
1. **WELCOME AND CALL TO ORDER**

2. **LAND ACKNOWLEDGEMENT**

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

3. **ADOPTION OF AGENDAS**

- 3.1 Regular Agenda for May 28, 2024
3.2 Consent Agenda for May 28, 2024
- a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
 - b) **Adoption of Minutes**
 - o Regular Council Meeting Minutes - May 14, 2024
 - c) **Council Reports**
 - o Mayor Hoover
 - o Deputy Mayor Sands
 - o Councillor Coulter
 - o Councillor Appel
 - o Councillor Svab
 - o Councillor Dennis
 - d) **Administrative Reports**
 - o Report for Council, CAO Report - May 2024
 - e) **Boards, Committee and Commission Minutes and/or Reports**
 - o Lacombe Foundation Meeting Minutes - March 25, 2024
 - f) **Information**
 - o Blackfalds Library Programming Report - April 2024
 - o Lacombe County Council Highlights - May 9, 2024
 - o City of Lacombe Council Highlights - May 13, 2024
 - g) **Correspondence**

None

4. **DELEGATION**

None

5. **PUBLIC HEARING**

None

6. **BUSINESS**

- 6.1 Request for Decision, Bylaw 1310.24 - McKay Ranch Area Structure Plan (*First Reading*)
6.2 Request for Decision, Council Policy CP-185.24 - Community Initiatives Grant
6.3 Request for Decision, LiveBarn Sports Broadcasting System - Agreement
6.4 Request for Decision, 2023 Surplus Allocation
6.5 Request for Decision, Blackfalds Xing Sanitary Trunk (NE-22-39-27-W4) Project Award
6.6 Request for Decision, Proclamation, Seniors' Week - June 3 to 9, 2024

7. **NOTICES OF MOTION**

None

8. **CONFIDENTIAL**

- 8.1 Physician Recruitment - FOIP Section 24(1) Advice from Officials
8.2 2024 Capital Budget Road Improvements - FOIP Section 24(1) Advice from Officials

9. **ADJOURNMENT**

Future Meetings/Events:

- Regular Council Meeting – June 11, 2024
- Standing Committee of Council – June 17, 2024

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on May 14, 2024, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Kim Isaak, Chief Administrative Officer
Justin de Bresser, Director of Corporate Services
Preston Weran, Director of Infrastructure and Planning Services
Rick Kreklewich, Director of Community Services
Ken Morrison, Director of Emergency Management and Protective Services
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator
Hannah Delisle, Legal Assistant Practicum Student

REGRETS

Deputy Mayor Jim Sands
Jolene Tejkl, Planning & Development Manager

MEDIA

None

OTHERS PRESENT

Staff Sgt. Andrew Allan, RCMP

WELCOME AND CALL TO ORDER

Mayor Hoover welcomed everyone to the Regular Council Meeting of May 14, 2024, and called the meeting to order at 7:00 p.m.

TREATY SIX LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDAS

Removal of Regular Agenda Business item 6.8 Request for Decision, Blackfalds Xing Sanitary Trunk (NE-22-39-27-W4) Project Award and the items were renumbered accordingly.

140/24 Councillor Svab moved That Council adopt the Regular Agenda for May 14, 2024, as amended.

CARRIED UNANIMOUSLY

141/24 Councillor Coulter moved That Council adopt the Consent Agenda for May 14, 2024, as presented, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
 - Regular Council Meeting Minutes – April 23, 2024
- **Council Reports**
None

MINUTES

- **Administrative Reports**
 - Report for Council, Enforcement and Protective Services Monthly Report - April 2024
 - Report for Council, Development & Building Monthly Report - April 2024
- **Boards, Committee and Commission Minutes and/or Reports**
 - Municipal Planning Commission Meeting Minutes – March 26, 2024
 - Family & Community Support Services Board Meeting Minutes - April 11, 2024
- **Information**
 - City of Lacombe Council Highlights - April 22, 2024
 - Lacombe County Council Highlights - April 25, 2024
- **Correspondence**
 - Email from M. King - National Police Federation, Re: Bill 11 Resolutions at Alberta Municipalities - April 26, 2024
 - Letter from NRDRWSC, Re: Provincial Drought Management Education and Communication - May 2, 2024
 - Email from Immigration, Refugees and Citizenship Canada - May 9, 2024, Re: Celebrate Citizenship Week May 13 to 19, 2024

CARRIED UNANIMOUSLY**DELEGATION****Introduction of Staff Sgt. Andrew Allan**

Director Morrison introduced and welcomed Staff Sgt. Andrew Allan to the Blackfalds RCMP Detachment.

PUBLIC HEARING

None

BUSINESS**Request for Decision, Mayor Hoover - Notice of Motion, McKay Ranch Area Structure Plan**

Following the Notice of Motion that was put forward by Mayor Hoover on April 23, 2024, CAO Isaak brought forward an accompanying administrative report supporting the motion.

Mayor Hoover handed the Chair over to Councillor Appel.

- 142/24** Mayor Hoover moved That Council gives unanimous approval to raise the matter of the McKay Ranch Area Structure Plan sooner than the six (6) month time period outlined in Bylaw 1289.23 – Council Procedural Bylaw.

CARRIED UNANIMOUSLY

Councillor Appel returned the Chair to Mayor Hoover.

- 143/24** Councillor Appel moved That Council waive the Area Structure Plan Submission Fee when the McKay Ranch Area Structure Plan is brought back to Council for consideration.

CARRIED UNANIMOUSLY**Request for Decision, Proposed Bill 20 - Municipal Affairs Statutes Amendment Act**

CAO Isaak brought forward for discussion the News Release from Alberta Municipalities regarding the new proposed Bill 20, the *Municipal Affairs Statutes Amendment Act*.

- 144/24** Councillor Coulter moved That Council authorize the Mayor to send a letter to the Premier and copies to the Minister of Municipal Affairs, The Honourable Ric McIver and MLA, Jennifer Johnson, on behalf of the Town of Blackfalds recommending that the Government of Alberta rescind Bill 20, the Municipal Affairs Statutes Amendment Act, due to extensive concerns raised by municipal leaders across

MINUTES

Alberta, including Blackfalds Council, AND THAT the Government of Alberta engage municipal governments through a collaborative and trust-based consultation process to update the *Local Authorities Election Act* and *Municipal Government Act* to assist municipal governments to effectively govern in the interests of their residents and deliver on the future needs of each community in Alberta.

CARRIED UNANIMOUSLY

- 145/24** Councillor Appel moved That Council direct Administration to release a Media Release regarding the letter recommending that the Government of Alberta rescind Bill 20, the *Municipal Affairs Statutes Amendment Act*.

CARRIED UNANIMOUSLY

Request for Decision, Bylaw 1308.24 - Valley Ridge Area Structure Plan

Director Weran, on behalf of Manager Tejkl, presented the Valley Ridge Area Structure Plan Bylaw for Council's consideration of First Reading and subsequent setting of a Public Hearing for June 11, 2024, at 7:00 p.m.

- 146/24** Councillor Dennis moved That Council give First Reading to Bylaw 1308.24 - Valley Ridge Estates Area Structure Plan.

CARRIED UNANIMOUSLY

- 147/24** Councillor Svab moved upon giving First Reading to Bylaw 1308.24, That a Public Hearing date be set for June 11, 2024, at 7:00 p.m. in Council Chambers.

CARRIED UNANIMOUSLY

Request for Decision, Bylaw 1309.24 - Valley Ridge Phase 6 Redistricting

Director Weran, on behalf of Manager Tejkl, brought forward for First Reading Bylaw 1309.24, being a Bylaw to redistrict Phase 6 of Valley Ridge and subsequent setting of a Public Hearing for June 11, 2024, at 7:00 p.m.

- 148/24** Councillor Svab moved That Council give First Reading to Bylaw 1309.24, to redistrict Pt. NW 27-39-27-W4M to Residential High Density District (R-4).

CARRIED UNANIMOUSLY

- 149/24** Councillor Coulter moved upon giving First Reading to Bylaw 1309.24, That a Public Hearing date be set for June 11, 2024, at 7:00 p.m. in Council Chambers.

CARRIED UNANIMOUSLY

Request for Decision, Proposed Subdivision S-01-24 Valley Ridge Phase 6

Director Weran, on behalf of Manager Tejkl, brought forward for Council's consideration a Subdivision Application to subdivide out a parcel within Phase 6 of Valley Ridge.

- 150/24** Councillor Svab moved That Council, being the designated Subdivision Authority for the Town of Blackfalds, is satisfied that the proposed subdivision meets the relevant considerations, and move to APPROVE the subdivision of Pt. NW 27-39-27-W4M subject to the following conditions:

1. That pursuant to Section 84 of the *Land Titles Act*, the subdivision, as shown on the attached sketch, is registered by Plan of Survey.
2. That pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes are to be paid, or some other arrangements satisfactory to the Town of Blackfalds for payment thereof be made.
3. That pursuant to Section 655(1)(b) of the *Municipal Government Act*, the

MINUTES

developer enters into a Development Agreement with the Town concerning the servicing and development of the subdivision and payment of off-site levies.

4. That pursuant to Section 655(1) of the *Municipal Government Act*, that the owner/developer register utility easement right of way as per the requirements of the Town of Blackfalds and/or utility companies concurrent with or prior to registering the subdivisions Plan of Survey.

CARRIED UNANIMOUSLY

Request for Decision, Intranet Project

Director de Bresser introduced for Council's consideration, the implementation of a staff intranet.

- 151/24** Councillor Dennis moved That Council directs Administration to implement a staff-wide Intranet.

CARRIED UNANIMOUSLY

Request for Decision, 2024 Spring Budget Adjustments

Director de Bresser brought forward for approval the recommended spring adjustments to the 2024 Budget.

- 152/24** Councillor Appel moved That Council move to approve the 2024 Operating Budget Adjustments, as presented.

CARRIED UNANIMOUSLY

- 153/24** Councillor Coulter moved That Council move to approve the 2024 Capital Budget Adjustments, as presented.

CARRIED UNANIMOUSLY

Request for Decision, Aspen Lakes West School Site Capital Project Revisions

Director Weran brought forward the proposed revisions to the Aspen Lakes West School Site.

- 154/24** Councillor Coulter moved That Council increase the 2024 Capital Budget by \$2.4 million for the Aspen Lakes West School Site Project, formally called the Catholic School Services Project.

CARRIED UNANIMOUSLY

- 155/24** Mayor Hoover moved That Council authorize the CAO to proceed with contract negotiations with the developer.

CARRIED UNANIMOUSLY

Request for Decision, Town of Sylvan Lake 1913 Days Parade Invitation

Legislative Coordinator Nealon brought forward an invitation received from the Town of Sylvan Lake for the 1913 Days Parade.

- 156/24** Mayor Hoover moved That Council sends regrets for the 1913 Days Parade Invitation and extends best wishes to the Town of Sylvan Lake for a successful parade.

CARRIED UNANIMOUSLY

Request for Decision, Stettler Steel Wheel Stampede Parade Invitation

Legislative Coordinator Nealon brought forward an invitation received from the Town of Stettler for the Steel Wheel Stampede Parade.

- 157/24** Councillor Dennis moved That Council sends regrets for the Stettler Steel Wheel Stampede Parade Invitation and extends best wishes to the Town of Stettler for a successful parade.

CARRIED UNANIMOUSLY

MINUTES

Request for Decision, Proclamation, World Family Doctor Day – May 19, 2024

Legislative Coordinator Nealon brought forward a request to proclaim May 19, 2024, as World Family Doctor Day.

158/24 Councillor Appel moved That Council proclaim May 19, 2024, as World Family Doctor Day in Blackfalds.

CARRIED UNANIMOUSLY

RECESS

Mayor Hoover called for a five-minute recess at 8:12 p.m.

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 8:17 p.m.

CONFIDENTIAL

- **Leung Road Capital Project - FOIP Section 24(1) Advice from Officials**
- **Land Donations - FOIP Section 24(1) Advice from Officials**

159/24 Councillor Svab moved That Council move to a closed session commencing at 8:17 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 24 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

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

160/24 Councillor Coulter moved That Council move to come out of the closed session at 9:23 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 9:23 p.m.

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

ADJOURNMENT

Mayor Hoover adjourned the Regular Council Meeting at 9:23 p.m.

Jamie Hoover, Mayor

Kim Isaak, CAO

TO		Members of Council		
FROM		Mayor Jamie Hoover		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Mar 16 - Apr 15, 2024		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
April 17	x			BRWA Watershed Land Use Planning workshop
April 18	x			ABMunis Economic Strategies committee meeting, Edmonton
April 18		x		Best of Blackfalds, Volunteer awards
April 19	x			Agenda planning meeting
April 19	x			Black Press media meeting
April 22				Red Deer Tourism Townhall
April 23			x	Mayor for a Day, presentation, IRIC
April 23	x			RCM
April 24				Mayor for a Day, presentation, St. Gregory the Great

April 25	x			St. Gregory the Great Student Council
April 26		x		Diversity Awards, Sylvan Lake
May 2	x			Mid-Sized Mayors Caucus
May 2		x		Youth Volunteer recognition
May 6	x			BHPARC rural health week panning meeting
May 8	x			ABMunis Bill 20 strategy meeting
May 9	x			Agenda review meeting
May 9	x			FCSS meeting
May 13	x			Lacombe Foundation
May 14	x			Master Workplan review
May 14	x			RCM

TO		Members of Council		
FROM		Deputy Mayor Jim Sands		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Apr 15/ 24 – May 15/ 24		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Apr 15/ 24	X			Standing Committee of Council Meeting
Apr 16/ 24			X	Round Table Report Submission
Apr 18/ 24		X		Best of Blackfalds Volunteer awards
Apr 23/ 24	X			MPC Meeting
Apr 23/ 24	X			Regular Council Meeting
May 2/ 24		X		Youth Recognition Night
May 9/ 24	X			FCSS Meeting - May

TO		Members of Council		
FROM		Councillor Edna Coulter		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Mar 16, 2024 – May 15, 2024		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Mar 18	X			Standing Committee of Council Meeting
Mar 26	X			Regular Council Meeting
April 2	X			Blackfalds Library Meeting
April 4	X			Blackfalds Chamber Meeting
Apr 9	X			Special Council Meeting
April 9	X			Regular Council Meeting
April 10		X		Red Deer Catholic School Board & Council Dinner Meeting
April 18		X		Best of Blackfalds - Awards
April 23	X			Regular Council Meeting

May 2	X			Blackfalds Chamber Meeting – I did this on Teams
May 6	X			BHPARC Meeting
May 7	X			Blackfalds Library Meeting
May 14	X			Master Workplan Review
May 14	X			Regular Council Meeting

TO		Members of Council		
FROM		Councillor Marina Appel		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: 16 April 2024 – 15 May 2024		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
April 17	X			RCPCN Physician Recruitment Meeting – Attended Virtually <i>Discussion to update our BHPARC Video, The City of RD is creating a video similar to ours – to also be shared on the RDPCN Website.</i>
April 23	X			RCC Meeting
April 30			X	Webinar – RhPAP Knowledge Now Series - College of Physicians and Surgeons of Alberta (CPSA)
May 2	X			Blackfalds Chamber of Commerce Meeting + AGM
May 6	X			BHPARC Meeting to discuss the Grant funding we received, and plans to move forward with Rural Health Week Baskets
May 7	X			Municipal Library Board Meeting
May 8			X	Webinar – ABMunis - Bill 20 - Municipal Affairs Statutes Amendment Act
May 8	X			Rec, Culture and Parks Board Meeting
May 12			X	In-town Shopping for BHARC Rural Health Week Baskets

May 14	X			Master Workplan Review
May 14	X			RCC Meeting

TO		Members of Council		
FROM		Councillor Laura Svab		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Apr 16 - May 15, 2024		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
April 18		x		Best of Blackfalds – Volunteer Edition
April 23	x			MPC
April 23	x			Regular Council Meeting
May 2		x		Youth Recognition Night
May 7	x			IREC School Council
May 14	x			Regular Council Meeting

TO		Members of Council		
FROM		Councillor Brenda Dennis		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: April 16 to May 15, 2024		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
April 18		X		Best of Blackfalds Volunteer Appreciation
April 23	X			Municipal Planning Commission Meeting
April 23	X			Regular Council Meeting
May 2		X		Youth Volunteer Appreciation
May 14	X			Master Plan Workshop
May 14	X			Regular Council Meeting

MEETING DATE: May 28, 2024

PREPARED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **CAO Report - May 2024**

Key Projects and Initiatives

- 2024 Introductory Municipal Service Level Inventory currently with graphic designer and will be provided for final review by CAO. Senior Leadership Team to meet with Hello Courage to prioritize follow up actions flowing out of the MSLI for future budgets.
- Council Committee Audit work continues. Findings and recommendations report will be presented to Council in a workshop in July or early August.
- CUPE Collective Agreement Negotiations scheduled for November 26-28, 2024.
- Meeting with Lacombe County on May 27, 2024, on Fire Services Agreement.
- 92 Employees took part in Customer Service Training the week of May 6-8th.
- 42 Employees took part in Conflict Resolution Training on May 9th.
- Tax Notices were mailed out the second week of May.
- Leadership Team met to brainstorm and provide feedback on proposed actions and initiatives coming out of the Employee Engagement Survey.
- Awaiting report from the Total Compensation and Benefits Analysis that was completed.
- Census Enumerators commenced the door to door portion of the 2024 Census. Census will run until July 26th with results presented to Council in early September.
- Selection made on internal intranet provider with an anticipated roll out date of mid to late June.
- Mayor for a Day Program closed on May 20th with 2 submissions received.
- 25 Aquatic Staff trained in advance of the May 20th opening.
- 13 seasonal employees started work this month.
- Youth Recognition Volunteer Awards Gala was held on May 2, 2024. Fantastic event.
- Municipal Enforcement worked with the School Resource Officer on the Point Pause and Proceed safety at crosswalks program at the schools.
- NFPA 1140 Course wrapped up in early May. 14 out of the 15 students passed with a class average of 80%.
- Scheduled the 2025 Regional Council Orientation for October 30, 2025 at the Community Center
- Spring tune up completed on the Vesta Energy bike Skills Park.
- Backstops extended at the Sterling Sports Park. Diamonds fully booked with the exception of 2 weekends throughout the summer.
- Spray Park scheduled to open on May 24th.
- Preparation for Blackfalds Days in progress.
- Camp Curious registrations have limited spots available.
- New columbarium procured and installed at the cemetery.
- Whistle Cessation study complete. Recommendations to be brought forward to Council in anticipation of 2025 Budget.
- Work continues on several land sale matters, including one necessary to complete work required for the North West Stormwater Management Project.
- Solid Waste Management Tenders are under review.

- Work continues with Alberta Infrastructure, the Catholic School Board, ACI Architects, and Stantec Engineering to collaborate on the school site design.
- Work continues toward construction of the Leung Phase 2 capital works, including the football field, the Asphalt overlay project along East Railway Street and Transfer Station Phase 2 improvements. Tender award to be awarded.
- Eagle Builders Parking Options received from Stantec and will be presented to Council at the June 17, 2024 Standing Committee of Council.
- Coordination and scheduling of an Open House in June for the front parking pad Land Use Bylaw amendments.

Updates Related to Existing Bylaws or Council Policies

- Draft amendments to the CAO Bylaw to modernize and incorporate *Municipal Government Act* amendments.- Will be presented to Council at the June 17, 2024, Standing Committee of Council.
- Electronic Signing Authority Policy (new) – Approved and rolled out.
- Delegation of Signing Authority (new) – Approved and rolled out.
- Community Initiatives Grant Policy (new) – Reviewed by the Recreation and Parks Board at the May 8, 2024, Meeting. Presented for Council consideration at the May 28, 2024, Regular Meeting of Council.
- Municipal Service Level Inventory Policy – Draft to be presented to Council at the June 17, 2024 Standing Committee of Council.
- Customer Service Policy (new) – Research and discussion around customer service standards that can be applied in Policy.
- Traffic Bylaw Amendments – In Progress.
- Animal Control Bylaw Amendments – In Progress.
- Valley Ridge Area Structure Plan – First Reading on May 14th. Public Hearing is scheduled for June 11, 2024.
- Valley Ridge Land Use Amendment Bylaw – First Reading on May 14th. Public Hearing is scheduled for June 11, 2024.

Facility Leases

- No new lease agreements. Current space at the Support Services Building is minimal.

Administrative Policy Changes / Additions

- Employee Social Media Policy (new) – Completed and rolled out.
- Edits to the Congratulations and Condolences Policy – Completed and rolled out.
- Edits to Workplace Violence and Harassment Policy – Completed
- Edits to Workplace Accommodation Policy – Under review by Directors
- Edits to Municipal Vehicle Policy – Under review by Directors
- Succession Planning Policy (new) – Research in Progress

APPROVALS



Kim Isaak,
Chief Administrative Officer



Lacombe Foundation Board Meeting
 Monday March 25, 2024 @ 1:00pm
 Lacombe Lodge Fireplace Room

MINUTES

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

1.	<p>Call to Order</p> <p>The meeting was called to order at 1:04pm by Board Chair Jamie Hoover.</p>
2.	<p>Approval of Agenda</p> <p><i>B. Shepherd moved to accept the agenda with the inclusion of R. Konnik’s verbal convention report as part of the CAO report.</i></p> <p style="text-align: right;">CARRIED</p>
3.	<p>Delegation –Metrix Presentation of the 2023 Audited Financial Statements</p> <p>Curtis Friesen of Metrix Group presented the audit findings and financial statements.</p> <p>Audit went smoothly, no issues or concerns to bring forward. Auditors did not have to make any adjusting entries this year. A clean audit opinion was received.</p> <p>Reviewed the statement of financial position, statement of operations and accompanying notes.</p> <p>Good financial position reflecting improving occupancy, strong interest rates. Expenses show increasing food costs with higher pricing and more residents over 2022, higher interest rates for the affordable housing mortgage.</p> <p>Discussion items were accrued liabilities, amortization of previously received capital grants, increases to DSL funding from AHS for increased hours of care and HCA wage top-up and resident life enhancement funds. Separate reserves are held for lodges and affordable housing.</p> <p>Government assistance is the covid occupancy loss funding, which has ended effective December 31, 2023.</p>

4.	<p>Approval of Minutes</p> <p><i>T. Hallman moved to approve the February 5, 2024 Regular Meeting Minutes as presented.</i></p> <p style="text-align: right;"><i>CARRIED</i></p>
5.	<p>Correspondence</p>
	<p>a. N/A</p>
6.	<p>Reports</p>
	<p>a. Financial Reports</p> <p>Review of the financial statements and explanatory notes for the 2 months ending February 29, 2024</p> <p>Lower occupancy in lodge spaces, with better occupancy in DSL spaces.</p> <p>Discussion on debt paydown options, with administration to prepare an analysis to bring back to business planning session along with a discussion on reserve status.</p> <p><i>L. Eastman moved to accept the financial reports as information.</i> <i>CARRIED</i></p>
	<p>b. Occupancy Report to February 29, 2024</p> <p>Affordable housing full in both Lacombe and Blackfalds. 83% in Eckville and 84% in Lacombe (adjusted with office rooms).</p> <p><i>R. Fehr moved to accept the occupancy report as information.</i> <i>CARRIED</i></p>
	<p>c. CAO Report</p> <p>Provincial budget 2024/2025 information and the ASCHA analysis were shared. LAP grant increased from \$13.23 to \$20.50 per low-income resident per day. Still need to review the net impact of this change as it will be based on actuals not the baseline occupancy method that was used during covid years.</p> <p>Capital Projects – administration had discussion with potential consultants at the ASCHA Trade Show.</p> <p>Staffing and Labour wage reopener negotiations have been completed with agreement on a 2% increase retroactive to first pay cycle of 2024. CLAC and Administration preparing joint communication to staff.</p> <p>Lodge events, spring resident meetings, seasonal menu updates, QI project and Home Care application update.</p> <p>Lodge Program review was held March 21, with Barb and Karin attending. Busy session with only two hours allotted. Important conversations, looking at a large cohort of seniors ranging from 60 to 100 years, looking at programming for men and different interests, needs and incomes.</p> <p>ASCHA convention. Reuben attended and appreciated the opportunity to go to something fresh and new. Attended sessions on senior’s services and Alberta demographics, Artificial Intelligence, capital development and small home LTC homes.</p> <p>Snow removal and bus usage questions at Eckville referred back to administration/local</p>



	site manager. <i>K. Engen moved to accept the CAO report as information.</i> CARRIED
7. New Business	
a.	2023 Audited Financial Statements <i>B. Shepherd moved to accept the 2023 Audited Financial Statement as presented.</i> CARRIED
8. Previous Business	
a.	Lacombe Lodge Redevelopment Update Building Condition Analysis report has not been shared yet from government (inspection done in November 2023). Administration trying to connect with AHS capacity planner to discuss Lacombe's current need. Open discussion on current project status. Potential to engage consultant (funds set aside in 2023, not yet spent) to assess current plan, status of government funding and programs, communicate need and to make recommendations on how to move forward. Discussion will continue at business plan meeting in May. <i>R. Konnik moved to accept the CAO report as information.</i> CARRIED
9. Next Meeting Date	The next meeting will be held on Monday May 13, 2024 at 1:00 pm, at Eckville Manor.
10. Adjournment	The March 25, 2024 Lacombe Foundation meeting was declared adjourned at 2:38pm.



 Jamie Hooyer, Board Chair
 Lacombe Foundation



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

May 13, 2024

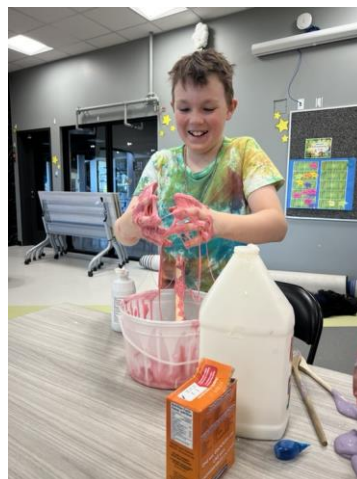
 Date

May 13, 2024

 Date

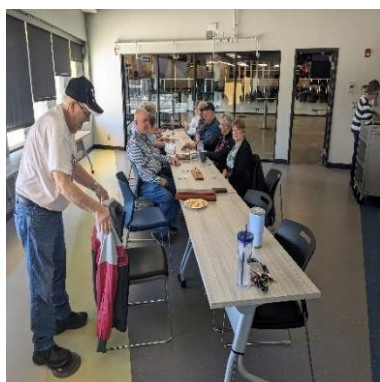
Programming Highlights:

- This month Little Stars' Kinders visit. They made creations with Lego.
- Tasty Tales Story Time we prepped our pizzas, read pizza themed stories, made a pizza craft, and enjoyed the Pizzas!
- In the Growing Minds Stem Class, we are learning about absorption and did a "Does it Absorb" experiment.
- Toddler Sensory class is now 2x a month. The Toddlers are enjoying the sensory bins and activities.
- In Something Cool for After School we made slime, made little pizzas and enjoyed the movie Ratatouille.
- I facilitated a program survey for feedback. We had 33 responses with 90.9 % of the respondents extremely likely or very likely to recommend our programs to others. 9.1% were somewhat likely. 62.5% were satisfied with the variety offered. More people wanted homeschool programs. (Which we do offer, they just don't attend as it isn't labeled "home school" and it is open to the public which they don't want). This is a tricky group to accommodate as they are looking for a teacher and we don't have teachers on staff. We will add another program for the Age 5-8 group to accommodate.
- People wanted earlier programs before 10am and people wanted later programs for those parents that work. So, we added 1 earlier morning at 9:30am and 3 evening classes between 6:00 -7:45pm for the month of May. We will do more in the fall after our Summer Reading Program is finished.



Programming Highlights:

- Our card playing club has awesome numbers that stay regular: we are hoping to combine it with a senior’s tea in June or July.
- We have purchased a 3-D resin printer for our DnD groups: I am excited to test it out once we get the resin.
- Our nerf battle was super fun and sweaty. We had about 18 people come and played a few different games (adults vs kids, 2v2 etc.).
- Our DnD games for adults have gathered a few new members, so we are once again busting at the seams! It’s a good problem to have!



