



Town of Blackfalds
Regular Council Meeting
5018 Waghorn Street
December 14, 2021 at 7:00 p.m.

AGENDA

1. Call to Order

2. Land Acknowledgement

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

3. Adoption of Agenda

3.1 Agenda for December 14, 2021

4. Delegation

4.1 Alberta Regional Rail in the Calgary – Edmonton Corridor

5. Public Hearing

None

6. Business Arising from Minutes

None

7. Business

- 7.1 Request for Decision, Standing Committee Meeting Cancellation – December 20, 2021
- 7.2 Request for Decision, Recreation Culture and Parks and Policing Committee Resignations
- 7.3 Request for Decision, Recreation Culture and Parks and Policing Committee Appointments
- 7.4 Request for Decision, Development Officer Appointments
- 7.5 Request for Decision, Soper Annexation Notice of Intent
- 7.6 Request for Decision, Capital Budget
- 7.7 Request for Decision, Operating Budget (interim)

8. Action Correspondence

None

9. Information

- 9.1 Red Deer Catholic Regional Schools – Proposed Elementary School Build (verbal)
- 9.2 Notice of Subdivision Application S-045-21
- 9.3 Canada Community Revitalization Grant
- 9.4 Report to Council, Building and Development Permit Report – November 2021
- 9.5 Report to Council, Enforcement Services Monthly Report – November 2021
- 9.6 BOLT Transit Report – November 2021
- 9.7 City of Lacombe Council Meeting Highlights – November 22, 2021
- 9.8 Lacombe County Council Meeting Highlights – November 30, 2021

10. Round Table Discussion

None

11. Adoption of Minutes

- 11.1 Minutes from Regular Council Meeting on November 23, 2021
- 11.2 Minutes from Special Council Meeting on November 28, 2021

12. Notices of Motion

None

13. Business for the Good of Council

None

14. Confidential



Town of Blackfalds
Regular Council Meeting
5018 Waghorn Street
December 14, 2021 at 7:00 p.m.

AGENDA

- 14.1 FOIP S. 17
 - 14.2 FOIP S. 19
 - 14.2 FOIP S. 24
 - 14.4 FOIP S. 24
-

15. **Adjournment** – Verbal

**Future
Transportation
in the
Edmonton –
Calgary
Corridor**

Alberta Regional Rail

Overview

Overview

- Why Do People Travel?
- Current Trends
- Why Regional Rail?
- Alternatives To Building Regional Passenger Rail
- Alberta Regional Rail
- Examples In North America

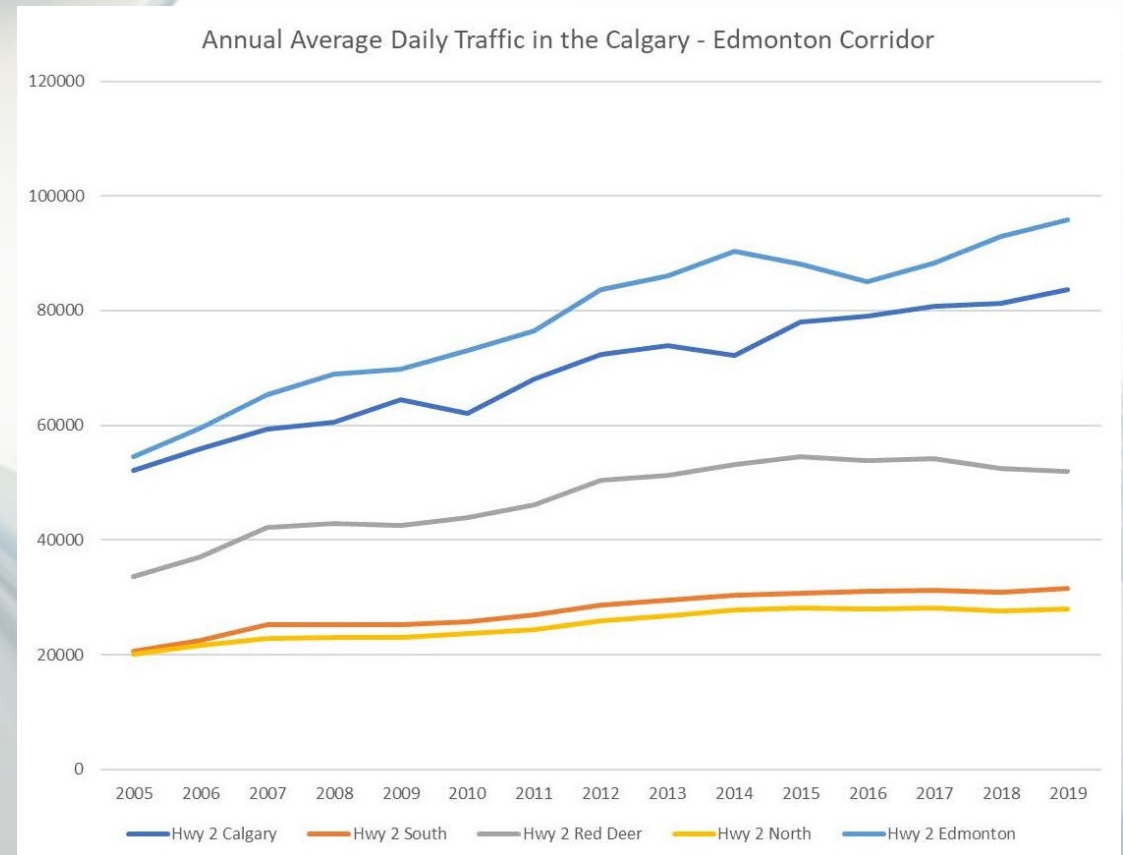
Why Do People Travel?

Transit connected communities allow parents to work in the big city, and allow kids to ride their bikes on the street. Investment in rail transit will reduce commute times, decrease air pollution, and improve the lives of residents in the Calgary – Edmonton corridor.

Current Trends

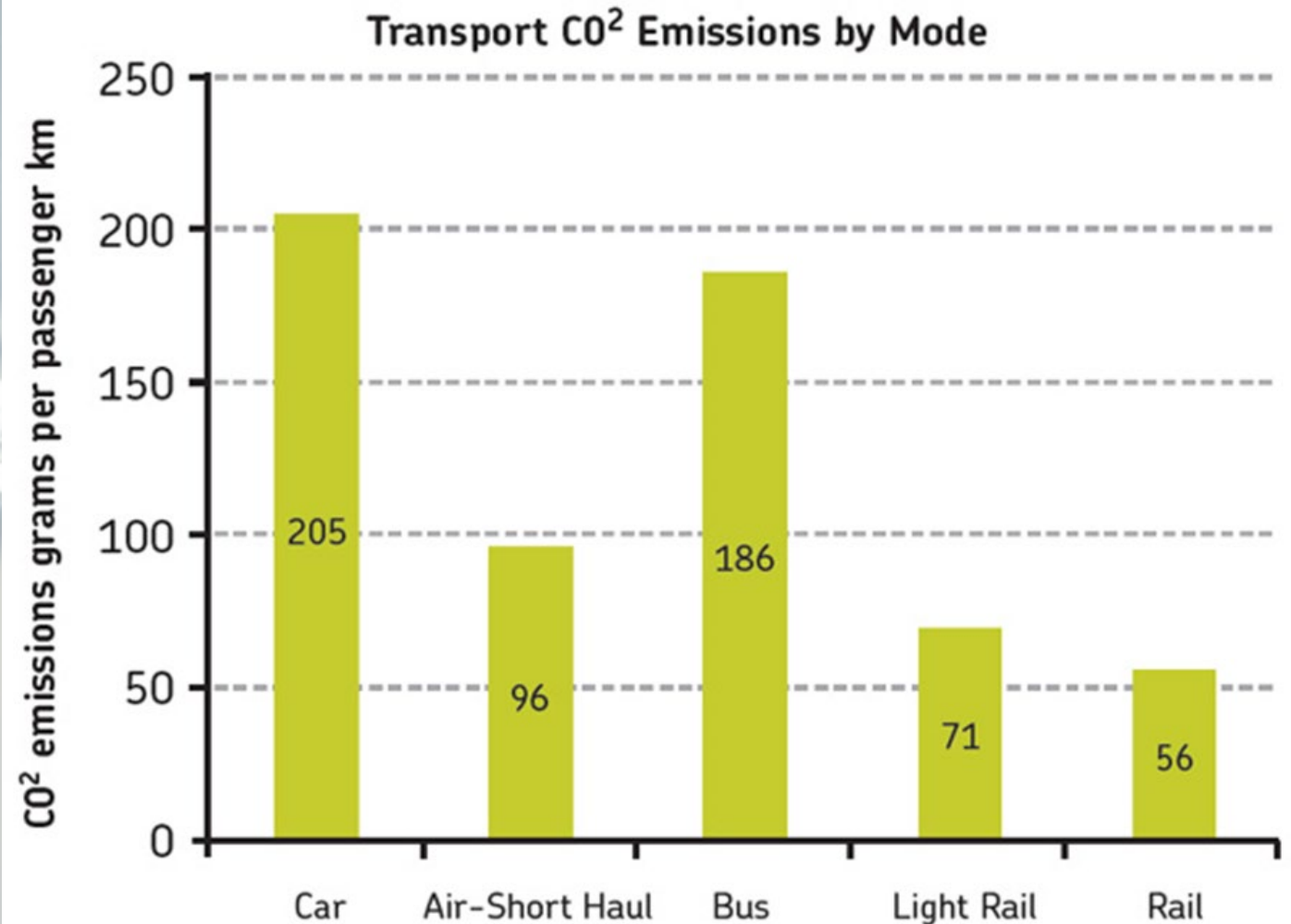
Average Annual Daily Traffic in the Calgary-Edmonton corridor

- 31,110 vehicles per day south of Red Deer
- 27,470 vehicles per day north of Red Deer
- 51,940 vehicles per day through Red Deer
- 106,550 vehicles per day into Calgary
- 112,420 vehicles per day into Edmonton



Why Regional Rail?

- High speed is not a prerequisite.
- Rail infrastructure already in place, resulting in infrastructure cost savings.
- Intensifying use of existing transportation corridor.
- Reducing expansion of highways and consumption of land.



Why Regional Rail?

Customers who switch from automobile to train would benefit from:

- Cost savings, because car operation is typically more expensive than train fares
- Time savings in rush hour, as trains can travel at a higher speed than the equivalent road
- Higher productivity, because the time spent on a train can be used to carry out other tasks
- Lower stress levels, which can also improve productivity

Why Regional Rail?

Residents in the Calgary – Edmonton corridor would benefit from:

- New transportation options
- Congestion relief on main roads
- Air quality benefits
- Promote alternative living/employment choices for regional residents.

Those who cannot, or do not, drive would benefit from:

- Better transportation options, particularly for those who live at a distance from their workplaces, young people, members of lower-income households, and those who cannot drive because of age or disability
- Access to affordable transit that covers the region

Why Regional Rail?

- Induced demand
- Tourism
- Special trains
- Safe ride home



www.clipartof.com • 438545

Family day trip
to the mountains

OR



www.shutterstock.com • 1044333961

LET THE TRAIN TAKE THE STRAIN

Alternatives to building regional rail

- Highway expansion
- Regional commuter bussing.
- Bus lanes/High Occupancy Vehicle lanes.

Flatiron Flyer, Boulder-Denver on US36, Colorado USA

- Bus every 15 mins during peak hours.
- 59 buses for \$39million.
- 32km HOV lanes on US36 costing \$873million.

Highway Construction Costs

Highway construction cost – 2006 Federal Highways Association:

- \$2.5 - \$7.4 million per lane-km in rural areas
- \$3.9 - \$15.8 million per lane-km in urban areas
- \$13.6 - \$60.7 million per lane-km with restrictions

Calgary ring road estimate, \$7.5 million per lane-km.

Alberta Regional Rail

Establish a rail network in the Calgary – Edmonton corridor, connecting all the towns and cities, providing an integrated transport network.

- Utilizing existing rail rights of way, upgrading, and where required, straightening track to allow for higher speeds.
- Twinning track on high volume routes to allow an increased rate of traffic flow.
- Building stations in urban areas in order to enhance communities.
- Connect in with other local transport infrastructure in order to create an integrated transport network.
- Electrification of lines that are separated from the main lines to reduce noise, improve efficiency and lower emissions.

Alberta Regional Rail

- Use existing railroad right of way.
- Use CFR compliant rolling stock.
- Infrastructure cost:
 - Twinned track \$7million per km
 - 2-lane road bridge \$10million
 - Bow river bridge \$45million
 - Stations \$25million
- Funding, P3 via access to existing funding programs:
 - Alberta Community Transit Fund
 - New Building Canada Fund
 - Canadian Infrastructure Bank

Examples in North America

- Music City Star, Nashville TN
 - Weekday ridership 1,100
 - Loco + 2 Bilevel cars
- West Side Express, Portland OR
 - Weekday ridership 1,700
 - 2-car Budd RDC/US Railcar DMU
- SunRail, Orlando FL
 - Weekday ridership 2,300
 - Loco + 2 Bilevel cars
- New Mexico Rail Runner Express
 - Weekday ridership 2,600
 - Loco + 2 Bilevel cars
- Northstar, Minneapolis MN
 - Weekday ridership 2,700
 - Loco + 3 Bilevel cars
- Coaster, San Diego CA
 - Weekday ridership 4,500
 - Loco + 4 Bilevel cars

MEETING DATE: December 14, 2021

PREPARED BY: Myron Thompson, CAO

SUBJECT: Recreation, Culture, and Parks Board and Policing Committee – Member Resignations

BACKGROUND

At the December 1, 2021 Recreation, Culture, and Parks Board Meeting, an email was presented from Erin Davis resigning her member-at-large term effective immediately. The Board shall consist of eight (8) members: five (5) members shall be appointed by Council from the public-at-large, two (2) shall be appointed from the Council of the Town of Blackfalds and one (1) shall be appointed by Lacombe County. Appointments to the Board shall be made or reviewed annually at the Organizational Meeting of Council.

RES. 65/21

Councillor Svab moved that the Recreation, Culture, and Parks Board accepts the resignation of member Erin Davis, with respect, and send it forward to Council for final approval.

MOTION CARRIED UNANIMOUSLY

This resignation leaves the Recreation, Culture, and Parks Board with one (1) member-at-large vacancy.

At the December 8th, 2021, Policing Committee Meeting the resignation of Louise Rellis was announced. Louise Rellis resigned from her position on the Committee effective on October 29, 2021. Bylaw 1125/11 states that the Committee shall consist of seven (7) voting members who shall be appointed by resolution of Council as follows: two (2) Council appointments, and five (5) citizens residing within the Town of Blackfalds.

Councillor Svab moved that the Committee accept the resignation of Louise Rellis with regrets. This was carried unanimously.

This resignation leaves the Policing Committee with one (1) member vacancy.

DISCUSSION

Volunteers have been recruited and screened by the FCSS Volunteer Programmer, and two volunteers will be recommended by Administration to fill these positions.

FINANCIAL IMPLICATIONS

N/A

ADMINISTRATIVE RECOMMENDATION

- | |
|--|
| <ol style="list-style-type: none">1) That Council move to formally accept the resignation of Erin Davis from the Recreation, Culture, and Parks Board effective immediately, with regrets.2) That Council move to formally accept the resignation of Louise Rellis from the Policing Committee effective immediately, with regrets. |
|--|



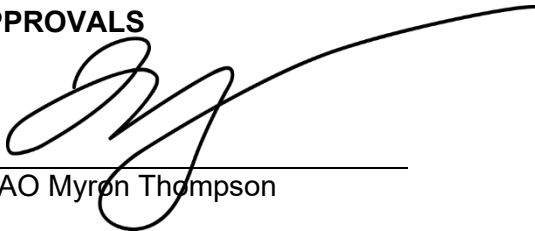
Town of Blackfalds
**REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

Page 2 of 2

Attachments:

- *Recreation, Culture, and Parks Bylaw 1120/11*
- *Policing Committee Bylaw*

APPROVALS



CAO Myron Thompson



TOWN OF BLACKFALDS BY-LAW 1120/11

A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO ESTABLISH THE BLACKFALDS AND DISTRICT RECREATION, CULTURE & PARKS BOARD.

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the Municipal Government Act being Chapter m-26.1 of the Revised Statutes of Alberta 2000 and amendments thereto.

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

PART 1 – TITLE

- 1.1 This By-law may be cited as “Blackfalds and District Recreation, Culture and Parks Board By-Law” of the Town of Blackfalds.

PART 2 – DEFINITIONS

- 2.1 **BOARD** shall mean and include all members of the Blackfalds and District Recreation, Culture and Parks Board.
- 2.2 **COUNCIL** shall mean the Council of the Town of Blackfalds.
- 2.3 **DIRECTOR** shall mean the Director of Community Services or his/her designate.
- 2.4 **MEMBER** shall mean a member of the Blackfalds and District Recreation, Culture Parks Board.
- 2.5 **TOWN** shall mean the Town of Blackfalds.
- 2.6 **COUNTY** shall mean Lacombe County.
- 2.7 **DISTRICT** shall mean the Regional Recreation District established by the Regional Recreation Agreement with the Lacombe County as outlined in Schedule “A” attached hereto.
- 2.8 **COMMUNITY ORGANIZATION** shall mean a local society, organization or club which provides services to residents within the district.

PART 3 – ESTABLISHMENT

- 3.1 There is hereby established and constituted an advisory board to be known as the “Blackfalds and District Recreation, Culture and Parks Board” to exercise the duties and powers and to perform the functions as prescribed in this By-Law.
- 3.2 The Board shall consist of eight (8) members: five (5) members shall be appointed by Council from the public-at-large, two (2) shall be appointed from the Council of the Town of Blackfalds and one (1) shall be appointed by Lacombe County. Appointments to the Board shall be made or reviewed annually at the Organizational Meeting of Council.
- 3.3 The five (5) public-at-large members of the Board shall be a resident of the Regional Recreation District (Schedule A). Whenever possible and practical, these members

of the Board shall be appointed so as to represent the different age groups and interests of the Regional Recreation District.

3.4 The one (1) Lacombe County member shall be a Councillor or resident of the Regional Recreation District (Schedule A).

3.5 Wherever possible, the Board shall ensure new members are aware of:

- a) Local, regional, provincial, and federal government legislation which effect municipal recreation.
- b) Local policy and procedures regarding municipal recreation services.
- c) Local community clubs and organizations which are involved, in some way, with municipal recreation service.
- d) Current and proposed projects, programs, and services of the Board, and;
- e) The local Recreation Master Plan and General Municipal Plan.

3.6 There shall be appointed by the Town, a Director of Community Services, or a designate from the Community Services Department staff, who shall assist and advise the Board. The Director, or designate, shall undertake the administrative duties of the Board including, but not limited to, the notifying of members of meetings, preparing of agendas, preparing of minutes, maintaining records and facilitating the actions of the Board.

3.7 In addition to the Director, the Board may solicit information and advice from representatives from the following agencies or organizations, and/or associations that the Board feels assistance can be obtained from:

- a) Alberta Tourism, Parks and Recreation
- b) Alberta Culture and Community Spirit
- c) Alberta Recreation and Parks Association (A.R.P.A.)
- d) Alberta Sport, Recreation, Parks and Wildlife Foundation (A.S.R.P.W.)
- e) Alberta Association of Recreation Facility Personnel (A.A.R.F.P.)
- f) Any other agency or organization that the Board feels assistance can be obtained from.

3.8 Neither the Director, designate or any Advisor shall have voting privileges.

PART IV – TERM

4.1 Council shall appoint two (2) members of Council the Board. Council appointments shall be made at the Organizational Meetings.

4.2 The Council of the Town of Blackfalds shall designate members to the Board who shall hold office for a three (3) year period.

4.3 The term of any member so appointed shall not exceed two (2) consecutive terms, or six (6) consecutive years.

4.4 Any member may resign from the Board at any time upon sending written notice to the Board and to Council to that effect.

4.5 An appointed member ceases to be a member of the Board when:

- a) He or she fails to attend three (3) consecutive regular meetings of the Board or one third (1/3) or more of the regular meetings of the Board scheduled in a year between Council Organizational Meetings unless otherwise excused by resolution of the Board.

- b) His or her term expires,
 - c) He or she is removed from office by resolution of Council,
 - d) He or she ceases to be a resident of the Regional Recreation District,
 - e) He or she provides written notice of resignation from the Board, and in the case of a member appointed from Council, he or she resigns his or her position on Council.
- 4.6 If a member ceases to be a member of the Board before the expiration of his or her term, Council shall appoint another eligible person as follows:
- a) If the term being vacated is less than one (1) year, the appointment of an eligible person shall hold office.
 - i) Until the annual Organization Meeting of the second year following the date of appointment;
 - ii) Until the annual Organizational Meeting of the third year following the date of appointment;
 - b) If the term being vacated is more than one (1) year, the appointment of an eligible person shall hold office for the remainder of the term.
 - c) To allow for Council's and Administration's discretion to ensure that there are not more than three members of the Board leaving at one time.

PART V – MEETINGS

- 5.1 At the first meeting of the Board following the annual Organization Meeting of Council in each year, the Board shall appoint a Chairperson. Immediately thereafter, the Board shall appoint a Vice-Chairperson who shall act in the absence of the Chairperson.
- 5.2 The Board shall hold at least eight (8) regular meetings annually at a time and place so designated by the Board.
- 5.3 A special meeting may be called by the Chairperson at any time or by special request of any four (4) members of the Board.
- 5.4 A majority of the members of the Board constitutes a quorum.
- 5.5 Each member present at a meeting of the Board shall vote when the vote is taken unless a pecuniary interest in a matter is declared.
- 5.6 In the event of a tie when a vote is taken, the motion shall be lost.
- 5.7 Meetings of the Board shall be open to the public. Individuals and groups may make a presentation to the Board at a meeting if the presentation is related to the Board and its mandate.
 - a) One week prior to the next scheduled meeting, notice (in writing) must be received by the Chairperson or the Director of Community Services from any delegation wishing to address the Board.
 - b) Delegations will be given a maximum of fifteen (15) minutes to address the Board.

- 5.8 The Board shall ensure meetings are conducted using Roberts Rules of Order.

PART VI – ROLE OF THE BOARD

- 6.1 The Board shall advise and make recommendations to Council on the development, provision, and quality of a broad range of recreational and cultural services, facilities, programs, board members appointments, parks and green spaces in the Regional Recreational Districts.
- 6.2 The Board shall advise and make recommendations to Council on the allocation of grants and funds to community organizations.
- 6.3 The Board shall promote a co-operative spirit throughout the district to encourage the sharing of all available resources towards the provision of recreation opportunities for everyone in the district.
- 6.4 Each member of the Board is responsible for representing the broad recreation, culture, and parks interests of the Regional Recreation District, as well as contributing to the responsible and prudent direction regarding these interests to the elected officials of the municipality.
- 6.5 The Board shall function as a Liaison by:
- a) Maintaining effective lines of communication with all agencies and organizations by delivering recreation and cultural services in the Regional Recreation District.
 - b) Acting on behalf of all residents of the Regional Recreation District by bringing forth their concerns to Council.
 - c) Reporting to Council, via Council Representatives monthly regarding the status of municipal recreation, cultural, and parks services which may be of concern to Council.
- 6.6 The Board shall advise and make recommendations regarding the preparation of a Recreation Master Plan at least every five (5) years outlining, in order of priority, the basic development of recreation, cultural and parks resources.
- 6.7 The Board shall monitor and review operating policies and procedures and make recommendations to Council regarding the creation and implementation of by-laws, policies, and procedures relating to recreation, culture and parks matters in accordance with the Recreation Master Plan.

PART VII – PROCEEDINGS

- 7.1 In fulfilling its mandate, the Board is empowered to:
- a) appoint sub-committees of the Board to deal with specific components of its duties as determined by the Board; and
 - b) appoint special committees of its members and/or citizens at large to deal with any special study of assignment within its jurisdiction; a committee so appointed shall deal only with the matter of question referred to it for consideration and shall be disbanded upon completion of the assignment.

- 7.2 Annually, at a date established from time to time by Council, the Board shall submit to Council a written budget showing in reasonable form and detail, expenditures proposed to be made by the Board during the next following year with respect to all matters over which the Board has jurisdiction. If Council does not establish such a date, December 1 shall be considered the date by default.
- 7.3 Donated recreation funds remaining at the end of any budget year may be held in Municipal Reserves for Council Approved Municipal Recreation Projects providing these funds are reported and shown in the annual Audit Report.
- 7.4 Members of the Board shall serve without remuneration.

PART VIII – LIMITATIONS

- 8.1 By Law 705/91 and 828/98 are rescinded.
- 8.2 This By-Law shall take full force and effect upon the date of its passage.

Read for a first time this 26th day of April A.D. 20 11
(RES NO. 40/11)


MAYOR MELODIE STOL


CORINNE NEWMAN
CHIEF ADMINISTRATIVE OFFICER

Read for a second time this 26th day of April A.D. 20 11
(RES NO. 41/11)


MAYOR MELODIE STOL


CORINNE NEWMAN
CHIEF ADMINISTRATIVE OFFICER

READ FOR A THIRD TIME THIS 26th DAY OF April A.D. 20 11
(RES NO. 43/11)


MAYOR MELODIE STOL


CORINNE NEWMAN
CHIEF ADMINISTRATIVE OFFICER



**TOWN OF BLACKFALDS
BYLAW NO. 1125/11**

**A BY-LAW OF THE TOWN OF BLACKFALDS, IN THE PROVINCE OF ALBERTA
TO ESTABLISH A POLICING COMMITTEE**

WHEREAS the Municipal Government Act, R.S.A. 2000, c. M-26 and regulations as amended, provides that Council may pass bylaws in relation to services provided by or on behalf of the municipality;

AND WHEREAS the Police Act, R.S.A. 2000, c. P-17 and regulations as amended, provides that a municipality which has entered into an Agreement with the Government of Canada for the provision of policing services through the Royal Canadian Mounted Police may, by Bylaw, establish a Policing Committee;

AND WHEREAS the member in charge of the Municipal Police Service shall, in enforcing the By-laws of the Municipality, act under the lawful direction of the Chief Administrative Officer or such other person as the Chief Administrative Officer may, in writing, designate;

AND WHEREAS the council of the Town of Blackfalds deems it advisable to establish a Policing Committee to advise them of policing matters;

AND WHEREAS Council, by the By-law, shall prescribe the rules and regulations governing proceedings and meetings of the Committee.

