 - Electronic locking mechanism for universal change is ordered and will hopefully arrive mid-February.
 - Steve Prediger very happy to hear the approval of love lock heart, however due to the late start, the project will extend into the next school year.
 - Application for sponsorship has been completed and sent to Atco Community Investment Grant for \$5000 for the Love Locks Project.
 - Council has adopted and the updated Abbey Centre Acceptable Usage Policy and the new Aquatic Centre Pool Closure Policy.

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
February 1, 2023**

- Commercial washer and dryer has been ordered and received today.
- The duct work and venting will be completed within the next 6 weeks.
- Completing fitness survey to collect feedback on facility usage.
- Camp Curious will not be increasing maximum as they would require additional staff, which requires a larger budget.
- Looking at running some speciality camps.
- Difficult to find instructors that will commit to teaching in the summer, this early in the year.
- RFP for pool deck to be sent out mid-April, site visit end of April. RFP to close mid-May, grading and criteria and decision go to Council at the last meeting in May. Work would be completed the last 2 weeks of September.

8.3 EAGLE BUILDERS CENTRE – UPDATE

- Director Kreklewich gave a background.
 - Glass being replaced tomorrow.
 - Flames alumni game on February 9, private event.
 - Handicapped door is on the list.
 - HVAC issues, Delnor is aware.
 - Acoustic panels are getting positive feedback.
 - 2 Concerts planned for Blackfalds Days weekend.

8.4 PARKS AND FACILITIES – UPDATE

- Manager Heindel gave a background.
 - Looking for ice marshals for free skate as there are some issues.
 - Low participation for volunteers.
 - Managing custodial duties.
 - Junior A' seeing increased attendance.
 - Larger garbage cans purchased for high traffic areas.
 - Ops moving forward with plan to put a power door operator to old banquet room.
 - Hoping to acquire a mower this year.
 - RFP for trail upgrades, 3 locations getting trail overlay, north centennial park, harvest meadows and abbey centre trail.
 - Columbarium in capital budget, Kat to draw up plans, similar to Lacombe.
 - Two used trucks purchased, 1 still needs to be picked up.
 - Previous FCSS building to be a support services centre.
 - Manager Heindel will look into possibility of vegetables being planted in common areas.

BLACKFALDS
ALBERTA
TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
February 1, 2023

9. APPROVAL OF INFORMATION ITEMS

RES. 14/23

Member Kroetsch moved that the Recreation Board accept the information items as presented.

MOTION CARRIED UNANIMOUSLY

10. APPROVAL OF MINUTES

RES. 15/23

Member Shepherd moved that the Recreation Board accept the minutes as presented for January 4 meeting.

MOTION CARRIED UNANIMOUSLY

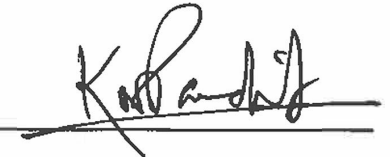
11. ADJOURN

- a. Vice Chair Pandit moved that the Recreation, Culture and Parks board meeting be adjourned.

RES. 16/23

Meeting adjourned at 8:17 PM.

MOTION CARRIED UNANIMOUSLY



KALA PANDIT, VICE CHAIR



RICK KREKLEWICH, DIRECTOR OF COMMUNITY SERVICES

Next meeting scheduled for March 1, 2023 @ 6:30pm

A Family and Community Support Services regular meeting for the Town of Blackfalds was held on February 9, 2023, at 5018 Waghorn Street in the Tayles Room, commencing at 7:00 p.m.

MEMBERS PRESENT

Sheila Giffin
Dena Thomas
Glenda Brown
Tennielle Gilchrist
Melissa MacLeod
Cliff Soper

REGRETS

Councillor Stendie
Councillor Sands

STAFF

Sue Bornn, FCSS Manager
Sue Penner, FCSS Admin Assistant

CALL TO

ORDER: Chair Thomas called the meeting to order at 7:05 p.m.

TREATY SIX LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDA

04/23 Member Soper moved that the Board adopt the February 9, 2023, Agenda as presented.

CARRIED UNANIMOUSLY

DELEGATION

None

BUSINESS ARISING FROM THE MINUTES

OLD BUSINESS

None

NEW BUSINESS

6.1 Volunteer Appreciation Events

- Manager Bornn noted that as of today we have not received any nominations for:
 - o Carol Simpson Volunteer of the Year Award
 - o Gloria House Mentor Award
 - o Outstanding Group Award
 - o Dylan Stork Youth Ambassador Award
 - o Leader of Tomorrow Awards
- To recognition the contributions made by our valued community ambassadors there are two events taking place:
 - o Inaugural Best of Blackfalds event for our adult volunteers on April 19th where the Carol Simpson Volunteers of the Year Award, Gloria House Mentor Award, and Outstanding Group Award (adult category) will be presented.
 - o Youth Recognition Night on May 3 which will be a red-carpet event where the Dylan Stork Youth Ambassador Award, Leaders of Tomorrow (elementary, junior high and high school category, and Outstanding Troup Award (youth category) will be presented.
- FCSS is accepting nominations until March 1st, 2023.

ACTION CORRESPONDENCE

None

8 INFORMATION

8.1 BBBS Final Reporting

Manager Bornn gave a brief synopsis of their final report. BBBS has a new director who presented a great final report outlining their 2022 programs and success stories. Mentors are always required so please contact them if you are interested.

8.2 IREC Final Reporting

Their final report outlined the importance of Social Emotional Programming in their school that the grant funded. This program is very proactive in developing working relationships with parents, students, and staff including counseling and consultation programming skills.

8.3 FCSS Manager's Update

Some of the main points include:

- o Staff would like to explore expanding the hamper support program for Seniors at Christmas.
- o The Income Tax Program has 5 volunteers this year and the program begins the first of March.
- o The Easter Event is on April 1st with involvement from the Blackfalds Bulldogs, Blackfalds Public Library, Kids Konnection and BBBS.

- Discussion on the Talk of the Town Newsletter and a link to be provided to the board.
- Manager Bornn participated in a Central Alberta pilot emergency management project – 3-2-1 Connect on building a resource data base.
- Once Administration has a chance to meet regarding the Social Needs Assessment it will then be presented at the next Standing Committee.
- FCSS minutes and agendas are in a new format to better align with Council'.

INFORMATION CORRESPONDENCE

05/23 Member Gilchrist moved to accept information items as presented.

CARRIED UNANIMOUSLY

INFORMATION CORRESPONDENCE

None

ADOPTION OF MINUTES

06/23 Councillor MacLeod moved to accept the minutes from January 12th, 2023, as presented.

CARRIED UNANIMOUSLY

CONFIDENTIAL MATTERS

None

ADJOURNMENT

Chairperson Thomas adjourned the FCSS meeting at 8:15 p.m.



Chairperson
Dena Thomas



FCSS Manager
Sue Bornn

2023/03/09

YYYY / MM / DD

Next meeting scheduled for March 9th, 2023, at 7:00 p.m.

MEETING DATE: March 14, 2023

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

SUBJECT: **Enforcement and Protective Services Monthly Report - February 2023**

BACKGROUND

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

DISCUSSION

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

FINANCIAL IMPLICATIONS

None

ATTACHMENTS

- *Municipal Enforcement Incident Count, February 2023*
- *RCMP Five Year Crime Stats.*
- *RCMP Municipal February Detachment, at a Glance, Crime Gauge*

APPROVALS



CAO Myron Thompson



Director/Author

Protective Services

Town of Blackfalds Municipal Enforcement:

February was another busy month for officers with 129 investigational files being opened.

Municipal Enforcement proactively worked towards ensuring compliance with sidewalk clearing throughout the town. Enforcement is conducted through both reactive (complaints from residents) as well as proactive (officer observed through patrols) approaches. Officers proactively enforced Part 10 of the Traffic Bylaw which requires residents to clear sidewalks within 48 hours of a snow fall, in total 86 investigational files were opened relating to snow on sidewalk and four violation tickets were issued along with numerous notices to clear the sidewalks. Eight further investigations were opened under the Traffic Bylaw related to parking concerns within the community. In total five vehicles were towed during the month, because of either being abandoned or no insurance or registration when stopped.

12 complaints were received in relation to the Animal Control Bylaw. These were comprised of: dogs at large, dogs barking, failure to remove defecation and one dog bite was reported with a violation ticket being issued.

5 investigations under the Community Standards bylaw were conducted, four of which were related to excess noise and the fifth was in relation to automobile repairs being carried out in a residential area. The remaining files involved assisting the RCMP, Land Use Bylaw concerns, Off Highway vehicles and various other minor issues.

Officers continued to spend a significant amount of time in the school zones, with many parking and driving concerns around the Elementary School on Broadway. Drivers continue to block crosswalks, with two violation tickets being issued for vehicles being parked either in or too close to the crosswalks. We saw a decrease in the number of people passing School buses with their lights flashing two violation tickets being issued. Passing a school bus is a \$567.00 ticket and carries with it five demerit points if caught in the act.

Municipal Enforcement continues to be actively involved in the Youth Action Coalition group and will continue to do so as it moves forward.

94 Violation tickets were written during the month, for a total of \$24,027.00. 12 violation tickets were issued under Municipal Bylaws, with 82 being issued under provincial regulations or acts, see chart below.

Violation tickets issued.

	ACT	Tickets	Fine Total	Average Fine
1.	Traffic Safety Act	59	\$16,922.00	\$286.81
2.	Vehicle Equipment Reg.	6	\$729.00	\$121.50
3.	Use of Highway & Rules of the Road Reg.	13	\$3,402.00	\$261.69
4.	Operator Licensing & Vehicle Control Reg.	2	\$324.00	\$162.00
5.	Community Standards Bylaw 1220/18	1	\$250.00	\$250.00

6.	Land Use Bylaw 1286/22	1	\$250.00	\$250.00
7.	Traffic Bylaw 1232/19	9	\$1,350.00	\$150.00
8.	Tobacco, Smoking and Vaping Reduction Act	2	\$600.00	\$300.00
9.	Animal Control Bylaw 118/14	1	\$200.00	\$200.00

CPTED (Crime Prevention Through Environmental Design) RDP Student Project:

Our RDP students will be starting around the 13th of March, we are excited to work with them as they conduct their studies within our facilities and complete their project and submit a final CPTED report. Municipal Enforcement officers will be working closely with them providing guidance as needed.

- Municipal Enforcement Month End Report attached.
- Parkwood SB Speed Sign stats attached.
- Womacks EB Speed Sign stats attached.

Blackfalds Fire Rescue

During the month of February, the department has been mentoring the three new recruits on Monday evenings, so they are still able to take part in Wednesday evening training. The members were introduced to tabletop scenarios comprising of a Structure Fire, Motor Vehicle Collision, Train Derailment, and an Industrial Fire.



The department is continuing to demonstrate different manufacturers of Rescue tools as part of the Capital purchase this spring.

Three of Recruits brought on to the department last year, have started their NFPA 1001 Level 1 training on Tuesday evenings this training will continue until the end of June.

February the department responded to 11 incidents, a summary of the types of for February is included.

Fire Department – January 2023 – INCIDENT SUMMARY – PAGE 1 of 1

Call #	Date	Incident Type	Dispatch Event #	Location	RCMP #	MAFP 1244
0012	1	Alarm Motor Vehicle Incident	202302011640	Lacombe County	Yes	EMS
0013	1	Medical	202302012253	Corp Limits	N/A	EMS
0014	2	Medical	202302020313	Corp Limits	N/A	EMS
0015	3	Haz-70 Public Hazard	202302031239	Lacombe County	Yes	EMS
0016	4	Alarm	202302041231	Corp Limits	N/A	N/A
0017	8	Medical	202302081047	Corp Limits	Yes	EMS
0018	9	Motor Vehicle Incident	202302091503	Lacombe County	Yes	EMS
0019	11	Alarm	202302111529	Corp Limits	N/A	N/A
0020	19	Alarm	202302191136	Corp Limits	N/A	N/A
0021	19	Alarm	202302192022	Corp Limits	N/A	N/A
0022	20	Alarm	202302201833	Corp Limits	N/A	N/A
0023	21	Alarm	202302211818	Corp Limits	N/A	N/A
0024	21	Fire Vehicle	202302211823	Corp Limits	N/A	N/A
0025	23	Motor Vehicle Incident	202302231536	Corp Limits	Yes	EMS
0026	22	Alarm	202302232212	Corp Limits	N/A	N/A
0027	27	Investigation Fire	202302271650	Corp Limits	Yes	N/A

Occupational Health & Safety

Staff have been registered for the online AMSHA OHS online training they have requested. 15 staff are enrolled in Cargo Securement, 18 Formal Workplace inspections, 25 Hazard Identification, Assessment, and Control, 18 Incident Investigation and Root Cause Analysis, 21 in the Joint Health & Safety Committees and Health and Safety Representatives training, and 13 are registered in the Supervisor's Role training. This is in response to our Action plan to address issues which arose during the COR audit.

The Near Miss program has seen an increase in participation, with staff reporting near misses which have occurred.

February 14th the Joint Health & Safety Committee met, discussion was had on Fire Drills and the planning of these in all facilities over the next few months. First Aid kits have been ordered to meet the new OHS standards and will be delivered to departments when received.

RCMP

Blackfalds RCMP Detachment: Municipal statistics are attached to this report.

Central Alberta RCMP Traffic Unit: Is working together with partner agencies including RCMP Blackfalds and Municipal enforcement in organizing some Joint Force Operations in the Town of Blackfalds and surrounding areas. The Traffic Unit has a huge area they cover and try to balance their work throughout the region.

The Traffic Unit continues to provide valuable news articles with information on various traffic concerns, with March's article covering "Dangers of Tailgating".

Emergency Management

On February 23 & 24th, four staff received training in ICS 400, hosted by Lacombe County, with trainers from Red Deer County, Red Deer City and Lacombe County. The course was very well received and provided staff with a new perspective on larger emergency situations.

March 21st, LREMP will be hosting an Exercise Review meeting related to the October 26th Full Scale Exercise, all partners will be represented to provide input on their view of the exercise.

Ken Morrison

Emergency Management & Protective Services Manager

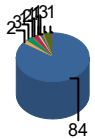
Town of Blackfalds.