Statistics: 2024 Stats

	2024 YTD Total Sessions	2024 YTD Total Participants	2023 Total Sessions	2023 Total Participants
Children's	236	1486	701	5135
Young Adult	38	198	48	190
Adult	91	427	158	729
Multigenerational	26	2021	38	932
Outreach	7	519	33	1713
Virtual sessions	9	18	61	222



HIGHLIGHTS OF THE REGULAR COUNCIL MEETING MAY 9, 2024

DROUGHT MANAGEMENT PLAN

The Lacombe County Drought Management Plan, as developed by the Drought Management Committee received Council approval. The County Manager was directed to proceed with implementation of the Drought Management Plan.

LACOMBE REGIONAL WASTE SERVICES COMMISSION – SEASONAL LOT TIPPING FEES

The County Manager was authorized to execute a Seasonal Lot Solid Waste Tipping Fee Agreement with Lacombe Regional Waste Services Commission for the period January 1, 2025 to December 31, 2026. The agreement will be based on 345 “deemed seasonal lots”, a population density of two persons per lot, and seasonal lot occupancy being established as 40% of the year, at a total cost to the County of \$17,940.

GRAVEL INVENTORY SUMMARY

Council received an overview of the County’s Gravel Inventory Summary, including current gravel inventory, active pit boundaries, current yearly requirements, the current gravel program, exploration and purchase history, reclamation, and contracted gravel usage.

LACOMBE COUNTY BRAND

Council was provided with a history of a livestock brand that has recently been registered, in the name of Lacombe County, as an official honorary brand. The branding irons and a write-up regarding the history and significance of the brand are displayed in the lobby of the Lacombe County Administration Building.

DISCUSSION TOPICS FOR MEETING WITH RCMP DETACHMENT COMMANDERS

Council will meet with the RCMP Detachment Commanders of Bashaw, Blackfalds, Ponoka, Rimbey, and Sylvan Lake, on June 4, 2023. Council identified a list of topics for discussion at the meeting.

DISCUSSION TOPICS FOR MEETING WITH ALBERTA TRANSPORTATION AND ECONOMIC CORRIDORS

Council will meet with representatives of Alberta Transportation and Economic Corridors on June 13, 2024 to discuss matters that are relevant to Lacombe County. Council identified a list of topics for discussion at the meeting.

COUNCIL ROAD TOUR VENUE SELECTION

Council will conduct a road tour of the County on June 5th and 19th, 2024. Council finalized a list of locations they wish to visit during the tour.

BYLAW NOS. 1412/24 AND 1413/24 ANNUAL REVIEW

Bylaw No. 1412/24, a bylaw to amend the County’s Municipal Development Plan and Bylaw No. 1413/24, a bylaw to amend the County’s Land Use Bylaw, received first reading and approval to hold a public hearing. A public hearing was set for June 13, 2024 at 9:15 a.m.

BYLAW NO. 1414/24 QEII WEST AREA STRUCTURE PLAN

By resolution of Council, Bylaw No. 1414/24 QEII West Area Struct Plan received first reading and a public hearing was set for June 13, 2024 at 9:00 a.m.



WHERE PEOPLE ARE THE KEY

BYLAW NO. 1409/24 VILLAGE OF ALIX/LACOMBE COUNTY INTERMUNICIPAL DEVELOPMENT PLAN

Bylaw No. 1409/24, a bylaw of Lacombe County for the purpose of amending the Village of Alix/Lacombe County Intermunicipal Development Plan, was read a third time, and so passed by Council.

BYLAW NO. 1415/24 REGULATING AND CONTROLLING SPEED OF VEHICLES

Bylaw No. 1415/24 was presented for Council's consideration and, by resolution, received first, second, and third reading, and was passed. This bylaw pertains to regulating and controlling the speed of vehicles within Lacombe County.

SUMMER VILLAGE OF GULL LAKE: SCOTT DRIVE GATE

Doug Francouer, Mayor of the Summer Village of Gull Lake and Harold Wynne, CAO of the Summer Village of Gull Lake, provided a presentation to Council regarding a potential gate at Scott Drive. The County Manager was directed to prepare a report and recommendation regarding the proposed gate, for consideration at a future Council meeting.

CAMP LG BARNES

Dave Bayduza provided a presentation to Council on the activities and initiatives of Camp L.G. Barnes. The County Manager was directed to prepare a report and recommendation regarding County financial support for Camp L.G. Barnes.

Next Regular Council Meeting is

May 23, 2024 – 9:00 a.m.

Next Committee of the Whole Meeting is

June 4, 2024 – 9:00 a.m.

Lacombe County Administration Building

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



City of Lacombe

COUNCIL HIGHLIGHTS

May 13th, 2024

Regular Meeting of Council

2. Review of Agendas

2.1 Consent Agenda

- Council acknowledged the 2024 Spring Coffee with Council/Red Deer Home Show summary as information.
- Council gave first reading to Bylaw 400.55 as presented and scheduled a public hearing for Bylaw 400.55 on Monday, June 10th, 2024, at 6:00 p.m.

5. Public Hearings

5.1 Bylaw 400.54 Land Use Bylaw Amendment – Amendment in MacKenzie Ranch Area for R5 Site

A Public Hearing was held for Bylaw 400.54. Notice was given that “the Council of the City of Lacombe has given first reading to Bylaw 400.54 to amend Land Use Bylaw #400. If approved, Bylaw 400.54 will redesignate a 1.37-hectare portion of the SW 20-40-26-W4M from Future Designation (FD) District to Residential Multi-Unit Dwelling (R5) District.”

6. Requests for Decision

6.1 2024 Property Tax Bylaw 516 and Paving Tax Bylaw 517

Under Section 353 of the Municipal Government Act (MGA), RSA 2000, c M-26, the City of Lacombe must adopt a property tax rate bylaw annually to levy property taxes within the City.

Bylaw 516 meets the MGA requirement and adheres to Council's previous direction in the 2024 operating budget process to raise the City's annual tax revenue by 3.75%. This is lower than the average Alberta CPI increase of 5% for the 12 months from July 1st to June 30th, identified in the Annual Budget and Taxation Preparation Policy.

Bylaw 517 is the City's Special Paving Tax to raise designated funding for investment in the City Roads. The 2024 Special Paving Tax is equivalent to 1% of the prior year municipal tax.

The revenue from the Special paving tax funds pavement rehabilitation on C & E Trail from 500m north of 72nd Ave to the City Limit.

Council gave third reading to Bylaw 516 and Bylaw 517 and approved the corresponding budget changes.

6.2 Planning & Development Services Fee Schedule Review

In 2023, the City of Lacombe Planning and Development Services Department began reviewing fees for safety code permits and planning and development related services. The last fee review occurred nearly a decade ago, in 2015-2016.

During the current review, fees were examined to determine if adjustments to fee types were warranted and to compare Lacombe's fees with those of other regional municipalities. The City of Lacombe's fee schedule policy and bylaw were also reviewed. The results indicate that Lacombe's fees are generally lower than those of comparator municipalities and that there are opportunities to streamline fee categories.

As a result of the review and after benefiting from feedback given by Council earlier this year, several fee changes are recommended, along with an updated fee schedule policy and permit bylaw, for Council's consideration.

Council approved the Planning & Development Services Fee Schedule Policy 66/210.01 2024PO and gave first and second readings of the Safety Codes Permit Bylaw 520, as presented.

6.3 Encroachment Bylaw 513

The City of Lacombe recently focused on addressing encroachment management, leading to the proposal of a comprehensive strategy. This strategy, presented to Council at the November 20th, 2023, Committee of the Whole meeting, categorizes encroachments based on severity and outlines a structured approach to their management on City-owned land.

The proposed Encroachment Bylaw 513 aims to regulate and manage encroachments on City-owned land, streets, and easements, outlining items such as:

- the responsibilities of property owners,
- the authority of the Chief Administrative Officer (CAO),
- enforcement measures,
- penalties, and
- appeal procedures.

Council approved the third reading of the Encroachment Bylaw 513.

6.4 Bylaw 400.54 Land Use Bylaw (LUB) Amendment – Redesignation of a portion of SW 20-40-26-W4M to Residential Multi-Unit Dwelling District

The City received an application to change the designation of a portion of land within the Mackenzie Ranch Outline Plan for multi-family development. The proposal would redesign the subject site, specifically a 1.37-hectare parcel subdivided from the remainder of SW ¼ 20-40-26-W4M, from a Future Designation District (FD) to a Residential Multi-Unit Dwelling District (R5).

This change is presented as an amendment to LUB 400. The maximum density within the Residential Multi-Unit Dwelling District (R5) is 80 dwelling units per hectare, allowing for a maximum of 109 units on the proposed 1.37-hectare parcel.

Council resolved to consider the third reading of Bylaw 400.54 at the same meeting as the second reading and gave the second and third readings to Bylaw 400.54 as presented.

6.5 Updated Strategic Plan (2024 – 2026)

Administration drafted an update to the Council's 2023 - 2026 Strategic Plan. This plan includes priorities and amendments based on feedback received from the Council at its April 1^{5th}, 2024, Committee of the Whole Meeting. When endorsed by the Council, the amended document will be named the 2024 – 2026 Strategic Plan.

The Committee of a Whole Meeting provided Council the opportunity for review and comment. This feedback guided the plan's current draft, which includes a realistic prioritization of what can be achieved before the end of this Council's term in office.

Strategic Plan tactics used to achieve Council's strategic priorities are itemized and ranked (by colour and order of priority) according to the consensus reached through the exercise at the Committee of the Whole Meeting.

This prioritization exercise allows Administration to ensure proper staffing and resources are directed towards Council's key objectives.

Council endorsed the 2024 - 2026 Strategic Plan as presented.

6. In Camera

8.3 Legal (FOIP Section 24)

Council directed Administration to draft a letter expressing Council's opposition to Bill 20, citing concerns.

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

- Monday, May 27th, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***
- Monday, June 10th, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***
- Monday, July 8th, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***

MEETING DATE: May 28, 2024

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Bylaw 1310.24 - McKay Ranch Area Structure Plan**

BACKGROUND

The original McKay Ranch Area Structure Plan (ASP), previously named the McKay Ridge ASP, to guide the future subdivision and development of the McKay Ranch community was adopted by Council in early 2010. The developer has recently applied to amend the ASP to make several changes to better reflect contemporary development trends.

Council defeated the previous amending Bylaw at the April 9, 2024, Regular Council meeting due to concerns raised by the community during the pre-Council engagement and Public Hearing processes. Members of the community raised concerns about the proposed removal of a local commercial site to accommodate future medium-density residential, citing the lack of commercial amenities on the eastern side of Town.

The developer has updated the proposed ASP to revert the subject property back to local commercial.

DISCUSSION

Section 14.3 of Council Procedural Bylaw 1289.23 prohibits delegations from addressing Council on the same subject matter more than once every six months unless prior approval has been granted by Council unanimously agreeing to the delegation. At the May 14, 2024 Regular Council meeting, Council gave unanimous consent to consider the McKay Ranch ASP sooner than the six month time period:

Request for Decision, Mayor Hoover - Notice of Motion, McKay Ranch Area Structure Plan

Following the Notice of Motion that was put forward by Mayor Hoover on April 23, 2024, CAO Isaak brought forward an accompanying administrative report supporting the motion.

142/24 Mayor Hoover moved That Council gives unanimous approval to raise the matter of the McKay Ranch Area Structure Plan sooner than the six (6) month time period outlined in Bylaw 1289.23 – Council Procedural Bylaw.

CARRIED UNANIMOUSLY

Highlights of the proposed changes recently applied for are illustrated in Attachment 1 and listed below, with the numbers corresponding with the enclosed illustration:

1. The storm pond in the north-west corner has been amended to reflect an updated storm pond design, thereby increasing the amount of open space.

2. An increase in the number of future lots that will be zoned Residential Single Dwelling Large District (R-1L).
3. Addition of a lane backing onto the large open space.
4. Changing the area currently identified for future Commercial Mixed Use District (CMU), an amendment that was done previously, to Residential High Density District (R-4) along the eastern boundary of the plan area.
5. Changing the residential lots currently identified for future Residential Single Dwelling Small Lot District (R-1S) to Residential Single Dwelling Medium Lot District (R-1M) in the north-east corner to allow for additional larger lots.
6. The open space immediately north of the manufactured home park has been moved west to the collector road and split to each side of the collector road to allow for better pedestrian connectivity.

Please note that several amendments have occurred since the original ASP was adopted in 2010 and are not highlighted in this report. The developer was asked to update the ASP with all of the changes that have occurred in this recent application.

Pre-Council Consultation

Pre-Council consultation was conducted with the previous McKay Ranch ASP proposed changes early this year, which resulted in concerns raised about the removal of the local commercial site on the southern portion of the plan area. This updated ASP before Council reverted the site back in response to the concerns raised; therefore, pre-Council consultation was not done for this updated submission.

McKay Ranch landowners will be given an opportunity to comment on the proposed updated ASP at the Public Hearing if Council passes First Reading to the amending Bylaw.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council give First Reading to Bylaw 1310.24 - McKay Ranch Area Structure Plan.
2. That a Public Hearing date be set for June 25, 2024, at 7:00 p.m. in Council Chambers.

ALTERNATIVES

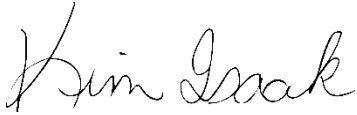
- a) That Council refers this item back to Administration for more information or amendments.

ATTACHMENTS

- *Concept Plan showing Proposed McKay Ranch ASP Changes*

- *Bylaw 1310.24 - McKay Ranch Area Structure Plan*
- *Bylaw 1310.24 Schedule "A", McKay Ranch Area Structure Plan*

APPROVALS



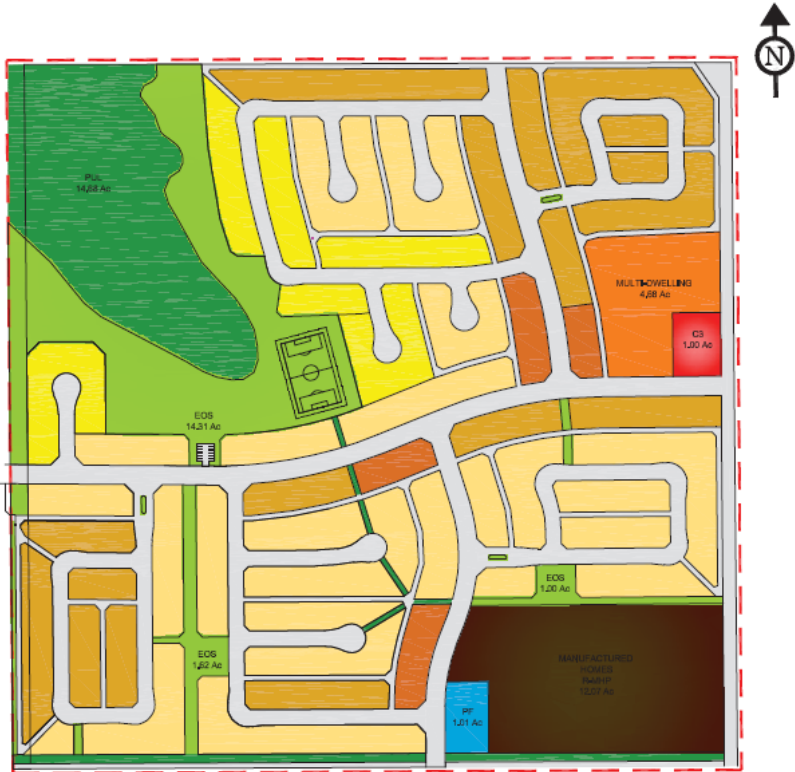
Kim Isaak,
Chief Administrative Officer



Department Director/Author

McKay Ranch ASP 2010 Original Concept

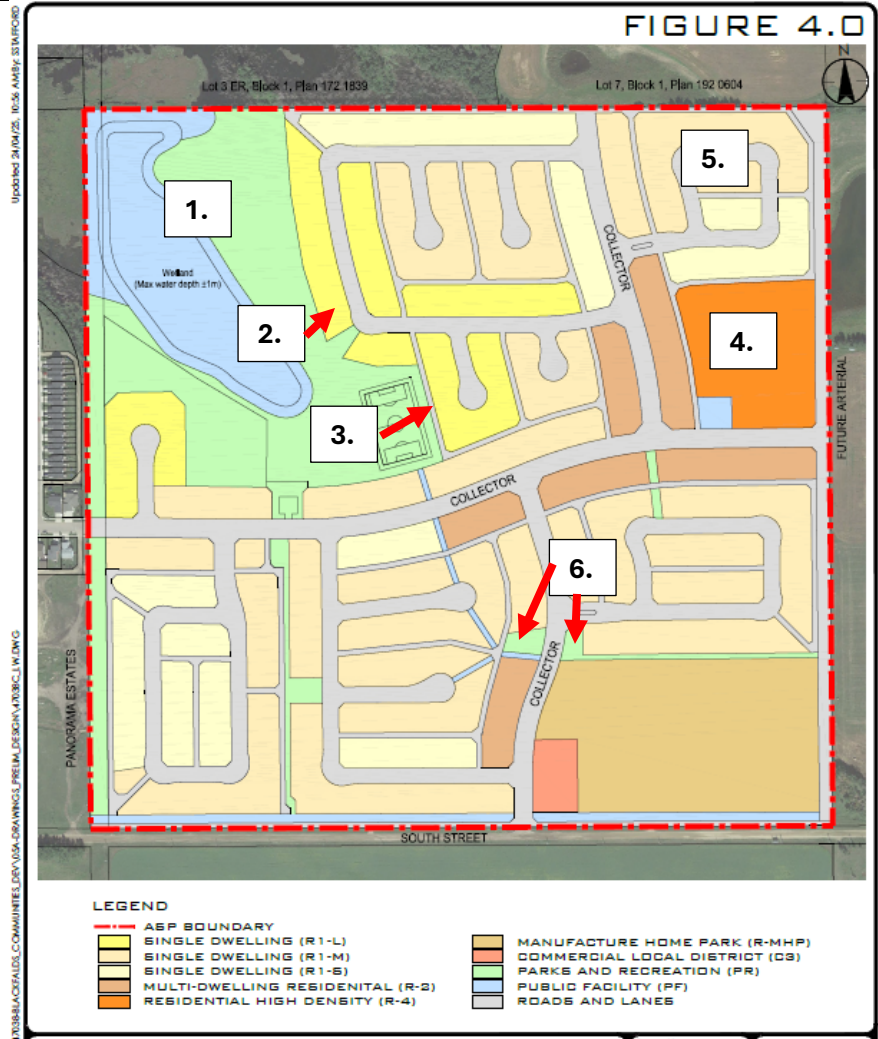
FIGURE 4.0



- LEGEND**
- ASP BOUNDARY
 - SINGLE DWELLING (R1-L)
 - SINGLE DWELLING (R1-M)
 - SINGLE DWELLING (R1-S)
 - RESIDENTIAL MULTI-DWELLING (R-2)
 - MULTI-DWELLING RESIDENTIAL (R-3)
 - MANUFACTURE HOME PARK (R-MHP)
 - COMMERCIAL LOCAL (C-3)
 - PUBLIC FACILITY (PF)
 - ENVIRONMENTAL OPEN SPACE (EO6)
 - PUBLIC UTILITY LOT
 - ROADS AND LANES

McKay Ranch ASP 2024 Proposed Amendments

FIGURE 4.0



- LEGEND**
- ASP BOUNDARY
 - SINGLE DWELLING (R1-L)
 - SINGLE DWELLING (R1-M)
 - SINGLE DWELLING (R1-S)
 - MULTI-DWELLING RESIDENTIAL (R-2)
 - RESIDENTIAL HIGH DENSITY (R-4)
 - MANUFACTURE HOME PARK (R-MHP)
 - COMMERCIAL LOCAL DISTRICT (C3)
 - PARKS AND RECREATION (PR)
 - PUBLIC FACILITY (PF)
 - ROADS AND LANES

Please note that there are other changes from the 2010 original approval that were done over the years. The developer was asked to update the concept plan with all of the changes that occurred into this recent application. Therefore, there are other changes to the original that are not specifically noted in this concept plan. The changes identified in this concept plan are the ones considered in this 2024 amendment application.

BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO PROVIDE AN UPDATED FRAMEWORK FOR THE SUBSEQUENT SUBDIVISION AND DEVELOPMENT ON LANDS LEGALLY DESCRIBED AS THE SW 25-39-27-W4M.

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act* (“MGA”), being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, to repeal Bylaw 1101/10 and all amendments thereto for the purpose of adopting an amended Area Structure Plan for lands located in the Town of Blackfalds legally described as the SW 25-39-27-W4M.

WHEREAS, pursuant to Section 633(1) of the MGA, RSA 2000, Chapter M-26 and amendments thereto, for the purposes of providing a framework for subsequent subdivision and development of an area of land, a Council may by bylaw adopt an area structure plan.

WHEREAS, the McKay Ranch Area Structure Plan identifies the sequence of development proposed for the area, land uses proposed for the area, expected density of population proposed for the area generally, and the general location of major transportation routes and public utilities, as required by Section 633 of the MGA.

WHEREAS, the area of land upon which the ASP shall apply is legally described as SW 25-39-27-W4M

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

PART 1 – TITLE

- 1.1 That this Bylaw shall be cited as the “McKay Ranch Area Structure Plan”.
- 1.2 Schedule “A” shall form part of this Bylaw.

PART 2 – MCKAY RANCH AREA STRUCTURE PLAN

- 2.1 That the document entitled “McKay Ranch Area Structure Plan” as Schedule “A” attached hereto is hereby adopted for the lands located in the Town of Blackfalds legally described as the SW 25-39-27-W4M.

PART 3 – REPEAL

- 3.1 That Bylaw 1101/10 and all amendments thereto are hereby repealed upon this Bylaw coming into effect.

PART 4 – DATE OF FORCE

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

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

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

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

(RES. _____)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

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

(RES. _____)

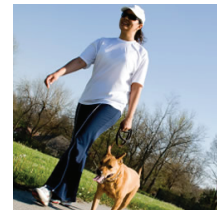
MAYOR JAMIE HOOVER

CAO KIM ISAAK

DRAFT

McKAY RANCH

Blackfalds, AB



AREA STRUCTURE PLAN

Blackfalds Communities Ltd.

Town of Blackfalds

Consolidated June 2024; Bylaw 1310.24
Amended 2020; Bylaw 1243.20
Amended 2015; Bylaw 1193.15
Amended 2016; Bylaw 1205.16
Adopted 2010

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1.0 Introduction

1.1 PURPOSE

The purpose of the McKay Ranch Area Structure Plan (MRASP) is to describe the land use framework and development objectives for lands SW ¼ Sec. 25-39-27-4 and encompasses an area of approximately 66.94ha (165.42ac). The Plan area is located within the Town of Blackfalds as shown on **Figure 1.0 – Location Plan**.

The intent of the McKay Ranch development is to develop a balanced community of residential, commercial and recreational opportunities with complimentary land uses. In order to achieve this, the developer intends to integrate the Plan with open space linkage connections and the development of high-quality residential opportunities. Together, these aspects will provide the Town of Blackfalds with a unique area for community development.

This document will describe the land use patterns and the development objectives for the Plan area. The MRASP will implement the land use framework and development objectives by identifying the following:

- the size and location of land uses;
- the alignment of roadways and lanes;
- the open space and park system;
- the proposed development density;
- servicing concepts for deep utility servicing; and
- the development staging sequence.

This McKay Ranch Area Structure Plan has been prepared on behalf of Blackfalds Communities Ltd.

1.2 ASP AMENDMENTS

The McKay Ridge development has been renamed McKay Ranch, which includes the re-naming of this Area Structure Plan.

As of 2023, approximately one third of the McKay Ranch plan area has been developed. Since the adoption of the original McKay Ridge Area Structure Plan in 2010, there have been changes in housing preferences and market conditions which has required the amendment to the plan.

The main changes to the plan include the following.

Prior to 2024:

- Change of the unsold Public Facility parcel to Commercial
- Removal of commercial parcel along east boundary which is not required due to the change of the Public Facility site to Commercial
- Addition of Public Facility site within R3 site to allow for a sanitary lift station
- Addition of lanes along southwest greenspace

2024 Amendment:

- The limits of the Public Facility District has been amended to reflect the updated storm design, allowing for additional lands to be dedicated as Parks and Recreation District
- Addition of lanes along some areas backing onto greenspace to meet market conditions of having additional laned product. This increases the number of R1-L parcels adjacent to the storm pond and allows for an adjustment of greenspace areas adjacent to the roadway
- Redistricting of CMU to R-4 parcel along east boundary
- Change of land use from R-1S to R-1M for a portion in the north east to allow for a number of larger lots as desired
- The open space adjacent to the north boundary of the Manufactured Home Park has been moved west to the collector roadway and split to each side, allowing for better pedestrian connectivity

1.3 PLAN AREA AND SURROUNDING DEVELOPMENTS

Figure 1.0 – Location Plan shows that the Plan area is located in east Blackfalds. The MRASP is defined by the following boundaries:

North Boundary – Agricultural Land

East Boundary – Agricultural Land

South Boundary – TWP RD 39-4 and agricultural land

West Boundary – Panorama Estates

The property is legally described as the SW ¼ Sec. 25, Twp. 39, Rge. 27, W4M.

Currently, the main access to the site is via Twp Rd 39-4 (South Street). The site can also be accessed from Eastpointe Drive.

1.4 LANDOWNERSHIP

The Plan area consists of two remaining developer owned titles as shown in **Table 1.0 - ASP Ownership Reference** and **Figure 2.0 – Site Context and Ownership Plan**

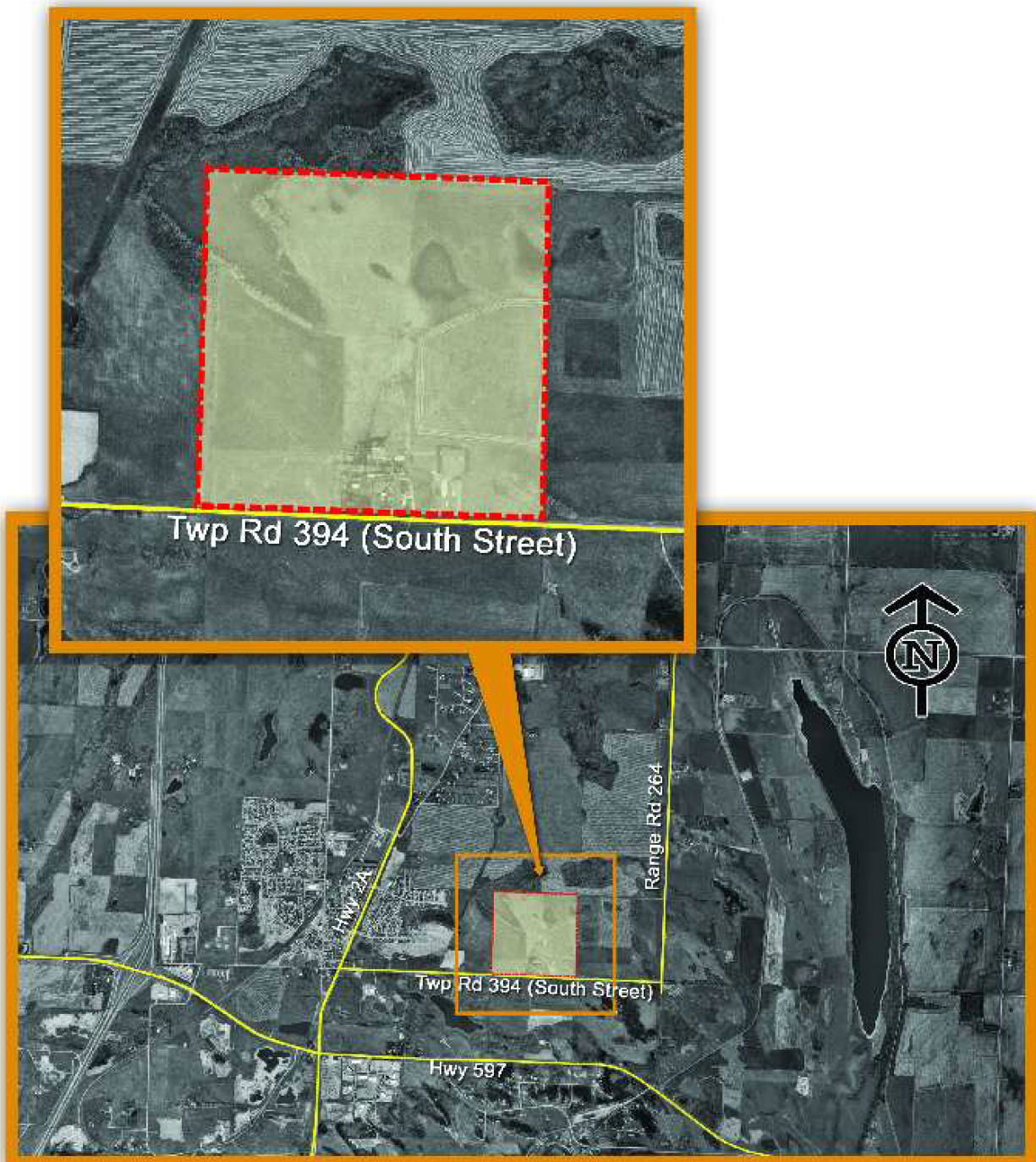
Table 1.0 - ASP Ownership Reference

Parcel	Ownership	Legal Description	Area Ha (ac)
1	Various Ownership (Private and Town of Blackfalds)	Varies (Completed Phases)	26.3 (65.0)
2	Blackfalds Communities LTD.	Lot 2, Block 1, Plan 102 2396	8.4 (20.8)
3	Blackfalds Communities LTD.	Lot 1, Block 2, Plan 112 4253	32.3 (79.8)

1.5 THE APPROVAL PROCESS

This Plan will be submitted to the Town of Blackfalds for review and comment. Upon receipt of the Town of Blackfalds comments, revisions to the document will be made and resubmitted to the Town for staff review and recommendation for approval. The ASP will be presented to Council for 1st reading. Upon following the required advertisement schedules and referral process, the MRASP will be presented by the Town of Blackfalds administration at a Public Hearing with Council in attendance, with the potential of 2nd and 3rd readings. The MRASP may then be adopted via bylaw, by Town Council.