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

NAME AND DEFINITIONS

1. This by-law may be referred as the "Policing Committee By-law".
2. For the purpose of this by-law:
 - (a) "Agreement" means the agreement between the Town of Blackfalds and the Government of Canada for the provision of police services for the municipality;
 - (b) "Chief Administrative Officer" means the person appointed to the position of Chief Administrative Officer by the Council of the Town of Blackfalds and includes any person that the Chief Administrative Officer may appoint as his or her designate for purposes carrying out his responsibilities under this Bylaw and further includes any person that may be appointed to act in the absence of the Chief Administrative Officer.
 - (c) "Committee" means Blackfalds Policing Committee;
 - (d) "Council" means the duly elected Municipal Council of the Town of Blackfalds;
 - (e) "Officer in Charge" means the Officer in charge of the local RCMP detachment in the Town of Blackfalds;
 - (f) Criminal Record is being convicted of a crime punishable by indictment
 - (g) "RCMP" means the Royal Canadian Mounted Police force or any member of that police force as the case may require; and
 - (h) "Town" means the Town of Blackfalds, a Municipal Corporation in the Province of Alberta, or the geographical area contained within the boundaries of the Town of Blackfalds as the context may require.

DUTIES AND RESPONSIBILITIES

3. The overall objectives of the Policing Committee is to act as a liaison between Town Council, the RCMP detachment, By-law Enforcement and the citizens of Blackfalds and foster responsible community action towards the creation of a safe, secure community. The Committee shall endeavor to do this by encouraging an environment, which allows for public concerns to be addressed by all affected parties. Specific duties and responsibilities are to:
 - (a) provide community feedback to the RCMP concerning policing and by-law enforcement strategies and activities;

- (b) in consultation with the officer in charge, develop a yearly plan of priorities and strategies for municipal policing and advise Council on the annual RCMP Goals and Priorities;
- (c) cooperate and liaise with community groups in creating programs or pursuing initiatives to improve public safety;
- (d) represent the interests and concerns of the public to the officer in charge;
- (e) make recommendations to Council relating to policing matters or relevant community issues on its own initiative or upon request of Council;
- (f) recommend to Council the appointment of a Public Complaints Director; and
- (g) represent the interests of Council to the Officer in charge.

COMPOSITION OF THE COMMITTEE

- 4. The committee shall consist of seven (7) voting members who shall be appointed by resolution of Council as follows:
 - (a) Five (5) citizens residing within the Town of Blackfalds, one of whom may be a youth between the age of sixteen and eighteen who attends school;
 - (b) Two (2) Town of Blackfalds Council members.
- 5. The Mayor shall be a member (ex-officio) of the Committee and his or her term of office shall coincide with his or her term of office on Council.
- 6. The Officer in Charge of the Blackfalds RCMP, or his/her designate, shall attend the Committee meetings in an advisory, non-voting capacity.
- 7. The Chief Administrative Officer, or his designate, shall attend the Committee meetings in an advisory, non-voting capacity.
- 8. The Committee, as a public body must comply with *Freedom of Information and Protection of Privacy (FOIP)* Legislation and have a designated Coordinator. The Town of Blackfalds FOIP Coordinator will act as the FOIP Coordinator for the Blackfalds Policing Committee and is responsible for ensuring that personal information is managed in accordance with FOIP legislation. Requests for information involving the Committee should be directed to the Town of Blackfalds FOIP Coordinator subject to their fees and policies.

MEMBERSHIP

- 8. Each member from the public at large shall be appointed to the Committee for one (1), two (2) or three (3) year terms, whichever Council deems appropriate, commencing at Council's annual Organizational meeting, unless he or she is appointed to complete the term of another member who resigns before their term is up.
- 9. Members shall remain in office until their respective successors are appointed.
- 10. Where a member ceases to be a member of the Committee before the expiration of his or her term, Council may appoint another eligible person for the unexpired portion of the term.
- 11. All persons appointed to the Committee shall:
 - (a) Take the oath prescribed in Schedule 2 of the Police Act.
 - (b) Not have a criminal record.
 - (c) Not be hired in any capacity with the Royal Canadian Mounted Police, any Provincial Police Force, the Provincial Attorney General's Department of the Department of the Solicitor General of Alberta and Town Bylaw Enforcement Service;
 - (d) Be of the full age if eighteen (18) years, except for the youth representative, who shall be at least sixteen (16) years of age.
 - (e) Participate in the Roles and Responsibilities of Policing Oversight Committee Members Training

RESIGNATION AND REMOVAL

- 12. Any member may resign from the Committee at any time upon providing written notice to Council to that effect.

13. Council may terminate a member's appointment to the Committee at any time, and particularly when the member;
- (a) Fails to attend three (3) consecutive regular meetings of the Committee, unless absence is caused through illness or is authorized in advance by resolution of the Committee;
 - (b) Ceases to be a resident of the Town;
 - (c) is hired in a full-time, permanent capacity with the Town Bylaw Enforcement Service or the RCMP; or
 - (d) is convicted of a crime punishable by indictment.

OFFICERS OF THE COMMITTEE

14. The Chairman and Vice Chairman of the Committee shall be elected from amongst its members at the first regular meeting of each year.
15. All members of the Committee shall vote on every motion, including the Chairman (subject to Section #27).
16. The Chief Administrative Officer, or his or her designate, shall attend all Committee meetings and insure that the minutes will be prepared and submitted to the Committee for approval at the next meeting. A copy of these minutes shall then be forwarded to Council.

MEETINGS

17. The Committee shall hold regular meetings at a frequency to be determined from time to time by the Committee, but not less than four (4) meetings per year.
18. Special meetings may be called by the Chairman or, in his absence, the Vice-Chairman, by providing the members with 24 hours notice. The Committee may, by unanimous consent, waive notice of a special meeting at any time if every member of the Committee is present.
19. Four (4) voting members of the Committee at a meeting shall constitute a quorum.
20. The Committee shall be governed by Robert's Rules of Order.
21. An agenda shall be prepared by the Chief Administrative Officer or his or her designate, in consultation with the Chairman, or in his absence, the Vice-Chairman, and circulated to the members prior to each Policing Committee meeting.
22. Each member, including the Chairman, shall have one vote. Motions shall only be carried upon receiving a majority of votes. In the event of a tie vote, a motion will be deemed to be defeated.
23. Meetings of the Policing Committee shall be open to the public, but all matters relating to personnel, conduct and contracts with the Royal Canadian Mounted Police and security of police operations shall be conducted in private or closed meetings.
24. The Policing Committee shall make reports to Council on matters of public concern as the Policing Committee deems are in the public interest. The Policing Committee shall also report to Council on any matter when requested to do so by resolution of Council.

SUB COMMITTEES

25. The Committee may appoint sub-committees or ad hoc committees which may include persons from outside the Committee as it may consider necessary or desirable. The Committee shall define the terms of reference and tenure of each sub-committee or ad hoc committee. Sub-Committees or ad hoc committees may be terminated by a simple motion at any regular meeting.

LIMITATIONS

26. Neither the Committee nor any member shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the Committee or any member thereof have any power to authorize any expenditure to be charged against the Town.

CONFLICT OF INTEREST

27. No member shall participate in any discussion nor vote upon any matter that may involve a pecuniary interest of the type referred to in Division 6 of the Municipal Government Act being Chapter M-26, R.S.A. 2000, as amended.

EFFECTIVE DATE


This By-law shall come into effect on the date of final reading.

READ for the first time this 30th day of August A.D., 2011.

(RES. 254 /11)



Melodie Stol
Chief Elected Official



Corinne Newman
Chief Administrative Officer

READ for the second time this 30th day of August A.D. 2011

(RES. 283/11)



Melodie Stol
Chief Elected Official



Corinne Newman
Chief Administrative Officer

READ for the third time this 30th day of August A.D. 2011.

(RES. 284/11)



Melodie Stol
Chief Elected Official



Corinne Newman
Chief Administrative Officer



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

MEETING DATE: December 14, 2021

PREPARED BY: Sue Bornn, FCSS Manager

PRESENTED BY: Myron Thompson, CAO

SUBJECT: Appointment of Member-at-Large

BACKGROUND:

The Policing Committee currently has one (1) vacancy for a citizen, due to a recent resignation. The Committee has four (4) citizen appointments and two (2) Council appointments.

Policing Committee Bylaw 1125/11 states that the Committee shall consist of seven (7) voting members:

- Two (2) members of Council
- Five (5) members at large (may include one youth representative)

In addition, the Blackfalds & District Recreation, Culture & Parks Board currently has one (1) vacancy for a citizen, due to a recent resignation. The Committee has four (4) citizen appointments, two (2) Council appointments and one (1) Lacombe County appointment.

Blackfalds & District Recreation, Culture & Parks Board Bylaw 1120/11 states that the Board shall consist of eight (8) voting members:

- Two (2) members of Council
- Five (5) members at large
- One (1) appointed by Lacombe County

DISCUSSION:

Prior to the Organizational Meeting Town of Blackfalds volunteer (Trent Kroetsch) had reached out to the Volunteer Programmer regarding the process to be appointed to a Board and Committee. Due to the deadline passing and short turnaround time for the Organizational Meeting he could not be considered for recommendation.

At the annual Organizational Meeting, Council was unable to appoint Mike Walker to the Policing Committee due to bylaw constraints.

As a result of the recent resignations, the Volunteer Programmer has reached out to Mike Walker and Trent Kroetsch, and they expressed their interest in filling these positions.

If a Council appointment is made, these positions would fill the Board/Committee as outlined in the bylaws.

FINANCIAL IMPLICATIONS:

None.



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

ADMINISTRATIVE RECOMMENDATION:

- 1) That Council move to appoint Mike Walker as a member at large to the Policing Committee for a 3-year term effective immediately and ending October 31, 2024.
- 2) That Council move to appoint Trent Kroetsch as a member at large to the Blackfalds & District Recreation, Culture & Parks Board for a 3-year term effective immediately and ending October 31, 2024.

ALTERNATIVES:

- A) That Council does not approve the appointment as presented.
- B) That Council send this item back to Administration for further review.

Attachments:

- *Policing Committee Bylaw 1125/11*
- *Blackfalds & District Recreation, Culture & Parks Board Bylaw 1120/11*

Approvals:



CAO Myron Thompson



Department Director/Author

MEETING DATE: December 14, 2021

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Development Officer Appointments

BACKGROUND

Section 1.4.2 of the Town of Blackfalds Land Use Bylaw 1198/16 requires that a Development Officer be appointed by a resolution of Council. Development Officers are needed to ensure compliance with the Land Use Bylaw, and currently there is only one Development Officer appointed (Billie Scott). With recent staffing changes, the Department must ensure sufficient resources to allow the continued appropriate developments to occur as the Town grows.

DISCUSSION

The Town has recently promoted Candice Hilgersom to the Development Officer I position and is requesting that Council establish her position by appointing her via resolution. For additional coverage, the Planning & Development Manager, Jolene Tejkl, is also requested to be designated a Development Officer by resolution at this time.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

1. That Council hereby appoints Candice Hilgersom as a Development Officer for the Town of Blackfalds.
2. That Council hereby appoints Jolene Tejkl as a Development Officer for the Town of Blackfalds.

ALTERNATIVES *(other than the recommendation)*

1. That Council refer this item back to Administration for additional information.

APPROVALS



CAO Myron Thompson



Department Director/Author

MEETING DATE: December 14, 2021

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Soper Annexation – Notice of Intent

BACKGROUND

On February 22, 2021 a County landowner contacted the Town of Blackfalds to request the annexation of their lands, located at NE 24-39-27-W4M, into the Town of Blackfalds (Appendix A). A Request for Decision was brought before Council at the April 27, 2021 Regular Council Meeting at which time the following resolution was approved unanimously:

129/12 *Councillor Stendie moved that Council authorize the initiation of the annexation process of the land parcel identified as NE 24-39-27-W4M through written notice to Lacombe County and other required parties per the Municipal Government Act.*

DISCUSSION

In response to the Council resolution, Town Administration had preliminary discussions with Lacombe County and the initiating landowner; Administration has now prepared a draft Notice of Intent that requires authorization from Council through resolution (Appendix B). This Notice of Intent is required to fulfill the requirements of Section 116 of the *MGA* to initiate the formal annexation application to the Land & Property Rights Tribunal.

If the Council resolution is received to authorize the Notice of Intent, the Notice will be distributed to the following, in accordance with the *MGA* and the Land & Property Rights Tribunal Annexation Procedures Rules:

- Lacombe County;
- The Minister of Municipal Affairs;
- The Land & Property Rights Tribunal; and
- All local authorities having jurisdiction to operate or provide services within the Town or County.

Sending out the Notice of Intent is an initial step in the official annexation process. A general process along with anticipated timelines is provided in Appendix C for Council's information.

FINANCIAL IMPLICATIONS

The annexation process will have financial implications on the Town that have not been fully determined at this point. Some factors to consider include are:

- An application fee will be due to the Land & Property Rights Tribunal when the Negotiation Report is submitted, which acts as the official application to annex.
- If the annexation is successful, the County is anticipating that the Town would reimburse Lacombe County for the park amenities installed and maintenance work they have completed at the Cliff and Mary Soper Park.

All costs associated with updating servicing studies, and the preparation of Statutory Plan(s) to develop the land proposed to be annexed will be the responsibility of the landowner.

ADMINISTRATIVE RECOMMENDATION

That Council authorize the Notice of Intent to initiate the annexation process of the land parcel identified as NE 24-39-27-W4M; and, provide this written Notice of Intent to Lacombe County and all other parties as per the *Municipal Government Act* and the Land & Property Rights Tribunal Annexation Procedure Rules.


ALTERNATIVES

1. That Council does not authorize the Notice of Intent and therefore does not initiate the annexation process of the land parcel identified as NE 24-39-27-W4M.
2. That Council refer this item back to Administration for more information.

ATTACHMENTS

- *Appendix A – Proposed Annexation Boundary Map*
- *Appendix B – Notice of Intent (draft)*
- *Appendix C – General Annexation Process*

APPROVALS



CAO Myron Thompson



Department Director/Author

APPENDIX A – PROPOSED ANNEXATION BOUNDARY MAP





TOWN OF BLACKFALDS

Office of the CAO
Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Town Office: 403.885.6248
mthompson@blackfalds.com

DATE

Mr. Tim Timmons
County Manager
Lacombe County
RR3
Lacombe County T4L 2N3

Minister of Municipal Affairs
Office of the Minister
132 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Rick Duncan
Case Manager | LPRT
2nd Floor, Summerside Business Centre
1229 91 Street SW
Edmonton, AB T6X 1E9

Dear Sirs:

RE: Notice of Intent for Annexation Application

On February 22, 2021, the Town of Blackfalds was contacted by a landowner to request his quarter section (NE 24-39-27-W4) be annexed to the Town of Blackfalds from Lacombe County.

This parcel of land was initially considered for annexation in a previous application (**Board Order No. MGB 016/09**); however, due to the landowner being an active Councillor for Lacombe County at that time, this parcel of land was excluded.

The purpose of this letter is to fulfill the requirements of Section 116 of the *Municipal Government Act (MGA)* and to initiate an annexation application for the area on the attached map. By copy of this letter, all affected authorities as required by Section 116 of the *MGA* have been notified.

NOTIFICATION

This notification is being sent to Lacombe County (the municipal authority from which the land is to be annexed), the Minister of Municipal Affairs, the Land and Property Rights Tribunal, and all other relevant local authorities as defined in Section 1(1)(m) of the *MGA* and Section 6.1 of the *Land and Property Rights Tribunal's Annexation Procedure Rules* which includes the following:

- Central Zone | Alberta Health Services
- North Red Deer Regional Wastewater Services Commission
- North Red Deer River Water Services Commission
- Wolf Creek School Division
- Red Deer Catholic School Division
- Canada Post
- Shaw
- Telus
- Alberta Environment and Parks
- Alberta Infrastructure
- Alberta Transportation
- ATCO Energy
- ATCO Pipelines
- AltaLink
- Fortis Alberta Inc.
- Bell Fiber Optic



TOWN OF BLACKFALDS
Office of the CAO
Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Town Office: 403.885.6248
mthompson@blackfalds.com

DESCRIPTION OF LAND TO BE ANNEXED

Appendix 1 contains a map and description of the land that is the subject of this proposed annexation.

REASONS FOR THE PROPOSED ANNEXATION

Appendix 2 contains a summary of the reasons for the proposed annexation. A complete justification for the annexation will be provided as part of the report required under Sections 118 and 119 of the *MGA*.

PROPOSALS FOR CONSULTING WITH THE PUBLIC AND LANDOWNER

Appendix 3 contains the proposed public consultation program.

AUTHORIZATION

Appendix 4 includes a copy of the Town Council resolution with respect to this notice, which authorizes the Town's Administration to proceed with this notice.

ADDITIONAL NOTICE TO THE LAND AND PROPERTY RIGHTS TRIBUNAL

Appendix 5 contains a list of authorities that may be affected by the proposed annexation. These additional authorities have been copied on this letter and are listed as required by Section 6.1 of *the Land and Property Rights Tribunal Annexation Procedure Rules* (effective October 30, 2021).

Should you have any further questions with respect to the proposed annexation please contact Myron Thompson, Chief Administrative Officer for the Town of Blackfalds, by telephone at 403.885.6255 or by email at mthompson@blackfalds.com or info@blackfalds.com.

Sincerely,

Myron Thompson
Chief Administrative Officer

cc: Preston Weran, Director of Infrastructure & Property Services
Jolene Tejkl, Planning & Development Manager
AND ALL OTHER AGENCY REFERRAL CONTACTS

APPENDIX 1

DESCRIPTION OF LAND TO BE ANNEXED

The land proposed for annexation to the Town of Blackfalds are described on the attached map forming part of Appendix 1, including the legal land description, and is described as follows:

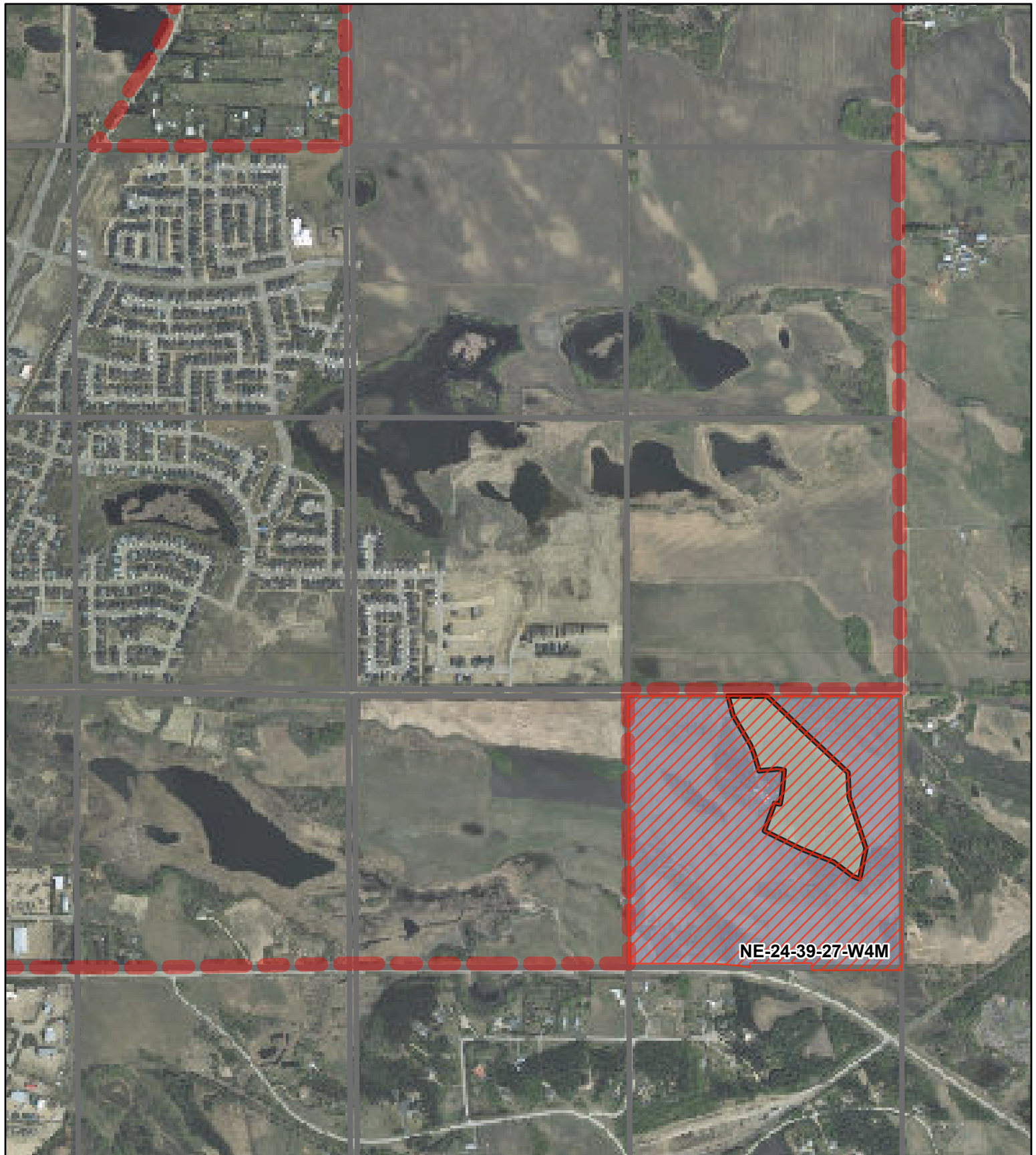
LAND WITHIN LACOMBE COUNTY:




NE 24-3-27-W4, excluding Lot 1 Block 1 Plan 032 0195

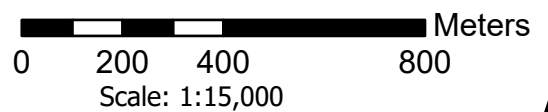
DRAFT

APPENDIX 1

NE-24-39-27 W4M



-  Proposed Annexed Area
-  Existing Natural Area
-  Town Boundary



APPENDIX 2

ANNEXATION JUSTIFICATION

Section 116(2)(b) of the *Municipal Government Act* requires, as part of a written notice of a proposed annexation, that the notice set out the reasons for the proposed annexation. The following is an overview of the context and major reasons why the Town of Blackfalds is pursuing annexation of the land identified on the map of the proposed annexation area.

The Town of Blackfalds went through a major annexation with Lacombe County that took effect in January of 2009. At that time the Town of Blackfalds population was approximately 4700 people and 853 hectares (2,100 acres) of land was annexed from Lacombe County. With the relatively high growth rate at the time, it was determined that with the additional annexed land, residential and non-residential land needs would be met for a period of approximately 30 years. The northeast quarter section of 24-39-27-W4 is the parcel of land squaring off the municipal boundaries in the southeast corner of the Municipality and was not included in the annexation process due to the fact the existing landowner was serving on Lacombe County Council at the time of annexation. Inclusion of this parcel of land in the annexation process would have required the Councillor to resign his seat on Lacombe County Council.

Population projections for Blackfalds based on the recent past (periods between 2011 to 2016) suggest very substantial long-term growth. Blackfalds' Population and Land Demand Analysis, approved by Council in May 2019, projects a population of 92,054 for 2051 as the alternate projection which accounts for Alberta's economic downturn. In addition to the population prediction being quite robust, a new high school development in 2024 will also have a positive impact on residential growth and prevent population bleed.

On February 22, 2021, the owner of the land parcel described as NE 24-39-27-W4 reached out through formal correspondence to both the Chief Administrative Officer for the Town of Blackfalds and to the County Manager for Lacombe County requesting that the Town of Blackfalds now consider the annexation of his land by the Town of Blackfalds.

Furthermore, Council moved to authorize the initiation of the annexation process and the discussions surrounding the benefits and justification of the proposed annexation included:

1. The integration into the Town's long-term growth area; and,
2. Environmental considerations with the existing 25-acre environmental reserve and the recreational benefits with the natural trail system and protected natural area.

This overview of the two categories of need (long-term growth and environmental and recreational benefits) forms the initial justification for the proposed annexation boundary to facilitate negotiations with Lacombe County. Further and more detailed annexation justification will be provided as part of the report to be prepared describing the results of the annexation negotiations and the public consultation processes.

APPENDIX 3

PROPOSED PUBLIC CONSULTATION PROGRAM

Section 116(2)(c)(i) and (ii) of the *Municipal Government Act* requires that the notice for an annexation must include proposals for consulting with the public and meeting with the owner of the land to be annexed and keeping them informed about the process of the negotiations. The following public consultation program is proposed in order to meet this requirement.

1. Website and Social Media

The Town of Blackfalds' website will include easy access to information on the proposed annexation for the affected property owner and the general public. The Town will provide an email directed to the Planning and Development Department where members of the public can ask questions or express any concerns. Additionally, the Town's official social media platforms will notify the general public on the proposed annexation and will direct people to the website and more formal channels of communication.

2. Mailing Lists

One letter will be sent to the property owner indicating that the Notice has been sent. Additionally, a mailing list is comprised and will be used to send a Q&A letter with an attached response form to adjacent landowners.

