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1. **WELCOME AND CALL TO ORDER**

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2. **LAND ACKNOWLEDGEMENT**

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

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3. **ADOPTION OF AGENDAS**

- 3.1 Regular Agenda for February 13, 2024  
3.2 Consent Agenda for February 13, 2024
- a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
  - b) **Adoption of Minutes**
    - o Regular Council Meeting Minutes - January 23, 2024
  - c) **Council Reports**

None
  - d) **Administrative Reports**
    - o Report for Council, Enforcement and Protective Services Monthly Report - January 2024
    - o Report for Council, Development & Building Monthly Report - January 2024
    - o Report for Council, BOLT KPI Monthly Report - January 2024
    - o Report for Council, Local Government Fiscal Framework
  - e) **Boards, Committee and Commission Minutes and/or Reports**
    - o Lacombe Foundation Board Organizational Meeting Minutes - November 27, 2023
    - o Lacombe Foundation Board Meeting Minutes - November 27, 2023
  - f) **Information**
    - o City of Lacombe Council Highlights - January 22, 2024
    - o County of Lacombe Council Highlights - January 25, 2024
    - o Blackfalds Public Library Update - September - December 2023
    - o Blackfalds Public Library Programming Report - January 2024
    - o Red Deer Regional Catholic Schools - Blackfalds Engagement Report For Public - January 26, 2024
  - g) **Correspondence**

None

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4. **DELEGATION**

None

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5. **PUBLIC HEARING**

None

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6. **BUSINESS**

- 6.1 Request for Decision, Area Structure Plan Redistricting Change of Practice
- 6.2 Request for Decision, Womacks Project Railway Transport Canada Grant Update
- 6.3 Request for Decision, 2024 Red Deer Home Show
- 6.4 Request for Decision, 2024 Census
- 6.5 Request for Decision, CAO Performance Evaluation

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7. **NOTICES OF MOTION**

None

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8. **CONFIDENTIAL**

- 8.1 Committee Request - FOIP 24 (1) Advice from Officials
- 8.2 Loan Proposal - FOIP 24 (1) Advice from Officials
- 8.3 Education Facility - FOIP 21 (1) Disclosure Harmful to Intergovernmental Relations

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9. **ADJOURNMENT**

**Future Meetings/Events:**

- CANCELLED - Standing Committee of Council Meeting – February 19, 2024
- Regular Council Meeting – February 27, 2024

**MINUTES**

A Regular Council Meeting for the Town of Blackfalds was held on January 23, 2024, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

**MEMBERS PRESENT**

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

**ATTENDING**

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

**REGRETS**

None

**MEDIA**

None

**OTHERS PRESENT**

Shane Hanson, Blackfalds Food Bank Society

**WELCOME AND CALL TO ORDER**

Mayor Hoover welcomed everyone to the Regular Council Meeting of January 23, 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**

Addition of Regular Agenda Business item 6.7 Letter of Support for Care for Newcomers Society Funding Proposal and Confidential item 8.3 Water Act Approvals – FOIP 21(1) Disclosure Harmful to Intergovernmental Relations and 8.3 was moved to 8.4.

Exemption of Consent Agenda item f) Neuron Mobility - Blackfalds 2023 Season and added under Business as item 6.8 on the Regular Agenda.

**015/24** Councillor Svab moved That Council adopt the Regular Agenda for January 23, 2024, as amended.

**CARRIED UNANIMOUSLY**

**016/24** Councillor Appel moved That Council adopt the Consent Agenda for January 23, 2024, as amended, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
  - Minutes from the Regular Council Meeting on January 9, 2024
  - Minutes from the Standing Committee of Council on January 15, 2024

**MINUTES**

- **Council Reports**
  - Mayor Hoover
  - Deputy Mayor Dennis
  - Councillor Sands
  - Councillor Coulter
  - Councillor Appel
  - Councillor Svab
- **Administrative Reports**
  - Report for Council, CAO Report – January 2024
- **Boards, Committee and Commission Minutes and/or Reports**
  - Municipal Emergency Management Committee Meeting Minutes - March 1, 2023 (*corrected*)
  - Blackfalds & District Family & Community Support Services Board Meeting Minutes - December 14, 2023
- **Information**
  - City of City of Lacombe Council Highlights - January 8, 2024
  - Lacombe County Council Highlights - January 11, 2024
  - Special Events Permit, SuperKids Triathlon - July 6, 2024
  - Blackfalds Public Library Programming Report - December 2023
- **Correspondence**  
None

**CARRIED UNANIMOUSLY****DELEGATION****Beyond Food Community Hub / Blackfalds Food Bank Society**

Shane Hanson from the Blackfalds Food Bank Society provided a brief overview of the Beyond Food Community Hub's activities over 2023 and brought forward three options for loan repayment for the Blackfalds Food Bank Society's renovations.

**PUBLIC HEARING**

None

**BUSINESS****Request for Decision, Bylaw 1297.24 - Schedule "B" 2024 Water and Wastewater Rates**

Director Weran brought forward Bylaw 1297.24 - Schedule "B" 2024 Water and Wastewater Rates for Council's consideration of Second and Third and Final Reading.

- 017/24** Councillor Appel moved That Council give Second Reading to Bylaw 1297.24 – Schedule "B" 2024 Water and Wastewater Rate, a bylaw to amend Schedule "B" of Bylaw 1250.20.

**CARRIED UNANIMOUSLY**

- 018/24** Councillor Svab moved That Council give Third and Final Reading to Bylaw 1297.24 – Schedule "B" 2024 Water and Wastewater Rate, a bylaw to amend Schedule "B" of Bylaw 1250.20.

**CARRIED UNANIMOUSLY****Request for Decision, Bylaw 1298.24 - Schedule "A" 2024 Solid Waste Rates**

Director Weran brought forward Bylaw 1298.24 - Schedule "A" 2024 Solid Waste Rates for Council's consideration of Second and Third and Final Reading.

- 019/24** Councillor Sands moved That Council give Second Reading to Bylaw 1298.24 - Schedule "A" 2024 Solid Waste Rates, a bylaw to amend Schedule "A" of Bylaw 1167/13.

**CARRIED UNANIMOUSLY**

**MINUTES**

- 020/24** Deputy Mayor Dennis moved That Council give Third and Final Reading to Bylaw 1298.24 - Schedule "A" 2024 Solid Waste Rates, a bylaw to amend Schedule "A" of Bylaw 1167/13.

**CARRIED UNANIMOUSLY**

**Request for Decision, Council Policy CP-174.24 - Procurement**

Director de Bresser presented the Procurement Council Policy for Council to review and consider for adoption.

- 021/24** Councillor Coulter moved That Council adopt Council Policy CP-174.24 - Procurement, as presented.

**CARRIED UNANIMOUSLY**

**Request for Decision, Council Policy CP-177.24 - Organizational Structure**

CAO Isaak brought forward for Council's consideration the Organizational Structure Council Policy.

- 022/24** Councillor Appel moved That Council adopt Council Policy CP-177.24 - Organizational Structure, as presented.

**CARRIED UNANIMOUSLY**

**Request for Decision, Council Policy CP-178.24 - Human Resources Framework**

CAO Isaak brought forth the Human Resources Framework Council Policy for Council's review and adoption.

- 023/24** Councillor Stendie moved That Council adopt Council Policy CP 178.24 – Human Resources Framework, as presented.

**CARRIED UNANIMOUSLY**

- 024/24** Councillor Svab moved That Council rescind resolution numbers: 294.16, 125.17, 126.17 and 29/18.

**CARRIED UNANIMOUSLY**

**Request for Decision, 2024 – 2026 Mid-Term Strategic Plan**

CAO Isaak presented the 2024 – 2026 Mid-Term Strategic Plan for Council's review, endorsement, and adoption.

- 025/24** Councillor Coulter moved That Council adopt the 2024-2026 Mid-Term Strategic Plan, as presented.

**CARRIED UNANIMOUSLY**

**Letter of Support for Care for Newcomers Society Funding Proposal**

CAO Isaak brought forward a request from Care for Newcomers requesting a letter of support for their funding proposal.

- 026/24** Councillor Sands moved That Council authorize the Mayor to sign a letter of support for the Care for Newcomers Society funding proposal to the Immigration, Refugees, Citizenship Canada (IRCC) Settlement Program and Resettlement Assistance Program.

**CARRIED UNANIMOUSLY**

**Neuron Mobility - Blackfalds 2023 Season Review**

Consent Agenda item f) Neuron Mobility - Blackfalds 2023 Season Review was exempted from the Consent Agenda for further discussion.

- 027/24** Councillor Appel moved That Council direct Administration to request more information from Neuron Mobility and bring it back to a future meeting.

**CARRIED UNANIMOUSLY**

**MINUTES**

**RECESS**

Mayor Hoover called for a five-minute recess at 7:40 p.m.

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Hoover called the Regular Council Meeting back to order at 7:47 p.m.

**CONFIDENTIAL**

- **Redistricting Policy - FOIP 24(1) Advice From Officials**
- **CAO Evaluation - FOIP 19(1) Confidential Evaluations**
- **Water Act Approvals - FOIP 21 (1) Disclosure Harmful to Intergovernmental Relations**
- **Code of Conduct - FOIP 24(1) Advice From Officials**

**028/24**

Councillor Sands moved That Council move to a closed session commencing at 7:47 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Sections 24, 19 and 21 of the *Freedom of Information and Protection of Privacy Act*.

**CARRIED UNANIMOUSLY**

**Closed Session Attendance:** Mayor Jamie Hoover, Deputy Mayor Brenda Dennis, Councillor Jim Sands, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Marina Appel, Councillor Laura Svab, CAO Kim Isaak, Director Preston Weran and Manager Jolene Tejkl.

**RECESS**

Mayor Hoover called for a recess at 8:52 p.m.

**CLOSED SESSION RETURNED TO ORDER**

Mayor Hoover called the closed session back to order at 8:53 p.m.

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

**029/24**

Councillor Svab moved That Council move to come out of the closed session at 9:38 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Hoover called the Regular Council Meeting back to order at 9:38 p.m.

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

**030/24**

Deputy Mayor Dennis moved That Council authorize the Mayor to send a letter to the Minister of Environment and Protected Areas requesting that an expedited decision be made on the appeals related to the Town of Blackfalds Water Act approvals granted for the Northwest Storm Trunk Project.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Mayor Hoover adjourned the Regular Council Meeting at 9:39 p.m.

\_\_\_\_\_  
Jamie Hoover, Mayor

\_\_\_\_\_  
Kim Isaak, CAO

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**MEETING DATE:** February 13, 2024

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

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

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## **BACKGROUND**

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

## **DISCUSSION**

The attached documents are a combination of activities occurring during the month of January for Municipal Enforcement, Occupational Health & Safety, Fire Services, RCMP and Emergency Management.

## **FINANCIAL IMPLICATIONS**

None

## **ATTACHMENTS**

- *Protective Services Monthly Report*
- *Municipal Enforcement January Incident report.*
- *Fire January monthly Incident summary.*
- *RCMP Blackfalds year-end report.*
- *RCMP Blackfalds January 2024 Detachment at a Glance and Crime Gauges*
- *RCMP Blackfalds January 2024 Five-Year Crime Stats*

## **APPROVALS**

  
\_\_\_\_\_  
Kim Isaak,  
Chief Administrative Officer

  
\_\_\_\_\_  
Director/Author

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**Protective Services Monthly Report****Municipal Enforcement:**

January was a busy month, with officers opening 68 operational files. These consisted of:

- 12 Traffic Bylaw;
- 4 Community Standards Bylaw;
- 9 Parking Complaints;
- 2 Land Use Bylaw;
- 2 Abandoned vehicles;
- 1 stolen vehicle;
- 1 mischief complaint;
- 1 Theft of ID, provide false documents;
- 5 Animal Control Bylaw files;
- 17 assists with public works files (related to snow removal);
- 1 Fuel Tax Act file;
- 8 Assist other Departments/Agencies; and
- And other miscellaneous files.

School zones continued to be a concern within the community. Two tickets were issued for passing school buses with red lights flashing and stop signs out. However, numerous other violations are being reported. February will see a larger presence of officers again in the school zones with the specific intent of educating vehicle operators through enforcement initiatives.

The cold weather saw a decrease in the number of Animal Control Bylaw complaints; we did not see the many complaints of animals being left outside for long periods of time barking.

Officers continued to patrol the junior high school area during lunch hours; however, with the cold weather, we are not seeing the problems we have seen in the past. This area, along with the Abbey during lunch hours, will continue to be a focus for officers, time permitting.

As can be seen by the number of violation tickets written this month, officers spent a large amount of time enforcing the *Traffic Safety Act* and rules of the road within the town. Of concern, while officers were assisting the Fire Department at a residential fire, providing traffic control, some vehicle operators chose to disobey the officer's instructions. Officers set up a few traffic operations during the month, focusing on Distracted driving, seatbelts and looking for unregistered vehicles.

Municipal Enforcement has now received quotes for a new vehicle to replace one of the older ones, and will be moving forward in February to order this.

**In total, there were 150 violation tickets issued during the month, including bylaws and provincial regulations. \$35,728.00 in fines were issued.**

## Violation Tickets Issued

	ACT	Tickets	Fine Total	Average Fine
1.	Traffic Safety Act	88	\$20,472.00	\$232.63
2.	Vehicle Equipment Reg.	2	\$243.00	\$121.50
3.	Use of Highway & Rules of the Road Reg.	57	\$13,959.00	\$244.89
4.	Fuel Tax Act	1	\$180.00	\$180.00
5.	Traffic Bylaw	2	\$300.00	\$150.00
6.	Land Use Bylaw	1	\$250.00	\$250.00

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

## **Blackfalds Fire Rescue**

During the month of January, Fire has been mentoring the two new recruits on Monday evenings, so they are still able to take part in the Wednesday evening training. January, the focus has been on medical response and the utilization of equipment.

Two of the Recruits that were brought on last year have started their NFPA 1001 Level 1 training on Wednesday evenings in partnership with the City of Lacombe Fire Department. This will continue until the end of May.

On the OH&S side, we passed our COR Audit review and are working on the few outstanding items in the report with all departments.

We are in the process of setting up several trailers for different responses. Our rehab trailer we are revamping to make it more efficient, An ice rescue trailer and a wildland trailer.

A review of the incident responses for 2023 showed that the department responded to 248 incidents. Responses within the Town of Blackfalds were 192. Of these, there were 119 Alarm calls. Responses within Lacombe County were 47. Response for Mutual Aid within the City of Lacombe was 8.

During the month of January 2024, the department responded to Twenty-Three incidents, this is double the number of incidents compared to January 2023.

A summary of the types of incidents for January 2024 is included.

## **Occupational Health & Safety**

The results of the COR maintenance audit came back, and the town received a passing grade.

We are currently working on the recommendations provided by the audit and providing these to departments for their review and action.

The OHS Advisor position description was completed and will be advertised in early February.

The Civic Center emergency plans are being updated to reflect current trends and needs.

**RCMP**

The RCMP Annual Report is attached.

**Emergency Management**

The Town of Blackfalds, along with the LREMP partners, met with AEMA, and the annual Community Emergency Management Programs were reviewed.

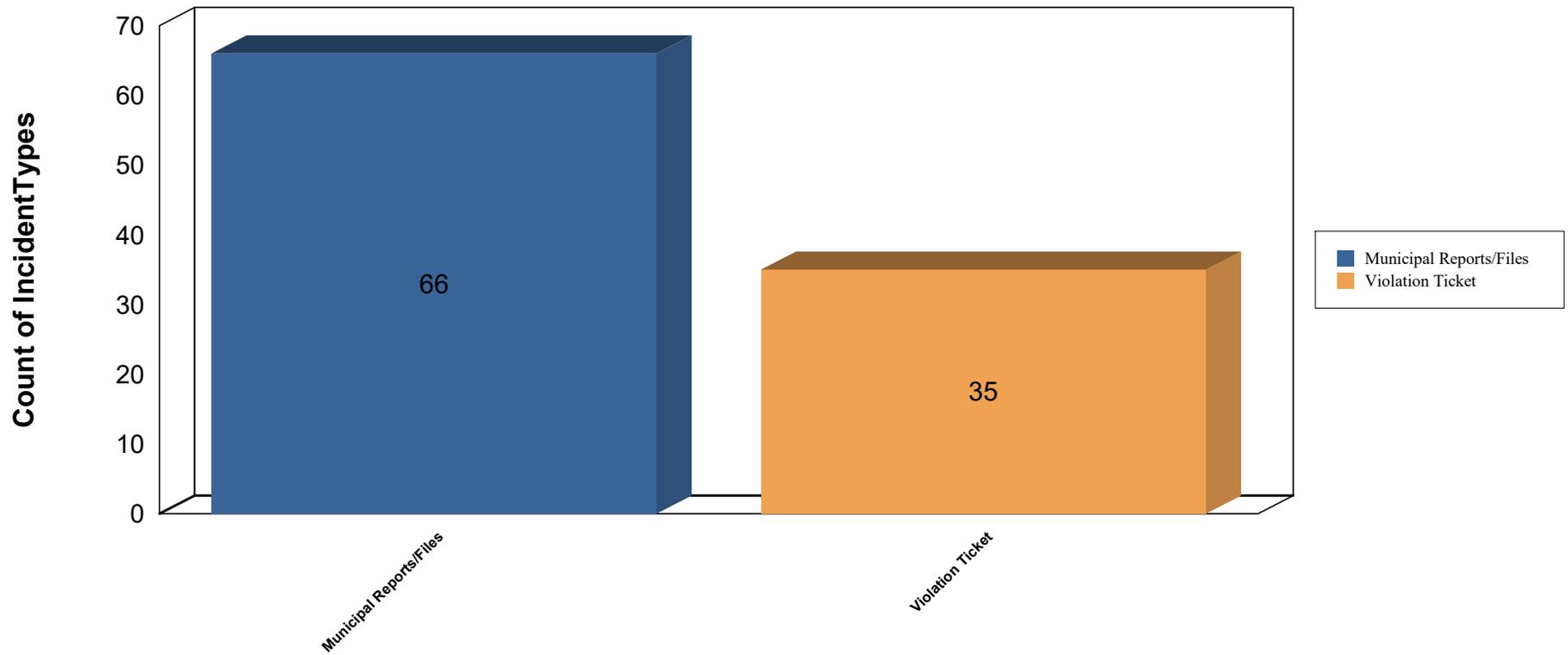
LREMP partners met on January 11<sup>th</sup> to discuss moving forward with updating the emergency plans, and a discussion was had on the possibility of moving forward with a ministerial order. Various sub-committees were set up within LREMP to review the need to move forward with these initiatives.

**Ken Morrison**

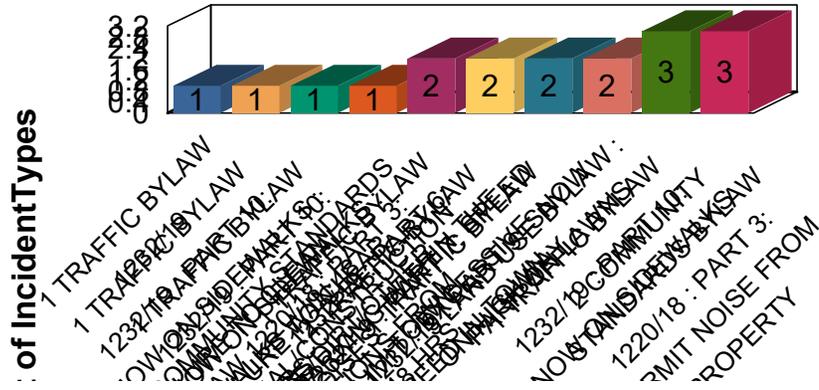
Director of Emergency Management & Protective Services

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### Count of Reports Completed



# Count of Incident Types



- 1 TRAFFIC BYLAW 1232/19
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAR SNOW/ICE/DIRT/OTHER OBSTRUCTIONS FROM HWY W/IN 48 HRS
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: INDUSTRIAL/CONSTRUCTION NOISES
- 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN
- 1 TRAFFIC BYLAW 1232/19 : PART 7: SPEED LIMIT : EXCESSIVE SPEED IN TOWN
- 1 TRAFFIC BYLAW 1232/19 : PART 9: SNOW ON HIGHWAY
- 3 LAND USE BYLAW : PARK ON LAWNS
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY

1.52% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19

1.52% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS

1.52% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAR SNOW/ICE/DIRT/OTHER OBSTRUCTIONS FROM HWY W/IN 48 HRS

1.52% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: INDUSTRIAL/CONSTRUCTION NOISES

3.03% # of Reports: 2 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN

3.03% # of Reports: 2 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 7: SPEED LIMIT : EXCESSIVE SPEED IN TOWN

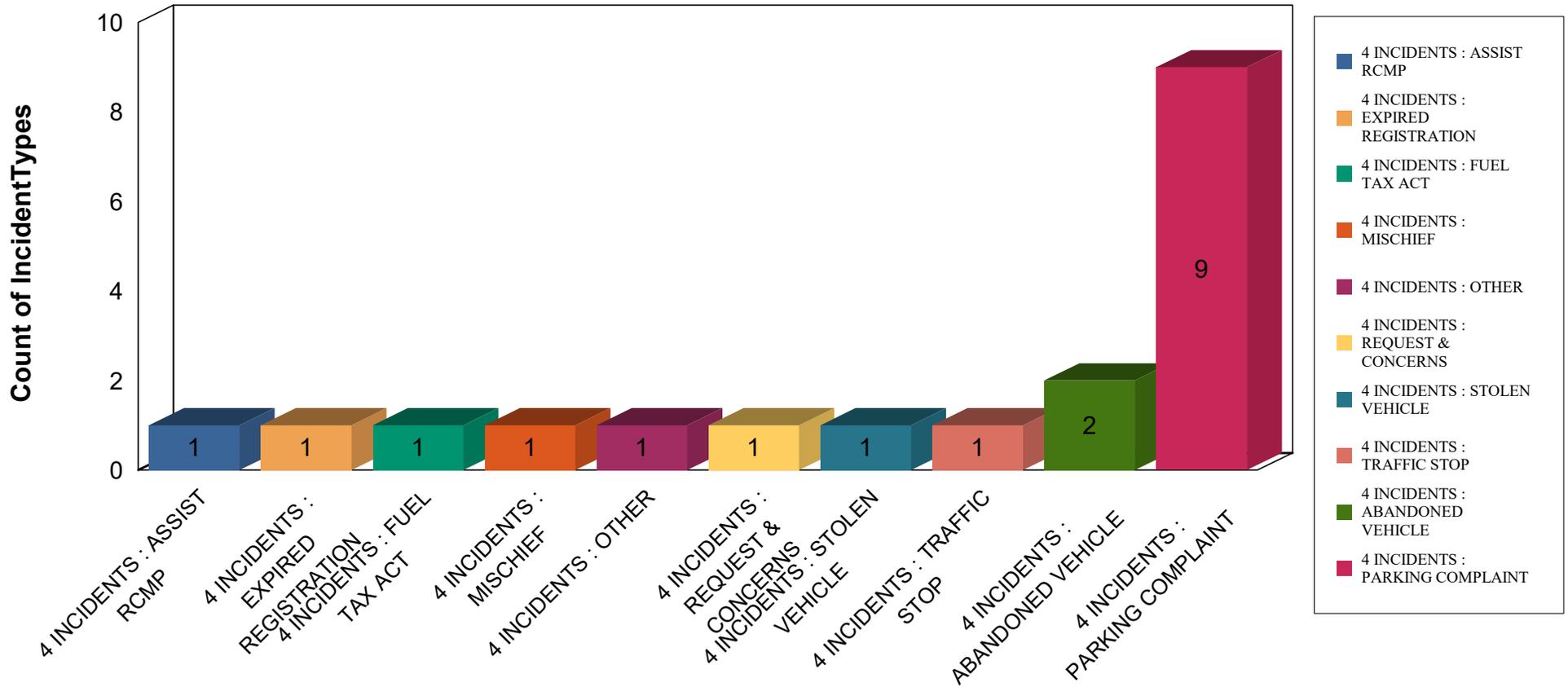
3.03% # of Reports: 2 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 9: SNOW ON HIGHWAY

3.03% # of Reports: 2 Municipal Reports/Files 3 LAND USE BYLAW : PARK ON LAWNS

4.55% # of Reports: 3 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS

4.55% # of Reports: 3 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY

# Count of Incident Types



1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : ASSIST RCMP

1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : EXPIRED REGISTRATION

1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : FUEL TAX ACT

1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : MISCHIEF

1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : OTHER

1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : REQUEST & CONCERNS

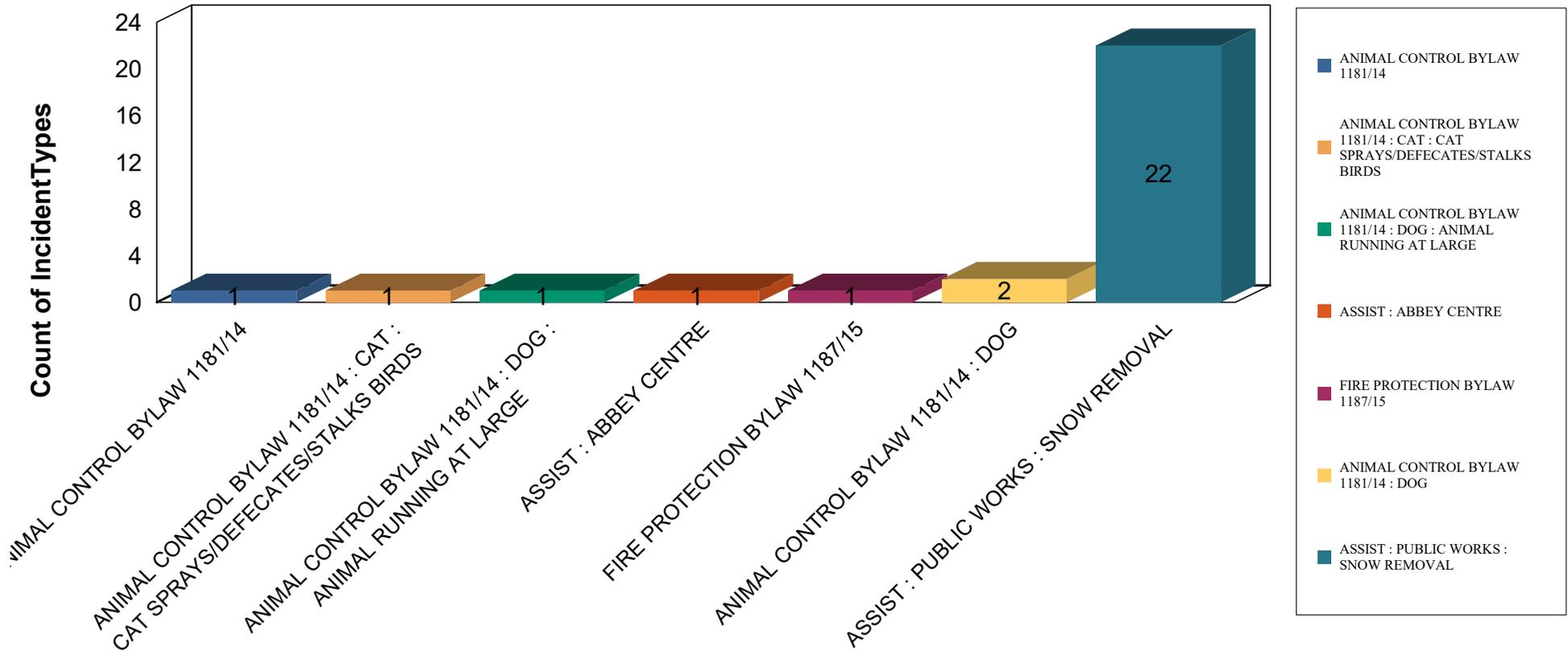
1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : STOLEN VEHICLE

1.52% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : TRAFFIC STOP

3.03% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : ABANDONED VEHICLE

13.64% # of Reports: 9 Municipal Reports/Files 4 INCIDENTS : PARKING COMPLAINT

# Count of Incident Types



1.52% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14

1.52% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : CAT : CAT SPRAYS/DEFECATES/STALKS BIRDS

1.52% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE

1.52% # of Reports: 1 Municipal Reports/Files ASSIST : ABBEY CENTRE

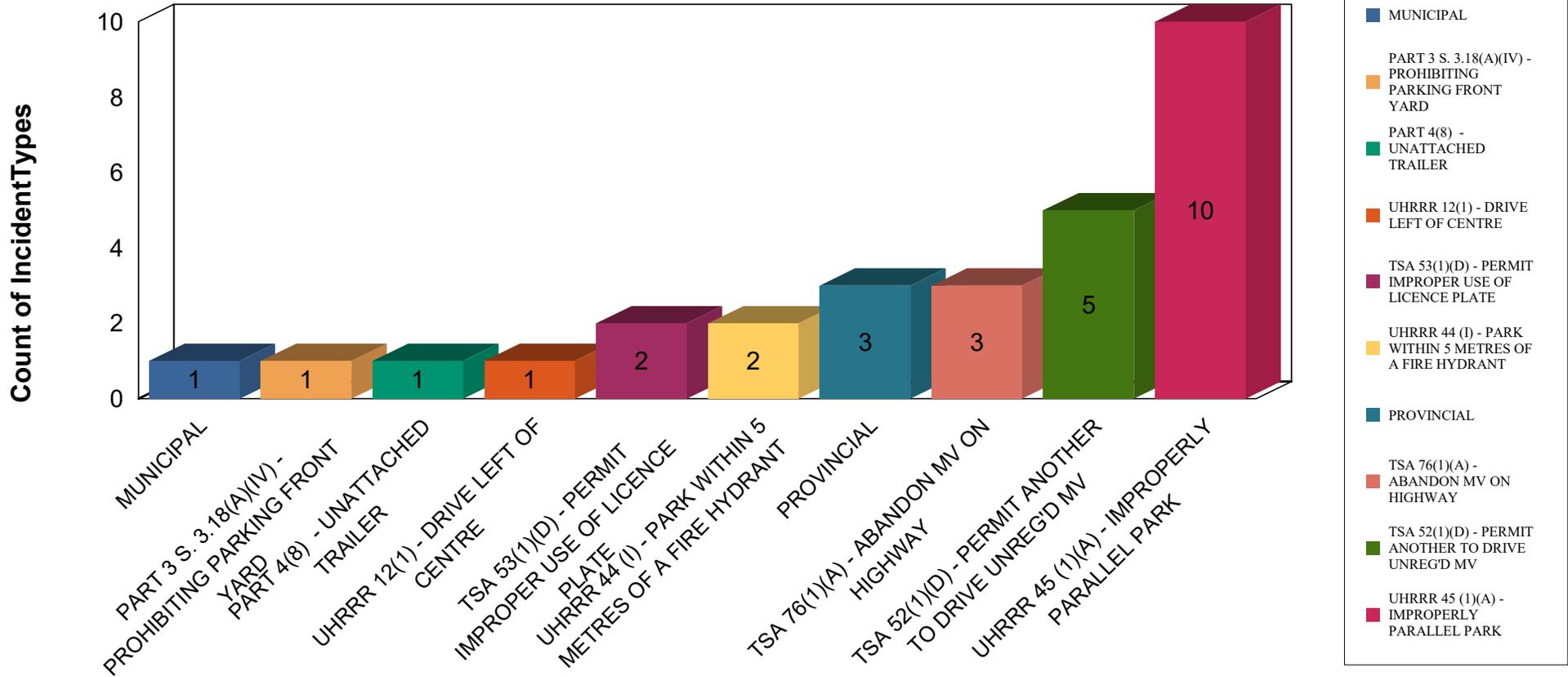
1.52% # of Reports: 1 Municipal Reports/Files FIRE PROTECTION BYLAW 1187/15

3.03% # of Reports: 2 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG

33.33% # of Reports: 22 Municipal Reports/Files ASSIST : PUBLIC WORKS : SNOW REMOVAL

**Grand Total: 100.00% Total # of Incident Types Reported: 66 Total # of Reports: 66**

# Count of Incident Types



2.78% # of Reports: 1 Violation Ticket MUNICIPAL

2.78% # of Reports: 1 Violation Ticket PART 3 S. 3.18(A)(IV) - PROHIBITING PARKING FRONT YARD

2.78% # of Reports: 1 Violation Ticket PART 4(8) - UNATTACHED TRAILER

2.78% # of Reports: 1 Violation Ticket UHRRR 12(1) - DRIVE LEFT OF CENTRE

5.56% # of Reports: 2 Violation Ticket TSA 53(1)(D) - PERMIT IMPROPER USE OF LICENCE PLATE

5.56% # of Reports: 2 Violation Ticket UHRRR 44 (1) - PARK WITHIN 5 METRES OF A FIRE HYDRANT

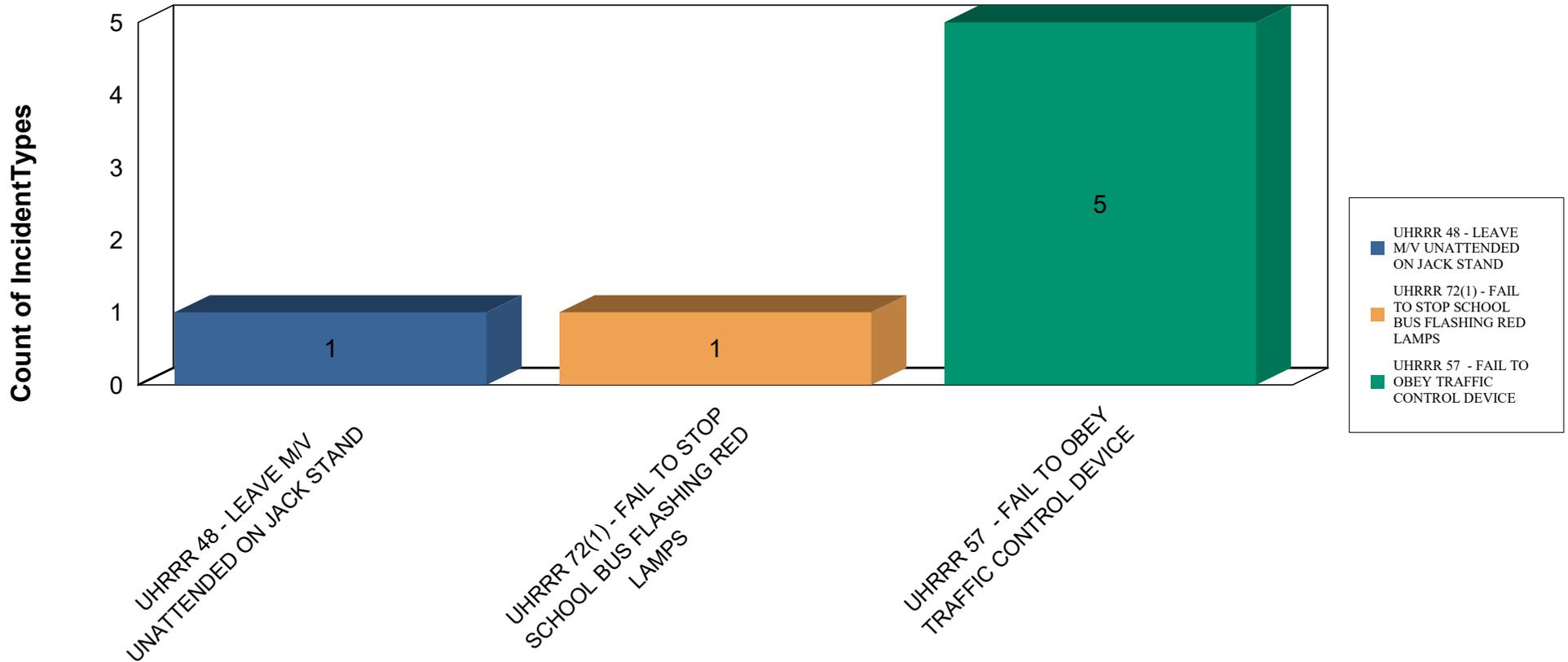
8.33% # of Reports: 3 Violation Ticket PROVINCIAL

8.33% # of Reports: 3 Violation Ticket TSA 76(1)(A) - ABANDON MV ON HIGHWAY

13.89% # of Reports: 5 Violation Ticket TSA 52(1)(D) - PERMIT ANOTHER TO DRIVE UNREG'D MV

27.78% # of Reports: 10 Violation Ticket UHRRR 45 (1)(A) - IMPROPERLY PARALLEL PARK

# Count of Incident Types



2.78% # of Reports: 1 Violation Ticket UHRRR 48 - LEAVE M/V UNATTENDED ON JACK STAND

2.78% # of Reports: 1 Violation Ticket UHRRR 72(1) - FAIL TO STOP SCHOOL BUS FLASHING RED LAMPS

13.89% # of Reports: 5 Violation Ticket UHRRR 57 - FAIL TO OBEY TRAFFIC CONTROL DEVICE

**Grand Total: 100.00% Total # of Incident Types Reported: 36 Total # of Reports: 35**

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Grand Total: 100.00% Total # of Incident Types Reported: 102





*Division Criminal Analysis  
Section*

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**Strategic  
Analysis and  
Research  
Unit**

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# Calls for Service

Strategic Performance Planning

Blackfalds Municipal Detachment

January - December, 2023

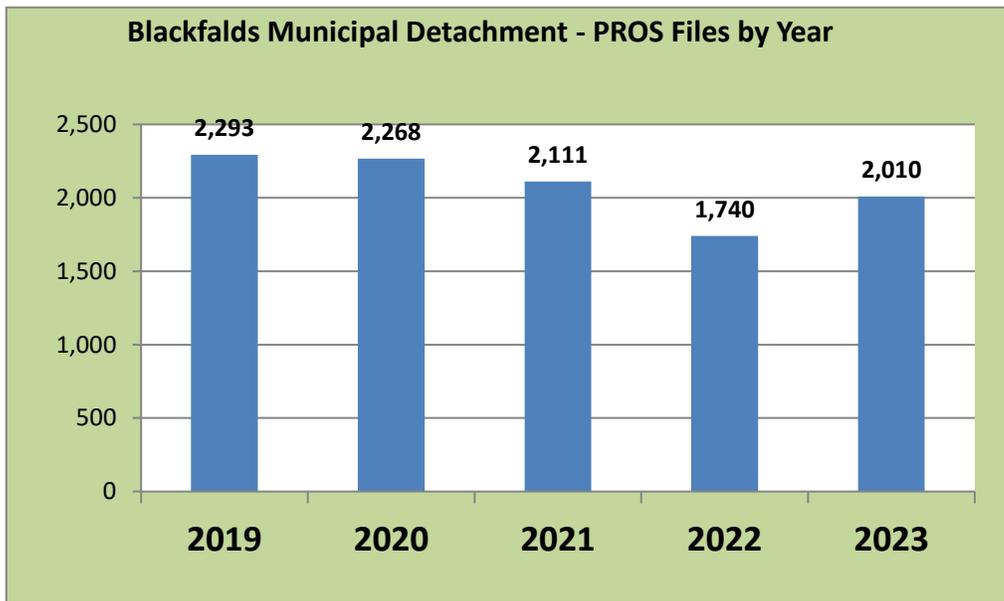
January 29, 2024



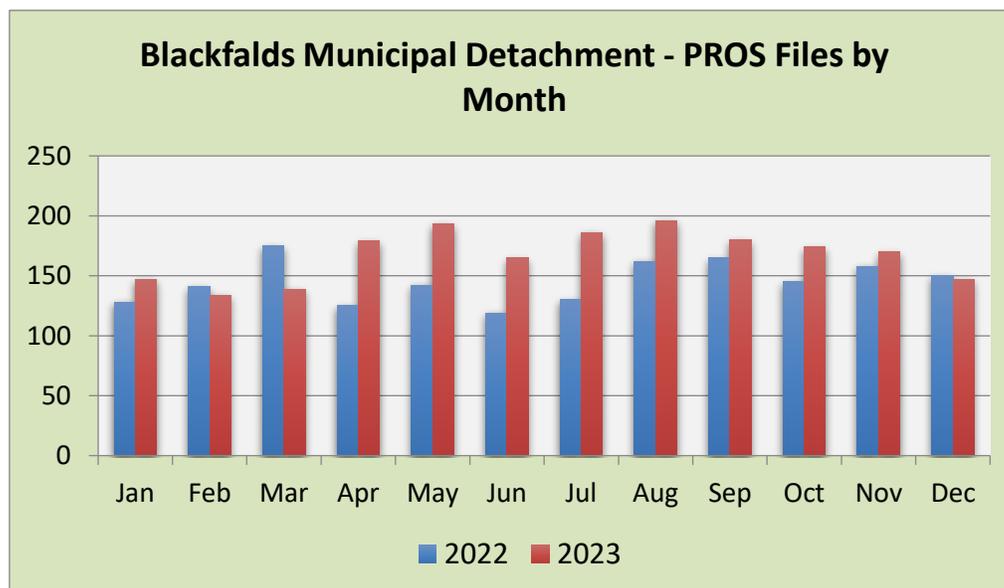
### Blackfalds Municipal Detachment (January - December)

#### File Counts

Based on PROS data, the Blackfalds Municipal Detachment generated 2,010 files between January - December, 2023. This includes calls for service from the public as well as self-generated and proactive files. There was an increase of 15.5% in 2023 when compared to 2022. Files generated by Provincial Traffic Units are not included.