FIGURE 1.0



LEGEND

- PROJECT SITE
- ASP BOUNDARY
- EXISTING ROADWAY

Location Plan
 McKay Ranch - Area Structure Plan

Prepared for:
 1574997 Alberta Ltd.
 O/A McKay Ranch



DRAWN BY: SAS
 CHECKED BY: GCL
 SCALE: 1:5,000
 PROJECT #: 112847038

January 2024

1.6 AUTHORITY

This Plan is prepared pursuant to provincial legislation outlined in s.633 of the *Municipal Government Act* (MGA) (*Revised Statutes of Alberta, 2000, Chapter M-26 current as of April 1, 2023*) which authorizes a Council to adopt an area structure plan as follows:

633(1) For the purpose of providing a framework for subsequent subdivision and development of an area of land, a Council may, by bylaw, adopt an area structure plan.

- (2) An area structure plan
 - (a) must describe
 - (i) the sequence of development proposed for the area,
 - (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,
 - (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
 - (iv) the general location of major transportation routes and public utilities, and
 - (b) may contain any other matters the Council considers necessary.

The McKay Ranch Area Structure Plan has been prepared as a Statutory Plan. It adheres to Section 633 of the Municipal Government Act of Alberta and follows the guidelines and policies set forth by the Town of Blackfalds for the development of new areas.

1.7 POLICIES AND RELEVANT PLANNING DOCUMENTS

The following relevant documents have been reviewed and referenced in preparation of the MRASP report:

- Town of Blackfalds Master Plan, Update for Annexation Application, May 2008
- Blackfalds Intermunicipal Development Plan, 2009
- Town of Blackfalds Municipal Development Plan, 2009
- Town of Blackfalds Land Use By-Law No, 1268/22
- Town of Blackfalds Design Guidelines, May 2011
- Town of Blackfalds Transportation Masterplan, 2015
- Town of Blackfalds Wastewater Master Plan Update, 2015

- Town of Blackfalds Recreation, Culture, and Parks Needs Assessment and Master Plan 2016
- Town of Blackfalds Water Model Update, 2016
- East Area Storm Water Management Plan, 2017
- Environmental Stewardship Strategy, 2021

These documents provide information related to Development Concept, land use for the area, density of population, infrastructure servicing requirements, and staging.

1.8 INTERPRETATIONS

Maps, Plan and Figures: Unless specifically identified within this Plan, all boundaries and location of any land use district boundaries and/or symbols shown are approximate and shall be interpreted as such. Unless identified as absolute locations, the enclosed maps and figures are not intended to define exact locations.

Development Application: Any request by a landowner/developer for approval of site-specific changes shall be considered as a Development Application. A development application may include town specific ASP's or outline plan, subdivision, and land use re-designation applications.

2.0 Site Context & Development Consideration

2.1 TOPOGRAPHY, SOILS AND VEGETATION

As shown on **Figure 3.0 – Existing Conditions**, a ridge extends east/west through the site creating a high point of 882.0m. From this ridge the terrain falls north towards a series of wet areas to a low point of 867.0m. The majority of watershed from this site drains to the northwest corner. At this point the water collects and ultimately drains west into Blackfalds Lake. Water on the south side of the ridge will drain into the TWP RD 394 ditch, eventually ending up in the Blindman River.

Significant slopes occur on the east side of the Plan area. There is up to 15m of elevation drop from the top of the ridge to the low/wet area. Slopes along the north side of the ridge are as much as 10 percent in some locations.

As shown on **Figure 3.0 – Existing Conditions**, there is a significant amount of land used for agricultural purposes. A small portion of this land contains vegetation, the majority of it is concentrated in the northwest corner of this property adjacent to the wetland area.

2.2 NATURAL FEATURES

The most significant natural feature within the Plan area is the wetland area located in the northwest corner. This area is a low point and collects the majority of the watershed. It remains wet or swampy throughout most of the year and is surrounded by trees. Other low areas exist on the northern portion of the Plan area. These areas collect water seasonally, usually during the spring or during heavy rain falls.

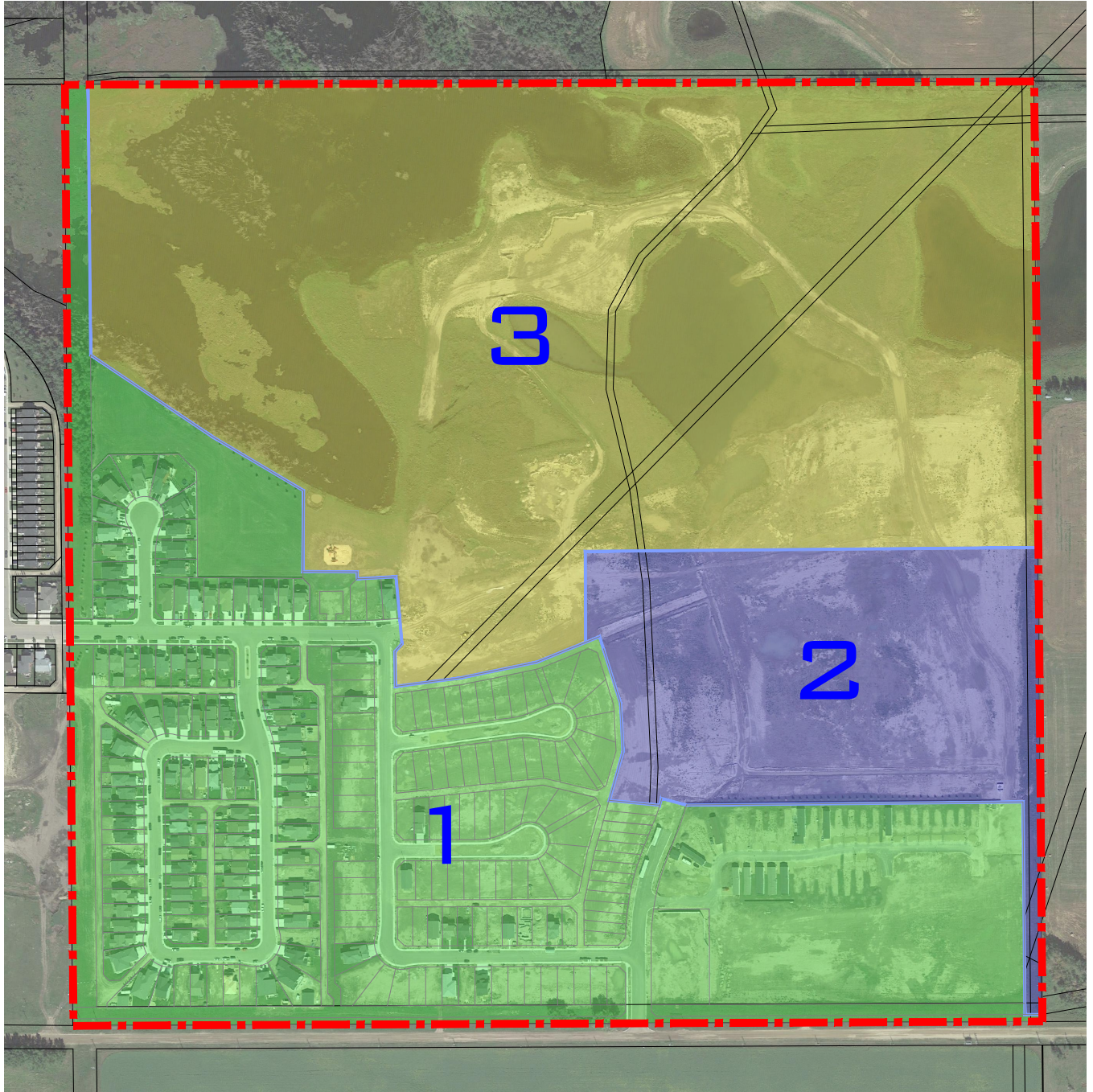
As mentioned previously, the vegetation within the Plan area is located mainly around the low area in the northwest corner. They extend from the northwest corner in a thin row parallel to the northern area boundary. These trees are located primary on the adjacent property to the north and will therefore be retained for now.

2.3 HISTORICAL LAND USE

The Plan area is undeveloped agricultural land and has been previously used for agricultural purposes. There are some uncultivated areas where ponding has occurred due to natural surface drainage patterns.

One house and several ancillary buildings previously existed on the land but were removed at the time of development.

FIGURE 2.0



LEGEND

-  ASP BOUNDARY
-  AREA 1 (CONSTRUCTION COMPLETED FOLLOWING 2010 APPROVAL)
-  AREA 2
-  AREA 3

Site Context & Ownership Plan
 McKay Ridge - Area Structure Plan

Prepared for:
 1574997 Alberta Ltd.
 O/A McKay Ranch



DRAWN BY: SAS
 CHECKED BY: GCL
 SCALE: 1:5,000
 PROJECT #: 112847038

January 2024

2.4 WESTERN ROAD ALLOWANCE

The 4.00 ac parcel of land that is in the title of the Town of Blackfalds was for a 20m wide roadway allowance that is no longer required for road access. This road allowance will be retained by the Town as Municipal Reserve and incorporated into the future trail system.

2.5 CONSTRAINTS TO DEVELOPMENT AS OF 2010

A power line runs from the southwest corner to the northeast corner. Through preliminary conversations with Fortis Alberta, this overhead power line is proposed to be removed as development proceeds and incorporated in a new under power system within the McKay Ranch development.

There are two existing pipeline right of ways located in the south east corner of the Plan. The first which extends northwest into the Plan area is owned by Conner Phillips. This R.O.W can now be discharged since it serviced a gas well which was abandoned in 1995.

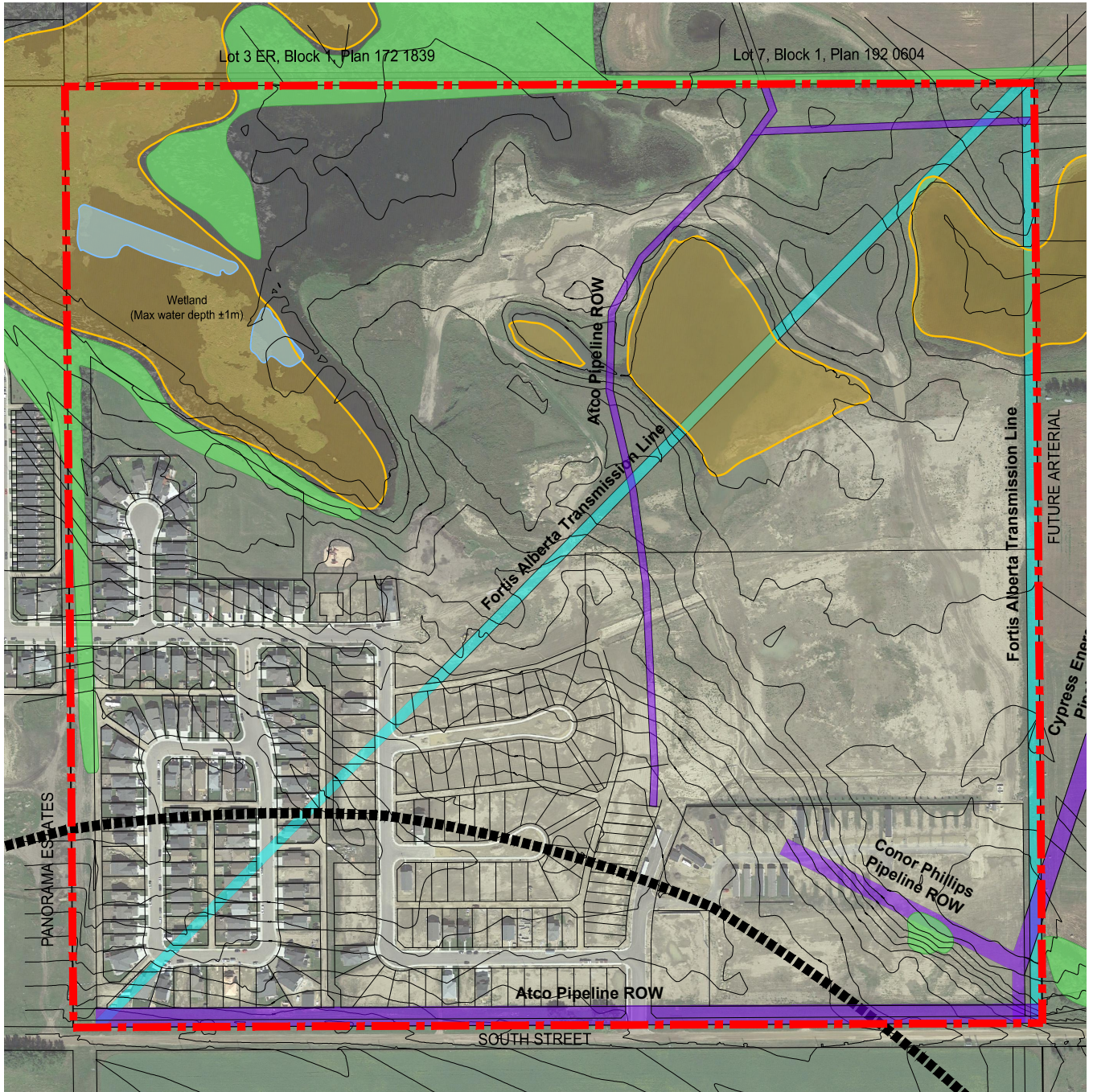
Prior to subdivision of the Plan area, the precise location of the well will be confirmed in the field. The Plan may have to be modified to ensure that the well is setback least 5m from any permanent structures, 3m from any underground utilities and that there is sufficient working space in the unlikely event that a drilling rig requires access to the well, as per EUB policy regarding abandoned sweet gas wells.

The second gas line R.O.W belongs to Cyries Energy Inc. This line services an active gas well on the adjacent quarter section to the east and will need to be maintained. Development above this right of way will need to conform to the development restrictor imposed by this right of way.

A low pressure gas line was added to the area in 2010 which runs along the east 1/3 of the north boundary and extends south through the plan area. This line is owned by Chain Lakes Gas Co-op Ltd. and will be removed as the development progresses.

FIGURE 3.0

Updated 23/11/06, 1:47 PM:By: SSTAFFORD



**HOUSING SHOWN HAS BEEN CONSTRUCTED FOLLOWING THE 2010 APPROVAL

LEGEND

- - - - ASP BOUNDARY
- RIDGELINE
- EXISTING TREES
- WATER AREA
- TRANSMISSION LINE
- PIPELINE
- LOW AREA
- CONTOURS

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Existing Conditions (2010)
McKay Ridge - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:5,000
PROJECT #: 112847038

January 2024

3.0 Development Objectives and Principles

3.1 DEVELOPMENT OBJECTIVES

The intent of Blackfalds Communities Ltd.'s through the MRASP is to develop a comprehensively planned, balanced community of residential and recreational opportunities, taking advantage of the existing natural features and topography. In order to achieve this, Blackfalds Communities Ltd. intends to develop a high-quality residential neighbourhood that complements the existing landscape and surrounding countryside, incorporates interconnected parks and open space linkages, and establishes natural areas preserving environmentally significant land. This will provide the Town of Blackfalds with a unique area for community development. The main objectives of the MRASP are:

- ensure a high standard of subdivision design in order to promote the efficient use of land, roads and utilities, compatibility between housing types and other land uses and an aesthetically pleasing residential environment.
- developing a plan consistent with the general intent and purpose of the Town of Blackfalds Municipal Development Plan;
- incorporating existing site features (i.e. the wetland) into the Plan; and
- ensure that the implementation of the Plan takes place in an orderly, phased basis.

3.2 DEVELOPMENT PRINCIPLES

Development within the MRASP is defined through the following general principles:

3.2.1 Residential

- Encourage a variety of housing types, including single family detached housing, manufactured housing and multi family. All housing forms and options will recognize consumer preferences and be in conformance with municipal standards and policies as set forth by the Town of Blackfalds.
- Encourage pedestrian friendly streetscapes.
- Provide direct and safe pedestrian linkages to the community nodes such as the open space areas and residential developments.

- Locate residential development to take advantage of existing natural features like the existing wetland area, parks / open spaces, stormwater management facilities and utility corridors.
- Provide transition between lower density housing to higher density housing types.
- Create residential development that compliments and provides continuity to adjacent existing residential development.
- Provide a variety of lot types.

3.2.2 Open Spaces and Recreational Facilities

- Allow for the provision of park space within the neighborhood to provide open space and opportunities for recreation for residents
- Provide pedestrian linkages.
- Preserve and enhance the existing wetland areas to provide an active and passive recreational amenity, complete with pedestrian linkage, for the entire community to enjoy.

3.2.3 Transportation

- Provide a logical, safe and efficient transportation system within the plan area to address pedestrian, bicycle and other multi-use modes of transportation, and the transit / vehicular transportation needs of residents moving to, from and within the east Blackfalds area as well as to the adjacent areas.
- Provide non-vehicular circulation options throughout the Plan area with special attention to linkages to the recreational parks site and existing wetland areas.
- Minimize walking distances by creating an interconnected street network and providing walkways where roadway connections are not feasible.

3.2.4 Ecological Stewardship

- Develop land in an efficient manner and encourage intensive urban development.
- Preserve and enhance the existing wetland in order to protect this important natural feature.
- Encourage naturalized landscaping on public and private lands to minimize environmental and economic costs associated with maintenance including the planting of trees (as per Environmental Stewardship Strategy).

- Encourage energy efficient construction and other innovative building and infrastructure techniques.
- Promote the use of alternative transportation and healthy living through the development of open spaces and walkway linkages for pedestrian, bicycle and other multi-use travel, and connect them to the surrounding areas.

4.0 Development Strategy

The MRASP is based upon a response to current and anticipated market trends within Blackfalds and the Central Alberta region. An analysis of these trends and an assessment of their implications assist in shaping the plan with respect to the type, shape, size, and locations of various land uses.

The Development Concept is shown on **Figure 4.0 – Concept Plan**. The land use statistics, number of residential units and population are represented in **Table 2.0 – Land Use Statistics** following the Development Concept Figure.

The primary factors considered in the evolution of this development are the future Arterial Roadway to the east, the natural area in the northwest, the township road boundary to the south and the connection to Panorama Estates to the west.

4.1 RESIDENTIAL

As shown on **Figure 4.0 - Development Concept** and **Figure 5.0 - Development Concept** with Aerial, most of the land within the Plan area is intended for single family residential development. Consideration has been given to areas in proximity to the amenities offered by the existing wetland, park sites and utility corridors. Within the Low Density Residential areas identified in the plan, housing forms will consist of single detached housing catering to a variety of lot and home sizes. These lots will have a minimum lot depth of 35m with the exception around end bulbs and roadway expanded corners.

4.1.1 Residential Single Dwelling Large Lot (R-1L)

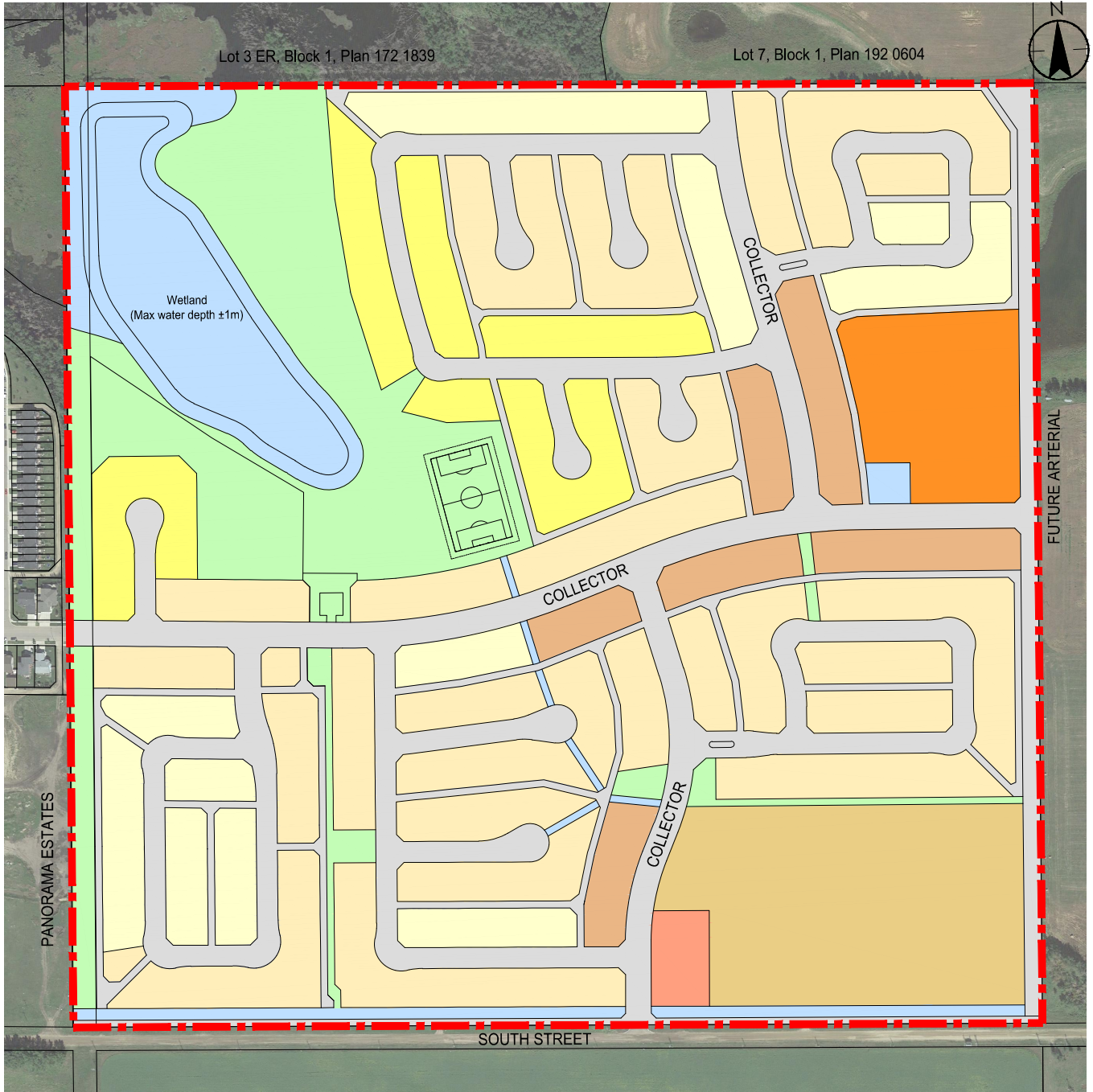
Two sites within the Plan area are proposed to be developed as R-1L single family lots. The first area is located southwest of the wetland area with the second area, backing onto the east side of the wetland. The majority of these lots are adjacent to green space and will be a mix of laned and non-laned lots.

Within the R-1L areas, housing forms will consist of single detached housing catering to a larger lots and home sizes. These lots will typically be between 15-17m wide with corner lots being a minimum of 16.5m wide. R-1L will create lots that have a minimum parcel area of 550m² for interior lots and 600m² for corner lots with a depth of 35m.












4.1.2 Residential Single Dwelling Medium Lot (R-1M)

Within the MRASP, areas have been identified as Residential Single Dwelling Medium Lots. These areas are located throughout the Plan area. These lots will be developed as single family dwellings and range in width from 12.5m interior to 13m wide. R-1M will create lots that have a minimum parcel area 460m² for interior lots and 510m² for corner lots with a depth of 35m.

FIGURE 4.0



LEGEND

- | | | | |
|---|----------------------------------|---|--------------------------------|
|  | ASP BOUNDARY |  | MANUFACTURE HOME PARK (R-MHP) |
|  | SINGLE DWELLING (R1-L) |  | COMMERCIAL LOCAL DISTRICT (C3) |
|  | SINGLE DWELLING (R1-M) |  | PARKS AND RECREATION (PR) |
|  | SINGLE DWELLING (R1-S) |  | PUBLIC FACILITY (PF) |
|  | MULTI-DWELLING RESIDENTIAL (R-2) |  | ROADS AND LANES |
|  | RESIDENTIAL HIGH DENSITY (R-4) | | |

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Concept Plan
McKay Ranch - Area Structure Plan

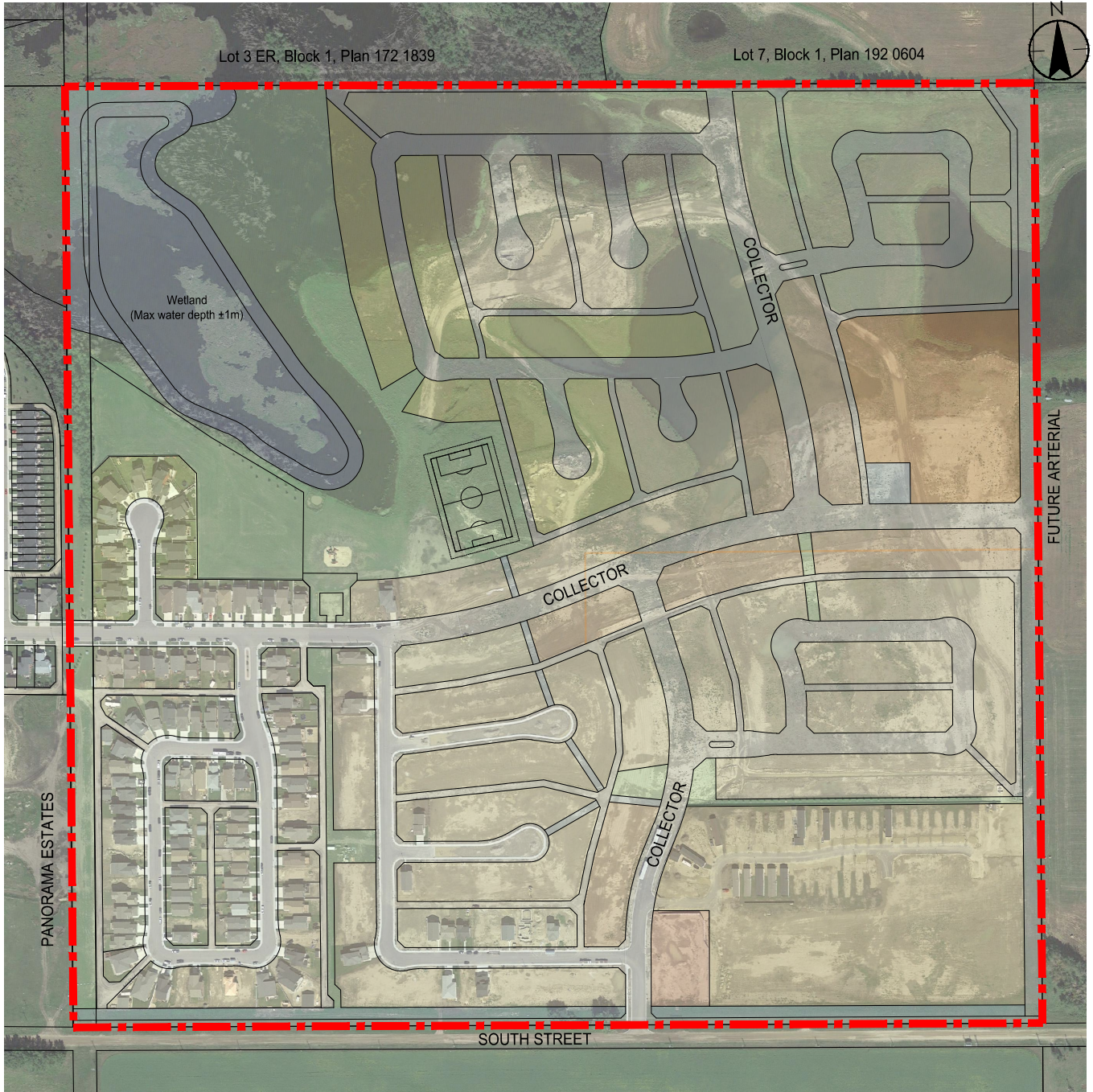
Prepared for:
 1574997 Alberta Ltd.
 O/A McKay Ranch



DRAWN BY: SAS
 CHECKED BY: GCL
 SCALE: 1:5,000
 PROJECT #: 112847038












January 2024

FIGURE 5.0



**HOUSING SHOWN HAS BEEN CONSTRUCTED FOLLOWING THE 2010 APPROVAL

LEGEND

- | | | | |
|---|----------------------------------|---|--------------------------------|
|  | ASP BOUNDARY |  | MANUFACTURE HOME PARK (R-MHP) |
|  | SINGLE DWELLING (R1-L) |  | COMMERCIAL LOCAL DISTRICT (C3) |
|  | SINGLE DWELLING (R1-M) |  | PARKS AND RECREATION (PR) |
|  | SINGLE DWELLING (R1-S) |  | PUBLIC FACILITY (PF) |
|  | MULTI-DWELLING RESIDENTIAL (R-2) |  | ROADS AND LANES |
|  | RESIDENTIAL HIGH DENSITY (R-4) | | |

Concept Plan with Aerial
McKay Ranch - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:5,000
PROJECT #: 112847038

January 2024

4.1.3 Residential Single Dwelling Small Lot (R-1S)

With the continued demand and need for lots and housing options, this Plan has made provision for R1-S development. These lots are proposed in the northeast and southwest corner of the Plan as well as along southside of the Collector Road. They will have widths ranging from 10.5m to 12m. R-1S will create lots that have a minimum parcel area 360m² for interior lots and 410.0m² for corner lots with a depth of 35m.