Town of Blackfalds

MONTH END Statistics from Occurred Date: 2/1/2023 12:00:00AM to 2/28/2023 11:59:59PM

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

Count of Incident Types



1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS	84
1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS	2
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN	3
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK IN A RESTRICTED ZONE	1
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON SIDEWALK OR BOULEVARD	2
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY	1
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 1.5 M OF ACCESS TO A GARAGE/DRIVEWAY/PRIVATE ROAD/VEHICLE CROSSWAY OVER SIDEWALK	1
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE	1
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY	3
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: AUTOMOBILE REPAIRS IN RESIDENTIAL DISTRICT	1
Total:	99

1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS: 84 64%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS: 2 2%

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

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK IN A RESTRICTED ZONE: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON SIDEWALK OR BOULEVARD: 2 2%

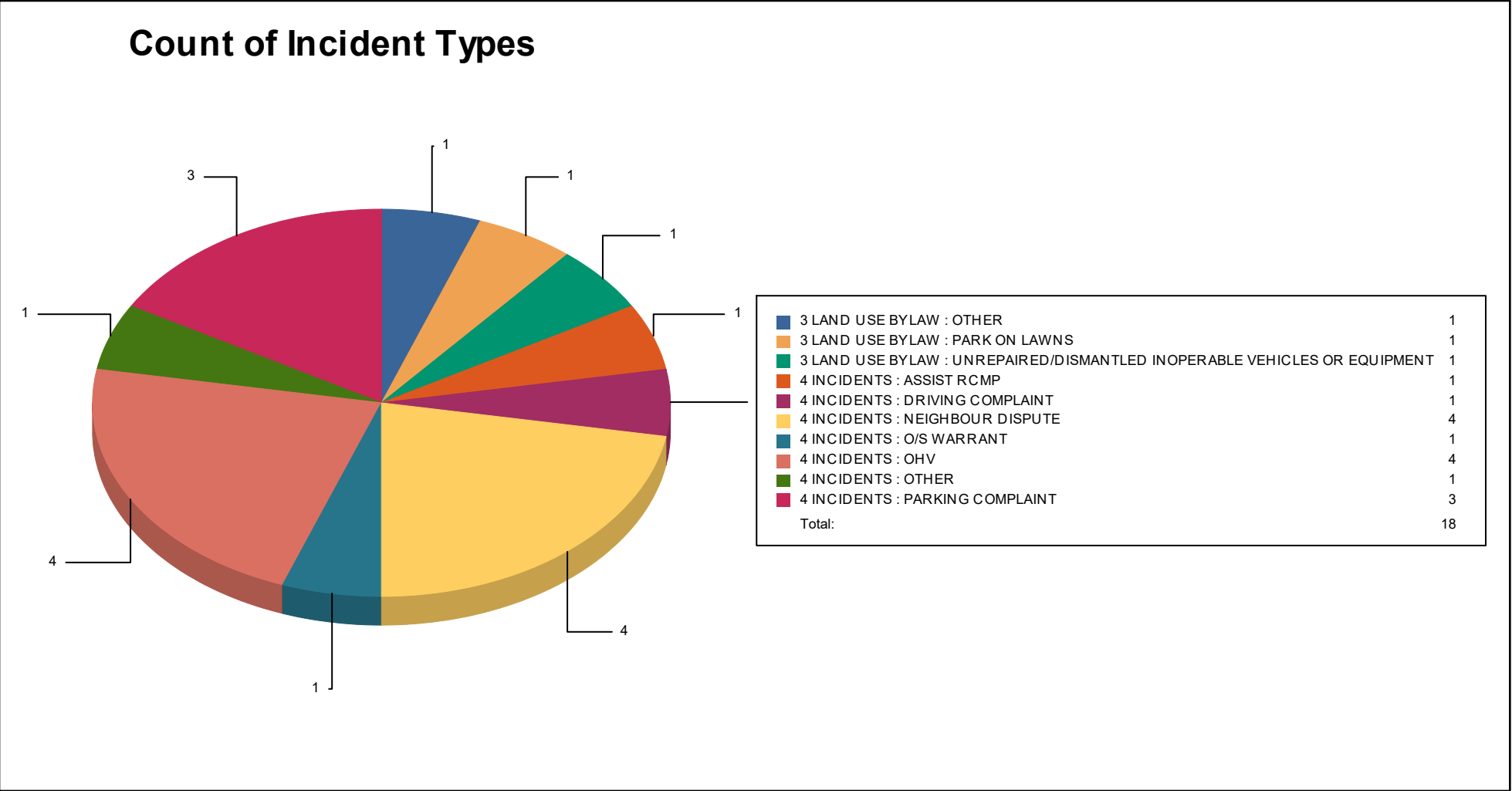
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 1.5 M OF ACCESS TO A GARAGE/DRIVEWAY/PRIVATE ROAD/VEHICLE CROSSWAY OVER SIDEWALK: 1 1%

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

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

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: AUTOMOBILE REPAIRS IN RESIDENTIAL DISTRICT: 1 1%



3 LAND USE BYLAW : OTHER: 1 1%

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

3 LAND USE BYLAW : UNREPAIRED/DISMANTLED INOPERABLE VEHICLES OR EQUIPMENT: 1 1%

4 INCIDENTS : ASSIST RCMP: 1 1%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

4 INCIDENTS : DRIVING COMPLAINT: 1 1%

4 INCIDENTS : NEIGHBOUR DISPUTE: 4 3%

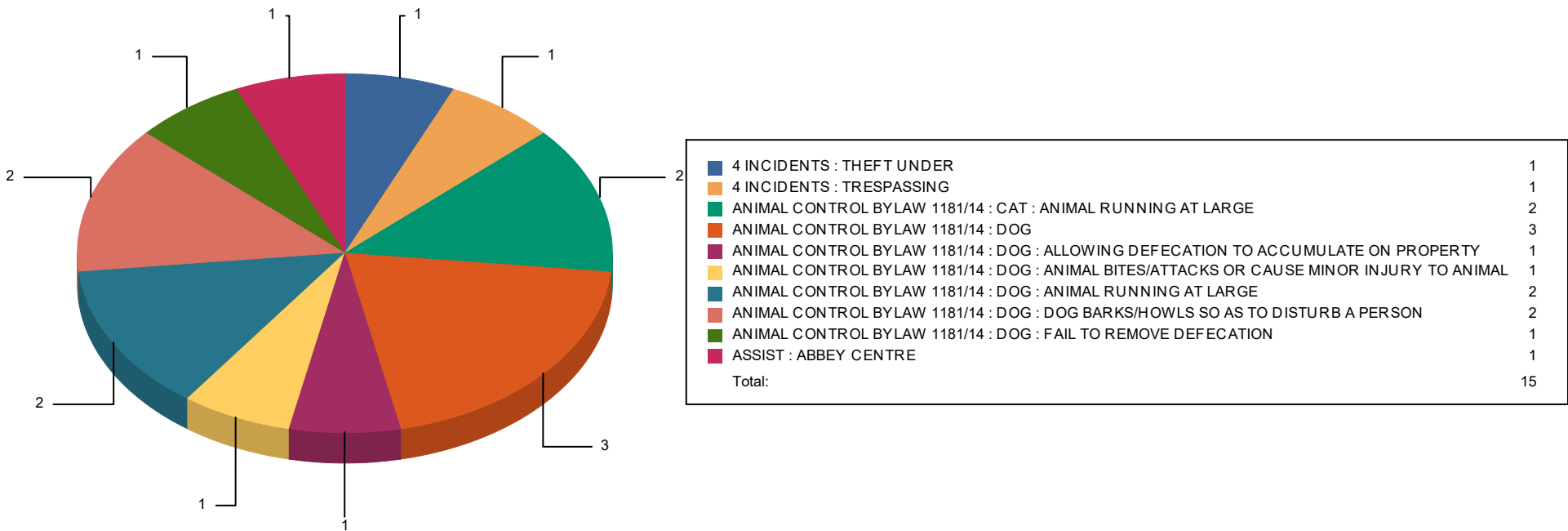
4 INCIDENTS : O/S WARRANT: 1 1%

4 INCIDENTS : OHV: 4 3%

4 INCIDENTS : OTHER: 1 1%

4 INCIDENTS : PARKING COMPLAINT: 3 2%

Count of Incident Types



4 INCIDENTS : THEFT UNDER: 1 1%

4 INCIDENTS : TRESPASSING: 1 1%

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

ANIMAL CONTROL BYLAW 1181/14 : DOG: 3 2%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -**ANIMAL CONTROL BYLAW 1181/14 : DOG : ALLOWING DEFECATION TO ACCUMULATE ON PROPERTY: 1 1%****ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSE MINOR INJURY TO ANIMAL: 1 1%****ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE: 2 2%****ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON: 2 2%****ANIMAL CONTROL BYLAW 1181/14 : DOG : FAIL TO REMOVE DEFECATION: 1 1%****ASSIST : ABBEY CENTRE: 1 1%****Grand Total: 100.00% Total # of Incident Types Reported: 132**

Statistics Summary Report

Technician Name: administrator

Location: Parkwood SB
Address: Parkwood SB, Blackfalds
Speed Limit: 40

Report Period: 2023-01-30 to 2023-02-28
Total Vehicle Count: 37,643



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	268	38	111	41 %	5	61	37	10
01-02	109	16	45	41 %	15	73	38	10
02-03	63	9	35	56 %	21	65	41	10
03-04	70	10	33	47 %	13	72	39	10
04-05	170	24	79	46 %	14	64	40	10
05-06	663	95	306	46 %	5	67	37	10
06-07	1,333	190	690	52 %	5	66	39	10
07-08	2,529	361	1,190	47 %	5	74	39	10
08-09	2,996	428	1,468	49 %	5	69	39	10
09-10	1,967	281	919	47 %	5	73	39	10
10-11	2,121	303	1,024	48 %	5	72	39	10
11-12	2,418	345	1,273	53 %	5	80	40	10
12-13	2,819	403	1,532	54 %	5	76	40	10
13-14	2,329	333	1,244	53 %	5	68	40	10
14-15	2,471	353	1,319	53 %	5	71	40	10
15-16	2,892	413	1,656	57 %	5	74	41	10
16-17	3,180	454	1,726	54 %	5	82	40	10
17-18	3,044	435	1,578	52 %	5	73	40	10
18-19	2,079	297	1,007	48 %	5	68	39	10
19-20	1,362	195	627	46 %	5	67	39	10
20-21	992	142	488	49 %	5	76	39	10
21-22	686	98	325	47 %	5	79	40	10
22-23	717	102	401	56 %	5	75	41	10
23-24	365	52	204	56 %	12	101	40	10
	37,643	5,377	19,280	50 %	7	73	39	10

County Speed Bins

Speed	Count
0...5	241
5...10	207
10...15	315
15...20	817
20...25	1,513
25...30	2,797
30...35	4,078
35...40	8,395
40...45	10,047
45...50	6,209
50...55	1,963
55...60	768
60...65	227
65...70	38
70...75	18
75...80	7
80...85	2
85...90	0
90...95	0
95...100	0
100...105	1
Total:	37,643

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SafePace® Pro by Traffic Logix®

Statistics Summary Report

Technician Name: administrator

Location: **Womacks EB** Report Period: **2023-01-30 to 2023-02-27**

Address: **Womacks EB, Blackfalds, Ab** Total Vehicle Count: **42,829**

Speed Limit: **40**



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	293	42	99	34 %	14	75	36	9
01-02	101	14	32	32 %	16	54	38	9
02-03	78	11	31	40 %	16	76	38	10
03-04	104	15	36	35 %	18	72	37	10
04-05	106	15	21	20 %	17	59	35	9
05-06	465	66	182	39 %	14	61	38	9
06-07	1,219	174	414	34 %	11	77	38	9
07-08	2,030	290	407	20 %	11	67	36	9
08-09	2,162	309	356	16 %	9	66	34	9
09-10	2,037	291	392	19 %	6	59	35	9
10-11	2,356	337	423	18 %	8	59	34	9
11-12	2,597	371	460	18 %	9	61	34	9
12-13	2,918	417	518	18 %	9	58	34	9
13-14	2,688	384	454	17 %	9	56	34	9
14-15	3,112	445	411	13 %	8	55	33	8
15-16	3,247	464	481	15 %	9	62	33	8
16-17	4,005	572	591	15 %	9	62	34	8
17-18	3,798	543	640	17 %	6	66	34	9
18-19	3,035	434	608	20 %	10	72	36	9
19-20	2,272	325	557	25 %	10	63	36	9
20-21	1,860	266	546	29 %	13	59	37	9
21-22	1,240	177	369	30 %	9	66	37	9
22-23	773	110	226	29 %	14	62	37	9
23-24	333	48	120	36 %	14	82	38	9
	42,829	6,120	8,374	25 %	11	65	36	9

County Speed Bins

Speed	Count
0...5	0
5...10	23
10...15	135
15...20	771
20...25	2,142
25...30	6,907
30...35	12,786
35...40	11,691
40...45	6,622
45...50	1,420
50...55	253
55...60	50
60...65	14
65...70	7
70...75	4
75...80	3
80...85	1
Total:	42,829

Generated on March 1, 2023 at 4:47 PM

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Blackfalds Municipal Detachment Crime Statistics (Actual) January to February: 2019 - 2023

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

March 6, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	2	0	0	0	-100%	N/A	-0.4
Sexual Assaults		0	1	2	1	0	N/A	-100%	0.0
Other Sexual Offences		0	0	1	0	2	N/A	N/A	0.4
Assault		9	15	8	10	6	-33%	-40%	-1.1
Kidnapping/Hostage/Abduction		2	0	0	0	0	-100%	N/A	-0.4
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		2	6	1	6	9	350%	50%	1.4
Uttering Threats		1	6	8	5	4	300%	-20%	0.5
TOTAL PERSONS		15	30	20	22	21	40%	-5%	0.4
Break & Enter		28	6	4	6	2	-93%	-67%	-5.2
Theft of Motor Vehicle		11	7	0	9	3	-73%	-67%	-1.4
Theft Over \$5,000		1	0	0	1	0	-100%	-100%	-0.1
Theft Under \$5,000		23	19	15	10	4	-83%	-60%	-4.7
Possn Stn Goods		10	2	4	4	3	-70%	-25%	-1.2
Fraud		9	9	3	3	11	22%	267%	-0.2
Arson		0	1	0	0	0	N/A	N/A	-0.1
Mischief - Damage To Property		0	14	10	9	4	N/A	-56%	0.3
Mischief - Other		18	6	5	5	5	-72%	0%	-2.7
TOTAL PROPERTY		100	64	41	47	32	-68%	-32%	-15.3
Offensive Weapons		3	4	6	0	1	-67%	N/A	-0.8
Disturbing the peace		6	4	5	2	3	-50%	50%	-0.8
Fail to Comply & Breaches		10	5	2	5	3	-70%	-40%	-1.4
OTHER CRIMINAL CODE		4	8	7	7	9	125%	29%	0.9
TOTAL OTHER CRIMINAL CODE		23	21	20	14	16	-30%	14%	-2.1
TOTAL CRIMINAL CODE		138	115	81	83	69	-50%	-17%	-17.0



Blackfalds Municipal Detachment Crime Statistics (Actual) January to February: 2019 - 2023

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

March 6, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	3	1	1	1	-50%	0%	-0.4
Drug Enforcement - Trafficking		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		2	3	2	1	1	-50%	0%	-0.4
Cannabis Enforcement		0	1	0	1	0	N/A	-100%	0.0
Federal - General		0	0	1	2	1	N/A	-50%	0.4
TOTAL FEDERAL		2	4	3	4	2	0%	-50%	0.0
Liquor Act		0	3	0	0	0	N/A	N/A	-0.3
Cannabis Act		0	0	2	0	1	N/A	N/A	0.2
Mental Health Act		12	14	7	9	18	50%	100%	0.7
Other Provincial Stats		17	16	13	15	12	-29%	-20%	-1.1
Total Provincial Stats		29	33	22	24	31	7%	29%	-0.5
Municipal By-laws Traffic		2	3	5	1	2	0%	100%	-0.2
Municipal By-laws		5	9	8	10	7	40%	-30%	0.5
Total Municipal		7	12	13	11	9	29%	-18%	0.3
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	1	1	2	0	-100%	-100%	-0.1
Property Damage MVC (Reportable)		20	27	20	37	23	15%	-38%	1.6
Property Damage MVC (Non Reportable)		3	3	1	3	3	0%	0%	0.0
TOTAL MVC		24	31	22	42	26	8%	-38%	1.5
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	11	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		42	62	42	40	51	21%	28%	-0.4
Other Traffic		0	0	1	1	1	N/A	0%	0.3
Criminal Code Traffic		4	9	6	3	3	-25%	0%	-0.8
Common Police Activities									
False Alarms		15	6	6	5	10	-33%	100%	-1.1
False/Abandoned 911 Call and 911 Act		3	5	2	6	2	-33%	-67%	-0.1
Suspicious Person/Vehicle/Property		23	31	27	17	20	-13%	18%	-2.0
Persons Reported Missing		3	5	6	0	1	-67%	N/A	-0.9
Search Warrants		0	0	0	0	1	N/A	N/A	0.2
Spousal Abuse - Survey Code (Reported)		17	32	20	29	18	6%	-38%	-0.1
Form 10 (MHA) (Reported)		0	1	2	3	1	N/A	-67%	0.4



