

## AGENDA

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### 1. WELCOME AND CALL TO ORDER

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### 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.

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### 3. ADOPTION OF AGENDAS

3.1 Regular Agenda for June 23, 2026

3.2 Consent Agenda for June 23, 2026

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

b) **Adoption of Minutes**

○ Regular Council Meeting Minutes – June 9, 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 – June 2026
- Report for Council, Development & Building Monthly Report – May 2026
- Report for Council, BOLT KPI Monthly Report – May 2026

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

- Recreation, Culture and Parks Board Meeting Minutes – March 4, 2026
- Economic Development and Tourism Committee Meeting Minutes – February 2, 2026, and April 13, 2026

f) **Information**

- City of Lacombe Council Highlights - June 8, 2026
- Special Event Permit - 004.26 - Car Show and RC Car Show
- Special Event Permit - 005.26 - Blackfalds Days Fireworks
- Special Event Permit - 006.26 - Blackfalds Days Parade

g) **Correspondence**

None

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### 4. PUBLIC HEARING

4.1 Bylaw 1358.26 - Aspen Lakes West Phase 2A Redistricting

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### 5. DELEGATION

5.1 Introduction of Derek Starnes, Sports and Events Manager, *Director Kreklewich*

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### 6. BUSINESS

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

6.2 Request for Decision, Subdivision File No. S-03-26, Aspen Lakes West Phase 2A

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

6.4 Request for Decision, Community Initiative Grant Applications

6.5 Request for Decision, Proposed Renaming of East Portion of South Street

6.6 Request for Decision, Stars of Alberta Volunteer Nomination

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### 7. NOTICES OF MOTION

None

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### 8. CONFIDENTIAL

None

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### 9. ADJOURNMENT

**Future Meetings/Events:**

- Regular Council Meeting – July 14, 2026
- Standing Committee of Council Meeting – July 20, 2026

**MINUTES**

A Regular Council Meeting for the Town of Blackfalds was held on June 9, 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 Aaron J. Hoyte  
Councillor Cory Twerdoclib

**ATTENDING**

Kim Isaak, Chief Administrative Officer  
Preston Weran, Director of Infrastructure & Planning Services  
Rick Kreklewich, Director of Community Services  
Ken Morrison, Director of Emergency Management & Protective Services  
Renan Bravo, Information Technology Technician  
Danielle Nealon, Senior Legislative Advisor

**REGRETS**

Councillor Ryan Brown

**OTHERS PRESENT**

Nova McDonald (Mayor for a Day)  
Kaydence Unrau  
Auora Kelly  
Brad Vander Heyden, Stantec Consulting

**1. WELCOME AND CALL TO ORDER**

Mayor for a Day McDonald welcomed everyone to the Regular Council Meeting of June 9, 2026, and called the meeting to order at 6:06 p.m. Mayor Svab indicated that Councillor Brown had sent his regrets.

**2. LAND ACKNOWLEDGEMENT**

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

**3. ADOPTION OF AGENDAS**

Councillor Sands declared a conflict of interest for Business item 6.6 Request for Decision, Bylaw 1350.26 - Natural Gas Franchise Fee Bylaw.

**190/26**

Councillor Hanson moved That Council adopt the Regular Agenda for June 9, 2026, amended as follows:

1. Removal of Business item 6.6 Request for Decision, Council Policy CP-185.24 - Community Initiative Grant
2. Addition of Confidential item 8.2 Bid Opportunities - ATIA - Section 29 - Advice from Officials

**CARRIED UNANIMOUSLY****191/26**

Councillor Hoyte moved That Council adopt the Consent Agenda for June 9, 2026, as presented, containing:

- a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- b) **Adoption of Minutes**
  - o Regular Council Meeting Minutes – May 26, 2026

**MINUTES**

**c) Council Reports**

None

**d) Administrative Reports**

- Report for Council, Enforcement and Protective Services Monthly Report – May 2026
- Report for Council, BOLT KPI Monthly Report – April 2026

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

- Municipal Planning Commission Meeting Minutes – March 19, 2026

**f) Information**

- City of Lacombe Council Highlights – May 11, 2026
- Lacombe County Council Highlights – May 14, 2026
- City of Lacombe Council Highlights – May 25, 2026
- Lacombe County Council Highlights – May 28, 2026
- 2025 Parkland Regional Library System Audit
- Parkland Regional Library System 2025 Annual Report

**g) Correspondence**

None

**CARRIED UNANIMOUSLY**

**4. PUBLIC HEARING**

None

**5. DELEGATION**

**STARS Annual Update**

Jackie Seely, representing Shock Trauma Air Rescue Service (“STARS”), presented an annual update on STARS missions and operations and requested an increase in the per capita rate.