3. Open House

One in-person public engagement session will be held in support of the Notice and is as follows:

- Late January or early February

4. Direct Mail Outs

Various direct mail outs may be sent out throughout the negotiation process, if required, particularly if there are any time delays.

Advertising

The open house will be advertised in the Lacombe Express, on the Town's website and social media platforms.

Summary of the Public Consultation Program

A summary will be included in the report to the Land and Property Rights Tribunal as required in Sections 118 and 119 of the *Municipal Government Act*.

APPENDIX 4
AUTHORIZATION

On **DATE**, Town Council passed the following motion:

MOTION

DRAFT

APPENDIX 5

ADDITIONAL NOTICE TO THE LAND AND PROPERTY RIGHTS TRIBUNAL

Section 6.1 of the *Land and Property Rights Tribunal's Annexation Procedure Rules* (effective October 30, 2021) requires that written notice to the LPRT under Section 116(1)(b) of the *Municipal Government Act* must be accompanied by a list of the authorities that the Town of Blackfalds believes may be affected by the proposed annexation. The following list of authorities is provided in order to meet this requirement.

List of affected authorities to whom notice has been given by copy of this letter, as required by the *Municipal Government Act*:

- Alberta Environment and Parks
- Lacombe County
- Land and Property Rights Tribunal
- Central Zone | Alberta Health Services
- North Red Deer Regional Wastewater Services Commission
- North Red Deer River Water Services Commission
- Wolf Creek School Division
- Red Deer Catholic School Division

List of authorities that may be affected, as required by the *LPRT's Annexation Procedure Rules*:

- Alberta Infrastructure
- Alberta Transportation
- AltaLink
- ATCO Energy
- ATCO Pipelines
- Bell Fiber Optic
- Canada Post
- Fortis Alberta Inc.
- Shaw
- Telus

APPENDIX C – GENERAL ANNEXATION PROCESS

Phase and Estimated Timing*	Process Overview
Phase 1 November 2021 (complete)	A continuation of the discussions that have already started with Lacombe County. A key part of this phase was the discussion of the overall process.
Phase 2 November 2021 – January 2022	Formal expression of the Town's interest in annexing the subject lands, which takes form of the Notice of Intent and requires a resolution of Council in an open meeting. During this phase, the proposed annexation becomes public knowledge. The Notice of Intent is sent to Lacombe County, the LPRT, The Minister, and all local authorities having jurisdiction to operate or provide services in the initiating municipal authority or in any of the municipal authorities from the County, to formally acknowledge the Town's desire to annex. Once delivered, the Notice obligates the County to meet with the Town and negotiate on issues related to the proposed annexation.
Phase 3 January 2022	Formal negotiations with the County. Ideally, a single meeting is all that will be needed based on the successful discussions carried out in Phase 1.
Phase 4 December 2021 – January 2022	This phase provides an opportunity for Provincial agencies and other local authorities to offer any objections, comments, or concerns about the proposed annexation. This phase also entails consultation with adjacent landowners and the general public. The public open house will be the main way of addressing questions and providing background on the proposed annexation. While some landowners may be willing to indicate their opinion up front, a more formal opportunity will also be provided during this phase.
Phase 5 January 2022 – May 2022	Drafting of the Negotiation Report, which will summarize the matters agreed upon between the Town and the County, any areas of disagreement, landowner responses, and the public consultation process. Once complete, Council must accept the report by resolution and certify its accuracy. County Council will also be asked to accept the report through resolution. The report is then submitted to the LPRT as the Town's official application.
Phase 6 May 2022 and beyond	This phase is directed by the LPRT. Town activity is limited to participating in a hearing if the LPRT determines a need to hold a public hearing. Please note that concerns from a single landowner may be sufficient to result in a public hearing.
Phase 7 TBD	involves follow-up by the Town staff as the LPRT moves the Town's application through the approval process. It can take several months to obtain a decision from Cabinet. This phase will also include formal adoption of and amendments to the Intermunicipal Development Plan and the Town's Municipal Development Plan.

*The overall amount of time to work through Phases 1- 5 has been estimated at 6 months. The ability to move quickly through the first 5 phases depends mostly on meeting logistics and giving enough time for review and comment on materials. Beyond Phase 5, the Town has no influence on the schedule. A decision from the Province can often take 6 months. The overall process is estimated to take between 1 and 1 ½ years.



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

MEETING DATE: December 14th, 2021

PREPARED BY: Justin de Bresser, Director of Corporate Services

SUBJECT: 2022 Capital Budget

BACKGROUND:

The 2022 Capital Budget has been prepared for first review and comment. The presentation of the Capital Budget ahead of the Operating Budget will assist in focusing on key decisions for Capital Projects for the upcoming year.

The Capital Plan was presented at the November 15th Standing Committee of Council, where feedback was received with the motion to bring the Budget forward for approval.

DISCUSSION:

The 2022 Capital Budget includes new budgeted dollars in order to complete the new Capital Plan. The Capital Budget differs from the Operational Budget as the majority of the funding comes from three non-tax supported sources. These sources include provincial grants, town reserves and debenture borrowing. The 2022 Capital Plan and the 10-year Capital Plan have no new borrowing identified, however, with larger utility supported projects coming in future years, Administration will determine the optimal mix of debt verse using our own reserves. Decisions regarding the individual projects will not influence future tax rates.

The replacement of the Highway 2A LED sign was removed. There has also been a reduction of the needed budget for the Chemical Control System for the Abbey Centre. The layout of the existing mechanical room is too restrictive for the new chemical control system. This has reduced the project cost down to \$14,000 as it would be an identical replacement now.

The Centre Plaza Project has also changed in scope and value. The Town was successful on obtaining a grant from the Canada Community Revitalization Fund. This grant allowed the Town to expand the scope in order to utilize the full amount. The Grant would cover 75% of the project cost. Administration is also pursuing sponsorship opportunities for this area.

Administration has carried through the projects identified in the 10-year Capital Plan as well as additional projects to accommodate changes in operational demands. These additional projects include:

Administration

- Photocopier (Operations Facility and Abbey Centre)	\$24,000
- Council IT Upgrades	\$50,000
- Scale Cluster Server upgrades	\$54,000
— LED Sign Replacement	\$60,000



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DIRECTION

Community Services

- Ice Pad Covering/Safety Rail/Glass Lifter	\$175,000
- Hot Tub Tiling/Pool Equipment	\$30,000
- Floor Scrubber (Eagle Builders Centre)	\$25,000
- Arena #2 Score Clock	\$16,000

Infrastructure Services

- Bulk Fuel Station (Operations Facility)	\$60,000
- Center Plaza (Eagle Builders Centre)	\$667,934

The 2022 Capital Plan ties into the 10-year Capital Plan, which is also presented at this meeting. The 10-year Plan is a long-range forecast of the capital needs of the community. It highlights major projects that are needed over the period to sustain growth and maintain service levels and infrastructure.

The Asset Management Strategy is a concurrent project that will influence the 10-year Plan once in place. In 2022, the data collection of pavement conditions will impact the Plan, which will indicate where resources will be allocated to maintain the road infrastructure.

FINANCIAL IMPLICATIONS:

The 2022 Capital Budget is funded from the following sources:

- General Capital Reserve	\$ 684,600
- Abbey Reserve	\$ 37,400
- IT Reserve	\$ 78,000
- Streets Reserve	\$ 55,000
- Land Reserve	\$ 166,983
- Canada Community Builder	\$ 425,000
- MSI Capital	\$ 3,000,000
Other Funding	
- FCM Grant (Asset Management)	\$ 55,000
- Lacombe County	\$ 39,000
- Canada Community Revitalization	\$ 500,591

Total	\$ 5,041,934
--------------	---------------------

Administration will be utilizing all available grants before deploying funds in the general capital reserve or other reserves. Administration will be seeking input and direction relative to the 2022 Capital Budget to assist in meeting the budget schedule as previously developed.

Administration has also received confirmation of a seven-year sponsorship agreement for the Centre Plaza. Border Paving has committed to providing support over this this period. Both Border Paving and the Town will develop a formal press release in the upcoming month. The provincial grant and the sponsorship will cover the 100% of the cost of this project.



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

ADMINISTRATIVE RECOMMENDATION:

That Council move to accept the recommendation of Administration to approve the 2022 Budget as presented.


ALTERNATIVES:

- 1) That Council not approved approve the 2022 Capital Budget.
- 2) That Council refers this item back to Administration for further review.

Attachments:

- *Appendix A – 2022 Capital Projects*
- *Appendix B – 2022 Project Details & Justifications*

Approvals:



CAO Myron Thompson



Department Director/Author

APPENDIX A - 2022 Capital Projects

2022 Capital Budget					Funding Sources								
Projects	Project Number		New Funding	Total Funding	General Capital Reserve	Land Reserve	Abbey Reserve	IT Reserve	Streets Reserve	CCB*	MSI Capital**	Other	
Engineered Networks													
	22-3215	Pavement Quality Study	110,000	110,000					55,000			55,000	
	17-3702	North West Storm	2,000,000	2,000,000							2,000,000		
	22-3216	Gregg St/ Hwy 2A Intersection Improvements	175,000	175,000						175,000			
Facility Replacement													
	22-1204	Civic Centre - Lower Floor Renovations	200,000	200,000							200,000		
Vehicle Replacement													
PW	22-1204	1 ton DUMP (PW)	100,000	100,000	100,000								
Fire	22-3217	Freightliner Pumper	800,000	800,000							800,000		
Equipment - Replacement													
PW	22-3218	Case SV250 Skid Steer (Bobcat)	75,000	75,000	75,000								
Parks	22-7226	Kubota RTV 900 Utility Vehicle (CSD)	25,000	25,000	25,000								
Parks	22-7228	Bobcat 3400 XL Utility Vehicle (CSD)	35,000	35,000	35,000								
Parks	22-7229	Toro 4010-D	85,000	85,000	85,000								
Abbey Centre	22-7230	Chemical Control System	14,000	14,000			11,900					2,100	
Abbey Centre	22-7231	Hot Tub Tiling/Pool Equipment	30,000	30,000			25,500					4,500	
Parks	22-7232	84" Angle Broom	8,000	8,000	8,000								
Parks	22-7233	Side Mount Flail Mower	13,000	13,000	13,000								
Civic Centre	22-1204	Council Chambers - IT Upgrades	50,000	50,000	50,000								
IT	22-1206	Scale Cluster Server	54,000	54,000				54,000					
Arena	22-7234	Arena #2 Score Clock	16,000	16,000	13,600							2,400	
Equipment - New													
IT	22-1207	Photocopier (Operations Facility, Abbey Centre)	24,000	24,000				24,000					
EBC	22-7235	Floor Scrubber	25,000	25,000	21,250							3,750	
EBC	22-7236	Ice Pad Covering /Safety Railing/glass lifter	175,000	175,000	148,750							26,250	
Operations Faci	22-3219	Bulk Fuel Station	60,000	60,000	60,000								
Land Improvements - New													
	22-3220	All Star Park Parking Lot - Duncan Ave	250,000	250,000						250,000			
	22-7237	Annual Trail Development	50,000	50,000	50,000								
		Centre Plaza ***	667,934	667,934		166,983						500,951	
			5,041,934	5,041,934	684,600	166,983	37,400	78,000	55,000	425,000	3,000,000	594,951	

* - Canada Community Building Fund

** - Municipal Sustainability Initiative

*** - Canada Community Revitalization Fund

Appendix B – 2022 Capital Projects

Engineered Networks

1. Pavement Quality Study (\$110K)

The Town requires capital funding to conduct a Pavement Quality Study to assess the current condition of the roadway network (road surfaces, sidewalks, curb & gutter) throughout Town. A summary condition report will be provided as part of this study. Total cost is anticipated to be ~\$110,000. The data collected will be used in the Town's asset management system, Citywide, to model existing conditions and proposed treatments. This study is a key component to help the Town meet its goals towards sustainable asset management planning and budgeting.

2. North West Storm Trunk (\$2.0M New Funding)

The Town is proposing to build a stormwater management system, located within portions of NE 34-39-27 W4M and SE 3-40-27-W4M. The project was specifically designed to manage regional environmental concerns, future drainage requirements and flood protection levels within the Battle River Watershed (including Lacombe Lake, and the Town). This stormwater system will facilitate development within the Town and surrounding areas by providing adequate outlet for the Town's Northwest Area, using existing topography and drainage routes, along with the creation of proposed stormwater features now and into the future with minimal impact on natural wetlands and waterbodies within the watershed area and at the same time guard against environmental disruption in the adjacent areas.

The Northwest Area Stormwater Master Plan set out new and upgraded infrastructure requirements for stormwater routing for the NW side of our community. This outfall system is an integral part of our storm system and will be located in north of TWP Road 40-0 into the Kuhn Park and towards Lacombe Lake.

The land acquisition and design were started as part of the 2017 capital works, however, with landowner costs increasing and environmental appeals still outstanding, the project is currently on hold. Once we have confirmed that the Environmental appeal is concluded, we plan to construct this system in the fall of 2022.

3. Gregg St / Hwy 2A Intersection Improvements (\$175K)

As part of the 2021 Womacks and Gregg Street capital project review, lane improvements and safety concerns were discussed at Council. Originally not part of the existing capital project scope, these additional funds will be budgeted to ensure that the eastern and western pedestrian connections to Highway 2A at Gregg Street will be improved in the interim.

Facility Replacements

4. Civic Centre – Lower Floor Renovations (\$200K)

With the completion of the new Servus Credit Union Public library, the lower floor of the Civic Centre is requiring renovations. As the current library will be moving, the renovations will include a redesign to welcome the FCSS employees into the space.

Vehicle - Replacement

5. 1 Ton Dump Truck (\$100K)

Required replacement of the existing 2008 1 ton truck. Existing truck is past its useful life expectancy. The replacement 1 ton unit will be a multi application field service unit.

6. Freightliner Pumper Truck (\$800K)

As part of the capital replacement schedule for 2022 the current Front Line Fire Pumper is at its life span of 20 years as a frontline pumper for the Town of Blackfalds. This unit is a custom chassis built by E-One (Gladiator Series) out of Florida. It was a demo unit when it was originally purchased. At that time the Town of Blackfalds was much smaller, and the call volume substantially lower. This unit has been utilized over the years from all types of fire incidents to the annual Santa Run. The current unit will be sold or traded in.



The unit proposed to replace the current unit is on a commercial chassis with a triple combination pumper/rescue body. Similar to the last Fire Pumper purchased in 2016. Using a commercial chassis will make the Fleet more uniformed for responses and maintenance as replacement parts are easier to obtain. Taking in to account the growth and call types, the new truck will have a larger pump capacity, fire foam suppression system, ability to have rescue tools and the Jaws of Life on board making the unit more versatile to meet the demand of the community needs.



Equipment - Replacement

7. Case SV250 Skid Steer

(\$75K)

The town requires a replacement of the existing case skid steer with a Bobcat. The current unit is past its useful life, experiencing costly repairs and is currently out of service. Repairs and maintenance cost have been escalating to keep current unit in working order. If retained, significant repairs would have to take place. Purchase will include a planer attachment and vibratory roller to allow the Town to conduct minor asphalt repairs internally that would normally be contracted out. This will allow for increased repairs and maintenance of aging road infrastructure.

8. Kubota RTV900 Utility Vehicle

(\$25K)

The current unit is scheduled to be replaced in 2022. This unit is used at the All-Star Park for dragging the ball diamonds. Estimates received earlier this year indicate a replacement value of \$26,000. The Town will be trading in the old unit to offset the cost.

9. Bobcat 3400 XL Utility Vehicle (\$35K)

The current unit is scheduled to be replaced in 2022 and is currently used by the Parks trimming team and is outfitted to carry 4 staff, trimmers, jerry cans, lawnmowers and supplies.

10. Toro 4010-D (\$85K)

The current Groundsmaster 4010 is at end of life and is scheduled to be replaced in 2022. This unit is used by the Parks to perform turf maintenance to all greenspace and sports fields. Estimates received in August 2021 have the value of a replacement at \$108,236 with a trade in value of \$25,000

11. Chemical Control System (\$14K)

The Chemical Controllers are at end of life and are starting to leak. This leaking is causing some corrosion, The budget will be used to replace the two new controllers. The system will be safer for staff when handling the chemical. The control units will change to a solid puck format opposed to the heavy barrels of liquids. This will lead to safer handling of dangerous goods.

12. Abbey Centre Hot tub Retiling/Pool Equipment (\$30K)

Over the last pool season, the hot tub had tiles coming off. This is cause for concerns for water proofing and the integrity of the hot tub. The hot tub will have the 2 pumps replaced also. Within this project will see the replacement of some pool deck equipment. Some of the deck chairs and lounges have broken and are in need of replacement for the up coming pool season.

13. 84" Angle Broom (\$8K)

The angle broom is a skid steer attachment that is used in all seasons for snow clearing (trails and parking lots) and summer trail cleaning. The current broom is over 8 years old and is beyond repair. Staff have been spending excessive maintenance time to keep unit functional.



14. Side Mount Flail Mower

(\$13K)

The side mount flail mower mounts on to the Kubota tractor. This attachment is used for mowing roadway ditches. Currently the Town uses the rough-deck mower, but we have come close to tipping the tractor as some ditches are steep. The attachment allows the tractor to stay on the roadway and mow the grass.



15. Council Chambers – IT Upgrades

(\$50K)

The existing audio and video system is no longer meeting expectations.

The Town would like to implement an AV solution that will provide a professional level of audio and video for attendees both in person and virtually. The solution must be reliable and stable, as well as easy to administer by non-technical staff at the Town. The suggested AV upgrades will include:

- Replacement of the existing room audio system (old system may be repurposed elsewhere)
- New microphones (compatible with hybrid meeting type)
- Additional camera systems may be required
- Signal Routing and Control System & AV Bridge
- Equipment Rack
- New Projectors/TV's (for council to see electronic meeting feeds)
- Installation, Programming, and Training on system

This configuration is updatable if municipal needs change. The system will be designed to be compatible with eScribe, agenda management software, should the webcasting feature of this software be required in the future. The system design is capable of live streaming a meeting to the Town Youtube channel for the public viewer, the view should be similar to the current virtual environment, with the exception that they would also have a view from the cameras within the Council Chambers. Once Council is fully within

the Council Chambers, the capabilities would still permit virtual attendance during events, illnesses, or to limit travel costs for presenters/consultants.

16. Scale Cluster Server

(\$54K)

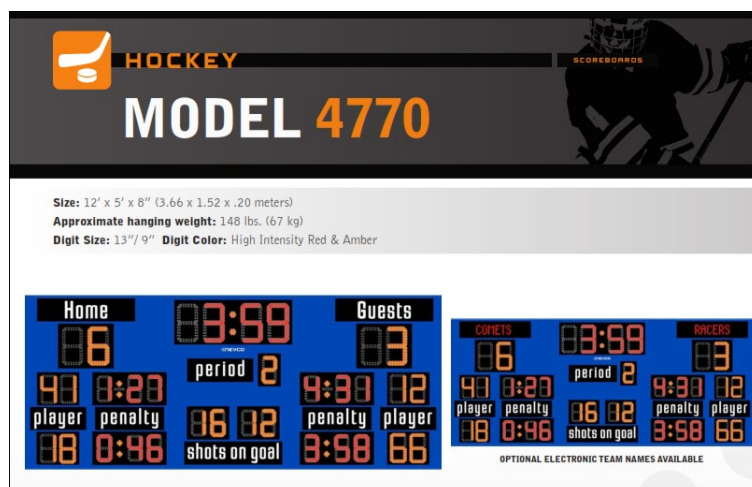
Due to depreciation and hardware life cycle, the Scale Cluster nodes need to be upgraded as they are at end of life and are no longer supported.

The Towns current Scale Cluster nodes Servers are arguably the most critical component of any organization. As the engines that store data, maintain performance, connect, and protect, their continued performance is essential to business continuity.

17. Arena #2 Score Clock

(\$16K)

The current score clock was supplied by Pepsi Bottling Group in 2002 (approximately). The electronics are obsolete and replacement parts and impossible to find. The old arena score clock is well past its lifecycle.



Equipment – New

18. Photocopiers (Abbey Centre & Operations Centre)

(\$24K)

The Town will be replacing the multi-functional photocopier at the Abbey Centre. This copier has currently reached its end of life and it is no longer functioning properly. The copier at the Operations Centre will be a new unit. This purchase will conclude the Towns move away from personal printers to multi-functional units.

19. Floor Scrubber (Eagle Builders Centre)

(\$25K)

The Eagle Builders Centre will require a ride-on auto scrubber for floor cleaning. This unit will primarily be used for the main foyer, arena mezzanine, banquet room, and used on both arena dry floors when necessary.

20. Ice Pad Covering / Safety Rail / Glass Lift

(\$175K)

When designing the Eagle Builders Centre, it was kept in mind that this facility would serve our community not just for sports and recreation but as more of a cultural centre that can host numerous events throughout the year. Hosting events such as concerts, tradeshow, and rodeos are a great way for the town to generate extra revenue and give members of our community and neighbouring communities a place to gather and experience these cultural events.

Arena flooring is required to hold events while the ice is in the arena (i.e. concerts, tradeshow, etc.). The 5/8" thickness is the common thickness for arena flooring, and it will cost \$128,000 the remainder of the budget will include a cap rail and glass lifter that is required to take out/adjust our glass to provide a barrier from our first row of seats.

21. Bulk Fuel Station

(\$60K)

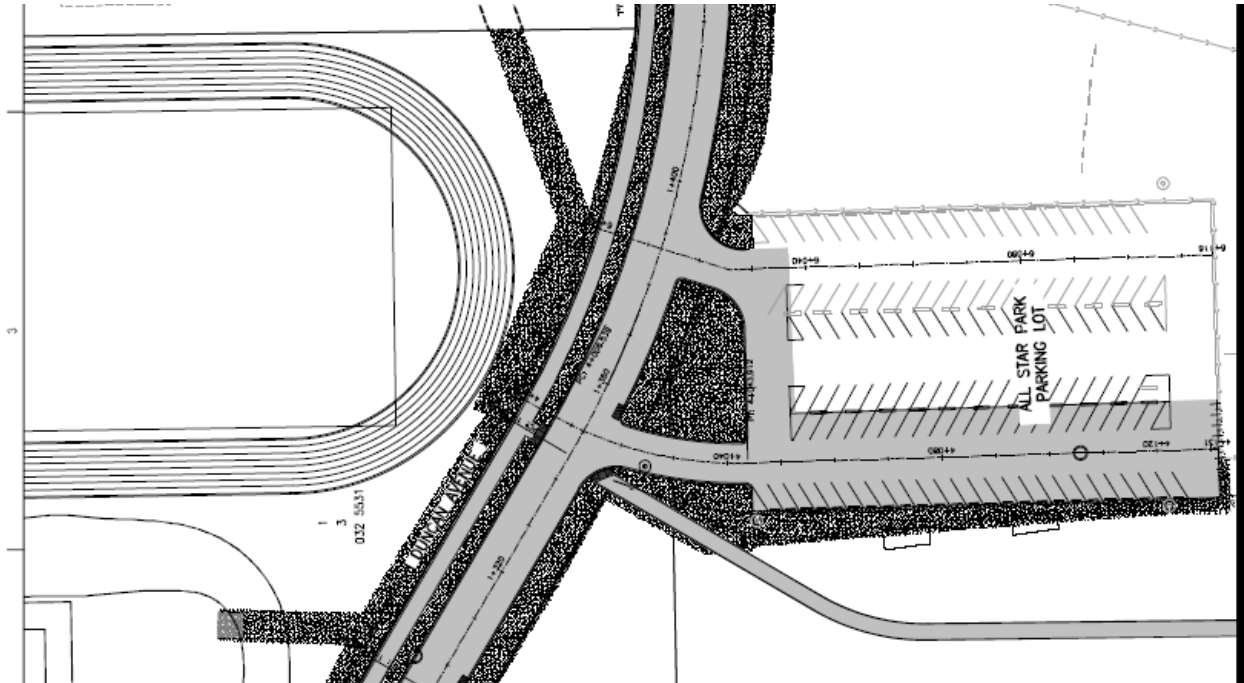
The addition of bulk fuel to support Town fleet and operations is anticipated to result in long-term fuel savings. Currently fleet refuel at local fueling stations (Centex, Petro, ESSO). Infrastructure includes 1000Gal gas tank and 1000Gal diesel tank, barricades, concrete pad, fire suppression, spill kits. Electrical, etc. Regulatory permitting required. The Town has an existing fuel account with L&R fuels. Purchase of tanks, and materials as provided in quote can be charged to the Town account.

Land Improvements – New

22. All Star Park Parking Lot – Duncan Ave

(\$250K)

The existing All-Star parking lot will be twinned to accommodate more parking for summer events, the new Soccer field programming and the new high school. This parking lot will also include an extension to the west along with a new entrance to Duncan Avenue. This work was tendered in 2022, but not approved, due to budget constraints. There will also be a future running track built north of Duncan Avenue that will require additional parking as well. See attached drawing for details.



23. Annual Trail Development

(\$50K)

The 2022 project will add to our trail system with asphalt trails around the community. With the completion of the condominiums at 4801 Parkwood Road, the asphalt trail that currently dead-ends in two places can now be completed.



24. Centre Plaza – Eagle Builder Centre (\$667K)

As part of the preliminary design for the Eagle Builders Centre area, the Town looked at options to retrofit the existing lift Station buildings, southern main EBC building access and the new pedestrian crossing access at CP rail/Gregg into a community gathering space. Administration is looking for in kind support (Sponsorship) and there has been some interest.

A concrete design was simplified to achieve cost savings and the plaza will be integrated into the southern edge of the separate parking lot area along with space to park food truck and set up mini events. The project will have the electrical serving cubical and two overhead lights as part of the roadway project. Administration will bring back preliminary concept design back to council once complete.

