

AGENDA

1. WELCOME AND CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

2.1 In the spirit of Truth and Reconciliation, the Town of Blackfalds acknowledges that we are on Treaty 6 territory, the ancestral lands of Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (Denay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, Inuit, and non-status peoples whose footsteps have marked these lands since time immemorial.

We recognize the inherent relationships Indigenous communities have with this land and its creatures and commit to supporting reconciliation and healing. We honour the resilience, culture, and contributions of Indigenous peoples, past and present.

As we gather, we pledge to listen, learn, and take meaningful action toward a future based on mutual respect and understanding as we continue on our journey of truth and healing. We recognize that reconciliation is not a single act but a lifelong journey—one that requires accountability, humility, and the centering of Indigenous voices.

3. ADOPTION OF AGENDAS

3.1 Regular Agenda for May 26, 2026

3.2 Consent Agenda for May 26, 2026

a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)

b) **Adoption of Minutes**

- Regular Council Meeting Minutes – May 12, 2026

c) **Council Reports**

- Mayor Laura Svab
- Deputy Mayor Brenda Dennis
- Councillor Jim Sands
- Councillor Shane Hanson
- Councillor Ryan Brown
- Councillor Aaron J. Hoyte
- Councillor Cory Twerdoelib

d) **Administrative Reports**

- Report for Council, CAO Report – May 2026
- Report for Council, Development & Building Monthly Report – April 2026

e) **Boards, Committees and Commission Minutes and/or Reports**

- Lacombe Foundation Meeting Minutes - March 23, 2026

f) **Information**

- City of Lacombe Council Highlights - May 11, 2026
- Servus Credit Union Public Library Blackfalds Programming Reports – February and March 2026

g) **Correspondence**

None

4. PUBLIC HEARING

None

5. DELEGATION

None

6. BUSINESS

6.1 Request for Decision, Bylaw 1358.26 - Aspen Lakes West Phase 2A Redistricting (*First Reading*)

6.2 Request for Decision, Subdivision File No. S-02-26, 4409 South Street

6.3 Request for Decision, Bylaw 1359.26 - Animal Control Bylaw (*First, Second and Third Reading*)

6.4 Request for Decision, Community Centre Emergency Generator

6.5 Request for Decision, Council Policy CP-174.24 - Procurement (*Amended*)

6.6 Request for Decision, Council Policy CP - 184.24 - Signing Authority (*Amended*)

6.7 Request for Decision, Friends of the Blindman River – Board Representation

6.8 Council Motion, Bill 12 – Alberta Disability Assistance Program (ADAP) Implementation Pause Support

7. NOTICES OF MOTION

None

8. CONFIDENTIAL

8.1 Municipal Awards Nomination - ATIA Section 22(1) - Confidential Evaluations

8.2 Library Correspondence - ATIA Section 26(1) – Disclosure Harmful to Intergovernmental Relations

9. ADJOURNMENT

Future Meetings/Events:

- Regular Council Meeting – June 9, 2026
- Standing Committee of Council Meeting – June 15, 2026

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on May 12, 2026, at 5018 Waghorn Street in Council Chambers, commencing at 6:00 p.m.

MEMBERS PRESENT

Mayor Laura Svab
Deputy Mayor Brenda Dennis
Councillor Jim Sands
Councillor Shane Hanson
Councillor Ryan Brown
Councillor Aaron J. Hoyte
Councillor Cory Twerdoelib

ATTENDING

Kim Isaak, Chief Administrative Officer
Rick Kreklewich, Director of Community Services
Darolee Bouteiller, Finance Manager
Jolene Tejkl, Planning & Development Manager
Aws Al Sammarraie, Engineering Services Manager
Peter McGee, Economic Development Officer
Renan Bravo, Information Technology Technician
Danielle Nealon, Senior Legislative Advisor

REGRETS

None

OTHERS PRESENT

Wendy Buyar, Lacombe and District Chamber of Commerce
Dani Ducross, Lacombe and District Chamber of Commerce

1. WELCOME AND CALL TO ORDER

Mayor Svab welcomed everyone to the Regular Council Meeting of May 12, 2026, and called the meeting to order at 6:00 p.m.

2. LAND ACKNOWLEDGEMENT

A Land Acknowledgement was read to recognize that the Town of Blackfalds is on Treaty 6 territory.

3. ADOPTION OF AGENDAS

137/26 Councillor Hanson moved That Council adopt the Regular Agenda for May 12, 2026, as presented.

CARRIED UNANIMOUSLY

138/26 Councillor Hoyte moved That Council adopt the Consent Agenda for May 12, 2026, as presented, containing:

- a) Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- b) Adoption of Minutes**
 - Regular Council Meeting Minutes – April 28, 2026
- c) Council Reports**
None
- d) Administrative Reports**
 - Report for Council, Enforcement & Protective Services Monthly Report – April 2026
- e) Boards, Committee and Commission Minutes and/or Reports**
None
- f) Information**
 - Lacombe County Council Highlights – April 23, 2026
 - City of Lacombe Council Highlights – April 27, 2026

MINUTES

- STARS - Town of Blackfalds - Ally Impact Report 2025
- g) Correspondence**
None

CARRIED UNANIMOUSLY

4. PUBLIC HEARING**Bylaw 1351.26 - 5401 Blackfalds Industrial Way Redistricting**

Mayor Svab declared the Public Hearing open at 6:02 p.m. for Bylaw 1351.26.

The purpose of Bylaw 1351.26 is to amend Schedule 'A' of Land Use Bylaw 1268.22 to redistrict a portion of 5401 Blackfalds Industrial Way (legally described as Lot 9 Block 4 Plan 082 5372) from Industrial Heavy District (I-2) to Parks and Recreation District (PR).

First Reading was given to Bylaw 1351.26 on April 14, 2026.

Notice of this Public Hearing was advertised in accordance with Section 606 of the Municipal Government Act and the Town of Blackfalds' Public Notification Bylaw and Public Participation Policy:

- On the bulletin board in the Town's Civic Centre, upstairs outside of Council Chambers, commencing April 17, 2026.
- A hard copy of proposed Bylaw 1351.26 was available for viewing at the Town's Civic Centre Front Counter (upstairs) as of April 17, 2026.
- Via email to all local authorities and agencies on April 17, 2026.
- Via email to internal departments on April 17, 2026.
- On the Town's HWY 2A electronic sign commencing April 20, 2026, to May 12, 2026.
- On the Town's Broadway electronic sign commencing April 20, 2026, to May 12, 2026.
- May 2026 edition of "Talk of the Town".
- On the Town's website commencing on April 17, 2026.
- Circulation to adjacent landowners on April 24, 2026.
- Via email to the Municipal Planning Commission on April 15, 2026.
- In the April 30th and May 7th, 2026, editions of the Lacombe Express.
- On the Town's social media channels in the weeks leading up to the Public Hearing.

The following written comments have been received to date:

- April 22, 2026, Telus Response - No Concerns
- April 24, 2026, submission from Lacombe County

There were no late submissions received for the Bylaw.

Comments from the Planning and Development Department
None

Those in Favour of the Bylaw
None came forward, and none attended virtually.

Those Opposed to the Bylaw
None came forward, and none attended virtually.

Any Person Deemed to be Affected by the Bylaw Who Wishes to be Heard
None came forward, and none attended virtually.

Comments from the Planning and Development Department
None

Mayor Svab declared the Public Hearing for Bylaw 1351.26 closed at 6:05 p.m.

MINUTES

5. DELEGATION

5.1 BMHA U11 Team 2 Congratulations

Mayor Svab and Council formally recognized the Blackfalds Minor Hockey U11 Team 2 for their gold-medal achievement at a hockey tournament held in Chestermere.

5.2 Discover Lacombe & District App

Wendy Buyar and Dani Ducross, representing Lacombe and District Chamber of Commerce, presented to Council an overview of the Discover Lacombe & District App.

6. BUSINESS

6.1 Request for Decision, Bylaw 1351.26 – 5401 Blackfalds Industrial Way Redistricting

Manager Tejkl presented Bylaw 1351.26, a bylaw to redistrict 5401 Blackfalds Industrial Way, for Council consideration of Second and Third Reading.

Councillor Hoyte moved That Council give Second Reading to Bylaw 1351.26 – Redesignation of Part of Lot 9 Block 4 Plan 082 5372 from Industrial Heavy District (I-2) to Parks and Recreation District (PR).

Prior to voting on Second Reading, the following amendment was introduced.

AMENDMENTS TO THE BYLAW

139/26

Councillor Hoyte moved That Bylaw 1351.26 be amended as follows:

1. By inserting the dates April 30, 2026, and May 7, 2026, in the WHEREAS clause respecting the publication of notice in the Lacombe Express pursuant to Section 606 of the Municipal Government Act, RSA 2000, as amended; and
2. By inserting the date May 12, 2026, in the WHEREAS clause respecting the Public Hearing held to receive public input on the proposed bylaw amendments.

CARRIED UNANIMOUSLY

140/26

Councillor Hoyte moved That Council give Second Reading to Bylaw 1351.26 – Redesignation of Part of Lot 9 Block 4 Plan 082 5372 from Industrial Heavy District (I-2) to Parks and Recreation District (PR), as amended.

CARRIED
Opposed Councillor Hanson

141/26

Councillor Twerdoclib moved That Council give Third Reading to Bylaw 1351.26 – Redesignation of Part of Lot 9 Block 4 Plan 082 5372 from Industrial Heavy District (I-2) to Parks and Recreation District (PR).

CARRIED
Opposed Councillor Hanson

6.2 Request for Decision, Subdivision File No. S-01-26, 5401 Blackfalds Industrial Way

Manager Tejkl brought forward Subdivision File No. S-01-26, 5401 Blackfalds Industrial Way for Council's consideration.

Councillor Sands requested a recorded vote

142/26

Councillor Hoyte moved 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 subdivision of 5401 Blackfalds Industrial Way (Lot 9, Block 4, Plan 082 5372) into three lots, subject to the following conditions:

MINUTES

1. That pursuant to Section 84 of the Land Titles Act, the 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.

In Favour	Opposed
Mayor Laura Svab	Councillor Shane Hanson
Deputy Mayor Brenda Dennis	
Councillor Jim Sands	
Councillor Ryan Brown	
Councillor Aaron J. Hoyte	
Councillor Cory Twerdoelib	

CARRIED

6.3 Request for Decision, FCSS Grant Funding Allocation

Director Kreklewich presented the FCSS Board recommendations for allocating the FCSS Grant Funding.

- 143/26** Councillor Brown moved That Council accept the FCSS Board recommendation to allocate the FCSS grant funding in the amount of \$7,925 to Iron Ridge Elementary Campus, \$7,925 to Big Brothers Big Sisters of Lacombe and District and \$7,925 to BGC of Wolf Creek Blackfalds.

CARRIED UNANIMOUSLY

6.4 Request for Decision, Quarterly Financial Reports for the Period Ending March 31, 2026

Manager Bouteiller brought forward the Quarterly Financial Report for Council's review and acceptance.

- 144/26** Councillor Brown moved That Council accept the Operating Statement and Variance report for the period ending March 31, 2026, as information.

CARRIED UNANIMOUSLY

- 145/26** Councillor Sands moved That Council accept the Capital Project Report for the period ending March 31, 2026, as information.

CARRIED UNANIMOUSLY

- 146/26** Deputy Mayor Dennis moved That Council accept the Council Expenditure report for the period ending March 31, 2026, as information.

CARRIED UNANIMOUSLY

6.5 Request for Decision, McKay Ranch Lift Station – Contract Award

Manager Al Sammarraie presented a request for Council to consider awarding the contract for the McKay Ranch Lift Station project.

- 147/26** Councillor Hanson moved That Council authorize and direct Administration to award the construction of the McKay Ranch Lift station to Timcon Construction Ltd. for the amount of \$3,796,971.05 + GST.

CARRIED UNANIMOUSLY

6.6 Request for Decision, Council Policy CP-193.26 - Family and Community Support Services Framework

Director Kreklewich brought forward, for Council's consideration, the Council Policy for the Family and Community Support Services Framework.

- 148/26** Councillor Hoyte moved That Council adopt Council Policy CP-193.26 – Family and Community Support Services Framework, as presented, effective immediately.

CARRIED UNANIMOUSLY

MINUTES**6.7 Request for Decision, Council Policy CP-194.26 – Ice Allocation**

Director Kreklewich brought forward for Council’s consideration the Council Policy for Ice Allocation.

- 149/26** Councillor Hanson moved That Council adopt Council Policy CP-194.26 – Ice Allocation, as presented, effective immediately.

CARRIED UNANIMOUSLY

6.8 Request for Decision, Council Policy CP-195.26 – Governance Framework

CAO Isaak presented the Council Policy for Governance Framework for Council’s consideration and adoption.

Councillor Hoyte moved That Council adopt Council Policy CP-195.26 – Governance Framework, as presented, effective immediately.

PROPOSED AMENDMENT

- 150/26** Councillor Hanson moved That Council amend Council Policy CP-195.26 – Governance Framework to remove the word “effective” from Section 5.1.2.

DEFEATED

In favour: Councillor Hanson and Councillor Hoyte

- 151/26** Councillor Hoyte moved That Council adopt Council Policy CP-195.26 – Governance Framework, as presented, effective immediately.

CARRIED UNANIMOUSLY

6.9 Request for Decision, Subdivision and Development Appeal Board (SDAB) Options

Legislative Advisor Nealon brought forward options for the Town’s Subdivision and Development Appeal Board.

- 152/26** Councillor Hanson moved That Council approve and authorize the Town to enter into an Agreement with Red Deer County for the delivery of Subdivision and Development Appeal Board Services.

CARRIED UNANIMOUSLY

6.10 Request for Decision, Bylaw 1339.25 - Council Committee Bylaw

CAO Isaak presented the Council Committee Bylaw for Second and Third Reading.

Councillor Hoyte moved That Council give Second Reading to Bylaw 1339.25, the Council Committee Bylaw.

Prior to voting on Second Reading, the following amendments were introduced.

AMENDMENTS TO THE BYLAW

- 153/26** Councillor Hoyte moved That Bylaw 1339.25, the Council Committee Bylaw, be amended as follows:

1. That all references to the *Municipal Government Act* Chapter M 26.1, be standardized to read *Municipal Government Act*, RSA 2000, c M 26;
2. That the parenthetical reference “(Executive and Legislative Coordinator)” be struck from section 2.1(f);
3. That “and” be struck from section 3.1(3.1.6), and, “and” be added to the end of section 3.1(3.1.7);
4. That Part 6 – Member at Large Appointments be amended by adding the following subsection as section 6.1:

MINUTES

“6.1 No municipal employee shall be appointed as a Member at Large unless expressly permitted under a specific provision of this Bylaw.”;

5. That 6.4 be struck;
6. That 6.8 be amended by inserting the words “with all new and re-applying Members at Large” so the section 6.8 reads as follows:
“6.8 The Member at Large Review Panel will conduct interviews with all new and re-applying Members at Large to make recommendations to Council for consideration.”
7. That 6.11 be struck;
8. That 7.9.5 be struck;
9. That Part 2 – Definitions, be amended by adding the following definition in alphabetical order:

“Ex Officio” means the Mayor, acting by virtue of holding the office of Mayor, who may participate in discussions and receive Committee materials, but does not have the right to vote or be counted toward quorum, unless otherwise expressly provided”;
10. That the following new section be added to Part 5 – Member Appointments:

5.6 Mayor – Ex Officio

5.6.1 The Mayor is an Ex Officio, by virtue of office, on Committees established pursuant to section 4.1 of this Bylaw.

5.6.2 As an Ex Officio participant, the Mayor:
a) may attend and participate in Committee meetings;
b) shall not have voting rights;
c) shall not be counted for the purposes of quorum; and
d) shall not be counted toward the maximum number of Council Members permitted on a Committee.

5.6.3 The Ex Officio role of the Mayor automatically transfers with the office of Mayor and does not require appointment by Council.;
11. That subsection 7.19 be amended by adding the words “excluding the Mayor acting in an Ex Officio capacity.” after “Members at Large” .;
12. That subsection 7.9 be amended by adding:

7.9.6 Completion of Committee Annual Evaluation Checklist.; and
13. That all subsequent section numbers be updated as necessary following the amendments.

CARRIED UNANIMOUSLY

154/26 Councillor Hoyte moved That Council give Second Reading to Bylaw 1339.25, the Council Committee Bylaw, as amended.

CARRIED UNANIMOUSLY

155/26 Councillor Hanson moved That Council give Third Reading to Bylaw 1339.25, the Council Committee Bylaw.

CARRIED UNANIMOUSLY

MINUTES

6.11 Request for Decision, Bylaw 1355.26 - Business Licence Bylaw

CAO Isaak presented Bylaw 1355.26, being the Business Licence Bylaw for Council's consideration of First, Second and Third Reading.

156/26 Councillor Brown moved That Council give First Reading to Bylaw 1355.26, Business Licence Bylaw, as presented.

CARRIED UNANIMOUSLY

AMENDMENTS PROPOSED TO THE BYLAW

157/26 Councillor Hanson moved That Bylaw 1355.26 be amended as follows:

1. Section 7.1c) to read "A garage sale conducted at a residential premises for an aggregate period not exceeding seventy-two (72) hours on subsequent weekends and no more than 4 per annum year."

CARRIED UNANIMOUSLY

158/26 Councillor Twerdoclib moved That Council give Second Reading to Bylaw 1355.26, Business Licence Bylaw, as presented.

CARRIED UNANIMOUSLY

159/26 Councillor Hanson moved That Council give unanimous consent to consider Third Reading to Bylaw 1355.26, Business Licence Bylaw, as presented.

CARRIED UNANIMOUSLY

160/26 Councillor Sands moved That Council give Third Reading to Bylaw 1355.26, Business Licence Bylaw, as presented.

CARRIED UNANIMOUSLY

MEETING TIME EXTENSION

Councillor Hoyte moved That Council extend the Regular Council Meeting for May 12, 2026, past the three-hour time limit.

AMENDMENT PROPOSED

161/26 Deputy Mayor Dennis moved That the motion be amended to add "but not past 9:15 p.m."

CARRIED UNANIMOUSLY

162/26 Councillor Hoyte moved That Council extend the Regular Council Meeting for May 12, 2026, past the three-hour limit, but not past 9:15 p.m.

CARRIED UNANIMOUSLY

6.12 Request for Decision, Bylaw 1356.26 - Solid Waste Management Amendment Bylaw

CAO Isaak presented Bylaw 1356.26, being a bylaw to amend the Solid Waste Management Bylaw for Council's consideration of First, Second and Third Reading.

163/26 Deputy Mayor Dennis moved That Council give First Reading to Bylaw 1356.26 to amend Bylaw 1167.13, Solid Waste Management Bylaw, as presented.

CARRIED UNANIMOUSLY

164/26 Councillor Sands moved That Council give Second Reading to Bylaw 1356.26 to amend Bylaw 1167.13, Solid Waste Management Bylaw, as presented.

CARRIED UNANIMOUSLY

165/26 Councillor Twerdoclib moved That Council give unanimous consent to consider Third Reading to Bylaw 1356.26 to amend Bylaw 1167.13, Solid Waste Management Bylaw, as presented.

MINUTES

CARRIED UNANIMOUSLY

166/26 Councillor Hoyte moved That Council give Third Reading to Bylaw 1356.26 to amend Bylaw 1167.13, Solid Waste Management Bylaw, as presented.

CARRIED UNANIMOUSLY

7. NOTICES OF MOTION

7.1 Bill 12 – Alberta Disability Assistance Program (ADAP) Implementation Pause Support

Councillor Brown provided a Notice of Motion regarding Bill 12 – Alberta Disability Assistance Program (ADAP) Implementation Pause Support to be considered by Council at the May 26, 2026, Regular Meeting of Council.

“That Council of the Town of Blackfalds express its support for Inclusion Alberta’s call to pause implementation of Bill 12 and the Alberta Disability Assistance Program until the Province undertakes meaningful consultation and completes a clear social and economic impact review; and

That Council stand in collaboration with neighbouring municipalities to advocate that no changes proceed which would reduce necessary supports for vulnerable residents and families; and

That the Mayor be authorized to send this position, in writing, to the Premier of Alberta, the Minister of Assisted Living and Social Services, the local MLA, Inclusion Alberta, and neighbouring municipalities.”

8. ADJOURNMENT

Mayor Svab adjourned the Regular Council Meeting at 8:59 p.m.

Laura Svab, Mayor

Kim Isaak, Chief Administrative Officer

Council Monthly Report



403.885.4677
Council@blackfalds.ca
www.blackfalds.ca

TO		Members of Council		
FROM		Mayor 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: April 16 - May 15, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
April 16		x		Central Alberta Mayor's Prayer Breakfast <ul style="list-style-type: none"> • Dr Bolton presentation identified a need/opportunity to positively impact our community and region. To bring people together political, spiritual, and business leaders to address local needs, restore guiding principles and integrity, support families and marriages, and create economic/community benefit example saving jobs and improve wellbeing
April 16	x			Review Regular Council Meeting Agenda (1st page) with CAO
April 16			x	EOEP: Council's Role in Regional Collaboration <ul style="list-style-type: none"> • Workshop focuses on the collaboration with ICF and IDP • Municipal Affairs Statutes Amendment Act, (Bill 50) • Collaboration Framework: Diagnose, Design, Act, and Evaluate
April 16	x			Council Quarterly Check in Councillor Brown
April 16	x			Council Quarterly Check in Councillor Sands

April 16	x			Council Quarterly Check in Deputy Mayor Dennis
April 16	x			Council Quarterly Check in Councillor Hoyte
April 17	x			Council Quarterly Check in Councillor Twerdoclib
April 20	x			Civic Excellence - Tracey Lorenson and CAO Isaak
April 20	x			Senior Housing Strategy Initiatives Discussion <ul style="list-style-type: none"> • CAO Isaak and I met with Lacombe and Lacombe County
April 20	x			Quarterly Check In with Civic Excellence
April 20	x			Standing Committee of Council Meeting
April 21			x	50+ Walking Club
April 21	x			Grants and Your Community: Housing! <ul style="list-style-type: none"> • Start preparing for grants early. Do research first for grant guidelines, deadlines • Build a support network with your MLA and Legislature Library
April 22	x			Meeting with a Non-Profit Organization
April 22	x			Meeting with Mayor of Alix Barb Gilliat (chair of the Lacombe Foundation) <ul style="list-style-type: none"> • To provide feedback from ASCHA Conference

April 23			x	EOEP: Council's Role in Regional Collaboration <ul style="list-style-type: none"> • 90 minutes of group work and Role Playing with the Collaboration Framework • PESTLE= Political, Economic, Social, Technological, Legal, and Environmental • Different types of communication and conflict response when collaborating
April 24				Council Quarterly Check in Councillor Hanson
April 27			x	Smile Cookies <ul style="list-style-type: none"> • Volunteered from 7-10:30am funds raised went to Blackfalds Food Bank Society Beyond Food Community Hub See Facebook Post on Laura Svab, Mayor of Blackfalds for more information
April 27	x			Meeting with Senior Legislative Advisor
April 28	x			Mayor Briefing - Pre-Council Meeting Agenda Review <ul style="list-style-type: none"> • With CAO Isaak and Senior Legislative Advisor
April 28	x			Meeting with two Residents
April 28	x			Regular Council Meeting
April 29			x	Fundamentals of Rural Economic Development workshop <ul style="list-style-type: none"> • Define the Economic Development model, draft clear terms of reference for any committee/EDO role, and set 3 measurable KPI's aligned to council's top priorities • Increase affordable/lease/rental options for housing was discussed

				<ul style="list-style-type: none"> • Having Shovel-ready land & infrastructure for industrial and commercial growth • Affordable commercial space and downtown revitalization was discussed
April 29	x			RCM Debrief <ul style="list-style-type: none"> • With CAO Isaak and Senior Legislative Advisor
April 30			x	Cheque Signing
April 30	x			EOEP: Council's Role in Regional Collaboration <ul style="list-style-type: none"> • This workshop was around shifting the conversation from a fiscal/data driven focus to framing shared services as essential to the community's quality of life. Treating neighbouring municipalities and users as one broader community and asking, "How do we provide for the quality of life for our residents?"
April 30			x	Red Deer Regional Hospital Event <ul style="list-style-type: none"> • Attended with CAO Isaak See Facebook Post on Laura Svab, Mayor of Blackfalds for more information
May 1	x			Meeting with a Non-Profit Organization
May 4			x	Volunteer Gala Video with Shelby from Marcom
May 4	x			Lacombe Foundation Board Meeting in Eckville <ul style="list-style-type: none"> • Tour of Eckville Manor House https://housingdirectory.ascha.com/directory/eckville-manor-house/ • Discussion on Seniors Housing Properties available for the replacement of the Lacombe Lodge.

May 5			x	St Greg's Read-A-Thon Kick off <ul style="list-style-type: none"> • Read to Grades 1, 3, and 4 classes See Facebook Post on Laura Svab, Mayor of Blackfalds for more information from St Gregory the Great
May 5	x			Meeting to discuss Invite Process with CAO Isaak and Executive & Legislative Coordinator Robinson
May 6			x	EOEP - Council's Role in Public Engagement <ul style="list-style-type: none"> • Definitions Transparency, Communication and Engagement Engaging with Intent <ul style="list-style-type: none"> • Why are you engaging? • What are you prepared to change? • How will engagement results be used in the decision-making process? • How will residents' involvement be maintained?
May 6	x			Interagency Meeting
May 6			x	McHappy Days <ul style="list-style-type: none"> • Volunteered from 4-7pm funds raised from this event went to Ronald McDonald House See Facebook Post on Laura Svab, Mayor of Blackfalds for more information
May 7		x		Volunteer Recognition Gala <ul style="list-style-type: none"> • It was so great to recognize and celebrate with all our incredible volunteers, alongside their families and friends. • Thanks so much to the Town of Blackfalds staff for all their hard work at making this event extra special for our volunteers. See Facebook Post on Laura Svab, Mayor of Blackfalds for more information

May 11			x	From Data to Decisions: Understanding Housing Needs Assessments <ul style="list-style-type: none"> • Ask three core questions: What housing exists? What do people need? Where are the supply and demand gaps? • Ground planning in data, not assumptions: combine census, housing market, development/permit data and local knowledge to get an evidence based picture. • Build strong community engagement into the assessment
May 12			x	50+ Walking Club
May 12	x			Mayor Briefing - Pre-Council Meeting Agenda Review With Senior Legislative Advisor Nealon
May 12	x			Communications & Engagement Committee Kick Off
May 12	x			Regular Council Meeting
May 13			x	EOEP - Council's Role in Public Engagement The Role of Elected Officials: <ul style="list-style-type: none"> • Establish appropriate governance frameworks around public engagement • Identify topics on which you want to hear more from the public • Respect and support inclusion of the public in decision making • Promote and encourage public participation • Attend and observe public engagement activities (...sometimes) • Review and consider public input in decision making • Support advancements in public engagement

Council Monthly Report



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May 13				Cheque Signing
May 13			x	Language Matters!: Communications Webinar Series
May 13			x	Meeting with two Residents
May 14				Review Regular Council Meeting Agenda (1st page) with CAO
May 14				Webinar: Tourism is Coming to Town: What Municipal Elected Officials Need to Know <ul style="list-style-type: none"> • Choose right-sized, repeatable events that fit our facilities • Use existing assets, fields, trails, arenas • Combine venues into a weekend event package • For a simple coalition: Municipality, local sports clubs, hotels, chamber • Capture visitor spending
May 14				Mid-Sized Towns Mayors Caucus Virtual Meeting
May 15			x	Round Table Report Highlights

Council Monthly Report





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www.blackfalds.ca

TO		Members of Council		
FROM		Deputy Mayor Brenda Dennis		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: April 15 to May 15, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
April 16	X			Council Check In
April 20		X		Quarterly Check In
April 20	X			Standing Committee Meeting
April 28	X			Regular Council Meeting
April 29	X			St. Gregory the Great School Council Meeting
May 5	X			Library Board Meeting
May 7	X			Volunteer Recognition Gala
May 12	X			Regular Council Meeting

Council Monthly Report



403.885.4677
Council@blackfalds.ca
www.blackfalds.ca

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: Apr 15/ 26- May 15/ 26		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Apr 16/ 26			X	Council Report Submission
Apr 16/ 26			X	New Monthly Council Check in with Mayor
Apr 16/ 26	X			MPC Meeting April  2026-04-16 MPC Full Package.pdf
Apr 20/ 26			X	Quarterly Check in with Civic Excellence
Apr 20/ 26	X			Standing Committee of Council Meeting  4 - Standing Committee of Council
Apr 27/ 26	X			NRDRWSC Meeting NORTH RED DEER RIVER WATER SERVICES COMMISSION
Apr 27/ 26	X			NRDRWWSC Microsoft Word - NRDRWWSC Agenda April 27, 2026 DRAFT

Council Monthly Report



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Apr 28/ 26	X			Regular Council Meeting
May 5/ 26	X			Iron Ridge Collaborative
May 12/ 26	X			Regular Council Meeting

TO		Members of Council		
FROM		Councillor Shane Hanson		
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: 2026.04.16 to 2026.05.15		
Date	Meeting	Event	Other	Date
	<i>(Choose one)</i>			
2026.04.25	✓			Monthly Council Connect Meeting with Mayor Svab , Civic Cultural Centre, 12:00 PM – 1:00 PM
2026.04.27		✓		Blackfalds Food Bank Society MarCom Subcommittee , Blackfalds Tim Hortons Smile Cookie Week, April 27 th to May 3 rd
2026.04.28	✓			Regular Council Meeting , Civic Cultural Centre, 6:00 PM – 9:00 PM
2026.05.05		✓		Blackfalds Food Bank Society Raffle Ticket Sales , Blackfalds IGA, 5:30 AM – 7:30 AM
2026.05.06		✓		McHappy Day , Blackfalds McDonalds, 5:00 PM – 8:00 PM
2026.05.07		✓		Blackfalds Volunteer Gala , Eagle Builders Centre, 5:00 PM – 9:00 PM
2026.05.08	✓			Central Alberta Economic Partnership (CAEP) Annual General Meeting (AGM) , Wolf Creek Golf Resort, 8:00APM - 2:00 PM (Full-Day Per Diem)
2026.05.12	✓			Communication and Engagement Committee Kickoff Meeting , Civic Cultural Centre, 4:00 PM – 5:30 PM
2026.05.12	✓			Regular Council Meeting , Civic Cultural Centre, 6:00 PM – 9:00 PM

2026.05.14		✓		Urban Indigenous Voices Moose Hide Campaign , Common Ground Project, 5:30 PM (Cancelled Due to Extremely Windy Conditions)
2026.05.14	✓			Blackfalds Food Bank Society Board of Directors Meeting , Beyond Food Community Hub, 6:00 PM - 8:00 PM

Council Monthly Report



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TO		Members of Council		
FROM		Councillor Ryan Brown		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: April 16-May 15 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
04-16	x			Check-in with Mayor Svab <ul style="list-style-type: none"> - Discussed effective meetings - Reviewed governance principles with administration MPC Meeting <ul style="list-style-type: none"> - Single application for backyard extension successful
04-20	x			Civic Excellence Check-in <ul style="list-style-type: none"> - Discussed council activities to date - Effective means of communication Standing Committee of Council <ul style="list-style-type: none"> - BGC Blackfalds delegation - NWSW Project Update - Social Needs Assessment and Master Plan - FCSS Policy Framework - Ice allocation policy review (Bylaw) - Council Governance framework policy discussion
04-28	x			Regular Council Meeting <ul style="list-style-type: none"> - Virtual attendance from Vancouver business trip - Audited financial statement review - U11 Team 3 delegation