**6. BUSINESS**

**6.1 Request for Decision, McKay Ranch Phase 4 Park Name Proposal**

Director Weran brought forward the proposal for the McKay Ranch Phase 4 Park Name.

**192/26** Councillor Twerdoclib moved That Council approve the proposal to officially name the large park in McKay Ranch Phase 4 as “Stol Park”.

**CARRIED UNANIMOUSLY**

**193/26** Councillor Hanson moved That Council approve the necessary funding for a historical heritage plaque for the large park in McKay Ranch Phase 4, being Stol Park.

**CARRIED UNANIMOUSLY**

**6.2 Request for Decision, Bylaw 1357.26 - Off-Site Levy Bylaw**

Director Weran presented Bylaw 1357.26, being the Off-Site Levy Bylaw for Council’s consideration.

**194/26** Councillor Sands moved That Council give First Reading to Bylaw 1357.26 - Off-Site Levy Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**DEPARTURE**

Councillor Sands declared a conflict of interest on item 6.3 Request for Decision, Bylaw 1350.26 - Natural Gas Franchise Fee Bylaw and left the meeting at 7:02 p.m.

**MINUTES**

**6.3 Request for Decision, Bylaw 1350.26 - Natural Gas Franchise Fee Bylaw**

CAO Isaak presented Bylaw 1350.26, being the Natural Gas Franchise Fee Bylaw, for Council's consideration.

Councillor Hoyte moved That Council give Second Reading to Bylaw 1350.26 - Natural Gas Franchise Fee Bylaw, as presented.

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

**195/26** Councillor Hoyte moved That Council amend Bylaw 1350.26 by striking Schedule "A" in its entirety and replacing it with the revised Schedule "A" dated May 27, 2026.

**CARRIED**  
**Recused: Councillor Sands**

*The motion for Second Reading, as amended was back on the floor.*

**196/26** Councillor Hoyte moved That Council give Second Reading to Bylaw 1350.26 - Natural Gas Franchise Fee Bylaw, as amended.

**CARRIED**  
**Recused: Councillor Sands**

**197/26** Councillor Hanson moved That Council give Third Reading to Bylaw 1350.26 - Natural Gas Franchise Fee Bylaw, as presented.

**CARRIED**  
**Recused: Councillor Sands**

**ARRIVAL**

Councillor Sands returned to the meeting at 7:07 p.m.

**6.4 Request for Decision, Council Policy CP-191.26 - Information Governance Framework**

CAO Isaak presented the amended Council Policy CP-191.26 - Information Governance Framework for Council's consideration.

**198/26** Deputy Mayor Dennis moved That Council adopt amended Council Policy CP-191.26 – Information Governance Framework, as presented, effective immediately.

**CARRIED UNANIMOUSLY**

**6.5 Request for Decision, Council Policy CP-196.26 - Public Use of Rental Facilities**

Director Kreklewich presented the new Council Policy – Public Use of Rental Facilities for Council's consideration of adoption.

**199/26** Councillor Twerdoclib moved That Council adopt Council Policy CP-196.26 – Public Use of Rental Facilities, as presented, effective immediately.

**CARRIED**  
**Opposed: Councillor Hoyte**

**6.6 Request for Decision, FCSS Board Member Resignation**

Senior Legislative Advisor Nealon brought forward a resignation from the Family & Community Support Services Board for Council's acceptance.

**200/26** Councillor Hanson moved That Council formally accept the resignation of Glorice Cayago from the Family & Community Support Services Board, effective immediately, with regret.

**CARRIED UNANIMOUSLY**

**MINUTES**

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**7. NOTICES OF MOTION**

None

**RECESS**

Mayor Svab called for a 5-minute recess at 7:15 p.m.

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the Regular Council Meeting back to order at 7:23 p.m.

**8. CONFIDENTIAL**

**8.1 Land, ATIA Section 29 - Advice from Officials**

**8.2 Bid Opportunities, ATIA - Section 29 - Advice from Officials**

**201/26** Councillor Sands moved That Council move to a closed session commencing at 7:23 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss item 8.1 Land, pursuant to Section 29 of the *Access to Information Act* and 8.2 Bid Opportunities, pursuant to Section 29 of the *Access to Information Act*.

**CARRIED UNANIMOUSLY**

**Closed Session Attendance:** Mayor Laura Svab, Deputy Mayor Brenda Dennis, Councillor Jim Sands, Councillor Shane Hanson, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib, CAO Kim Isaak, Director Rick Kreklewich, and Senior Legislative Advisor Danielle Nealon.