The Centre Plaza project has also changed in scope and value. The Town was successful on obtaining a grant from the Canada Community Revitalization fund. This grant allowed the Town to expand the scope in order to utilize the full amount. The Grant would cover 75% of the project cost.



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DIRECTION

MEETING DATE: December 14, 2021

PREPARED BY: Darolee Bouteiller, Finance Manager

SUBJECT: 2022 Interim Operating Budget

BACKGROUND:

The Operating Budget is a core document that provides financial guidance and information to Administration regarding how Council wishes to manage the operations of the municipality to implement their policies and programs. Section 242 of the *Municipal Government Act (MGA)* requires that a budget be approved prior to the start of each calendar year.

As per Council's decision on June 22, 2021, an interim Operating Budget would be brought forward to Council for approval prior to the year end. This will be followed by a review of the Draft Budget, and then approval of the Final Operating Budget in the spring of 2022.

DISCUSSION:

2022 Interim Operating Budget

An interim Budget is put in place temporarily, until the final Budget can be reviewed, completed and approved by Council. As per section 242(2) of the *Municipal Government Act (MGA)*, an interim Operating Budget may be adopted for part of a calendar year and will cease to have any effect when the Operating Budget for that calendar year is adopted. This is a typical approach during an election year, as it gives Council time to review and familiarize themselves with the budget document, and Town operations.

The interim Budget must be approved prior to December 31 of the year preceding the budget. This provides legislated approval for the municipality to make expenditures, collect revenue and continue operations without disruption.

As set out in the budget planning policy section 5, an interim operating budget may be adopted for a portion of the calendar year.

5. Interim and Final Budget

- 5.1 *The interim budget will be approved prior to December 31 of the year preceding the budget. This provides legislated approval for the municipality to make expenditures.*
- 5.2 *The final assessment for the fiscal year is received by February of the year in question. Prior to approval of the tax rate bylaw, the interim budget needs to be adjusted to reflect the new assessment and requisitions (if available) for the schools and senior requisitions. The interim budget with amendments for tax revenue, assessment and requisitions will be presented for approval as final budget prior to the tax bylaw being presented.*



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DIRECTION

Attached is the proposed 2022 Interim Operating Budget. The report displays a high-level overview of Town operations. The report contains operating revenue & expenses by division, and operating revenue & expenses by GL category. Each report also puts the expense and revenues into a pie chart to display the amount each division or GL category uses of the total budget. The interim Budget does not take into consideration any significant modifications for 2022, those changes will be reserved for discussion with Council and Management at the budget workshop.

Administration is continuing to compile the Operating Final Budget based on the budget assumptions and recommendations provided by Council during budget planning meetings held in November. When budget is completed, the draft budget document will be delivered to Council for their review no later than December 31st. Council will be able to review the budget document prior to the budget workshop, scheduled for January 28th and 29th, 2022. After the budget workshop with Council, administration will complete the final budget for any changes, and brought back to Council for final approval in the spring of 2022.

FINANCIAL IMPLICATIONS:

The 2022 Interim Operating budget allows the Town of Blackfalds to continue to operate under the same fiscal scenario as the 2021 Operating Budget year.

ADMINISTRATIVE RECOMMENDATION:

- A) That Council move to accept the 2022 interim Operating Budget as presented.

ALTERNATIVES:

- A) Council does not accept the recommendation of Administration.
- B) That Council refer this item back to Administration for further consideration.

Attachments:

- *2022 Interim Operating Budget*

Approvals:



CAO Myron Thompson



Department Director/Author

2022

TOWN OF
BLACKFALDS

BLACKFALDS
ALBERTA

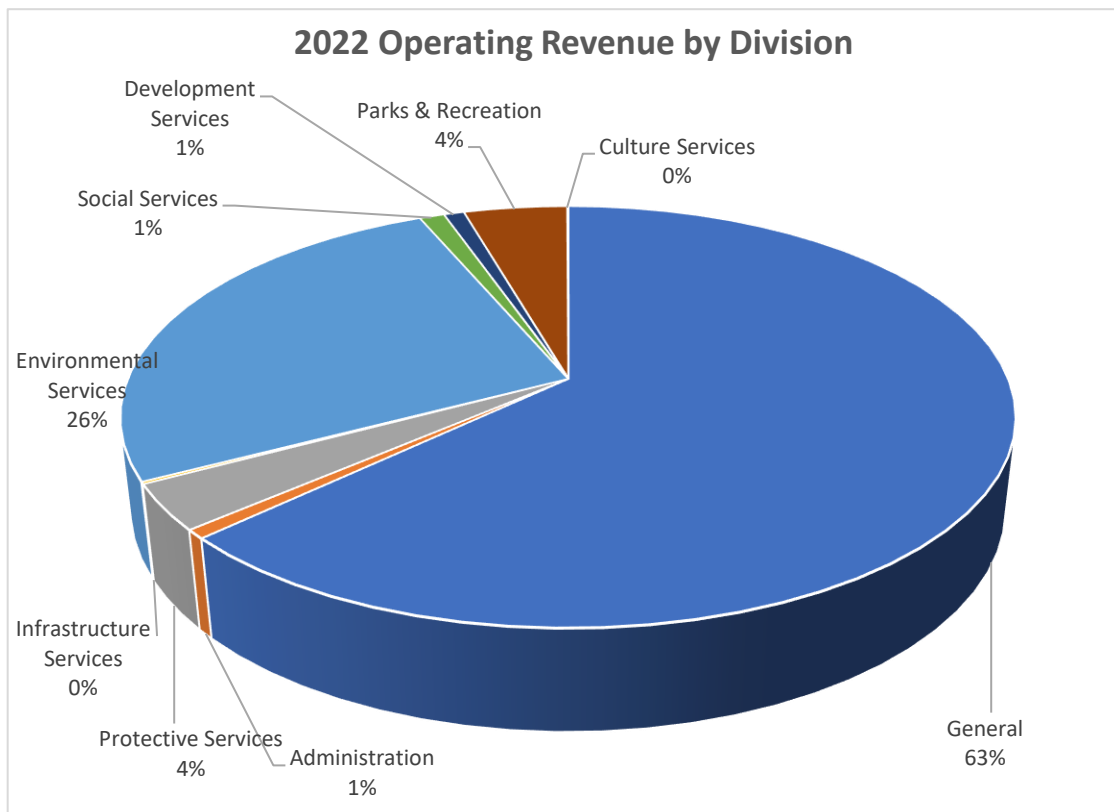


INTERIM OPERATING BUDGET 2022



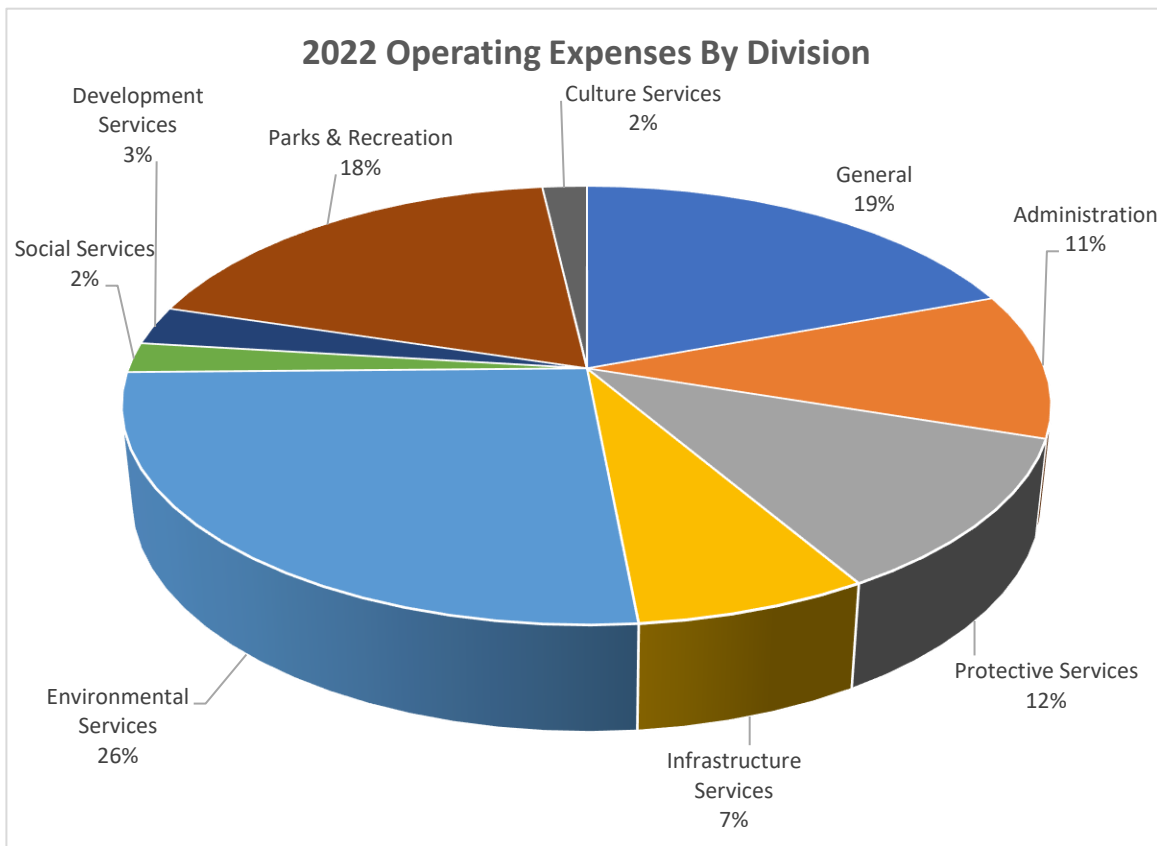
2022 Operating Revenue by Division

REVENUE	2021 Budget	2022 Interim Budget	Change
General	17,464,263	17,464,263	0
Administration	190,500	190,500	0
Protective Services	973,640	973,640	0
Infrastructure Services	46,414	46,414	0
Environmental Services	7,269,300	7,269,300	0
Social Services	296,354	296,354	0
Development Services	240,819	240,819	0
Parks & Recreation	1,232,330	1,232,330	0
Culture Services	15,000	15,000	0
Total Revenue	27,728,620	27,728,620	0



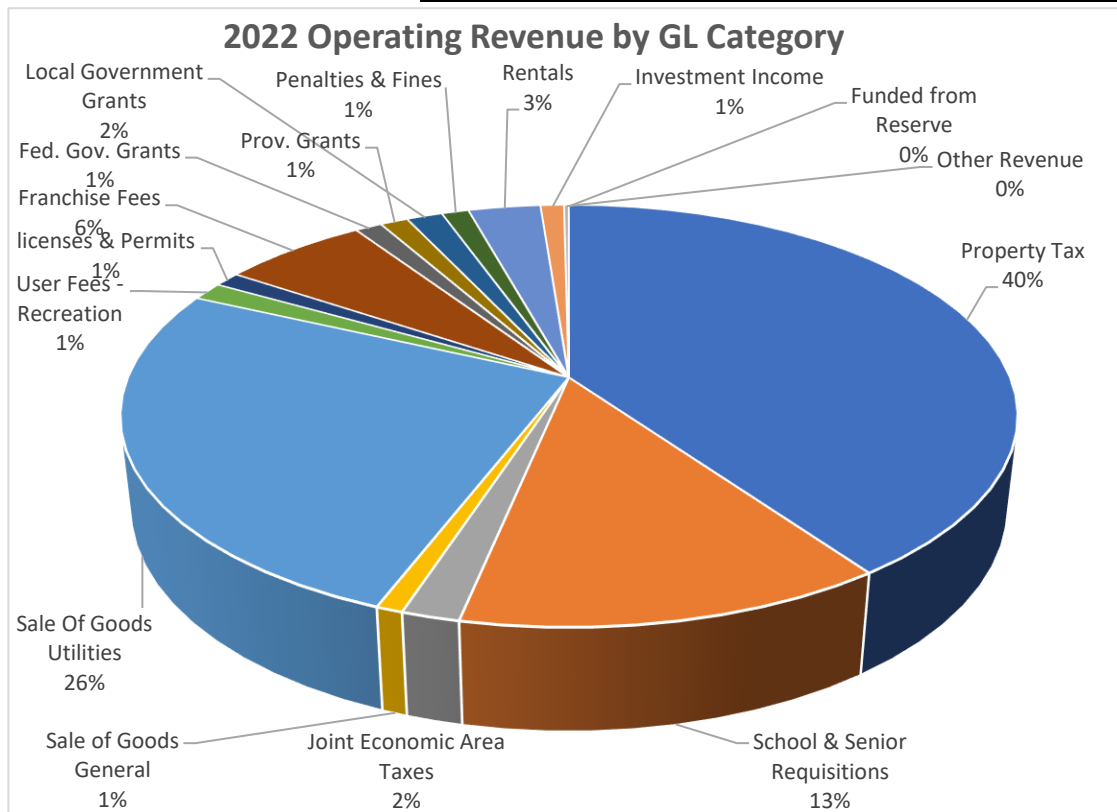
2022 Operating Expenses by Division

Expenses	2021 Budget	2022 Interim Budget	Change
General	5,364,243	5,364,243	0
Administration	2,975,484	2,975,484	0
Protective Services	3,175,990	3,175,990	0
Infrastructure Services	1,932,871	1,932,871	0
Environmental Services	7,269,300	7,269,300	0
Social Services	610,794	610,794	0
Development Services	785,563	785,563	0
Parks & Recreation	5,110,367	5,110,367	0
Culture Services	504,008	504,008	0
Total Expenses	27,728,620	27,728,620	0



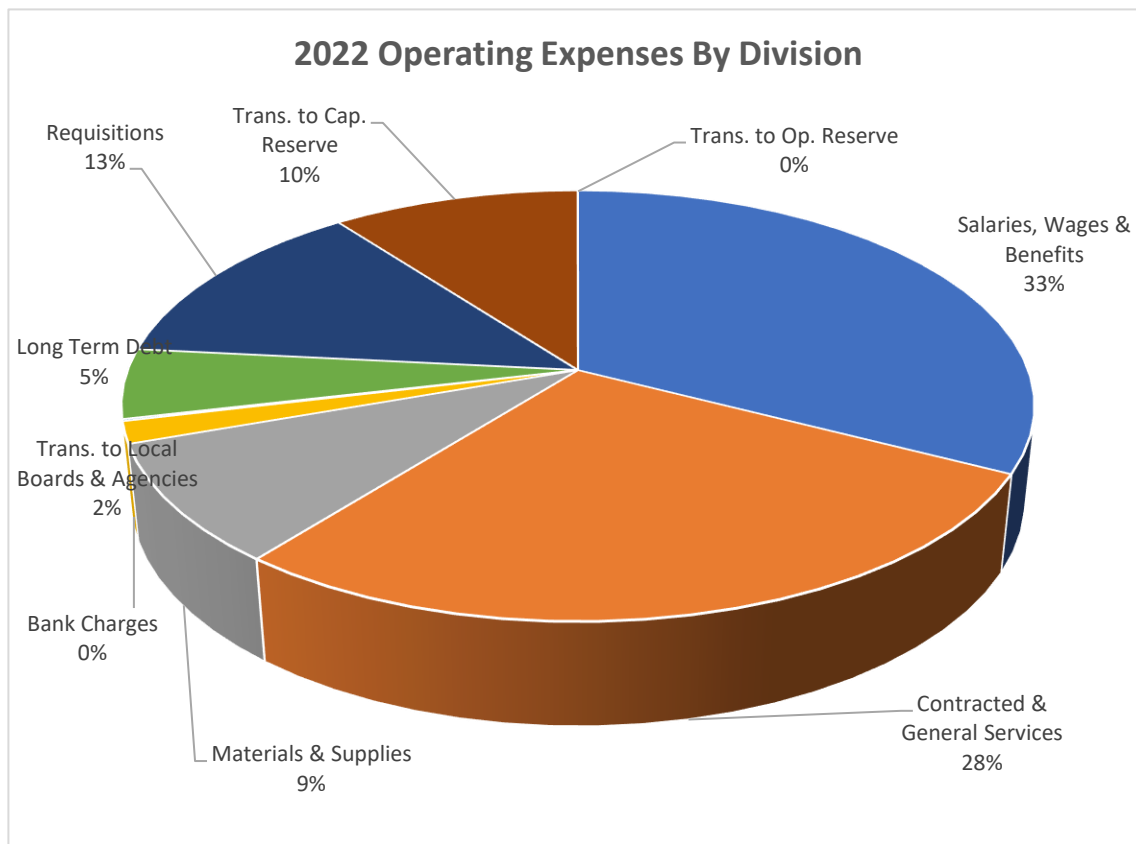
2022 Operating Revenue by GL Category

REVENUE	2021 Budget	2022 Interim Budget	Change
Property Tax	11,140,350	11,140,350	0
School & Senior Requisitions	3,632,280	3,632,280	0
Total Taxation	14,772,630	14,772,630	0
Joint Economic Area Taxes	493,890	493,890	0
Sale of Goods General	228,014	228,014	0
Sale Of Goods Utilities	7,204,300	7,204,300	0
User Fees - Recreation	386,000	386,000	0
licenses & Permits	311,119	311,119	0
Franchise Fees	1,732,763	1,732,763	0
Federal Government Grants	322,000	322,000	0
Provincial Grants	330,341	330,341	0
Local Government Grants	429,109	429,109	0
Penalties & Fines	321,200	321,200	0
Rentals	860,104	860,104	0
Investment Income	280,000	280,000	0
Other Revenue	56,900	56,900	0
Funded from Reserve	250	250	0
Total Revenue	27,728,620	27,728,620	0



2022 Operating Expenses by GL Category

Expenses	2021 Budget	2022 Interim Budget	Change
Salaries, Wages & Benefits	9,037,196	9,037,196	0
Contracted & General Services	7,780,773	7,780,773	0
Materials & Supplies	2,477,912	2,477,912	0
Transfers to Local Boards & Agencies	454,818	454,818	0
Bank Charges	41,100	41,100	0
Long Term Debt	1,452,423	1,452,423	0
Requisitions	3,631,480	3,631,480	0
Transfer to Capital Reserve	2,848,118	2,848,118	0
Transfer to Operating Reserve	4,800	4,800	0
Total Expenses	27,728,620	27,728,620	0





NOTICE OF SUBDIVISION APPLICATION (County File: S-045-21)

Town of Blackfalds (Jolene Tejkl, Planning & Development Manager)
*Alberta Health Services - David Thompson Health Region (Public Health
Inspector/Executive Officer, Red Deer Bremner Avenue Community Health Centre)*
FortisAlberta Inc. (Garry Simpson, Land Agent, Calgary)
Contract Land Staff (Susan Daniel, Subdivision Administrator, Edmonton)
EQUUS REA Ltd. (Central Alberta Office, Innisfail)
ATCO Gas (Red Deer Engineering, Red Deer)
ATCO Pipelines (JoAnne VanSickle, Engineering - Parkland Division, Edmonton)
Telus (Chris Rvachew, Real Estate Specialist, Calgary)
Ducks Unlimited Canada (Adele Colon, Edmonton)
Vesta Energy Ltd. (Surface Land Department, Calgary)
North Red Deer River Water Services Commission (Jordan Thompson, City of Lacombe)
North Red Deer River Water Services Commission (Denise Bellabono, City of Lacombe)
*Alberta Sustainable Resource Development (Robert Shorten, Senior Land Management
Technologist, Environment and Parks, Red Deer)*
Alberta Transportation (Planning & Development/Operations Department, Red Deer)

Please advise this office of any comments and/or concerns that you have with respect to the following application for subdivision:

Proposal: to create separate title to an approximately 1.82 ha (4.5 acre) parcel of land on the south part of the Pt. NE 4-40-27-W4M, northwest of Blackfalds. An Access Right-of-Way Agreement will be registered on the title to ensure legal and physical access to the proposed parcel, intended for residential use.

Landowner: Kassies Dairy Ltd.

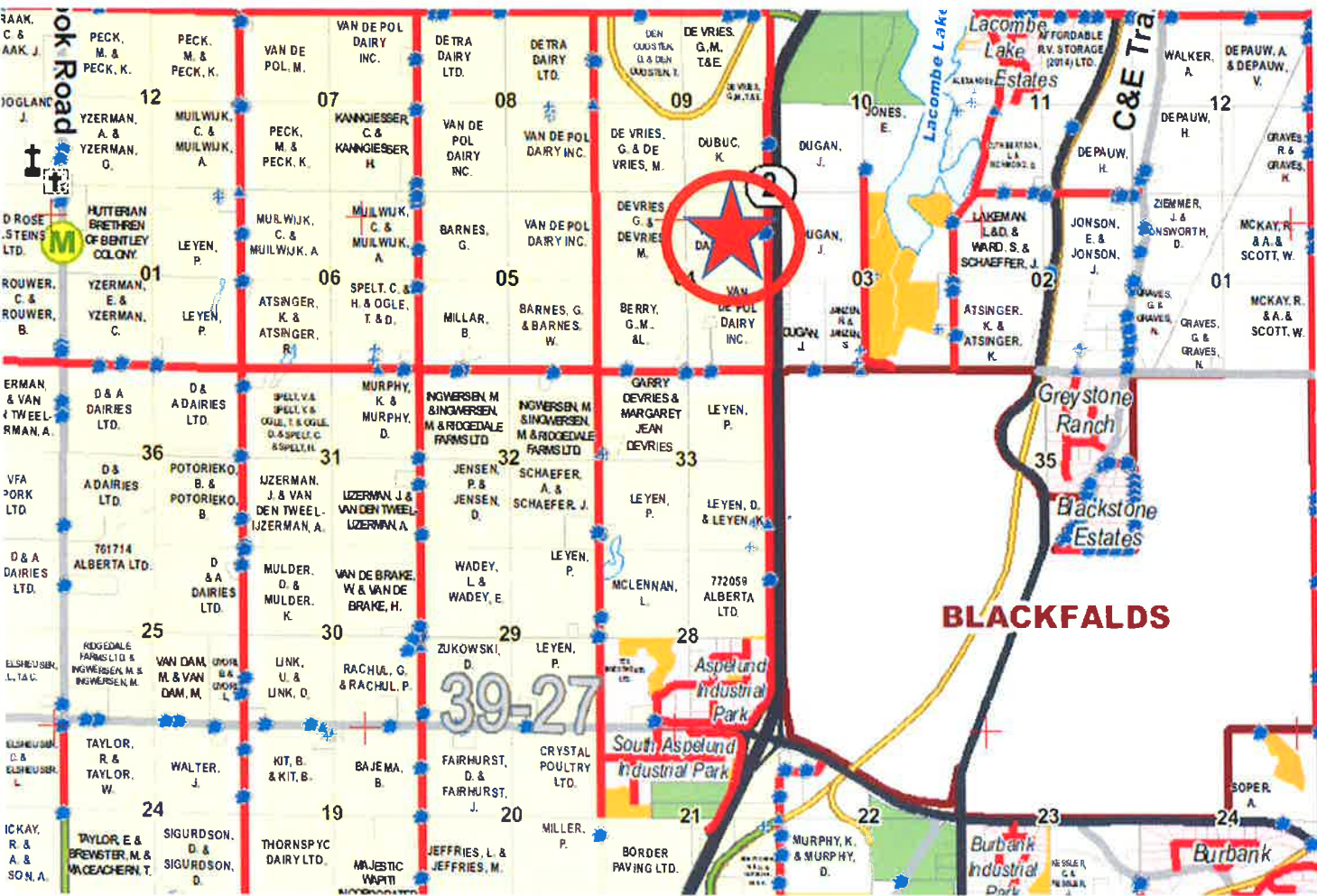
A response is needed by December 14, 2022. If we have not received a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. To avoid delays by ordinary mail, responses should be emailed to the County to: anoonan@lacombecounty.com

Dale Freitag, RPP, MCIP
Director of Planning Services
Lacombe County

November 23, 2021

Attachments

Context Map – Pt. NE 4-40-27-W4M
County File: S-045-21



LACOMBE COUNTY: NE-4-40-27-W4M



Subdivision No.: S-045-21

MEETING DATE: December 14, 2021

PREPARED BY: Sean Barnes, Director of Community Services

SUBJECT: Canada Community Revitalization Fund

BACKGROUND

In July of 2021 Administration applied for the Canada Community Revitalization Fund (CCRF) through Western Diversification Canada to assist financing the Centre Plaza which will be located adjacent to the Eagle Builders Centre. The Centre Plaza Project is integral to the continued effort to revitalize our downtown area by providing an outdoor plaza for social gatherings, events, and markets. This project will enrich the community life of Blackfalds and area and add a final enhancement to support and improve a multitude of diverse activities for our community.

The CCRF aims to help communities across Canada build and improve community infrastructure projects as they rebound from the effects of the pandemic. The purpose of the CCRF is to support municipalities, not-for-profit organizations, and other community groups, as well as Indigenous communities. This is done by building new community infrastructure and revitalizing existing assets, bringing people back to public spaces safely as health measures ease, creating jobs and stimulating local economies.

The Town successfully received 75% of the funding for the Centre Plaza through the CCRF in the amount of \$501,000. Naming rights sponsorship has also been achieved with Border Paving Ltd. in the amount of \$100,000, with some additional funding expected through other sponsorship commitments.

Work on the final design concepts will begin in the new year with many involved, including Council.

DISCUSSION

The Centre Plaza Project is slated to begin in spring of 2022. The anticipated timeline for this project is three to five months from the posting of the request for proposal to the completion of construction.

ATTACHMENTS

- N/A

APPROVALS



CAO Myron Thompson



Department Director/Author



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
COUNCIL INFORMATION**

MEETING DATE: December 14, 2021

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Development/Building Report – November 2021 Year-to-Date

BACKGROUND:

Attached is the Building Permit Report and Comparison for 2019-2021 for the month of November 2021 year-to-date. We also have shown the comparison for the year-to-date figures for 2020 on the comparison report.

Please note that we reviewed the listings entries and some numbers have changed due to classification of the applications, however the totals are still the same.