				<ul style="list-style-type: none"> - Various Bylaw framework readings and reviews - Kinsmen Community Initiatives Grant
05-06	x			<p>FCSS Interagency Meeting</p> <ul style="list-style-type: none"> - Over 10 organizations in Central AB meeting to discuss programs - Well out together by Blackfalds FCSS
05-07	x	x		<p>Scotia Wealth Economic Insights- Jean Francois Perrault</p> <ul style="list-style-type: none"> - State of Canadian economy and Alberta's position - Sheldon Kennedyt Centre for excellence <p>Volunteer Awards Gala</p> <ul style="list-style-type: none"> - Door greeting and hosting - Announcement of awards - Inaugural event in EBC was success
05-08	x			<p>Central Alberta Economic Partnership AGM</p> <ul style="list-style-type: none"> - Ponoka Golf Course - Budgetary discussions and removal of GoA funding - CCS Initiatives panel - Economic tourism discussion
05-12	x			<p>Regular Council Meeting</p> <ul style="list-style-type: none"> - U18 follow-up on tournament - Blackfalds Way rezoning (Snow Removal) - Quarterly Operating Budget review - FCSS Grant Application voting



TO		Members of Council		
FROM		Councillor Aaron Hoyte		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Mar.16 - Apr.15, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
March 16th	✓			Regular Meeting of Council - Details and Agenda available on the town of Blackfalds Website
March 25th		✓		Alberta Municipalities Spring Caucus Over the Spring Conference - Meeting with local MLA - Meeting with AbMunis Directors - Supported City of Lacombe's resolution regarding the research station closing
March 26th		✓		Alberta Municipalities Spring Caucus
March 27th		✓		Alberta Municipalities Spring Caucus
March 28th		✓		Bulldogs U18 Provincials Tournament - Volunteered to help be a part of the security team

March 29th		✓		Bulldogs U18 Provincials Tournament - Volunteered to help be a part of the security team
April 7th	✓			Special Council Meeting - Details and Agenda available on the town of Blackfalds Website
April 8th	✓			Dinner and Joint Meeting with Wolf Creek Public School Board - Conversations around new school timeline and progress, football field, school board plans, and relationship with the provincial government
April 14th	✓			Regular Meeting of Council - Details and Agenda available on the town of Blackfalds Website

Council Monthly Report



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www.blackfalds.ca

TO		Members of Council		
FROM		Councilor Cory Twerdoelib		
SUBJECT		<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: April 1-30		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
April 7	X			Special SCC Meeting
April 8	X			Joint meeting with Wolf Creek SD
April 15		X		Economic Developers of Alberta Conference : 1) Steady in the storm 2)Tourism & Creative Services 3)Applied & Deep tech,
April 16		X		EDA 1)Small business , Big Impact 2) Fresh lenses on rural housing 3) Pitch, practice & prep workshop 4) Unlocking Tourism growth
April 17		X		EDA Sessions 8:30am – 10:45am
April 17	X			Meeting with the Mayor
April 20	X			Quarterly check in with Civic Excellence
April 20	X			Standing Committee Meeting
April 21			X	Grants & your Community housing Webinar

MEETING DATE: May 26, 2026

PREPARED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: CAO Report – May 2026

Key Projects and Initiatives

- The 2025 Financial Audit and Financial Information Report has been submitted to the Province as per the MGA. will be presented at the April 28, 2026, Regular Meeting of Council.
- 2026-2030 Council Strategic Plan has been adopted, with the various strategic priority initiatives being undertaken by the applicable departments.
- The Municipal Service Level Inventory (MSLI) has been updated. All hard copy inventories will be collected to update.
- Bill 28, Legislative Tracking Sheet, has been completed with operational impacts and will be monitored as the bill progresses.
- The ATCO Franchise Agreement Renewal advertising period has closed with no concerns. ATCO will now proceed to file the application with the Alberta Utilities Commission. Once the approval is given, the bylaw will be brought back for 2nd and 3rd Reading.
- The first meeting of the Communications and Engagement Committee was held on May 12, 2026, and will meet bi-weekly. First order of priority is the Budget Survey.
- Town of Blackfalds has entered into an agreement with Red Deer County for the provision of Subdivision and Development Appeal Board services for the Town of Blackfalds.
- Administration attended a webinar hosted by AbMunis on Housing Needs Assessments. Administration will now prepare an Expression of Interest to solicit interest from qualified contractors to undertake a Housing Needs Assessment for the Town of Blackfalds.
- Attended an initial partners meeting relating to the Regional Recreational Facility Feasibility Study.
- Property Tax Bills have been mailed out.
- Blackfalds Mobile App is being tested in-house with the expectation to roll out to the public in June.
- Economic Development is current in the process of developing a Request for Proposal for the Economic Development Strategy which will be released in early June.
- Seasonal Staff have completed the required orientations and commenced their various jobs for the season. A total of 54 have been hired with the Town receiving funding for 14 positions from the Canada Summer Jobs Funding.
- Community Volunteer Gala was held with great reviews.
- Preparations for Blackfalds Days are in full swing.
- Bike Skills Park is now open, and all sports fields are in use
- Westbrooke/Vista Trail connector project completed the Parks team will be installing swing bollards soon.
- Work has been ongoing at the Abbey Centre to get the outdoor pool prepared for opening.
- Broadway Reservoir is now filled and water from the new cell 3 is intermingling with water from cell 2 on its journey into the distribution system. Backfilling is ongoing.
- New BOLT Bus is now operational.
- Asset Management Strategy final draft under review.
- The Transportation Master Plan Kickoff Meeting was held.
- McKay Ranch Lift Station contract awarded to Timcon Ltd.

-
- Spring clean up, even though busier than past years, was completed this week.
 - Prepping gravel roads leading out of town with gravel additions where necessary in preparation for the annual dust abatement program. Two to three times, and sometimes four times, during the snow-free seasons, calcium is applied to the gravel roadways to prevent dust from affecting residential neighbourhoods and drivers on these roadways.
 - All stakeholders have been notified of the MDP review, advising that the review has kicked off, encouraging them to check out the Project Page, and fill out the Vision Statement Survey that is currently open. Public Engagement for Phase 1: Parks, Open Spaces and Schools is planned during Blackfalds Days.
 - Planning and Development are in the final stages of the Development Agreement for the construction at 4409 South Street.
 - The Fire Department has been busy responding to grass fires, largely located in the County.
 - Congratulations to the Blackfalds Volunteer Firefighters Association on winning the award for the Adult Volunteer Group of the Year Award.
 - Interviews for the Fire Master Plan have been completed.

Bylaws or Council Policies

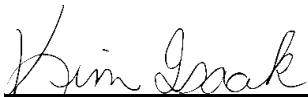
- Bylaw 1352.26 – 2026 Property Tax Rate Bylaw was adopted at the April 26, 2026, Regular Meeting of Council.
- Bylaw 1353.26 – Council Procedural 2026 Amendment Bylaw was adopted at the April 26, 2026, Regular Meeting of Council.
- Bylaw 1351.26 – 5401 Industrial Way Redistricting received was adopted at the May 12, 2026, Regular Meeting of Council.
- Bylaw 1339.25 – Council Committee Bylaw was adopted at the May 12, 2026, Regular Meeting of Council.
- Bylaw 1355.26 – Business License Bylaw was adopted at the May 12, 2026, Regular Meeting of Council.
- Bylaw 1356.26 – Solid Waste Management Amendment Bylaw was adopted at the May 12, 2026, Regular Meeting of Council.
- Council Policy CP-193.26 – Family and Community Support Services Framework Policy was adopted at the May 12, 2026, Regular Meeting of Council.
- Council Policy CP-194.26 – Ice Allocation Policy was adopted at the May 12, 2026, Regular Meeting of Council.
- Council Policy CP-195.26 – Governance Framework was adopted at the May 12, 2026, Regular Meeting of Council.
- Community Initiatives Grant Policy – Reviewed by Council at the May 19, 2026, Standing Committee of Council Meeting.
- Public Use & Facility Rentals Policy – Reviewed by Council at the May 19, 2026, Standing Committee of Council Meeting.
- Procurement Policy – Reviewed by Council at the May 19, 2026, Standing Committee of Council Meeting.
- Signing Authority Policy - Reviewed by Council at the May 19, 2026, Standing Committee of Council Meeting.

Agreements/Contracts and Leases

- Aspen Lakes West Memorandum of Agreement for school phases signed.

Administrative Policy Changes / Additions

- Incident Investigation Administrative Policy and Procedure signed off by CAO (new)
- AP-051.24 - Recruitment Process Policy signed off by the CAO (update)
- AP-083.26 – Incident Investigation Policy (new)
- AP-085.26 – Non-Personal Data Policy (new)
- PR-024.26 – Incident Investigation Procedure (new)
- PR-025.26 – Non-Personal Data Procedure (new)
- Draft Internal Development Permit Application Review Policy and Procedures to be signed off by CAO shortly

APPROVALS

Kim Isaak,
Chief Administrative Officer

MEETING DATE: May 26, 2026
PREPARED BY: Jolene Tejkl, Planning & Development Manager
SUBJECT: **Development & Building Report – April 2026**

BACKGROUND

Attached are the April 2026 Development & Building Permit Report and Comparison for 2024-2026 year to date for Council's information.

DISCUSSION

Every month, the Planning & Development Department reports back on the number of Development Permits and Building Permits received in the previous month. A comparison report showing the permit numbers over the past two (2) years is also provided for information. The number of permits received in a month are outside of the Department's control as they are entirely applicant based.

For the most part the categories are self-explanatory, however the "other" category captures the following types of residential permits:

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



**Economic Vitality and
Community Prosperity**



**Community Life,
Safety, and Inclusion**



**Leadership,
Engagement and
Advocacy**



**Sustainable Services
and Infrastructure**

- **Economic Vitality and Community Prosperity Alignment:** Providing monthly permit reports is a direct indicator of investment that is flowing into Blackfalds. Monthly tracking shows whether attraction efforts are converting into real development activity.
- **Community Life, Safety, and Inclusion Alignment:** Requiring permits for development that occurs within the Town ensures development meets Safety Code requirements and the requirements of the Town's Land Use Bylaw.

- Leadership, Engagement, and Advocacy Alignment: Transparent monthly permit reporting supports the Plan's emphasis on meaningful two-way communication on development that is occurring within the Town. Monthly permit values can also strengthen the Town's case when advocating provincial and federal governments for sustainable infrastructure funding by showing growth pressure with real numbers.
- Sustainable Services and Infrastructure Alignment: Monthly permit data directly informs whether infrastructure investment is keeping pace with growth. Capital projects such as lift stations, water reservoir expansions and Servicing Master Plans all depend on understanding development patterns.

FINANCIAL IMPLICATIONS

None.

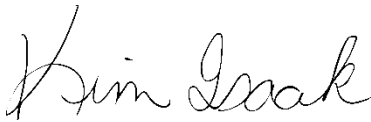
COMMUNICATION / ENGAGEMENT CONSIDERATIONS

These monthly reports are uploaded to the Town's website for public view, as such the communication is informational.

ATTACHMENTS

- *April 2026 Development/Building Permit Report*
- *2024 – 2026 Development/Building Comparison Report*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
54-26	5704 Blackfalds Industrial Way	I2	Development		
55-26	5302 Vista Trail, Unit 215	C-3	Sign		
56-26	21 Aztec Street	R-1M	SFD	approved	27-Apr-26
57-26	25 McKay Place (5 McKay Boulevard)	R-MHP	Manufactured Home		
58-26	58 Mitchell Crescent	R-1M	Basement Reno	approved	27-Apr-26
59-26	65 Willow Road	R-2	Basement Reno	approved	27-Apr-26
60-26	57 Portway Close	R-1S	Basement Reno	approved	27-Apr-26
61-26	4229 Westbrooke Road	R-1S	Home Business	approved	20-Apr-26
62-26	24 Cyprus Road	R-1L	Home Business		
63-26	101 Laurel Close	R-1M	Hot Tub		
64-26	40 Broadway Village MHP (4922 Womacks Road)	R-MHP	Hot Tub		
65-26	6 Pinewood Close	R-1L	Residential Solar Panel Installation		
66-26	44 Almond Crescent	R-1S	Garage		
67-26	50 Anna Close	DC-4	Basement Reno		
68-26	13 Murphy Close	R-1M	Basement Reno		
69-26	69 Pondsides Crescent	R-1M	Interior Tenant Improvements		
70-26	4708 Westbrooke Road	R-1M	Deck		
71-26	113 Pondsides Crescent	R-1M	Deck		
72-26	4606 East Railway Street	I-1	Side and rear yard variances		

Town of Blackfalds Development/Building Permit Comparison 2024 to 2026

2025 YTD

	2024	Dollar Value	2025	Dollar Value	2026	Dollar Value	April	
	Number of Permits		Number of Permits		Number of Permits		Number of Permits	Dollar Value
Residential								
SFD	38	\$ 13,213,080.00	30	\$ 11,399,456.77	2	\$ 580,000.00	12	\$ 4,512,084.77
Duplexes	20	\$ 4,774,000.00	10	\$ 2,480,000.00	0	\$ -	0	\$ -
Manufactured Home	11	\$ 1,751,566.00	11	\$ 2,532,500.00	1	\$ 200,000.00	2	\$ 420,000.00
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	157	\$ 36,667,435.00	12	\$ 2,780,000.00	4	\$ 1,120,000.00	8	\$ 2,000,000.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	8	\$ 3,495,000.00	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	234	\$ 59,901,081	63	\$ 19,191,957	7	\$ 1,900,000	22	\$ 6,932,085
Garage	24	\$ 788,152.61	17	\$ 500,820.00	3	\$ 127,000.00	4	\$ 134,820.00
Deck	11	\$ 105,100.00	13	\$ 110,598.00	1	\$ 2,500.00	3	\$ 19,298.00
Basement Reno	49	\$ 1,339,000.00	44	\$ 1,074,500.00	10	\$ 184,500.00	15	\$ 291,000.00
Addition	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Accessory Suite	2	\$ -	7	\$ 245,500.00	2	\$ 40,000.00	0	\$ -
Home Business	20	\$ -	22	\$ -	4	\$ -	7	\$ -
Other	67	\$ 20,325,799.71	63	\$ 38,776,705.47	10	\$ 98,430.00	16	\$ 7,582,670.34
Commercial	47	\$ 4,594,822.26	34	\$ 2,714,959.00	14	\$ 872,100.00	11	\$ 1,883,510.00
Industrial	5	\$ 2,504,073.00	2	\$ 805,000.00	2	\$ 1,800,000.00	1	\$ 800,000.00
Institutional	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Agricultural	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Public Facility	13	\$ 38,078,150.00	10	\$ 653,000.00	0	\$ -	2	\$ 215,000.00
TOTAL PERMITS	472	\$ 127,636,178.58	275	\$ 64,073,039.24	53	\$ 5,024,530.00	81	\$ 17,858,383.11
General Yearly Notes:		Vista Trail Townhouse complex						



Lacombe Foundation Board Meeting
 Monday March 23, 2026 @ 1:00pm
 Lacombe Memorial Center

MINUTES


Attendance:	Kim Proud	City of Lacombe
	Dwayne West	Lacombe County
	Laura Svab	Town of Blackfalds
	Kristy Klinger	Town of Bentley
	Colleen Ebden (regrets)	Town of Eckville
	Barb Gilliat	Village of Alix
	Tracey Hallman (regrets)	Village of Clive
	The Bethany Group	Carla Beck, Shannon Holtz, Melodie Stol (recorder)
	Lacombe Foundation	Ann Hultink
	Metrix Group	Curtis Friesen

1.	<p>Call to Order</p> <p>The meeting was called to order at 1:01 pm by Board Chair Barb Gilliat.</p>
2.	<p>Approval of Agenda</p> <p><i>K. Proud moved to approve the agenda with the addition of 8b. In Camera board discussion.</i></p> <p style="text-align: right;"><i>CARRIED</i></p>
3.	<p>Delegation – Metrix Presentation of the 2025 Audited Financial Statements</p> <p>Curtis Friesen of Metrix Group presented the audit findings and financial statements. Testing went well, documentation provided and no outstanding questions. No adjusting entries were required, a clean audit opinion was provided.</p> <p>Healthy statement of financial position. Accommodation revenue up 6% reflecting better occupancy and higher rates. Grant received for replacement of nurse call system. 7% increase to salary and benefits reflecting filled position lines after staff vacancy in 2024. Utilities lower with no carbon tax. Reviewed notes on investments and affordable housing debt. Reviewed surplus and reserves information.</p>
4.	<p>Approval of Minutes</p> <p><i>D. West moved to approve the February 2, 2026 Regular Meeting Minutes as presented.</i></p> <p style="text-align: right;"><i>CARRIED</i></p>
5.	<p>Correspondence</p> <p>a.</p>
6.	<p>Reports</p> <p>a. Financial Reports for the 2 months ending February 28, 2026</p>

		<p>Strong rental revenue corresponding with occupancy. The Grant AB Seniors revenue is the LAP grant which is determined annually by the number of qualified residents on February 28. Expenses include the purchase of I-pads for use with the residents and ASCHA conference registrations.</p> <p>Affordable housing is close to budget with no major expenses.</p>
	b.	<p>Occupancy Report to February 28, 2026</p> <p>Strong occupancy continues. Actual number of units at Lacombe is 93.</p>
	c.	<p>CAO Report</p> <p>ASCHA provincial budget analysis. The lodge assistance grant has increased to \$23.50 per day for those residents earning less than \$34,770 and residing in the lodges as of February 28.</p> <p>Eckville manager position is posted. HR attended a job fair in Rocky Mountain House.</p> <p>Resident meetings on April 14 and 15. Discussion on how to direct resident concerns.</p> <p>Lodge events included a crib tournament in Lacombe and Spring Fling in Eckville hosted by the Eckville Manor charitable society. Please follow the lodges on Facebook.</p> <p>Capital projects MUA unit in Eckville, exhaust fan in Lacombe at bid package, quotes stage.</p> <p>No current waitlist for the lodges, 73 for affordable housing.</p> <p>Lodge scoring priority ratings updates from government have been implemented.</p> <p>Spring/summer menus at the 30-day resident review and feedback stage, will launch on Mother's Day.</p> <p>ASCHA conference assignment of ballots. Laura and Tracy will each be assigned one ballot vote.</p> <p>EDI activities.</p> <p><i>K. Klinger moved to accept the Financial, Occupancy and CAO reports as information.</i> CARRIED</p>
7.	New Business	
	a.	<p>2025 Audited Financial Statements – See delegation for presentation highlights</p> <p><i>L. Svab moved to approve the 2025 Audited Financial Statements as presented.</i> CARRIED</p>
	b.	<p>Affordable Housing Rents</p> <p>Rental rates were reviewed in line with current Open Alberta average rents information. Units must be at least 10% below market rent in accordance with the capital grant funding agreement.</p> <p><i>D. West moved to approve an increase to the rental rate for 3-bedroom Parkway Drive units from \$1000 to \$1100. CARRIED</i></p> <p><i>K. Klinger moved to approve an increase to the rental rate for the 4-bedroom Valley Crescent units to \$1100. CARRIED</i></p> <p><i>L. Svab moved to approve an increase to the rental rates for Terrace Heights as follows:</i></p>



		2bdm -Lower	\$875.00 to \$975.00
		2bdm – lower with basement	\$925.00 to \$1025.00
		3bdm - Upper	\$925.00 - \$1025.00
		3bdm – Lower	\$1025.00 to \$1050.00 CARRIED
8.	Previous Business		
	a.	<p>Lacombe Lodge Redevelopment Update</p> <ul style="list-style-type: none"> - Discussed City of Lacombe land profiles. Parcels of land are identified that could be used for a lodge and have been preliminarily reviewed by Graham Capital. - An official request to Lacombe City council for a land contribution would be needed for any city owned land. - Discussed current financial position and amount available for land. Discussed capital funding. - Board directed administration to gather further information on Location 4 and 2, and to make contact on Location 5. - The board requested a meeting with Graham Capital 	
	b.	<p>In- Camera – board discussion</p> <p><i>L. Svab moved to go in-camera at 2:32 pm. CARRIED</i></p> <p>C. Beck, S. Holtz, A. Hultink and M. Stol left the meeting.</p> <p><i>K. Proud moved to come out of in-camera at 3:00 pm. CARRIED</i></p> <p>C. Beck, S. Holtz, A. Hultink and M. Stol returned to the meeting.</p> <p>The board requested administration to prepare additional board education on The Bethany Group/Lacombe Foundation and to arrange site tours.</p>	
9.	Next Meeting Date		
	The next Regular meeting will be held on May 4, 2026 at 1:00 pm at the Eckville Manor Lodge		
10.	Adjournment		
	The March 23, 2026 Lacombe Foundation meeting was declared adjourned at 3:05 pm		


 Barb Gilliat , Board Chair
 Lacombe Foundation


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

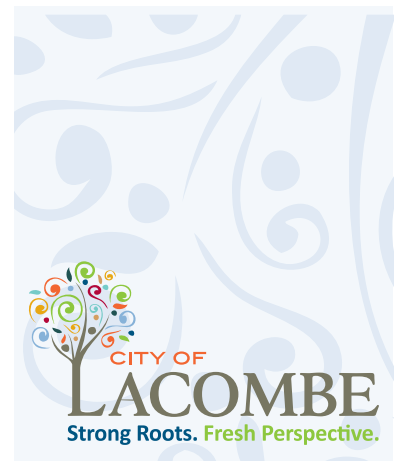
5/4/26
 Date

May 4, 2026
 Date

Council Highlights

Monday, May 11th, 2026 Regular Meeting of Council

Council Highlights briefly outlines the decisions made by City of Lacombe Council. Residents, businesses, and stakeholders are encouraged to stay informed about Council news. Council Meetings are live-streamed on the [City's YouTube](#) channel. Official Minutes are posted at www.lacombe.ca



Quick Headlines:

**Fire Station
Location Decision**

**State of Asset
Management
Practice Report**

**MDP
Performance
Review**

Presentation to Council



Big Brothers Big Sisters of Lacombe & District (BBBS)

BBBS presented their 2025 highlights to Council, showcasing the impact of their mentoring programs.

The organization offers a variety of initiatives that connect youth with caring adults and teens to help them reach their full potential. In 2025, they supported 426 mentoring relationships, with approximately 30% based in Lacombe.

Programs include community-based mentoring, the In-School Mentoring Program, Teen Mentoring, Healthy Bodies Healthy Minds, Game-On!, and Kids n Kops, all aimed at fostering positive development and strong community connections.

Their Festival of Wreaths fundraiser celebrated 15 seasons, and they look forward to its 16th season this year.

Fire Station Location Decision



Lacombe City Council has approved 4410 Woodland Drive as the location for the community's future fire station, following several months of analysis, public engagement, and consultation with Fire Services personnel.

The Woodland Drive site emerged as the preferred option based on its central location, strong access to major roadways, and its ability to support improved emergency response times across Lacombe and the surrounding area, both now and as the community continues to grow and develop over the coming years.

Public engagement showed strong support for the location, with the majority of residents identifying Woodland Drive as their top choice. Fire Services members also ranked the site highest, citing operational efficiency, safe access, and response performance as key factors in their evaluation.

Council considered a range of perspectives during deliberations, including concerns related to traffic, proximity to nearby amenities, and the loss of a ball diamond. These factors were carefully weighed alongside the long-term need to enhance emergency response capacity, support first responders, and maintain a high standard of public safety for residents.

With the site now confirmed, Administration will move forward with planning and design for the new fire station. Updates will be shared with the community as the project progresses and key milestones are reached.



More from the Meeting



Current State of Asset Management - Presentation

Council received a report from Urban Systems on the City's Current State of Asset Management.

The City of Lacombe continues advancing asset management to support sustainable, cost-effective service delivery. Recent work includes asset assessments, strategy updates, and improved data practices. A readiness review shows progress in governance, planning, and data, with opportunities to strengthen leadership, coordination, and consistency.

Next steps focus on refining asset data, enhancing long-term financial planning, and supporting upcoming projects, including road condition assessments and new asset management plans for facilities and infrastructure.

State of Asset Management Practice Report

Council accepted the 2026 State of Asset Management Practice Report, highlighting significant progress since adopting the City's asset management strategy in 2018. Key achievements include establishing a formal policy framework, developing initial Roads and Water Asset Management Plans, improving asset inventories, digitizing data, and strengthening cross-department coordination.

A 2025 maturity assessment found the City has advanced in data use, planning, and collaboration, with the most success in areas supported by cross-department efforts such as condition-based capital planning and use of technology.

However, the report identifies ongoing challenges, including limited staff capacity, the need to update existing plans while developing new ones, and maintaining momentum as asset management expands across service areas. Future priorities include facilities asset management planning, lifecycle cost modelling, centralized data systems, and improved coordination.

The report emphasizes that continued progress will depend on Council's strategic priorities, sustained organizational support, and alignment with long-term infrastructure, service, and funding goals.

Municipal Development Plan (MDP) Performance Review

Council reviewed the 2025 Municipal Development Plan (MDP) Performance Review, which tracks implementation of Lacombe's long-term growth strategy (2015–2036). The report shifts to measurable "Monitoring Metrics" to better support year-over-year, data-driven decision-making.

Of 35 metrics, 28 remain relevant, with updates proposed to improve clarity and data collection. Administration recommends refining the framework to 33 metrics, including new measures such as e-scooter ridership and emergency chute times, while removing metrics that require unavailable data resources.

2025 highlights include 79 residential building permits issued (55 new units delivered), 7.27 years of residential land supply, 110 downtown business licences, and 7,127 Connex transit riders. E-scooters recorded over 9,100 trips with no reported incidents, while emergency response times averaged 5:40.

Council supported Administration's recommendations, approving updates to the performance reporting framework and establishing an annual reporting approach to monitor trends, support planning decisions, and ensure continued alignment with Council priorities.

More from the Meeting



Council Schedule - Lacombe Farmer's Market

Thursday, May 21st, 2026, 2:00 p.m. - 6:00 p.m.
at Michener Park - 6209 50 Avenue (Highway 12)

Stop in for a chat, share your ideas, and be part of the conversations shaping our community.

Upcoming dates:

- June 18
- July 16
- August 20
- September 17
- October 8

Upcoming Council Meetings

- Monday, May 25th, 2026, at 5:30 p.m.
- Monday, June 8th, 2026, at 5:30 p.m.
- Monday, June 22nd, 2026, at 5:30 p.m.

Your City Council



Mayor Hibbs



Councillor Contenti



Councillor de Bresser



Councillor Dykslag



Councillor Goings



Councillor Proud



Councillor Span



PUBLIC LIBRARY
BLACKFALDS

Agenda Item: 2.3 Programming Report

Date: February 2026

Prepared by: YA/Adult Programmer

Programming Highlights:

- **Anime club:** The anime club is getting more and more popular and its really nice to see!! Got lots of good ideas for this club in months to come and they are all from the kids that are coming.
- **Video Game club:** As always, a big hit with the kids. It's really nice seeing more and more new kids coming to play and hang out. Everyone is always so welcoming to the new comers and they all get along really well. They are taking turns with the VR and even helping those that haven't used one before. It's amazing!!
- **Minecraft club:**
- **Art Club:** This month for art club we are going over comic design and the kids are making their own 1 panel story. Learning about panel flow, speech and action bubbles, as well as the importance of a story. How even one panel can tell a story worth talking about and can start a conversation!! The kids have such amazing ideas and are really working on the flow of their panels, you can see the passion. The panels will be going up at the end of the month in the library for others to see.
- **Card Club:** Card club as always is going really well. Consistent and always having a good time playing cards together.
- **Book Club:** The book clubs are still doing really good. The conversations for the last books where really good and definitely had everyone talking which is nice to see. The ladies are even getting together outside of the club as they have form friendships with each other, some of them went to a plat together
- **Read Buddies:** Reading buddies still going strong. It's really fun watching the kids getting better and better with their reading. Some kids that used to really struggle are now flying through books that used to frustrate them a lot.
- **Teen DnD:** The first campaign went really well!! The kids did amazing and had so much fun. Second campaign filled up quickly and all 6 showed up for session 0. Very excited to see not only players that have played before coming to play but also new players coming. Not only that, but everyone is helping/getting along/chatting with each and it's really nice to see!!
- **Made with Love (Card making):** This one a cute little one-off program where people came and made handmade cards for their loved ones. It was really fun and they all made such creative and unique cards.

- **Trade & Play:** This club, due to the weather, didn't get anyone. However, there was a lot of interest in this so we will be trying it again in March.