**202/26** Councillor Hoyte moved That Council move to come out of the closed session at 8:03 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the Regular Council Meeting back to order at 8:03 p.m.

**Regular Council Meeting Attendance:** Mayor Laura Svab, Deputy Mayor Brenda Dennis, Councillor Jim Sands, Councillor Shane Hanson, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib, CAO Kim Isaak, Director Rick Kreklewich, and Senior Legislative Advisor Danielle Nealon.

**8.2 Bid Opportunities, ATIA - Section 29 - Advice from Officials**

**203/26** Councillor Twerdoclib moved That Council approve Administration's submission of the conditional \$25,000 towards the bid opportunity and facility rental fees, as discussed in closed session.

**CARRIED**

**Opposed: Deputy Mayor Dennis  
and Councillor Jim Sands**

**9. ADJOURNMENT**

Mayor Svab adjourned the Regular Council Meeting at 8:03 p.m.

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Laura Svab, Mayor

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Kim Isaak, Chief Administrative Officer

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Mayor Laura Svab</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: May 16 - June 15, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
May 19	x			<b>Standing Committee of Council Meeting</b>
May 20			x	<b>Council Timesheets Approval</b>
May 20	x			<b>EOEP - Council's Role in Public Engagement</b>
May 21	x			<b>RDRMUG</b> <ul style="list-style-type: none"> <li>- Minister of Environment and Protected Areas Grant Hunter gave us an update on the Water Amendment Act, which aims to reduce red tape and improve water management</li> <li>- Jordan gave a presentation on a water diversion project for Acadia Valley</li> </ul>
May 21	x			<b>Governance Workshop</b>
May 22	x			<b>Meeting with a Non-Profit</b>
May 23		x		<b>Garage Sale Day</b> <ul style="list-style-type: none"> <li>- I want to thank everyone for the engagement. I didn't make it to a lot of garage sales, but spoke with a lot of residents.</li> </ul>

## Council Monthly Report



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May 25	x			<b>Council Connect – Councillor Shane Hanson</b>
May 26	x			<b>Mayor Briefing - Pre-Council Meeting Agenda Review</b> With CAO Isaak and Senior Legislative Advisor
May 26	x			<b>Regular Council Meeting</b>
May 27	x			<b>Meeting with a Business</b>
May 27	x			<b>Council Connect - Councillor Brown</b>
May 27	x			<b>Council Connect - Councillor Twerdoclib</b>
May 27	x			<b>Toddler Park Open House</b> <ul style="list-style-type: none"> <li>- Thank you to the Optimist Club for taking the initiative on their new project of having a Toddler Park in Blackfalds</li> <li>- The open house had 5 people attend, plus the Optimist Club, Town Staff, and Councillor Hanson and me</li> </ul>
May 27	x			<b>Council Connect - Councillor Hoyte</b>
May 28	x			<b>Review Regular Council Meeting Agenda (1<sup>st</sup> page) with CAO</b>
May 28			x	<b>Cheque Signing</b>
May 28		x		<b>World Hunger Day Cereal "Domino Event"</b> Please check out my Social Media Post from May 28
May 28	x			<b>Council Connect - Councillor Sands</b>
May 28	x			<b>Council Connect - Deputy Mayor Dennis</b>

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May 29			x	<b>Three Robbins Seniors Community Tour</b> Please check out my Social Media Post from June 2
May 29	x			<b>Meeting with Scott Builder's</b> Please check out my Social Media Post from June 2
June 2		x		<b>Cards and Tea at Library for Seniors Week</b>
June 2		x		<b>After 5 Lacombe Chamber of Commerce</b> Please check out my Social Media Post from June 3
June 3			x	<b>FCM - registration</b>
June 4			x	<b>FCM</b> University of Alberta - Centre for Hydrogen Innovation, Workforce Development and Outreach  Why Domestic Food Systems Matter to our Communities and Canada's Future  Winning the Investment: How to Structure Policies and Build Destinations  Regional Members Meeting: Prairies and Territories  Trade Show  Please check out my Social Media for more information
June 5			x	<b>FCM</b> Opening Ceremony  Opening Plenary: Building Big Things Together  Political Keynote: The Honourable Gregor Robertson and the Honourable Eleanor Olszewski