For the reference of Council, we continued to separate the “Home Business” category out of the “other” designation and given it a separate line as its own category.

Attachments:

- *November 2021 Comparison Report*

Approvals:



CAO Myron Thompson



Department Director/Author



Town of Blackfalds Development/Building Permit Comparison 2019 to 2021

2020 YTD

	2019		2020		2021		November	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
Residential								
SFD	17	\$ 3,812,997.00	24	\$ 5,965,780.00	28	\$ 7,604,460.00	22	\$ 5,551,440.00
Duplexes	4	\$ 670,000.00	12	\$ 3,053,876.00	0	\$ -	12	\$ 3,053,876.00
Manufactured Home	3	\$ 274,000.00	1	\$ 55,000.00	0	\$ -	1	\$ 55,000.00
4-plex	2	\$ 400,000.00	1	\$ 300,000.00	0	\$ -	1	\$ 300,000.00
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	20	\$ 2,931,600.00	0	\$ -	4	\$ 883,340.00	0	\$ -
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	46	\$ 8,088,597	38	\$ 9,374,656	32	\$ 8,487,800	36	\$ 8,960,316
Garage	10	\$ 206,500.00	23	\$ 556,400.00	15	\$ 471,000.00	23	\$ 556,400.00
Deck	9	\$ 38,000.00	8	\$ 32,400.00	4	\$ 18,500.00	8	\$ 32,400.00
Basement Reno	61	\$ 1,014,820.00	58	\$ 1,067,750.00	47	\$ 1,055,400.00	51	\$ 911,450.00
Addition	0	\$ -	0	\$ -	1	\$ 25,000.00	0	\$ -
Accessory Suite	0	\$ -	1	\$ -	0	\$ -	1	\$ -
Home Business	27	\$ -	30	\$ -	25	\$ -	29	\$ -
Other	52	\$ 1,331,760.00	58	\$ 989,561.17	52	\$ 1,959,818.00	58	\$ 989,561.17
Commercial	42	\$ 13,778,510.00	15	\$ 679,700.00	26	\$ 738,235.00	13	\$ 679,700.00
Industrial	6	\$ 38,400.00	5	\$ 459,900.00	3	\$ -	5	\$ 459,900.00
Institutional	1	\$ 5,000.00	3	\$ 29,260,000.00	1	\$ 3,000.00	3	\$ 29,260,000.00
Agricultural	1	\$ -	3	\$ 31,000.00	2	\$ 25,000.00	3	\$ 31,000.00
Public Facility	13	\$ 694,700.00	12	\$ 25,613,528.50	16	\$ 8,786,500.00	12	\$ 25,613,528.50
TOTAL PERMITS	268	\$ 25,196,287.00	254	\$ 68,064,895.67	224	\$ 21,570,253.00	242	\$ 67,494,255.67
General Yearly Notes:		1- Grocery interior - 2,000,000		1 - 24,600,000 Multi-Plex expansion		1 - 2,500,000 East Area Linear Wetland Ph. 2		
		1 - 7,000,000 Blackfalds Crossing Phase 1A		1 - 29,000,000 Wolf Creek High School		1 - 5,500,000 Womacks/Gregg St. Alignment Project		
		1 - McDonalds 2,100,000						

205-21	1-Nov-21	38 Aurora Heights Boulevard	R-1S	Residential	Basement Reno
206-21	2-Nov-21	4769 Aspen Lakes Boulevard	R-1M	Residential	SFD
207-21	3-Nov-21	5449 Vista Trail	R-1M	Residential	SFD
208-21	5-Nov-21	38 Coachill Street	R-1L	Residential	Hot Tub
209-21	5-Nov-21	121 Portway Close	R-1S	Residential	Hot Tub
210-21	5-Nov-21	121 Portway Close	R-1S	Residential	Basement Reno
211-21	10-Nov-21	33 Maclean Close	R-1M	Residential	SFD
212-21	10-Nov-21	164 Pioneer Way	R-1S	Residential	Basement Reno
213-21	10-Nov-21	26 Cambridge Close	R-1S	Residential	Basement Reno
214-21	17-Nov-21	4273 Westbrooke Road	R-1M	Residential	Basement Reno
215-21	22-Nov-21	5001 Broadway Avenue	C-1	Commercial	Change in Use / Occupancy
216-21	22-Nov-21	14 Pine Crescent	R-1S	Residential	Garage
217-21	23-Nov-21	62 Coleman Crescent	R-1L	Residential	Home Business
218-21	23-Nov-21	61 Murphy Close	R-1M	Residential	Relaxation of rear yard and lot coverage
219-21	23-Nov-21	37 McKay Place	R-MHP	Residential	Mobile Home
220-21	24-Nov-21	65 Broadway Village	R-MHP	Residential	Demolition
221-21	26-Nov-21	49 Cyprus Road	R-1L	Residential	Home Business
222-21	29-Nov-21	5302 Broadway Avenue	PF	Public Facility	Change in Use / Occupancy
223-21	29-Nov-21	5 Rolling Hills Close	R-1M	Residential	Basement Reno
224-21	29-Nov-21	125 Valley Crescent	R-1S	Residential	Basement Reno



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
COUNCIL REPORT**

MEETING DATE: December 14, 2021

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

SUBJECT: Blackfalds Protective Services Monthly Report - November 2021

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 November for Municipal Enforcement, Fire Services, RCMP and Emergency Management.

FINANCIAL IMPLICATIONS:

None.

Attachments:

- *Municipal Enforcement: statistics, November 2021*
- *Speed Sign Stats for November EB/WB Aspen Lake*
- *RCMP Blackfalds November Stats and Crime Gauges.*

Approvals:



CAO Myron Thompson



Department Director/Author



Blackfalds Protective Services

November 2021 Monthly Report

Protective Services

Town of Blackfalds Municipal Enforcement:

During the month of November, Municipal Enforcement continued to operate with one vacancy. Our Peace Officer in training is doing well and should graduate on the 16th of December. In the new year, we will be welcoming two practicum students from Red Deer College. They will be each completing 10 shifts with Officers which they need to have completed by April.

November was a relatively slower month for operational files with Officers opening and investigating 41. Of the files opened, 10 were related to parking complaints, 14 were investigations under the Animal Bylaw, nine under the Community Standards Bylaw, and three under the Traffic Bylaw.

With winter arriving Officers have been monitoring the sidewalks for snow removal, as minimal snow was received in November this has been dealt with via education to the public. Messaging has been put out through social media reminding residents of the requirement for snow to be cleared within 48 hours. Officers have dealt with two files related to snow removal during the month of November.

Community Peace Officers have continued to spend time monitoring the school zones. Officers have spent cumulatively 20 hours monitoring the school zones ensuring drivers are complying with regulations. Several tickets were issued over the month because of infractions identified. Officers routinely start at the elementary school and then work their way over to the remaining schools due to differing start times. Officers have reported traffic issues are getting better in the school zones, with not as many violations being observed. Two violation tickets were issued for vehicles passing school busses while stopped and red lights flashing, this number is down from previous months.

Under the Community Standards Bylaw the complaints related to noise, graffiti and one issue of bullying.

Animal Control continued to provide service to the town investigating two animal complaint files, conducting patrols, and working with Officers whenever possible. They continue to be an excellent resource to Officers out in the field.

The new Municipal Enforcement vehicle has been a great addition, Officers have been able to transport found bikes and recovered property more easily as well as being a great addition to our enforcement fleet.

Municipal Enforcement Officers issued 58 provincial violation tickets and 2 municipal violation tickets.

Officers assisted the RCMP on various investigations throughout the month, in particular working together with them on a file involving the recovery of stolen property. Officers also continued to work closely with the SRO when needed. The department has worked with the Integrated Traffic Unit on two occasions during the month of November running traffic check stops.



Blackfalds Protective Services

November 2021 Monthly Report

Violation tickets issued.

In total 60 violation tickets were issued, these ranged from 37 under the Traffic Safety Act, 19 under the Use of Highway and Rules of the Road Regulation, 1 under the Vehicle Equipment Regulation, 1 under the Operator Licensing & Vehicle Control Regulations and 2 under the Community Standards Bylaw. Approximately \$14,000 in fines were issued.

Speed Signs:

During the month of November speed signs were located on Aspen Lakes east bound and west bound.

Aspen Lake East Bound:

The total vehicle count, November 1st, to December 4th was 23,838. The average speed recorded was 37 km/h. Attached is the statistics summary report for this period.

Aspen Lake West Bound:

The total vehicle count from November 5th to December 4th was 13,590. During this time the average speed was 41 km/h. Attached is the statistics summary report for this period.

Attachments:

- *Municipal Enforcement Month End Report*
- *EB Aspen Lake Statistics Summary Report*
- *WB Aspen Lake Statistics Summary Report*

Blackfalds Fire Rescue

During the month of November,

Four members completed “re-writes” of the NFPA 1072 operations course, and one member ‘re-wrote’ the NFPA 1001 Level 1 course, results will be coming soon.

Eight members wrote the NFPA 1002 Driver Pumper Operator Exam and results are pending for these as well.

The department completed the facility Fire Inspection for the new arena with occupancy loads calculated. They are currently waiting on completing the library inspection along with occupancy calculations on December 7th.

The new Fire Services truck has been put into service and the AFRRC’s radios have been purchased and programmed under our newly created agency.

Training during the month focused on STARS landing zones (representative from STARS provided a presentation), patient care, vehicle extrication and scene safety.

Two members of the department recently resigned due to the requirement to relocate closer to their full-time jobs.



Blackfalds Protective Services

November 2021 Monthly Report

The department responded to twelve incidents; a summary is attached:

Fire Department – November 2021 – INCIDENT SUMMARY – PAGE 1 of 1

Call #	Date	Incident Type	Dispatch Event #	Location	RCMP #	MAFP 1244
0154	1	Motor Vehicle Incident	202111011836	Lacombe County	YES	EMS
0155	3	Alarm	202111030257	Lacombe County	N/A	N/A
0156	5	Alarm	202111051036	Corp Limits	N/A	N/A
0157	6	Alarm	202111062024	Corp Limits	N/A	N/A
0158	7	Alarm	202111072355	Corp Limits	N/A	N/A
0159	10	Motor Vehicle Incident	202111100940	Lacombe County	YES	N/A
0160	10	Alarm	202111100932	Corp Limits	N/A	N/A
0161	11	Medical	202111112346	Corp Limits	YES	EMS
0162	18	Alarm	202111181039	Corp Limits	N/A	N/A
0163	25	Alarm	202111250820	Corp Limits	N/A	N/A
0164	29	Medical	202111291805	Corp Limits	NO	EMS
0165	30	Alarm	202111301516	Lacombe County	NO	N/A

Occupational Health & Safety

- On November 16th the Joint Health and Safety Committee met, discussion was had on the COR Audit for 2022 and various other items of concern.
- OHS is looking at moving forward with the “Near Miss” Program encouraging all staff to report near misses, which will result in a safer work environment overall.
- Discussion was also had on the changes in the OHS Act, these are still being reviewed but it is felt they will not adversely affect the town.

RCMP

- School Resource Officer (SRO) has been active with the Restorative Justice Program, dealing with 7 files this month. The SRO is also active in working together with the CPO's in developing a good relationship with youth within the town.
- The General Investigation Unit/Crime Reduction Unit (GIS)/CRU) has been very active within the town, targeting drugs and property crime. On the morning of November 18th, the team arrested a suspect in a stolen vehicle which was equipped with red & blue lights, suspect is believed to be involved in persons crimes, property crimes and is known to be impersonating a police officer in the region.
- Currently they are operating with five vacancies resulting from transfers and sick leave, three of these are expected to be filled very shortly.
- **The November month end stats are attached.**



Blackfalds Protective Services

November 2021 Monthly Report

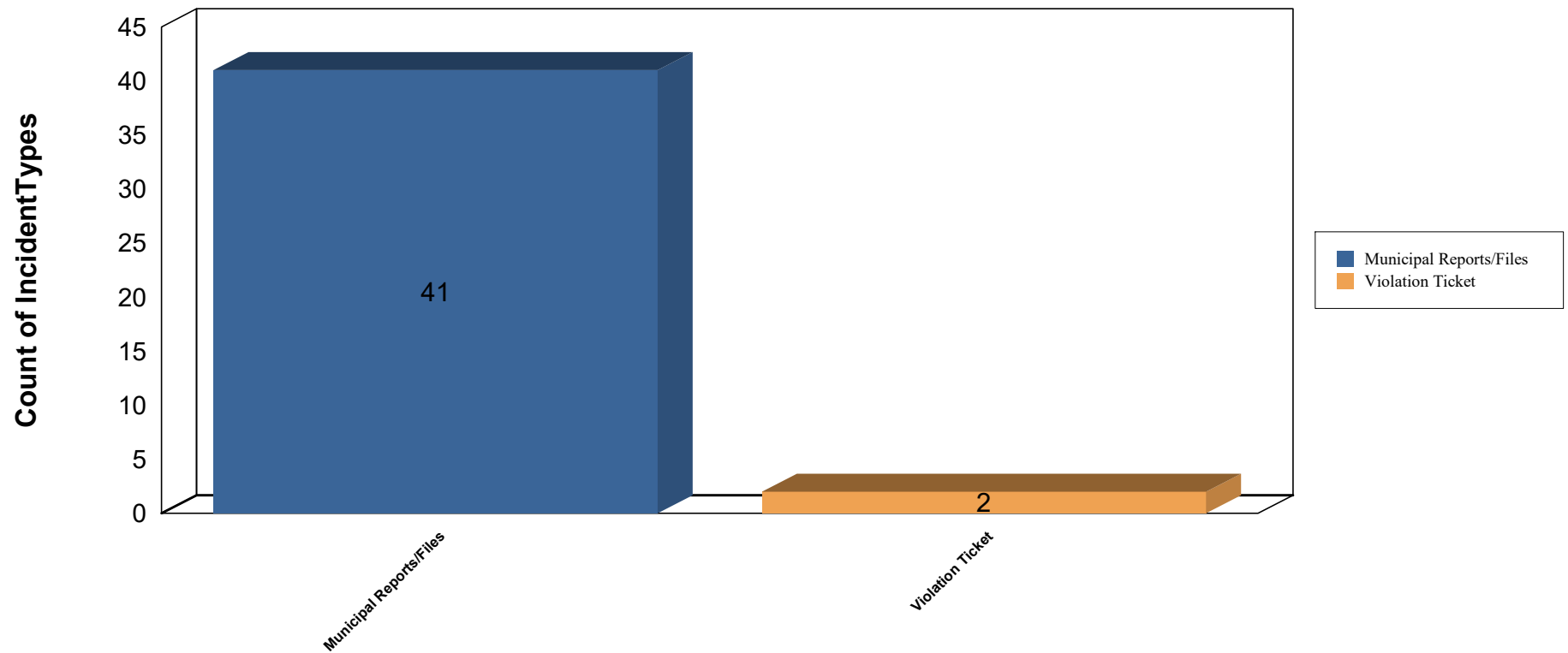
RCMP Provincial Traffic Services

- The Traffic unit during the month of October assisted with 11 investigations in the Town of Blackfalds.
- Sgt. Brian Herrick continues to provide safety tips, this month it is related to Check stops and the need to plan a safe ride home if you are drinking as well as encouraging winter driver training for young drivers.
- Plans are in place for joint force operations with the traffic unit.
- Joint training on vehicle safety inspections is taking place at the Blackfalds Operations Center on December 15th. This will see County Peace Officers, local RCMP and Blackfalds Peace Officers train together and do an operation where they will be stopping vehicles and doing safety inspections.

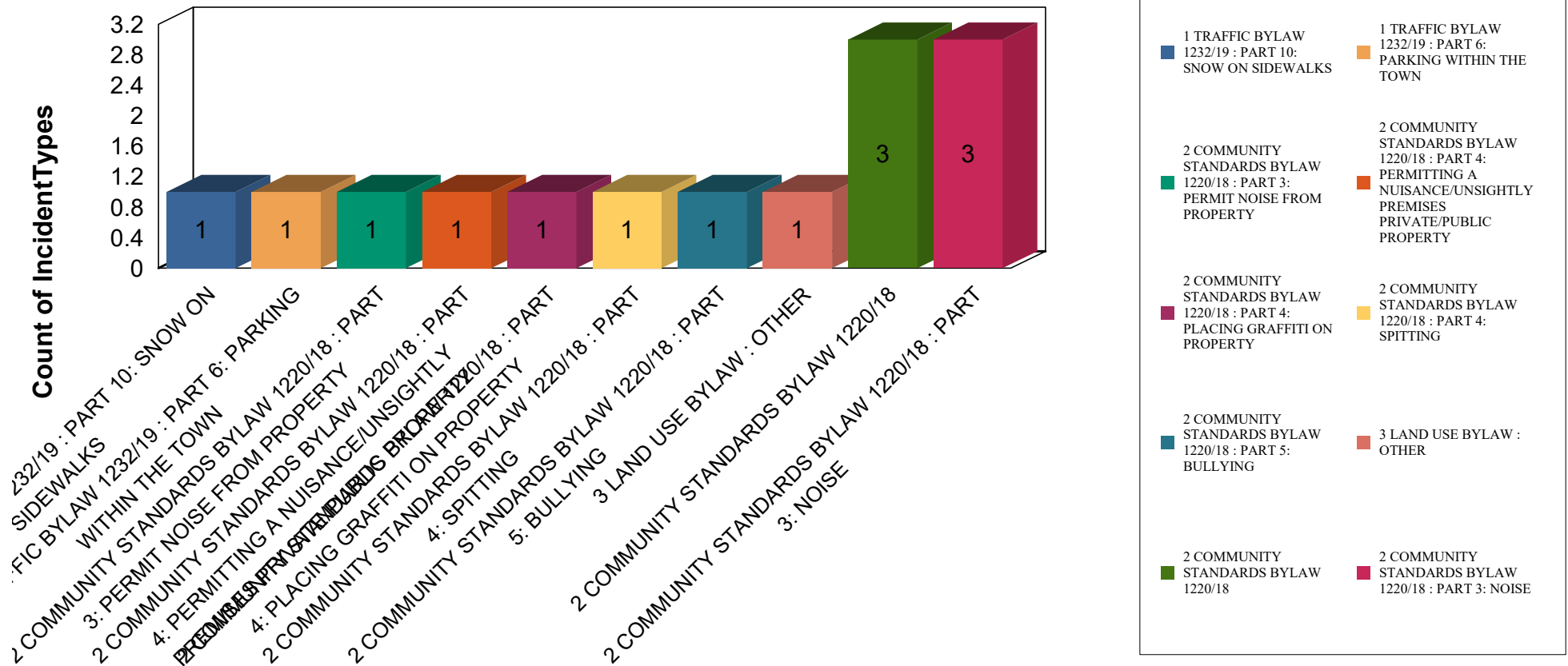
Emergency Management

- Manager Morrison has continued to keep current with the provinces COVID restrictions, ensuring the municipality is adhering to these guidelines and are informed of any changes through regular information sharing with all managers.
- As of the 15th of November, both the Abbey Centre and the Community Centre moved to the Restrictions Exemption program (REP), signage has been put in place, we have seen some negative responses, but for the most part we have not seen any significant push back.

Count of Reports Completed



Count of Incident Types



2.33% # of Reports: 1 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY

2.33% # of Reports: 1 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PLACING GRAFFITI ON PROPERTY

2.33% # of Reports: 1 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: SPITTING

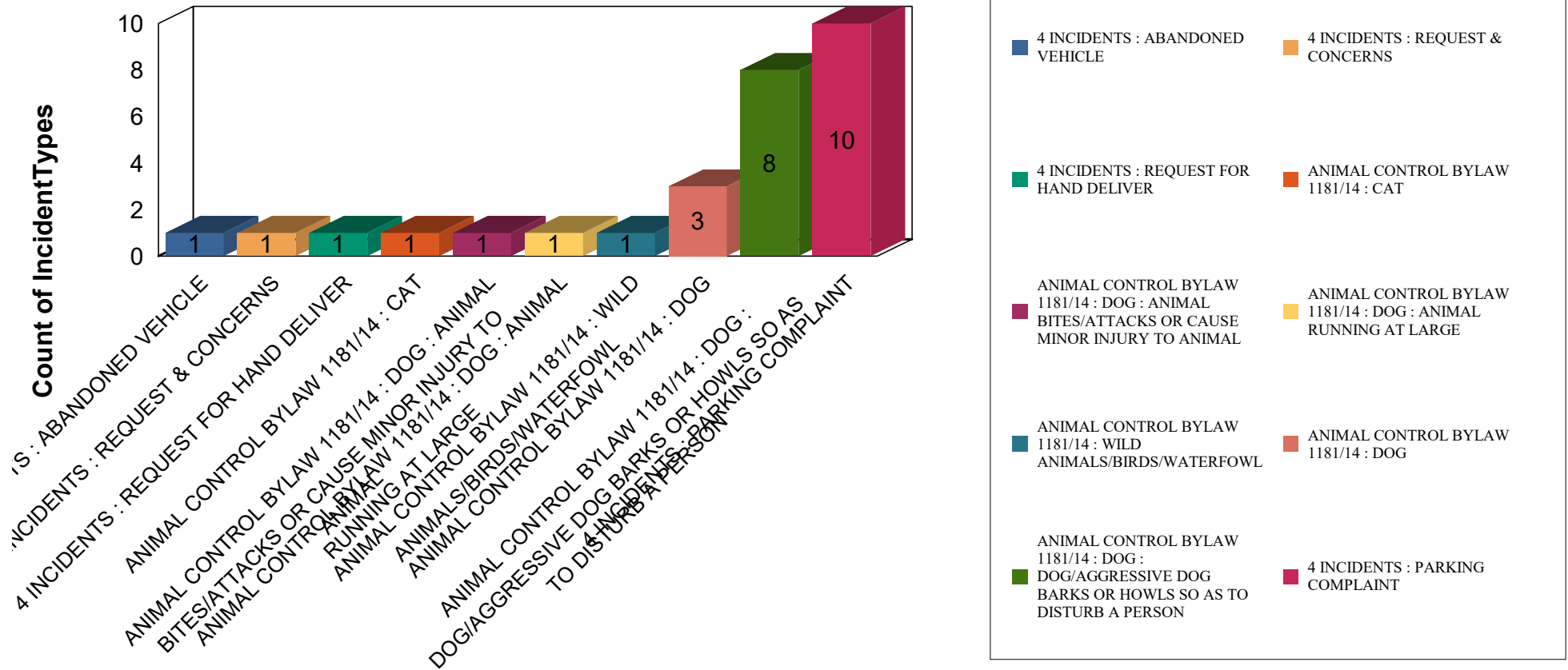
2.33% # of Reports: 1 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 5: BULLYING

2.33% # of Reports: 1 **Municipal Reports/Files** 3 LAND USE BYLAW : OTHER

6.98% # of Reports: 3 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18

6.98% # of Reports: 3 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE

Count of Incident Types



2.33% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : ABANDONED VEHICLE

2.33% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : REQUEST & CONCERNS

2.33% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : REQUEST FOR HAND DELIVER

2.33% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : CAT

2.33% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSE MINOR INJURY TO ANIMAL

2.33% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE

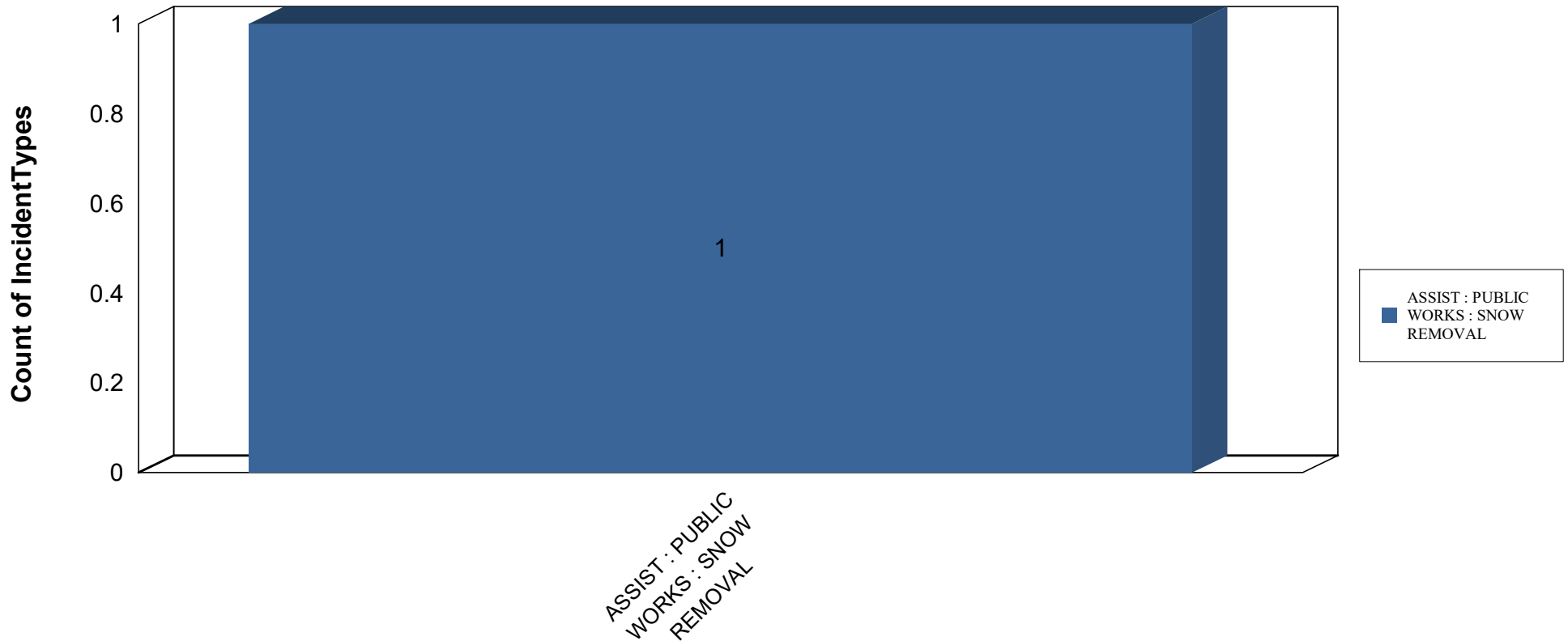
2.33% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL

6.98% # of Reports: 3 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG

18.60% # of Reports: 8 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG/AGGRESSIVE DOG BARKS OR HOWLS SO AS TO DISTURB A PERSON

23.26% # of Reports: 10 **Municipal Reports/Files** 4 INCIDENTS : PARKING COMPLAINT

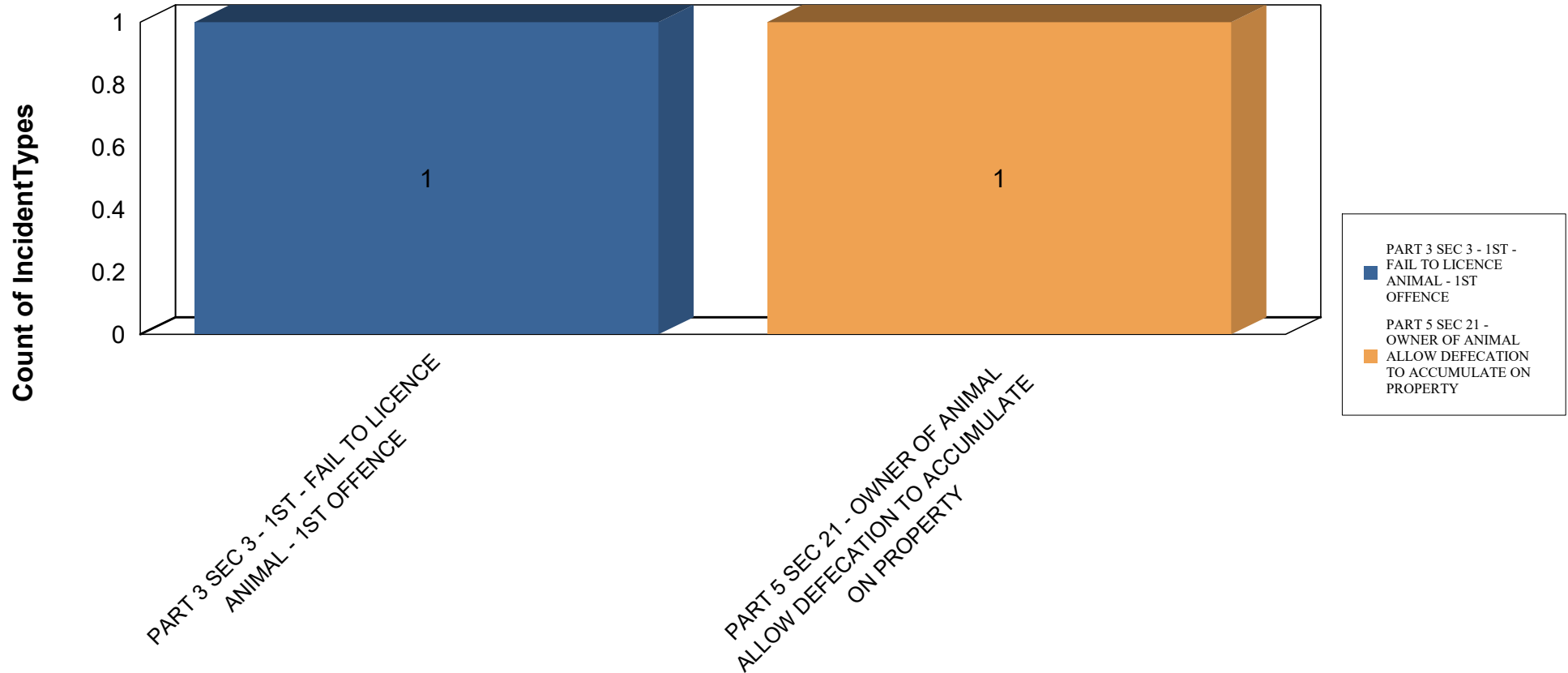
Count of Incident Types



2.33% # of Reports: 1 Municipal Reports/Files ASSIST : PUBLIC WORKS : SNOW REMOVAL

Grand Total: 100.00% Total # of Incident Types Reported: 43 Total # of Reports: 41

Count of Incident Types



50.00% # of Reports: 1 Violation Ticket PART 3 SEC 3 - 1ST - FAIL TO LICENCE ANIMAL - 1ST OFFENCE

50.00% # of Reports: 1 Violation Ticket PART 5 SEC 21 - OWNER OF ANIMAL ALLOW DEFECACTION TO ACCUMULATE ON PROPERTY

Grand Total: 100.00% Total # of Incident Types Reported: 2 Total # of Reports: 2

Grand Total: 100.00% Total # of Incident Types Reported: **45**

Blackfalds Municipal Crime Gauge

2021 vs. 2020
January to November

Criminal Code Offences



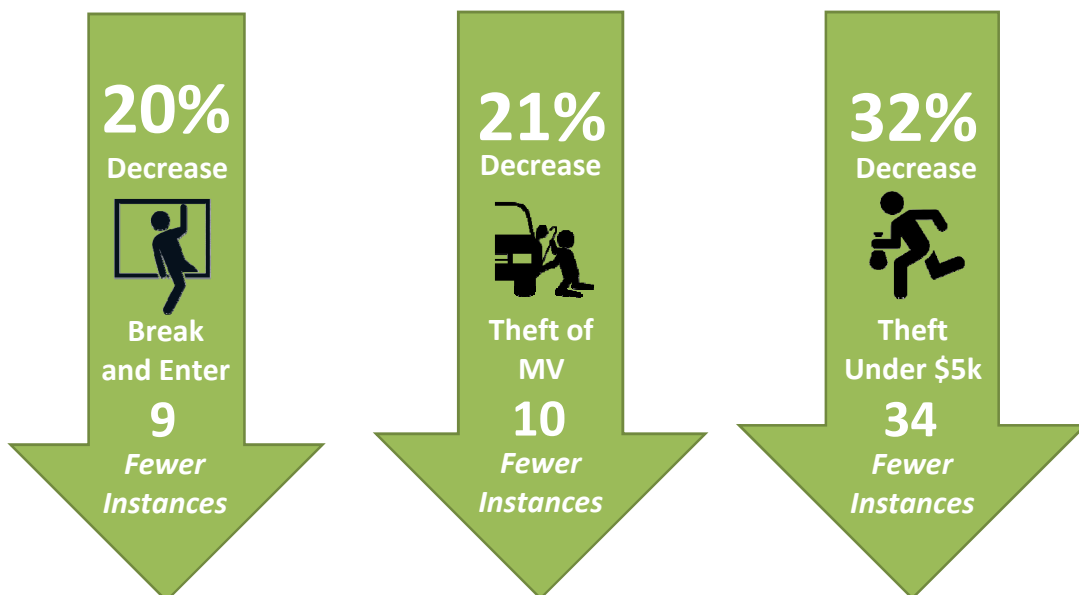
Total Criminal Code Offences:

14%

Decrease

When compared to
January to November, 2020

Select Property Crime





























NOTE: If in both 2020 and 2021 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.

Blackfalds Municipal Detachment
Crime Statistics (Actual)
January to November: 2017 - 2021

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

December 3, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		1	1	1	2	0	-100%	-100%	-0.1
Robbery		7	2	4	2	5	-29%	150%	-0.4
Sexual Assaults		3	10	5	3	10	233%	233%	0.7
Other Sexual Offences		4	2	6	3	7	75%	133%	0.7
Assault		72	88	78	81	74	3%	-9%	-0.3
Kidnapping/Hostage/Abduction		1	3	3	2	0	-100%	-100%	-0.3
Extortion		3	0	1	2	0	-100%	-100%	-0.4
Criminal Harassment		22	29	24	44	31	41%	-30%	3.3
Uttering Threats		26	30	31	35	46	77%	31%	4.5
TOTAL PERSONS		139	165	153	174	173	24%	-1%	7.7
Break & Enter		41	37	74	46	37	-10%	-20%	0.1
Theft of Motor Vehicle		67	47	54	47	37	-45%	-21%	-6.0
Theft Over \$5,000		7	3	6	4	9	29%	125%	0.5
Theft Under \$5,000		174	147	152	107	73	-58%	-32%	-24.2
Possn Stn Goods		66	39	39	23	15	-77%	-35%	-11.8
Fraud		25	36	47	55	49	96%	-11%	6.7
Arson		1	1	2	3	2	100%	-33%	0.4
Mischief - Damage To Property		0	0	36	69	76	N/A	10%	22.1
Mischief - Other		153	106	95	47	38	-75%	-19%	-28.9
TOTAL PROPERTY		534	416	505	401	336	-37%	-16%	-41.1
Offensive Weapons		11	5	12	14	9	-18%	-36%	0.5
Disturbing the peace		26	28	42	36	25	-4%	-31%	0.6
Fail to Comply & Breaches		35	33	38	35	32	-9%	-9%	-0.4
OTHER CRIMINAL CODE		27	34	32	25	16	-41%	-36%	-3.1
TOTAL OTHER CRIMINAL CODE		99	100	124	110	82	-17%	-25%	-2.4
TOTAL CRIMINAL CODE		772	681	782	685	591	-23%	-14%	-35.8

Blackfalds Municipal Detachment
Crime Statistics (Actual)
January to November: 2017 - 2021

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

December 3, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		22	17	13	7	5	-77%	-29%	-4.4
Drug Enforcement - Trafficking		8	3	3	6	3	-63%	-50%	-0.7
Drug Enforcement - Other		2	0	2	0	1	-50%	N/A	-0.2
Total Drugs		32	20	18	13	9	-72%	-31%	-5.3
Cannabis Enforcement		0	0	0	1	1	N/A	0%	0.3
Federal - General		10	5	2	7	6	-40%	-14%	-0.6
TOTAL FEDERAL		42	25	20	21	16	-62%	-24%	-5.6
Liquor Act		10	4	4	10	13	30%	30%	1.2
Cannabis Act		0	0	4	3	6	N/A	100%	1.5
Mental Health Act		51	47	70	77	87	71%	13%	10.2
Other Provincial Stats		125	113	130	93	127	2%	37%	-1.6
Total Provincial Stats		186	164	208	183	233	25%	27%	11.3
Municipal By-laws Traffic		7	15	13	14	7	0%	-50%	-0.1
Municipal By-laws		54	80	74	139	75	39%	-46%	10.1
Total Municipal		61	95	87	153	82	34%	-46%	10.0
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		5	5	4	4	9	80%	125%	0.7
Property Damage MVC (Reportable)		62	65	98	97	128	106%	32%	16.4
Property Damage MVC (Non Reportable)		12	16	15	19	15	25%	-21%	0.9
TOTAL MVC		79	86	117	120	152	92%	27%	18.0
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Provincial Traffic		286	394	308	331	349	22%	5%	6.3
Other Traffic		7	4	5	2	2	-71%	0%	-1.2
Criminal Code Traffic		50	50	53	46	27	-46%	-41%	-5.0
Common Police Activities									
False Alarms		181	120	72	41	31	-83%	-24%	-37.9
False/Abandoned 911 Call and 911 Act		15	10	26	27	13	-13%	-52%	1.3
Suspicious Person/Vehicle/Property		182	149	197	217	179	-2%	-18%	6.2
Persons Reported Missing		11	13	20	16	22	100%	38%	2.5
Search Warrants		0	1	1	1	0	N/A	-100%	0.0
Spousal Abuse - Survey Code (Reported)		164	149	148	171	168	2%	-2%	3.0
Form 10 (MHA) (Reported)		0	0	0	5	8	N/A	60%	2.1

Blackfalds Municipal Detachment
Crime Statistics (Actual)
November: 2017 - 2021

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

December 3, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	2	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	0	1	2	N/A	100%	0.5
Other Sexual Offences		0	0	0	0	0	N/A	N/A	0.0
Assault		6	6	5	9	5	-17%	-44%	0.1
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	2	1	5	4	300%	-20%	0.9
Uttering Threats		4	0	1	3	3	-25%	0%	0.1
TOTAL PERSONS		11	8	9	18	14	27%	-22%	1.6
Break & Enter		3	2	3	3	4	33%	33%	0.3
Theft of Motor Vehicle		5	3	4	4	6	20%	50%	0.3
Theft Over \$5,000		0	2	1	1	1	N/A	0%	0.1
Theft Under \$5,000		25	8	15	19	6	-76%	-68%	-2.7
Possn Stn Goods		8	4	3	4	2	-75%	-50%	-1.2
Fraud		6	5	5	5	3	-50%	-40%	-0.6
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	4	5	10	N/A	100%	2.5
Mischief - Other		12	6	5	6	3	-75%	-50%	-1.8
TOTAL PROPERTY		59	30	40	47	35	-41%	-26%	-3.1
Offensive Weapons		1	1	1	1	0	-100%	-100%	-0.2
Disturbing the peace		2	1	2	2	0	-100%	-100%	-0.3
Fail to Comply & Breaches		2	2	6	5	1	-50%	-80%	0.1
OTHER CRIMINAL CODE		1	4	4	1	1	0%	0%	-0.3
TOTAL OTHER CRIMINAL CODE		6	8	13	9	2	-67%	-78%	-0.7
TOTAL CRIMINAL CODE		76	46	62	74	51	-33%	-31%	-2.2

Blackfalds Municipal Detachment
Crime Statistics (Actual)
November: 2017 - 2021

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

December 3, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	2	0	0	0	-100%	N/A	-0.4
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	2	0	0	0	-100%	N/A	-0.4
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	2	N/A	N/A	0.4
TOTAL FEDERAL		1	2	0	0	2	100%	N/A	0.0
Liquor Act		0	0	0	1	4	N/A	300%	0.9
Cannabis Act		0	0	0	0	1	N/A	N/A	0.2
Mental Health Act		4	2	7	8	7	75%	-13%	1.2
Other Provincial Stats		11	10	8	4	18	64%	350%	0.8
Total Provincial Stats		15	12	15	13	30	100%	131%	3.1
Municipal By-laws Traffic		0	0	2	0	0	N/A	N/A	0.0
Municipal By-laws		1	6	5	3	4	300%	33%	0.3
Total Municipal		1	6	7	3	4	300%	33%	0.3
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	2	1	0	N/A	-100%	0.1
Property Damage MVC (Reportable)		8	5	17	12	21	163%	75%	3.3
Property Damage MVC (Non Reportable)		1	0	2	3	3	200%	0%	0.7
TOTAL MVC		9	5	21	16	24	167%	50%	4.1
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Provincial Traffic		16	23	24	19	28	75%	47%	2.0
Other Traffic		0	1	1	0	0	N/A	N/A	-0.1
Criminal Code Traffic		4	2	4	7	0	-100%	-100%	-0.3
Common Police Activities									
False Alarms		15	0	7	6	2	-87%	-67%	-2.0
False/Abandoned 911 Call and 911 Act		2	0	4	3	0	-100%	-100%	-0.1
Suspicious Person/Vehicle/Property		19	16	27	14	12	-37%	-14%	-1.6
Persons Reported Missing		0	1	0	1	1	N/A	0%	0.2
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		15	11	14	13	19	27%	46%	1.0
Form 10 (MHA) (Reported)		0	0	0	1	0	N/A	-100%	0.1

Blackfalds Municipal Detachment
Crime Statistics (Actual)
January to November: 2017 - 2021

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

December 3, 2021

Category	Trend	2017	2018	2019	2020	2021	FLAG
Theft Motor Vehicle (Total)		67	47	54	47	37	Within Norm
Auto		14	6	7	9	7	Within Norm
Truck		40	25	24	26	16	Within Norm
SUV		3	4	8	3	4	Within Norm
Van		1	0	3	0	3	Issue
Motorcycle		4	1	5	4	3	Within Norm
Other		5	8	4	4	4	Within Norm
Take Auto without Consent		0	3	3	1	0	Within Norm
Break and Enter (Total)*		41	37	74	46	37	Within Norm
Business		17	7	15	10	11	Within Norm
Residence		21	19	44	22	17	Within Norm
Cottage or Seasonal Residence		0	0	0	1	0	Within Norm
Other		3	9	10	8	6	Within Norm
Theft Over & Under \$5,000 (Total)		181	150	158	111	82	Within Norm
Theft from a motor vehicle		48	43	53	41	27	Within Norm
Shoplifting		4	4	7	9	1	Within Norm
Mail Theft (includes all Mail offences)		5	5	1	0	2	Within Norm
Theft of bicycle		4	5	10	7	3	Within Norm
Other Theft		120	94	88	54	50	Within Norm

Mischief To Property		153	106	131	116	114	Within Norm
Suspicious Person/ Vehicle/ Property		182	149	197	217	179	Within Norm
Fail to Comply/Breach		35	33	38	35	32	Within Norm
Wellbeing Check		15	18	38	67	67	Issue
Mental Health Act		51	47	70	77	87	Issue
False Alarms		181	120	72	41	31	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		9	1	1	1	1	Within Norm
Occupant Restraint/Seatbelt Violations*		0	19	4	23	17	Within Norm
Speeding Violations*		24	91	54	44	23	Within Norm
Intersection Related Violations*		7	13	17	26	28	Issue
Other Non-Moving Violation*		38	93	86	50	74	Within Norm
Pursuits**		1	1	6	7	4	Within Norm
Other CC Traffic**		9	9	11	6	3	Within Norm

*"Actual" **"Reported"

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

Blackfalds Municipal Detachment - Break and Enters (includes unlawfully in a dwelling place)

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

December 3, 2021

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	4	2	5	4	3	6	6	9	2	3	2
Running Total	2	6	8	13	17	20	26	32	41	43	46	48
Quarter	8			12			21			7		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	2	2	3	4	7	3	6	2	2	4	
Running Total	2	4	6	9	13	20	23	29	31	33	37	
Quarter	6			14			11			TBD		
Year over Year % Change	0%	-33%	-25%	-31%	-24%	0%	-12%	-9%	-24%	-23%	-20%	

Blackfalds Municipal Detachment - Theft of Motor Vehicles (includes taking without consent)

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

December 3, 2021

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	5	3	7	0	1	5	8	3	9	4	1
Running Total	2	7	10	17	17	18	23	31	34	43	47	48
Quarter	10			8			16			14		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	0	0	2	5	6	7	4	2	3	2	6	
Running Total	0	0	2	7	13	20	24	26	29	31	37	
Quarter	2			18			9			TBD		
Year over Year % Change	-100%	-100%	-80%	-59%	-24%	11%	4%	-16%	-15%	-28%	-21%	

Blackfalds Municipal Detachment - Theft Under \$5,000

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

December 3, 2021

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	7	12	5	5	12	10	8	13	9	7	19	9
Running Total	7	19	24	29	41	51	59	72	81	88	107	116
Quarter	24			27			30			35		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	8	7	3	5	10	12	6	7	6	3	6	
Running Total	8	15	18	23	33	45	51	58	64	67	73	
Quarter	18			27			19			TBD		
Year over Year % Change	14%	-21%	-25%	-21%	-20%	-12%	-14%	-19%	-21%	-24%	-32%	

Blackfalds Municipal Detachment - Theft from Motor Vehicles

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

December 3, 2021

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	1	4	3	1	5	3	1	4	5	5	9	3
Running Total	1	5	8	9	14	17	18	22	27	32	41	44
Quarter	8			9			10			17		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	4	0	1	1	6	4	4	1	3	1	2	
Running Total	4	4	5	6	12	16	20	21	24	25	27	
Quarter	5			11			8			TBD		
Year over Year % Change	300%	-20%	-38%	-33%	-14%	-6%	11%	-5%	-11%	-22%	-34%	

Statistics Summary Report

Technician Name: administrator

Location: 4794 Aspen Lakes WB

Report Period: 2021-11-05 to 2021-12-04

Address: Blackfalds, AB

Report Period:

Total Vehicle Count: 13,590

Speed Limit: 40



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	127	18	81	64 %	5	72	42	10
01-02	69	10	48	70 %	12	88	46	11
02-03	24	3	11	46 %	11	66	40	10
03-04	25	4	15	60 %	17	55	43	10
04-05	26	4	14	54 %	17	62	42	10
05-06	34	5	19	56 %	5	54	37	10
06-07	144	21	100	69 %	11	80	43	11
07-08	546	78	386	71 %	7	72	42	11
08-09	1,180	169	581	49 %	5	65	38	10
09-10	983	140	573	58 %	5	65	40	10
10-11	672	96	447	67 %	6	72	42	10
11-12	707	101	405	57 %	5	68	40	10
12-13	823	118	490	60 %	5	69	41	10
13-14	874	125	558	64 %	5	69	41	10
14-15	825	118	482	58 %	5	65	40	10
15-16	883	126	507	57 %	5	64	40	10
16-17	1,034	148	491	47 %	5	77	38	10
17-18	1,174	168	576	49 %	5	95	39	10
18-19	1,017	145	547	54 %	6	66	40	10
19-20	875	125	439	50 %	5	72	39	10
20-21	550	79	259	47 %	5	67	39	10
21-22	436	62	222	51 %	5	87	40	10
22-23	320	46	174	54 %	7	65	41	10
23-24	242	35	127	52 %	6	72	40	10
	13,590	1,944	7,552	57 %	7	70	41	10

County Speed Bins

Speed	Count
0...5	46
5...10	140
10...15	353
15...20	491
20...25	466
25...30	500
30...35	939
35...40	3,103
40...45	4,096
45...50	2,372
50...55	767
55...60	244
60...65	47
65...70	11
70...75	8
75...80	4
80...85	0
85...90	2
90...95	1
Total:	13,590

Statistics Summary Report

Technician Name: administrator

Location: Aspen Lk EB

Report Period: 2021-11-01 to 2021-12-04

Address: 4960, Blackfalds, AB

Total Vehicle Count: 23,838

Speed Limit: 40



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	224	32	113	50 %	5	61	39	10
01-02	111	16	47	42 %	5	78	34	10
02-03	75	11	47	63 %	7	65	43	10
03-04	66	9	36	55 %	5	57	40	10
04-05	38	5	18	47 %	7	111	41	10
05-06	180	26	120	67 %	5	66	41	11
06-07	513	73	299	58 %	5	75	37	10
07-08	1,035	148	469	45 %	5	63	34	10
08-09	1,803	258	718	40 %	5	65	35	9
09-10	1,370	196	685	50 %	5	73	37	10
10-11	1,322	189	717	54 %	5	69	37	10
11-12	1,415	202	721	51 %	5	69	37	10
12-13	1,539	220	726	47 %	5	66	36	10
13-14	1,479	211	720	49 %	5	68	36	10
14-15	1,478	211	737	50 %	5	79	36	10
15-16	1,635	234	758	46 %	5	79	36	10
16-17	1,882	269	889	47 %	5	65	36	10
17-18	2,267	324	1,046	46 %	5	75	36	10
18-19	1,764	252	749	42 %	5	71	36	9
19-20	1,377	197	576	42 %	5	65	35	9
20-21	873	125	381	44 %	5	64	37	10
21-22	675	96	312	46 %	5	72	37	10
22-23	432	62	217	50 %	5	87	37	10
23-24	285	41	119	42 %	5	72	38	10
	23,838	3,407	11,220	49 %	5	71	37	10

County Speed Bins

Speed	Count
0...5	513
5...10	2,087
10...15	633
15...20	232
20...25	335
25...30	863
30...35	2,045
35...40	5,910
40...45	6,825
45...50	3,342
50...55	751
55...60	234
60...65	42
65...70	10
70...75	10
75...80	4
80...85	0
85...90	1
90...95	0
95...100	0
100...105	0
105...110	0
110...115	1
Total:	23,838



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

MEETING DATE: December 14, 2021

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

SUBJECT: BOLT KPI Report Information - November 2021

BACKGROUND:

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

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

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

DISCUSSION:

This is a very challenging time for transit services and BOLT ridership has been severely affected by the COVID-19 Pandemic. With the economy on the mend, we are happy to provide Council with the following information.

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

Recently, we have issued a survey to gather feedback. The link is on our website.