Blackfalds Municipal Detachment Crime Statistics (Actual) February: 2019 - 2023

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

March 6, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	2	0	0	0	N/A	N/A	-0.2
Sexual Assaults		0	0	1	0	0	N/A	N/A	0.0
Other Sexual Offences		0	0	1	0	1	N/A	N/A	0.2
Assault		7	11	4	6	3	-57%	-50%	-1.3
Kidnapping/Hostage/Abduction		2	0	0	0	0	-100%	N/A	-0.4
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	3	1	5	4	300%	-20%	0.8
Uttering Threats		0	3	3	2	1	N/A	-50%	0.1
TOTAL PERSONS		10	19	10	13	9	-10%	-31%	-0.8
Break & Enter		9	4	2	4	2	-78%	-50%	-1.4
Theft of Motor Vehicle		4	5	0	2	2	-50%	0%	-0.7
Theft Over \$5,000		1	0	0	0	0	-100%	N/A	-0.2
Theft Under \$5,000		7	12	7	5	2	-71%	-60%	-1.7
Possn Stn Goods		4	1	1	2	1	-75%	-50%	-0.5
Fraud		5	6	1	3	4	-20%	33%	-0.5
Arson		0	1	0	0	0	N/A	N/A	-0.1
Mischief - Damage To Property		0	7	3	4	4	N/A	0%	0.5
Mischief - Other		9	3	4	2	2	-78%	0%	-1.5
TOTAL PROPERTY		39	39	18	22	17	-56%	-23%	-6.1
Offensive Weapons		0	2	0	0	0	N/A	N/A	-0.2
Disturbing the peace		2	2	1	1	2	0%	100%	-0.1
Fail to Comply & Breaches		3	2	0	2	0	-100%	-100%	-0.6
OTHER CRIMINAL CODE		4	3	3	6	1	-75%	-83%	-0.3
TOTAL OTHER CRIMINAL CODE		9	9	4	9	3	-67%	-67%	-1.2
TOTAL CRIMINAL CODE		58	67	32	44	29	-50%	-34%	-8.1



Blackfalds Municipal Detachment

Crime Statistics (Actual)

February: 2019 - 2023

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

March 6, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	1	1	N/A	0%	0.3
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	0	1	1	N/A	0%	0.3
Cannabis Enforcement		0	1	0	1	0	N/A	-100%	0.0
Federal - General		0	0	1	2	0	N/A	-100%	0.2
TOTAL FEDERAL		0	1	1	4	1	N/A	-75%	0.5
Liquor Act		0	2	0	0	0	N/A	N/A	-0.2
Cannabis Act		0	0	1	0	1	N/A	N/A	0.2
Mental Health Act		9	6	2	4	8	-11%	100%	-0.4
Other Provincial Stats		5	8	3	6	10	100%	67%	0.8
Total Provincial Stats		14	16	6	10	19	36%	90%	0.4
Municipal By-laws Traffic		1	1	4	0	1	0%	N/A	-0.1
Municipal By-laws		1	7	3	5	5	400%	0%	0.6
Total Municipal		2	8	7	5	6	200%	20%	0.5
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	0	0	0	0	-100%	N/A	-0.2
Property Damage MVC (Reportable)		7	14	17	20	13	86%	-35%	1.8
Property Damage MVC (Non Reportable)		2	2	0	3	2	0%	-33%	0.1
TOTAL MVC		10	16	17	23	15	50%	-35%	1.7
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	3	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		16	43	35	24	26	63%	8%	0.1
Other Traffic		0	0	0	1	0	N/A	-100%	0.1
Criminal Code Traffic		3	7	3	2	1	-67%	-50%	-0.9
Common Police Activities									
False Alarms		8	5	2	0	7	-13%	N/A	-0.7
False/Abandoned 911 Call and 911 Act		2	1	1	2	1	-50%	-50%	-0.1
Suspicious Person/Vehicle/Property		14	15	7	7	8	-43%	14%	-2.0
Persons Reported Missing		1	3	2	0	1	0%	N/A	-0.3
Search Warrants		0	0	0	0	1	N/A	N/A	0.2
Spousal Abuse - Survey Code (Reported)		8	13	10	17	7	-13%	-59%	0.2
Form 10 (MHA) (Reported)		0	1	0	1	1	N/A	0%	0.2



Blackfalds Municipal Detachment Crime Statistics (Actual) January to February: 2019 - 2023

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

March 6, 2023

Category	Trend	2019	2020	2021	2022	2023	FLAG
Theft Motor Vehicle (Total)		11	7	0	9	3	Within Norm
Auto		1	2	0	3	1	Within Norm
Truck		6	2	0	5	0	Within Norm
SUV		1	2	0	0	2	Issue
Van		1	0	0	0	0	Within Norm
Motorcycle		0	0	0	0	0	Within Norm
Other		0	1	0	0	0	Within Norm
Take Auto without Consent		2	0	0	1	0	Within Norm
Break and Enter (Total)*		28	6	4	6	2	Within Norm
Business		5	1	1	3	0	Within Norm
Residence		19	4	3	3	2	Within Norm
Cottage or Seasonal Residence		0	1	0	0	0	Within Norm
Other		4	0	0	0	0	Within Norm
Theft Over & Under \$5,000 (Total)		24	19	15	11	4	Within Norm
Theft from a motor vehicle		9	5	4	4	2	Within Norm
Shoplifting		1	5	1	0	0	Within Norm
Mail Theft (includes all Mail offences)		0	0	1	0	0	Within Norm
Theft of bicycle		0	1	2	1	0	Within Norm
Other Theft		14	8	7	6	2	Within Norm

Mischief To Property		18	20	15	14	9	Within Norm
Suspicious Person/ Vehicle/ Property		23	31	27	17	20	Within Norm
Fail to Comply/Breach		10	5	2	5	3	Within Norm
Wellbeing Check		10	9	8	13	12	Within Norm
Mental Health Act		12	14	7	9	18	Issue
False Alarms		15	6	6	5	10	Within Norm

Traffic	Trend	2019	2020	2021	2022	2023	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		0	0	1	1	1	Within Norm
Occupant Restraint/Seatbelt Violations*		0	3	2	1	3	Issue
Speeding Violations*		8	6	1	2	5	Within Norm
Intersection Related Violations*		2	3	3	5	3	Within Norm
Other Non-Moving Violation*		12	16	7	10	10	Within Norm
Pursuits**		0	0	1	1	0	Within Norm
Other CC Traffic**		1	1	1	1	0	Within Norm

"Actual" *"Reported"

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

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

March 6, 2023

[illegible]

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

March 6, 2023

[illegible]

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

March 6, 2023

[illegible]

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

March 6, 2023

[illegible]



Strategic Analysis and Research Unit

Blackfalds (Municipal) Crime Statistic Summary – January to February

2023-03-06

Blackfalds (Municipal) – Highlights

- **Break & Enters** are showing a -66.7% decrease when compared to the same period in 2022 (January to February). There were -4 fewer actual occurrences (from 6 in 2022 to 2 in 2023).
- **Theft of Motor Vehicles** decreased by -66.7% when compared to the same period in 2022 (January to February). There were -6 fewer actual occurrences (from 9 in 2022 to 3 in 2023).
- **Theft Under \$5,000** decreased by -60.0% when compared to the same period in 2022 (January to February). There were -6 fewer actual occurrences (from 10 in 2022 to 4 in 2023).

Blackfalds (Municipal) – Criminal Code Offences Summary

Crime Category	% Change 2022 – 2023 (January to February)
Total Persons Crime	4.5% Decrease
Total Property Crime	31.9% Decrease
Total Criminal Code	16.9% Decrease

From January to February 2023, when compared to the same period in 2022, there have been:

- 1 fewer **Persons Crime** offences;
- 15 fewer **Property Crime** offences; and
- 14 fewer **Total Criminal Code** offences;

Blackfalds (Municipal) – February, 2023

- There were 2 **Thefts of Motor Vehicles** in February: 1 cars, 0 trucks, 0 minivans, 1 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 2 **Break and Enters** in February: 0 businesses, 2 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 3 **Provincial Roadside Suspensions** in February (3 alcohol related and 0 drug related). This brings the year-to-date total to 11 (11 alcohol related and 0 drug related).
- There were a total of 7 files with the **Spousal Abuse** survey code in February (February 2022: 17). This brings the year-to-date total to 18 (2022: 29).
- There were 121 files with **Victim Service Unit** referral scoring in Blackfalds Municipal: 7 accepted, 18 declined, 3 proactive, 0 requested but not available, and 93 files with no victim.

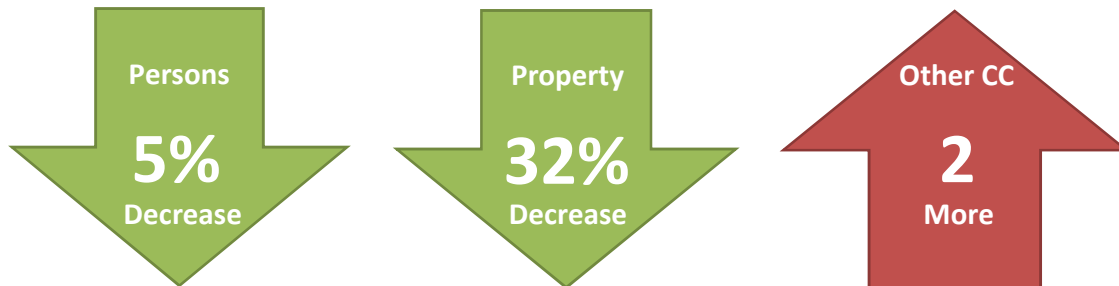
PROS Data pull 2023/03/06

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.

Blackfalds Municipal Crime Gauge

2023 vs. 2022
January to February

Criminal Code Offences



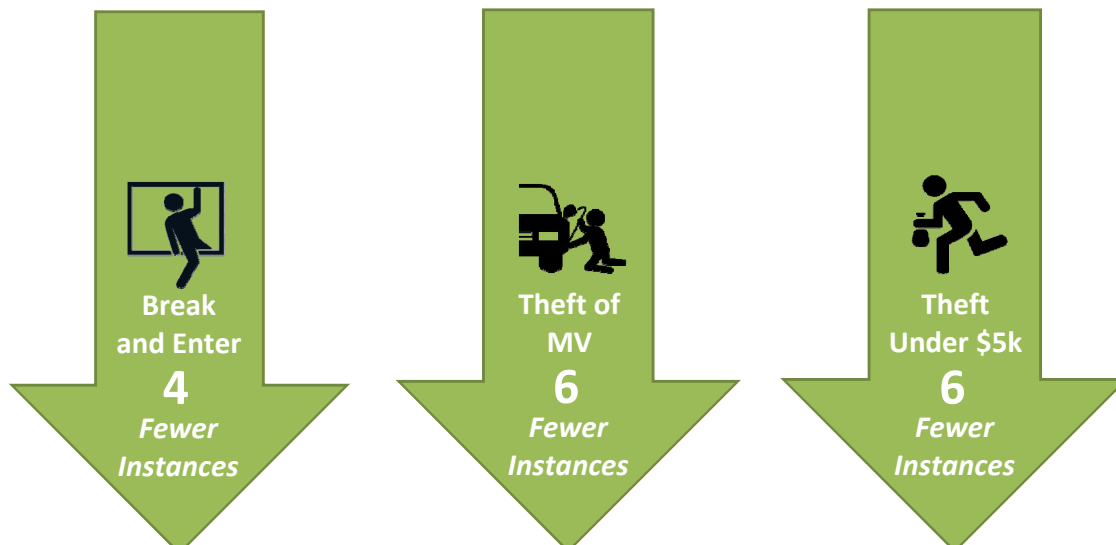
**Total
Criminal Code
Offences:**

17%

Decrease

When compared to
January to February, 2022

Select Property Crime



NOTE: If in both 2021 and 2022 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.

MEETING DATE: March 14, 2023

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Development & Building Monthly Report – February 2023

BACKGROUND

Attached is the February 2023 Development & Building Permit Report and Comparison for 2021-2023 year to date. We also have shown the comparison for the year-to-date figures for 2022 on the comparison report.

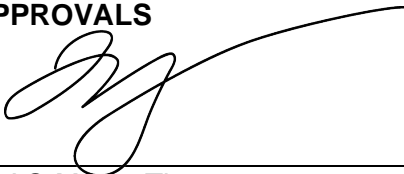
For Council's information, the "other" category captures the following types of residential permits:

- 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"
- Grading permits

ATTACHMENTS

- *February 2023 Development/Building Permit Report*
- *2021 – 2023 Development/Building Comparison Report*

APPROVALS



CAO Myron Thompson



Department Director/Author

File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
9-23	30 Cedar Square	R-1S	Home Business	approved	3-Feb-23
10-23	44 Prospect Close	R-1L	Home Business	approved	7-Feb-23
11-23	25 Cedar Crescent	R-1S	Basement Reno	approved	22-Feb-23
12-23	4905 Aspen Lakes Boulevard	R-1M	Basement Reno	approved	22-Feb-23
13-23	77 Cedar Crescent	R-1S	Basement Reno		
14-23	69 Coachman Way	R-1S	Basement Reno		
15-23	53 Aztec Crescent	R-1S	Home Business	approved	16-Feb-23
16-23	4908 South Street	R-1M	Accessory Building - Shed		
17-23	4500 Blackfalds Crossing Way Unit 105	C-2	Interior Tenant Improvements		
18-23	274 Westridge Close	R-1M	rear yard relaxation		

	2021		2022		2023		February	
	Number of		Number of		Number of		Number of	
	Permits	Dollar Value	Permits	Dollar Value	Permits	Dollar Value	Permits	Dollar Value
Residential								
SFD	29	\$ 7,854,460.00	21	\$ 6,350,251.00	3	\$ 1,292,866.70	4	\$ 1,430,844.00
Duplexes	0	\$ -	4	\$ 800,000.00	0	\$ -	0	\$ -
Manufactured Home	0	\$ -	3	\$ 300,000.00	0	\$ -	1	\$ 100,000.00
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	4	\$ 883,340.00	16	\$ 3,413,600.00	0	\$ -	6	\$ 1,014,000.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	33	\$ 8,737,800	44	\$ 10,863,851	3	\$ 1,292,867	11	\$ 2,544,844
Garage	15	\$ 471,000.00	25	\$ 942,000.00	0	\$ -	0	\$ -
Deck	4	\$ 18,500.00	9	\$ 68,010.00	0	\$ -	0	\$ -
Basement Reno	50	\$ 1,120,400.00	56	\$ 1,057,050.00	7	\$ -	12	\$ 184,500.00
Addition	1	\$ 25,000.00	1	\$ 200,000.00	0	\$ -	0	\$ -
Accessory Suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	26	\$ -	18	\$ -	4	\$ -	3	\$ -
Other	55	\$ 1,986,318.00	43	\$ 582,057.73	2	\$ 131,500.00	3	\$ 19,000.00
Commercial	27	\$ 738,735.00	35	\$ 7,420,100.00	2	\$ 1,504,000.00	3	\$ 900.00
Industrial	3	\$ -	3	\$ 12,093.75	0	\$ -	0	\$ -
Institutional	1	\$ 3,000.00	0	\$ -	0	\$ -	0	\$ -
Agricultural	2	\$ 25,000.00	0	\$ -	0	\$ -	0	\$ -
Public Facility	17	\$ 8,791,500.00	6	\$ 1,548,421.00	0	\$ -	0	\$ -
TOTAL PERMITS	234	\$ 21,917,253.00	240	\$ 22,693,583.48	18	\$ 2,928,366.70	32	\$ 2,749,244.00
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				

MEETING DATE: March 14, 2023

PREPARED BY: Laura Thevenaz, Infrastructure Services Manager

SUBJECT: **BOLT KPI Report Information – February 2023**

BACKGROUND

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

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

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

Council has extended the pilot program by another year until August 31, 2023.

DISCUSSION

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

At Council, when we were approved for the year extension, we brought forward options to add specific regional transit stops in Lacombe County and Red Deer Polytechnic. The BOLT service provider has conducted scenario analysis to determine optimal pick-up times for the three new transit stops.

As part of these three new stops, the Town worked closely with Eagle Builders, and Red Deer Polytechnic to secure access agreements and determine optimal pick up and drop off times to increase ridership. As of August 2, 2022, we are pleased to announce the three new stops, two in Aspelund Industrial Park, and one at Red Deer Polytechnic are available for use.

The Town is pleased to report that ridership numbers in **February** were again the highest since the start of the new BOLT service in September 2020. The Town has seen a steady usage in overall ridership with the Red Deer Polytechnic stop with 49 pickups, and 39 drop-offs in **February**. The Red Deer Polytechnic stop is now the second most requested stop for the BOLT service, second to the Regional Hub stop in north Red Deer.