Do you play

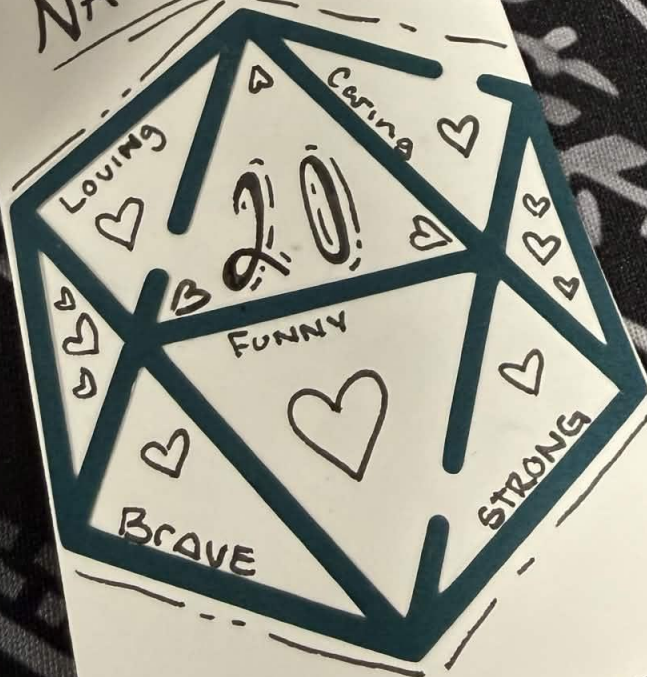
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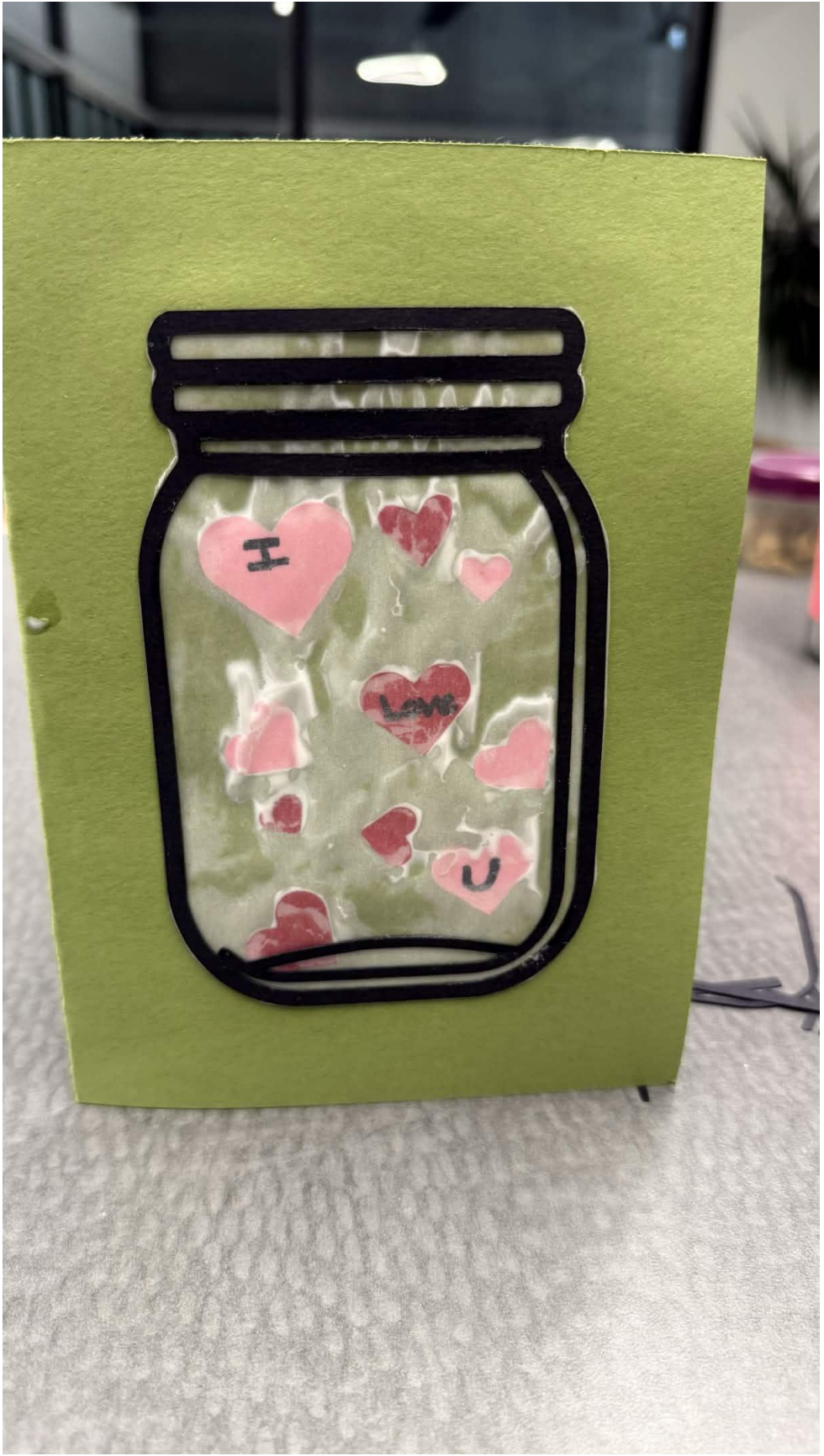
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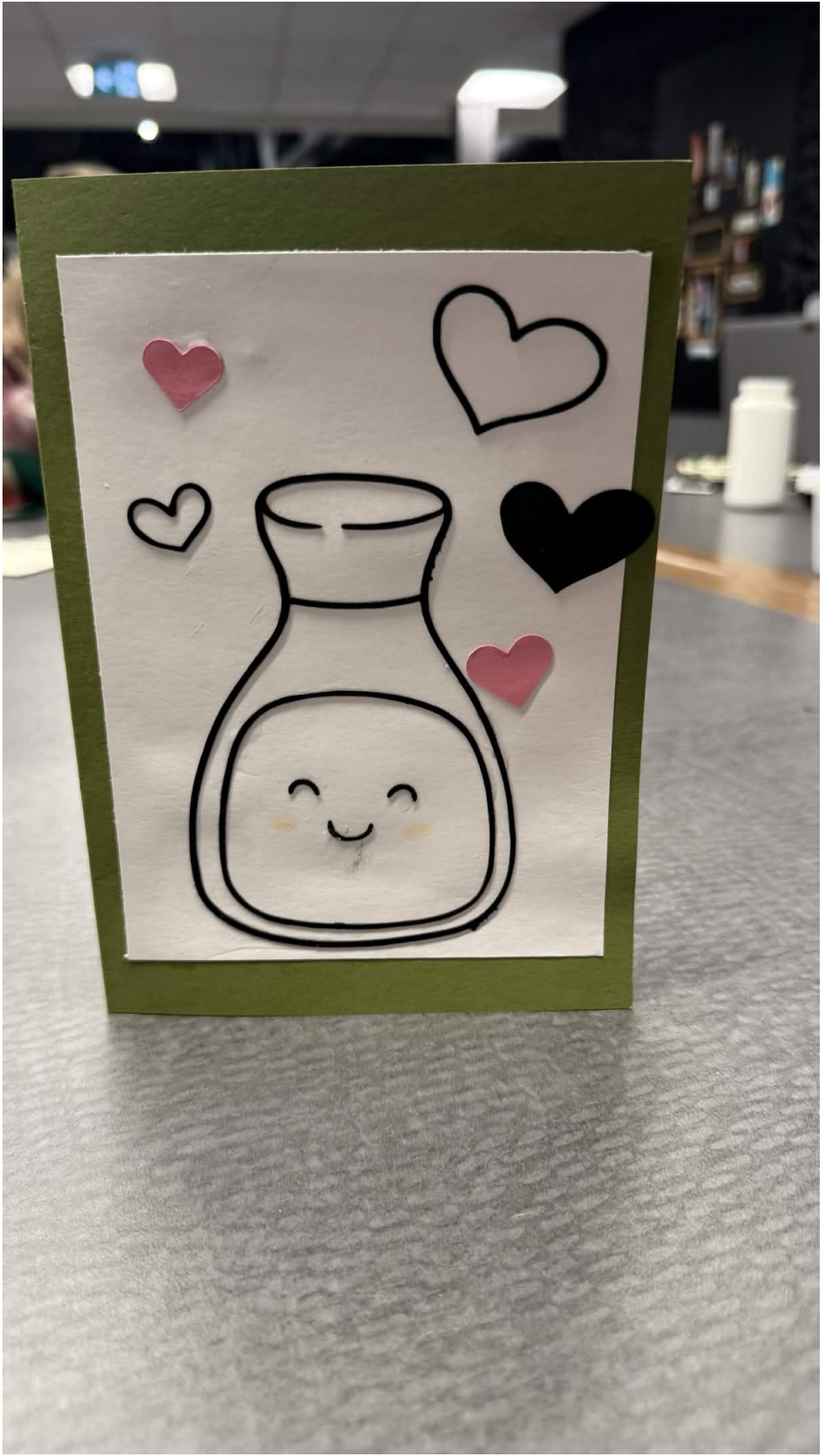
You're A
NATURAL!!!













YOU ARE

SOY

AMAZING

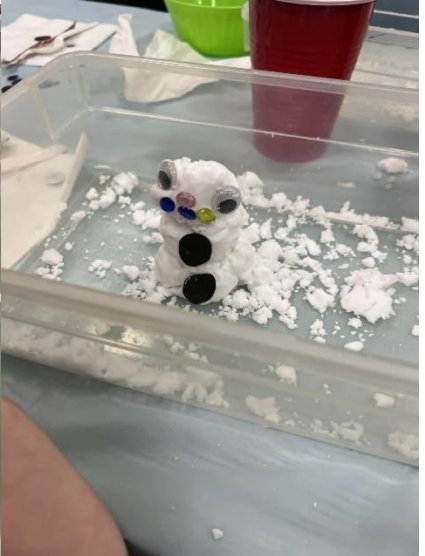


Agenda Item: 2.3 Programming
Report Date: February 27 ,2026
Prepared by: Youth Progammer

Programming Highlights:

- In the Growing Minds Stem Class we made fake snow, molded a snow animal/snowman and slowly melted their creation by pouring vinegar over top. The participants loved watching their creations Fizzle away!
- A mom who lives in Sylvan had brought her child to my Story Times (now has a 1mth old as well). I was told by her that I do a wonderful job with my Story Times. She said she loves that the books were geared to her toddler and loves that there are songs between the stories. She really likes coming to our library and intends to attend classes more often.
- To celebrate Valentine’s Day we had 20 attend our Valentine Tea party where they enjoyed snacks, tea or juice in tea cups. There was a photo booth, crafts, stacking love hearts candy game, and other activities.
- Crafty Corner & Games class we made marbled Candy Hearts Valentines. The children poured paint on shaving cream. Used a stick to move the paint around, dipped their paper heart into the shaving cream and paint, and used a squeegee to remove the shaving cream.
- A mom & her one year old girl loves coming to our classes. After the Music & Movement class she said “Your classes are Always fantastic. We Always have fun when we come!





Agenda Item: 2.3 Programming
Report Date: March 31 ,2026
Prepared by: Laura MacKenzie

Programming Highlights:

- In the Growing Minds Stem Class we made balloon powered cars. They had a lot of fun decorating them, putting them together and of course watching their cars roll across the room!
- This months Kinders visit we had a story time reading the Flower Thief, making a squirrel paper bag puppet and then they took turns giving a puppet show.
- This month we started 5 weeks of Yoga classes with Natasha Young (Mind Body Bliss & Collective Therapies)The classes are on Wednesdays at 10:30am, the moms and littles are enjoying the classes! I look forward to scheduling Natasha to come back in the summer!
- We had our annual Easter Party and the families had fun! We did the chicken dance, had egg races, made crafts, ate snacks, took pictures at our photo booth and ended the party with a egg hunt in the library.
- We Had 56 participants in our Easter Coloring contest. The winners will win Dollarama gift cards.





PUBLIC LIBRARY
BLACKFALDS

Agenda Item: 2.3 Programming Report

Date: March 2026

Prepared by: Adult & YA Programs Coordinator

Programming Highlights:

- **Anime club:** More and more new kids are coming to anime club and it's so refreshing to see the long-time members welcoming in the new members so openly. They are taking turns at choosing the anime for the day, watching things that they may not have picked for themselves and still enjoy it. As well as the conversations between the kids is nice to hear.
- **Video Game club:** As always, video game club is always super looked forward to by the kids. Every Tuesday I have at least 4 kids asking me if its video game club tonight. Not only are they playing together amazing but between rounds or turns on the VR the kids are wanting to talk and play games FROM games in real life!!
- **Minecraft club:** Minecraft is going really well!! It's fun coming on and seeing what the kids make on their off time. They are making such amazing creations.
- **Art Club:** This month in art club we were doing Lino cut printmaking. From the history of printmaking, we worked on carving techniques and "pulling" a print (running it through the printing press). The kids then designed their own stamp, inked it up and ran it through the press. It's so fun sharing my passion and degree with the kids and seeing how much fun they had doing it.
- **Card Club:** The card club always going strong. It was nice to see this month the community that they have together. They celebrated birthdays together and brought new friends. Very refreshing and fun to be there for.
- **Book Club:** The book clubs went really well. Each group really seemed to enjoy the books that were read this month. Some new faces came. The conversations were good.
- **Read Buddies:** Reading buddies has been going well. Some new kids and long-time kids coming and its so nice to see. More parents have been letting me know how much this program has helped their kids and that makes me so happy to hear. That a little program like this has helped kids so much.
- **Teen DnD:** This campaign of the Teens DnD was really fun. Most of the kids that came had never gotten to play DnD before and it was really fun watching them find something new they enjoy as well as make some new friends.
- **Rise and Flow:** This month we had two yoga sessions running on Friday and it was really nice to see how many people enjoy yoga. They are really enjoyed having this opportunity and they can not wait for more yoga in the library.











MEETING DATE: May 26, 2026

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Bylaw 1358.26 - Aspen Lakes West Phase 2A Redistricting**

BACKGROUND

Bylaw 1358.26 proposes to amend Land Use Bylaw 1268/12 (LUB) to redistrict a portion of SW 34-39-27 W4M in the Aspen Lakes West community from the current Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2). The intention of this redistricting is to support the subdivision of fourteen (14) residential lots in the community. The related subdivision application will be presented to the Subdivision Authority, being Council, after Third Reading has been given to Bylaw 1358.26.

DISCUSSION

The Concept Plan in the governing Aspen Lakes West Area Structure Plan (ASP) identifies the lands for future R-1M and R-2 District. The redistricting proposed under Bylaw 1358.26 conforms to the direction in the ASP and is therefore supported by Administration.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



**Economic Vitality and
Community Prosperity**



**Community Life,
Safety, and Inclusion**



**Leadership,
Engagement and
Advocacy**



**Sustainable Services
and Infrastructure**

- Economic Vitality and Community Prosperity. This redistricting application supports economic vitality by increasing the population base, which in turn attracts businesses and strengthens the local economy.
- Community Life, Safety, and Inclusion. One of the key areas of focus is “Housing” which aims to support housing options that meet diverse community needs. This directly supports redistricting for residential uses, as it enables the development of new housing types and increases availability.

FINANCIAL IMPLICATIONS

None.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

Because the application conforms to the governing Aspen Lakes West ASP, no pre-Council engagement was conducted. The *Municipal Government Act* requires a Bylaw to redistrict lands to be subject to a Public Hearing, which will provide impacted landowners with an opportunity to speak directly to Council about the proposed redistricting.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion(s):


1. That Council give First Reading to Bylaw 1358.26 – Redesignation of Part of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2), as presented.
2. That a Public Hearing date be set for June 23, 2026, at 6:00 p.m. in Council Chambers.

ALTERNATIVES

- a) That Council refer First Reading to Bylaw 1358.26 – Redesignation of Part of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2), back to Administration for more information or amendments.

ATTACHMENTS

- *Bylaw 1358.26 - Aspen Lakes West Phase 2A 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 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*, RSA 2000, c M-26 (“**MGA**”) and amendments thereto, for the purpose of amending Schedule ‘A’ of Land Use Bylaw No. 1268.22 to redistrict a portion of SW 34-39-27-W4M in the Aspen Lakes West community to Single Dwelling Medium Lot District (R-1M) and Multi Dwelling (R-2) from Urban Reserve District (UR).

WHEREAS, pursuant to Section 641(1) of the MGA, RSA 2000, c 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 June 11, 2026, and June 18, 2026, in accordance with Section 606 of the *Municipal Government Act*, RSA 2000, and amendments thereto;

WHEREAS, a Public Hearing was held on June 23, 2026, 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 Part of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2)”.
- 1.2 Schedule “A” shall form part of this Bylaw.

PART 2 – AMENDMENTS

- 2.1 That a portion of SW 34-39-27-W4M be redistricted to Single Dwelling Medium Lot District (R-1M) and Residential Multi Dwelling District (R-2), as shown in Schedule “A” as attached and forming a part of this Bylaw.
- 2.2 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 _____, 20__.

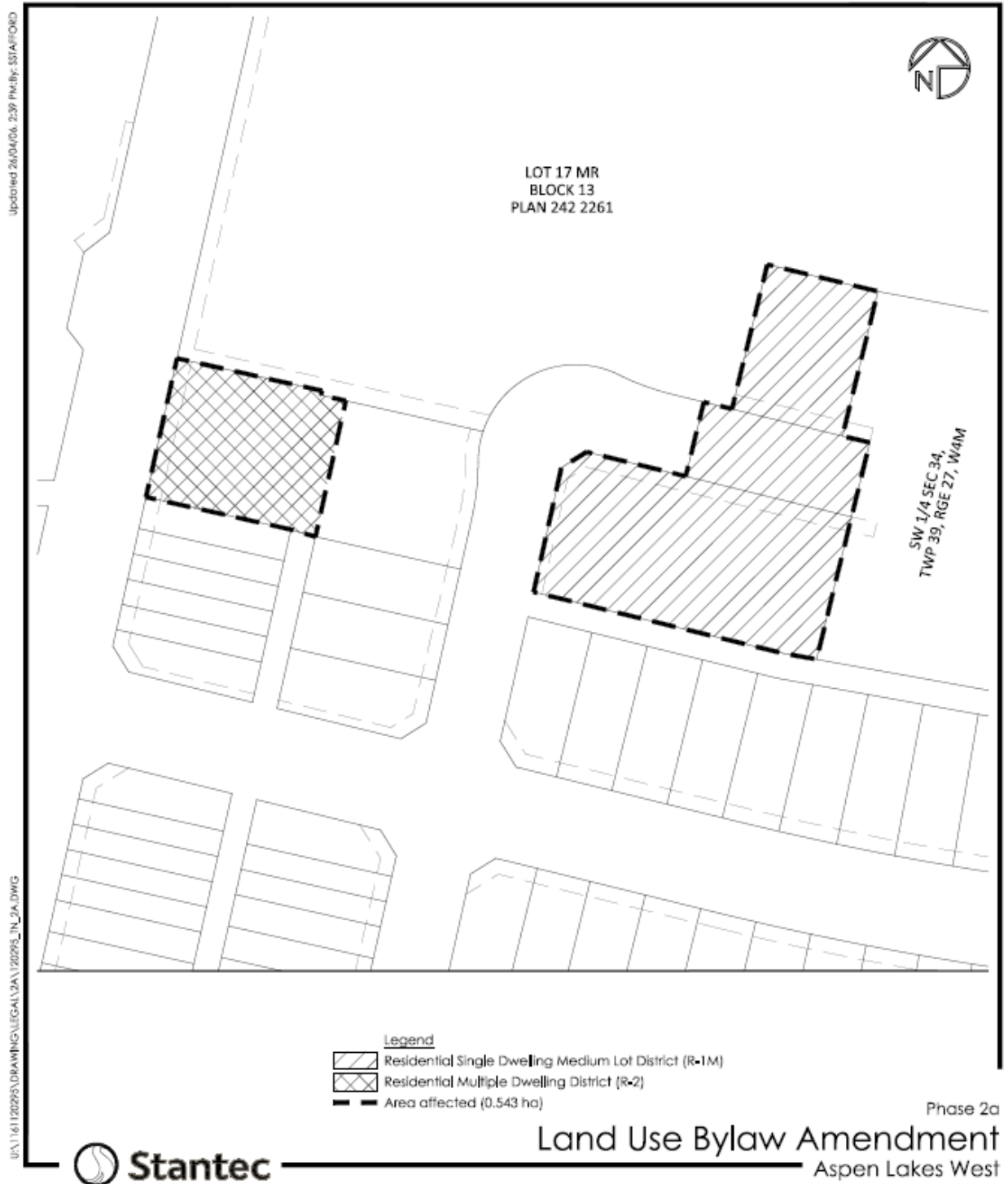
READ for the Second time this _____ day of _____, 20__.

READ for the Third time this _____ day of _____, 20__.

MAYOR LAURA SVAB

CAO KIM ISAAK

BYLAW 1358.26 - SCHEDULE "A"



MEETING DATE: May 26, 2026

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Subdivision File No. S-02-26, 4409 South Street

BACKGROUND

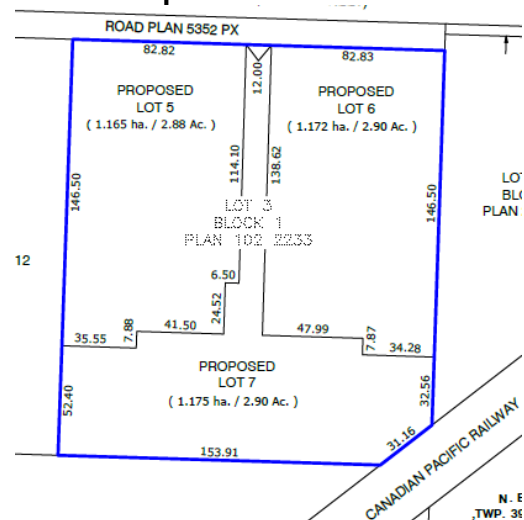
An application has been submitted to subdivide 4409 South Street (highlighted in red) into three (3) separate lots as shown in the subdivision plan below:

- One (1) 1.165 hectare (2.88 acre) lot identified as Proposed Lot 5 to encompass one (1) apartment building, three (3) townhouse structures, and associated parking,
- One (1) 1.172 hectare (2.90 acre) lot identified as Proposed Lot 6 to encompass one (1) apartment building, three (3) townhouse structures, an amenity building, and associated parking, and
- One (1) 1.175 hectare (2.90 acre) lot identified as Proposed Lot 7 to encompass one (1) apartment building, the primary internal access road, and associated parking.

Subject Parcel



Proposed Subdivision



A copy of the Subdivision Application including the tentative Subdivision Plan are included in Attachment 1.

The intent to further subdivide this parcel into three (3) lots was communicated while Planning & Development was processing the Development Permit Application for this site. The Development was approved ensuring that it would conform with the proposed new lot lines when subdivision occurs. A copy of the approved site plan with the proposed property lines highlighted in red is provided in Attachment 2 of this report.

DISCUSSION

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

1. The land proposed to be subdivided is suitable for the intended purpose of the subdivision. Administration received confirmation that the site is suitable for residential use when this property was redistricted to Direct Control District #5.
2. The subdivision conforms to relevant Statutory Plans and the Land Use Bylaw (LUB). The proposed subdivision meets this requirement.
3. The application conforms to relevant sections of the MGA. Section 654(1) of the MGA and Section 9 of the *Matters Related to Subdivision and Development Regulation* outline considerations the Subdivision Authority must consider when making a decision on an application. These considerations pertain to land suitability, availability of infrastructure, legal and physical access to the proposed lots, and environmental considerations. Legal and physical access is provided for proposed Lot 7 due to the configuration of the proposed lot. Proposed Lot 5 and 6 will require an Access Easement to ensure that they have legal and physical access in perpetuity. This Access Easement requirement is listed as a condition of subdivision approval, insofar as that condition remains, Administration will be satisfied the application meets the requirements.
4. All outstanding property taxes have been paid or satisfactory arrangements for their payment have been made with the Town. This requirement is always reflected as 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.

Reserve Dedication

All Municipal Reserve dedication requirements have been previously met and there is no Environmental Reserve (ER) dedication on this parcel because none of the lands qualify for ER designation, pursuant to Section 664(1) of the MGA.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



**Economic Vitality and
Community Prosperity**



**Community Life,
Safety, and Inclusion**



**Leadership,
Engagement and
Advocacy**



**Sustainable Services
and Infrastructure**

- The subdivision aligns with Community Life, Safety, and Inclusion Strategic Priority because it specifically supports housing options that meet diverse community needs. Higher density housing opportunities help to address the need for affordable, accessible, and diverse housing, supporting inclusion and belonging.

- Higher density housing can attract new residents, increase the local workforce, and stimulate demand, thereby aligning with the Economic Vitality and Community Prosperity Strategic Priority.
- The application aligns with the Sustainable Services and Infrastructure Strategic Priority, specifically the Resource Stewardship Area of Focus, because servicing higher density housing development is generally more economically responsible than servicing low density residential because the same infrastructure and services are used more efficiently. Many dwellings share the same pipes, roads, and services instead of stretching this infrastructure farther to serve fewer people.
- From a Leadership, Engagement, and Advocacy perspective, the subdivision plan was circulated to adjacent landowners, impacted Town Departments, and local authorities and agencies. By engaging with immediately impacted neighbours and agencies, it serves to notify them that a new development is coming and helps ensure the development meets community needs.

FINANCIAL IMPLICATIONS

None.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

Notification was sent to adjacent landowners and impacted Town Departments, along with all required local authorities and agencies listed below; copies of the responses are provided in Attachment 3 of this report:

- Alberta Environment and Protected Areas
- Alberta Health Services – Central Zone
- Alberta Transportation and Economic Corridors
- ATCO
- Canada Post
- Fortis Alberta
- North Red Deer Regional Wastewater Services
- North Red Deer River Water Services Commission
- Rogers
- Shaw
- Telus

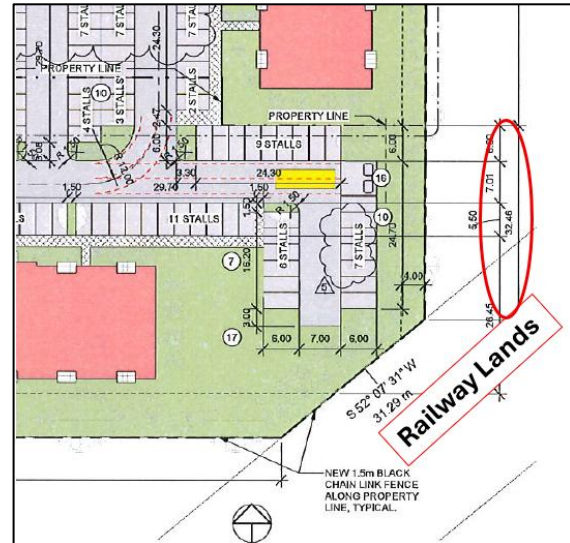
Alberta Health Services advised they have concerns about the proximity of the proposed residential use proximity to the railway and encouraged review of the 2013 Guidelines for New Development in Proximity to Railway Operations.

It's important to note that the Guidelines do not prohibit residential development in close proximity to a rail line. Instead, they provide suggestions on appropriate separation and mitigation of safety, noise, and trespass/nuisance conflicts. The Department considered the Guidelines when processing the Development Permit Application.

The approved development on this site will be fenced along the east, west and south property lines to clearly delineate the property limits from the railway lands. Parking will be provided in the south-east corner of the property to provide a larger separation from the rail line and the apartment buildings. Administration is confident the two (2) apartment buildings that will be closer to the railway lands will be located in excess of the 30 m distance separation suggested by the Guidelines.

No other comments or concerns were raised during the referral period.

ADMINISTRATIVE RECOMMENDATION



That Council consider the following motion(s):

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 subdivision of 4409 South Street (Lot 3 Block 1 Plan 102 2233) into three lots, subject to the following conditions:

1. That pursuant to Section 84 of the *Land Titles Act*, the 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 arrangement satisfactory to the Town of Blackfalds for payment thereof be made.
3. That pursuant to Section 655(1) of the *Municipal Government Act*, a Blanket Utility Right-of-Way, as per the requirements of the Town of Blackfalds and/or utility companies, be registered concurrent with or prior to registering the Plan of Survey.
4. That an Access Easement be registered concurrent with or prior to registering the Plan of Survey to ensure legal and physical access for proposed Lot 5 and proposed Lot 6 to South Street is maintained.

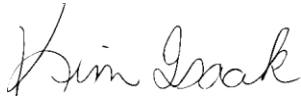
ALTERNATIVES

- 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*
- *Development Permit No. 142-25 Approved Site Plan*
- *Referral Responses*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author



File No #: S-02-26-

Application Date: _____

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): Laebon Developments Ltd. (beneficial owner)

Mailing Address: 289 Burnt Park Drive

City: Red Deer County Prov: AB Postal Code: T4S 2L4

Phone: 403-346-7273 Alt Phone: _____

Email Address: sbontje@laebon.com

(Same as Landowner)

Contractor Name(s): Snell & Oslund Surveys (1979) Ltd.

Mailing Address: 1, 5128 - 52 Street

City: Red Deer Prov: AB Postal Code: T4N 6Y4

Phone: 403-342-1255 Alt Phone: _____

Email Address: legal@snellandoslund.com

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/Part of the _____ ¼ sec. _____ range _____ west of the fourth meridian,
being all/part of:

Lot: 3 Block: 1 Plan: 102 2233

Certificate of Title No.: 242 016 800 +1

Area of the parcel of land to be subdivided: 3.512 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 2
- 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
- e) Does the land require Canada Post Box locations?
 No Yes – If so, please identify locations on the Tentative Subdivision Plan.

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

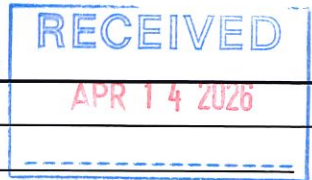
- a) Describe the existing use of the land: Vacant
- b) Describe the proposed use of the land: Apartment Building
- c) The land designation, as classified under the Land Use Bylaw is: DC-5

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

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

File No #: 5-07-26

Application Date:



Grasses/Skrubs, some trees on lot perimeter
portion of lot is pre-graded

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

None

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:

n/a

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://aww.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, Dirk VandenBrink of Snell & Oslund Surveys (1979) 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: [Signature] Date: APRIL 14, 2026

Signature: [Signature] Date: April 17/26

AGENT AUTHORIZATION (WHEN APPLICABLE)

I/We, Town of Blackfalds / Laebon Developments Ltd., being the registered
(please print full name(s))

owner(s) of the land being subdivided do hereby authorize Snell & Oslund Surveys (1979) Ltd.
(individual or firm seeking application)

to make application for subdivision affecting the above noted property.

Signature: [Signature] Date: April 17/26

Signature: [Signature] Date: April 14, 2026



File No #: 502-26.

Application Date: _____

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: Preston Wernon [Signature] Date: April 17, 2026
(please print full name)

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

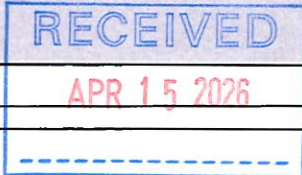
Signature: _____ Date: _____

Signature: _____ Date: _____

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

BELOW FOR OFFICE USE ONLY

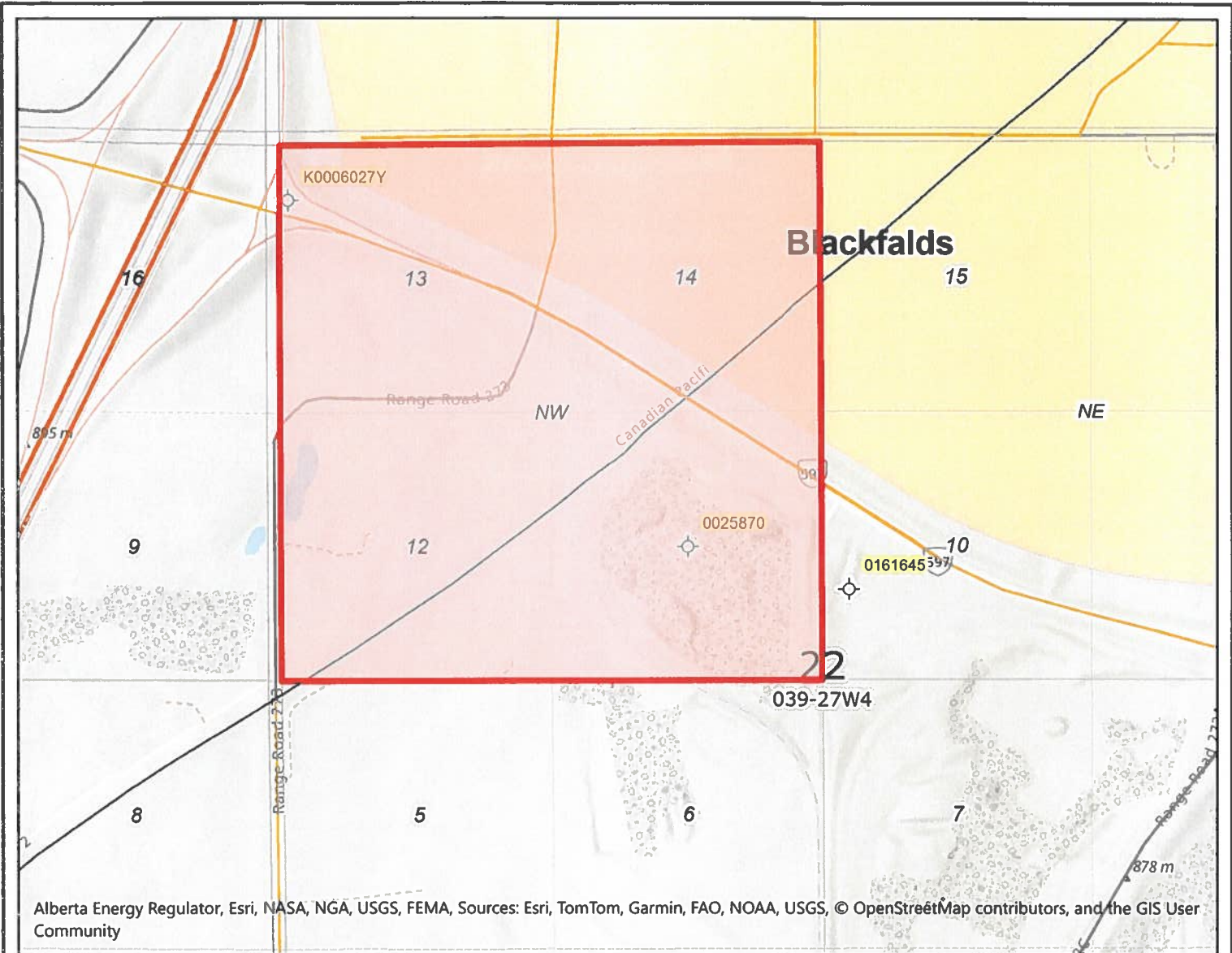
Subdivision Application Fee: (1-61-00-526)	\$ <u>1,200-</u>
TOTAL:	\$ _____



Receipt #: 675437

Date Paid: _____

Personal information collected on this application will be used in the evaluation of plans and to facilitate contact with referral agencies and adjacent landowners. The information is collected under the authority of the *Municipal Government Act* and the Land Use Bylaw currently in force, as well as Section 4(c) of the *Protection of Privacy Act* and will be protected under Part 1 of the *Protection of Privacy Act*. As mandated in the *Access to Information Act*, applicant names and the nature of permits issued may be made publicly available. Questions or concerns regarding the collection and/or use of this information may be directed to the Information Governance Coordinator at access@blackfalds.ca or by phone at 403.885.6370.