4.1.4 Multi-Family Residential (R-2/R-4)

Within the MRASP, one area has been designated for R-4 multi-family development while several locations will accommodate R-2 multi-family development. These sites are located near amenities, major roadways and provide easy access throughout the Plan area.

It is anticipated that these sites may be developed with either duplexes, four-plexes, apartments or row housing. This site may also incorporate other development types such as a social care facility.

The R-4 Multi-family site, is larger than allowed by the Municipal Development Plan. The Municipal Development Plan states that no multi-family site shall be developed on a site larger than 4.32 ac unless special site characteristics or design features will reasonably accommodate larger sites within the context of the characteristics of the neighbourhood and surrounding land uses.

The Multi-family site is envisioned to be developed in a manner which minimizes impact to the surrounding developments. The site will be comprehensively designed as per the Town of Blackfalds guidelines to provide an adequate buffer between this site and the single family residential development to the north.

4.1.5 Manufactured Home Site (R-MHP)

Located in the southeast corner of the Plan area, a 12.22 ac site has been identified for a Manufactured Home Park. This park will be accessed internally and will accommodate approximately 85 units.

The overall design and intent of the site is to develop a safe and attractive community within McKay Ranch. Based upon the LUB, the site may accommodate a total of approximately 85 units, for a density of approximately 17 units per hectare. A combination of cluster and traditional layouts may be used to increase efficiency and maximize land use.

Within each cluster and lot, green space will be provided for and adequate parking. Each unit may also include single individual garages and additional guest parking.

This Manufactured Home Park is envisioned to be a gated community. A number of amenities and features will be part for this site including parks, green space, a club house, storage compounds and paved roads. All open space areas will be landscaped to include a variety of planting, paved walkways and play equipment. A club house is intended to provide the park residents with a common gathering space. As required by the Land Use Bylaw, a minimum of 10% of the park areas are required to be amenity or recreation areas. Storage areas, separate from the MHP, shall be provided for storage of seasonal recreational vehicle equipment and not less than 20.0m².

The Developer will establish architectural controls that define the style of homes and lot conditions within this park. These controls will ensure a high level of standards for the age of units, materials, colors, landscaping and layout.



Table 1.0 - Land Use Statistics

Land Use	Area Hectare (Acre)	% of GDA
Gross Area (Including)	66.94 (165.41)	
Arterial Road	1.75 (4.33)	
Net Developable Area	65.19 (161.09)	100%
Single Family Residential		
Single Dwelling Large Lot (R1-L)	4.22 (10.43)	6.5%
Medium Lot Residential (R1-M)	16.99 (41.98)	26.1%
Small Lot Residential (R1-S)	5.73 (14.17)	8.8%
Multi-Family Residential		
Multi-Dwelling Residential (R2)	3.07 (7.58)	4.7%
Multi-Dwelling Residential (R4)	2.17 (5.35)	3.3%
Manufacture Home Park (R-MHP)	4.94 (12.22)	7.6%
Commercial Local (C-3)	0.41 (1.01)	0.6%
Parks and Recreation (PR)	8.53 (21.09)	13.1%
Public Facility (PF)	5.32 (13.14)	8.2%
Roads and Lanes	13.81 (34.12)	21.1%
Total	65.19 (161.09)	100%

Table 2.0 - Residential Units and Population

Land Use	Area ha (ac)	Density Units/ha	Units	Person/ Units	Population
Single Family Residential					
Single Dwelling Large Lot (R1-L)	4.22 (10.43)	17.29	72	2.5	180
Medium Lot Residential (R1-M)	16.99 (41.98)	20.50	348	2.5	870
Small Lot Residential (R1-S)	5.73 (14.17)	25.93	148	2.5	370
Multi-Family Residential					
Multi-Dwelling Residential (R2)	3.07 (7.58)	32.78	100	2	200
Multi-Dwelling Residential (R4)	2.17 (5.35)	44.46	96	2	192
Manufacture Home Park (R-MHP)	4.94 (12.22)	17.29	85	2	170
Total			849		1982
Average (Net)		22.9u/ha			

4.2 PUBLIC FACILITY (FROM 2010)

The 1.00 Ac site in the south of the Plan area was designated as Public Facility for the intended use of Place of Worship. The site was then marketed for a period of 1 year and there was no formally expressed interest in this site for a suitable development of these uses. The site will be used as a Commercial Local District (C-3) site.

4.3 PARKS AND OPEN SPACES

4.3.1 Recreational Park Site

As shown in **Figure 6.0 – Parks and Trails Plan**, the Plan area contains a central open space. The northwest portion of the Plan area contains a large wet land area that will be integrated into a part of the stormwater management plan and protected due to its environmental sensitivity. This large park area will be developed to minimize human impact by preserving the shore line and restricting access to the wetland.

To incorporate this area into the overall park concept, a trail system has been shown around the wetland area. Several additional trails connect to this park, allowing for connections throughout the entire Plan area. A tot-lot/play structure has also been planned within this park area. This open space may allow for sports fields as required by the Town of Blackfalds.

Additional park sites are strategically located throughout the Plan area to provide all residents in the area convenient access to Open Space. These parks create a network of open spaces which ensure that a park is within 200m to 300m of all residential lots. The parks will be designed as smaller local parks and will include amenities such as play structures, tot lots, etc.

4.3.2 Linear Park Sites and Walkways

Several linear parks areas, which create a passive recreational network throughout this community as well as access to adjacent neighborhoods are planned for within this neighborhood. These linear parks will have a minimum width of 10m and will be designed as per the Town of Blackfalds Design Guidelines.

The trails network is envisioned to be mixture 3.0 m wide asphalt trails and conventional street sidewalks. **Figure 6.0 – Open Space and Trails Plan**, shows the location of the parks and pathways throughout the Plan area.

4.3.3 Existing Wetland

The existing wetlands in the northwest corner of the plan will be reconstructed and the surrounding park area will function as a passive and active recreational amenity for the residents of Cottonwood Meadows, Panorama Estates and McKay Ranch.

FIGURE 6.0



Lot 3 ER, Block 1, Plan 172 1839

Lot 7, Block 1, Plan 192 0604

Wetland
(Max water depth ±1m)

PANORAMA ESTATES

FUTURE ARTERIAL






SOUTH STREET

COLLECTOR

COLLECTOR

COLLECTOR

LEGEND

-  ASP BOUNDARY
-  PROPOSED TRAILS
-  EXISTING TRAILS
-  CONNECTING SIDEWALK
-  PLAY STRUCTURE/TOT LOT

-  PARKS AND RECREATION (PR)
-  PUBLIC FACILITY (PF)

PARKS AND TRAILS

McKay Ranch - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:5,000
PROJECT #: 112847038

January 2024

5.0 Transportation

The system of roads proposed for the MRASP provides its residents and the traveling public with safe and efficient access to and this area as shown on **Figure 8.0 – Transportation Network**.

Primary access to the Plan area will be provided from Twp. Rd 394 (South Street). South Street will be upgraded in the future with the developer contributing a portion of the cost to complete. The secondary access to the subdivision will be via Eastpointe Drive in Panorama Estates to the west. A collector roadway will also provide access to future residential development north of the McKay Ranch ASP boundary.

The proposed future roadways to the lands north of McKay Ranch have been conceptually shown on **Figure 7.0 – Future Arterial Roadways**. This plan has been developed to show the conceptual layout of the roadways and the relation to the existing wetlands in the quarter section to the north.

5.1 ARTERIAL ROADWAYS

An undivided arterial is proposed along the east boundary of the Plan area which will require a 30m right-of-way as shown on **Figure 9.0 – Transportation Details**. Arterials roadways will be developed as per the Town of Blackfalds Design Guidelines. The developer will construct a solid vinyl fence adjacent to the roadway to help mitigate traffic noise. The Plan identifies a dedication of a 15m wide strip of land along the east boundary to accommodate this roadway with the additional 15m to be provided by the quarter section to the east.

In order to avoid for the arterial roadway alignment to avoid the two existing wetlands in the quarter section to the north, the roadway starts to curve to at the north limits of McKay Ranch. In order to accommodate this roadway curve the residential node in the northeast corner of the Plan may have to be modified/shifted slightly to ensure this roadway right-of-way can be accommodated.

5.2 COLLECTOR ROADWAYS

The Area Structure Plan provides three collector roadways. The major east/west collector will extend from Eastpointe Drive in Panorama Estates. The two additional collector roads will be extended north from Twp. Rd. 394 (South Street) and connect to the east/west collector roadway with the second collector for future connections. Both of these collector roads will have a 12.0m wide carriageway and a 22.0m wide right-of-way as shown on **Figure 9.0 – Transportation Details**. Collector roadways will be developed as per the Town of Blackfalds Design Guidelines.

5.3 LOCAL ROADWAYS

The system of local roads has been planned to provide access to individual development cells while discouraging outside traffic from short cutting through local roads. Local roads will have a 10.0m wide carriageway and an 18.0m wide right-of-way as shown on **Figure 9.0 – Transportation Details**. All local roads will have rolled monolithic curb and gutter sidewalks on each side of the roadway.

5.4 LANEWAYS

The MRASP has been designed with the majority of lots backing on to laneways. In general, development backing onto the SWMF or Open Space will not have laneways. Any lanes adjacent to Municipal Reserves will have post and cable fencing installed to prevent shortcutting. Greenspaces intersecting with laneways will require swing bollards to prevent vehicle access. Laneways will be 6.0m wide and developed as per the Town of Blackfalds Design Standards as shown on **Figure 9.0 – Transportation Details**.

FIGURE 7.0



LEGEND

- - - ASP BOUNDARY
- FUTURE ROADWAY/EXPANSION
- COLLECTOR ROADWAYS



Updated 23/03/13, 1:40 PM;By: SSTAFFORD

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Future Roadway
 McKay Ranch - Area Structure Plan

Prepared for:
 1574997 Alberta Ltd.
 O/A McKay Ranch



DRAWN BY: SAS
 CHECKED BY: GCL
 SCALE: 1:5,000
 PROJECT #: 112847038

January 2024

FIGURE 8.0



Lot 3 ER, Block 1, Plan 172 1839

Lot 7, Block 1, Plan 192 0604






Wetland
(Max water depth ±1m)

PANORAMA ESTATES

FUTURE ARTERIAL

SOUTH STREET

LEGEND

-  ASP BOUNDARY
-  FUTURE ROADWAY/EXPANSION
-  COLLECTOR ROADWAYS
-  LOCAL ROADWAYS
-  LANEWAYS

Transportation Network
McKay Ranch - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch

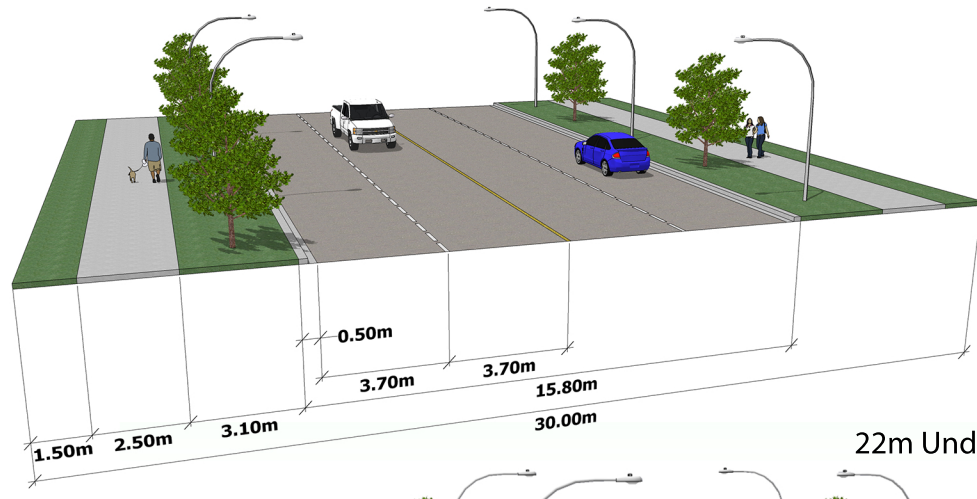


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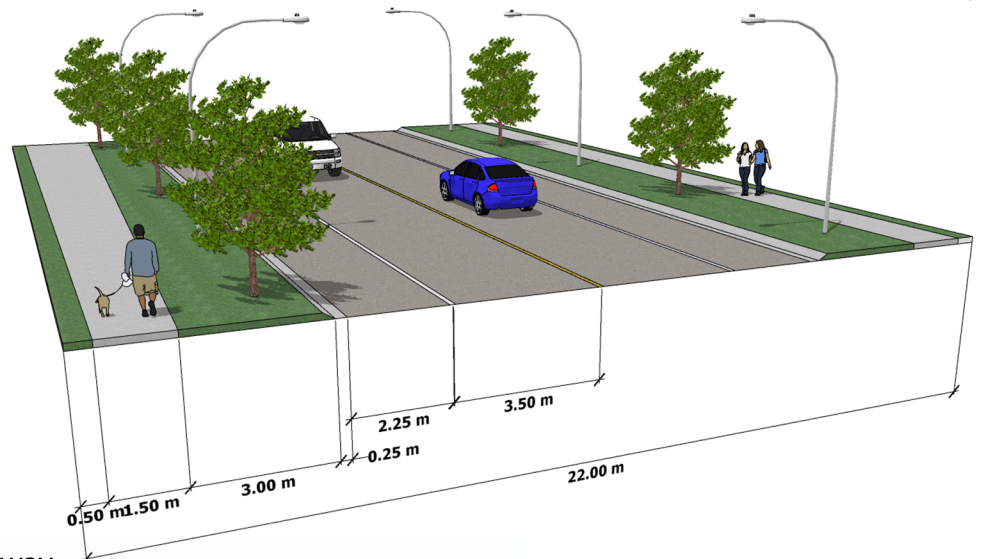
January 2024

30m Undivided Arterial Roadway

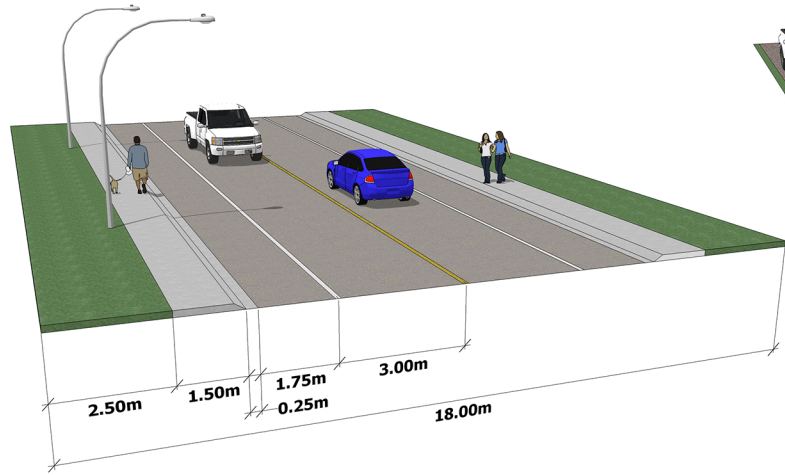
FIGURE 9.0



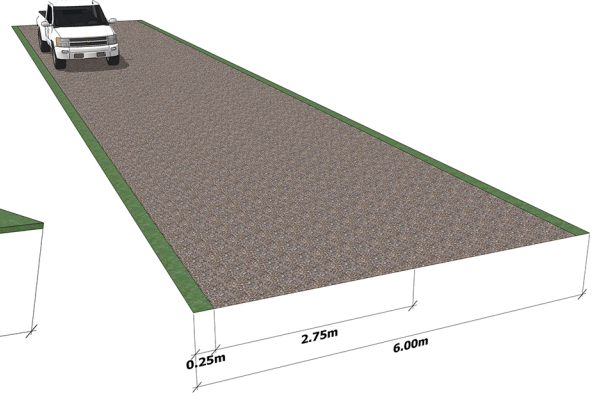
22m Undivided Collector Roadway



18m Undivided Local Roadway



6m Gravel Lane



6.0 Conceptual Servicing

6.1 STORMWATER MANAGEMENT

Internal stormwater systems will consist of an overland (major) system and an underground (minor) system, these systems will be designed as per the Town of Blackfalds Minimum Design Standards and Alberta Environment standards. **Figure 10.0 – Stormwater Management Plan** illustrates the proposed stormwater management system.

A Stormwater Management Plan was completed by Stantec in 2015. The proposed McKay Ranch development configuration is to grade the development such that the entire minor system (storm sewers) can be made to drain to the proposed stormwater management facility located in the NW corner of the site. The majority of the development will also have major overland drainage directed to the proposed stormwater management facility in the NW.

The Town of Blackfalds has an East Area Stormwater Management Plan (2019) for Sec 25-39-27-W4M. A portion of these linear wetlands has been constructed and McKay Stormwater Pond will be directed to the southwest corner of the East Area storm system. The proposed concept for the McKay stormwater pond is to re-grade the existing wetland such that it has open water in the middle of the facility, with an inlet forebay and outlet to the East Area stormwater facility. A fringe of wetland material will be salvaged around the edge. The proposed configuration will result in a substantial band of wetland vegetation around the waters edge, and once established the facility will look very much like a naturally occurring wetland with open water in the middle. As a result, the proposed stormwater facility will function as an integral part of the McKay Ranch storm sewer and open spaces system.

6.2 SANITARY SEWER SERVICING

The internal sanitary collection system will be designed and constructed as a conventional gravity system. Topography dictates the sewer mains for the lands north of the ridge to drain to a lift station. A lift station will be constructed to pump the sewage uphill which then pushes the sewage south, back to the top of the ridge. At this point the force main connects back to the gravity system and ultimately connects to a proposed sanitary trunk to be constructed on South Street. This lift station is at a location that can also facilitate sanitary flows from future development lands to the north.

A small portion of the sewer system along the major east/west collector will connect to the existing Panorama Estates sanitary system at Eastpointe Drive. The forcemain will be constructed during Phase 4 of development.

Sanitary design is in compliance with the Wastewater Master Plan (2017). The proposed sanitary sewer system is shown in **Figure 11.0 - Sanitary Plan**.

FIGURE 10.0



Lot 3 ER, Block 1, Plan 172 1839

Lot 7, Block 1, Plan 192 0604

Wetland
(Max water depth ±1m)





PANORAMA ESTATES

FUTURE ARTERIAL

SOUTH STREET

Swale/Berm as Required

LEGEND

-  ASP BOUNDARY
-  STORM MAIN
-  MANHOLE AND FLOW DIRECTION
-  FLOW DIRECTION

STORMWATER SYSTEM

McKay Ranch - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch



#1100, 4900-50th Street, Red Deer, AB T4N1X7
Ph: (403) 341-3320 Fx: (403) 342-0969

DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:5,000
PROJECT #: 112847038

January 2024

6.3 WATER DISTRIBUTION

Figure 12.0 – Water System Plan provides the proposed water distribution system layout. McKay Ranch will connect to the existing water distribution system along Eastpointe Drive. The internal distribution system will be looped as required with provisions to loop to future development areas. Water mains will be sized to accommodate peak domestic use as well as fire flow requirements.

6.4 SHALLOW UTILITIES

There are no major servicing concerns regarding shallow utilities (gas, power, telephone and cable). All shallow utilities will be extensions of those already in place in the adjacent developments to the south.

Shallow utility services will be provided by the following companies:

- Fortis Alberta (Electricity)
- ATCO Gas (Natural Gas)
- TELUS Communications (Telephone)
- Shaw Cable (Cable Television)

FIGURE 11.0



Lot 3 ER, Block 1, Plan 172 1839

Lot 7, Block 1, Plan 192 0604





Wetland
(Max water depth ±1m)

PANORAMA ESTATES

FUTURE ARTERIAL

SOUTH STREET

LEGEND

-  ASP BOUNDARY
-  SANITARY MAIN
-  SANITARY FORCE MAIN
-  MANHOLE AND FLOW DIRECTION

SANITARY SYSTEM

McKay Ranch - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:5,000
PROJECT #: 112847038

January 2024

Updated 23/11/06, 1:47 PM:By: SSTAFFORD

V:\1128\ACTIVE\112847038-BLACKFALDS_COMMUNITIES_DEV\05A-DRAWINGS_PRELIM_DESIGN_47038C_LW.DWG

FIGURE 12.0



Lot 3 ER, Block 1, Plan 172 1839

Lot 7, Block 1, Plan 192 0604

Wetland
(Max water depth ±1m)

PANORAMA ESTATES

FUTURE ARTERIAL

SOUTH STREET

LEGEND

-  ASP BOUNDARY
-  WATER MAIN

WATER SYSTEM

McKay Ranch - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:5,000
PROJECT #: 112847038

January 2024

7.0 Implementation

This MRASP will be implemented in accordance with the Town of Blackfalds redistricting and subdivision approval processes.

7.1 DEVELOPMENT STAGING

Figure 13.0 – Phasing Plan provides a proposed staging for this area. The Phasing Plan is conceptual in nature and is subject to change based on market conditions and other factors.

7.2 REDISTRICTING AND SUBDIVISION

Redistricting and subdivision applications to conform to the land use designations described in the ASP will be undertaken as necessary. Guided by the Town of Blackfalds MDP, redistricting and subdivisions will be required to adhere to the Town of Blackfalds Land Use Bylaw and the informational requirements necessary for each application.

Updated 23/11/06, 2:27 PM:By: SSTAFFORD

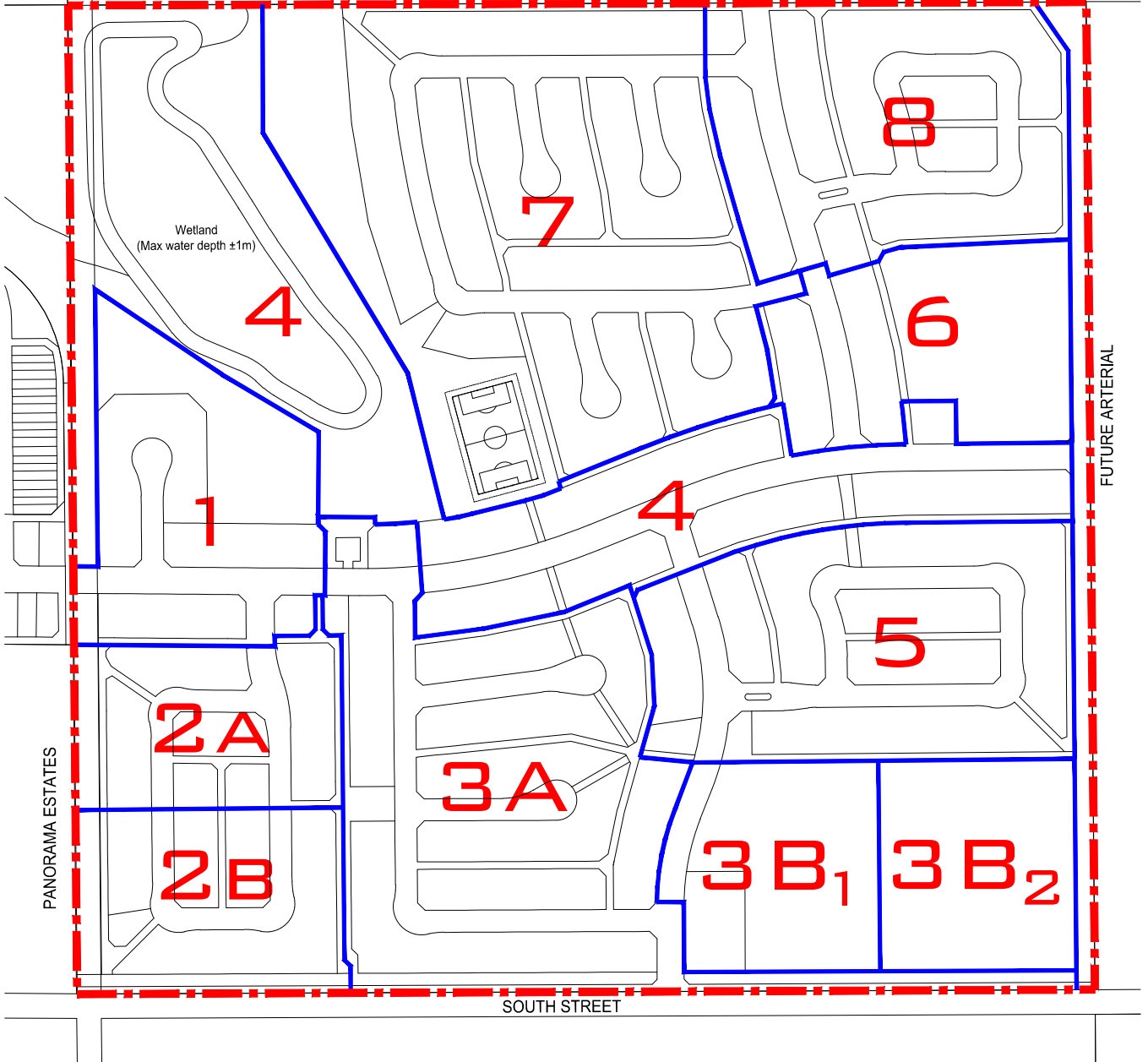
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FIGURE 13.0



Lot 3 ER, Block 1, Plan 172 1839

Lot 7, Block 1, Plan 192 0604



LEGEND

- ASP BOUNDARY
- PHASE BOUNDARY

PHASING PLAN

McKay Ranch - Area Structure Plan

Prepared for:
1574997 Alberta Ltd.
O/A McKay Ranch



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:5,000
PROJECT #: 112847038

January 2024

MEETING DATE: May 28, 2024
PREPARED BY: Rick Kreklewich, Director of Community Services
PRESENTED BY: Rick Kreklewich, Director of Community Services
SUBJECT: **Council Policy CP-185.24 – Community Initiatives Grant**

BACKGROUND

The Community Initiatives Grant was developed and approved in the 2021 Budget. The purpose of the Community Initiatives Grant is to provide financial support to groups and organizations that qualify to deliver art, culture, heritage, sport and recreation initiatives in the community. A policy was not created when the Community Initiatives Grant was established, but guidelines were developed and provided to applicants and posted to the Town's website. As a result of restrictions related to the pandemic, the first applications were received in 2022 and distributed in 2023.