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				<p>Municipal Den – multiple sessions and speakers</p> <p>Leading our way out of Incivility: Tools and Advice for Effective Local Governance</p> <p>Please check out my Social Media for more information</p>
June 6			x	<p><b>FCM</b></p> <p>Political Keynote: Scott Aitchison</p> <p>Local Governments in Canada’s Sovereignty, Security and Defence</p> <p>Political Keynote: NDP Leader Avi Lewis</p> <p>Resolutions Plenary</p> <p>Own your Story: Social Media Strategies for Municipal Elected Officials</p> <p>Please check out my Social Media for more information</p>
June 7			x	<p><b>FCM</b></p> <p>Annual General Meeting – caught the last half</p> <p>Political Keynote: Elizabeth May</p> <p>From Local to Global: Municipal Contributions to Canada’s Economic Development</p> <p>AGM and Ratification of Board of Directors</p> <p>Closing Plenary: Harnessing the Power of Place: Investing in Canada’s Communities</p> <p>Please check out my Social Media for more information</p>
June 8	x			<p><b>Communications &amp; Engagement Committee</b></p>

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				- Discussion on Round Table Reports, Coffee with Council, and Annual Engagement Calendar
June 8	x			<b>EDTAC Meeting</b>
June 9	x			<b>Mayor Briefing - Pre-Council Meeting Agenda Review</b> With CAO Isaak and Senior Legislative Advisor
June 9			x	<b>Mayor for a Day Pizza Party - Pre-Council Meet and Greet</b>
June 9	x			<b>Regular Council Meeting</b>
June 10	x		x	<b>Breakfast with the Mayor at IREC – Grade 3P</b>
June 11	x		x	<b>Breakfast with the Mayor at IREC – Miss C’s Class</b>
June 11	x			<b>Review Regular Council Meeting Agenda (1<sup>st</sup> page) with CAO</b>
June 11			x	<b>Cheque Signing</b>
June 13		x		<b>Lemonade Day</b> Please check out my Social Media post on June 13
June 15	x			<b>Special Council Meeting</b>
June 15	x			<b>Standing Committee of Council Meeting</b>
June 15			x	<b>Round Table Report Highlights</b>

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<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Brenda Dennis</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: May 16 to June 15, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
May 19	X			Standing Committee of Council Meeting
May 21			X	Governance Workshop
May 26	X			Regular Council Meeting
May 27	X			St. Gregory the Great School Council Meeting
May 28	X			Council Connect with Mayor Svab
June 2	X			Library Board Meeting
June 9	X			Regular Council Meeting
June 10	X			Policing Committee Meeting
June 15	X			Special Council Meeting - CAO Evaluation
June 15	X			Standing Committee of Council Meeting

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<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Jim Sands</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: May 15, 2026- June 15, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
May 16/ 26			X	Council Round Table Report Submission
May 19/ 26	X			Standing Committee of Council Meeting
May 26/ 26	X			Regular Meeting of Council
May 28/ 26			X	Council Connect with Mayor Svab
June 4/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 5/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 6/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 7/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 8/ 26	X			NRDRWSC Meeting <a href="#">Microsoft Word - NRDRWSC Agenda June 8, 2026 DRAFT</a>

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June 8/ 26	X			NRDRWWSC Meeting <a href="#">Microsoft Word - NRDRWWSC Agenda June 8, 2026</a> <a href="#">DRAFT</a>
June 9/ 26		X		Mayor for a Day Pizza Party
June 9/ 26	X			Regular Meeting of Council
June 15/ 26	X			Special Meeting of Council
June 15/ 26	X			Standing Committee of Council Meeting

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<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Shane Hanson</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: 2026.05.16 to 2026.06.15		
Date	Meeting	Event	Other	Date
	<i>(Choose one)</i>			
2026.05.19	✓			<b>CAO Isaak Meeting</b> , Civic Cultural Centre, 5:00 p.m. – 5:45 p.m.
2026.05.19	✓			<b>Regular Council Meeting</b> , Civic Cultural Centre, 6:00 p.m. – 9:00 p.m.
2026.05.21	✓			<b>Municipal Planning Committee (MPC) Meeting</b> , Civic Cultural Centre, 6:00 p.m. – 6:30 p.m.
2026.05.21			✓	<b>Governance Workshop</b> , Civic Cultural Centre, 6:00 p.m. – 6:30 p.m.
2026.05.25	✓			<b>Communications &amp; Engagement Subcommittee</b> , Civic Cultural Centre, 4:00 p.m. – 5:00 p.m.
2026.05.25	✓			<b>Monthly Council Connect Meeting with Mayor Svab</b> , Civic Cultural Centre, 5:30 p.m. – 6:30 p.m.
2026.05.26	✓			<b>Regular Council Meeting</b> , Civic Cultural Centre, 6:00 p.m. – 9:00 p.m.
2026.05.27		✓		<b>Mayor for a Day</b> , Adjudication Submission, Online
2026.06.03	✓			<b>Recreation, Culture and Parks (RCP) Board Meeting</b> , Civic Cultural Centre, 6:30 p.m. – 8:30 p.m.