Alberta Energy Regulator, Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

<Layout_Title>

Base Data provided by: Government of Alberta


Author:
YYY

Print Date:
3/5/2026

Legend

- ◊ Abandoned Wells
- Revised Location
- Revised Location Pointer
- Paved Road (20K)**
 - Primary Divided
 - Primary Divided
 - Primary Undivided 4L
 - Primary Undivided 4L
 - Primary Undivided 2L
 - Primary Undivided 1L
 - Primary Undivided 1L
 - Interchange Ramp
 - Interchange Ramp
 - Interchange Ramp
 - Secondary Divided
 - Secondary Divided
 - Secondary Undivided 4L
 - Secondary Undivided 4L
 - Secondary Undivided 2L
 - Secondary Undivided 2L
 - Secondary Undivided 1L
 - Secondary Undivided 1L
- Gravel Road (20K)**
 - Primary Undivided 2L
 - Primary Undivided 2L
 - Primary Undivided 1L
 - Primary Undivided 1L
 - Secondary Undivided 2L
 - Secondary Undivided 1L
 - Secondary Undivided 1L
- Railway (20K Large Scale)**
 - Single Line
 - Double Line
 - Multiple Line
 - Spur Line
 - Abandoned
 - ATS LSD label
- Roads - Other**
 - Unimproved
 - Unclassified
 - Truck Trail
 - Winter
 - Ford Winter Crossing
 - Ferry Route
- ATS LSD with Road**
- ATS Quarter Section label**
- ATS Quarter Section with**
- ATS Section label (large)**
- ATS Section with Road**
- ATS Township (large scale)**
- Provincial Boundary**
- Lake Label (20K)**
- River Label (20K)**
- Lake/River (20K)**
 - Lake or River
 - Lake or River
 - Reservoir
 - Oxbow
 - Major Canal
 - Oxbow
 - Quarry
 - Dugout
- Intermittent Lake**
 - Intermittent Lake
 - Intermittent Oxbow
- Sandbar / Wetland /**
 - Sandbar

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 Projection and Datum
 WGS 1984 Web Mercator Auxiliary Sphere
 Scale 1:14,622



ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
242 016 800 +1

REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

(DATA UPDATED BY: TRANSFER OF UTILITY RIGHT
OF WAY 012020464)

102 217 960 23/06/2010 CAVEAT
RE : LEASE INTEREST UNDER 20 ACRES
CAVEATOR - ATCO GAS AND PIPELINES LTD.
7210 42 STREET
EDMONTON
ALBERTA T6B3H1

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 18 DAY OF
FEBRUARY, 2026 AT 02:48 P.M.

ORDER NUMBER: 56333294

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

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
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PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

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4.12.0 *Spin2* SPATIAL INFORMATION SYSTEM

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- [LINC Number](#)
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- [Registered Documents](#)

Search Summary: 1 item(s) returned.

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Add all [Current Historical Titles](#) to your shopping cart.

Page 1 of 1

1 Result(s) Found - 0 Selected

Go to Page:

Add to Cart Curr / Hist	View	Title Number	Type	LINC Number	Short Legal	Rights	Registration Date	Change/Cancel Date	Additional Searches
<input type="checkbox"/> <input type="checkbox"/>	 	242016800001	Current Title	0039760160	1022233;1;3	Surface	17/01/2024	17/01/2024	

< Previous Next >

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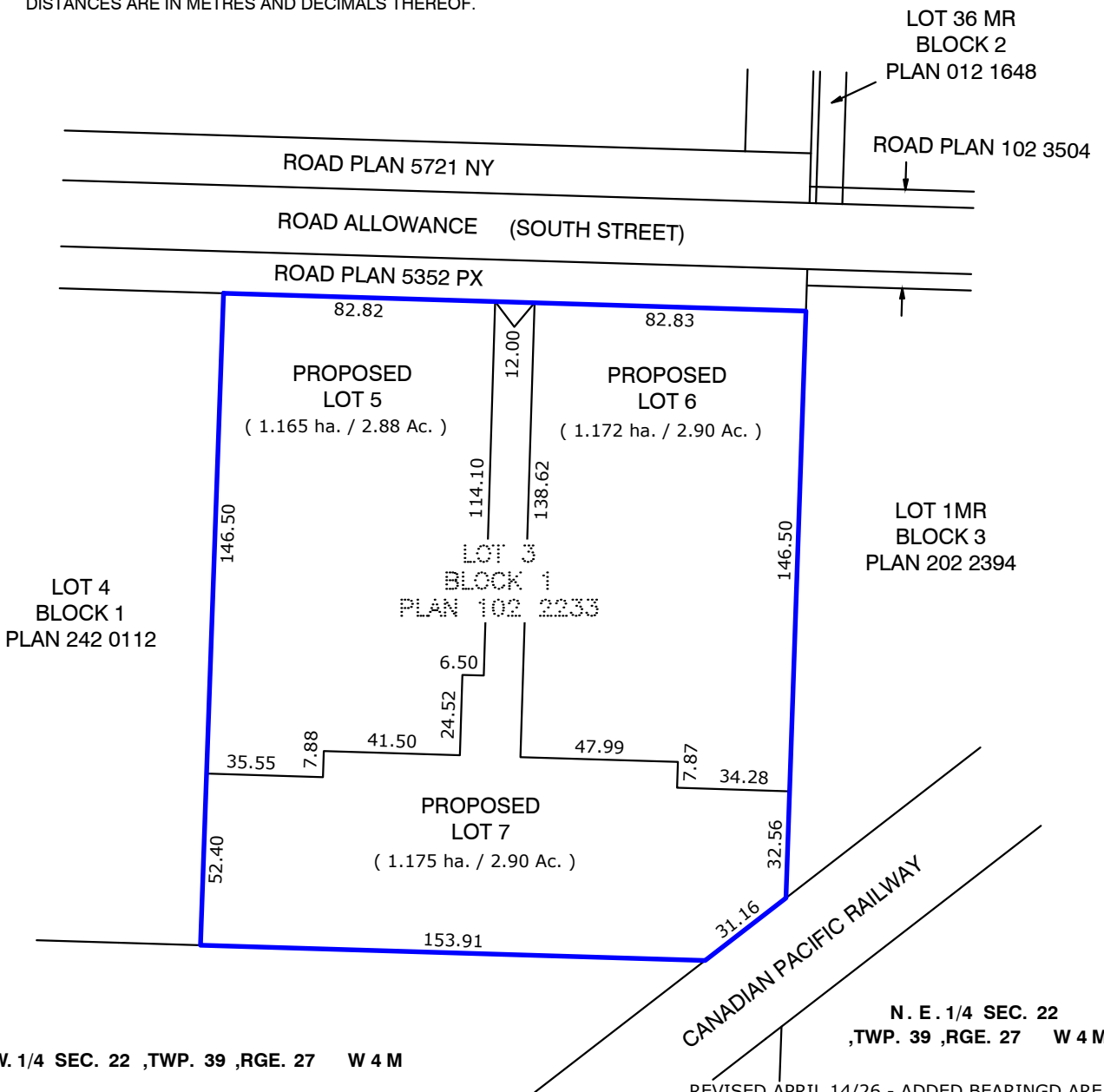
© 2002-2026 [Government of Alberta](#)

**TENTATIVE PLAN SHOWING
PROPOSED SUBDIVISION OF
the Remainder of
LOT 3, BLOCK 1, PLAN 102 2233
IN THE
N.W. 1/4 Sec. 22-39-27-W4M
BLACKFALDS**



AREA TO BE REGISTERED IS OUTLINED THUS
AND CONTAINS 3.512 ha. (8.68 Ac.)

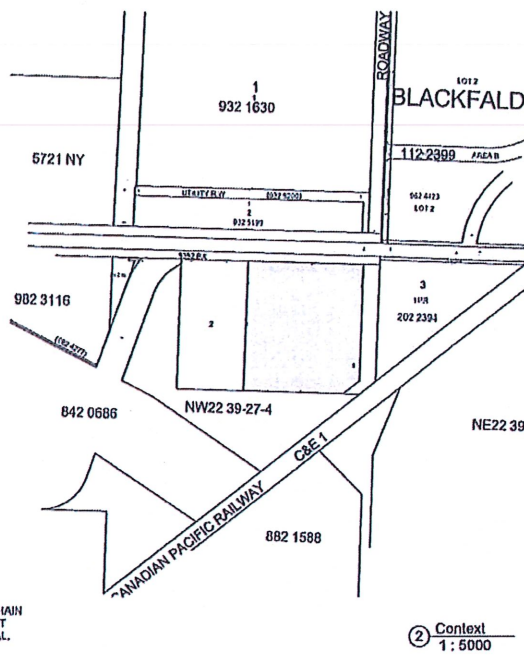
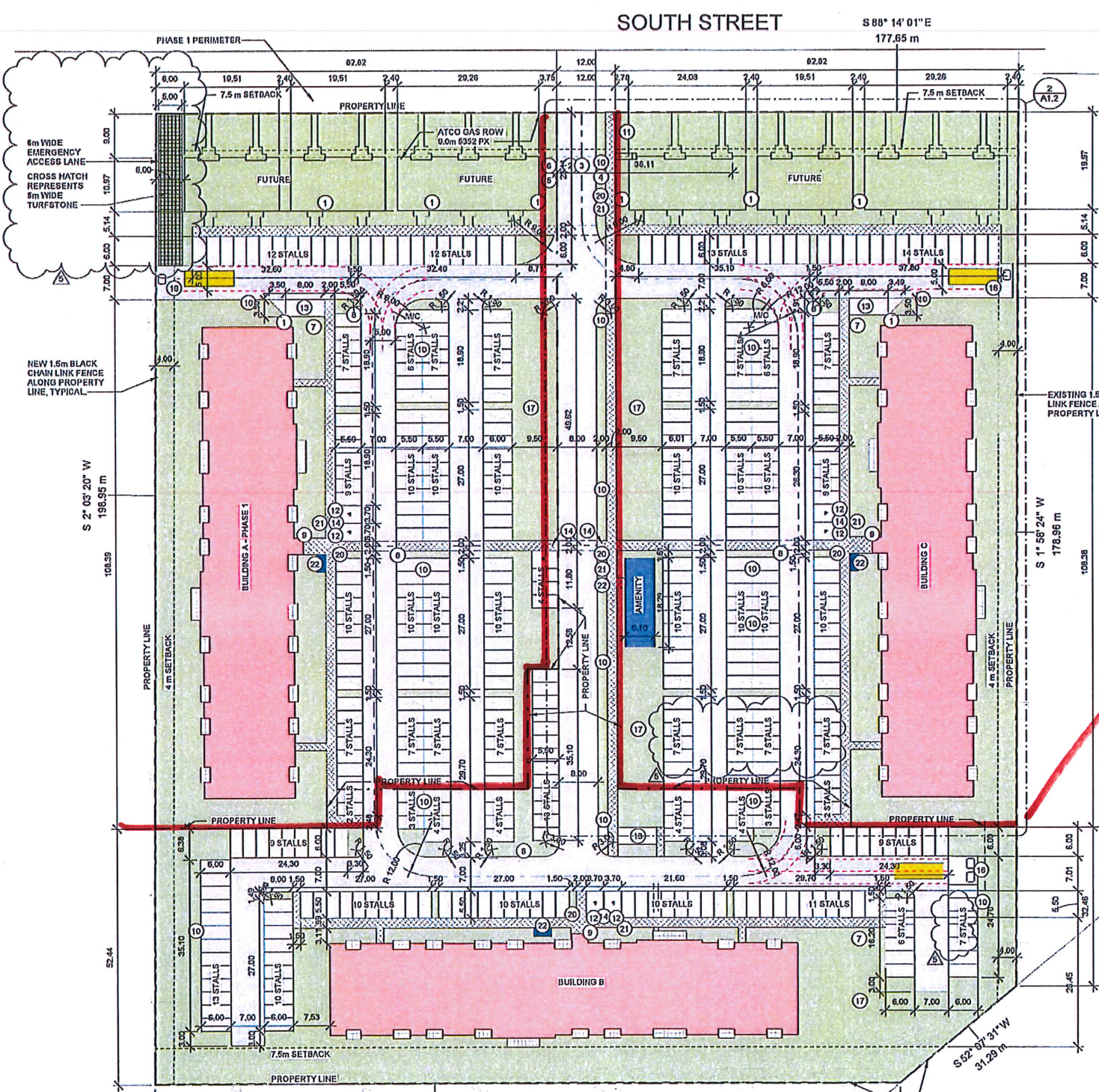
BEARINGS ARE GRID (NAD83, UTM, ZONE 12)
DISTANCES ARE IN METRES AND DECIMALS THEREOF.



N. W. 1/4 SEC. 22 ,TWP. 39 ,RGE. 27 W 4 M

REVISED APRIL 14/26 - ADDED BEARINGD ARE GRID

Snell & Oslund <small>Surveyors (1979) Ltd.</small> RED DEER, ALBERTA, Ph. 1-888-310-1255	DRAFTED BY: KV	DWG FILE NAME: 397-297 APP
	CHECKED BY: DV	DATE: MARCH 4, 2026



Land Use Bylaw Information

BUILDING USE & ZONING:
DIRECT CONTROL DISTRICT 5

SITE AREA: 35,126 m² = 3.51 Ha = 378,105 ft² = 8.69 ac

BUILDING FOOTPRINT AREA: = 6,760.8 m²

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

COVERAGE PROPOSED: = 19.2%

PROPOSED BUILDING HEIGHT: 15.6m (50.89 ft)

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

APARTMENT UNITS:

1 BDRM APARTMENT	144
2 BDRM APARTMENT	132
2 BDRM TOWNHOUSES	22
TOTAL	305

PARKING STALLS:

1BDRM APT (144 x 1) =	144
2BDRM APT (132 x 1.5) =	198
TOWNHOUSE (22 x 1.5) =	43.5
GUEST: 305(9)	61
PROVIDED:	457

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	181
3.5 x 8.0 - 90 deg loading	3
3.7 x 5.5 - 90 deg hc	7
Grand total:	460

NOTE THAT THIS COUNT INCLUDES THE 3 LOADING ZONES

- NOTES:**
- A 5.0m WIDE GARBAGE TRUCK TURNING RADIUS AND MANEUVERING SPACE IS SHOWN WITH RED DASHED LINES. THE YELLOW RECTANGLE IS THE DIMENSION OF A TYPICAL FRONT END LOADING GARBAGE TRUCK AS PER CITY OF CALGARY WASTE COLLECTION VEHICLE SPECIFICATION DRAWINGS.
 - GARBAGE ENCLOSURE MATERIALS AND DETAILS ARE SHOWN ON SHEET A1.4

- Site Plan Legend**
- ① GAS METER BY THE GAS SERVICE PROVIDER
 - ② SANITARY SERVICE LINES
 - ③ WATER SERVICE LINE
 - ④ POWER SERVICE LINE
 - ⑤ UNDERGROUND TELEPHONE SERVICE
 - ⑥ UNDERGROUND CATV SERVICE
 - ⑦ PADMOUNT TRANSFORMER
 - ⑧ FIRE HYDRANT
 - ⑨ SIAMISE CONNECTION
 - ⑩ LIGHT STANDARD (REFER TO ELECTRICAL)
 - ⑪ EXTERIOR MONUMENT SIGN
 - ⑫ BARRIER FREE PARKING STALL SIGN (TYPICAL)
 - ⑬ LOADING SPACE
 - ⑭ BARRIER FREE CURB RAMP
 - ⑮ CONCRETE FILLED BOLLARD
 - ⑯ GARBAGE COLLECTION AREA
 - ⑰ SNOW STORAGE AND COLLECTION AREA
 - ⑱ CONCRETE SPLASH PAD
 - ⑲ TRENCH DRAIN
 - ⑳ WASTERECYCLE RECEPTACLE
 - ㉑ PARK BENCH
 - ㉒ BICYCLE RACK
- ASPHALT PAVEMENT
CONCRETE SIDEWALK
LANDSCAPED AREA
STAMPED CONCRETE
PROPOSED BUILDING AREA

- Symbol Legend**
- ⑩1 DOOR TAG
 - ⑩ WINDOW TAG
 - ⑩ WALL TAG
 - ⑩1 SIM BUILDING SECTION REFERENCE SHEET NUMBER
 - ⑩1 SIM WALL SECTION REFERENCE SHEET NUMBER
 - ⑩1 Ref ELEVATION REFERENCE SHEET NUMBER
 - ⑩1 SIM DETAIL REFERENCE SHEET NUMBER
 - Name Elevation VERTICAL ELEVATION REFERENCE
 - ⑦ MATERIAL TAG
 - ⑦ GRID NUMBER REFERENCE
 - ⑦ REVISION REFERENCE NUMBER
 - ⑦ / A101 DRAWING NUMBER / SHEET NUMBER
 - Room name ROOM NAME ROOM NUMBER
 - ⑦ View Name 1/8" = 1'-0"
 - TRUE NORTH

Proposed property lines

APPROVED

Town of Blackfalds
Planning & Development Officer
Feb 11, 2006

Sherri Turpin Architect
410 11TH Avenue
Keremeos BC V0X 1N3
587.876.7616
turpinarchitect@outlook.com

No.	Description	Date
1	Comments From Town	25-09-22
2	Comments From Town	25-10-11
3	Relocate Garbage	25-11-14
4	Comments from Town	25-12-02
5	Comments from Town	26-01-06

DO NOT SCALE THIS DRAWING
FOR ALL DIMENSIONS, REFER TO THE DIMENSIONS ON THE DRAWING OR TO THE DIMENSIONS ON THE PLAN. ALL DIMENSIONS SHALL BE TO THE CENTERLINE UNLESS OTHERWISE SPECIFIED.
THIS DRAWING IS THE PROPERTY OF SHERRI TURPIN ARCHITECT. IT IS TO BE USED ONLY FOR THE PROJECT AND NOT FOR ANY OTHER PROJECTS WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT.



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	24-24
Date	August 8, 2025
Drawn by	SMT
Checked by	SMT
Scale	As indicated

A1.1

From: [Quentin Schatz](#)
To: [Planning & Development Staff](#)
Subject: S-02-26
Date: April 27, 2026 2:43:54 PM

Caution! This message was sent from outside your organization.

Town of Blackfalds

Dear Jolene,

Re: S-02-26, 4409 South Street

Following a request on April 21, 2026, the following reports were reviewed by Alberta Health Services- Safe Healthy Environments (AHS-SHE) for provision of a public health perspective:

<!--[if !supportLists]-->• <!--[endif]-->Notice of Subdivision Application

It is understood this review forms part of the vacant land into apartment buildings.

AHS-SHE has concerns regarding the proximity of the railway to the proposes facility. Recommend the planning authority follow up with the Federation of Canadian Municipalities for setback requirements.

[Land use planning around rail corridors: railway proximity guidelines | Federation of Canadian Municipalities](#)

If there are questions, I can be reached by email at Quentin.schatz@albertahealthservcies.ca.

Sincerely,

Quentin Schatz

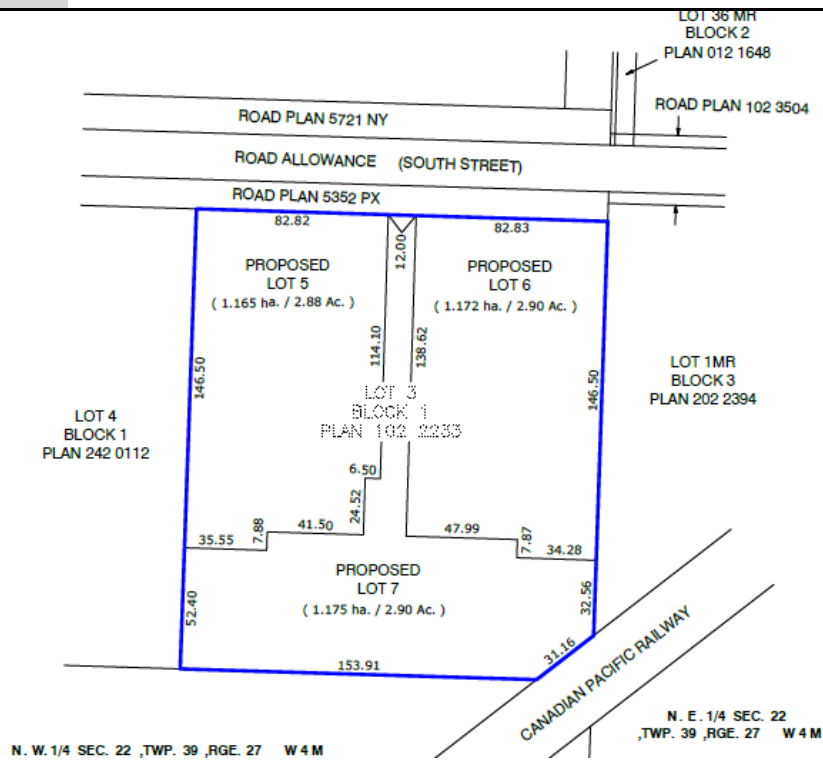
*Public Health Inspector / Executive Officer
Alberta Health Services Environmental Public Health
Red Deer Johnstone Crossing
1-833-476-4743*

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.

Transportation and Economic Corridors Notification of Referral Decision

Subdivision in Proximity of a Provincial Highway

Municipality File Number:	S-02-26	Highway(s):	2A, 597
Legal Land Location:	QS-NW SEC-22 TWP-039 RGE-27 MER-4	Municipality:	Blackfalds
Decision By:	Brittany Van Norman	Issuing Office:	Central Region / Red Deer
Issued Date:	2026-05-12	Appeal Authority:	Subdivision and Development Appeal Board
RPATH Number:	RPATH0071945		
Description of Development:	Subdivision File S-02-26 - 4409 South Street		



This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 2A, 597.

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal based on the findings of the accepted Traffic Impact Assessment accepted under 2025-0061975. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 are met, therefore no variance is required.

Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal:

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act.
2. The applicant is advised that any development within the highway right-of-way or within 300 metres beyond the limit of a controlled highway or within 800 metres from the center point of an intersection of the highway and another highway would require a permit from Transportation and Economic Corridors. This requirement is outlined in the Highways Development and Protection Regulation.

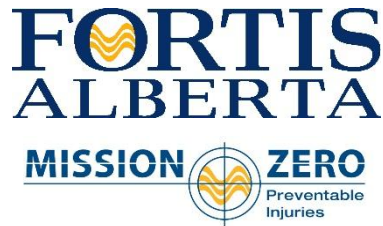
The subject property is within the noted permit area and, as such, any development would require the said permit. To ensure that any future highway expansion plans are not unduly compromised, minimum setbacks would be identified and stipulated as a condition of approval such that an adequate buffer would be maintained alongside the highway and any other highway related issues could be appropriately addressed.

3. Transportation and Economic Corridors accepts no responsibility for the noise impacts or other impacts of highway traffic upon any development or occupants thereof. The subdivision design should include adequate physical features to ensure that the proposed use of land is compatible with the adjacent provincial highway system. Some of these features might, for example, include landscaping and/or berming, to provide noise attenuation and visual screening from the highway. Implementation of these features is the responsibility of the owner/municipality.

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information



Issued by **Brittany Van Norman, Development and Planning Technologist**, on **2026-05-12** on behalf of the Minister of Transportation and Economic Corridors



Logan Jamieson
Land Coordinator Student

FortisAlberta Inc.
320 - 17 Ave SW
Calgary, AB
T2S 2V1
Phone# 403-514-4013
Cell#
www.fortisalberta.com
Email:
Logan.jamieson@fortisalberta.com

May 7, 2026

Town of Blackfalds
Box 220, 5108 Waghorn St.
Blackfalds AB
T0M 0J0

Attention: Candice Hilgersom

RE: FortisAlberta Condition for Subdivision Approval

MD File No.: S-02-26

Location/Legal Description: NW 22-39-27 W4

Customer Name: Town of Blackfalds

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 cursive script that reads 'L. Jamieson'.

Logan Jamieson

April 23, 2026

Town of Blackfalds
Box 220, 5108 Waghorn St.
Blackfalds, AB T0M 0J0



Attention: Jolene Tejkl

RE: Subdivision File: S-02-26
NW-22-39-27-W4M
Landowner: Town of Blackfalds

Dear Manager Tejkl,

The Commission has no comments or concerns on the application to subdivide a 3.512ha (8.68 acre) parcel of land on the northeast part of the NW-22-39-27-W4M, for the purpose of residential development.

If you have any questions or concerns, please contact me or Julia Fesenko at 403.782.6666 or at jfesenko@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: planning_development@blackfalds.ca

April 23, 2026

Town of Blackfalds
Box 220, 5108 Waghorn St.
Blackfalds, AB T0M 0J0

Attention: Jolene Tejkl

RE: Subdivision File: S-02-26
NW-22-39-27-W4M
Landowner: Town of Blackfalds

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Sincerely,

NORTH RED DEER REGIONAL WASTEWATER SERVICES COMMISSION



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

SENT VIA EMAIL: planning@lacombecounty.com

From: [Mohammad Amin](#)
To: [Candice Hilgersom](#)
Cc: [Project Manager - Northern Alberta](#); [NABtransmittals](#)
Subject: RE: Notice of Subdivision Application S-02-26 - 4409 South Street
Date: April 22, 2026 8:05:12 AM
Attachments: [image002.png](#)

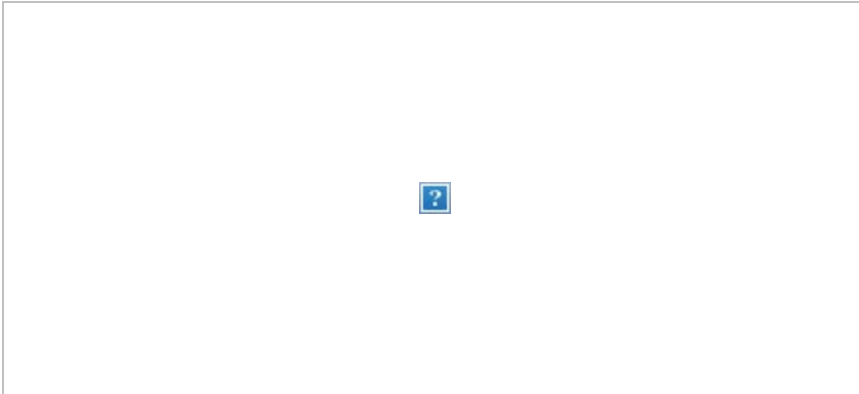
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Good Morning,

On behalf of Rogers Communications Inc, we have reviewed the Notice of Subdivision Application S-02-26 - 4409 South Street and have no objections with the proposal.

Thanks,



From: Candice Hilgersom <CHilgersom@blackfalds.ca>
Sent: April 21, 2026 12:43 PM
To: waterapprovals.reddeer (waterapprovals.reddeer@gov.ab.ca)
<waterapprovals.reddeer@gov.ab.ca>; centralzone.environmentalhealth@ahs.ca; Gas Land Department <land.admin@atco.com>; mark.kalan@canadapost.ca; Preston Weran <pweran@blackfalds.ca>; Aws Al Sammarraie <AAISammarraie@blackfalds.ca>; Eric Collins <ECollins@blackfalds.ca>; Robert Cote <RCote@blackfalds.ca>; landserv@fortisalberta.com; Jordan Thompson <jthompson@lacombe.ca>; projectmanagernorthernalberta@rci.rogers.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>; Jordan Schumaker <JSchumaker@blackfalds.ca>
Subject: Notice of Subdivision Application S-02-26 - 4409 South Street

Good morning,

Please review the Notice of Subdivision Application for 4409 South Street.

A response is needed by **Tuesday, May 12, 2026**. 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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From: [circulations.](#)
To: [Candice Hilgersom](#)
Subject: Re: Notice of Subdivision Application S-02-26 - 4409 South Street
Date: April 23, 2026 2:54:02 PM

Caution! This message was sent from outside your organization.

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Good Day,

Thank you for including TELUS in your circulation. At this time, TELUS has no concerns with the proposed activities.

Regards,

Tanya Roberts

Sr. Real Estate Specialist | TELUS Land Solutions Team
National Network Planning (NNP)
2930 Centre Avenue NE, Calgary, AB T2A 4Y2

The future is friendly®

circulations@telus.com

On Tue, Apr 21, 2026 at 12:43 PM Candice Hilgersom <CHilgersom@blackfalds.ca> wrote:

Good morning,

Please review the Notice of Subdivision Application for 4409 South Street.

A response is needed by **Tuesday, May 12, 2026**. 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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MEETING DATE: May 26, 2026

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

PRESENTED BY: Ken Morrison, Director of Emergency Management & Protective Services

SUBJECT: **Bylaw 1359.26 - Animal Control Bylaw**

BACKGROUND

Council gave First Reading to Animal Control Bylaw 1335.25 on June 10, 2025, at the Regular Meeting of Council.

The original Bylaw was adopted in 2014 and required several changes. Changes to the Bylaw included updated definitions, licensing provisions, new sections for both Guide and Service Dogs and Animal in Distress. In addition to these changes, the penalties schedule was updated to increase certain penalties.

Since First Reading significant changes have been made to the bylaw as a result of direction from the February 17, 2026, Standing Committee of Council where direction was provided for a legal review of the bylaw. As such Administration is recommending that First Reading of Bylaw 1335.25 be rescinded and that Council consider giving all three readings to 1359.26 as opposed to trying to capture the significant amendments made since First Reading.

Based on the legal review, the following changes have been made to the Bylaw.

Definitions

- Removal of Animal as a definition.

Animal was used to define cat and dog. Based on the advice from legal counsel it was noted that it is very confusing to define Animal as only a Cat or Dog and recommended that it be removed and instead use Cat and Dog and define them. Based on this, Animal has either been replaced with Cat or Dog throughout the bylaw.

- Updated definition of Dangerous Dog.
- Emotional Support Animal definition removed
Emotional Support Dog was not included in the bylaw, so Legal recommended that it be removed.
- Former Owner definition removed
Legal advised that if a term is only used once in a bylaw that a definition is not required.
- Licence Inspector definition was added.
- Residential Kennel definition was deleted as it was only used once in the bylaw.

- Owner definition was updated to reflect the noted changes in definitions to include cat and dog and updates to dangerous dogs.
- Review Committee definition was added.

Dangerous Dog Licensing

- New Section

Dangerous Dog Declaration

- New section

Review of Dangerous Dog Declaration

- New section

Part 17

- Changed from Animal in Distress to Cat or Dog in Distress.

Updated Schedules

- Schedules updated to reflect the applicable changes referenced throughout this report.
- Removal of fines for failing to have a permit for kennel in Schedule "D".
- Fines in Schedule "D" were adjusted to be in line with neighboring communities.

In addition to the noted changes above, formatting and numbering were updated to reflect the changes and new sections, and minor grammatical and spelling edits were made.

DISCUSSION

Due to the significant number and scope of revisions to the Animal Control Bylaw following First Reading, Administration has determined that incorporating all amendments through individual motions at Second Reading would be complex and could lead to inconsistencies in the final consolidated bylaw.

To ensure a clear, accurate, and enforceable document, Administration recommends that Council rescind the First Reading of Bylaw No. 1335.25, given on June 10, 2025. This approach allows the introduction of a fully revised and consolidated version that captures all proposed changes without requiring multiple amendment motions.

Administration further recommends that Council proceed with First, Second, and Third Reading of Bylaw No. 1359.26 - Animal Control Bylaw, which incorporates all revisions into a single, clean document. This approach supports clarity for Council, Administration, and the public, and ensures the final bylaw accurately reflects Council's intent.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



Economic Vitality and
Community Prosperity



Community Life,
Safety, and Inclusion



Leadership,
Engagement and
Advocacy



Sustainable Services
and Infrastructure

The updated Animal Control Bylaw meets Community Life, Safety and Inclusion priority of Council's Strategic Plan by promoting responsible pet ownership, supporting harmonious relationships between pet owners and non-pet owners and enable more pet-friendly spaces which all contributes to a more enjoyable, livable and connected community environment.

If further meets the Safety and Inclusion Priority by establishing clear rules around dangerous or aggressive animals and providing mechanisms for enforcement.

FINANCIAL IMPLICATIONS

Some minor costs will be associated with the posting of the "no pets" signage at the entrance of facilities, as they will need to be updated with the new Bylaw number. Fines have also been increased to align with other area municipalities.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

As there have been significant changes to the Animal Control Bylaw, Administration will prepare an educational campaign to communicate the changes to the residents.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council rescind First Reading of Bylaw 1335.25 Animal Control Bylaw, being resolution 147/25.
2. That Council give First Reading to Bylaw 1359.26 - Animal Control Bylaw, as presented.
3. That Council give Second Reading to Bylaw 1359.26 - Animal Control Bylaw, as presented.
4. That Council give unanimous consent to move to Third Reading of Bylaw 1359.26 – Animal Control Bylaw, as presented.
5. That Council give Third Reading to Bylaw 1359.26 – Animal Control Bylaw as presented.