DISCUSSION

Upon recent discussion regarding Community Initiatives Grant funding, Administration has prepared a Community Initiatives Grant Policy, a new set of guidelines and a new application form to clarify how the Community Initiatives Grant funding will be implemented. This item was discussed at the May 8, 2024, Recreation, Culture and Parks Board Meeting as per the direction from Council at the April 15, 2024, Standing Committee of Council Meeting. The RCP Board suggested the following amendments to the Policy:

- That the maximum grant amount be changed from \$5,000 to \$2,500.
- That an application deadline be set for mid-April. Administration suggests the second Friday of April.
- That the initiative that funding is applied for is free to everyone as opposed to accessible for everyone.
- That items for resale (including food) be listed as an ineligible expense for reimbursement through the grant.

FINANCIAL IMPLICATIONS

Council approved \$15,000 in 2024 for the Community Initiatives Grant program.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council adopt Council Policy CP- 185.24 - Community Initiatives Grant, as presented.

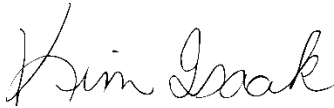
ALTERNATIVES

- a) That Council refers this Policy back to Administration for additional information and/or amendments.

ATTACHMENTS

- *Council Policy CP-185.24 – Community Initiatives Grant*
- *Community Initiatives Grant Guidelines & Application*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

COMMUNITY INITIATIVES GRANT

POLICY NO.:	CP 185.24
DIVISION DEPARTMENT	Community Services
REVIEW PERIOD	Every 4 years or upon Legislative Change

1. POLICY PURPOSE

- 1.1 The purpose of this Policy is to outline the Community Initiative Grant program and event grant funding criteria for Organizations hosting activities that take place within the Town of Blackfalds.

2. POLICY STATEMENT

- 2.1 The Community Initiatives Grant provides financial support to Organizations to deliver arts, culture, heritage, and recreation initiatives. These initiatives are to be programs, events or projects in the Town of Blackfalds.

3. DEFINITIONS

- 3.1 **“Chief Administrative Officer or CAO”** means the individual appointed by Council to the position of Chief Administrative Officer as per the *Municipal Government Act*.
- 3.2 **“Council”** means the Council of the Town of Blackfalds elected pursuant to the *Local Authorities Election Act of Alberta*, as amended.
- 3.3 **“Organizations”** means residents, ratepayers, service clubs, agencies/organizations, schools, sports organizations, groups sharing a common interest and located in Blackfalds, Lacombe County or representing a regional, provincial, or national entity.
- 3.4 **“Town”** means the municipality of the Town of Blackfalds.
- 3.5 **“Recreation, Culture and Parks Board and RCP Board”** means the Recreation, Culture and Parks Board that is appointed by Council and meets regularly to discuss matters relating to recreation, culture and parks within the Town of Blackfalds.

4. SCOPE

- 4.1 This Policy applies to Council, the Chief Administrative Officer and Local Organizations.

5. AUTHORITY AND RESPONSIBILITIES

5.1 Council to:

- 5.1.1 Adopt and support this Policy and any amendments by resolution.
- 5.1.2 Consider the allocation of grant funding for the successful implementation of this Policy in the annual budget process.
- 5.1.3 Consider all Community Initiatives Grant Applications and recommendations coming forward from the RCP Board.

5.2 Chief Administrative Officer to:

- 5.2.1 Advise Council on the development, implementation, and amendment of this Policy.
- 5.2.2 Ensure Policy review occurs and verify the implementation of this Policy.

6. POLICY

- 6.1 Local Organizations seeking Community Initiatives Grant funding are required to submit a Community Initiatives Grant Application.
- 6.2 Applications received will be awarded based on the following criteria:
 - 6.2.1 Fulfilling a need within the community.
 - 6.2.2 Encourage community participation.
 - 6.2.3 The cost to attend the initiative.
 - 6.2.4 Provide a positive and lasting impact on the community.
- 6.3 Applications will be reviewed by Administration and the RCP Board. Once reviewed, the RCP Board will provide a recommendation to Council for funding approval. Applications will be reviewed up until the deadline on the second Friday of April.
- 6.4 Grant funding must be solely used for the intended purposes of the application and in the timeline indicated, as approved by Council.
- 6.5 Local Organizations must submit a final report outlining associated costs, participation and/or attendance figures, and an overall summary of the initiative. Failure to provide a final report will affect future requests for funding.

6.6 The following groups will be considered ineligible:

6.6.1 Grants to individuals;

6.6.2 For-profit organizations;

6.6.3 Political based organizations/activities

6.7

6.7.1 Liquor expenses (including a liquor license); or

6.7.2 Retroactive funding for previously held activities; or

6.7.3 Items for resale (including food)

7. RELATED DOCUMENTS

7.1 Blackfalds Community Initiatives Grant Guidelines & Application

8. END OF POLICY

Mayor

Chief Administrative Officer

Date

Date

POLICY RECORD HISTORY

	Resolution No:	Date
Policy Adopted		
Policy Reviewed		
Policy Revised		

ADMINISTRATIVE REVISIONS

Date	Description

GUIDELINES

Purpose

The Community Initiatives Grant provides financial support to groups/organizations to deliver art, culture, heritage, sport, and recreation initiatives within Blackfalds. The grant will assist groups/organizations to create diverse cultural activities, engage residents, strengthen community partnerships, and develop safe and accessible initiatives to provide a positive and lasting impact on the community.

Eligibility

Groups/organizations seeking to apply for financial support from the Community Initiatives Grant must demonstrate the following:

- The initiative must relate to an art, culture, heritage, sport and/or recreation activity. Examples include community art projects, festivals, art or culture programs, sporting events, performances, celebrations, etc.
- The initiative must serve the community of Blackfalds.

The following groups will be considered ineligible:

- Grants to individuals
- For-profit organizations
- Political based organizations/events

The following expenses will be considered ineligible to receive grant funding:

- Liquor expenses (including a liquor license)
- Retroactive funding for programs/projects
- Items for resale (including food)

Application Review

Applications are reviewed by Administration and the Recreation, Culture and Parks Board and ultimately considered by Council. Applications will be reviewed up until the deadline on the second Friday of April.

Funding Availability

The maximum amount a group/organization can apply for is \$2,500 per application. Total funding varies per year based on budget approval from Council. Please note that if funding is applied for and received one year, it does not mean that funding will be guaranteed for the following year. Due to limited funding, all application requests meeting the assessment criteria may not receive funding.

Assessment Criteria

Applications will be assessed based on the ability to meet the criteria listed below:

- Fulfill a need within the community
- Encourage community participation
- The initiative is free to attend
- Will the initiative provide a positive and lasting impact on the community?

Requirements of Grant Applicants

Grant applicants are required to complete the Community Initiatives Grant Application Form in full and answer any follow-up questions as required. Grant amount requests (as a part of revenues) should not exceed the total expense incurred, thus providing a surplus for the initiative. A final report will be required as outlined below.

Outcomes

Community initiatives play an important role in Blackfalds' community development by providing opportunities to improve the quality of life of residents and create a positive and lasting impact. Successful initiatives will deliver engaging art, culture, heritage, sport and/or recreation opportunities through programming, events, or projects in Blackfalds that will engage residents, promote community well-being, celebrate diversity and heritage, and generate community spirit.

Funding Requirements

Funding must be used for the purposes specified and in the timeline indicated. The Town of Blackfalds must be notified if any approved funding is not expended to allow for funding to be used for other Community Initiative Grant opportunities.

Final Report

The Town of Blackfalds requires a complete final report to be received no later than 30 days after the completion of the event. The final report should include event details, actual financial numbers, attendance, and overall event summary.

Contact Information & Support

Blackfalds Community Initiative Grant Information
Community Services Department

Town of Blackfalds

Box 220

Blackfalds, Alberta T0M 0J0

403.885.4677

info@blackfalds.ca

MEETING DATE: May 28, 2024

PREPARED BY: Rick Kreklewich, Director of Community Services

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **LiveBarn Sports Broadcasting System - Agreement**

BACKGROUND

LiveBarn is a Sports Broadcasting System that has been installed in many municipal arenas across North America that allows subscribers to watch live or on demand youth and amateur sports. Administration has received numerous inquiries from Minor Hockey to bring in a broadcasting system into both arenas that would allow parents and extended family members to stream or watch games on demand.

There is no cost to the Town for this service, and LiveBarn will be fully responsible for equipment operations and maintenance. LiveBarn will also provide the Town with the ability in its discretion, to restrict viewer access to any broadcasts to a pre-selected audience for privacy purposes. In addition, LiveBarn will post notices at the entrance to each of the arenas and inside each ice rink that the rink is monitored by video cameras for security, safety and commercial purposes, and participants waive any claim to the capture or public transmission of his/her participation.

DISCUSSION

Under the Community Life Strategic Priority providing the option for residents and extended family members outside of the community to watch live or on-demand sporting events held within our arenas will help to promote inclusivity.

Administration is recommending that Council authorize the CAO to enter into an agreement with LiveBarn to provide a sports broadcasting system in Arena 1 and the Eagle Builders Centre for a term of six (6) years.

FINANCIAL IMPLICATIONS

There is no cost to the Town by entering into an agreement with LiveBarn. The Town of Blackfalds Procurement Policy requires Council's approval for any agreement that has a term that is greater than three (3) years.

LiveBarn will provide the Town of Blackfalds with a unique code to use to market LiveBarn for new memberships. Through this code, the Town will receive 30% of the revenue generated through these new memberships.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. Council authorize the CAO to enter into an agreement with LiveBarn to provide a sports broadcasting system in Arena 1 and 2 at the Eagle Builders Centre for a term of six (6) years.

ALTERNATIVES

- a) That Council refer this item back to administration.

ATTACHMENTS

- *LiveBarn Website Information*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

Created For Parents, Coaches and Players

Whether you're in the grocery line, on the sidelines, or between the lines, our ever expanding suite of features makes LiveBarn the perfect tool for parents, coaches and players alike.

PARENTS

COACHES

PLAYERS

Parents

Catch all of the great moments as they happen or when it's convenient for you. Download and save memories forever.



Stream Live From Anywhere

Watch Live from any device when you can't be there in person.



Watch On Demand

View what you missed, On Demand, on your own schedule.



Save Highlights

Save memories forever with unlimited 30-second downloads.



Coaches

See the game from a different perspective to help the team and players improve.



Review Games & Practices

Improve team and individual performance with video review.



Download clips and games

Download 30-second clips and complete games for analytical breakdowns.



Scout The Competition

Get a leg up by watching your opponents play from any LiveBarn venue.

Players

Share great moments, learn from your mistakes and use video to help you get to the next level.



Easily Share Highlights

Share unlimited highlights via text, email and social media.



Build Your Resume Reel

Separate yourself by using video to enhance your recruiting profile.



Improve Performance

Review your games to see what you could have done differently in pivotal moments.



Subscription Plans.

BASIC MONTHLY	BASIC YEARLY	PREMIUM MONTHLY	PREMIUM YEARLY
24.95 CAD /mo.	19.95 CAD /mo.	34.95 CAD /mo.	27.95 CAD /mo.
<p>SINGLE USER Billed Monthly at 24.95 CAD* CANCEL ANYTIME</p> <ul style="list-style-type: none"> ✓ Live Stream unlimited video from all LiveBarn venues ✓ Access On Demand video for 30 days ✓ Share 30-second highlights via social media, email and text ✓ Tag and share individual and team highlights from live in-venue events 	<p>SINGLE USER Billed Annually at 239.40 CAD* SAVE 20%</p> <ul style="list-style-type: none"> ✓ Live Stream unlimited video from all LiveBarn venues ✓ Access On Demand video for 30 days ✓ Share 30-second highlights via social media, email and text ✓ Tag and share individual and team highlights from live in-venue events 	<p>DUAL USER Billed Monthly at 34.95 CAD* CANCEL ANYTIME</p> <ul style="list-style-type: none"> ✓ Live Stream unlimited video from all LiveBarn venues ✓ Access On Demand video for 30 days ✓ Share 30-second highlights via social media, email and text ✓ Tag and share individual and team highlights from live in-venue events ✓ Download and save 30 hours of video/month ✓ Log in with two users at the same time 	<p>DUAL USER Billed Annually at 335.40 CAD* SAVE 20%</p> <ul style="list-style-type: none"> ✓ Live Stream unlimited video from all LiveBarn venues ✓ Access On Demand video for 30 days ✓ Share 30-second highlights via social media, email and text ✓ Tag and share individual and team highlights from live in-venue events ✓ Download and save 30 hours of video/month ✓ Log in with two users at the same time

* Plus taxes where applicable

MEETING DATE: May 28, 2024

PREPARED BY: Justin de Bresser, Director of Corporate Services

PRESENTED BY: Darolee Bouteiller, Finance Manager

SUBJECT: **2023 Surplus Allocation**

BACKGROUND

The audited financial statements were presented and approved by Council at the April 23, 2024, Regular Council Meeting. Every year, once the statements are prepared, an analysis is conducted by Corporate Services to identify variances in the Budget and to identify any operating surplus or deficit.

DISCUSSION

The Finance Department has analyzed the 2023 Operating Budget and has determined a net surplus for 2023 in the amount of \$903,068. This amount is net of both Alberta School requisitions and Environmental Services (Utilities) which are self-supported. The surplus was derived from a variety of under/overs which are highlighted in Appendix A.

The surplus calculated is different from the surplus presented in the 2023 audited financial statements due to the following:

Surplus per 2023 Audited Financial Statements	415,093
Add back Amortization/Accretion	5,895,907
Less debt principal payments	(2,415,155)
Less revenue related to capital	(1,494,378)
Less net transfers to/from reserves	(1,498,399)
Surplus based on 2023 Budget format	\$903,068

Revenues

Overall revenues for the Town were within 8.80% of the Budget, providing a net positive result of \$2,078,778. The main contributor to this variance is \$1,207,083 transferred from reserves to pay off the Abbey Centre debenture which is seen on the expense side as well. The second highest difference and the main reason for the surplus in 2023 is the income earned from investments which had actuals of \$826,331 higher than budgeted.

The Parks and Recreation division experienced 8.4% more revenue than what was budgeted for in 2023. This was mainly due to Abbey Centre membership sales surpassing expectations by \$144,545, as well as smaller favourable variances experienced in admission fees and program revenue.

Environmental Services (self-supported utilities) experienced higher user fees based on water usage for 2023. As the utilities are self-supported, a year-end transfer to reserves was made that essentially nets out the three utility divisions to zero in order to ensure they remain self-supported.

Expenses

The overall expenses for 2023 came in at 4.98% over budget or \$1,175,709. As noted above, the main reason for this variance relates to the payout of the Abbey Centre debenture in the amount of \$1,207,083. Taking that into account, overall expenses came in under budget, with minor variances experienced across the divisions.

FINANCIAL IMPLICATIONS

Administration is recommending the \$903,068 be transferred to the General Operating Reserve to fund future one-time projects, studies, or initiatives. This transfer will ensure the reserve remains healthy for any future projects.

ADMINISTRATIVE RECOMMENDATION

That Council considers the following motion:


1. That Council transfer the 2023 Surplus in the amount of \$903,068 to the General Operating Reserve.

ALTERNATIVES

1. That Council refer the 2023 Surplus back to Administration for more information.

ATTACHMENTS

- *2023 Operating Statement of Revenue and Expenditures*

APPROVALS

Kim Isaak,
Chief Administrative Officer



Department Director/Author

Town of Blackfalds
Operating Statement of Revenue & Expenditures
For the Period Ending December 2023

	2023 Budget	YTD Budget	YTD Actual	Variance	% of Budget
Revenues					
05 General	19,492,121	19,492,121	21,434,419	1,942,298	9.96%
10 Administration	120,000	120,000	107,110	(12,890)	-10.74%
20 Protective Services	1,051,935	1,051,935	1,063,233	11,298	1.07%
30 Infrastructure Services	120,634	120,634	150,197	29,563	24.51%
50 Social Services	274,391	274,391	296,034	21,643	7.89%
60 Development Services	353,697	353,697	256,200	(97,497)	-27.57%
70 Parks & Recreation	2,188,324	2,188,324	2,372,687	184,363	8.42%
74 Culture Services	15,000	15,000	15,000	0	0.00%
Total Revenues	23,616,102	23,616,102	25,694,880	2,078,778	8.80%
Expenses					
05 General	5,829,901	5,829,901	5,691,099	(138,802)	-2.38%
10 Administration	3,114,770	3,114,770	3,131,813	17,043	0.55%
20 Protective Services	3,676,852	3,676,852	3,811,903	135,051	3.67%
30 Infrastructure Services	2,156,576	2,156,576	2,061,267	(95,309)	-4.42%
50 Social Services	558,775	558,775	586,569	27,794	4.97%
60 Development Services	863,755	863,755	749,515	(114,240)	-13.23%
70 Parks & Recreation	6,540,805	6,540,805	7,888,730	1,347,925	20.61%
74 Culture Services	874,668	874,668	870,916	(3,752)	-0.43%
Total Expenses	23,616,102	23,616,102	24,791,811	1,175,709	4.98%
Net Surplus/(Deficit) To Date	0	0	903,068	903,068	
	2023 Budget	YTD Budget	YTD Actual	Variance	% of Budget
Environmental Services					
41-00 Water	3,382,920	3,382,920	3,463,802	80,882	2.39%
42-00 Sewer	2,867,400	2,867,400	2,870,433	3,033	0.11%
43-00 Solid Waste	1,604,144	1,604,144	1,643,154	39,010	2.43%
Environmental Services Revenues	7,854,464	7,854,464	7,977,389	122,925	1.57%
41-00 Water	3,382,920	3,382,920	3,463,803	80,883	2.39%
42-00 Sewer	2,867,400	2,867,400	2,870,433	3,033	0.11%
43-00 Solid Waste	1,604,144	1,604,144	1,643,154	39,010	2.43%
Environmental Services Expenses	7,854,464	7,854,464	7,977,389	122,925	1.57%
Net Surplus/(Deficit) To Date	0	0	0	0	

MEETING DATE: May 28, 2024

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

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

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

BACKGROUND

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

DISCUSSION

This sanitary trunk project includes augering under the CP rail line, the continuation of the sewer trunk west of the Dog park to the southern side of Blackfalds Crossing Way commercial development, where the line will connect to the existing sanitary line crossing at Highway 2A. This project requires the closing of South Street for approximately 2 months to complete the augering. Notification of the closure and posted detour routes will be communicated ahead of time to the public. The roadway closure is planned after school is out for the summer.

This project was posted on Alberta Purchasing Connection and the Alberta Construction Association on April 5, 2024, and closed on May 2nd, 2024, at 2:00 pm. Nine (9) compliant bids with the required 10% contingency excluding GST for the project were received and are listed in the table below.

Contractor	Sch A - CPKC Crossing	Sch B – Blackfalds Crossing	TOTAL (Including Contingency)
Bothar Inc.	\$507,386.00	\$1,481,596.69	\$2,187,880.96
Grayson Excavating Ltd	\$769,005.63	\$1,238,150.09	\$2,207,320.19
Pidherney's Inc.	\$769,736.00	\$1,330,964.00	\$2,310,770.00
United Utilities Ltd.	\$863,328.16	\$1,510,796.25	\$2,611,745.19
Northside Construction Partnership	\$1,145,409.00	\$1,293,282.00	\$2,682,560.10
Nu Edge Construction Ltd.	\$796,310.00	\$1,718,916.00	\$2,766,748.60
Urban Dirtworks Inc.	\$1,094,599.20	\$1,466,044.40	\$2,816,707.96
Option Excavating Inc.	\$861,750.00	\$1,724,497.00	\$2,844,871.70
UG Excavating Ltd.	\$1,153,377.50	\$1,669,474.60	\$3,105,137.31
<i>Stantec's Opinion of Probable Cost</i>	<i>\$695,350.00</i>	<i>\$1,266,035.00</i>	<i>\$2,353,662.00</i>

As outlined above and in the attached Stantec Consulting Letter of Award, Bothar Inc. was the low bid. This company was originally an Alberta Company acquired by the Australian company, Bothar Inc. They have a strong reputation for trenchless installation, which is by far the riskiest portion of this project. While they are a multi-national company, their presence in Alberta under their corporate name is relatively new and growing with projects like these. Our team trusts that they can complete this work as tendered. Bothar Inc. is committed to the province with day-to-day resources and local expertise needed in Blackfalds to meet project deadlines, cost, and quality.

Stantec's Opinion of Probable Cost for the project was \$2,353,662. Of note, the tender award recommendation before Council does not include the consulting and contract administration for the construction, but Administration anticipates the remaining budgeted funds will cover those costs.. If the estimated costs are more than the remaining budget, Administration will bring forward a budget adjustment before construction commencement. Based on the effort and anticipated timeline of construction, the known and estimated costs are further detailed in the table below.

Expenses		
Engineering, Design and tendering	\$127,397.44	Fixed fees
Engineering Construction Inspection and Testing	Approx. \$250,000	estimated
CP Rail approvals and settlement testing	Approx. \$50,000	estimated
Award of Schedule A and B contract recommendation (including \$198,898.27 of contingency or 10% of award)	\$2,187,880.96	Fixed fees
Budget Expenses Total	\$2,615,278.40	estimated
Budget Available	\$2,650,000.00	Approved in 2023

FINANCIAL IMPLICATIONS

Lacombe County will provide 48% of the project. The remaining portion will be covered by the Town through Wastewater Offsite Levies and the Wastewater Reserve.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council award the Blackfalds Crossing Sanitary Trunk Project to Bothar Inc. for \$2,187,880.96, excluding GST.

ALTERNATIVES

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

ATTACHMENTS:

- Tender Drawing Package

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author



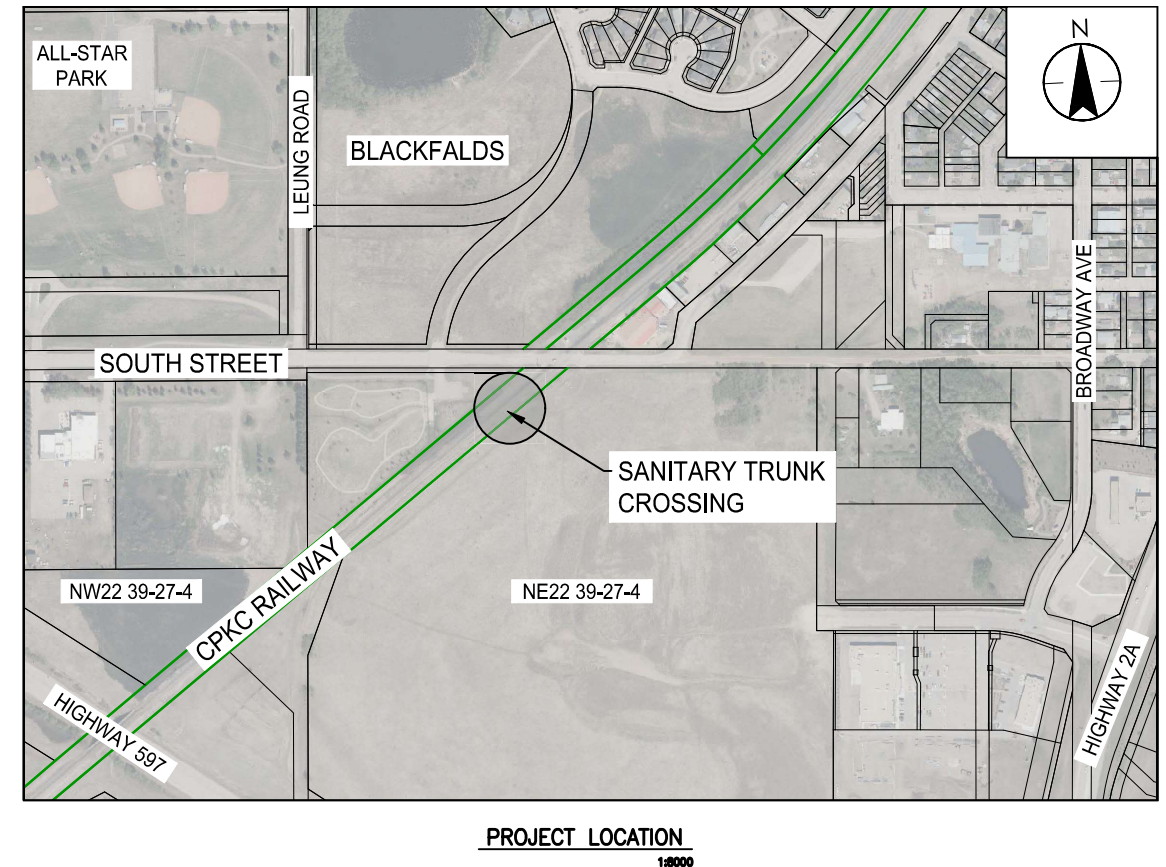
BLACKFALDS

A L B E R T A

BLACKFALDS CPKC RAILWAY WATER AND SEWER CROSSINGS (SCHEDULE A)

MARCH 2024

Project Number: 1101000162



LIST OF DRAWINGS	
NO.	DRAWING NAME
G-001	COVER, LOCATION AND LIST OF DRAWINGS
C-101	SITE PLAN
C-401	CPKC RAILWAY SANITARY CROSSING

LOT 2
PLAN 9624423

LOT 1
BLOCK 1
PLAN 7720129

LOT 1 MR
BLOCK 3
PLAN 2022934

CPKC RAILWAY

NE 1/4 SEC 22-39-27 W4M

SOUTH STREET

BH23-01

BH23-02

BH23-03

BH23-04

SMH S402
1200mm Ø
RIM 876.28
N 867.840
SE 867.810
(8.47)

2,000-675mm DIA
PVC SDR35 @ 0.11%

JACKING PIT
16m LONG x 4m WIDE

NOTE:
REFER TO WSP DRAWINGS
FOR TRUNK THROUGH
BLACKFALDS CROSSING

- NOTES:
1. PILOT TUBE GUIDED AUGER BORE (PTGAB) CROSSING REQUIREMENTS
 - 1.1. SITE PREPARATIONS, PIPE ALIGNMENT AND INSTALLATION
 - 1.1.1. THE GENERAL CONTRACTOR WILL PROVIDE ASSISTANCE IN PREPARING THE SITE ACCESS, SITE GRADING, SETTING UP EQUIPMENT, REMOVAL OF EQUIPMENT AND RESTORATION OF THE SITE.
 - 1.1.2. ALL EXISTING UTILITY DEPTHS SHALL BE VERIFIED IN THE FIELD BY THE GENERAL CONTRACTOR PRIOR TO THE START OF AUGER BORE. THE GENERAL CONTRACTOR SHALL ENSURE ALL UTILITIES IN THE AREA ARE PROTECTED AND NOT DAMAGED DUE TO CONSTRUCTION ACTIVITIES.
 - 1.1.3. THE AUGER BORE CONTRACTOR SHALL VERIFY APPROVED SHAFT LOCATIONS AND INSTALLATION DIRECTION BASED ON THE SITE CONDITIONS DURING CONSTRUCTION.
 - 1.1.4. A FINAL AS-BUILT PLAN AND PROFILE SHALL BE PROVIDED TO THE OWNER'S INSPECTOR AFTER COMPLETION OF THE WORK.
 - 1.2. PRIOR TO THE INSERTION OF PRODUCT INTO THE CASING, THE GENERAL AND AUGER BORE CONTRACTOR WILL CONFIRM THAT THE CASING PIPE DOES NOT EXHIBIT EXCESSIVE DEFORMATION OR SUDDEN ALIGNMENT CHANGES THAT COULD PREVENT SUCCESSFUL INSERTION OF THE CARRIER PIPE. THIS VALIDATION SHALL BE COMPLETED BY PULLING AN APPROVED MANDREL/SIZING PLATE THROUGH THE CASING PIPE. THE CARRIER PIPE INSERTION SHALL COMMENCE FOLLOWING SUCCESSFUL VALIDATION OF THE ACCEPTABILITY OF THE CASING PIPE AND ACCEPTANCE BY THE OWNER'S INSPECTOR.
 - 1.3. SPACERS TO BE ASSEMBLED AND INSTALLED IN ACCORDANCE WITH MANUFACTURERS' RECOMMENDATIONS, INCLUDING MAXIMUM SPACING BETWEEN ADJACENT SPACERS AND BETWEEN EDGE OF CASING AND ADJACENT SPACER.
 - 1.4. CONTRACTOR TO SUBMIT AND FOLLOW A SURFACE SETTLEMENT MONITORING PLAN TO BE REVIEWED FOR ACCEPTANCE BY THE ENGINEER.
 - 1.5. SHORING DESIGN TO BE COMPLETED BY THE CONTRACTOR. SHORING DESIGN SHALL BE COMPLETED BY A PROFESSIONAL ENGINEER OF ALBERTA AND SUBMITTED TO THE ENGINEER FOR REVIEW.
 - 1.6. CONTRACTOR TO CONFIRM LOCATION AND DEPTH OF ALL CROSSING UTILITIES PRIOR TO COMMENCEMENT OF AUGER BORING OPERATION.
 2. AUGER BORE TOLERANCES
 - 2.1. THE CASING PIPE TO BE INSTALLED TO THE TOLERANCE LISTED BELOW. DEVIATION TO BE MEASURED FROM THE CENTERLINE OF THE ALIGNMENT AS SHOWN ON THE DRAWING. HOWEVER, IN ALL CASES RIGHT-OF-WAY RESTRICTIONS AND CONCERNS FOR ADJACENT FACILITIES SHALL TAKE PRECEDENCE OVER THESE TOLERANCES:
 - 2.1.1. ELEVATION: UP TO 0.25 METRE ABOVE OR BELOW THE DESIGNED PROFILE.
 - 2.1.2. ALIGNMENT: UP TO 1.0 METRE RIGHT OR LEFT OF THE DESIGNED ALIGNMENT.
 - 2.1.3. DEVIATION TO BE MEASURED FROM THE CENTERLINE OF THE ACTUAL CENTERLINE OF THE PIPE AT THE EXIT LOCATION TO THE CENTERLINE OF THE PIPE AS SHOWN ON THE DRAWING.
 - 2.1.4. ANY DEVIATION IN THE CASING ALIGNMENT SHALL BE REGULAR AND ONLY IN ONE DIRECTION.
 3. GEOTECHNICAL NOTES
 - 3.1. THE GEOTECHNICAL DATA PROVIDED IS ONLY DESCRIPTIVE OF THE LOCATIONS ACTUALLY SAMPLED. EXTENSION OF THIS DATA OUTSIDE OF THE ORIGINAL BORING MAY BE DONE TO CHARACTERIZE THE SOIL CONDITIONS; HOWEVER, OWNER/ENGINEER DOES NOT GUARANTEE THESE CHARACTERIZATIONS TO BE ACCURATE. CONTRACTOR MUST USE HIS/HER OWN EXPERIENCE AND JUDGEMENT IN INTERPRETING THIS DATA.
 - 3.2. THE AUGER BORE CONTRACTOR SHALL REVIEW THE GEOTECHNICAL INVESTIGATION AND SHALL CONSIDER ALL RISKS IN THEIR INSTALLATION PLAN.
 4. SITE WORK
 - 4.1. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE CITY OF RED DEER CONSTRUCTION SPECIFICATIONS, MOST RECENT EDITION.
 - 4.2. ALL EXCAVATIONS AND HAZARDOUS AREAS MUST BE PROTECTED WITH MINIMUM 6' CONSTRUCTION FENCING TO PREVENT THE PUBLIC FROM ACCESSING THE WORK AREA.
 - 4.3. REFER TO THE SCHEDULE B DRAWING PACKAGE (WSP DRAWINGS) FOR INFORMATION ON LAYDOWN AREA.
 - 4.4. CONTRACTOR TO PREPARE A TRAFFIC ACCOMMODATION STRATEGY AND DETOUR PLAN AS OUTLINED IN THE CONTRACT SPECIFICATIONS.
 - 4.5. CONTRACTOR SHALL REMOVE AND REPLACE ALL ASPHALT AND GRANULAR BASE.
 - 4.6. CONTRACTOR SHALL STRIP ALL TOPSOIL, REPLACE, AND SEED.