In 2023 August had the most files generated (2022: March), while February had the least. (2022: June).





### Blackfalds Municipal Detachment (January - December)

#### Generated file times:

The following chart illustrates when all PROS files were **generated**. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Friday had the most files generated, while Sunday had the least.

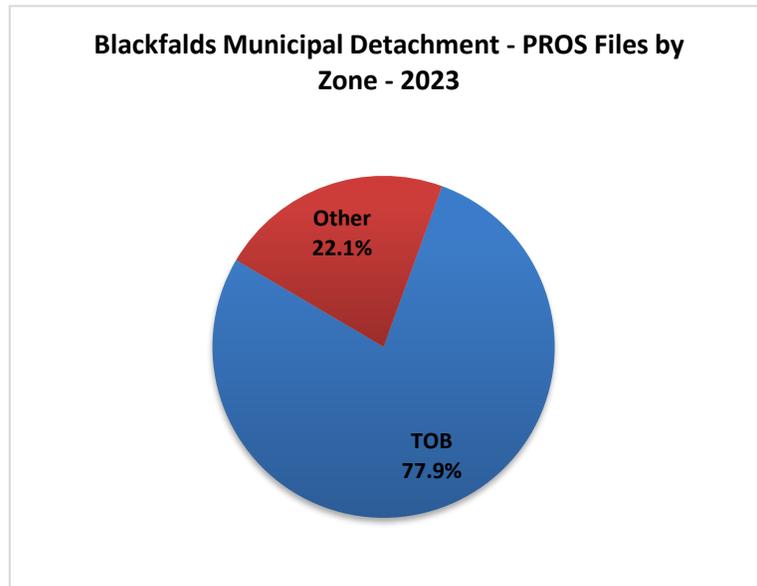
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	14	4	7	5	5	6	9	50
	1	18	6	4	3	4	12	14	61
	2	8	2	5	2	2	5	15	39
	3	7	3	5	1	2	1	6	25
	4	5	3	2	3	5	3	4	25
	5	2	4	5	2	1	3	5	22
	6	3	6	5	6	4	7	4	35
	7	1	8	5	6	4	6	3	33
	8	4	14	18	21	15	17	5	94
	9	7	23	21	24	20	24	11	130
	10	9	28	23	18	24	20	10	132
	11	11	23	25	20	19	20	14	132
	12	11	30	18	22	18	18	11	128
	13	10	21	23	18	17	23	12	124
	14	9	15	27	26	26	19	9	131
	15	18	30	30	32	18	32	7	167
	16	13	17	13	18	22	20	16	119
	17	4	13	18	10	12	11	13	81
	18	7	16	17	8	23	20	14	105
	19	10	12	13	4	12	14	11	76
	20	14	17	9	14	13	15	14	96
	21	6	6	8	12	8	10	7	57
	22	13	9	10	7	11	16	15	81
	23	9	9	6	7	4	20	12	67
Total		213	319	317	289	289	342	241	



### Blackfalds Municipal Detachment (January - December)

#### File Generation by Zone:

The following graph and table shows a break-down of where files were generated in 2023 as well as a comparison to previous years for how many files were generated in each. The zone 'Other' is used for files that were improperly zoned or had fewer than 10 file types. In 2023 the zone 'TOB' had the most files generated.



Blackfalds Municipal Detachment - PROS Files by Zone					
Zone	2019	2020	2021	2022	2023
TOB	1,769	1,925	1,693	1,416	1,566
Other	524	343	418	324	444



**Blackfalds Municipal Detachment (January - December)**

**Public Calls for Service (CIIDS Files):**

The following chart shows calls for service for 2023 broken down by day and hour of the day. There were 575 self-generated, front counter and proactive files created in 2023 accounting for 28.6% of all files generated. There were 1,435 calls for service from the public through an OCC in 2023.

When just OCC calls for service are considered, Friday had the most calls for service while Sunday had the least.

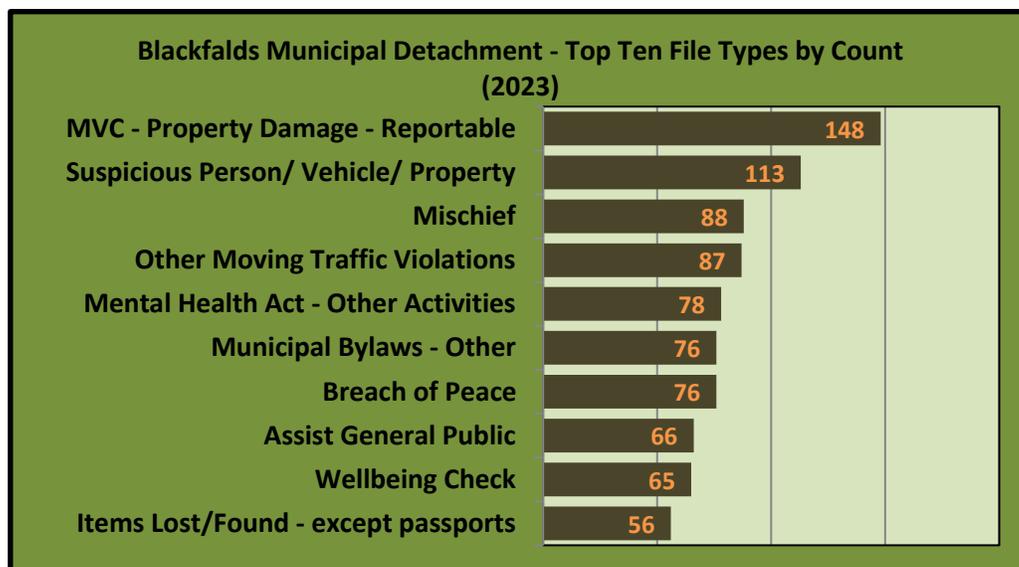
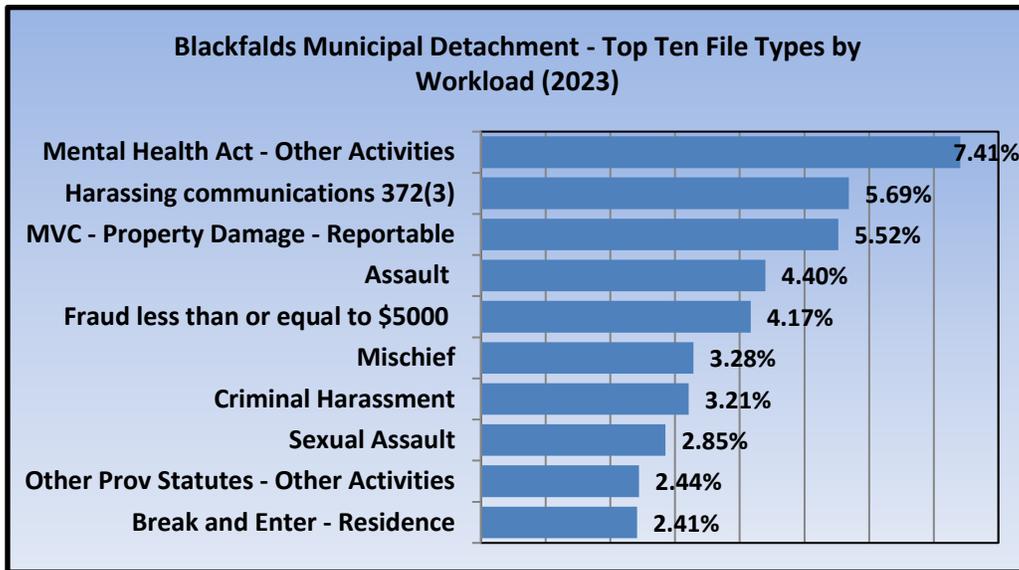
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	13	3	2	3	2	6	9	38
	1	14	5	2	3	3	11	12	50
	2	5	2	3	2	2	3	14	31
	3	6	3	5	1	2	1	6	24
	4	3	2	2	3	5	3	4	22
	5	2	4	5	2	1	3	4	21
	6	3	5	4	6	4	7	4	33
	7	1	6	4	4	4	5	3	27
	8	3	5	10	11	9	11	4	53
	9	6	14	13	14	9	15	9	80
	10	8	17	13	12	11	7	7	75
	11	10	15	16	11	10	10	12	84
	12	11	13	8	9	11	8	9	69
	13	9	7	13	10	7	15	12	73
	14	7	7	12	11	8	11	9	65
	15	14	16	13	19	12	21	7	102
	16	11	13	9	14	15	15	14	91
	17	2	10	17	9	12	7	11	68
	18	7	14	14	7	23	19	12	96
	19	10	10	11	2	9	14	10	66
	20	13	17	7	13	10	10	13	83
	21	5	6	6	10	8	10	7	52
	22	13	8	10	7	10	15	13	76
	23	8	9	4	6	3	17	9	56
<b>Total</b>		<b>184</b>	<b>211</b>	<b>203</b>	<b>189</b>	<b>190</b>	<b>244</b>	<b>214</b>	



### Blackfalds Municipal Detachment (January - December)

#### Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated in 2023 both by estimated workload and by frequency.



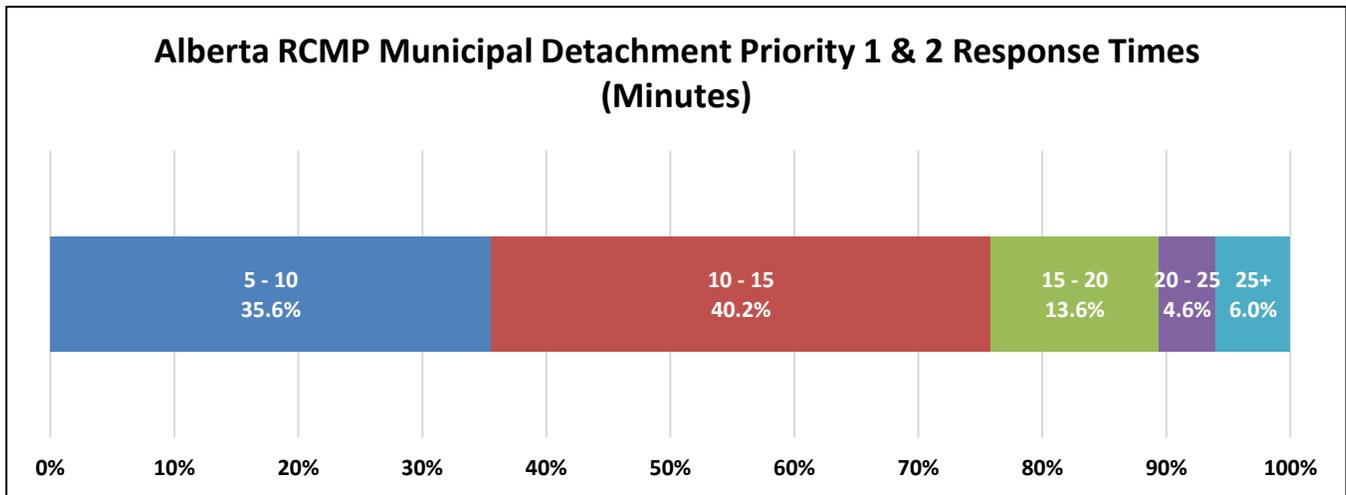


### Blackfalds Municipal Detachment (January - December)

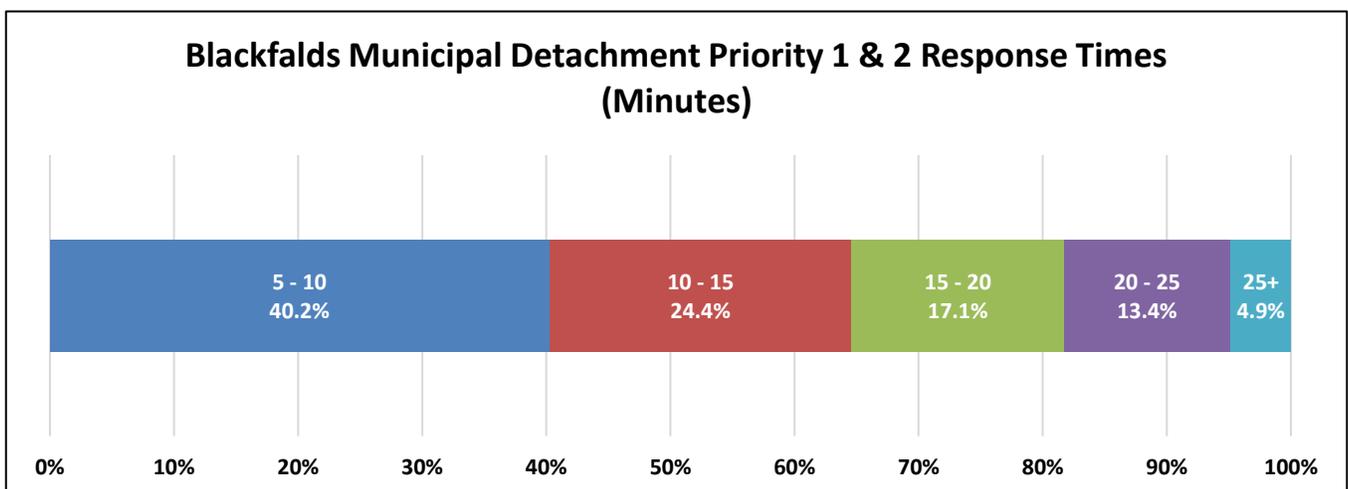
#### Travel and Total Response Time

In order to determine total response times, 4.75 minutes were added to every Priority 1 trip to account for OCC queue time, length of the call and file maintenance, and the dispatching of the file to the Member. For Priority 2 trips, 6.25 minutes were added to account for OCC queue time, length of the call and file maintenance, dispatching the file to the Member, and the time for the Member to read the file and do initial checks and queries. These additions to calculate total response times are based on a 2018 study.

The overall average response time for Priority 1 & 2 calls in 2023 for Municipal Detachments in K Division was 13.1 minutes. The graph below shows a break down of all of these calls.



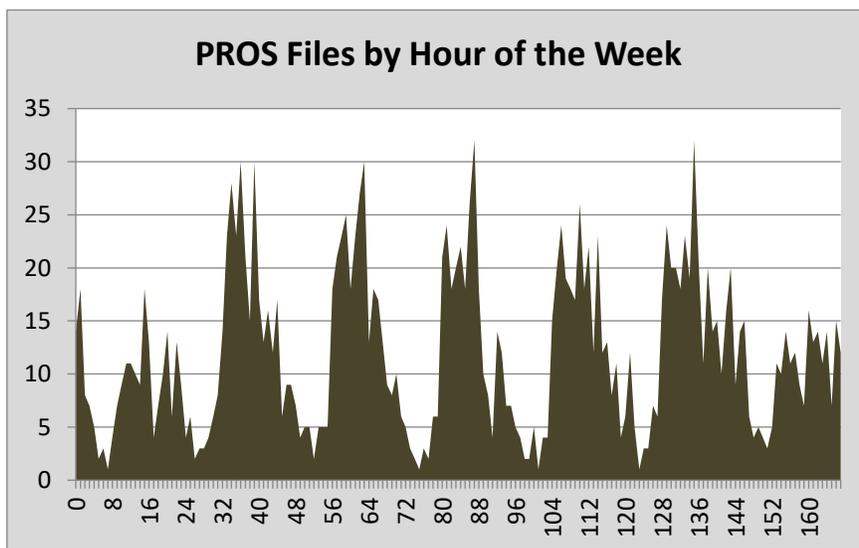
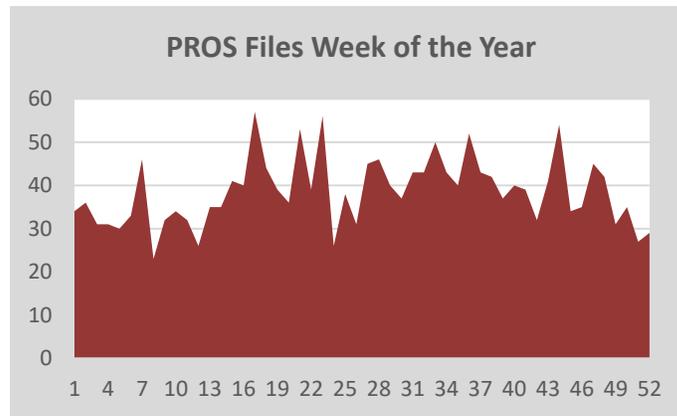
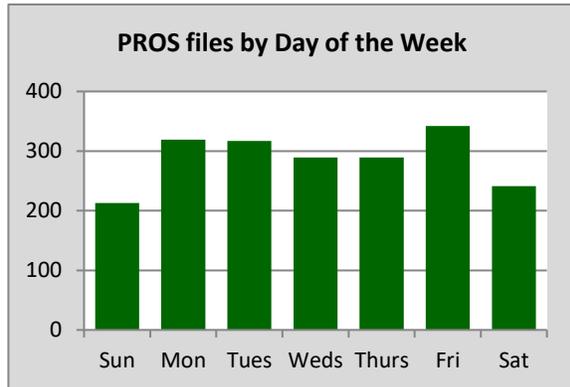
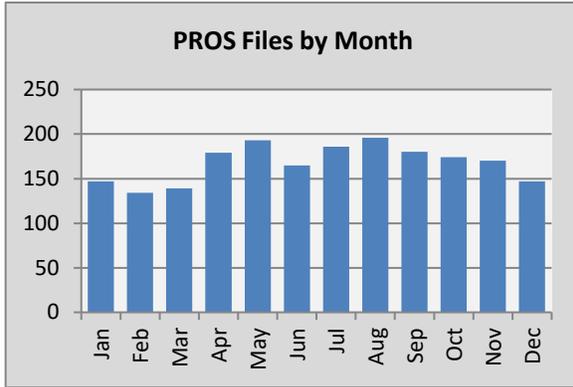
The overall average response time for Priority 1 & 2 calls in 2023 for the Blackfalds Municipal Detachment was 14.4 minutes. The graph below shows a break down of all of these calls.





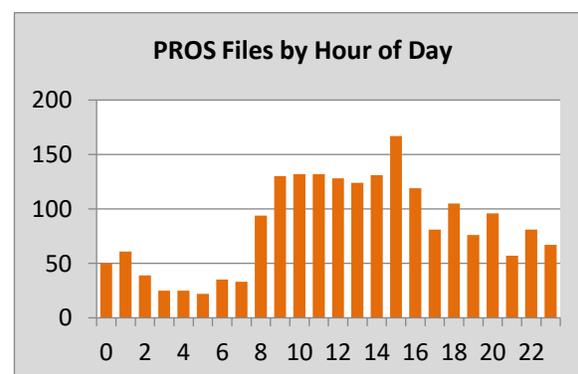
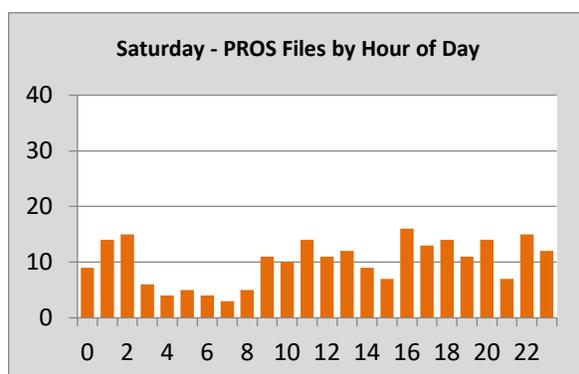
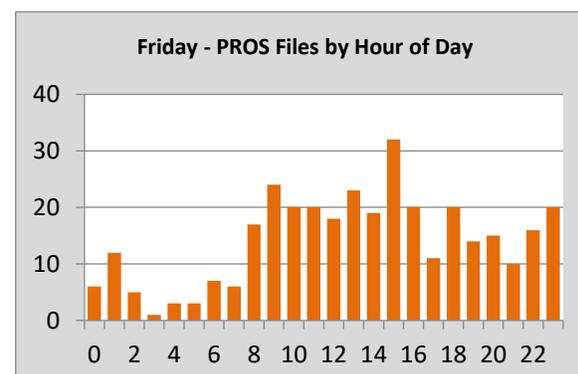
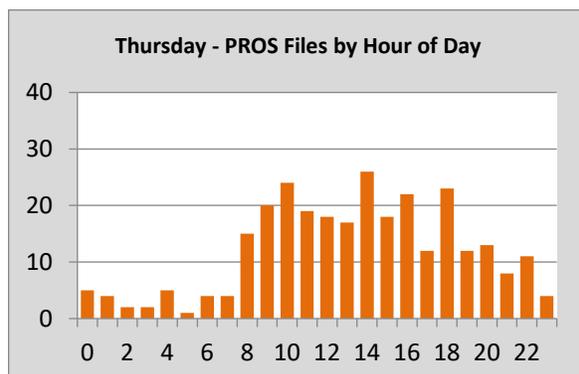
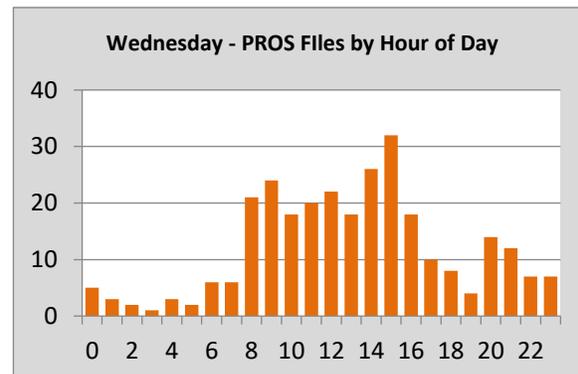
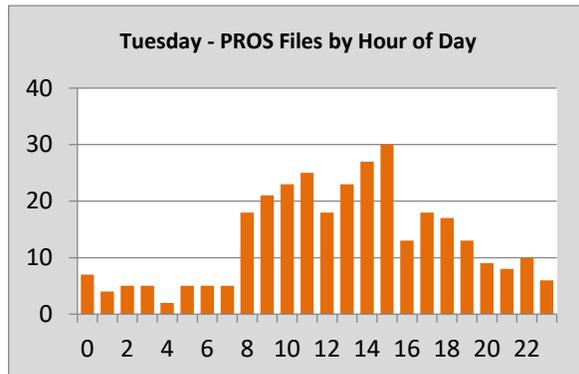
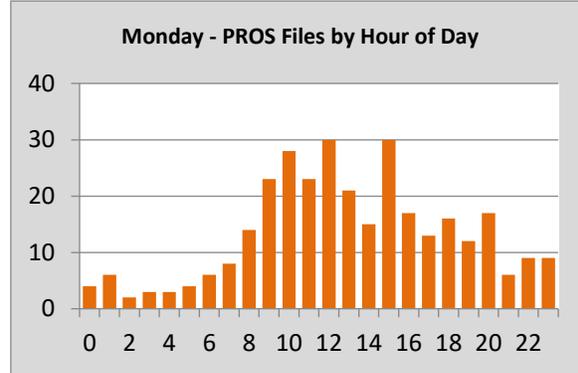
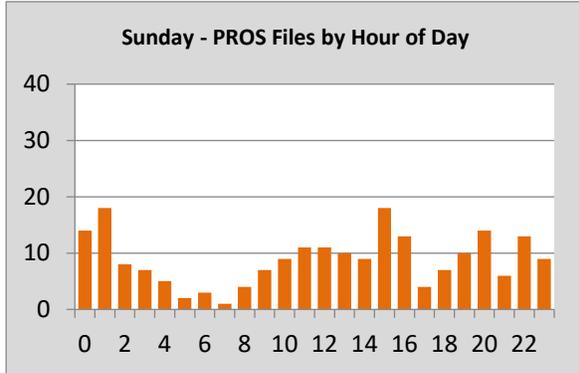
### Blackfalds Municipal Detachment (January - December)

#### Distribution of Files



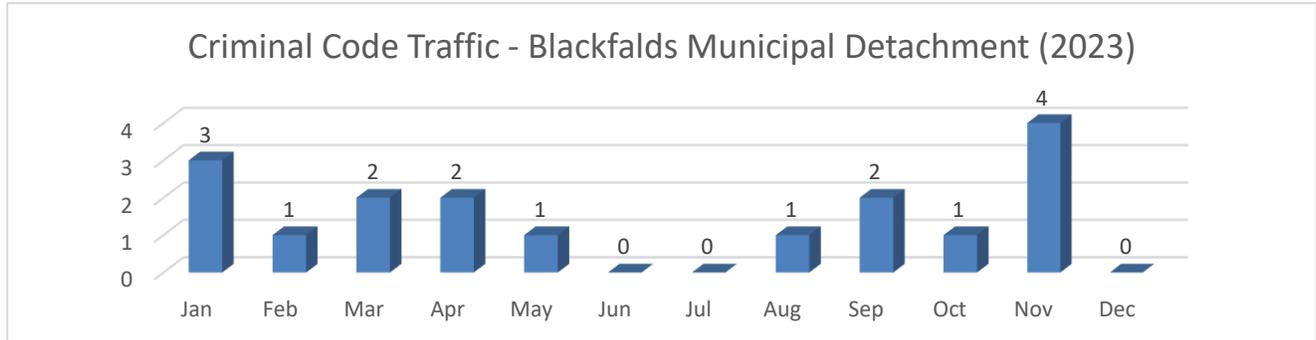


### Blackfalds Municipal Detachment - Files by Day (January - December)





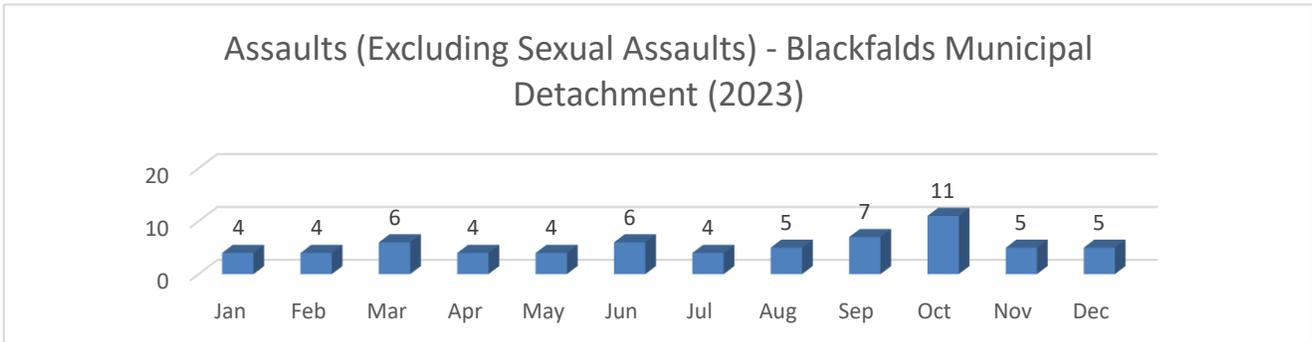
**Blackfalds Municipal Detachment - Criminal Code Traffic (January - December)**



		Criminal Code Traffic - Day of the Week							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r  o f  t h e  D a y	0			1					1
	1						1		1
	2								0
	3								0
	4								0
	5						1		1
	6								0
	7								0
	8								0
	9								0
	10								0
	11								0
	12								0
	13		1						1
	14								0
	15			1					1
	16								0
	17								0
	18		1						1
	19		2						2
	20			1					1
	21			1					1
	22	1					3	1	5
	23					1	1		2
<b>Total</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>6</b>	<b>1</b>		



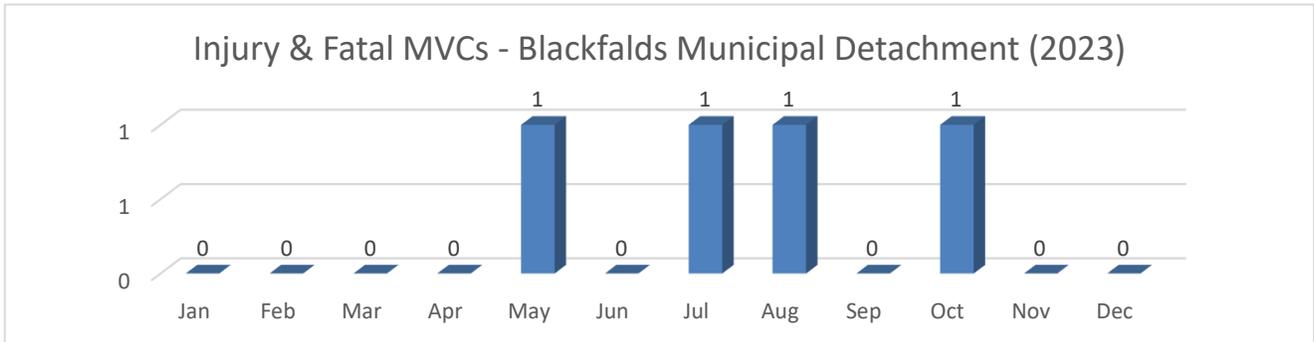
**Blackfalds Municipal Detachment - Assaults (Excluding Sexual Assaults) (January - December)**



		Assaults (Excluding Sexual Assaults) - Day of the Week							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	2						1	3
	1	1							1
	2							1	1
	3			1				1	2
	4								0
	5		1						1
	6						1	1	2
	7						1		1
	8								0
	9				2	1	1	1	5
	10	2			1	2	1		6
	11								0
	12	1	2		3		1	1	8
	13			1		1	1		3
	14	1	1	1	1	1	1	1	7
	15				3				3
	16		3					2	5
	17			2					2
	18						1	1	2
	19	1				1			2
	20	2							2
	21			1		1	1		3
	22	1	1		1				3
	23	1		1			1		3
<b>Total</b>	<b>12</b>	<b>8</b>	<b>7</b>	<b>11</b>	<b>7</b>	<b>10</b>	<b>10</b>		



**Blackfalds Municipal Detachment - Injury & Fatal MVCs (January - December)**



		Injury & Fatal MVCs - Day of the Week							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r  o f  t h e  D a y	0								0
	1								0
	2								0
	3								0
	4								0
	5								0
	6		1						1
	7								0
	8								0
	9								0
	10								0
	11								0
	12		1						1
	13							1	1
	14								0
	15						1		1
	16								0
	17								0
	18								0
	19								0
	20								0
	21								0
	22								0
	23								0
<b>Total</b>		0	2	0	0	0	1	1	



**Blackfalds Municipal Detachment (January - December) - Zone TOB**

**Zone TOB Generated file times:**

The following chart illustrates when all PROS files were generated for Zone TOB. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Friday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	11	4	5	4	2	6	7	39
	1	10	5	3	2	4	10	11	45
	2	7	2	5	2	1	4	13	34
	3	6	2	5	1	2	1	5	22
	4	2	3	2	2	3	1	4	17
	5	2	3	5	2	1	3	4	20
	6	3	4	3	6	4	5	3	28
	7	1	8	5	5	2	2	3	26
	8	3	11	12	15	12	14	4	71
	9	5	19	15	21	17	17	7	101
	10	9	20	19	15	13	14	9	99
	11	6	17	20	12	13	17	14	99
	12	9	22	16	14	15	12	9	97
	13	6	18	15	15	11	15	7	87
	14	7	12	21	17	17	12	9	95
	15	14	25	22	24	16	25	6	132
	16	7	13	13	15	20	18	13	99
	17	4	11	14	9	10	8	9	65
	18	7	14	16	7	17	16	10	87
	19	8	11	8	4	10	11	8	60
	20	14	13	7	12	12	14	12	84
	21	4	5	7	10	8	8	6	48
	22	11	7	7	6	9	12	10	62
	23	6	5	6	4	3	15	10	49
<b>Total</b>		<b>162</b>	<b>254</b>	<b>251</b>	<b>224</b>	<b>222</b>	<b>260</b>	<b>193</b>	



**Blackfalds Municipal Detachment (January - December) - Zone TOB**

**Zone TOB Public Calls for Service (CIIDS Files):**

The following chart shows calls for service for Zone TOB in 2023 broken down by day and hour of the day. There were 408 self-generated, front counter and proactive files created in Zone TOB accounting for 26.1% of all files generated in that zone. There were 1,158 calls for service from the public through an OCC for Zone TOB in 2023.

When just OCC calls for service are considered, Friday had the most calls for service while Sunday had the least.