Over the next few months, the Town will be exploring options to provide a secondary transport vehicle during peak times to meet demand. Administration anticipates this service will pick up with over the year, especially during summer months with increased temporary staffing at Eagle Builders.

ATTACHMENTS

- *February 2023 monthly report and yearly trending report*

APPROVALS

CAO Myron Thompson

Department Manager/Author

Monthly KPI Metric Summaries Report

Blackfalds

Month	# Riders	# New Riders	# Repeat Riders	Avg. Rides Per Rider	# Passengers Completed	# Rides Completed	Shared Rides (%)	Avg. Shared Fare Occupancy	Avg. Daily User Conversion Rate (%)	Avg. Ride Rating	% Rides With 1-2 Star Ratings and Comments	# Abandoned Rides	Pickup Violations (%)	Dropoff Violations (%)	# Unique Users That Experienced Failed Search	Passengers Per Vehicle Hour (PVH)
Feb 2023	56	14	42	10.8	680	602	71%	2.8	85%	4.9	0%	1	4%	1%	45	2.5
Jan 2023	55	9	46	11.0	682	604	69%	2.6	80%	4.9	0%	1	3%	3%	42	2.2
Dec 2022	47	10	37	8.9	477	420	66%	2.7	79%	4.9	0%	7	5%	2%	42	1.6
Nov 2022	47	9	38	12.7	673	599	65%	2.7	80%	4.8	0%	0	7%	5%	52	2.2
Oct 2022	47	12	35	12.2	655	575	65%	2.6	85%	4.8	0%	0	2%	1%	39	2.3
Sep 2022	44	12	32	11.8	591	520	56%	2.4	77%	4.9	0%	0	4%	3%	44	2.1
Aug 2022	40	8	32	7.7	330	306	51%	2.2	74%	4.9	0%	0	3%	0%	8	1.0
Jul 2022	26	4	22	9.5	294	248	33%	2.3	74%	4.9	0%	0	2%	1%	4	1.0
Jun 2022	36	9	27	10.3	421	371	36%	2.4	83%	4.8	0%	0	2%	1%	12	1.3
May 2022	30	3	27	12.8	442	384	43%	2.3	84%	4.8	0%	0	1%	0%	4	1.5
Apr 2022	40	6	34	9.0	442	361	39%	2.3	84%	4.7	0%	0	3%	1%	6	1.6
Mar 2022	34	5	29	15.5	591	527	56%	2.4	92%	4.8	0%	1	6%	2%	16	1.8
Feb 2022	31	4	27	12.6	419	390	50%	2.6	86%	4.9	0%	0	1%	1%	8	1.6
Jan 2022	31	9	22	11.1	363	344	40%	2.3	83%	4.9	0%	0	2%	1%	3	1.2
Dec 2021	29	3	26	9.9	326	286	36%	2.3	74%	4.9	0%	0	2%	2%	4	1.0
Nov 2021	31	5	26	13.3	450	412	46%	2.5	84%	4.8	0%	0	1%	0%	3	1.5
Oct 2021	32	8	24	9.4	344	301	45%	2.5	82%	4.9	0%	2	1%	0%	2	1.2
Sep 2021	27	7	20	9.1	280	247	45%	2.4	74%	4.9	0%	0	1%	1%	2	1.0
Aug 2021	28	8	20	5.0	164	141	27%	2.1	71%	4.8	1%	0	2%	0%	1	0.6
Jul 2021	22	8	14	6.9	173	151	24%	2.1	67%	4.9	0%	0	0%	0%	0	0.6
Jun 2021	23	5	18	10.6	256	243	40%	2.2	78%	4.9	0%	0	1%	1%	1	0.8
May 2021	23	6	17	8.0	195	183	26%	2.2	84%	4.9	0%	0	1%	0%	1	0.7
Apr 2021	23	5	18	9.2	228	212	37%	2.2	83%	4.9	0%	0	1%	0%	3	0.8
Mar 2021	22	6	16	12.4	299	273	45%	2.1	82%	5.0	0%	0	2%	0%	1	1.0
Feb 2021	17	6	11	9.6	172	163	21%	2.1	83%	5.0	1%	0	1%	0%	0	0.7
Jan 2021	26	8	18	8.3	234	217	33%	2.2	86%	5.0	0%	2	0%	1%	0	0.9



Program

☒ Blackfalds

ServiceDay

☐ Sun
☐ Mon
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☐ Thu
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☐ Sat

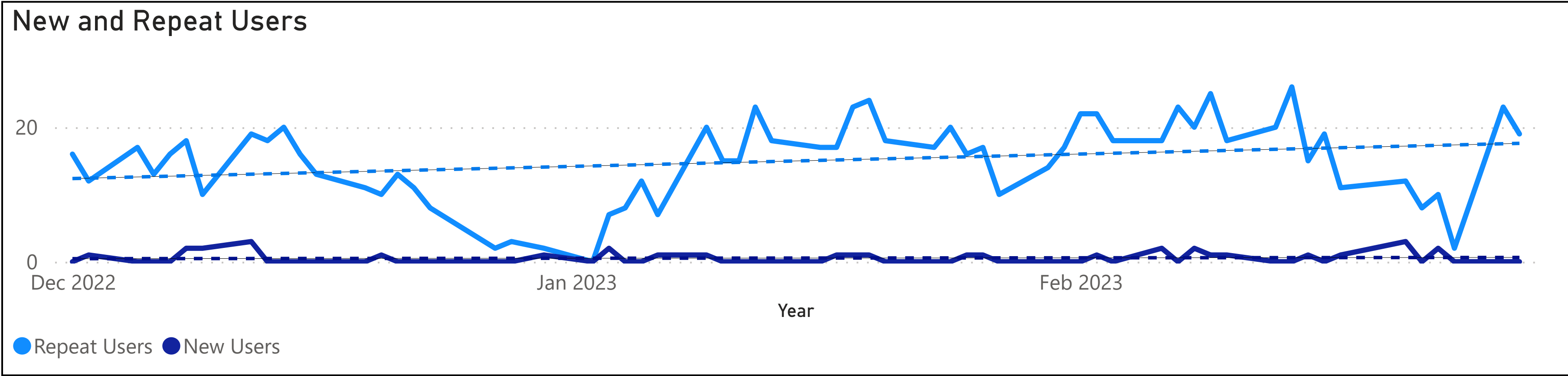
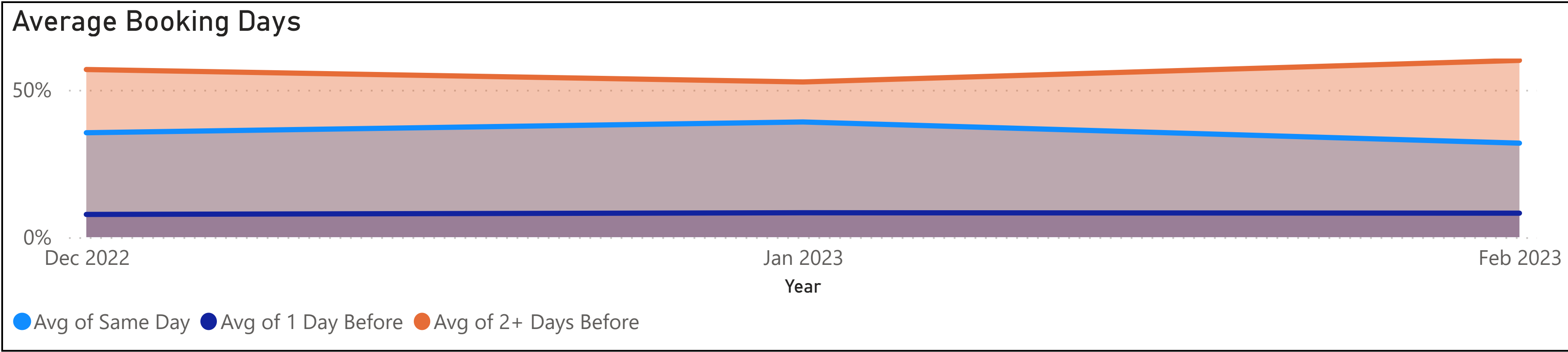
Date

01/12/2022

28/02/2023

13.03

Avg Actual Trip Duration (min)



Year	2023				
Month	February				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	31.9%	8.1%	60.0%	14	331
Total	31.9%	8.1%	60.0%	14	331

Program

☒ Blackfalds

ServiceDay

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

Date

01/12/2022

28/02/2023



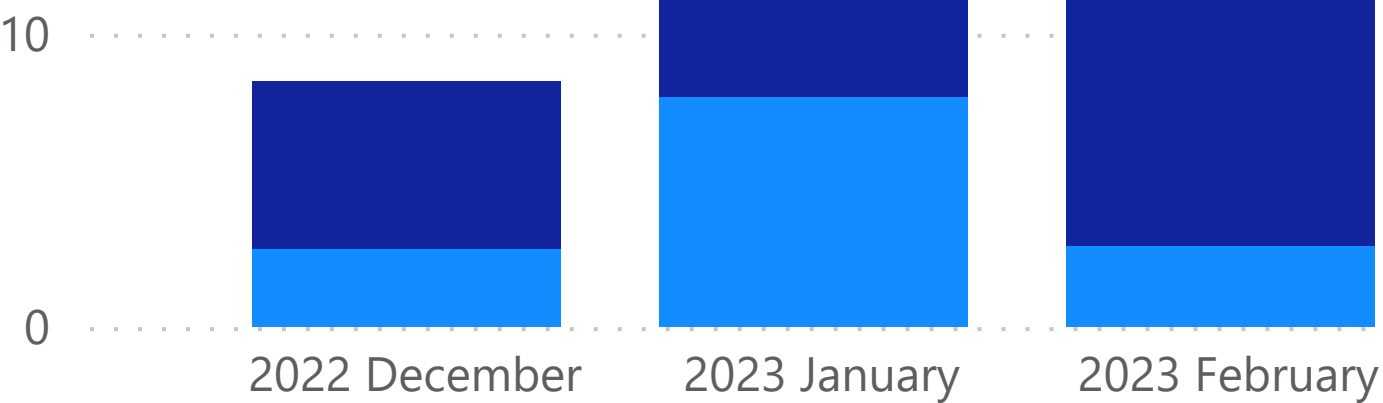
1621

Completed Rides

4.94

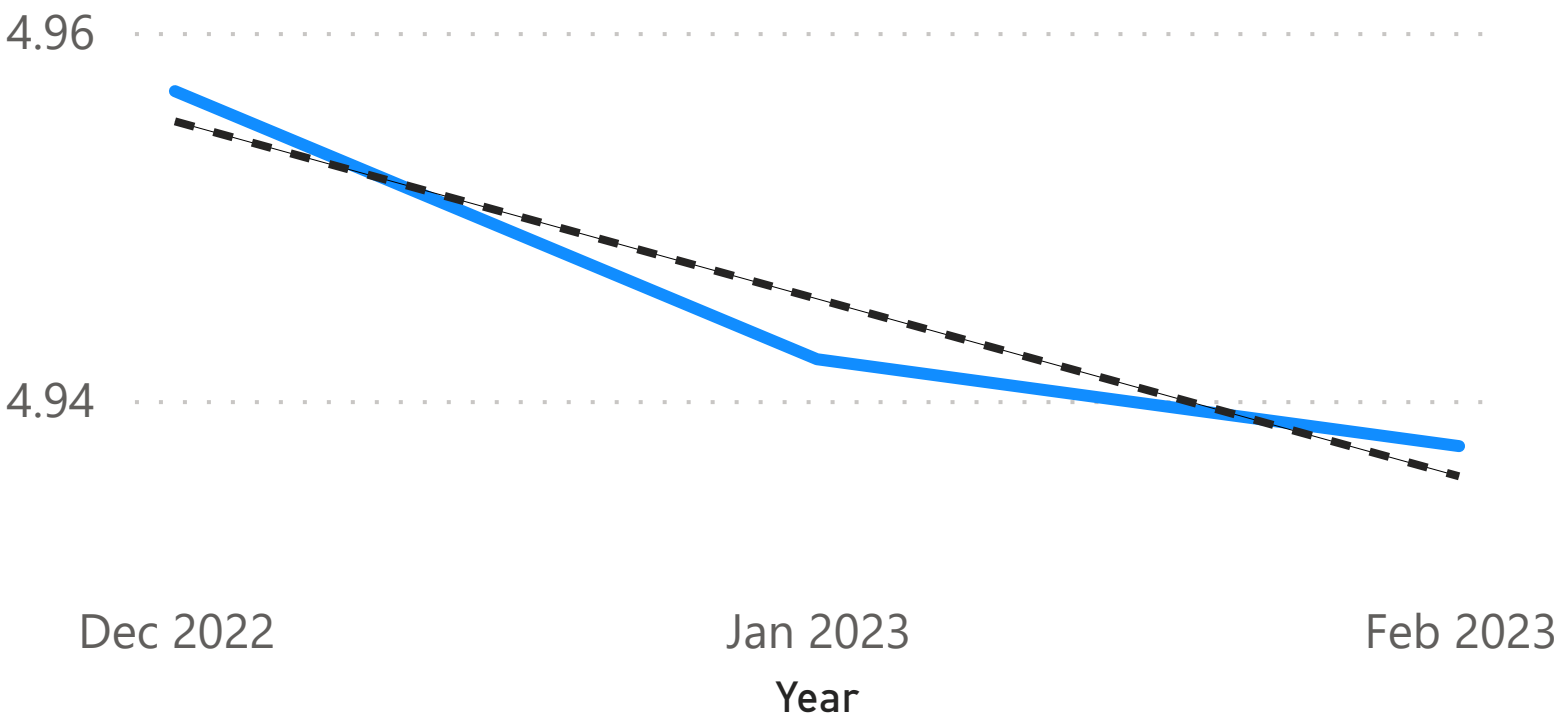
Avg Ride Rating

Avg Late Pickup and Drop Off

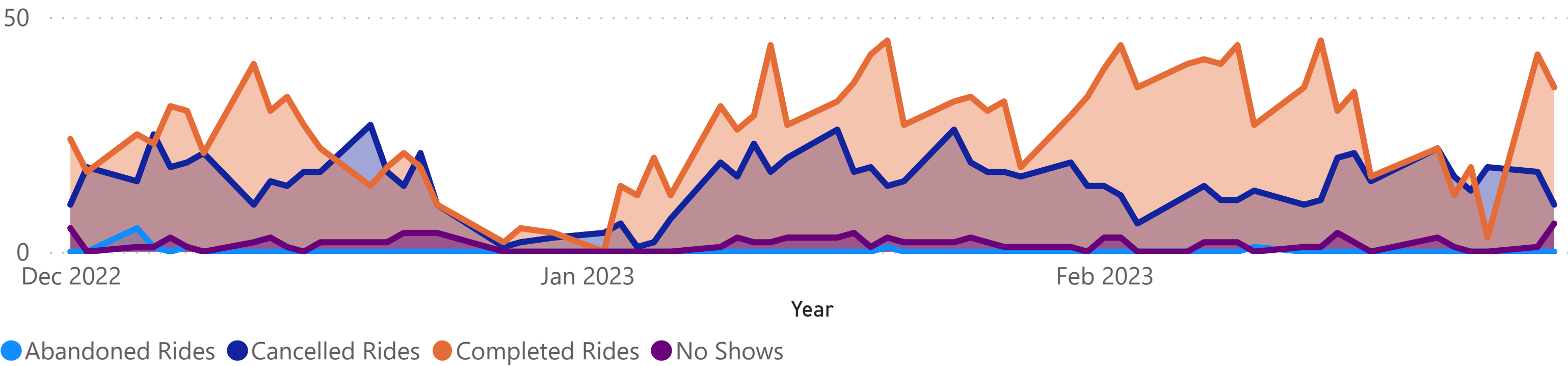


Avg Drop Off Late Avg Pickup Late

Avg Ride Rating



Ride Status Types



Abandoned Rides Cancelled Rides Completed Rides No Shows

Year	2023						
Month	February						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Shows
Blackfalds	2.77	11.56	4.94	1	266	602	31
Total	2.77	11.56	4.94	1	266	602	31