Revision	By	Appd	YYYY.MM.DD

Issued	By	Appd	YYYY.MM.DD

Permit/Seal

PERMIT TO PRACTICE
STANTEC CONSULTING LTD.
Signature: *[Signature]*
Date: 2024-04-04 Member 65821
PERMIT NUMBER: P 0258
The Association of Professional Engineers, Geologists and Geophysicists of Alberta

Consultant

PROFESSIONAL ENGINEER ALBERTA
EREZ N. ALLOUCHE
2024

Stantec

Stantec
1100 - 4900 50th Street
Red Deer AB T4N 1X7
Tel: (403) 341-3320
www.stantec.com

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Client/Project Logo

Client/Project

BLACKFALDS
ALBERTA
BLACKFALDS CPKC RAILWAY WATER
AND SEWER CROSSINGS
SCHEDULE A

Blackfalds AB Canada

File Name: 000162c-101

JTM BVM EA 2023.10.10
Dwn. Dsgn. Chkd. YYYY.MM.DD

Title

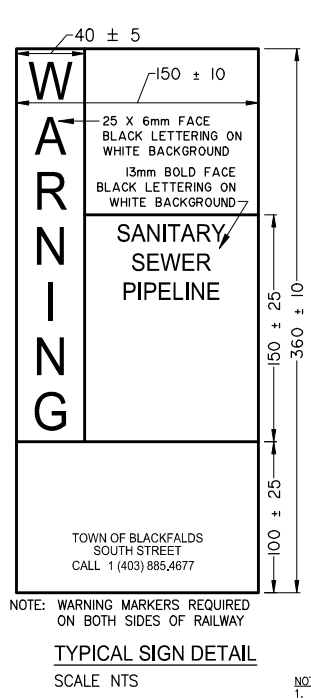
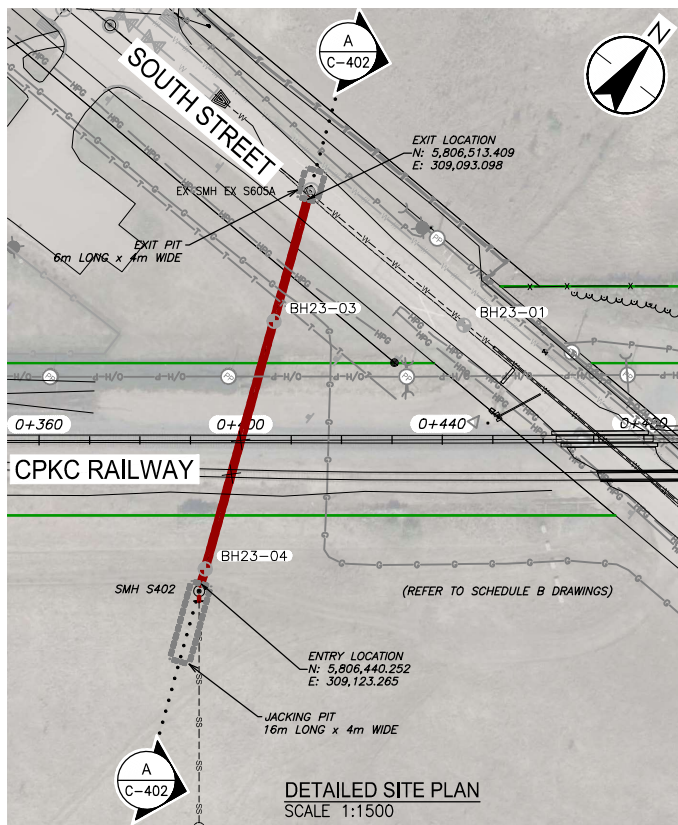
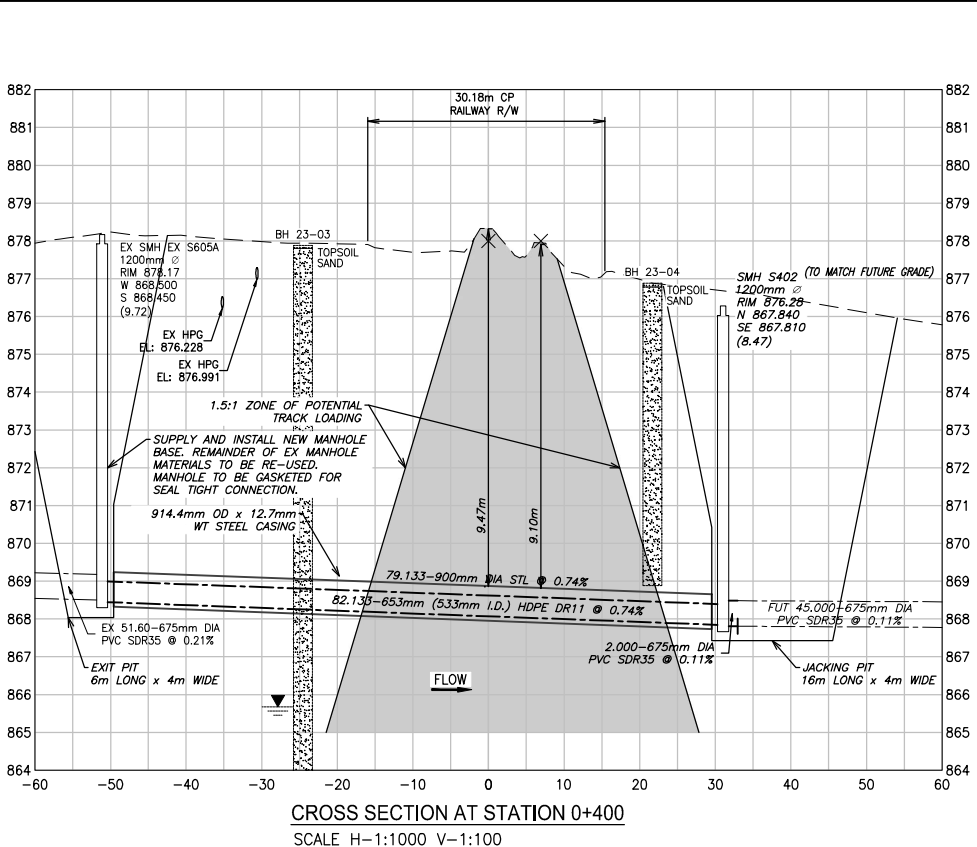
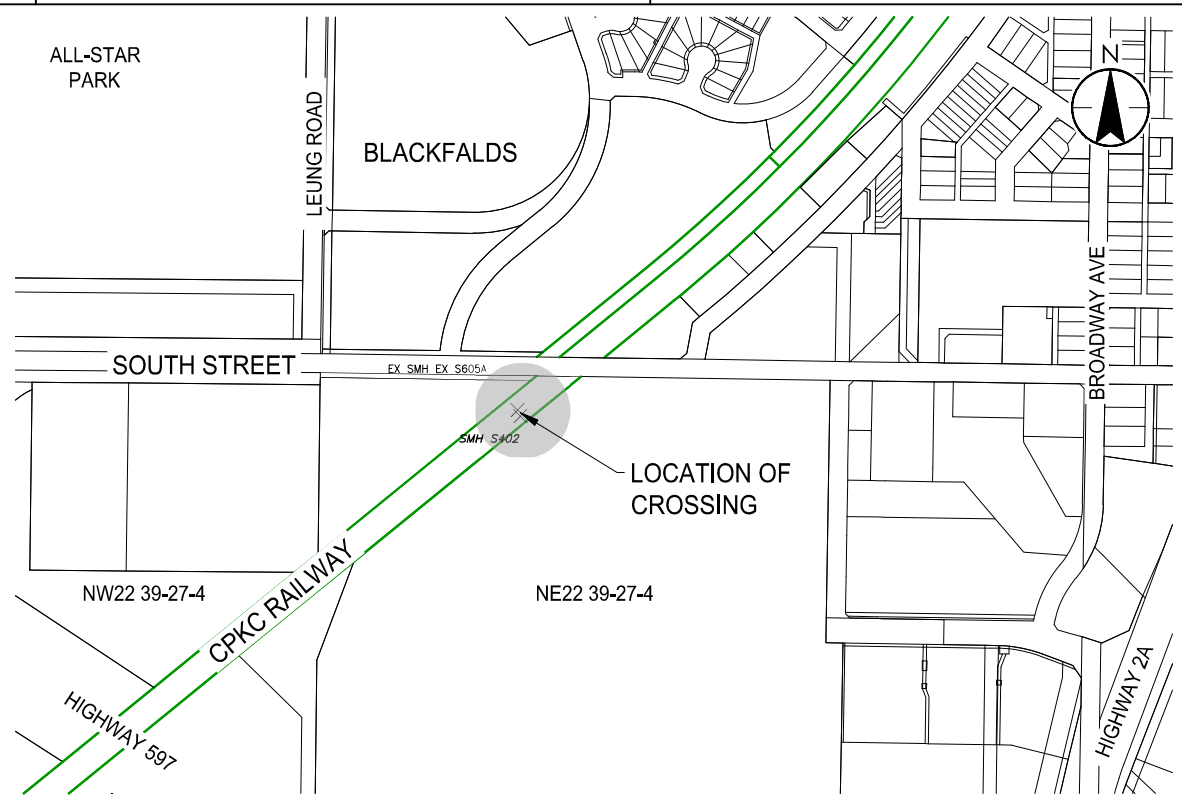
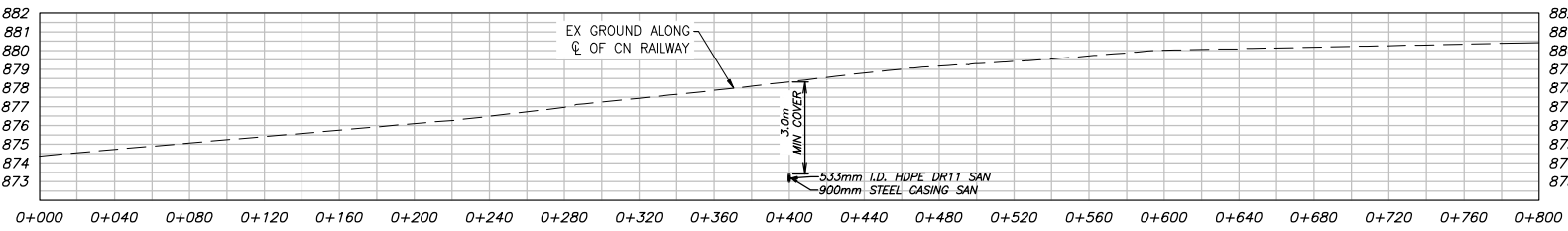
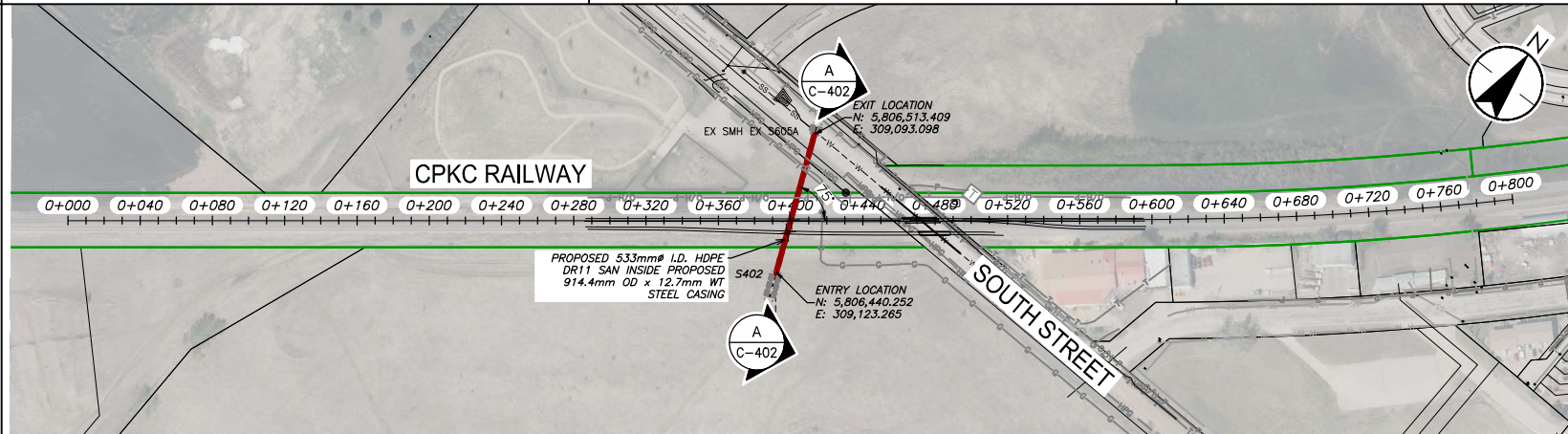
CIVIL
SITE PLAN

Project No.
1101000162

Scale
1:500

Revision Sheet
0 4 of 4

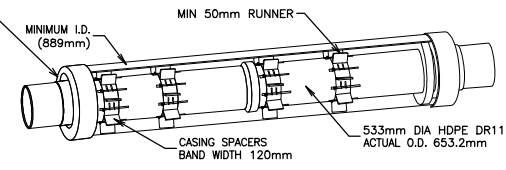
Drawing No.
C-101



PIPELINE OWNER INFORMATION
OWNER: TOWN OF BLACKFALDS
CONTACT: MANAGER ADDRESS: BOX 220, 5018 WAGHORN ST BLACKFALDS, AB
TEL: 1 (403) 885-4677
FAX: 1 (403) 885-4610

CARRIER PIPE SPECIFICATIONS:
MATERIAL: HDPE DR11
OUTSIDE DIAMETER: 660.4mm
WALL THICKNESS: 60mm
MAXIMUM OPERATING PRESSURE: AMBIENT
TESTING PRESSURE: AMBIENT
MAXIMUM OPERATING TEMPERATURE: 15°C
MINIMUM OPERATING TEMPERATURE: 1°C
TYPE OF JOINT: FUSED

CASING PIPE SPECIFICATIONS:
MATERIAL: SCH40 STEEL
OUTSIDE DIAMETER: 914.4mm
MIN WALL THICKNESS: 12.7mm
TYPE OF JOINT: WELDED



- NON-METALLIC CASING SPACERS SHALL BE SPACED A MAXIMUM OF 5.00 FEET (1.50m) APART ALONG THE LENGTH OF THE CARRIER PIPE WITH ONE CASING SPACER WITHIN 2 FEET (0.61m) OF ONE END OF A PIPE JOINT AND THE REST EVENLY SPACED.
- THE CONTRACTOR IS RESPONSIBLE TO CHECK AND ENSURE PIPE AND CASING SPACERS WILL FIT INSIDE THE CASING WHEN ACCOUNTING FOR EXPECTED DEFLECTIONS AND DEFORMITIES IN THE PIPES AND OTHER MATERIALS.
- CASING PIPE SHALL BE MANUFACTURED ACCORDING TO ASTM A252 FOR SEAMLESS OR STRAIGHT SEAM WELD PIPE.
- MINIMUM YIELD STRENGTH FOR CASING PIPE: 240,000kPa

PLAN VIEW

	EXISTING	PROPOSED
PROPERTY LINE	---	---
RIGHT OF WAY	---	---
WATER	W - W	W - W
SANITARY	SS - SS	SS - SS
OVERHEAD POWER LINE	OH - OH	OH - OH
TEMPORARY WORKSPACE	WS - WS	WS - WS

LEGEND

Revision	By	Appd	YYYY.MM.DD

Issued	By	Appd	YYYY.MM.DD

Permit/Seal

PERMIT TO PRACTICE
STANTEC CONSULTING LTD.
Signature: [Signature]
Date: 2024-04-04 Member 65821
PERMIT NUMBER: P 0255
The Association of Professional Engineers, Geologists and Geophysicists of Alberta

Consultant

PROFESSIONAL ENGINEER ALBERTA
EREZ N. ALLOUCHE
2024-04-04

Stantec

Stantec
1100 - 4900 50th Street
Red Deer AB T4N 1X7
Tel: (403) 341-3320
www.stantec.com

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Client/Project Logo

Client/Project

BLACKFALDS
ALBERTA
BLACKFALDS CPKC RAILWAY WATER AND SEWER CROSSINGS

Blackfalds AB Canada

Client/Project

BLACKFALDS
ALBERTA
BLACKFALDS CPKC RAILWAY WATER AND SEWER CROSSINGS

Blackfalds AB Canada

File Name: 000162c-01

JTM BVM EA 2023.10.10
Dwn. Dsgn. Chkd. YYYY.MM.DD

Title

CIVIL
CPKC RAILWAY SANITARY CROSSING

Project No.
1101000162

Scale
H 0 5 15 25m
V 0 0.5 1.5 2.5m

Revision Sheet
0 3 of 4

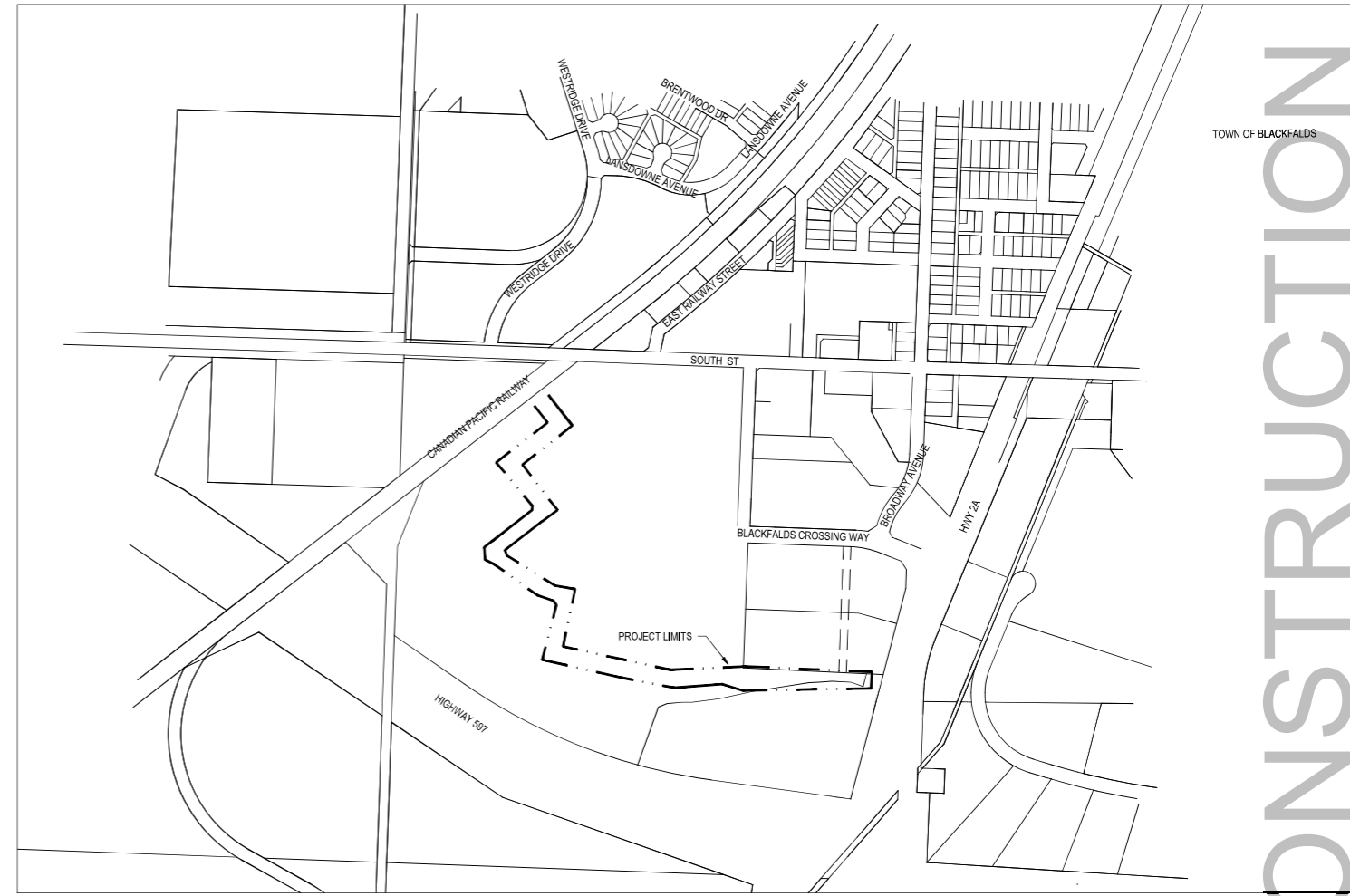
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C-401

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BLACKFALDS SANITARY TRUNK LINE

BLACKFALDS, AB

STANTEC / TOWN OF BLACKFALDS



TOWN OF BLACKFALDS

SHEET NUMBER	SHEET TITLE
-	COVER
C100	EXISTING SITE PLAN
C101	SANITARY PLAN
C102	EARTHWORKS
C201	BRENNAN CIRCLE NORTH PLAN PROFILE
C202	BERRIEDALE LANE PLAN PROFILE
C203	BRENNAN CIRCLE SOUTH PLAN PROFILE
C204	BURNSIDE ROAD PLAN PROFILE



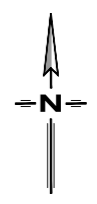
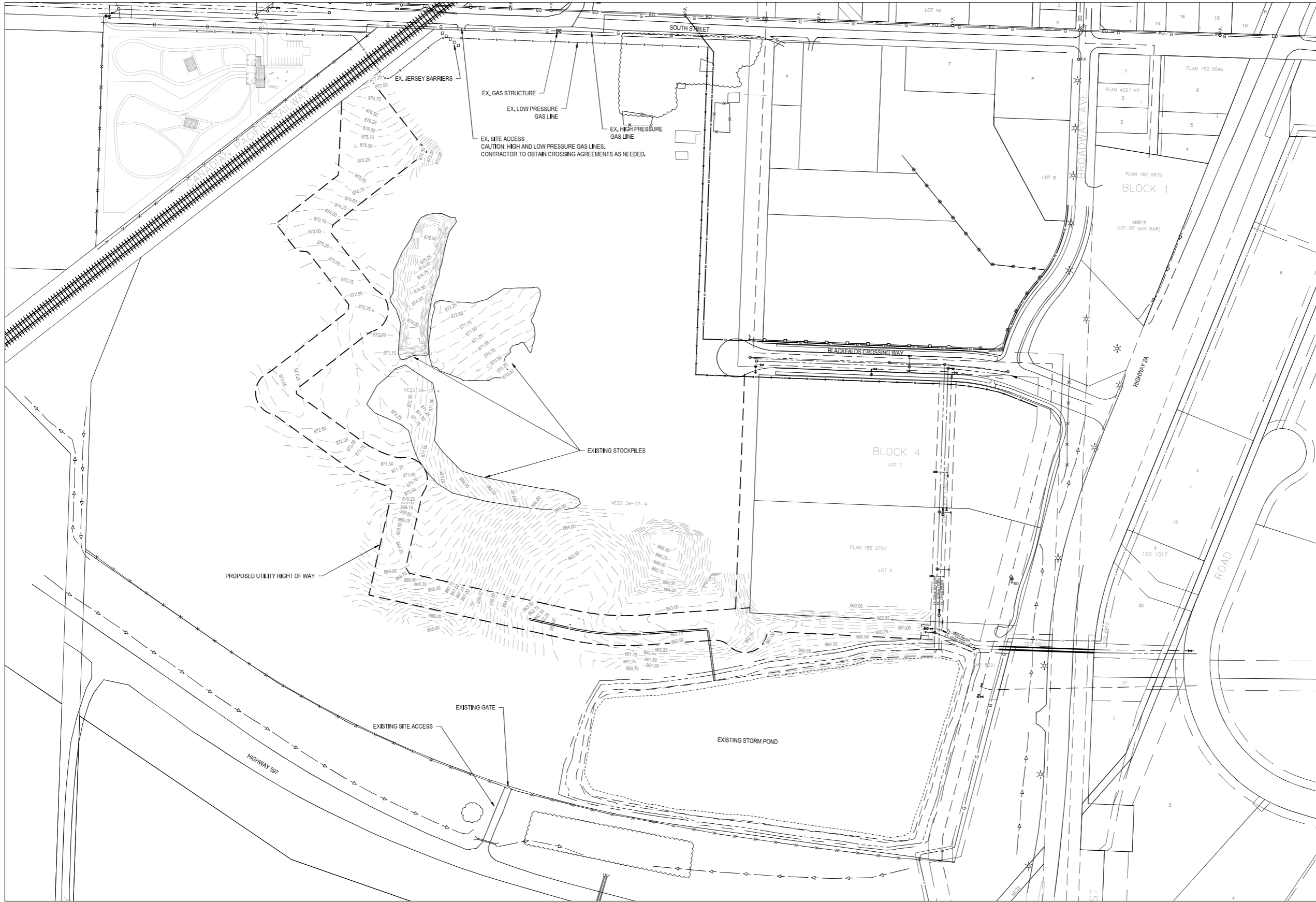
7710 EDGAR INDUSTRIAL COURT
RED DEER, ALBERTA T4P 4E2
TEL: 1 403-342-7650 | FAX: 1 403-342-7691 | WWW.WSP.COM

PROJECT # : CA0019613.1855

DATE : APRIL 3, 2024
ISSUED FOR TENDER

NOT FOR CONSTRUCTION

APP'D BY: M. B. P. S. C. / PROJECT: CA0019613.1855 / SHEET: SANITARY TRUNK LINE / TOWN OF BLACKFALDS / DATE: 20240403 13:19:19 / CH: 000



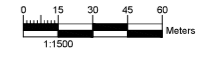
LEGEND:

EXISTING:

- TREE LINE
- FENCE LINE
- RAILWAY RIGHT
- RAILWAY LEFT
- CENTERLINE
- WATERLINE & VALVE
- HYDRANT
- SANITARY MAIN & MH
- STORM MAIN & MH
- STORM LEAD
- CATCH BASIN
- SANITARY STUB
- REDUCER

GENERAL NOTES:

1. ALL WORK TO BE COMPLETED IN ACCORDANCE WITH CITY OF RED DEER CONTRACT SPECIFICATIONS, 2023 EDITION.
2. SHALLOW UTILITY LOCATES TO BE COMPLETED PRIOR TO CONSTRUCTION.
3. TOPOGRAPHIC SURVEY COMPLETED JANUARY 2024.