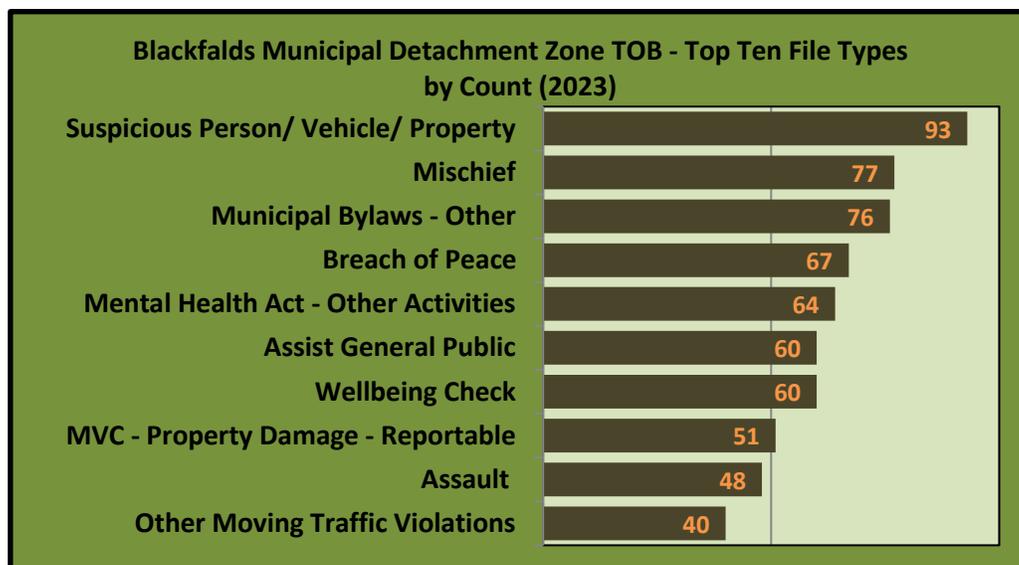
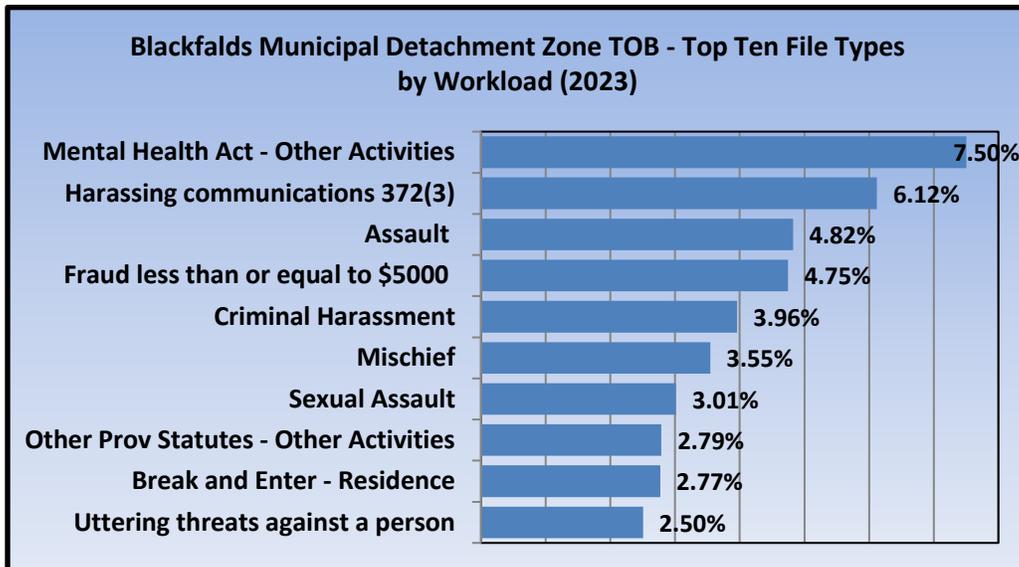
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	10	3	2	2	1	6	7	31
	1	8	5	2	2	3	9	9	38
	2	5	2	3	2	1	2	12	27
	3	6	2	5	1	2	1	5	22
	4	1	2	2	2	3	1	4	15
	5	2	3	5	2	1	3	3	19
	6	3	4	2	6	4	5	3	27
	7	1	6	4	3	2	1	3	20
	8	2	4	8	8	7	9	3	41
	9	4	12	10	11	8	12	6	63
	10	8	13	11	9	5	5	6	57
	11	6	12	13	7	7	9	12	66
	12	9	9	8	6	9	7	7	55
	13	6	6	8	9	6	13	7	55
	14	5	6	11	9	6	6	9	52
	15	10	13	12	16	12	18	6	87
	16	7	10	9	12	13	13	13	77
	17	2	8	14	8	10	5	8	55
	18	7	12	13	6	17	15	9	79
	19	8	9	7	2	7	11	8	52
	20	13	13	6	11	9	9	11	72
	21	3	5	5	10	8	8	6	45
	22	11	6	7	6	8	11	10	59
	23	6	5	4	4	3	14	8	44
<b>Total</b>		<b>143</b>	<b>170</b>	<b>171</b>	<b>154</b>	<b>152</b>	<b>193</b>	<b>175</b>	



### Blackfalds Municipal Detachment (January - December) - Zone TOB

#### Zone TOB Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone TOB in 2023 both by estimated workload and by frequency.



**Blackfalds (Municipal) Crime Statistic Summary – January to January****2024/02/06***Blackfalds (Municipal) – Highlights*

- **Break & Enters** are showing a N/A increase when compared to the same period in 2023 (January to January). There were 2 more actual occurrences (from 0 in 2023 to 2 in 2024).
- **Theft of Motor Vehicles** increased by 300.0% when compared to the same period in 2023 (January to January). There were 3 more actual occurrences (from 1 in 2023 to 4 in 2024).
- **Theft Under \$5,000** decreased by 0.0% when compared to the same period in 2023 (January to January). There were 0 fewer actual occurrences (from 2 in 2023 to 2 in 2024).

*Blackfalds (Municipal) – Criminal Code Offences Summary*

Crime Category	% Change 2023 – 2024 (January to January)
Total Persons Crime	<b>38.5% Increase</b>
Total Property Crime	<b>35.7% Increase</b>
Total Criminal Code	<b>0.0% Decrease</b>

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

- 5 more **Persons Crime** offences;
- 5 more **Property Crime** offences; and
- 0 more **Total Criminal Code** offences;

*Blackfalds (Municipal) – January, 2024*

- There were 4 **Thefts of Motor Vehicles** in January: 0 cars, 4 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 2 **Break and Enters** in January: 1 businesses, 1 residences, 0 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 0 **Provincial Roadside Suspensions** in January (0 alcohol related and 0 drug related). This brings the year-to-date total to 0 (0 alcohol related and 0 drug related).
- There were a total of 9 files with the **Spousal Abuse** survey code in January (January 2023: 10). This brings the year-to-date total to 9 (2023: 10).
- There were 111 files with **Victim Service Unit** referral scoring in Blackfalds Municipal: 11 accepted, 26 declined, 2 proactive, 0 requested but not available, and 72 files with no victim.



# Blackfalds Municipal Crime Gauge

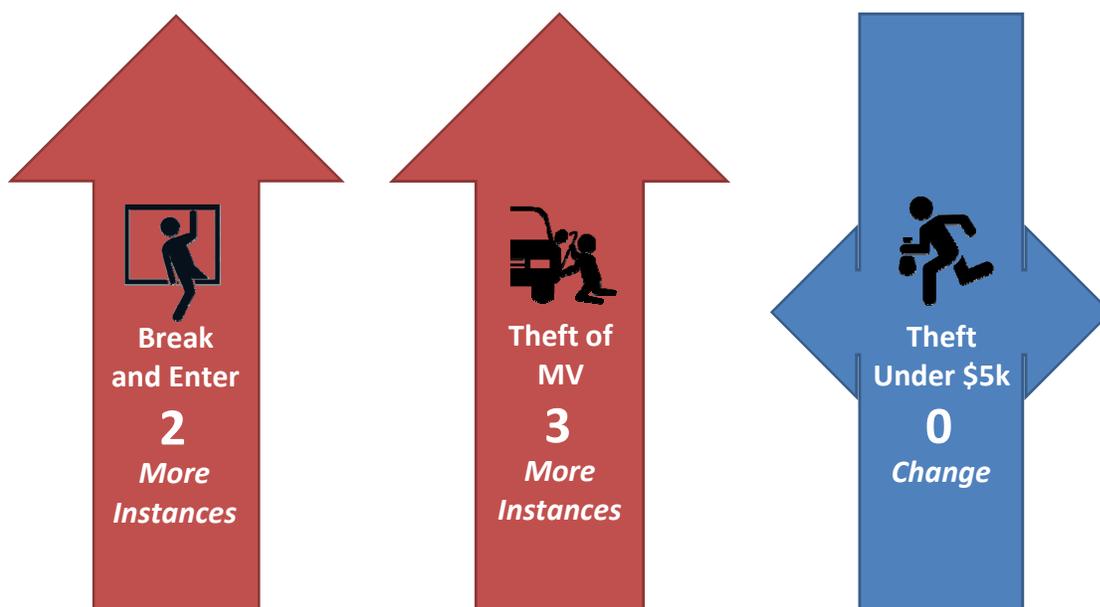
2024 vs. 2023  
January to January

## Criminal Code Offences



**Total Criminal Code Offences:** **0%** **Change**  
When compared to January to January, 2023

## Select Property Crime



The data contained in this document was obtained from PROS, which is a live database. As such, some of the information presented could differ slightly from any past or future reports regarding the same time period.

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

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

February 6, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	1	1	0	0	-100%	N/A	-0.3
Other Sexual Offences		0	0	0	0	0	N/A	N/A	0.0
Assault		4	4	4	4	10	150%	150%	1.2
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		3	0	1	6	5	67%	-17%	1.0
Uttering Threats		3	5	3	3	3	0%	0%	-0.2
<b>TOTAL PERSONS</b>		<b>11</b>	<b>10</b>	<b>9</b>	<b>13</b>	<b>18</b>	<b>64%</b>	<b>38%</b>	<b>1.7</b>
Break & Enter		2	2	2	0	2	0%	N/A	-0.2
Theft of Motor Vehicle		2	0	7	1	4	100%	300%	0.5
Theft Over \$5,000		0	0	1	1	0	N/A	-100%	0.1
Theft Under \$5,000		7	8	5	2	2	-71%	0%	-1.6
Possn Stn Goods		1	3	2	2	2	100%	0%	0.1
Fraud		3	2	0	5	7	133%	40%	1.1
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		7	7	5	0	1	-86%	N/A	-1.9
Mischief - Other		3	1	3	3	1	-67%	-67%	-0.2
<b>TOTAL PROPERTY</b>		<b>25</b>	<b>23</b>	<b>25</b>	<b>14</b>	<b>19</b>	<b>-24%</b>	<b>36%</b>	<b>-2.1</b>
Offensive Weapons		2	6	0	1	0	-100%	-100%	-0.9
Disturbing the peace		2	4	1	1	1	-50%	0%	-0.5
Fail to Comply & Breaches		3	2	3	3	0	-100%	-100%	-0.5
<b>OTHER CRIMINAL CODE</b>		<b>5</b>	<b>4</b>	<b>1</b>	<b>8</b>	<b>2</b>	<b>-60%</b>	<b>-75%</b>	<b>-0.2</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>12</b>	<b>16</b>	<b>5</b>	<b>13</b>	<b>3</b>	<b>-75%</b>	<b>-77%</b>	<b>-2.1</b>
<b>TOTAL CRIMINAL CODE</b>		<b>48</b>	<b>49</b>	<b>39</b>	<b>40</b>	<b>40</b>	<b>-17%</b>	<b>0%</b>	<b>-2.5</b>

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

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

February 6, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	1	0	0	0	-100%	N/A	-0.7
Drug Enforcement - Trafficking		0	1	0	0	1	N/A	N/A	0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>-67%</b>	<b>N/A</b>	<b>-0.6</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	1	0	N/A	-100%	0.1
<b>TOTAL FEDERAL</b>		<b>3</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>-67%</b>	<b>0%</b>	<b>-0.5</b>
Liquor Act		1	0	0	0	0	-100%	N/A	-0.2
Cannabis Act		0	1	0	0	0	N/A	N/A	-0.1
Mental Health Act		8	5	5	11	6	-25%	-45%	0.2
Other Provincial Stats		8	10	9	3	11	38%	267%	-0.1
<b>Total Provincial Stats</b>		<b>17</b>	<b>16</b>	<b>14</b>	<b>14</b>	<b>17</b>	<b>0%</b>	<b>21%</b>	<b>-0.2</b>
Municipal By-laws Traffic		2	1	1	1	0	-100%	-100%	-0.4
Municipal By-laws		2	5	5	2	2	0%	0%	-0.3
<b>Total Municipal</b>		<b>4</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>2</b>	<b>-50%</b>	<b>-33%</b>	<b>-0.7</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	1	2	1	0	-100%	-100%	-0.2
Property Damage MVC (Reportable)		13	3	17	10	15	15%	50%	1.1
Property Damage MVC (Non Reportable)		1	1	0	0	2	100%	N/A	0.1
<b>TOTAL MVC</b>		<b>15</b>	<b>5</b>	<b>19</b>	<b>11</b>	<b>17</b>	<b>13%</b>	<b>55%</b>	<b>1.0</b>
Roadside Suspension - Alcohol (Prov)		0	1	4	8	0	N/A	-100%	0.7
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>19</b>	<b>7</b>	<b>16</b>	<b>26</b>	<b>16</b>	<b>-16%</b>	<b>-38%</b>	<b>1.3</b>
<b>Other Traffic</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>N/A</b>	<b>-100%</b>	<b>0.0</b>
<b>Criminal Code Traffic</b>		<b>2</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>-50%</b>	<b>-67%</b>	<b>-0.2</b>
<b>Common Police Activities</b>									
False Alarms		1	4	5	4	2	100%	-50%	0.2
False/Abandoned 911 Call and 911 Act		4	1	4	1	1	-75%	0%	-0.6
Suspicious Person/Vehicle/Property		16	20	10	12	7	-56%	-42%	-2.6
Persons Reported Missing		2	4	0	0	1	-50%	N/A	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		19	10	12	10	9	-53%	-10%	-2.0
Form 10 (MHA) (Reported)		0	2	2	1	1	N/A	0%	0.1

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

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

February 6, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	1	1	0	0	-100%	N/A	-0.3
Other Sexual Offences		0	0	0	0	0	N/A	N/A	0.0
Assault		4	4	4	4	10	150%	150%	1.2
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		3	0	1	6	5	67%	-17%	1.0
Uttering Threats		3	5	3	3	3	0%	0%	-0.2
<b>TOTAL PERSONS</b>		<b>11</b>	<b>10</b>	<b>9</b>	<b>13</b>	<b>18</b>	<b>64%</b>	<b>38%</b>	<b>1.7</b>
Break & Enter		2	2	2	0	2	0%	N/A	-0.2
Theft of Motor Vehicle		2	0	7	1	4	100%	300%	0.5
Theft Over \$5,000		0	0	1	1	0	N/A	-100%	0.1
Theft Under \$5,000		7	8	5	2	2	-71%	0%	-1.6
Possn Strn Goods		1	3	2	2	2	100%	0%	0.1
Fraud		3	2	0	5	7	133%	40%	1.1
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		7	7	5	0	1	-86%	N/A	-1.9
Mischief - Other		3	1	3	3	1	-67%	-67%	-0.2
<b>TOTAL PROPERTY</b>		<b>25</b>	<b>23</b>	<b>25</b>	<b>14</b>	<b>19</b>	<b>-24%</b>	<b>36%</b>	<b>-2.1</b>
Offensive Weapons		2	6	0	1	0	-100%	-100%	-0.9
Disturbing the peace		2	4	1	1	1	-50%	0%	-0.5
Fail to Comply & Breaches		3	2	3	3	0	-100%	-100%	-0.5
<b>OTHER CRIMINAL CODE</b>		<b>5</b>	<b>4</b>	<b>1</b>	<b>8</b>	<b>2</b>	<b>-60%</b>	<b>-75%</b>	<b>-0.2</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>12</b>	<b>16</b>	<b>5</b>	<b>13</b>	<b>3</b>	<b>-75%</b>	<b>-77%</b>	<b>-2.1</b>
<b>TOTAL CRIMINAL CODE</b>		<b>48</b>	<b>49</b>	<b>39</b>	<b>40</b>	<b>40</b>	<b>-17%</b>	<b>0%</b>	<b>-2.5</b>

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

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

February 6, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	1	0	0	0	-100%	N/A	-0.7
Drug Enforcement - Trafficking		0	1	0	0	1	N/A	N/A	0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>-67%</b>	<b>N/A</b>	<b>-0.6</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	1	0	N/A	-100%	0.1
<b>TOTAL FEDERAL</b>		<b>3</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>-67%</b>	<b>0%</b>	<b>-0.5</b>
Liquor Act		1	0	0	0	0	-100%	N/A	-0.2
Cannabis Act		0	1	0	0	0	N/A	N/A	-0.1
Mental Health Act		8	5	5	11	6	-25%	-45%	0.2
Other Provincial Stats		8	10	9	3	11	38%	267%	-0.1
<b>Total Provincial Stats</b>		<b>17</b>	<b>16</b>	<b>14</b>	<b>14</b>	<b>17</b>	<b>0%</b>	<b>21%</b>	<b>-0.2</b>
Municipal By-laws Traffic		2	1	1	1	0	-100%	-100%	-0.4
Municipal By-laws		2	5	5	2	2	0%	0%	-0.3
<b>Total Municipal</b>		<b>4</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>2</b>	<b>-50%</b>	<b>-33%</b>	<b>-0.7</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	1	2	1	0	-100%	-100%	-0.2
Property Damage MVC (Reportable)		13	3	17	10	15	15%	50%	1.1
Property Damage MVC (Non Reportable)		1	1	0	0	2	100%	N/A	0.1
<b>TOTAL MVC</b>		<b>15</b>	<b>5</b>	<b>19</b>	<b>11</b>	<b>17</b>	<b>13%</b>	<b>55%</b>	<b>1.0</b>
Roadside Suspension - Alcohol (Prov)		0	1	4	8	0	N/A	-100%	0.7
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>19</b>	<b>7</b>	<b>16</b>	<b>26</b>	<b>16</b>	<b>-16%</b>	<b>-38%</b>	<b>1.3</b>
<b>Other Traffic</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>N/A</b>	<b>-100%</b>	<b>0.0</b>
<b>Criminal Code Traffic</b>		<b>2</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>-50%</b>	<b>-67%</b>	<b>-0.2</b>
<b>Common Police Activities</b>									
False Alarms		1	4	5	4	2	100%	-50%	0.2
False/Abandoned 911 Call and 911 Act		4	1	4	1	1	-75%	0%	-0.6
Suspicious Person/Vehicle/Property		16	20	10	12	7	-56%	-42%	-2.6
Persons Reported Missing		2	4	0	0	1	-50%	N/A	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		19	10	12	10	9	-53%	-10%	-2.0
Form 10 (MHA) (Reported)		0	2	2	1	1	N/A	0%	0.1

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**MEETING DATE:** February 13, 2024

**PREPARED BY:** Jolene Tejkl, Planning & Development Manager

**SUBJECT:** **Development & Building Monthly Report – January 2024**

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## **BACKGROUND**

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

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

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

## **ATTACHMENTS**

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

## **APPROVALS**



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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author

File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
1-24	220, 4500 Blackfalds Crossing Way	C-2	Interior Tenant Improvements	approved	15-Jan-24
2-24	52 McKay Place (5 McKay Boulevard)	R-MHP	Garage	approved	22-Jan-24
3-24	74 Palmer Circle	R-1S	SFD	approved	22-Jan-24
4-24	5718 Panorama Drive	R-1M	Residential Solar Panel Installation	approved	22-Jan-24
5-24	85 Ash Close	R-1L	Residential Solar Panel Installation	approved	22-Jan-24
6-24	6021 Parkwood Road	C-2	Interior Tenant Improvements	approved	22-Jan-24
7-24	4825 Westbrooke Road	R-1M	Home Business	approved	15-Jan-24
8-24	1 Chinook Street	R-1L	Home Business	approved	15-Jan-24
9-24	B11, 5500 Womacks Road	R-MHP	Demolition	approved	29-Jan-24
10-24	5112 Highway Avenue	C-1	Interior Tenant Improvements	approved	29-Jan-24
11-24	Unit 210, 4500 Blackfalds Crossing Way	C-2	Change of Use/Occupancy - Pet Food Retail	approved	18-Jan-24
12-24	5098 Prairie Ridge Avenue	R-1L	Residential Solar Panel Installation		
13-24	17 Arlen Close	R-2	Basement Reno		
14-24	25 Prairie Ridge Close	R-2	Home Business	approved	25-Jan-24
15-24	2 Allard Avenue	R-1M	SFD	approved	
16-24	5112 Highway Avenue	C-2	Change of Use/Occupancy - Nail Salon	approved	28-Jan-24
17-24	15 Aura Drive	R-1M	Accessory Suite		

	2022		2023		2024		January	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
<b>Residential</b>								
SFD	21	\$ 6,350,251.00	21	\$ 7,037,626.70	2	\$ 800,000.00	3	\$ 1,292,866.70
Duplexes	4	\$ 800,000.00	6	\$ 1,060,000.00	0	\$ -	0	\$ -
Manufactured Home	3	\$ 300,000.00	2	\$ 250,000.00	0	\$ -	0	\$ -
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	16	\$ 3,413,600.00	11	\$ 1,790,000.00	0	\$ -	0	\$ -
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
<b>Total Res. Dwellings</b>	<b>44</b>	<b>\$ 10,863,851</b>	<b>40</b>	<b>\$ 10,137,627</b>	<b>2</b>	<b>\$ 800,000</b>	<b>3</b>	<b>\$ 1,292,867</b>
Garage	25	\$ 942,000.00	9	\$ 293,000.00	1	\$ 30,000.00	0	\$ -
Deck	9	\$ 68,010.00	9	\$ 102,000.00	0	\$ -	0	\$ -
Basement Reno	56	\$ 1,057,050.00	40	\$ 865,700.00	1	\$ 35,000.00	3	\$ 65,000.00
Addition	1	\$ 200,000.00	0	\$ -	0	\$ -	0	\$ -
Accessory Suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	18	\$ -	21	\$ -	3	\$ -	1	\$ -
Other	43	\$ 582,057.73	44	\$ 1,232,115.84	5	\$ 72,081.00	0	\$ -
<b>Commercial</b>	35	\$ 9,320,100.00	27	\$ 5,190,341.00	5	\$ 219,000.00	1	\$ -
<b>Industrial</b>	3	\$ 12,093.75	4	\$ 200,000.00	0	\$ -	0	\$ -
<b>Institutional</b>	0	\$ -	0	\$ -	0	\$ -	0	\$ -
<b>Agricultural</b>	0	\$ -	1	\$ -	0	\$ -	0	\$ -
<b>Public Facility</b>	6	\$ 1,548,421.00	4	\$ 192,300.00	0	\$ -	0	\$ -
<b>TOTAL PERMITS</b>	<b>240</b>	<b>\$ 24,593,583.48</b>	<b>199</b>	<b>\$ 18,213,083.54</b>	<b>17</b>	<b>\$ 1,156,081.00</b>	<b>8</b>	<b>\$ 1,357,866.70</b>
<b>General Yearly Notes:</b>		1 - 2,500,000 East Area Linear Wetland Ph. 2		1 - 2,500,000 Vista Trail Commercial				
		1 - 5,500,000 Womacks/Gregg St. Alignment Project		1 - 1,000,000 Dental Office				

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**MEETING DATE:** February 13, 2024

**PREPARED BY:** Laura Thevenaz, Infrastructure Services Manager

**SUBJECT:** **BOLT KPI Report Information – January 2024**

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## **BACKGROUND**

In 2012, a Regional Transit Partnership was formed between the City of Red Deer (CRD), the Town of Blackfalds and the City of Lacombe to provide traditional public transit service between Red Deer, Blackfalds, and Lacombe as well as local bus service within Blackfalds and Lacombe. Unfortunately, a notice of motion passed at the City of Lacombe Council meeting on September 23, 2020, ultimately ended the BOLT regional partnership and ceased services on August 28<sup>th</sup>, 2020. Fortunately, the Town of Blackfalds was able to quickly move forward with the procurement of a service contractor, purchase of a wheelchair-accessible van and finalized an on-demand transit service model for our Town. This new BOLT 2.0 allows for a five-day service from 6:00 am to 8:00 pm with many more boarding options for residents and visitors within the Town and one stop at the Kingston Hub at the north end of Red Deer. There are also two stops in the County of Lacombe Aspelund Area at the Eagle Builders facilities on the south and north side of Highway 597. Overall, we continue to see excellent ridership at the Kingston Hub stop on the north end of Red Deer and at the Red Deer Polytechnic stop on the west end of Red Deer.

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

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

At the June 27, 2023, Council meeting, Blackfalds extended the pilot program by another two - years until August 31, 2025.

At a previous Council meeting, options were brought forward to add specific regional transit stops in Lacombe County and Red Deer Polytechnic. The BOLT service provider has conducted a scenario analysis to determine optimal pick-up times for the three new transit stops. As part of these three new stops, the Town worked closely with Eagle Builders and Red Deer Polytechnic to secure access agreements and further refine optimal pick-up and drop-off times to increase ridership. As of August 2, 2022, three new stops have been in operation, two in Aspelund Industrial Park and one at Red Deer Polytechnic.

## **DISCUSSION**

The first page of the report shows the **JANUARY** statistics and associated mapping, while the remainder of the pages outline the trending comparison over the last three months. Data dates are highlighted in the white box on the left side of each sheet for reference.

Overall, there is a modest increase in total ridership from December to January. The highest ridership was recorded at the Regional Hub in Red Deer, followed by the Red Deer Polytechnic stop. This surge in ridership at Red Deer Polytech compared to the previous month was anticipated, particularly

with the resumption of classes. Overall, the program experienced an uptick in both new riders and repeat riders, surpassing yearly averages (68 riders total, including 13 new riders and 55 repeat riders in January).

Administration continues working with the BOLT service provider on options to provide charter services through FCSS and for Blackfalds Bulldogs games, as well as stop options for the Red Deer Recovery Community (RDRC) located in Red Deer County between Blackfalds and north Red Deer Kingston stop. Little to no communication has been received by the RDRC. The department will follow up with representatives in March. The transit capital grant is closing at the end of this month, but our needs for capital are not required until 2026. At this time, we allocated \$70,000 for a second van bus unit. However, Administration plans to apply for a grant for the Planning and Design Projects stream, which will remain open. Prairie Bus Lines and Southland continue to perform excellently as our service providers. Plans to update the existing advertising agreement for the system will happen in the fall of this year.

### **FINANCIAL IMPLICATIONS**

None

### **ATTACHMENTS**

- *January 2024 monthly report and yearly trending report*

### **APPROVALS**



Kim Isaak,  
Chief Administrative Officer



Department Manager/Author

Program

Blackfalds

ServiceDay

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

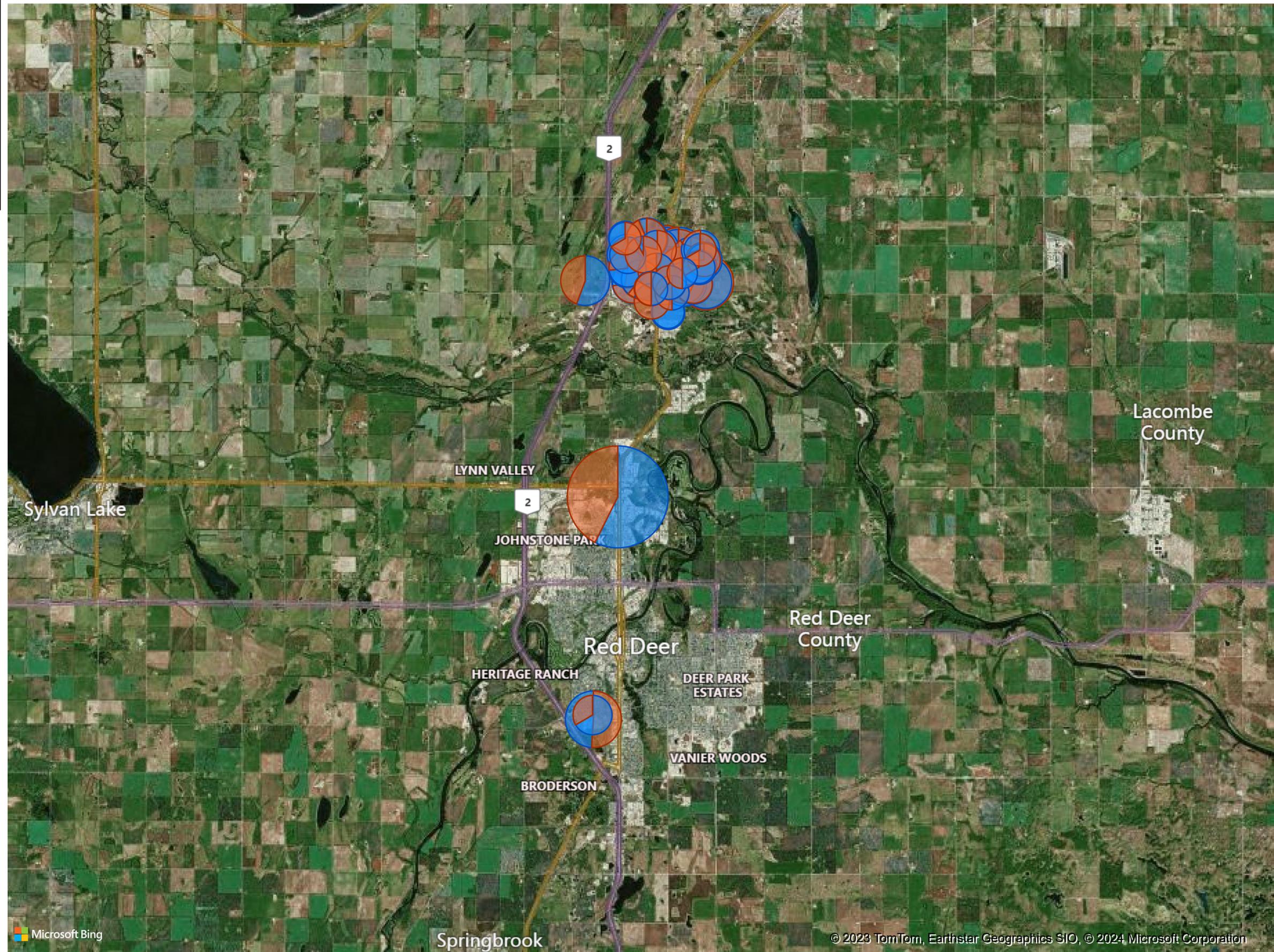
Date

01/11/2023

31/01/2024



● Dropoff ● Pickup



Monthly KPI Metric Summaries Report																
Blackfalds																
Month	# Riders	# New Riders	# Repeat Riders	Avg. Rides Per Rider	# Passengers Completed	# Rides Completed	Shared Rides (%)	Avg. Shared Fare Occupancy	Avg. Daily User Conversion Rate (%)	Avg. Ride Rating	% Rides With 1-2 Star Ratings and Comments	# Abandoned Rides	Pickup Violations (%)	Dropoff Violations (%)	# Unique Users That Experienced Failed Search	Passengers Per Vehicle Hour (PVH)
2024-01	68	13	55	9.0	660	615	66%	2.5	82%	4.972	0%	0	5%	4%	34	2.1
2023-12	61	12	49	9.2	575	560	74%	2.9	81%	4.972	0%	2	8%	2%	43	2.2
2023-11	63	7	56	11.1	734	701	75%	2.7	82%	4.961	0%	5	8%	3%	46	2.4
2023-10	61	12	49	10.7	684	651	71%	2.7	83%	4.985	0%	9	7%	4%	37	2.4
2023-09	57	18	39	10.8	648	614	68%	2.5	77%	4.965	0%	16	3%	2%	42	2.4
2023-08	52	13	39	7.5	406	390	62%	2.5	81%	4.959	0%	11	2%	0%	6	1.3
2023-07	41	9	32	6.8	292	280	66%	2.3	79%	4.961	0%	0	1%	0%	2	1.0
2023-06	56	13	43	11.0	674	618	76%	2.8	84%	4.942	0%	0	2%	2%	26	2.2
2023-05	45	7	38	15.1	758	680	73%	2.9	85%	4.922	0%	2	1%	1%	30	2.5
2023-04	57	10	47	10.6	662	602	75%	2.7	83%	4.944	0%	0	2%	0%	37	2.5
2023-03	60	12	48	12.5	820	750	71%	2.9	83%	4.896	0%	3	3%	2%	43	2.5
2023-02	56	14	42	10.8	680	602	71%	2.8	85%	4.933	0%	1	4%	1%	45	2.5
2023-01	55	9	46	11.0	682	604	69%	2.6	80%	4.922	0%	1	3%	3%	42	2.2
2022-12	47	10	37	8.9	477	420	66%	2.7	79%	4.937	0%	7	5%	2%	42	1.6
2022-11	47	9	38	12.7	673	599	65%	2.7	80%	4.818	0%	0	7%	5%	52	2.2
2022-10	47	12	35	12.2	655	575	65%	2.6	85%	4.828	0%	0	2%	1%	39	2.3
2022-09	44	12	32	11.8	591	520	56%	2.4	77%	4.888	0%	0	4%	3%	44	2.1
2022-08	40	8	32	7.7	330	306	51%	2.2	74%	4.897	0%	0	3%	0%	8	1.0
2022-07	26	4	22	9.5	294	248	33%	2.3	74%	4.943	0%	0	2%	1%	4	1.0
2022-06	36	9	27	10.3	421	371	36%	2.4	83%	4.824	0%	0	2%	1%	12	1.3
2022-05	30	3	27	12.8	442	384	43%	2.3	84%	4.753	0%	0	1%	0%	4	1.5
2022-04	40	6	34	9.0	442	361	39%	2.3	84%	4.730	0%	0	3%	1%	6	1.6
2022-03	34	5	29	15.5	591	527	56%	2.4	92%	4.824	0%	1	6%	2%	16	1.8
2022-02	31	4	27	12.6	419	390	50%	2.6	86%	4.868	0%	0	1%	1%	8	1.6
2022-01	31	9	22	11.1	363	344	40%	2.3	83%	4.871	0%	0	2%	1%	3	1.2
2021-12	29	3	26	9.9	326	286	36%	2.3	74%	4.861	0%	0	2%	2%	4	1.0
2021-11	31	5	26	13.3	450	412	46%	2.5	84%	4.836	0%	0	1%	0%	3	1.5
2021-10	32	8	24	9.4	344	301	45%	2.5	82%	4.856	0%	2	1%	0%	2	1.2
2021-09	27	7	20	9.1	280	247	45%	2.4	74%	4.851	0%	0	1%	1%	2	1.0
2021-08	28	8	20	5.0	164	141	27%	2.1	71%	4.795	1%	0	2%	0%	1	0.6

**Program**

Blackfalds

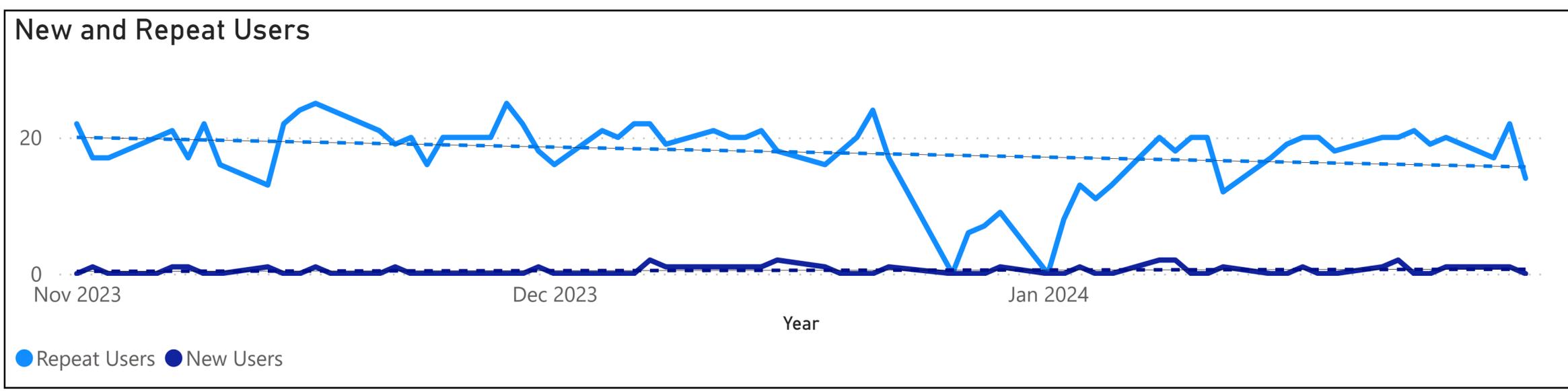
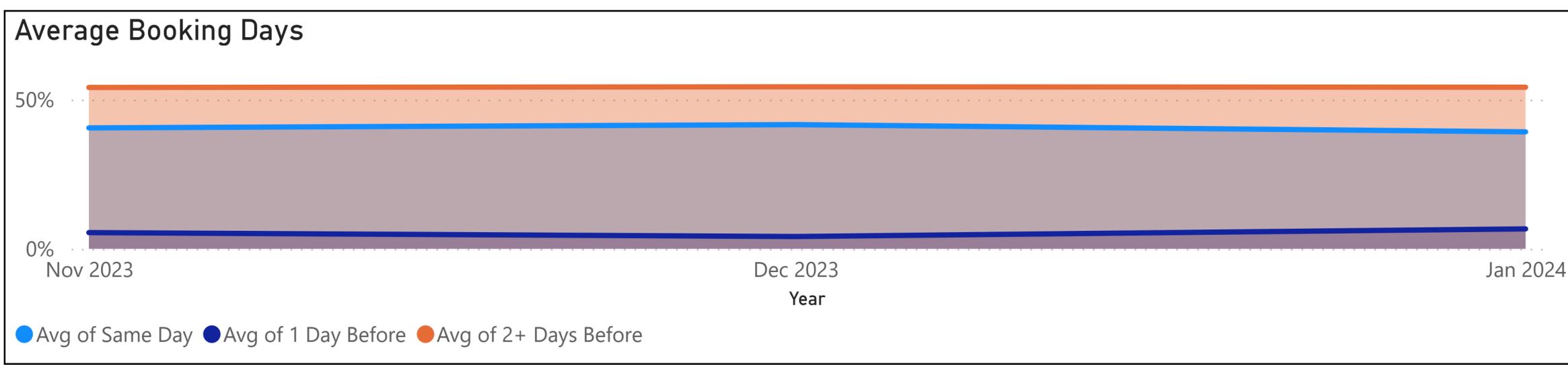
**ServiceDay**

Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023  
31/01/2024

**13.29**  
Avg Actual Trip Duration (min)



Year	2024				
Month	January				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	39.2%	6.7%	54.1%	13	382
<b>Total</b>	<b>39.2%</b>	<b>6.7%</b>	<b>54.1%</b>	<b>13</b>	<b>382</b>

**Program**

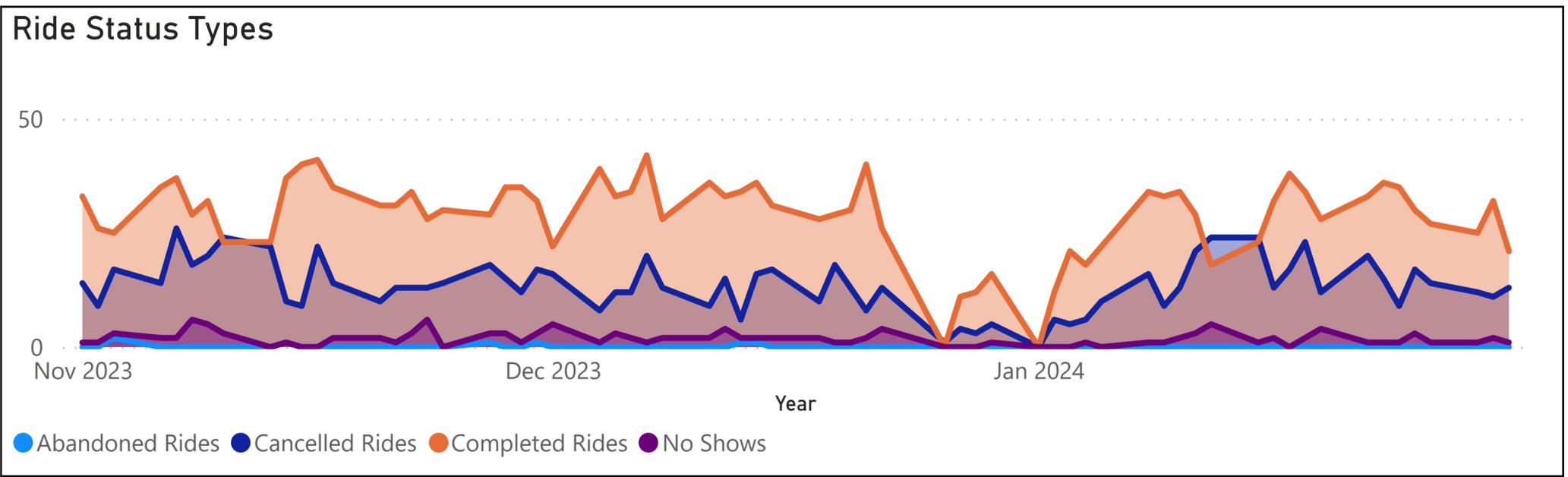
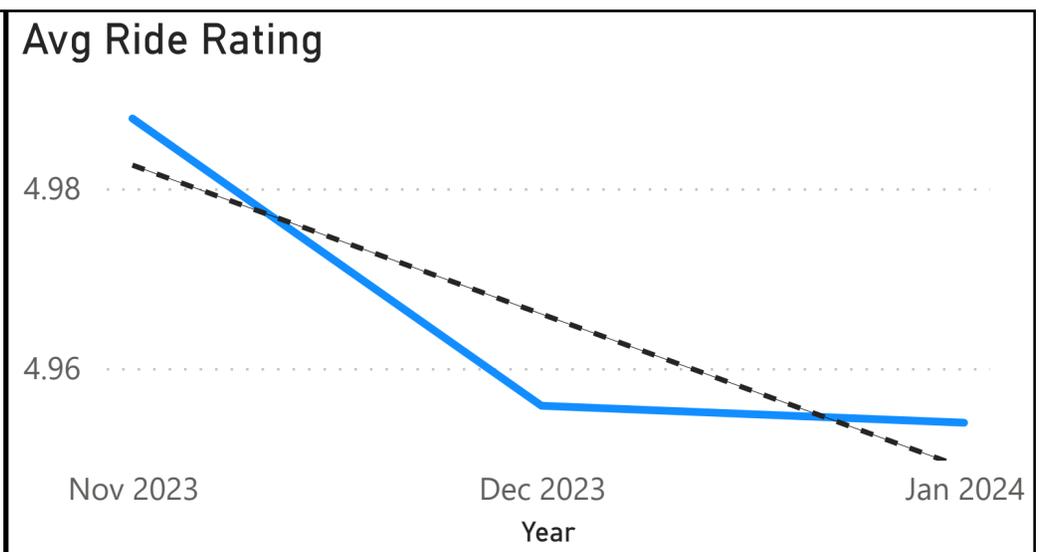
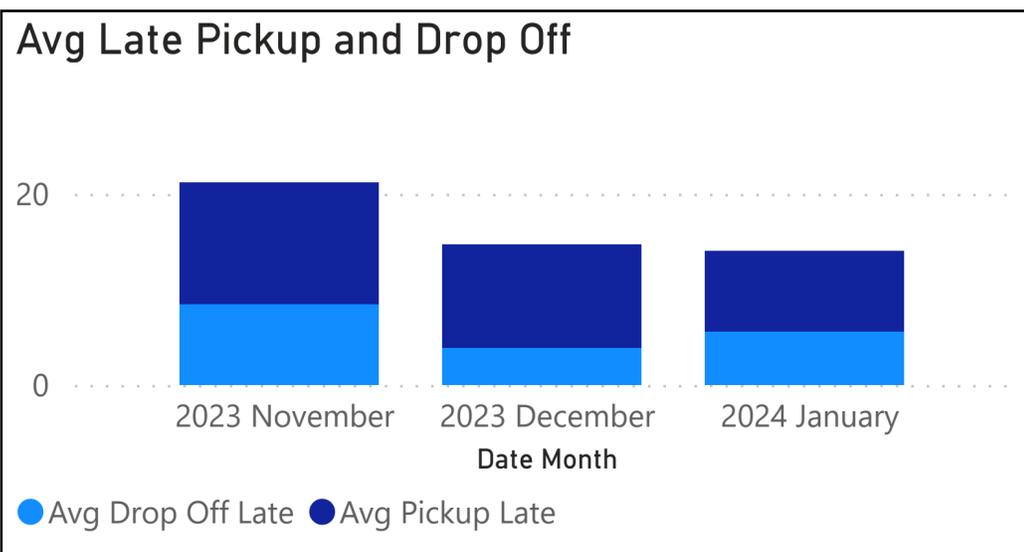
Blackfalds

**ServiceDay**

Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023  
 31/01/2024



**1876**  
Completed Rides

**4.97**  
Avg Ride Rating

Year	2024						
Month	January						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Shows
Blackfalds	5.59	8.46	4.95	0	310	615	33
<b>Total</b>	<b>5.59</b>	<b>8.46</b>	<b>4.95</b>	<b>0</b>	<b>310</b>	<b>615</b>	<b>33</b>

**Program**  
 Blackfalds

**ServiceDay**

Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

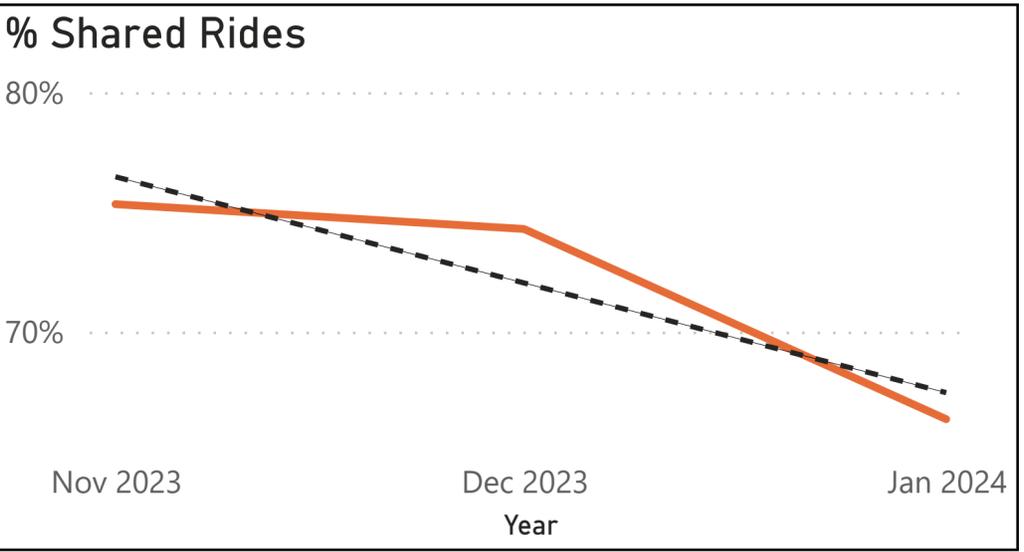
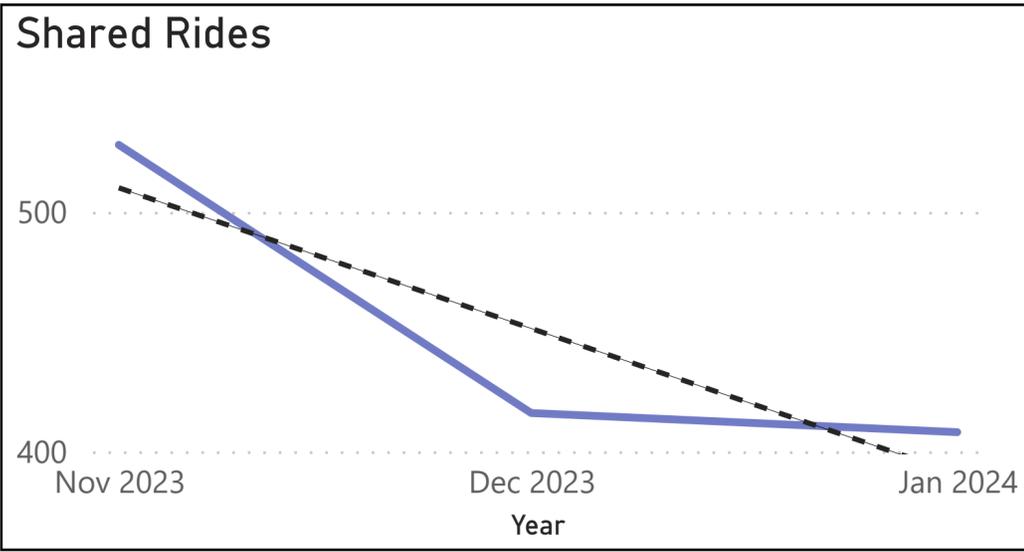
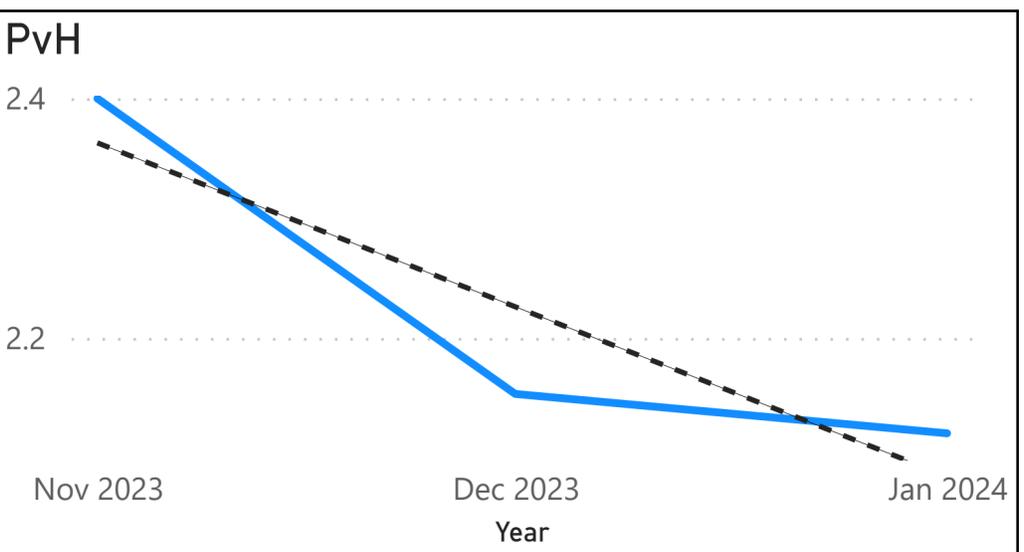
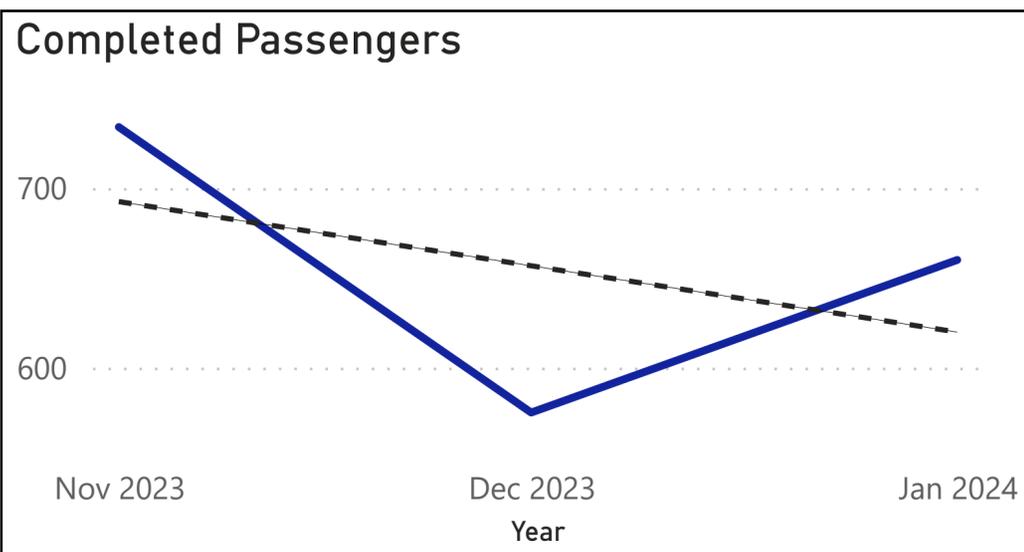
**Date**

**1969**  
Completed Passengers

**2.23**  
PvH

**1352**  
Shared Rides

**72.07%**  
% Shared Rides



Year	2024			
Month	January			
Program	Completed Rides	Shared Rides	% Shared	PvH
Blackfalds	615	408	66.34%	2.12
<b>Total</b>	<b>615</b>	<b>408</b>	<b>66.34%</b>	<b>2.12</b>

**Program**

Blackfalds

**ServiceDay**

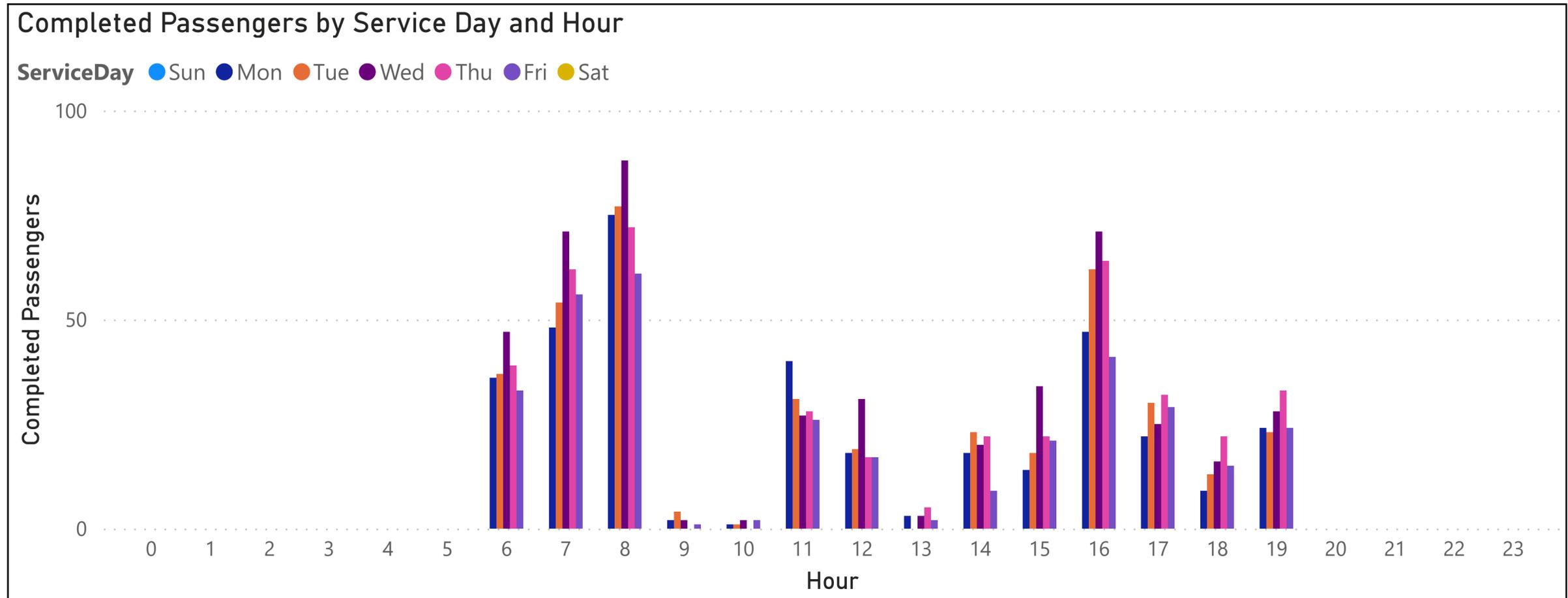
Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023

31/01/2024

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total	
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	0	0	36	48	75	2	1	40	18	3	18	14	47	22	9	24	0	0	0	0	357	
Tue	0	0	0	0	0	0	37	54	77	4	1	31	19	0	23	18	62	30	13	23	0	0	0	0	392	
Wed	0	0	0	0	0	0	47	71	88	2	2	27	31	3	20	34	71	25	16	28	0	0	0	0	465	
Thu	0	0	0	0	0	0	39	62	72	0	0	28	17	5	22	22	64	32	22	33	0	0	0	0	418	
Fri	0	0	0	0	0	0	33	56	61	1	2	26	17	2	9	21	41	29	15	24	0	0	0	0	337	
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Hour Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>192</b>	<b>291</b>	<b>373</b>	<b>9</b>	<b>6</b>	<b>152</b>	<b>102</b>	<b>13</b>	<b>92</b>	<b>109</b>	<b>285</b>	<b>138</b>	<b>75</b>	<b>132</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1969</b>	



**Program**

Blackfalds

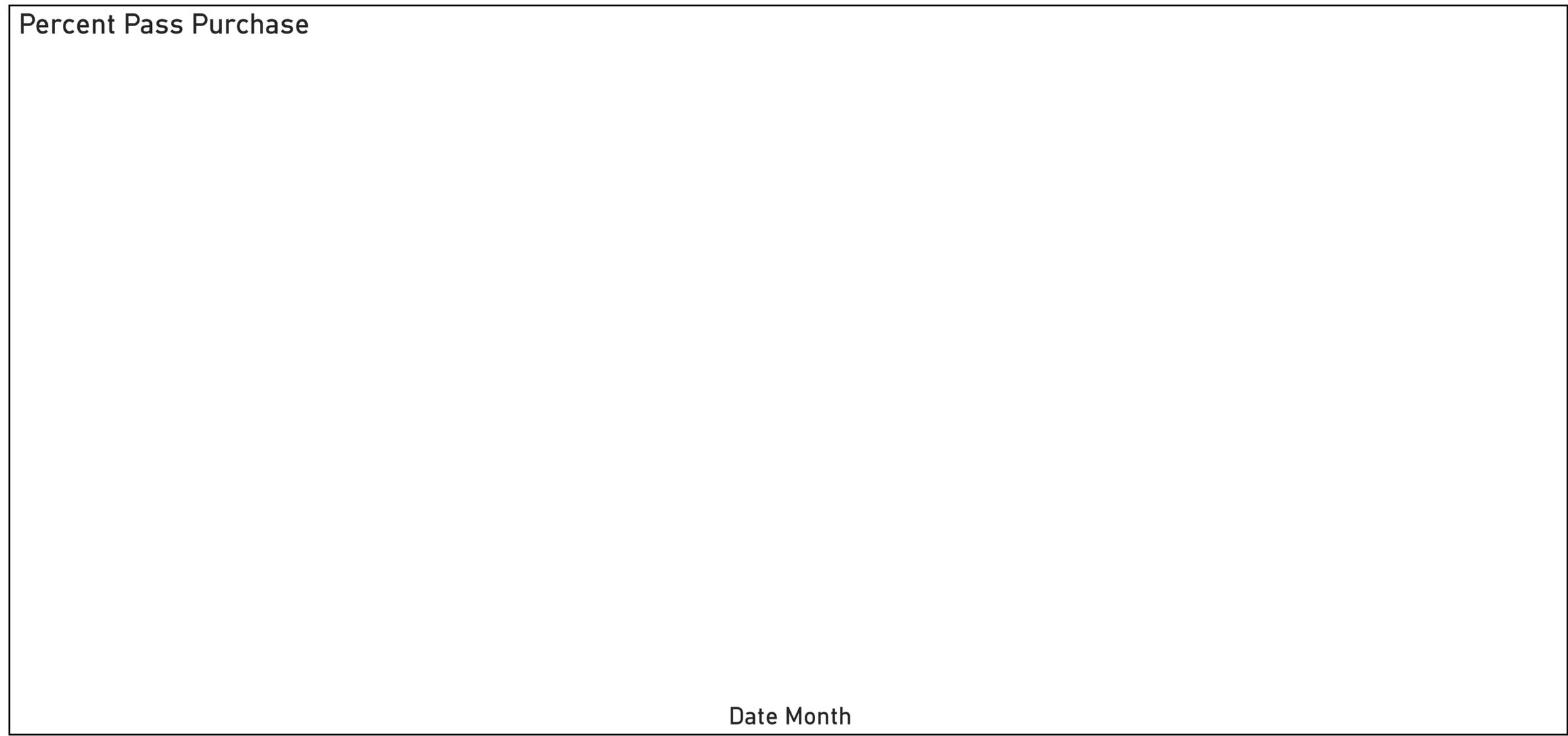
**ServiceDay**

Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023

31/01/2024

Year	2024											
Month	January											
Program	Avg Offline	Avg Punch Card	Avg Senior	Avg Adult	Avg Student	Avg Credit Card	Avg Bulk Ticket	Avg Cash	Avg Coupon	Avg ETicket	Avg Ride Credit	Avg Ticket
Blackfalds	0%	17%	0%	30%	17%	32%	0%	0%	0%	0%	4%	0%
<b>Total</b>	<b>0%</b>	<b>17%</b>	<b>0%</b>	<b>30%</b>	<b>17%</b>	<b>32%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>4%</b>	<b>0%</b>

**Program**

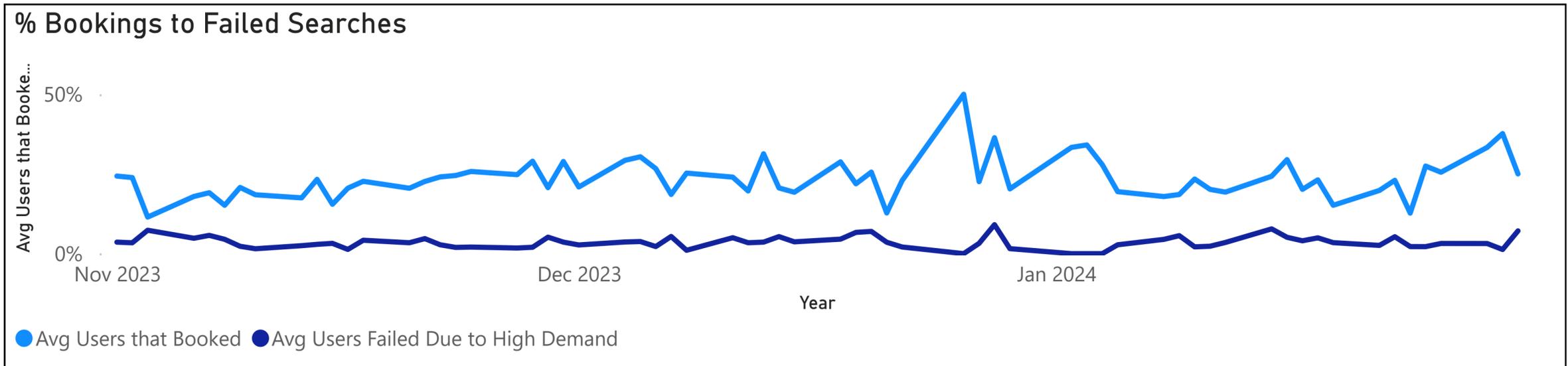
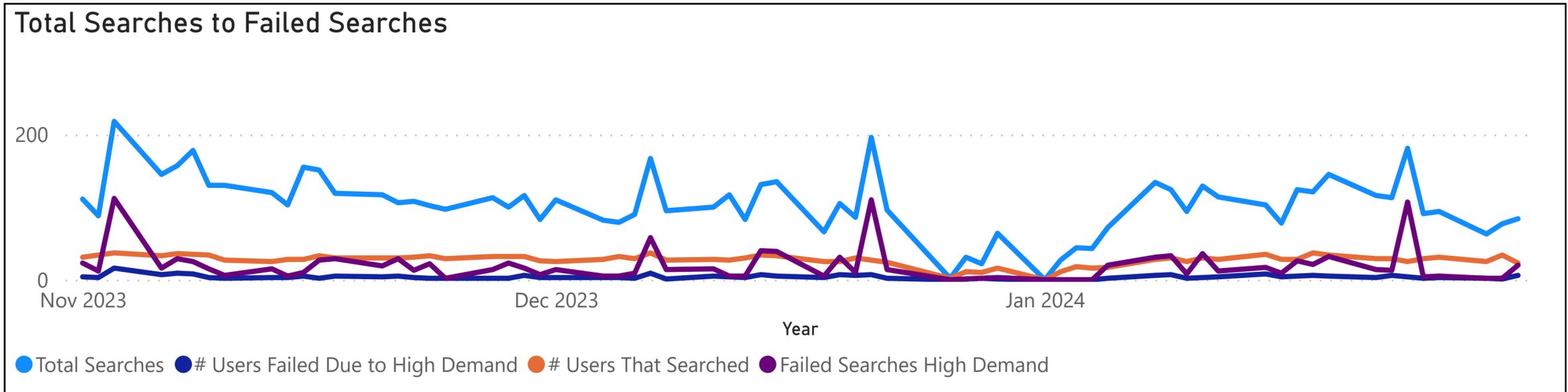
Blackfalds

**ServiceDay**

Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023  
31/01/2024



Year	2024				
Month	January				
Program	Total Searches	# Users Failed Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demand
Blackfalds	2171	79	590	22%	4%
<b>Total</b>	<b>2171</b>	<b>79</b>	<b>590</b>	<b>22%</b>	<b>4%</b>

**Program**

Blackfalds

**ServiceDay**

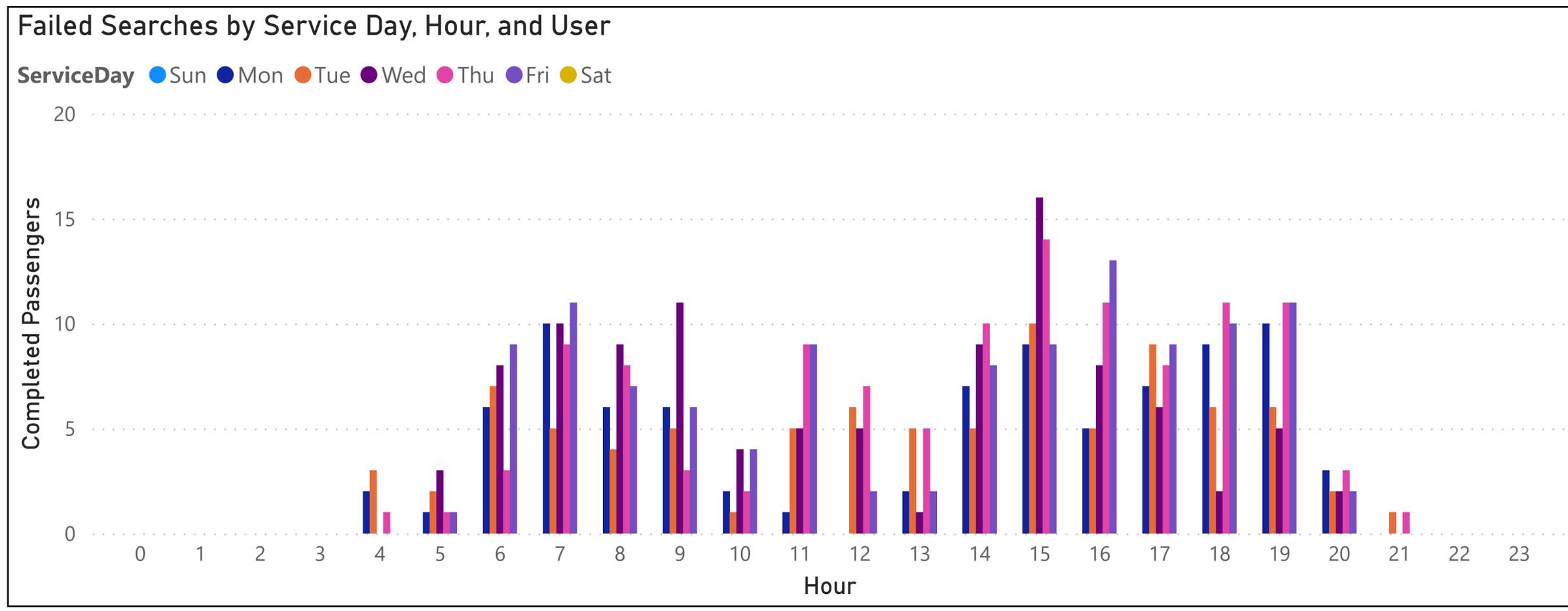
Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023

31/01/2024

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	2	1	6	10	6	6	2	1	0	2	7	9	5	7	9	10	3	0	0	0	86
Tue	0	0	0	0	3	2	7	5	4	5	1	5	6	5	5	10	5	9	6	6	2	1	0	0	87
Wed	0	0	0	0	0	3	8	10	9	11	4	5	5	1	9	16	8	6	2	5	2	0	0	0	104
Thu	0	0	0	0	1	1	3	9	8	3	2	9	7	5	10	14	11	8	11	11	3	1	0	0	117
Fri	0	0	0	0	0	1	9	11	7	6	4	9	2	2	8	9	13	9	10	11	2	0	0	0	113
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Hour Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>8</b>	<b>33</b>	<b>45</b>	<b>34</b>	<b>31</b>	<b>13</b>	<b>29</b>	<b>20</b>	<b>15</b>	<b>39</b>	<b>58</b>	<b>42</b>	<b>39</b>	<b>38</b>	<b>43</b>	<b>12</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>507</b>



**Program**

Blackfalds

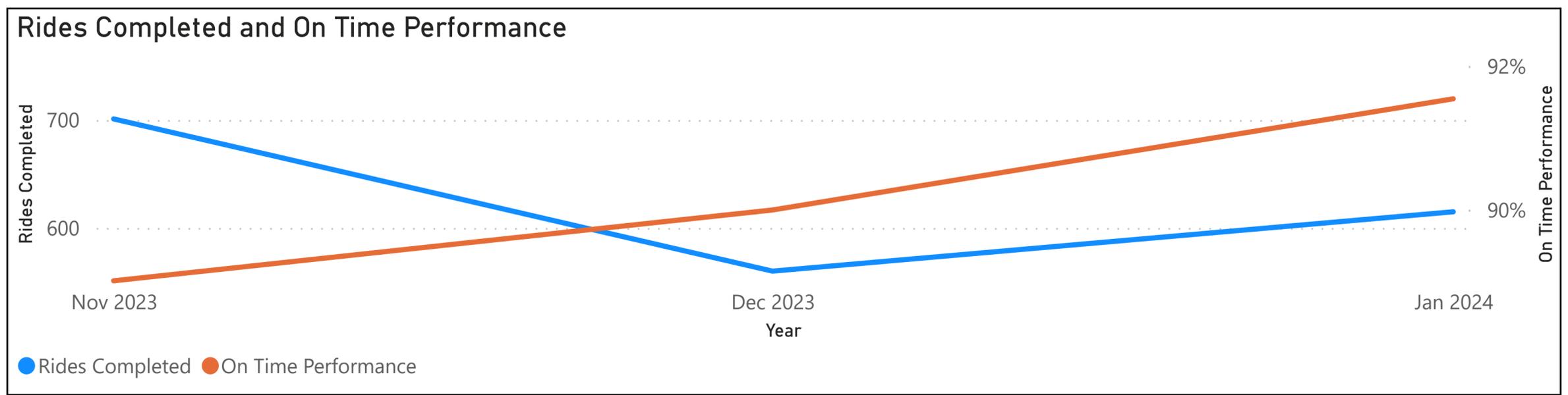
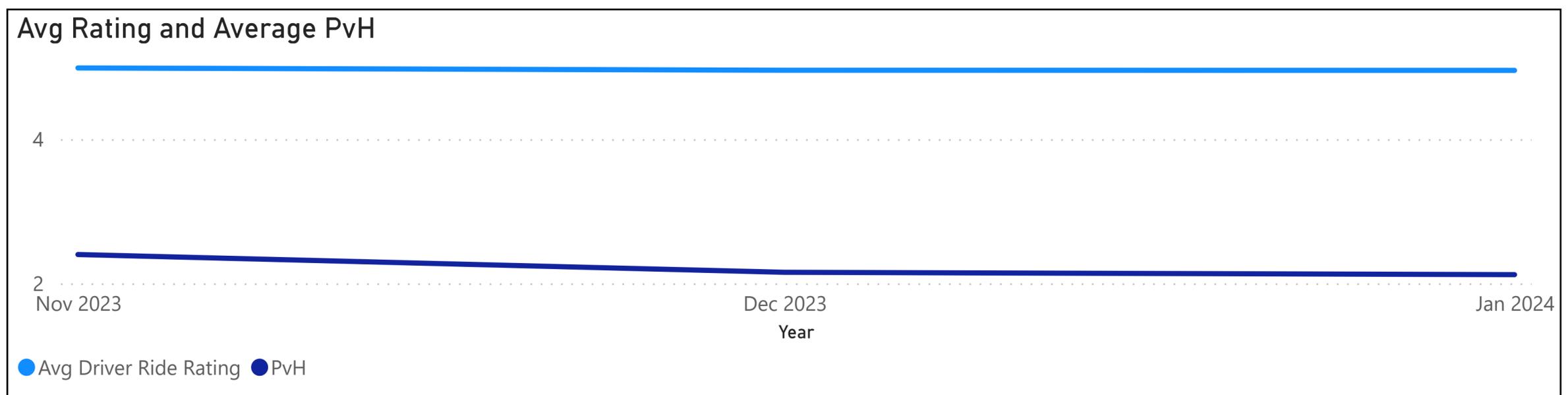
**ServiceDay**

Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023

31/01/2024



**90.14%**  
On Time Performance

Year	2024				
Month	January				
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	
▲ Blackfalds	615	4.95	2.12	91.54%	
<b>Total</b>	<b>615</b>	<b>4.95</b>	<b>2.12</b>	<b>91.54%</b>	

