
1. **WELCOME AND CALL TO ORDER**

2. **LAND ACKNOWLEDGEMENT**

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

3. **ADOPTION OF AGENDAS**

- 3.1 Regular Agenda for February 25, 2025
3.2 Consent Agenda for February 25, 2025
- a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
 - b) **Adoption of Minutes**
 - o Regular Council Meeting Minutes - February 11, 2025
 - o Standing Committee of Council Meeting Minutes - February 18, 2025
 - c) **Council Reports**
 - o Mayor Hoover
 - o Deputy Mayor Coulter
 - o Councillor Appel
 - o Councillor Svab
 - o Councillor Dennis
 - o Councillor Sands
 - d) **Administrative Reports**
 - o Report for Council, CAO Report - February, 2025
 - o Report for Council, Volunteer Recognition Awards 2025 Plans
 - o Report for Council, Chairs for Charity Blackfalds
 - e) **Boards, Committee and Commission Minutes and/or Reports**
 - o Blackfalds & District Family & Community Support Services Board Meeting Minutes - January 9, 2025
 - f) **Information**
 - o City of Lacombe Council Highlights - February 10, 2025
 - o Lacombe County Council Highlights - February 13, 2025
 - g) **Correspondence**

None

4. **PUBLIC HEARING**

None

5. **DELEGATION**

None

6. **BUSINESS**

- 6.1 Request for Decision, Subdivision File No. S-01-25, Aurora Heights Phase 5B (East)
- 6.2 Request for Decision, Subdivision File No. S-02-25, Aurora Heights Phase 4 (Outline)
- 6.3 Request for Decision, Bylaw 1320.25 - McKay Ranch Phase 4 Redistricting (*First Reading*)
- 6.4 Request for Decision, Bylaw 1325.25 - 4409 South Street Redistricting (*First Reading*)
- 6.5 Request for Decision, Council Policy CP-185.24 - Community Initiatives Grant - *Amendment*
- 6.6 Request for Decision, Council Policy CP-188.25 - Community Services Framework
- 6.7 Request for Decision, Alberta Community Partnership Grant Application – Regional Recreational Facility

7. **NOTICES OF MOTION**

None

8. **CONFIDENTIAL**

None

9. **ADJOURNMENT**

Future Meetings/Events:

- Regular Council Meeting – March 11, 2025
- Standing Committee of Council Meeting – March 17, 2025

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on February 11, 2025, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Kim Isaak, Chief Administrative Officer
Preston Weran, Director of Infrastructure & Planning Services
Rick Kreklewich, Director of Community Services
Ken Morrison, Director of Emergency Management & Protective Services
Marco Jadie, Information Technology Analyst
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

None

MEDIA

None

OTHERS PRESENT

None

WELCOME AND CALL TO ORDER

Mayor Hoover welcomed everyone to the Regular Council Meeting of February 11, 2025, 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

033/25 Councillor Svab moved That Council adopt the Regular Agenda for February 11, 2025, as presented.

CARRIED UNANIMOUSLY

034/25 Councillor Sands moved That Council adopt the Consent Agenda for February 11, 2025, as presented, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
 - Regular Council Meeting Minutes - January 28, 2025
- **Council Reports**

None
- **Administrative Reports**
 - Report for Council, Enforcement & Protective Services Monthly Report - January 2025
 - Report for Council, Development & Building Monthly Report - January 2025

MINUTES

- **Boards, Committee and Commission Minutes and/or Reports**
 - Municipal Planning Commission Meeting Minutes - October 22, 2024
- **Information**
 - City of Lacombe Council Highlights - January 27, 2025
 - Lacombe County Council Highlights - January 30, 2025
- **Correspondence**
 - Email from J. Morrison Re: Train Horn Cessation - February 7, 2025

CARRIED UNANIMOUSLY

PUBLIC HEARING

None

DELEGATION

None

BUSINESS

Council Motion, CPKC Train Whistle Cessation Next Steps

Councillor Appel moved her motion regarding the next steps for the CPKC Train Whistle Cessation, which was given notice at the January 28, 2025, Regular Meeting of Council.

- 035/25** Councillor Appel moved That Council approve reconsidering the CPKC Train Whistle Cessation Next Steps sooner than the 6-month time period that is outlined in the Council Meeting Procedural Bylaw.

DEFEATED

In favour: Mayor Hoover and Councillor Appel

Request for Decision, Treaty Six Territory Land Acknowledgement Review Committee Update

CAO Isaak provided an update on the progress of the Treaty Six Territory Land Acknowledgement Review Committee.

- 036/25** Councillor Svab moved That Council receive the Treaty Six Territory Land Acknowledgement Review Committee Update report for information.

CARRIED UNANIMOUSLY

Request for Decision, Planet Youth Initiative

Director Kreklewich presented a report on the Planet Youth Initiative and requested Council's direction on engaging local school divisions to collect data.

- 037/25** Councillor Sands moved That Council direct Administration to work with the local school divisions to obtain information to provide to Planet Youth for the purposes of establishing future programming priorities for youth and families in Blackfalds.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

None

RECESS

Mayor Hoover called for a five-minute recess at 7:41 p.m.

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 7:55 p.m.

MINUTES

CONFIDENTIAL

- **Sanitary Trunk Line - FOIP S. 24(1) - Advice From Officials**
- **Diversity Awards 2025 Nominations - FOIP S. 29(1) - Information That Is Or Will Be Available To The Public**

038/25 Councillor Coulter moved That Council move to a closed session commencing at 7:55 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 24(1) and 29(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

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

039/25 Councillor Sands moved That Council move to come out of the closed session at 8:23 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 8:23 p.m.

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

- **Diversity Awards 2025 Nominations - FOIP S. 29(1) - Information That Is Or Will Be Available To The Public**

040/25 Councillor Dennis moved That Council direct Administration to proceed with the nomination applications for the 2025 Diversity Awards, as discussed in camera.

CARRIED UNANIMOUSLY

ADJOURNMENT

Mayor Hoover adjourned the Regular Council Meeting at 8:23 p.m.

Jamie Hoover, Mayor

Kim Isaak, CAO

A Standing Committee of Council meeting for the Town of Blackfalds was held on Tuesday, February 18, 2025, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Kim Isaak, Chief Administrative Officer
Justin de Bresser, Director of Corporate Services
Rick Kreklewich, Director of Community Services
Ken Morrison, Director of Emergency Management & Protective Services
Marco Jadie, Information Technology Analyst
Lorrie Logan, Municipal Clerk

REGRETS

None

MEDIA

None

OTHERS PRESENT

Robert Côté – Blackfalds Fire Department
Andrew Allan – Blackfalds RCMP

WELCOME AND CALL TO ORDER:

Deputy Mayor Coulter called the Standing Committee of Council Meeting to order at 7:00 p.m.

REVIEW OF AGENDA

004/25 Mayor Hoover moved That Standing Committee of Council receive the Agenda for February 18, 2025, as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

PRESENTATIONS

Town of Blackfalds Fire Department

Fire Chief Côté presented a detailed report summarizing the Fire Department's year in review for 2024.

Blackfalds RCMP

S/Sgt. Allan presented the operations and activities of the Blackfalds RCMP within the Town for 2024.

BUSINESS**Request for Direction, Community Services Framework Policy**

Director Kreklewich brought the amended Community Services Framework Policy to Standing Committee of Council for review.

- 005/25** Councillor Sands moved That Standing Committee of Council recommends to Council to bring forward the Draft – Community Services Framework Policy to a future Regular Council Meeting for consideration.

CARRIED UNANIMOUSLY

Request for Direction, Community Initiatives Grant Policy - Amendment

Director Kreklewich brought forward the Community Initiative Grant Policy amendment for discussion and review.

- 006/25** Councillor Svab moved That Standing Committee of Council recommend amending the Community Initiatives Grant Policy to allow for-profit organizations to apply, provided that any proceeds from their initiative go toward a community initiative, program or project deemed worthy.

CARRIED UNANIMOUSLY

Report for Committee, Enterprise Fleet Management

Director de Bresser presented a report detailing the latest updates with Enterprise Fleet Management for information.

- 007/25** Councillor Svab moved That Standing Committee of Council receive the Enterprise Fleet Management Report as information.

CARRIED UNANIMOUSLY

Request for Direction, Council Remuneration and Compensation Policy

CAO Isack presented the Council Remuneration and Compensation Policy for discussion and review.

- 008/25** Mayor Hoover moved That Standing Committee of Council recommend bringing forward the draft Council Remuneration and Compensation Policy forward to the March 11, 2025, Regular Meeting of Council for consideration.

CARRIED UNANIMOUSLY

CONFIDENTIAL

None

ADJOURNMENT

Deputy Mayor Coulter adjourned the Standing Committee of Council Meeting at 8:01 p.m.

Edna Coulter, Deputy Mayor

Kim Isaak, CAO

TO		Members of Council		
FROM		Mayor Jamie Hoover		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: January 16 – February 15		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Jan 20	x			Land Acknowledgement/Treaty 6 planning meeting
Jan 20	x			SCC
Jan 24		x		RDP CACI event
Jan 28	x			MPC meeting
Jan 28	x			RCM
Jan 30			x	IREC student event "muffins with the mayor"
Jan 30	x			Land Acknowledgement/Treaty 6 elders meeting
Feb 3	x			Lacombe Foundation meeting
Feb 3	x			EDTAC meeting

Feb 4	x			WCPS Joint school meeting
Feb 5	x			Planet Youth introduction meeting
Feb 6	x			ABMunis Economic Strategies meeting, Edmonton
Feb 11	x			RCM
Feb 13	x			Emerging Trends Seminar

TO		Members of Council		
FROM		Deputy Mayor Edna Coulter		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Jan 16 – Feb 15, 2025		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Jan 20	X			Standing Committee
Feb 4	X			Blackfalds Library
Feb 6	X			Blackfalds Chamber – Special Meeting
Feb 11	X			Regular Council Meeting

TO		Members of Council		
FROM		Councillor Marina Appel		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: 16 January 2025 – 15 February 2025		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Jan 16		X		Webinar - Indigenous Workshop Series - Part 1: Land Acknowledgement
Jan 20	X			Land Acknowledgement Touch Base
Jan 20	X			SCC
Jan 22	X			BHPARC Meeting
Jan 23		X		Webinar - Indigenous Workshop Series - Part 2: Cross Cultural Communication
Jan 23	X			Chamber of Commerce Meeting
Jan 28	X			RCC
Jan 30		X		Indigenous Workshop Series - Part 3: The Tenets of Indigenous Allyship
Jan 30	X			Treaty Six Land Acknowledgement Review Committee

Feb 4	X			Library Board Meeting
Feb 5	X			Recreation, Culture and Parks Board Meeting
Feb 6	X			Chamber of Commerce Meeting – Vote to Merge with the Lacombe Chamber of Commerce was successful and the Chamber will be merging.
Feb 11	X			RCC
Feb 13		X		Emerging Trends in Municipal Law Conference – Virtually from Civic Centre

TO		Members of Council		
FROM		Councillor Laura Svab		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: January 16, 2025– February 15, 2025		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Jan 20	x			Standing Committee of Council Meeting
Jan 28	x			Regular Council Meeting
Feb 5	x			Recreation, Culture and Parks Board Meeting
Feb 11	x			Regular Council Meeting

TO		Members of Council		
FROM		Councillor Brenda Dennis		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: January 16 to February 15		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
January 18			X	Parkland Regional Library Trustee Training
January 20	X			Land Acknowledgement Pre meeting prep
January 20	X			Standing Committee Meeting
January 20	X			BhPARC
January 28	X			Municipal Planning Committee Meeting
January 28	X			Regular Council Meeting
January 30	X			Treaty Six Land Acknowledgement Review Committee
February 3	X			Economic Development and Tourism Meeting
February 11	X			Regular Council Meeting

TO		Members of Council		
FROM		Councillor Jim Sands		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Jan 15/ 25 – Feb 15/ 25		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Jan 16/ 25			X	Roundtable report submission
Jan 20/ 25	X			Standing Committee of Council Meeting
Jan 22/ 25	X			BHPARC Meeting
Jan 28/ 25	X			Municipal Planning Commission Meeting
Jan 28/ 25	X			Regular Council Meeting
Feb 11/ 25	X			Regular Council Meeting
Feb 13/ 25	X			FCSS Feb Meeting

MEETING DATE: February 25, 2025

PREPARED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: CAO Report – February 2025

Key Projects and Initiatives

- Continuing with various actions flowing out of the Council Committee Audit. Of note, the next major milestone will be to have each of the Committee's review their Terms of Reference or Bylaws to determine if the purpose still aligns with the work of the Committee.
- The Candidate and Nomination Package is now available for the 2025 General Election. It can be accessed via the Town's website or available for pickup at the Civic Centre.
- Ongoing information sessions on the election and permanent elector registry. The spatial data has been provided to the province to update the current registry.
- The first Employee Branding Committee meeting was held this week. The purpose of the Committee is to assist in the development of strategies to brand our 5 core values along with engagement activities to promote the values.
- 2024 Annual Report draft has been completed and is currently under review by various departments. The report will be distributed in early March.
- 2025 Departmental Work Plans have all been submitted and transferred onto the Master 2025 Work Plan. The Master Work Plan will be reviewed by the Directors at a meeting in March.
- COR Audit Action Plan items continue to be addressed.
- Administration continues to navigate changes to the *Policing Act* and the upcoming *Access to Information Act* and *Privacy Protection Act* (formerly FOIP) and the resulting implications to operations.
- Year end audit in progress
- Website audit is under review to ensure that current information is available.
- Plans are in progress for Blackfalds Days.
- Winterfest was held with fewer participants which was largely in part to the inclement weather.
- Annual Performance Planning Session with Blackfalds and Sylvan Lake RCMP held on February 19, 2025.
- IPRO In Car Video System being installed in municipal enforcement vehicles which will allow for body worn cameras for Community Peace Officers.
- FCSS has commenced planning activities for the annual volunteer awards.
- Planning has commenced for Winterfest activities.
- Planning and Development continues to be busy with development and subdivision activity. The second subdivision application for 2025 has been received.
- 2025 Capital Project Meetings including the Broadway Avenue Water Reservoir Twinning, Snow Storage Site and the NW Area Storm Project.

Updates Related to Existing Bylaws or Council Policies

- Bylaw 1324.25 – Urban Hen Bylaw was adopted by Council at the January 28, 2025 Regular Meeting of Council.
- Bylaw 1323.25 – Schedule "B" 2025 Water and Wastewater Rates Bylaw was adopted by Council at the January 28, 2025 Regular Meeting of Council.

-
- Bylaw 1326.25 – Authorized Overdraft Bylaw was adopted by Council at the January 28, 2025, Regular Meeting of Council.
 - Community Services Framework Policy – presented to Council at February 18, 2025, Standing Committee of Council Meeting.
 - Community Initiatives Grant Policy – amended policy was presented to Council at the February 18, 2025, Standing Committee of Council Meeting.
 - Council Remuneration and Compensation Policy – amended policy was presented to Council at the February 18, 2025, Standing Committee of Council Meeting.

Facility Leases

- There is one lease space available at the Support Services Building.

Administrative Policy Changes / Additions

- Vacation Policy – Prepared for Sign off
- Commissioner for Oaths Policy – Prepared for Sign Off
- Time off in Lieu of Overtime Policy – Under review with Directors

APPROVALS

Kim Isaak,
Chief Administrative Officer

MEETING DATE: February 25, 2025

PREPARED BY: Sawyer Hick, FCSS Manager

SUBJECT: **Volunteer Recognition Awards 2025 Plans**

FCSS staff are currently in the process of working on plans to honour and celebrate our valued community ambassadors. These outstanding volunteers are essential to the Town of Blackfalds, contributing through special events, community programs, local organizations, and serving on our Town boards, committees, and commissions. Volunteers are truly the backbone of our community, and we are committed to recognizing their hard work and dedication in a meaningful way.

It is our intention to offer recognition similar to last year:

1. Selection process will be carried out the same as in past years:
 - Carol Simpson Volunteer of the Year Award (Town Council).
 - Gloria House Mentor Award (FCSS Board).
 - Outstanding Group Awards (FCSS Board).
 - Dylan Stork Youth Ambassador Award (Town Council).
 - Leaders of Tomorrow Awards (The Mayor, FCSS Youth Programmer and a FCSS Board Representative).
 - Gary Kroetsch Volun-Told Award (FCSS Board Representative, a family friend and a past award recipient).

2. Awards presentation during National Volunteer Week: Blackfalds FCSS will be hosting *Best of Blackfalds* including appetizers from our *best food restaurants*, beer tasting, cash bar, live music and awards presentation highlighting our *best community ambassadors* and the contributions they make to our community. The Best of Blackfalds is scheduled to take place on the evening of April 17; awards presented will include:
 - Carol Simpson Volunteer of the Year Award,
 - Gloria House Mentor Award,
 - Outstanding Group Award (adult category), and
 - Gary Kroetsch Volun-Told Award.

3. Awards presentation during National Youth Week: Our Oscar themed Youth Recognition Night is scheduled to take place May 1 will be a Red-Carpet, complete with VIP lanyards, paparazzi, a Walk of Fame, and invitees will be asked to wear their Oscar worthy ensemble. There will be appetizers, small performances from the IRJC school band, youth dancers, as well as the awards presentation. Awards presented will include:
 - Dylan Stork Youth Ambassador Award,
 - Leaders of Tomorrow (elementary, junior high and high school category),
 - Outstanding Group Award (youth category), and
 - Gary Kroetsch Volun-Told Award.

All marketing efforts for National Volunteer Week will be conducted through the Town's regular social media channels, including the Blackfalds FCSS Facebook page, the website events calendar, and the FCSS Volunteer Newsletter.

Volunteer award nominations will be accepted until March 1, 2025. If you know someone in our community who selflessly gives their time, please consider nominating them.

ATTACHMENTS

- *2025 Volunteer Recognition Events Invitation*



Kim Isaak,
Chief Administrative Officer



Department Director/Author

PRESENTING

- THE -

Best of Blackfalds



- IN RECOGNITION OF -

NATIONAL VOLUNTEER WEEK 2025

THURSDAY

04.17

COMMUNITY CENTRE

6-8 PM

LIVE MUSIC

AWARDS

CASH BAR 18+

BEER TASTING

Evening will include food highlighting local businesses, live music and presentation of the Carol Simpson Volunteer of the Year award, Gloria House Mentor award, Outstanding Group (adult) award and Gary Kroetsch Volun-Told award.

RSVP REQUIRED by April 7 | volunteer@blackfalds.ca | 403.885.6360



Roll out the red carpet and make way for our youth volunteers and award recipients!

VIP DETAILS

Thursday, May 1, 2025
Doors open at 6 PM

ON LOCATION AT

Blackfalds Community Centre

RSVP TO

volunteer@blackfalds.ca by April 21



Evening will include appetizers, live entertainment, and presentation of the Dylan Stork Youth Ambassador Award, Leaders of Tomorrow Awards, Outstanding Group (youth) Award and Gary Kroetsch Volun-Told Award.

MEETING DATE: February 25, 2025

PREPARED BY: Shelby Craig, Marketing & Communications Team Lead

SUBJECT: **Chairs for Charity Blackfalds**

BACKGROUND

Nowco Home Hardware in Lacombe has been running the Chairs for Charity event since 2018 with great success. Businesses throughout the community sign up to purchase and create a one-of-a-kind chair, which is then raffled off. The proceeds go towards a local non-profit.

After seeing the success and how much it has grown through the years, with more and more businesses participating, the Town would like to start the endeavor by incorporating it with Blackfalds Days.

DISCUSSION

MarCom has met with Nowco Home Hardware to ask for assistance in getting it up and running and they were more than happy to assist with the process and integral parts of the raffle that we will need to know, including providing information sheets they've created to make it as smooth as possible.. It has been a wonderful partnership, and we thank them for their assistance in our inaugural year!

This event will allow businesses to become involved in the community, show off their creativity and allow internal departments to partner together. MarCom and Economic Development will be working together to encourage competition between businesses and hopefully get several businesses involved.

Dates [to be finalized]:

- Sign Up Deadline: March 15
- Chairs Pickup: April 15
- Chair Display: June 1 – 30
- Raffle Sales: June 10 – 30
- Draws: July 7

Businesses will be encouraged to showcase their chairs during Blackfalds Days when lots of people come out for the weekend's festivities, maybe even on the floats during the parade.

Proceeds for this year will go to the Blackfalds Food Bank. As the Alberta Gaming Liquor and Cannabis (AGLC) requires non-profits to apply for a raffle license, they will register for the license while the Town organizes the event.

While Lacombe Chairs for Charity has its own website and social media, The Town will post everything on our existing website and share business updates via our established socials.