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REV	DATE	DESCRIPTION	DES	CHK	APP
01	2024-04-03	ISSUED FOR TENDER	D.O	M.N.V.C	D.O
02	2024-04-03	ISSUED FOR 90% REVIEW	D.O	M.N.V.C	D.O
03	2024-04-15	ISSUED FOR 70% REVIEW	D.O	M.N	D.O
04	2024-04-15	ISSUED FOR 70% REVIEW	D.O	M.N	D.O

SEAL

2024-04-04 61562

PERMIT TO PRACTICE
WSP CANADA INC.

2024-04-04

PERMIT NUMBER: P007641

CLIENT

STANTEC / TOWN OF BLACKFALDS

CLIENT REF. NO.

7710 EDGAR INDUSTRIAL COURT
RED DEER, ALBERTA T4P 4E2
TEL: 1 403-342-7650 | FAX: 1 403-342-7691 | WWW.WSP.COM

PROJECT

BLACKFALDS SANITARY TRUNK LINE
BLACKFALDS, AB

PROJECT NO:
CAD019613.1655

SCALE:
1:1000 (24" X 36")

DISCIPLINE:
INFRASTRUCTURE

TITLE

EXISTING SITE PLAN

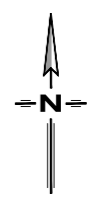
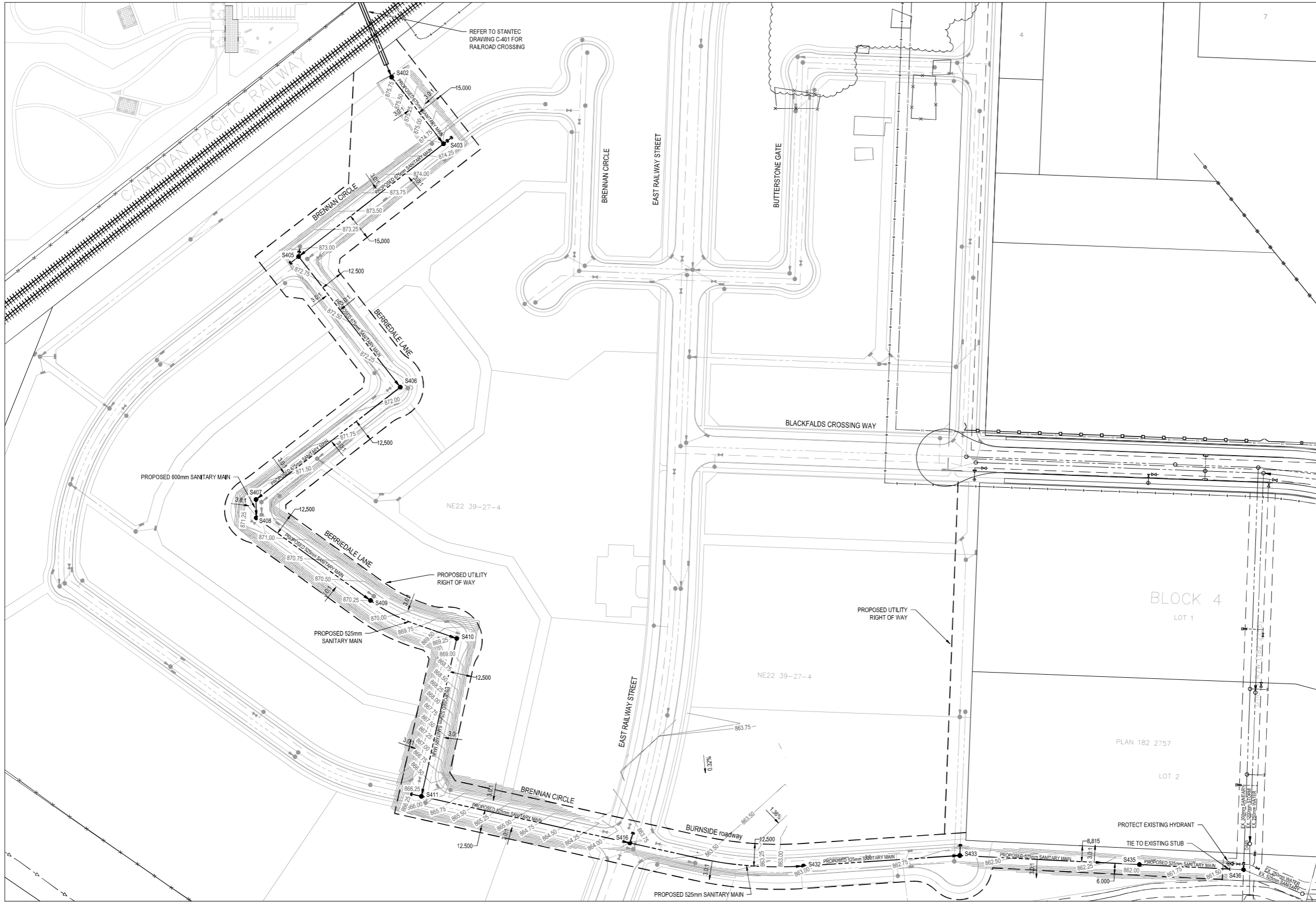
DRAWING NO:
C100

SHEET NO:
2 OF 8

ISSUE
ISSUED FOR TENDER

DATE:
APRIL 3, 2024

ISSUE NO:
2



LEGEND:

EXISTING:

- TREE LINE
- FENCE
- RAILWAY RIGHT
- RAILWAY LEFT
- CENTERLINE
- WATERLINE & VALVE
- HYDRANT
- SANITARY MAIN & MH
- STORM MAIN & MH
- STORM LEAD
- CATCH BASIN
- SANITARY STUB
- REDUCER

PROPOSED:

- SANITARY MAIN
- SANITARY MAIN & MH

FUTURE:

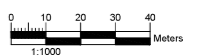
- LIP OF GUTTER
- BACK OF CURB
- BACK OF WALK
- CENTERLINE
- WATERLINE & VALVE
- HYDRANT
- SANITARY MAIN
- STORM MAIN & MH
- STORM LEAD
- CATCH BASIN

GENERAL NOTES:

1. ALL WORK TO BE COMPLETED IN ACCORDANCE WITH CITY OF RED DEER CONTRACT SPECIFICATIONS, 2023 EDITION.
2. ALL PIPES TO BE PVC SDR35 MATERIAL.
3. SHALLOW UTILITY LOCATES TO BE COMPLETED PRIOR TO CONSTRUCTION.
4. REFER TO PLAN-PROFILE DRAWINGS FOR MANHOLE RIMS AND INVERTS.
5. ALL MANHOLE RIMS HAVE BEEN SET TO 0.50m ABOVE PREGRADE (0.25m ABOVE FINISHED GRADE). MANHOLES SHALL BE DESIGNED TO ALLOW FOR FUTURE REMOVAL OF THE ADDITIONAL 0.25m HEIGHT.
6. FINISHED LANDSCAPING SHALL MOUND UP AT EACH MANHOLE.

CONSTRUCTION SCHEDULE:

CONTRACTOR IS TO NOTE THE 0.1% SLOPE FOR PIPES RUNNING FROM S402 TO S407 UPON COMPLETION OF THE RAILROAD CROSSING. IF A DESIGN ADJUSTMENT IS REQUIRED PER THE AS-INSTALLED INVERT AT MH S402 DUE TO A LOWER INVERT, THE PIPES FROM S407 TO S411 CAN BE MODIFIED SO AS TO MAINTAIN THE 0.1% SLOPE FURTHER UPSTREAM. IF THE AS-INSTALLED INVERT AT S402 IS HIGHER THAN DESIGN, THE PIPE FROM S402 TO S403 CAN BE ADJUSTED AS NEEDED.

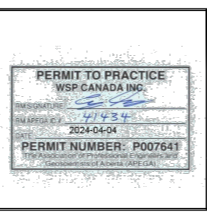
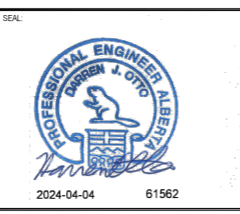


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THIS DRAWING IS NOT TO BE SCALED.

REV	DATE	DESCRIPTION	DES	CHK	APP
2					
02	2024-04-03	ISSUED FOR TENDER	D.O	M.N.V.C	D.O C.S
01	2024-03-26	ISSUED FOR 90% REVIEW	D.O	M.N.V.C	D.O C.S
0	2024-04-15	ISSUED FOR 70% REVIEW	D.O	M.N	D.O C.S
ISSUE	YYYYMMDD	DESCRIPTION	DES	CHK	APP



CLIENT: STANTEC / TOWN OF BLACKFALDS

PROJECT: BLACKFALDS SANITARY TRUNK LINE
BLACKFALDS, AB

DATE: 2024-04-04

CLIENT REF. NO.:



PROJECT NO: CAD019613.1655

SCALE: 1:1000 (24" X 36")

DISCIPLINE: INFRASTRUCTURE

TITLE: SANITARY PLAN

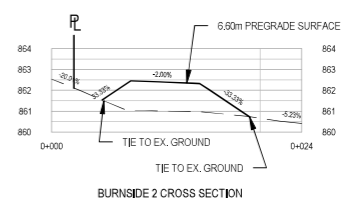
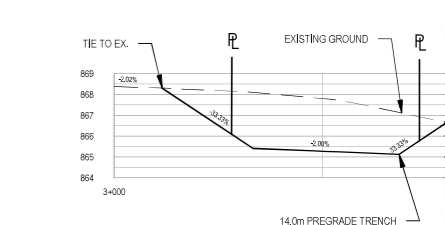
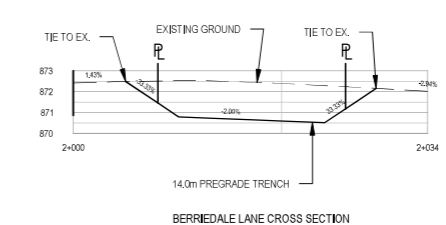
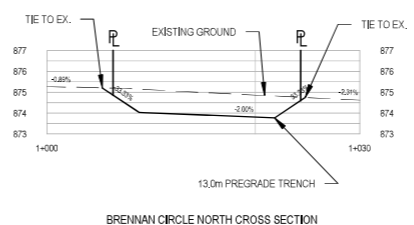
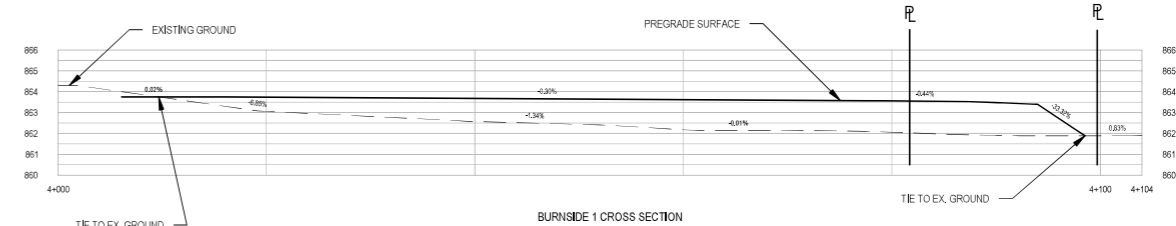
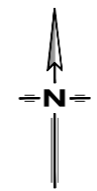
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SHEET NO: 3 OF 8

ISSUE: ISSUED FOR TENDER

DATE: APRIL 3, 2024

REV: 2

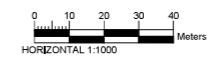


EARTHWORKS (cu.m.)

12,089	CUT
11,836	FILL (1.2 FILL FACTOR)
263	WASTE
12,089	CUT
9,864	FILL (1.0 FILL FACTOR)
2,235	WASTE

Elevations Table			
CUT/FILL	Minimum Elevation	Maximum Elevation	Color
CUT	-2.497	-2.000	Red
CUT	-2.000	-1.500	Orange
CUT	-1.500	-1.000	Yellow
CUT	-1.000	-0.500	Light Green
CUT	-0.500	0.000	Green
FILL	0.000	0.500	Cyan
FILL	0.500	1.000	Blue
FILL	1.000	1.500	Dark Blue
FILL	1.500	1.971	Purple

CUT-FILL DEPTHS BASED ON AN AVERAGE STRIPPING DEPTH OF 250mm AND PREGRADE ELEVATION. PREGRADE IS BASED ON 250mm BELOW FINISHED GRADE. TO ALLOW FOR REPLACEMENT OF TOPSOIL.
EARTHWORKS VOLUMES DO NOT ACCOUNT FOR MATERIAL DISPLACED BY PIPE & BEDDING INSTALLATION.



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REV	DATE	DESCRIPTION	DES	CHK	APP
2					
02	2024-04-03	ISSUED FOR TENDER	D.O	M.N.V.C	D.O C.S
01	2024-03-26	ISSUED FOR 90% REVIEW	D.O	M.N.V.C	D.O C.S
0	2024-03-15	ISSUED FOR 70% REVIEW	D.O	M.N	D.O C.S
ISSREV	YYYYMMDD	DESCRIPTION	DES	CHK	APP

SEAL

2024-04-04 61562

PERMIT TO PRACTICE
WSP CANADA INC.
2024-04-04
PERMIT NUMBER: P007641

CLIENT: STANTEC / TOWN OF BLACKFALDS

CLIENT REF. NO.:

7710 EDGAR INDUSTRIAL COURT
RED DEER, ALBERTA T4E 4E2
TEL: 1 403-342-7650 | FAX: 1 403-342-7691 | WWW.WSP.COM

PROJECT: BLACKFALDS SANITARY TRUNK LINE
BLACKFALDS, AB

PROJECT NO: CAD019613.1655
SCALE: 1:1000 (24" X 36")
DISCIPLINE: INFRASTRUCTURE

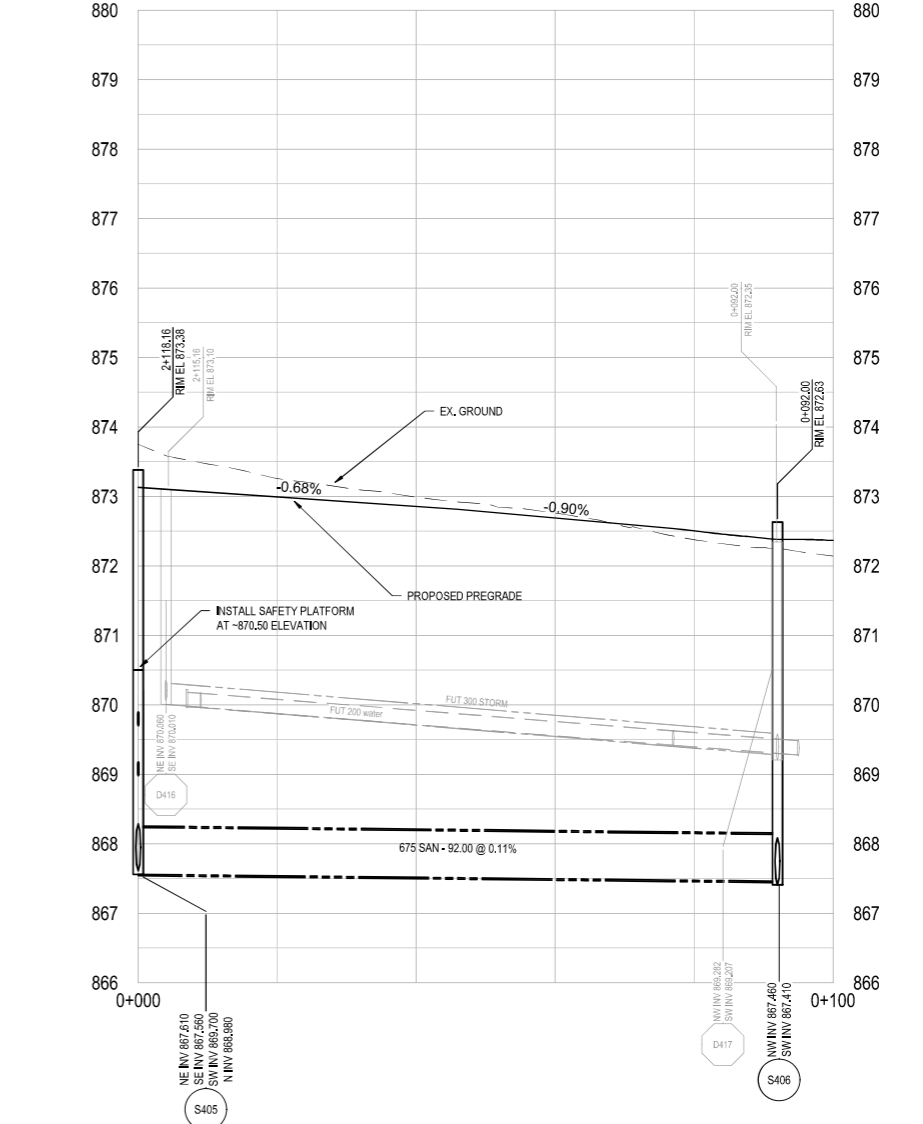
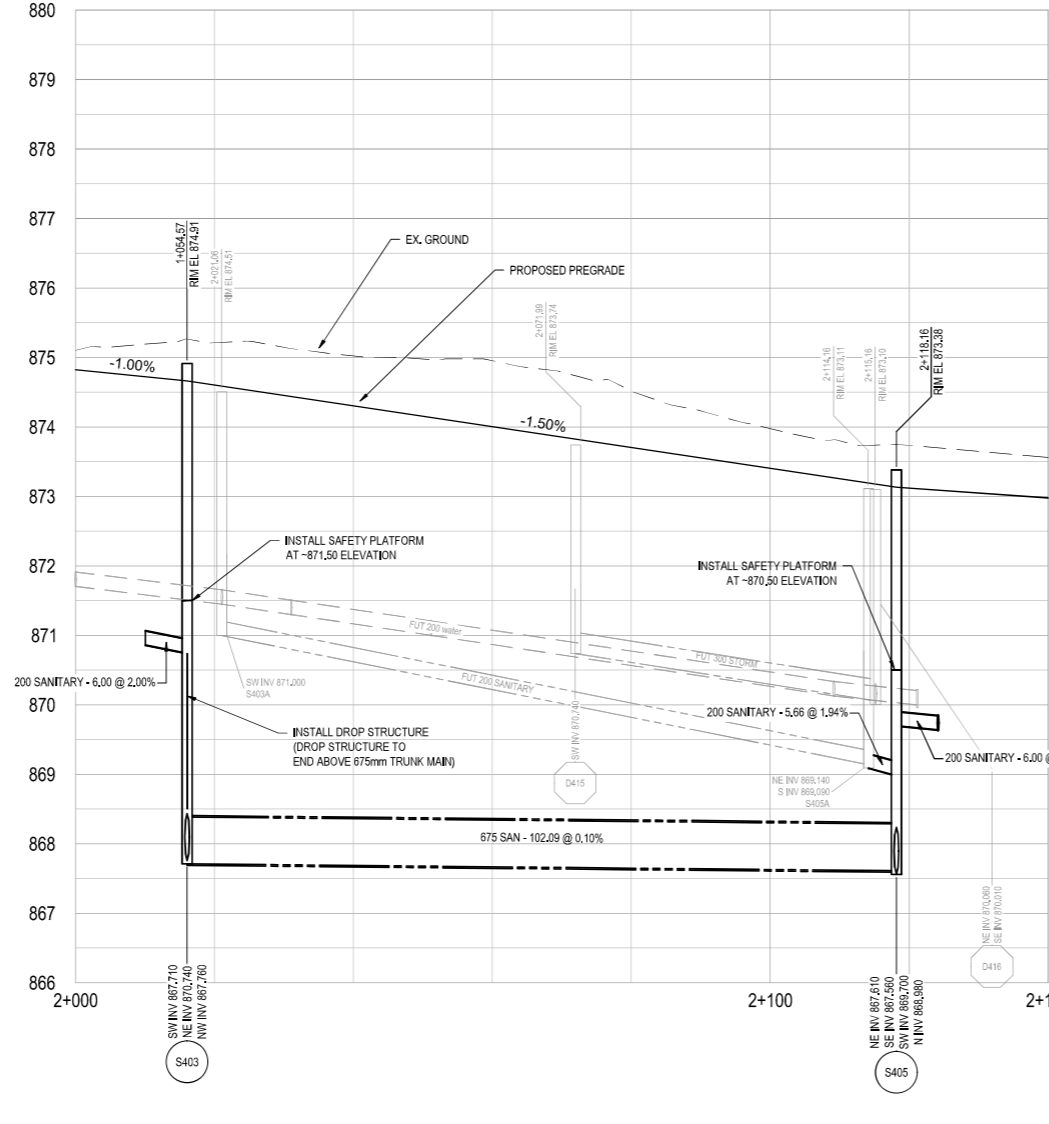
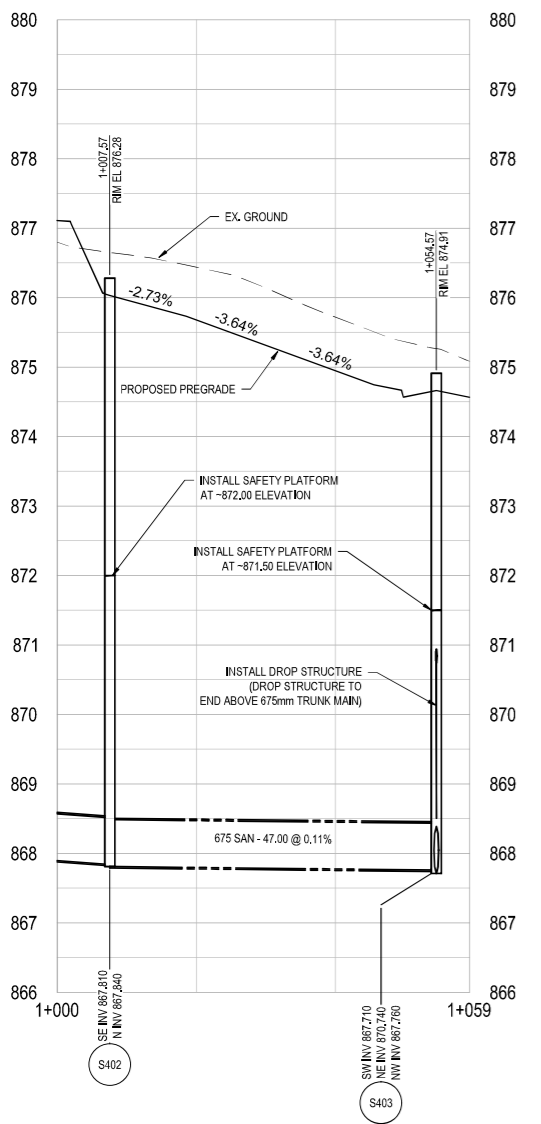
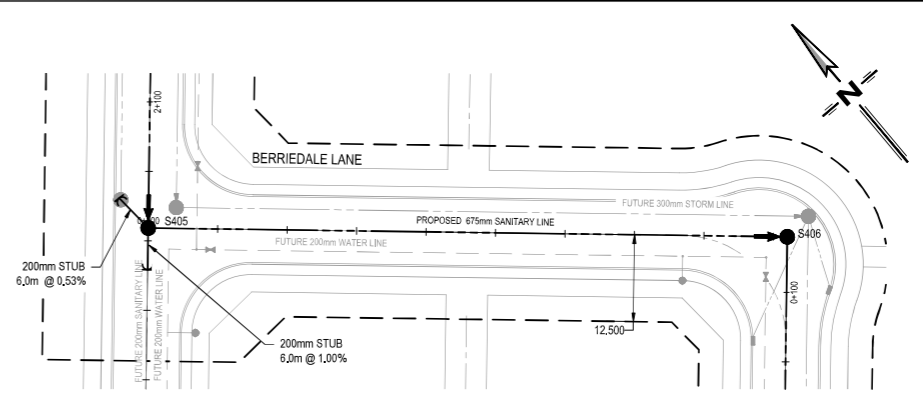
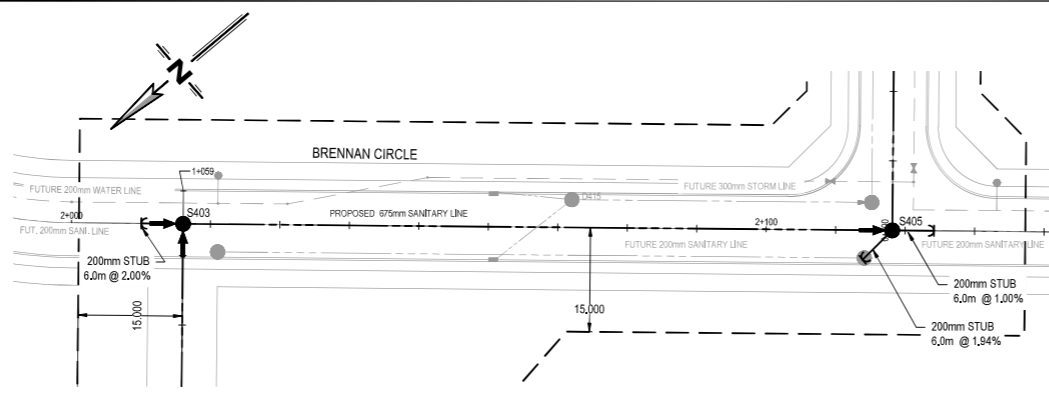
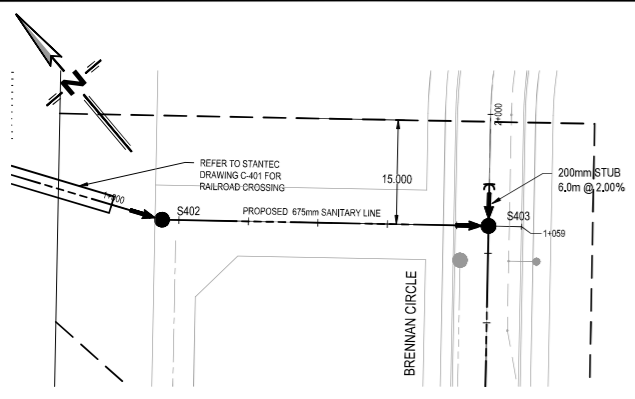
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DRAWING NO: C102

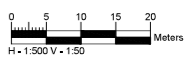
SHEET NO: 4 OF 8

ISSUE: ISSUED FOR TENDER
APRIL 3, 2024

ISSREV: 2



- LEGEND:**
- PROPOSED:**
 - SANITARY MAIN
 - SANITARY MAIN & MH
 - FUTURE:**
 - LIP OF GUTTER
 - BACK OF CURB
 - BACK OF WALK
 - CENTERLINE
 - WATERLINE & VALVE
 - HYDRANT
 - SANITARY MAIN & MH
 - STORM MAIN & MH
 - STORM LEAD
 - CATCH BASIN