**Program**

Blackfalds

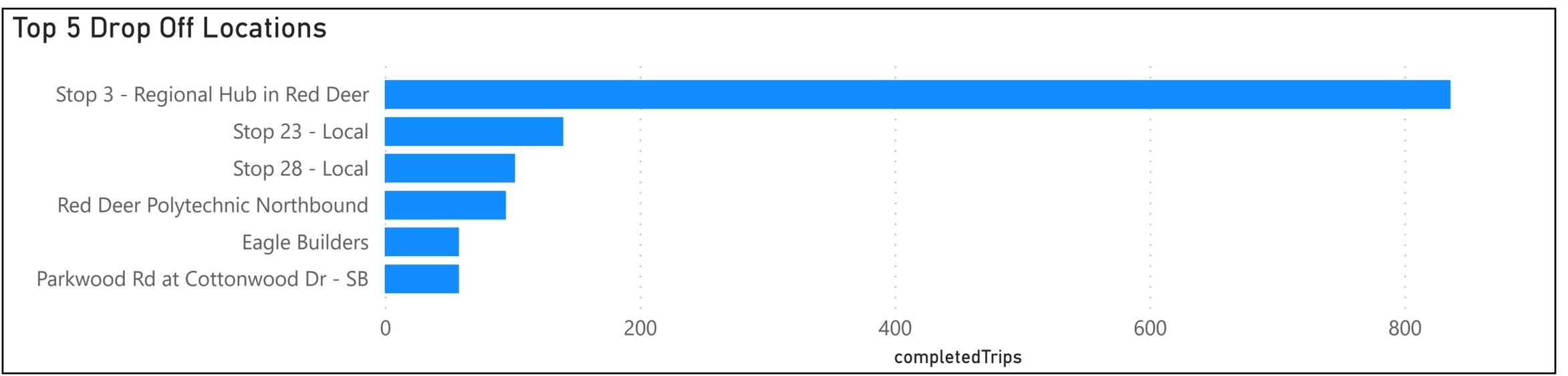
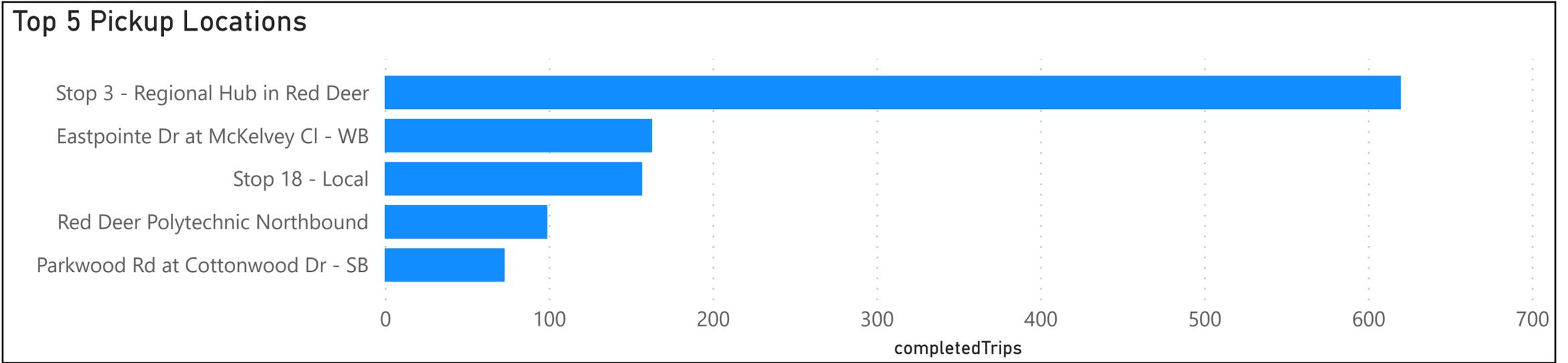
**ServiceDay**

Sun  
 Mon  
 Tue  
 Wed  
 Thu  
 Fri  
 Sat

**Date**

01/11/2023

31/01/2024



stopName	Dropoff	Pickup	Total
Stop 3 - Regional Hub in Red Deer	836	620	<b>1456</b>
Stop 23 - Local	140	62	<b>202</b>
Red Deer Polytechnic Northbound	95	99	<b>194</b>
Eastpointe Dr at McKelvey CI - WB	15	163	<b>178</b>
Stop 18 - Local		157	<b>157</b>
Parkwood Rd at Cottonwood Dr - SB	58	73	<b>131</b>
Stop 28 - Local	102	26	<b>128</b>
Eagle Builders	58	46	<b>104</b>
Highway Ave at Queen Cr - NR	38	51	<b>89</b>
<b>Total</b>	<b>1876</b>	<b>1876</b>	<b>3752</b>

Type stopName	Dropoff completedTrips	Pickup completedTrips	Total completedTrips
Stop 3 - Regional Hub in Red Deer	262	188	450
Red Deer Polytechnic Northbound	36	38	74
Eastpointe Dr at McKelvey Cl - WB	4	61	65
Stop 18 - Local		53	53
Stop 23 - Local	27	20	47
Highway Ave at Queen Cr - NB	23	21	44
Stop 28 - Local	38	6	44
Eagle Builders	21	15	36
Parkwood Rd at Cottonwood Dr - SB	15	20	35
Stop 17 - Local	9	24	33
Stop 8 - Local	21	4	25
Park St at Highway St - Housing Side		24	24
Stop 21 - Local	10	13	23
Waghorn St - Southside	18	5	23
Park St at Paramount Cr - EB	17	3	20
Westridge Dr at Stanford Blvd - SB	16	1	17
Stop 1 - Regional Hub West Blackfalds	8	7	15
Stop 7 - Local	2	13	15
Stop 16 - Local	7	7	14
Stop 26 - Local	2	12	14
Leong Road at Duncan Ave - SB	1	11	12
Stop 20 - Local	10	2	12
Stop 29 - Local	5	7	12
Stop 10 - Westridge Dr at Rolling Hills Ridge - SB	4	5	9
Prarie Ridge Ave - NB	7	1	8
Stop 10 - Local	3	5	8
Aspen Lakes at Ash Cl - Eastside	5	2	7
Stop 11 - Local		7	7
Stop 27 - Park St at Panorama Cr - WB	1	6	7
Stop 7 - Westbrook Rd at Valmont St	6	1	7
Red Deer Polytechnic Southbound	5	1	6
Womacks Rd at Blackfalds Skateboard Park	4	2	6
Blackfalds at Blackfalds - Worley Cord - Westbound	5		5
Blackfalds Bottle Deport - Southside	2	3	5
Stop 27 - Local	2	3	5
Cascade at Cooper St - Southside	3	1	4
Park St at Parkwood Rd - Northside	2	2	4
Stop 12 - Local		4	4
Stop 16 - Broadway Ave at Westbrooke Rd - NB	1	3	4
Stop 30 - Local	1	3	4
Stop 6 - Local	1	3	4
Stop 25 - Local	3		3
Stop 33 - Local	3		3
Buy Low Foods Stop		2	2
Stop 13 - Landsdowne Ave at Minto - EB		2	2
Stop 14 - Local	1	1	2
Stop 20 - Iron Ridge Intermediate Campus - SB	1	1	2
Stop 5 - Local	2		2
Stop 22 - Cottonwood Dr at Coachman Way - EB		1	1
Stop 24 - Local		1	1
Stop 25 - Pioneer Way at Coleman Cr - SB	1		1
<b>Total</b>	<b>615</b>	<b>615</b>	<b>1230</b>

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**MEETING DATE:** February 13, 2024  
**PREPARED BY:** Justin de Bresser, Director of Corporate Services  
**SUBJECT:** **Local Government Fiscal Framework**

---

## **BACKGROUND**

Alberta Municipal Affairs provides Municipalities with a source of grant funding for operating and capital projects. The Town has relied on Provincial funding for many infrastructure and capital projects over the years. Recently, the Province has proposed a new funding program called Local Government Fiscal Framework (LGFF) as a replacement for the Municipal Sustainability Initiative (MSI) Grant Funding.

## **DISCUSSION**

The LGFF for municipalities is provided with the goal to increase economic activity, increase livability, and increase resilience of municipalities in response and adaptation to the effects of disasters, extreme weather events, and changing local conditions.

LGFF Grant program is very similar to the former MSI program. It is allocation-based funding with a broad list of eligible projects. There will be significant discretion for local governments in committing funding; it is flexible to carry forward funding to future years and will require applications to determine eligibility and annual reporting. Projects eligible under MSI grant continue to be eligible projects under LGFF with an expanded eligibility for broadband infrastructure, and software licenses for asset management software. One benefit of transitioning to LGFF is that the funding pot amount will rise and fall annually at the same rate as provincial revenue, The Town will always know the next two years of funding allocations.

LGFF Capital allocation formula and program rules have been created:

- For maximize transparency, comprehensibility, predictability, and equity.
- Prioritize municipal asset management and resiliency of community infrastructure.
- Consider municipalities with the greatest needs.

Starting in 2024, the LGFF Capital funding pot will start at \$722 Million, \$382M for Charter Cities, and \$340M for Non-Charter Municipalities. The formula allocates 3% of the funding pot as a “needs based” funding for populations under 10,000. The remaining 97% of the funding pot is allocated as “General Funding”. When the formula is put together, each municipality receives a base amount (\$150,000 for 2024) plus a proportionate allocation based on their local population, plus the book value of their tangible capital assets, plus KM of local roads, plus the 5-year average of the municipality’s accumulated amortization and then those amounts are added to their Needs-Based Funding allocation (if they qualify) to determine their total LGFF Capital allocation for the year.

The LGFF program is in effect for the 2024 fiscal year and onward. The remaining funds granted through the MSI program will be completed in the MSI framework and should all be completed within five years.

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**FINANCIAL IMPLICATIONS**

The LGFF grant amounts have been calculated based on the formula provided. Our allocation is based on our information returns and provincial population census from three years prior.

2023 MSI	\$1,191,301 (Final Year of Funding)
2024 LGFF	\$1,379,424
2025 LFGG	\$1,579,440

The total funding of MSI from 2021 to 2022 has dropped by approximately 36% from historical levels. Advocacy work from AB Municipalities indicates the needed increases to the LFGG funding pot to historic levels.

**ATTACHMENTS**

- *LGFF Slide Deck – AB Municipalities*

**APPROVALS**

  
\_\_\_\_\_  
Kim Isaak,  
Chief Administrative Officer

  
\_\_\_\_\_  
Department Director/Author

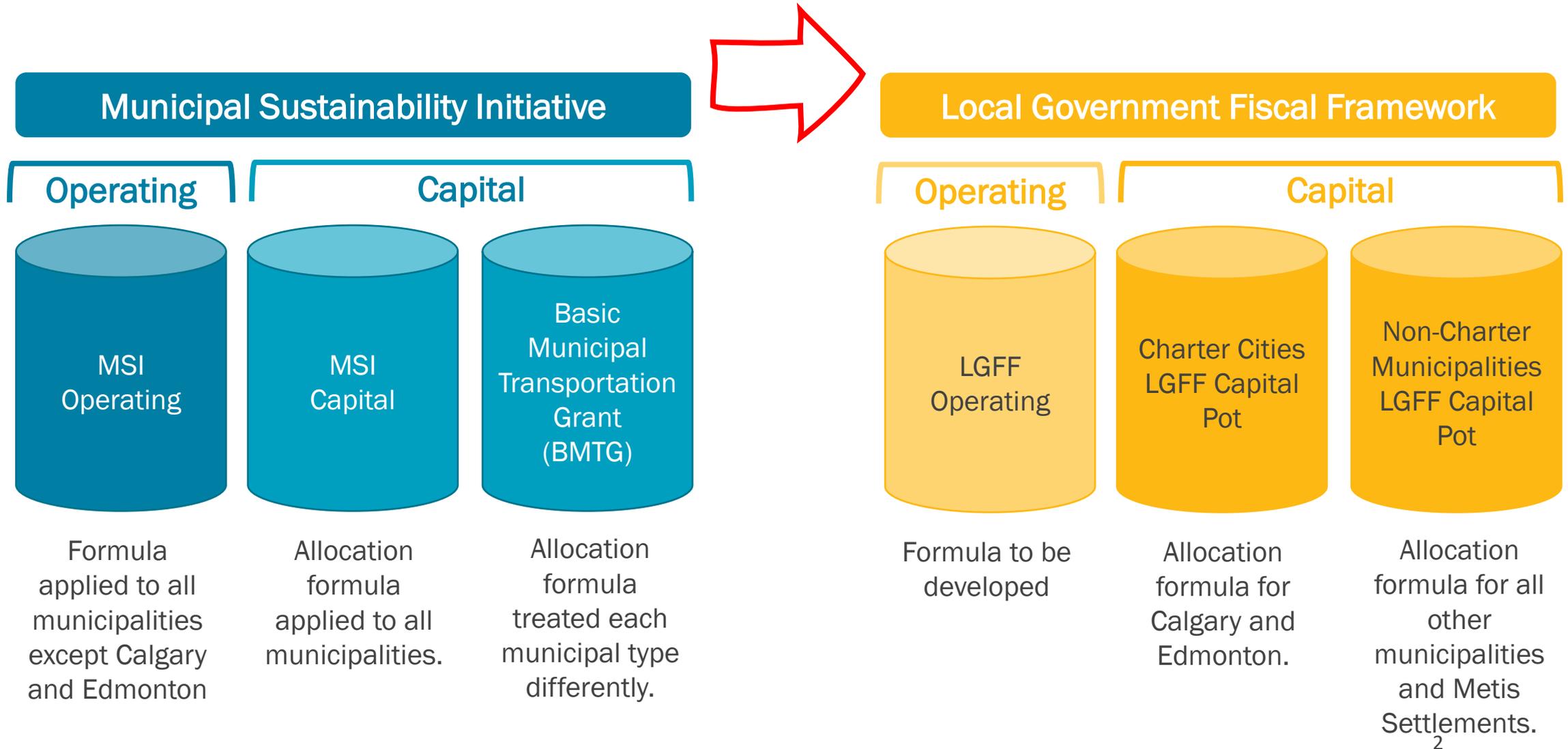
# Alberta's Local Government Fiscal Framework (LGFF) Capital Funding Program:

## An Overview and the Need for Increased Funding for Community Infrastructure

January 10, 2024



# Transitioning from MSI to LGFF



# Key benefits of LGFF Capital

## 1. The funding pot amount will rise and fall annually at the same rate as provincial revenue.

- Funding amounts are more likely to keep pace with Alberta's economy.
- Annual changes to the funding pot are based on the change in provincial revenue from 3-4 years prior to the funding year.
- Exceptions apply if the province changes a fiscal policy resulting in greater than a \$100 million change in a revenue source. (note)
- Between 2008 and 2020, provincial revenue grew at an average rate of 1.8% annually.

## 2. Your municipality will always know your next two years of funding allocations.

- Improved ability for municipalities to plan for their financial future.

# Overview of LGFF



## LGFF Capital

Legislated under the *Local Government Fiscal Framework Act*

Charter Cities  
\$382 million  
(2024)

Non-Charter Municipalities  
\$340 million  
(2024)

LGFF Act defines the allocation formula for Calgary and Edmonton.

Formula announced in December 2023.

## LGFF Operating

General grant program

2024 forecast = \$60 million (same as 2023)

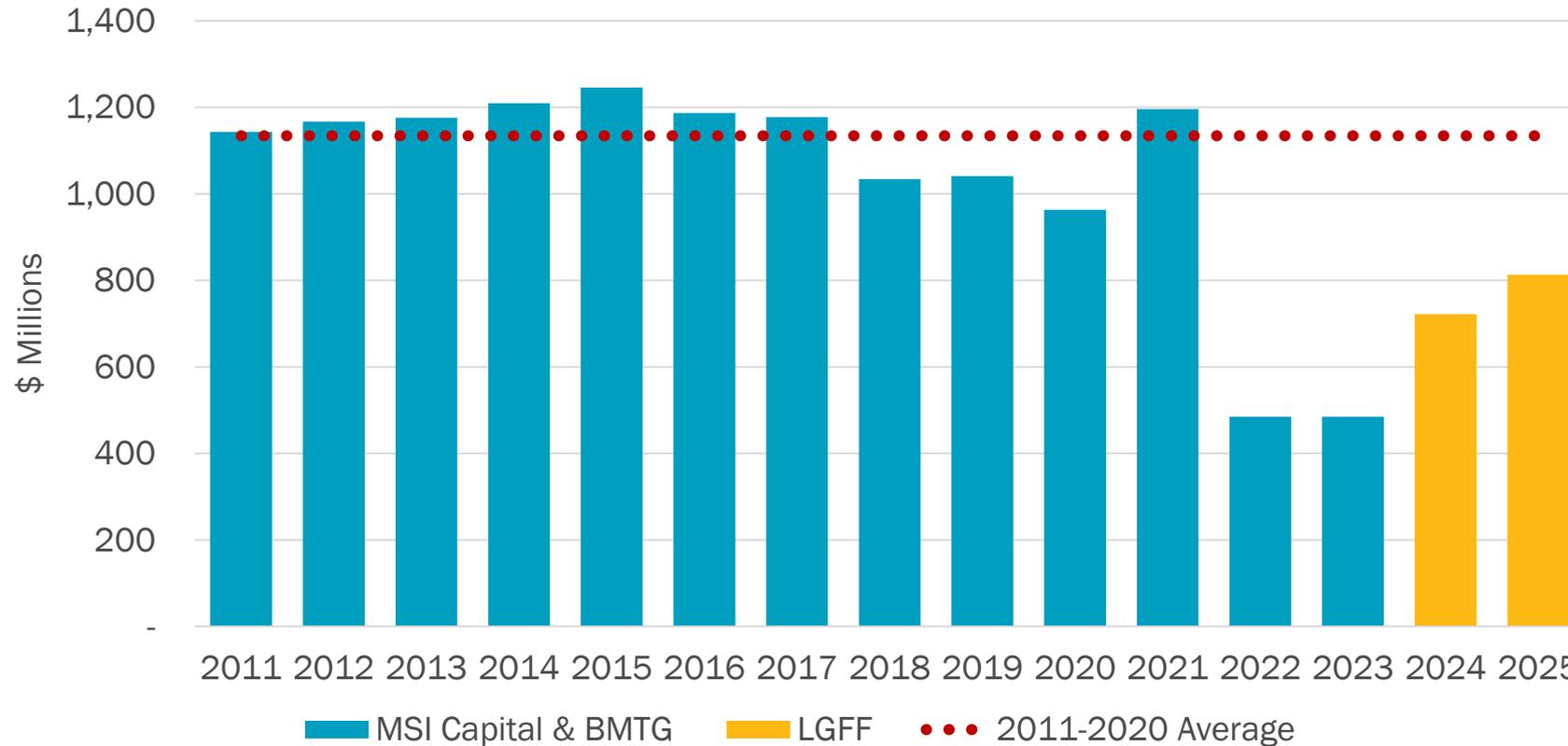
2024 allocations are same as 2023 MSI Operating. Municipal Affairs plans to create a new allocation formula for LGFF Operating.

# Targeted Outcomes for LGFF Capital

The stated program outcomes for LGFF Capital are:

- Increased economic activity
- Increased livability
- Increased resilience of municipalities and Metis Settlements in response and adaptation to the effects of disasters, extreme weather events, and changing local conditions.

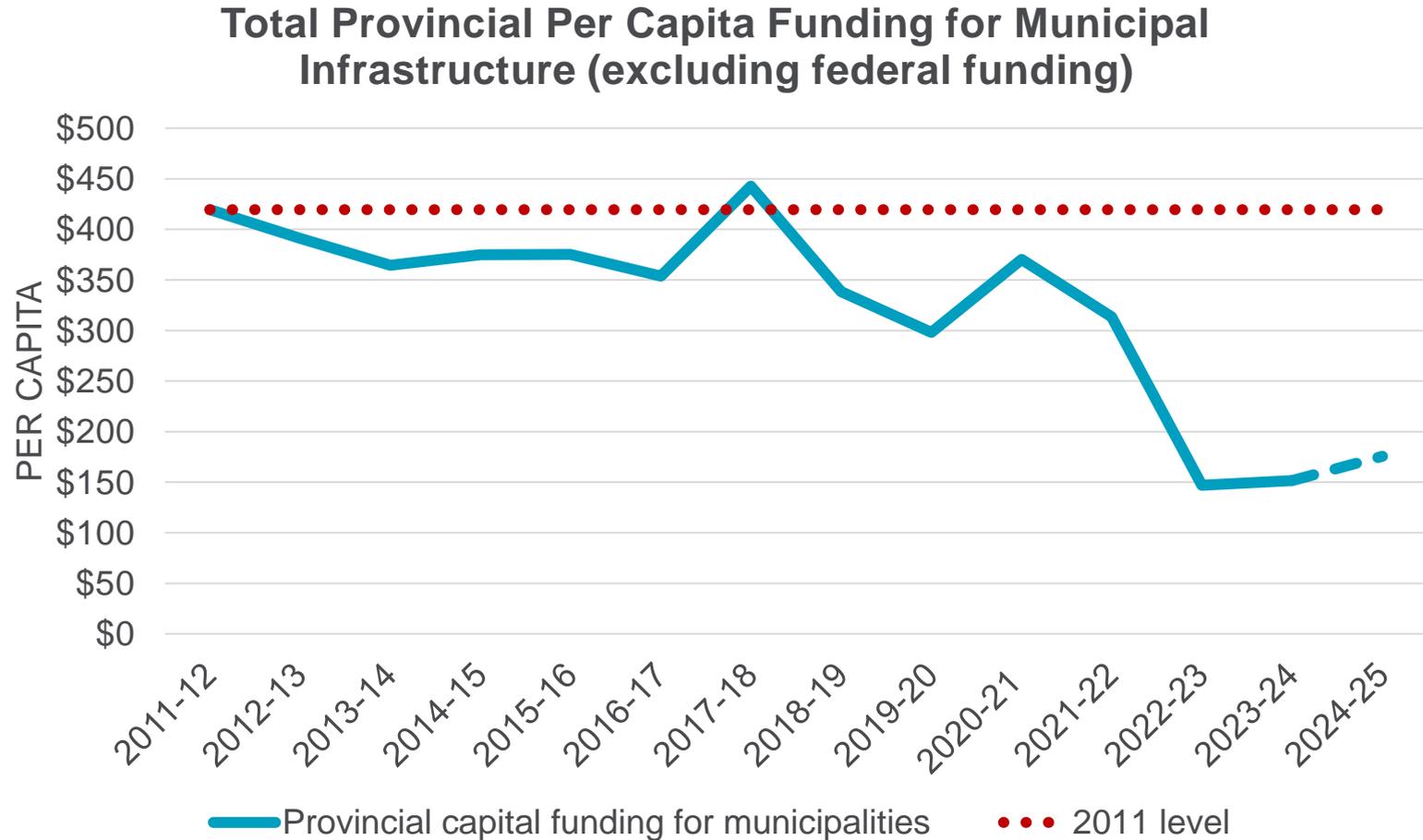
# At its start, LGFF Capital will deliver 36% less funding than the historical average (2011-2020) before the province front-loaded the 2022 and 2023 funding in the 2021 year



LGFF Capital starts at \$722 million, then increases by 13.6% in 2025 because of the linkage to provincial revenue, which increased by 13.6% three years prior

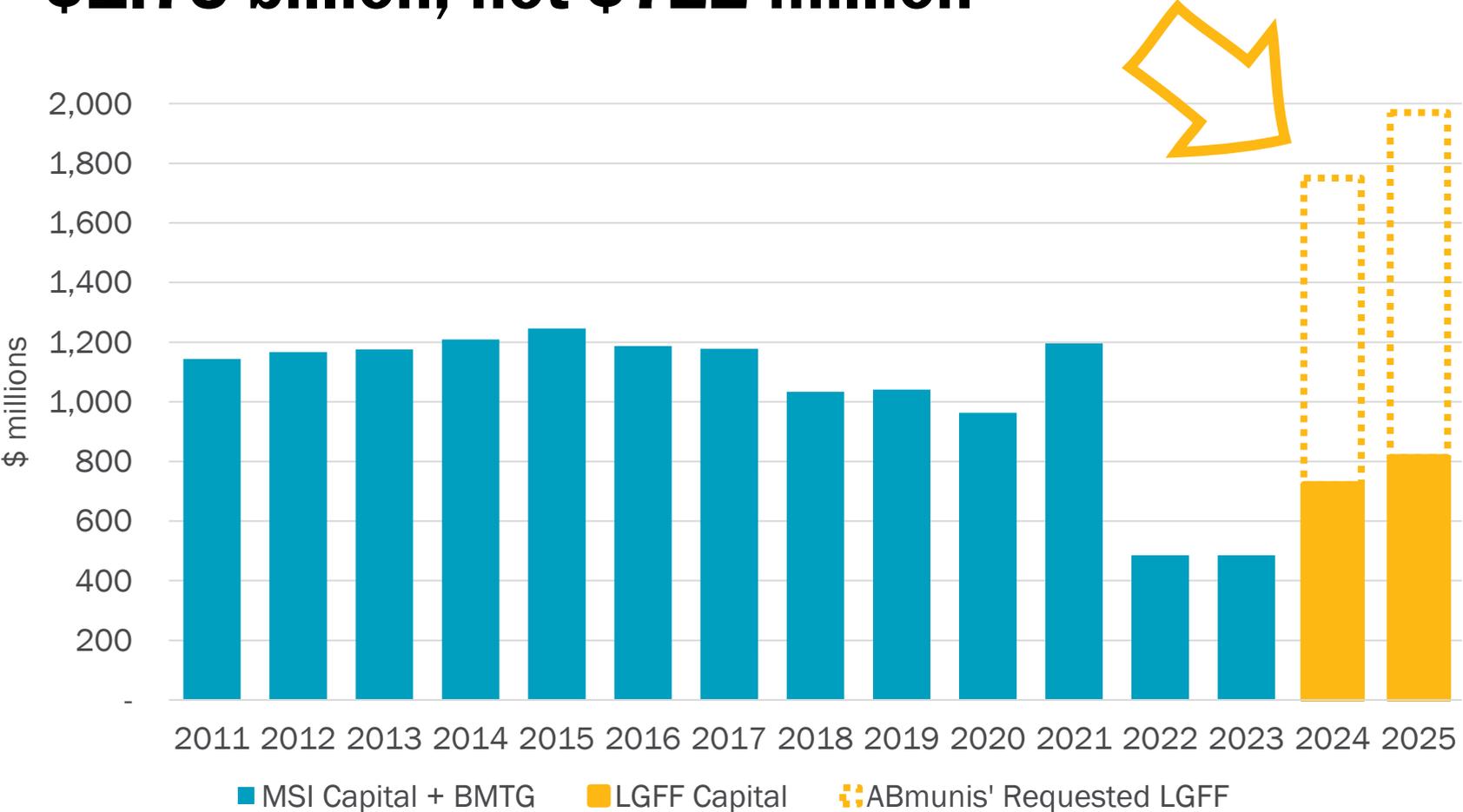
Source: Figures are based on Alberta Municipal Affairs annual allocation listings. The March 2015 advance of \$398.9 million is shown in the 2015 year and the March 2018 advance of \$800 million is split evenly over 2018 and 2019 as per the province's intent with that advance.

**In 2011, the province invested \$420 per Albertan for community infrastructure. This year, that amount is expected to be only \$175 per Albertan.**



Source:  
Figures are based on ABmunis' calculations using the total of capital funding programs delivered by the Government of Alberta, excluding funding from the Government of Canada that flows through the Government of Alberta. Figures are sourced from the Government of Alberta's annual fiscal plans and consist of the Municipal Sustainability Initiative Capital, Basic Municipal Transportation Grant, Water for Life, Municipal Water and Wastewater Partnership, Strategic Transportation Infrastructure Program, First Nations Water Tie-In Program, GreenTRIP, Alberta Community Resiliency Program, and the Municipal Stimulus Program. Population is based on Statistics Canada Table 17-10-0005-01, and 2024-25 is estimated at 4.3% growth based on Statistic Canada's quarterly estimated changes from Q4 2022 and Q4 2023.

# If provincial funding for municipal infrastructure kept pace with Alberta's population growth and inflation, then LGFF Capital should start at around \$1.75 billion, not \$722 million

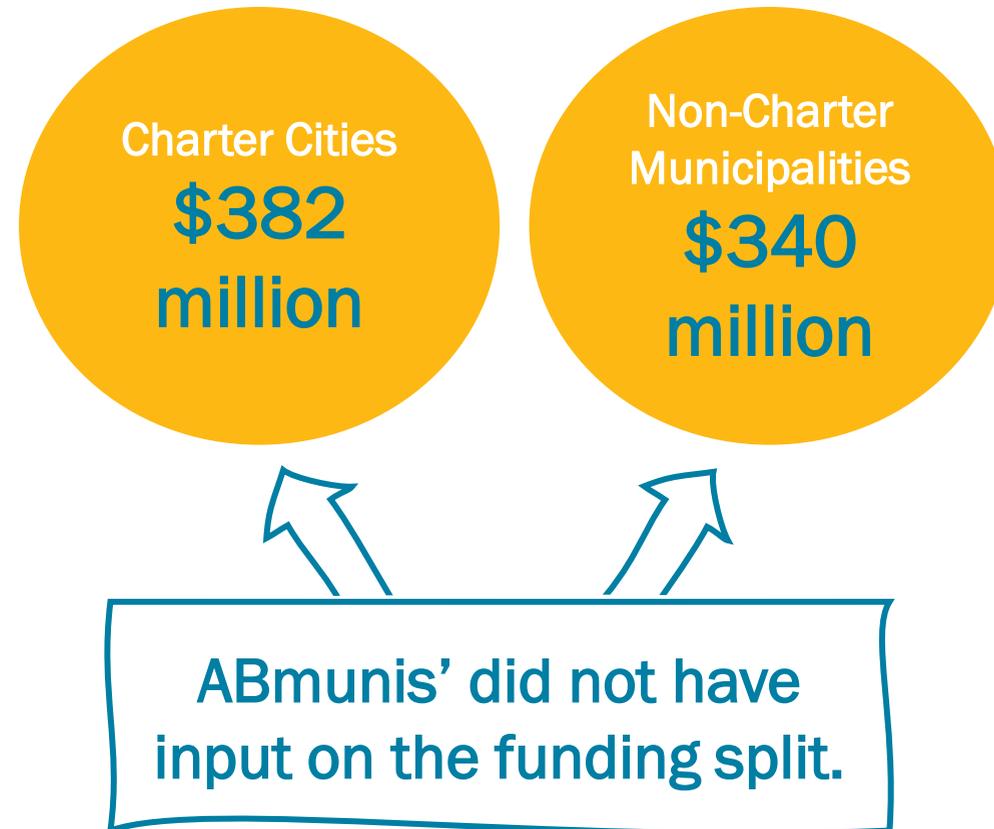


The call for LGFF Capital to start at \$1.75 billion was approved by member resolution at ABmunis' 2023 Convention.

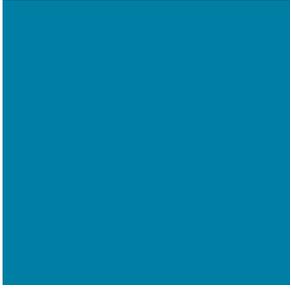
# The starting amounts of each LGFF Capital funding pot

Starting in 2024

ABmunis will continue to advocate for an increase in the LGFF Capital funding pots.



# Allocation Formula for the Non-Charter Municipalities

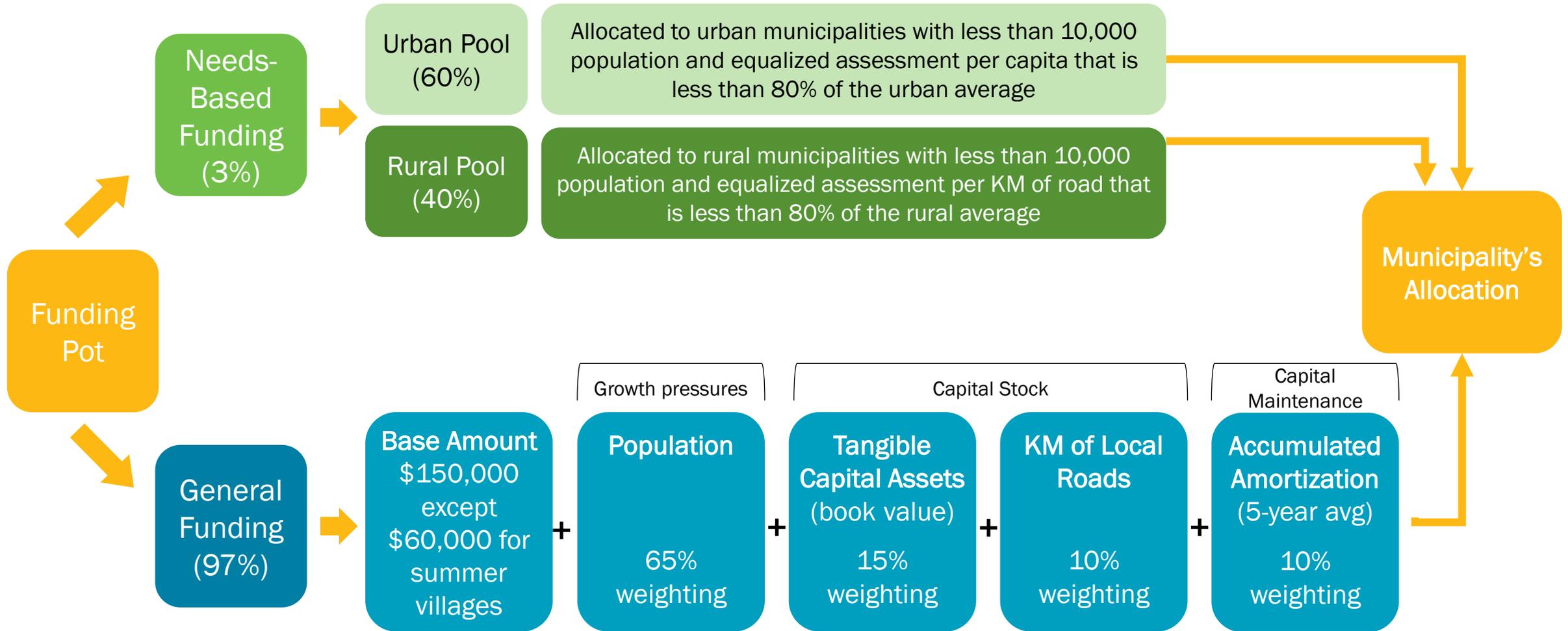


# Municipal Affairs' goals for the LGFF Capital allocation formula and program rules

1. Maximize transparency, comprehensibility, predictability, and equity.
2. Prioritize municipal asset management and resiliency of community infrastructure.
3. Consider municipalities with the greatest needs.



# LGFF Capital Allocation Formula (non-charter municipalities)



Urban pool applies to eligible towns, villages, summer villages, Municipality of Jasper, Townsite of Redwood Meadows, Municipal District of Crowsnest Pass, Metis Settlements. Rural pool applies to eligible municipal districts, counties, improvement districts, and specialized municipalities excluding Jasper and Crowsnest Pass.

# ABmunis' is seeking several improvements to LGFF Capital

1. ABmunis and member municipalities are advocating for the starting amount of the LGFF Capital pot to be increased to \$1.75 billion.
2. Request that the province to collect more comprehensive data on KM of local roads including KM of road lanes and the type of surface material to create more equitable funding outcomes between municipalities.
3. Request that LGFF Capital allocation formula integrate tangible capital asset data that is currently not reported by municipalities because the local infrastructure is managed by a municipality-controlled corporation.
4. Request that the allocation formula base amount be increased every 3-5 years based on inflation to support smaller municipalities that are more reliant on the base amount.

# One-time funding is not a long-term solution

## ~~One-time project funding~~

- Success is reliant on the province posting a surplus and selecting your community infrastructure project over other provincial priorities such as paying down Alberta's debt, increasing savings, or funding provincial infrastructure projects.
- The province has only posted a surplus in 3 of the last 15 years.

## ✓ Increase the LGFF funding pot

- Long-term solution for maintaining each community's roads, sidewalks, water and wastewater systems, recreation facilities, fire halls and fire trucks, and other local needs.
- The Alberta is Calling campaign is attracting tens of thousands of people to Alberta and we need to invest in new infrastructure.
- Without an increase, property taxes will grow considerably, or Albertans will see their infrastructure deteriorate.