Program

☒ Blackfalds

ServiceDay

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

Date

01/12/2022

28/02/2023

1834

Completed Passengers

2.13

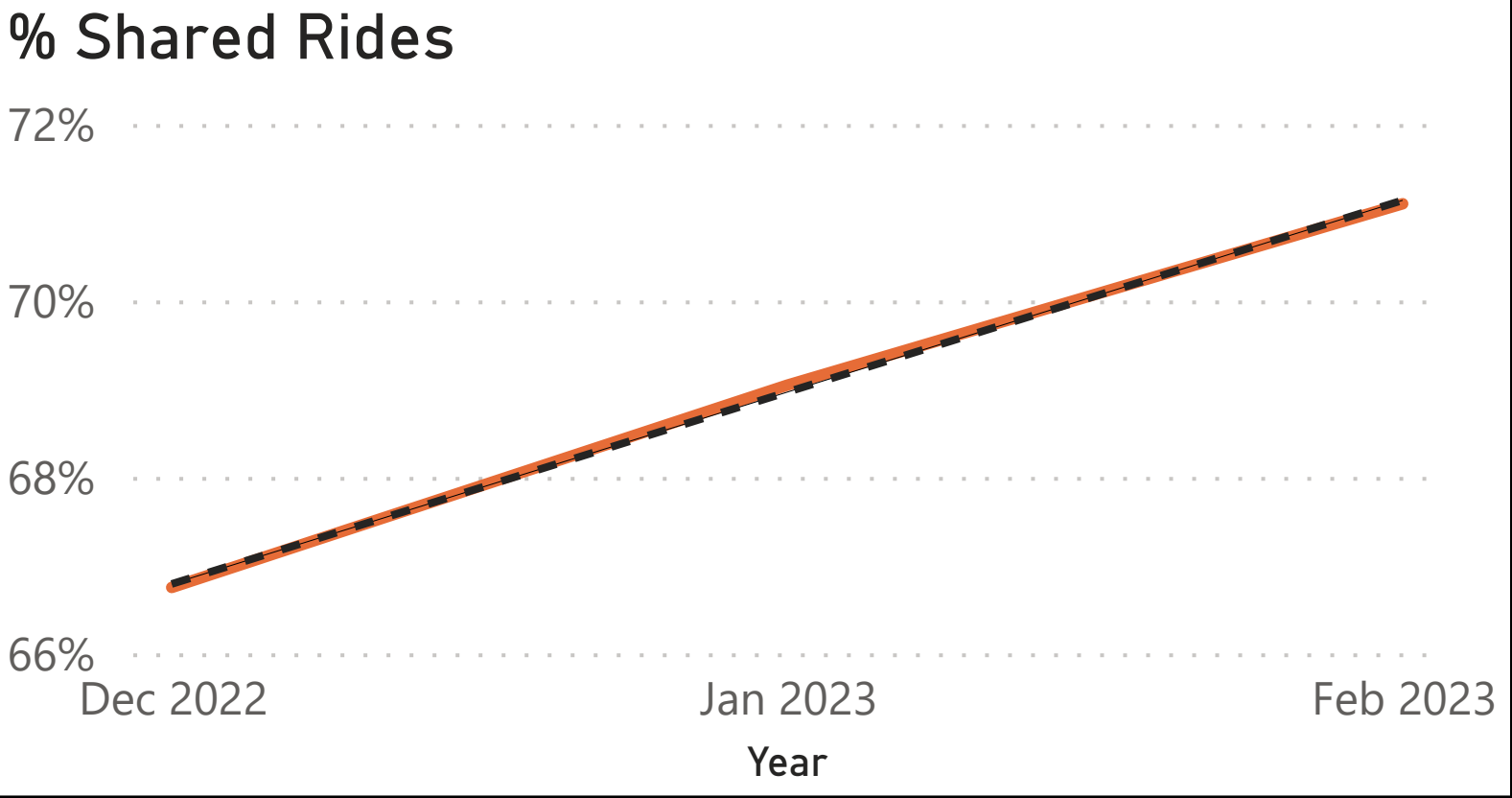
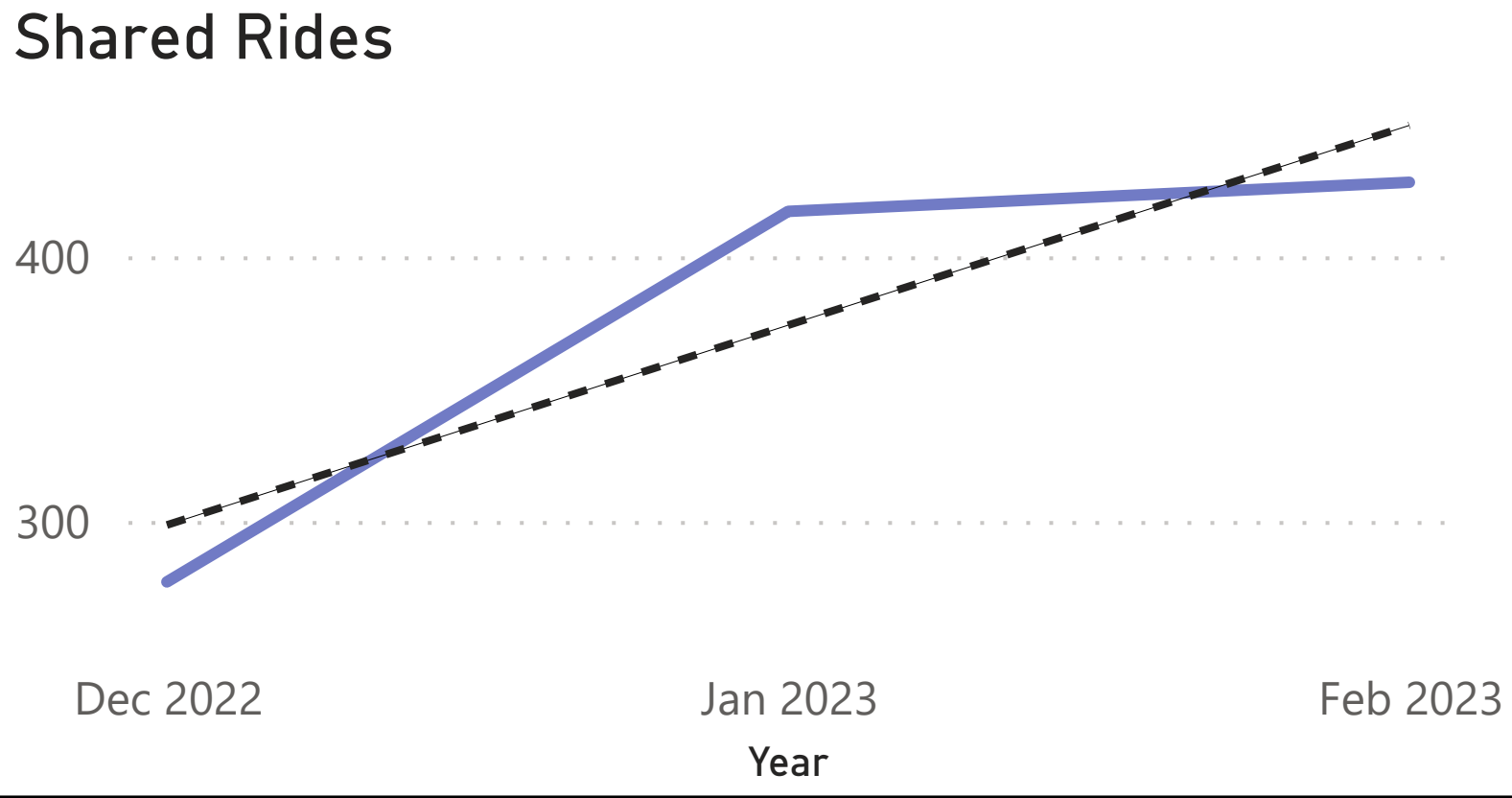
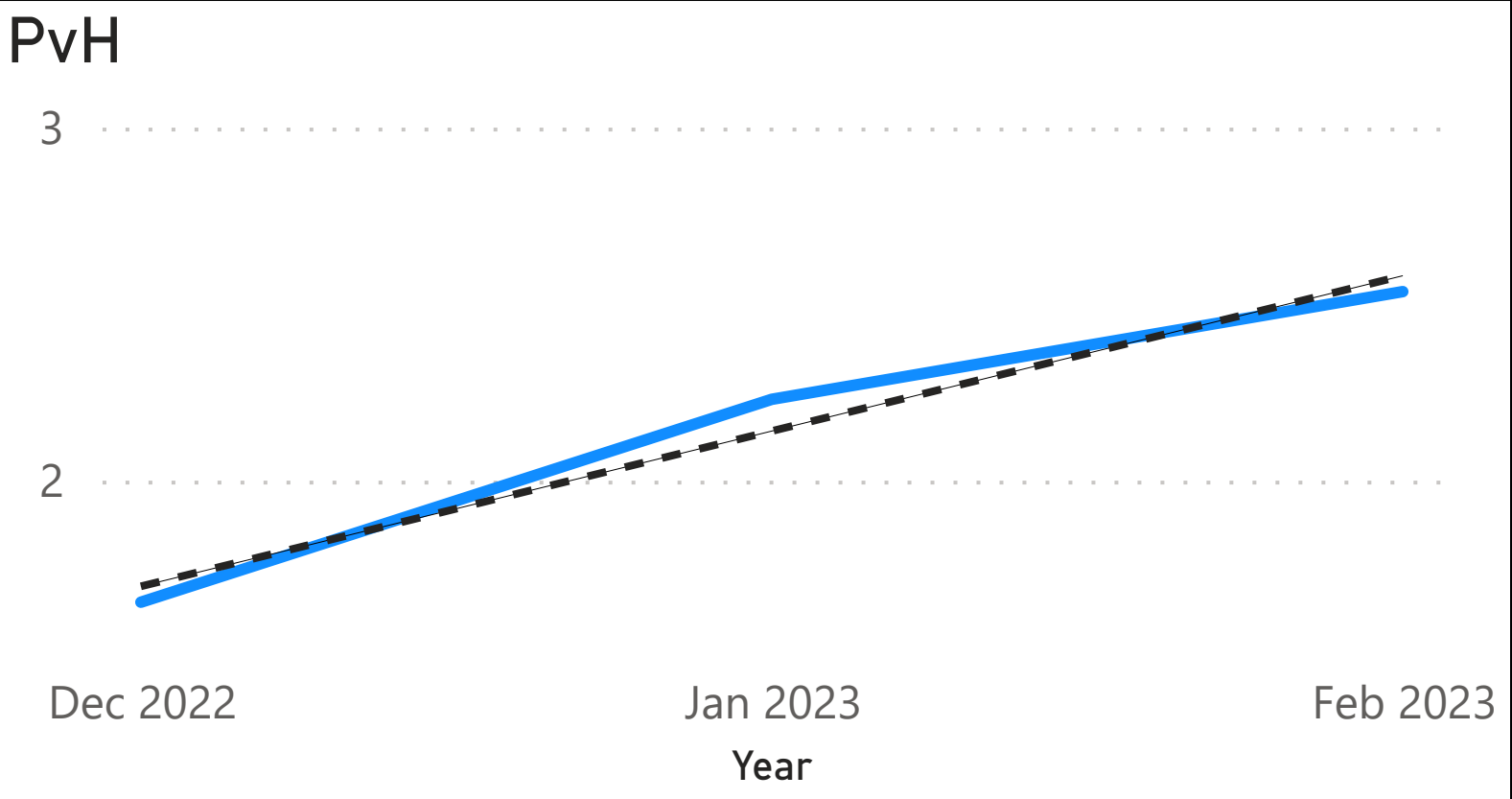
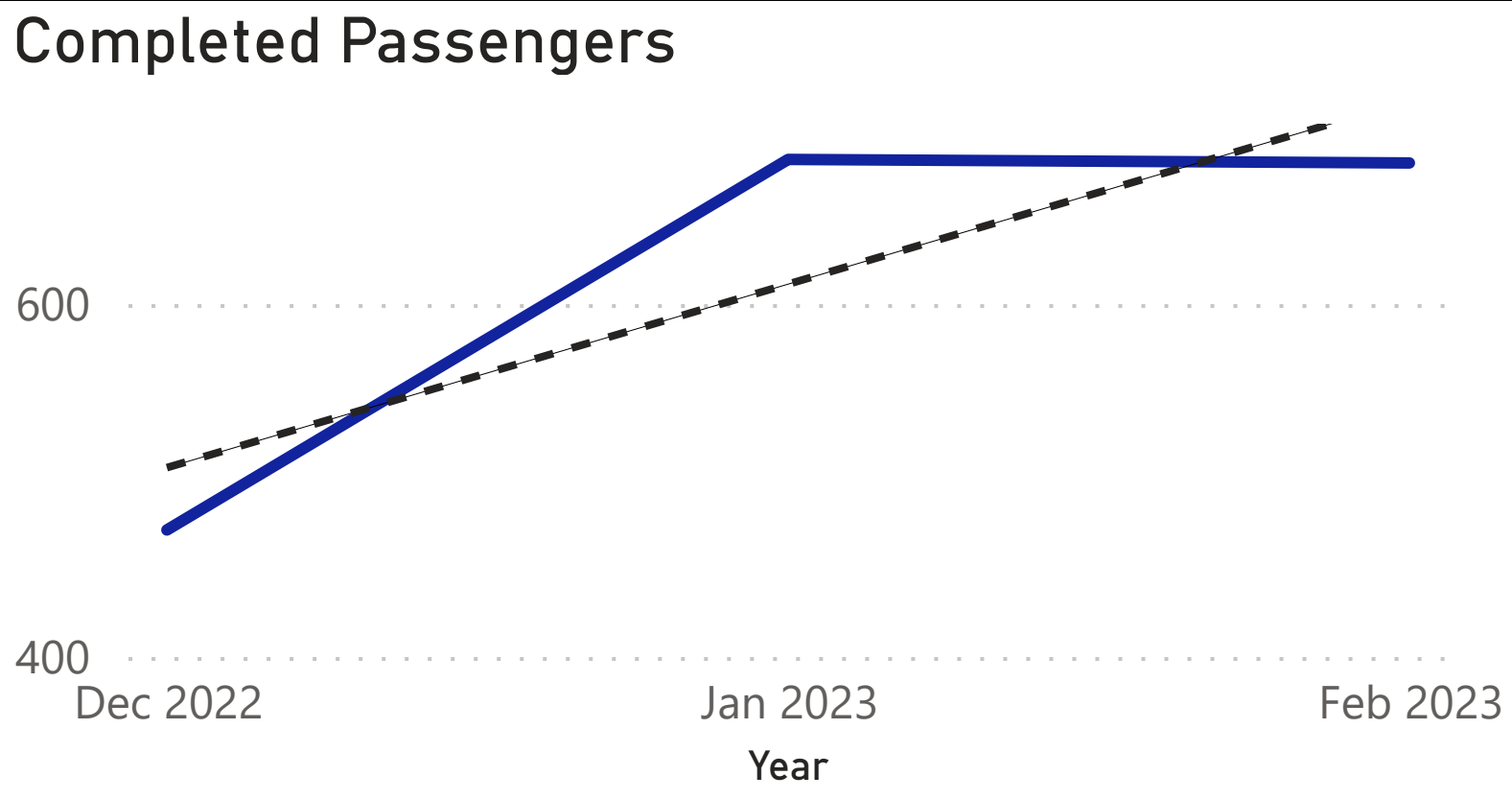
PvH

1122

Shared Rides

69.22%

% Shared Rides



Year	2023			
Month	February			
Program	Completed Rides	Shared Rides	% Shared	PvH
Blackfalds	602	428	71.10%	2.54
Total	602	428	71.10%	2.54

