
1. **WELCOME AND CALL TO ORDER**

2. **LAND ACKNOWLEDGEMENT**

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

3. **ADOPTION OF AGENDAS**

- 3.1 Regular Meeting Agenda for November 12, 2024
3.2 Consent Agenda for November 12, 2024
- a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
 - b) **Adoption of Minutes**
 - o Organizational Meeting Minutes - October 22, 2024
 - o Regular Council Meeting Minutes - October 22, 2024
 - o Special Council Meeting Minutes - October 29, 2024
 - c) **Council Reports**

None
 - d) **Administrative Reports**
 - o Report for Council, Enforcement and Protective Services Monthly Report - October 2024
 - o Report for Council, Development & Building Monthly Report - October 2024
 - e) **Boards, Committee and Commission Minutes and/or Reports**
 - o Municipal Planning Commission Meeting Minutes - August 27, 2024
 - o Economic Development & Tourism Advisory Committee Meeting Minutes - September 9, 2024
 - f) **Information**
 - o Municipal Measurement Index - 2023
 - o Library Program Update - October 2024
 - o Lacombe County Council Highlights - October 24, 2024
 - o City of Lacombe Council Highlights - October 28, 2024
 - o Special Event Permit, Light Up Blackfalds - November 28, 2024
 - o Special Event Permit, CPKC Holiday Train - December 11, 2024
 - g) **Correspondence**

None

4. **PUBLIC HEARING**

None

5. **DELEGATION**

None

6. **BUSINESS**

- 6.1 Request for Decision, Quarterly Financial Reports for the Period Ending September 30, 2024
6.2 Request for Decision, Affordable Housing Tax Exemption
6.3 Request for Decision, Central Alberta BMX Supercross Track Proposal
6.4 Request for Decision, Broadway Reservoir Expansion 2024 Capital Project Request and Grant Approval
6.5 Request for Decision, Council Appointments to Municipal Planning Commission and the Member at Large Review Panel
6.6 Request for Decision, Alberta Municipalities' Economic Strategy Committee Appointment Endorsement

7. **NOTICES OF MOTION**

None

8. **CONFIDENTIAL**

- 8.1 Land Acquisition, FOIP Section 24(1) – Advice from Officials
8.2 CUPE Negotiations, FOIP Section 24(1) – Advice from Officials

9. **ADJOURNMENT**

Future Meetings/Events:

- Standing Committee of Council Meeting – November 18, 2024
- Regular Council Meeting – November 26, 2024

MINUTES

An annual Organizational Meeting for the Town of Blackfalds was held on Tuesday, October 22, 2024, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

MEMBERS PRESENT

Mayor Jamie Hoover
Deputy Mayor Jim Sands
Councillor Edna Coulter
Councillor Marina Appel
Councillor Laura Svab (*virtual*)
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
Jolene Tejkl, Planning & Development Manager
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

None

MEDIA

None

OTHERS PRESENT

None

CALL TO ORDER

Mayor Hoover welcomed everyone to the annual Organizational Meeting of Council for October 22, 2024, indicated that Councillor Svab was attending virtually and called the meeting to order at 7:01 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

296/24 Councillor Appel moved That Council adopt the Organizational Meeting Agenda for October 22, 2024, as presented.

CARRIED UNANIMOUSLY

BUSINESS

Request for Decision, 2024 – 2025 Regular Council Meeting and Standing Committee of Council Meeting Schedule

Coordinator Nealon presented the proposed 2024 – 2025 Regular Council Meeting and Standing Committee of Council Meeting Schedule for Council's consideration.

297/24 Deputy Mayor Sands moved That Council approve the 2024 - 2025 Town of Blackfalds Regular Council Meeting Schedule, in which meetings are held on the second and fourth Tuesday of each month commencing at 7:00 p.m. in Council Chambers at the Civic Cultural Centre (municipal office) and that the meeting of December 24th be cancelled due to being Christmas Eve.

CARRIED UNANIMOUSLY

MINUTES

298/24 Councillor Coulter moved That Council set the 2025 Organizational Meeting of Council for October 30, 2025.

CARRIED UNANIMOUSLY

299/24 Councillor Appel moved That Council approve the 2024 - 2025 Standing Committee of Council Meeting Schedule, in which meetings are to be held on the third Monday of each month commencing at 7:00 p.m. in Council Chambers at the Civic Cultural Centre (municipal office) and That the meetings held in April and July be on the second Monday and that the meetings in February and May be moved to the third Tuesday due to the third Monday falling on statutory holidays (Family Day and Victoria Day) and that the meeting in October be cancelled due to it falling on the 2025 Municipal General Election.

CARRIED UNANIMOUSLY

DEPARTURE

Councillor Svab left the Organizational Meeting virtually at 7:08 p.m.

Request for Decision, Council Appointments to Boards, Committees and Commissions

CAO Isaak brought forward a request for Council to appoint Council members to Town and external Boards, Committees and Commissions, effective immediately until the next Municipal General Election on October 20, 2025.

300/24 Councillor Appel moved That Mayor Hoover and Councillor Dennis be appointed to the Economic Development and Tourism Advisory Committee, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

301/24 Councillor Appel moved That Deputy Mayor Sands and Councillor Dennis be appointed to the Family and Community Social Services Board, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

302/24 Deputy Mayor Sands moved That Councillor Appel and Coulter be appointed to the Library Board, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

303/24 Councillor Appel moved That Mayor Hoover, Deputy Mayor Sands and Councillor Dennis be appointed to the Member at Large Review Panel, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

304/24 Councillor Appel moved That Deputy Mayor Sands, as Chair, Councillor Dennis, as Vice Chair and Councillor Svab be appointed to the Municipal Planning Commission, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

305/24 Deputy Mayor Sands moved That Mayor Hoover, Councillor Appel and Councillor Coulter be appointed to the Municipal Emergency Advisory Committee, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

306/24 Councillor Appel moved That Councillor Svab and Councillor Coulter be appointed to the Policing Committee, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

MINUTES

- 307/24** Councillor Dennis moved That Councillor Svab and Councillor Appel be appointed to the Recreation, Culture and Parks Board, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 308/24** Councillor Coulter moved That Mayor Hoover, Councillor Dennis and Councillor Appel be appointed to the Treaty Six Land Acknowledgement Review Committee, effective immediately expiring, October 20, 2025.
- CARRIED UNANIMOUSLY**
- 309/24** Deputy Mayor Sands moved That Mayor Hoover and Councillor Appel, as alternate, be appointed to the Lacombe Foundation Board, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 310/24** Councillor Appel moved That Councillor Coulter and Deputy Mayor Sands, as alternate, be appointed to the Blackfalds Chamber of Commerce Board, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 311/24** Deputy Mayor Sands moved That Mayor Hoover and Councillor Appel be appointed to the Wolf Creek School Division Joint Use Planning Agreement Governing Committee, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 312/24** Deputy Mayor Sands moved That Mayor Hoover and Councillor Appel be appointed to the Red Deer Catholic School Division Joint Use Planning Agreement Governing Committee, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 313/24** Councillor Coulter moved That Mayor Hoover and Deputy Mayor Sands, as alternate, be appointed to the Central Alberta Economic Partnership, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 314/24** Councillor Appel moved That Councillor Coulter and Councillor Dennis, as alternate, be appointed to the Parkland Regional Library, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 315/24** Councillor Appel moved That Mayor Hoover and Deputy Mayor Sands, as alternate, be appointed to the Iron Ridge Schools Parent Council, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 316/24** Councillor Appel moved That Deputy Mayor Sands and Councillor Svab, as alternate, be appointed to the St. Gregory the Great Catholic School Parent Council, effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 317/24** Councillor Coulter moved That Mayor Hoover and Councillor Appel, as alternate, be appointed to the North Red Deer River Water Services Commission (NRDRWSC) and the North Red Deer Regional Wastewater Services Commission (NRDRWWSC), effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**
- 318/24** Councillor Appel moved That Deputy Mayor Sands and Councillor Coulter, as alternate, be appointed to the Lacombe Regional Emergency Partnership Plan Advisory Committee (LREMP) effective immediately, expiring October 20, 2025.
- CARRIED UNANIMOUSLY**

MINUTES

319/24 Councillor Appel moved That Mayor Hoover and Deputy Mayor Sands, as alternate be appointed to the Red Deer River Municipal Users Group (RDRMUG) effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

320/24 Councillor Coulter moved That Councillor Appel and Mayor Hoover, as alternate, be appointed to the Red Deer River Watershed Alliance, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

321/24 Councillor Coulter moved That Councillor Appel, Deputy Mayor Sands and Councillor Dennis be appointed to the Blackfalds Health Practitioners Attraction & Retention Committee, effective immediately, expiring October 20, 2025.

CARRIED UNANIMOUSLY

ADJOURNMENT

Mayor Hoover adjourned the meeting at 7:39 p.m.

Jamie Hoover, Mayor

Kim Isaak, CAO

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on October 22, 2024, at 5018 Waghorn Street in Council Chambers, following the annual Organizational Meeting at 7:00 p.m.

MEMBERS PRESENT

Mayor Jamie Hoover
Deputy Mayor Jim Sands
Councillor Edna Coulter
Councillor Marina Appel
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
Jolene Tejkl, Planning & Development Manager
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

Councillor Laura Svab

MEDIA

None

OTHERS PRESENT

None

WELCOME AND CALL TO ORDER

Mayor Hoover welcomed everyone to the Regular Council Meeting of October 22, 2024, indicated that Councillor Svab sent her regrets and called the meeting to order at 7:40 p.m.

TREATY SIX LAND ACKNOWLEDGEMENT

Mayor Hoover acknowledged the Treaty Six Land Acknowledgement that was read during the annual Organizational Meeting that occurred before the Regular Council Meeting.

ADOPTION OF AGENDAS

Addition of Regular Agenda Confidential item 8.2 Aspen West School Site Servicing Agreement - FOIP Section 24(1) - Advice from Officials

322/24 Deputy Mayor Sands moved That Council adopt the Regular Meeting Agenda for October 22, 2024, as amended.

CARRIED UNANIMOUSLY

323/24 Councillor Coulter moved That Council adopt the Consent Agenda for October 22, 2024, as presented, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
 - Regular Council Meeting Minutes – October 8, 2024
- **Council Reports**
 - Mayor Hoover

MINUTES

- Deputy Mayor Sands
- Councillor Coulter
- Councillor Appel
- Councillor Svab
- Councillor Dennis
- **Administrative Reports**
 - Report for Council, CAO Report – October 2024
- **Boards, Committee and Commission Minutes and/or Reports**
 - Recreation Culture and Parks Board Meeting Minutes - September 4, 2024
- **Information**
 - Library Programming Report - September 27, 2024
 - Lacombe County Council Highlights - October 10, 2024
- **Correspondence**
 - Letter from Blackfalds Ministerial Association Re: Remembrance Day Ceremony - October 3, 2024

CARRIED UNANIMOUSLY

PUBLIC HEARING

None

DELEGATION

None

BUSINESS

Request for Decision, Bylaw 1315.24 - Front Parking Pad Amendments

Manager Tejkl brought forward Bylaw 1315.24, a Bylaw to amend the Land Use Bylaw to allow for Front Parking Pads for Council's consideration of First Reading and setting of a Public Hearing.

- 324/24** Councillor Dennis moved That Council give First Reading to Bylaw 1315.24 - Front Parking Pad Amendments, as presented.

CARRIED UNANIMOUSLY

- 325/24** Deputy Mayor Sands moved That Council set a Public Hearing date for November 26, 2024, at 7:00 p.m. in Council Chambers.

CARRIED UNANIMOUSLY

Request for Decision, Transfer Station Phase 2 Project Update and Award

Director Weran reviewed the bid submissions for the Transfer Station Phase 2 Project and presented the administrative recommendation for awarding the project.

- 326/24** Councillor Appel moved That Council allocate \$38,234.89 to fund the budget shortfall of the Transfer Station Phase 2 Project.

CARRIED UNANIMOUSLY

- 327/24** Deputy Mayor Sands moved That Council award the Transfer Station Phase 2 Project works to Timcon Inc. for \$300,978.89 excluding GST.

CARRIED UNANIMOUSLY

Request for Decision, 2025 Parkland Regional Library Budget Request

Director de Bresser brought forward Parkland Regional Library's proposed 2025 Budget for Council's consideration.

- 328/24** Councillor Appel moved That Council accept the proposed budget by the Parkland Regional Library with the 2025 Membership requisition at \$9.81 per capita.

CARRIED UNANIMOUSLY

MINUTES

Request for Decision, EV Charging Stations – Q3 Report

Director de Bresser presented the Q3 Report for the Town's EV Charging Stations and the fee for charging.

329/24 Deputy Mayor Sands moved That Council set the level 2 charger at \$2.75 per hour.

CARRIED UNANIMOUSLY

Request for Decision, Fire Services Agreement

Director de Bresser presented the new Fire Services Agreement with Lacombe County to Council for approval, which received approval from the County on October 10, 2024.

330/24 Councillor Appel moved That Council approve the Blackfalds/Lacombe County Fire Services Agreement.

CARRIED UNANIMOUSLY

331/24 Councillor Coulter moved That Council approve purchasing joint-use fire equipment from the General Capital Reserve.

CARRIED UNANIMOUSLY

Request for Decision, Letter of Support for Red Deer Ladies Fastball Association

Director Kreklewich brought forward a request from the Red Deer Ladies Fastball Association requesting a letter of support to host the 2026 Canadian Women's Fastpitch Championships.

332/24 Deputy Mayor Sands moved That Council authorize the Mayor to sign a letter of support for the Red Deer Ladies Fastball Association to host the 2026 Canadian Women's Fastpitch Championships and to waive rental fees for the event.

CARRIED

Opposed: Councillor Dennis

Request for Decision, 2024-2026 Mid-Term Strategic Plan Actions Update

CAO Isaak presented an update on the 2024-2026 Mid-Term Strategic Plan's actions for Council's information.

333/24 Councillor Coulter moved That Council accept the 2024-2026 Mid-Term Strategic Plan Actions Update Report for information.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

None

RECESS

Mayor Hoover called for a five-minute recess at 8:38 p.m.

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 8:42 p.m.

CONFIDENTIAL

- **CUPE Negotiations - Personnel - FOIP Section 24(1) - Advice from Officials**

MINUTES

- **Aspen West School Site Servicing Agreement FOIP Section 24(1) - Advice from Officials**

334/24 Councillor Coulter moved That Council move to a closed session commencing at 8:42 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 24 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

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

335/24 Councillor Dennis moved That Council move to come out of the closed session at 9:43 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 9:45 p.m.

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

336/24 Deputy Mayor Sands moved That Council proceed as discussed in-camera.

CARRIED UNANIMOUSLY

ADJOURNMENT

Mayor Hoover adjourned the Regular Council Meeting at 9:45 p.m.

Jamie Hoover, Mayor

Kim Isaak, CAO

MINUTES

A Special Council Meeting for the Town of Blackfalds was held on October 29, 2024, at 5018 Waghorn Street in Council Chambers, commencing at 6:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Kim Isaak, Chief Administrative Officer

REGRETS

Deputy Mayor Jim Sands

MEDIA

None

OTHERS PRESENT

None

WELCOME AND CALL TO ORDER

Mayor Hoover welcomed everyone to the Special Council Meeting of October 29, 2024, and called the meeting to order at 6:00 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

337/24 Mayor Hoover moved That Council adopt the Special Meeting Agenda for October 29, 2024, as presented.

CARRIED UNANIMOUSLY

CONFIDENTIAL

- **CAO Evaluation Check-In – FOIP 19(1) – Confidential Evaluations**

338/24 Councillor Svab moved That Council move to a closed session commencing at 6:00 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 19 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Closed Session Attendance: Mayor Jamie Hoover, Councillor Edna Coulter, Councillor Marina Appel, Councillor Laura Svab, Councillor Brenda Dennis, CAO Kim Isaak.

339/24 Councillor Dennis moved That Council move to come out of the closed session at 7:17 p.m.

CARRIED UNANIMOUSLY

MINUTES

SPECIAL COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Special Council Meeting back to order at 7:17 p.m.

Special Council Meeting Attendance: *Mayor Jamie Hoover, Councillor Edna Coulter, Councillor Marina Appel, Councillor Laura Svab, Councillor Brenda Dennis and CAO Kim Isaak.*

ADJOURNMENT

Mayor Hoover adjourned the Special Council Meeting at 7:17 p.m.

Jamie Hoover, Mayor

Kim Isaak, CAO

MEETING DATE: November 12, 2024

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

SUBJECT: **Enforcement and Protective Services Monthly Report - October 2024**

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 October for Municipal Enforcement, Occupational Health & Safety, Fire Services, RCMP and Emergency Management.


FINANCIAL IMPLICATIONS

None


ATTACHMENTS

- *Protective Services Monthly Report*
- *Municipal Enforcement October Incident Report*
- *Fire October Monthly Incident Summary*
- *RCMP October Monthly Reports*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Director/Author

Protective Services Monthly Report

Municipal Enforcement:

During the month of October, Officers responded and investigated 54 operational files, which are broken down in the chart below:

Type of Call	Quantity	Overview
Traffic Bylaw	9	Placing leaves on roadway, snow on sidewalk, fuel spill, Biking on roadway, 3 parking complaints, 2 speeding check stops. .
Community Standards Bylaw	5	Illegal dumping, 3 Unsightly properties, 1 noise complaint,
Animal Control Bylaw	14	2 Cats at large, 2 Dogs at large, 8 Barking complaints, 1 Fail to pick up feces, and 1 Licensing issue.
Assist Fire	1	Motor Vehicle Collison
Abandoned Vehicles	2	One parked on street for six months (towed), and 1 abandoned on private property
Driving Complaints	2	E-Bike being operated on green space, gravel truck on Womacks.
Parking Complaints	3	Trucks parked on Parkwood, abandoned vehicle and parking in alley.
Miscellaneous incidents	7	1 parking issue, garbage cans on roadway, rodent issues, riding horse on roadway, family dispute in library, 2 traffic stop warnings issued
Mischief	2	Issues in library, and Dumpster diving.
Neighbour Dispute	2	1 dealing with animals the other causing a nuisance to neighbour.
Assist RCMP	4	3 motor vehicle collisions, 1 Assault with Bear spray
Misc Assistance	2	Assist Prov Agency,

In total, 10 violation tickets were issued during the month for vehicles passing school buses with their red lights and stop signs out. This continues to be an issue even with further education and fines being issued regularly. In early November, an educational document will be posted through social media, reminding drivers of the rules around School bus safety and what the flashing lights mean.

School zones continue to be a focus for officers, not only dealing with traffic enforcement but also working with the School Resource officer and staff on issues occurring in and around the schools.

Two-speed signs were purchased and installed; these are solar powered and cloud-based data storage. These two signs are in place to complement the other two signs and have been installed on Vista Trail and Cottonwood Drive. So far, these signs seem to be slowing down traffic in these locations. Data will be available from these locations in December.

Barking dog complaints continue to be a concern within the Town. Officers try to work with the complainants and the animal owners to resolve the situation without charges. Charges are very hard to prove without evidence such as video, and documented times and length of time. Residents are asked to complete a "Bark log" which can be used to form the grounds to lay charges should the educational approach not work.

Officers have not received many complaints about parking at or near the EBC, nor observed issues during patrols, but will continue to monitor this area in November.

Central Alberta Crime Prevention Center has completed the survey that is required to do the CPTED review. They have met with Officers and a member of the Police Committee reviewing the concerns identified by residents. The completed CPTED report should be provided in the next couple of weeks.

In total, there were 100 violation tickets issued during the month, including bylaws and provincial regulations, which resulted in \$25,168.00 in fines being issued in relation to these violations.

Violation Tickets Issued

	ACT	Tickets	Fine Total	Average Fine
1.	Traffic Safety Act	57	\$10,181.00	\$178.61
2.	Vehicle Equipment Regulation	9	\$1,701.00	\$189.00
3.	Use of Highway & Rules of the Road Reg.	31	\$12,650.00	\$408.06
4.	Traffic Bylaw	1	\$150.00	\$150.00
5.	Commercial Vehicle Reg.	1	\$324.00	\$324.00
6.	Operator Licensing and Vehicle Control Reg.	1	162.00	\$162.00

- Municipal Enforcement Month End Report (**attached.**)

Blackfalds Fire Rescue

During the month of October, we ran half the members through our annual physical fitness test.

National Fire Prevention Week was October 6th through to October 12th this year's campaign was "Smoke Detectors Make Them Work for You", the department hosted an Open House October 9th from 3-8pm with approximately 60 families attending.

We continued to train on vehicle extrication.

The 5 members that completed their NFPA 1001 Level 2 received the results, and all 5 were successful.

The Fire department and Planning and Development departments have implemented the Construction and Demolition Fire Safety Plans as required under the National Building Code (Alberta Edition).

October had a total of 20 incidents, and attached is the incident summary for the month.

Occupational Health & Safety

Two work site inspections were conducted, 1 with Parks and Facilities and the other with Public Works. These inspections led to further discussions of instructions on requirements for fall protection. These discussions were held during toolbox meetings.

A JHSC meeting was held, and a discussion was had on restructuring the Committee as per the 2024 COR Audit results. A new document package is being created (Agenda, minutes, work site inspection schedule, corrective action log, etc.).

Attended a two-day ICS 200 training course in Alix.

Continued working with Canex Pest Control on the spider situation in the operation's "B" building wash bay. Plans are underway to thoroughly clean this building.

Attended a post-audit meeting with the 2024 COR Auditor. Results were reviewed at a high level; a more thorough review will be conducted at a future Managers' Meeting. Also completed the Government of Alberta OSAR Audit with a representative from the government of Alberta.

Continued work on the Action Plan going forward after the COR Audit to address the concerns that were identified.

RCMP

The RCMP October report is attached.

Emergency Management

Rhonda Stierle was the successful candidate for the Protective Services Clerk position and began work on November 4th.

Toured the Dairy Innovation West construction site in Aspelund industrial along with representatives from the County and town.

Took part in a Police Review Commission Engagement meeting for communities under 15,000 population. The review may have some effect on the current Police Committee model the Townuses. Clarification has been sought as to how this review will affect our Pollice Committee.

Attended a two-day training session on ESS along with two other staff members, which was organized by the City of Lacombe and funded through LREMP. this was Municipal Enforcement Sgt. Position was completed, and we are very happy to say Joe Croken our Senior Peace officer has taken the position.

LREMP agency subcommittee met to discuss the tabletop exercise taking place on November 27th. The exercise is almost completely designed with a few injects yet to be designed for various communities. The LREMP agency as a whole met, the exercises, the plan updates and move to a ministerial order were discussed further arrangements are being made to meet with a member of AEMA who deals with ministerial orders to ensure we are meeting their criteria.