FINANCIAL IMPLICATIONS

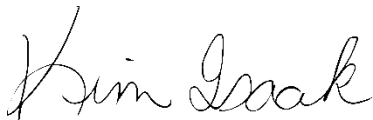
The profit from the event will be directly paid to the Blackfalds Food Bank; however, minimal indirect costs may be incurred for printing raffle tickets, marketing, etc. For future years, the Town will open to working with all non-profits within the Town that are interested in this event.

Businesses will be able to purchase the Adirondack chairs for \$100, and the tickets will be \$5 each or \$20 for 5.

ATTACHMENTS

- *Chairs for Charity - Information Sheet*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author



Hello Blackfalds Business Owner!

We're thrilled to invite you to be part of an exciting new event in our community—the Inaugural Chairs for Charity Raffle! This is a fantastic opportunity to showcase your creativity, bring the community together, and raise funds for the Blackfalds Food Bank.

This event is open to all businesses in Blackfalds—the more, the merrier! Imagine how vibrant our streets will look with your beautifully decorated chairs on display, creating a stunning and engaging atmosphere throughout town.

What we need from you:

Interested businesses will supply \$100 to the Town of Blackfalds. We will then purchase adult-sized pine Adirondack chair kits for registered businesses to decorate it in any way they like.

- Display your chair outside your business from **June 1 - 30**, including the weekend of Blackfalds Days (June 12 - 15). This will be an official Blackfalds Days activity.
- You'll receive your chair by April 15, giving you plenty of time to make it spectacular.
- Help us spread the word on social media! Use the hashtag **#ChairsForCharityBlackfalds** and tag us on socials to share your progress and promote the event.



How it works:

- Each participating business will receive raffle tickets to sell to customers from June 10 - 30.
- Customers can indicate which chair they'd like to win by writing the business name on their ticket.
- At the end of the event, a winner will be drawn for each chair. The winning ticket holders will collect their chair directly from your business.
- 100% of the raffle proceeds will go to the Blackfalds Food Bank.

What's in it for you?

For just \$100, you'll gain an incredible opportunity to:

- Create engaging social media content and increase visibility for your business.
- Be part of a unique, community-focused event alongside fellow Blackfalds businesses.
- Attract customers to your store as they admire your creative chair design and purchase raffle tickets.

This is a chance to make a meaningful impact and have fun with your staff and customers during one of the most exciting weekends of the summer.

How to join: Complete the enclosed application form and return it to Shelby Craig or Peter McGee at 5018 Waghorn St by **March 15, 2025**.

We can't wait to see the amazing designs you come up with and the creativity your business brings to this inaugural event. Let's make this a memorable kickoff for a new Blackfalds tradition!



TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, January 09, 2025 at 7:00 p.m.
MINUTES

MEMBERS PRESENT

Jim Sands	Town of Blackfalds Councillor
Brenda Dennis	Town of Blackfalds Councillor
Dena Thomas	Public at Large
Glenda Brown	Public at Large
Jessalyn Parsons	Public at Large
Auralei Agrey	Public at Large
Heather Johnson	Public at Large
Kimberly Burrell	Public at Large
Gloricel Cavago	Public at Large
Aaron Hoyte	Public at Large

ATTENDING

Sawyer Hick	Town of Blackfalds FCSS Manager
Sue Penner	Town of Blackfalds FCSS Admin Asst

OTHERS ATTENDING

REGRETS

None

WELCOME AND CALL TO ORDER

Chair Thomas welcomed all attending and called the Blackfalds & District Family & Community Support Services Board Meeting to order at 6:54 pm.

Member Brown moved that the Blackfalds & District Family & Community Support Services Board approve the agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

PRESENTATIONS

N/A

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, January 09, 2025 at 7:00 p.m.
MINUTES

BUSINESS

Appointment of Chair and Vice-Chair

Member Thomas put her name forward for the Chair position, which was accepted, and was acclaimed for the next term.

CARRIED UNANIMOUSLY

Member Thomas put Member Brown's name forward for the Vice Chair position, which was accepted, and was acclaimed for the next term.

CARRIED UNANIMOUSLY

Approval of Minutes of November 14th, 2024

Councillor Dennis moved that the Blackfalds & District Family & Community Support Services Board recommends Council adopt the minutes from November 14th, 2024, as presented.

CARRIED UNANIMOUSLY

2025 Approved FCSS Budget

Manager Hick reviewed some of the changes made to the 2025 budget:

Revenues:

- Other Revenue increased from \$500 to \$1500
- Local Govt & Conditional Grants is new this year (transfer from 851 Lacombe County Cost Share Agreement \$5000)
-

Expenses:

- Salaries decreased by 8.93% from \$113,331 to \$103,212
- Overtime increased from \$3500 to \$9000
- Hourly wages decreased by 2.78% from \$209,033 to 203,221
- Employer contributions decreased by 16.15% from \$93,266 to \$78, 208
Printing decreased from \$5000 to \$4000
- Contracted general services increased from \$11,950 to \$16,000 to provide more support towards seniors programming through contracted services.
- Program expenses increased from \$44,300 to \$47,350 to provide a budget line for seniors' week to be in line with youth week having its own budget line. Senior's programming was also increased. As well as other programming to provide FCSS with an opportunity to expand programming as needed while also addressing the needs within the Social Needs Assessment.

FINANCIAL IMPLICATIONS

- In past years the Municipal contribution to FCSS has been:

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
 Thursday, January 09, 2025 at 7:00 p.m.
MINUTES

	Budgeted	Actual
- 2022	210,172	208,693
- 2021	254,028	186,334
- 2022	244,346	242,008
- 2023	233,980	251,773
- 2024	269,468	in progress

Gary Kroetsch Volun-Told Award Nomination Form Criteria

Manager Hick presented the background for the establishment of this new award.

The criteria has been determined and a nomination form prepared for our 2025 Volunteer Recognition. The recipient of the award will be chosen through a selection process facilitated by an FCSS Board Representative, a family friend, and a past award recipient. This year the family friend will be Tyson Sather who spearheaded this award and Gary's son Trent Kroetsch will sit as the past recipient. We are looking for a board representative to assist with the selection process.

The "Framily" have the finances to cover the cost of the volunteer recognition plaque for two more years and the Volunteer Programmer has the budget to cover future years costs.

The FCSS Board recommends this selection process for the Volun-Told Award as it is a similar process used for the Gloria House Mentor Award and Outstanding Group Awards which have an FCSS Board Member Representative, and Member Burrell assist with the selection process for this award.

CARRIED UNANIMOUSLY

FCSS Managers Verbal Update

- Manager Hick reported on the following:
 - Submitted application for Lacombe County FCSS for additional project funding for 2025 in support of seniors programming. This is in addition to the support we receive for Seniors Walking Club, seniors gentle exercise and More Than a Movie and we were notified that we will be receiving the requested amount of \$4000.
 - Golden Circle is providing supports to seniors of Thursdays from 1:00 – 3:30 pm in our office. We hope their hours and support increase with the hiring of a new support person.
 - Youth programs have started back up and we have seen an increase in participants.
 - Attended the LREMP Tabletop Exercise on November 27th which is in preparation for the live exercise in 2025. The FCSS Manager is responsible for managing the Reception Centre at either the Community Centre or Abbey Centre.

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, January 09, 2025 at 7:00 p.m.

MINUTES

Volunteer Programmer Report

- Volunteer Programmer filled volunteer shifts for several special events during the months of November and December.
- Snow Angel Program has 19 residents paired with a Snow Angel and 7 more on the waiting list. The decline in community volunteers has led to the launch of a NEW Neighbourhood Snow Angel Program. Participants receive a sign to display in their front window or door, indicating their involvement in the program. We are asking residents to be involved by looking for the sign and shoveling their front walks and driveway to "Spread the Kindness".
- Participated in the LREMP Tabletop Exercise on November 27th.
- Volunteer Christmas Open House held on December 2nd had a total of 63 in attendance.
- Business Christmas Challenge gathered an amazing 268lbs of food and \$720 for the Blackfalds Food Bank.
- The Volunteer Programmer attended the Stars of Alberta Awards on December 6th where our volunteer Robyn Devine received the prestigious award in the Breaking Barriers, fighting gender discrimination category.

2024 Volunteer Recap:

- 1789 volunteer hours were recorded in 2024
- 305 volunteer positions were held by Blackfalds residents in support of Town/FCSS initiatives and events.

Upcoming Volunteer Opportunities:

- Jim Hurley Free Skate – Sunday's
- Snow Angel Program – winter months

Community Engagement Programmer Report

- There are 945 Facebook followers and 132 on Instagram.
- Thank you letters sent to all Winter Wear Fundraiser donors.
- The November 6th Interagency luncheon had 27 individuals in attendance representing 19 organizations.
- Received, screened and approved or rejected Christmas Bureau applications.
 - o A total of 432 people were approved through the program which consisted of 254 children, 122 women and 56 men. A total of 126 hampers were picked up of which 103 went to families and 23 to singles or seniors.

TOWN OF BLACKFALDS
Blackfalds & District Family & Community Support Services Board
Thursday, January 09, 2025 at 7:00 p.m.
MINUTES

Youth Programmer

- BYC started back up and had a total of 53 participants.
- Child Safe Canada Home Alone Safety had 10 registrants.
- Youth Cooking Club had 9 registrants

Chair Thomas adjourned the Blackfalds & District Family & Community Support Services Board Meeting at 8:24 p.m.

for *Dena Thomas*
Dena Thomas, Chair

Sue Penner
Sue Penner, Admin Staff



City of Lacombe

COUNCIL HIGHLIGHTS

February 10th, 2025

Regular Meeting of Council

2. Review of Agenda

2.1 Consent Agenda

- Council gave first reading to Bylaw 523 – Repeal of Inactive Bylaws 2025.
- Council gave first reading to Bylaw 267.6 as presented, and scheduled a public hearing for Bylaw 267.6 for Monday, March 24th, 2025, at 6:00 p.m.
- Council gave first reading to Bylaw 400.69 as presented and scheduled a public hearing for Bylaw 400.69 at 6:00 p.m. on March 24th, 2025.

3. Open Forum

3.1 Request for Invoice Reduction – Lacombe Fire Department

Stacey and Todd Short held an Open Forum presentation for Council regarding a request on an invoice reduction from the Lacombe Fire Department.

4. Presentations

4.1 2023-2024 Request for Information (RFI) Response Summary

Legislative Coordinator Bellabono presented a summary of Request for Information responses for 2023-2024.

6. Requests for Decision

6.1 Bylaw 514.1 – Affordable Housing and Student Dormitories Taxation

At the December 16th, 2024, Committee of the Whole meeting, Administration highlighted recent Provincial legislative changes exempting affordable housing accommodations from property taxes starting in 2025. The legislation also permits the City to pass a Bylaw to continue to levy the municipal portion of the property taxes (but not the education tax portion) from these properties.

Bylaw 514.1 proposes to continue to levy municipal property taxes on affordable housing accommodations as it does for Student Dormitories (Bylaw 514).

Council gave second and third reading to Bylaw 514.1.

6.2 Bylaw 506.1 Traffic Bylaw Amendment

Through a Notice of Motion in October 2024, a request was made to amend the Traffic Bylaw to allow unattached construction trailers on City streets and roadways without penalties or fines.

Administration has drafted an amendment permitting construction trailers to be parked unattached at work sites between 8:00 a.m. and 5:00 p.m., with specific requirements for reattachment after hours. A "Construction Trailer" definition was included to ensure its use is limited to construction purposes at adjacent properties.

The City's updated Traffic Bylaw introduced permit fees for road use with medium or high traffic impact but exempted franchisees like ATCO Gas Ltd. and FortisAlberta from these fees.

Proposed amendments further clarify this exemption while maintaining franchisees' obligations to obtain permits and comply with penalties for non-compliance or failure to restore work sites.

Council gave second and third reading to Bylaw 506.1.

6.3 Regional Collaboration Committee

Establishing a Regional Collaboration Committee is intended to formalize and enhance partnerships among the City of Lacombe, the Town of Blackfalds, and Lacombe County.

Building on the existing Intermunicipal Development Plan (IDP) and Intermunicipal Collaboration Framework (ICF) Committees, this initiative will support strategic regional discussions, fostering a unified approach to shared priorities.

Council directed Administration to develop Terms of Reference for a Regional Collaboration Committee involving the City of Lacombe, Lacombe County, and the Town of Blackfalds

6.4 Notice of Motion (Councillor Dallas – from January 27th, 2025)

Council voted in favour of the following motion:

“THAT Council direct Administration to bring forward improved methods of communication to transparently and effectively share City initiatives/information to the public. The three key elements of this strategy being traditional media, social media/email, and public signage.”

8. In Camera

8.0 Labour (FOIP Section 21, 24)

Council accepted the contract presented for In-Camera item 8.0 for ratification.

8.1 Labour (FOIP Section 17, 21, 24)

Council directed Administration to return the matter to Council with supporting Request for Decision on the In Camera item 8.1.

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

- Monday, February 24th, 2025 – Regular Council Meeting at 5:30 p.m. – City Hall***
- Monday, March 10th, 2025 – Regular Council Meeting at 5:30 p.m. – City Hall***
- Monday, March 24th, 2025 – Regular Council Meeting at 5:30 p.m. – City Hall***



HIGHLIGHTS OF THE REGULAR COUNCIL MEETING FEBRUARY 13, 2025

PLANNING SERVICES UPDATE

Council received an update on the progress and activities of the Planning Services Department for the month of January 2025.

ANIMALS IN RESIDENTIAL DISTRICTS

Council received a presentation regarding the feedback gathered from the 2024 community consultation on animals in residential districts. Staff compiled the feedback and proposed bylaw amendments for Council's consideration.

Bylaw No. 1428/25, a bylaw of Lacombe County for the purpose of amending the Lacombe County Land Use Bylaw No. 1237/17 as it relates to Animals in Residential Districts, received first reading. A public hearing for Bylaw No. 1428/25 will be held on March 13, 2025 commencing at 7:00 p.m. in the Lacombe County Council Chambers.

2024 ANNUAL REVIEW OF MUNICIPAL DEVELOPMENT PLAN AND LAND USE BYLAW

The 2024 annual review of the Municipal Development Plan and the Land Use Bylaw was presented to Council and accepted for information. Areas for improvement were identified and proposed bylaw amendments were submitted for Council's consideration.

Bylaw No. 1429/25, a bylaw of Lacombe County for the purpose of amending the Lacombe County Municipal Development Plan No. 1238/17 as it relates to General Regulations and District Requirements, and Bylaw No. 1430/25, a bylaw of Lacombe County for the purpose of amending the Lacombe County Land Use Bylaw No. 1237/17 as it relates to General Regulations and District Requirements, received first reading. A public hearing for both bylaws is scheduled for March 13, 2025 commencing at 9:00 a.m. in the Lacombe County Council Chambers.

AGRICULTURAL SERVICE BOARD MEETING NOTES

Council reviewed the minutes of the October 23, 2024 Lacombe County Agricultural Service Board meeting and approved recommendations as follows:

- That the Kubota and Operator Spraying Service fee be amended to \$80 per hour.
- That the 2024 Moisture Situation Update be received for information.
- That the 2024 Seasonal Agriculture Operations Update be received for information.
- That the 2024 ASB Resolution Report Card be received for information.
- That the Western Crop Innovations presentation be received for information.
- That the Alberta Environment Protected Areas presentations be received for information.
- That the October 23, 2024 Lacombe County Agricultural Service Board meeting minutes be approved as presented.

CITY OF LACOMBE FIRE HALL PLANNING COMMITTEE

Council appointed Councillor Weenink and Reeve Shepherd to the City of Lacombe Fire Hall Planning Committee, with Councillor West designated as the alternate member.



SUCCESS GROWS HERE!

ANNUAL PERFORMANCE PLANNING SESSION – BLACKFALDS & SYLVAN LAKE RCMP

Council supported the three following policing priorities for inclusion in the Blackfalds & Sylvan Lake RCMP Detachment Annual Performance Plans:

1. Crime Reduction & Rural Crime Prevention
2. Road Safety & Traffic Enforcement
3. Mental Health & Family Violence Response

Next Regular Council Meeting is
February 27, 2025 – 9:00 a.m.

Next Committee of the Whole Meeting is
April 1, 2025 – 9:00 a.m.

Lacombe County Administration Building

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

MEETING DATE: February 25, 2025
PREPARED BY: Jolene Tejkl, Planning & Development Manager
PRESENTED BY: Jolene Tejkl, Planning & Development Manager
SUBJECT: Subdivision File No. S-01-25, Aurora Heights Phase 5B (East)

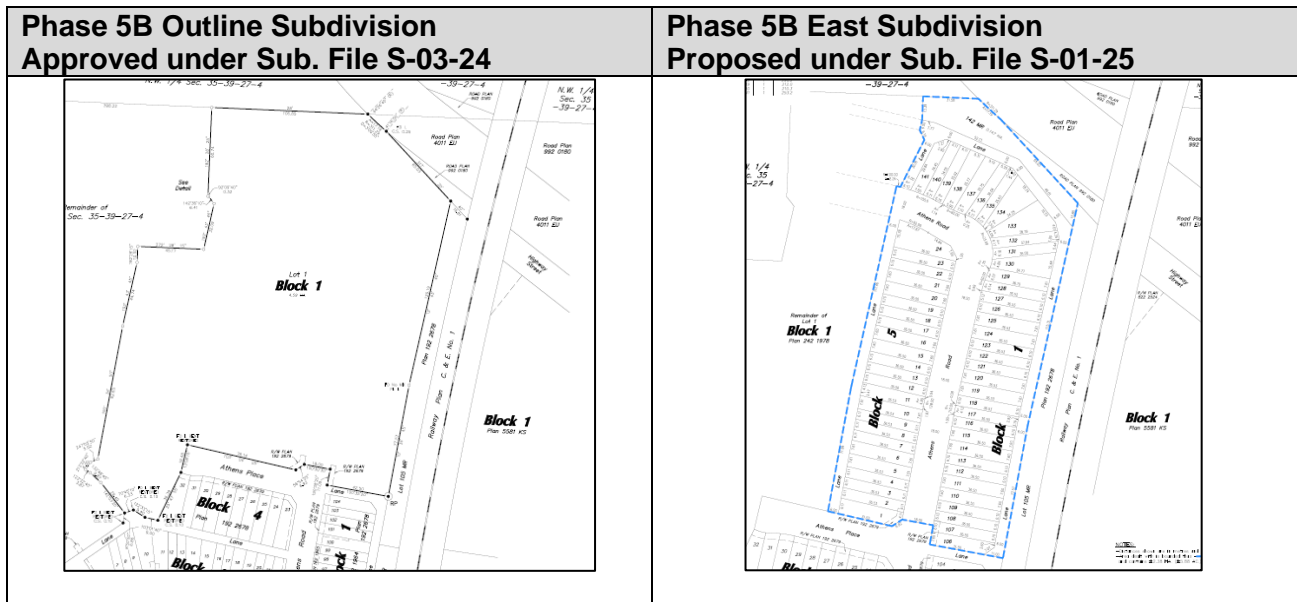
BACKGROUND

A subdivision application has been submitted to further subdivide the eastern portion of Phase 5B of the Aurora Heights community into sixty (60) residential lots and one (1) Municipal Reserve (MR) lot. A copy of the Subdivision Application and Tentative Subdivision Plan are included in Attachment 1 of this report.

The proposed residential lots are designated Residential Multi-Dwelling District (R-2) and the proposed MR is designated Parks and Recreation District (PR). The proposed lots will have legal and physical access via Athens Road, which will be extended with this application.

DISCUSSION

On August 27, 2024 the Town’s Subdivision Authority conditionally approved the subdivision of the outline of Phase 5B in the Aurora Heights community. At that time, the Authority was advised this was being done to accommodate a sale of the development area to another developer for them to continue on with residential development along Athens Place and Athens Road. The application before the Authority is that further subdivision, but only the eastern portion of the larger Phase 5B as illustrated below:



The developer is proposing to further subdivide out the eastern portion of Phase 5B at this time as they do not want to service more lots than what they anticipate can be sold in the immediate future.

This proposed subdivision still achieves a logical extension of the built-up area in Aurora Heights, therefore from Administration's standpoint it is reasonable.

Section 654(1) of the *Municipal Government Act* (MGA) states that the Subdivision Authority must not approve an application unless:

- The land proposed to be subdivided is suitable for the intended purpose of the subdivision. The land has been previously deemed suitable for residential development and has been redistricted to the R-2 District to accommodate future residential.
- The subdivision conforms to relevant Statutory Plans and the Land Use Bylaw (LUB). The proposed subdivision conforms to the development concept in the Aurora Heights ASP, and all lots meet the minimum parcel area prescribed for rowhouse developments in the R-2 District.
- The application conforms to the relevant sections of the MGA, and
- All outstanding property taxes have been paid or satisfactory arrangements for their payment have been made with the Town. This requirement is always reflected in a condition of subdivision approval to ensure that all property taxes are paid at the time of subdivision endorsement, which can be a year or more from the date of conditional subdivision approval.