Program

☒ Blackfalds

ServiceDay

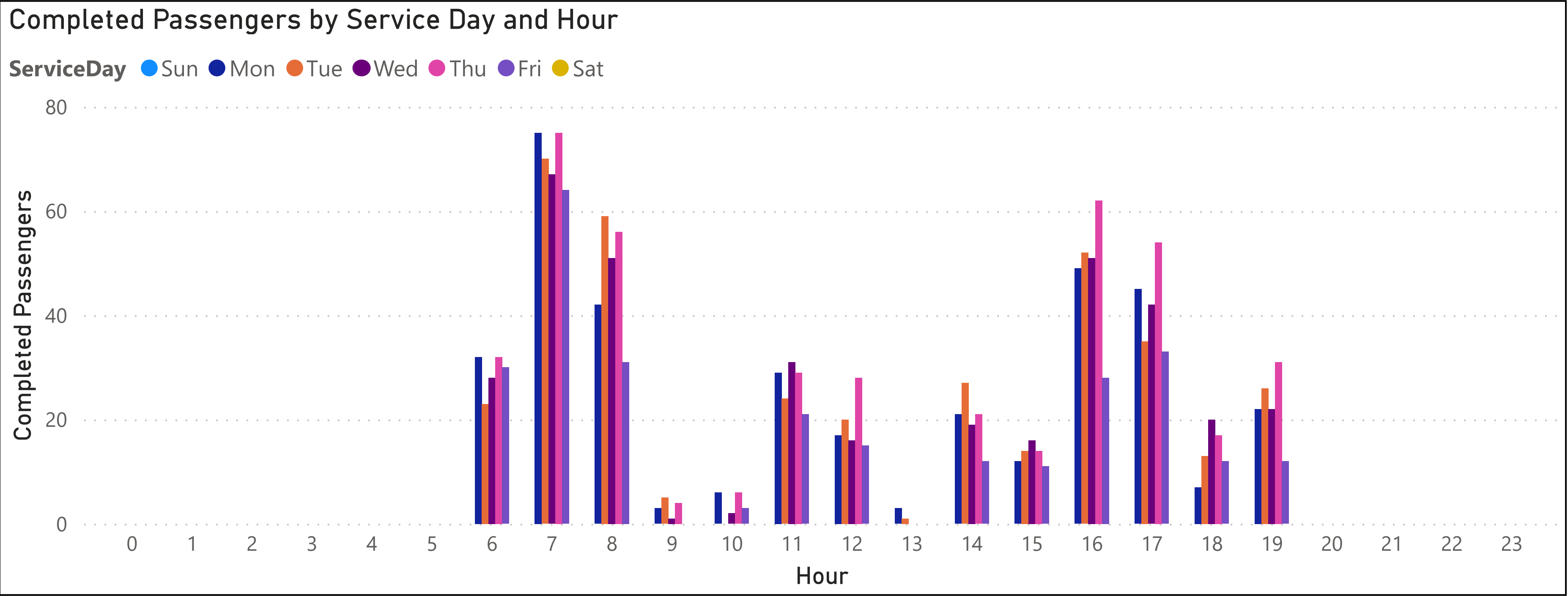
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☐ Thu
☐ Fri
☐ Sat

Date

01/12/2022

28/02/2023

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	0	0	32	75	42	3	6	29	17	3	21	12	49	45	7	22	0	0	0	0	363
Tue	0	0	0	0	0	0	23	70	59	5	0	24	20	1	27	14	52	35	13	26	0	0	0	0	369
Wed	0	0	0	0	0	0	28	67	51	1	2	31	16	0	19	16	51	42	20	22	0	0	0	0	366
Thu	0	0	0	0	0	0	32	75	56	4	6	29	28	0	21	14	62	54	17	31	0	0	0	0	429
Fri	0	0	0	0	0	0	30	64	31	0	3	21	15	0	12	11	28	33	12	12	0	0	0	0	272
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hour Total	0	0	0	0	0	0	145	351	239	13	17	134	96	4	100	67	242	209	69	113	0	0	0	0	1799



Program

☒ Blackfalds

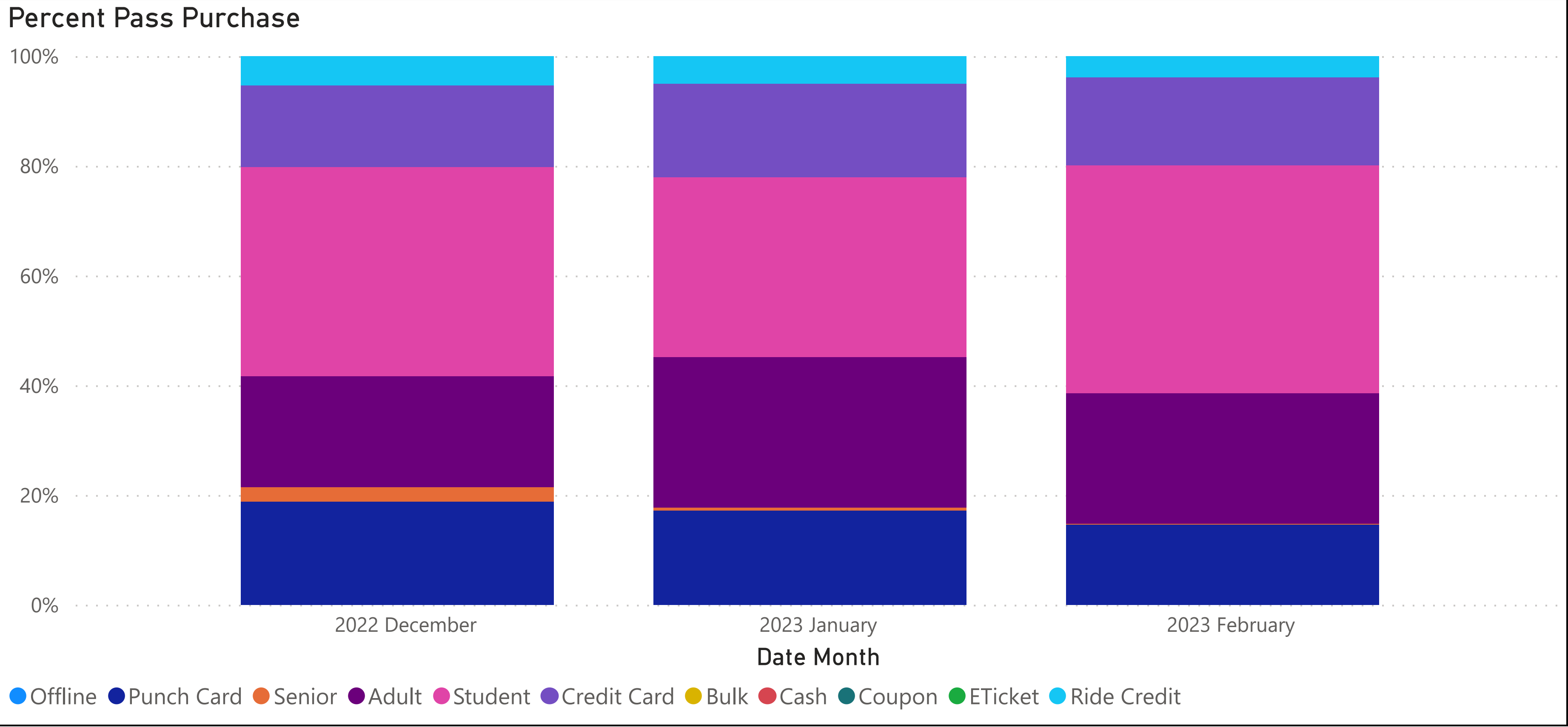
ServiceDay

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☐ Thu
☐ Fri
☐ Sat

Date

01/12/2022

28/02/2023



Year	2023												
Month	February												
Program	Avg Offline	Avg Punch Card	Avg Senior	Avg Adult	Avg Student	Avg Credit Card	Avg Bulk Ticket	Avg Cash	Avg Coupon	Avg ETicket	Avg Ride Credit	Avg Ticket	
Blackfalds	0%	15%	0%	24%	42%	16%	0%	0%	0%	0%		4%	0%
Total	0%	15%	0%	24%	42%	16%	0%	0%	0%	0%		4%	0%

Program

☒ Blackfalds

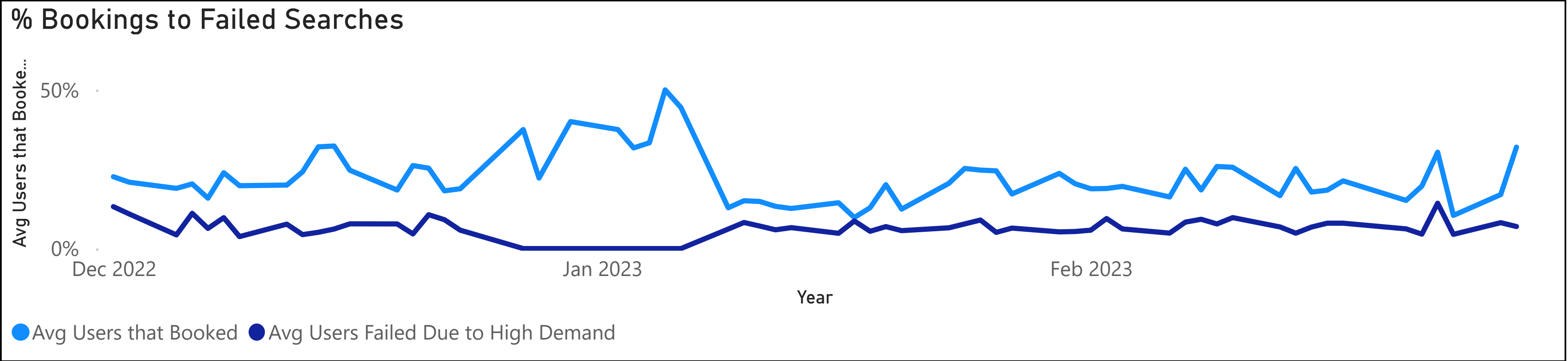
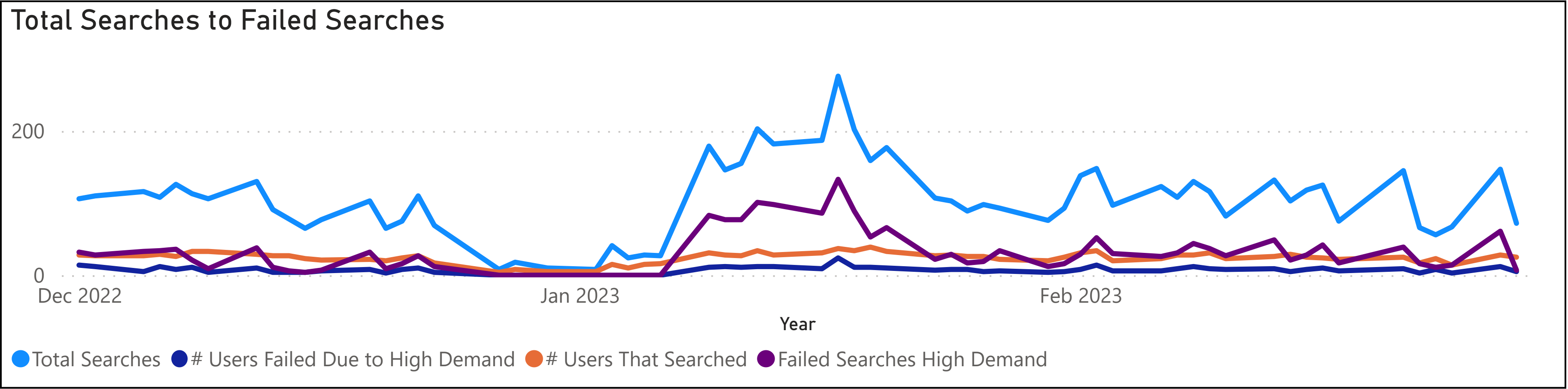
ServiceDay

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☐ Tue
☐ Wed
☐ Thu
☐ Fri
☐ Sat

Date

01/12/2022

28/02/2023



Year	2023				
Month	February				
Program	Total Searches	# Users Failed Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demand
Blackfalds	2048	150	476	20%	7%
Total	2048	150	476	20%	7%

<

>

Program

☒ Blackfalds

ServiceDay

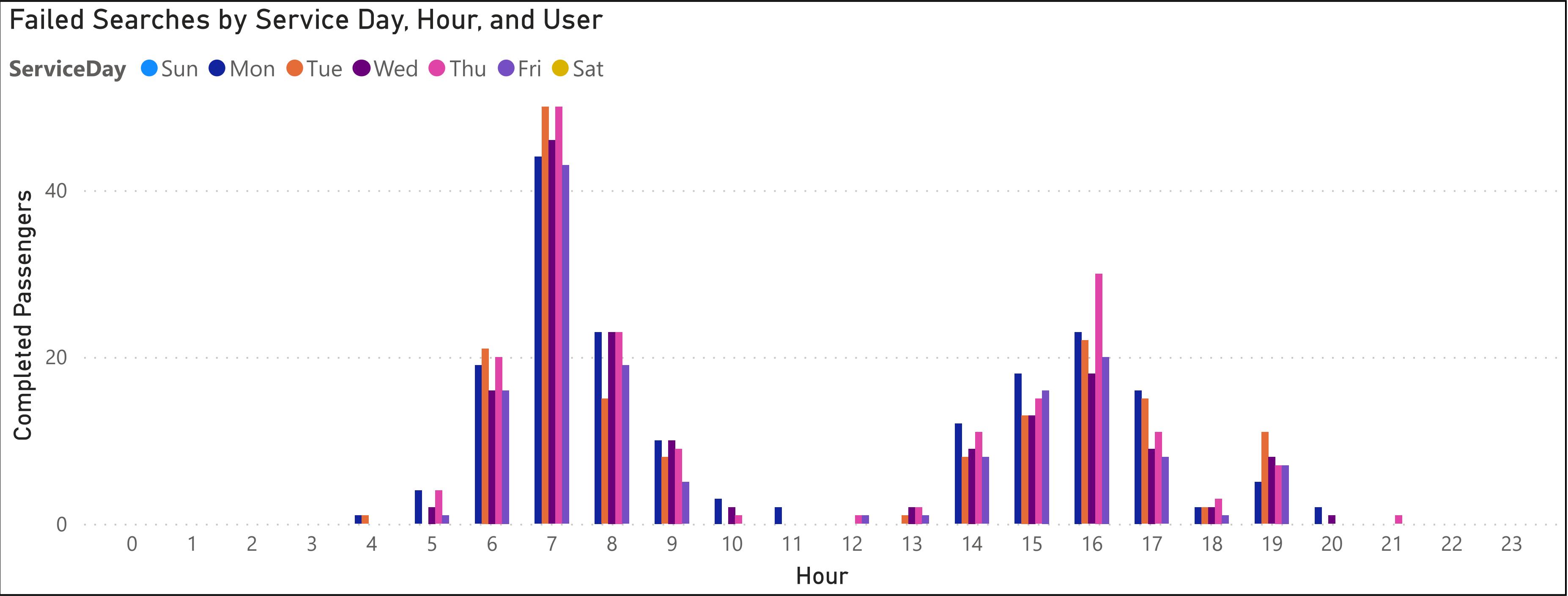
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☐ Wed
☐ Thu
☐ Fri
☐ Sat

Date

01/12/2022

28/02/2023

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	1	4	19	44	23	10	3	2	0	0	12	18	23	16	2	5	2	0	0	0	184
Tue	0	0	0	0	1	0	21	50	15	8	0	0	0	1	8	13	22	15	2	11	0	0	0	0	167
Wed	0	0	0	0	0	2	16	46	23	10	2	0	0	2	9	13	18	9	2	8	1	0	0	0	161
Thu	0	0	0	0	0	4	20	50	23	9	1	0	1	2	11	15	30	11	3	7	0	1	0	0	188
Fri	0	0	0	0	0	1	16	43	19	5	0	0	1	1	8	16	20	8	1	7	0	0	0	0	146
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hour Total	0	0	0	0	2	11	92	233	103	42	6	2	2	6	48	75	113	59	10	38	3	1	0	0	846



Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

☐ Fri

☐ Sat

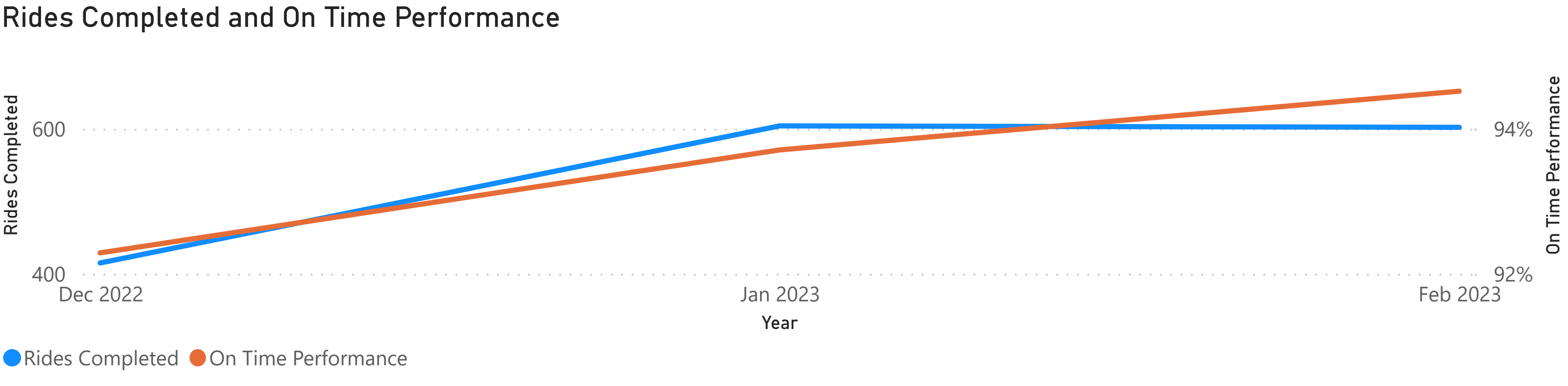
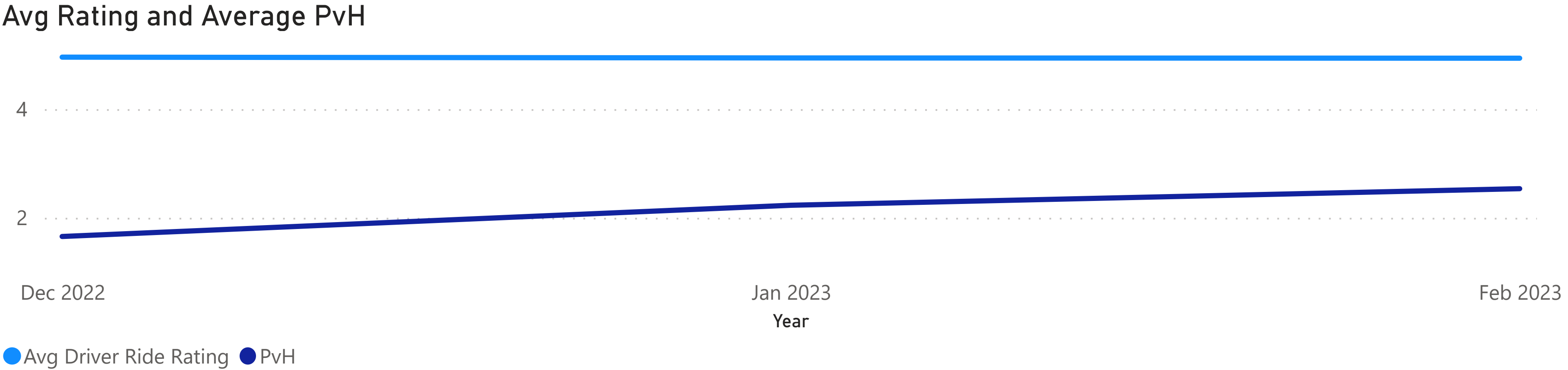
Date

01/12/2022

28/02/2023

93.65%

On Time Performance



Year	2023				
Month	February				
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	
▲					
Blackfalds	602	4.94	2.54	94.52%	
Total	602	4.94	2.54	94.52%	

Program

☒ Blackfalds

ServiceDay

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

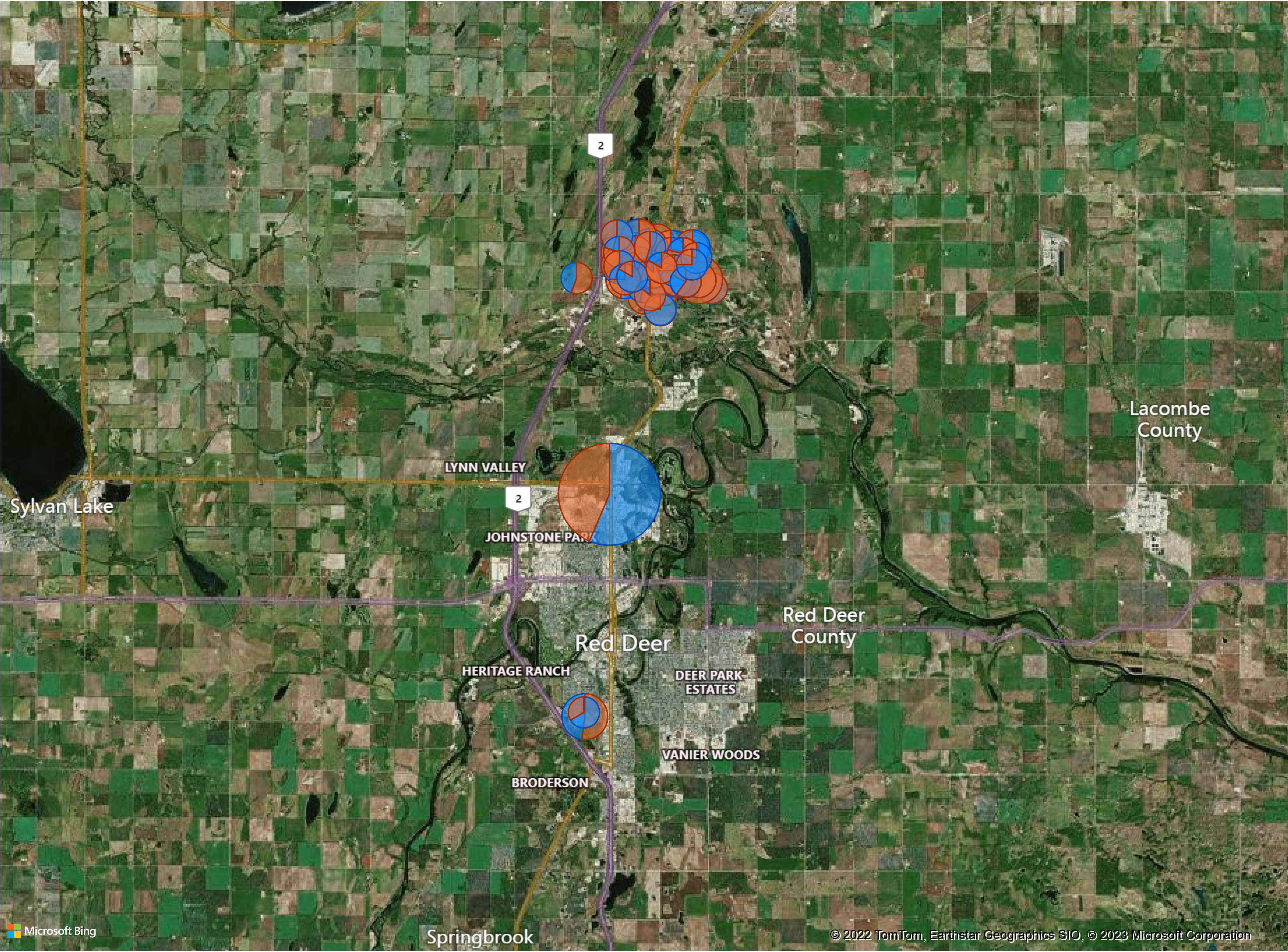
Date

01/12/2022

28/02/2023



● Dropoff ● Pickup



Program

☒ Blackfalds

ServiceDay

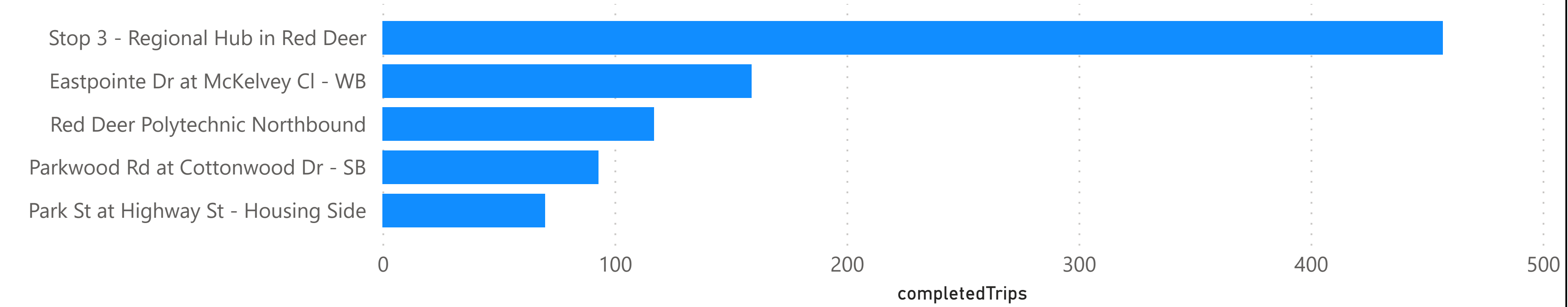
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Date

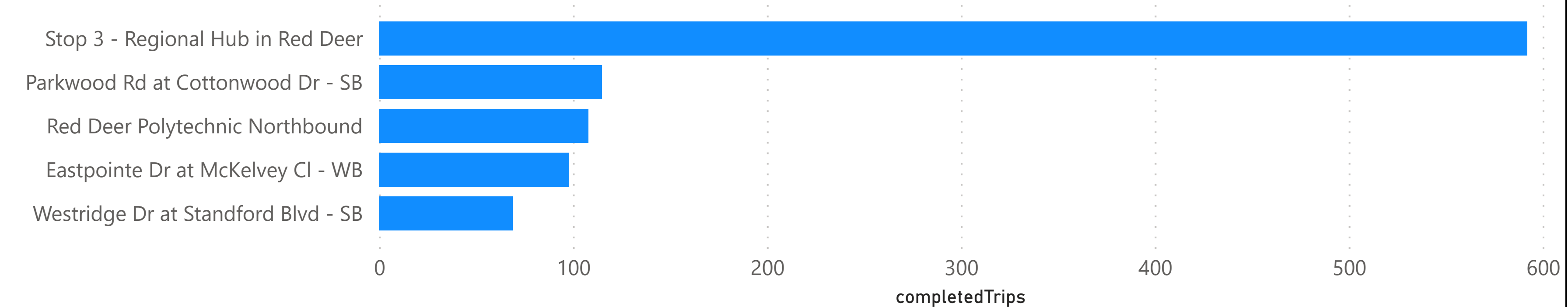
01/12/2022

28/02/2023

Top 5 Pickup Locations



Top 5 Drop Off Locations



stopName	Dropoff	Pickup	Total
Stop 3 - Regional Hub in Red Deer	592	457	1049
Eastpointe Dr at McKelvey CI - WB	98	159	257
Red Deer Polytechnic Northbound	108	117	225
Parkwood Rd at Cottonwood Dr - SB	115	93	208
Leong Road at Duncan Ave - SB	58	50	108
Westridge Dr at Stanford Blvd - SB	69	31	100
Stop 7 - Westbrook Rd at Valmont St	54	38	92
Stop 16 - Broadway Ave at Westbrooke Rd - NB	40	51	91
Park St at Highway St - Housing Side	16	70	86
Total	1621	1621	3242

Type stopName	Dropoff completedTrips	Pickup completedTrips	Total completedTrips
Stop 3 - Regional Hub in Red Deer	222	162	384
Red Deer Polytechnic Northbound	39	49	88
Eastpointe Dr at McKelvey Cl - WB	34	51	85
Parkwood Rd at Cottonwood Dr - SB	41	37	78
Stop 7 - Westbrook Rd at Valmont St	30	21	51
Westridge Dr at Stanford Blvd - SB	30	17	47
Stop 16 - Broadway Ave at Westbrooke Rd - NB	19	23	42
Leong Road at Duncan Ave - SB	17	18	35
Womacks Rd at Blackfalds Skateboard Park	22	12	34
Westwood Dr at Broadway Ave - NB	14	16	30
Aspen Lakes at Ash Cl - Eastside	7	20	27
Stop 13 - Landsdowne Ave at Minto - EB	15	12	27
Park St at Highway St - Housing Side	3	23	26
Stop 20 - Iron Ridge Intermediate Campus - SB	14	10	24
Stop 1 - Regional Hub West Blackfalds	13	9	22
Stop 22 - Cottonwood Dr at Coachman Way - EB	6	14	20
Highway Ave at Queen Cr - NB	5	12	17
Stop 28 - Local	4	12	16
Park St at Paramount Cr - EB	10	5	15
Stop 10 - Westridge Dr at Rolling Hills Ridge - SB	11	3	14
Waghorn St - Southside	7	5	12
Prarie Ridge Ave - NB	7	4	11
Stop 13 - Local	4	5	9
Stop 17 - Local	2	7	9
Stop 12 - Local		7	7
Stop 18 - Local	2	5	7
Stop 29 - Local	1	6	7
Park St at Parkwood Rd - Northside	1	5	6
Stop 5 - Aspen Lakes at Bend - Eastbound	2	4	6
Stop 33 - Local	3	2	5
Stop 22 - Local	1	3	4
Stop 23 - Local	2	2	4
Stop 5 - Local	3	1	4
Stop 7 - Local	2	2	4
Cascade at Cooper St - Southside	2	1	3
Stop 26 - Local		3	3
Stop 8 - Local	1	2	3
Blackfalds at Blackfalds - Worley Cord - Westbound		2	2
Stop 11 - Local	1	1	2
Stop 25 - Pioneer Way at Coleman Cr - SB		2	2
Stop 27 - Local	1	1	2
Stop 6 - Local	2		2
Aztec Cr - Northside		1	1
Eagle Builders		1	1
Range Rd 272 at Hwy 2A - NB		1	1
Stop 15 - Local	1		1
Stop 16 - Local		1	1
Stop 21 - Local		1	1
Stop 25 - Local	1		1
Stop 27 - Park St at Panorama Cr - WB		1	1
Total	602	602	1204



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING FEBRUARY 23, 2023

YEAR-ROUND FIRE PERMITTING

The County Manager was directed to draft a bylaw amendment to the Lacombe County Fire Bylaw No. 1337/21, to provide for the implementation of year-round fire permitting. The proposed bylaw amendment will be presented for consideration of first reading at a future Council meeting.

2023 PAVING TENDERS

The County Manager was authorized to award the 2023 paving tender to Central City Asphalt for the amount of \$4,598,219.63. Additional funding of \$260,019.63 will come from the Main Road Reserve, MSI Capital Grant, the Canada Community Building Fund, or a combination thereof.

OPERATIONS DEPARTMENT POLICY REVIEW

The following Operations Department policies were approved as amended:

- OP (3) Residential Community Gates
- OP (4) Gravel program
- OP (5) Pavement Management
- OP (9) Public Works for Community Organizations
- OP (12) Texas Gates
- OP (20) Bridge Material Sales

COMMITTEE OF THE WHOLE MEETING NOTES

The following recommendations from the Committee of the Whole meeting held on February 7, 2023 received the approval of Council:

- *The presentation on FOIP was received for information.*
- *The presentation and discussion on Lacombe County's financial reserves was received for information.*
- *The presentation on the overview of offsite levies be received for information.*
- *That the County Manager was directed to prepare a report on a year-round fire permitting program; and further, that this report be presented for Council's consideration at a future meeting.*
- *The presentation on the minimum dwelling size requirements in Residential Districts was received for information.*
- *The discussion on Truth and Reconciliation be received for information; and further, that Council attends the workshop on in September 2023 regarding Truth and Reconciliation.*
- *That following the February 9, 2023, Council meeting lunches will no longer be catered on the first Council meeting of the month.*

QUEEN ELIZABETH II PLATINUM JUBILEE MEDALS

The presentation of the Queen Elizabeth II Platinum Jubilee medals will take place at the April 27, 2023 Council meeting commencing at 10:00 a.m.