ALTERNATIVES

- a) That Council refer Bylaw 1359.26 - Animal Control Bylaw back to Administration for more information or amendments.


ATTACHMENTS

- *Draft Bylaw 1335.25 Animal Control Bylaw – Tracked Changes*
- *Draft Bylaw 1359.26 Animal Control Bylaw - Clean*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LICENSING, REGULATION AND CONTROL OF ANIMALS AND LIVESTOCK.

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the ~~Municipal Government Act, RSA 2000, c M-26~~Municipal Government Act, being Chapter M 26-1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of providing for the licensing, regulation and control of animals and livestock.

WHEREAS, pursuant to the ~~Municipal Government Act, RSA 2000, c M-26~~Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, provides that a Council may pass Bylaw for municipal purposes respecting the safety, health and welfare of people and the protection of people and property, wild and domestic animals and activities in relation to them, and the regulation, ~~probation~~ and licensing thereof;

AND WHEREAS, the Council of the Town of Blackfalds deems it advisable to pass a Bylaw for the licensing, regulation and control of animals and livestock within the Town of Blackfalds;

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

PART 1 – TITLE

- 1.1 ~~That this~~This Bylaw shall be cited as the **“Animal Control Bylaw”**.
- 1.2 The following Schedules shall form part of this Bylaw:
 - 1.2.1 Schedule “A” - ~~Annual~~ Licence Fees
 - 1.2.2 Schedule “B” - Guard Dog Signage
 - 1.2.3 Schedule “C” - Dangerous Dog Signage
 - 1.2.4 Schedule “D” - Specified Penalties
 - 1.2.5 Schedule “E” - Conditions ~~And~~ Procedures ~~To~~ Rent a Cat/Skunk ~~Traps~~Trap

PART 2 – DEFINITIONS

- 2.1 In this Bylaw:
 - (a) **“Altered”** means ~~an Animal~~ a Cat or Dog that is spayed or neutered.
 - (b) **“Animal”** means ~~any Cat or Dog~~.
 - (~~e~~)(b) **“Animal Control Officer”** means a person employed under the contract between the Town and its Contractor to enforce the provisions of this Bylaw.
 - (~~d~~)(c) **“Cat”** means ~~either~~ a male or female of the feline family.
 - (~~e~~)(d) **“Contractor”** means a person employed or under contract by the Town to enforce the provisions of this Bylaw and maintain and administer an impound facility for ~~Animals~~ Cats and Dogs.
 - (~~f~~)(e) **“Dangerous Dog”** means ~~any~~ any Dog, of any age, ~~including a Guard Dog~~ that has been:
 - (a) ~~Without provocation, chased, attacked or bitten any person or other domestic animal causing physical injury and resulting in a conviction under this bylaw or the Public~~
 - (b) ~~Shown a propensity, disposition or potential to attack or injure, with provocation, other animals or humans,~~
 - (i) ~~Been declared as a Dangerous Dog in accordance with Part 5 of this Bylaw;~~
 - (ii) ~~declared as a Dangerous Dog by a Justice according to Section 21.1 of this Bylaw; or~~
 - (~~e~~)(iii) ~~made the subject of an Order under the Dangerous Dog Act, or,~~
 - (d) ~~Threatened or created the reasonable apprehension of a threat to any person or other domestic animal.~~
 - (~~g~~)(f) **“Disabled Person”** means a person who has any degree of disability.

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except blindness or visual impairment, and is dependent on a Service Dog.

~~(h)(g)~~ **“Distress”** for the purpose of this Bylaw, ~~an animal~~ means a cat or dog ~~that is in distress if it is:~~

~~(a)(i)~~ ~~Deprived~~ deprived of adequate shelter, ventilation, space, food, water or veterinary care or reasonable protection from ~~injurious~~ excessive heat or cold;

~~(b)(ii)~~ ~~Injured~~ injured, sick, in pain or suffering; or

~~(c)(iii)~~ ~~Abused~~ abused or subjected to undue hardship, ~~privation~~ deprivation or neglect.

~~(h)(h)~~ **“Dog”** means any male or female of the canine family.

~~(j)~~ **“Emotional Support Animal”** means ~~an Animal that provides comfort to a Non-Disabled Person. As they are not trained to perform a specific job or task, they do not qualify as Guide or Service Animals and do not receive the same rights or exceptions.~~

~~(k)(i)~~ **“Exotic Animals** Animal” means an animal not indigenous to Canada and not commonly kept as a household pet in Canada, whether or not such animal is a “Wild Animal”.

~~(l)~~ **“Former Owner”** means ~~the person at the time of impoundment who was the “Owner” of an Animal which has been subsequently sold or destroyed.~~

~~(m)(i)~~ **“Guard Dog”** means a Dog that is trained and used for the prevention of unlawful entry of a business premise, in any commercial or industrial area ~~by unauthorized persons.~~

~~(n)(k)~~ **“Guide Dog”** means a Dog trained ~~as a guide Dog~~ to assist a blind person and having the qualifications prescribed by the Alberta Service Dogs Blind Persons’ Rights Act and Service Dogs ~~the~~ regulations made thereunder.

~~(o)(l)~~ **“Justice”** ~~has the meaning~~ means as defined in the *Provincial Offences and Procedure Act*, RSA, 2000, c. P-34, and amendments thereto.

~~(p)~~ **“Residential Kennel”** means ~~the owning or harbouring of more than three (3) dogs over the age of three (3) months or 3 cats over the age of 3 months by the Owner or Occupier of a Dwelling in a residential Land Use District.~~

~~(q)(m)~~ **“Leash”** means a restraint that is less than two meters in length and made of material capable of restraining the Animal Cat or Dangerous Dog on which it is being used.

~~(r)(n)~~ **“Licence”** means a Licence issued by the Town to an Owner of a Cat, Dog, Guard Dog or Dangerous Dog upon payment of the required fee for each Animal Cat, Dog, Guard Dog or Dangerous Dog they own, and which is assigned a number recorded by the Town.

~~(o)~~ **“Licence Inspector”** means a Community Peace Officer employed by the Town of Blackfalds and the Animal Control Contractor for the Town of Blackfalds.

~~(s)(p)~~ **“Livestock”** includes, but is not limited to:

~~(a)(i)~~ A horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep, or goat;

~~(b)(ii)~~ Domestically domestically reared or kept deer, reindeer, moose, elk or bison;

~~(c)(iii)~~ Fur fur bearing animals, including fox, coyote, wolf, weasels, or mink;

~~(d)(iv)~~ Animals animals of the bovine species;

~~(e)(v)~~ Animals animals of the avian species, including non-licensed chickens, ducks, turkeys, geese, or pheasants;

~~(f)~~ Bees.

~~(vi)~~ All bees; and

~~(g)(vii)~~ all other animals normally kept for agriculture agricultural purposes.

~~(h)(g)~~ **“Minor Injury”** means any physical injury to a person or to a domestic animal ~~or a person~~ caused by an Animal Cat, Dog, Guard Dog or Dangerous Dog,

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that results in minor bruising, ~~1- or 2 small~~ puncture marks, scratch or ~~tearing~~ mark of the skin, bleeding, or any other injury that is not life threatening, disfiguring or debilitating.

~~(h)(r)~~ **“Municipal Ticket”** means a municipal ticket issued on behalf of the Town for a violation under this Bylaw.

~~(v)(s)~~ **“Muzzle”** means a device of sufficient strength placed over ~~an Animal’s~~ **Cat, Dog** or Dangerous Dog’s mouth to prevent it from biting.

~~(w)(t)~~ **“Officer”** includes an Animal Control Officer, a Bylaw Enforcement Officer, a Peace Officer, a Special Constable and a member of the Royal Canadian Mounted Police.

~~(x)(u)~~ **“Off Leash Area”** shall mean an area designated by the Town where ~~an~~ **Animal’s** **Dog** is not required to be controlled by a ~~Leash~~ **leash**.

~~(y)(v)~~ **“Owner”** includes any person, partnership, association, or corporation:

- ~~(i) Owning~~ owning, possessing, having charge of, or control ~~over~~ of, any **Animal**;
- ~~(ii) Harboring~~ Cat, Dog, Guard Dog, Dangerous Dog or any **Animal**;
- ~~(iii) Suffering or permitting~~ other animal, ~~excluding~~ any **Animal** to remain about their house or premises; and
- ~~(i) Any person who has found an animal and taken control of it for the purpose of locating its Owner or turning it over to the Town;~~
- ~~(ii) harbouring~~ any **Cat, Dog, Guard Dog, Dangerous Dog** or any other animal;
- ~~(iii) In possession or control of the property where a **Cat, Dog, Guard Dog** or **Dangerous Dog** appears to whom reside, either temporarily or permanently; and~~
- ~~(iv) any person named as an owner on a Licence for a **Cat, Dog, Guard Dog** or **Dangerous Dog** that has been ~~used~~ issued under this Bylaw.~~

For the purposes of this Bylaw, ~~an Animal’s~~ **Cat or Dog** can have more than one Owner at the same time, any, or all, who may be charged with offences under this Bylaw.

~~(z)(w)~~ **“Park”** or **“Parkland”** means a use where public land is specifically designed or reserved for the public for active or passive recreation, or for educational, cultural, or aesthetic purposes, and includes ~~Natural Areas~~ **natural areas** and ~~Landscaped Areas~~ **landscaped areas**.

~~(x)~~ **“Pen”** means a structure capable of preventing the escape of an **Aggressive Dog** and preventing the entry of any person not in control of the **Aggressive Dog**.

~~(aa)(y)~~ **“Police Service Dog”** means any Dog that is ~~employed~~ **used** by a ~~Police~~ **service** for ~~Service~~ **police** service for law enforcement purposes.

~~(z)~~ **“Review Committee”** is a committee consisting of the ~~Chief Administrative Officer, as well as the Director of Emergency Management & Protective Services, who will review the declaration of a Dangerous Dog.~~

~~(bb)(aa)~~ **“Running at Large”** shall mean ~~means~~ any **Animal** **Cat, Dog** or **Guard Dog** off the premises of the Owner and - not on a Leash ~~(as defined under this bylaw) or on a leash that is more than 2 metres in length~~ held by a person ~~without positive~~ **who is able to control** ~~of~~ the **Animal** **Cat, Dog** or **Guard Dog**.

~~(ee)(bb)~~ **“Service Dog”** means a Dog trained as a guide for an individual with visible or - non-visible disabilities and having the qualifications prescribed by the ~~Service~~ **Dogs** ~~regulations~~ **Qualifications Regulations**.

~~(dd)(cc)~~ **“Severe injury”** means any physical injury to a ~~person, or to a domestic animal or a person caused by an Animal’s~~ **Cat, Dog, Guard Dog** or **Dangerous Dog**, that results in ~~severe~~ **significant** bruising, ~~multiple punctures or lacerations, any~~

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~~deep puncture, more than one puncture or laceration, a~~ laceration requiring sutures or cosmetic surgery, broken bones or other injury ~~which is~~ severe in nature.

~~(ee)(dd)~~ **“Tag”** means a current metal, or other, tag issued by the Town to an Owner for
- each ~~Animal~~Cat, Dog, Guard Dog, or Dangerous Dog they own and a number recorded
~~for with~~ the Owner's name.

~~(ff)(ee)~~ **“Threatening Behaviour”** means behaviour that creates a reasonable apprehension ~~of or a~~ threat of harm and may include barking, growling, lunging, snarling, charging or chasing.

~~(gg)(ff)~~ **“Town”** means the Town of Blackfalds.

~~(hh)(gg)~~ **“Unaltered”** means not spayed or neutered.

~~(ii)(hh)~~ **“Wild ~~animal~~Animal”** means an animal that is not domestic and of a wild nature or disposition.

PART 3 – LICENSING PROVISIONS AND OFFENCES

3.1 Every person who owns, keeps or harbours ~~an Animal, a Cat, Dog or Guard Dog or Dangerous Dog, which~~ that is three (3) months of age, ~~must obtain a Licence for each Animal~~ within 30 days of becoming the Owner, ~~must obtain a Licence for each such animal.~~

3.2 Upon the payment of the initial licensing fee for each ~~Animal, Cat, Dog, or Guard Dog or Dangerous Dog,~~ the Owner will be provided with a Licence and a Tag.

3.3 ~~The~~ A Licence will be valid until the end of the calendar year in which the Licence was purchased, at which time the Owner will be responsible to renew the Licence, ~~and pay the applicable fee set out in Schedule “A”.~~

3.4 Where a Licence is required and has been paid for by the tender of an uncertified cheque, the Licence is automatically ~~revised~~revoked if the cheque is not accepted and cashed by the bank on which it was issued.

3.5 ~~The~~ Whenever a Cat, Dog, Guard Dog, or Dangerous Dog is off the Owner's property, the Tag shall be securely attached to a collar, which shall be worn by the Animal, Cat, Dog, Guard Dog, or Dangerous Dog, for which it is issued ~~at all times.~~

3.6 If a Tag is lost or destroyed, the Owner shall apply for a replacement, which shall be issued upon payment of the specified fee ~~set out in Schedule “A”.~~

~~3.6.3.7~~ Once a Licence or Tag is issued by the Town, it is not transferable ~~from one Animal to another, one Guard Dog to another or one Dangerous Dog to another~~ any other Cat or Dog, and no refund will be made for any issued Licence or Tag.

~~3.7.3.8~~ Every person who fails to ~~renew or purchase or renew~~ a Licence, for any Animal, Cat, Dog or Guard Dog, Dangerous Dog they own, on or before the 31st day of January in any year, shall be guilty of an offence and subject to the penalties as provided for in Schedule “D” of this Bylaw.

~~3.8.3.9~~ A Licence shall be issued free of charge to any Owner of a Guide Dog ~~or, a Service Dog pursuant to the Blind Persons' Rights Act or the Service Dogs Act and to any or a Police Service Dog,~~ provided that they are in receipt of the documentation providing evidence that the dog has received the required training and certification.

PART 4 - DANGEROUS DOG LICENSING REQUIREMENTS FOR DANGEROUS DOGS

4.1 The Owner of a ~~Dog that has been designated as a~~ Dangerous Dog ~~must~~ shall apply for a Dangerous Dog Licence and Tag immediately ~~within seven (7) days of the designation. If a person becomes upon becoming the Owner of a Dangerous Dog, or within the timeframe specified by the Licence Inspector, after the Dog already designated as Dangerous, they must apply immediately upon taking ownership. The has been declared a Dangerous Dog, whichever occurs first. A Dangerous Dog Licence must then be renewed before, and payment of the applicable fee (set out in~~

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Schedule "A") must be made prior to January 31 of each ~~follows~~subsequent year, as outlined in Schedule "A."

4.2 A Dangerous Dog Licence and Tag shall be issued to the Owner of a Dangerous Dog provided that the Owner has:

- (a) ~~Completed~~completed a Licence application in the form specified by the Town; ~~Paid~~
- (b) ~~paid the specified annual applicable fee; set out in Schedule "A";~~ ~~Supplied~~
- (c) ~~supplied~~ proof satisfactory to the Town that the Owner has a locked ~~pen~~Pen or enclosure ~~capable of preventing on the Owner's property that can prevent~~ the entry of any person except the Owner.

PART 5 - ANIMAL CONTROL PROVISIONSDANGEROUS DOG DECLARATION

~~The~~

5.1 The Licence Inspector may declare a Dog to be a Dangerous Dog if the Licence Inspector has reasonable grounds after investigation to believe that the Dog:

- (a) has a documented history of threatening, attacking, chasing or biting people or other animals;
- (b) has inflicted a Severe Injury upon a person or another animal;
- (c) has been the subject of an order or direction of a Justice pursuant to the *Dangerous Dogs Act*; or
- (d) has caused, or is likely to cause, damage, injury or death to a person or another domestic animal.

5.2 Where the Licensing Inspector declares a Dog to be a Dangerous Dog, the Licensing Inspector shall:

- (a) cause the Owner of the Dog to be served with a written notice that the Dog has been declared to be a Dangerous Dog;
- (b) direct the Owner to keep the Dangerous Dog in accordance with the provisions of Section 7, and provide the Owner with a time limit for compliance with the provisions of Section 7.1 (a),(b) and (c); and
- (c) Inform the Owner that, if the Dangerous Dog is not kept in accordance with the provisions of Section 7, the Owner may be fined and subject to enforcement action pursuant to this Bylaw.

5.3 A Dangerous Dog declaration continues to apply if the Dangerous Dog is sold, gifted or transferred.

PART 6 – REVIEW OF DANGEROUS DOG DECLARATION

6.1 When a Dog has been declared to be a Dangerous Dog, the Owner may, within fourteen (14) days after the date the written notice of the declaration is received, and upon payment of the fees set out in Bylaw 1335.25, request in writing that the declaration be reviewed by the Review Committee. The Review Committee is not obligated to conduct an oral hearing and may conduct the review based on written material provided by the Licensing Inspector and the Owner of the Dangerous Dog.

6.2 Upon conducting the review, the Review Committee may revoke or confirm the Dangerous Dog declaration.

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- (a) The decision of the Review Committee shall be provided to the Owner in writing, with reasons, within fourteen (14) days of the Review Committee conducting the review and the Owner may be served with the decision personally or by email, if the Owner has provided their email address.

PART 7 - REQUIREMENTS OF AN OWNER OF A DANGEROUS DOG

7.1 Immediately upon becoming the Owner of a Dangerous Dog, or within the timeframe specified by the Licensing Inspector after a Dog has been declared a Dangerous Dog, whichever occurs first, an Owner of a Dangerous Dog shall:

- (a) apply for a Dangerous Dog Licence and follow the applicable provisions set out in Part 3 and Part 4, which includes paying the applicable fee for a Dangerous Dog Licence as set out in Schedule "A":
- (b) post signs at all entrances to the property as set out in Schedule "C":
- (c) provide proof of a policy of liability insurance in a form satisfactory to the Town, providing third party liability coverage in a minimum amount of one million (\$1,000,000.00) dollars for injuries caused by the Dangerous Dog and maintain such insurance until ceasing to be the Owner of the Dangerous Dog;
- (d) Muzzle and secure the Dangerous Dog with a restraining device held by a person over the age of 18 who is capable of controlling the Dangerous Dog whenever it is off the property of the Owner;
- (e) confine the Dangerous Dog within a secure enclosure if the Dangerous Dog is outdoors on the Owner's property and not supervised by a person over the age of 18; and
- (f) immediately notify an Officer or the Town if the Dangerous Dog is off the Owner's property without a Muzzle and without a restraining device held by a person.

7.2 The Owner of a Dangerous Dog shall immediately notify the Town should the policy of liability insurance expire, be cancelled, or terminated and upon the occurrence of such an event, the Dangerous Dog Licence shall be null and void unless the Town receives written proof that a new insurance policy has been secured, meeting the requirements of Section 7.1(c) within fifteen (15) days of the expiry, cancellation, or termination of the original policy of liability insurance.

PART 8 - GENERAL OFFENCES

5.48.1 The Owner of a Cat or Dog is guilty of an offence if the Animal such Cat or Dog:

- (a) is Running at Large;
- (b) is on Park or Parkland where Animals Cats or Dogs are prohibited by signs or where the Park or Parkland area contains playground apparatus and/or sand, rubber, or other materials utilized as a play area, unless that the Dog is a Service or Guide Dog or a Service Dog;
- (c) destroys or damages any public or private property.

5.48.2 The Owner of a Cat is guilty of an offence if the Cat defecates or sprays on property other than the Owner's or the Cat stalks birds on property other than the Owner's.

5.38.3 The Owner of a female Animal Cat, Dog, Guard Dog or Dangerous Dog is guilty of an offence is he or she if the Owner does not keep such Animal Cat, Dog or Dangerous Dog housed and confined during the whole period it is in heat.

5.48.4 The Owner of a Dog, Guard Dog or Dangerous Dog is guilty of an offence if such Dog barks or

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howls so as to disturb a person.

~~5-58.5~~ The Owner of a Cat or Dog, Guard Dog or Dangerous Dog is guilty of an offence if the Cat, Dog, Guard Dog or Dangerous Dog defecates on any public or private property not owned or occupied by the Owner and the Owner fails to immediately remove the defecation.

~~5-68.6~~ Any person who owns or occupies a dwelling (as defined ~~by~~in the Land Use Bylaw), is guilty of an offence if he or she has more than three (3) Dogs on any land which contains ~~or is permitted under the Current Land Use Bylaw to contain a dwelling unit~~a dwelling.

~~5-78.7~~ Any person who owns or occupies a dwelling (as defined in the Land Use Bylaw), is guilty of an offence ~~is~~if they have more than three (3) Cats on any land which contains ~~or is permitted to under the Current Land Use Bylaw to contain,~~ a dwelling unit.

~~5-88.8~~ Sections ~~8.5-6~~ and ~~5-7~~8.6 do not apply to a premises lawfully used for the care and treatment of animals operated by a ~~licensed~~licenced veterinarian or a person in possession of a development permit to operate a Kennel or cattery as authorized by the ~~Town's current~~ Land Use Bylaw.

~~5-98.9~~ The Owner of ~~an Animal~~a Cat, Dog, Guard Dog or Dangerous Dog is guilty of an offence if they allow the defecation of ~~an Animal or Dangerous Dogs~~such animals to accumulate on private property to such an extent that it is likely to annoy people or constitute a nuisance due to odour or unsightliness.

~~5-108.10~~ A person is guilty of an offence if such person springs, or otherwise tampers with, or damages, a live trap in which ~~Animals or skunks~~animals are to be trapped, or have been trapped, to allow any ~~Animal or skunk~~animal to escape from the trap.

~~5-118.11~~ Any Owner of ~~an Animal~~a Cat or Dog who has a Cat or Dog in the Town for a period longer than 30 days in a calendar year is required to have a current Licence ~~for~~from the Town unless the Owner is visiting and the ~~Animal~~Cat or Dog is ~~licensed~~licenced in another municipality.

~~5-128.12~~ A person is guilty of an offence if they exercise ~~an Animal~~a Cat, Dog, Guard Dog or Dangerous Dog ~~from~~while driving in a ~~moving~~motor vehicle.

~~5-138.13~~ The Owner of ~~an Animal~~a Dog is guilty of an offence if ~~he or she fails~~they fail to carry a Leash while with ~~an Animal~~a Dog in a ~~designated~~an Off Leash Area.

~~5-148.14~~ The Owner of ~~an Animal~~a Cat, Dog, Guard Dog or Dangerous Dog is guilty of an offence if they fail to ensure the ~~Animal~~Cat, Dog, Guard Dog or Dangerous Dog wears a collar and Tag when the ~~Animal~~Cat, Dog, Guard Dog or Dangerous Dog is off the Owner's ~~premises~~property.

~~5-158.15~~ The Owner of ~~an Animal~~a Dog is guilty of an offence if the ~~Animal~~Dog is in an Off Leash Area and exhibits threatening behaviour towards any other domestic animal or a person and the Owner fails to remove the ~~Animal~~Dog immediately from the Off Leash Area.

~~5-168.16~~ No person shall keep or ~~cause to be kept~~harbour:

- (a) Any Exotic Animal, including a venomous snake, reptile, insect or spider;
- (b) Any Wild Animal;
- (c) Any Livestock ~~on any property~~, unless the property is ~~designated~~zoned as an Agriculture District ~~as provided under~~in the ~~Town's current~~ Land Use Bylaw and has been approved for such use by the Development Officer and/or Municipal Planning Commission.

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PART 6 – GUIDE AND SERVICE DOGS

~~14.1 Guide and Service Dogs shall be able to accompany a visually impaired or Disabled Person as outlined in the “Alberta Service Dogs Act”, in all places where the public is normally allowed to go if:~~

- ~~(a) the Owner maintains control over the Dog through voice, signal, physical restraint, or other effective controls;~~
- ~~(b) the Dog is being treated as a working Dog, not a pet; and~~
- ~~(c) the Owner can provide documentation that the dog is trained as a Guide or Service Dog.~~

9 - THREATEN, ATTACK OR BITE

PART 7 – OFFENCES APPLICABLE ONLY TO GUARD DOGS

~~7.49.1 The Owner of a Cat, Dog or Guard Dog is guilty of an offence if such animal:~~

- ~~(a) Is not on the Owner's property and is not indoors, or if outdoors is confined in a securely enclosed fenced area, constructed to prevent the escape of the Guard Dog and capable of preventing the entry of young children. The fence shall have a minimum height of six (6) feet.~~
- ~~(b) Fails to display signs as specified in Schedule “B” of this Bylaw on the perimeter of the fence, warning of the presence of Guard Dogs.~~
- ~~(c) in a pen or enclosure capable of preventing the entry of any person except the Owner of the Guard Dog.~~
- ~~(d) Harbors the presence of a Guard Dog in any area outside of Commercial and Industrial Districts as identified in the Town's current Land Use Bylaw.~~
- ~~(e) Fails to obtain a Licence and Tag for the Guard Dog.~~

PART 8 – OFFENCES APPLICABLE ONLY TO DANGEROUS DOGS

~~8.112.1 The Owner of a Dangerous Dog is guilty of an offence if:~~

- ~~(a) the Dangerous Dog is not wearing a muzzle, under control and on a Leash held by a person who is capable of controlling the Dangerous Dog at all times when the Dangerous Dog is off the Owner's property;~~
- ~~(b) the Dangerous Dog is on the Owner's property and is not indoors, or if outdoors, is not with and supervised by an adult or is not in a locked pen or enclosure capable of preventing the entry of any person except the Owner of a Dangerous Dog;~~
- ~~(c) within seven (7) days after the Dog has been designated as a Dangerous Dog, the Owner fails to display at each entrance to the Owner's property and on the locked pen or structure in which the Dangerous Dog is confined, clear and visible signs, as specified in Schedule “C” of this Bylaw, a warning of the presence of a Dangerous Dog on the Owner's property;~~
- ~~(d) the Dangerous Dog is in a designated Off Leash Area;~~
- ~~(e) the Dangerous Dog is Running at Large;~~
- ~~(f) the Owner fails to immediately notify the Town and an Animal Control Officer if the Dangerous Dog is Running at Large;~~
- ~~(g) the Owner fails to obtain a Dangerous Dog Licence and Tag.~~

PART 9 – RESIDENTIAL KENNEL

~~9.1 Any person who owns, keeps or harbours more than three (3) Dogs and or more than three (3) Cats, over the age of three (3) months, without obtaining the required development permit for a Kennel in accordance with the Town's current Land Use Bylaw, is guilty of an offence.~~

PART 10 – THREATEN, ATTACK OR BITE ANIMAL PROVISIONS

~~9.1 The Owner of an Animal is guilty of an offence if the Animal:~~

- ~~(a) exhibits Threatening Behaviour towards a person or other domestic animal;~~

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- (b) bites, attacks or causes Minor Injury to a domestic animal;
- (c) bites, attacks or causes Minor Injury to a person;
- (d) bites, attacks or causes Severe Injury to a domestic animal;
- ~~(e)~~ causes death to a domestic animal;
- ~~(e)~~
- (f) bites, attacks or causes Severe Injury or death to a person.

~~10.29.2~~ The Owner of a Dangerous Dog is guilty of an offence ~~isif~~ such Dangerous Dog:

- (a) exhibits Threatening Behaviour towards a person or other domestic animal;
- (b) bites, attacks or causes Minor Injury to a domestic animal;
- (c) bites, attacks or causes Minor Injury to a person;
- (d) bites, attacks or causes Severe Injury to a domestic animal;
- (e) causes death to a domestic animal;
- (f) bites, attacks or causes Severe Injury or death to a person.

PART 11 - ADDITIONAL PENALTIES

~~A Justice, after convicting an~~ **PART 10 - OFFENCES APPLICABLE ONLY TO GUARD DOGS**

10.1 The Owner of a Guard Dog is guilty of an offence ~~under this Bylaw, mayif:~~

- (a) Such Guard Dog is Running at Large;
- (b) Such Guard Dog is outdoors on the Owner's property and is not confined in ~~additiona~~ securely enclosed fenced area, with the fence being at least six (6) feet in height, constructed to prevent the escape of the Guard Dog and capable of preventing the entry of unauthorized persons;
- (c) ~~The Owner the fine~~ fails to display signs as specified in Schedule "B" of this Bylaw on the perimeter of the fence, warning of the presence of a Guard Dog;
- (d) The Owner harbours a Guard Dog in any area outside of a commercial or industrial district as identified in the Land Use Bylaw.

PART 12 - OFFENCES APPLICABLE ONLY TO DANGEROUS DOGS

12.1 The Owner of a Dangerous Dog is guilty of an offence if:

- ~~(a) undersuch~~ Dangerous Dog is off the Owner's property and is not wearing a Muzzle and is not secured with a restraining device held by a person who is capable of controlling the Dangerous Dog;
- (b) such Dangerous Dog is outdoors on the Owner's property and is not supervised by a person over the age of 18 or is not in a locked Pen or enclosure capable of preventing the entry of any person except the Owner;
- ~~4.4(c)~~ the Owner fails to display at each entrance to the Owner's property and on the locked Pen or structure in which the Dangerous Dog is confined, clear and visible signs, as specified in Schedule "C" of this Bylaw, ~~order one or more of the following: warning of the presence of a Dangerous Dog on the Owner's property;~~
- ~~(a)(d)~~ thesuch Dangerous Dog ~~beis in a~~ designated as a Dangerous DogOff Leash Area;
- ~~(b)(a)~~ the Dog be outhanized;
- ~~(c)(a)~~ the Owner be prohibited from owning any Dog for a specified period of time.
- (e) the Owner fails to immediately notify the Town or an Officer if such Dangerous Dog is has escaped from the Owner's property and is not muzzled or secured with a restraining device; and

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~~(f) the Owner fails to maintain liability insurance as required by Section 7.1(c).~~

PART 4213 - INTERFERENCE WITH AN OFFICER

~~12-113.1~~ Any person, whether or not they are the Owner of an ~~Animal or Dangerous Dog~~ animal which is being, or has been, pursued and or captured, is guilty of an offence if ~~they~~such person:

- ~~(a)~~ interferes with, or attempts to obstruct, ~~and an~~ Officer who is attempting to capture, or who has captured, any animal;
- ~~(b)~~ unlocks or unlatches or otherwise opens the vehicle in which animals captured for impoundment have been placed, so as to allow, or attempt to allow, any ~~Animal~~animal to escape ~~there from; therefrom; or~~
- ~~(c)~~ removes, or attempts to remove, any animal from the possession of an Officer;

13.2 Any person who:

- ~~(d)~~(a) refuses to provide identification (name, address, and date of birth) and proof thereof to an Officer upon request; or
Provides
- ~~(e)~~(b) provides false or misleading information to an Officer;
- (c) is guilty of an offence.

PART 4314 - GUIDE DOGS AND SERVICE DOGS

14.1 Guide Dogs and Service Dogs are allowed to accompany a visually impaired Person or a Disabled Person, as set out in the Blind Persons' Rights Act and the Service Dogs Act, in all public places if:

- (a) the Owner maintains control over the Dog through voice, signal, physical restraint, or other effective controls; and
- (b) the Dog is being used as a working Dog.

PART 15 - IMPOUNDING ANIMALS

~~13-215.1~~ Any Officer or ~~any designated~~ Contractor ~~with the Town~~ may seize and impound:

- ~~(a)~~ any ~~Animal~~Cat, Dog, Guard Dog or Dangerous Dog ~~found~~ Running at Large;
- ~~(b)~~ any ~~Animal~~Cat, Dog, Guard Dog or Dangerous Dog not wearing a collar or Tag while off the premises of the Owner;
- ~~(c)~~ any ~~Animal~~Cat or Dog found on Park or Parkland ~~and~~ not under the direct control of the Owner;
- ~~(d)~~ any female ~~Animal~~Cat, Dog, Guard Dog or Dangerous Dog in heat ~~that is~~ not confined or housed.

~~13-215.2~~ Upon receiving ~~an Animal~~a Cat, Dog, Guard Dog or Dangerous Dog for impound, ~~an~~ Animal ~~Control~~ Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the Owner of the ~~Animal~~Cat, Dog, Guard Dog or Dangerous Dog.