Ken Morrison

Director of Emergency Management & Protective Services

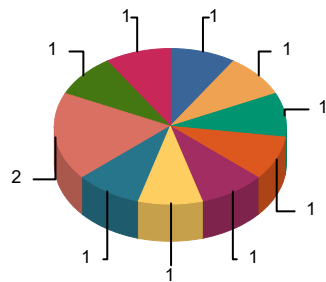
Town of Blackfalds

MONTH END Statistics from Occurred Date: 10/1/2024 12:00:00AM to 10/31/2024 11:59:59PM

Municipal Reports/Files

MUNICIPAL ENFORCEMENT -

Count of Incident Types



1 TRAFFIC BYLAW 1232/19	1
1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS	1
1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS : DRAIN RADIATOR/OTHER FLUID FROM A VEHICLE ONTO HWY	1
1 TRAFFIC BYLAW 1232/19 : PART 3: PEDESTRIAN BICYCLES OR OTHER CONVEYANCES	1
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN	1
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK A MOTOR VEHICLE/OHV/BOAT/TRAILER ON A VACANT LOT IN A RESIDENTIAL DISTRICT	1
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 7: SPEED LIMIT : EXCESSIVE SPEED IN TOWN	2
2 COMMUNITY STANDARDS BYLAW 1220/18	1
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE	1
Total:	11

1 TRAFFIC BYLAW 1232/19: 1 2%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS: 1 2%

1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS : DRAIN RADIATOR/OTHER FLUID FROM A VEHICLE ONTO HWY: 1 2%

1 TRAFFIC BYLAW 1232/19 : PART 3: PEDESTRIAN BICYCLES OR OTHER CONVEYANCES: 1 2%

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

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK A MOTOR VEHICLE/OHV/BOAT/TRAILER ON A VACANT LOT IN A RESIDENTIAL DISTRICT: 1 2%

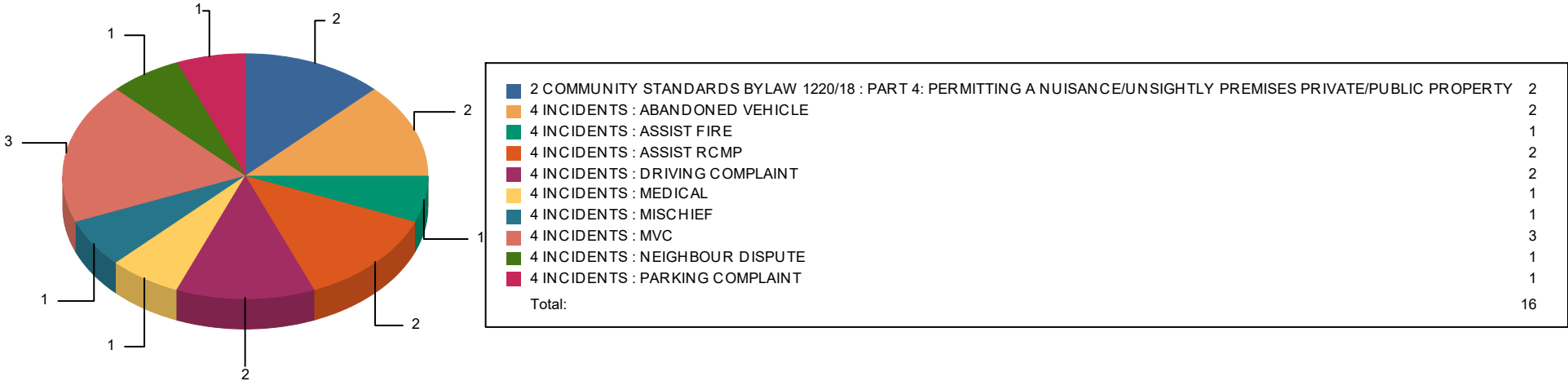
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY: 1 2%

1 TRAFFIC BYLAW 1232/19 : PART 7: SPEED LIMIT : EXCESSIVE SPEED IN TOWN: 2 4%

2 COMMUNITY STANDARDS BYLAW 1220/18: 1 2%

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

Count of Incident Types



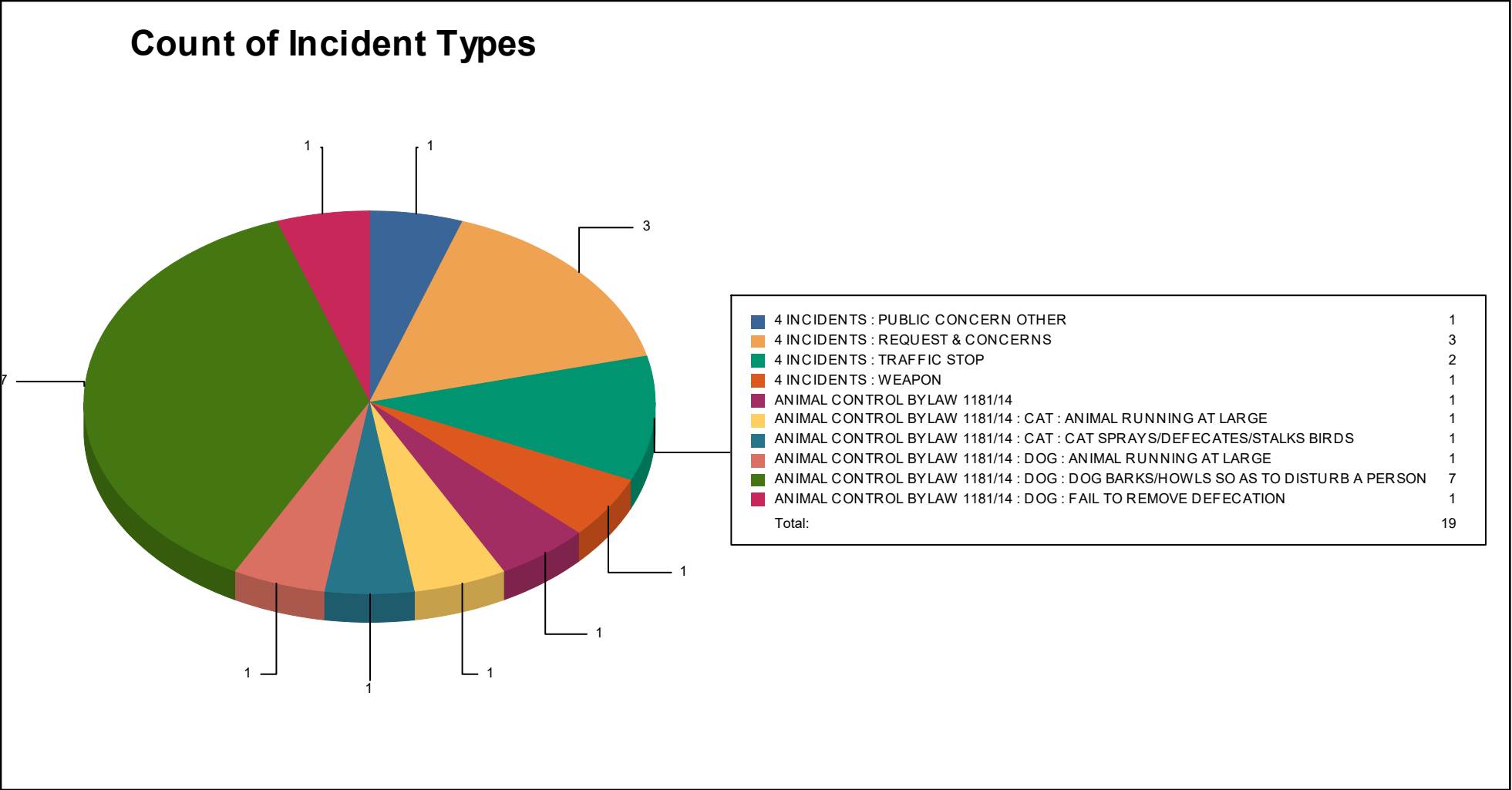
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY: 2 4%

4 INCIDENTS : ABANDONED VEHICLE: 2 4%

4 INCIDENTS : ASSIST FIRE: 1 2%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

4 INCIDENTS : ASSIST RCMP: 2 4%
4 INCIDENTS : DRIVING COMPLAINT: 2 4%
4 INCIDENTS : MEDICAL: 1 2%
4 INCIDENTS : MISCHIEF: 1 2%
4 INCIDENTS : MVC: 3 6%
4 INCIDENTS : NEIGHBOUR DISPUTE: 1 2%
4 INCIDENTS : PARKING COMPLAINT: 1 2%



4 INCIDENTS : PUBLIC CONCERN OTHER: 1 2%

4 INCIDENTS : REQUEST & CONCERNS: 3 6%

4 INCIDENTS : TRAFFIC STOP: 2 4%

4 INCIDENTS : WEAPON: 1 2%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

ANIMAL CONTROL BYLAW 1181/14: 1 2%

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

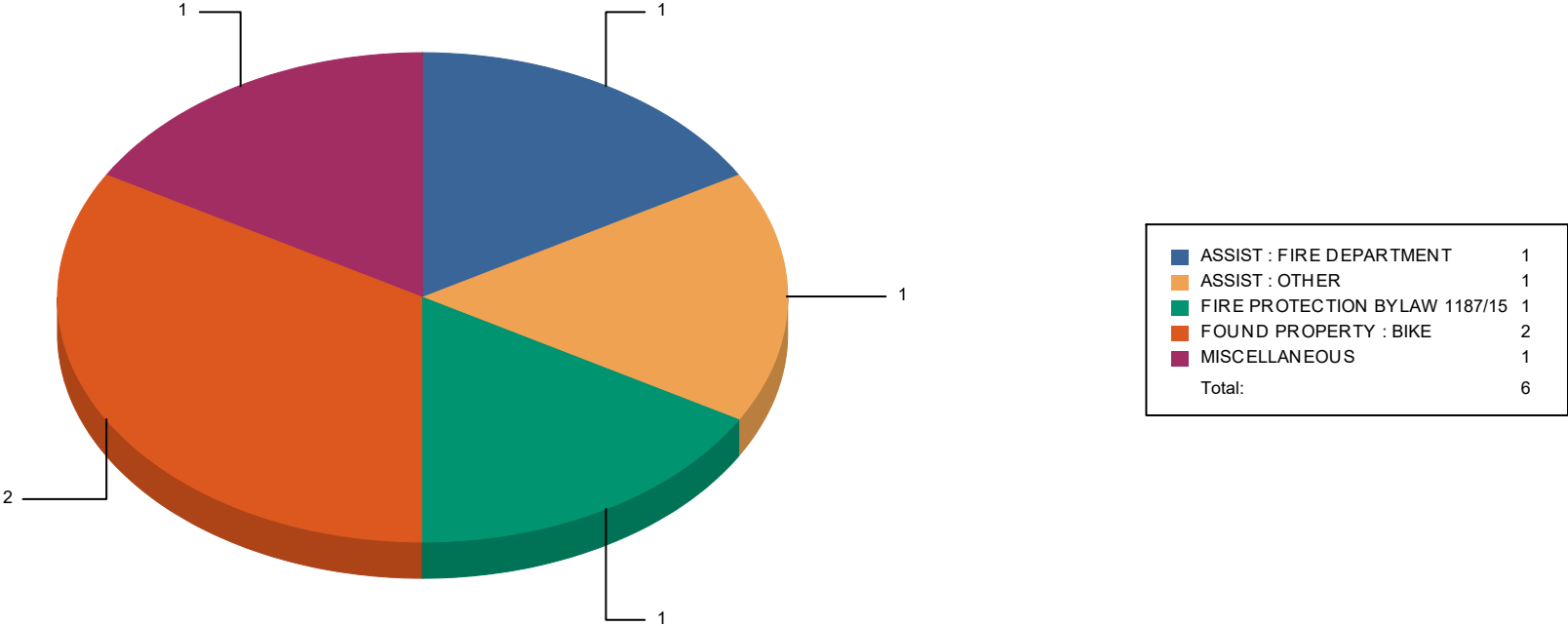
ANIMAL CONTROL BYLAW 1181/14 : CAT : CAT SPRAYS/DEFECATES/STALKS BIRDS: 1 2%

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

ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON: 7 13%

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

Count of Incident Types



ASSIST : FIRE DEPARTMENT: 1 2%

ASSIST : OTHER: 1 2%

FIRE PROTECTION BYLAW 1187/15: 1 2%

FOUND PROPERTY : BIKE: 2 4%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

MISCELLANEOUS: 1 2%

Grand Total: 100.00% Total # of Incident Types Reported: 52

Fax: 403 - 885 - 5499

Blackfalds Fire Rescue Department				BLF	OCTOBER	2024
CALL #	DATE	INCIDENT TYPE	DISPATCH EVENT #	LOCATION	RCMP FILE #	MAFP 1244
207	1	FIRE STRUCTURE	515893868	Lacombe County	N/A	N/A
208	6	ALARM	515975084	Within Corporate Limits	N/A	N/A
209	8	MOTOR VEHICLE INCIDENT	516003618	Within Corporate Limits	YES	EMS
210	8	ALARM	516004675	Lacombe County	N/A	N/A
211	8	CO ALARM	516010686	Within Corporate Limits	N/A	N/A
212	9	FIRE GRASS/BRUSH	516015923	Lacombe County	N/A	N/A
213	9	ALARM	516022568	Within Corporate Limits	N/A	N/A
214	10	CO ALARM	516036591	Within Corporate Limits	N/A	N/A
215	12	ALARM	516066944	Within Corporate Limits	N/A	N/A
216	15	FIRE STRUCTURE	516104912	Within Corporate Limits	N/A	N/A
217	15	FIRE GRASS/BRUSH	516111460	Lacombe County	YES	N/A
218	18	MOTOR VEHICLE INCIDENT	516153213	Within Corporate Limits	YES	EMS
219	18	MOTOR VEHICLE INCIDENT	516158163	Within Corporate Limits	YES	N/A
220	23	ALARM	516218915	Within Corporate Limits	YES	N/A
221	23	MOTOR VEHICLE INCIDENT	516227654	Lacombe County	YES	N/A
222	25	FIRE VEHICLE	516250291	Lacombe County	N/A	YES
223	25	ALARM	516260792	Lacombe County	N/A	N/A
224	28	MEDICAL	516303890	Within Corporate Limits	N/A	EMS
225	25	ALARM	516326291	Within Corporate Limits	N/A	N/A
226	31	ALARM	516353577	Within Corporate Limits	N/A	N/A
TOTAL RESPONSES	19	OFFICER	Robert Côté		REV DT FEB 02/17	Print Form

**Blackfalds (Municipal) Crime Statistic Summary – January to October****2024/11/04*****Blackfalds (Municipal) – Highlights***

- **Break & Enters** are showing a 21.4% decrease when compared to the same period in 2023 (January to October). There were 6 fewer actual occurrences (from 28 in 2023 to 22 in 2024).
- **Theft of Motor Vehicles** decreased by 4.8% when compared to the same period in 2023 (January to October). There were 1 fewer actual occurrences (from 21 in 2023 to 20 in 2024).
- **Theft Under \$5,000** decreased by 17.2% when compared to the same period in 2023 (January to October). There were 10 fewer actual occurrences (from 58 in 2023 to 48 in 2024).

Blackfalds (Municipal) – Criminal Code Offences Summary

Crime Category	% Change 2023 – 2024 (January to October)
Total Persons Crime	8.1% Decrease
Total Property Crime	10.9% Decrease
Total Criminal Code	12.4% Decrease

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

- 12 fewer **Persons Crime** offences;
- 30 fewer **Property Crime** offences; and
- 63 fewer **Total Criminal Code** offences;

Blackfalds (Municipal) – October, 2024

- There were 1 **Thefts of Motor Vehicles** in October: 0 cars, 0 trucks, 0 minivans, 1 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 3 **Break and Enters** in October: 2 businesses, 0 residences, 0 cottages/seasonal residences, 1 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 3 **Provincial Roadside Suspensions** in October (3 alcohol related and 0 drug related). This brings the year-to-date total to 19 (19 alcohol related and 0 drug related).
- There were a total of 5 files with the **Spousal Abuse** survey code in October (October 2023: 10). This brings the year-to-date total to 100 (2023: 118).
- There were 204 files with **Victim Service Unit** referral scoring in Blackfalds Municipal: 3 accepted, 32 declined, 1 proactive, 1 requested but not available, and 167 files with no victim.



Blackfalds Municipal Crime Gauge

2024 vs. 2023
January to October

Criminal Code Offences



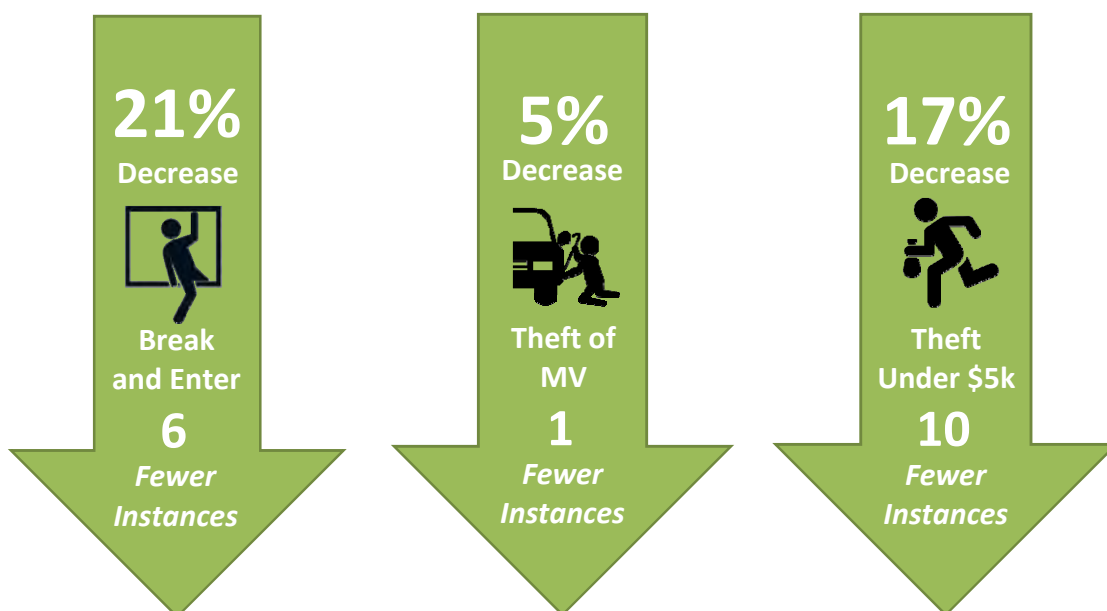
**Total
Criminal Code
Offences:**

12%

Decrease

When compared to
January to October, 2023

Select Property Crime





Blackfalds Municipal Detachment Crime Statistics (Actual) January to October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		2	0	0	0	0	-100%	N/A	-0.4
Robbery		2	5	1	1	0	-100%	-100%	-0.8
Sexual Assaults		2	9	6	3	3	50%	0%	-0.4
Other Sexual Offences		3	8	10	7	1	-67%	-86%	-0.5
Assault		72	71	47	63	62	-14%	-2%	-2.8
Kidnapping/Hostage/Abduction		2	0	1	1	0	-100%	-100%	-0.3
Extortion		2	0	2	4	3	50%	-25%	0.6
Criminal Harassment		39	27	30	49	44	13%	-10%	3.2
Uttering Threats		32	43	35	21	24	-25%	14%	-3.8
TOTAL PERSONS		156	163	132	149	137	-12%	-8%	-5.2
Break & Enter		43	32	35	28	22	-49%	-21%	-4.6
Theft of Motor Vehicle		43	33	27	21	20	-53%	-5%	-5.8
Theft Over \$5,000		3	7	5	7	5	67%	-29%	0.4
Theft Under \$5,000		88	69	50	58	48	-45%	-17%	-9.1
Possn Stn Goods		19	13	17	19	9	-53%	-53%	-1.4
Fraud		50	49	31	61	52	4%	-15%	1.6
Arson		3	2	0	2	2	-33%	0%	-0.2
Mischief - Damage To Property		64	66	59	45	56	-13%	24%	-3.7
Mischief - Other		41	34	30	35	32	-22%	-9%	-1.7
TOTAL PROPERTY		354	305	254	276	246	-31%	-11%	-24.5
Offensive Weapons		13	10	5	9	2	-85%	-78%	-2.3
Disturbing the peace		34	25	13	22	29	-15%	32%	-1.3
Fail to Comply & Breaches		30	31	22	24	16	-47%	-33%	-3.5
OTHER CRIMINAL CODE		24	15	21	28	15	-38%	-46%	-0.5
TOTAL OTHER CRIMINAL CODE		101	81	61	83	62	-39%	-25%	-7.6
TOTAL CRIMINAL CODE		611	549	447	508	445	-27%	-12%	-37.3



Blackfalds Municipal Detachment

Crime Statistics (Actual)

January to October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		7	5	2	3	3	-57%	0%	-1.0
Drug Enforcement - Trafficking		6	4	0	7	4	-33%	-43%	-0.1
Drug Enforcement - Other		0	1	1	0	0	N/A	N/A	-0.1
Total Drugs		13	10	4	10	7	-46%	-30%	-1.2
Cannabis Enforcement		1	2	1	1	0	-100%	-100%	-0.3
Federal - General		7	5	4	9	4	-43%	-56%	-0.2
TOTAL FEDERAL		21	17	9	20	11	-48%	-45%	-1.7
Liquor Act		9	9	6	3	8	-11%	167%	-0.8
Cannabis Act		3	5	1	2	3	0%	50%	-0.3
Mental Health Act		69	79	50	77	80	16%	4%	2.0
Other Provincial Stats		89	111	99	97	131	47%	35%	7.0
Total Provincial Stats		170	204	156	179	222	31%	24%	7.9
Municipal By-laws Traffic		14	7	2	6	4	-71%	-33%	-2.1
Municipal By-laws		136	70	58	71	40	-71%	-44%	-19.1
Total Municipal		150	77	60	77	44	-71%	-43%	-21.2
Fatals		0	0	0	1	0	N/A	-100%	0.1
Injury MVC		3	8	4	3	10	233%	233%	0.9
Property Damage MVC (Reportable)		85	109	107	114	83	-2%	-27%	0.1
Property Damage MVC (Non Reportable)		16	12	7	16	24	50%	50%	2.0
TOTAL MVC		104	129	118	134	117	13%	-13%	3.1
Roadside Suspension - Alcohol (Prov)		0	23	33	39	19	N/A	-51%	5.4
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		312	321	273	326	382	22%	17%	14.5
Other Traffic		2	2	2	2	3	50%	50%	0.2
Criminal Code Traffic		39	28	11	14	17	-56%	21%	-5.8
Common Police Activities									
False Alarms		35	29	37	47	45	29%	-4%	3.8
False/Abandoned 911 Call and 911 Act		24	13	17	18	20	-17%	11%	-0.3
Suspicious Person/Vehicle/Property		203	166	98	134	171	-16%	28%	-9.6
Persons Reported Missing		15	21	13	20	19	27%	-5%	0.7
Search Warrants		1	0	0	2	0	-100%	-100%	0.0
Spousal Abuse - Survey Code (Reported)		158	148	125	118	100	-37%	-15%	-14.6
Form 10 (MHA) (Reported)		4	7	6	9	3	-25%	-67%	0.0



Blackfalds Municipal Detachment Crime Statistics (Actual) October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	1	0	0	0	N/A	N/A	-0.1
Other Sexual Offences		0	1	2	2	0	N/A	-100%	0.1
Assault		7	4	1	14	6	-14%	-57%	0.8
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		2	1	1	2	8	300%	300%	1.3
Uttering Threats		3	2	6	5	3	0%	-40%	0.3
TOTAL PERSONS		12	9	10	24	17	42%	-29%	2.5
Break & Enter		2	2	1	5	3	50%	-40%	0.5
Theft of Motor Vehicle		9	2	2	4	1	-89%	-75%	-1.4
Theft Over \$5,000		1	1	0	2	1	0%	-50%	0.1
Theft Under \$5,000		7	3	7	6	3	-57%	-50%	-0.5
Possn Stn Goods		2	0	1	3	0	-100%	-100%	-0.1
Fraud		4	8	2	7	7	75%	0%	0.5
Arson		1	0	0	0	0	-100%	N/A	-0.2
Mischief - Damage To Property		3	4	9	4	4	33%	0%	0.2
Mischief - Other		0	5	6	5	7	N/A	40%	1.4
TOTAL PROPERTY		29	25	28	36	26	-10%	-28%	0.5
Offensive Weapons		1	0	0	0	0	-100%	N/A	-0.2
Disturbing the peace		0	1	2	1	2	N/A	100%	0.4
Fail to Comply & Breaches		4	5	0	0	0	-100%	N/A	-1.3
OTHER CRIMINAL CODE		3	1	2	0	2	-33%	N/A	-0.3
TOTAL OTHER CRIMINAL CODE		8	7	4	1	4	-50%	300%	-1.4
TOTAL CRIMINAL CODE		49	41	42	61	47	-4%	-23%	1.6