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

ADMINISTRATIVE RECOMMENDATION:

1. That Council accepts this report as information.

ALTERNATIVES:

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

FINANCIAL IMPLICATIONS:

None

Attachments:

- *November 2021 Monthly Report and Yearly Trending Report*

Approvals:

CAO Myron Thompson

Department Director/Author

Monthly KPI Metric Summaries Report

Blackfalds

Month	# Riders	# New Riders	# Repeat Riders	Avg. Rides Per Rider	# Passengers Completed	# Rides Completed	Shared Rides (%)	Avg. Shared Fare Occupancy	Avg. Daily User Conversion Rate (%)	Avg. Ride Rating	% Rides With 1-2 Star Ratings and Comments	# Abandoned Rides	Pickup Violations (%)	Dropoff Violations (%)	# Unique Users That Experienced Failed Search
Nov 2021	31	5	26	13.3	450	412	46%	2.5	84%	4.8	6%	0	1%	0%	3
Oct 2021	32	8	24	9.4	344	301	45%	2.5	82%	4.9	7%	2	1%	0%	2
Sep 2021	27	7	20	9.1	280	247	45%	2.4	74%	4.9	2%	0	1%	1%	2
Aug 2021	28	8	20	5.0	164	141	27%	2.1	71%	4.8	3%	0	2%	0%	1
Jul 2021	22	8	14	6.9	173	151	24%	2.1	67%	4.9	3%	0	0%	0%	0
Jun 2021	23	5	18	10.6	256	243	40%	2.2	78%	4.9	3%	0	1%	1%	1
May 2021	23	6	17	8.0	195	183	26%	2.2	84%	4.9	2%	0	1%	0%	1
Apr 2021	23	5	18	9.2	228	212	37%	2.2	83%	4.9	4%	0	1%	0%	3
Mar 2021	22	6	16	12.4	299	273	45%	2.1	82%	5.0	4%	0	2%	0%	1
Feb 2021	17	6	11	9.6	172	163	21%	2.1	83%	5.0	2%	0	1%	0%	0
Jan 2021	26	8	18	8.3	234	217	33%	2.2	86%	5.0	4%	2	0%	1%	0
Dec 2020	21	4	17	8.4	203	177	26%	2	82%	5.0	5%	0	1%	1%	0
Nov 2020	30	11	19	9.2	299	276	40%	2.2	87%	5.0	2%	2	3%	1%	2
Oct 2020	27	12	15	9.2	266	249	43%	2.2	78%	5.0	8%	3	6%	4%	1
Sep 2020	36	33	3	5.9	228	212	44%	2.2	69%	4.9	7%	5	3%	4%	7
Aug 2020	3	3	0	1.3	4	4	0%	-	43%	4.7	0%	0	0%	0%	0

Program

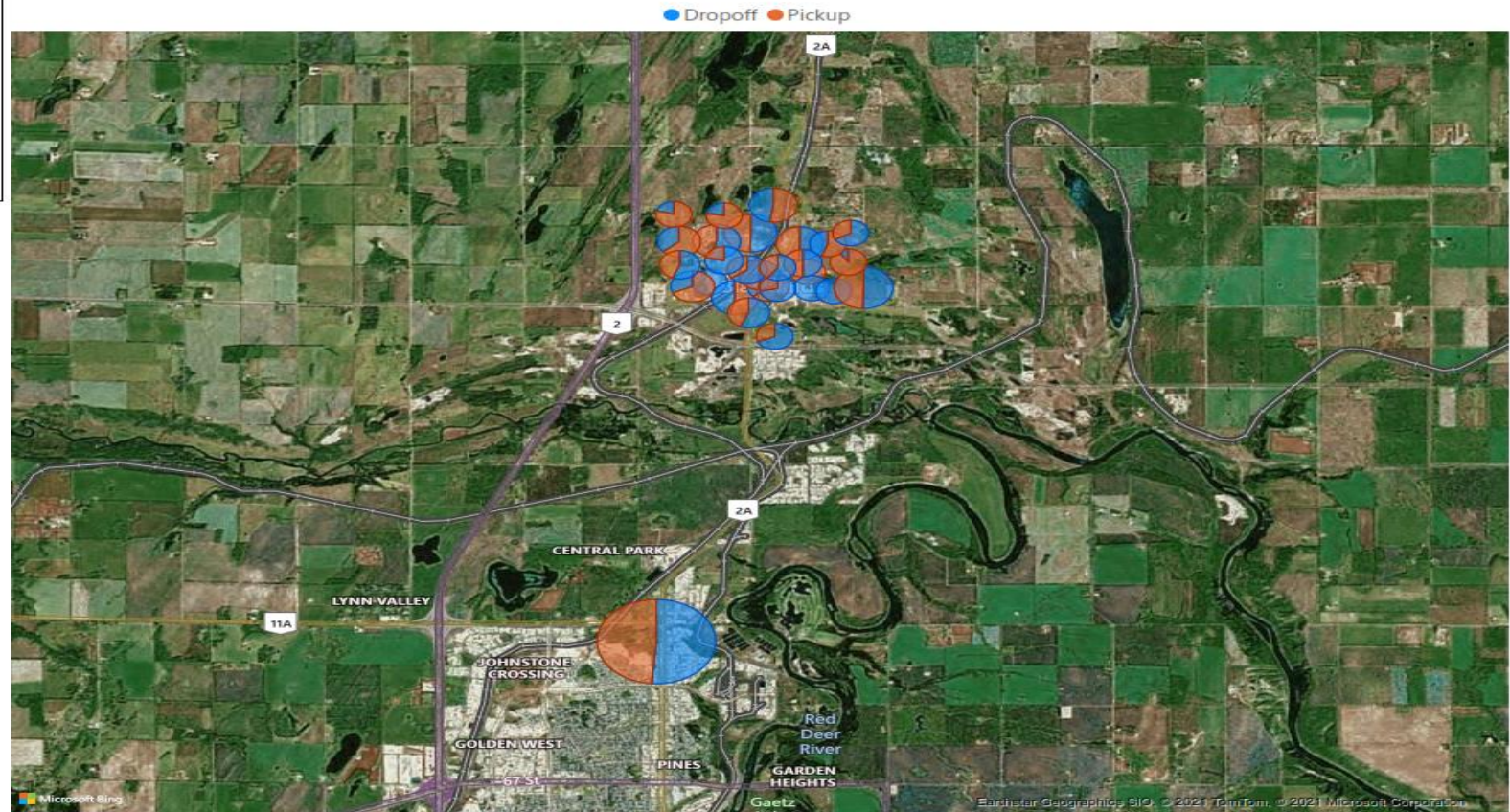
☒ Blackfalds

ServiceDay

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

Date

01/09/2021 30/11/2021



Program

☒ Blackfalds

ServiceDay

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

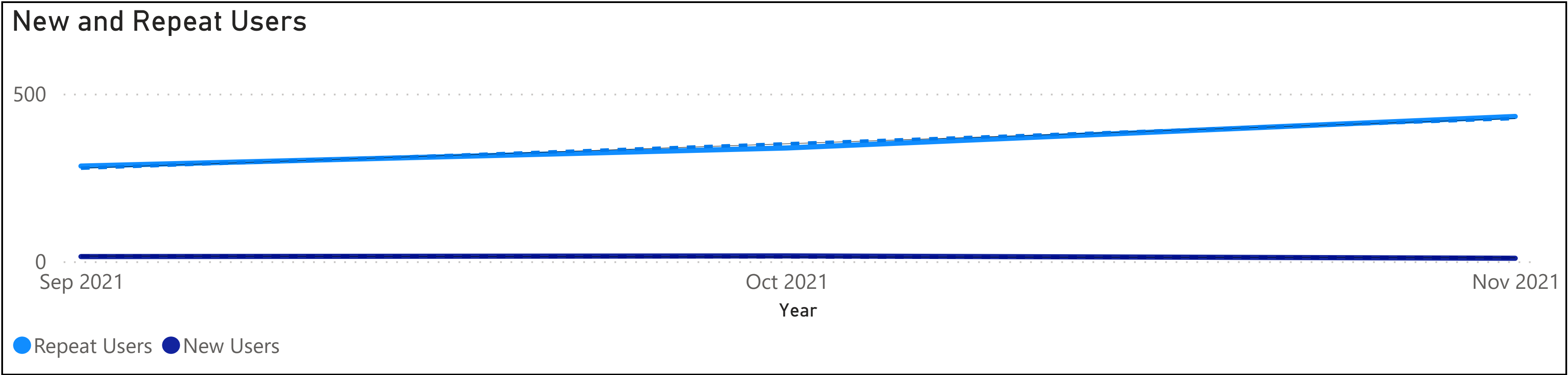
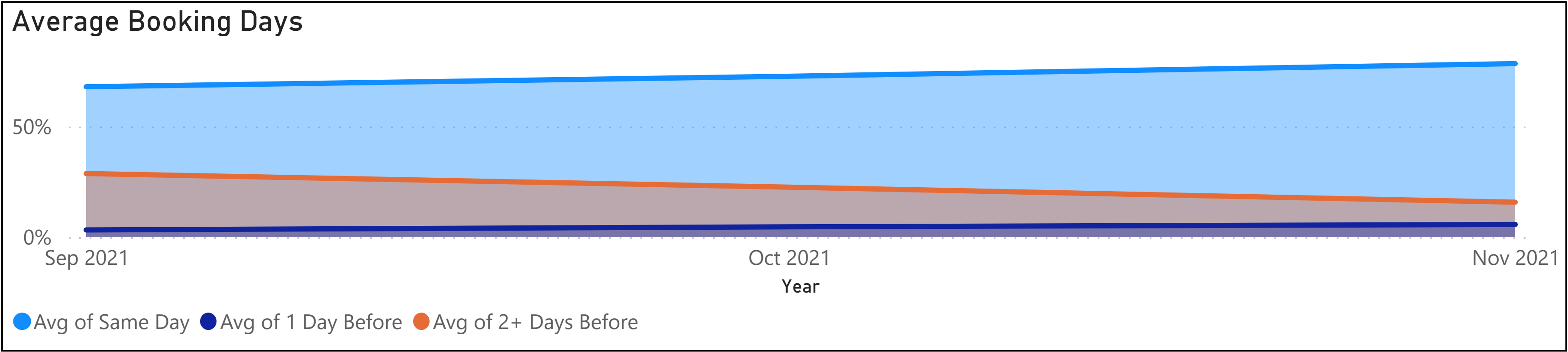
Date

01/09/2021

30/11/2021

9.60

Avg Actual Trip Duration (min)



Year	2021				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	73.9%	4.7%	21.3%	39	1054
Total	73.9%	4.7%	21.3%	39	1054

Program

☒ Blackfalds

ServiceDay

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

Date

01/09/2021

30/11/2021



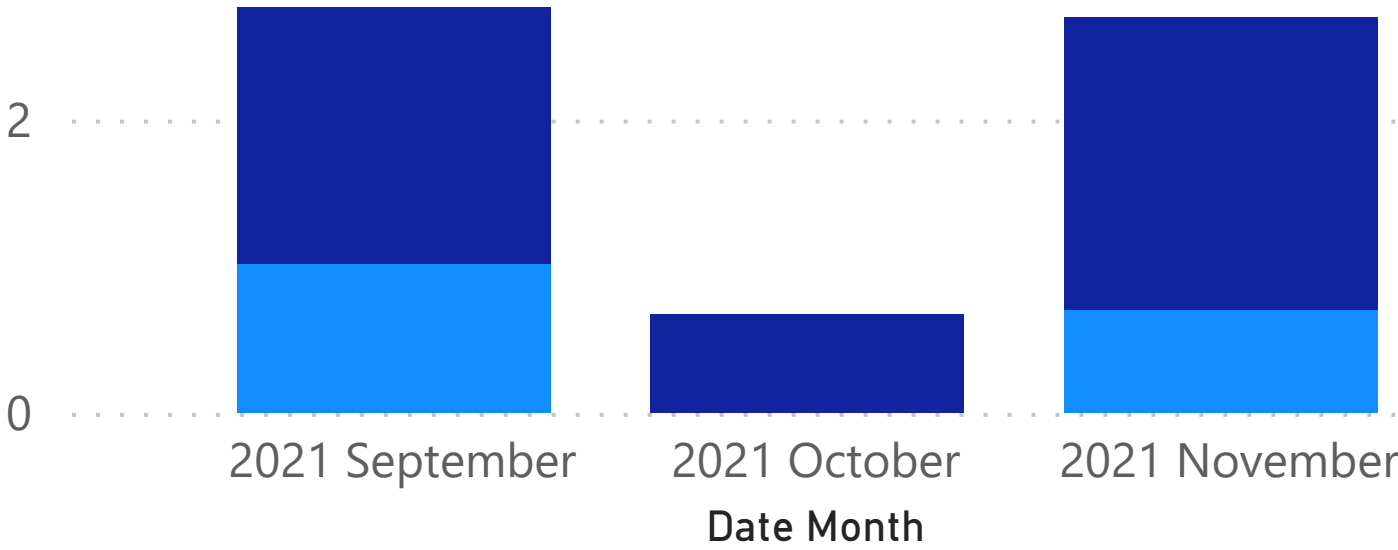
1900

Completed Rides

4.85

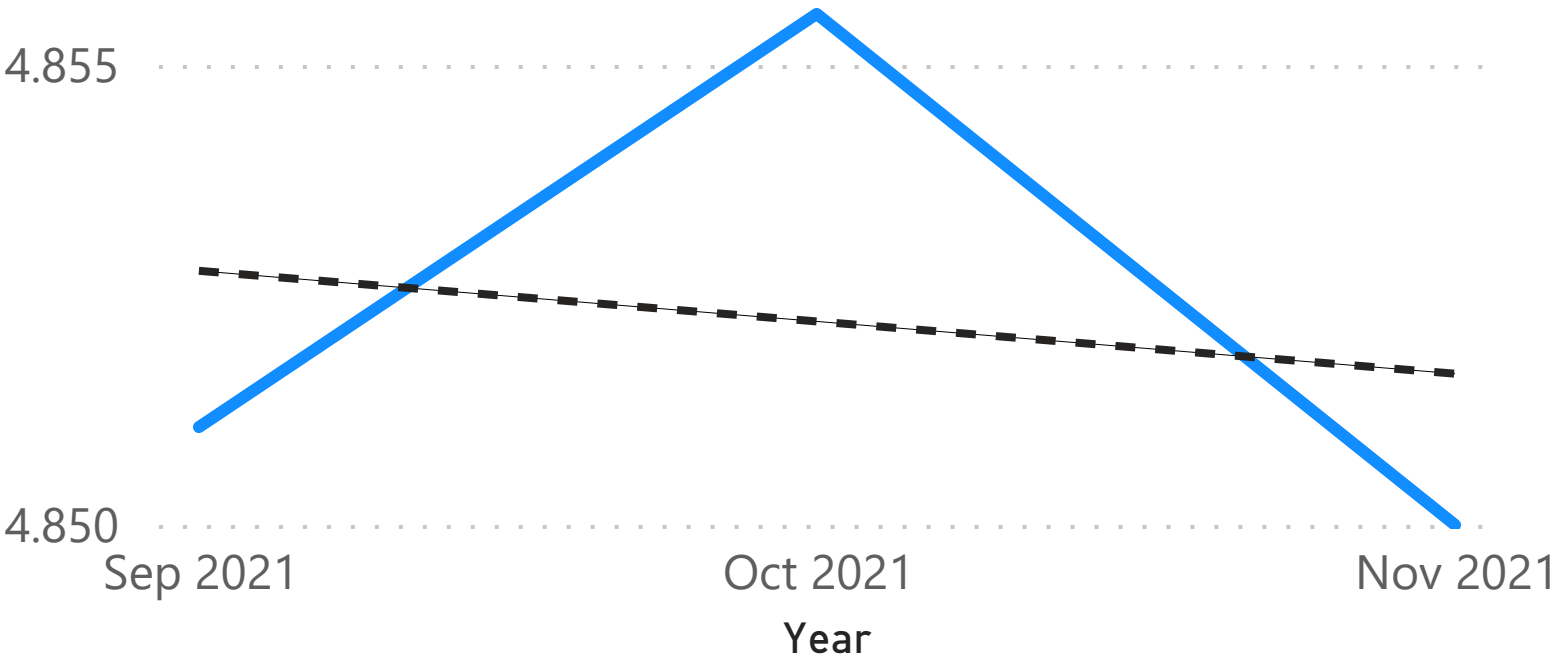
Avg Ride Rating

Avg Late Pickup and Drop Off

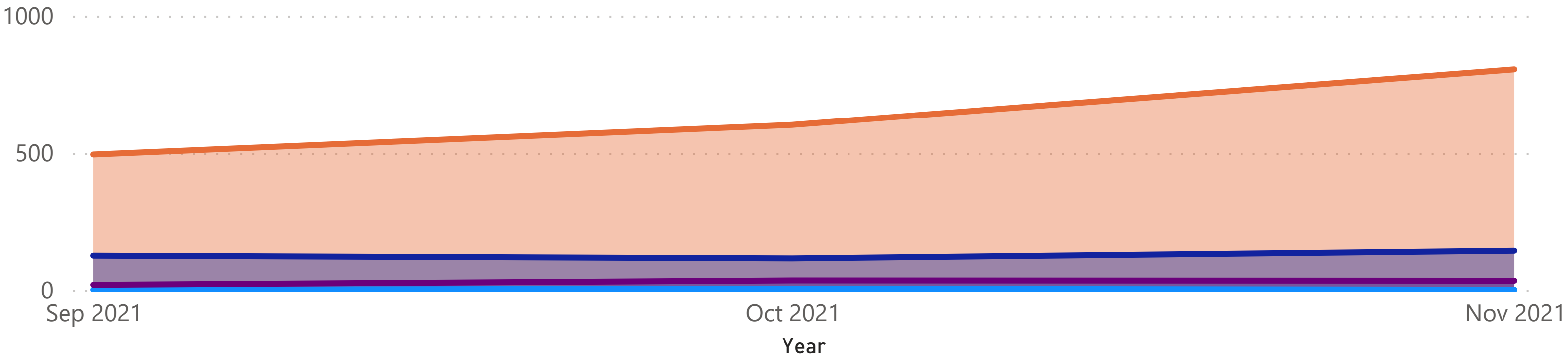


● Avg Drop Off Late ● Avg Pickup Late

Avg Ride Rating



Ride Status Types



● Abandoned Rides ● Cancelled Rides ● Completed Rides ● No Shows

Year	2021						
Month	September						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Show
Blackfalds	1.02	1.75	4.85	0	124	494	1
Total	1.02	1.75	4.85	0	124	494	1

Program

☒ Blackfalds

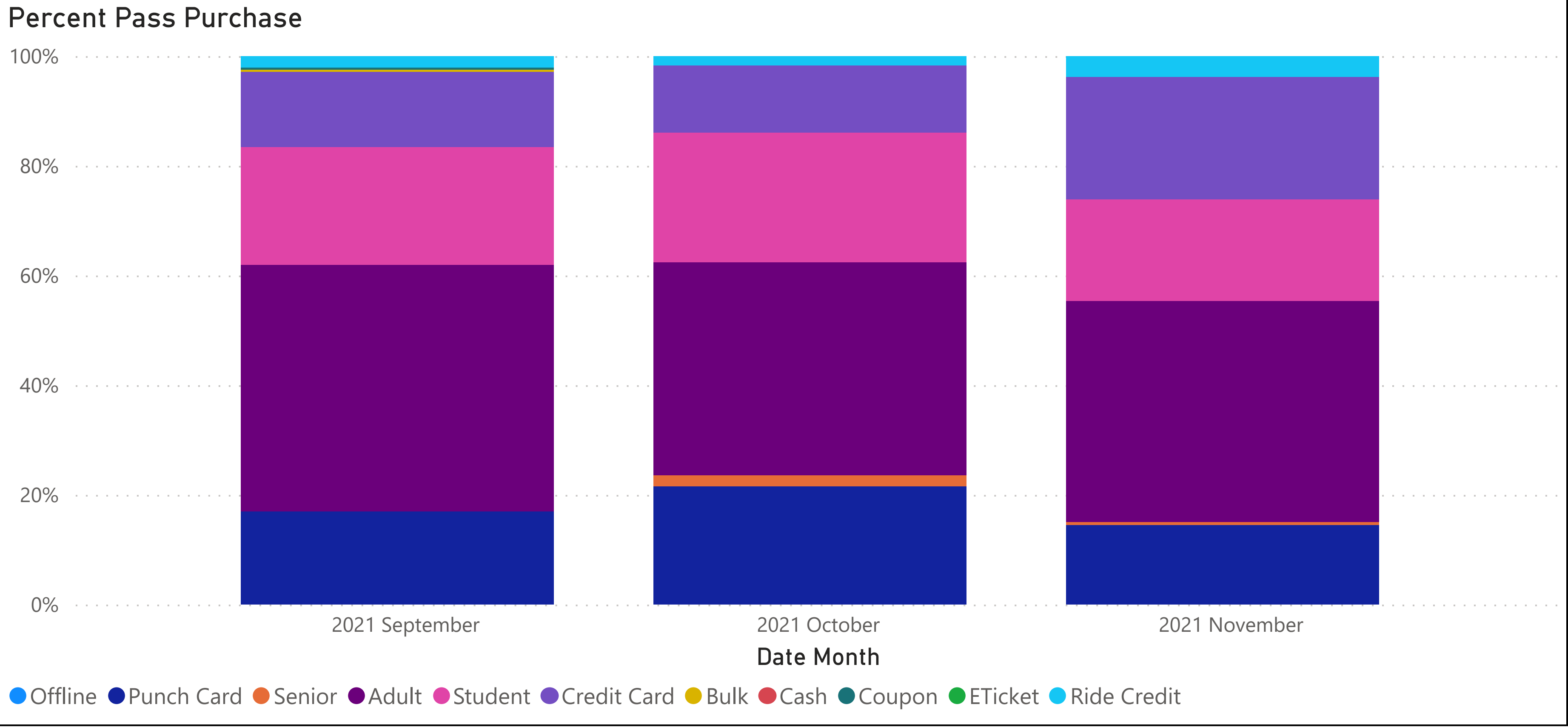
ServiceDay

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

Date

01/09/2021

30/11/2021



Year	2021														
Month	September												October		
Program	Avg Offline	Avg Punch Card	Avg Senior	Avg Adult	Avg Student	Avg Credit Card	Avg Bulk Ticket	Avg Cash	Avg Coupon	Avg ETicket	Avg Ride Credit	Avg Ticket	Avg Offline	Avg Punch C	
Blackfalds	0%	17%	0%	45%	21%	14%	0%	0%	0%	0%		2%	0%	0%	2
Total	0%	17%	0%	45%	21%	14%	0%	0%	0%	0%		2%	0%	0%	2

<

>

Program

☒ Blackfalds

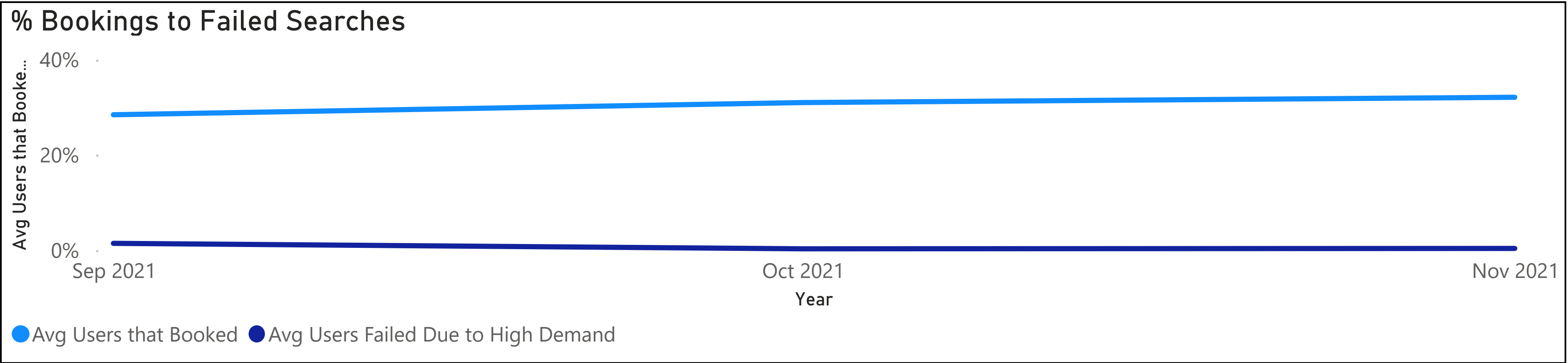
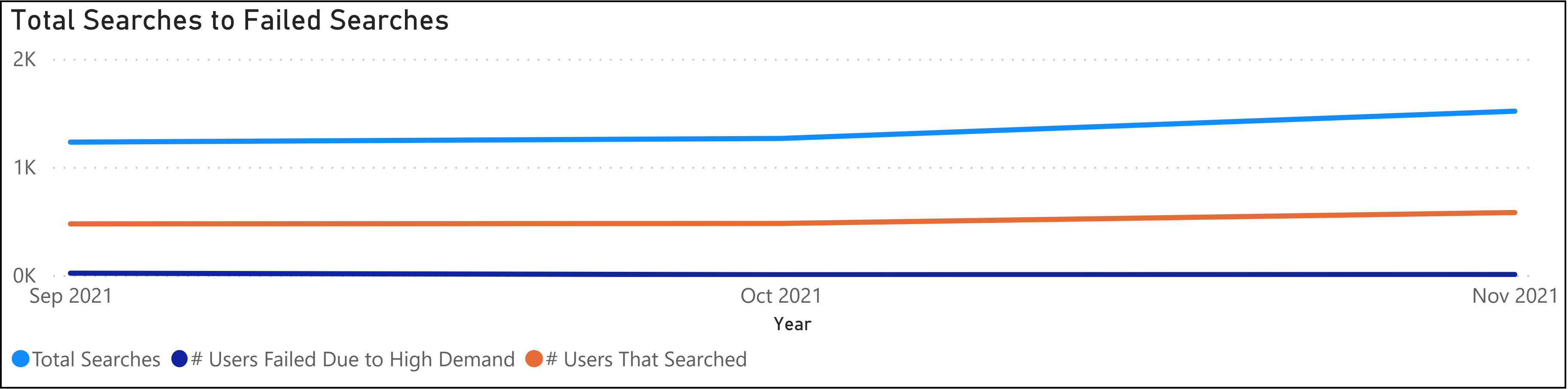
ServiceDay

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

Date

01/09/2021

30/11/2021



Year	2021				
Month	September				
Program	Total Searches	# Users Failed Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demanc
Blackfalds	1230	18	474	28%	1%
Total	1230	18	474	28%	1%