# Questions

Email questions to [advocacy@abmunis.ca](mailto:advocacy@abmunis.ca)

300, 8616 51 Avenue NW  
Edmonton, AB T6E 6E6

abmunis.ca

hello@abmunis.ca

310-MUNI



 **Alberta  
Municipalities**  
Strength  
In Members



Organizational Meeting  
November 27, 2023 @ 1:00pm  
Lacombe Seniors Lodge

### Organizational Meeting Minutes

In Attendance:	Karin Engen	Town of Eckville
	Brenda Valiquette (alternate)	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
	The Bethany Group	Carla Beck, Shannon Holtz, Melodie Stol (recorder)
	Lacombe Foundation	Ann Hultink

1.	<p><b>Call to Order</b></p> <p>The meeting was called to order at 1:00pm. Introductions of the new board members were made.</p>
2.	<p><b>Appointment of Officers</b></p> <p>The Chair was handed over to Melodie Stol, who called for nominations for Board Chair. Barb Shepherd nominated Jamie Hoover, who accepted the nomination. A second and third call for nominations was made.</p> <p><i>With no further nominations, Jamie Hoover was declared Board Chair.</i></p> <p>The Chair was handed to Jamie Hoover, who called for nominations for Board Vice Chair. Tracey Hallman nominated Barb Shepherd, who accepted the nomination. A second and third call was made.</p> <p><i>With no further nominations, Barb Shepherd was declared Board Vice Chair.</i></p>
3.	<p><b>Review of Honorarium</b></p> <p>Reviewed the current honorarium and mileage rates. No changes were recommended for 2024.</p> <p><i>Moved by R. Konnik to confirm the 2024 Honorarium and Mileage rates with no changes.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
4.	<p><b>Signing Authorities</b></p> <p>The signing authority positions and names were reviewed.</p>

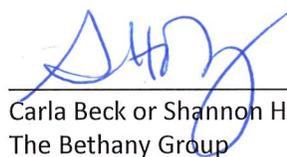
*Caring Communities*

	<p><i>Moved by B, Shepherd to approve the Signing Authorities as follows:</i></p> <p><i>Signing Authority for operating accounts to be Lacombe Foundation Board Chair and Board Vice Chair, Chief Executive Officer, Director Housing and Lodges, and Finance Manager:</i></p> <ul style="list-style-type: none"> <li>• <i>Chief Executive Officer - Carla Beck</i></li> <li>• <i>Director of Housing and Lodges – Shannon Holtz</i></li> <li>• <i>Finance Manager – Ann Hultink</i></li> <li>• <i>Board Chairperson – Jamie Hoover</i></li> <li>• <i>Board Vice Chairperson – Barb Shepherd</i></li> </ul> <p><i>Alberta Treasury Branch also requires that an Administrator be named for operating accounts to process Electronic Funds transfers, download bank statements, etc.- Administrator to be the Chief Executive Officer with Primary position to be Finance Manager, and secondary position to be Director, Housing and Lodges. These positions may delegate to other staff as approved by the Chief Executive Officer in writing:</i></p> <ul style="list-style-type: none"> <li>• <i>Finance Manager – Ann Hultink</i></li> <li>• <i>Director, Housing and Lodges – Shannon Holtz</i></li> </ul> <p><i>Canada Revenue Agency - CRA requires a “Super User” to be named. Primary position is to be the Chief Executive Officer, with delegation to the Finance Manager:</i></p> <ul style="list-style-type: none"> <li>• <i>Finance Manager – Ann Hultink</i></li> </ul> <p><i>CARRIED</i></p>
<p><b>5.</b></p>	<p><b>2024 Meeting Dates</b></p> <p>Mondays February 5, March 25, May 13, June 24, September 23 and November 25, 2024 with the February 5 to be held by Zoom.</p> <p>A date will be arranged for an orientation of the new board members.</p> <p><i>Moved by B. Valiquette that the 2024 Meeting Schedule be accepted as presented. CARRIED</i></p>
<p><b>6.</b></p>	<p><b>Adjournment</b></p> <p>The November 27, 2024 Organizational meeting was declared adjourned at 1:15pm.</p>



Jamie Hoover  
Board Chair, Lacombe Foundation

Feb 5, 2024  
Date



Carla Beck or Shannon Holtz,  
The Bethany Group

Feb 5, 2024  
Date



Lacombe Foundation Board Meeting  
 Monday November 27, 2023 @ 1:00pm  
 Lacombe Seniors Lodge

## MINUTES

In Attendance:	Karin Engen	Town of Eckville
	Brenda Valiquette (alternate)	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
	The Bethany Group	Carla Beck, Shannon Holtz, Melodie Stol (recorder)
	Lacombe Foundation	Ann Hultink

1.	<p><b>Call to Order</b></p> <p>The meeting was called to order at 1:15pm by Board Chair Jamie Hoover.</p>
2.	<p><b>Approval of Agenda</b></p> <p><i>T. Hallman moved to accept the agenda as presented. CARRIED</i></p>
3.	<p><b>Approval of Minutes</b></p> <p><i>B. Shepherd moved to approve the September 25, 2023 minutes as presented. CARRIED</i></p>
4.	<p><b>Correspondence</b></p> <p>a. Seniors Income Amounts October - December 2023</p> <p>b. TBG 2022 Annual Report</p> <p><i>R. Fehr moved to accept the Correspondence as information. CARRIED</i></p>
5.	<p><b>Reports</b></p> <p>a. Financial Reports          Review of the financial statements and explanatory notes for the 10 months ending October 31, 2023</p> <p>Lodges: Strong revenue with DSL Eckville 14/15 occupied, covid funding for occupancy loss and strong interest rates.</p> <p>Expenses reflect seasonal variances for utilities, no major operating expenses. Repairs to a walk-in cooler in Lacombe more cost effective then replacement.</p> <p>Discussion on LAP grant funding structure for low-income residents. Discussion on the forecast operating surplus.</p>

		<p>Affordable Housing: Occupancy has been strong through 2023. Good interest income. Plans to expend maintenance budget by end of year.</p> <p><i>T. Hallman moved to accept the financial report as information. CARRIED</i></p>
	b.	<p>Occupancy Report to October 31, 2023</p> <p>Affordable has strong occupancy and efficient turn-around of units when vacated. Discussion on lodges reporting and looking at how to update the report to reflect the rooms that have been changed to offices.</p> <p>Discussion on the HUB in Lacombe. Lacombe Foundation reviews applications for income verification for the company that manages the building.</p> <p><i>R. Konnik moved to accept the occupancy report as information. CARRIED</i></p>
	c.	<p>CAO Report</p> <p>The Province did complete a Building Condition assessment on November 13 for both Lacombe Lodge and Parkview Manor. Cooler repairs in Lacombe and rental of commercial dishwasher in Eckville.</p> <p>Christmas events are scheduled. The Fall resident meeting included asking residents for feedback on menus and activities. Quality Improvement Initiative is Move in Experience. Advocacy update and ASCHA update. Please email Melodie if you are interested in attending the March ASCHA convention.</p> <p><i>K. Engen moved to accept the CAO report as information. CARRIED</i></p>
<b>6.</b>	<b>New Business</b>	
	a.	<p>Budget 2024</p> <p><b>Lodges:</b> Revenues reflect occupancy assumptions based on last quarter of 2023, LAP grant held to same level, no covid funding as end date is unknown, interest income and anticipation of the Eckville DSL contract extended to 2025.</p> <p>Expenses have anticipated the wage reopener for the CLAC contract, 5% increase to food and operating. Maintenance based on \$1000 per door.</p> <p>No increase to management fees.</p> <p>Top priority for capital is the Eckville Nurse call/ FOB system with the capital CMR request to the ministry.</p> <p>The proposed budget showed a deficit and no increase to requisition. Board discussion on the requisition, smaller annual increases vs. large increases after years of holding the level and the need to grow reserves for lodge redevelopment.</p> <p><b>Affordable Housing:</b> Revenue based on 95% occupancy. No changes to rental rates or charges for 2024. Expenses have maintenance at \$1000 per door, increases to insurance and to mortgage rates.</p> <p><b>Lodge Rates:</b> Lodge rate sheets reflect an increase to the service package charges of \$15 per month per resident effective July 1, 2024.</p> <p><i>B. Shepherd moved to approve the 2024 Lodges Budget with an increase to the municipal requisition to \$800,000 (an increase of \$25,000 from 2023). CARRIED</i></p>



		<p>R. Fehr moved to approve the 2024 Lodge Rate sheet, with an increase to the Lodge Service fee to \$900 per month (an increase of \$15 per month per resident) effective July 1, 2024. <b>CARRIED</b></p> <p>K. Engen moved to approve the 2024 Affordable Housing Budget as presented. <b>CARRIED</b></p>
<b>7.</b>	<b>Previous Business</b>	
	b.	<p>Lacombe Lodge redevelopment update</p> <p>Building Condition Assessment has been completed on November 13 and are awaiting the written report back from the Ministry</p> <p>City of Lacombe/County of Lacombe made arrangements for a tour of the facility to assist with municipal advocacy.</p> <p>Advocacy notes will be updated for the orientation with the new members</p>
<b>8.</b>	<b>Next Meeting Date</b>	Board meeting Monday February 5 at 1:00 pm, via ZOOM
<b>9.</b>	<b>Adjournment</b>	The November 27, 2023 Lacombe Foundation meeting was declared adjourned at 2:58pm.

\_\_\_\_\_  
 Jamie Hoover, Board Chair  
 Lacombe Foundation

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

Feb 5, 2024

Date

Feb 5, 2024

Date



# City of Lacombe

## COUNCIL HIGHLIGHTS

January 22<sup>nd</sup>, 2024

### Regular Meeting of Council

## 2. Consent of Agenda

### 2.1 Consent Agenda

Council approved the updated Public Participation Policy 11/211.01 2024PO as presented and rescinded the previous Public Participation Policy 11/211.01 2018PO.

Council acknowledged receipt of the Alternative Economic Development Practices Report.

Council scheduled a Committee of the Whole meeting on March 4, 2024, to further discuss the Planning and Development fee review.

## 4. Presentations

### 4.1 Audit Process

Ryan Wachter, Senior Manager at BDO Canada LLP, and Mitch Kennedy, Senior Manager at BDO Canada LLP, presented on the City's Audit Process to Council.

### 4.2 Alternative Economic Development Practices

Paul Salvatore, CEO of Municipal Experts Inc., presented "Alternative Economic Development Practices" to Council.

## 6. Requests for Decision

### 6.1 Planning & Development Services Fee Review

Planning & Development Services (P&D) fees were last reviewed in 2015 and implemented in 2016. In 2023, Administration reviewed Municipal Comparator Fee Schedules and determined that most of Lacombe's fees are below comparators, with several of the City's fees more than 50% lower than the average, suggesting a fee increase is warranted.

Administration proposed to align the City's planning and development fees with the median of Lacombe's municipal comparators.

Previously, two Lacombe Bylaws and one Council Policy contained Planning and Development fees and were used to guide processes. For Council's approval at a meeting in Q2 2024, Administration proposed to consolidate these three documents into one Bylaw to eliminate redundancy, improve clarity and streamline processes.

Council scheduled a Committee of the Whole meeting on March 4, 2024, to further discuss the Planning and Development fee review.

## **6.2 Community Builder Partnership Grant Application - Lacombe Days**

The Lacombe Days Committee applied for funding support through the Community Builder Partnership Fund - Events. The fund's guidelines require Council approval for any request exceeding \$10,000. This is the second year the Committee has applied for this grant to manage associated concert costs. In 2023, Lacombe Days received \$20,000 for their inaugural concert.

They plan to learn from last year's event to improve implementation and delivery for this year. This will assist with their efforts to improve the concert's sustainability and allow them to move away from applying for funding support from this grant in future years.

The Lacombe & District Recreation, Parks and Culture Board reviewed the application and made the following recommendation at their January 11th, 2024, meeting:

- "That the [Lacombe & District Recreation, Parks & Culture] Board recommends Council approves the Lacombe Day's Community Builder Partnership Fund Events grant application for \$30,000 for their Lacombe Days Concert. "

Council approved a grant of \$30,000 from the Community Builder Partnership Fund to the Lacombe Days Committee for their proposed Lacombe Days Concert.

## **6.3 Bylaw 369.1 - Municipal Emergency Management Bylaw**

The Emergency Management Act requires each municipality to have its own emergency management agency, but regional emergency partnerships are voluntary. This means that most municipalities that are part of a regional partnership participate in both a municipal-specific emergency management agency (mandatory) and a regional partnership (voluntary).

This report and the recommended bylaw amendments pertain only to the mandatory City of Lacombe-specific emergency management agency.

In 2023, the Lacombe Emergency Management Advisory Committee (part of the City's mandatory municipal-specific Agency) conducted a comprehensive review of the existing bylaw, proposing several amendments.

The recommendations included:

- Defining key terms,
- Expanding the roles of the Municipal Emergency Management Advisory Committee,
- Updating personnel in the Municipal Emergency Management Agency Committee and involving various external organizations in emergency planning,
- Ensuring the Director of Emergency Management's duties are updated to align with the requirements of the Alberta Emergency Management Agency,
- Updating information to align with the current Emergency Management Act.

The Lacombe Emergency Management Advisory Committee supported the proposed changes.

Council approved second reading of Bylaw 369 and then approve third reading of Bylaw 369.1 as amended.

#### **6.4 Traffic Bylaw 506**

On August 14th, 2023, the Committee of the Whole meeting reviewed Traffic Bylaw 223, leading to the drafting of a new traffic bylaw, Bylaw 506.

Proposed changes included:

- Defining Heavy Vehicles,
- Clarifying parking restrictions,
- Enforcement of parking on private property, where signage is posted that prohibits public parking,
- Providing more warning for planned street maintenance (i.e., snow clearing),
- Regulating recreational vehicles on public roadways,
- Removing sign regulations from the Traffic Bylaw,
- Addressing sidewalk hazards,
- Updating snow and ice removal processes,
- Adding rules for bicycles and personal mobility devices,
- Introducing a section for temporary road closures (road use permits),
- Adjusting towing fees, and
- Updating penalties, fines, and fees.

Council approved the third reading of Traffic Bylaw 506 as amended.

#### **6.5 Municipal Police Commission Bylaw 511**

A draft of the Municipal Police Commission Bylaw 511 was presented to Council. The draft includes proposed changes directed by Council following review and consultation with the Lacombe Police Commission.

The proposed Bylaw will replace the current Municipal Police Commission Bylaw 78, which governs the Municipal Police Commission.

Some of the proposed changes include:

- The "Purpose" section discusses the need for updates to reflect changes in Police Act legislation, which has not been updated since 1986.
- Changes include adding a definition for "Non-Association Staff".
- The "Appointment of Commission Members" section proposes increasing the Commission's membership to nine, with the government having the authority to appoint up to three members.
- The "Meeting of the Commission" section suggests changes to calling special meetings and adhering only to the discussion topics as per the reason stated when calling the meeting.
- Other sections, such as Rules Governing Meetings, Freedom of Information and Protection of Privacy, Chief and CAO Attendance, Secretary's role, Information to Council, Powers and Duties, Funding, Appointment of Chief, Appointment of Members, and Preparation of Policing Plan and Budget, also include proposed modifications.
- Other notable changes involve adjusting quorum requirements, updating references to legislation, and ratifying the initial appointment of the Chief of Police by the Council.

Council approved the second reading of the Municipal Police Commission Bylaw 511 as amended.

Amendment to Primary Motion on the floor:

“THAT Council amend the motion to include the following amendments to the Municipal Police Commission Bylaw 511:

1. The word 'municipal' removed when referring to the Lacombe Municipal Police Commission.
2. Commission membership changes to 7 to 10, comprised of 2 council members, 5 public municipally appointed members, and between 1 and 3 provincial appointees.
3. All Commission appointees and the Board Secretary are subject to security clearance.”

#### **6.6 Notice of Motion (Councillor Konnik – from January 8th)**

Council discussed the following Notice of Motion from Councillor Reuben Konnik:

- Council directs Administration to draft an amendment to the Land Use Bylaw, for Council’s review and consideration, to allow one sign on a residential lot, to a maximum size of 600 mm x 600 mm.

Council directed Administration to draft an amendment to the Land Use Bylaw, for Council’s review and consideration, to allow one sign on a residential lot, to a maximum size of 600 mm x 600 mm.

## **8. In Camera**

#### **8.3 Land (FOIP Section 16)**

Council approved a reserve bid of \$570,000 for the Public Auction of the 7625 Henderson Way property.

#### **8.4 Labour (FOIP Section 17)**

Council appointed Elijah O’Sullivan to the Affordable Housing Steering Committee with a term starting January 23rd, 2024, and January 22nd, 2026.

Council appointed Lyndall Cave to the Affordable Housing Steering Committee with a term starting January 23rd, 2024, and June 30th, 2025.

Council appointed Laurel Halladay to the Lacombe Art Collection Committee with a term starting February 1st, 2024, and ending January 31st, 2026.

Council appointed Julie Dubyna to the Lacombe Public Library Board with a term starting January 23rd, 2024, and ending January 22nd, 2026.

Council appointed Minsuare Banie to the Lacombe & District Recreation, Parks and Culture Board with a term ending starting January 23rd, 2024, and ending January 22nd, 2027.

#### **8.4 Labour (FOIP Section 16)**

Council provided direction to the Senior Manager of People Services to proceed with the administration of the annual performance review for CAO Goudy based on the previously established process.

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

- ***Monday, February 12, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***
- ***Monday, February 26, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***
- ***Monday, March 4, 2024 – Committee of the Whole Meeting at 5:30 p.m. – City Hall***
- ***Monday, March 11, 2024 – Regular Council Meeting at 5:30 p.m. – City Hall***



## HIGHLIGHTS OF THE REGULAR COUNCIL MEETING JANUARY 25, 2024

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### **2023 ENVIRONMENTAL ACTION PLAN UPDATE**

An update on the 2023 Lacombe County Environmental Action Plan (EAP) was received for information.

### **2024 ENVIRONMENTAL ACTION PLAN**

The projects proposed for the 2024 EAP were approved as presented. The 2024 EAP focuses on energy efficiency, waste creation and disposal, land use in the built and natural environment, water quality and security, and climate change adaptation and mitigation.

### **COUNCIL EVALUATION**

The Council Evaluation process received approval. The Council Evaluation will be conducted concurrent to the County Manager evaluation.

### **EMPLOYEE ENGAGEMENT SURVEY RESULTS**

The results of the 2023 Employee Engagement Survey were provided for information to Council.

### **HEALTH AND SAFETY MANAGEMENT SYSTEM POLICY REVISION**

The County's Certificate of Recognition (COR) audit findings proposed revisions to the Health and Safety Management System Policy that were approved by Council.

### **HOUSE AT TEES REMOTE SHOP**

The County Manager was directed to award the hazardous material cleanup of the house at the Tees Remote Shop, in the amount of \$39,688.00, to ASK Environmental. A suitable contractor shall be secured to conduct the well abandonment at the cost of up to \$3,000.00, with both costs to be funded from the Asset Retirement Obligation Liability Fund. The removal of the remaining portion of the house, outbuildings, and general cleanup of the property, at an estimated cost of \$40,352.00, is to be completed in-house utilizing County resources and funded from the 2024 Operating Budget.

### **NEW PAVEMENT MASTER PLAN**

Council will review the New Pavement Master Plan at the April 2, 2024 Committee of the Whole Meeting.

### **SANDY POINT PAID PARKING USAGE STATISTICS**

Based on information provided in the Sandy Point Paid Parking Usage Report, it is estimated that 3%, or less, of all users of the beach and boat launch at Sandy Point are residents of Lacombe County, with a large majority of the users coming from Lacombe, Red Deer, Edmonton, and Calgary.

Council received the Sandy Point Paid Parking Usage Report for information.

### **PROPERTY TAX LATE PAYMENT PENALTY CANCELLATION REQUEST**

A motion that Lacombe County cancel the \$551.45 in late payment penalties levied on tax account #3903343001 did not receive Council approval.

### **CITY OF LACOMBE 2024 RC(1) RECREATION CAPITAL FUNDING APPLICATIONS**

By resolutions of Council, Lacombe County will contribute up to \$149,779.00 to the City of Lacombe's annual capital projects at the Kinsmen Aquatic Centre and Lacombe Memorial Centre, funded through the Recreation Capital Assistance Reserve.



WHERE PEOPLE ARE THE KEY

**SYLVAN LAKE INTERMUNICIPAL DEVELOPMENT PLAN COMMITTEE TERMS OF REFERENCE**

The Sylvan Lake Intermunicipal Development Plan Committee Terms of Reference were approved as presented.

**MINISTER OF TOURISM AND SPORT TO VISIT MEDICINE LODGE SKI HILL – FEBRUARY 2, 2024**

Council will provide representation at a meeting with the Minister of Tourism and Sport during his visit to the Medicine Lodge Ski Hill on February 2, 2024.

**WOLF CREEK PUBLIC SCHOOLS SCHOOL SOCIAL WORK PROGRAM PRESENTATION**

Barb Reaney and Kevin Newman, representatives of Wolf Creek Public Schools, provided a presentation on the School Social Work Program.

**MIRROR BALL DIAMONDS PRESENTATION**

Ron Smithman, a representative of the Mirror Association of Ball Diamonds, Campground, and Skating Society, presented proposed changes to the Mirror Ball Diamonds.

**BDO AUDIT PLANNING REPORT TO COUNCIL**

Council received for information BDO Canada LLP's plan for the audit of the consolidated financial statements of Lacombe County for the period ended December 31, 2023.

**Next Regular Council Meeting is  
February 8, 2024 – 9:00 a.m.**

**Next Committee of the Whole Meeting is  
February 6, 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](http://www.lacombecounty.com)) after approval.**



Box 70, 5302 Broadway Avenue  
Blackfalds, Alberta  
T0M 0J0

Phone: 403.885.2343  
blackfaldslibrary.ca  
library@blackfaldslibrary.ca

To the Town of Blackfalds Council,

I have compiled some statistical information for the months of September – December 2023 and for comparison purposes, 2022 and the year 2019 to compare statistics prior to the pandemic. Upon review it is noticeable that we have had less program attendance then last year but still an increase from 2019. However, memberships are up more than ever and ILL's are higher with 3,269 more items than 2019. We had 4, 748 more people through the library then 2019 in the same quarter.

Some of things we have been up to during this past fall & winter are:

- 1) Fall our Youth Services Librarian, Laura MacKenzie, celebrated going back to school with an Ice cream Sundae Party with 33 participants and our 7<sup>th</sup> Annual Stuffed Animals sleepover, which was a huge success. We had 3 more graduates with our 1000 books before kindergarten program.
- 2) October brought us our Halloween Dance Party with 75 in attendance, Growing Minds created a catapult and Something Cool For After School braved their senses with touching gross things, like peeled grapes – eyeballs, tomatoes – witches heart, mushroom – ogres wart & more! For the littles and their caregivers, we had our first Tasty Tales Story Time. They read a story and each family prepared an apple crisp to take home & in December it was shortbread cookies.
- 3) In November our Youth Services Librarian facilitated a survey of our programs. We received positive feedback and a recommendation to implement more Toddler Sensory classes. We implemented another one and had 22 in attendance. We will continue with 2 a month and implement more as needed going forward.
- 4) Our YA/Adult programmer, Nicole Rice, implemented a walking group for library patrons this past fall. They explore different outdoor trails and walking paths around Town and we have seen a consistent group of 10-15 people. We added a second book club with a

focus on different genres. For Halloween Nicole hosted a Frankenstuffie program which brought 37 kids and multiple adults They separated a variety of stuffies in half and sewed different stuffies together. It was a lot of fun for all who participated.

- 5) With our YA/Adult Services Librarian, Nicole working full time hours, she is able to implement more programs for older school age kids and focus on PD Day activities & also have more daytime programs for our Seniors in the community. We host several table top and card game events and they loved it so much, they decided to implement a music jamming session on alternating days.
- 6) D&D (Dungeons & Dragons) has easily been our staple program for the library with people 10+. We host 8 groups and have watched friendships form amongst group members. Which is rewarding to witness.
- 7) Glyn Evan's Paint-a-thon (Miniature painting) drew 59 participants from all over, including High River and Edmonton participants. It was a huge success and continues to grow.

These are just some of the highlights that we have facilitated at the public library over the fall & winter of 2023. Coming up is our regular winter programs in 2024. I look forward to sharing those with you in the next update.

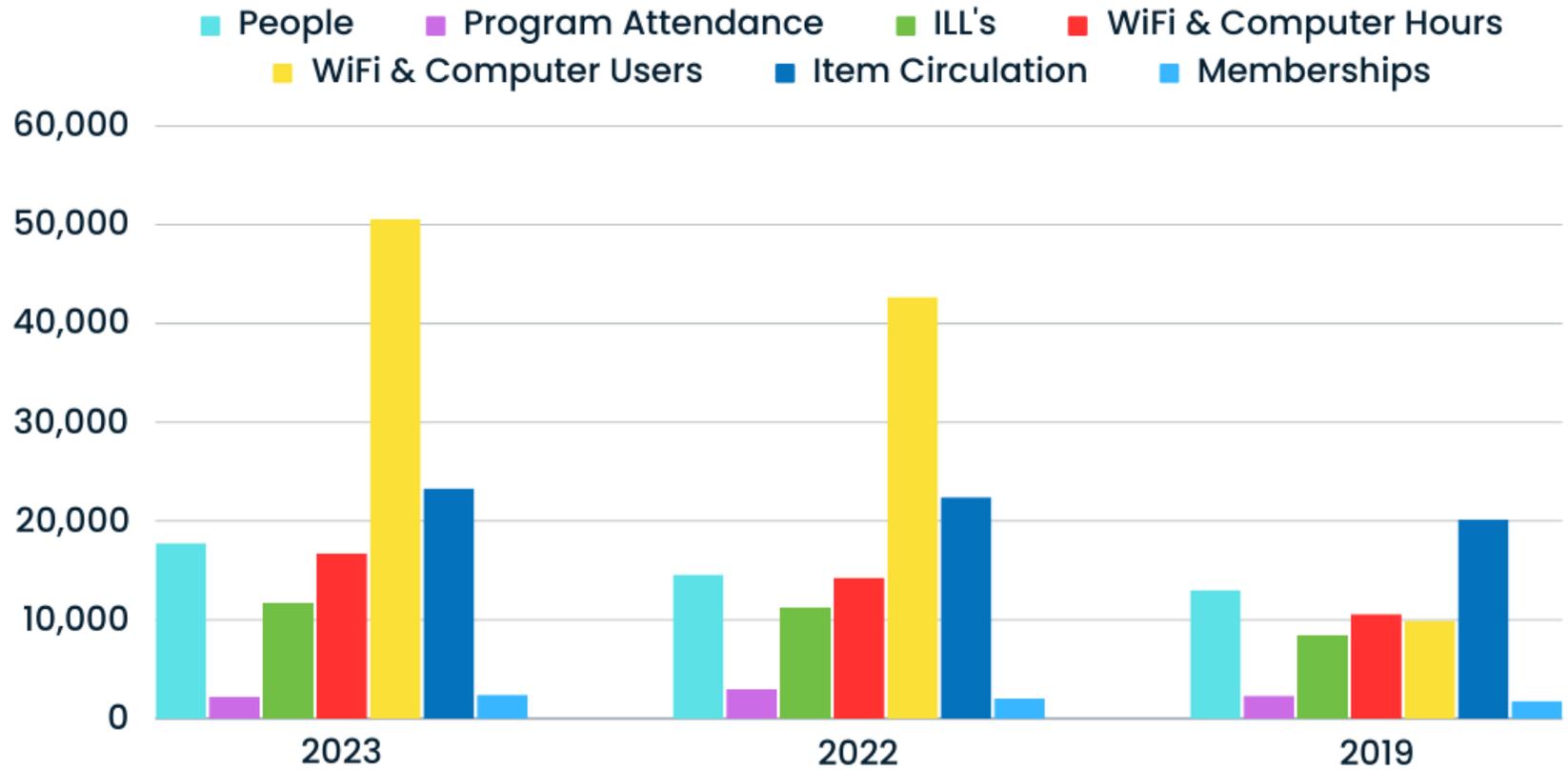
Please see graph below for a view of our stats between September – December 2023 for your information.

Thank you,

Carley Binder  
Library Administrator



# LIBRARY STATISTICS SEPT- DEC 2023



### Programming Highlights:

- This month we had two Toddler Sensory classes. The parents and children are enjoying this fun class with bins of water, snow, homemade moon sand, Jell-O, graham cracker dirt, play dough, & etc. Everything is safe to put in their mouths.
- On January 4<sup>th</sup> we showed the movie Elemental movie and 14 attended.
- This month the Growing Minds class we learned about the moon's craters and how they are made. We used rocks & marbles to create craters in our moon sand. The children enjoy playing with the space theme figures, rockets, & spaceships in the sand.
- Caregiver & Tot Duplo club is a big hit with the littles and their parents are enjoying socializing with the other families.
- 16 Little Stars' Kinder class came to the library to play with Lego on January 22.
- We have had a couple of families that have attended the 5:15pm Baby & Toddler Time class.
- We celebrated Family Literacy Day on Friday, January 26<sup>th</sup> with a Scavenger hunt in the library, a paper book making class, and our Read for 15 (People will let us know they have read and have a chance to win a gift card to Indigo) This is a Friendly competition with Public Libraries across Alberta. Our library placed in the top 10 most Readerly Communities at #6 with 1787 Readers - 14.94% of our community.



**Programming Highlights:**

- A group of seniors who jam together have brought their music to our library! Once a month on Thursdays, the group gets together and plays folk music together in the performance room. They sound great and the rest of the library patrons really enjoyed their playing. Even the electric bagpipes were a hit!
- Our PD Day art session was a hit. Kids painted everything from cows to ninja turtles.
- We are wrapping up our crochet tutorial and are hopeful that everyone learned the basics they need to get started. There has been a lot of interest, so we may do another one in the future!



**Statistics: 2024 Stats**

	<b>2024 YTD Total Sessions</b>	<b>2024 YTD Total Participants</b>	<b>2023 Total Sessions</b>	<b>2023 Total Participants</b>
<b>Children's</b>	71	403	701	5135
<b>Young Adult</b>	8	44	48	190
<b>Adult</b>	28	113	158	729
<b>Multigenerational</b>	4	1800	38	932
<b>Outreach</b>			33	1713
<b>Virtual sessions</b>	3	8	61	222



# Blackfalds Engagement Report

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**Prepared by:**

Mr. Ryan Ledene

Associate Superintendent, Systems Services

January 26, 2024, Regular Board Meeting

## **Introduction**

On January 10, 2024, Red Deer Catholic Regional Schools (RDCRS) hosted an engagement session with the Board of Trustees, the Town of Blackfalds, St. Gregory the Great Catholic School Administration/Staff, RDCRS Transportation Department, RDCRS Senior Administration, and parents. The purpose of the engagement session was to discuss the issue of space at St. Gregory the Great Catholic School, provide options, and generate ideas to maintain the highest level of programming for our students.

This report is a summary of 89 feedback forms submitted by parents and staff from St. Gregory the Great Catholic School following the engagement session. It has tried to capture the prevailing thoughts offered through the feedback process and includes an exploration of new suggestions for creating space. Finally, the report will include a recommendation for the Board of Trustees consideration.

## **Option 1 - Move Pre-Kindergarten and Kindergarten Programming Offsite**

The engagement session provided stakeholders with 'Option 1' which involves moving the Pre-Kindergarten and Kindergarten programming offsite by placing modulares at the Blackfalds Community Centre, for three years until the new school in Blackfalds is ready for occupancy in 2027. The feedback for Option 1 has been summarized as positives, concerns and modifications.

### **Positives**

- Students can remain in the Blackfalds community.
- The playground is already in place.
- The location is conducive to ECS programming.
- There is less of an adjustment for the students as they have not attended school at the St. Gregory the Great Catholic School campus yet.

### **Concerns**

- The washroom configuration at the portables may force students to go outside to use the washroom.
- This option does not create enough space at St. Gregory the Great Catholic School.
- This option takes the Blackfalds Community Centre away from the community.
- This option may create challenges for the Little Stars Program (third-party daycare) to operate in two locations.
- This option presents a large expense and resources for portables, servicing, land rental and equipment. (RDCRS has applied to the Alberta Education/Infrastructure to pay for portables and servicing.)
- Timelines - Although the application for portables and servicing has been submitted, a decision is not expected from Alberta Infrastructure until February.
- Possibility of losing families if they want a school experience from the onset.

## **Modifications**

- A suggestion was made to move the Grade 7, 8, and 9 students to the modulars at the Community Centre instead of Pre-Kindergarten and Kindergarten programming.

## **Option 2 - Move Grades 7, 8 and 9 to St. Lorenzo Ruiz Middle School in Red Deer**

The engagement session provided stakeholders with 'Option 2' which is moving the grade 7, 8 and 9 students to St. Lorenzo Ruiz Middle School in Red Deer for three years until the new school in Blackfalds is ready for occupancy in 2027. The feedback for Option 2 has also been summarized as positives, concerns and modifications.

## **Positives**

- The middle school programming available at St. Lorenzo Ruiz School is equipped to deliver a broad range of programs for the middle school grades.
- This option has fewer costs and involves the use of fewer resources.
- Students will continue to have the opportunity to participate in a strong athletics program.
- Students attending St. Lorenzo Ruiz School will attend the same high school as the students who live in Red Deer and attend St. Lorenzo Ruiz School, lending to an easier transition to St. Joseph High School.
- This option will create enough needed space at St. Gregory the Great Catholic School.
- This option will help students have a dedicated middle school experience.

## **Concerns**

- There were a variety of concerns regarding busing, for example, ride times, the safety of travelling outside of Blackfalds, and bus cancellations.
- The impact on students in the Congregated Program.
- Students will not have an athletic program at St. Gregory the Great.
- Students are being moved outside of the Blackfalds community.
- The identity of being in one school would be lost.

## **Modifications**

- All of the middle school could move to St. Lorenzo Ruiz Middle School in Red Deer (Grades 6-9).
- Only Grades 8 and Grade 9 could move to St. Lorenzo Ruiz Middle School in Red Deer.

## **Other Suggested Options to be Explored**

Stakeholders had the opportunity to make suggestions and provide other options for consideration.

- Utilize the Old Town Library (instead of using portables)
  - ◆ RDCRS spoke with the Town of Blackfalds regarding this idea and was informed that;
    - The library has been repurposed and currently houses the Municipal Development Team.

- Utilize the farmland to the East of St. Gregory the Great Catholic School (instead of using portables at the Community Centre and/or moving students to St. Lorenzo)
  - ◆ RDCRS spoke with the Town of Blackfalds and information in this regard was also indirectly shared in the process of acquiring our Blackfalds site for the new school;
    - The current zoning of the farmland is not aligned with our requirements and would need a Land Use Bylaw Amendment. There are also some right-of-way issues immediately east of the staff parking lot. An agreement with the landowner and Alberta Infrastructure would have to be created. Servicing would be more costly than at the Community Centre due to distances and services that would need to be placed across private property. Any steps needed to be undertaken to prepare the land for consideration would take additional time before any infrastructure could be placed there.
  
- Lease Classroom Space From Wolf Creek School Division
  - ◆ RDCRS reached out to the Wolf Creek School Division and their Superintendent provided a response that Wolf Creek School Division unfortunately is not in a position to lease space to Red Deer Catholic for 2024-2025 and until the fall of 2027.
  
- Lease and Repurpose Commercial Space in the Blackfalds Community
  - ◆ RDCRS reached out to the Minor Capital Programs Manager - Capital Programs Branch, Alberta Education
    - From the 2023/24 School Capital Manual *13.2.1 Eligibility Criteria*- To be eligible for lease support for alternative programs or other educational program needs, it needs to be deemed 'unreasonable in terms of proximity and available space to move the program to a jurisdiction-owned space'.
      - This means that RDCRS would have to demonstrate that moving students to another building owned by RDCRS would be unreasonable in terms of proximity and available space. RDCRS has space at St. Lorenzo Ruiz Middle School and it is 9 kilometers away from St. Gregory the Great.
  
- Removing Non-Resident Students
  - ◆ In reflection of this recommendation, it occurred to senior administration that there may not have been a clear understanding of the term, 'Non-Resident'. It appeared that this could have been viewed only as students who do not live in the catchment area of St. Gregory the Great Catholic School. This term means either living outside of the catchment area or non-Catholic (neither the child nor at least one parent is Catholic).

The Division has not been accepting non-resident families at St. Gregory the Great Catholic School for a couple of years due to the growing space concerns. However, as is the case in our entire school division, once students have been accepted into our Division, we have committed to providing space for those students until they complete their Kindergarten to grade 12 education journey and historically we have not removed any non-resident students from our schools.

### **Recommendations**

Based on the following:

- RDCRS currently has available space in one of our buildings within the Division.
- This space delivers programming at the middle school level in a new facility.
- The financial resources necessary to make use of this additional space are significantly less than any other option.
- Parent feedback indicated an understanding of the need for an adjustment to be made and that the feedback was mixed concerning the two options presented.
- Other options were examined and found to have significant concerns.

The Superintendent recommends that the Board of Trustees approve a temporary move of select middle school grade levels (to be determined) to St. Lorenzo Ruiz Middle School in September 2024.