Blackfalds Municipal Detachment

Crime Statistics (Actual)

October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	1	N/A	N/A	0.2
Drug Enforcement - Trafficking		1	1	0	0	0	-100%	N/A	-0.3
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	1	0	0	1	0%	N/A	-0.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	1	1	N/A	0%	0.3
TOTAL FEDERAL		1	1	0	1	2	100%	100%	0.2
Liquor Act		0	0	0	0	0	N/A	N/A	0.0
Cannabis Act		0	0	0	0	1	N/A	N/A	0.2
Mental Health Act		5	11	7	9	17	240%	89%	2.2
Other Provincial Stats		3	6	6	7	18	500%	157%	3.1
Total Provincial Stats		8	17	13	16	36	350%	125%	5.5
Municipal By-laws Traffic		1	0	1	0	1	0%	N/A	0.0
Municipal By-laws		11	2	10	4	3	-73%	-25%	-1.4
Total Municipal		12	2	11	4	4	-67%	0%	-1.4
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	2	1	1	1	N/A	0%	0.1
Property Damage MVC (Reportable)		3	14	10	19	7	133%	-63%	1.3
Property Damage MVC (Non Reportable)		1	0	0	3	1	0%	-67%	0.3
TOTAL MVC		4	16	11	23	9	125%	-61%	1.7
Roadside Suspension - Alcohol (Prov)		0	1	1	4	3	N/A	-25%	0.9
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		29	40	27	31	46	59%	48%	2.5
Other Traffic		0	0	0	0	0	N/A	N/A	0.0
Criminal Code Traffic		3	2	4	1	3	0%	200%	-0.1
Common Police Activities									
False Alarms		5	5	4	5	5	0%	0%	0.0
False/Abandoned 911 Call and 911 Act		3	1	0	2	3	0%	50%	0.1
Suspicious Person/Vehicle/Property		18	15	8	12	23	28%	92%	0.7
Persons Reported Missing		2	2	1	0	1	-50%	N/A	-0.4
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		11	22	9	10	5	-55%	-50%	-2.4
Form 10 (MHA) (Reported)		1	0	0	3	0	-100%	-100%	0.1

MEETING DATE: November 12, 2024

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Development & Building Monthly Report – October 2024

BACKGROUND

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


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

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

ATTACHMENTS

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

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
304-24	9 Cascade Street	R-1M	Home Business	approved	3-Oct-24
305-24	33 Pinnacle Close	R-2	Duplexes	approved	21-Oct-24
306-24	37 Pinnacle Close	R-2	Duplexes	approved	21-Oct-24
307-24	35 Mckay Place (5 Mckay Boulevard)	R-MHP	Manufactured Home	approved	21-Oct-24
308-24	4280 Westbrooke Road	R-1M	Hot Tub	approved	21-Oct-24
309-24	109 Aztec Crescent	R-1S	SFD	approved	30-Oct-24
310-24	185 Westgate Crescent	R-1M	Basement Reno	approved	21-Oct-24
311-24	4487 Broadway Avenue (Unit 215)	C-2	Change of Occupancy/Use	approved	10-Oct-24
312-24	41 Pinnacle Close	R-2	Duplexes	approved	29-Oct-24
313-24	45 Pinnacle Close	R-2	Duplexes	approved	29-Oct-24
314-24	5729 Panorama Drive	R-1M	Residential Kennel	approved	28-Oct-24
315-24	5505 Broadway Avenue , Unit 2	I-1	Change of Occupancy/Use	approved	15-Oct-24
316-24	5505 Broadway Avenue , Unit 2	I-1	Sign		
317-24	Mckay Ranch Phase 4	UR	Grading		
318-24	5465 Vista Trail	R-4	Grading		
319-24	5465 Vista Trail	R-4	Townhouses	approved	30-Oct-24
319-24 Unit 1	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
319-24 Unit 2	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
319-24 Unit 3	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
319-24 Unit 4	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
320-24	5465 Vista Trail	R-4	Townhouses	approved	30-Oct-24
320-24 Unit 5	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
320-24 Unit 6	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
320-24 Unit 7	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
320-24 Unit 8	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
321-24	5465 Vista Trail	R-4	Townhouses	approved	30-Oct-24
321-24 Unit 9	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
321-24 Unit 10	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
321-24 Unit 11	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24

321-24 Unit 12	5465 Vista Trail	R-4	Townhome	approved	30-Oct-24
322-24	4487 Broadway Avenue, Unit 240	C-2	Sign	approved	17-Oct-24
323-24	5302 Vista Trail (Bay 125, 10, 135)	C-3	Interior Tenant Improvements		
324-24	5302 Vista Trail (Bay 125, 10, 135)	C-3	Change of Occupancy/Use	approved	18-Oct-24
325-24	4487 Broadway Avenue, Unit 215	C-2	Sign		
326-24	58 Mitchell Crescent	R-1M	SFD		
327-24	5049 Parkwood Road, Bay 1	C-2	Sign		
328-24	99 Morris Court	R-1M	Basement Reno		
329-24	17 Coachman Way	R-1S	Garage		
330-24	101 Aztec Crecent	R-1S	SFD		
331-24	105 Aztec Crecent	R-1S	SFD		



Town of Blackfalds Development/Building Permit Comparison 2022 to 2024

2023 YTD

	2022		2023		2024		October	
	Number of Permits	Number of		Number of		Number of Permits	10	
		Dollar Value	Permits	Dollar Value	Permits		Dollar Value	
Residential								
SFD	21	\$ 6,350,251.00	21	\$ 7,037,626.70	35	\$11,898,080	15	\$ 7,037,626.70
Duplexes	4	\$ 800,000.00	6	\$ 1,060,000.00	16	\$3,950,000	4	\$ 660,000.00
Manufactured Home	3	\$ 300,000.00	2	\$ 250,000.00	10	\$1,701,566	1	\$ 100,000.00
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	16	\$ 3,413,600.00	11	\$ 1,790,000.00	101	\$22,428,725	11	\$ 1,790,000.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	8	\$ 3,495,000.00	0	\$ -
Total Res. Dwellings	44	\$ 10,863,851	40	\$ 10,137,627	170	\$ 43,473,371	31	\$ 9,587,627
Garage	25	\$ 942,000.00	9	\$ 293,000.00	25	\$828,152.61	9	\$ 293,000.00
Deck	9	\$ 68,010.00	9	\$ 102,000.00	11	\$105,100	9	\$ 102,000.00
Basement Reno	56	\$ 1,057,050.00	40	\$ 865,700.00	45	\$1,239,000.00	33	\$ 713,700.00
Addition	1	\$ 200,000.00	0	\$ -	0	\$ -	0	\$ -
Accessory Suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	18	\$ -	21	\$ -	18	\$ -	20	\$ -
Other	43	\$ 582,057.73	44	\$ 1,232,115.84	64	\$20,252,262.11	37	-\$ 827,443.00
Commercial	35	\$ 9,320,100.00	27	\$ 5,190,341.00	42	\$ 4,106,969.26	20	\$ 3,862,999.00
Industrial	3	\$ 12,093.75	4	\$ 200,000.00	5	\$ 2,504,073.00	4	\$ 200,000.00
Institutional	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Agricultural	0	\$ -	1	\$ -	0	\$ -	1	\$ -
Public Facility	6	\$ 1,548,421.00	4	\$ 192,300.00	11	\$38,007,650.00	4	\$ 192,300.00
Parks and Recreation	0		0		1	\$7,500.00		
TOTAL PERMITS	240	\$ 24,593,583.48	199	\$ 18,213,083.54	392	\$ 110,524,077.98	168	\$ 14,124,182.70
General Yearly Notes:		1 - 2,500,000 East Area Linear Wetland Ph. 2		1 - 2,500,000 Vista Trail Commercial		1-Multi Unit Dev. 100 Units - 5465 Vista Trail		
		1 - 5,500,000 Womacks/Gregg St. Alignment Project		1 - 1,000,000 Dental Office				

MEMBERS PRESENT

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

OTHERS ATTENDING

Kim Isaak, Chief Administrative Officer
Jolene Tejkl, Planning & Development Manager
Robert Cote, Applicant
Gordon Lau, Applicant
Joanne DeAeth, Member of the public

REGRETS

Laura Svab – Chairperson, Town of Blackfalds Councillor
Alex Garcia, Member at Large

WELCOME AND CALL TO ORDER

Vice Chairperson Sands welcomed all attending and called the Municipal Planning Commission Meeting to order at 6:01 p.m.

APPROVAL OF AGENDA

31/24 Member Dennis moved That the Municipal Planning Commission approve the agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

Vice Chairperson Sands read a Land Acknowledgement to recognize that the Town of Blackfalds is on Treaty Six territory.

BUSINESS

Approval of Minutes

32/24 Member Dennis moved that the Municipal Planning Commission approve the Minutes from July 23, 2024, as presented.

CARRIED UNANIMOUSLY

Application 215-24 – Height Variance for Detached Garage
65 Vintage Close (Lot 33 Block 3 Plan 074 0219)

Administration provided background information on the proposed development.

33/24 **MOVED** by Vice Chairperson Sands that the Municipal Planning Commission **APPROVE** the application for height relaxation for the detached garage from 16.40 ft. to 20 ft as presented in Development Permit 215-24, located at 65 Vintage Close (Lot 33 Block 3 Plan 074 0219) and subject to the following conditions being met to the satisfaction of the Development Officer:

1. The applicant shall ensure that the height of the detached garage does not exceed 20 ft.
2. Any changes to the approved application shall require a separate permit application.

Development Conditions:

3. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.

-
4. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-way or municipal easements.
 5. An Accessory Building or Structure shall not be constructed over an Easement or right of way.

Ongoing Conditions:

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

NOTES

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

CARRIED

34/24

Application 217-24 – 2 Rear Yard Setback Relaxations
66 Pondside Crescent (Lot 20, Block 9, Plan 042 7015)

Administration provided background information on the proposed development.

MOVED by Member Poole that the Municipal Planning Commission APPROVE the application for the rear yard relaxations for the existing detached garage from 1.0 m to 0.85 m and 1.19 m as presented in Development Permit 217-24, located at 66 Pondside Crescent (Lot 20 Block 9 Plan 042 7015) and subject to the following conditions being met to the satisfaction of the Development Officer:

MINUTES

1. The applicant shall ensure that the rear yard setback relaxations for the detached garage does not exceed 0.15 m on the southwest corner and 0.19 m on the southeast corner.
2. Any changes to the approved application shall require a separate permit application

Development Conditions:

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

Ongoing Conditions:

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

NOTES

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

CARRIED UNANIMOUSLY**35/24****Application 221-24 – Landscape Variance****5465 Vista Trail (NW 27-39-27-W4M)**

Administration provided background information and the proposed development.

MOVED by Member Poole that the Municipal Planning Commission APPROVE the application for landscaping variances presented in Development Permit 221-24, located at 5465 Vista Trail (NW 27-39-27-W4M) and subject to the following conditions being met to the satisfaction of the Development Officer:

1. The applicant shall ensure that the landscaping variances do not exceed 47% for trees and 48% for shrubs and maintains a minimum of 30% landscaped area.
2. Landscaping to be completed as per approved plans.

Development Conditions:

3. The applicant shall ensure that the proposed development is located outside of all and maintains a minimum setback of 0.50 m from any active utility and/or access right of way.
4. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-way or municipal easements.
5. The developer shall provide a letter of credit or other form of security equal to 100% of the estimated Landscaping costs to ensure that Landscaping in accordance with the Land Use Bylaw and approved plans. Any changes to the plans shall require approval of the Development Authority.
6. Landscaping is to be complete by the end of the first full growing season following completion of construction. Landscaping security refund of 50% is received upon completion of the approved landscaping. Prior to receiving any additional refunds, the developer must satisfactorily complete a one (1) year maintenance period where no deficiencies exist. It is the responsibility of the developer to contact the Director of Infrastructure and Property Services to request a final inspection.
7. All landscaped areas shall be designed to facilitate effective surface drainage consistent with the submitted grading plan. This includes a minimum of 300.00 mm (11.81 in) of topsoil to facilitate growth.
8. The applicant shall repair or reinstate, or to pay for the repair or reinstatement, to original Condition, any public property, Street furniture, curbing, boulevard Landscaping and tree planting or any other property owned by the Town which is damaged, destroyed or otherwise harmed by Development or construction upon the site.

Ongoing Conditions:

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

NOTES

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

CARRIED UNANIMOUSLY

MINUTES

36/24

Application 227-24 – Side yard setback relaxation of 70% and lot coverage relaxation of 2%**5558 Prairie Ridge Avenue (Lot 56, Block 6, Plan 072 6123)**

Administration provided background information and the proposed development.

MOVED by Member Dennis that the Municipal Planning Commission APPROVE the application for the side yard relaxation for the proposed detached garage from 1.0 m to 0.30 m and granted the 2% increase on lot coverage as presented in Development Permit 227-24, located at 5558 Prairie Ridge Avenue (Lot 56 Block 6 Plan 072 6123) and subject to the following conditions being met to the satisfaction of the Development Officer:

1. The applicant shall ensure that the side yard setback relaxation for the detached garage does not exceed 0.30 m.
2. The applicant shall ensure that the lot coverage does not exceed 57%.
3. Any changes to the approved application shall require a separate permit application.
4. The applicant shall ensure that no development or portion thereof encroaches onto the adjacent property.

Development Conditions

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

Ongoing Conditions:

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


NOTES

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


CARRIED UNANIMOUSLY

ADJOURNMENT

Vice Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:24 p.m.



Jim Sands, Vice Chairperson



Jolene Tejkl, Recording Secretary/Planning &
Development Manager

**TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street
Monday, September 9, 2024, at 7:00 p.m.

MINUTES

MEMBERS PRESENT

Ray Olfert, Chair
Denise Sumner, Vice Chair
Jim Sands, Town of Blackfalds Deputy Mayor
Brenda Dennis, Town of Blackfalds Councillor
Kala Pandit, Member at Large
Tyler Mitchell, Member at Large
Robert Hogan, Member at Large

OTHERS ATTENDING

Mayor Hoover, Town of Blackfalds Mayor (Ex Officio)
Peter McGee, Economic Development Officer
Lorrie Logan, Municipal Clerk

REGRETS

Craig Schroh, Member at Large
Christa French, Member at Large
Cory Twerdoclib, Member at Large
Kyle Braithwaite, Member at Large

WELCOME AND CALL TO ORDER

Chair Olfert welcomed all attending and called the Economic Development & Tourism Advisory Committee Meeting to order at 7:00 p.m.

RECEIVE THE AGENDA

Addition of Business Item 4.2 was added - Member at Large Resignation and renumber the remaining items.

Vice Chair Sumner moved That the Economic Development & Tourism Advisory Committee receive the Agenda for September 9, 2024, as amended.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

PRESENTATIONS

None

**TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**
Civic Cultural Centre – 5018 Waghorn Street
Monday, September 9, 2024, at 7:00 p.m.
MINUTES

BUSINESS

Approval of Minutes

Councillor Dennis moved That the Economic Development and Tourism Advisory Committee approve the Minutes from June 10, 2024, as presented.

CARRIED UNANIMOUSLY

Notice of Resignation

A letter of resignation was received from Member at Large - Cliff Soper.

Member Mitchell moved That the Economic Development and Tourism Advisory Committee receive the Letter of Resignation from Member at Large Cliff Soper with regrets and bring it forward to a future Regular Council Meeting.

CARRIED UNANIMOUSLY

Report for Committee, Laebon Development Update

The due diligence has been extended for this project until mid September or so.

Report for Committee, Neuron Report

No information to report at this time.

Report for Committee, Blackfalds Summer Update

Events:

2024 National Women's Fastball Championship

- They are eager to return
- They mentioned that the town has the best facilities they have ever encountered.
- They were amazed by the exceptional customer service the town provided
- The Town anticipates hosting more events in the future.

Other events include:

- Jump Jam - Vesta Energy Bike Skills Park
- 2024 Provincial Men's Senior C Lacrosse Championship
- 2024 Ladies Provincial Fastball Championship
- 2024 U13 & U15 Provincial Girls Softball Championship

TOWN OF BLACKFALDS ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE

Civic Cultural Centre – 5018 Waghorn Street
Monday, September 9, 2024, at 7:00 p.m.

MINUTES

Census

- Total Population – 11, 415
- Largest Group – 36-40 – (9.8%)
- Second Largest Group – 0-5 (9%)
- 4,486 employed respondents

Top 3 Industries

- Natural Resources – 842
- Healthcare/Social Assistance – 572
- Construction – 532

New High School

- Opened in September 2024 with an initial enrollment of 300 Students and has the capacity to accommodate up to 500 students.
- Lots of Business teaching opportunities – (Welding, Cosmetics etc.)

Dairy Innovation West

- Construction is ongoing.
- The facility will accommodate up to 35 trucks per day, instead of the previously mentioned 75.
- A significant increase in dairy quotas is expected in Central Alberta once it opens.
- Communicated with commercial businesses to inform them about current developments, enabling them to recognize farmers who might be looking to expand their operations.

Rural Entrepreneur Stream

- Connected with 13 international entrepreneurs. One is awaiting provincial approval. Conducted exploration visits with two others.

Round Table

- Peter will be distributing a quarterly newsletter to all businesses.
- South Street closure: A sanitary line is being installed to support the town's growth and will connect to Aspelund Park, Dairy Innovations, and other areas.
- The Gravel pit on the south side of town is causing an odor due to a broken scrubber at the plant.
- Peter inquired about the direction the group would like to take.
- Building and development reports are requested to be included on the agenda package again. It was mentioned that this information is also available on the Blackfalds Website.
- A committee member has requested a review of the Economic Development & Tourism strategy noting that it has been three years since the last review.

**TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street

Monday, September 9, 2024, at 7:00 p.m.

MINUTES


- Additionally, there is a desire for increased advertising for major events such as Nationals.
- There is a desire for more delegations to present information to the committee such as Travel Alberta, Red Deer Tourism, CAPE etc.
- Deputy Mayor Sands moved That the Economic Development & Tourism Advisory Committee receive the Reports as information.

CARRIED UNANIMOUSLY

Chair Olfert, adjourned the Economic Development & Tourism Advisory Committee Meeting at 7:54 p.m.



Ray Olfert, Chair



Lorrie Logan, Municipal Clerk

PETER MCGEE, ECONOMIC DEVELOPMENT
OFFICER

TOWN OF BLACKFALDS

MUNICIPAL MEASUREMENT INDEX 2023



BLACKFALDS
ALBERTA

MUNICIPAL MEASUREMENT INDEX

The Municipal Measurement index was designed to improve local government financial reporting and allow Albertans to evaluate the performance of their local government in comparison with other municipalities, based on key fiscal indicators.

Comparable communities used in this report include:

- Coaldale
- Drumheller
- Edson
- High River
- Hinton
- Innisfail
- Lacombe
- Morinville
- Olds
- Red Deer
- Strathmore
- Sylvan Lake
- Taber
- Whitecourt
- Wetaskiwin



In order to derive at meaningful comparisons, communities must be similar in terms of equalized assessment and population, as well as be within +/- 10 of Blackfalds index rate of 80.

Comparable categories include:

- Residential Tax Rate
- Non Residential Tax Rate
- Municipal Tax Levy
- Composition of Assessment
- Municipal Debt per Capita
- Long-Term Debt – Debt Limit Ratio
- Revenue and Expenses per Capita
- Accumulated Surplus Per Capita

Future categories include:

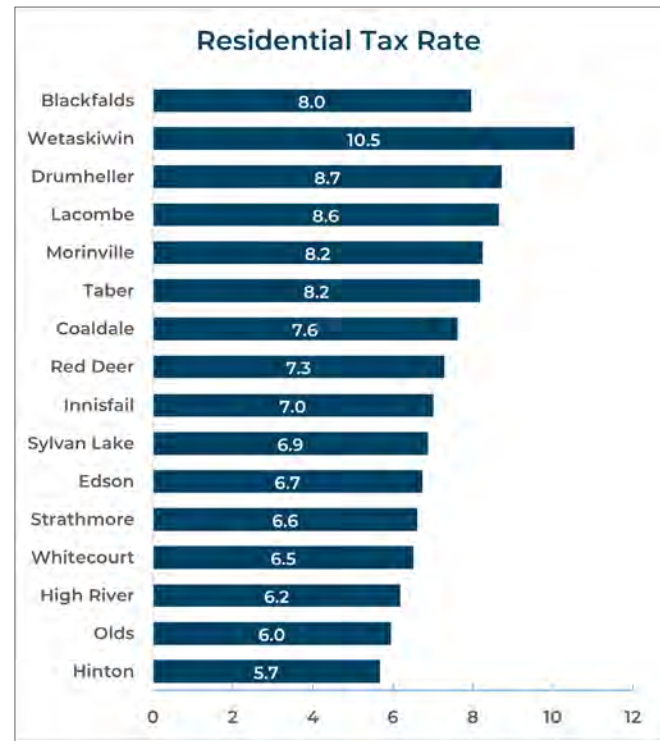
- Level of Municipal Services
- Business Indicators

Residential Tax Rate

Blackfalds	8.0
Range	5.7 - 10.5
Median	7.1

RESIDENTIAL TAX RATE

The Residential Tax Rate shows the amount of tax payable per thousand dollars (\$1,000) of taxable property assessment taken from the municipalities' annual Tax Rate Bylaw.



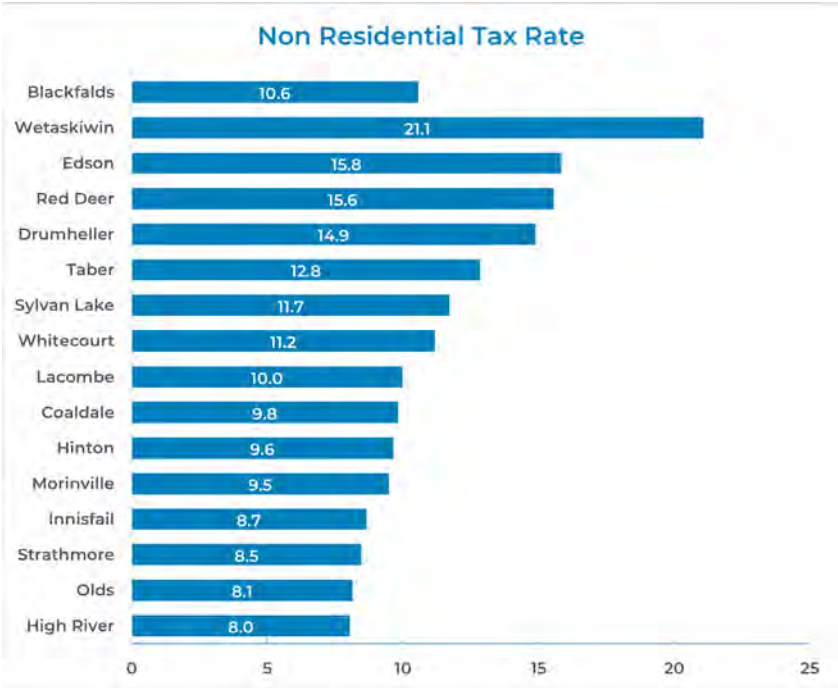
NON - RESIDENTIAL TAX RATE

The Non-Residential Tax Rate applies to properties that are not for residential use; properties that are used for industrial or commercial purposes.