Administration is satisfied that the proposed subdivision meets the required criteria set out in Section 654(1) of the MGA for subdivision approval.

Section 9 of the *Matters Related to Subdivision and Development Regulation* also sets out relevant considerations that the Subdivision Authority must consider when making a decision on a subdivision application. These considerations pertain to land suitability, availability of infrastructure, and environmental considerations. The topography of the subject land is relatively flat, all municipal infrastructure is available, and there are no environmentally sensitive lands to protect through the designation of Environmental Reserve (ER).

Administration is satisfied that the application meets the required criteria set out in the *Matters Related to Subdivision and Development Regulation*.

The Town's Municipal Development Plan (MDP) further reiterates the subdivision considerations in the MGA and the Regulations in MDP Policy 3.12 which Administration is satisfied the application before the Authority meets.

Reserve Dedication

The governing Aurora Heights ASP identifies a MR parcel in this phase, which the proposed MR parcel under the application before the Authority conforms to.

There is no requirement for ER dedication on this parcel because none of the lands qualify for ER designation, pursuant to section 664(1) of the MGA.

Subdivision Notification and Responses

Notification was sent to adjacent landowners and all required local authorities and agencies listed below; copies of the responses are provided in Attachment 2 of this report:

- Alberta Environment and Protected Areas
- Alberta Health Services, Central Zone
- Alberta Transportation and Economic Corridors

- ATCO Gas
- ATCO Pipelines
- Canada Post
- Fortis Alberta
- Lacombe County
- North Red Deer Regional Wastewater Services Commission
- North Red Deer River Water Services Commission
- Rogers Communications
- Shaw Communications
- TELUS Communications
- Town of Blackfalds Departments

ATCO Pipelines, Telus, Rogers, and Lacombe County advised they have no concerns, Fortis does not require an easement, and Alberta Health Services advised they are satisfied the proposed subdivision poses minimal risk to public health.

ATCO Gas requires a suitable alignment to be provided for the ATCO Gas feeder mains and requires rights-of-ways to be registered to serve the newly created lots.

The Town's Municipal Engineer noted that the proposed subdivision is outside of the area that was designed to be serviced by the existing (temporary) lift station in Aurora Heights, but confirmed the developer and their consultant are currently working with the Town on a plan to upgrade the temporary lift station to enable the development of lots in this phase.

An adjacent landowner expressed concerns with how this proposed subdivision might impact the ability for them to service future development on their parcel located east of this proposed subdivision. Administration met with the concerned landowner and discussed their future servicing needs; none of the services required to service their development will be going through this proposed subdivision. The landowner provided written confirmation their concerns have been adequately addressed.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

That Council, being the designated Subdivision Authority for the Town of Blackfalds, is satisfied that the proposed subdivision meets the relevant considerations, and moves to APPROVE the further subdivide of 2.38 hectares (5.88 acres) of land to accommodate a future residential development comprised of 60 residential lots and 1 Municipal Reserve lot within Pt. SW 35-39-27-W4M in the Aurora Heights community subject to the following conditions:

1. That pursuant to Section 84 of the *Land Titles Act*, the subdivision, as shown on the attached Tentative Plan of Subdivision, is registered by Plan of Survey.

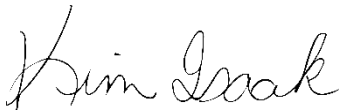
2. That pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes are to be paid, or some other arrangements satisfactory to the Town of Blackfalds for payment thereof be made.
3. That pursuant to Section 655(1)(b) of the *Municipal Government Act*, the developer enters into a Development Agreement with the Town of Blackfalds concerning the servicing and development of the subdivision and the payment of off-site levies.
4. That pursuant to Section 655(1) of the *Municipal Government Act*, that the owner/developer register a utility easement right of way as per the requirements of the Town of Blackfalds and/or utility companies concurrent with or prior to registering the subdivisions Plan of Survey.

ALTERNATIVES

- a) That Council, being the Subdivision Authority for the Town of Blackfalds, refuses the subdivision with reasons.
- b) That Council, being the Subdivision Authority for the Town of Blackfalds, refers this item back to Administration for further information.

ATTACHMENTS

- *Subdivision Application*
- *Referral Responses*

APPROVALS

Kim Isaak,
Chief Administrative Officer



Department Director/Author



File No #: _____

Application Date: December 20-2024

The Registered Owner(s) of the land to be subdivided, or a person authorized to act as an agent, must complete this form in its entirety.

Landowner Name(s): DUALTA INVESTMENTS LTD.

Mailing Address: Box 395

City: Red Deer Prov: AB Postal Code: T4N 5E9

Phone: _____ Alt Phone: _____

Email Address: garth.d@telus.net

(Same as Landowner)

Contractor Name(s): Bemoco Land Surveying LTd

Mailing Address: 100-6040-47 Ave

City: Red Deer Prov: AB Postal Code: T4E 1A7

Phone: 403-342-2611 Alt Phone: 403-586-4656

Email Address: k.vennard@bemoco.com

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/Part of the SW $\frac{1}{4}$ sec. 35 TWP 39 range 27 west of the fourth meridian,

being all/part of:

Lot: 1 Block: 1 Plan: 242 1978

Certificate of Title No.: 242 245 088

Area of the parcel of land to be subdivided: 11.34 acres 4.59 hectares.

LOCATION OF LAND TO BE SUBDIVIDED

The land is located in the Town of Blackfalds:

- a) Is the land situated immediately adjacent to the municipal boundary?
 No Yes – What is the adjoining municipality? _____
- b) Is the land situated within 1.6 kilometers of the centre line of a highway?
 No Yes – What Highway No. is this? Highway 2A
- c) Does the parcel contain or is it bounded by a river, stream, lake, or other body of water, or by a drainage ditch or canal?
 No Yes – State the name: _____
- d) Is the parcel within 1.5 kilometers of a sour gas facility?
 No Yes

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

- a) Describe the existing use of the land: R2 and R-1S
- b) Describe the proposed use of the land: R2 and R-1S
- c) The land designation, as classified under the Land Use Bylaw is: R2 and R-1S

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

- a) Describe the nature of the land's topography (flat, rolling, steep, mixed):
Flat open
- b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, wood lots, etc.):
Vacant

File No #: _____

Application Date: December 20-2024

c) Describe the kind of soil on the land (sandy, loam, clay, etc.): Loam, Clay

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any buildings and structures on the land and whether they are to be demolished or moved:

Vacant

WATER AND SEWER SERVICES

If the proposed subdivision is to be serviced by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage:

Town water and sanitary

Is the property the subject of a license, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? Yes No

If yes, please describe: _____

Is the property the subject of the application the subject of a license, permit, approval, or other authorization granted by the Minister or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act*? Yes No

If yes, please describe: _____

Is the subject property immediately adjacent to the County boundary? Yes No

If yes, please describe: _____

*The Minister is responsible for the following acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act.

RESOURCES:

Water Act & Environmental Protection and Enhancement Act Approvals - Alberta Energy Regulator: <https://avw.alberta.ca/ApprovalViewer.aspx>
Historic Sites/Resources (requires an account) - Online Permitting and Clearance (OPAC): <https://www.opac.alberta.ca/Login.aspx>
Abandoned Wells - Abandoned Well Map Viewer: <https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>
Pipeline/Well Locations - Regulatory Assurance: <https://regulatoryassurance.alberta.ca/dras?id=public-notice>

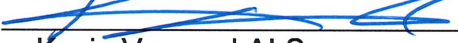
REGISTERED OWNER(S) OR PERSON ACTING ON OWNER'S BEHALF

I/We, Bemoco Land Surveying Ltd, hereby certify that
(please print full name(s))

I/We are the registered owner(s), or

I am the agent authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Signature:  Date: Dec 20 /24
Kevin Vennard ALS

Signature: _____ Date: _____

AGENT AUTHORIZATION (WHEN APPLICABLE)

I/We, See appointment of agent form, being the registered
(please print full name(s))

owner(s) of the land being subdivided do hereby authorize _____
(individual or firm seeking application)

to make application for subdivision affecting the above noted property.

Signature: _____ Date: _____

Signature: _____ Date: _____

File No #: _____

Application Date: December 20-2024

RIGHT TO ENTRY

Pursuant to Sections 653(2) of the Municipal Government Act, I hereby do, or do not grant consent for a designated officer of the Town of Blackfalds to enter upon the land described above, which is subject to an application for subdivision, for the purpose of a site inspection.

Name: Kevin Vennard ALS Date: _____
(please print full name)

Name: _____ Date: _____
(please print full name)

Signature:  Date: Dec 20 / 24

Signature: _____ Date: _____

COMMENTS (FURTHER INFORMATION MAY BE PROVIDED ON A SEPARATE SHEET AND INCLUDED WITH THIS APPLICATION)

BELOW FOR OFFICE USE ONLY

Subdivision Application Fee: (1-61-00-590)	\$
TOTAL:	\$

Receipt #: _____

Date Paid: _____

Personal information collected on this form will be used in the evaluation of proposed subdivisions and to facilitate contact with referral agencies and adjacent landowners. This information is collected under the authority of the *Municipal Government Act* and Land Use Bylaw 1198.16, as well as Section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be protected under Part 2 of the Act. Questions regarding the collection and/or use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.com or by phone at 403.885.6370.

AURORA HEIGHTS (PHASE 5B)

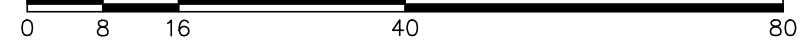
TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION

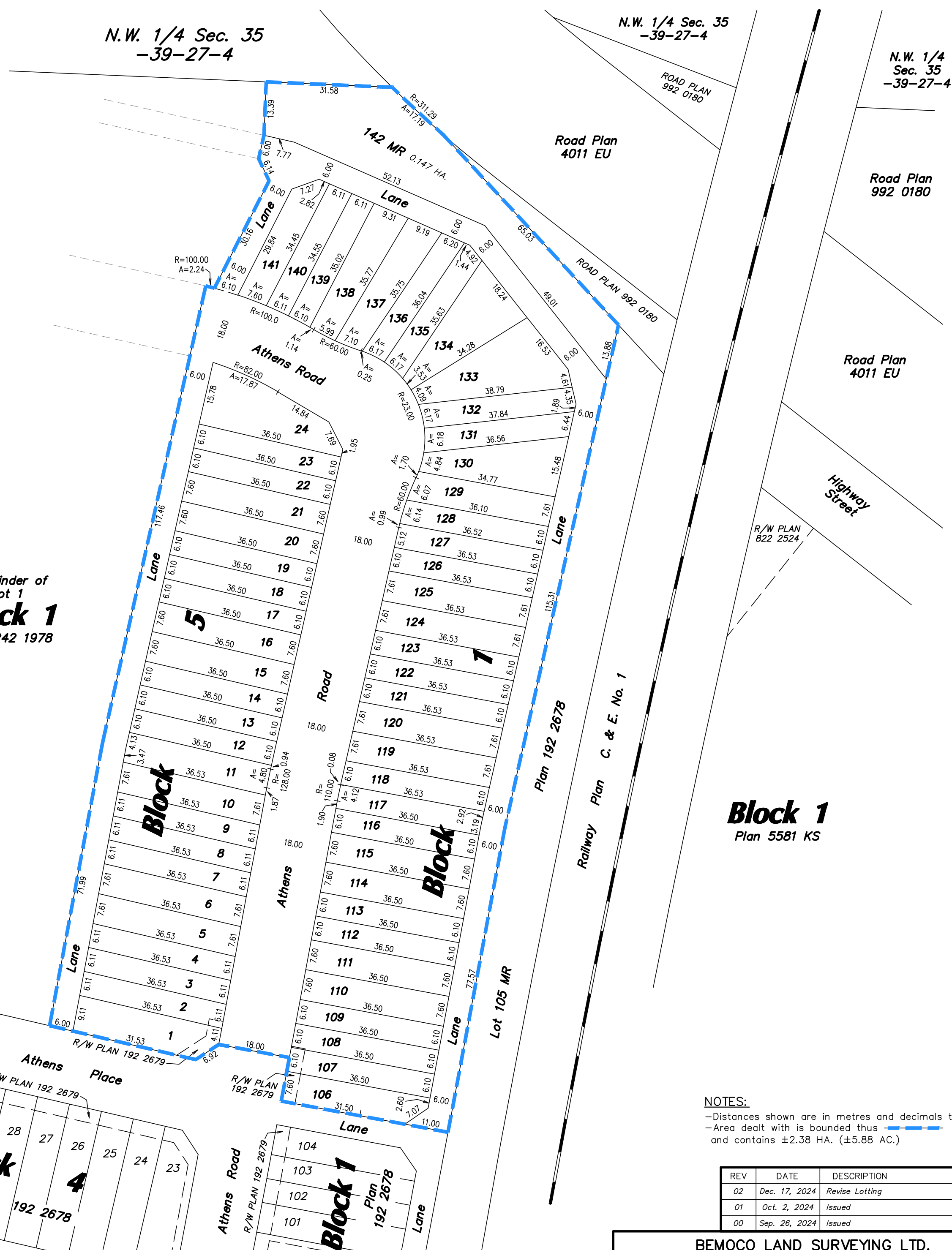
OF PART OF
 LOT 1, BLOCK 1, PLAN 242 1978
 WITHIN THE
 S.W. 1/4 Sec. 35, Twp. 39, Rge. 27, W. 4 Mer.
 TOWN OF BLACKFALDS
 ALBERTA

SCALE = 1 : 800

METRIC



LOT AREAS			LOT AREAS				
ZONING	LOT	BLOCK	AREA (m ²)	ZONING	LOT	BLOCK	AREA (m ²)
R2	106	1	264.9	R2	1	5	319.9
R2	107	1	222.6	R2	2	5	222.9
R2	108	1	222.6	R2	3	5	222.9
R2	109	1	222.6	R2	4	5	222.9
R2	110	1	277.4	R2	5	5	277.7
R2	111	1	277.4	R2	6	5	277.7
R2	112	1	222.6	R2	7	5	222.9
R2	113	1	222.6	R2	8	5	222.9
R2	114	1	277.4	R2	9	5	222.9
R2	115	1	277.4	R2	10	5	277.7
R2	116	1	222.6	R2	11	5	277.6
R2	117	1	222.7	R2	12	5	222.7
R2	118	1	222.8	R2	13	5	222.7
R2	119	1	277.6	R2	14	5	222.7
R2	120	1	277.6	R2	15	5	277.4
R2	121	1	222.8	R2	16	5	277.4
R2	122	1	222.8	R2	17	5	222.7
R2	123	1	222.8	R2	18	5	222.7
R2	124	1	277.6	R2	19	5	222.7
R2	125	1	277.6	R2	20	5	277.4
R2	126	1	222.8	R2	21	5	277.4
R2	127	1	222.8	R2	22	5	222.7
R2	128	1	221.8	R2	23	5	222.7
R2	129	1	269.7	R2	24	5	417.5
R2	130	1	350.6				
R2	131	1	225.9				
R2	132	1	234.8				
R2	133	1	446.5				
R2	134	1	396.5				
R2	135	1	219.4				
R2	136	1	218.1				
R2	137	1	291.5				
R2	138	1	290.2				
R2	139	1	212.0				
R2	140	1	210.3				
R2	141	1	253.2				



NOTES:
 -Distances shown are in metres and decimals thereof.
 -Area dealt with is bounded thus and contains ±2.38 HA. (±5.88 AC.)

REV	DATE	DESCRIPTION
02	Dec. 17, 2024	Revise Lotting
01	Oct. 2, 2024	Issued
00	Sep. 26, 2024	Issued

BEMOCO LAND SURVEYING LTD.
 100, 6040-47th AVENUE
 RED DEER, ALBERTA
 PHONE: 342-2611

DRAWN BY: RP CHK'D: FILE No: S-044113 tent P5B

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
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TITLE REPRESENTED HEREIN THIS 20 DAY OF
DECEMBER, 2024 AT 12:03 P.M.

ORDER NUMBER: 52465987

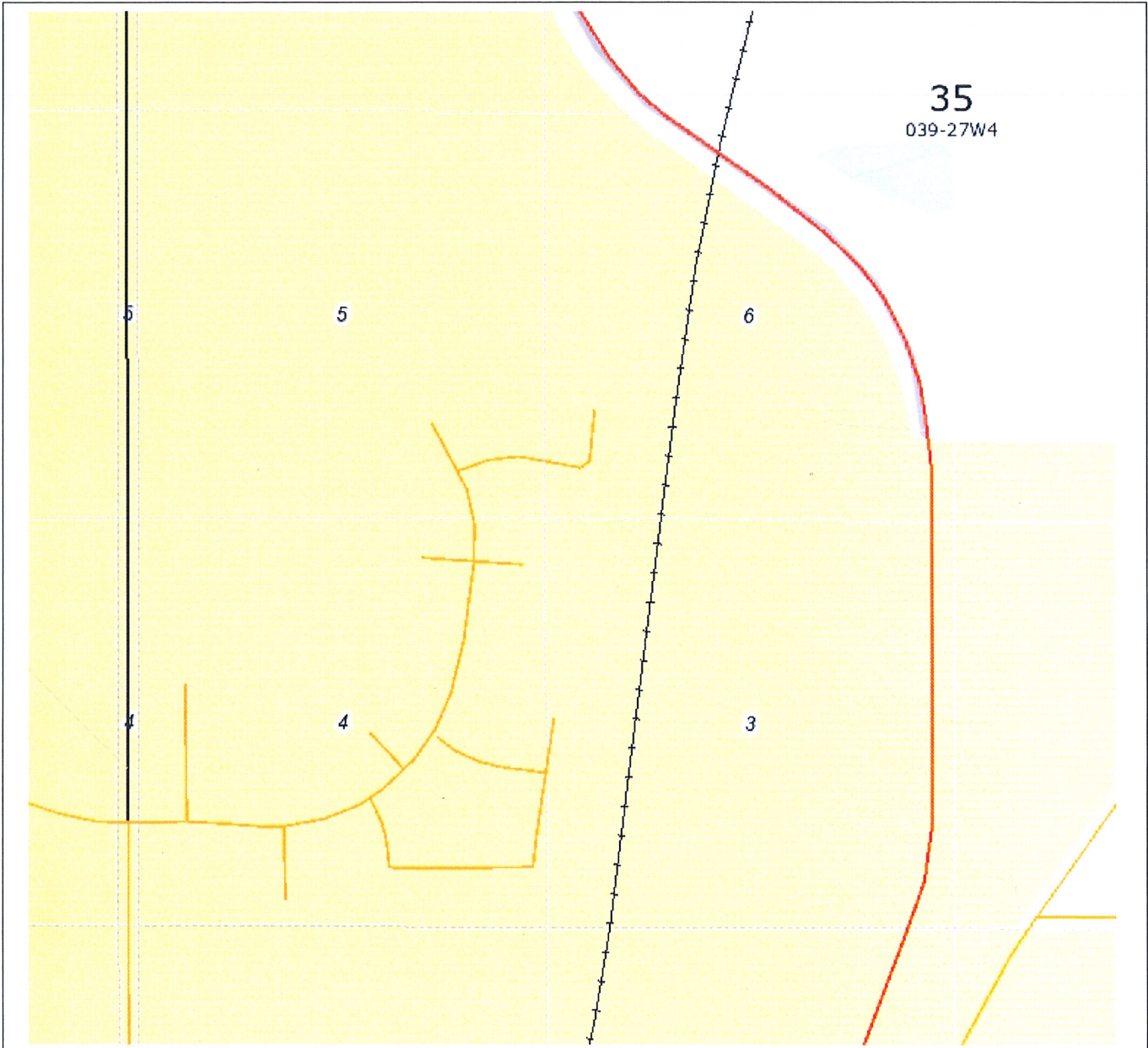
CUSTOMER FILE NUMBER: S-044113



END OF CERTIFICATE

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Abandoned Well Map

Base Data provided by: Government of Alberta

Author Bemoco

Printing Date: 7/22/2024

Date Date (if applicable)

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Scale: 9,027.98

0.14 Kilometers 0

Projection and Datum:

WGS84 Web Mercator Auxiliary Sphere



Legend

- ◆ Abandoned Well (Large Scale)
- Revised Well Location (Large Scale)
- Revised Location Pointer
- Paved Road (20K)
 - Primary Divided
 - Primary Undivided 4L
 - Primary Undivided 2L
 - Primary Undivided 1L
 - Interchange Ramp
 - Secondary Divided
 - Secondary Undivided 4L

From: Circulations, HP <HP.Circulations@atco.com>
Sent: January 17, 2025 3:50 PM
To: Candice Hilgersom
Subject: RESPONSE 25-0209 RE: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

Thank you,

Vicki Porter
Sr. Admin Coordinator, Engineering Ops
Gas Transmission
ATCO Pipelines and Liquids GBU

Email: vicki.porter@atco.com

From: Candice Hilgersom <CHilgersom@blackfalds.ca>
Sent: Friday, January 17, 2025 3:43 PM
To: waterapprovals.reddeer (waterapprovals.reddeer@gov.ab.ca) <waterapprovals.reddeer@gov.ab.ca>; CentralZone.EnvironmentalHealth@ahs.ca; @ Gas Land Department <land.admin@atcogas.com>; Circulations, HP <HP.Circulations@atco.com>; landserv@fortisalberta.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com; NEVERS, Malcolm <Malcolm.Nevers@canadapost.postescanada.ca>; JThompson@lacombe.ca; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel <JHeindel@blackfalds.ca>; Preston Weran <pweran@blackfalds.ca>; Rick Yelland-Kewin <ryelland-kewin@blackfalds.ca>; Niki Burkinshaw <NBurkinshaw@blackfalds.ca>; Robert Cote <RCote@blackfalds.ca>; Brad.VanderHeyden@stantec.com; planning@lacombecounty.com; kevin.pobuda@wolfcreek.ab.ca; ryan.ledene@rdcrs.ca
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>
Subject: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

CAUTION: This email originated outside of ATCO. Do not click links or open attachments unless you trust the sender and know the content is safe. Immediately report suspicious emails using the **Phish Alert Report button**.

Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 5B (East).

A response is needed by **Friday, February 7, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.9679
D: 403.885.6258

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

From: circulations . <circulations@telus.com>
Sent: February 6, 2025 10:02 AM
To: Jolene Tejkl
Subject: Re: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Day,

Thank you for including TELUS in your circulation.

At this time, TELUS has no concerns with the proposed activities.

Thanks,

Samantha McKinnon

Real Estate Specialist | TELUS Land Solutions Team
Customer Network Planning (CNP)
2930 Centre Avenue NE, Calgary, AB T2A 4Y2

The future is friendly®

circulations@telus.com

On Fri, Jan 17, 2025 at 3:43 PM Candice Hilgersom <CHilgersom@blackfalds.ca> wrote:

Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 5B (East).

A response is needed by **Friday, February 7, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds

Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0

T: 403.885.9679

D: 403.885.6258

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

From: Rachel Kwon <Rachel.Kwon@rci.rogers.com>
Sent: January 21, 2025 3:41 PM
To: Jolene Tejkl
Cc: Project Manager - Northern Alberta
Subject: RE: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jolene,

Rogers has no objection to this change or work.

Thank you,

Rachel Kwon
Network Planner, Planning
10450 178 St NW
Edmonton, AB T5S 1S2
e rachel.kwon@rci.rogers.com
o 780-490-3464

*****Please note my email address has changed. Update your address book with rachel.kwon@rci.rogers.com**



From: Project Manager - Northern Alberta <ProjectManagerNorthernAlberta@rci.rogers.com>
Sent: Monday, January 20, 2025 7:03 AM
To: Rachel Kwon <Rachel.Kwon@rci.rogers.com>
Subject: FW: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

Please see below. Thank you!

Ren Tautjo (she/her)
Project Coordinator, Network Implementation - SAB
22 Scurfield Blvd, 2nd Floor
Winnipeg, MB
e: ren.tautjo@rci.rogers.com
m: (204) 296-2851



From: Candice Hilgersom <CHilgersom@blackfalds.ca>

Sent: Friday, January 17, 2025 4:43 PM

To: [waterapprovals.reddeer \(waterapprovals.reddeer@gov.ab.ca\)](mailto:waterapprovals.reddeer@gov.ab.ca) <waterapprovals.reddeer@gov.ab.ca>; CentralZone.EnvironmentalHealth@ahs.ca; land.admin@atcogas.com; HP.circulations@atco.com; landserv@fortisaberta.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com; NEVERS, Malcolm <Malcolm.Nevers@canadapost.postescanada.ca>; JThompson@lacombe.ca; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel <JHeindel@blackfalds.ca>; Preston Weran <pweran@blackfalds.ca>; Rick Yelland-Kewin <ryelland-kewin@blackfalds.ca>; Niki Burkinshaw <NBurkinshaw@blackfalds.ca>; Robert Cote <RCote@blackfalds.ca>; Brad.VanderHeyden@stantec.com; planning@lacombecounty.com; kevin.pobuda@wolfcreek.ab.ca; ryan.ledene@rdcrs.ca

Cc: Jolene Tejkl <JTejkl@blackfalds.ca>

Subject: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 5B (East).

A response is needed by **Friday, February 7, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom

Development Officer I

Town of Blackfalds

Box 220, 5018 Waghorn St

Blackfalds, AB T0M 0J0

T: 403.885.9679

D: 403.885.6258

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**sent by email to jtejkl@blackfalds.ca
original to follow in mail

January 21, 2025

Town of Blackfalds

Attn: Jolene Tejkl, RPP MCIP
Box 220, 5108 Waghorn St.
Blackfalds AB T0M 0J0

Dear Jolene:

**RE: S-01-25 (Aurora Heights Phase 5B - East)
Residential Multi-Lot Subdivision
On Lot 1, Block 1, Plan 242 1978
(Pt. SW 35-39-27-W4M)**

Thank you for the opportunity to comment on the above noted subdivision application.

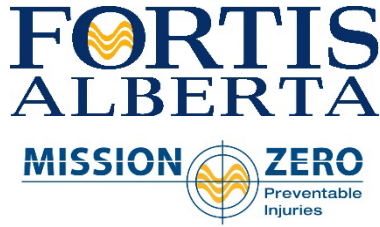
Lacombe County has reviewed the application and has no comments.

Should you require further information, please contact our office.

Sincerely,
LACOMBE COUNTY

A handwritten signature in black ink, appearing to read "N. Baran".

Nicklas Baran
Planner / Development Officer
nbaran@lacombecounty.com | 403-782-8389



Tracy Davidson
Land Department

FortisAlberta Inc.
320 – 17 Ave SW
Calgary, AB T2S 2V1

Phone# 780-464-8815
Cell#
www.fortisalberta.com
Email:
tracy.davidson@fortisalberta.com

January 23, 2025

Town of Blackfalds
5018 Waghorn Street
PO Box 220
Blackfalds, Alberta
T0M 0J0

Attention: Jolene Tejkl

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320153446
MD File No.: S-01-25 Aurora Heights Ph 5B
Location/Legal Description: SW 35-39-27-W4M
Customer Name: Dualta Investments Ltd.

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tracy Davidson', written in a cursive style.

Tracy Davidson

RE: 320153446

January 22, 2025

Town of Blackfalds
Attention: Development Officer/Planner
Box 220, 5108 Waghorn St
Blackfalds, AB T0M 0J0

File No: S-01-25
Name: Aurora Heights Phase 5B – East
Legal: Lot 1, Block 1, Plan 242 1978 Pt SW 35-39-24 W4M

The aforementioned application has been received by our office and we are satisfied that the application poses a minimal risk to public health.

If you have any questions or concerns regarding this application, please contact me.

Sincerely,



Erin Teare MPH CPHI(C)
Public Health Inspector
Environmental Public Health – Central Zone
403-356-6383 or 1-833-476-4743

From: Eileen, Fecho <fecho.eileen@atco.com>
Sent: February 6, 2025 11:33 AM
To: Candice Hilgersom
Subject: ATCO Distribution - RESPONSE RE: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

You don't often get email from fecho.eileen@atco.com. [Learn why this is important](#)

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Upon review of the Subdivision Referral, ATCO Gas provides the following comments:

- ATCO Gas requires that a suitable alignment be provided within the boulevards of all arterial and major roads for the ATCO Gas feeder mains.
- A gas main installation will be required. ATCO Gas requires front lot rights-of-way to serve the newly created lots. It is recommended that the owner / developer contact ATCO Gas Distribution Engineer **Lennae Wong (Lennae.Wong@atco.com) (587-679-0497)** prior to approval of the subdivision if there's any question regarding the right-of-way requirements. ATCO Gas's Distribution Engineer may require plans suitable for registration showing the rights-of-way before the design work can begin from which it may take a minimum 6 months to design and obtain the necessary approvals for the gas main installation. All surveyor costs will be borne by the developer/owner.
- If gas service is required, to avoid delays, the owner / developer should contact an **ATCO Gas Service Admin Coordinator at 780-420-7514**, or their local ATCO Gas agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 4 months is recommended. Note, each lot / unit is to have a separate service line.
- Maintain a minimum of 0.3m vertical clearance and a 1.0m horizontal clearance between ATCO Gas distribution gas lines and your facilities. Maintain a 1.5m horizontal clearance between ATCO Gas's distribution gas lines and your above ground facilities. If deviations are required please contact **Lennae Wong (Lennae.Wong@atco.com) (587-679-0497)**
- Please contact Utility Safety Partners at 1-800-242-3447 to have the gas lines located at least 48 hours prior to excavation.

Thank you for allowing ATCO Gas the opportunity to review and provide comments on future developments with respect to ATCO Gas facilities.

Eileen Fecho CONTRACTOR

Administrative Coordinator | Land | Gas Transmission

E: fecho.eileen@atco.com

A. 14th Floor ACE, 10035-105 St NW, Edmonton AB Canada T5J 1C8



ATCO.com [Facebook](https://www.facebook.com/atco) [Twitter](https://twitter.com/atco) [LinkedIn](https://www.linkedin.com/company/atco)

From: Candice Hilgersom <CHilgersom@blackfalds.ca>

Sent: Friday, January 17, 2025 3:43 PM

To: waterapprovals.reddeer (waterapprovals.reddeer@gov.ab.ca) <waterapprovals.reddeer@gov.ab.ca>; CentralZone.EnvironmentalHealth@ahs.ca; @ Gas Land Department <land.admin@atcogas.com>; Circulations, HP <HP.Circulations@atco.com>; landserv@fortisalberta.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com; NEVERS, Malcolm <Malcolm.Nevers@canadapost.postescanada.ca>; JThompson@lacombe.ca; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel <JHeindel@blackfalds.ca>; Preston Weran <pweran@blackfalds.ca>; Rick Yelland-Kewin <ryelland-kewin@blackfalds.ca>; Niki Burkinshaw <NBurkinshaw@blackfalds.ca>; Robert Cote <RCote@blackfalds.ca>; Brad.VanderHeyden@stantec.com; planning@lacombecounty.com; kevin.pobuda@wolfcreek.ab.ca; ryan.ledene@rdcrs.ca

Cc: Jolene Tejkl <JTejkl@blackfalds.ca>

Subject: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

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Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 5B (East).

A response is needed by **Friday, February 7, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.9679
D: 403.885.6258

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

From: Niki Burkinshaw
Sent: January 24, 2025 9:16 AM
To: Candice Hilgersom
Cc: Jolene Tejkl; Preston Weran
Subject: RE: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

Sorry for the second email...

One thing to note is that area shown on the Proposed Subdivision plan (Ph 5B) is outside of the area that was designed to be serviced by the existing (temporary) lift station in Aurora Heights. Lots will not be able to be developed in this phase until the temporary sanitary lift station is upgraded (or the permanent lift station is constructed). The Developer and their Consultant is currently working with the Town on a proposed plan for upgrading the temporary lift station.

Niki Burkinshaw, P.Eng.
Municipal Engineer

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
D: 403.600.0606
C: 403.373.6429

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

From: Niki Burkinshaw
Sent: January 24, 2025 9:04 AM
To: Candice Hilgersom <CHilgersom@blackfalds.ca>
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>
Subject: RE: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

Good morning, Candice.

I have no objectives / concerns with the proposed subdivision. I did want to just flag that lots 133 and 134 have very small frontages (especially 134), so not sure if they meet LUB requirements (depending on the planned LU District for the lots).

And just one question, as I'm not sure of the timing of the different steps. There are existing utility rights-of-ways (R/W) shown on this plan for the existing lots along Athens Place and south along Athens Road. There will likely need to be utility R/W along the propped lots in this new phase – will that come later (e.g. when does the utility R/W plan get completed)?

Thanks,

Niki Burkinshaw, P.Eng.
Municipal Engineer

Town of Blackfalds
Box 220, 5018 Waghorn St

Blackfalds, AB T0M 0J0
D: 403.600.0606
C: 403.373.6429

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

From: Candice Hilgersom <CHilgersom@blackfalds.ca>
Sent: January 17, 2025 3:43 PM
To: [waterapprovals.reddeer \(waterapprovals.reddeer@gov.ab.ca\)](mailto:waterapprovals.reddeer@gov.ab.ca) <waterapprovals.reddeer@gov.ab.ca>; CentralZone.EnvironmentalHealth@ahs.ca; land.admin@atcogas.com; HP.circulations@atco.com; landserv@fortisalberta.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com; NEVERS, Malcolm <Malcolm.Nevers@canadapost.postescanada.ca>; JThompson@lacombe.ca; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel <JHeindel@blackfalds.ca>; Preston Weran <pweran@blackfalds.ca>; Rick Yelland-Kewin <ryelland-kewin@blackfalds.ca>; Niki Burkinshaw <NBurkinshaw@blackfalds.ca>; Robert Cote <RCote@blackfalds.ca>; Brad.VanderHeyden@stantec.com; planning@lacombecounty.com; kevin.pobuda@wolfcreek.ab.ca; ryan.ledene@rdcrs.ca
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>
Subject: Notice of Subdivision Application S-01-25 - Aurora Heights Phase 5B (East)

Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 5B (East).

A response is needed by **Friday, February 7, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.9679
D: 403.885.6258

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

Date: January 31, 2025
From: Peter Chouhan, President of Innate Projects Corporation
To: Manager of Planning Services Town of Blackfalds
Re: Correspondence Regarding Subdivision Files S-01-25 (Aurora Heights Phase 5B) and S-02-25 (Aurora Heights Phase 4)

Dear Jolene,

I am writing as the President of Innate Projects Corporation. My company owns the 30-acre parcel directly north of the ME Global facility rail loading facility. This parcel is located at S.W. ¼ Sec. 35-39-27-4.

On January 30, I received two Notices of Subdivision Applications from the Town of Blackfalds, referenced as file numbers S-01-25 and S-02-25. We support the growth of the Town of Blackfalds and believe that the proposed subdivisions align with this vision.

However, we have concerns about how these developments might impact the viability of future development on our parcel. Our intent is to service our property to accommodate commercial and industrial uses, as outlined in our approved Area Structure Plan (ASP). Our ASP was approved by Council in 2007 via Resolutions 296/07 and 298/07.

According to our ASP it is possible that water, stormwater, and sanitary lines may need to connect from our property to Aurora Heights Phase 4. We want to ensure that sufficient connections and capacity will be available to facilitate this future connectivity. It is important that the subdivision and development of the Aurora Heights parcels do not constrain Innate Projects Corporation's ability to develop our property in the future.

In light of this, we respectfully request a meeting with the Town of Blackfalds Planning Services to discuss the potential impacts of the proposed developments on our parcel's development costs and prospects. It might be productive to also consult the Town of Blackfalds Engineering Department as well. I am open to a virtual meeting, but if necessary, I can arrange to visit Blackfalds next week. As I reside in Calgary, I would appreciate advance notice to coordinate an in-person discussion.

Thank you for your attention to this matter. I look forward to your response and the opportunity to collaborate on ensuring mutual development success.

Sincerely,

Peter Chouhan,

President Innate Projects Corporation

From: Peter Chouhan [FOIP 17(1)]
Sent: February 5, 2025 11:02 PM
To: Jolene Tejkl
Subject: Follow up to todays meeting (regarding servicing for Innate Projects 30 acre parcel on Hwy 2A).

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Dear Jolene,

I wanted to express my appreciation to you, Nicki, and Preston for taking the time to attend today's meeting. The information presented effectively addressed my concerns regarding future servicing requirements for our parcel, including infrastructure and capacity.

As a result, I am pleased to reaffirm our organization's full support for Subdivision Applications S-01-25 and S-02-25, which pertain to the future development phases of Aurora Heights.

Thank you again for your time, and it was a pleasure meeting each of you.

Best regards,

--

Peter Chouhan

[FOIP 17(1)] [Redacted]

MEETING DATE: February 25, 2025

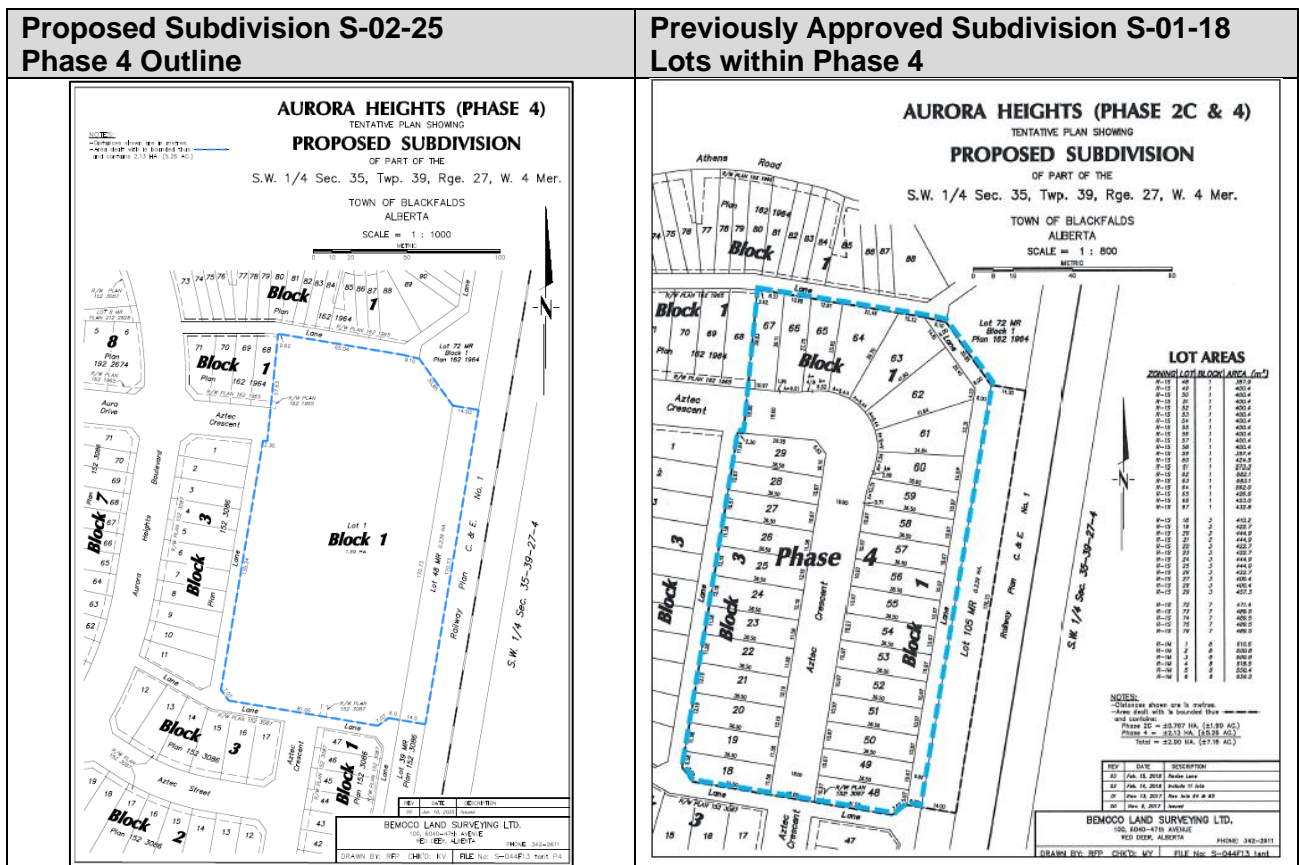
PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Subdivision File No. S-02-25, Aurora Heights Phase 4 (Outline)

BACKGROUND

The landowner has applied to subdivide out a 2.13 hectare (5.26 acre) parcel out of Pt. SW 35-39-27-W4M in the Aurora Heights community. This is being done to accommodate the sale of the development area to another developer for them to continue with residential development along Aztec Crescent. The purchaser intends on finalizing the conditionally approved subdivision for the individual lots within this Phase 4 that was approved in 2018:



A copy of the Subdivision Application and Tentative Subdivision Plan are included in Attachment 1 of this report.