Before determining the exact grade configuration to move the following steps will be taken:

- Offer an open house at St. Lorenzo Ruiz School specifically for all students and parents from St. Gregory the Great Catholic School who could be impacted by a middle school move.
- Offer parents and students the choice to remain at St. Lorenzo Ruiz for the remainder of their middle school years upon the opening of the new school and provide transportation equal to the parameters set for a 'school of choice'.
- Continue to deny non-resident student applications during these 3 years.
- Develop a Frequently Asked Questions (FAQ) document to help parents understand elements of the process and reasons for decisions.
- Provide a transportation document to explain the process and the logistics of transporting a contingent of middle school students to St. Lorenzo Ruiz Middle School including the plan for students with complex needs.
- Send an intention form for all students and parents who would be impacted by a middle school move to indicate their expected enrollment choice if their child was moved during the three years.
  - Examine the data produced from the intent form to determine the necessary grade configuration to ensure space for the three years.

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**MEETING DATE:** February 13, 2024

**PREPARED BY:** Jolene Tejkl, Planning & Development Manager

**PRESENTED BY:** Preston Weran, Director of Infrastructure & Planning Services

**SUBJECT:** **Area Structure Plan Redistricting Change of Practice**

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## **BACKGROUND**

The current Town practice is to concurrently adopt two Bylaws when bringing a newly prepared Area Structure Plan (ASP) through the formal Council adoption process. One of the Bylaws presented to Council is to adopt the ASP, a statutory planning document to guide the future planning and development of a community, typically on a quarter-section basis. The other Bylaw presented concurrently to Council is to amend the Land Use Bylaw (LUB) to redistrict (rezone) all the lands governed by the ASP to mirror the ASP's Development Concept.

This practice does speed up the subsequent subdivision process as the land is already redistricted, and it served the Town well during the fast-paced growth the Town has historically experienced. However, this practice is very uncommon and does present significant challenges.

At the January 23<sup>rd</sup> Council meeting, this matter was discussed in detail under the in-camera portion of the meeting - Redistricting Policy - FOIP 24(1) Advice from Officials. The information contained in the memo is a summary of that discussion. This revision will align our Area Structure Plan Redistricting practice with other municipalities and better conform Town redistricting to the requirements of the MGA.

## **DISCUSSION**

Section 640(2) of the *Municipal Government Act* (MGA) requires all titled properties within a municipal jurisdiction to have a land use district attributed to it (everything except for road right-of-ways). This section of the MGA also requires that each of these land use districts prescribe uses that are allowed, thereby granting landowners certain development rights and/or restrictions. By redistricting an entire ASP area at the time of adopting the ASP, lands that are not immediately subject to a subdivision application are complicated to understand the permitted uses and the development setbacks that would apply.

Development Concepts in an ASP are concepts that must be conformed to, but the level of detail needed for the subsequent subdivision process (surveying out lots and roads) typically requires the land use districts and road/lane allocation to be slightly adjusted. While redistricting an entire ASP area can be viewed to expedite the subsequent subdivision process, the adjustments when districting at the subdivision stage can slow that process down significantly. By changing this current practice to require redistricting to be done concurrently with the subdivision process instead of ASP adoption, Administration can ensure the following:

- the correct lands are being redistricted;
- accurately reflect road and lane locations; and
- the remnant parcel is redistricted to Urban Reserve District, a holding district that limits development to ensure ASP Development Concepts can be achieved.

Administration met with the Town's Tax Assessor to determine if there would be any tax implications with this change of redistricting practice. The Assessor confirmed that the actual districting of the property doesn't change the assessment. Assessment would change when the land is stripped for development or change of use occurs.

If Council is supportive of this change, Administration will send letters to the local development community advising them of the change to the redistricting practice. We anticipate the only comment will be that this change will add time and costs to the subdivision processes as a LUB amendment application (and the required \$1,500 application fee) will need to be submitted with a subdivision application. Requiring redistricting of lands governed by an ASP at the time of subdivision is a common municipal practice so any developer that is involved with development in another Alberta municipality will likely not be surprised by this change of practice.

### **FINANCIAL IMPLICATIONS**

If the change of practice is supported by Council, there may be increased LUB amendment fees due to additional LUB amendment applications required in conjunction with subdivision applications where the subdivision is governed by an ASP. The Town's Development Fees & Fines Bylaw requires a \$1,500.00 LUB amendment application fee in addition to the subdivision application fees of \$1,000.00 for 1-2 parcels or 3 or more parcels at \$1,200.00 plus \$200/lot.

### **ADMINISTRATIVE RECOMMENDATION**

That Council considers the following motion:

1. That Council support the change in redistricting practice at the time of Area Structure Plan adoption to redistrict the plan area to Urban Reserve concurrently with Area Structure Plan adoption. Requiring redistricting to other land use districts in conformance with the Area Structure Plan Development Concept at the time of subdivision application.

### **ALTERNATIVES**

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

### **ATTACHMENTS**

None

### **APPROVALS**



Kim Isaak,  
Chief Administrative Officer



Department Director/Author

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**MEETING DATE:** February 13, 2024

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

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

**SUBJECT:** **Womacks Project Railway Transport Canada Grant Update**

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**BACKGROUND:**

During the 2021 and 2022 Budget deliberations, funds were allocated in the amount of \$5.75 million dollars to re-face the downtown area around the new Twin Arena facility plaza and parking lot.

**DISCUSSION**

The Womacks Rd and Gregg St realignment /Plaza project also included associated underground works, closure of Broadway Avenue and CP rail crossings, extending Gregg Street to Waghorn from Lawton Avenue, repaving Lawton and connecting improvements to the intersection of Highway 2A and Gregg. This project is now completed in this area, along with a smaller improvement to the adjacent intersection in front of Panorama and Parkwood Drive. There were also two at-grade railway crossings that were completed as part of this capital project.

The Town of Blackfalds applied for two Transport Canada grants to help fund the rail revisions as part of this project. We were successful at receiving a grant for the revised pedestrian intersection at the old Broadway Avenue and Womacks crossing but did not receive a complementary grant for the new at-grade intersection at Womacks and Grigg Way. In November, Transport Canada provided us with a letter indicating that for the 2023/2024 year, we were successful with the grant. This results in the Town having a surplus of approximately \$1,187,820.85. This money will be returned to the reserves where the original funds were drawn from. To receive this grant, Council will need to pass a resolution authorizing the CAO to execute the funding agreement for the Womacks Grade Crossing Improvement Project as per the attached letter.

**FINANCIAL IMPLICATIONS**

This grant does impact this project budget by allowing grant funding of \$1,187,820.85. By receiving this grant, the reserves used for this project initially will be returned to the reserves. This top-up of the reserves will allow better funding of future projects or one-time initiatives.

**ADMINISTRATIVE RECOMMENDATION**

That Council considers the following motion:

1. That Council authorizes the CAO to execute the 2023-2024 Rail Safety Improvement Funding Agreement for the "Project" as per the November 28, 2023 Transport Canada - Transport and Infrastructure Programs Letter.

**ALTERNATIVES**

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

**ATTACHMENTS**

- *Transport Canada - Transport and Infrastructure Programs Letter*

**APPROVALS**



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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author

Transport  
CanadaTransports  
Canada

Transportation and Infrastructure Programs  
Place de Ville, Tower C  
330 Sparks Street  
Ottawa, Ontario  
K1A 0N5

November 28, 2023.

Town of Blackfalds  
Box 220  
Blackfalds, AB  
T0M 0J0

Dear Recipient:

We are pleased to inform you that the following Grade Crossing Improvement project (the Project) detailed in Schedule B.2, by the Town of Blackfalds (the Recipient) has received approval for funding under the Rail Safety Improvement Program (RSIP).

**This approval letter is coupled with a prohibition on any media communications prior to the official Ministerial announcement.**

As we move to the contribution agreement stage, the following conditions will also apply:

- Federal funding of the Project from the RSIP will be up to a maximum of 80% of total eligible project costs, to a maximum federal contribution of \$1,187,820.85 under this program. Regardless of the outcome of any of the project tendering processes, all ineligible costs, cost increases or overruns, and any costs related to the ongoing operation and maintenance of the Project, will be the responsibility of the Recipient.
  - If these Projects have both Road Authority and Rail Authority components, either a) or b) will apply at time of Claim:
    - a) Cost Sharing Agreement between Rail and Road Authority;
      - Eligible for up to 80% funding for all Road Authority work and up to 50% funding for Rail Authority work.
    - b) No Cost Sharing Agreement, Road Authority 100% responsible for the crossing;
      - Eligible for up to 80% funding of both components of the Project.
- The Recipient and the Government of Canada will work to complete a contribution agreement in a timely manner. In order for this Project to be reimbursed, a contribution agreement signed by both parties is required. To draft the contribution agreement, Transport Canada requires the following details to be submitted via email by **December 12, 2023:**
  1. Full legal title of organization and location of headquarters.
  2. Capacity and authority to enter into and execute an Agreement; As duly authorized by (By-Law or Resolution reference and date; or the Resolution date of its Board of Directors).
    - a) Please ensure that the By-law/Resolution provided is the most recent and is directly related to the approved Project and not the general Delegation of Authority.
    - b) As we understand that the meetings are often open to the public, please let us know if this information is currently unattainable as per the media prohibition statement above. Once

Transport  
CanadaTransports  
Canada

the Projects have been announced by the Minister you will be able to obtain a new By-Law/Resolution from Council.

3. Two Contacts:
  - a) Name, title, and contact information of the individual who will sign the contribution agreement on behalf of the Town of Blackfalds.
  - b) Name, title, and primary contact information regarding agreement communications between Transport Canada and your organization.
4. Validate Schedule B.1, Schedule B.2 (see attached), and reporting data as required:
  - a) **Schedule B.1:** Populate/validate project description, activities and outcomes, identify performance measurement and reporting data.
  - b) **Schedule B.2:** Project and cashflow: Populate/validate project information and, where applicable, please specify the project component(s) that fall under the railway company and/or road authority.
    - i. Please note that the Canada Contribution may only be reallocated between fiscal years as necessary and not between projects (for multi-project agreements). The approved amount outlined per project in the Schedule B.2 may not be altered or increased throughout the lifecycle of the agreement.
5. Completed **Direct Deposit form** (see attached).
  - a) In Section 2 – Email Address: Please provide a generic inbox that is accessible by your finance department.

It is important to note that for the approved Project, costs are made eligible as of the date of application. Reimbursement will be made once a funding agreement is signed by all parties and a claim has been submitted. Rest assured that Transport Canada officials will be in touch shortly to provide a copy of the contribution agreement for the Project. Once signed, the contribution agreement would represent the formal federal commitment to the Project.

To submit the requested information or for any questions or comments, please do not hesitate to contact the RSIP general mailbox at [TC.RSIP-PASF.TC@tc.gc.ca](mailto:TC.RSIP-PASF.TC@tc.gc.ca). **The deadline to submit the requested information is December 12, 2023.**

We look forward to working with you to complete the project approval process and to the delivery of a successful Project.

Sincerely,

Jonathan Farley

Director, Transportation and Infrastructure Programs  
Transport Canada

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**MEETING DATE:** February 13, 2024

**PREPARED BY:** Richard Sadick, Economic Development Officer

**PRESENTED BY:** Justin de Bresser, Director of Corporate Services

**SUBJECT:** **2024 Red Deer Home Show  
March 8-9-10, 2024**

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## **BACKGROUND**

For more than a decade, the Town of Blackfalds has participated as a vendor in the annual Red Deer Home Show. This event typically occurs in March, and the Town booth is set up and manned by the EDO, Planning Manager, various administration and staff, volunteers from the Economic Development & Tourism Advisory Committee (EDTAC), and Council.

The community benefits received from participation in this event include:

- Opportunity to promote Blackfalds as a desirable place to live by showcasing our quality of life, including BOLT transit, outstanding recreational amenities, tourism, friendly family community events and cultural offerings, and so much more.
- Facilitating contacts between prospective residents and residential developments.
- Marketing commercial and industrial land, business, and property opportunities to prospective entrepreneurs and investor
- Means for attaining input/feedback on various Town initiatives through informal dialogue with community members.

## **DISCUSSION**

The 2024 Red Deer Home Show occurs March 8-10 at Westerner Park, Red Deer. The setup for the event has changed this year, and as such, the Town will have a new booth location, #408 & #387, closer to the front entrance doors and with higher visibility.

The attached volunteer schedule sign-up sheet will be circulated electronically to Council and EDTAC members so they may select the time slots that work best for them. Administration and staff will fill the remaining time slots. Administration understands that Town Council will not be available to participate in the Home Show on Saturday, March 9<sup>th</sup>, due to the scheduled workshop.

Once the volunteer schedule is complete, the EDO will provide participants with a Home Show package containing a vendor badge and all the relevant event details.

The Marketing and Communication department has provided a spinning wheel that will allow those attending the show to spin the wheel and win some great swag.

## **FINANCIAL IMPLICATIONS**

The cost for participation in this event is approximately \$5,000 plus SWAG give-a-way items; these expenses are included in the 2024 Operating Budget.

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**ADMINISTRATIVE RECOMMENDATION**

That Council considers the following motion:

1. That Council provide their available attendance times to the Economic Development Officer for the 2024 Red Deer Home Show.

**ATTACHMENTS**

- *2024 Home Show Volunteer Schedule*

**APPROVALS**



Kim Isaak,  
Chief Administrative Officer



Department Director/Author

**2024 RED DEER HOME SHOW  
MARCH 8-10  
VOLUNTEER SCHEDULE**

<b>FRIDAY, March 8</b>	12-3	1: 2: 3:
	3-5	1: 2: 3:
	5-8	1: 2: 3:
<b>SATURDAY, March 9</b>	10-12	1: 2: 3:
	12-3	1: 2: 3:
	3-6	1: 2: 3:
<b>SUNDAY, March 10</b>	10-12	1: 2: 3:
	12-2	1: 2: 3:
	2-5	1: 2: 3:

Please contact Richard Sadick at [rsadick@blackfalds.ca](mailto:rsadick@blackfalds.ca) or at **403.885.6246** to provide available attendance times, to make changes to your times or if you have any questions.

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**MEETING DATE:** February 13, 2024  
**PREPARED BY:** Justin de Bresser, Director of Corporate Services  
**PRESENTED BY:** Justin de Bresser, Director of Corporate Services  
**SUBJECT:** **2024 Census**

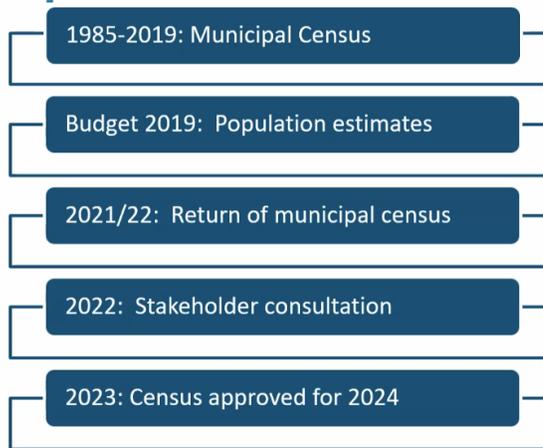
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## **BACKGROUND**

The last Municipal Census was conducted in 2021, consisting of a simple 2 questions utilizing a combination of online collection and door-to-door enumeration. Through the 2024 budget process, it was determined that the Town of Blackfalds would undertake a full census.

On March 28, 2023, a new Municipal Census Regulation was approved pursuant to Section 604 of the *Municipal Government Act*, returning to the original count model. The municipal census history in Alberta is listed below.

## **Municipal Census in Alberta**



The authority to conduct a census is through the following legislation and regulations:

- Municipal Government Act
- Municipal Census Regulations
- Freedom of Information Act
- Municipal Census Manual

The benefits of increased populations include:

### **Per Capita Grants**

Municipal data is useful to both municipal and provincial governments as decisions regarding future transportation networks, locations of schools, parks, utilities, and fire protection are based to a large extent on statistics on population growth collected in the municipal census. Many of the grants

received from the provincial and federal governments are awarded per capita, and a census count ensures that the maximum grants are received.

Other factors to consider:

- The new Local Government Fiscal Framework has indicated that 65% of the calculation is contributed to population.
- The Census must be conducted in a three consecutive month period between March 1<sup>st</sup> and July 31.
- Administration must inform the Ministry department by February 28 of the census year that the municipal authority will be conducting.

## **DISCUSSION**

Using the same methods and asking consistent questions over several years will improve the efficiency and cost-effectiveness of the census. This will also allow the Town to compare population counts and any other information collected in 2018 (2018 Report Attached).

2024 Questions:

1. Population growth by age
2. Dwelling Status (Owner Rented) & Dwelling Type (Single / Multi-Family)
3. Resident Levels of Education
4. Employment Status
5. Education by Location (WCPS. RDRCS)
6. Occupations or Industry
7. Households Taxable Income

## **FINANCIAL IMPLICATIONS**

The 2024 Operating Budget has allocated \$30,000 to undertake the Census. This amount will cover the following expenses:

1. Software Cost (City of Airdrie)
2. Technology (Tablets)
3. Enumerators (9 Total)
4. Printing of the 2024 Report

The above amount does not include any internal staff time for coordination, quality assurance, etc.

## **ADMINISTRATIVE RECOMMENDATION**

That Council considers the following motion:

1. That Council declare May 6<sup>th</sup>, 2024, as Census Day for the Town of Blackfalds

**ALTERNATIVES**

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

**ATTACHMENTS**

- *2018 Census Report*

**APPROVALS**



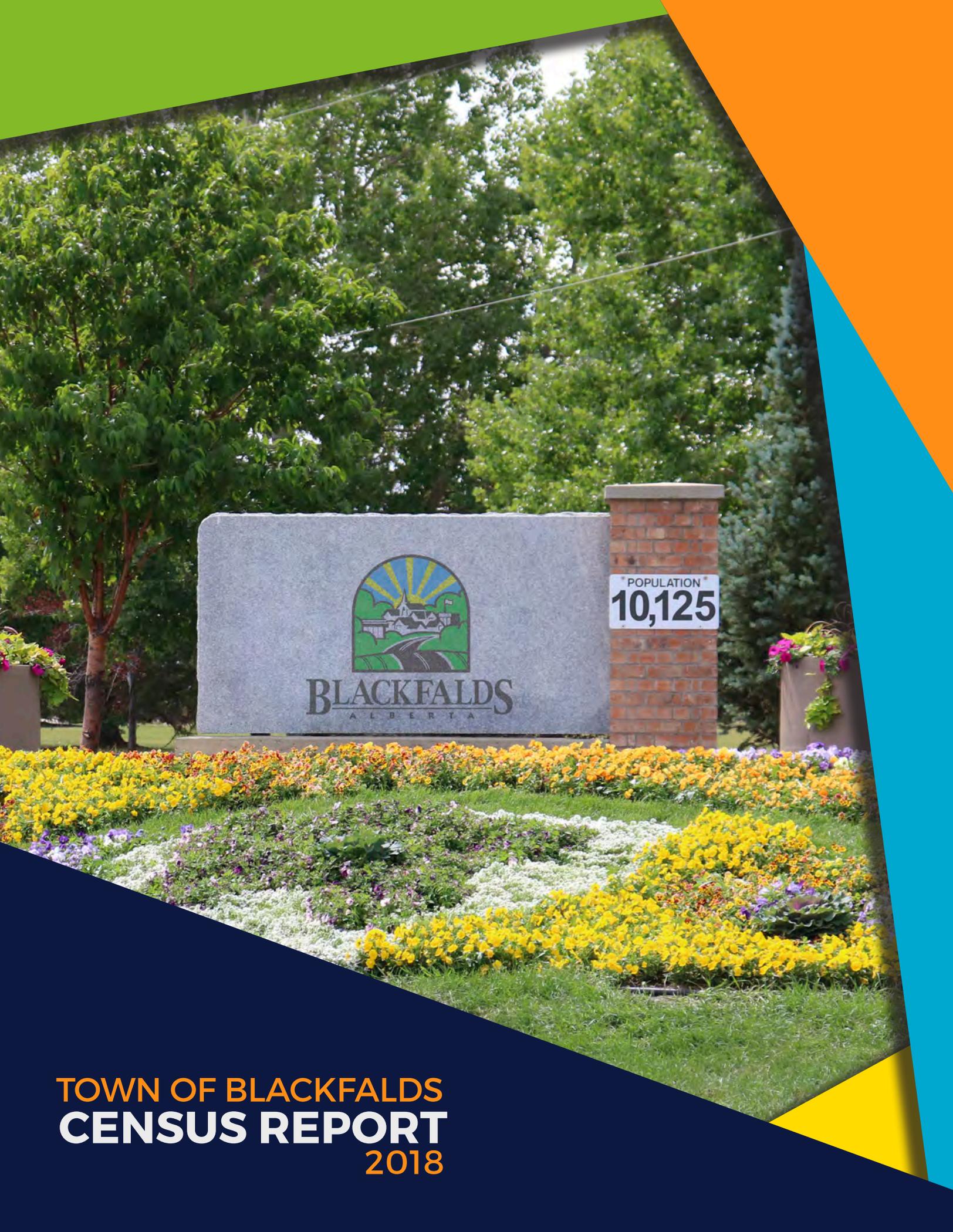
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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author



**TOWN OF BLACKFALDS**  
**CENSUS REPORT**  
**2018**

# TOWN OF BLACKFALDS CENSUS REPORT 2018

## A Decade of Growth

### A message from the CAO

2018 marks the achievement of a milestone; passing the city threshold of 10,000 residents!

Blackfalds has seen tremendous growth over the last 10 years and has more than doubled in size in that time. Residents enjoy high architectural standards, high service levels and numerous recreation opportunities such as play grounds, trails, athletic venues such as the skate board & bike skills park as well as the Abbey Centre and its unique features.

Blackfalds has become the premier destination of choice in central Alberta and we are proud to be one of the fastest growing communities in Canada.

This year's Census was very successful with only 9 residents not participating in the count. The data collected provides valuable information to assist the Town in planning for the future and allows us to apply for funding that ensures our first-rate recreation and amenities can grow.

The Municipal Census data was collected between May 1 and June 30. The Census was conducted online and through door to door interviews. In 2018, 43% of the households completed the census online and the remaining 57% was done through enumerators going door to door.

Thanks to all Blackfalds' residents who participated in this year's census. This is a great community and I am excited for what our future holds.

Yours truly,



Myron Thompson, CAO

*The Municipal Census is collected under the authority of the Alberta's Municipal Government Act (MGA). The collection of personal information is authorized by Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP). Household data collected is deemed confidential and never released at an individual resident level.*



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# TOWN OF BLACKFALDS CENSUS REPORT 2018

## A Milestone Achieved

For the 10th year in a row, Blackfalds has displayed growth above the Provincial average, clocking in a 2.11% compared to 0.9% for the Province.

While growth throughout the Province and the Town has slowed, Blackfalds exceeded the landmark population number of 10,000 in population. The Town has grown by 109% since 2007 with the community growing on both sides of Highway 2A.

The growth trend also highlights the over 55 age group growing by 8% this year and people under the age of 55 remaining almost static. The increase of 209 people in Town is 38% (79) of these new residents that fall into the over 55 group.

For more detailed information, check Appendix 1.1.



## A Place to Grow Your Family

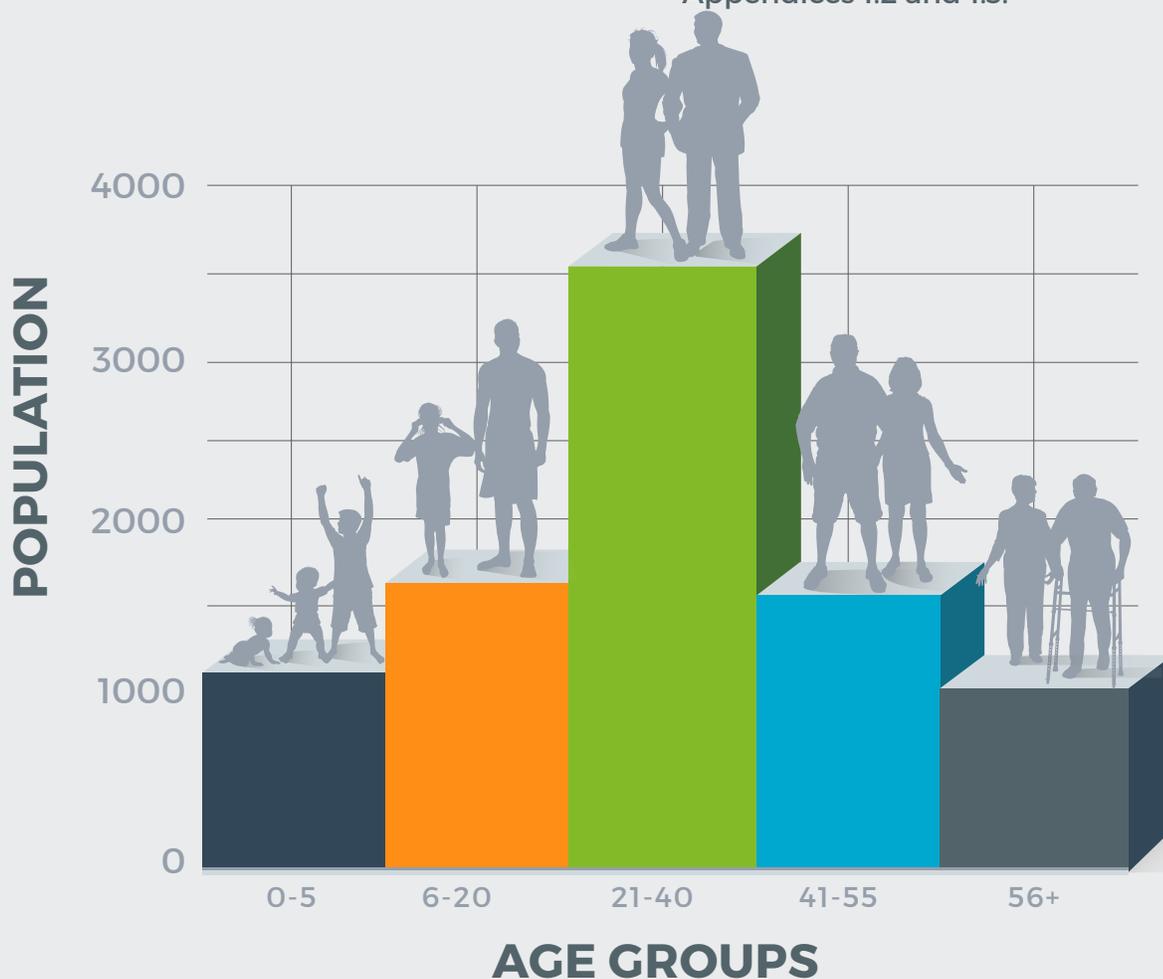
Blackfalds has a very solid base of young and growing families - the largest age group being 21 to 40 (35%) and 0 to 20 at 30%.

The over 56 age group is now the same percentage as the 0 to 5 group with both at 11%. This seems to represent a stabilization of the growth in young families and the Town is now attracting moderate growth in the older generations.

The age groups are also growing older and progressing into the next age bracket.

The weighted average for age continues to be 30 which is significantly younger than the provincial median. The average age for children under 20 is 8.2 years and the average age for adults is 40.9 years of age.

For more detailed information, check Appendices 1.2 and 1.3.



# TOWN OF BLACKFALDS CENSUS REPORT 2018

## There's No Place Like Home



The number of dwellings in Blackfalds continued to increase in 2018 from 4,349 to 4,357; an increase of 8 units.

One of the largest shifts seen in 2018 is the reduction of bare land or those under construction, which dropped from 861 to 670.

There were 199 new homes completed with bare land, under construction and vacant lots decreasing by 181.

For more detailed information, check Appendix 2.



### OWNER VS. RENTAL

The majority (2,539) or 58% of residences are owner occupied with rentals at 14% and undeclared at 27% or 1,187.



### SINGLE DETACHED VS. MULTI-FAMILY

Single detached homes account for 57% (2,486) of residences and multi-family dwellings comprise 14%. The remaining 28% (1,240) were undeclared.

**Note:** 4,357 dwellings includes bare land or under construction.

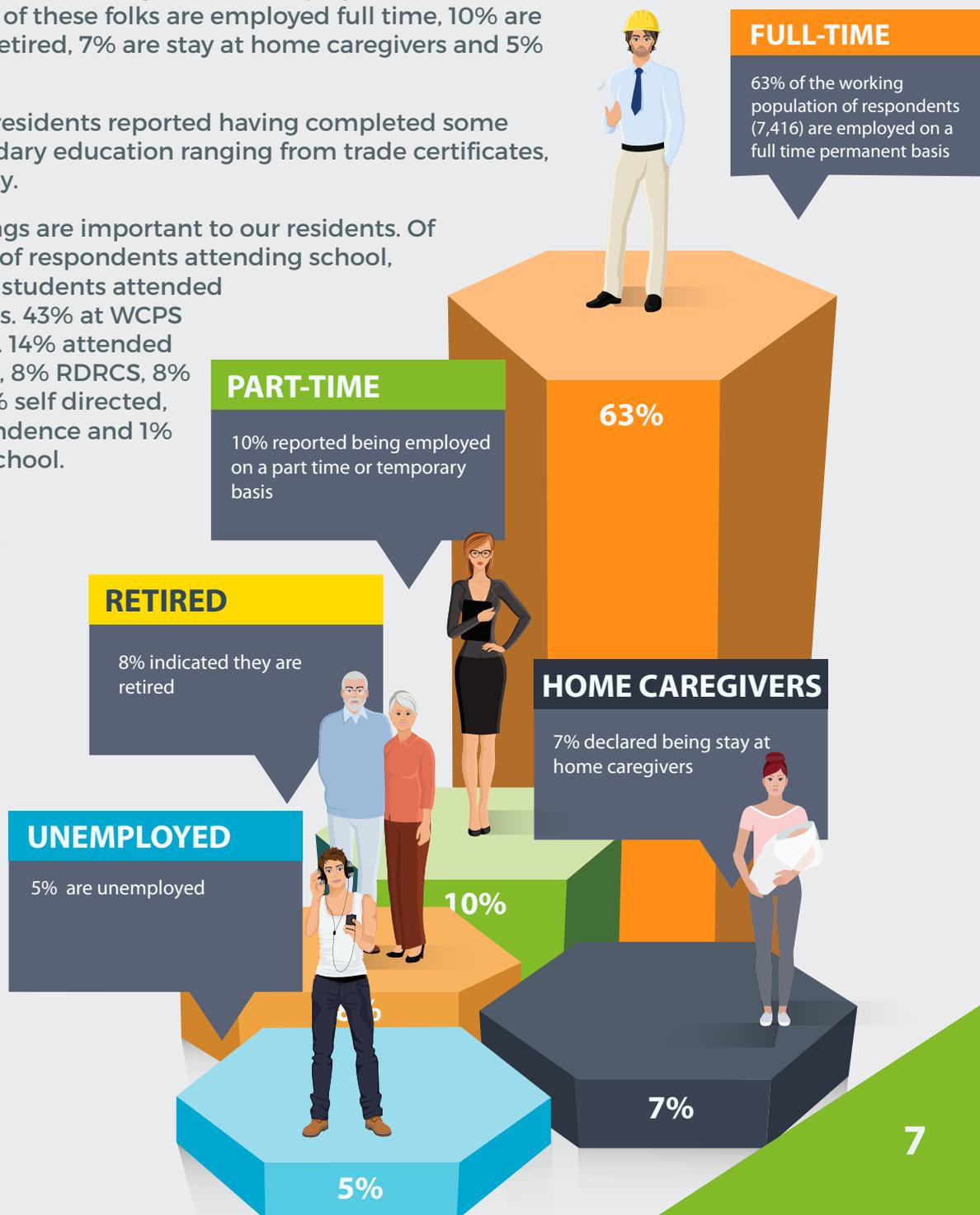
## A Diverse Trained Workforce

62% of the population (6,289) indicated that they are either employed, a stay at home caregiver or unemployed. Census data indicates that 63% of these folks are employed full time, 10% are part time, 8% are retired, 7% are stay at home caregivers and 5% are unemployed.

59% of Blackfalds residents reported having completed some level of post secondary education ranging from trade certificates, college or university.

Educational offerings are important to our residents. Of those dependents of respondents attending school, we see that 61% of students attended school in Blackfalds. 43% at WCPS and 18% at RDRCS. 14% attended school in Lacombe, 8% RDRCS, 8% post-secondary, 7% self directed, online or correspondence and 1% attended private school.

For more detailed information, check Appendices 3.1-3.3.

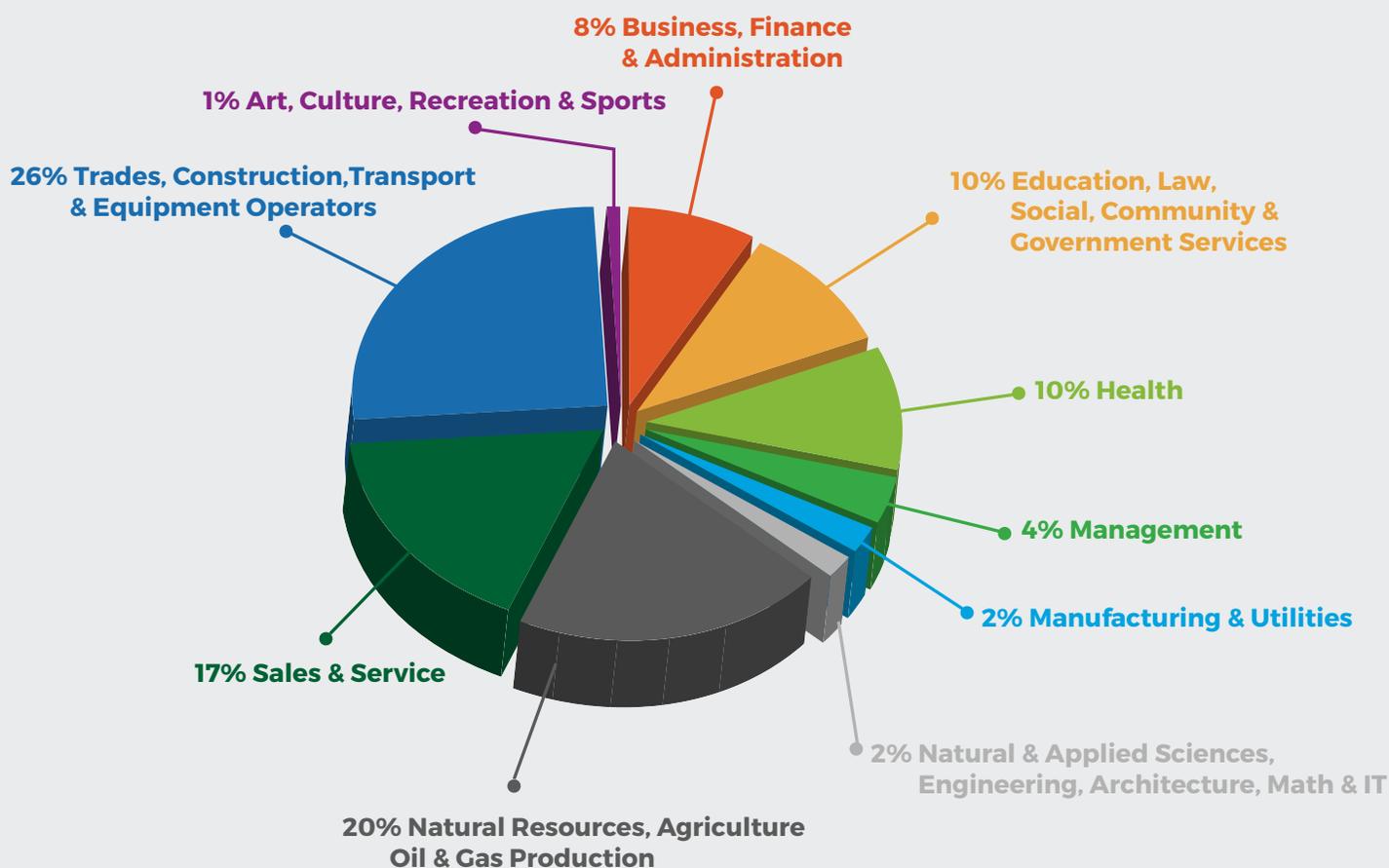


# TOWN OF BLACKFALDS CENSUS REPORT 2018

## An Accomplished Populace

Out of 4,787 respondents, the majority reported working in trades (1,267), natural resources (947) and sales & services (814). There is a broad range of occupations throughout the different occupational classifications.

For more detailed information, check Appendix 4.