Defined as all types of property categorized as non-residential for assessment purposes including industrial, commercial and institutional properties, engineering construction and mining properties, and vacant lands which are lawfully usable for non-residential purposes.

Non-Residential Tax Rate	
Blackfalds	10.6
Range	8 - 21.2
Median	10.3

The Non-Residential Tax Rate shows the amount of tax payable per thousand dollars (\$1,000) of taxable property assessment taken from the municipalities' annual Tax Rate Bylaw.



MUNICIPAL TAX LEVY

The Municipal Tax Levy shows an approximation of the municipality's portion of a tax notice. Taxes collected for schools and seniors lodging are not included as they are collected by the Province. The amounts below are based on approximately \$350,000 of assessed value.

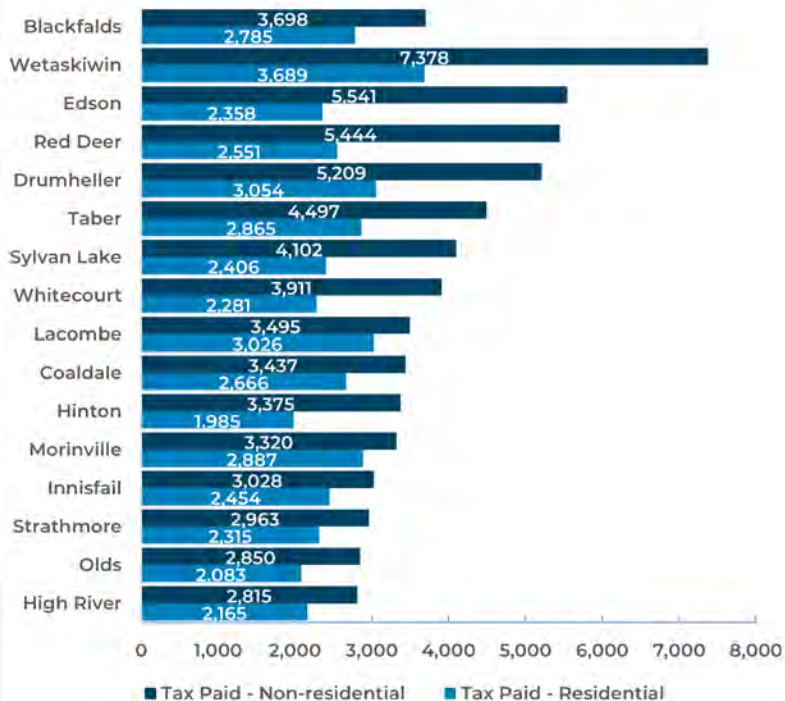
Residential

Blackfalds	2,785
Range	1,985 - 3,689
Median	2,502

Non-Residential

Blackfalds	3,698
Range	2,815 - 7,378
Median	3,596

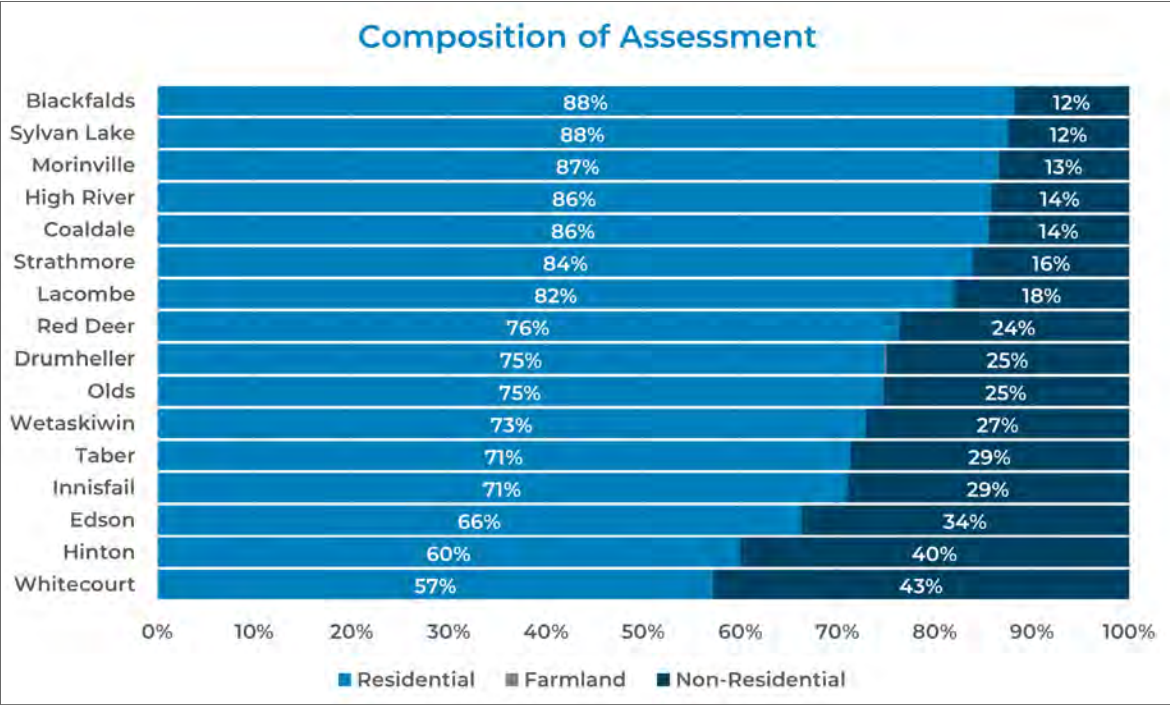
Comparable Municipal Tax Levies (2023)



COMPOSITION OF ASSESSMENT

The composition of Assessment shows the percentage of municipal properties that are classified as residential, non-residential and farmland. It represents the make-up of the municipality's property tax base.

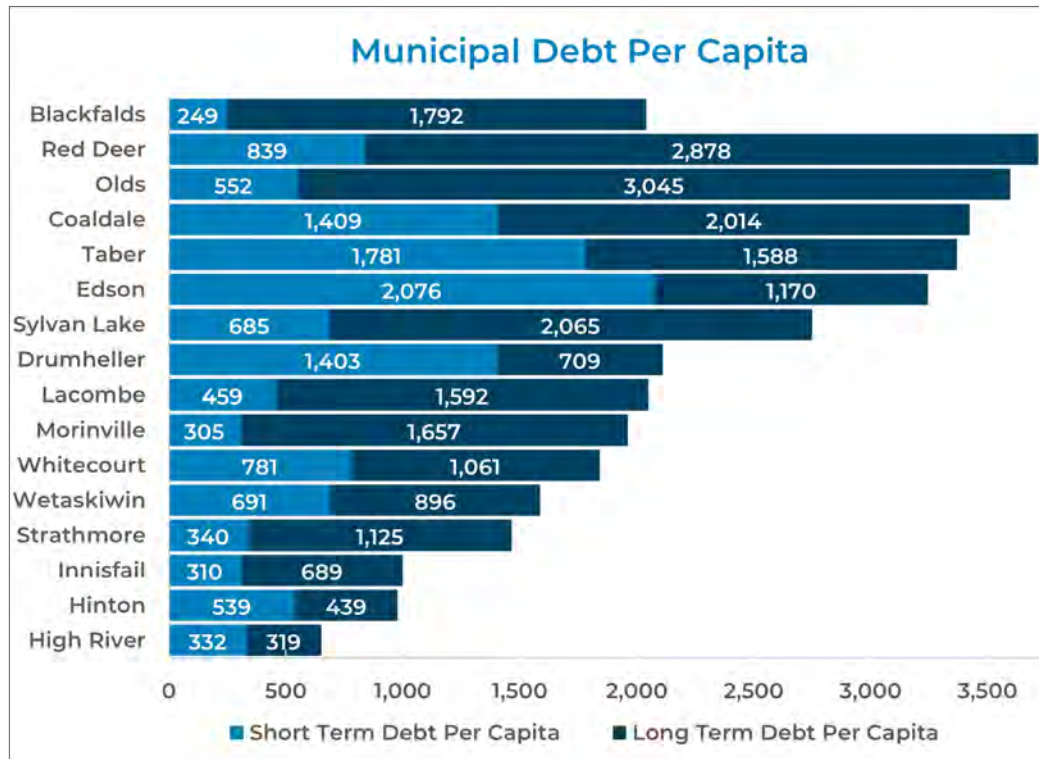
Residential		Non-Residential	
Blackfalds	88%	Blackfalds	12%
Range	57% - 88%	Range	12% - 43%
Median	76%	Median	24%



MUNICIPAL DEBT PER CAPITA

Municipal Debt Per Capita shows the short-term and long-term debt divided by the municipality's population. Short-term debt is considered anything less than a year, while long-term debt is anything greater than a year.

It is noted that the Municipal Debt per Capital does not mean that residents are solely responsible for the debt. A municipality's debt is shared among its residents, businesses and industry tax payers.



Short Term

Blackfalds	249
Range	249 - 2,076
Median	618

Long Term

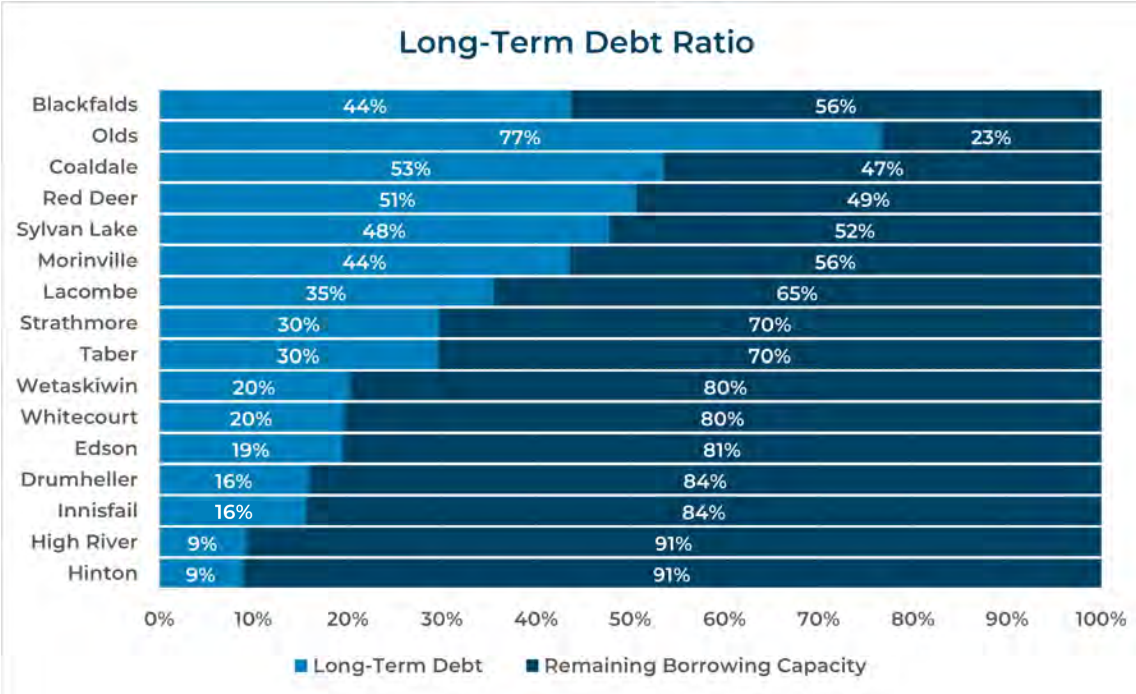
Blackfalds	1,792
Range	319 - 3,045
Median	1,379

LONG-TERM DEBT RATIO

The Long-Term Debt : Debt Ratio show the municipalities' long-term debt as a percentage of the municipality's debt limit.

The debt limit for municipalities is set by legislations at 1.5 x of a municipality's annual revenue.

The light blue indicates the percentage of debt used.



Long-Term Debt	
Blackfalds	44%
Range	9% - 77%
Median	30%

Remaining Borrowing Capacity	
Blackfalds	56%
Range	23% - 91%
Median	70%

TOTAL REVENUE TO EXPENSES

Revenue and expenses per capita shows a municipality's total revenue and expenses divided by population.

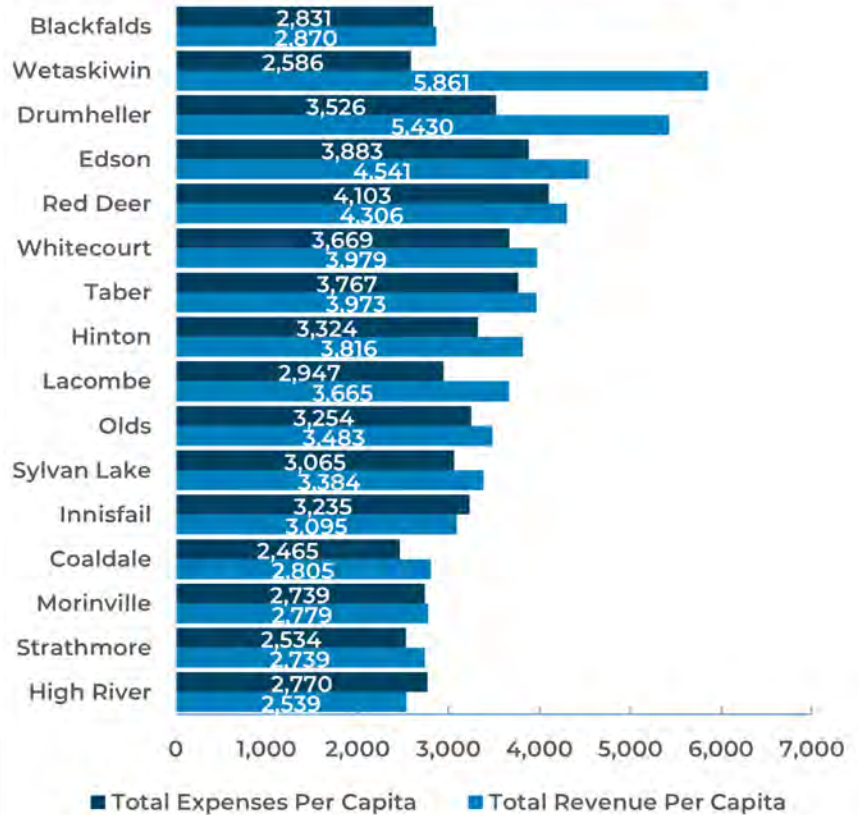
Expenses per Capita

Blackfalds	2,831
Range	2,465 - 4,103
Median	3,150

Revenue per Capita

Blackfalds	2,870
Range	2,539 - 5,861
Median	3,574

Revenues and Expense Per Capita

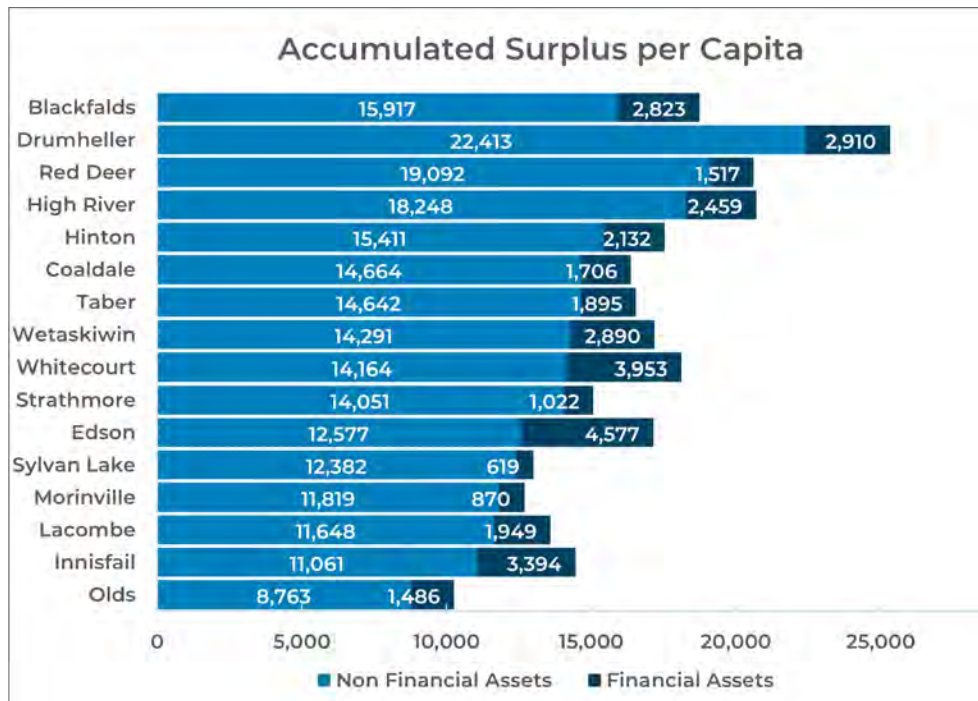


ACCUMULATED SURPLUS

Accumulated Surplus per Capita shows the financial resources that a municipality has available to provide future services divided by its population.

Non-Financial Assets are capital assets owned by the municipality such as roads, building, vehicles, and equipment.

Financial assets are comprised of the money in the bank, money owed to the municipality and money reserved for a specific purpose or project.



Non-Financial Assets	
Blackfalds	15,917
Range	8,763 - 22,413
Median	14,227

Financial Assets	
Blackfalds	2,823
Range	619 - 4,577
Median	2,040

Programming Highlights:

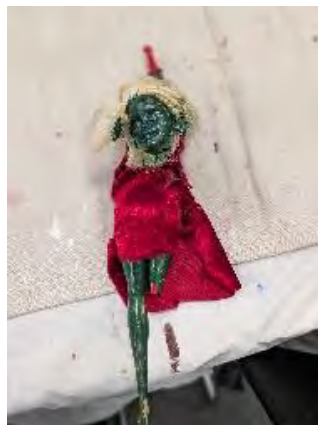
- In our Something Cool for After School class we decorated mini pumpkins with paint, felt stickers, gems, and etc.
- We celebrated Halloween by having our coloring contest, Party, Dance Party, and Jack-o-lantern jar craft class.
- Tasty Tales Story Time we made no bake oatmeal peanut butter cookies, had stories and made a mouse puppet for a craft.
- We had our first Community Member Story Time with a IRIC schools Music teacher. Ali read/sang a couple of stories, songs and we banged on the community drums. She answered questions.
- Growing Minds, we explored chemistry by making Floam (slime with tiny Styrofoam balls). We then decorated the Floam with googly eyes and foam to make monsters, ghosts, and Jack-o-lanterns.





Programming Highlights:

- We have watched our anime club grow exponentially with the increase of club dates from once a month to weekly. It seems easier for the kids to remember weekly meet-ups! It's been a lot of fun.
- Reading buddies has seen an uptake in kids and teen volunteers. We love watching the kids read to these teens...it seems to impart the fun of reading to those who struggle with it a little bit.
- Our walking club has not been a popular feature at the library, so I have cancelled it.
- Gaslands is a hit with the kids who attend, but not many are coming out. We are going to try and see if we can get more people coming.



Statistics:

	2024 YTD Total Sessions	2024 YTD Total Participants	2023 Total Sessions	2023 Total Participants
Children's	545	4361	701	5135
Young Adult	139	740	48	190
Adult	259	1212	158	729
Multigenerational	97	2943	38	932
Outreach	29	1949	33	1713
Virtual sessions	21	65	61	222



HIGHLIGHTS OF THE REGULAR COUNCIL MEETING October 24, 2024

TABLED MOTION RE: LAWYER TO REVIEW AGRICULTURE OPERATIONS PRACTICES ACT AND LACOMBE COUNTY BYLAWS

The tabled motion from the February 8, 2024 Council meeting regarding the hiring of a lawyer to review the Agricultural Operations Practices Act (AOPA) and Lacombe County bylaws, specifically to see if there is anything concerning or missing to protect agriculture in Lacombe County, was lifted from the table and defeated by Council.

The County Manager was authorized to arrange for a presentation by AOPA, the Natural Resources Conservation Board, and the Farmer's Advocate Office of Alberta to inform Lacombe County residents about these resources.

OCTOBER 1, 2024 COMMITTEE OF THE WHOLE MEETING NOTES

The following recommendations from the October 1, 2024 Committee of the Whole meeting received Council approval:

- That the discussion with representatives of the Natural Resources Conservation Board and the Farmer's Advocate Office be received for information.
- That the discussion with representatives of Law Enforcement and oversight, Government of Alberta, be received for information.
- That the CPO Service Levels presentation be received for information.
- That the presentation and discussion regarding the Tees Bulk Fill and Reservoir be received for information; and, further, that the County Manager be directed to provide a report and recommendation regarding the Tees Bulk Fill and Reservoir for consideration at a future Council meeting.
- That the discussion regarding water servicing for the Hamlet of Tees and the Hamlet of Morningside be received for information; and further, that the County Manager be directed to prepare a report and recommendation regarding water servicing in the Hamlet of Tees and the Hamlet of Morningside for consideration at a future Council meeting.
- That the discussion regarding Lakeview Estates Water System Fluoride be received for information; and further, that the County Manager be directed to prepare a report and recommendation regarding Water System Fluoride at Lakeview Estates for consideration at a future Council meeting.

HAMLET OF TEES BULK FILL AND RESERVOIR

The County Manager was authorized to:

- 1) Tender and award the engineering of Option 1A of Tees Bulk Fill Station and Reservoir in 2024 and
- 2) tender and award the construction of Option 1A of the Tees Bulk Fill Station and Reservoir in 2025.

The cost of this project, estimated at \$3,460,800, will be funded from the Water/Wastewater Reserve.



WHERE PEOPLE ARE THE KEY

OPERATIONS POLICY REVIEW

Updates to Policy OP(24) Urban Municipal Road Maintenance, and Policy OP(38) Setback for Lease Roads, received Council approval. Policy OP(23) Damage Claim Procedure was received for information with no changes proposed.

ASBA ZONE 4 FRIENDS OF EDUCATION NOMINEE

Lacombe County has been nominated by Wolf Creek Public Schools (WCPS) for the ASBA Zone 4 Friends of Education Award for the County's continued support of the WCPS School Social Worker program.

REQUEST FOR LETTER OF SUPPORT – BURMAN UNIVERSITY SCHOOL OF BUSINESS

Lacombe County will provide Burman University School of Business with a letter of support regarding its application for funding through the federal government Social Sciences and Humanities Research Council Partnership Development Grant program for its proposed Small and Mid-sized Enterprises resiliency research project.

TRAVEL-ING ON TOURISM COOPERATIVE PRESENTATION

A representative of the Travel-ING on Tourism Cooperative provided Council with a presentation regarding current activities and initiatives of the Travel-ING on Tourism Cooperative.

Next Regular Council Meeting is
November 14, 2024 – 9:00 a.m.

Next Committee of the Whole Meeting is
December 3, 2024 – 9:00 a.m.

