

Policy No.:	145.20	<u>Council Approval</u> Resolution No.: 232/20 Date: August 25, 2020
Policy Title:	Environmental Management Policy	
Department:	Administration	
Reviewed:	N/A	
Revised:	N/A	
Supersedes Policy/Bylaw:	N/A	

1. Policy Statement

The Town of Blackfalds is committed to undertaking sustainability measures to ensure a healthy environment for current and future generations. Council will integrate environmental stewardship strategies into Town operations, organizational culture, development conditions, and policies and procedures where applicable, to conserve, protect and enhance the environment in balance with social and economic needs.

2. Reason for Policy

- 2.1 This Policy will assist the Town to lead environmental mandates for the protection, conservation and enhancement of the environment through our local, provincial and regional partnerships.
- 2.2 This Policy will provide the Town, the development industry, and all other stakeholders with clear direction for the use and development of all municipal and private lands within the Town's impacted areas.
- 2.3 The Town has committed yearly resource funds to grow our community's environmental sustainability through the actions outlined in the Municipal Sustainability Plan (MSP). The MSP outlined two key actions for the Town of Blackfalds to build its environmental performance and environmental awareness. The following actions are being developed and will be followed as a procedure attached herein:
 - 2.3.1 to develop and approve a Town Environmental Stewardship Strategy (ESS) with a focus on key areas including that of water, land, energy, buildings and infrastructure, waste and air; and
 - 2.3.2 to develop an environmental awareness program, with key elements including ongoing environmental awareness communications, and the development of environmental awareness signage for Town infrastructure.
- 2.4 Lastly, for Council to receive a timely report on the Environmental metrics developed and tracked through the ESS.

3. Related Information

- 3.1 Associated Bylaws and Provincial Regulations
- 3.2 Environmental Stewardship Strategy
- 3.3 Town Design Guidelines Standards

4. Definitions

- 4.1 “Blackfalds” means the Municipality of Blackfalds.
- 4.2 “Development” means development as defined in Part 17 of the Municipal Government Act.
- 4.3 “Town” means the Town of Blackfalds

5. Responsibilities

- 5.1 Municipal Council to:
 - 5.1.1 Approve by resolution this policy and any amendments.
 - 5.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.
- 5.2 Chief Administrative Officer to:
 - 5.2.1 Implement this policy and approve procedures.
 - 5.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.
- 5.3 Director of the Department to:
 - 5.3.1 Ensure implementation of this policy and procedure.
 - 5.3.2 Ensure that this policy and procedure is reviewed every three years.
 - 5.3.3 Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.
- 5.4 Manager to:
 - 5.4.1 Understand and adhere to this policy and procedure.
 - 5.4.2 Ensure employees are aware of this policy and procedure.
- 5.5 All Employees to:
 - 5.5.1 Understand and adhere to this policy and procedure.
- 5.6 The Public to:
 - 5.6.1 Report any and all known or suspected environmental releases or complaints to the Alberta Energy & Environmental Response Line. Contact information details are found below under Special Situations, Part 7.

- 5.6.2 Report any and all known or suspected environmental releases, complaints or service emergencies to the Town of Blackfalds. Contact information details are found below under Special Situations, Part 7.

6. Exclusions

- 6.1 For the Town of Blackfalds Facility complaints, see the Town Website for contact details.

7. Special Situations

- 7.1 Information for the public to report any and all utility complaints or environmental emergencies to the Town of Blackfalds Public Works Division.

To report an energy or environmental emergency or complaint, please call the Town of Blackfalds Emergency 24-Hour Response Line:

- 24-Hour Response Line **1 403 340 9593**

Non-Emergency Inquiries (General Information Only)
Information Centre

Call in Alberta: 403-885-WORX (9679)

Email: info@blackfalds.com

- 7.2 Information for the public to report any and all energy or environmental emergencies or complains to the Alberta Energy & Environmental Response Line.

The following information was taken from the Alberta Provincial Website (date: 2020 07 21 <https://www.alberta.ca/energy-and-environmental-response-line.aspx>) as updated from time to time:

- 7.1.1 To report an energy or environmental emergency or complaint, please call the Energy and Environmental Emergency 24-Hour Response Line:

- 24-Hour Response Line (toll-free within Alberta): **1 800 222-6514**
- Calling from outside of Alberta: **1 780 422-4505**

- 7.1.2 When calling, please provide as much detail as possible about the emergency or complaint:

- a) Location – If possible, provide the legal land location; otherwise, provide the general location of the emergency.
- b) Description of the emergency or complaint – Describe the impact or nature of the emergency or complaint.
- c) Source of the emergency or complaint – Are you aware of or were you able to determine the source of the emergency or complaint? If not, can you describe what type of industrial activity is in the area (i.e. oil and gas, agriculture, manufacturing, etc.)?

Note: Do not put yourself in personal danger to determine any of the above information. The compliance officers who answer the 24-hour response line will notify the appropriate agency and if warranted, emergency responders will be dispatched.

7.1.3 Non-Emergency Inquiries (General Information Only)

Information Centre **Call Toll Free Alberta: 310-ESRD (3773)**
Email: AEP.Info-Centre@gov.ab.ca **Toll Free: 1 877 944-0313**

8. Appendix

9. End of Policy

PROCEDURE	Policy No.: Policy Title: Department:	145.20 Environmental Management Policy Administration
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1. Preamble

- 1.1 The Town of Blackfalds is committed to undertaking sustainability measures to ensure a healthy environment for current and future generations. The Town will integrate environmental stewardship strategies into Town operations, organizational culture, development conditions, and policies and procedures where applicable, to conserve, protect and enhance the environment in balance with social and economic needs.

2. General

- 2.1 The Town will include all Objectives and Strategies identified under the related documents into all department director workplans.
- 2.2 The Town will integrate applicable environmental principles and performance objectives within the Environmental Stewardship Strategy (ESS) into relevant decision-making processes. Through Council reporting, meeting discussions and planning, these objectives will be integrated across all departments.
- 2.3 The Town will integrate environmental stewardship strategies into staff planning, capital project planning, budgetary planning, development planning and other cultural and organizational planning to conserve, protect and enhance our environment.
- 2.4 The Town will allocate resources to continually track and improve on the environmental principles, strategies, programs, and performance objectives set out in the ESS.
- 2.5 The Town will ensure all operations and capital projects, including the work of contractors, comply with environmental legislation, Town Design Guidelines Standards and other environmental requirements.
- 2.6 The Town will highlight environmental educational communication and programs across the organization and work with applicable government Funded Organization partners to inspire values of conservation, protection, and improvement of our lived environment.
- 2.7 The Town will encourage regional, local and other funded partnerships, as environmental stewardship is a shared responsibility for all.
- 2.8 The Town will provide a reporting mechanism to the Public on the Environmental Metrics determined to be tracked through the ESS.

3. End of Procedure

Approval

-Original Signed-

 Chief Administrative Officer

-Original Dated-

 Date