~~13-315.3~~ ~~Subject to the entry notice provisions of the Municipal Government Act, R.S.A. 2000, c.M-26, an Officer~~ An Officer may enter upon privately owned property ~~at all times,~~ other than a dwelling house, for the purposes of enforcing provisions of this Bylaw.

~~15.4~~ ~~An Officer, including an~~ An Animal Control Officer, is hereby authorized to use live traps, nets or any other similar means to effect capture of ~~Animals~~Cats, Dogs, Guard Dogs or Dangerous Dogs. ~~The Town or its Contractor shall not be held liable for the death or injury of any Animal or Dangerous Dog.~~

~~13-515.4~~ Dogs. The Contractor shall not sell, euthanize or otherwise dispose of any

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impounded ~~Animal, Cat, Dog, Guard Dog~~ or Dangerous Dog until ~~the Animal~~ such Cat, Dog, Guard Dog or Dangerous Dog is retained by the Contractor's impound facility for 72 hours, not including the day of impounding, Sundays or ~~Statutory Holidays~~ statutory holidays. After the expiration of 72 hours, if the Owner has not claimed the impounded ~~Animal, the Animal, Cat, Dog, Guard Dog or Dangerous Dog~~, it becomes the property of the Contractor.

~~13-6~~15.5 The Contractor may retain ~~an Animal~~ a Cat, Dog, Guard Dog or Dangerous Dog for a ~~period longer period than 72 hours~~ if, in the opinion of the Contractor, the circumstances warrant the expense or ~~they have the Contractor has~~ reasonable grounds to believe that the ~~Animal~~ Cat, Dog, Guard Dog or Dangerous Dog is a continued danger to persons, animals, or property.

~~13-7~~15.6 Any healthy ~~Animal~~ Cat, Dog, Guard Dog or Dangerous Dog may be returned to ~~theits~~ Owner during the 72-hour period of impoundment upon payment to the Contractor the costs of impoundment and boarding (as specified in the contract between the Town and the Contractor). The Contractor may also collect the ~~appropriate Animal~~ applicable Licence fee on behalf of the Town if the ~~Animal~~ Cat, Dog, Guard Dog or Dangerous Dog is not ~~licensed~~ licenced at the time of impoundment.

~~13-8~~15.7 Any person claiming an impounded ~~Animal shall~~ Cat, Dog, Guard Dog or Dangerous Dog ~~must~~ present government issued identification to the Contractor or its staff.

~~13-9~~15.8 Where an impounded ~~Animal~~ Cat, Dog, Guard Dog or Dangerous Dog has not been claimed by an Owner within seventy-two (72) hours of impoundment, the Contractor is ~~deemed to be the~~ Owner and is authorized to sell, euthanize, or otherwise dispose of any impounded ~~Animal~~ Cat, Dog, Guard Dog or Dangerous Dog.

PART 1416 - FULL RIGHT AND TITLE

~~14-4~~16.1 The purchaser of ~~an Animal~~ a Cat, Dog, Guard Dog, or Dangerous Dog from the Contractor pursuant to the provisions of this Bylaw shall obtain full right and title to it, and the right and title of the ~~Former Owner of the Animal~~ person who owned the Cat, Dog, Guard Dog or Dangerous Dog at the time it was impounded shall cease upon the purchase of the Cat, Dog, Guard Dog or Dangerous Dog from the Contractor.

PART 15 - ANIMAL 17 - CAT OR DOG IN DISTRESS

~~15-4~~17.1 No person shall in any way permit ~~an Animal~~ a Cat, Dog, Guard Dog or Dangerous Dog to be in distress by:

- (a) causing any unnecessary physical pain to ~~the Animal; or it;~~
- (b) neglecting to provide food, potable water, care or shelter as is necessary to maintain ~~theits~~ good health ~~of the Animal, or;~~
- (c) neglecting to provide ~~the~~ necessary treatment for ~~an Animal~~ a Cat, Dog, Guard Dog, or Dangerous Dog, suffering from disease or injury, ~~or;~~
- (d) harassing or tormenting ~~such Animal~~ it.

~~15-2~~17.2 If ~~an Animal~~ a Cat, Dog, Guard Dog, or Dangerous Dog is in distress, and:

- (a) The Owner does not forthwith take steps ~~that will to~~ relieve its distress; ~~or~~
- (b) The Owner cannot be found immediately and informed of ~~the Animal's~~ distress, an Officer may take any action they consider necessary to ~~locate the Animal and~~ relieve ~~it~~ the Cat, Dog, Guard Dog or Dangerous Dog's distress, including taking ~~the Animal into~~ custody, ~~of it~~ pursuant to the provisions of the ~~Animal Protection~~

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PART 4618 - MUNICIPAL TICKETS AND VIOLATION TICKETS

~~46.418.1~~ 46.18.1 Where an Officer has reasonable grounds to believe that a person has contravened any ~~provisions~~ provision of this Bylaw:

(a) (a) They may serve ~~upon~~ the ~~person~~ person with a Municipal Ticket allowing payment of the specified fine as set out in Schedule "GD" of this Bylaw, which payment will be accepted by the Town, or the Contractor on behalf of the Town, in lieu of prosecution for the offence if paid within 21 days of the date of service: or

(b) (b) They may issue and serve a violation ticket in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34 and amendments thereto, allowing a voluntary payment or requiring a person to appear in court, without the alternative of making a voluntary payment.

~~46.218.2~~ 46.18.2 An Officer may, but is not required to, issue a Municipal Ticket before issuing a violation ticket under the *Provincial Offences Procedure Act*.

~~46.318.3~~ 46.18.3 A Municipal Ticket shall be deemed to be sufficiently served if:

- (a) Served personally on the Owner of the Animal Cat, Dog, Guard Dog or Dangerous Dog, or ~~left at~~ delivered to the Owner's residence; or
- (b) Mailed to the address of the Owner of the Animal Cat, Dog, Guard Dog or Dangerous Dog.

~~46.418.4~~ 46.18.4 Penalties for a second, third and subsequent offences will be applicable, where those offences occur within one (1) year of the first offence.

PART 4719 - CONTINUING OFFENCES

~~47.419.1~~ 47.19.1 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues, and any person guilty of such an offence is liable to a fine in the amount of not less than that established by this Bylaw for each such day.

PART 4820 - SUMMARY CONVICTION

~~48.420.1~~ 48.20.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to the specified penalty set out in Schedule "C" D and in default of payment of any fine imposed, to imprisonment for not more than six (6) months. Any person who contravenes any provision of this Bylaw for which there is either "Court" or no penalty, or "Court", specified in Schedule "C", ~~is guilty of an offence~~ and D, is liable on summary conviction to a fine of not less than five hundred dollars ~~(\$500-)~~ and not more than ten thousand dollars (\$10,000) and in default of payment of any fine imposed, to imprisonment for not more than six (6) months.

PART 21 - ADDITIONAL PENALTIES

~~21.1~~ 21.1 A Justice, after convicting an Owner of a Dog of an offence under this Bylaw, may, in addition to the fine specified under this Bylaw, order one or more of the following:

- (a) the Dog be declared a Dangerous Dog;
- (b) the Dog be euthanized;
- (c) the Owner be prohibited from owning any Dog for a specified period of time.

~~19~~ **PART 22 - EXEMPTION FOR POLICE SERVICE DOGS**

~~22.1~~ 22.1 This Bylaw does not apply to a Police Service Dog while ~~such Dog~~ is in Active Service active service.

PART 2023 - PROOF OF LICENCE AND AGE OF ANIMAL

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~~20.423.1~~ In any prosecution or proceedings for a contravention of this Bylaw, the onus of proving all of the following is on the person alleging that:

- (a) a person has a valid and subsisting Licence for ~~an Animal~~ Cat, Dog, Guard Dog, Service Dog or Dangerous Dog;
- (b) a Cat or ~~Dangerous~~-Dog is under three (3) months of age;
- (c) the length of time ~~an Animal~~ a Cat, Dog or Dangerous Dog has been in the Town is less than 30 days in a calendar year.

PART ~~2424~~ - CERTIFIED RECORDS OF TOWN

~~21.424.1~~ A copy of a record of the Town, certified by the Chief Administrative Officer or designate as a true copy of the original, shall be admitted in evidence as prima facie proof of the facts stated in the record without proof of the appointment or signature of the person signing it.

PART ~~2225~~ - SEVERABILITY

~~22.4~~ ~~25.1~~ Each separate provision of this Bylaw shall be deemed independent of all provisions, and if any provision of this Bylaw is declared invalid, all other provisions shall remain valid and enforceable.

PART ~~23~~-ANNUAL~~26~~ - LICENCE FEES

~~23.426.1~~ Refer to Schedule "A".

PART ~~2427~~ - SPECIFIED PENALTIES

~~24.427.1~~ Refer to Schedule "D".

PART ~~2528~~ - CAT AND SKUNK TRAPS

~~25.428.1~~ Refer to Schedule "E".

PART ~~2629~~ - REPEAL

~~26.429.1~~ That Bylaw 1181/14, and 1287.23 and amendments thereto are hereby repealed upon ~~this~~ Bylaw coming into effect.

PART ~~2730~~ - DATE OF FORCE

~~27.430.1~~ This Bylaw shall come into effect on the date of final passing thereof.

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

~~(RES. _____)~~ READ for the Second time this _____ day of _____, 20__.

READ for the Third time this _____ day of _____, 20__.

MAYOR ~~JAMIE HOOVER~~LAURA SVAB

CAO KIM ISAAK

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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

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**SCHEDULE "A"
ANNUAL LICENCE FEES**

	AMOUNT
1. Unaltered Animal Male <u>Cat</u> or Female <u>Dog</u>	\$ 60.00
2. Altered Animal <u>Cat</u> or <u>Dog</u> – Neutered Male or Spayed Female	\$ 45.00
3. If the Licence fee is paid prior to January 31 st of the year, the Licence fee will be reduced to:	
(a) Unaltered Animal Male <u>Cat</u> or Female <u>Dog</u>	\$ 30.00
(b) Altered Animal <u>Cat</u> or <u>Dog</u> – Neutered Male or Spayed Female	\$ 15.00
(c) Dangerous Dogs <u>Dog</u>	No fee reduction
(d) <u>Guard Dog</u>	<u>No fee reduction</u>
4. Unaltered Dangerous Dog Male or Female	\$ 150.00
5. Altered Dangerous Dog – Neutered Male or Spayed Female	\$ 125.00
6. Unaltered Guard Dog	\$100.00
7. Altered Guard Dog - Neutered Male or Spayed Female	\$50.00
6-8. The Owner of any Animal or <u>Cat, Dog, Dangerous Dog or Guard Dog</u> must provide — confirmation from a Veterinarian <u>veterinarian</u> that the <u>Cat, Dog or Dangerous Dog</u> has been — spayed or neutered to obtain a Licence for an Altered Animal or <u>Cat, Dog, Dangerous Dog or Guard Dog</u> .	
7. Replacement Tag or lost Tag	\$ 6.00
8-10. If an Owner is a new resident to the Town or is a first time Animal Cat, Dog, Dangerous Dog or Guard Dog , Owner, the Licence fee will be as set out as in item 3 of this schedule <u>Schedule</u> .	
9. 11. There shall be <u>is</u> no pro-rating on Licence fees.	

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SCHEDULE "B"
GUARD DOG SIGNAGE

WARNING



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GUARD - DOG ON PREMISES



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SCHEDULE "C"
DANGEROUS DOG SIGNAGE

WARNING



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DANGEROUS DOG ON PREMISES



**SCHEDULE "D"
SPECIFIED PENALTIES**

Fines					
Part	Section	Offence	First	Second	Third and Subsequent
3	3.48	Fail to Licence Animal Cat/Dog/Guard Dog	\$400 150.00	\$200 300.00	\$300 500.00
4	4.1	Fail to Licence Dangerous Dog	\$500.00	\$750.00	\$1,000.00
58	58.1 (a)	Animal Cat/Dog Running at Large	\$400 150.00	\$200 300.00	\$300 500.00
58	58.1 (b)	Animal Cat/Dog on Park or Parkland where prohibited	\$400 150.00	\$200 300.00	\$300 500.00
58	58.1 (c)	Animal Cat/Dog destroys/damages property	\$400 150.00	\$200 300.00	\$300 500.00
58	58.2	Cat sprays/defecates/stalks birds	\$400 150.00	\$200 300.00	\$300 500.00
58	58.3	Fail to confine animal Cat/Dog/Dangerous Dog in heat	\$400 150.00	\$200 300.00	\$300 500.00
58	58.4	Dog/Guard Dog/Dangerous Dog barks or howls so as to disturb a person	\$400 150.00	\$200 300.00	\$300 500.00
58	58.5	Failure Fail to remove Cat/Dog/Guard Dog/Dangerous Dog defecation	\$400 150.00	\$200 300.00	\$300 500.00
58	58.6	Have more than 3 Dogs	\$400 250.00	\$200 500.00	\$300 750.00
58	58.7	Have more than 3 Cats	\$400 250.00	\$200 300.00	\$300 750.00
58	58.9	Allowing Allow Cat/Dog/Guard Dog/Dangerous Dog defecation to accumulate on property	\$400 50.00	\$200 300.00	\$300 500.00
58	58.10	Tamper Person tamper /spring/damage animal trap	\$400 150.00	\$200 300.00	\$300 500.00
58	58.12	Exercise Animal Cat/Dog/Dangerous Dog while in a motor vehicle	\$400 250.00	\$200 500.00	\$300 750.00
58	58.13	Fail to carry leash in off leash area	\$50 150.00	\$200 300.00	\$300 500.00
58	58.14	Fail to ensure collar and Tag worn -by	\$400 150.00	\$200 300.00	

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		Animal Cat/Dog/Guard Dog/Dangerous Dog			\$300 5500.00
58	58 .15	Failing to remove Animal Cat/Dog exhibiting Threatening Behavior from an Off Leash Area	\$400 150.00	\$200 300.00	\$300 500.00
58	58 .16(a)	Keeping or harboring Keep/harbor Exotic Animals Animal	\$400 250.00	\$200 500.00	\$300 750.00
58	58 .16(b)	Keeping or harboring wild animals Keep/harbor Wild Animal	\$400 250.00	\$200 500.00	\$300 750.00
58	58 .16(c)	Keeping or harboring Keep/harbor Livestock	\$400 250.00	\$200 500.00	\$300 750.00
89	89 .1(a)	Dangerous Dog not muzzled, under control and on-leash Cat/Dog/Guard Dog exhibits Threatening Behaviour to person/animal	\$200 250.00	\$400 500.00	Court
89	89 .1(b)	Dangerous Dog not indoors, not supervised or in locked pen outdoors Cat/Dog/Guard Dog bites, attacks or causes Minor Injury to animal	\$200.00 Court	\$400.00 Court	Court
89	89 .1(c)	Failure to display Dangerous Dog signage Cat/Dog/Guard Dog bites, attacks or causes Minor Injury to person	\$200.00 Court	\$400.00 Court	Court \$600.00
8	8 .1(d)	Dangerous Dog in Off Leash Area	\$200.00	\$400.00	\$600.00
8	8 .1(e)	Dangerous Dog Running At Large	\$200.00	\$400.00	\$600.00
89	89 .1(fd)	Fail to notify of Dangerous Dog Running at Large Cat/Dog/Guard Dog bites, attacks or causes Severe Injury to animal	\$200.00 Court	\$400.00 Court	\$600.00 Court
89	89 .1(ge)	Fail to obtain Dangerous Dog Licence and Tag Cat/Dog/Guard Dog causes death to animal	\$200.00 Court	\$400.00 Court	\$600.00 Court
9	9.1(f)	Harbor more than 3 Dogs and/or Cats without required permitCat/Dog/Guard Dog bites, attacks or causes Severe Injury or death to a person	\$100.00 Court	\$200.00 Court	\$300.00 Court
109	10 .19.2(a)	Animal Dangerous Dog exhibits Threatening Behavior towards a person/ or animal	\$200.00 500	\$400.00 Court	Court

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9	9.2(b)	Dangerous Dog bites, attacks or causes Minor Injury to animal	\$500	Court	Court
9	9.2(c)	Dangerous Dog bites, attacks or causes Minor Injury to person	Court	Court	Court
409	40.1(b)9.2(d)	Animal Dangerous Dog bites, attacks or causes Minor Severe Injury to animal	Court	Court	Court
9	9.2(e)	Dangerous Dog causes death to animal	Court	Court	Court
409	40.1(e)9.2(f)	Animal Dangerous Dog bites, attacks or causes Minor Severe Injury or death to a person	Court	Court	Court
11	11.1(a)	Guard Dog Running at Large	\$250.00	\$500.00	Court
11	11.1(b)	Guard Dog not within a securely enclosed fence	\$250.00	\$500.00	Court
11	11.1(c)	Fail to display Guard Dog sign	\$150.00	\$300.00	Court
11	11.1(d)	Harbour Guard Dog outside commercial/industrial district	\$250.00	\$500.00	Court
12	12.1(a)	Dangerous Dog not muzzled, securely restrained and under control	\$250.00	\$500.00	Court
12	12.1(b)	Dangerous Dog not supervised outdoors or in locked pen	\$250.00	\$500.00	Court
12	12.1(c)	Failure to display Dangerous Dog sign	\$250.00	\$500.00	\$750.00
12	12.1(d)	Dangerous Dog in Off Leash Area	\$200.00	\$400.00	\$600.00
12	12.1(e)	Fail to notify Town of Dangerous Dog Running at Large	\$250.00	\$500.00	Court
12	12.1(f)	Fail to maintain required liability insurance	\$250.00	\$500.00	Court
13	13.1(a)	Interfere with Officer	\$500.00	\$750.00	\$1,000.00
13	13.1(b)	Open vehicle where animal is confined	\$500.00	\$750.00	\$1000.00
13	13.1(c)	Remove/attempt to remove animal from Officer	\$500.00	\$750.00	\$1000.00

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<u>13</u>	<u>13.2(a)</u>	<u>Refuse to provide identification to Officer</u>	<u>\$500.00</u>	<u>\$750.00</u>	<u>\$1000.00</u>
<u>13</u>	<u>13.2(b)</u>	<u>Provide false/misleading information to Officer</u>	<u>\$500.00</u>	<u>\$750.00</u>	<u>\$500.00</u>
<u>17</u>	<u>17.1</u>	<u>Cat/Dog/Guard Dog/Dangerous Dog in Distress</u>	<u>Court</u>	<u>Court</u>	<u>Court</u>

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Specified Penalties					
Fines					
Part	Section	Offence	First	Second	Third and Subsequent
10	10.1(d)	Animal bites, attacks or causes Severe Injury to animal	Court	Court	Court
10	10.1(e)	Animal causes death to animal	Court	Court	Court
10	10.1(f)	Animal bites, attacks or causes Severe Injury or death to a person	Court	Court	Court
10	10.2(a)	Dangerous Dog exhibits Threatening Behavior towards a person or animal	\$500	Court	Court
10	10.2(b)	Dangerous Dog bites, attacks or causes Minor Injury to animal	\$500	Court	Court
10	10.2(c)	Dangerous Dog bites, attacks or causes Minor Injury to person	Court	Court	Court
10	10.2(d)	Dangerous Dog bites, attacks or causes Severe Injury to animal	Court	Court	Court
10	10.2(e)	Dangerous Dog causes death to animal	Court	Court	Court
10	10.2(f)	Dangerous Dog bites, attacks or causes Severe Injury or death to a person	Court	Court	Court
12	12.1(a)	Interfere with Officer	\$500.00	\$500.00	\$500.00
12	12.1(b)	Unlock/unlatch vehicle where animal is confined	\$500.00	\$500.00	\$500.00
12	12.1(c)	Remove/attempt to remove animal from Officer	\$500.00	\$500.00	\$500.00
12	12.1(d)	Refuse to provide identification to Officer	\$500.00	\$500.00	\$500.00
12	12.1(e)	Provide false or misleading information to Officer	\$500.00	\$500.00	\$500.00
15	15.1	Animal in Distress	Court	Court	Court

SCHEDULE "E"

CONDITIONS AND PROCEDURES TO RENT ~~A CAT/SKUNK TRAP~~TRAP

1. A resident of the Town of Blackfalds who finds a cat or skunk on its property may report a complaint to the Contractor and request a cat/skunk trap from the Contractor.
2. The person with the complaint (Complainant) can attend at the office of the Contractor during normal business hours and request a cat/skunk trap. In order to obtain a cat/skunk trap the Complainant must sign the form and agreement provided by the Contractor, and the Contractor will then provide a cat/skunk trap to the Complainant. The Contractor is responsible to have the Complainant sign a cat/skunk trap agreement stating they will treat the cat/skunk humanely.
3. The Complainant will be required to pay ~~a \$20~~\$80.00 deposit to the Contractor. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was obtained from the Contractor. The Complainant will also be responsible for a \$10.00 trap rental fee. If the trap is damaged or stolen, the deposit is forfeited to the Contractor, and it shall be the responsibility of the Complainant to pay the balance of the cost for the trap to be replaced.
4. It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week, the Contractor will arrange the scheduling of their ~~Officers~~Officers' patrols in such a manner to reduce the length of time a cat/skunk is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are consistently below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.
5. The Contractor may enter the property of the Complainant, but not a dwelling house, to ascertain if a cat/skunk trap has been properly placed or set and if a cat/skunk has been trapped.
6. The Complainant shall not leave a trap set on their property unattended when absent from the property for any period of time of more than three (3) hours, except as approved by the Contractor.
7. When the Contractor takes possession of a trapped Cat, the Contractor will try to locate an identifying Tag or tattoo on the Cat and, if found, will make reasonable efforts to contact the owner of the Cat in order to report that it has been impounded by the Contractor.
8. If the Cat Owner attends at the Contractor's offices to claim their Cat that was trapped on another person's property, an offence ticket for the Cat Running at Large may be issued in accordance with the Bylaw.
9. If a Complainant is disabled and therefore unable to pick up the cat/skunk trap, the Contractor will deliver the trap to the Complainant's property and pick up the trap 72 hours later. No fee shall be charged to the Complainant.
10. Any person renting a cat/skunk trap, or ~~the Animal Control~~any Officer dealing with a trapped animal shall be responsible for ~~trapping~~handling any animal caught as humanely as possible.
11. Any person who abuses, teases, or pokes an animal in a cat/skunk trap or is causing pain, suffering, or injury to any animal may be charged with an offence under Section 446 of the Criminal Code of Canada.
- ~~12.~~ Any person seeing a cat/skunk in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor ~~will, if warranted~~may, after investigation, attend at the premises where the alleged abuse has taken place and, if warranted, remove the cat/skunk and the trap forthwith.

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BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LICENSING, REGULATION AND CONTROL OF ANIMALS AND LIVESTOCK.

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, RSA 2000, c M-26 and amendments thereto, for the purpose of providing for the licensing, regulation and control of animals and livestock.

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000, c M-26 and amendments thereto, provides that a Council may pass a Bylaw for municipal purposes respecting the safety, health and welfare of people and the protection of people and property, wild and domestic animals and activities in relation to them, and the regulation and licensing thereof;

AND WHEREAS, the Council of the Town of Blackfalds deems it advisable to pass a Bylaw for the licensing, regulation and control of animals and livestock within the Town of Blackfalds;

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

PART 1 – TITLE

- 1.1 This Bylaw shall be cited as the “**Animal Control Bylaw**”.
- 1.2 The following Schedules shall form part of this Bylaw:
 - 1.2.1 Schedule “A” - Licence Fees
 - 1.2.2 Schedule “B” - Guard Dog Signage
 - 1.2.3 Schedule “C” - Dangerous Dog Signage
 - 1.2.4 Schedule “D” - Specified Penalties
 - 1.2.5 Schedule “E” - Conditions and Procedures to Rent a Cat/Skunk Trap

PART 2 – DEFINITIONS

- 2.1 In this Bylaw:
 - (a) “**Altered**” means a Cat or Dog that is spayed or neutered.
 - (b) “**Animal Control Officer**” means a person employed under the contract between the Town and its Contractor to enforce the provisions of this Bylaw.
 - (c) “**Cat**” means a male or female of the feline family.
 - (d) “**Contractor**” means a person employed or under contract by the Town to enforce the provisions of this Bylaw and maintain and administer an impound facility for Cats and Dogs.
 - (e) “**Dangerous Dog**” means any Dog, of any age, that has been:
 - (i) declared as a Dangerous Dog in accordance with Part 5 of this Bylaw;
 - (ii) declared as a Dangerous Dog by a Justice according to Section 21.1 of this Bylaw; or
 - (iii) made the subject of an Order under the *Dangerous Dog Act*.
 - (f) “**Disabled Person**” means a person who has any degree of disability, except blindness or visual impairment, and is dependent on a Service Dog.
 - (g) “**Distress**” for the purpose of this Bylaw means a cat or dog that is:
 - (i) deprived of adequate shelter, ventilation, space, food, water or veterinary care or reasonable protection from excessive heat or cold;
 - (ii) injured, sick, in pain or suffering; or
 - (iii) abused or subjected to undue hardship, deprivation or neglect.
 - (h) “**Dog**” means a male or female of the canine family.

- (i) **“Exotic Animal”** means an animal not indigenous to Canada and not commonly kept as a household pet in Canada, whether or not such animal is a “Wild Animal”.
- (j) **“Guard Dog”** means a Dog that is trained and used for the prevention of unlawful entry of a business premise, in any commercial or industrial area.
- (k) **“Guide Dog”** means a Dog trained to assist a blind person and having the qualifications prescribed by the *Blind Persons’ Rights Act* and the regulations made thereunder.
- (l) **“Justice”** means as defined in the *Provincial Offences and Procedure Act*, RSA, 2000, c. P-34, and amendments thereto.
- (m) **“Leash”** means a restraint that is less than two meters in length and made of material capable of restraining the Cat or Dog on which it is being used.
- (n) **“Licence”** means a Licence issued by the Town to an Owner of a Cat, Dog, Guard Dog or Dangerous Dog upon payment of the required fee for each Cat, Dog, Guard Dog or Dangerous Dog they own, and which is assigned a number recorded by the Town.
- (o) **“Licence Inspector”** means a Community Peace Officer employed by the Town of Blackfalds and the Animal Control Contractor for the Town of Blackfalds.
- (p) **“Livestock”** includes, but is not limited to:
- (i) a horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep, or goat;
 - (ii) domestically reared or kept deer, reindeer, moose, elk or bison;
 - (iii) fur bearing animals, including fox, coyote, wolf, weasels, or mink;
 - (iv) animals of the bovine species;
 - (v) animals of the avian species, including non-licensed chickens, ducks, turkeys, geese, or pheasants;
 - (vi) bees; and
 - (vii) all other animals normally kept for agricultural purposes.
- (q) **“Minor Injury”** means any physical injury to a person or to a domestic animal caused by a Cat, Dog, Guard Dog or Dangerous Dog, that results in minor bruising, small puncture, scratch or mark of the skin, bleeding, or any other injury that is not life threatening, disfiguring or debilitating.
- (r) **“Municipal Ticket”** means a municipal ticket issued on behalf of the Town for a violation under this Bylaw.
- (s) **“Muzzle”** means a device of sufficient strength placed over a Cat, Dog or Dangerous Dog’s mouth to prevent it from biting.
- (t) **“Officer”** includes an Animal Control Officer, a Bylaw Enforcement Officer, a Peace Officer, a Special Constable and a member of the Royal Canadian Mounted Police.
- (u) **“Off Leash Area”** shall mean an area designated by the Town where a Dog is not required to be controlled by a leash.
- (v) **“Owner”** includes any person, partnership, association, or corporation:
- (i) owning, possessing, having charge or control of, any Cat, Dog, Guard Dog, Dangerous Dog or any other animal, excluding any person who has found an animal and taken control of it for the purpose of locating its Owner or turning it over to the Town;
 - (ii) harbouring any Cat, Dog, Guard Dog, Dangerous Dog or any other animal;
 - (iii) In possession or control of the property where a Cat, Dog, Guard Dog or Dangerous Dog appears to reside, either temporarily or permanently; and
 - (iv) any person named as an owner on a Licence for a Cat, Dog, Guard Dog or Dangerous Dog that has been issued under this Bylaw.

For the purposes of this Bylaw, a Cat or Dog can have more than one Owner at the same time, any, or all, who may be charged with offences under this Bylaw.

- (w) **“Park”** or **“Parkland”** means a use where public land is specifically designed or reserved for the public for active or passive recreation, or for educational, cultural, or aesthetic purposes, and includes natural areas and landscaped areas.
- (x) **“Pen”** means a structure capable of preventing the escape of an Aggressive Dog and preventing the entry of any person not in control of the Aggressive Dog.
- (y) **“Police Service Dog”** means any Dog that is used by a police service for law enforcement purposes.
- (z) **“Review Committee”** is a committee consisting of the Chief Administrative Officer, as well as the Director of Emergency Management & Protective Services, who will review the declaration of a Dangerous Dog.
- (aa) **“Running at Large”** means any Cat, Dog or Guard Dog off the premises of the Owner and not on a Leash held by a person who is able to control the Cat, Dog or Guard Dog.
- (bb) **“Service Dog”** means a Dog trained as a guide for an individual with visible or non-visible disabilities and having the qualifications prescribed by the Service Dogs Qualifications Regulations.
- (cc) **“Severe injury”** means any physical injury to a person, or to a domestic animal caused by a Cat, Dog, Guard Dog or Dangerous Dog, that results in significant bruising, a deep puncture, more than one puncture or laceration, a laceration requiring sutures or cosmetic surgery, broken bones or other injury which is severe in nature.
- (dd) **“Tag”** means a current metal, or other, tag issued by the Town to an Owner for each Cat, Dog, Guard Dog, or Dangerous Dog they own and a number recorded with the Owner’s name.
- (ee) **“Threatening Behaviour”** means behaviour that creates a reasonable apprehension or a threat of harm and may include barking, growling, lunging, snarling, charging or chasing.
- (ff) **“Town”** means the Town of Blackfalds.
- (gg) **“Unaltered”** means not spayed or neutered.
- (hh) **“Wild Animal”** means an animal that is not domestic and of a wild nature or disposition.

PART 3 – LICENSING PROVISIONS AND OFFENCES

- 3.1 Every person who owns, keeps or harbours a Cat, Dog or Guard Dog that is three (3) months of age, within 30 days of becoming the Owner, must obtain a Licence for each such animal.
- 3.2 Upon the payment of the initial licensing fee for each Cat, Dog, or Guard Dog, the Owner will be provided with a Licence and a Tag.
- 3.3 A Licence will be valid until the end of the calendar year in which the Licence was purchased, at which time the Owner will be responsible to renew the Licence and pay the applicable fee set out in Schedule “A”.
- 3.4 Where a Licence is required and has been paid for by the tender of an uncertified cheque, the Licence is automatically revoked if the cheque is not accepted and cashed by the bank on which it was issued.
- 3.5 Whenever a Cat, Dog, Guard Dog, or Dangerous Dog is off the Owner’s property, the Tag shall be securely attached to a collar, which shall be worn by the Cat, Dog, Guard Dog, or Dangerous Dog, for which it is issued.
- 3.6 If a Tag is lost or destroyed, the Owner shall apply for a replacement, which shall be issued upon payment of the fee set out in Schedule “A”.

- 3.7 Once a Licence or Tag is issued by the Town, it is not transferable to any other Cat or Dog, and no refund will be made for any issued Licence or Tag.
- 3.8 Every person who fails to purchase or renew a Licence for any Cat, Dog or Guard Dog they own, on or before the 31st day of January in any year, shall be guilty of an offence and subject to the penalties as provided for in Schedule "D" of this Bylaw.
- 3.9 A Licence shall be issued free of charge to any Owner of a Guide Dog, a Service Dog or a Police Service Dog.

PART 4 - DANGEROUS DOG LICENSING

- 4.1 The Owner of a Dangerous Dog shall apply for a Dangerous Dog Licence and Tag immediately upon becoming the Owner of a Dangerous Dog, or within the timeframe specified by the Licence Inspector, after the Dog has been declared a Dangerous Dog, whichever occurs first. A Dangerous Dog Licence must be renewed, and payment of the applicable fee (set out in Schedule "A") must be made prior to January 31 of each subsequent year.
- 4.2 A Dangerous Dog Licence and Tag shall be issued to the Owner of a Dangerous Dog provided that the Owner has:
 - (a) completed a Licence application in the form specified by the Town;
 - (b) paid the applicable fee set out in Schedule "A";
 - (c) supplied proof satisfactory to the Town that the Owner has a locked Pen or enclosure on the Owner's property that can prevent the entry of any person except the Owner.