Lacombe County Administration Building

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



City of Lacombe

COUNCIL HIGHLIGHTS

October 28th, 2024

Regular Meeting of Council

2. Review of Agenda

2.1 Consent Agenda

Council acknowledged receipt of the 2024 Farmers' Markets & Fall Coffee with Council summary report.

4. Presentations

4.1 Recreation and Culture Refresh

Mike Roma, Managing Partner at RC Strategies, presented on the Recreation and Culture Refresh to Council.

4.2 Social Needs Assessment and Prioritization Report - Phase 2

Scott Cameron, President/CEO at bassa; Avery Acheson, Senior Consultant at bassa; and Franklin Kutuadu, Research Associate at bassa, presented on the Social Needs Assessment and Prioritization Report – Phase 2.

6. Requests for Decision

6.1 Recreation and Culture Master Plan Refresh

Council's Strategic Plan identifies completing an update to the Recreation and Culture Master Plan (Inventory and Gap Analysis – Recreation Opportunities) by Q4 2024. This update utilizes the original master plan structure to forecast the community's recreation and culture priority needs.

Feedback was collected via three surveys—community-wide, user group, and youth—to provide additional insight into their preferences. A final summary synthesizes those surveys into one comprehensive list.

The Recreation and Culture Master Plan will help inform City of Lacombe and community partner investments in prospective facilities. These investments may include capital construction, Community Builder Partnership Fund funding, or direct municipal programming.

Council directed Administration to return the Recreation and Culture Master Plan for approval at their November 12th, 2024, meeting.

6.2 Social Needs Assessment and Priorities

Council's 2022-2025 Strategic Plan identifies completing the Social Needs Assessment and Prioritization Report (Inventory and Gap Analysis - Social Services) by Q4 2024. In the Phase One report, bassa Social Innovations (bassa) identified four priority areas following a community engagement process and statistical analysis of the

City of Lacombe. With the endorsement of the initial phase, the Administration worked with bassa to complete Phase Two – a summary list of initiatives to meet the earlier identified priorities.

In 2022, Council identified the need for the City's Social Needs Assessment and Prioritization Report to be performed over 2023-2024. This project aimed to identify and prioritize key focus areas for addressing social needs in the community.

The Phase One report acknowledged Lacombe's many assets and strengths, such as Strong Support Networks and Volunteerism, Inclusive and Accessible Services, Physical and Social Gathering Spaces, Active Community Programs, and Community Inclusivity and Support. The report identified four priorities for Lacombe:

- Community action on mental health and addictions
- Community support for families
- Getting around and community access
- Healthy homes and neighbourhoods

Phase Two involved more engagement over the summer, a community survey, a Community Conference, participation at the Fall Active Living Fair (Coffee with Council), and a presentation of the Draft Phase Two report to the Lacombe & District Family and Community Support Services (FCSS) Board on October 16th, 2024.

Phase two articulates the community's short-, medium-, and long-term goals regarding the four priority areas, develops municipal and other agency actions intended to affect those goals, and identifies benchmarks or measures of success.

The Lacombe FCSS board endorsed the Social Needs Assessment and Priorities final report.

Council approved the Social Needs Assessment and Priorities final report.

6.3 City Hall Renovation Project

In 2021, Council Chambers, the downstairs bathroom, and the staff lunch area were modernized, and plumbing issues in the basement were addressed.

Plans to refresh the front office and foyer were initiated in 2023. Three designs were presented, one of which was chosen for its functionality, security, and modernization. However, the bids received were over budget, leading to a deferral of the project.

The current design focuses on upgrading the areas occupied by the Finance and Planning & Development departments, adding security access, and improving public access. Two previously qualified construction companies submitted updated bids, with IMC Construction Ltd. being recommended due to its lower cost.

Council directed Administration to award the City Hall Renovation project to IMC Construction Ltd. Council supported using alternate City-owned locations to accommodate staff and provide service to the public during renovations.

6.4 Process to Develop Selected Fire Station Property

On September 9th, 2024, Council approved and supported the Communication and Community Engagement Strategy announcing the development of a new fire station at 4410 Woodland Drive, impacting the south ball

diamond. However, a Habendum Clause on the land title restricts the land's use for cemetery purposes, and removing it requires several steps.

The City must complete a preliminary survey plan identifying the portions of land to be subdivided and considered for a fire station development before applying to the Director of Cemeteries for consent to remove the clause from that portion of the site. The Habendum Clause, registered under Section 74 of the Cemeteries Act, protects burial land from changes without approval. Once the subdivision is completed, the City must update the Cemetery Master Plan and amend the North Area Structure Plan.

A Functional Elements Design will also be created for the new fire station, focusing on practical building needs such as space efficiency and operational workflow. Administration is requesting that up to two members of Council participate on the Functional Elements Design Committee.

Administration will continue to proceed with the project's next steps and bring requests for decisions to Council as required.

Council supported removing the Habendum clause from a portion of 4410 Woodland Drive (Plan 1025661, Block 1, Lot 9) to accommodate a future fire station.

Council directed Administration to commence all other required steps to apply for subdivision and preparation of the site at 4410 Woodland Drive for future development.

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

- Tuesday, November 12th, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***
- Monday, November 25th, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***
- Monday, December 9th, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***

SPECIAL EVENT PERMIT

Permit #: 001.24
Date of Issue: November 6, 2024

Organization Name: Town of Blackfalds
Name of Event Organizer: Kurt Jensen
Recreation and Culture Programmer
Address: 5018 Waghorn, Street, Blackfalds
Phone: (403) 885-6371

Event Name:	Light Up Blackfalds		
Event Date(s):	Thursday, November 28, 2024		
Location:	Tayles Spray Park, 5018 Waghorn Street		
Road Closure:	Grigg Way		
Event Start Time:	5:00 PM	Event Finish Time:	6:30 PM
Set-up to begin on:	November 28, 2024	Time:	4:00 PM
Takedown to end by:	November 28, 2024	Time:	7:00 PM
Number of Participants:	40	Number of Spectators:	500

This Special Event Permit is hereby approved and issued on the following conditions:

CONDITIONS

Event Conditions:

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.
2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.
3. The Event Organizer shall have a valid certificate of insurance showing a minimum liability amount of \$2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.
4. The Special Event must comply with the Community Standards Bylaw.
5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

Road Closure Conditions:

6. The Town will be responsible for closing the road for the Special Event. At no time shall the Event Organizer close any roads.

Additional Conditions:

7. At no time shall fire pits be under tent structures.
 8. At all times, the Event Organizer shall ensure the fire pits are monitored, and wood fire pits are not permitted, only gas.
 9. If a fire arises from the fire pit, the Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.
-

Approved By:

Kim Isaak

**Kim Isaak,
Chief Administrative Officer**

SPECIAL EVENT PERMIT

Permit #: 002.24
Date of Issue: November 6, 2024

Organization Name: Town of Blackfalds
Name of Event Organizer: Kurt Jensen, Recreation and Culture
Programmer
Address: 5018 Waghorn Street, Blackfalds
Phone: (403) 885-6371

Event Name:	CPKC Holiday Train		
Event Date(s):	Wednesday, December 11, 2024		
Location:	Tayles Spray Park, 5018 Waghorn Street		
Road Closure:	Grigg Way		
Event Start Time:	12:00 PM	Event Finish Time:	3:00 PM
Set-up to begin on:	December 11, 2024	Time:	12:00 PM
Takedown to end by:	December 11, 2024	Time:	3:00 PM
Number of Participants:	25	Number of Spectators:	250

This Special Event Permit is hereby approved and issued on the following conditions:

CONDITIONS

Event Conditions:

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.
2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.
3. The Event Organizer shall at all times have a valid certificate of insurance, showing a minimum liability amount of \$2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.
4. The Special Event must comply with the Community Standards Bylaw and noise.
5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

Road Closure Conditions:

6. The Town will be responsible for closing the road for the Special Event. At no time shall the Event Organizer close any roads.

Additional Conditions:

None

Approved By:

Kim Isaak

**Kim Isaak,
Chief Administrative Officer**

MEETING DATE: November 12, 2024

PREPARED BY: Jordan Bauman, Financial Analyst

PRESENTED BY: Justin de Bresser, Director of Corporate Services

SUBJECT: **Quarterly Financial Reports for the Period Ending September 30, 2024**

BACKGROUND

The Quarterly Financial Reports for the period ending September 30, 2024 are attached. Together these reports represent the financial activities of the municipality during the period year to date.

The Operating Statement of Revenue & Expenditures (Appendix A) gives a high-level view of revenues and expenditures incurred to date, the variance between the annual budget and the actual as a percentage of the Budget. These main indicators will identify areas of concern or anomalies.

The Divisional Statement and Variance Analysis (Appendix B) displays revenue and expenses in each department and gives a brief explanation for significant variances.

Capital Projects are reported for the year-to-date activity for the period ending September 30, 2024 (Appendix C). The report displays the prior years' approvals, approved budget from the capital plan, additional funding approvals, expenditures to date and a brief update on the status of the projects.

Included in the financial reporting is the Council Expenditure report (Appendix D). This report displays the budget, year-to-date expenses, variance and percentage of budget by Councillor.

DISCUSSION

The operating revenues recognized for the period ending September 30, 2024 are at \$19.9M which is 79.5% of the budgeted revenues, on track for this quarter. The operating expenditure is \$16.0M, which is 70.7% of the annual budget. The Town is currently operating in a surplus position, \$3.9M before transfers to reserves which are budgeted for \$2.38M in 2024. This favourable variance of \$1.5M is largely contributable to strong investment returns along with smaller variances coming from the seasonal nature of the operations, staffing vacancies, and strong Development Services revenue.

Environmental Services revenue for year-to-date is \$6.5M or 77.5% of the annual budget. Expenses are \$5.5M or 73.7% of the budgeted amount, creating a surplus of \$989k. The surplus at the end of the year is transferred into the Utility Reserves for supporting utility maintenance projects. Environmental Services activity is considered reasonable for this time of the year.

Appendix B provides a Divisional Variance Analysis to compare revenue, expenses, and surplus/deficit to the annual budget. Many of the department expenditures are lower than the expected benchmark. This is mainly caused by Q4 being a busy quarter to wrap up projects that were planned for the year, as well as lower staffing costs due to vacancies and leaves of absence.

Revenues:

- General Revenue has surpassed the annual budget as the Town continues to experience strong investment returns.
- Protective Services revenue is slightly below Q3 expectations. Fire Service agreement funding has still been delayed through the end of Q3. High Municipal Enforcement revenue continues to balance out the lower Policing Fines revenue.
- Social Services revenue remains on track at 77% of the budget. This consists of grants and donations.
- Development Services' total revenue continues to surpass expectations coming in at 161% of the annual budget through the first three quarters of 2024.
- Recreation revenue is back up over the expected benchmark, as Q3 tends to be the busiest quarter for seasonal activities including day camps, swimming lessons, ball diamond rentals, special events, and camping. Q4 is expected to be strong Ice Rental revenue.
- Environmental Services Revenue is back on track with expectations now that Q3 is over, which tends to bring higher water consumption.

Expenses:

- Administration expenses remain lower than budgeted due to the timing of expenditures that tend to be purchased later in the year as annual plans are wrapped up.
- Protective Services expenses are lower due to K-Div expenses for contracted services coming in lower than expected. These savings relate mostly to Q1 with subsequent invoicing coming in closer to expected utilization levels.
- Infrastructure Services expenses are under budget as many seasonal expenditures were completed near the end of Q3, with invoices not yet being received. Also, some projects & initiatives have not yet been started that were planned for 2024, which relates to the staffing vacancies in the division.
- Social Services expenses will finish the year off low due to the vacancy of the FCSS Manager position in the first quarter of 2024. Goods/supplies expenses are also lower than expected to the end of Q3.
- Development Services expenses are below the quarterly benchmark as a whole. However, some specific lines such as Building Inspection Fees are surpassing budgeted levels due to the higher than anticipated activity. These are offset by other under-budget items such as the MDP review project as well as staffing vacancies contributing to overall savings.
- Recreation and Parks costs are slightly above the benchmark as we come out of the busiest quarter for this division. There were unexpected maintenance costs throughout Q3 pushing the YTD actuals higher. However, overall, the division only sits 2% over budget and is expected to finish off the year on track.
- Environmental Services expenses remain slightly less than budget. Staffing vacancies and leaves have impacted on this division as well.

Currently the Town of Blackfalds operations are on track for 2024. Administration will continue to closely monitor and assess financial results as they arise.

Capital Projects:

Appendix C - Capital Projects, provides details of each capital project including projects that are continuing from prior years and not yet completed of \$12.8M, plus new funding approved in the 2024 capital budget of \$5.39M. Plus the addition of capital funding approved throughout the year is taken into consideration to calculate the total capital funding available of \$21.2M of which \$3.1M has been spent year to date. The report displays the amount of funds remaining and provides a simple update on the project status.

Quarter 3 was a productive quarter for many of the Town's larger capital projects such as Leung Road – Phase 2, 2024 Annual Pavement improvements, Football Field, and the Sanitary Trunk projects. Total expenditure on these major projects totaled \$1.8M to the end of Q3. Progress has also been made on the Catholic School Services capital project with expenditures totaling \$153k year-to-date.

The Town Capital Budget progress is closely monitored by administration. If capital projects require modifications in either scope or capital spending the items will be brought forward to council for approval and guidance.

Council Expenditure:

The report on Council expenditures is included in Appendix D. This report shows the year-to-date actual expenses, the annual budget, and the variance as a dollar amount spent to date and as a percentage of the budget. Being the third quarter of the fiscal year, the expectation would be for expenses to be approximately 75% of the annual budget. All elected officials' honorariums are on track for the year.

These reports have been brought forward to Council as information and are intended to provide an overview of the progress year to date.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council accept the Operating Statement and Variance report for the period ending September 30, 2024, as information.
2. That Council accept the Capital Project Report for the period ending September 30, 2024, as information.
3. That Council accept the Council Expenditure report for the period ending September 30, 2024, as information.

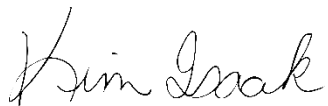
ALTERNATIVES

- a) That Council refers the Quarterly Financial Reports for the Period Ending September 30, 2024 report back to Administration for review and more information.

ATTACHMENTS

- *Appendix A – September 30, 2024, Operating Statement of Revenue & Expenditure*
- *Appendix B – September 30, 2024, Division Statement & Variance Analysis*
- *Appendix C – September 30, 2024, Capital Project Report*
- *Appendix D – September 30, 2024, Council Expenditure Report*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

Jordan Bauman



BUDGET

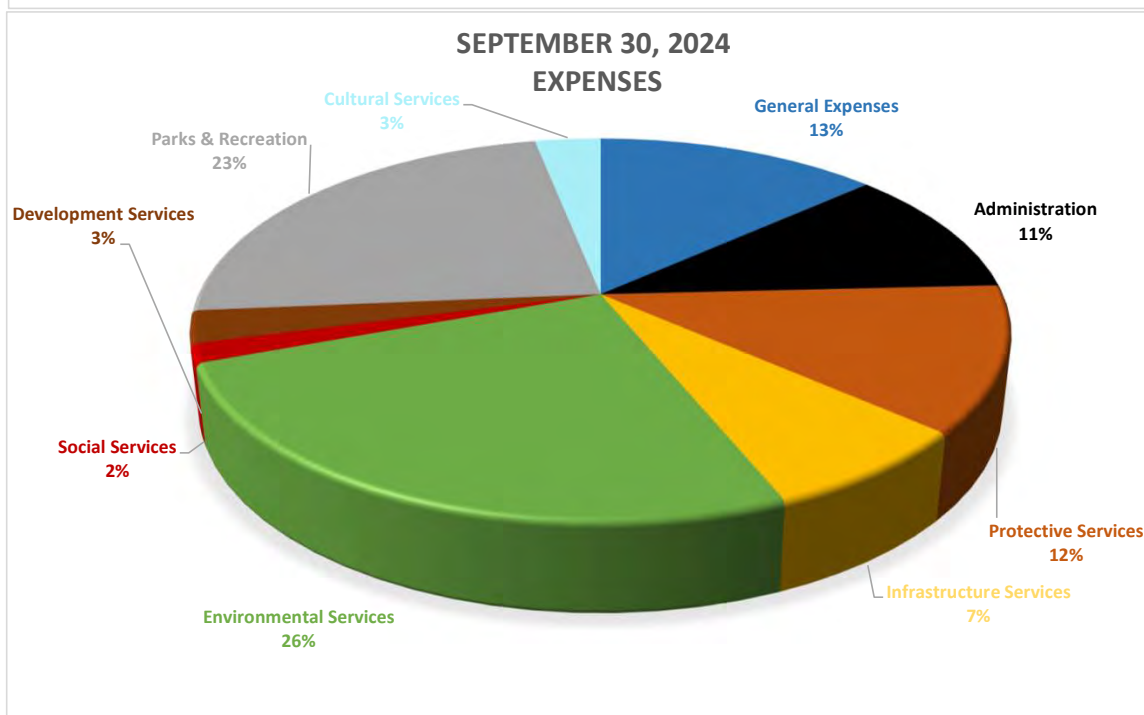
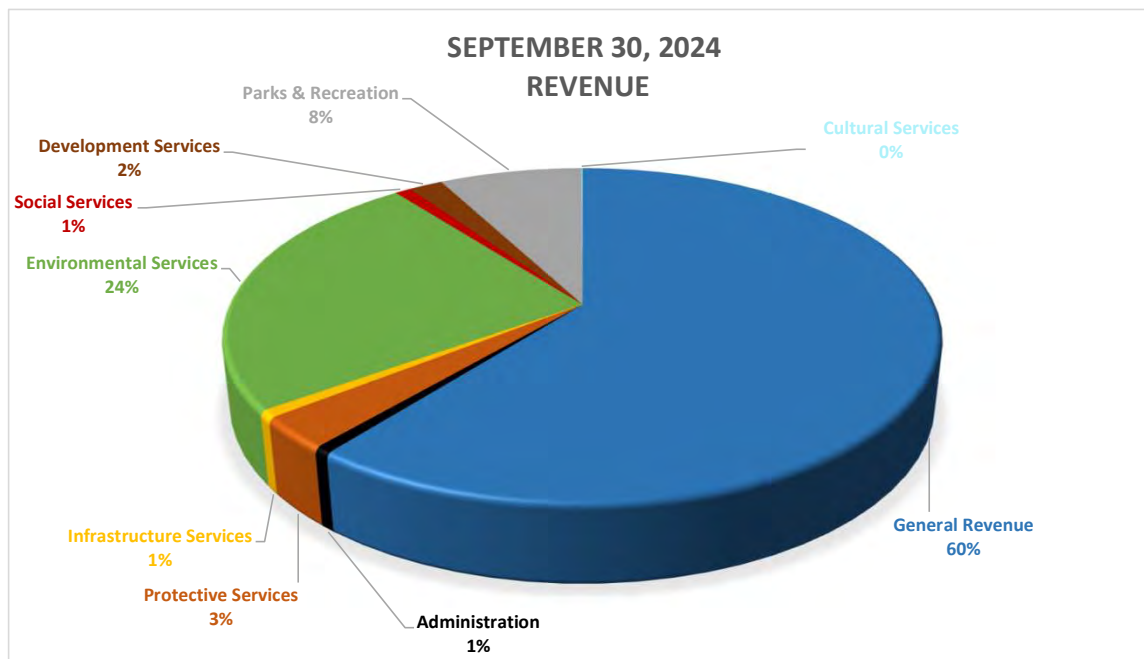
Town of Blackfalds Operating Statement of Revenue & Expenditure For the Quarter Ending September 30, 2024

	2024 Actual	2024 Budget	Variance	% of Budget
Revenues				
Property Taxes	9,798,136	13,064,181	3,266,045	75.00%
Requisition (Education, Seniors Foundation)	2,983,511	3,978,015	994,504	75.00%
Total Taxation	12,781,647	17,042,196	4,260,549	75.00%
General Revenue	3,213,538	3,163,492	-50,046	101.58%
Administration	170,158	226,000	55,842	75.29%
Protective Services	814,187	1,143,920	329,733	71.18%
Infrastructure Services	187,581	247,289	59,708	75.86%
Social Services	222,141	288,966	66,825	76.87%
Development Services	483,045	298,534	-184,511	161.81%
Parks & Recreation	2,031,127	2,629,695	598,568	77.24%
Cultural Services	15,000	15,000	0	100.00%
Total Other Revenue	7,136,776	8,012,896	876,120	89.07%
Total Revenue	19,918,423	25,055,092	5,136,669	79.50%
Expenditures				
General Expenses	2,875,197	3,978,495	1,103,298	72.27%
Administration	2,335,099	3,358,599	1,023,500	69.53%
Protective Services	2,642,097	4,047,562	1,405,465	65.28%
Infrastructure Services	1,571,535	2,421,560	850,025	64.90%
Social Services	337,178	609,300	272,122	55.34%
Development Services	589,171	873,018	283,847	67.49%
Parks & Recreation	5,005,555	6,493,767	1,488,212	77.08%
Cultural Services	667,985	891,073	223,088	74.96%
Total Expenditures	16,023,817	22,673,374	6,649,557	70.67%
Net Surplus/(Deficit) To Date	3,894,606	2,381,718	1,512,888	
Environmental Services	2024 Actual	2024 Budget	Variance	% of Budget
(Self Supported Utilities*)				
Water	2,862,007	3,582,121	720,114	79.90%
Wastewater	2,292,436	3,004,346	711,910	76.30%
Solid Waste	1,321,367	1,770,871	449,504	74.62%
Environmental Services Revenue	6,475,810	8,357,338	1,881,528	77.49%
Water	2,325,992	3,113,375	787,383	74.71%
Wastewater	1,913,879	2,565,229	651,350	74.61%
Solid Waste	1,247,048	1,770,871	523,823	70.42%
Environmental Services Expenditures	5,486,918	7,449,475	1,962,557	73.66%
Net Surplus/(Deficit) To Date	988,892	907,863		

BUDGET

BLACKFALDS
ALBERTA

Town of Blackfalds
Operating Statement of Revenue & Expenditure
For the Quarter Ending September 30, 2024





BUDGET

Town of Blackfalds Divisional Statement & Variance Analysis For the Quarter Ending September 30, 2024

	2024 Actual	2024 Budget	Variance	% of Budget	Explanation
General					
Taxation	12,781,647	17,042,196	4,260,549	75.00%	Represents 75% of tax revenue YTD. Property Taxes are invoiced in the second quarter but earned evenly throughout the year.
General Revenue	3,213,538	3,163,492	-50,046	101.58%	Higher than budgeted due to investment returns.
Total General Revenue	15,995,185	20,205,688	4,210,503	79.16%	
General Expenses	2,875,197	3,978,495	1,103,298	72.27%	On track
Net General	13,119,988	16,227,193	3,107,205	80.85%	
Legislation & Administration					
Revenue	170,158	226,000	55,842	75.29%	Tax Certificates & Searches revenue is on track and Business License Fees are slightly higher than budget.
Expenses	2,335,099	3,358,599	1,023,500	69.53%	Continues to remain under budget due to the timing of expenses that come later in the year. Also, staffing vacancies have resulted in savings.
Net Legislation & Admin	-2,164,941	-3,132,599	-967,658	69.11%	
Protective Services					
Revenue	814,187	1,143,920	329,733	71.18%	Slightly below expectations due to the lack of Fire Service agreement funding, as it was still in negotiations during Q3. Fire call revenue and Municipal Enforcement fines are trending higher than budgeted. Policing fines remain lower than budgeted.
Expenses	2,642,097	4,047,562	1,405,465	65.28%	Below budget due to K- Div invoices being lower than expected due to lower FTE utilization. The Town also has some staffing vacancies in this division, adding to the favourable variance.
Net Protective Services	-1,827,910	-2,903,642	-1,075,732	62.95%	
Infrastructure - Services					
Revenue	187,581	247,289	59,708	75.86%	On track. Includes transfers from reserves and BOLT revenue which is on track.
Expenses	1,571,535	2,421,560	850,025	64.90%	Favourable variance relates to the timing of contracted general services expenditures. Many were started in Q3, but invoices have not yet been received. Also, some Projects & Initiatives have not started yet. Lastly, this division has also been impacted by staffing vacancies.
Net Operations - Infrastructure Services	-1,383,954	-2,174,271	-790,317	63.65%	
Social Services					
Revenue	222,141	288,966	66,825	76.87%	On track. Consists of grants and donations. Cemetery Fees are higher than budgeted.
Expenses	337,178	609,300	272,122	55.34%	FCSS Manager position was vacant for the majority of the first quarter. There have also been other staffing vacancies in this division during the year. Goods/supplies expenses are trending less than budgeted.
Net Social Services	-115,038	-320,334	-205,296	35.91%	