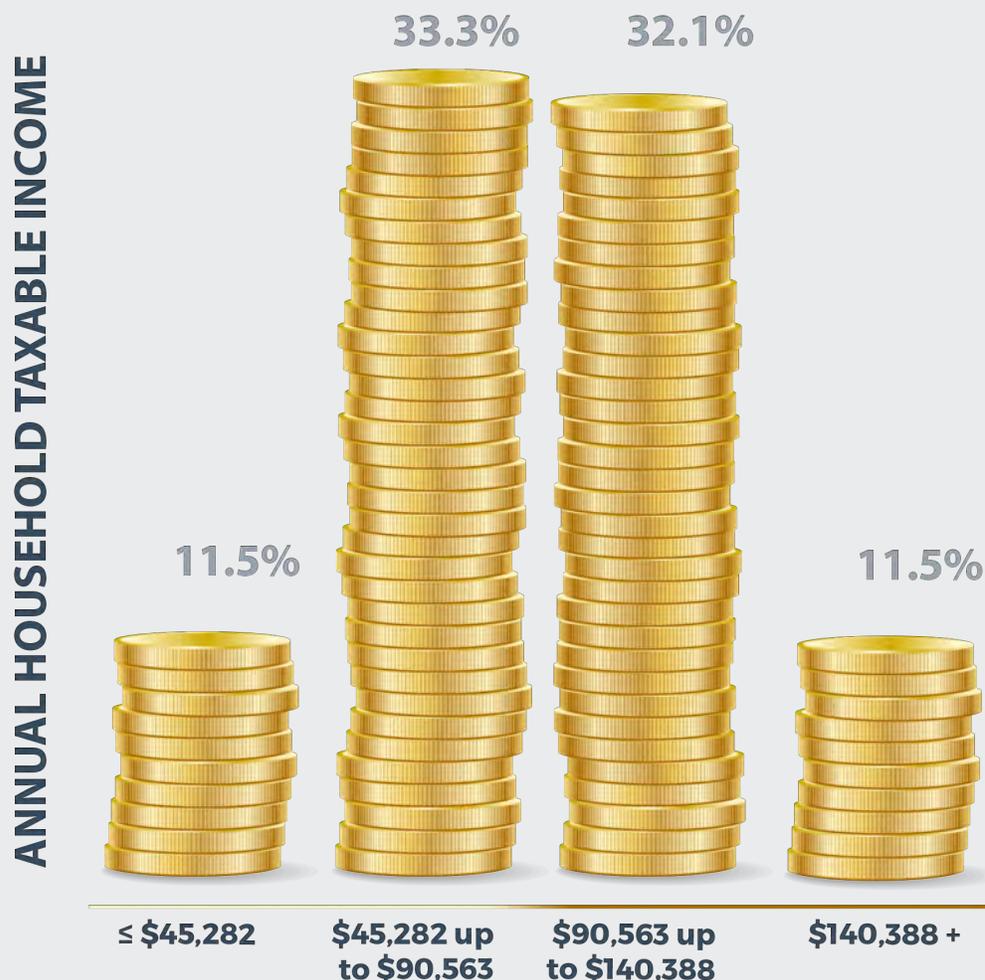


## Earning An Honest Living

Among residents who declared their annual household income, the majority of the population (65.4%) were within the range of \$45,282 to \$140,388 with 33.3% declaring between \$45,282 to \$90,563 and 32.1% declaring between \$90,563 and \$140,388. 11.5% of households reported exceeding \$140,388 in annual income while 11.5% disclosed earning up to \$45,282.

For more detailed information, check Appendix 5.

Note: 1,492 respondents did not provide financial information and were not included in these charts.



**Note:** 38% (1,277) of respondents did not provide any financial information and were not included in these charts.

# TOWN OF BLACKFALDS CENSUS REPORT 2018

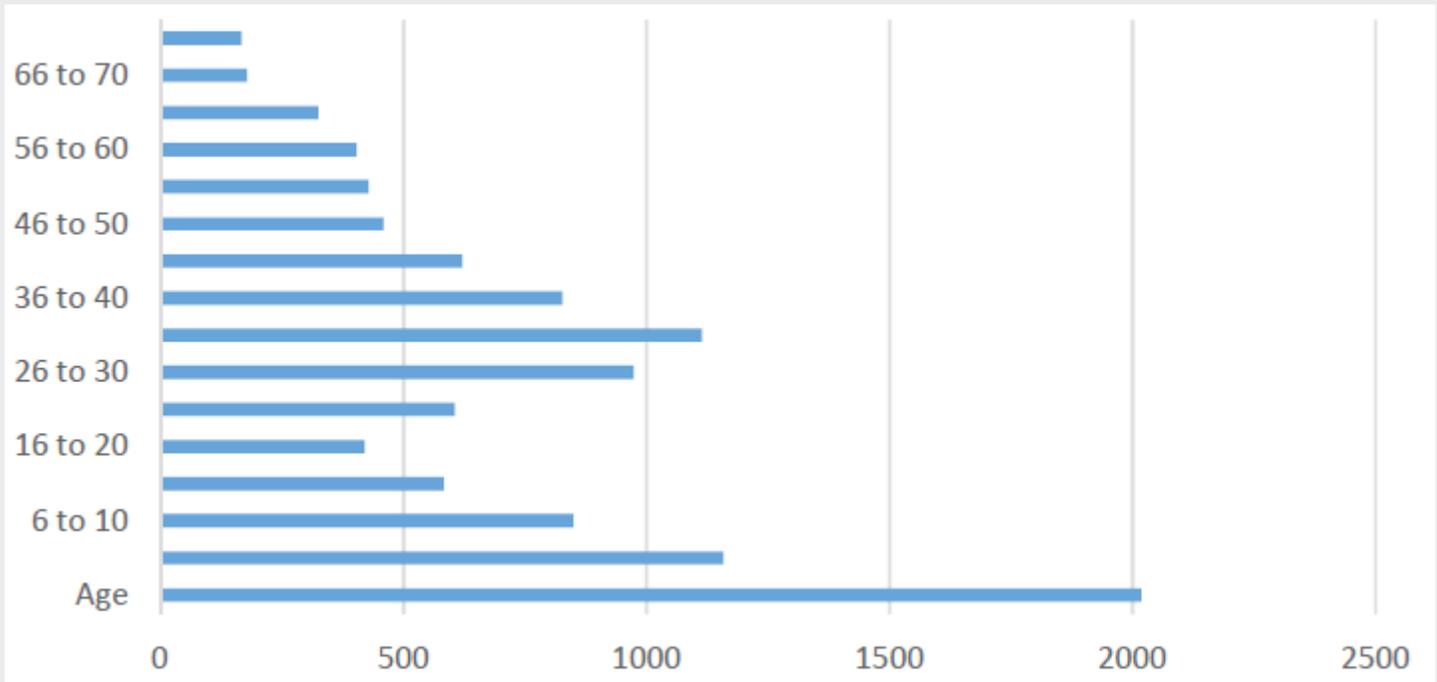
## APPENDIX 1.1 Population Growth



### Alberta Population Growth

Year	Alberta	%	Blackfalds	%2
2007	3,354,411	5.41%	4,843	10.75%
2009	3,520,268	4.94%	5,610	15.84%
2011	3,543,797	0.67%	6,399	14.06%
2012	3,584,304	1.14%	6,767	5.75%
2013	3,759,038	4.87%	7,275	7.51%
2014	3,966,875	5.53%	7,858	8.01%
2015	4,146,691	4.53%	8,793	11.90%
2016	4,216,375	1.68%	9,510	8.15%
2017	4,280,127	1.51%	9,916	4.27%
2018	4,318,772	0.90%	10,125	2.11%

## APPENDIX 1.2 Population Growth by Age



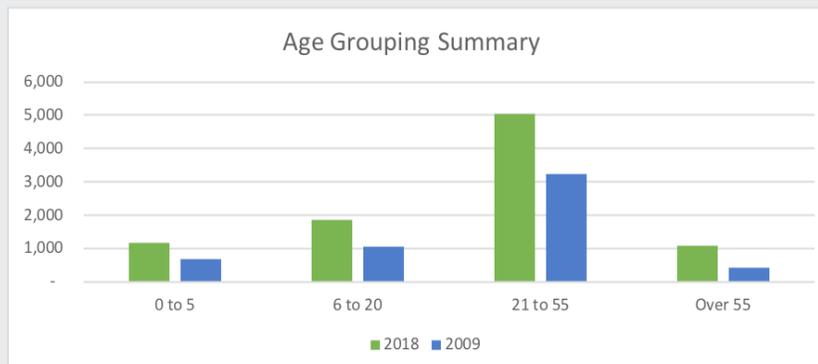
Age	2018	2017	Change	Percent Change
0 to 5	1,158	1,185	- 27	-2%
6 to 10	850	816	34	4%
11 to 15	583	580	3	1%
16 to 20	421	440	- 19	-4%
21 to 25	606	666	- 60	-9%
26 to 30	974	1,013	- 39	-4%
31 to 35	1,114	1,103	11	1%
36 to 40	827	802	25	3%
41 to 45	622	587	35	6%
46 to 50	459	458	1	0%
51 to 55	429	401	28	7%
56 to 60	404	385	19	5%
61 to 65	325	290	35	12%
66 to 70	178	163	15	9%
Over 71	167	157	10	6%
<b>Total</b>	<b>9,117</b>	<b>9,046</b>	<b>71</b>	<b>1%</b>
Undeclared	1,008	870	138	16%
<b>Total</b>	<b>10,125</b>	<b>9,916</b>	<b>209</b>	

# TOWN OF BLACKFALDS CENSUS REPORT 2018

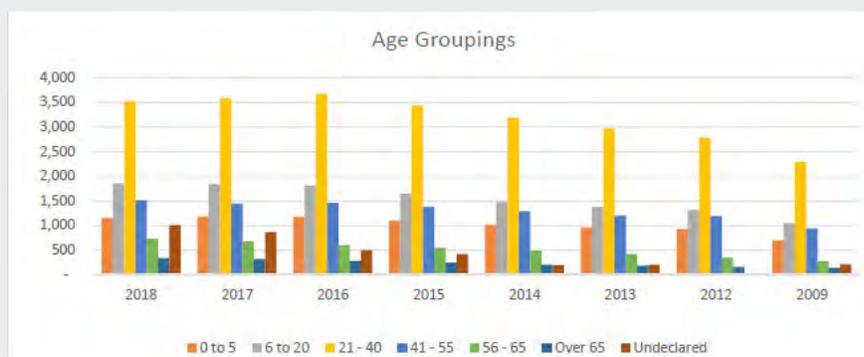
## APPENDIX 1.3 Detailed Population by Age

Age	2018	2009
0 to 5	1,158	696
6 to 20	1,854	1,050
21 to 55	5,031	3,229
Over 55	1,074	422
<b>Total</b>	<b>9,117</b>	<b>5,397</b>

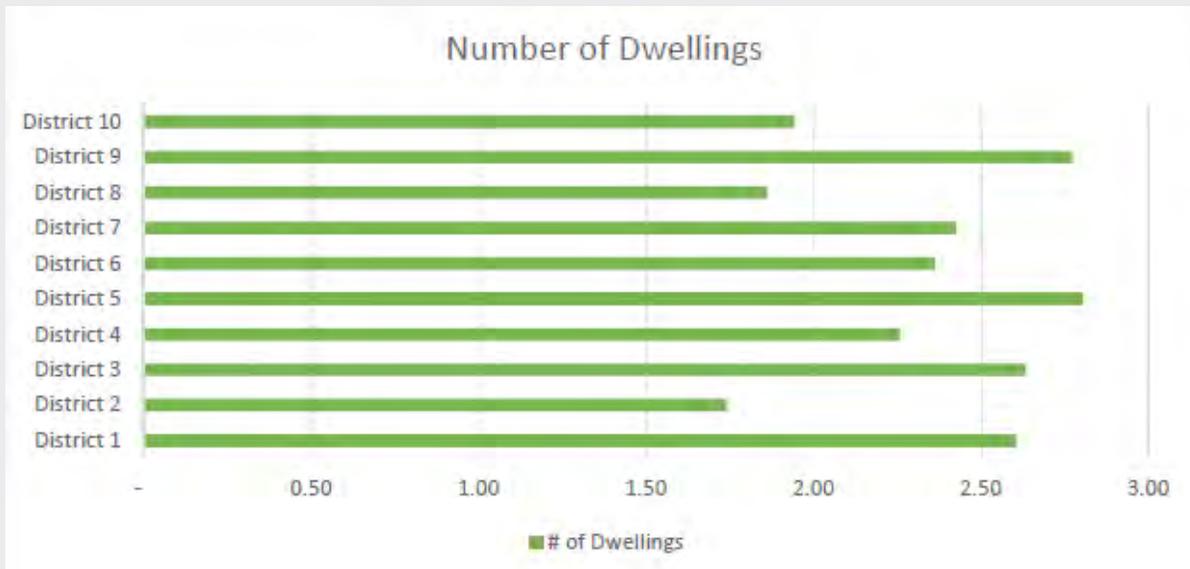
**Note:** Excludes undeclared.



Age Group	2018	2017	2016	2015	2014	2013	2012	2009
0 to 5	1,158	1,185	1,179	1,101	1,013	962	926	696
6 to 20	1,854	1,836	1,813	1,647	1,478	1,381	1,316	1,050
21 - 40	3,521	3,584	3,672	3,439	3,182	2,964	2,779	2,289
41 - 55	1,510	1,446	1,460	1,386	1,290	1,201	1,197	940
56 - 65	729	675	601	548	493	425	351	277
Over 65	345	320	281	246	208	187	166	145
Undeclared	1,008	870	504	426	194	207	32	213
<b>Total</b>	<b>10,125</b>	<b>9,916</b>	<b>9,510</b>	<b>8,793</b>	<b>7,858</b>	<b>7,327</b>	<b>6,767</b>	<b>5,610</b>



## APPENDIX 2.1 Number of Dwellings by District



**Note:** 4,357 dwellings includes 670 which are bare land, uninhabitable or under construction.

District	# of Dwellings	Population
District 1	410	1,068
District 2	362	630
District 3	357	940
District 4	614	1,386
District 5	357	1,001
District 6	417	985
District 7	554	1,344
District 8	460	856
District 9	374	1,037
District 10	452	878
<b>Total</b>	<b>4,357</b>	<b>10,125</b>

**Note:** See Page 20 for Census District Map

# TOWN OF BLACKFALDS CENSUS REPORT 2018

## APPENDIX 2.2 Dwelling Status & Types

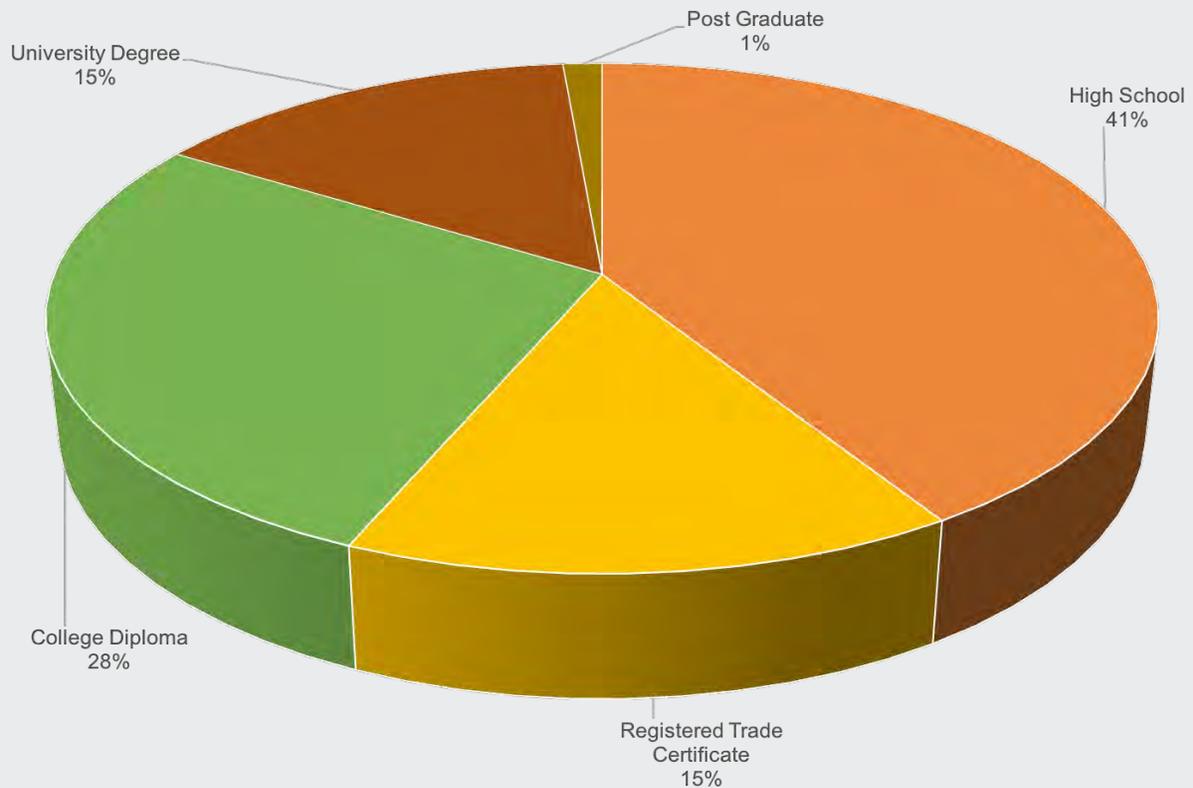
Dwelling Status	Number	%
Owner Occupied	2,539	58%
Rented	631	14%
Undeclared	1,187	28%
<b>Grand Total</b>	<b>4,357</b>	<b>100%</b>



Dwelling Type	Number	%
Single Detached	2,486	57%
Multifamily Dwelling	631	15%
Undeclared	1,240	28%
<b>Grand Total</b>	<b>4,357</b>	<b>100%</b>



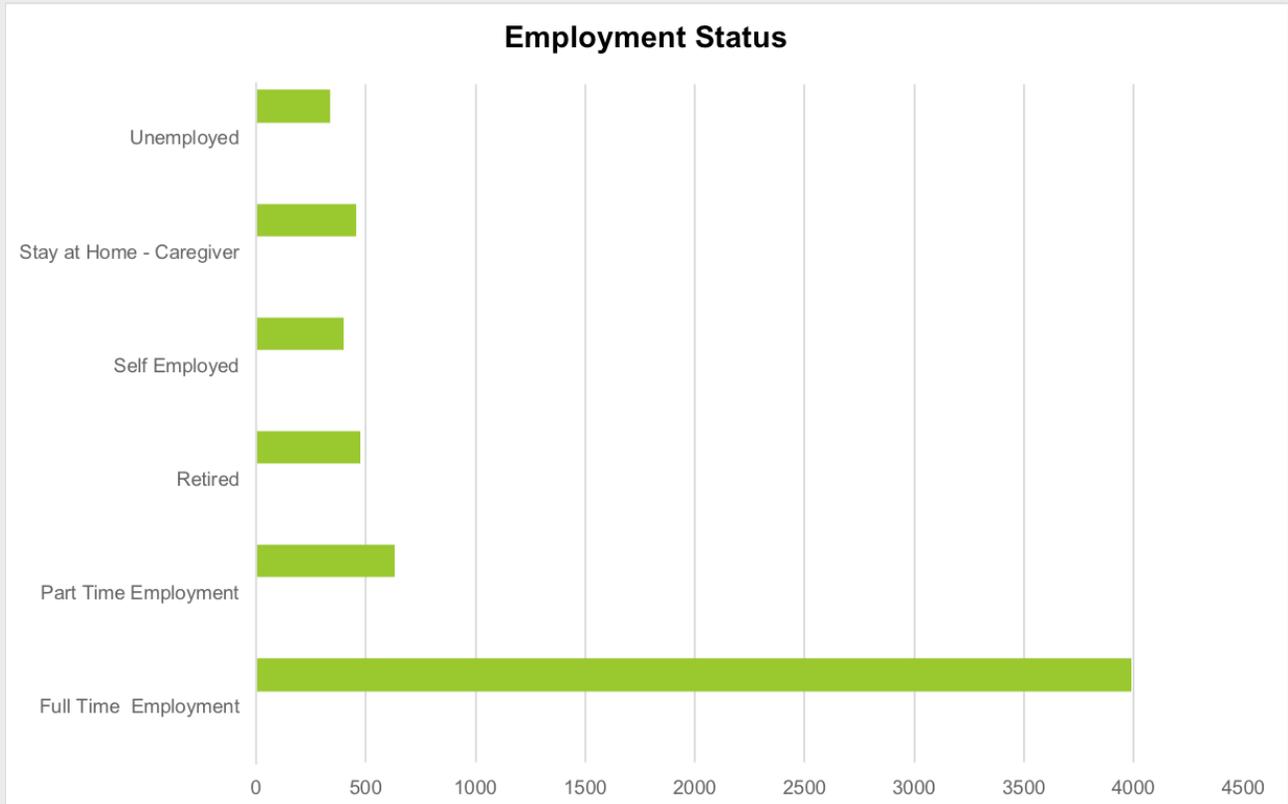
## APPENDIX 3.1 Resident Levels of Education



Highest Level of Education	Total	%
High School	2,332	41%
Registered Trade Certificate	863	15%
College Diploma	1,562	28%
University Degree	837	15%
Post Graduate	76	1%
<b>Total</b>	<b>5,670</b>	<b>100%</b>

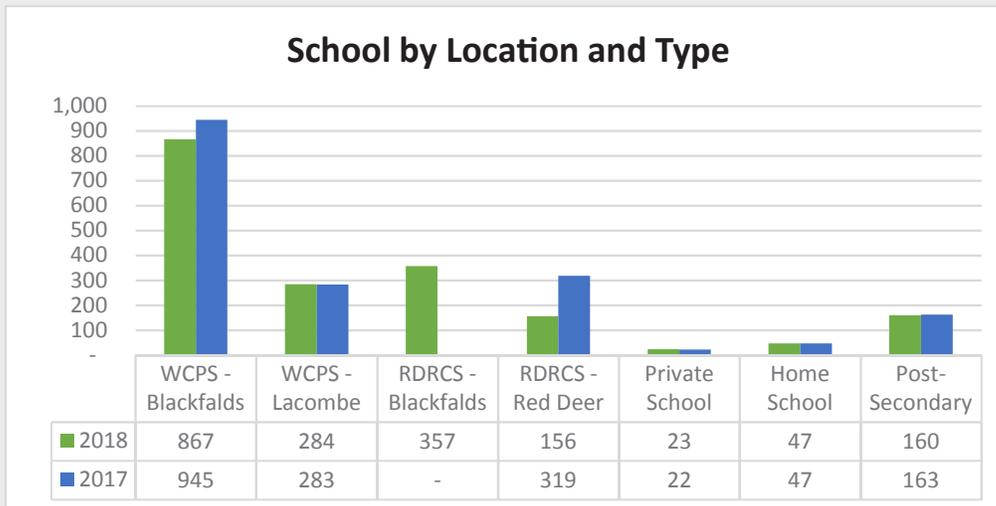
# TOWN OF BLACKFALDS CENSUS REPORT 2018

## APPENDIX 3.2 Employment Status



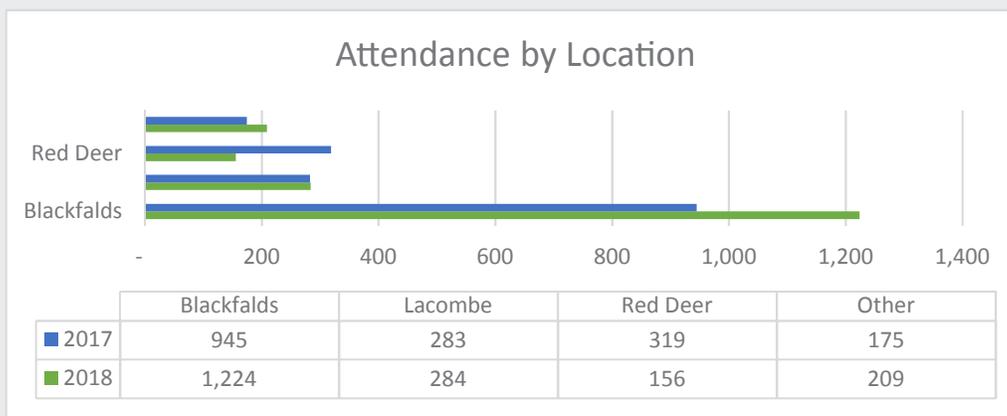
Employment Status	2018	%
Full Time Employment	3,991	63%
Part Time Employment	633	10%
Retired	475	8%
Self Employed	398	6%
Stay at Home - Caregiver	457	7%
Unemployed	335	5%
<b>Total</b>	<b>6,289</b>	<b>100%</b>

## APPENDIX 3.3 Education by Location



District	2018	2017	%
WCPS - Blackfalds	867	945	43%
WCPS - Lacombe	284	283	14%
RDRCS - Blackfalds	357	-	18%
RDRCS - Red Deer	156	319	8%
Private School	23	22	1%
Home School	47	47	2%
Post-Secondary	160	163	8%
Other - Self Directed, online, correspondence	139	106	7%
<b>Total</b>	<b>2,033</b>	<b>1,885</b>	<b>100%</b>

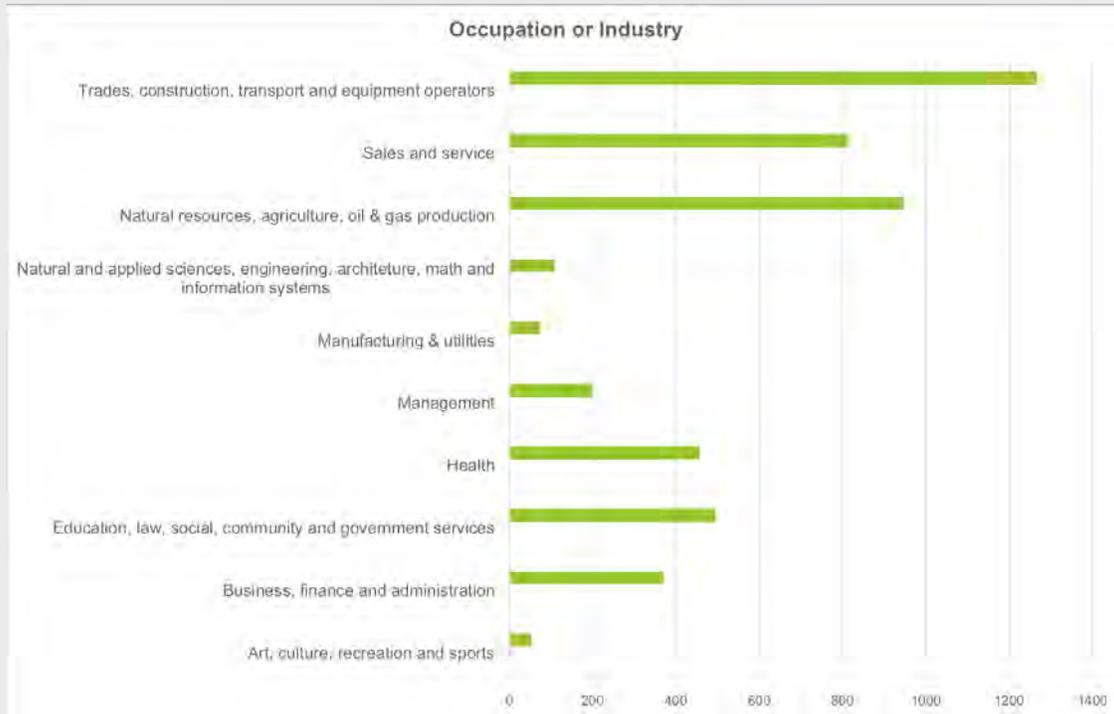
Note - Lacombe Outreach of 21 included in Lacombe



Excludes Post Secondary Students

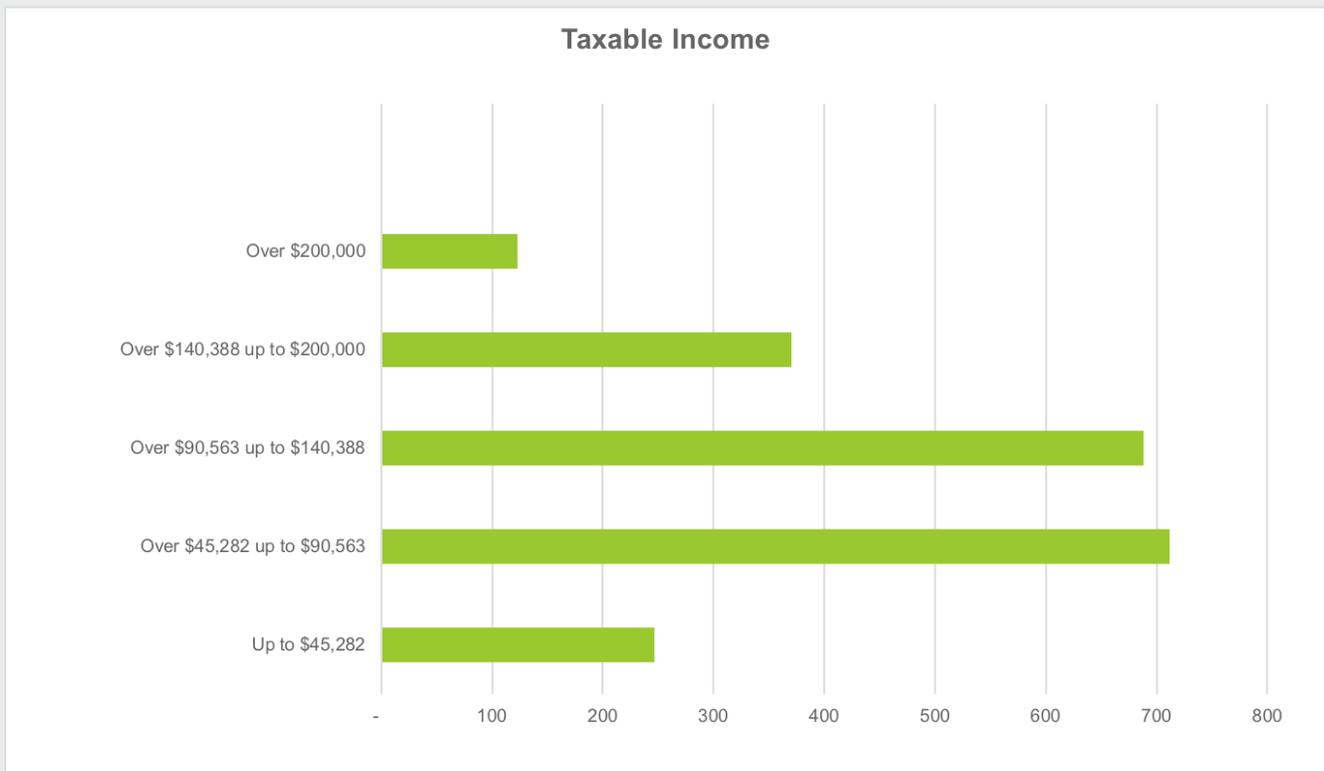
# TOWN OF BLACKFALDS CENSUS REPORT 2018

## APPENDIX 4.1 Occupations



Occupation/Industry	2018	%
Art, culture, recreation and sports	53	1%
Business, finance and administration	370	8%
Education, law, social, community and government services	496	10%
Health	458	10%
Management	199	4%
Manufacturing & utilities	74	2%
Natural and applied sciences, engineering, architecture, math and information systems	109	2%
Natural resources, agriculture, oil & gas production	947	20%
Sales and service	814	17%
Trades, construction, transport and equipment operators	1,267	26%
<b>Total</b>	<b>4,787</b>	<b>100%</b>

## APPENDIX 5.1 Household Taxable Income

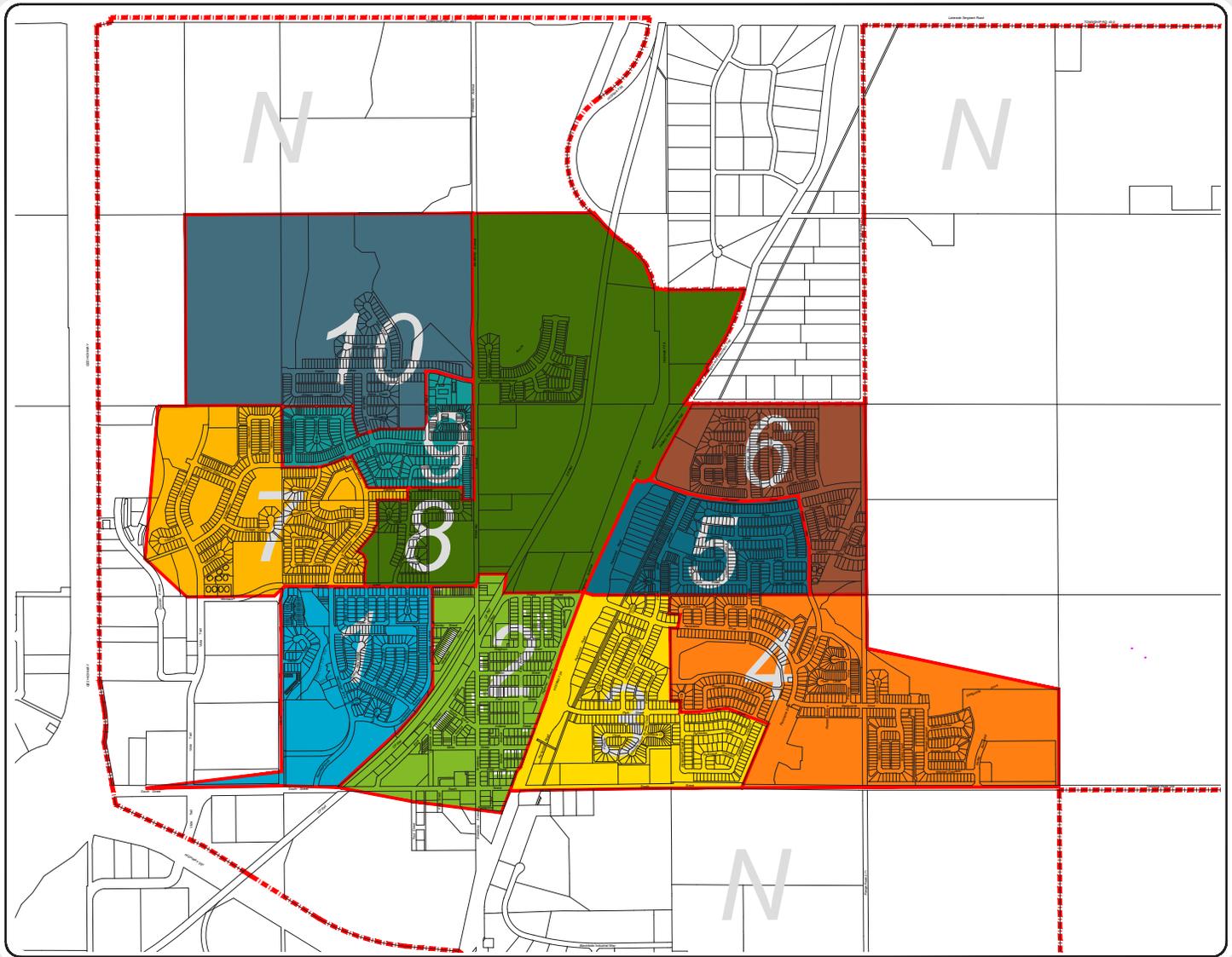


Taxable Income	# Dwellings	%
Up to \$45,282	247	11.5%
Over \$45,282 up to \$90,563	712	33.3%
Over \$90,563 up to \$140,388	688	32.1%
Over \$140,388 up to \$200,000	370	17.3%
Over \$200,000	123	5.7%
<b>Total</b>	<b>2,140</b>	<b>100.0%</b>

**Note:** 1,492 undeclared

# TOWN OF BLACKFALDS CENSUS REPORT 2018

## APPENDIX 6.1 Census District Map





# Questions?

Betty Quinlan

Director of Corporate Services

[bquinlan@blackfalds.com](mailto:bquinlan@blackfalds.com)

403.885.6238

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**MEETING DATE:** February 13, 2024  
**PREPARED BY:** Danielle Nealon, Executive & Legislative Coordinator  
**PRESENTED BY:** Mayor Jamie Hoover  
**SUBJECT:** **CAO Performance Evaluation**

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## **BACKGROUND**

As per the employment contract with the Chief Administrative Officer and the Town of Blackfalds, a probationary evaluation is to be conducted at the 6-month mark. In addition, Section 205.1 of the *Municipal Government Act* requires Council to complete an annual review of the Chief Administrative Officer.

Council requested that the Mayor solicit quotes from consultants to assist Council with the reviews. Two quotes were received, one from Sage Analytics and one from Civic Excellence.

## **DISCUSSION**

The quote received from Civic Excellence was found to be more economical, and as such, the recommendation is to utilize the services of Civic Excellence to assist Council with the CAO performance evaluation process for 2024 and 2025.

## **FINANCIAL IMPLICATIONS**

\$3,000 for a probationary review performance evaluation from the 2024 approved budget and \$5,000 to be budgeted in the 2025 budget for a comprehensive performance evaluation.

## **ADMINISTRATIVE RECOMMENDATION**

That Council considers the following motions:

1. That Council engage Civic Excellence to assist Council with the probationary review performance evaluation process for the CAO at a cost of \$3,000.
2. That Council engage Civic Excellence to assist Council with the comprehensive performance evaluation process for the CAO in 2025 at a cost of \$5,000 AND THAT this amount be included in the 2025 Budget.

## **ALTERNATIVES**

- a) That Council refer the matter back to the Mayor for additional information.

**ATTACHMENTS**

None

**APPROVALS**



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Jamie Hoover,  
Mayor



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Department Director/Author