2026.06.08	✓			<b>Communications &amp; Engagement Subcommittee</b> , Civic Cultural Centre, 4:00 p.m. – 5:00 p.m.
2026.06.09		✓		<b>Mayor for a Day Pizza Party - Pre-Council Meet and Greet</b> , Civic Cultural Centre, 4:30 p.m. – 5:45 p.m.
2026.06.09	✓			<b>Regular Council Meeting</b> , Civic Cultural Centre, 6:00 p.m. – 9:00 p.m
2026.06.10	✓			<b>Policing Committee Meeting</b> , Operations Centre, 6:30 p.m. – 8:30 p.m.
2026.06.11	✓			<b>Blackfalds Food Bank Society Board of Directors Meeting</b> , Beyond Food Community Hub, 6:00 p.m. – 8:00 p.m.
2026.06.15			✓	<b>Special Council Meeting - CAO Annual Performance Evaluation</b> , Civic Cultural Centre, 5:00 p.m. – 5:45 p.m.
2026.06.15	✓			<b>Standing Committee of Council Meeting</b> , Civic Cultural Centre, 6:00 p.m. – 9:00 p.m.

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<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Ryan Brown</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: May 16-June 15 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
05-16-26		x		Cameroonian Cultural Event- Memorial Center <ul style="list-style-type: none"> <li>• Have several wonderful representatives leading this group that reside in Blackfalds</li> <li>• Spoke on behalf of Mayor Svab, joined by Councilor Hoyte</li> </ul>
05-19-26	x			Standing Committee of Council <ul style="list-style-type: none"> <li>• Street naming Bylaw discussion</li> <li>• ICF/ICP orientation and inventory level discussion</li> </ul>
05-21-26	x			Municipal Planning Commission <ul style="list-style-type: none"> <li>• Reviewed property line development and recess bank</li> </ul>
05-21-26	x			Governance Workshop <ul style="list-style-type: none"> <li>• Civic Excellence- Tracey Lorenson</li> </ul>
05-26-26	x			Regular Council Meeting <ul style="list-style-type: none"> <li>• Sub-division development Bylaw zoning approval. Discussions on apartment complexes on South St. Appropriate development</li> </ul>

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				<p>measures for rail crossing and Blackfalds Crossing Way tie-ins</p> <ul style="list-style-type: none"> <li>• Animal Control Bylaw revisions and discussions</li> <li>• Introduce and discuss motion to support Inclusive Alberta and neighbouring Municipalities requesting a pause on ADAP actions in Bill 12 until further stakeholder consultation is completed</li> </ul>
05-27-26	x			<b>Connect/Update with Mayor Svab</b>
05-27-26	x			<p>Iron Ridge Secondary Council Meeting</p> <ul style="list-style-type: none"> <li>• Student program highlights/successes</li> <li>• Attendance issues highlighted during warmer weather</li> <li>• Bullying discussions (off campus incidents- where does school help?)</li> </ul>
06-15-26	x			<p>Special Council Meeting</p> <ul style="list-style-type: none"> <li>• CAO evaluations and discussions</li> </ul>
06-15-26	x			<p>Standing Committee of Council</p> <ul style="list-style-type: none"> <li>• Community Initiatives- Lacrosse Provincials</li> <li>• Solid waste rate bylaw approval- reduction in fees for residents</li> </ul>

# Council Monthly Report



403.885.4677  
[Council@blackfalds.ca](mailto:Council@blackfalds.ca)  
[www.blackfalds.ca](http://www.blackfalds.ca)

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councillor Aaron Hoyte</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: May 16 - June 15, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
May 21	✓			<b>Governance Check-in Workshop</b>
May 26th	✓			<b>Regular Meeting of Council</b> - Details and Agenda available on the town of Blackfalds Website
May 27th		✓		<b>Coffee and Conversations event in Lacombe</b> - Supported Lacombe councillor by attending event
May 27th	✓			<b>1 on 1 with Mayor Svab</b> - Council Check-in
June 2nd		✓		<b>Library Board Meeting</b> - Agenda Available on the Blackfalds Website
June 4th		✓		<b>Federation of Canadian Municipalities Conference</b> - Travel and registration - Workshop: <u>How to Structure Policies that Build Destinations</u>