<

>

Program

☐ Blackfalds

ServiceDay

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

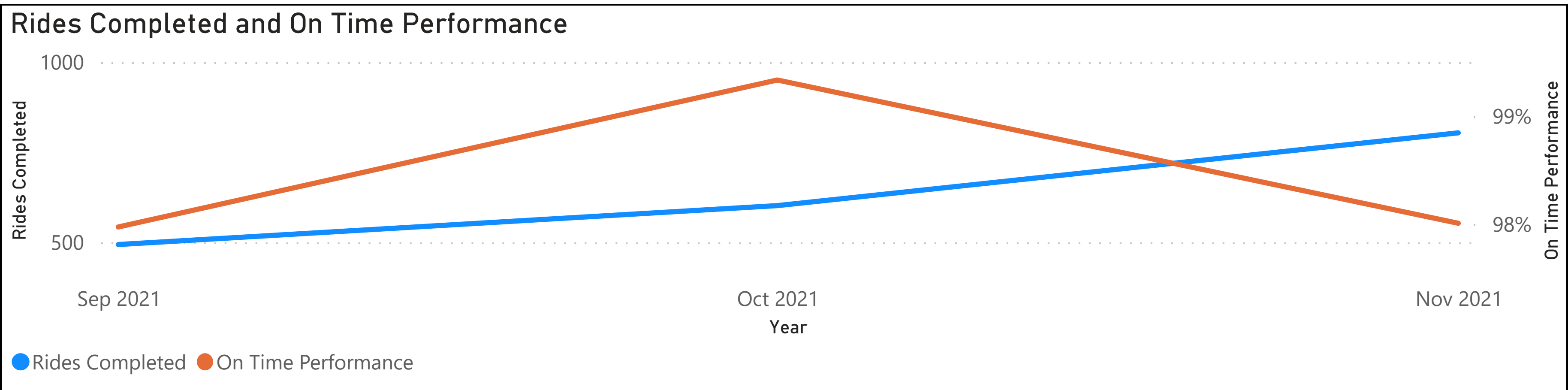
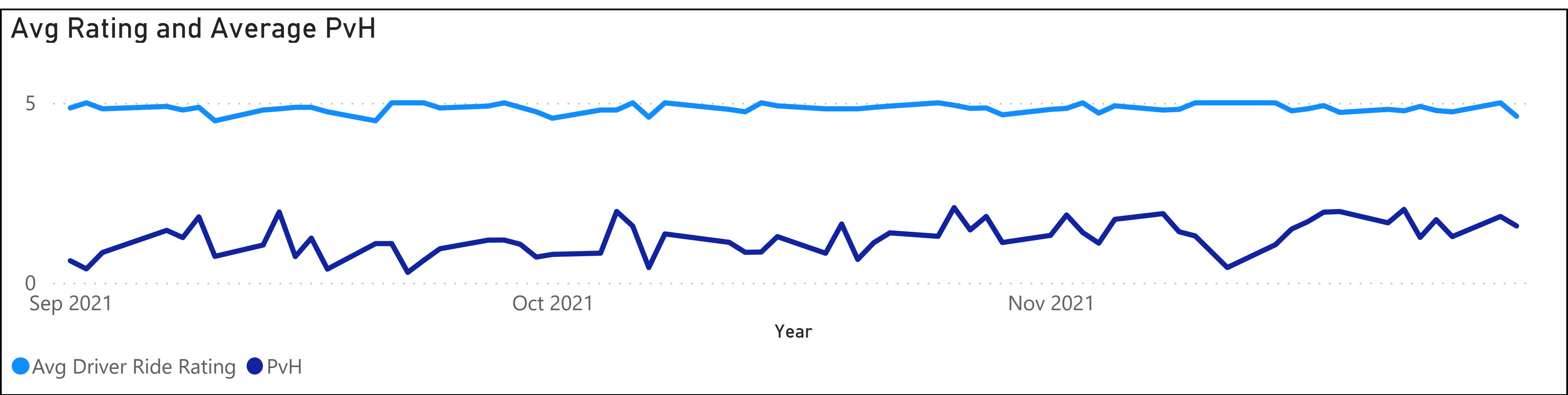
Date

01/09/2021

30/11/2021

98.42%

On Time Performance



Year	2021								
Month	September					October			
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	Rides Completed	Avg Driver Ride Rating	PvH	On Time Perform	
▲ Blackfalds	494	4.85	0.98	97.98%	602	4.86	1.22	99	
Total	494	4.85	0.98	97.98%	602	4.86	1.22	99	

<

>

Program

☒ Blackfalds

ServiceDay

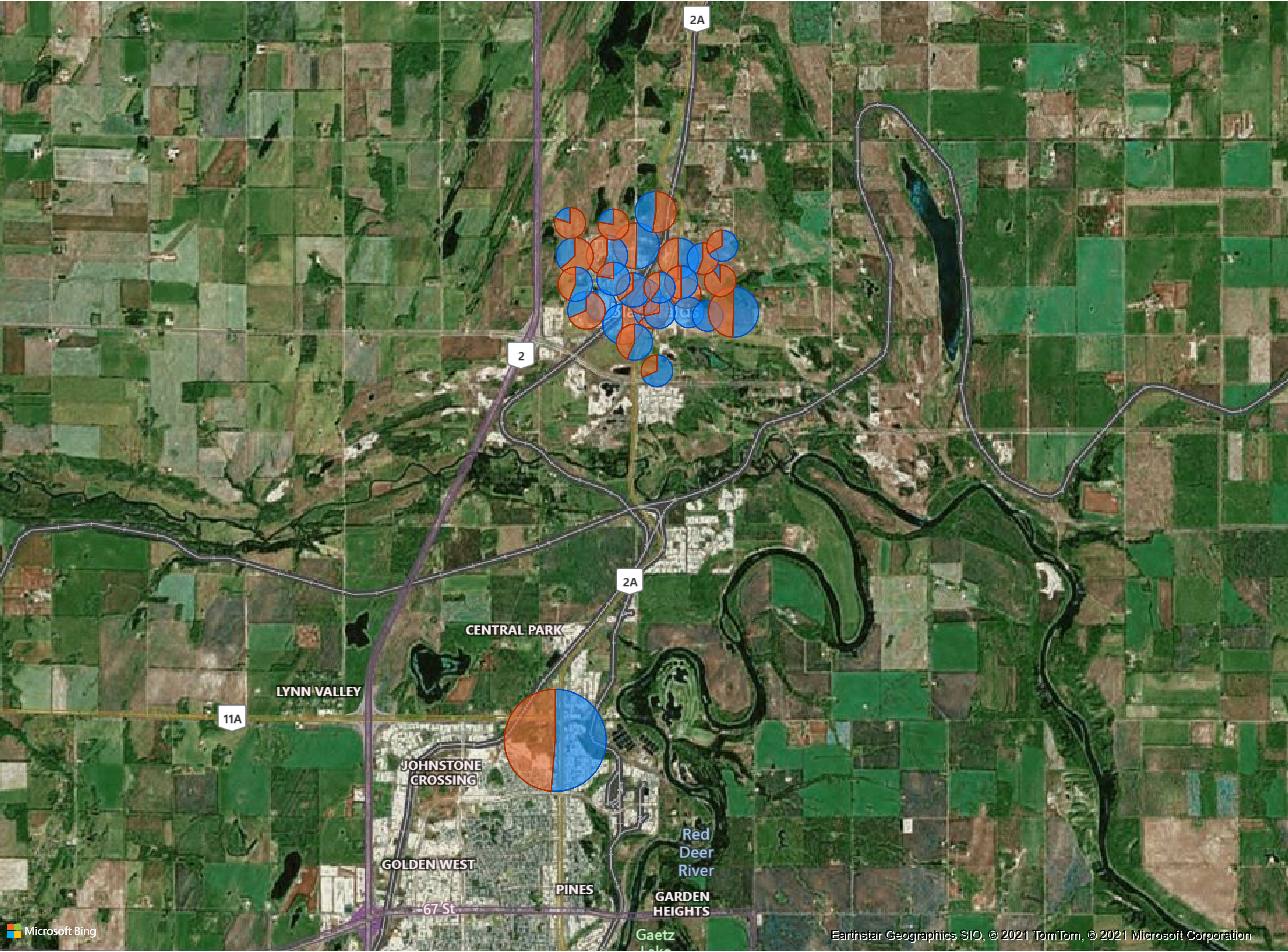
- ☐ Sun
- ☐ Mon
- ☐ Tue
- ☐ Wed
- ☐ Thu
- ☐ Fri
- ☐ Sat

Date

01/09/2021

30/11/2021

● Dropoff ● Pickup



Program

☐ Blackfalds

ServiceDay

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

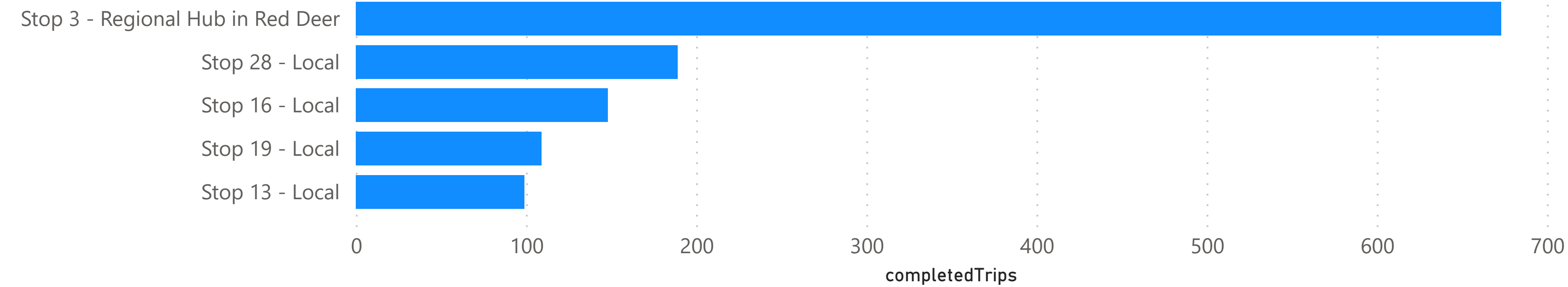
Date

01/09/2021

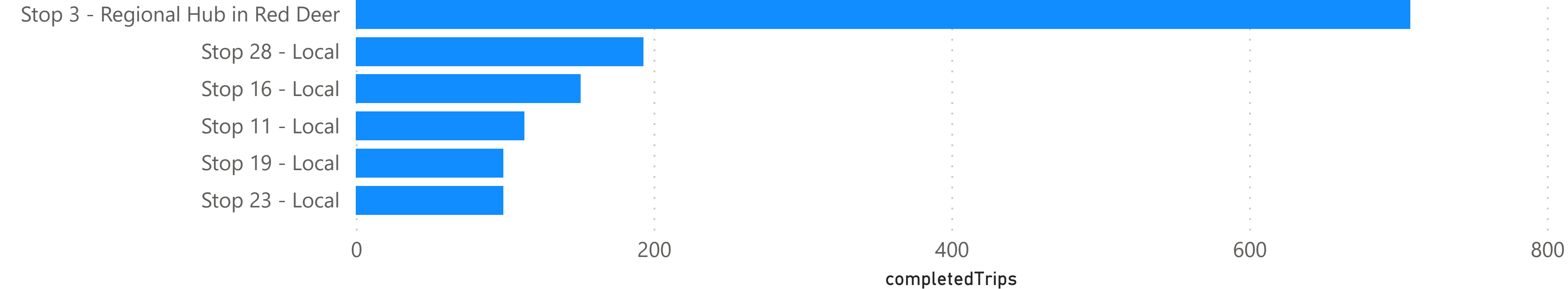
30/11/2021



Top 5 Pickup Locations



Top 5 Drop Off Locations



stopName	Dropoff	Pickup	Total
Stop 1 - Regional Hub West Blackfalds	42	12	54
Stop 10 - Local	6		6
Stop 11 - Local	113	90	203
Stop 12 - Local	2	7	9
Stop 13 - Local	87	99	186
Stop 14 - Local	44	24	68
Stop 15 - Local	60	46	106
Stop 16 - Local	151	148	299
Stop 17 - Local	48	48	96
Total	1900	1900	3800



City of Lacombe

COUNCIL HIGHLIGHTS

November 22, 2021

5. Requests for Decision (Regular)

5.1 Bylaw 370.3(Council Procedural Bylaw) –Amendment

As part of a new Council term, it was recommended that Council review Council Procedural Bylaw No. 370.3.

Council already approved a recommendation to change the start time of Council Meetings, which needed to be reflected in the Bylaw.

Administration proposed three additional recommendations for Council's consideration:

1. Introduce a Consent Agenda to attenuate meeting length by streamlining the passage of routine resolutions and information items.
2. Including the 'Open Forum' as part of the regular Council meeting to ensure any discussion is included as a matter of public record. Also, it requested to change the Bylaw to have only two presentations at an Open Forum.
3. Allow a recess to be called if a Notice of Motion is made and assistance from Administration is desired.

Council gave third reading to the Procedural Bylaw Amendment – Bylaw 370.3.

5.2 Bylaw 400.37 (Blindman Taproom) - Land Use Bylaw Amendment

Administration submitted a request to Council asking to amend the (I2) Light Industrial District to adjust the existing site exception for Lot 1A, Block 5, Plan 202 0112, to allow for a larger accessory use to accommodate an expanded indoor taproom as well as a seasonal outdoor patio as a permitted use.

Council gave first reading to Bylaw 400.37 as presented and scheduled a public hearing for Bylaw 400.37 at 6:00 p.m. on Monday, December 6, 2021.

5.3 2022 Capital Budget

Council received a draft of the 2022 Capital Budget, which includes 30 projects.

This draft represented a decrease of \$520,000 from the draft presented on October 25, 2021. The adjustments made to the 2022 Capital Budget included:

- Removal of the Electronic sign project (\$115,000 reduction)
- Deferral of Trinity playground project to 2023 (\$400,000 reduction)
- Fleet growth (\$40,000 reduction)
- Addition of a Paved Trail Link North of C & E Trail Roundabout (\$25,000 increase)

- Pedestrian crossing alternative selected (\$10,000 increase)

The anticipated 2022 Capital Budget totals an estimated \$10.25 million and are funded from a combination of \$7.59 million from grants, \$2.5 million from reserve withdrawals, and \$0.16 million from other sources.

Council will discuss adopting the 2022 Capital Budget at their next meeting.

5.4 2022-2031 Ten Year Capital Plan

The purpose of the 2022-2031 Capital Plan is to outline the future capital requirements of the City of Lacombe based on Council priorities and existing infrastructure maintenance requirements.

The estimated capital expenditures in the 2022-2031 Capital plan are \$79.7 million (before inflation).

The plan also identifies potential funding sources to fund these capital expenditures within the 10-year horizon.

The proposed funding is a combination of third-party contributions, debenture borrowing, grants and reserve contributions.

Council accepted the 10-year Capital Plan 2022-2031 report as information.

5.5 2022 Operating Budget & 3 Year Operating Plan

On October 25, 2021, Administration presented the first draft of the 2022 Operating Budget to Council based on a 2.7 percent tax increase.

A revised 2022 Budget has been prepared based on updated information and feedback received during the budget workshops. The revenue and expenditures have increased by approximately \$80,000 from the October 25, 2021 draft.

Council tabled the 2022 Operating Budget until the following meeting on December 6, 2021.

5.6 Financial Report (Third Quarter)

Council received a report showing the revenue and expenses for the first three quarters of 2021.

Administration analyzed the revenues and expenditures by fund category. Currently, the City is trending towards an operating surplus.

The year-to-date surplus is due to savings from facility closures, unbudgeted revenue surpluses and budget timing differences.

Council accepted the Quarter 3 Operating Variance report as information.

****The next scheduled Council Meeting:***

-Wednesday, December 1, 2021 – Joint Council Meeting at 9 a.m. – Lacombe Memorial Centre County Room

-Monday, December 6, 2021 – Regular Council Meeting at 5:30 p.m. – City Hall

-Monday, January 10, 2022 – Regular Council Meeting at 5:30 p.m. – City Hall

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING November 30, 2021

COVID-19 UPDATE

Council was provided with an update on the latest COVID-19 restrictions, statistics and the Province's current vaccine statistics.

PUBLIC HEARING – BYLAW NO. 11350/21

A public hearing was held regarding Bylaw No. 1350/21, a bylaw of Lacombe County, to close to public travel and dispose of portions of a public highway in accordance with Section 22 of the Municipal Government Act.

Following the public hearing, the County Manager was authorized to forward Bylaw No. 1350/21 to the Minister of Transportation for approval before considering a second and third reading.

LACOMBE SOUTH RING CONNECTOR FUNCTIONAL PLAN

By resolution of Council, Lacombe County will participate in the Alberta Community Partnership Grant application with the City of Lacombe to develop a South Ring Road Connector Functional Plan. Council agreed to the City of Lacombe being designated as the managing partner for this project.

ROAD CLOSURE REQUEST – ROAD PLAN 3593J – CONSOLIDATION & SALE

By resolution of Council, the County Manager was directed to proceed with the process to close Road Plan 3593J. This proposal will be circulated to interested parties for comment, and further, a report on the comments and cancellation request will be presented at the January 13, 2022 Council meeting. The proposed closure will see 4.17 acres consolidated with the SW 8-41-24 W4M.

RC(10) APPLICATIONS

Council approved funding for Policy RC(10) - Operating Support of Historical, Cultural, Tourism & Visitor Information Facilities & Services 2022 Applications. Council approved the 2022 Policy RC(10) funding applications as follows:

Mirror & District Museum Association	\$ 16,500
Alix Wagon Wheel Museum	\$ 4,300
Bentley Museum Society	\$ 10,000
Blackfalds & Area Historical Society	\$ 10,000
Lacombe & District Historical Society	\$ 38,529
Lacombe Regional Tourism & Marketing Assoc.	<u>\$ 53,156</u>
Total	\$132,485

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION – 2022 OPERATING BUDGET

Council received the Highway 12/21 Regional Water Services Commission 2022 Operating budget for information. A letter will be forwarded to the Commission stating that Lacombe County has no comments or questions regarding the proposed budget.

KEY STRATEGIC ACTION ITEMS IMPLEMENTATION PLAN

An update on the Key Strategic Action Items Implementation Plan for 2018 to 2023 was approved as presented.



WHERE PEOPLE ARE THE KEY

ALBERTA PROVINCIAL POLICY SERVICE TRANSITION STUDY

Council will attend municipal engagement sessions hosted by the Province with regard to the Alberta Provincial Police Service Transition Study.

PLOW TRUCK REPLACEMENT

Following the loss of a County plow truck by a fire, the County Manager was authorized to outfit an existing truck (Unit 594), which includes the purchase of a sander at a cost of \$ 43,000, to serve as a replacement for the lost plow truck.

The County Manager was further authorized to purchase a new cab and chassis, including a gravel box, for a total cost of \$ 278,000 to replace the gravel/backhoe truck (Unit 594).

BYLAW NO. 1353/21 - QE11 WEST LACOMBE BUSINESS PARK

Bylaw No. 1353/21, a bylaw of Lacombe County respecting water and wastewater services in the QE11 West Lacombe Business Parks, was given first, second and third and final reading by Council and so passed.

LACOMBE REGIONAL WASTE SERVICES COMMISSION

Jay Hohn, Manager of the Lacombe Regional Waste Services Commission (LRWSC) provided a presentation on the operations and future initiatives of LRWSC.

Next Regular Council Meeting is
Thursday December 16, 2021 - 9:00 a.m.

Next Committee of the Whole Meeting is
Tuesday, December 7, 2021 – 9:00 a.m.

Lacombe County Administration Building

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



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, November 23, 2021 at 7:00 p.m.
Civic Centre, 5018 Waghorn Street
MINUTES

A Regular Council meeting for the Town of Blackfalds was held on Tuesday, November 23, 2021, at the Civic Cultural Centre, commencing at 7:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Myron Thompson, CAO
Justin de Bresser, Director of Corporate Services
Marco Jadie, IT Analyst
Kalina Van Winssen, Executive Assistant

REGRETS

Councillor Rebecca Stendie

MEDIA

None

PUBLIC

Barb Gilliat, Parkland Library Board Member
Ron Sheppard, Parkland Library Executive Director

**CALL TO
ORDER:**

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

TREATY SIX LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDA

350/21 Deputy Mayor Appel moved that Council adopt the November 23, 2021 agenda as amended by deleting item 14.2 FOIP S. 17.

CARRIED UNANIMOUSLY

DELEGATION

Parkland Library Councillor Orientation

Members and staff of the Parkland Library Board attended to provide orientation training to Council members on their role in supporting the Parkland Regional Library System.

BUSINESS

CAO Report

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

351/21 Councillor Svab moved that the CAO Report be accepted as information.

CARRIED UNANIMOUSLY



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, November 23, 2021 at 7:00 p.m.
Civic Centre, 5018 Waghorn Street
MINUTES

Request for Decision – BHPARC & RRDRJAC Committee Appointments

At the October 26 Organizational Meeting, Council appointed its members to internal and external boards and committees. In addition to those Committees, Council must appoint members to the Blackfalds Health Practitioners Attraction and Retention Committee (BHPARC) and to the Rural Red Deer Restorative Justice Community Advisory Council.

- 352/21** Deputy Mayor Appel moved that Council appoint Councillor Brenda Dennis as a member and Councillor Jim Sands as the alternate to the Rural Red Deer Restorative Justice Community Advisory Council.

CARRIED UNANIMOUSLY

- 353/21** Councillor Svab moved that Council appoint Deputy Mayor Marina Appel to the Blackfalds Health Practitioners Attraction and Retention Committee.

CARRIED UNANIMOUSLY

Request for Decision – 3rd Quarter Financial Report

Director de Bresser presented the Quarterly Financial Report, which consists of the Operating Statement of Revenue & Expenditures, Divisional Variance Analysis, Capital Projects Update, and Council Expenditure Report for the period ending September 30th, 2021.

- 354/21** Councillor Sands moved that Council accepts the Operating Statement and Variance Report for the three-month period ending September 30, 2021, as information.

CARRIED UNANIMOUSLY

- 355/21** Councillor Svab moved that Council accepts the Capital Project Report for the period ending September 30, 2021, as information.

CARRIED UNANIMOUSLY

- 356/21** Deputy Mayor Appel moved that Council accepts the Council Expenditure Report for the period ending September 30, 2021, as information.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

Engagement Invitation for Alberta Provincial Police Service Transition Study

The Department of Justice and Solicitor General will be hosting virtual and in-person municipal elected official engagement sessions between January 2022 and March 2022 on creating a provincial police force. Deputy Mayor Appel will attend the Red Deer event.

2022 – 2023 Red Deer River Watershed Alliance Municipal Funding Letter

Red Deer River Watershed Alliance provided a letter updating Council on their recent activities and funding process for 2022-2023.

- 357/21** Councillor Dennis moved that the Town of Blackfalds participate in the Red Deer River Watershed Alliance; and, that the Town will provide 50 cents per capita in funding to the Alliance.

CARRIED UNANIMOUSLY



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, November 23, 2021 at 7:00 p.m.
Civic Centre, 5018 Waghorn Street
MINUTES

INFORMATION

- FCSS Minutes – September 9, 2021
- Digital Service Squad Update
- City of Lacombe Council Highlights – November 8, 2021
- Lacombe County Council Highlights – November 10, 2021

358/21 Councillor Svab moved to accept the Information Items as information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

359/21 Councillor Dennis moved that Council accept the Regular Council Meeting Minutes from November 9, 2021 as presented.

CARRIED UNANIMOUSLY

360/21 Councillor Sands moved that Council accept the Standing Committee Meeting Minutes from November 15, 2021 as amended.

CARRIED UNANIMOUSLY

BUSINESS FOR THE GOOD OF COUNCIL

Two Roundtable Reports will be provided at the January Council Meeting.

BREAK

361/21 Councillor Svab moved for a five-minute recess at 8:25 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 8:30 p.m.

CONFIDENTIAL – Closed Session

- **FOIP S. 24**

362/21 Deputy Mayor Appel moved that Council move to a closed session commencing at 8:30 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 24 of Alberta's Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Closed Session Attendance - FOIP S.24: Mayor Jamie Hoover, Deputy Mayor Marina Appel, Councillor Laura Svab, Councillor Jim Sands, Councillor Brenda Dennis, CAO Myron Thompson, Director Justin de Bresser

363/21 Councillor Svab moved to come out of the closed session at 9:25 p.m.

CARRIED UNANIMOUSLY

ADJOURNMENT

Mayor Hoover adjourned the meeting at 9:25 p.m.



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, November 23, 2021 at 7:00 p.m.
Civic Centre, 5018 Waghorn Street
MINUTES

Jamie Hoover, Mayor

Myron Thompson, CAO



Town of Blackfalds
SPECIAL COUNCIL MEETING
Monday, November 28, 2021 at 6:00 p.m.
Remote Virtual Platform
MINUTES

A Special Council meeting for the Town of Blackfalds was held on Monday, November 28, 2021, via remote virtual platform, commencing at 6:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Myron Thompson, CAO

REGRETS

None

MEDIA

None

PUBLIC

None

**CALL TO
ORDER:**

Mayor Hoover called the Special Council Meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

364/21 Councillor Stendie moved that Council adopt the November 28, 2021 agenda as presented.

CARRIED UNANIMOUSLY

CONFIDENTIAL – Closed Session

• **FOIP S.17**

365/21 Councillor Dennis moved that Council move to a closed session commencing at 6:01 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 17 of Alberta's Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Closed Session Attendance - FOIP S.17: Mayor Jamie Hoover, Deputy Mayor Marina Appel, Councillor Brenda Dennis, Councillor Jim Sands, Councillor Rebecca Stendie, Councillor Laura Svab, CAO Myron Thompson

A Councillor recused themselves from the meeting during the FOIP S. 17 discussion at 6:02 p.m.

366/21 Deputy Mayor Appel moved to come out of the closed session at 6:10 p.m.

CARRIED UNANIMOUSLY

367/21 Councillor Dennis moved that Council direct Administration to proceed as recommended In-camera.

CARRIED UNANIMOUSLY



Town of Blackfalds
SPECIAL COUNCIL MEETING
Monday, November 28, 2021 at 6:00 p.m.
Remote Virtual Platform
MINUTES

ADJOURNMENT

Mayor Hoover adjourned the meeting at 6:10 p.m.

Jamie Hoover, Mayor

Myron Thompson, CAO