DISCUSSION

Section 654(1) of the *Municipal Government Act* (MGA) states that the Subdivision Authority must not approve an application unless:

- The land proposed to be subdivided is suitable for the intended purpose of the subdivision. The land was previously deemed suitable for residential development and has been redistricted to R-1S to accommodate future residential and PR to accommodate the Municipal Reserve (MR) along the eastern edge.
- The subdivision conforms to relevant Statutory Plans and the Land Use Bylaw (LUB). The proposed subdivision conforms to the development concept in the Aurora Heights ASP and the subdivision area has already received conditional subdivision approval for the individual lots, which were confirmed to have met the minimum parcel standards for R-1S lots in the LUB.
- The application conforms to the relevant sections of the MGA, and
- All outstanding property taxes have been paid or satisfactory arrangements for their payment have been made with the Town. This requirement is always reflected in a condition of subdivision approval to ensure that all property taxes are paid at the time of subdivision endorsement, which can be a year or more from the date of conditional subdivision approval.

Administration is satisfied that the proposed subdivision meets the required criteria set out in Section 654(1) of the MGA for subdivision approval.

Section 654(1) of the MGA and Section 9 of the *Matters Related to Subdivision and Development Regulation* sets relevant considerations that the Subdivision Authority must consider when making a decision on a subdivision application. These considerations pertain to land suitability, availability of infrastructure, and environmental considerations. The topography of the subject land is relatively flat, all municipal infrastructure is available, and there are no environmentally sensitive lands to protect through the designation of Environmental Reserve (ER).

Administration is satisfied that the application meets the required criteria set out in the MGA and the Regulations.

The Town's Municipal Development Plan (MDP) further reiterates the subdivision considerations in the MGA and the Regulations in MDP Policy 3.12 which Administration is satisfied the application before the Authority meets.

Reserve Dedication

The governing Aurora Heights ASP does identify a Municipal Reserve (MR) parcel along the eastern side of the plan area, which is included in the subdivision application before the Authority.

There is no requirement for ER dedication on this parcel because none of the lands qualify for ER designation, pursuant to section 664(1) of the MGA.

Subdivision Notification and Responses

Notification was sent to adjacent landowners and all required local authorities and agencies listed below; responses received are provided in Attachment 2 of this report:

- Alberta Environment and Protected Areas
- Alberta Health Services, Central Zone
- Alberta Transportation and Economic Corridors
- ATCO Gas
- ATCO Pipelines
- Canada Post
- Fortis Alberta
- Lacombe County
- North Red Deer Regional Wastewater Services Commission
- North Red Deer River Water Services Commission
- Shaw Communications
- TELUS Communications
- Town of Blackfalds Departments

ATCO pipelines, the North Red Deer River Water Services Commission, and the North Red Deer Regional Wastewater Services Commission all stated they have no objections and Fortis advised they do not require an easement. Telus advised they will require a utility right of way to service the area.

Alberta Health Services advised they have no concerns but noted the proximity to the railroad and suggested consultation with Transport Canada to determine if any railway setbacks are required. When the ASP was being developed, additional setbacks were considered to account for the proximity to the railway. To accommodate the increased building setback that will be required, the MR parcel that is part of this subdivision application, a lane will be developed once further subdivision of this phase is complete, along with the rear yard setbacks of the R-1S District all work to provide adequate setbacks.

Three submissions from adjacent landowners were provided in response to the subdivision referral.

One of the adjacent landowners expressed concerns about the grade of the back alley between their garage and the proposed subdivision. Administration conducted a site inspection and confirmed that the lane's grading is correct and noted that the land subject to this subdivision application is high and will need to be regraded to match the lane's grade, which will be reflected in the Development Agreement required to further subdivide out Phase 4.

An adjacent landowner to the east expressed concerns with how this proposed subdivision might impact the ability for them to service future development on their parcel located east of this proposed subdivision. Administration met with the concerned landowner and discussed their future servicing needs; there are service connections available to their land via the Aurora Heights community and the proposed subdivision will not prevent any of those options from being pursued. The landowner provided written confirmation their concerns have been adequately addressed.

A letter was submitted by another adjacent landowner expressing concerns about the variety of lot sizes in the community impacting their property value, increased traffic resulting from the additional development, and construction traffic. A response was provided stating that Administration works with the developer and their consultants to mitigate traffic impacts during construction as much as possible. A copy of the Aurora Heights ASP was also sent to the landowner to illustrate that the

variety of lot sizes are accommodated in the Aurora Heights community explaining that subdivision and development must conform to the ASP that was approved by Council in 2013.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

That Council, being the designated Subdivision Authority for the Town of Blackfalds, is satisfied that the proposed subdivision meets the relevant considerations, and move to APPROVE the subdivision of Pt. SW 35-39-27-W4M subject to the following conditions:

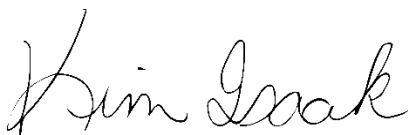
1. That pursuant to Section 84 of the *Land Titles Act*, the subdivision, as shown on the attached sketch, is registered by Plan of Survey.
2. That pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes are to be paid, or some other arrangements satisfactory to the Town of Blackfalds for payment thereof be made.
3. That pursuant to Section 655(1) of the *Municipal Government Act*, that the owner/developer register a utility easement right of way as per the requirements of the Town of Blackfalds and/or utility companies concurrent with or prior to registering the subdivisions Plan of Survey.

ALTERNATIVES

- a) That Council, being the Subdivision Authority for the Town of Blackfalds, refuses the subdivision with reasons.
- b) That Council, being the Subdivision Authority for the Town of Blackfalds, refers this item back to Administration for further information.

ATTACHMENTS

- *Subdivision Application*
- *Referral Responses*

APPROVALS

Kim Isaak,
Chief Administrative Officer



Department Director/Author

File No #: _____

Application Date: Jan 10-2025

The Registered Owner(s) of the land to be subdivided, or a person authorized to act as an agent, must complete this form in its entirety.

Landowner Name(s): AURORA HEIGHTS INC

Mailing Address: 303, 4406 - 50ave

City: Red Deer Prov: AB Postal Code: T4N 3Z6

Phone: _____ Alt Phone: _____

Email Address: _____

(Same as Landowner)

Contractor Name(s): Bemoco Land Surveying LTd

Mailing Address: 100-6040-47 Ave

City: Red Deer Prov: AB Postal Code: T4E 1A7

Phone: 403-342-2611 Alt Phone: 403-586-4656

Email Address: k.vennard@bemoco.com

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/Part of the SW $\frac{1}{4}$ sec. 35 TWP 39 range 27 west of the fourth meridian,
being all/part of:

Lot: _____ Block: _____ Plan: _____

Certificate of Title No.: 242 245 087+1

Area of the parcel of land to be subdivided: 45.8 acres 18.5 hectares.

LOCATION OF LAND TO BE SUBDIVIDED

The land is located in the Town of Blackfalds:

- a) Is the land situated immediately adjacent to the municipal boundary?
 No Yes – What is the adjoining municipality? _____
- b) Is the land situated within 1.6 kilometers of the centre line of a highway?
 No Yes – What Highway No. is this? Highway 2A
- c) Does the parcel contain or is it bounded by a river, stream, lake, or other body of water, or by a drainage ditch or canal?
 No Yes – State the name: _____
- d) Is the parcel within 1.5 kilometers of a sour gas facility?
 No Yes

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

- a) Describe the existing use of the land: R2 and R-1S
- b) Describe the proposed use of the land: R-1S
- c) The land designation, as classified under the Land Use Bylaw is: R-1S

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

- a) Describe the nature of the land's topography (flat, rolling, steep, mixed): _____
Flat open
- b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, wood lots, etc.): _____
Vacant

File No #: _____

Application Date: Jan 10-2025

c) Describe the kind of soil on the land (sandy, loam, clay, etc.): Loam, Clay

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any buildings and structures on the land and whether they are to be demolished or moved:

Vacant

WATER AND SEWER SERVICES

If the proposed subdivision is to be serviced by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage:

Town water and sanitary

Is the property the subject of a license, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? Yes No

If yes, please describe: _____

Is the property the subject of the application the subject of a license, permit, approval, or other authorization granted by the Minister or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act*? Yes No

If yes, please describe: _____

Is the subject property immediately adjacent to the County boundary? Yes No

If yes, please describe: _____

**The Minister is responsible for the following acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act.*

RESOURCES:

Water Act & Environmental Protection and Enhancement Act Approvals - **Alberta Energy Regulator:** <https://avw.alberta.ca/ApprovalViewer.aspx>
Historic Sites/Resources (requires an account) – **Online Permitting and Clearance (OPAC):** <https://www.opac.alberta.ca/Login.aspx>
Abandoned Wells – **Abandoned Well Map Viewer:** <https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>
Pipeline/Well Locations – **Regulatory Assurance:** <https://regulatoryassurance.alberta.ca/dras?id=public-notice>

REGISTERED OWNER(S) OR PERSON ACTING ON OWNER'S BEHALF

I/We, Bemoco Land Surveying Ltd, hereby certify that
(please print full name(s))

- I/We are the registered owner(s), or
 I am the agent authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Signature:  Date: Jan 10-25
Kevin Vennard ALS

Signature: _____ Date: _____

AGENT AUTHORIZATION (WHEN APPLICABLE)

I/We, See appointment of agent form, being the registered
(please print full name(s))

owner(s) of the land being subdivided do hereby authorize _____
(individual or firm seeking application)

to make application for subdivision affecting the above noted property.

Signature: _____ Date: _____

Signature: _____ Date: _____

File No #: _____


Application Date: Jan 10-2025

RIGHT TO ENTRY

Pursuant to Sections 653(2) of the Municipal Government Act, I hereby do, or do not grant consent for a designated officer of the Town of Blackfalds to enter upon the land described above, which is subject to an application for subdivision, for the purpose of a site inspection.

Name: Kevin Vennard ALS Date: Jan 10-2025
(please print full name)

Name: _____ Date: _____
(please print full name)

Signature:  Date: _____

Signature: _____ Date: _____

COMMENTS (FURTHER INFORMATION MAY BE PROVIDED ON A SEPARATE SHEET AND INCLUDED WITH THIS APPLICATION)

BELOW FOR OFFICE USE ONLY

Subdivision Application Fee: (1-61-00-590)	\$
TOTAL:	\$

Receipt #: _____

Date Paid: _____

Personal information collected on this form will be used in the evaluation of proposed subdivisions and to facilitate contact with referral agencies and adjacent landowners. This information is collected under the authority of the *Municipal Government Act* and Land Use Bylaw 1198.16, as well as Section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be protected under Part 2 of the Act. Questions regarding the collection and/or use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.com or by phone at 403.885.6370.

AURORA HEIGHTS (PHASE 4)

TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION

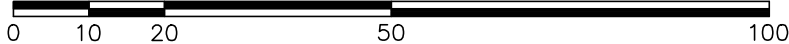
OF PART OF THE

S.W. 1/4 Sec. 35, Twp. 39, Rge. 27, W. 4 Mer.

TOWN OF BLACKFALDS
ALBERTA

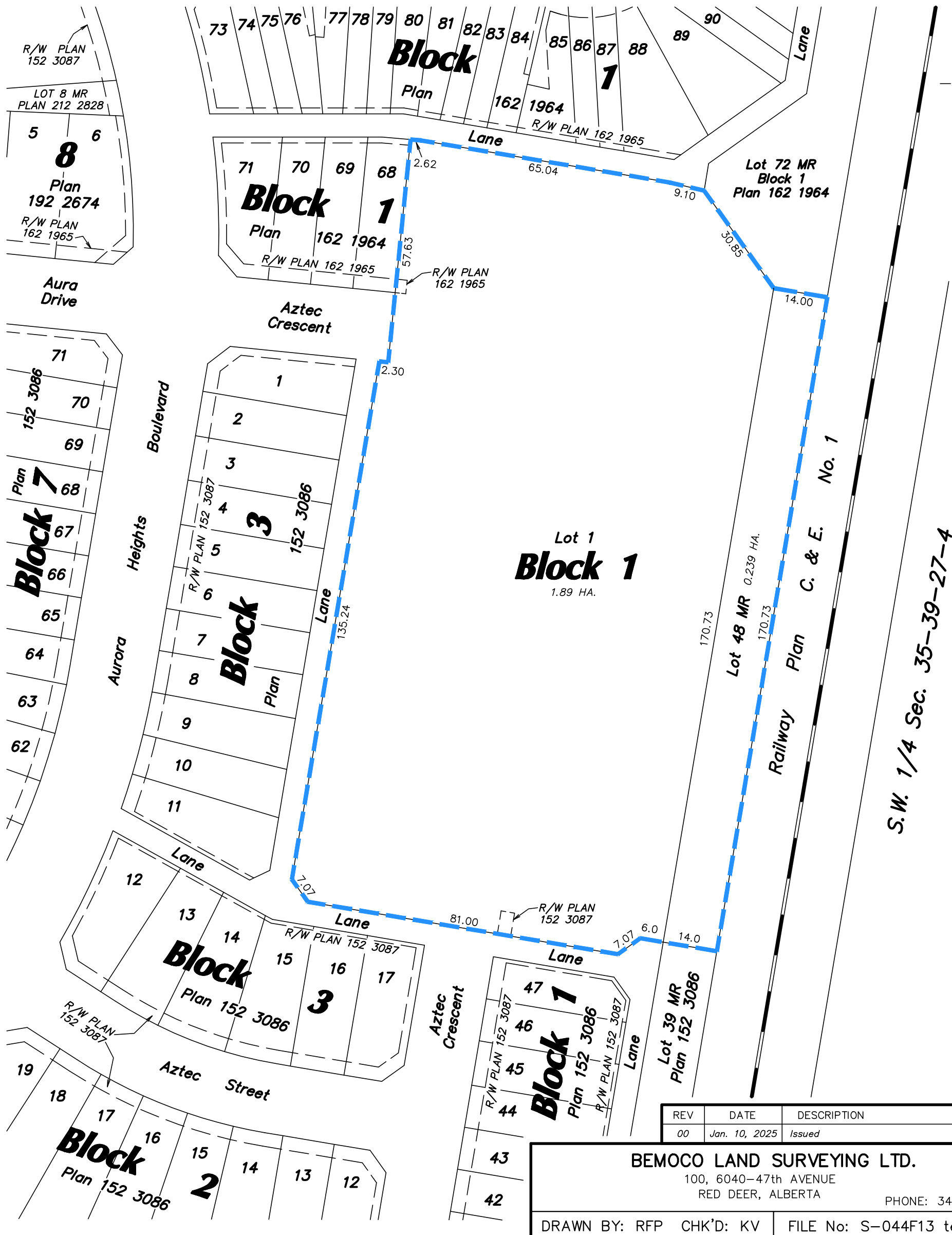
SCALE = 1 : 1000

METRIC



NOTES:

- Distances shown are in metres.
- Area dealt with is bounded thus and contains 2.13 HA. (5.26 AC.)



REV	DATE	DESCRIPTION
00	Jan. 10, 2025	Issued

BEMOCO LAND SURVEYING LTD.
 100, 6040-47th AVENUE
 RED DEER, ALBERTA
 PHONE: 342-2611

DRAWN BY: RFP CHK'D: KV FILE No: S-044F13 tent P4



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0040 029 324 4;27;39;35;SW 242 245 087 +1

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 27 TOWNSHIP 39
SECTION 35

ALL THAT PORTION OF THE SOUTH WEST QUARTER
WHICH LIES TO THE WEST OF THE WESTERLY LIMIT OF THE CALGARY
AND EDMONTON RAILWAY AS SHOWN ON RAILWAY PLAN C AND E NO. 1
CONTAINING 40.2 HECTARES (99.35 ACRES) MORE OR LESS

Table with columns: EXCEPTING THEREOUT:, HECTARES, (ACRES), MORE OR LESS. Rows A) through L) listing various plans and their corresponding areas.

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF BLACKFALDS

REFERENCE NUMBER: 212 273 825 +1

Table header for REGISTERED OWNER(S) with columns: REGISTRATION, DATE (DMY), DOCUMENT TYPE, VALUE, CONSIDERATION.

242 245 087 01/10/2024 SUBDIVISION PLAN

OWNERS

AURORA HEIGHTS INC.
OF 303, 4406-50 AVE
RED DEER
ALBERTA T4N 3Z6

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

242 245 087 +1

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

132 405 860 13/12/2013 MORTGAGE
MORTGAGEE - SERVUS CREDIT UNION LTD.
601 4901-48 ST
RED DEER
ALBERTA T4N6M4
ORIGINAL PRINCIPAL AMOUNT: \$1,500,000

132 405 861 13/12/2013 CAVEAT
RE : ASSIGNMENT OF RENTS AND LEASES
CAVEATOR - SERVUS CREDIT UNION LTD.
601 4901-48 ST
RED DEER
ALBERTA T4N6M4
AGENT - CHRIS WARREN

152 196 357 06/07/2015 UTILITY RIGHT OF WAY
GRANTEE - THE TOWN OF BLACKFALDS.
AS TO PORTION OR PLAN:1523087

192 229 404 23/09/2019 UTILITY RIGHT OF WAY
GRANTEE - THE TOWN OF BLACKFALDS.
AS TO PORTION OR PLAN:1922679

202 119 447 08/06/2020 UTILITY RIGHT OF WAY
GRANTEE - THE TOWN OF BLACKFALDS.
AS TO PART DESCRIBED

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 10 DAY OF
JANUARY, 2025 AT 02:00 P.M.

ORDER NUMBER: 52570100

CUSTOMER FILE NUMBER: S-044F113

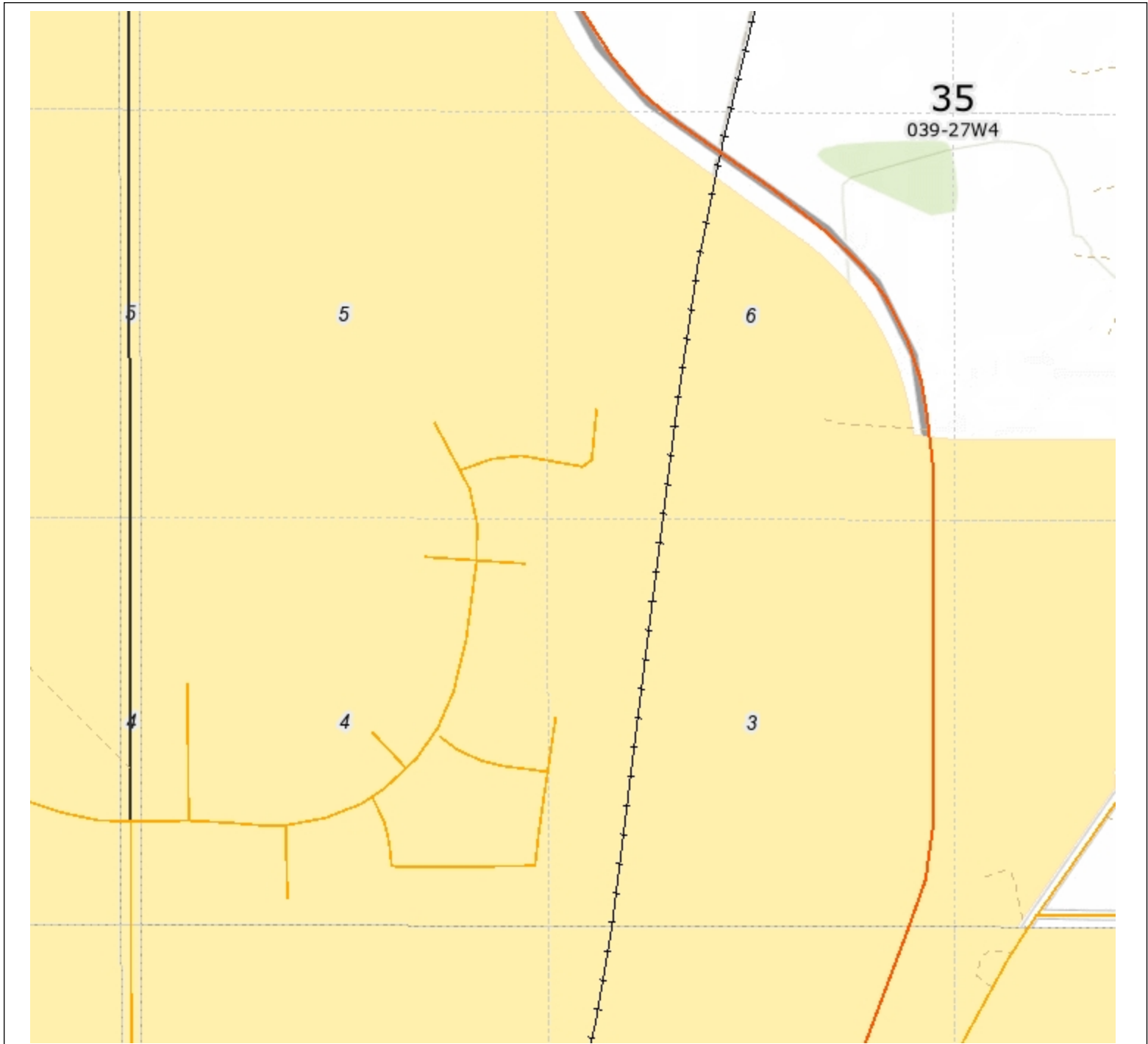


END OF CERTIFICATE

(CONTINUED)

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S) .