June 5th		✓		<b>Federation of Canadian Municipalities Conference</b> <ul style="list-style-type: none"> <li>- Keynote: Building Big Things Together</li> <li>- Workshop: <u>Addressing Anti-Government Hate and Harassment in Times of Global Crisis</u></li> <li>- Workshop: <u>AI in Action: Real World Wins for Municipal Service Delivery</u></li> </ul>
June 6th		✓		<ul style="list-style-type: none"> <li>- <b>Federation of Canadian Municipalities Conference</b></li> <li>- Small Talk: <u>Building Smarter: off-site construction, prefabrication and modular development for municipalities</u></li> <li>- Keynote: Housing Critic Hon. Scott Aitchison - CPC MP.</li> </ul>
June 8th	✓			<b>Communications and Engagment Committee</b> <ul style="list-style-type: none"> <li>- Conversations surrounding how to effectively communicate as a council and as a town</li> </ul>
June 8th	✓			<b>Economic Development Committee Meeting</b>
June 9th	✓			<b>Regular Meeting of Council</b> <ul style="list-style-type: none"> <li>- Agenda available on the Town of Blackfalds Website</li> </ul>
June 15th	✓			<b>Special Council Meeting - CAO Annual Performance Evaluation</b>
June 15th	✓			<b>Standing Committee Meeting</b> <ul style="list-style-type: none"> <li>- Agenda available on the Town of Blackfalds Website</li> </ul>

# Council Monthly Report



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[www.blackfalds.ca](http://www.blackfalds.ca)

<b>TO</b>		Members of Council		
<b>FROM</b>		<b>Councilor Cory Twerdoclib</b>		
<b>SUBJECT</b>		<ul style="list-style-type: none"> <li>• Summary of meetings/events attended as a Council representative during this reporting period</li> <li>• Summary of key issues, decisions and/or comments for Council's information</li> </ul>		
<b>REPORT DATE</b>		For the period: May 1-3, 2026		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
May 3-11			X	Away on personal time
May 12	X			Regular Council Meeting
May 13			X	Communication Webinar
May 15	X			Meeting with MLA Johnson
May 19	X			Standing Committee meeting
May 21	X			<b>Parkland REGIONAL Library Board (in-person meeting)</b>
May 25	X			EDTAC Business Walk Subcommittee
May 26	X			Regular council Meeting
May 27	X			Council Connect Meeting with Mayor
May 29			X	CAP Webinar regarding Bill 28

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**MEETING DATE:** June 23, 2026

**PREPARED BY:** Kim Isaak, Chief Administrative Officer

**SUBJECT:** CAO Report – June 2026

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### **Key Projects and Initiatives**

- Conducted an all-employee session to review the newly adopted Council Strategic Plan and to provide information on several key capital projects.
- 89 employees took part in the half-day training on Managing Multiple Priorities, and 14 Directors and Managers attended the full-day session on Leading Effective Teams.
- CAO conducted work plan reviews with all Directors to review the status of work plan initiatives.
- Housing Needs Assessment Request for Proposal has been posted to the Alberta Purchasing Connect and will close on June 19, 2026.
- Attended the North Blindman River Tri-Municipal Collaborative Workshop on June 16. The purpose of the workshop was to prioritize an initial list of topics to guide the NBRTC's initial work plan.
- Council Committee Training materials are being developed for Committee Chairs to assist them in the orientation of the new bylaw, along with roles and responsibilities.
- ERP Implementation Project started with a kick off meeting on June 1<sup>st</sup>.
- 90% of employees have transitioned their files from the W: Drive to OneDrive.
- Blackfalds Mobile App continues to be tested in-house with the expectation to roll out to the public later this month.
- Economic Development is currently in the process of developing a Request for Proposal for the Economic Development Strategy, which will be released in early June.
- Resurfacing of the Tennis Courts has been awarded to Border Paving and Tomko.
- Open House on the location for the Toddler Park was held on May 27, 2026.
- The electrical to the football field score clock has been installed and is operational.
- Abbey Centre summer pass sales concluded on May 31, with 325 passes sold compared to 261 in 2025.
- Spring swim lessons started on May 25; due to low enrolment, many of the "How to Become a Lifeguard" classes were cancelled.
- Camp Curious garden boxes have been planted by the Children's Services staff, which will be attended to by the camp attendees over the summer.
- Transportation Master Plan Open House has been scheduled for September 17 from 6:00 PM to 8:00 PM in the Multi-Purpose Room of the Community Centre.
- McKay Ranch Lift Station kickoff meeting was held.
- Preparations are well underway for the upcoming Blackfalds Days Municipal Development Plan engagement. Members of the Phase 1 Internal Team attended a half-day workshop that involved a mapping exercise of future parks and open spaces (the second half, which includes site visits, was postponed due to weather). Targeted stakeholder letters were sent out asking for future parks and open space needs/wants, and the P&D Manager attended the Rec Board meeting to give a brief overview of the project and advise them they have been identified as a targeted stakeholder in Phase 1 and Phase 4 of the review.
- The Planning Manager attended the first technical committee meeting of the Lacombe Lake Management Plan