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0	2024-04-15	ISSUED FOR 70% REVIEW	D.O.	M.N.	D.O.	C.S.
REVISION	DATE	DESCRIPTION	DES	DRN	CHK	PM



CLIENT:
STANTEC / TOWN OF BLACKFALDS

CLIENT REF. NO.:



PROJECT:
BLACKFALDS SANITARY TRUNK LINE
BLACKFALDS, AB

PROJECT NO.: CAD019613.1655
SCALE: 1:500 (24" X 36")
DISCIPLINE: INFRASTRUCTURE

TITLE:
BRENNAN CIRCLE (NORTH) AND
BERRIEDALE LANE (NORTH)
PLAN PROFILE

DRAWING NO.: C201

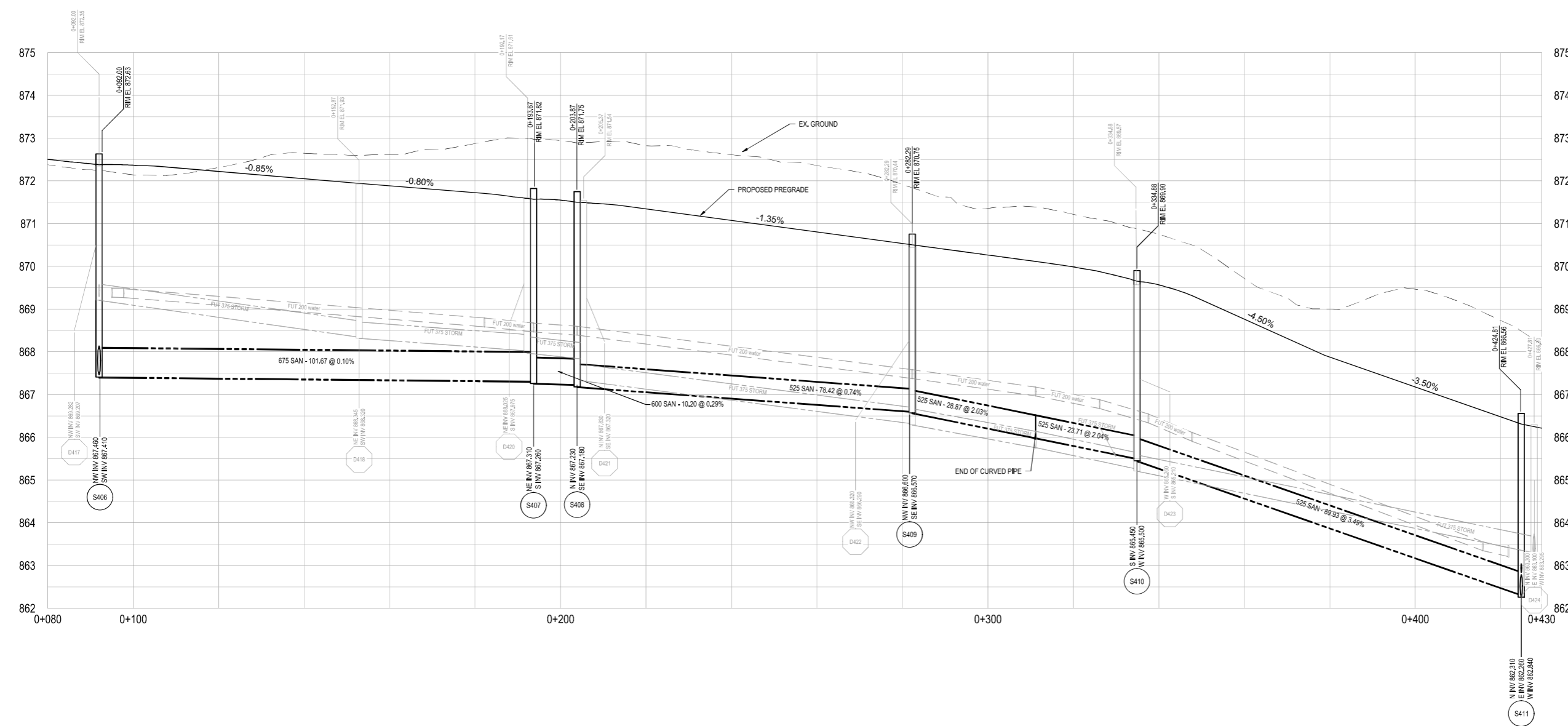
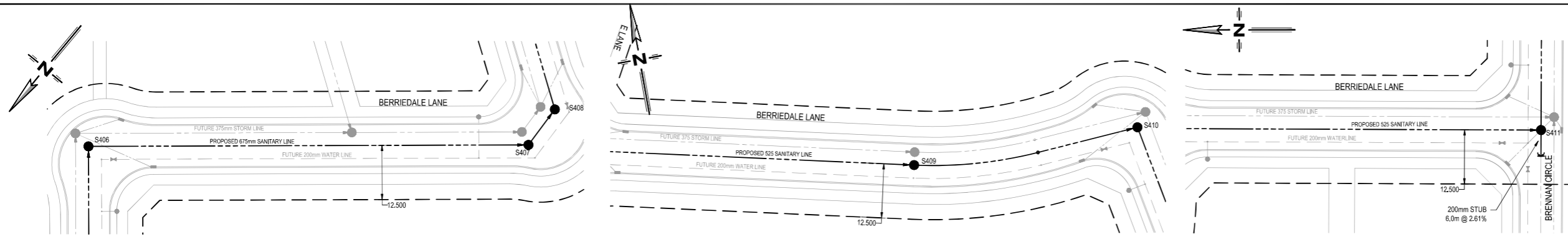
SHEET NO.: 5 OF 8

ISSUE: ISSUED FOR TENDER

DATE: APRIL 3, 2024

ISSUE NO.: 2

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- LEGEND:**
- PROPOSED:**
- SANITARY MAIN
 - SANITARY MAIN MH
- FUTURE:**
- LIP OF GUTTER
 - BACK OF CURB
 - BACK OF WALK
 - CENTERLINE
 - WATERLINE & VALVE
 - HYDRANT
 - SANITARY MAIN
 - STORM MAIN & MH
 - STORM LEAD
 - CATCH BASIN

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ISSREV	YYYY-MM-DD	DESCRIPTION	DES	DRN	CHK	PM

SEAL:

2024-04-04 61562

PERMIT TO PRACTICE
WSP CANADA INC.
2024-04-04
PERMIT NUMBER: P007641

CLIENT: STANTEC / TOWN OF BLACKFALDS

7710 EDGAR INDUSTRIAL COURT
RED DEER, ALBERTA T4P 4E2
TEL: 1 403-342-7650 | FAX: 1 403-342-7691 | WWW.WSP.COM

PROJECT: **BLACKFALDS SANITARY TRUNK LINE**
BLACKFALDS, AB

PROJECT NO: CAD019613.1655
SCALE: 1:500 (24" X 36")
DISCIPLINE: **INFRASTRUCTURE**

TITLE: **BERRIEDALE LANE**
PLAN PROFILE

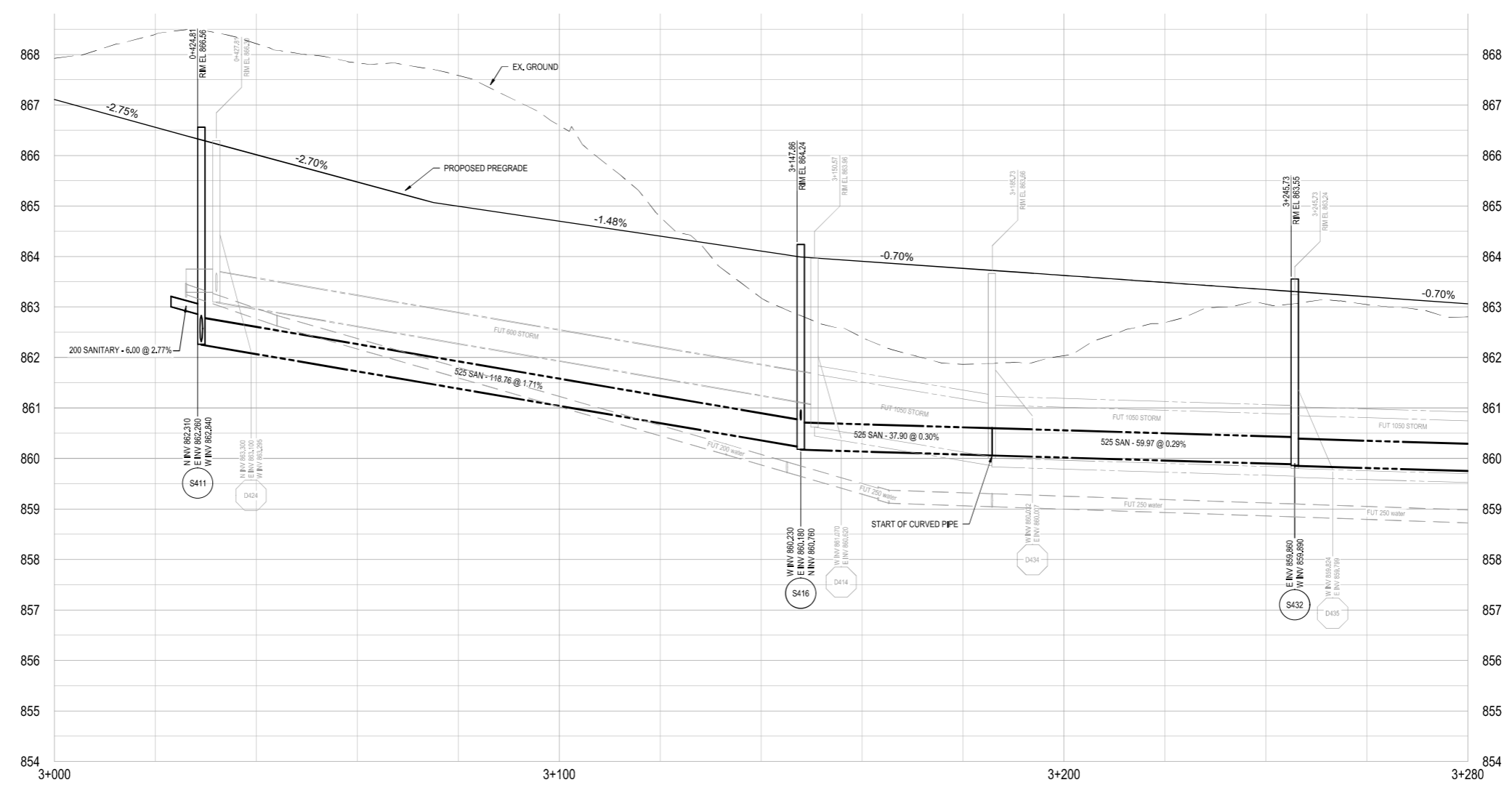
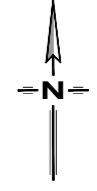
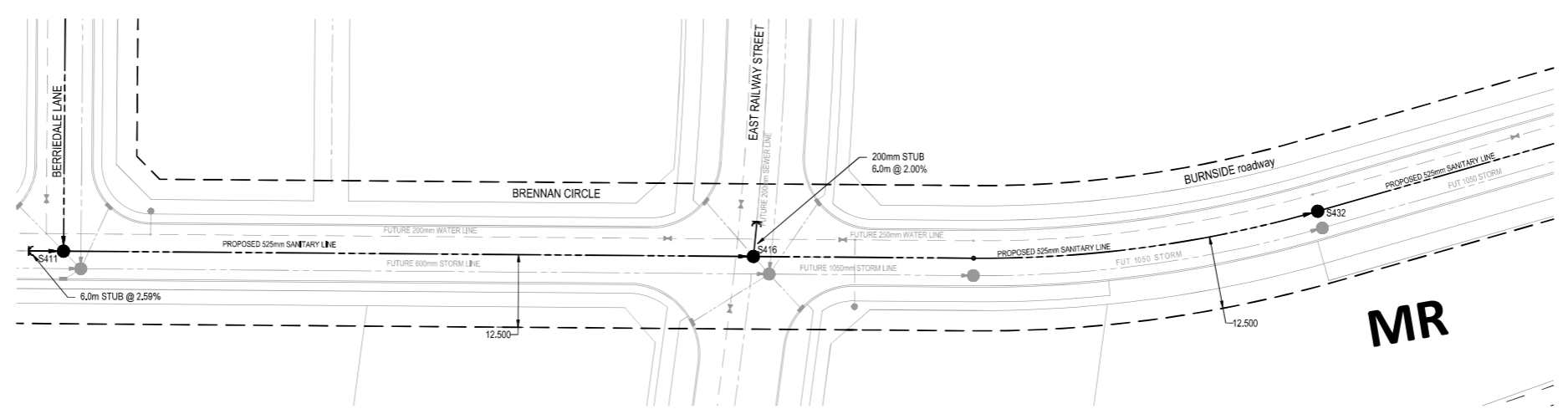
DRAWING NO: **C202**

SHEET NO: 6 OF 8

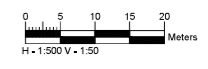
ISSUE: **ISSUED FOR TENDER**

APRIL 3, 2024

ISSREV: **2**



- LEGEND:**
- PROPOSED:**
- SANITARY MAIN
 - SANITARY MAIN MH
- FUTURE:**
- LIP OF GUTTER
 - BACK OF CURB
 - BACK OF WALK
 - CENTERLINE
 - WATERLINE & VALVE
 - HYDRANT
 - SANITARY MAIN
 - STORM MAIN & MH
 - STORM LEAD
 - CATCH BASIN



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0	2024-03-15	ISSUED FOR 70% REVIEW	D.O.	M.N.	D.O.	C.S.
REVISION	DATE	DESCRIPTION	DES	DRN	CHK	PM

SEAL

2024-04-04 61562

PERMIT TO PRACTICE
WSP CANADA INC.
2024-04-04
PERMIT NUMBER: P007641

CLIENT: STANTEC / TOWN OF BLACKFALDS

CLIENT REF. NO.:

7710 EDGAR INDUSTRIAL COURT
RED DEER, ALBERTA T4P 4E2
TEL: 1 403-342-7650 | FAX: 1 403-342-7691 | WWW.WSP.COM

PROJECT: BLACKFALDS SANITARY TRUNK LINE
BLACKFALDS, AB

PROJECT NO: CAD019613.1655
SCALE: 1:500 (24" X 36")
DISCIPLINE: INFRASTRUCTURE

TITLE: BRENNAN CIRCLE (SOUTH) AND BURNSIDE roadway (WEST) PLAN PROFILE

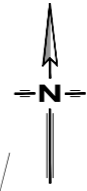
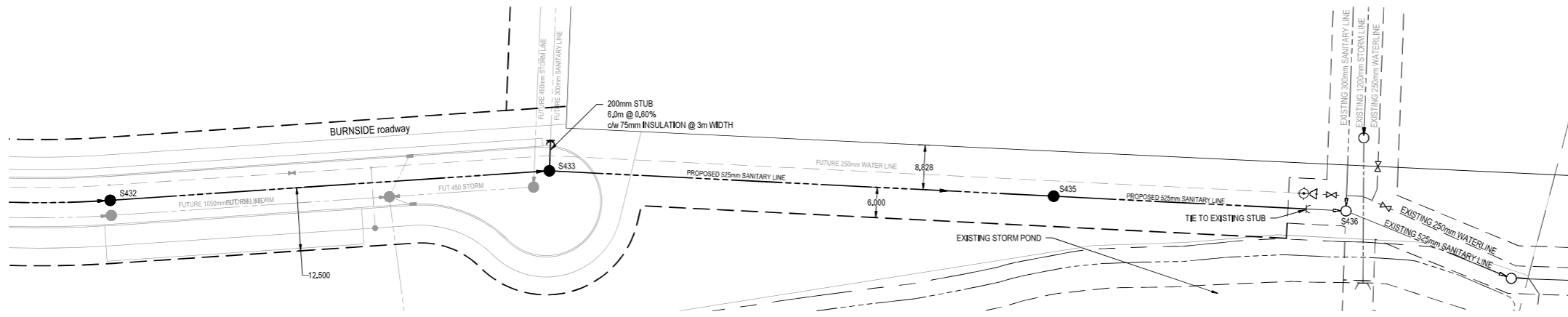
DRAWING NO: C203

SHEET NO: 7 OF 8

ISSUE: ISSUED FOR TENDER

DATE: APRIL 3, 2024

ISSUE NO: 2



LEGEND:

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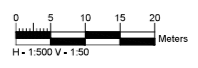
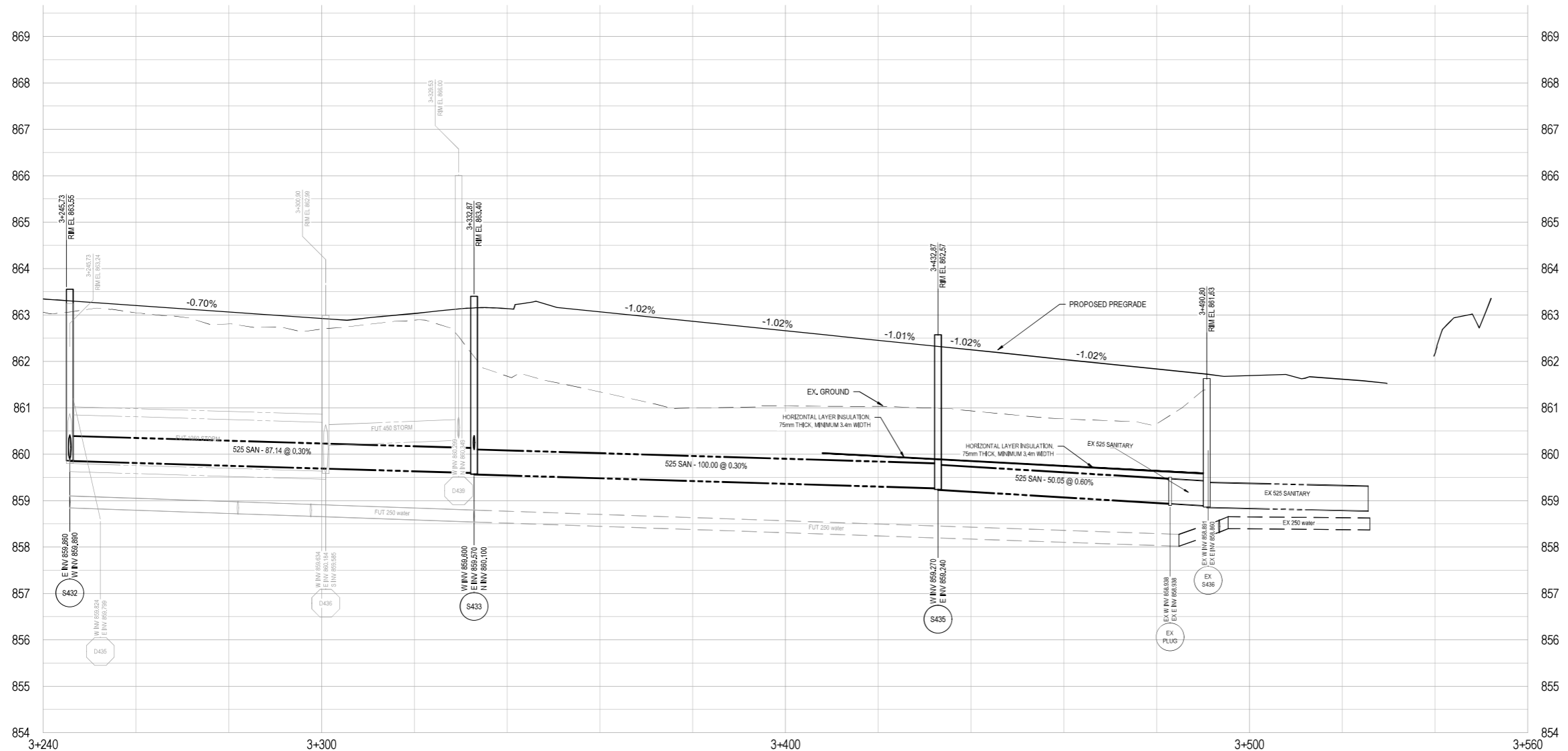
- WATERLINE & VALVE
- HYDRANT
- SANITARY MAIN & MH
- STORM MAIN & MH
- STORM LEAD
- CATCH BASIN
- SANITARY STUB
- REDUCER

PROPOSED:

- SANITARY MAIN
- SANITARY MAIN & MH

FUTURE:

- LIP OF GUTTER
- BACK OF CURB
- BACK OF WALK
- CENTERLINE
- WATERLINE & VALVE
- HYDRANT
- SANITARY MAIN
- STORM MAIN & MH
- STORM LEAD
- CATCH BASIN



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SEAL

2024-04-04 61562

PERMIT TO PRACTICE
WSP CANADA INC.

2024-04-04

PERMIT NUMBER: P007641

CLIENT

STANTEC / TOWN OF BLACKFALDS

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TEL: 1 403-342-7650 | FAX: 1 403-342-7691 | WWW.WSP.COM

PROJECT

BLACKFALDS SANITARY TRUNK LINE
BLACKFALDS, AB

PROJECT NO: CAD019613.1655
SCALE: 1:500 (24" X 36")
DISCIPLINE: **INFRASTRUCTURE**

TITLE

BURNSIDE roadway (EAST) AND ADJACENT TO STORM POND PLAN PROFILE

DRAWING NO: **C204**

SHEET NO: 8 OF 8

ISSUE: **ISSUED FOR TENDER**

ISSUE DATE: **APRIL 3, 2024**

ISSUE NO: **2**

MEETING DATE: May 28, 2024

PREPARED BY: Sawyer Hick, FCSS Manager

PRESENTED BY: Sawyer Hick, FCSS Manager

SUBJECT: **Proclamation, Seniors' Week - June 3 to 9, 2024**

BACKGROUND

The week of June 3-9, 2024, has been declared Seniors Week and is a time to acknowledge the diversity of seniors and to increase public awareness of their vital role within our community.

A save-the-date has been sent out in the May edition of the Vibrant Living Monthly Newsletter, which is sent to 280 seniors on the mailing list, and 44 hard copies are sent to seniors without email access. A full list of events taking place throughout the week will be advertised in the June edition of the newsletter. Information will also be promoted on our Blackfalds FCSS social media page, the Town of Blackfalds social media, local media, and the Town of Blackfalds digital sign.

DISCUSSION

Since 1986, Seniors Week has been recognized to celebrate and recognize the contributions that seniors make to enhancing the quality of life in Alberta. It is a week to honour and show gratitude to the seniors in our community who have helped shape Blackfalds into the community it is today. Seniors are parents, grandparents, mentors, friends, volunteers, and active community members!

This is the 14th year that the Town of Blackfalds will be celebrating National Seniors Week! FCSS has partnered with Service Credit Union Blackfalds Public Library, Beyond Food Community Hub and Food Bank, Golden Circle Red Deer, the Alzheimer Society of Alberta and Northwest Territories, the Canadian Mental Health Association of Central Alberta, and the Blackfalds Seniors Club. This will be a week of celebration, learning, creativity, and, most of all, connection!

FINANCIAL IMPLICATIONS

The FCSS 2024 Budget has \$750 allocated for senior activity facilitation. These activities will fall within this category.

ADMINISTRATIVE RECOMMENDATION

- | |
|---|
| <ol style="list-style-type: none">1. That Council proclaim June 3-9, 2024, as Seniors Week in the Town of Blackfalds. |
|---|

ALTERNATIVES

- a) That Council refer this item to Administration for further consideration.

ATTACHMENTS

- *Proclamation - Seniors Week*
- *2024 Seniors Week Activity Schedule*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

Proclamation

WHEREAS,

we recognize that seniors have made, and continue to make, many contributions to strengthen our community and our daily lives; and

WHEREAS,

seniors are a vital part of our families, giving generously of their wisdom, experience, and love, and

WHEREAS,

more seniors are independent and active and by challenging the stereotypes of ageing are leading the way for future seniors; and

WHEREAS,

a more positive attitude toward ageing is creating new opportunities for new seniors; and

WHEREAS,

we must honor seniors for their skills, knowledge, experience, and leadership; and

WHEREAS,

it is appropriate that a week of activities be hosted to celebrate with seniors;

NOW THEREFORE,

on behalf of Council, I, Mayor Hoover of the Town of Blackfalds, do hereby proclaim the month of

June 3 to 9, 2024 to be **Seniors' Week**

I call upon everyone in our community and area to join in the celebration of Seniors' Week to recognize the valuable contributions of seniors.

Proclaimed on Tuesday, May 28, 2024

Mayor Jamie Hoover

BLACKFALDS
ALBERTA

Thank You To Our Community Supporters!



The Blackfalds Seniors' Club



CELEBRATE

Seniors' Week

June 3 - 7, 2024

Seniors' Week is a time to recognize and celebrate the seniors in our community!

~ Connect, Celebrate, and Build Community ~



Monday, June 3

***Easy Empanadas!**

Let's come together to cook and learn! We'll make sweet and savoury empanadas, and everyone will leave with new skills and some empanadas of their own.

10:00 AM - 12:00 PM

Beyond Food
Community Hub
5014 Waghorn St

***Dementia Today and Tomorrow**

Our guest speaker will discuss Dementia in all its forms and the risk factors associated. We will also discuss warning signs, stages, and the best way to live, love and care for those in your life with dementia.

Alzheimer Society of Alberta & Northwest Territories

Presenter: Jaqui

1:30 - 2:30 PM

Main Hall
Community Centre

***Public Works Tour**

A 45-minute guided tour of The Town of Blackfalds Operations Centre. We will check out all the services & cool machinery that makes this town shine!

5:00 - 6:00 PM

Public Works
5200 Duncan Ave

**Meet at the front building*

Tuesday, June 4

Walk & Talk with Council 50+ Walking Group

Town of Blackfalds Councilors will join the 50+ walking Club for the morning and will be available to chat while we get our steps "in". Compliments of the Abbey Centre.

10:00 - 11:00 AM

3rd Floor Running Track
Abbey Centre

***Library Tea & Card Club**

Enjoy a delightful cup of tea & snacks while you connect with your neighbour for a chat or a game of cribbage or canasta!

2:00 - 4:00 PM

Servus Credit Union
Public Library
Eagle Builders Centre

Wednesday, June 5

***Caregivers Matter**

This session will focus on the importance of caregiving. Topics include compassionate caregiving, caregiving burnout, caregivers' stress and how to care for the caregiver.

Caregivers Connection
Facilitator

Presenter: Jessica Worden,
Canadian Mental Health
Association, Central
Alberta

*Refreshments will be
provided.*

11:00 AM - 12:00 PM

Main Hall
Community Centre

***This one is for the Birds**

Join together to make a tea cup bird feeder and cookies for your birds.

3:00 - 4:00 PM

Main Hall
Community Centre

Thursday, June 6

Walking Club - Bright Party

Come for a walk and partake in the silly games and activities from our FCSS programmer. Dress in your best "BRIGHT gear" Compliments of the Abbey Centre.

10:00 - 11:00 AM

3rd Floor Running Track
Abbey Centre

***50th Anniversary & Open House of The Blackfalds Seniors' Club**

Celebrate the Blackfalds Seniors' Club's 50th Anniversary with an open house, music, games, snacks and socializing with awesome Seniors.

Bring a lawn chair to enjoy the outdoor games and festivities (will be hosted inside if undesirable weather).

12:00 - 4:00 PM

Community Centre

Friday, June 7

***Golden Dance Grooves**

Let's get groovin' and movin'!

Join us for a one-hour dance fitness class! We will learn some new moves to old songs you know and love. Our goal is to keep your fun and fitness levels up! We'll guarantee a good time and lots of laughs.

Equipment needed: Good indoor shoes, and a bottle of water.

Every fitness level is welcome.

10:00 - 10:45 AM

Main Hall
Community Centre

***Bingo with the Best**

BINGO! This fun afternoon activity is facilitated by Blackfalds youth for the enjoyment of Blackfalds Seniors'... what could be better?

Many prizes to be won!

A special collaboration with the Golden Circle Outreach worker will provide us with refreshments and highlight the programs and services offered to Blackfalds Seniors.

2:00 - 3:00 PM

Main Hall
Community Centre



***Please RSVP to Blackfalds FCSS by phone at 403.600.9066 or through email at fcss@blackfalds.ca**

All programs are free of charge!

For more information about our 50+ community programs, please visit our website at www.blackfalds.ca/vibrant50