WHERE PEOPLE ARE THE KEY

RC(9) FUNDING APPLICATIONS

Council approved the following 2023 RC(9) funding applications:

Lacombe County RC(9) Grant Program			
2023			
Community	Applicant	Event	Recommended Amount
Alix	Alix Public Library	July 1st Canada Day	\$ 500.00
Bentley	Bentley & District Ag Society	Bentley Fair and Rodeo	\$ 1,151.00
Bentley	Bentley Canada Day Committee	July 1st Canada Day	
Blackfalds	Town of Blackfalds	Blackfalds Day	\$ 8,728.00
Clive	Village of Clive	Clive Funfest	\$ 1,151.00
Eckville	Town of Eckville	Eckville Canada Day	\$ 1,151.00
Lacombe	City of Lacombe Arts Endowment Fund	Art in the Park	
Lacombe	Lacombe Days Association	Lacombe Days	\$ 10,000.00
Lacombe	Lacombe Regional Tourism	Canada Day Celebrations	
Lacombe	Echo Lacombe	Light up the Night	
Lacombe County	Mirror & District Community Develop Assoc.	May Day Event	
Lacombe County	Mirror Recreation Society	Community Dinner	\$ 750.00
Lacombe County	Mirror Recreation Society	Easter/Spring Celebration	\$ 750.00
Lacombe County	Mirror Recreation Society	Children's Halloween Party & Haunted House	\$ 750.00
Lacombe County	Mirror Recreation Society	Christmas Celebration (Santa	\$ 750.00
Lacombe County	Mirror Association for Ball Diamonds, Campgro	New Years and May Day Event	\$ 1,200.00
Lacombe County	Tees Agricultural Society	Spring Chilli Cook-off and Bingo	\$ 475.00
Lacombe County	Tees Agricultural Society	Christmas Concert and Carol Festival	\$ 400.00
Lacombe County	Birch Bay Community Association	Family Day, July 1st fireworks, Beach Day BBQ	\$ 1,196.00
Lacombe County	Wilson Beach Estates	Christmas Parade	
SV of Birchcliff	SV of Birchcliff	Summer Celebration	\$ 576.00
SV of Gull Lake	Gull Lake Community League	Family Day, Canada Day , Christmas Pot Luck	\$ 576.00
SV of Sunbreaker Cove	SV of Sunbreaker Cove	Sunbreaker Cove Regatta	\$ 576.00
SV of Half Moon Bay	SV of Half Moon Bay	July 1st Canada Day	\$ 576.00
			\$ 31,256.00

Next Regular Council Meeting is
Thursday, March 9, 2023 - 9:00 a.m.

Next Committee of the Whole Meeting is
April 4, 2023 – 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.**



City of Lacombe

COUNCIL HIGHLIGHTS

February 27, 2023

Regular Meeting of Council

2. Review of Agendas

2.1 Consent of Agenda

- Information
 - Data Integrity Project Phase 3.3
 - 2022 Road Use Permit Pilot Project – Update
- Councillor Reports
 - Councillor Dallas
- Administrative Reports
 - CAO Report
- Commission, Board, Committee Reports and Minutes
 - Lacombe Arts Endowment Committee Minutes September 26
 - Lacombe Foundation Board Organizational Minutes December 5
 - Lacombe Foundation Board Minutes December 5
 - Lacombe Police Commission Minutes January 12
- 2.1.a Adoption of Minutes
 - February 13, 2023, Regular Council Meeting Minutes
- 2.1.b Bylaw First Reading
 - Bylaw 400.44 – LUB (Land Use Bylaw) Amendment to Site Specific-I1 District
 - (Public Hearing Proposed for Tuesday, April 11, 2023)

Council approved the City of Lacombe 2022 Year in Review for public release as amended.

Council rescinded the Pitch in Program Policy and the Automated Traffic Enforcement Program Policy.

Council directed Administration to gather more information regarding the Recognition of Departing Council Members Policy.

4. Presentations

4.1 Lacombe Rotary Club

Council received a presentation from the Lacombe Rotary Club on their proposed Cranna Lake Shelter Initiative.

Council directed Administration to support the Cranna Lake Shelter Initiative by directing the Engineering department to determine potential location suitability, traffic options and site preparation.

6. Requests for Decision

6.1 Active Transportation – Crosswalk Improvement Plan

The Active Transportation – Crosswalk Improvement Plan provides an analysis process and prioritization strategy to implement pedestrian crossing upgrades in a consistent, justifiable way consistent with the Transportation Association of Canada (TAC) recommendations.

Engineering Services tracked new crosswalk and crosswalk upgrade requests from 2020-2022. Over three years, the Engineering Services received and analyzed 24 crosswalk improvement requests. Of the 24 crosswalk improvement requests analyzed, Engineering Services recommended two for future upgrades, nine for new crosswalk installations and five for further review. Eight requests did not warrant a crossing installation or upgrade.

Through the review process, Engineering Services identified other criteria, such as sightlines, illumination, and accessible connectivity, that could increase pedestrian safety regardless of whether a crosswalk was warranted. Of the 24 crossings analyzed, 14 have deficient sightlines, 8 require an illumination review by Fortis, and 14 need upgrades to improve accessible pedestrian connectivity.

Based on trends from the last three years, an average annual budget of \$70,000 is required to support warranted crosswalk upgrades, new installations, and other identified sightlines, illumination, and accessible connectivity improvements.

Council endorsed the Active Transportation – Crosswalk Improvement Plan.

6.2 Recycling Services Request for Expression of Interest – Update

At the August 22, 2022, Regular Meeting, Council directed Administration to evaluate the cost of expanding the list of eligible materials accepted at the Wolf Creek Recycle Depot to include #5 plastics starting in 2023.

Administration estimated that accepting #5 plastics will add 15-20% more single-stream material by weight to the Depot, costing an additional \$7,000 annually. Updating the Wolf Creek Recycle Depot signage will cost \$500-\$1,000.

The new Alberta Extended Producer Responsibility (EPR) regulation took effect on November 2022. The regulation outlines a high-level timetable for the rollout of the new program.

Assuming the City of Lacombe chooses to participate, the regulation requires the program to provide recycling depot services to the community (at no cost) by either taking over the operations of the Wolf Creek Recycle depot or providing another site in the community (making the depot redundant) by April 1st, 2025. The regulation also requires the EPR program to provide a depot site to Lacombe for “hazardous and special products.”

A Senior Waste Policy Advisor with Alberta Environment and Parks indicated that Lacombe is not eligible for a curbside recycling program under the proposed EPR regulation, given the City's current use of a depot system. This is despite municipalities without recycling services (neither depot nor curbside) being eligible for a curbside recycling program before April 1st, 2026.

Administration raised this oversight with the Senior Waste Policy Advisor, who indicated they would review this provision further.

Council directed administration to expand the list of eligible materials accepted at the Wolf Creek Recycle Depot to include #5 plastics starting in 2023.

Council authorized Administration to contact our Member of Legislative Assembly with a request to advocate for Lacombe to receive curbside recycling services from the Extended Producer Responsibility program.

6.3 Bylaw 503– Supplementary Assessment Bylaw

The City of Lacombe levies taxes twice per year. The general tax levy is levied in the spring and is based on the annual assessments prepared as of December 31st of the previous year. The general tax levy does not consider the portion of properties constructed and completed after December 31st of the previous year.

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

Council gave second and third reading to Bylaw 503 – Supplementary Assessment.

6.4 Unlocking Midsized Cities Initiative

"Unlocking the Full Potential of Alberta's Midsized Cities Initiative" is a four-phased project intended to advance the economic prosperity of midsized urban municipalities in Alberta.

The Alberta Midsized City Mayors Caucus (the 'MCMC') intends to submit an application to the Alberta Community Partnership Grant, in the Strategic Initiatives category.

The MCMC requests Council's resolution of endorsement for the project, to include as support in the application.

Council accepted the Unlocking the Full Potential of Alberta's Midsized Cities Initiatives report as information.

6.5 Notice of Motion (Councillor Gullekson – from February 13th)

Councillor Gullekson's Notice of Motion that "City council directs administration to investigate the costs of doing a study on the impact that the vibration of the trains passing through Lacombe at high speeds has on our historic downtown and return the matter back to council for consideration" was defeated.

8. In Camera

8.2 Labour (FOIP Section 17)

Council appointed Erynn Rice to the Municipal Library Board with a term starting February 28, 2023, and ending February 27, 2026.

Council appointed Tanya Huether to the Lacombe & District Recreation, Parks, and Culture Board with a term starting February 28, 2023, and ending February 27, 2026.

Council appointed Carl Hogan to the Lacombe & District Recreation, Parks, and Culture Board with a term starting February 28, 2023, and ending February 27, 2026.

Council appointed Jonathan Luscombe to the Lacombe Arts Endowment Committee with a term starting February 28, 2023, and ending February 27, 2026.

Council appointed Pat Matheson to the Lacombe Arts Endowment Committee with a term starting February 28, 2023, and ending February 27, 2026.

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

-Monday, March 13, 2023 – Regular Council Meeting at 5:30 p.m. – City Hall

-Monday, March 27, 2023 – Regular Council Meeting at 5:30 p.m. – City Hall

-Tuesday, April 11, 2023 – Regular Council Meeting at 5:30 p.m. – City Hall

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on February 28, 2023 at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Myron Thompson, CAO
Justin de Bresser, Director of Corporate Services
Preston Weran, Director of Infrastructure and Property Services
Rick Kreklewich, Director of Community Services
Jolene Tejkl, Planning & Development Manager
Jason Baranec, Economic Development Officer
Cory Babey, Information Technology Manager
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

None

MEDIA

None

OTHERS PRESENT

Jeff Morrison

CALL TO ORDER:

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

TREATY SIX LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDA

046/23

Councillor Dennis moved That Council adopt the February 28, 2023 Agenda as presented.

CARRIED UNANIMOUSLY

DELEGATION

Train Cessation, Jeff Morrison

Jeff Morrison presented to Council the frustrations and concerns experienced by the train whistle.

MINUTES

PUBLIC HEARING

Bylaw 1276.23, Redistricting a Portion of Lot 3 Block 1 Plan 102 2233

Mayor Hoover declared the Public Hearing open at 7:15 p.m. for Bylaw 1276.23.

Bylaw 1276.23 proposes a redistricting of a portion of Lot 3, Block 1, Plan 102 2233 from Commercial Highway District (C-2) to Public Facility District (PF).

Those in Favour of the Bylaw
(None came forward)

Those Opposed to the Bylaw
(None came forward)

Any Person Deemed to be Affected Who Wishes to be Heard
(None came forward)

Mayor Hoover declared the Public Hearing for Bylaw 1276.23 closed at 7:24 p.m.

047/23 Councillor Sands moved to adjourn the Public Hearing at 7:24 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM MINUTES

Request for Decision, Integrity Commissioner Consulting Service

CAO Thompson requested Council's direction, to determine the changes to the process to activate the role of the Local Integrity Commissioner.

048/23 Deputy Mayor Svab moved That Council refer this matter back to Administration for further review and expand on option three to provide clarity whereby the Integrity Commissioner would be available to answer questions or to consider complaints with the power to determine if a matter warrants investigation.

CARRIED UNANIMOUSLY

BUSINESS

Request for Decision, Bylaw 1276.23, Redistricting a Portion of Lot 3 Block 1 Plan 102 2233 (Second, Third and Final Reading)

Following and upon closing of a Public Hearing for Bylaw 1276.23, Manager Tejkl brought forward Bylaw 1276.23 for Second, Third and Final Reading.

049/23 Councillor Sands moved That Council, upon closing the Public Hearing for Bylaw 1276.23, gives Second Reading to Bylaw 1276.23.

CARRIED UNANIMOUSLY

050/23 Councillor Coulter moved That Council, upon giving Second Reading to Bylaw 1276.23, gives Third and Final Reading to Bylaw 1276.23.

CARRIED UNANIMOUSLY

CAO Report

CAO Thompson reviewed the various organizational operations and activities during the month of February 2023.

051/23 Councillor Appel moved That Council accept the CAO Report as information.

CARRIED UNANIMOUSLY

MINUTES

Request for Decision, Urban Hens

CAO Thompson presented an overview of previous urban hens discussions of Council and requested Council's direction on how to proceed.

052/23

Councillor Stendie moved That Council direct Administration to assemble an urban hen survey together with education information for the residents of Blackfalds to complete and have the results of the survey be brought forward to Council.

CARRIED UNANIMOUSLY

Request for Decision, Green Capital Project – EV Charging Station

Economic Development Officer Baranec brought forward options to move forward with EV Charging Stations within the Town of Blackfalds.

053/23

Councillor Stendie moved That Council refer this item back to Administration for more information.

CARRIED UNANIMOUSLY

Request for Decision, Appointment of Member at Large

Director Kreklewich presented to Council two (2) applications to sit on the Blackfalds & District Recreation, Culture & Parks Board currently has one (1) vacancy for a member at large, due to a recent resignation.

CONFIDENTIAL – Closed Session

• Confidential Evaluations FOIP Section 19

054/23

Councillor Coulter moved That Council move to a closed session commencing at 8:41 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Confidential Evaluations Section 19 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

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

055/23

Deputy Mayor Svab moved That Council move to come out of the closed session at 8:49 p.m.

CARRIED UNANIMOUSLY

BREAK

Mayor Hoover called for a five-minute recess at 8:50 p.m.

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 8:55 p.m.

Regular Council Meeting Attendance: Mayor Jamie Hoover, Deputy Mayor Laura Svab, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Jim Sands, Councillor Brenda Dennis, Councillor Marina Appel, CAO Myron Thompson, Director Justin de Bresser, Director Preston Weran, Director Rick Kreklewich IT Tech Marco Jadie and Executive and Legislative Coordinator Danielle Nealon.

056/23

Deputy Mayor Svab moved That Council appoint Kristy Lawrence to the Blackfalds & District Recreation, Culture & Parks Board effective immediately with the position ending October 31, 2025.

CARRIED UNANIMOUSLY

MINUTES

ACTION CORRESPONDENCE

None

INFORMATION

- Roll e-Scooter Service Suspension (verbal)
- Report for Council, 2023 Red Deer Home Show
- Report for Council, Volunteer Recognition Awards 2023 Plans
- Report for Council, Eagle Builders Centre Deficiencies
- Lacombe Foundation Organization Meeting Minutes - December 5, 2022
- Lacombe Foundation Board Meeting Minutes - December 5, 2022
- County of Lacombe Highlights February 9, 2023
-

057/23 Councillor Dennis moved That Council accept the Information Items as information.

CARRIED UNANIMOUSLY

ROUND TABLE DISCUSSION

Mayor and Council shared meetings and events attended from January 16 – February 15, 2023.

058/23 Councillor Sands moved That Council accept the Round Table Reports as information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

059/23 Councillor Appel moved That Council accept the Regular Council Meeting Minutes from February 14, 2023, as presented.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

Councillor Dennis withdrew her Notice of Motion.

BUSINESS FOR THE GOOD OF COUNCIL

None

CONFIDENTIAL – Closed Session

- **Third Party FOIP Section 16**

060/23 Councillor Sands moved That Council move to a closed session commencing at 9:08 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 16 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Closed Session Attendance: Mayor Jamie Hoover, Deputy Mayor Laura Svab, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Jim Sands, Councillor Brenda Dennis, Councillor Marina Appel.

061/23 Councillor Sands moved That Council move to come out of the closed session at 9:21 p.m.

CARRIED UNANIMOUSLY

MINUTES

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 9:21 p.m.

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

ADJOURNMENT

Mayor Hoover adjourned the Regular Council Meeting at 9:21 p.m.

Jamie Hoover, Mayor

Myron Thompson, CAO