

**MINUTES**

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A Regular Council Meeting for the Town of Blackfalds was held on October 8, 2024, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

**MEMBERS PRESENT**

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

**ATTENDING**

Kim Isaak, Chief Administrative Officer  
Justin de Bresser, Director of Corporate Services  
Preston Weran, Director of Infrastructure and Planning Services  
Rick Kreklewich, Director of Community Services  
Ken Morrison, Director of Emergency Management and Protective Services  
Niki Burkinshaw, Municipal Engineer  
Marco Jadie, IT Tech  
Danielle Nealon, Executive & Legislative Coordinator

**REGRETS**

Councillor Marina Appel  
Darolee Bouteiller, Finance Manager

**MEDIA**

None

**OTHERS PRESENT**

None

**WELCOME AND CALL TO ORDER**

Mayor Hoover welcomed everyone to the Regular Council Meeting of October 8, 2024, called the meeting to order at 7:00 p.m. and indicated that Councillor Appel sent her regrets.

**TREATY SIX LAND ACKNOWLEDGEMENT**

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

**ADOPTION OF AGENDAS**

Addition of Regular Agenda items:

- Delegation 4.1 Introduction of Niki Burkinshaw, Municipal Engineer
- Business 6.7 Town Paving Projects - Verbal Update
- Business 6.8 CPKC Holiday Train

**277/24** Councillor Coulter moved That Council adopt the Regular Agenda for October 8, 2024, as amended.

**CARRIED UNANIMOUSLY**

**278/24** Councillor Svab moved That Council adopt the Consent Agenda for October 8, 2024, as presented, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
  - Regular Council Meeting Minutes - September 24, 2024

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

**CARRIED UNANIMOUSLY****DELEGATION****Introduction of Niki Burkinshaw, Municipal Engineer**

Director Weran introduced and welcomed Niki Burkinshaw as the Town's Municipal Engineer and gave a brief overview of her career history.

**PUBLIC HEARING**

None

**BUSINESS****Request for Decision, Citizen Engagement Budget 2025 Survey Results**

Director de Bresser, on behalf of Manager Bouteiller, presented the 2025 Budget Survey Results, collected by an online survey which ran from August 26, 2024, to September 16, 2024.

- 279/24** Councillor Svab moved That Council accept the Citizen Engagement Budget 2025 Survey Report as information.

**CARRIED UNANIMOUSLY****Request for Decision, Bylaw 1316.24 - Member at Large Review Panel Bylaw**

Following the recommendation from Standing Committee of Council on September 16, 2024, CAO Isaak brought forward the Member at Large Review Panel Bylaw for Council's consideration.

- 280/24** Councillor Dennis moved That Council give First Reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.

**CARRIED UNANIMOUSLY**

- 281/24** Deputy Mayor Sands moved That Council give Second reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.

**CARRIED UNANIMOUSLY**

- 282/24** Councillor Coulter moved That Council give unanimous consent to move to Third Reading of Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.

**CARRIED UNANIMOUSLY**

- 283/24** Councillor Svab moved That Council give Third Reading to Bylaw 1316.24 - Member at Large Review Panel Bylaw, as presented.

**CARRIED UNANIMOUSLY**

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**Request for Decision, Bylaw 1317.24 - Council Procedural Amendment Bylaw**

Following the recommendation from the Standing Committee of Council on September 16, 2024, Coordinator Nealon presented the Council Procedural Amendment Bylaw for Council's consideration.

**284/24** Councillor Dennis moved That Council give First Reading to Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**285/24** Councillor Coulter moved That Council give Second Reading to Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**286/24** Deputy Mayor Sands moved That Council give unanimous consent to move to Third Reading of Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**287/24** Councillor Svab moved That Council give Third Reading to Bylaw 1317.24 - Council Procedural Amendment Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**Request for Decision, Audit Services RFP Award**

Director de Bresser presented the recommendation for awarding the contract for Audit Services and appointment of Town Auditors from 2024 to 2028.

**288/24** Deputy Mayor Sands moved That Council award the 5-year contract for Audit Services to Metrix Group LLP.

**CARRIED UNANIMOUSLY**

**289/24** Councillor Svab moved That Council appoint Metrix Group LLP as Auditors for the Town of Blackfalds for the period 2024 – 2028.

**CARRIED UNANIMOUSLY**

**Request for Decision, ATCO Gas and Fortis Alberta Franchise Fees**

Director de Bresser brought forward for Council's consideration, the 2025 ATCO Gas and Fortis Alberta Franchise Fees and rates.

**290/24** Deputy Mayor Sands moved That Council hold the 2025 natural gas (ATCO Gas) franchise fee for the Town of Blackfalds at the current rate of 35%.

**CARRIED UNANIMOUSLY**

**291/24** Councillor Coulter moved That Council hold the 2025 electricity (Fortis Alberta) franchise fee for the Town of Blackfalds at the current rate of 20%.

**CARRIED UNANIMOUSLY**

**Request for Decision, Blackfalds Xing Sanitary Trunk (NE-22-39-27-W4)  
Project Budget Amendment Request**

Director Weran presented a request to increase the budget for the Blackfalds Crossing Sanitary Project due to the railway crossing flagging delays and miscellaneous items.

**292/24** Deputy Mayor Sands moved That Council approve the budget increase of \$103,511 for the Blackfalds Crossing Sanitary Trunk Project Budget for a total budget of \$2,753,511 to pay for the flagging delays/miscellaneous items and allocate additional contract contingencies.

**CARRIED UNANIMOUSLY**

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**Town Paving Projects - Verbal Update**

Director Weran provided a verbal update to Council on the various paving projects within the Town and anticipated completion dates.

**CPKC Holiday Train**

Mayor Hoover brought forward for Council discussion and decision the selection of the Town's charity of choice for proceeds from the CPKC Holiday Train, which will be held in the Town on December 11th during the day.

**293/24** Councillor Dennis moved That Council select the Blackfalds Food Bank Society as the 2024 charity of choice for the CPKC Holiday Train event.

**CARRIED UNANIMOUSLY**

**NOTICES OF MOTION**

None

**RECESS**

Mayor Hoover called for a five-minute recess at 8:11 p.m.

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Hoover called the Regular Council Meeting back to order at 8:16 p.m.

**CONFIDENTIAL**

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

**294/24** Deputy Mayor Sands moved That Council move to a closed session commencing at 8:16 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 17(1) of the *Freedom of Information and Protection of Privacy Act*.

**CARRIED UNANIMOUSLY**

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

**295/24** Councillor Svab moved That Council move to come out of the closed session at 8:26 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

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

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

**ADJOURNMENT**

Mayor Hoover adjourned the Regular Council Meeting at 8:26 p.m.

-Original Signed-

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Jamie Hoover, Mayor

-Original Signed-

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Kim Isaak, CAO