- Expected amendments to the Blackfalds Industrial Area Structure Plan have been submitted and will be sent to the internal review team.
- A slight update has been made to the Town's subdivision process to remove the submission of georeferenced data at the application stage and instead requiring this data only at the final town sign off stage.
- Public Works, with the assistance of contractors, completed the Broadway/Womacks intersection upgrades.
- Kick off meeting with Timcon on the Emergency Generator Project, details are being worked out finalizing the contract, which should be completed early next week. Construction not likely to start until late July.

**Bylaws or Council Policies**

- Bylaw 1357.26 – Off-Site Levy Bylaw was given at the June 9, 2026, Regular Meeting of Council
- Bylaw 1350.26 – Natural Gas Franchise Fee Bylaw was adopted at the June 9, 2026, Regular Meeting of Council
- Bylaw 1358.26 – Aspen Lakes West Phase 2A Redistricting was given first reading at the May 26, 2026, Regular Meeting of Council
- Bylaw 1359.26 - Animal Control Bylaw was adopted at the May 26, 2026, Regular Meeting of Council.
- Amended Information Governance Framework Policy was adopted by Council at the June 9, 2026, Regular Meeting of Council
- Council Policy CP-196.26 – Public Use of Rental Facilities was adopted at the June 9, 2026, Regular Meeting of Council.
- The amended CP-174.24 Procurement Policy was adopted by Council at the May 26, 2026, Regular Meeting of Council.
- The amended CP-184.24 Signing Authority Policy adopted by Council at the May 26, 2026, Regular Meeting of Council

**Agreements/Contracts and Leases**

- Food Services Agreement for the Abbey Centre and EBC has been signed.
- Subdivision and Development Appeal Board Services Agreement
- Canada Summer Jobs Grant Agreement

**Administrative Policy Changes / Additions**

- Internal Development Permit Application Review Policy and Procedures (new)
- Procurement Administrative Procedure (revised)
- Signing Authority Procedure (updated)
- Policy, Procedure and Form Development Management (new)
- Privacy Incident (new)
- Privacy Impact Assessment (new)
- Consent (new)
- Professional Development (revised)

**APPROVALS**

Kim Isaak,  
Chief Administrative Officer

**MEETING DATE:** June 23, 2026

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

**SUBJECT:** **Development & Building Report – May 2026**

## BACKGROUND

Attached are the May 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.

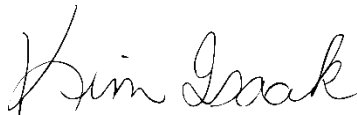
### **COMMUNICATION / ENGAGEMENT CONSIDERATIONS**

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

### **ATTACHMENTS**

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

### **APPROVALS**



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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author

File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
73-26	5014 South Street	R-1L	Deck		
74-26	5310 Vista Trail	C3	Grading		
75-26	109 Aztec Crescent	R-1S	Garage	approved	25-May-26
76-26	85 Willow Road	R-2	Townhouses		
77-26	5445 Vista Trail	R-1M	Basement Reno	approved	19-May-26
78-26	4500 Blackfalds Crossing Way, Unit 405	C-2	Play area inside Daycare		
79-26	30 Aztec Crescent	R-1M	Garage		
80-26	5852 Park Street	R-1M	Residential Solar Panel Installation	approved	19-May-26
81-26	5 Parkside Crescent	R-1L	Residential Solar Panel Installation	approved	19-May-26
82-26	32 Parkside Crescent	R-1L	Residential Solar Panel Installation	approved	19-May-26
83-26	113 Pine Crescent	R-1M	Residential Solar Panel Installation	approved	19-May-26
84-26	89 Willow Road	R-2	Townhouses		
85-26	94 Willow Road	R-2	Townhouses		
86-26	5421 Vista Trail	R-1M	Basement Reno	approved	25-May-26
87-26	96 Paramount Close	R-1M	Basement Reno	approved	25-May-26
88-26	98 Willow Road	R-2	Townhouses		
89-26	5264 Lansdowne Avenue	R-1S	Residential Solar Panel Installation		
90-26	1 Pinnacle Close	R-2	SFD		
91-26	5 Pinnacle Close	R-2	SFD		
92-26	34 Athens Place	R-2	Basement Reno		
93-26	38 Athens Place	R-2	Basement Reno		
94-26	29 Valmont Street	R-1M	Home Business	approved	20-May-26
95-26	146 Athens Road	R-2	Townhouses		
96-26	176 Westgate Crescent	R-1M	Shed		
97-26	127 Mitchell Crescent	R-1S	Residential Solar Panel Installation		
98-26	109 Pine Crescent	R-1M	Residential Solar Panel Installation		
99-26	9 Silver Drive	R-1M	Residential Solar Panel Installation		
100-26	26 Coachill Street	R-1L	Residential Solar Panel Installation		