Abandoned Well Map	Base Data provided by: Government of Alberta	
	Author: Bemoco	Printing Date: 7/22/2024

Legend ◆ Abandoned Well (Large Scale) ○ Revised Well Location (Large Scale) — Revised Location Pointer Paved Road (20K) — Primary Divided — Primary Undivided 4L — Primary Undivided 2L — Primary Undivided 1L — Interchange Ramp — Secondary Divided — Secondary Undivided 4L	Date Date (if applicable)	
	The Alberta Energy Regulator (AER) has not verified and makes no representation or warranty as to the accuracy, completeness, or reliability of any information or data in this document or that it will be suitable for any particular purpose or use. The AER is not responsible for any inaccuracies, errors or omissions in the information or data and is not liable for any direct or indirect losses arising out of any use of this information. For additional information about the limitations and restrictions applicable to this document, please refer to the AER Copyright & Disclaimer webpage: http://www.aer.ca/copyright-disclaimer .	
	Scale: 9,027.98 0.14 Kilometers 0	Projection and Datum: WGS84 Web Mercator Auxiliary Sphere



From: Circulations, HP <HP.Circulations@atco.com>
Sent: January 21, 2025 11:20 AM
To: Candice Hilgersom
Subject: RESPONSE 25-0239 RE: Notice of Subdivision Application S-02-25 - Aurora Heights Phase 4

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

Thank you,

Vicki Porter
Sr. Admin Coordinator, Engineering Ops
Gas Transmission
ATCO Pipelines and Liquids GBU

Email: vicki.porter@atco.com

From: Candice Hilgersom <CHilgersom@blackfalds.ca>
Sent: Tuesday, January 21, 2025 11:11 AM
To: waterapprovals.reddeer (waterapprovals.reddeer@gov.ab.ca) <waterapprovals.reddeer@gov.ab.ca>; CentralZone.EnvironmentalHealth@ahs.ca; @ Gas Land Department <land.admin@atcogas.com>; Circulations, HP <HP.Circulations@atco.com>; landserv@fortisalberta.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com; NEVERS, Malcolm <Malcolm.Nevers@canadapost.postescanada.ca>; JThompson@lacombe.ca; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel <JHeindel@blackfalds.ca>; Preston Weran <pweran@blackfalds.ca>; Niki Burkinshaw <NBurkinshaw@blackfalds.ca>; Robert Cote <RCote@blackfalds.ca>; planning@lacombecounty.com
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>
Subject: Notice of Subdivision Application S-02-25 - Aurora Heights Phase 4

CAUTION: This email originated outside of ATCO. Do not click links or open attachments unless you trust the sender and know the content is safe. Immediately report suspicious emails using the **Phish Alert Report button**.

Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 4.

A response is needed by **Tuesday, February 11, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.9679
D: 403.885.6258

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

January 29, 2025

Town of Blackfalds
Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0



Attention: Jolene Tejkl

RE: Subdivision File: S-02-25 (Aurora Heights Phase 4 – Outline)
SW 35-39-27-W4M
Landowners: Aurora Heights Inc.

The Commission has no comments or concerns on the application to further subdivide 18.5ha (45.8 acres) of land legally described as Pt. SW 35-39-27-W4M, to accommodate future residential development in the Aurora Heights community.

If you have any questions or concerns, please contact myself or Iwa Post at 403.782.6666 or at ipost@lacombe.ca.

Sincerely,

NORTH RED DEER RIVER WATER SERVICES COMMISSION

A handwritten signature in black ink, appearing to read "Jordan Thompson", is written over a horizontal line.

Jordan Thompson, CET, PMP
Manager NRDRWSC
Ph: 403-782-1268
jthompson@lacombe.ca

SENT VIA EMAIL: jtejkl@blackfalds.ca

January 29, 2025

Town of Blackfalds
Box 220, 5018 Waghorn Street
Blackfalds, AB ToM oJo
Attention: Jolene Tejkl

RE: Town of Blackfalds File: S-02-25
SW 35-39-27-W4M
Landowners: Aurora Heights Inc.


Dear Manager Tejkl,

The Commission has no comments or concerns regarding the application to further subdivide 18.5ha (45.8 acres) of land legally described as Pt. SW 35-39-27-W4M, to accommodate future residential development in the Aurora Heights community.

If you have any questions or concerns, please contact myself or Iwa Post at 403.782.6666 or at ipost@lacombe.ca.

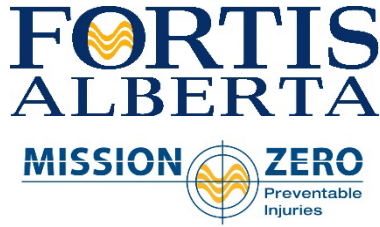
Sincerely,

NORTH RED DEER REGIONAL WASTEWATER SERVICES COMMISSION



Jordan Thompson, CET, PMP
CAO NRDRWWSC
Ph: 403-782-1254
jthompson@lacombe.ca

SENT VIA EMAIL: jtejkl@blackfalds.ca



Tracy Davidson
Land Department

FortisAlberta Inc.
320 – 17 Ave SW
Calgary, AB T2S 2V1

Phone# 780-464-8815
Cell#
www.fortisalberta.com
Email:
tracy.davidson@fortisalberta.com

January 28, 2025

Town of Blackfalds
5018 Waghorn Street
PO Box 220
Blackfalds, Alberta
T0M 0J0

Attention: Jolene Tejkl

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320153602
MD File No.: S-02-25 Aurora Heights Phase 4
Location/Legal Description: SW 35-39-27-W4M
Customer Name: Aurora Heights Inc.

Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tracy Davidson', written in a cursive style.

Tracy Davidson

RE: 320153602

From: circulations . <circulations@telus.com>
Sent: February 10, 2025 9:13 AM
To: Candice Hilgersom
Subject: Re: Notice of Subdivision Application S-02-25 - Aurora Heights Phase 4

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Day,

Further to the above-noted circulation, TELUS Communications Inc. will require a utility right of way in order to provide service to this new development.

Please have TELUS' requirement added as a condition of approval and have the applicant contact circulations@telus.com to initiate a TELUS Utility Right of Way Agreement.

(Please include the original circulation package and this response)

Thank you,

Tanya Roberts

TELUS Land Solutions Team
Customer Network Planning (CNP)

circulations@telus.com

On Tue, Jan 21, 2025 at 11:10 AM Candice Hilgersom <CHilgersom@blackfalds.ca> wrote:

Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 4.

A response is needed by **Tuesday, February 11, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0

From: Quentin Schatz <Quentin.Schatz@albertahealthservices.ca>
Sent: January 27, 2025 10:26 AM
To: Candice Hilgersom
Subject: FW: Notice of Subdivision Application S-02-25 - Aurora Heights Phase 4
Attachments: S-02-25 Referral Notice - Agencies 2025-01-21.pdf; 2025-01-10 - Tentative Subdivision Plan.pdf; Subdivision Application 2025-01-10.pdf; 2025-01-10 - Abandoned Well Map.pdf; 2025-01-10 - Land Title Certificate.pdf

You don't often get email from quentin.schatz@albertahealthservices.ca. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

AHS-SHE has no concerns with the notice of subdivision application for Aurora Heights Phase 4. As the proposed application is located within close proximity to the railroad, recommend consulting with Transport Canada to determine if there are any required railway setbacks.

Please contact me if you have any question or concerns.

Thanks,
Quentin Schatz
Public Health Inspector
Alberta Health Services

From: Candice Hilgersom <CHilgersom@blackfalds.ca>
Sent: Tuesday, January 21, 2025 11:11 AM
To: waterapprovals.reddeer (waterapprovals.reddeer@gov.ab.ca) <waterapprovals.reddeer@gov.ab.ca>; CentralZone EnvironmentalHealth <CentralZone.EnvironmentalHealth@ahs.ca>; land.admin@atcogas.com; HP.circulations@atco.com; landserv@fortisalberta.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com; NEVERS, Malcolm <Malcolm.Nevers@canadapost.postescanada.ca>; JThompson@lacombe.ca; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel <JHeindel@blackfalds.ca>; Preston Weran <pweran@blackfalds.ca>; Niki Burkinshaw <NBurkinshaw@blackfalds.ca>; Robert Cote <RCote@blackfalds.ca>; planning@lacombecounty.com
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>
Subject: Notice of Subdivision Application S-02-25 - Aurora Heights Phase 4

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message

Good Afternoon,

Please review the Notice of Subdivision Application for Aurora Heights Phase 4.

A response is needed by **Tuesday, February 11, 2025**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. Please email any comments directly to jtejkl@blackfalds.ca.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds

Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.9679
D: 403.885.6258

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

Danielle Nealon

From: Joyce Laughlin **FOIP 17(1)**
Sent: February 4, 2025 8:30 AM
To: Jolene Tejkl
Subject: Notice of subdivision application

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Jolene;

As per our phone conversation. We are not opposed to the subdivision but are concerned about the alley behind our property as we had an issue with our lot drainage. So we had our lot surveyed and had it regraded which cost a lot of money as it was landscaped and fenced before we bought it. It is draining now but barely, the landscaper did the best he could considering how the builder built the garage. We are also concerned because of the incline into the garage we do not want a steeper incline than we have to enter.

I have copies of the survey before it was done if you would like copies of it.

Thank you
Joyce Laughlin

Date: January 31, 2025
From: Peter Chouhan, President of Innate Projects Corporation
To: Manager of Planning Services Town of Blackfalds
Re: Correspondence Regarding Subdivision Files S-01-25 (Aurora Heights Phase 5B) and S-02-25 (Aurora Heights Phase 4)

Dear Jolene,

I am writing as the President of Innate Projects Corporation. My company owns the 30-acre parcel directly north of the ME Global facility rail loading facility. This parcel is located at S.W. ¼ Sec. 35-39-27-4.

On January 30, I received two Notices of Subdivision Applications from the Town of Blackfalds, referenced as file numbers S-01-25 and S-02-25. We support the growth of the Town of Blackfalds and believe that the proposed subdivisions align with this vision.

However, we have concerns about how these developments might impact the viability of future development on our parcel. Our intent is to service our property to accommodate commercial and industrial uses, as outlined in our approved Area Structure Plan (ASP). Our ASP was approved by Council in 2007 via Resolutions 296/07 and 298/07.

According to our ASP it is possible that water, stormwater, and sanitary lines may need to connect from our property to Aurora Heights Phase 4. We want to ensure that sufficient connections and capacity will be available to facilitate this future connectivity. It is important that the subdivision and development of the Aurora Heights parcels do not constrain Innate Projects Corporation's ability to develop our property in the future.

In light of this, we respectfully request a meeting with the Town of Blackfalds Planning Services to discuss the potential impacts of the proposed developments on our parcel's development costs and prospects. It might be productive to also consult the Town of Blackfalds Engineering Department as well. I am open to a virtual meeting, but if necessary, I can arrange to visit Blackfalds next week. As I reside in Calgary, I would appreciate advance notice to coordinate an in-person discussion.

Thank you for your attention to this matter. I look forward to your response and the opportunity to collaborate on ensuring mutual development success.

Sincerely,

Peter Chouhan,

President Innate Projects Corporation

From: Peter Chouhan [FOIP 17(1)]
Sent: February 5, 2025 11:02 PM
To: Jolene Tejkl
Subject: Follow up to todays meeting (regarding servicing for Innate Projects 30 acre parcel on Hwy 2A).

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Jolene,

I wanted to express my appreciation to you, Nicki, and Preston for taking the time to attend today's meeting. The information presented effectively addressed my concerns regarding future servicing requirements for our parcel, including infrastructure and capacity.

As a result, I am pleased to reaffirm our organization's full support for Subdivision Applications S-01-25 and S-02-25, which pertain to the future development phases of Aurora Heights.

Thank you again for your time, and it was a pleasure meeting each of you.

Best regards,

--

Peter Chouhan

[FOIP 17(1)] [Redacted]

FOIP 17(1)

FOIP 17(1)

February 10, 2025

Attention: Jolene Tejkl

Re: Aurora Heights Phase 4

Please accept this as our written concerns regarding the above-mentioned development. We have three main concerns regarding the proposal for an R15 development in Phase 4 of Aurora Heights.

- 1) We purchased in Aurora Heights on the premise that the entire subdivision would be developed with a mixed lot size, as this is the case in the area presently developed. We have concerns this will affect the value of our property in the future. We back onto the proposed development, which is connected by our back alley, and this brings up the next concern.
- 2) There appears to be only 2 ways to access the development, which will be high density if developed as R15. One would be by accessing Aztec Crescent or Aztec Street, our street on south end and on the north end of Aztec Crescent is the other access point. This will increase our traffic load in the front of our home, but we believe this will also create a great deal of traffic in the back alley, to access rear parking. As well, because of small lot plans, simply the density of population is a concern.
- 3) Our final point is really a question: Why is the development on the west side not being completed, as well as the empty lots on our block, Aztec Street, prior to beginning this new development? We are concerned that the majority of the construction traffic could well be coming in front of our home because Aura Drive is not completed to the west to access Range Road 272 at the north of Broadway Avenue. It would also add a lot construction traffic to Broadway Avenue, which is already congested with people parking on both sides of the street.

Thank you for taking time to read and consider our concerns and we look forward to some positive changes in this plan.

Sincerely,

Don and Wendy FOIP 17(1)

FOIP 17(1)

MEETING DATE: February 25, 2025
PREPARED BY: Jolene Tejkl, Planning & Development Manager
PRESENTED BY: Jolene Tejkl, Planning & Development Manager
SUBJECT: **Bylaw 1320.25 - McKay Ranch Phase 4 Redistricting**

BACKGROUND

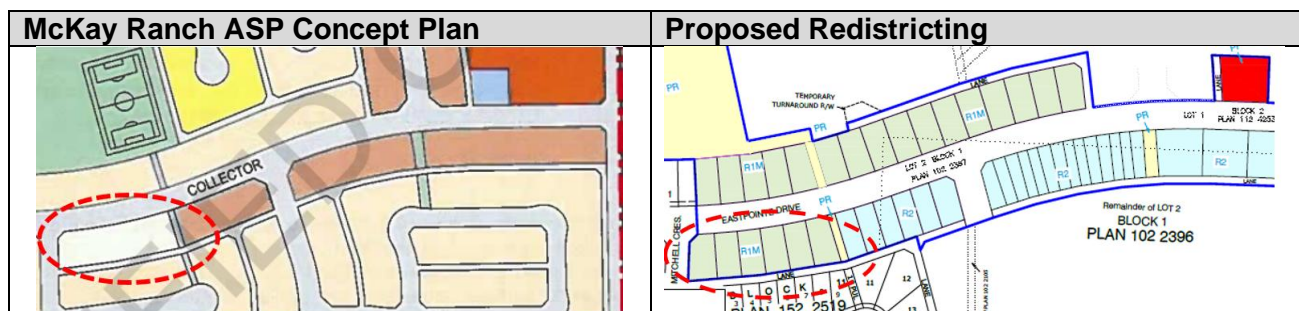
Bylaw 1320.25 proposes to amend Land Use Bylaw 1268/22 (LUB) to redistrict Phase 4 of the McKay Ranch community, being a portion of Lot 1 Block 2 Plan 112 4253 and a portion of Lot 2 Block 1 Plan 102 2396, from Urban Reserve District (UR) to:

- Residential Single Dwelling Medium Lot District (R-1M),
- Residential Multi-Dwelling District (R-2),
- Parks and Recreation District (PR), and
- Public Facility District (PF).

The proposed redistricting of Phase 4 is generally consistent with the recently approved amendments to the McKay Ranch Area Structure Plan (ASP).

DISCUSSION

The only portion of the redistricting application that is not consistent with the McKay Ranch ASP are the parcels on the south side of Eastpointe Drive that are proposed to be Residential Single Dwelling Medium Lot District (R-1M). The Concept Plan in the ASP identifies these lands to be Residential Single Dwelling Small Lot District (R-1S):



The inconsistency is very minor in nature, the only difference between the proposed R-1M District and the R-1S District shown in the Concept Plan are slightly larger residential parcels. The intent of both Districts is to accommodate detached dwellings, and all of the Permitted and Discretionary Uses are the same. As such, Administration is supportive of the redistricting application.

The remainder of the redistricting application is consistent with the McKay Ranch ASP. The proposed PR District parcels are to accommodate lands that trails will be built on, and the proposed PF District is the location of a future Lift Station.

A subdivision application for Phase 4 was submitted in conjunction with this redistricting application; the subdivision will be going before the Subdivision Authority after Final Reading is granted to this redistricting application.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council give First Reading to Bylaw 1320.25 - McKay Ranch Phase 4 Redistricting, as presented.
2. That a Public Hearing date be set for March 25, 2025, at 7:00 p.m. in Council Chambers.

ALTERNATIVES

- a) That Council give First Reading to Bylaw 1320.25 McKay Ranch Phase 4 Redistricting, as amended.
- b) That Council refers this item back to Administration for more information or amendments.

ATTACHMENTS

- *Bylaw 1320.25 - McKay Ranch Phase 4 Redistricting*

APPROVALS

Kim Isaak,
Chief Administrative Officer



Department Director/Author

BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO AMEND LAND USE BYLAW 1268.22 SCHEDULE 'A'

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act* ("MGA"), being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of amending Schedule 'A' of Land Use Bylaw No. 1268.22 to redistrict a portion of Lot 1 Block 2 Plan 112 4253 and a portion of Lot 2 Block 1 Plan 102 2396 to Residential Single Dwelling Medium Lot District (R-1M), Residential Multi-Dwelling District (R-2), Parks and Recreation District (PR), and Public Facility District (PF).

WHEREAS, pursuant to Section 641(1) of the MGA, RSA 2000, Chapter M-26 and amendments thereto, require every municipality to pass a Land Use Bylaw.

WHEREAS, notice of the intention of Council to pass a bylaw has been published in the Lacombe Express on _____ and _____ in accordance with Section 606 of the *Municipal Government Act*, RSA 2000, and amendments thereto;

WHEREAS, a Public Hearing was held on _____, to allow the general public to provide input into the proposed Bylaw amendments;

NOW THEREFORE, the Municipal Council of the Town of Blackfalds, duly assembled hereby enacts the amendments to Schedule 'A' of Bylaw 1268.22:

PART 1 – TITLE

- 1.1 That this Bylaw shall be cited as the "Redesignation of a portion of Lot 1 Block 2 Plan 112 4253 and a portion of Lot 2 Block 1 Plan 102 2396 to Residential Single Dwelling Medium Lot District (R-1M), Residential Multi-Dwelling District (R-2), Parks and Recreation District (PR), and Public Facility District (PF)".
- 1.2 That Schedule "A" shall form part of this Bylaw.

PART 2 – AMENDMENTS

- 2.1 That a portion of Lot 1 Block 2 Plan 112 4253 be redistricted from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M), Residential Multi-Dwelling District (R-2), Parks and Recreation District (PR), and Public Facility District (PF), as shown in Schedule "A" attached and forming part of this Bylaw.
- 2.2 That a portion of Lot 2 Block 1 Plan 102 2396 be redistricted from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M), Residential Multi-Dwelling District (R-2), and Parks and Recreation District (PR), as shown in Schedule "A" attached and forming part of this Bylaw.
- 2.3 That Part 9.0 Land Use District Map be amended to reflect the redistricting proposed under this Bylaw.