BUDGET

Town of Blackfalds Divisional Statement & Variance Analysis For the Quarter Ending September 30, 2024

	2024 Actual	2024 Budget	Variance	% of Budget	Explanation
Development Services					
Revenue	483,045	298,534	-184,511	161.81%	Overall, Permit Fee revenue has surpassed the annual budget by over 60% so far to the end of Q3.
Expenses	589,171	873,018	283,847	67.49%	Building Inspection Fees are over budget due to higher activity seen on the revenue side. No expenses yet for the MDP review project. Staffing vacancies in Economic Development for part of the year has increased favourable variance.
Net Planning & Development	-106,127	-574,484	-468,357	18.47%	
Parks & Recreation					
Revenue	2,031,127	2,629,695	598,568	77.24%	EBC Rental revenue is sitting at 80% of the budget. Partially offset by a lack of planned concert revenue. Athletic Park rentals and camping revenue are at 75% of the budget, but limited revenue is expected for the remainder of the year. Abbey membership sales have already surpassed the annual budget helping total Abbey User Fee revenue to be 96% of budget.
Expenses	5,005,555	6,493,767	1,488,212	77.08%	Contracted General Services slightly higher than budget due to unexpected maintenance costs across multiple cost centres.
Net Parks & Recreation	-2,974,428	-3,864,072	-889,644	76.98%	
Cultural Services					
Revenue	15,000	15,000	0	100.00%	Sponsorship recognized for the year.
Expenses	667,985	891,073	223,088	74.96%	On Track
Net Library	-652,985	-876,073	-223,088	74.54%	
Total Operation					
Revenue	19,918,423	25,055,092	5,136,669	79.50%	
Expenses	16,023,817	22,673,374	6,649,557	70.67%	
Surplus/(Deficit) before Transfers - YTD	3,894,606	2,381,718	-1,512,888		
Environmental Services					
Revenue	6,475,810	8,357,338	1,881,528	77.49%	On Track for this period to date. Invoicing is based on usage.
Expenses	5,486,918	7,449,475	1,962,557	73.66%	Slightly lower than YTD budget. Staffing vacancies and leaves have impacted environmental services.
Net Environmental Services	988,892	907,863	-81,029		

BUDGET



Town of Blackfalds Capital Projects - Current and Carry forwards as at September 30, 2024

Project #	Project Description	Prior Years Approval	Roll Over Reserve/ Funds available from PY	Grants	2024 Capital Budget Approved	2024 Funding Approvals	Total Funding Available	Expenditures Year to Date	Funds remaining	Status
Administration & Protective Services										
24-1209	Plotter				15,000		15,000	14,985	15	Completed
24-2601	Ford Explorer (Enforcement)				90,000		90,000	-	90,000	On order
24-2602	In Car Camera System				70,000		70,000	-	70,000	Not yet started
Total Administration & Protective Services		-	-	-	175,000	-	175,000	14,985	160,015	
Infrastructure										
17-3201	Womack Road & Gregg Street Realignment / CP Rail Crossing / Hwy 2 Intersection improvements	6,810,970	-	-	-	-	-	1,161	1,161	Completed
21-3209	1.5-Ton Truck with Deck and Service Crane	133,667	133,667				133,667	-	133,667	Not yet started
21-3210	Duncan Ave & Leung Road Phase I	2,014,507	-				-	109,813	109,813	Completed
23-3221	2023 Annual Pavement Improvements	300,000	73,070				73,070	1,524	71,546	Warranty work to be completed
23-3251	Motor Replacement T11-11	11,000	11,000				11,000	8,174	2,826	Completed
24-3221	2024 Annual Pavement Replacement				450,000	397,556	847,556	187,689	659,867	In progress
24-3704	Catch basin installation at Aspen Drive				25,000	25,000	-	-	-	Combined with 24-3221
24-3230	Leung Road - Phase 2				2,460,000	80,207	2,540,207	780,325	1,759,881	In progress
24-3232	John Deere 544H Wheel Loader				340,000		340,000	326,150	13,850	Completed
24-3253	Polaris side by side w dump box				30,000		30,000	27,051	2,949	Completed
24-3254	Additional Truck				70,000		70,000	56,512	13,488	Completed
24-3255	Arena Parking Expansion				30,000		30,000	17,141	12,859	In progress
24-3257	Snow Storage Facility - Planning					20,000	20,000	-	20,000	In progress
Total Infrastructure		9,270,143	217,737	-	3,405,000	472,763	4,095,499	1,515,539	2,579,960	
Recreation										
19-7221	Emergency Generator - Community Hall	80,000	62,173				62,173	-	62,173	On hold
22-7229	Toro 4010-D	100,000	100,000			45,000	145,000	112,617	32,383	
23-5601	Additional Columbarium	80,000	58,250				58,250	32,687	25,563	Completed
23-7240	Abbey Capital Projects	42,500	26,082				26,082	27,000	918	Completed
24-7220	Zamboni Ice Resurface (CSD)				141,500	5,000	146,500	146,480	20	Completed
24-7250	Chev Van Express 1500 (CSD)				70,000	20,000	50,000	38,078	11,922	Completed
24-7251	Brine Pump Replacement				41,000		41,000	-	41,000	On hold
24-7252	Mower Zero Turn John Deere Z950R (CSD)				18,000	5,000	23,000	21,334	1,666	Completed
24-7255	Football Field				500,000		500,000	-	500,000	In progress as part of 24-3221
24-7276	Sterling Industries Sports Park Campground				40,000		40,000	-	40,000	On hold
Total Recreation		302,500	246,505	-	810,500	35,000	1,092,005	378,196	713,809	
Total Capital Projects & Funding										
		9,572,643	464,242		4,390,500	507,763	5,362,504	1,908,721	3,453,784	
Utilities/ Development										
13-4200	PW-STM-01 East Area Storm System and Wetlands	9,756,221	1,653,408				1,653,408	37,792	1,615,616	Nearing completion - legal and deficiency review underway
14-4203	Lift Station - McKay Ranch	4,492,122	4,164,653				4,164,653	-	4,164,653	On hold until 2025
17-3702	North West Storm System	4,485,458	3,865,218				3,865,218	8,500	3,856,718	Project is moving into detailed design, tender planned for Jan 2025.

BUDGET



Town of Blackfalds Capital Projects - Current and Carry forwards as at September 30, 2024

Project #	Project Description	Prior Years Approval	Roll Over Reserve/ Funds available from PY	Grants	2024 Capital Budget Approved	2024 Funding Approvals	Total Funding Available	Expenditures Year to Date	Funds remaining	Status
23-4204	NE-22-39-27-W4 Sanitary Trunk	2,650,000	2,637,573			103,511	2,741,084	855,802	1,885,282	In progress
23-4301	Phase 1 Transfer Site Upgrade	91,000	14,293				14,293	20,331	- 6,038	Completed
24-4102	Catholic School Services				600,000	2,400,000	3,000,000	152,703	2,847,297	In progress
24-4301	Phase 2 Transfer Site Upgrade				400,000		400,000	79,114	320,886	In progress
Total Utilities / Development Projects		21,474,801	12,335,146	-	1,000,000	2,503,511	15,838,657	1,154,243	14,684,414	
Total Capital Projects		31,047,444	12,799,388		5,390,500	3,011,274	21,201,161	3,062,964	18,138,197	

Town of Blackfalds

Council Expenditures

For the Period Ending September 30, 2024

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Mayor - Hoover				
Honorarium	61,565	46,174	(15,391)	75.00%
Per Diem	10,965	10,245	(720)	93.43%
Salaries & Benefits	72,530	56,419	(16,111)	77.79%
Conference & Travel	9,850	7,338	(2,512)	74.50%
TOTAL EXPENSES	82,380	63,757	(18,623)	77.39%
Councillor - Appel				
Honorarium	29,287	21,965	(7,322)	75.00%
Per Diem	7,522	5,655	(1,867)	75.18%
Salaries & Benefits	36,809	27,620	(9,189)	75.04%
Conference & Travel	5,200	4,739	(461)	91.13%
TOTAL EXPENSES	42,009	32,358	(9,651)	77.03%
Councillor - Coulter				
Honorarium	29,287	21,965	(7,322)	75.00%
Per Diem	7,522	2,850	(4,672)	37.89%
Salaries & Benefits	36,809	24,815	(11,994)	67.41%
Conference & Travel	5,200	3,331	(1,869)	64.05%
TOTAL EXPENSES	42,009	28,145	(13,864)	67.00%
Councillor - Dennis				
Honorarium	29,287	21,965	(7,322)	75.00%
Per Diem	7,522	4,200	(3,322)	55.84%
Salaries & Benefits	36,809	26,165	(10,644)	71.08%
Conference & Travel	5,200	3,701	(1,499)	71.18%
TOTAL EXPENSES	42,009	29,866	(12,143)	71.09%
Councillor - Sands				
Honorarium	29,287	21,965	(7,322)	75.00%
Per Diem	7,522	4,740	(2,782)	63.02%
Salaries & Benefits	36,809	26,705	(10,104)	72.55%
Conference & Travel	5,200	3,434	(1,766)	66.04%
TOTAL EXPENSES	42,009	30,139	(11,870)	71.74%
Councillor - Stendie				
Honorarium	29,287	5,206	(24,081)	17.78%
Per Diem	7,522	1,521	(6,001)	20.22%
Salaries & Benefits	36,809	6,727	(30,082)	18.28%
Conference & Travel	5,200	-	(5,200)	0.00%
TOTAL EXPENSES	42,009	6,727	(35,282)	16.01%
Councillor - Svab				
Honorarium	29,287	21,965	(7,322)	75.00%
Per Diem	7,522	2,625	(4,897)	34.90%
Salaries & Benefits	36,809	24,590	(12,219)	66.80%
Conference & Travel	5,200	3,288	(1,912)	63.23%
TOTAL EXPENSES	42,009	27,878	(14,131)	66.36%

MEETING DATE: November 12, 2024

PREPARED BY: Justin de Bresser, Director of Corporate Services

PRESENTED BY: Justin de Bresser, Director of Corporate Services

SUBJECT: **Affordable Housing Tax Exemption**

BACKGROUND

Bill 20, the *Municipal Affairs Statutes Amendment Act*, was passed in May 2024 and proclaimed on October 31, 2024. One of the many changes brought about by this legislation is the full exemption of non-profit subsidized affordable housing from property taxation, starting in the 2025 tax year.

DISCUSSION

The *Alberta Housing Act* defines “affordable housing accommodation” as “a housing accommodation designated by the Minister of Seniors, Community and Social Services as an affordable housing accommodation.” Any residences that are designated by the Minister of Seniors, Community and Social Services as “affordable housing accommodations” will automatically be exempt from municipal taxation. [Ministerial Order 2024-11](#) further requires that to be designated as “affordable housing”, a housing accommodation must:

- Be subject to an agreement between the owner or operator of the housing accommodation and the Government of Canada, Province of Alberta, or a municipality
- Have rental rates which are below market rates
- Be owned or operated by a not-for-profit organization.

Note that a Municipal Council will be enabled, by bylaw, to make affordable housing accommodations subject to municipal property taxes. However, the property will remain exempt from paying provincial requisitions regardless of whether Council makes the property subject to municipal taxation by bylaw.

The Town of Blackfalds has 20 units that meet this definition within the Lacombe Foundation / Bethany Group. Administration received a letter from Lacombe Foundation last month requesting that Council consider leaving the full property tax exemption in place.

Property taxation is a method of financing public services such as recreation facilities, roads, snow removal, parks, and playgrounds, among others. Administration recommends that Council consider bringing a bylaw forward.

FINANCIAL IMPLICATIONS

The 20 units within the Municipality have an average property tax of \$2,788 or \$55,157 total. As stated above, regardless of whether the Town wants to bring forward a bylaw, the Alberta School Education Taxes portion will be exempt. Saving the Lacombe Foundation / Bethany Group on average \$649 per unit or \$12,980 total.

Average Municipal Property Tax for the affordable units within Blackfalds:

Municipal	\$2,120
Lacombe Foundation	\$ 18
Alberta Education	<u>\$ 649</u>
Total	\$2,788

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

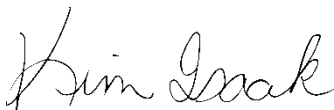
1. That Council directs Administration to bring forward a bylaw to reinstate the Municipal portion of the property tax on the affordable housing units within Blackfalds.

ALTERNATIVES

- a) That Council refers the Affordable Housing Tax Exemption back to Administration for more information.

ATTACHMENTS

- *Letter - Lacombe Foundation / Bethany Group*

APPROVALS

Kim Isaak,
Chief Administrative Officer



Department Director/Author

October 23, 2024

Ms. Kim Isaak
CAO, Town of Blackfalds
kisaak@blackfalds.ca

Dear CAO Isaak,

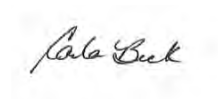
As you know, the Ministry of Seniors, Community and Social Services has sent out correspondence regarding property tax exemptions for Designated Affordable Housing projects. Lacombe Foundation did submit an email to the Ministry on October 11, 2024 clarifying the addresses of the properties in Blackfalds.

As stated in the information shared by the Ministry, the municipality may pass a bylaw to reinstate the municipal portion of the property if they desire. We hope that the Town of Blackfalds would consider leaving the full property tax exemption in place.

Affordable housing is completely reliant on rental revenue to cover all operating expenses, repayment of mortgage debt and capital maintenance expenses. As with most rental properties, “wear and tear” costs can be unpredictable with frequent move-in and move-outs. The buildings, now twelve years old, are also starting to need replacements of hot water tanks and appliances.

We know that the municipality has many items to consider as they develop their 2025 budgets. Should you need additional information on affordable housing that would assist in your decision making, please let me know.

Sincerely,



Carla Beck
CEO, The Bethany Group
CAO, Lacombe Foundation

MEETING DATE: November 12, 2024

PREPARED BY: Rick Kreklewich, Director of Community Services

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Central Alberta BMX Supercross Track Proposal**

BACKGROUND

Administration was approached in December 2023 by the Central Alberta BMX Supercross group to consider the provision of land for the group to build a BMX Supercross Track. At the June 5, 2024, Recreation, Culture and Parks Board Meeting, the Central Alberta BMX Supercross group presented their proposal for a BMX Supercross Track in Blackfalds. The group presented the proposed preliminary design of the BMX Supercross Track at the July 15, 2024, Standing Committee of Council Meeting.

DISCUSSION

At the July 15, 2024, Standing Committee of Council Meeting, parking concerns were raised for the addition of this type of facility at the Sterling Industries Sports Park site. The Central Alberta BMX Supercross group has revised their preliminary design to include more parking stalls to the southeast of the proposed BMX Track site. These additional stalls would help accommodate the regular users of the BMX Supercross Track. Additional parking for large-scale events could be accommodated at the campground, at the Town's Operations Centre and street parking on Vista Trail (east side) and South Street (north side).

Administration is prepared to enter into an agreement with the Central Alberta BMX Supercross group to provide a space to build a supercross track at the Sterling Industries Sports Park site. Administration has budgeted \$200,000 in the 2028 Capital Budget to expand parking to the west of the current parking lot at Sterling Industries Sports Park, should additional parking be required.

This would be a unique opportunity provided to our residents that is expected to bring in significant sports tourism spending and fall in line with Strategic Priority #2, Economy - Plan, support, invest, and build tourism efforts to grow Blackfalds as an attractive destination for visitors and residents.

FINANCIAL IMPLICATIONS

The Town would be providing land to build a recreation facility that will add value to the overall park. This park will bring people to Blackfalds which will provide sport tourism spending and positive impact for the community.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council direct Administration to enter into an agreement with the Central Alberta BMX Supercross group to allow for the construction of a BMX supercross track at the proposed site at Sterling Industries Sports Park.

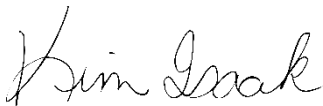
ALTERNATIVES

- a) That Council refer the BMX Supercross Track proposal back to Administration for additional information and/or amendments.

ATTACHMENTS

- *BMX Supercross Plan with Potential Future Parking*

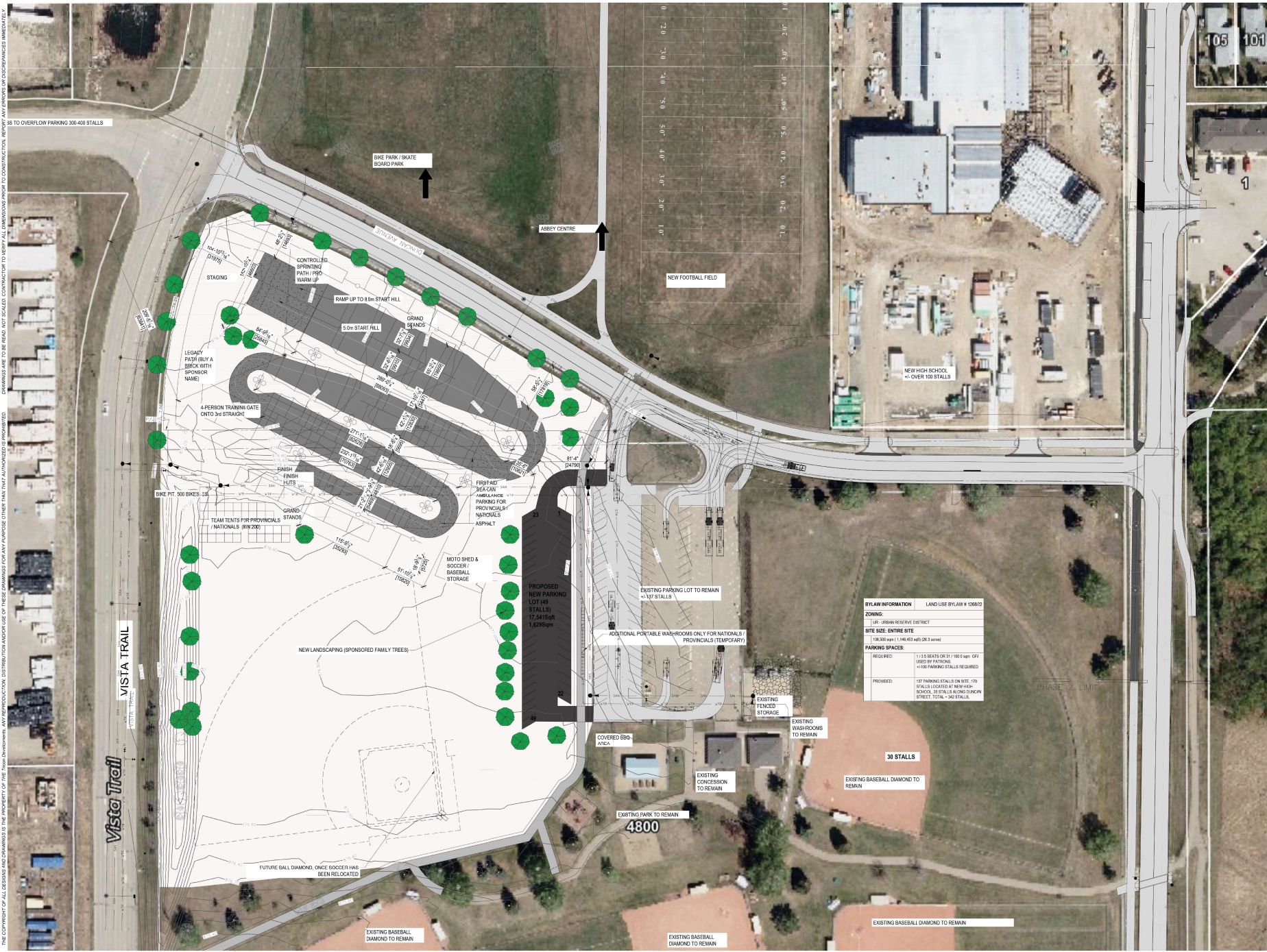
APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author



ALL STAR PAK REDEVELOPMENT

LOT: ____
BLOCK: ____
PLAN: ____
CIVIC ADDRESS: 4800 LEUNG ROAD
BLACKFALDS, ALBERTA

STAMPS

REVISIONS:

ISSUE	DATE	DESCRIPTION
E	2024-09-23	ISSUED FOR REVIEW
D	2024-07-23	ISSUED FOR REVIEW
C	2024-06-05	ISSUED FOR REVIEW
B	2024-04-03	ISSUED FOR REVIEW
A	2023-12-08	ISSUED FOR REVIEW

DRAWING TITLE:
**SITE PLAN
FUTURE PHASE**

JOB NUMBER:	—°—
DATE:	Sep. 23, 24
DRAWN BY:	RM

A100.1

MEETING DATE: November 12, 2024

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

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

SUBJECT: **Broadway Reservoir Expansion 2024 Capital Project Request and Grant Approval**

BACKGROUND

The County of Lacombe approached the Town in late 2022 to discuss the limits of existing water and sewer servicing for the Aspelund Industrial Area that is currently serviced by the Town through a Joint Servicing Agreement.

This memo seeks approval to move forward with a planned expansion to the existing Broadway Reservoir and pumphouse to accommodate additional water supply for Dairy Innovations West.

The Town's water system is capable of handling this larger demand in the interim until the construction of the Broadway Water Reservoir Expansion. This project is included in the 5-year Capital Plan and is scheduled for 2025-2026. The Town agreed to temporarily supply the water to the County through a future water cost-sharing agreement. Until this larger demand was requested, the Joint Economic Area's wastewater flows have been quite low and were accommodated by the existing Reservoirs. A review of the existing water reservoirs was completed by Stantec in conjunction with the County.

The results of this study recommended that the best path forward for meeting the additional capacity needs for both parties would be to expand the existing Broadway Avenue Water Reservoir. This option made the most sense as there would be no requirement to purchase land, and the existing infrastructure is already built. Other options that were investigated included building a larger, new reservoir either in the County west of QE2 or on the east side of the Town. The recommended option was agreed to by the County and the Town jointly based on the study provided by Stantec.

DISCUSSION

The plan was to bring this project forward as a 2025 capital budget to initiate the design in anticipation of a 2026 build. With the announcement of the Local Growth and Sustainability Grant it was identified that the Town would be eligible to apply for the grant if the project is funded fully before the grant submission deadline of November 29th, 2024. Lacombe County Administration is agreeable to offer support to the submission as a regional partner and contributor. As part of ongoing discussions with the County, a preliminary budget of \$6.8 million dollars was estimated for this project based on previously built costs incurred in the area. However, there is limited information on the final scope of this project as no detailed or preliminary design has been undertaken. See attached Broadway Avenue Reservoir business plan with more details relating to this project.