PART 5 - DANGEROUS DOG DECLARATION

- 5.1 The Licence Inspector may declare a Dog to be a Dangerous Dog if the Licence Inspector has reasonable grounds after investigation to believe that the Dog:
 - (a) has a documented history of threatening, attacking, chasing or biting people or other animals;
 - (b) has inflicted a Severe Injury upon a person or another animal;
 - (c) has been the subject of an order or direction of a Justice pursuant to the *Dangerous Dogs Act*; or
 - (d) has caused, or is likely to cause, damage, injury or death to a person or another domestic animal.
- 5.2 Where the Licensing Inspector declares a Dog to be a Dangerous Dog, the Licensing Inspector shall:
 - (a) cause the Owner of the Dog to be served with a written notice that the Dog has been declared to be a Dangerous Dog;
 - (b) direct the Owner to keep the Dangerous Dog in accordance with the provisions of Section 7, and provide the Owner with a time limit for compliance with the provisions of Section 7.1 (a),(b) and (c); and
 - (c) Inform the Owner that, if the Dangerous Dog is not kept in accordance with the provisions of Section 7, the Owner may be fined and subject to enforcement action pursuant to this Bylaw.
- 5.3 A Dangerous Dog declaration continues to apply if the Dangerous Dog is sold, gifted or transferred.

PART 6 – REVIEW OF DANGEROUS DOG DECLARATION

- 6.1 When a Dog has been declared to be a Dangerous Dog, the Owner may, within fourteen (14) days after the date the written notice of the declaration is received, and upon payment of the fees set out in Bylaw 1335.25, request in writing that the declaration be reviewed by the Review Committee. The Review Committee is not obligated to conduct an oral hearing and may conduct the review based on written material provided by the Licensing Inspector and the Owner of the Dangerous Dog.
- 6.2 Upon conducting the review, the Review Committee may revoke or confirm the Dangerous Dog declaration.
- (a) The decision of the Review Committee shall be provided to the Owner in writing, with reasons, within fourteen (14) days of the Review Committee conducting the review and the Owner may be served with the decision personally or by email, if the Owner has provided their email address.

PART 7 - REQUIREMENTS OF AN OWNER OF A DANGEROUS DOG

- 7.1 Immediately upon becoming the Owner of a Dangerous Dog, or within the timeframe specified by the Licensing Inspector after a Dog has been declared a Dangerous Dog, whichever occurs first, an Owner of a Dangerous Dog shall:
- (a) apply for a Dangerous Dog Licence and follow the applicable provisions set out in Part 3 and Part 4, which includes paying the applicable fee for a Dangerous Dog Licence as set out in Schedule "A";
- (b) post signs at all entrances to the property as set out in Schedule "C";
- (c) provide proof of a policy of liability insurance in a form satisfactory to the Town, providing third party liability coverage in a minimum amount of one million (\$1,000,000.00) dollars for injuries caused by the Dangerous Dog and maintain such insurance until ceasing to be the Owner of the Dangerous Dog;
- (d) Muzzle and secure the Dangerous Dog with a restraining device held by a person over the age of 18 who is capable of controlling the Dangerous Dog whenever it is off the property of the Owner;
- (e) confine the Dangerous Dog within a secure enclosure if the Dangerous Dog is outdoors on the Owner's property and not supervised by a person over the age of 18; and
- (f) immediately notify an Officer or the Town if the Dangerous Dog is off the Owner's property without a Muzzle and without a restraining device held by a person.
- 7.2 The Owner of a Dangerous Dog shall immediately notify the Town should the policy of liability insurance expire, be cancelled, or terminated and upon the occurrence of such an event, the Dangerous Dog Licence shall be null and void unless the Town receives written proof that a new insurance policy has been secured, meeting the requirements of Section 7.1(c) within fifteen (15) days of the expiry, cancellation, or termination of the original policy of liability insurance.

PART 8 - GENERAL OFFENCES

- 8.1 The Owner of a Cat or Dog is guilty of an offence if such Cat or Dog:
- (a) is Running at Large;
- (b) is on Park or Parkland where Cats or Dogs are prohibited by signs or where the Park or Parkland contains playground apparatus and/or sand, rubber, or other materials utilized as a play area, unless the Dog is a Guide Dog or a Service Dog;
- (c) destroys or damages any public or private property.
- 8.2 The Owner of a Cat is guilty of an offence if the Cat defecates or sprays on property other than the Owner's or the Cat stalks birds on property other than the Owner's.
- 8.3 The Owner of a female Cat, Dog, Guard Dog or Dangerous Dog is guilty of an offence if the Owner does not keep such Cat, Dog or Dangerous Dog housed and confined during the whole period it is in heat.

- 8.4 The Owner of a Dog, Guard Dog or Dangerous Dog is guilty of an offence if such Dog barks or howls so as to disturb a person.
- 8.5 The Owner of a Cat or Dog, Guard Dog or Dangerous Dog is guilty of an offence if the Cat, Dog, Guard Dog or Dangerous Dog defecates on any public or private property not owned or occupied by the Owner and the Owner fails to immediately remove the defecation.
- 8.6 Any person who owns or occupies a dwelling (as defined in the Land Use Bylaw), is guilty of an offence if he or she has more than three (3) Dogs on any land which contains a dwelling.
- 8.7 Any person who owns or occupies a dwelling (as defined in the Land Use Bylaw), is guilty of an offence if they have more than three (3) Cats on any land which contains a dwelling.
- 8.8 Sections 8.5 and 8.6 do not apply to a premises lawfully used for the care and treatment of animals operated by a Licenced veterinarian or a person in possession of a development permit to operate a Kennel or cattery as authorized by the Land Use Bylaw.
- 8.9 The Owner of a Cat, Dog, Guard Dog or Dangerous Dog is guilty of an offence if they allow the defecation of such animals to accumulate on private property to such an extent that it is likely to annoy people or constitute a nuisance due to odour or unsightliness.
- 8.10 A person is guilty of an offence if such person springs, or otherwise tampers with or damages, a live trap in which animals are to be trapped, or have been trapped, to allow any animal to escape from the trap.
- 8.11 Any Owner of a Cat or Dog who has a Cat or Dog in the Town for a period longer than 30 days in a calendar year is required to have a current Licence from the Town unless the Owner is visiting and the Cat or Dog is licensed in another municipality.
- 8.12 A person is guilty of an offence if they exercise a Cat, Dog, Guard Dog or Dangerous Dog while driving in a motor vehicle.
- 8.13 The Owner of a Dog is guilty of an offence if they fail to carry a Leash while with a Dog in an Off Leash Area.
- 8.14 The Owner of a Cat, Dog, Guard Dog or Dangerous Dog is guilty of an offence if they fail to ensure the Cat, Dog, Guard Dog or Dangerous Dog wears a collar and Tag when the Cat, Dog, Guard Dog or Dangerous Dog is off the Owner's property.
- 8.15 The Owner of a Dog is guilty of an offence if the Dog is in an Off Leash Area and exhibits threatening behaviour towards any other domestic animal or a person and the Owner fails to remove the Dog immediately from the Off Leash Area.
- 8.16 No person shall keep or harbour:
- (a) Any Exotic Animal, including a venomous snake, reptile, insect or spider;
 - (b) Any Wild Animal;
 - (c) Any Livestock, unless the property is zoned as an Agriculture District in the Land Use Bylaw and has been approved for such use by the Development Officer and/or Municipal Planning Commission.

PART 9 - THREATEN, ATTACK OR BITE OFFENCES

- 9.1 The Owner of a Cat, Dog or Guard Dog is guilty of an offence if such animal:
- (a) exhibits Threatening Behaviour towards a person or other domestic animal;
 - (b) bites, attacks or causes Minor Injury to a domestic animal;
 - (c) bites, attacks or causes Minor Injury to a person;
 - (d) bites, attacks or causes Severe Injury to a domestic animal;
 - (e) causes death to a domestic animal;
 - (f) bites, attacks or causes Severe Injury or death to a person.
- 9.2 The Owner of a Dangerous Dog is guilty of an offence if such Dangerous Dog:
- (a) exhibits Threatening Behaviour towards a person or other domestic animal;
 - (b) bites, attacks or causes Minor Injury to a domestic animal;
 - (c) bites, attacks or causes Minor Injury to a person;
 - (d) bites, attacks or causes Severe Injury to a domestic animal;
 - (e) causes death to a domestic animal;
 - (f) bites, attacks or causes Severe Injury or death to a person.

PART 10 - OFFENCES APPLICABLE ONLY TO GUARD DOGS

- 10.1 The Owner of a Guard Dog is guilty of an offence if:
- (a) Such Guard Dog is Running at Large;
 - (b) Such Guard Dog is outdoors on the Owner's property and is not confined in a securely enclosed fenced area, with the fence being at least six (6) feet in height, constructed to prevent the escape of the Guard Dog and capable of preventing the entry of unauthorized persons;
 - (c) The Owner fails to display signs as specified in Schedule "B" of this Bylaw on the perimeter of the fence, warning of the presence of a Guard Dog;
 - (d) The Owner harbours a Guard Dog in any area outside of a commercial or industrial district as identified in the Land Use Bylaw.

PART 12 - OFFENCES APPLICABLE ONLY TO DANGEROUS DOGS

- 12.1 The Owner of a Dangerous Dog is guilty of an offence if:
- (a) such Dangerous Dog is off the Owner's property and is not wearing a Muzzle and is not secured with a restraining device held by a person who is capable of controlling the Dangerous Dog;
 - (b) such Dangerous Dog is outdoors on the Owner's property and is not supervised by a person over the age of 18 or is not in a locked Pen or enclosure capable of preventing the entry of any person except the Owner;
 - (c) the Owner fails to display at each entrance to the Owner's property and on the locked Pen or structure in which the Dangerous Dog is confined, clear and visible signs, as specified in Schedule "C" of this Bylaw, warning of the presence of a Dangerous Dog on the Owner's property;
 - (d) such Dangerous Dog is in a designated Off Leash Area;
 - (e) the Owner fails to immediately notify the Town or an Officer if such Dangerous Dog is has escaped from the Owner's property and is not muzzled or secured with a restraining device; and
 - (f) the Owner fails to maintain liability insurance as required by Section 7.1(c).

PART 13 - INTERFERENCE WITH AN OFFICER

- 13.1 Any person, whether or not they are the Owner of an animal which is being, or has been, pursued and or captured, is guilty of an offence if such person:
- (a) interferes with, or attempts to obstruct, an Officer who is attempting to capture, or who has captured, any animal;
 - (b) unlocks or unlatches or otherwise opens the vehicle in which animals captured for impoundment have been placed, so as to allow, or attempt to allow, any animal to escape therefrom; or
 - (c) removes, or attempts to remove, any animal from the possession of an Officer.
- 13.2 Any person who:
- (a) refuses to provide identification (name, address, and date of birth) and proof thereof to an Officer upon request; or
 - (b) provides false or misleading information to an Officer;
 - (c) is guilty of an offence.

PART 14 - GUIDE DOGS AND SERVICE DOGS

- 14.1 Guide Dogs and Service Dogs are allowed to accompany a visually impaired Person or a Disabled Person, as set out in the *Blind Persons' Rights Act* and the *Service Dogs Act*, in all public places if:
- (a) the Owner maintains control over the Dog through voice, signal, physical restraint, or other effective controls; and
 - (b) the Dog is being used as a working Dog.

PART 15 - IMPOUNDING ANIMALS

- 15.1 Any Officer or Contractor may seize and impound:
- (a) any Cat, Dog, Guard Dog or Dangerous Dog found Running at Large;
 - (b) any Cat, Dog, Guard Dog or Dangerous Dog not wearing a collar or Tag while off the premises of the Owner;
 - (c) any Cat or Dog found on Park or Parkland not under the direct control of the Owner;
 - (d) any female Cat, Dog, Guard Dog or Dangerous Dog in heat that is not confined or housed.
- 15.2 Upon receiving a Cat, Dog, Guard Dog or Dangerous Dog for impound, an Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the Owner of the Cat, Dog, Guard Dog or Dangerous Dog.
- 15.3 An Officer may enter upon privately owned property, other than a dwelling house, for the purposes of enforcing provisions of this Bylaw.
- 15.4 An Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of Cats, Dogs, Guard Dogs or Dangerous Dogs. The Contractor shall not sell, euthanize or otherwise dispose of any impounded Cat, Dog, Guard Dog or Dangerous Dog until such Cat, Dog, Guard Dog or Dangerous Dog is retained by the Contractor's impound facility for 72 hours, not including the day of impounding, Sundays or statutory holidays. After the expiration of 72 hours, if the Owner has not claimed the impounded Cat, Dog, Guard Dog or Dangerous Dog, it becomes the property of the Contractor.
- 15.5 The Contractor may retain a Cat, Dog, Guard Dog or Dangerous Dog for a period longer than 72 hours if, in the opinion of the Contractor, the circumstances warrant the expense or the Contractor has reasonable grounds to believe that the Cat, Dog, Guard Dog or Dangerous Dog is a continued danger to persons, animals, or property.

- 15.6 Any healthy Cat, Dog, Guard Dog or Dangerous Dog may be returned to its Owner during the 72-hour period of impoundment upon payment to the Contractor the costs of impoundment and boarding (as specified in the contract between the Town and the Contractor). The Contractor may also collect the applicable Licence fee on behalf of the Town if the Cat, Dog, Guard Dog or Dangerous Dog is not licenced at the time of impoundment.
- 15.7 Any person claiming an impounded Cat, Dog, Guard Dog or Dangerous Dog must present government issued identification to the Contractor or its staff.
- 15.8 Where an impounded Cat, Dog, Guard Dog or Dangerous Dog has not been claimed by an Owner within seventy-two (72) hours of impoundment, the Contractor is deemed to be the Owner and is authorized to sell, euthanize, or otherwise dispose of any impounded Cat, Dog, Guard Dog or Dangerous Dog.

PART 16 - FULL RIGHT AND TITLE

- 16.1 The purchaser of a Cat, Dog, Guard Dog, or Dangerous Dog from the Contractor pursuant to the provisions of this Bylaw shall obtain full right and title to it, and the right and title of the person who owned the Cat, Dog, Guard Dog or Dangerous Dog at the time it was impounded shall cease upon the purchase of the Cat, Dog, Guard Dog or Dangerous Dog from the Contractor.

PART 17 - CAT OR DOG IN DISTRESS

- 17.1 No person shall in any way permit a Cat, Dog, Guard Dog or Dangerous Dog to be in distress by:
- (a) causing any unnecessary physical pain to it;
 - (b) neglecting to provide food, potable water, care or shelter as is necessary to maintain its good health;
 - (c) neglecting to provide necessary treatment for a Cat, Dog, Guard Dog, or Dangerous Dog, suffering from disease or injury;
 - (d) harassing or tormenting it.
- 17.2 If a Cat, Dog, Guard Dog, or Dangerous Dog is in distress, and:
- (a) The Owner does not forthwith take steps to relieve its distress; or
 - (b) The Owner cannot be found immediately and informed of its distress, an Officer may take any action they consider necessary to relieve the Cat, Dog, Guard Dog or Dangerous Dog's distress, including taking custody of it pursuant to the provisions of the *Animal Protection Act*.

PART 18 - MUNICIPAL TICKETS AND VIOLATION TICKETS

- 18.1 Where an Officer has reasonable grounds to believe that a person has contravened any provision of this Bylaw:
- (a) They may serve the person with a Municipal Ticket allowing payment of the specified fine as set out in Schedule "D" of this Bylaw, which payment will be accepted by the Town, or the Contractor on behalf of the Town, in lieu of prosecution for the offence if paid within 21 days of the date of service: or
 - (b) They may issue and serve a violation ticket in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34 and amendments thereto, allowing a voluntary payment or requiring a person to appear in court, without the alternative of making a voluntary payment.
- 18.2 An Officer may, but is not required to, issue a Municipal Ticket before issuing a violation ticket under the *Provincial Offences Procedure Act*.
- 18.3 A Municipal Ticket shall be deemed to be sufficiently served if:
- (a) Served personally on the Owner of the Cat, Dog, Guard Dog or Dangerous Dog, or delivered to the Owner's residence; or

(b) Mailed to the address of the Owner of the Cat, Dog, Guard Dog or Dangerous Dog.

18.4 Penalties for a second, third and subsequent offences will be applicable, where those offences occur within one (1) year of the first offence.

PART 19 - CONTINUING OFFENCES

19.1 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues, and any person guilty of such an offence is liable to a fine in the amount of not less than that established by this Bylaw for each such day.

PART 20 - SUMMARY CONVICTION

20.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to the specified penalty set out in Schedule "D" and in default of payment of any fine imposed, to imprisonment for not more than six (6) months. Any person who contravenes any provision of this Bylaw for which there is either no penalty, or "Court", specified in Schedule "D", is liable on summary conviction to a fine of not less than five hundred dollars (\$500) and not more than ten thousand dollars (\$10,000) and in default of payment of any fine imposed, to imprisonment for not more than six (6) months.

PART 21 - ADDITIONAL PENALTIES

21.1 A Justice, after convicting an Owner of a Dog of an offence under this Bylaw, may, in addition to the fine specified under this Bylaw, order one or more of the following:

- (a) the Dog be declared a Dangerous Dog;
- (b) the Dog be euthanized;
- (c) the Owner be prohibited from owning any Dog for a specified period of time.

PART 22 - EXEMPTION FOR POLICE SERVICE DOGS

22.1 This Bylaw does not apply to a Police Service Dog while such Dog is in active service.

PART 23 - PROOF OF LICENCE AND AGE OF ANIMAL

23.1 In any prosecution or proceedings for a contravention of this Bylaw, the onus of proving all of the following is on the person alleging that:

- (a) a person has a valid and subsisting Licence for a Cat, Dog, Guard Dog, Service Dog or Dangerous Dog;
- (b) a Cat or Dog is under three (3) months of age;
- (c) the length of time a Cat, Dog or Dangerous Dog has been in the Town is less than 30 days in a calendar year.

PART 24 - CERTIFIED RECORDS OF TOWN

24.1 A copy of a record of the Town, certified by the Chief Administrative Officer or designate as a true copy of the original, shall be admitted in evidence as prima facie proof of the facts stated in the record without proof of the appointment or signature of the person signing it.

PART 25 - SEVERABILITY

25.1 Each separate provision of this Bylaw shall be deemed independent of all provisions, and if any provision of this Bylaw is declared invalid, all other provisions shall remain valid and enforceable.

PART 26 - LICENCE FEES

26.1 Refer to Schedule "A".

PART 27 - SPECIFIED PENALTIES

27.1 Refer to Schedule "D".

PART 28 - CAT AND SKUNK TRAPS

28.1 Refer to Schedule "E".

PART 29 - REPEAL

29.1 That Bylaw 1181/14 and 1287.23 and amendments thereto are hereby repealed upon this Bylaw coming into effect.

PART 30 - DATE OF FORCE

30.1 This Bylaw shall come into effect on the date of final passing thereof.

READ for the First time this _____ day of _____, 20__.

READ for the Second time this _____ day of _____, 20__.

READ for the Third time this _____ day of _____, 20__.

MAYOR LAURA SVAB

CAO KIM ISAAK

DRAFT

**SCHEDULE "A"
LICENCE FEES**

	AMOUNT
1. Unaltered Cat or Dog	\$ 60.00
2. Altered Cat or Dog – Neutered Male or Spayed Female	\$ 45.00
3. If the Licence fee is paid prior to January 31 st of the year, the Licence fee will be reduced to:	
(a) Unaltered Cat or Dog	\$ 30.00
(b) Altered Cat or Dog – Neutered Male or Spayed Female	\$ 15.00
(c) Dangerous Dog	No fee reduction
(d) Guard Dog	No fee reduction
4. Unaltered Dangerous Dog	\$ 150.00
5. Altered Dangerous Dog – Neutered Male or Spayed Female	\$ 125.00
6. Unaltered Guard Dog	\$100.00
7. Altered Guard Dog - Neutered Male or Spayed Female	\$50.00
8. The Owner of any Cat, Dog, Dangerous Dog or Guard Dog must provide confirmation from a veterinarian that the Cat, Dog or Dangerous Dog has been spayed or neutered to obtain a Licence for an Altered Cat, Dog, Dangerous Dog or Guard Dog.	
9. Replacement Tag or lost Tag	\$ 6.00
10. If an Owner is a new resident to the Town or is a first time Cat, Dog, Dangerous Dog or Guard Dog, Owner, the Licence fee will be set out in item 3 of this Schedule.	
11. There is no pro-rating on Licence fees.	

SCHEDULE "B"
GUARD DOG SIGNAGE

WARNING

GUARD DOG ON PREMISES



SCHEDULE "C"
DANGEROUS DOG SIGNAGE

WARNING

DANGEROUS DOG ON PREMISES



**SCHEDULE "D"
 SPECIFIED PENALTIES**

Fines					
Part	Section	Offence	First	Second	Third and Subsequent
3	3.8	Fail to Licence Cat/Dog/Guard Dog	\$150.00	\$300.00	\$500.00
4	4.1	Fail to Licence Dangerous Dog	\$500.00	\$750.00	\$1,000.00
8	8.1(a)	Cat/Dog Running at Large	\$150.00	\$300.00	\$500.00
8	8.1(b)	Cat/Dog on Park or Parkland where prohibited	\$150.00	\$300.00	\$500.00
8	8.1(c)	Cat/Dog destroys/damages property	\$150.00	\$300.00	\$500.00
8	8.2	Cat sprays/defecates/stalks birds	\$150.00	\$300.00	\$500.00
8	8.3	Fail to confine Cat/Dog/Dangerous Dog in heat	\$150.00	\$300.00	\$500.00
8	8.4	Dog/Guard Dog/Dangerous Dog barks or howls so as to disturb a person	\$150.00	\$300.00	\$500.00
8	8.5	Fail to remove Cat/Dog/Guard Dog/Dangerous Dog defecation	\$150.00	\$300.00	\$500.00
8	8.6	Have more than 3 Dogs	\$250.00	\$500.00	\$750.00
8	8.7	Have more than 3 Cats	\$250.00	\$300.00	\$750.00
8	8.9	Allow Cat/Dog/Guard Dog/Dangerous Dog defecation to accumulate on property	\$50.00	\$300.00	\$500.00
8	8.10	Person tamper/spring/damage animal trap	\$150.00	\$300.00	\$500.00
8	8.12	Exercise Cat/Dog/Dangerous Dog while in a motor vehicle	\$250.00	\$500.00	\$750.00
8	8.13	Fail to carry leash in off leash area	\$150.00	\$300.00	\$500.00
8	8.14	Fail to ensure collar and Tag worn by Cat/Dog/Guard Dog/Dangerous Dog	\$150.00	\$300.00	\$5500.00
8	8.15	Failing to remove Cat/Dog exhibiting Threatening Behavior from Off Leash Area	\$150.00	\$300.00	\$500.00
8	8.16(a)	Keep/harbor Exotic Animal	\$250.00	\$500.00	\$750.00
8	8.16(b)	Keep/harbor Wild Animal	\$250.00	\$500.00	\$750.00
8	8.16(c)	Keep/harbor Livestock	\$250.00	\$500.00	\$750.00

9	9.1(a)	Cat/Dog/Guard Dog exhibits Threatening Behaviour to person/animal	\$250.00	\$500.00	Court
9	9.1(b)	Cat/Dog/Guard Dog bites, attacks or causes Minor Injury to animal	Court	Court	Court
9	9.1(c)	Cat/Dog/Guard Dog bites, attacks or causes Minor Injury to person	Court	Court	Court
9	9.1(d)	Cat/Dog/Guard Dog bites, attacks or causes Severe Injury to animal	Court	Court	Court
9	9.1(e)	Cat/Dog/Guard Dog causes death to animal	Court	Court	Court
9	9.1(f)	Cat/Dog/Guard Dog bites, attacks or causes Severe Injury or death to a person	Court	Court	Court
9	9.2(a)	Dangerous Dog exhibits Threatening Behavior towards a person or animal	\$500	Court	Court
9	9.2(b)	Dangerous Dog bites, attacks or causes Minor Injury to animal	\$500	Court	Court
9	9.2(c)	Dangerous Dog bites, attacks or causes Minor Injury to person	Court	Court	Court
9	9.2(d)	Dangerous Dog bites, attacks or causes Severe Injury to animal	Court	Court	Court
9	9.2(e)	Dangerous Dog causes death to animal	Court	Court	Court
9	9.2(f)	Dangerous Dog bites, attacks or causes Severe Injury or death to a person	Court	Court	Court
11	11.1(a)	Guard Dog Running at Large	\$250.00	\$500.00	Court
11	11.1(b)	Guard Dog not within a securely enclosed fence	\$250.00	\$500.00	Court
11	11.1(c)	Fail to display Guard Dog sign	\$150.00	\$300.00	Court
11	11.1(d)	Harbour Guard Dog outside commercial/industrial district	\$250.00	\$500.00	Court
12	12.1(a)	Dangerous Dog not muzzled, securely restrained and under control	\$250.00	\$500.00	Court
12	12.1(b)	Dangerous Dog not supervised outdoors or in locked pen	\$250.00	\$500.00	Court
12	12.1(c)	Failure to display Dangerous Dog sign	\$250.00	\$500.00	\$750.00

12	12.1(d)	Dangerous Dog in Off Leash Area	\$200.00	\$400.00	\$600.00
12	12.1(e)	Fail to notify Town of Dangerous Dog Running at Large	\$250.00	\$500.00	Court
12	12.1(f)	Fail to maintain required liability insurance	\$250.00	\$500.00	Court
13	13.1(a)	Interfere with Officer	\$500.00	\$750.00	\$1,000.00
13	13.1(b)	Open vehicle where animal is confined	\$500.00	\$750.00	\$1000.00
13	13.1(c)	Remove/attempt to remove animal from Officer	\$500.00	\$750.00	\$1000.00
13	13.2(a)	Refuse to provide identification to Officer	\$500.00	\$750.00	\$1000.00
13	13.2(b)	Provide false/misleading information to Officer	\$500.00	\$750.00	\$500.00
17	17.1	Cat/Dog/Guard Dog/Dangerous Dog in Distress	Court	Court	Court

DRAFT

SCHEDULE "E"**CONDITIONS AND PROCEDURES TO RENT A CAT/SKUNK TRAP**

1. A resident of the Town of Blackfalds who finds a cat or skunk on its property may report a complaint to the Contractor and request a cat/skunk trap from the Contractor.
2. The person with the complaint (Complainant) can attend at the office of the Contractor during normal business hours and request a cat/skunk trap. In order to obtain a cat/skunk trap the Complainant must sign the form and agreement provided by the Contractor, and the Contractor will then provide a cat/skunk trap to the Complainant. The Contractor is responsible to have the Complainant sign a cat/skunk trap agreement stating they will treat the cat/skunk humanely.
3. The Complainant will be required to pay an \$80.00 deposit to the Contractor. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was obtained from the Contractor. The Complainant will also be responsible for a \$10.00 trap rental fee. If the trap is damaged or stolen, the deposit is forfeited to the Contractor, and it shall be the responsibility of the Complainant to pay the balance of the cost for the trap to be replaced.
4. It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week, the Contractor will arrange the scheduling of their Officers' patrols in such a manner to reduce the length of time a cat/skunk is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are consistently below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.
5. The Contractor may enter the property of the Complainant, but not a dwelling house, to ascertain if a cat/skunk trap has been properly placed or set and if a cat/skunk has been trapped.
6. The Complainant shall not leave a trap set on their property unattended when absent from the property for any period of time of more than three (3) hours, except as approved by the Contractor.
7. When the Contractor takes possession of a trapped Cat, the Contractor will try to locate an identifying Tag or tattoo on the Cat and, if found, will make reasonable efforts to contact the owner of the Cat in order to report that it has been impounded by the Contractor.
8. If the Cat Owner attends at the Contractor's offices to claim their Cat that was trapped on another person's property, an offence ticket for the Cat Running at Large may be issued in accordance with the Bylaw.
9. If a Complainant is disabled and therefore unable to pick up the cat/skunk trap, the Contractor will deliver the trap to the Complainant's property and pick up the trap 72 hours later. No fee shall be charged to the Complainant.
10. Any person renting a cat/skunk trap, or any Officer dealing with a trapped animal shall be responsible for handling any animal caught as humanely as possible.
11. Any person who abuses, teases, or pokes an animal in a cat/skunk trap or is causing pain, suffering, or injury to any animal may be charged with an offence under Section 446 of the Criminal Code of Canada.
12. Any person seeing a cat/skunk in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor may, after investigation, attend at the premises where the alleged abuse has taken place and, if warranted, remove the cat/skunk and the trap forthwith.

MEETING DATE: May 26, 2026

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

PRESENTED BY: Ken Morrison, Director of Emergency Management & Protective Services

SUBJECT: **Community Centre Emergency Generator**

BACKGROUND

The Blackfalds Community Centre is the identified “Reception Centre” should the Town need to respond to a local emergency/disaster affecting the municipality.

In 2025, Protective Services, utilizing the specifications provided by Stantec years earlier, reached out to determine an approximate cost in 2025 dollars for this project, with a cost of approximately \$200,000.00 estimated.

Additional funding was approved in the 2026 Capital budget to reflect the 2025 estimated cost for the supply and installation of the Emergency Generator.

DISCUSSION

The supply and installation of an emergency generator is essential to ensure uninterrupted use of the Community Centre as a “Reception Center” during an emergency/disaster involving a power outage.

The expected scope of work:

“Supply a turnkey emergency backup diesel generator at the Blackfalds Community Centre, located at 4810 Womacks Road.”

- To act as Prime Contractor as per the Town of Blackfalds Policies and Alberta Occupational Health and Safety Act.
- Comply with all Municipal and Provincial permitting (Development, Building, Electrical).
- Meet CSA, National Building Codes Alberta 2023 Edition, National Fire Code Alberta 2023 Edition, NFPA standards.
- Scope of work to include, but not limited to, all labor, materials, tools, construction equipment, field coordination, crane / picker truck, technical data submittals, coordination, insurance.
- Verify the full building load calculation during design.
- As-built and O&M manuals to be a pdf and hard copy format, start-up/commissioning, training, etc.
- Minimum 200 kW, 120/208V, 3 phase standby diesel generator.
- Generator Enclosure: Is a weatherproof, sound-attenuated canopy.
- Sound Rating Maximum 70 decibels (dBA) at 7 meters.
- Fuel Supply minimum 24 hours of fuel at 100% load.
- Fuel Tank: Proponent must specify in their proposal whether the fuel tank will be a sub-base integral tank (part of the skid) or a remote, external day tank.

- Emissions must meet Canadian EPA or Environment and Climate Change Canada (ECCC) diesel emission standards equivalent to US EPA Tier 4.
- Must include a block heater, battery warmer, and fuel line heater for a reliable start at - 30 degrees Celsius.
- 400A, 4 pole closed transition automatic transfer switch (ATS) with a bypass-isolation shall be service entrance rated and listed for the application. To be installed in the mechanical room.
- Contractor will be responsible for all costs and coordinating with Fortis Alberta for the service entrance modification. To ensure all costs regarding disconnection, rerouting, and reconnection are included in RFP.
- Proposals must include a detailed risk-mitigation plan for this utility work.
- Remote generator annunciator with ethernet capability. Contractor must run the ethernet to tie to the patch panel in the telecom room.
- Contractor to allow for connections of ATS to the existing building electrical distribution. The standby generator will work as a
- backup unit for the whole building, ATS to be connected accordingly.
- Contractor to ensure, if required, at least 2x fire alarm supervisory modules to interconnect the generator to existing fire alarm system for generator run and trouble.
- Contractor to ensure, if required, electrical connections for battery charger and warmer as per manufacturer specifications.
- Contractor to include a concrete pad for the outdoor generator. Minimum of 150mm thick, 4000 psi concrete with #3 rebar on 300mm centers. With Chain Link fencing around the generator to be 2.4 meters high with a lockable gate.
- A grading plan that ensures flooding would not affect the generator's location. Grading, concrete form work and slump testing of the concrete.
- Site Testing and Commissioning will include full-load bank testing for a minimum of 2-hour continuous period under simulated utility failure. Provide certified test reports.
- Training must include hands-on operation and troubleshooting for Town and Fire Department staff.
- Warranty minimum 5-year parts and labour warranty on the generator and ATS.
- Optional 5-year full-service maintenance agreement quote.