PART 3 – DATE OF FORCE

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

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

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

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

(RES. _____)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

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

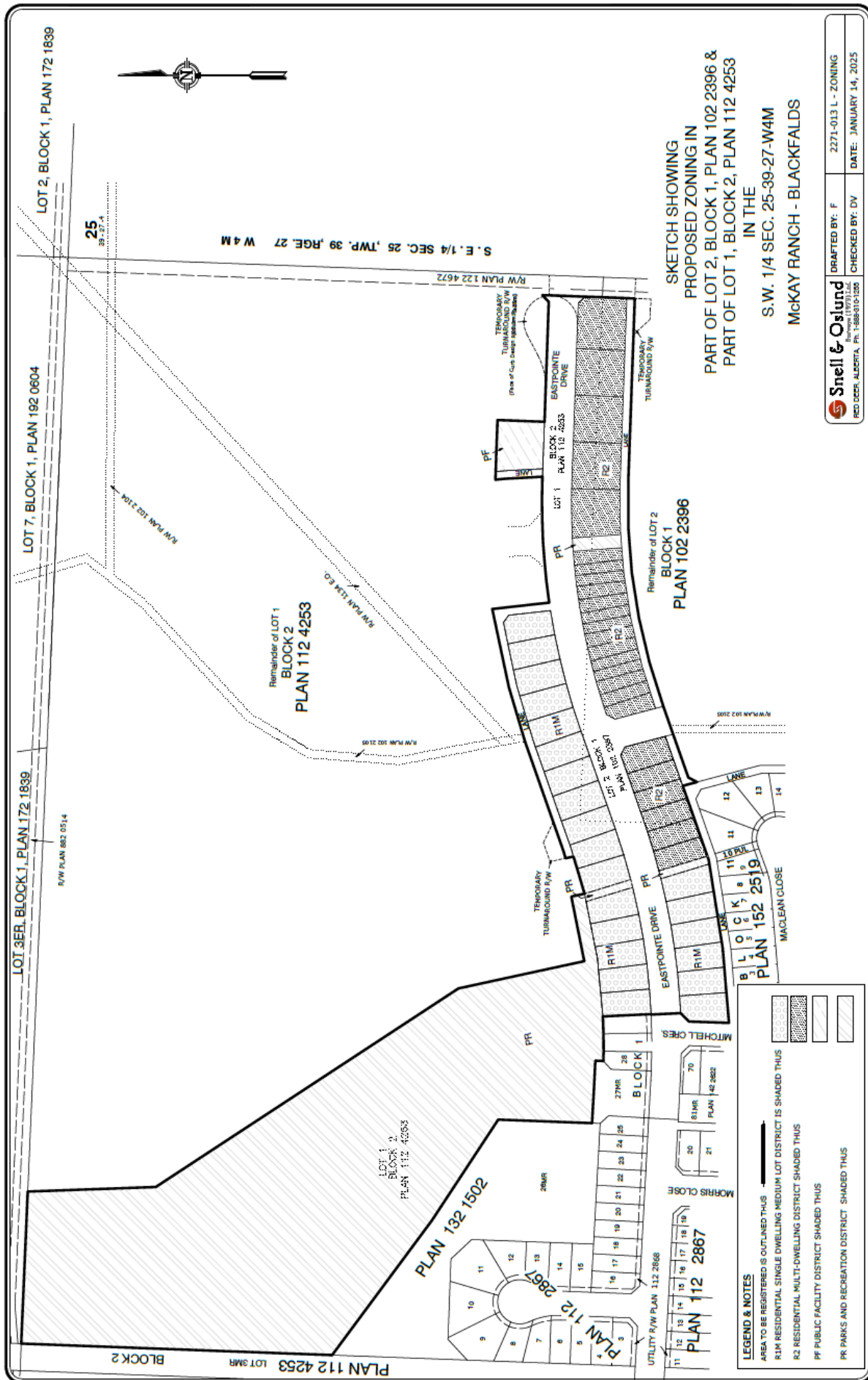
(RES. _____)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

DRAFT

SCHEDULE "A"



MEETING DATE: February 25, 2025

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Bylaw 1325.25 – 4409 South Street Redistricting**

BACKGROUND

Bylaw 1325.25 proposes to amend Land Use Bylaw 1268/22 (LUB) to bring in a new Direct Control District #5 (DC-5) specific to 4409 South Street and redistrict the property to DC-5 from the current Commercial Highway District (C-2). The proposed DC-5 District is intended to accommodate several apartment style buildings, row housing, an amenity building to use as a rental office and potential fitness centre for tenants, and associated parking that differs from the current LUB requirements.

Council will recall that a previous Bylaw was brought forward to bring in the DC-5 District and redistrict the subject property accordingly. The developer has updated the DC-5 District to include row housing and remove the daycare use; therefore the updated DC-5 District needs to be brought forward under a new Bylaw and undergo another Public Hearing due to the extent of changes to the Bylaw.

DISCUSSION

The proposed redistricting has come about through the land sale agreement specific to 4409 South Street and will be in line with the updates to the *Municipal Development Plan* (MDP) that are also currently in the formal adoption process.

Administration is supportive of the proposed redistricting as the proposed development meets the following Town policies and focus areas:

- The Town of Blackfalds 2024-2026 Mid-Term Strategic Plan (hereinafter referred to as the Strategic Plan) identifies providing a diverse range of housing to meet the needs of residents as one of the 6 top priorities.
- The Strategic Plan identifies “promoting options for housing” as one of the areas of focus under Strategic Priority #1 Community Life.
- Policy 3.12 of the MDP provides matters to consider when redistricting of a parcel of land is proposed. Administration is generally satisfied that the proposed redistricting is suitable in light of the listed considerations. There are still some environmental reports required to confirm the suitability of the site for future residential before Administration can fully confirm the application meets the requirements outlined in Policy 3.12. The potential land purchaser is aware of the need for further study and Third Reading of this amending Bylaw will not be brought forward until those studies are complete; a favourable recommendation for Third Reading will not be given unless it is confirmed the site is suitable for residential uses.
- Policy 5.1 of the MDP directs residential land uses to those areas identified in Map 2 Future Land Use Concept of the MDP. The subject property is identified in Map 2 for Industrial, however an amendment to the map is currently in the amendment process. This LUB

amendment will be consistent with policy 5.1 insofar as the MDP amendment receives Third Reading prior to considering Third Reading of this amending Bylaw.

- Policy 5.2 of the MDP speaks to the Town providing a range of housing types. The Town does not currently have many apartment style units available for existing and new residents.

The following subsections correspond to the amending Bylaw 1325.25 provided in Attachment 1:

Amendments 2.1 and 2.2

These amendments propose to bring the DC-5 District into the LUB to accommodate future apartment buildings, row housing, an amenity building, and associated revised parking provisions specific to 4409 South Street.

The DC-5 District lists Apartment, Row Housing, Accessory Use and Home Base Business 1 as Permitted Uses, and Signs as a Discretionary Use. The primary reason for the DC-5 District is to accommodate different parking standards for the anticipated development that differ from the current LUB parking requirements:

Proposed Apartment Parking Requirements in DC-5 District	Current Apartment Land Use Bylaw Parking Requirements
1 parking stall for each 1-bedroom unit	Same
1.5 parking stalls for each 2-bedroom unit	2 parking stalls for each 2-bedroom unit
2 parking stalls for each 3-bedroom unit	Same
1.5 parking stalls for per row housing unit	2 parking stalls per unit
PLUS 1 additional parking stall for every 5 units for guest parking	PLUS 1.5 additional parking stall for every 5 units for guest parking
Parking stall sizes 2.7 m x 5.5 m	Parking stall sizes 2.75 m x 6.0 m

The proposed minimum parking stall size is consistent with The City of Red Deer’s standard, slightly smaller than what the City of Lacombe requires, and slightly larger than what the Town of Sylvan Lake requires.

The developer has built similar developments in the aforementioned municipalities and is comfortable moving forward with the reduced parking requirements as proposed.

Section 2.4 of the LUB provides specific regulations on amendments to create Direct Control Districts. This section states a Direct Control District shall only be used for the purpose of providing for developments that require specific regulation unavailable in other Land Use Districts. Due to the revised parking stall requirements and dimensions, it is the Department’s opinion that the proposed DC-5 District meets the requirements of Section 2.4 of the LUB.

Also of note is the Development Officer is proposed to be the Development Authority for all uses. Any variances will require Council approval.

A copy of the proposed DC-5 District is provided as a Schedule in Bylaw 1325.25, which is located in Attachment 1, and a draft site plan showing potential full build-out of the property is provided in Attachment 2.

Amendment 2.3

This amendment proposes to redistrict the 4409 South Street, legally described as Lot 3 Block 1 Plan 102 2233, to the new DC-5 District from the current Commercial Highway District (C-2).

Pre-Council Consultation

Administration did not reach out to adjacent landowners to solicit their comments prior to taking these amendments forward for First Reading. The reasoning behind this decision was that the lands to the north, west and east are all owned by the Town of Blackfalds; the parcel adjacent to the south is privately owned and the landowner will receive the Public Hearing notification if Bylaw 1325.25 receives First Reading. In addition, the parcel is not within an existing residential community nor is it governed by a previously approved Area Structure Plan so the impact to existing landowners in the vicinity is considered minor.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

That Council considers the following motions:

1. That Council give First Reading to Bylaw 1325.25, to redistrict 4409 South Street to Direct Control District #5.
2. That a Public Hearing date be set for March 25, 2025, at 7:00 p.m. in Council Chambers.

ALTERNATIVES

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

ATTACHMENTS

- *Bylaw 1325.25 - redistrict 4409 South Street to Direct Control District #5*
- *Draft Site Plan Showing Potential Full Build-out*

APPROVALS

Kim Isaak,
Chief Administrative Officer



Department Director/Author



BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO AMEND LAND USE BYLAW 1268.22 SCHEDULE 'A'

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of amending Schedule 'A' of Land Use Bylaw No. 1268.22 to add Direct Control District #5 (DC-5) and redistrict Lot 3 Block 1 Plan 102 2233 to Direct Control District #5 (DC-5).

WHEREAS, pursuant to Section 641(1) of the MGA, RSA 2000, Chapter M-26 and amendments thereto, require every municipality to pass a Land Use Bylaw.

WHEREAS, notice of the intention of Council to pass a bylaw has been published in the Lacombe Express on _____ and _____ in accordance with Section 606 of the *Municipal Government Act*, RSA 2000, and amendments thereto;

WHEREAS, a Public Hearing was held on _____, to allow the general public to provide input into the proposed Bylaw amendments;

NOW THEREFORE, the Municipal Council of the Town of Blackfalds, duly assembled hereby enacts the amendments to Schedule 'A' of Bylaw 1268.22:

PART 1 – TITLE

1.1 That this Bylaw shall be cited as the "Addition of Direct Control District #5 (DC-5) and redesignate Lot 3 Block 1 Plan 102 2233 to Direct Control District #5 (DC-5)".

PART 2 – AMENDMENTS

2.1 That Schedule "A" as attached form part of this Bylaw and be included as Schedule A6 – Direct Control District #5 (DC-5).

2.2 That Schedule "A" table located on page 165 of Land Use Bylaw 1268.22 be updated to include the following:

Part 8 A6	DC-5	Lot 3 Block 1 Plan 102 2233	Bylaw 1325.25
-----------	------	--------------------------------	---------------

2.3 That Lot 3 Block 1 Plan 102 2233 be redistricted from Commercial Highway District (C-2) to Direct Control District #5 (DC-5), as shown in Schedule "B" attached and forming part of this Bylaw.

2.4 That Part 9.0 Land Use District Map be amended to reflect the redistricting proposed under this Bylaw.

PART 3 – DATE OF FORCE

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

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

(RES.)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

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

(RES. _____)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

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

(RES. _____)

MAYOR JAMIE HOOVER

CAO KIM ISAAK

DRAFT

SCHEDULE "A"

6.1 Schedule A6 Direct Control District #5 (DC-5)

6.1.1 Purpose

To provide an area for multi-unit residential Development located at Lot 3 Block 1 Plan 102-2233 at a higher Density and any other uses, herein listed, all of which are connected to municipal services.

6.1.2 Permitted and Discretionary Uses

PERMITTED USES	DISCRETIONARY USES
<ul style="list-style-type: none"> • Apartment • Row Housing • Accessory Use • Home Based Business I 	<ul style="list-style-type: none"> • Signs

6.1.3 District Regulations

The Development Officer will be the Development Authority for all uses. Any variances will require Council Approval.

In addition to the Regulations contained in Part 3.0 | General Regulations, Part 4.0 | Specific Use Regulations and Part 5.0 | Signs, the following regulations shall apply to all Development in this Land Use District:

Minimum Front Yard	7.5 m (24.61 ft)
Minimum Side Yard	Apartment: 4.0 m (9.84 ft) or as required in the Alberta Building Code, whichever is greater. Row Housing: 1.5 m (4.92 ft) or as required in the Alberta Building Code, whichever is greater
Minimum Rear Yard	7.5 m (24.61 ft)

Parking	<p>Apartment: 1.0 per one bedroom unit; 1.5 per <u>two bedroom</u> unit; 2.0 per three bedroom unit, plus 1.0 additional space for every 5.0 <u>units</u> which must be clearly identified as guest parking. Stalls sized 2.7m x 5.5m</p> <p>Row Housing: 1.5 per unit plus 1.0 additional space for every 5.0 <u>units</u> which must be clearly identified as guest parking. Stalls sized 2.7m x 5.5m</p>
Landscaping Area	Minimum 30%
Dwelling Density	150 units/ha or 60 units/ac
Maximum Building Height	<p>Apartment: 17.0 Meters (55.77 Feet)</p> <p>Row Housing: 10.5 Meters (34.50 Feet)</p>
Amenity Space	<p>An Amenity Space for the enjoyment of residents of the <u>Development</u> including hard and soft landscaped areas and recreational areas in a suitable location shall be incorporated into the plans.</p> <p>Amenity Spaces may consist of a single area or be divided into multiple areas. The Amenity Space shall include outdoor Open Space that provides an area for unstructured passive or active recreation to the satisfaction of the Development Authority and includes 2 or more of the following:</p> <ul style="list-style-type: none"> • Playground equipment • Benches, picnic tables, or other form of seating • Gazebo or other shelter • Patio • Courtyards • Gardens <p>Other recreational or amenity uses that would satisfy the needs of the residents for the Development.</p> <p>Each Apartment unit shall provide a private outdoor Amenity Space of not less than 4.5 m² (48.44 ft²) in area.</p>

Schedule "B"



Land Use Bylaw Information

BUILDING USE & ZONING:
 PROPOSED: RESIDENTIAL DIRECT CONTROL

SITE AREA: 35,126 m² = 3.51 Ha = 378,105 ft² = 8.68 ac

BUILDING FOOTPRINT AREA: 6,760.8 m²

DENSITY: PROVIDED = 305 / 3.51 = 87 units/ha

COVERAGE PROPOSED: 19.2%

PROPOSED BUILDING HEIGHT: 15.5m (50.89 ft)

SETBACKS:
 FRONT YARD 7.5 FOR CONNECTOR STREETS
 SIDE YARD 4.0m
 REAR YARD: 7.5m

APARTMENT UNITS:

1 BDRM APARTMENT	144
2 BDRM APARTMENT	132
2 BDRM TOWNHOUSES	29
TOTAL	305

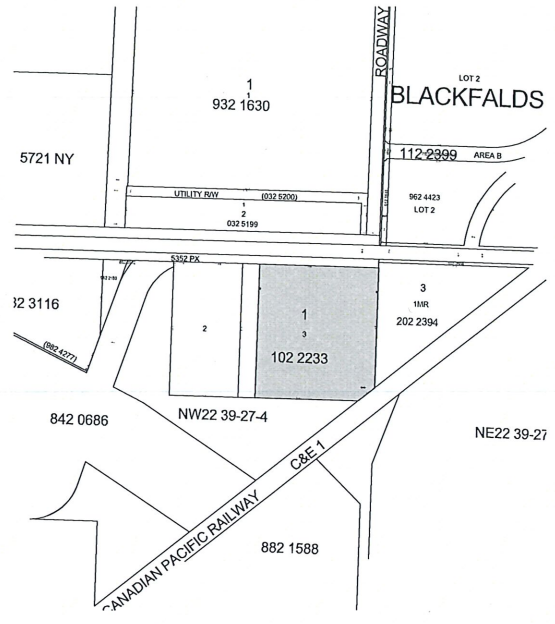
PARKING STALLS:

1BDRM APT 144 x 1) =	144
2BDRM APT 132 x 1.5) =	198
TOWNHOUSE (29 x 1.5) =	43.5
GUEST: 305(5) =	61
PROVIDED = 459	446.5

LOADING STALLS:
 PROVIDED 1 PER LOT = 3

LANDSCAPING:
 LANDSCAPED AREA: 11,439 m²
 PERCENT PROVIDED: 32.6%
 (INCLUDES PARKING ISLANDS)

AMENITY SPACE:
 MIN. PRIVATE 4.5 m²/UNIT PROVIDED



Total Development Parking Stalls

Type	Count
2.7 x 5.5 - 90 deg	269
2.7 x 6.0 - 90 deg	183
3.5 x 8.0 - 90 deg loading	3
3.7 x 5.5 - 90 deg hc	7
Grand total:	462

ISSUE FOR DEVELOPMENT PERMIT

Laebon Group
Montage Apartments
 4409 South Street, Blackfalds Alberta
 Lot 3 Block 1 Plan 102 2233

PROJECT SITE PLAN & INFORMATION

Project number	ST-24
Date	January 6, 2025
Drawn by	SMT
Checked by	SMT
Scale	As indicated



- Site Plan Legend**
- GAS METER BY THE GAS SERVICE PROVIDER
 - SANITARY SERVICE LINES
 - WATER SERVICE LINE
 - POWER SERVICE LINE
 - UNDERGROUND TELEPHONE SERVICE
 - UNDERGROUND CATV SERVICE
 - PADMOUNT TRANSFORMER
 - FIRE HYDRANT
 - SIAMESE CONNECTION
 - LIGHT STANDARD (REFER TO ELECTRICAL)
 - EXTERIOR MONUMENT SIGN
 - BARRIER FREE PARKING STALL SIGN (TYPICAL)
 - LOADING SPACE
 - BARRIER FREE CURB RAMP
 - CONCRETE FILLED BOLLARD
 - GARBAGE COLLECTION AREA
 - SNOW STORAGE AND COLLECTION AREA
 - CONCRETE SPLASH PAD
 - TRENCH DRAIN
 - WASTE/RECYCLE RECEPTACLE
 - PARK BENCH
 - BICYCLE RACK
- Room name**
- ASPHALT PAVEMENT
 - CONCRETE SIDEWALK
 - LANDSCAPED AREA
 - STAMPED CONCRETE
 - PROPOSED BUILDING AREA

- Symbol Legend**
- DOOR TAG
 - WINDOW TAG
 - WALL TAG
 - BUILDING SECTION REFERENCE SHEET NUMBER
 - WALL SECTION REFERENCE SHEET NUMBER
 - ELEVATION REFERENCE SHEET NUMBER
 - DETAIL REFERENCE SHEET NUMBER
 - VERTICAL ELEVATION REFERENCE
 - MATERIAL TAG
 - GRID NUMBER REFERENCE
 - REVISION REFERENCE NUMBER
 - DRAWINGNUMBER / SHEET NUMBER
 - ROOM NAME ROOM NUMBER
 - View Name 1/8" = 1'-0"
 - TRUE NORTH

1 Site Plan
 1 : 500

2 Context
 1 : 5000

MEETING DATE: February 25, 2025

PREPARED BY: Rick Kreklewich, Director of Community Services

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Council Policy CP-185.24 - Community Initiatives Grant Policy - Amendment**

BACKGROUND

The Community Initiatives Grant offers financial support to local organizations that deliver arts, culture, heritage, and recreation initiatives within the community. The current Community Initiatives Grant Policy was adopted at the May 28, 2024, Regular Council Meeting.

DISCUSSION

Administration recently received an application from a for-profit organization to run a Provincial sporting event within Town. As the Policy currently reads, for-profit organizations are ineligible to be considered for the Community Initiatives Grant. Administration is considering an amendment to the Policy to allow for-profit organizations to be eligible, provided that any proceeds from the program/event go toward a community initiative, program or project deemed worthy. This item was presented at the February 18, 2025 Standing Committee of Council Meeting.

FINANCIAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council amend Council Policy CP-185.24 – Community Initiatives Grant to allow for-profit organizations to apply, provided that any proceeds from their initiative go toward a community initiative, program or project deemed worthy.

ALTERNATIVES

- a) That Council refer amended Council Policy CP-185.24 – Community Initiatives Grant back to Administration.
- b) That Council direct Council Policy CP-185.24 – Community Initiatives Grant stay as is.