By advancing the project and budgeting for this reservoir expansion now, the Town may be eligible to receive up to 50% of the project under the Growth Component of the Local Growth and Sustainability Grant Program. The Town and County will continue to work together to finalize the water cost sharing agreement over the first quarter of 2025.

Grant details:

“Growth Component: For municipalities with populations between 10,000 and 200,000 and that have an Asset Management Plan updated within last 5 years. This is the component that Blackfalds will apply for. Partnerships between two or more local governments are encouraged. Lacombe County is an excellent partner for the Broadway Avenue reservoir expansion because the benefits will be shared. This grant is intended to help mid-sized local governments address growth pressures resulting from rapid population, tourism, and economic growth; attract investment and talent to Alberta by providing the appropriate infrastructure; create jobs; address housing challenges; and develop local economies. The need for infrastructure funding to address these growth pressures must be independently verifiable.

- Requires a Council Resolution.
- Minimum project size is \$1 million. Maximum provincial contribution is up to 50 per cent of eligible costs **(50% of \$6.8M)**.
- Project must be “shovel-ready”, and project benefits must be realized within two years of project completion. Construction must begin by September 30, 2025.
- Approved projects will be cost-shared with provincial funding being up to 50 per cent and the local governments funding portion being at least 50 per cent.
- Grant stacking is restricted.
 - Local governments can cover up to 30 per cent of project costs using other provincially-delivered funding (e.g., Local Government Fiscal Framework, Canada Community-Building Fund, Municipal Sustainability Initiative, etc.) which must be clearly noted in the budget section of the application.
- Application is due on November 29, 2024.”
- Stantec is supporting the grant application package.

<https://www.alberta.ca/local-growth-and-sustainability-grant>

The timelines outlined above are achievable. Once completed, this expansion will allow the County to continue to expand the Aspelund Industrial area, and the Town will have the capacity needed to grow the Town while maintaining water and firefighting capacities over the next 10 years and at the same time aligning with regional collaboration values:

The Broadway Reservoir Expansion addresses the following strategic priorities:

1. Create and attractive environment for industrial and commercial growth.
2. Promote options for housing diversity.
3. Connect residents with services and services to residents.
4. The Town pursues provincial, county, and regional funding opportunities, relationships and partnerships.

FINANCIAL IMPLICATIONS

As noted above, the approximate cost will be \$6.8 M, depending on detailed design, review of existing facility assets and scoping. The funds required for this project would be drawn out of reserves, with the County to pay their portion of 41% of the costs after the grant is applied. Details of this payment would be outlined in the funding agreement between the Town and County. This agreement would be brought forward for Council endorsement.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:


1. That Council amend the 2024 Capital Budget to include \$6.8M for the Broadway Avenue Water Reservoir Expansion Project.
2. That Council instructs Administration to negotiate with the County towards completing a project cost-sharing partnership agreement based on the memo ratios for water volumes.
3. That Council support the Local Growth and Sustainability Grant Program grant application for the Broadway Reservoir Expansion Project.

ALTERNATIVES

- a) That Council refer Broadway Reservoir Expansion 2024 Capital Project Request and Grant Approval back to Administration for more information or amendments.

ATTACHMENTS

- *Stantec Aspelund Servicing Review Memo- June 1, 2023*
- *Stantec Aspelund Servicing Review – Water and Wastewater Volume Breakdown – June 1, 2023*
- *Broadway Reservoir Expansion 2025 Business Plan*

APPROVALS

Kim Isaak,
Chief Administrative Officer



Department Director/Author

To:	Dion Burlock and Preston Weran Lacombe County and Town of Blackfalds	From:	Brad Vander Heyden Stantec
Project/File:	1101000089	Date:	June 1, 2023

Reference: Aspelund Servicing Review

1 Introduction

There is a private dairy industry with significant interest in constructing inside the Joint Economic Area (JEA), which is an important and exciting initiative for both Lacombe County (the County) and the Town of Blackfalds (the Town). This business is expected to require significant water and wastewater servicing accommodation of approximately 1,600m³/day. The new/proposed estimated peak flows were not available to the County, so 18.5 l/s is the assumed maximum day demand for this exercise. These volumes will require upgrades to the Town/County water and wastewater infrastructure. While upgrades have always been planned for future growth in both the Town and County jurisdictions, this sudden increase in water and wastewater volumes will require the upgrades to be completed sooner than anticipated (i.e. for opening day).

The purpose of this servicing review is to provide an overview on the various options and considerations, and to provide the County and Town the information needed to review and decide on a mutual path forward for the upgrades. The review is based off the following past planning documents completed for Lacombe County and the Town of Blackfalds

- Lacombe County – Water and Wastewater Servicing Study for the Joint Economic Area West of Blackfalds (Stantec, February 25, 2013)
- Town of Blackfalds 2016 Water Model Update (Stantec, February 14, 2017)
- Town of Blackfalds 2015 Wastewater Master Plan Update (Stantec, February 13, 2017)
- *Blackfalds Reservoir Capacity Assessment, Draft for Review (Stantec, April 5, 2022)*

Please refer to the attached overall figure that summarizes the various options and how they fit into the municipalities' existing and long-term infrastructure networks. Also attached is a table that summarizes the pros and cons of the options and considerations for both the Town and County.

2 Wastewater Servicing

The Joint Economic Area's wastewater is pumped by the Aspelund lift station eastward across the Queen Elizabeth II Highway, where it connects into the Town of Blackfalds' sanitary trunk network to the Briarwood Lift Station and then the east sanitary sewers, ultimately to the North Red Deer Regional Wastewater Commission's line. The Aspelund lift station currently has a pumping capacity of 75 l/s and has the ability to

Reference: Aspelund Servicing Review

be upgraded to 148 l/s in the future. For the proposed new dairy sites, the County is applying a discharge limit of 15 l/s (1296 m³/d) so that the Aspelund lift station pump upgrades can be deferred further into the future. In 2021-22, the average sanitary flow is 50 m³/day (0.57 L/s) in the Aspelund area.

For the interim, the Joint Economic Area's wastewater flows have been quite low and accommodated within the Town of Blackfalds by the Briarwood Lift Station, as shown on the attached figure. The Briarwood Lift Station has a capacity of only 57 l/s which is less than the Aspelund Lift Station's current design capacity. Past studies have identified that when combined flows of the Joint Economic Area and other Town growth exceed that, the flows would have to be re-routed into a new trunk through Blackfalds Crossing. The Town has not had the ability to accurately measure the existing flows going into the Briarwood Lift Station, but the overall engineering judgement among Stantec and the Town is that the Briarwood lift station either does not have the capacity to accommodate the proposed dairy industry flows on opening day, or that it would be pushed near the limit of its capacity such that the Blackfalds Crossing trunk would be required in the short term future anyways. **Therefore, it is recommended that the sanitary trunk be constructed through Blackfalds Crossing.**

There are several challenges and considerations that should be addressed for this line to get constructed by October 2024:

- Most of the trunk will be within future residential and commercial development proposed for Blackfalds Crossing. While the line has been preliminarily designed, it will require a very thorough detailed design because its vertical and horizontal alignments will need to be constructed precisely through the future community because it will be within the future roadways and will service many properties (i.e. its location needs to be permanent to not avoid significant future throwaway costs). Right-of-way will need to be acquired.
- The trunk will be approximately 10m deep at its north limit, including a major CP crossing, which will need to be steel encased and approved by CP.
- There is a major ATCO pipeline that will have to be crossed on the south side of South Street. The elevations are not a concern for conflict, but the large excavation underneath it will require considerable pipe support and/or trench caging/shoring.
- **The above challenges all carry inherent scheduling risk that are associated with external stakeholders. Therefore, it is recommended that the planning and design of this line be started as soon as possible to accommodate the proposed wastewater flows.**

Stantec's opinion of probable cost for the trunk is \$2,200,000, of which \$500,000 would be a developer-owned portion. The \$1.7M balance will ultimately be recovered by the Town through off-site levies.

3 Water Servicing

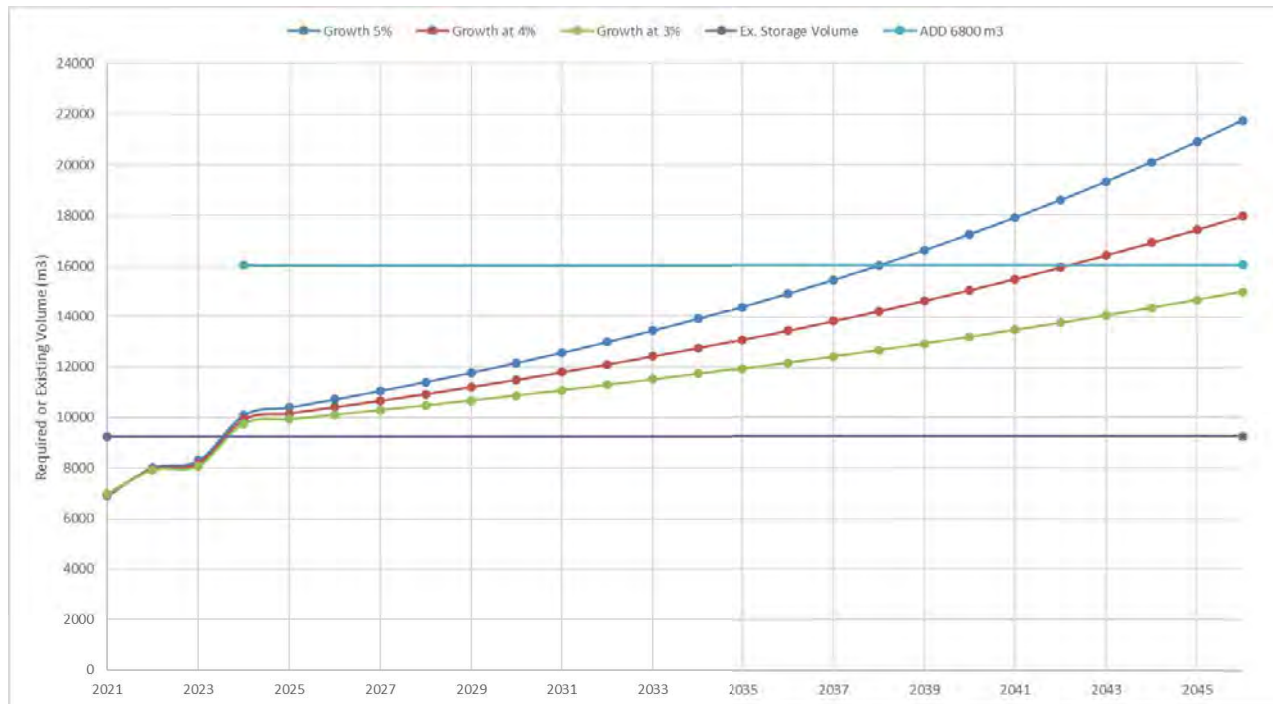
3.1 Reservoir Storage Capacity

The Town's two existing reservoirs have a combined storage capacity of 9,250m³ (2,450m³ in the Railway Avenue Reservoir and 6,800m³ in the Broadway Avenue reservoir). As of 2021 which was a dry year, the recorded annual average day flow is 2,346 m³/day and the maximum day flow is 4,386 m³/day, which leads

Reference: Aspelund Servicing Review

to a required storage volume of 6,897 m³. With an average annual water consumption growth rate of 3 to 5% in the Town and JEA area, the Town's next reservoir project would have projected to been required for completion sometime between 2026 and 2029. The additional reservoir can be either constructed in the Broadway Reservoir site or a new site (Cottonwood Reservoir site) to the east of the Town. The addition of the proposed private dairy facilities with the large water demand (MDD 1600 m³/day) will require the new reservoir to be constructed earlier as indicated in following figure.

Figure 1. Reservoir Volumes Under Various Growth Rates



In addition to the two reservoir locations in the Town, the new reservoir can be constructed in the Aspelund JEA development which is near the private dairy facilities. As illustrated in the attached figure, the three options to increase the reservoir storage capacity are:

- Option #1 – Upgrade the existing Broadway Avenue reservoir
- Option #2 – Construct the new Cottonwood Reservoir
- Option #3 – Construct the Aspelund Reservoir

Each of the options have their own pros and cons for the Town and County. Please refer to the attached table that provides details on the various pros and cons.

Reference: Aspelund Servicing Review

3.2 Hydraulic Performance

Hydraulic performance of the County and Town water networks was reviewed for peak-hour demand (PHD) requirements and fire flows. Please refer to the summary table for the County and Town considerations.

Currently, Aspelund is supplied water by a single 400mm diameter main near the Aspelund Lift Station. When the dairy facilities are operational, there will be a considerable amount of demand that relies on a single line. It is recommended that the secondary supply line be constructed from Duncan Avenue to Aspelund so that there is redundancy in the unlikely event that the existing supply line fails or needs to be temporarily shut down for whatever reason.

If the Aspelund reservoir gets constructed, the hydraulic modeling results indicate that it can be filled overnight by the existing supply line from Blackfalds, even while there is some flow going to the dairy facilities, if they require flows overnight. Alternatively, the County could connect directly to the regional line from Highway 597 to supply the Aspelund reservoir. As identified on the summary table, the cost of that supply line would be significant.

3.3 Timespans for Reservoir Design and Construction

Design and construction timespans for reservoir facilities is significant, particularly considering that at the time of this memo, the target date for the facilities to be in operation is the Fall of 2024. One of the biggest factors and challenges in estimating the schedule is the concrete work for the reservoirs, which requires many pours, and depending on when construction starts, the concrete pours could very well need to either be paused over winter or require costly heating/hoarding for the pours to continue over the winter months. The schedules assume that work would take place over the winter with heating and hoarding.

In any case, Option #1 is certainly the most likely one that can be completed by Fall of 2024.

3.4 Opinions of Probable Costs

Please refer to the table for the opinions of probable costs (OPCs). The reservoirs OPCs are conceptual level only and based on similar sized projects. The costs for the water and sanitary mains were based on approximate lengths and unit rates typical in Central Alberta over the past year. The costs include 35% for contingency and professional services.

3.5 Approximate Annual Operations and Maintenance Costs

Please refer to the table for assumed operational and maintenance costs for the various reservoir and pump station options. We have assumed that new facilities would require \$100,000 per year, and that the upgraded Broadway Avenue facility would require approximately \$30,000 per year in addition to the current operating and maintenance costs. This should be further reviewed by the County and Town. Replacement costs are excluded from this amount as well.

Reference: Aspelund Servicing Review

4 Closing

If you have any questions or comments, please don't hesitate to contact us.

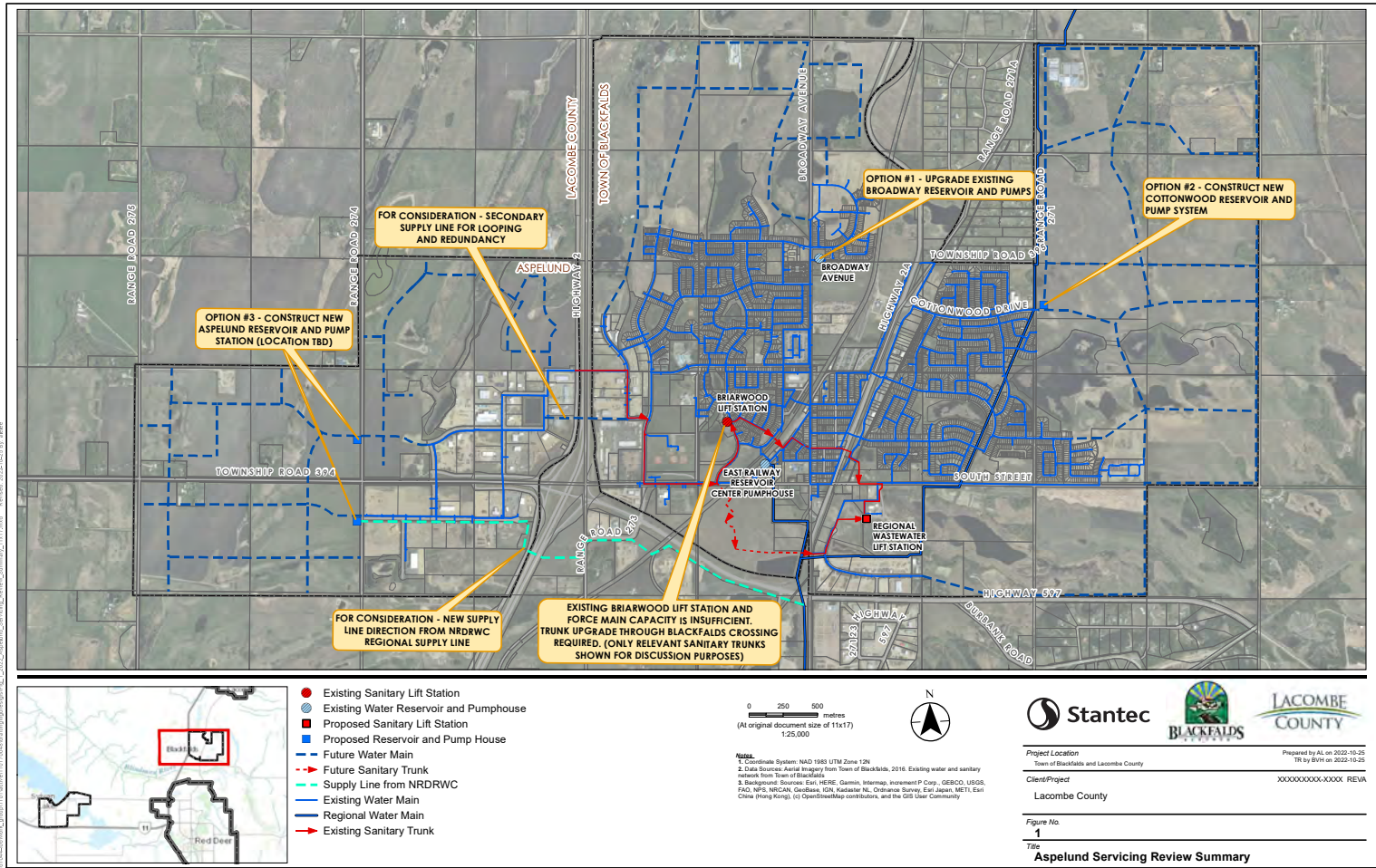
Sincerely,

STANTEC CONSULTING LTD.

A handwritten signature in blue ink, appearing to read "Brad Vander Heyden".

Brad Vander Heyden, P.Eng.
Senior Associate, Project Manager
Mobile: (403) 598-3463
brad.vanderheyden@stantec.com

Attachment: Overall Figure, Summary Table



Disclaimer: This document has been prepared based on information provided by others as cited in the Notes section. Stantec has not verified the accuracy and/or completeness of this information and shall not be responsible for any errors or omissions which may be incorporated herein as a result. Stantec assumes no responsibility for data supplied in electronic format, and the recipient accepts full responsibility for verifying the accuracy and completeness of the data.

Aspelund Water Servicing Review – Summary Table of Evaluation of Options

Components/Options	Approximate Reservoir Volume	Opinion of Probable Cost	Approximate Design and Construction Duration	Lacombe County			Town of Blackfalds		
				Long-Term Reservoir Volume Considerations	Hydraulic Performance (Fire Flows and Peak-Hour Demands)	Approximate Annual Operations and Maintenance Costs	Long-Term Reservoir Volume Considerations	Hydraulic Performance (Fire Flows and Peak-Hour Demands)	Approximate Annual Operations and Maintenance Costs
Reservoir Option #1 Upgrade Existing Broadway Reservoir and Pumps	6,800m ³	\$6,200,000	16 to 24 Months	Sets back the need to construct the next reservoir to ~2043 @ 4% growth rate (including the new facility's water demand).	System will continue to have adequate PHD pressures on opening day and up to approximately 2046, but future development west of RR 274 cannot meet PHD requirements without Aspelund Reservoir and Pump Station Fire flow conditions in Aspelund area will remain as they are.	\$0.00 / Year	Sets back the need to construct the next reservoir to ~2043 @ 4% growth rate.	System will continue to have adequate PHD pressures on opening day. Some substandard PHD flows in southeast area of Blackfalds in 2042. Essentially all fire flow requirements within Blackfalds will meet targets until to beyond 2042.	\$30,000 / Year
Reservoir Option #2 Construct New Cottonwood Reservoir and Pump Station	4,300m ³	\$8,500,000	22 to 26 Months	Sets back the need to construct the next reservoir to ~2038 @ 4% growth rate, (including the new facility's water demand).	System will continue to have adequate PHD pressures on opening day beyond 2046, but future development west of RR 274 cannot meet PHD requirements without Aspelund Reservoir and Pump Station Fire flow conditions in Aspelund area will remain as they are.	\$0.00 / Year	Sets back the need to construct the next reservoir to ~2038 @ 4% growth rate, (including the new facility's water demand). Potential suitor to replace the Railway Avenue Reservoir in the long term (+20 years)	System will continue to have adequate PHD pressures on opening day and beyond 2042. All fire flow requirements within Blackfalds will meet targets beyond 2046.	\$100,000 / Year
Reservoir Option #3 Construct New Aspelund Reservoir and Pump Station (Location TBD)	5,340m ³	\$9,300,000	24 to 28 Months	Sets back the need to construct the next reservoir to ~2042 @ 4% growth rate, (including the new facility's water demand). Reservoir volume will meet full JEA buildout needs.	All PHD pressures will be met in existing and ultimate buildouts. All fire flows will meet or exceed desired 233 l/s in existing and ultimate buildouts.	\$100,000 / Year	Sets back the need to construct the next reservoir to ~2042 @ 4% growth rate.	System will continue to have adequate PHD pressures on opening day and beyond 2042. A few areas in Blackfalds (by ME Global, Downtown, and in Broadway Village Mobile Home Park) would gain fire flow to meet desired targets.	\$0.00 / Year

Other Water Servicing Considerations

There is currently only one 400mm diameter water main that supplies the Aspelund Area from Blackfalds across the QEII Highway. Although the probability of it breaking is very low, any issues that cause a shutdown would have an impact on all the businesses in Aspelund, especially the heavy water users. A secondary line would provide a valuable redundancy. It would also improve the fire flows in Aspelund by ~20-30 l/s (up to 170-230 l/s) for the current areas built out until Option #3 is constructed. The secondary Aspelund supply line will cost approximately \$850,000. It would not have any notable benefits for the Town.

For Option #3, Lacombe County could supply the Aspelund reservoir with a new line that connects to the North Red Deer Regional Water Commission's line. This would cost approximately \$1.8M.

To:	Preston Weran, Town of Blackfalds	From:	Brad Vander Heyden Stantec
File:	110170040-225	Date:	June 1, 2023

Reference: Aspelund Servicing Review – Water and Wastewater Volume Breakdown

1. INTRODUCTION

In the Aspelund Servicing Review memo dated December 15, 2022, it was identified that the proposed dairy industrial development in the Aspelund Business Park will require two major infrastructure upgrades within the Town of Blackfalds:

- Construction of the sanitary trunk through Blackfalds Crossing, and
- Upgrades to the Town/County water reservoir facilities.