The Request for Proposal (RFP) was advertised on APC March 13th, 2026, and closed on April 24th, 2026, at 400 pm. The Town of Blackfalds received eight bids from the following companies, Timcon Construction (1988) LTD. Triad Electric Ltd., Boald Const., Sterling Industries, Three Bros. Site Services, CHERMIK Technical Services Ltd., Wildy Enterprises, and Hybrid Power. Only six bids met the mandatory requirements.

Fire Chief Robert Cote and the Director of E.M. & P.S. evaluated the submissions based on the criteria provided within the RFP, as shown in the attached evaluations sheet.

Upon completion of the evaluation, all bids came in over the forecasted capital budget allocated for this project. Upon initial review three bids were singled out, Timcon, Chermik, and Three Bros. After further evaluation between the three, Timcon Construction (1988) LTD is the recommended contractor to carry out this project. Timcon is a recognized company with an excellent relationship with the municipality and has a proven track record in completing contracts within the town. They will be sourcing the generator through another well-known company within the area. Sourcing local and working with a company the town has history with will make for a smooth project timeline and ease of communication.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT

**Economic Vitality and
Community Prosperity**



**Community Life,
Safety, and Inclusion**



**Leadership,
Engagement and
Advocacy**



**Sustainable Services
and Infrastructure**

The installation of a backup generator for the Community Centre that will serve as the Town's "Reception Centre" during an emergency will strengthen community safety and emergency readiness by ensuring that "Reception Centre" remains fully functional during power failures. This will assist Council in supporting the Community Life, Safety, and Inclusion priority.

FINANCIAL IMPLICATIONS

As noted above, the proposed cost to supply and install the generator exceeds the initial estimate of \$200,000. Timcon's bid is \$266,709.24, excluding GST, which requires an additional \$66,709.24 to be allocated to this capital project.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

As the installation of an emergency generator is an operational matter there would not be a requirement to engage the residents on this project. However, Council should recognize that this project does help to meet the Community Life, Safety, and Inclusion Priority of Council's Strategic Plan.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motions:

1. That Council approve an additional \$66,709.24 from Capital Reserve to be allocated to the purchase and installation of the Emergency Generator.
2. That Council award the Community Center Emergency Generator to Timcon Construction (1988) LTD. In the amount of \$266,709.24.


ALTERNATIVES

- a) That Council refer the Community Centre Emergency Generator back to Administration for more information.

ATTACHMENTS

None

APPROVALS



Kim Isaak,
Chief Administrative Officer



Ken Morrison
Department Director/Author

MEETING DATE: May 26, 2026

PREPARED BY: Justin de Bresser, Director of Corporate Services

PRESENTED BY: Justin de Bresser, Director of Corporate Services

SUBJECT: **Council Policy CP-174.24 - Procurement**

BACKGROUND

The Town of Blackfalds' Procurement Policy (CP-174.24) establishes the guiding principles for the acquisition of goods, services, and construction. Previous versions of the policy contained limited references to supporting local vendors, particularly for lower-value procurements where vendors were available and competitive.

As part of the current procurement policy review, Administration has proposed removing the explicit local preference language. Employees have noted that the local preference provision has not been actively or consistently used in practice. Procurement decisions are generally made based on competitiveness, vendor capability, and overall value, regardless of vendor location.

Administration is seeking Council direction on moving away from local preference provisions within the Town's procurement framework.

Council reviewed the proposed revisions to the Council Policy – Procurement CP-174.24 at the May 19, 2026, Standing Committee of Council and directed that the Policy be brought forward to a Regular Meeting of Council for consideration.

Further to the previous paragraph, a question was raised as to why software renewals were not included in the procurement process. Because the initial software purchase was completed through a formal competitive process that accounted for automatic renewals over the term of the contract, these renewals are incorporated into the operating budget. A second question was also raised on how the procurement values were established, and to answer that the values come directly from the New West Partnership Agreement that the town must adhere to.

DISCUSSION

Administration's rationale for moving away from explicit local preference in procurement includes the following considerations:

- **Best Value for Taxpayers:**
Administration's primary objective is to achieve best value for taxpayers by considering price, quality, service delivery, risk, and life-cycle costs. Geographic preferences may unnecessarily limit competition and could result in higher costs or reduced service outcomes.
- **Operational Reality:**
Employees have advised that the local preference provision has rarely, if ever, been applied. Maintaining policy language that does not reflect actual practice creates ambiguity and inconsistency.

- **Fairness and Transparency:**
Removing local preference language supports a clear, objective, and defensible procurement process. This approach reduces the risk of perceived bias and strengthens transparency and accountability.
- **Trade Agreement Compliance:**
The Town is required to comply with several trade agreements that restrict or prohibit geographic preferences in procurement, particularly above established financial thresholds, including:
 - Canadian Free Trade Agreement (CFTA)
 - New West Partnership Trade Agreement (NWPTA)
 - Comprehensive Economic and Trade Agreement (CETA)These agreements generally require open and non-discriminatory procurement processes and limit the ability to favor local or regional suppliers.
- **Risk Management:**
Retaining local preference provisions may expose the Town to trade agreement non-compliance, vendor complaints, or legal challenges. Aligning policy language with best practices reduces risk and improves defensibility.

Additionally, Administration is recommending a minor amendment to remove section 6.8.3, which permits both handwritten and reproduced signatures. As cheques are negotiable instruments, reproduced signatures are not permitted; therefore, handwritten signatures will be required.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



**Economic Vitality and
Community Prosperity**



**Community Life,
Safety, and Inclusion**



**Leadership,
Engagement and
Advocacy**



**Sustainable Services
and Infrastructure**

There are no direct financial implications associated with this request for direction. However, procurement practices that emphasize competition and best value are expected to have a positive long-term impact on municipal expenditures and taxpayer value.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this request for direction. However, procurement practices that emphasize competition and best value are expected to have a positive long-term impact on municipal expenditures and taxpayer value.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

Administration will communicate the direction of Council internally.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion(s):

1. That Council adopt the amended Council Policy CP-174.24 - Procurement, effective immediately.

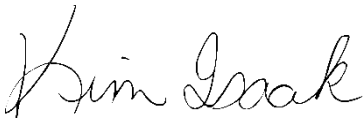
ALTERNATIVES

- a) That Council refer the amended Council Policy CP-174.24 - Procurement back to Administration for amendments or more information.

ATTACHMENTS

- *Council Policy CP-174.24 - Procurement*

APPROVALS



Kim Isaak,
Chief Administrative Officer



Department Director/Author

PROCUREMENT

POLICY NO.:	CP-174.24
DIVISION DEPARTMENT	Corporate Services and Financial Services
REVIEW PERIOD	Every 3 Years or upon Legislative Change

1. POLICY PURPOSE

- 1.1 To establish the basic direction, philosophies, and values for the procurement of Goods, Services and Construction for use by the Town of Blackfalds.

2. POLICY STATEMENT

- 2.1 The Town of Blackfalds' delivery of Services and acquisition of assets will be performed in a manner that might best achieve a high-quality product and/or Service while maintaining an accountable, transparent, efficient, and fair purchasing process.

3. DEFINITIONS

- 3.1 **“Administrative Procedure”** means a documented procedure that outlines a consistent approach to carrying out a specific Policy in the day-to-day operations of the Town.
- 3.2 **“Bid”** means a bid, proposal, tender or quote offered to the Town of Blackfalds.
- 3.3 **“CAO”** means the Chief Administrative Officer of the Town of Blackfalds.
- 3.4 **“Conflict of Interest”** means a situation where the independence or impartiality of an employee’s decisions or actions are impaired or may be reasonably expected to be impaired because of outside employment, political, business or family interests.
- 3.5 **“Construction”** means construction, reconstruction, demolition, repair or renovation of a building, structure or other civil engineering or architectural work and includes site preparation, excavation, drilling, seismic investigation, the supply of products and materials, the supply of equipment and machinery if they are included in and incidental to the construction, and the installation and repair of fixtures of a building, structure or other civil engineering or architectural work, but does not include professional consulting services related to the construction contract unless they are included in the procurement.
- 3.6 **“Council”** means elected officials, including the Mayor of the Town of Blackfalds.
- 3.7 **“Employees”** means individuals who are employed by the Town of Blackfalds.

- 3.8 **“Emergency”** means a situation that requires prompt action for the safety and protection of persons or property, or the environment.
- 3.9 **“Good”** means an item that is produced, manufactured, grown, or obtained and used for a commercial purpose.
- 3.10 **“MGA”** means the *Municipal Government Act* of Alberta.
- 3.11 **“Service”** means a service supplied or to be supplied.
- 3.12 **“Town”** means the municipality of the Town of Blackfalds.
- 3.13 **“Vendor”** means an individual, business, or organization that sells goods or services to another party.

4. SCOPE

- 4.1 This Policy applies to Council, CAO (or their designate) and Employees who purchase, rent or lease on behalf of the Town.

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 resources for the successful implementation of this Policy in the annual budget process.
- 5.1.3 Adopt the Council Policy that establishes the primary direction, philosophies, and values for the procurement of Goods, Services, and Construction for use by the Town and amendments thereto.

5.2 Chief Administrative Officer to:

- 5.2.1 Implement this Policy and develop the associated Administrative Procedure.
- 5.2.2 Authorize the expenditure of funds and payment of accounts according to the approved budget once the operating, interim and/or Capital Budget is passed by Council, as per the MGA.
- 5.2.3 Ensure that the procurement procedures and programs of the municipality are developed and implemented to carry out programs identified by the Town Council.

- 5.2.4 Delegate authority to develop and implement applicable procedures through Directors and the Financial Services Manager.
- 5.2.5 Delegate budget authority to Town Employees in accordance with the annual budget.
- 5.2.6 Override this Policy when required as a sound business decision, in accordance with 6.3.1.
- 5.2.7 Ensuring that procurement and contract activities are carried out under this Policy and applicable Administrative Procedures.
- 5.2.8 Ensure budget funds are available for procurement requests.
- 5.2.9 Advise Council on the development, implementation, and amendment of this Policy.
- 5.2.10 Ensure Policy review occurs and verify the implementation of this Policy.

6. POLICY

6.1 Principles

- 6.1.1 The Town will manage its procurement activities in accordance with all applicable legislation, including but not limited to the trade agreements, as well, competitive bidding laws and procurement best practices, as amended from time to time. The Town will adhere to the following minimum general principles.
 - 6.1.1.1 Competition process will be open, transparent, and fair.
 - 6.1.1.2 According to applicable trade agreements, the Town cannot give preferential treatment for competitions over a \$75,000 threshold.
 - 6.1.1.3 Departments may direct competitions for Goods and Services under \$75,000 to a Vendor only if there are at least two Vendors who are available and competitive.
 - 6.1.1.4 Whenever practical, the Town will consider environmental impact and sustainability.
 - 6.1.1.5 The Town is committed to the highest level of ethical standards in all procurement and contracting practices.
 - 6.1.1.6 The Town encourages the best value consideration in procurement.

- 6.1.1.7 The Town expects all Vendors to perform their obligations to the Town in good faith.
- 6.1.1.8 Town Employees shall not have any Conflict of Interest, direct or indirect, in any contract with the Town of Blackfalds. No Employee of the Town or partnership of which an Employee is a member may submit a bid for the supply of Goods, or Services or Construction to the Town. Any corporation (other than those whose shares are publicly traded) submitting a bid must disclose the names of any shareholder who is a Town Employee and the number of shares owned by the Employee.
- 6.1.1.9 Town Employees shall not make any recommendations about the awarding of any bid, or quotation when they are a member of the immediate family of any individual who is:
 - 6.1.1.9.1 submitting the tender.
 - 6.1.1.9.2 a shareholder or employee of a company submitting the tender.
 - 6.1.1.9.3 a member or employee of any partnership submitting the tender.

6.2 Sole Sourcing

- 6.2.1 Sole source purchase may be used when there is only one available supplier of a required Good or Service that meets the needs of the Town, subject to regular review. Negotiations should be used to complete the terms and conditions for this purchase. A sole source purchase may occur:
 - 6.2.1.1 When the compatibility of a purchase with existing equipment, facilities or Services is a paramount consideration, and the purchase must be made from a single source.
 - 6.2.1.2 Where an item is purchased for testing or trial use.
 - 6.2.1.3 Where the Town purchases supplies for resale.
 - 6.2.1.4 For direct purchases under \$10,000 (See Table 1 below).
 - 6.2.1.5 Where the Town has a rental contract with a purchase option and such purchase option would be beneficial to the Town.
 - 6.2.1.6 Where purchase from another vendor would violate warranties and guarantees where Service is required.

6.2.1.7 For matters involving security or confidential issues, a purchase may be made to protect the confidentiality of the contractor of the Town.

6.3 Procurement Process

**Table 1
Summary of Procurement Process based on the value for Goods and Services:**

Procurement Threshold	Process	Process Required
\$0 - \$4,999	Direct Purchase	<ul style="list-style-type: none"> Direct Purchases should be made locally whenever a Vendor is available and competitive.
\$5,000- \$9,999	Non-competitive	<ul style="list-style-type: none"> Three written quotes are recommended but not required.
\$10,000 - \$74,999	Informal Competitive Bidding	<ul style="list-style-type: none"> Three written quotes are required.
Equal to or greater than \$75,000	Formal Competitive Bidding	<ul style="list-style-type: none"> Fully open competition Requires sealed Bids. May involve a prequalification process. Must be posted on Alberta Purchasing Connection. Ability to Use RMA Canoe Trade Program by Approval of Director

**Table 2
Summary of Procurement Process based on Value for Construction:**

Procurement Threshold	Process	Process Required
\$0 - \$9,999	Direct Purchase	<ul style="list-style-type: none"> Direct purchases should be made locally whenever a Vendor is available and competitive
\$10,000 - \$199,999	Written Quotation	<ul style="list-style-type: none"> Three written quotes are required.
Equal to or greater than \$200,000	Formal Competitive Bidding	<ul style="list-style-type: none"> Fully open competition Requires sealed Bids. May involve a prequalification process. Must be posted on Alberta Purchasing Connection

6.4 Capital Projects

6.4.1 Managing Capital Projects – all contracts for capital projects shall be awarded according to the Town’s Procurement Policy. The CAO is responsible for the administration of the capital projects and may delegate such responsibility to the appropriate Employee.

6.4.2 The CAO or delegate shall:

6.4.2.1 Approve expenditures up to the approved contract price.

6.4.2.2 Ensure that the work, Goods, Services, and Construction Services supplied meet the contracted specifications.

6.4.2.3 Ensure the terms and conditions specified by the Town have been met.

6.5 Purchasing Authority

6.5.1 Council shall approve all annual Operating Budgets, Capital Budgets, and long-term Capital Plans of the Town.

6.5.2 The CAO is delegated purchasing authority to purchase and approve the purchase of Goods, Services, and Construction Services within the limits of a Council approved budget on behalf of the Town.

6.5.3 As per the Town's CAO Bylaw and the MGA, purchasing authority may be delegated by the CAO to Directors, Department Managers, and other Employees at their discretion. Purchasing authority may be revoked by the CAO at their discretion due to:

6.5.3.1 Repetitive non-compliance.

6.5.3.2 Lack of due diligence.

6.5.4 Any Employee granted purchasing authority through an Administrative Procedure must ensure that all applicable policies and procedures are followed and the budget approval for purchasing Goods, Services, and Construction services are in place. Employees must ensure they have control over the budget and that the budget dollars are available during the entire period of procurement.

6.5.5 The CAO may approve individual line-item expenditures that vary from the operating budget only if the Town's revenue requirement is unchanged from Councils' approved budget and the department's bottom line is under budget.

6.6 Contracts and Agreements

6.6.1 Under the MGA, the CAO has the authority to sign contracts and agreements for the Town.

6.6.2 Council will be informed of contracts with a total value of up to \$500,000 or a length of no more than three (3) years through the CAO report.

6.6.3 Council will approve contracts with a total value exceeding \$500,000 or a length of greater than three (3) years.

6.7 Expenditure Review

6.7.1 That one (1) signature from Group I and one (1) signature from Group II be required for bank account documents and materials, forms, and legal documents. The following be designated signing officers for the Town of Blackfalds:

Group I	Group II
Mayor	CAO
Deputy Mayor	Directors
Members of Council	Financial Services Manager

6.7.2 The Mayor or Deputy Mayor and CAO (or their designate) should conduct a general review of each general cheque run, noting payees and amounts. The Mayor or Deputy Mayor and the CAO (or their designate) will sign the cheque register confirming the review has occurred.

6.7.3 The cheque register listing the payees and amounts for each general cheque run should be made available to Council for examination.

6.7.4 As per the MGA, a municipality must ensure that all money belonging to or held by the municipality is deposited in a bank, credit union, loan corporation, treasure branch or trust corporation designated by Council.

7. EXCLUSIONS

7.1. This Policy does not apply to:

- 7.1.1 Purchase of land.
- 7.1.2 Banking, Investments and Borrowing.
- 7.1.3 Postage purchases.
- 7.1.4 Employee vehicle use expenditures.
- 7.1.5 Grants to nonprofit agencies and societies.
- 7.1.6 Employment services/agreements.
- 7.1.7 Legal Services.
- 7.1.8 Corporate or individual Employee memberships.

7.1.9 Insurance Premiums.

7.1.10 Workers' Compensation Premiums.

7.1.11 Freight charges.

7.1.12 Software Renewals.

7.1.13 Memberships.

7.1.14 Electricity and Natural Gas purchases.

7.1.15 Purchases where the Vendor is a department, agency or utility of federal, provincial, regional or municipal government.

8. SPECIAL SITUATIONS

8.1. Notwithstanding anything in this Policy, the CAO may authorize any required expenditures in Emergency situations where:

8.1.1 Where an unforeseeable situation of urgency exists and the Goods, Services or Construction could not be obtained in time by means of open procurement procedures. This includes when the health and safety of Employees, the public, or the environment is at risk.

8.1.2 The loss or failure of critical infrastructure is at risk.

8.1.3 Any delay in procuring Goods Services and Construction could jeopardize the Town's ability to provide essential services; or

8.1.4 Pursuant to an enactment such as the *Emergency Management Act*.

9. RELATED DOCUMENTS

9.1 *Municipal Government Act (MGA)*,

9.2 *New West Partnership Trade Agreement (NWPTA)*

9.3 *Comprehensive European Trade Agreement (CETA)*

9.4 *Canadian Free Trade Agreement (CFTA)*

9.5 *Protection of Privacy Act*

9.6 *Access to Information Act*

10. END OF POLICY

Mayor

Chief Administrative Officer

Date

Date

POLICY RECORD HISTORY

	Resolution No:	Date
Policy Adopted	021/24	January 23, 2024
Policy Reviewed	SCC 046/26	May 19, 2026
Policy Revised		

ADMINISTRATIVE REVISIONS

Date	Description

MEETING DATE: May 26, 2026

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **Council Policy CP -184.24 - Signing Authority**

BACKGROUND

The Signing Authority Policy is being brought forward with amendments to ensure that clear, consistent governance standards are in place to support effective financial and contractual decision-making. The proposed updates are intended to streamline the Policy by focusing on core principles, while removing operational details that can be addressed within the associated Administrative Procedure. These amendments will also align the Signing Authority Policy with the proposed changes to the Procurement Policy, ensuring consistency across related documents, reducing duplication and improving clarity. This approach enhances the flexibility to update procedural operational elements without having to bring the Policy forward.

Council reviewed the amended Signing Authority Policy at the May 19, 2026, Standing Committee of Council and directed that the policy be brought forward to a Regular Meeting of Council for consideration.

DISCUSSION

Key amendments to the Policy include the following:

1. Removal of the definition of “Supervisor” as that title is not referenced in the Policy. A former iteration of this Policy removed the delegation granted to other Employees from this Policy and was added into the Signing Authorities Administrative Procedure.
2. Addition of the CAO’s responsibility to delegate authority to other employees as identified in the MGA and the CAO Bylaw.
3. The removal of sections of the Policy that provide guidelines to Employees that have been delegated authority as those provisions have been added into the Administrative Procedure.
4. Clarification under the Agreements for Budgeted Expenditures (Procurement) section that the CAO can sign any purchasing agreement that has been approved within the budget up to the \$500,000 and not more than 3 years in length. This change is to ensure consistency with the Procurement Policy.
5. Removal of the Town of Blackfalds Delegation of Signing Authority Form, as the form has been added in the Administrative Procedure.

Administration recommends that Standing Committee of Council direct the amended Signing Authority Policy with amendments to a Regular Meeting of Council for consideration.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT

**Economic Vitality and
Community Prosperity**



**Community Life,
Safety, and Inclusion**



**Leadership,
Engagement and
Advocacy**



**Sustainable Services
and Infrastructure**

The Signing Authority Policy aligns with the Economic Vitality and Community Prosperity priority by enabling timely approval of contracts, agreements and expenditures that support economic development initiatives, partnerships and investments in the community. It further supports the Leadership, Engagement and Advocacy Priority by reinforcing strong governance and leadership by clearly outlining decision-making responsibilities between Council and Administration.

FINANCIAL IMPLICATIONS

There are no financial impacts from the amended policy; however, it supports and aligns with the Town of Blackfalds Procurement Policy.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

As this is an internal-facing document, once approved, Administration will communicate the changes to employees, and the revised policy will be uploaded to the Town's website.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion

1. That Council adopt the amended Council Policy CP- 184.24 - Signing Authority, effective immediately.

ALTERNATIVES

- a) That Council refer amended Council Policy CP - 184.24 - Signing Authority back to Administration.

ATTACHMENTS

- Council Policy CP - 184.24 - Signing Authority (amended)

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

SIGNING AUTHORITY

POLICY NO	CP -184.24
DIVISION DEPARTMENT	Administration
REVIEW PERIOD	Every 3 Years or Upon Legislative Change

1. POLICY PURPOSE

- 1.1. In accordance with the *Municipal Government Act (MGA)*, authority is delegated to sign cheques, agreements, and other municipal documents to those Elected Officials and Employees in the positions indicated in this Policy. Specific signing authorities may be designated in the MGA, and in other various Bylaws and Council Policies.

2. POLICY STATEMENT

- 2.1. To clarify who in the organization may sign or authorize which municipal documents.
- 2.2. To support accountability for financial and non-financial transactions.
- 2.3. Provide clarity of roles and responsibilities.

3. DEFINITIONS

- 3.1. “**Administrative Procedure**” means specific written processes that support a policy. Procedures that are created, amended or made obsolete require the approval of the CAO.
- 3.2. “**Chief Administrative Officer**” (CAO) means the Chief Administrative Officer of the Town of Blackfalds, appointed by Council as per the *Municipal Government Act*.
- 3.3. “**Council**” means all Elected Officials of the Town of Blackfalds.
- 3.4. “**Elected Officials**” means the Council of the Town of Blackfalds.
- 3.5. “**Employee**” as defined in S. (d.1)(k) of the *Alberta Employment Standard Code* means an individual employed to do work who receives or is entitled to wages and includes a former employee but does not include an individual who is a member of a class of individuals excluded by regulations.
- 3.6. “**Municipal Government Act**” (MGA) means the *Municipal Government Act, RSA 2000, c M-26* and amendments thereto.

4. SCOPE

4.1. This Policy applies to all Elected Officials and Employees.

5. AUTHORITY AND RESPONSIBILITIES

5.1. Council to:

5.1.1. Adopt and support this Policy by resolution.

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.

5.2.3. Further delegate authority to Employees in accordance with the CAO Bylaw and the delegation provisions of the *Municipal Government Act*.

5.2.4. Implement this Policy and the establishment of any Administrative Procedures required for carrying out this Policy.

6. POLICY

6.1 Minutes of Meetings

6.1.1 Council Meetings

Authority for signing council meeting minutes is as follows, in accordance with Section 213(1) of the MGA and the CAO Bylaw.

1st Signature	2nd Signature
Mayor or Councillor presiding at the Meeting	CAO or Acting CAO presiding at the Meeting

6.1.2 Council Committee Meetings

Authority for signing council committee meeting minutes is as follows in accordance with Section 213(2) of the MGA and the CAO Bylaw.

1st Signature	2nd Signature
Person presiding at the Meeting	Recording Secretary or CAO

6.2 Bylaws

6.2.1 Authority for signing bylaws is as follows, in accordance with Section 213(3) of the MGA and the CAO Bylaw.

1st Signature	2nd Signature
Mayor or Deputy Mayor	CAO or Acting CAO

6.3 Banking Instruments, Agreements and Other Municipal Documents

6.3.1 Banking Instruments

Authority for signing all papers, payments and other documents that are required in the conduct of all bank accounts and other business relating to banking of the Town of Blackfalds funds are as follows, in accordance with 213(4) of the MGA and the CAO's Bylaw. This authority is extended to the printing or other reproduction of signatures as outlined in Section 213(5) of the MGA. This authority may not be further delegated, being that one (1) signature from Group 1 and one (1) signature from Group 2 are required for banking instruments.

Authority for signing or authorizing agreements for the acquisition of goods and services are as follows in accordance with the Town of Blackfalds Procurement Policy

<u>1st Signature – Group 1</u>	<u>2nd Signature – Group 2</u>
Mayor Deputy Mayor or Another Member of Council	CAO Directors Financial Services Manager

In the event that none of the above are available from Group 1 the following is authorized.

<u>1st Signature – Group 1</u>	<u>2nd Signature – Group 2</u>
CAO Acting CAO Director of Corporate Services	Directors Financial Services Manager

6.3.2 Agreements for Budgeted Expenditures (Procurement)

Authority for signing or authorizing agreements for the acquisition of goods and services is as follows, in accordance with the Town of Blackfalds Procurement Council Policy and the Procurement Authorities and Limits Administrative Procedure. The position listed has the authority to sign all agreements appearing across from and above the position title.

1 st Signature	Agreement Purchasing –	2 nd Signature Required
CAO	<ul style="list-style-type: none"> Any purchase agreement approved within the budget up to \$500,000 and not more than 3 years in length 	No
Council Resolution	<ul style="list-style-type: none"> Any purchase agreement greater than \$500,000 or renewal longer than three years and greater than \$500,000 in value. 	Council authorization

6.4 Intergovernmental Agreements

Authority is delegated as follows to sign Intergovernmental Agreements:

1 st Signature	Documents	2 nd Signature Required
CAO or Acting CAO	<ul style="list-style-type: none"> Intergovernmental Agreements 	Mayor or Deputy Mayor

6.4.1 Signing authority in this section:

- 6.4.1.1 May be further delegated to a Town Employee as long as the delegation has been confirmed in writing by the authority holder or the CAO.
- 6.4.1.2 Does not preclude the CAO from providing a signature on any agreement or document.
- 6.4.1.3 Does not preclude the Mayor from providing a signature on any agreement or document.

7. EXCLUSIONS

None

8. SPECIAL SITUATIONS

None

9. RELATED DOCUMENTS

- 9.1. *Municipal Government Act*
- 9.2. *CAO Bylaw*
- 9.3. *Council Policy - Procurement*
- 9.4. *Administrative Procedure Procurement Authorities*
- 9.5. *Administrative Procedure - Signing Authority*
- 9.6. *Administrative Procedure - Digital and Electronic Signature*

10. END OF POLICY

Mayor

Chief Administrative Officer

Date

Date

POLICY RECORD HISTORY

	Resolution No:	Date
Policy Adopted	RCM 131/24	April 23, 2024
Policy Reviewed	SCC 021/25	April 14, 2025
Policy Revised	RCM 093/25	April 22, 2025
Policy Reviewed	SCC 047/26	May 19, 2026

ADMINISTRATIVE REVISIONS

Date	Description

MEETING DATE: May 26, 2026

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **Friends of the Blindman River – Board Representation**

BACKGROUND

Council discussed the above at the Regular Meetings of January 27, 2026, and a subsequent resolution was passed to have the Administration request additional information on the organization. The additional information was brought forward to the February 10, 2026, Regular Meeting of Council where the following resolution was passed.

044/26 *Councillor Hoyte moved That Council approve the half-day per diem allotment and mileage for Councillor Hanson and Councillor Twerdoclib who wish to attend the Friends of the Blindman River “Our Water’s Event” scheduled for February 25, 2026.*

CARRIED
Opposed: Councillor Sands and Councillor Brown

Councillors Hanson and Twerdoclib attended the Friends of the Blindman River Annual General Meeting on February 26 and, following their attendance, received an email from a representative inquiring whether or not Council approved an appointment to the Board. As such, the item is being brought forward for Council’s consideration.

DISCUSSION

Administration provided information to Council on the vision and goals of the Friends of the Blindman River in the February 10, 2026, Regular Meeting report. Further to that information, Administration noted that the Town of Blackfalds currently has representation on both the Red Deer River Watershed Alliance and the Red Deer River Municipal Users Group, which oversee the watershed that the Blindman River flows into. Adding representation to the Board of the Friends of the Blindman River would likely provide limited additional benefit to the Town relative to the costs associated with attending the Board meetings.

A follow-up question was raised regarding whether supporting a sub-watershed within the Red Deer River watershed would provide greater benefit to the Town compared to allocating resources to the Battle River Watershed. Administration provided clarification that all lands north of Womacks and west of Highway 2A drain into the Battle River watershed, and therefore, it is equally important for the Town to maintain representation on the Battle River Watershed.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT

**Economic Vitality and
Community Prosperity**



**Community Life,
Safety, and Inclusion**



**Leadership,
Engagement and
Advocacy**



**Sustainable Services
and Infrastructure**

Town representation on watersheds is an effective way to promote the Town as a leader in environmental stewardship.

FINANCIAL IMPLICATIONS

There is no cost to become a member, however under the Council Remuneration Policy, the Council member appointed would be eligible for the per diem and associated mileage for attendance at the meeting. The estimated cost to the municipality would be approximately \$2,100.00 per year.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

Administration will follow up with the representative from the Friends of the Blindman River to communicate Council's decision on the matter.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

1. That Council consider the request from the Friends of the Blindman River for Council representation on their Board.

ALTERNATIVES

- a) That Council refer the Friends of the Blindman River – Board Representation back to Administration.

ATTACHMENTS

None

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

MEETING DATE: May 26, 2026

PRESENTED BY: Ryan Brown, Councillor

SUBJECT: **Bill 12 – Alberta Disability Assistance Program (ADAP) Implementation Pause Support**

BACKGROUND

At a time when living costs continue to rise steeply, Bill 12 threatens more than 79,000 Albertans currently on Assured Income for the Severely Handicapped (AISH) and their families with a 10% cut to benefits and a 67% cut to fully exempt employment income. Proportionately, this will negatively impact over 100 Blackfalds residents.

Additionally, striking out cost-of-living increases from legislation and restricting which decisions can be appealed makes Albertans with disabilities and their families even more vulnerable.

Notice for the following motion was given at the May 12, 2026, Regular Council Meeting to be brought forward to the May 26, 2026, Regular Meeting of Council for discussion, debate, and Council's consideration.

MOTION

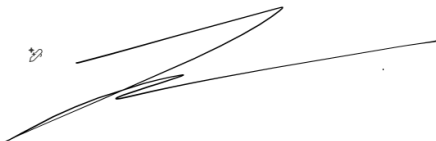
That Council consider the following motion:

That Council of the Town of Blackfalds express its support for Inclusion Alberta's call to pause implementation of Bill 12 and the Alberta Disability Assistance Program until the Province undertakes meaningful consultation and completes a clear social and economic impact review; and

That Council stand in collaboration with neighbouring municipalities to advocate that no changes proceed which would reduce necessary supports for vulnerable residents and families; and

That the Mayor be authorized to send this position, in writing, to the Premier of Alberta, the Minister of Assisted Living and Social Services, the local MLA, Inclusion Alberta, and neighbouring municipalities.

Thank you,



Ryan Brown, Councillor