ATTACHMENTS

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

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

COMMUNITY INITIATIVES GRANT

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

1. POLICY PURPOSE

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

2. POLICY STATEMENT

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

3. DEFINITIONS

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

4. SCOPE

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

5. AUTHORITY AND RESPONSIBILITIES

5.1 Council to:

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

5.2 Chief Administrative Officer to:

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

6. POLICY

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

6.6 The following groups will be considered ineligible:

6.6.1 Grants to individuals;

6.6.2 Political based organizations/activities

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

6.7.1 Liquor expenses (including a liquor license); or

6.7.2 Retroactive funding for previously held activities; or

6.7.3 Items for resale (including food).

7. RELATED DOCUMENTS

7.1 Blackfalds Community Initiatives Grant Guidelines & Application

8. END OF POLICY

Mayor

Chief Administrative Officer

Date

Date

POLICY RECORD HISTORY

	Resolution No:	Date
Policy Adopted	RCM 165/24	May 28, 2024
Policy Reviewed	SCC 006/25	February 18, 2025
Policy Revised		

ADMINISTRATIVE REVISIONS

Date	Description

GUIDELINES

Purpose

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

Eligibility

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

- The initiative must relate to an art, culture, heritage, sport and/or recreation activity. Examples include community art projects, festivals, art or culture programs, sporting events, performances, celebrations, etc.
- The initiative must serve the community of Blackfalds.
- For-profit organizations may apply provided that any profits from the program/event go toward a community initiative, program or project deemed worthy.

The following groups will be considered ineligible:

- Grants to individuals
- Political based organizations/events

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

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

Application Review

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

Funding Availability

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

Assessment Criteria

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

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

Requirements of Grant Applicants

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

Outcomes

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

Funding Requirements

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

Final Report

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

Contact Information & Support

Blackfalds Community Initiative Grant Information
Community Services Department

Town of Blackfalds

Box 220

Blackfalds, Alberta T0M 0J0

403.885.4677

info@blackfalds.ca

MEETING DATE: February 25, 2025

PREPARED BY: Rick Kreklewich, Director of Community Services

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Council Policy CP-188.25 - Community Services Framework**

BACKGROUND

Administration has discussed implementing framework policies in each of our divisions. Framework policies provide a set of guidelines, rules and principles that govern the direction and decision-making processes for the division. They provide an overall view that helps set the foundation for consistent, effective and efficient management. This Policy will help align the policies and procedures of Community Services with our overall goals and values.

DISCUSSION

A draft copy of the Community Services Framework Policy is attached. This draft was presented to the Recreation, Culture and Parks Board at the February 5, 2025 Meeting and the Standing Committee of Council on February 18, 2025. Administration had made amendments as per the recommendations from the Recreation Culture Parks Board and removed some of the policies listed in related documents through discussions with the CAO.

The Town of Blackfalds Community Services Framework Policy aims to create a vibrant, inclusive, and accessible environment that supports the physical, mental, and social well-being of the Community. It focuses on offering diverse recreational programs and services for all individuals, regardless of age, background, or ability, while prioritizing sustainability and community-driven needs. The Policy also emphasizes partnerships with local organizations to maximize resources and ensure long-term success.

Key goals include ensuring accessibility, promoting health, and maintaining safe, well-developed recreational spaces. It also highlights community engagement and resource management to evaluate and improve the impact of the programs and services provided.

FINANCIAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council adopt Council Policy CP-188.25 - Community Services Framework, as presented.

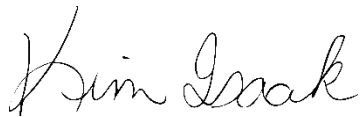
ALTERNATIVES

- a) That Council adopt Council Policy CP 188.25 - Community Services Framework, as amended.
- b) That Council refer Council Policy CP 188.25 - Community Services Framework back to Administration.

ATTACHMENTS

- *Council Policy CP-185.25 - Community Services Framework*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

COMMUNITY SERVICES FRAMEWORK

POLICY NO.:	CP-188.25
DIVISION DEPARTMENT	Administration
REVIEW PERIOD	Every 4 Years or Upon Legislative Change

1. POLICY PURPOSE

1.1 This framework Policy is designed to guide and structure the development, management, and the overarching goals for the provision of recreational programs, events and services within the Town of Blackfalds.

2. POLICY STATEMENT

2.1 Council is committed to fostering a vibrant, inclusive, and accessible recreational environment that enhances the well-being of all community members. Through the provision of diverse, high-quality recreational programs, services, and facilities, we aim to support physical health, mental well-being, and social connectivity. We strive to create opportunities for all individuals, regardless of age, background, or ability, to engage in recreational activities that enrich their lives. Our approach will prioritize sustainability, innovation, and collaboration to ensure long-term success and equitable access for current and future generations.

3. DEFINITIONS

3.1 **“Chief Administrative Officer”** means the individual appointed by Council to the position as per the *Municipal Government Act*, as amended.

3.2 **“Council”** means the Council of the Town of Blackfalds elected pursuant to the *Local Authorities Election Act* of Alberta, as amended.

3.3 **“Town”** means the municipality of the Town of Blackfalds.

4. SCOPE

4.1 This Policy applies to Council and Administration.

5. AUTHORITY AND RESPONSIBILITIES

5.1 Council to:

5.1.1 Adopt and support this Policy by resolution.

5.1.2 Consider the allocation of resources for the successful implementation of this Policy in the annual budget process.

5.2 Chief Administrative Officer to:

5.2.1 Advise Council on the development, implementation, and amendment of this Policy.

5.2.2 Ensure Policy review occurs and verify the implementation of this Policy.

5.3 Director of Community Services to:

5.3.1 Review and make recommendations for amendments to any applicable Council Policies and Administrative Policies and Procedures as they relate to this Policy.

6. COMMUNITY SERVICES FRAMEWORK

6.1 By virtue of this Policy, the Town of Blackfalds Community Services strives to:

6.1.1 Ensure programs are accessible to all demographics, including marginalized or underserved groups.

6.1.2 Promote environmentally responsible practices in the development and maintenance of recreational spaces and programs.

6.1.3 Focus on community-driven priorities, preferences, and needs and supporting community-based initiatives.

6.1.4 Build partnerships with local organizations, schools, and businesses to maximize resources and impact.

6.2 The goals and objectives of Community Services in relation to this framework Policy are to:

6.2.1 Ensure programs are accessible to all demographics, including marginalized or underserved groups.

6.2.2 Promote physical and mental health through active recreation and social interaction.

6.2.3 Ensure that recreational opportunities are accessible to all members of the community, regardless of socioeconomic status or physical ability.

6.3 This framework Policy provides the foundation for a well-rounded, sustainable, and effective recreation program that meets the needs of the community and fosters a healthy and active lifestyle. Through this framework Policy and through all supporting and related policies, Community Services aims to:

- 6.3.1 Provide recreational and cultural programs, events and services that meet the needs of our community.
- 6.3.2 Design and develop infrastructure that meets the needs of the community.
- 6.3.3 Develop guidelines for operating, maintaining and improving public recreation facilities.
- 6.3.4 Ensure parks, trails and recreation facilities are safe, accessible and well-maintained.
- 6.3.5 Establish funding priorities for recreation services, including government budgets, grants, partnerships, and other revenue sources.
- 6.3.6 Maximize the use of available resources (space, staff, volunteers) to ensure the sustainability and growth of recreational offerings.
- 6.3.7 Engage the community in the planning and decision-making process through surveys, forums, and public consultations and collect feedback to assess community satisfaction and adjust services as necessary.
- 6.3.8 Set benchmarks and performance indicators to evaluate the success and impact of recreation programs, events and services.
- 6.3.9 Identify potential risks in recreation programs, events and facilities and establish preventive measures that meet health and safety requirements.
- 6.3.10 Promote recreation programs, events and services to the community, including advertising, print material, social media and digital platforms.
- 6.3.11 Keep the community informed about program, events, services, policies, bylaws and any changes through clear communication.

7. EXCLUSIONS

None

8. SPECIAL SITUATIONS

- 8.1 Other forms of recognition may be considered as determined by Council.

9. RELATED DOCUMENTS

- 9.1 *Municipal Government Act*, R.S.A., 2000, Chapter M-26
- 9.2 Framework for Recreation in Canada 2024

- 9.3 Pine Crescent Park Plan 2013
- 9.4 Recreation, Culture and Parks Needs Assessment and Master Plan 2015
- 9.5 All-Star Park Master Plan 2016
- 9.6 2018 Town of Blackfalds Civic Facilities Development Strategy and Master Plan
- 9.7 Arts & Culture Master Plan 2021
- 9.8 Cemetery Bylaw 1313/24
- 9.9 Rate Bylaw, "Schedule C" Community Services Facilities Fee Schedule 1318/24
- 9.10 Community Standards Bylaw 1220/18
- 9.11 Activities & Membership Refund Policy 153.22
- 9.12 Community Initiatives Grant 185/24
- 9.13 Special Event Permit Policy 181/24

10. END OF POLICY

Mayor

Chief Administrative Officer

Date

Date

POLICY RECORD HISTORY

	Resolution No:	Date
Policy Adopted		
Policy Reviewed		
Policy Revised		

ADMINISTRATIVE REVISIONS

Date	Description

DRAFT

MEETING DATE: February 25, 2025

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **Alberta Community Partnership Grant Application – Regional Recreational Facility**

BACKGROUND

On July 24, 2024, Council passed a resolution to refer the matter of a tri-party Alberta Community Partnership (ACP) Grant to the Lacombe, Blackfalds and Lacombe County Intermunicipal Development Plan and Intermunicipal Collaborative Framework Committee for discussion.

A meeting between the three parties noted above was held on October 15, 2024, where a resolution was passed to recommend that each member municipality pass a resolution supporting the submission of an Alberta Community Partnership Application to explore the feasibility of regional facilities. Following this resolution discussion continued on who the managing municipality would be for the completion and submission of the grant application. All members were in favor of the City of Lacombe taking on the role of managing partner.

On January 27, 2025, the City of Lacombe passed the following resolution.

That Council directs Administration to prepare and submit an Alberta Community Partnership Grant Application:

- ***to explore the feasibility of a Regional Recreational Facility,***
- ***as the managing partner,***
- ***in collaboration with Lacombe County and the Town of Blackfalds***

On January 30, 2025, Lacombe County passed the following resolution

That Lacombe County agrees to participate in the Alberta Community Partnership Program Grant application with the City of Lacombe and the Town of Blackfalds to explore the feasibility of a Regional Recreation Facility, and further, that the City of Lacombe be designated as the managing partner for this project.

DISCUSSION

As per the recommendation coming out of the October 15, 2024, tri-party meeting Administration is requesting that Council pass a resolution supporting the submission of an Alberta Community Partnership Application to explore the feasibility of a Regional Recreational Facility.

As noted in previous reports on this item, surveys conducted around recreational facilities within the Town have generally been satisfactory, however there is a growing interest in a year-round pool and increased demands for ice availability.

The Intermunicipal Collaboration component of the ACP Program allows for applications for partnerships of two or more municipalities to develop or enhance municipal service delivery plans and frameworks, including establishing regional service delivery efficiencies. The ACP Program Grant application deadline is October 1, 2025.

A detailed report provided by the City of Lacombe is attached to this report and outlines the purpose of a feasibility assessment.

FINANCIAL IMPLICATIONS

There are no financial implications to applying for the Alberta Community Partnership Grant. The ACP grant will cover 100% of the project costs up to \$200,000.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That the Town of Blackfalds agrees to participate in the Alberta Community Partnership Program Grant application with the City of Lacombe and Lacombe County to explore the feasibility of a Regional Recreation Facility, and further, that the City of Lacombe be designated as the managing partner for this project.

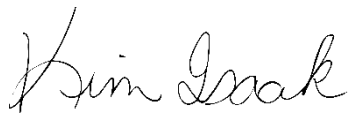
ALTERNATIVES

- a) That Council refer Alberta Community Partnership Grant Application – Regional Recreational Facility back to Administration for additional information.

ATTACHMENTS

- *City of Lacombe Request for Council Decision – Alberta Community Partnership Grant Application – Regional Recreational Facility*

APPROVALS



Kim Isaak,
Chief Administrative Officer

Department Director/Author

REQUEST FOR COUNCIL DECISION



SUBJECT: Alberta Community Partnership Grant Application - Regional Recreation Facility
PREPARED BY: Matthew Goudy, Chief Administrative Officer, City of Lacombe
PRESENTED BY: Nancy Hackett, Community Services Director
DATE: January 27th, 2025

FILE: 71/461

PURPOSE:

This report seeks a motion from City Council to apply for an [Alberta Community Partnership Grant](#), as the managing partner, to explore the feasibility of a Regional Recreation Facility.

The proposed facility aims to address the growing demand for recreational facilities and spread the associated costs among the benefiting communities.

RECOMMENDED MOTION(S):

1. THAT Council directs Administration to prepare and submit an Alberta Community Partnership Grant application:
 - to explore the feasibility of a Regional Recreation Facility,
 - as the managing partner,
 - in collaboration with Lacombe County and the Town of Blackfalds.

RELATED PRIOR MOTION(S):

1. Tri-Party ICF/IDP Committee: October 15th, 2024 *THAT the Tri-Party ICF/IDP Committee recommends each member municipality pass a resolution in support of an Alberta Community Partnership Grant application to explore the feasibility of a regional recreation facility, as outlined in this Request for Decision.*
2. City of Lacombe: February 12th, 2024 - *That Council refers the matter of a tri-party Alberta Community Partnership Grant Application to the Intermunicipal Development Plan & Intermunicipal Collaborative Framework Committee of the City of Lacombe, Town of Blackfalds, and Lacombe County, for their consideration.*
3. Lacombe County: June 27th, 2024 - *That Council refer the matter of a tri-party Alberta Community Partnership Grant to the Lacombe, Blackfalds, and Lacombe County Intermunicipal Development Plan and Intermunicipal Collaborative Framework Committee for consideration.*
4. Town of Blackfalds: July 23rd, 2024 - *That Council refer the matter of a tri-party Alberta Community Partnership Grant to the Lacombe, Blackfalds, and Lacombe County Intermunicipal Development Plan and Intermunicipal Collaborative Framework Committee for discussion.*

REQUEST FOR COUNCIL DECISION



EXECUTIVE SUMMARY:

Through Council resolutions, the municipalities of the City of Lacombe, Lacombe County, and the Town of Blackfalds have expressed interest in exploring a shared Regional Recreation Complex. This has been further supported by a resolution from representatives from all three municipalities, who met late in 2024.

A tri-municipal facility strategically located in Lacombe County could provide shared high-quality recreation infrastructure and contribute to long-term financial viability for all three communities.

The long-range plans of all three municipalities support the exploration of shared service provision. The municipal representatives of the tri-party IDP/ICF Committee unanimously passed a resolution to recommend the respective Council's support an application to the ACP Program, for a Feasibility Assessment.

This report asks Council to pass a resolution authorizing an application to the [Alberta Community Partnership Program](#), as the 'managing partner'.

ANALYSIS:

Background

Residents of the City of Lacombe, Lacombe County, and the Town of Blackfalds have a desire for increased recreational facilities. Additional ice time, indoor swimming facilities, general gymnasium space for activities like indoor soccer, volleyball, pickleball, and basketball, as well as climbing walls, are some of the facilities that could be offered within a regional complex. Residents have expressed this desire for new recreation opportunities through the [City of Lacombe Recreation and Culture Master Plan](#) and the [Town of Blackfalds Recreation, Culture, and Parks Needs Assessment and Master Plan](#).

The benefits of a shared facility include reducing the cost burden by cost-sharing while providing residents from all communities access to quality recreational facilities. The City of Lacombe, Lacombe County, and the Town of Blackfalds would all benefit from the facility. The Lacombe County Recreation Plan notes that rural residents living within a 30-minute drive would particularly benefit, but even those further out would have additional opportunities for themselves and their families.

REQUEST FOR COUNCIL DECISION



- Cost Estimates
 - Capital cost estimates.
 - Operating cost estimates.
- Grants and Funding Sources - Identify available grants and explore possible funding programs.
- Economic Impact Analysis - Evaluate potential economic benefits for the region (job creation, increased tourism, etc.).

Land & Infrastructure

- Land Acquisition Process - Investigate steps for identifying and acquiring suitable land.
- Servicing Feasibility and Accessibility - Analyze infrastructure and service availability for the site, and potential for future urban development in the immediate vicinity of the facility.
- Project Site Considerations - Develop criteria to assist in evaluating potential sites.

Social & Regulatory

- Potential Operating Models - Assess different models for managing and operating the facility.
- Recreation Priorities – Identify facility components that align with the established recreation priorities of the City of Lacombe, Lacombe County, and the Town of Blackfalds.
- Community Engagement Plan - Include a strategy for public consultation and stakeholder feedback.
- Legal and Regulatory Considerations - Review zoning, permits, and other legal requirements for the project.
- Partnership Opportunities - Explore potential partnerships with private sector or community organizations for funding or operations.

STRATEGIC PLAN ALIGNMENT: [\(LINK\)](#)

Growing the Community

- ✓ Collaborating with community stakeholders on community economic development

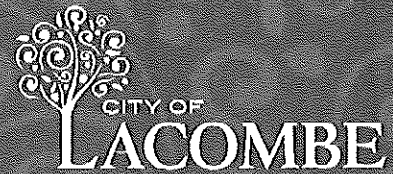
Managing Community Resources

- ✓ Sustainable infrastructure
- ✓ Sustainable funding

Supporting the Community

- ✓ Supporting expansion of community programming through partnerships

REQUEST FOR COUNCIL DECISION



The Alberta Community Partnership (ACP) Program

The objective of the ACP program is to improve the viability and long-term sustainability of municipalities by providing support for regional collaboration and capacity building initiatives.

The ACP program is designed to support municipalities in attaining the following key program outcomes:

- new or enhanced regional municipal services;
- improved municipal capacity to respond to municipal and regional priorities; and
- effective intermunicipal relations through joint and collaborative activities.

The objective of the Intermunicipal Collaboration (IC) component is to promote municipal viability by providing support to partnerships of two or more municipalities to develop or enhance regional municipal service delivery plans and frameworks, including establishing regional service delivery efficiencies. The deadline for applications under the IC Component is October 1st, 2025.

Role of the Managing Partner

The managing partner is the partnership member that submits the grant application on behalf of the partnership, enters into the grant agreement, receives and manages the grant funds on behalf of the partnership, and reports to the ministry on project expenditures and outcomes. All other formal partners are referred to as project participants. The managing partner and project participants must confirm their project involvement through council resolutions or motions.

Project Participants

Other than the managing partner, all other formal partners are referred to as project participants. The managing partner and project participants must confirm their project involvement through council resolutions or motions. The resolutions or motions should confirm support for their involvement in the project and designate a managing partner. In this case, the other project participants would be Lacombe County and the Town of Blackfalds.

Purpose of a Feasibility Assessment

The scope of a Feasibility Assessment for this shared recreation facility would look at several important elements of the project:

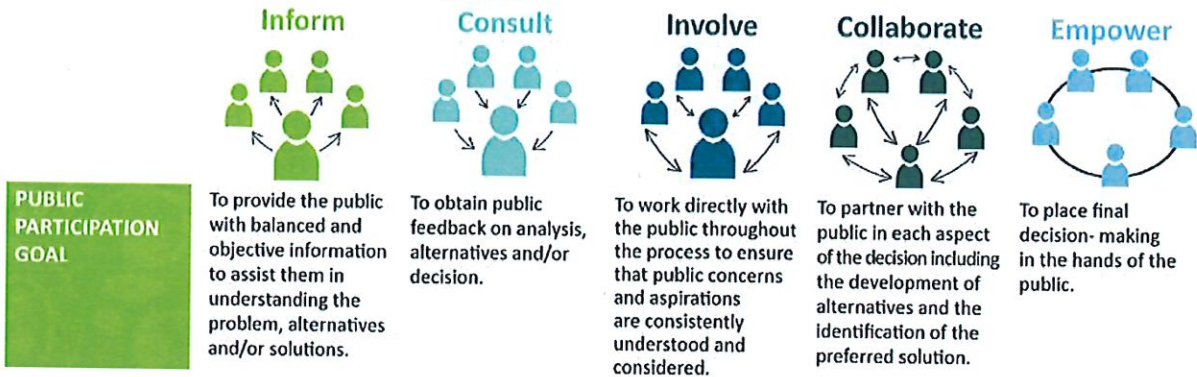
Financial

- Capital Cost-Sharing Models - Explore cost-sharing models between municipalities.
- Operating Cost Funding Models – Explore models for sharing the ongoing operating cost of the facility.

REQUEST FOR COUNCIL DECISION



PUBLIC ENGAGEMENT STRATEGY: [\(LINK\)](#)



No public engagement is proposed for the decision as to whether or not to apply for the grant. However, should an ACP Grant application be successful, significant engagement will be needed to successfully complete the Feasibility Assessment.

POTENTIAL MOTION(S):

1. [Recommended] THAT Council directs Administration to prepare and submit an Alberta Community Partnership Grant application, to explore the feasibility of a Regional Recreation Facility, as the managing partner, in collaboration with Lacombe County and the Town of Blackfalds.

OR

1. [Alternative] THAT Council direct Administration on how to proceed.

ATTACHMENTS:

N/A