The purpose of this memo is to outline the average daily water and wastewater design volumes that the Town and County are anticipated to require from this future infrastructure. This breakdown is based on the volumes provided in the Town of Blackfalds 2016 Water Model Update (February 14, 2017), Town of Blackfalds 2015 Wastewater Master Plan Update (February 13, 2017), and the Lacombe County – Water & Wastewater Servicing Study Joint Economic Area West of Blackfalds (February 25, 2013).

2. WATER RESERVOIR VOLUMES

The Broadway Reservoir and Pump Station upgrades will provide an additional 6,800m³ of storage, which will be utilized by both the Town and County. The following assumptions were made as a premise for this exercise:

- The dairy facility will be in operation in 2024.
- A 3% annual growth of water demands has been assumed for both the Town and Lacombe County.
- Design water rates of 250 lcpd have been assumed for the Town.
- The Joint Economic Area currently uses, on average 136 m³ of water per day (2022). The dairy industrial development will increase that by 800 m³/day to 940 m³/day in 204.

Please refer to the attached table A.1, which provides a breakdown of the utilization of the proposed expansion of the Broadway Avenue Reservoir. With the above-noted assumptions, the Town of Blackfalds would utilize approximately 59% of the capacity and Lacombe County would utilize 41% of the capacity.

3. WASTEWATER VOLUMES

Ultimately, the Town of Blackfalds will have 17 industrial, commercial, and residential sewer sheds (SS1 – SS15) that feed into the proposed Blackfalds Crossing Trunk, as illustrated on Figure 1, attached. These sewer sheds are designed to have a combined daily average flow of approximately 3,451 m³/day, as outlined in Table A.2, attached. Please note:

- some adjustments have been made to the Town's Land Use Bylaw since the Wastewater Master Plan Update was completed. The attached table includes appropriate adjustments accordingly.

June 1, 2023

Preston Weran, Town of Blackfalds

Page 2 of 2

Reference: Aspelund Servicing Review – Water and Wastewater Volume Breakdown

- The Blackfalds Crossing sewershed is excluded from the total volumes because the Town and County will be contributing to the costs for oversizing.

The Joint Economic Area has a design wastewater flow of 0.10 l/s/ha. With a developable area of 375 ha, the average daily wastewater volume at full buildout is 3,240 m³/day.

4 CLOSING

In summary, the estimated utilization sharing for the Broadway Avenue Reservoir and the Blackfalds Crossing sanitary trunk oversizing is as follows:

Table 1 – Summary of Water and Wastewater Utilization

Municipality	Water Volume (m ³ /day)	Water Volume Utilization (%)	Wastewater Volume (m ³ /day)	Wastewater Volume Utilization (%)
Town of Blackfalds	~2,788	59%	~3,451 m ³ /day	52%
Lacombe County	~4,061	41%	~3,240 m ³ /day	48%

If you have any questions or comments, please don't hesitate to contact us.

Stantec Consulting Ltd.

Brad Vander Heyden P.Eng.
Senior Associate, Project Manager
Phone: (403) 598-3463
brad.vanderheyden@stantec.com

Attachment: Figure 1, Table A.1, and Table A.2

c. None

Table A.1 - Estimated Utilization of the Proposed Broadway Avenue Reservoir Expansion

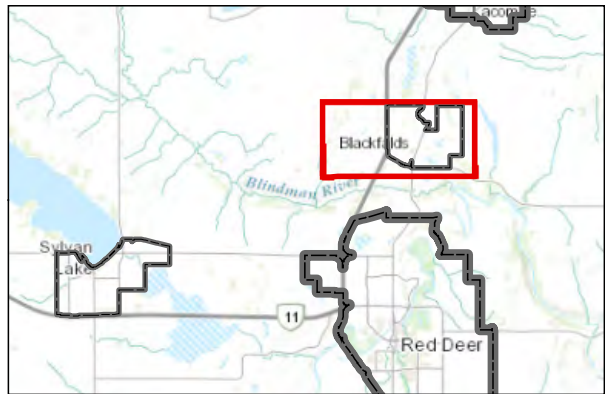
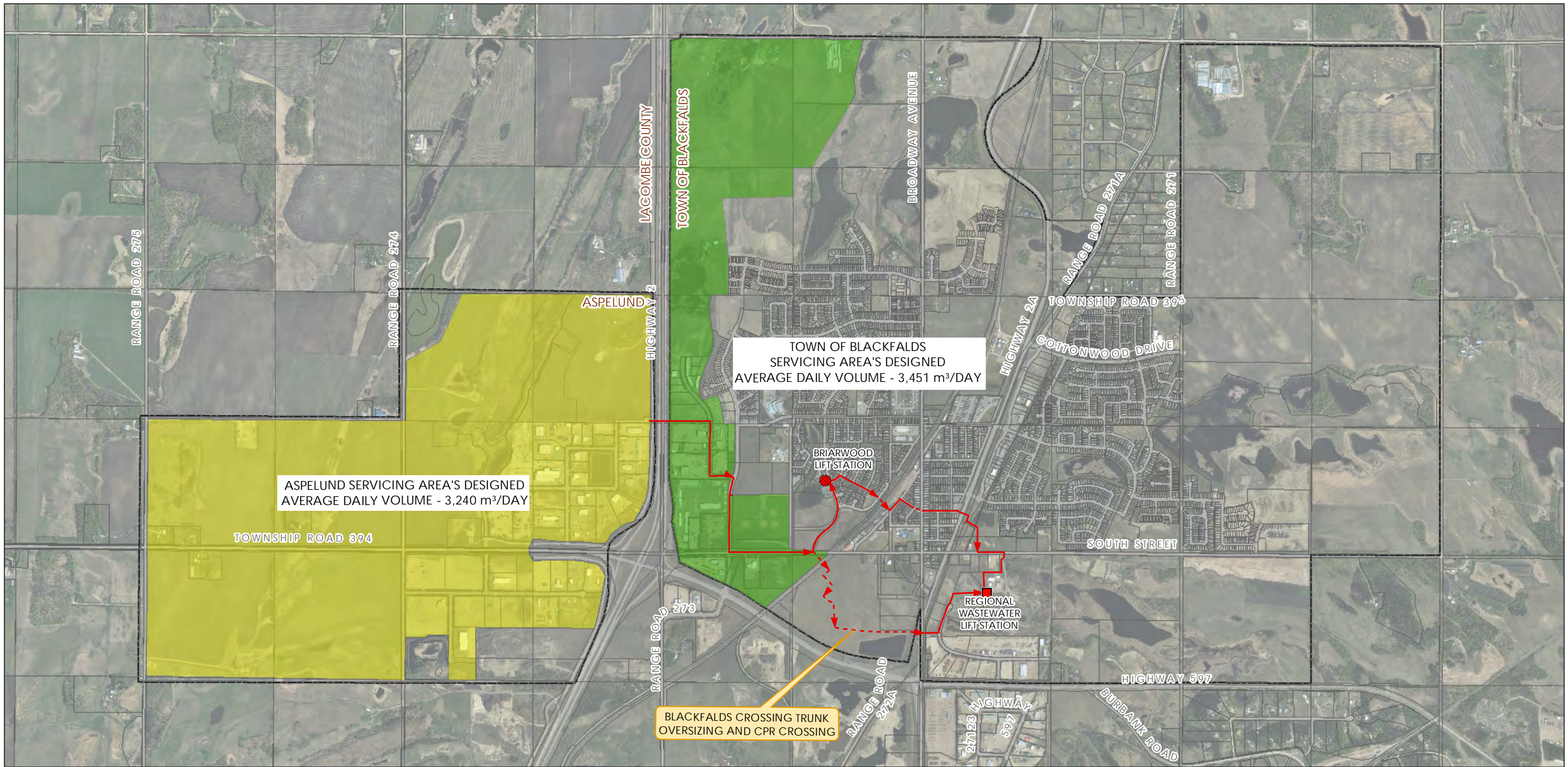
Population Demand And Storage Volume Projections For Growth Rate at 3% Per Year									Aspelund			Town			Total Req'd Storage Volume	Required Storage Volume for Water Consumption		Increase in Required Storage Reservoir Volume						
Year	Population	Lcpd	Total ADD (m3/d) incl dairy	Town ADD (m3/day)	Town MDD (m3/d)	Aspelund ADD (m3/day)	Aspelund MDD (m3/d)	A Fire Flow (m3)	B 25% MDD (m3)	C 15%ADD (m3)	D 1.25ADD (m3)	B 25% MDD (m3)	C 15%ADD (m3)	D 1.25ADD (m3)	A+B+C+D (m3)	Aspelund B+C+D	Town B+C+D	Aspelund Increase in B+C+D (m3)	Town Increase in B + C+ D (m3)	Total Added Volume (m3)				
			1.058		2		2	2516.4																
			1.03																					
2022	11,015	250	2890	2,754	5,508	136	272	2,516	68	20	170	1,377	413	3,442	8,007									
2023	11,345	250	2976	2,836	5,673	140	280	2,516	70	21	175	1,418	425	3,545	8,171	266	5,389			165				
2024	11,686	250	3866	2,921	5,843	944	1,889	2,516	472	142	1,180	1,461	438	3,652	9,861	1,794	5,551	1,528	162	1,690				
2025	12,036	250	3982	3,009	6,018	973	1,945	2,516	486	146	1,216	1,505	451	3,761	10,081	1,848	5,717	54	167	220				
2026	12,397	250	4101	3,099	6,199	1,002	2,004	2,516	501	150	1,252	1,550	465	3,874	10,308	1,903	5,889	55	172	227				
2027	12,769	250	4224	3,192	6,385	1,032	2,064	2,516	516	155	1,290	1,596	479	3,990	10,542	1,961	6,065	57	177	234				
2028	13,152	250	4351	3,288	6,576	1,063	2,126	2,516	531	159	1,328	1,644	493	4,110	10,783	2,019	6,247	59	182	241				
2029	13,547	250	4481	3,387	6,774	1,095	2,189	2,516	547	164	1,368	1,693	508	4,233	11,031	2,080	6,435	61	187	248				
2030	13,953	250	4616	3,488	6,977	1,128	2,255	2,516	564	169	1,409	1,744	523	4,360	11,286	2,142	6,628	62	193	255				
2031	14,372	250	4754	3,593	7,186	1,161	2,323	2,516	581	174	1,452	1,797	539	4,491	11,549	2,207	6,827	64	199	263				
2032	14,803	250	4897	3,701	7,402	1,196	2,392	2,516	598	179	1,495	1,850	555	4,626	11,820	2,273	7,032	66	205	271				
2033	15,247	250	5044	3,812	7,624	1,232	2,464	2,516	616	185	1,540	1,906	572	4,765	12,099	2,341	7,242	68	211	279				
2034	15,705	250	5195	3,926	7,852	1,269	2,538	2,516	635	190	1,586	1,963	589	4,908	12,387	2,411	7,460	70	217	288				
2035	16,176	250	5351	4,044	8,088	1,307	2,614	2,516	654	196	1,634	2,022	607	5,055	12,683	2,484	7,684	72	224	296				
2036	16,661	250	5512	4,165	8,331	1,346	2,693	2,516	673	202	1,683	2,083	625	5,207	12,988	2,558	7,914	75	231	305				
2037	17,161	250	5677	4,290	8,581	1,387	2,773	2,516	693	208	1,733	2,145	644	5,363	13,302	2,635	8,151	77	237	314				
2038	17,676	250	5847	4,419	8,838	1,428	2,857	2,516	714	214	1,785	2,209	663	5,524	13,626	2,714	8,396	79	245	324				
2039	18,206	250	6023	4,552	9,103	1,471	2,942	2,516	736	221	1,839	2,276	683	5,689	13,959	2,795	8,648	81	252	333				
2040	18,752	250	6203	4,688	9,376	1,515	3,031	2,516	758	227	1,894	2,344	703	5,860	14,302	2,879	8,907	84	259	343				
2039	19,315	250	6389	4,829	9,657	1,561	3,122	2,516	780	234	1,951	2,414	724	6,036	14,656	2,965	9,175	86	267	354				
2040	19,894	250	6581	4,974	9,947	1,608	3,215	2,516	804	241	2,009	2,487	746	6,217	15,020	3,054	9,450	89	275	364				
Town Growth Rate 3%																		2,788		4,061		7,014		> 6,800m3
County Growth Rate 3%																		Reservoir Expansion						
																		41%		59%				

Table A.2 - Town of Blackfalds Sewer Shed Volumes Going Into Blackfalds Crossing Trunk

Name	Area (Ha)	Residential Area (Ha)	Eq. ICI Area (Ha)	Design Population	Average Flow from Residential Area (L/s)	Average Flow from ICI Area (L/s)	Total Average Sanitary Flow (L/s)	Comment
SS1	51	10.2	29.1	459	1.7	6.05	1.9375	25% of 7.75
SS2	62.3	6.2	31.8	280	1.04	6.61	5.73	Reduced 25% since there will no longer be residential in All Star Park
SS3	17	0	7	0	0	1.45	1.45	
SS4	7.9	6.3	0.3	284	1.05	0.07	1.12	
SS5	11	8.8	0.2	395	1.46	0.05	1.51	
SS6	17.6	0	17.6	0	0	3.66	3.66	
SS7a	3.9	2.8	0	124	0.46	0	0.46	
SS7b	5.3	5.3	0	238	0.88	0	0.88	
SS7c	26	23.4	0	1051	3.89	0	3.89	
SS8	10.7	4.3	6.4	192	0.71	1.33	2.04	
SS9	13.9	0	13.9	0	0	2.88	2.88	
SS10	15.5	15.5	0	698	2.58	0	2.58	
SS11	10.2	10.2	0	459	1.7	0	1.7	
SS12	22.6	0	22.6	0	0	4.71	4.71	
SS13	0	0	0	0	0	0	0	
SS14	10	0	10	0	0	2.07	2.07	
SS15	16	0	16	0	0	3.33	3.33	
	300.9	93	154.9	4180	15.47	32.21	39.95	

Average Daily Flow (m³/day)	3451
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\\cd044-06\work_group\1101\active\110170048\drafting\figures\fig_1_2023_blackfalds_crossing_sanitary_trunk_11x17.mxd Revised: 2023-04-17 By: alelee



- Existing Sanitary Lift Station
- Proposed Sanitary Lift Station
- - - Future Sanitary Trunk
- - - Existing Sanitary Trunk
- Aspelund Servicing Area
- Town of Blackfalds Servicing Area

0 250 500 metres
(At original document size of 11x17)
1:25,000



Notes

1. Coordinate System: NAD 1983 UTM Zone 12N
2. Data Sources: Aerial Imagery from Town of Blackfalds, 2016. Existing water and sanitary network from Town of Blackfalds
3. Background: Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community



Stantec

BLACKFALDS
ALBERTA



Project Location
Town of Blackfalds and Lacombe County

Prepared by AL on 2023-04-17
TR by BVH on 2023-04-17

Client/Project
Lacombe County

110170040.225 REVA

Figure No.
1

Title
Blackfalds Crossing Sanitary Trunk - Oversizing Volumes

Business Case – Broadway Reservoir Expansion

BUSINESS CASE

PREPARED BY:

PRESTON WERAN, DIRECTOR OF IPS

DATE:

SEPTEMBER 23, 2024

TO:

Kim Isaak, CAO

CC:

Niki Burkinshaw, Municipal Engineer

EXECUTIVE SUMMARY

The Town of Blackfalds and Lacombe County need increased water volumes to maintain water service and firefighting volumes within the Town and in Aspelund due to the demand of the new Dairy Processing Plant starting up this year. The Existing water reservoirs are at capacity. Through a shared servicing review, the County and the Town agreed that the best course of action is to upgrade the existing Broadway Avenue Reservoir, which will be cost shared between the two municipalities under agreement with the Town as the project lead. The upgrade will cost approximately \$6.8 million. The upgrades are planned to be completed by 2027. This budget year will allocate \$400,000 to start preliminary detailed design engineering with the project planned to start in early 2026.

ISSUE TO BE ADDRESSED

The Town of Blackfalds has identified land use planning to grow the Town's current population within the Town limits and to service the County's Aspelund Industrial area under our Joint Economic Servicing Agreement. The 2015 Water Masterplan identifies a need for a future water capacity and volume expansion to meet the Water servicing requirements and Fire Flows. The County and the Town have agreed, in principle to expand the Town's current reservoir and pumphouse at the corner of Broadway Avenue and Aspen Lakes Boulevard. The project will provide the needed additional improvements to continue Town growth while supporting the recent newly built dairy plant demands required. The Town has been working with the County to finalize this agreement to share in these costs. With a housing crisis across Canada, it is imperative that this system be constructed so that land, business and housing options are available for future residents and businesses to develop while maintaining a safe and dependable water system.

OPTIONS TO CONSIDER

Option 1 – Status Quo

Describe the current situation:

Do not complete the Water Reservoir project and do not continue with development within Town or within the County.

Benefits:

- Cost savings of \$6.8 M as the project will not be funded.
- No change to existing water Reservoir system so no risks during expansion.
- A smaller servicing area, roadways and park amenities for the town to take care of since development could not proceed much further.
- Off-site levies would be reduced in this area.

Risks / Disadvantages:

- No new development within the Town.
- Reduced ability for fireflows and additional risk to potable water system in 2026 and as the Town grows.
- Staff hours put into the agreement drafts and the water planning aspect of the Aspelund Servicing Review - Water and Wastewater Volume Breakdowns would be for not.
- No new development within the town resulting in reduced tax and economic benefits
- Development community in this area may take legal action.
- We would be in contravention of our current Off-Site Levies Bylaw.
- We would have to refund the contributions from developers who have paid for this system already.

Option 2 – Provide funds of \$0.40 M to start the detailed design of the site, with the reminder of the \$6.4 M to be budgeted for 2026

Describe the Option 2 situation/changes:

Complete the Broadway Reservoir Expansion as planned and continue with development in the Town as per our planning and engineering completed to date.

Additional land will not be required as the land required for this project was purchased as part of the current site.

Unfortunately, there is no options to reduce this scope of the project or phase it.

Benefits:

- New developments can be completed.
- All the funds for this project will be funded by future off-site levies and the County of Lacombe.
- New development within the town will result in increased tax dollars and economic benefits.
- Development community in this area will invest in our town's growth.
- We would be in conformance of our current Off-Site Levies Bylaw.
- We would not have to refund the contributions from developers who have paid for this system already.

Risks / Disadvantages:

- Budget requirement of \$6.8 M to complete the project over two years
- We the time comes, we will have to cost share on the County reservoir.
- Larger servicing area, roadways and park amenities for the town to take care of.

ANALYSIS

Financial resources of \$6.8M would be required. There will be additional non-financial resources (such as staff time, training, etc.) but planned to be included in the department workplan and capital project already planned for 2025/26. We have sufficient resources to manage and build the project with consulting assistance. To implement the recommendation there is no need for cost benefit analysis or additional support as the Stantec Memo - Aspelund Servicing Review - Water and Wastewater Volume Breakdown - June 1, 2023 outlines these details and cost sharing arrangements.

RECOMMENDATION

The project, if funded fully, will allow the Broadway Reservoir Expansion to be built and operational as planned and continue with development in the Town as per our planning and engineering completed to date.

HOW WILL WE DETERMINE SUCCESS OF THIS INITIATIVE?

The measurable factors that will be used to gauge the project's success will be the design, tendering, construction and commissioning of this project as designed. On time, on budget and to required provincial and local standards.

SUGGESTED SCHEDULE FOR IMPLEMENTING THE RECOMMENDATION

Additional Funds to be part of the 2025/26 capital budget approval. Date to be revised to 2024, to support the grant.

PROJECT BUDGET & CASH FLOW

2025 design funds will be allocated of \$0.40 M. In 2026, the remaining funds will be required to fund the build. Based on last estimate, \$6.8 M. final land negotiations, detailed design and tendering will determine actual costs. Will be updated to reflect 2024 and 2025 construction

ALIGNMENT WITH STRATEGIC PLAN & OTHER MAJOR PLANNING DOCUMENTS

This project supports the Town's strategic plan to provide housing options, aligns with Council's Water policy, the 2015 Water Network Masterplan, Albera Environment and align with our Town's IDP, MDP, ICF, LUB and ASPs for growth plans. This project also aligns with Lacombe County's servicing plans within the JESA.

COLLABORATION WITH OTHER TOWN DEPARTMENTS

TOWN WORK UNIT	THEIR ROLE IN THE PROJECT	TIMELINE FOR THEIR INVOLVEMENT	WHO HAVE YOU SPOKEN TO ABOUT THEIR INVOLVEMENT?
Team Name			
Team Name			
Team Name			

ATTACHMENTS

- Name any applicable attachments used in the business case analysis.

BUSINESS CASE APPROVALS

PROJECT SPONSOR (PRINT NAME):

KIM ISAAK, CAO

PROJECT LEAD (PRINT NAME):

PRESTON WERAN

Project Sponsor (Signature):

Project Lead (Signature):

Date:

September 23, 2024

Date:

September 23, 2024

MEETING DATE: November 12, 2024

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **Council Appointments to Municipal Planning Commission and the Member at Large Review Panel**

BACKGROUND

At the October 22, 2024 Organizational Meeting of Council, appointments were made to all of the internal and external Committees. Since that time, it was identified that a new appointment was required to be made to the Municipal Planning Commission as well as an alternate to the Member at Large Review Panel.

DISCUSSION

Administration is recommending that Council rescind the previous resolutions appointing Council Members to both the Municipal Planning Commission and to the Member at Large Review Panel and pass new resolutions.

FINANCIAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council rescind resolution numbers 303/24 and 304/24.
2. That Council appoint Mayor Hoover, Deputy Mayor Sands, Councillor Dennis and Councillor Appel as alternate to the Member at Large Review Panel effective immediately, expiring October 20, 2025.
3. That Council appoint Deputy Mayor Sands, as Chair, Councillor Dennis, as Vice Chair and Mayor Hoover to the Municipal Planning Commission effective immediately, expiring October 20, 2025.

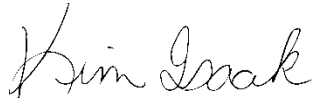
ALTERNATIVES

- a) That Council refer Council Appointments to Municipal Planning Commission and the Member at Large Review Panel back to Administration for additional information.

ATTACHMENTS

None

APPROVALS



Kim Isaak,
Chief Administrative Officer

Department Director/Author

MEETING DATE: November 12, 2024

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **Alberta Municipalities' Economic Strategy Committee Appointment
Endorsement**

BACKGROUND

Alberta Municipalities' Economic Strategy Committee discusses matters within the scope of labour and immigration, jobs, economy, innovation, and technology, energy policies and market access, and advanced education.

DISCUSSION

On October 24, 2024, Mayor Hoover was once again presented with the opportunity to sit as a board member on the Economic Strategy Committee and, as such, requires the endorsement of Council to be formally appointed.

The Economic Strategy Committee has four meetings scheduled in 2024-25. The dates are as follows (subject to any changes by the Board, which are rare but not unheard of):

- December 5, 2024
- February 6, 2025
- April 17, 2025
- September 18, 2025

FINANCIAL IMPLICATIONS

None. Alberta Municipalities provides a meeting per diem (either full or half day) as well as compensation for travel time. Mileage, meals, and accommodations are also covered by the association.

ADMINISTRATION RECOMMENDATION

That Council consider the following motion:

1. That Council endorse Mayor Jamie Hoover's appointment to the Alberta Municipalities' Economic Strategy Committee.

ALTERNATIVES

- a) That Council refer the Alberta Municipalities' Economic Strategy Committee Appointment Endorsement back to Administration for more information.

ATTACHMENTS

None

APPROVALS



Kim Isaak,
Chief Administrative Officer

Department Director/Author