101-26	138 Athens Road	R-2	Townhouses		
102-26	134 Athens Road	R-2	Townhouses		
103-26	130 Athens Road	R-2	Townhouses		
104-26	142 Athens Road	R-2	Townhouses		
105-26	129 Wellington Close	R-1M	Home Business	approved	29-May-26
106-26	5209 Prairie Ridge Avenue	R-1L	Deck		
107-26	5302 Vista Trail, Unit 105	C-3	Change of Occupancy / Interior Tenant Improvements		
108-26	5302 Vista Trail, Unit 105	C-3	Sign		
109-26	150 Athens Road	R-2	Townhouses		
110-26	154 Athens Road	R-2	Townhouses		
111-26	158 Athens Road	R-2	Townhouses		
112-26	162 Athens Road	R-2	Townhouses		
113-26	166 Athens Road	R-2	Townhouses		
114-26	54 Valmont Street	R-1S	Garage		
115-26	170 Athens Road	R-2	Townhouses		
116-26	174 Athens Road	R-2	Townhouses		
117-26	178 Athens Road	R-2	Townhouses		
118-26	182 Athens Road	R-2	Townhouses		
119-26	186 Athens Road	R-2	Townhouses		
120-26	57 Portway Close	R-1S	Garage		
121-26	5406 Prairie Ridge Avenue	R-1L	Shed		
122-26	129 Westgate Crescent	R-1M	Garage		
123-26	5220 Lawton Avenue	R-1L	Garage		

Town of Blackfalds Development/Building Permit Comparison 2024 to 2026

2025 YTD

	2024		2025		2026		May	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
<b>Residential</b>								
SFD	38	\$ 13,213,080.00	30	\$ 11,399,456.77	5	\$ 1,420,000.00	15	\$ 5,649,116.77
Duplexes	20	\$ 4,774,000.00	10	\$ 2,480,000.00	0	\$ -	2	\$ 500,000.00
Manufactured Home	11	\$ 1,751,566.00	11	\$ 2,532,500.00	2	\$ 450,000.00	3	\$ 650,000.00
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	157	\$ 36,667,435.00	12	\$ 2,780,000.00	23	\$ 6,360,000.00	8	\$ 2,000,000.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	8	\$ 3,495,000.00	0	\$ -	0	\$ -	0	\$ -
<b>Total Res. Dwellings</b>	<b>234</b>	<b>\$ 59,901,081</b>	<b>63</b>	<b>\$ 19,191,957</b>	<b>30</b>	<b>\$ 8,230,000</b>	<b>28</b>	<b>\$ 8,799,117</b>
Garage	24	\$ 788,152.61	17	\$ 500,820.00	10	\$ 442,703.43	7	\$ 204,820.00
Deck	11	\$ 105,100.00	13	\$ 110,598.00	5	\$ 26,949.10	6	\$ 65,098.00
Basement Reno	49	\$ 1,339,000.00	44	\$ 1,074,500.00	20	\$ 538,000.00	18	\$ 363,100.00
Addition	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Accessory Suite	2	\$ -	7	\$ 245,500.00	2	\$ 40,000.00	0	\$ -
Home Business	20	\$ -	22	\$ -	8	\$ -	7	\$ -
Other	67	\$ 20,325,799.71	63	\$ 72,447,705.47	26	\$ 374,966.22	28	\$ 9,751,717.53
<b>Commercial</b>	<b>47</b>	<b>\$ 4,594,822.26</b>	<b>34</b>	<b>\$ 2,714,959.00</b>	<b>17</b>	<b>\$ 1,226,300.00</b>	<b>15</b>	<b>\$ 2,013,059.00</b>
<b>Industrial</b>	<b>5</b>	<b>\$ 2,504,073.00</b>	<b>2</b>	<b>\$ 805,000.00</b>	<b>5</b>	<b>\$ 2,175,000.00</b>	<b>1</b>	<b>\$ 800,000.00</b>
<b>Institutional</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>
<b>Agricultural</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>
<b>Public Facility</b>	<b>13</b>	<b>\$ 38,078,150.00</b>	<b>10</b>	<b>\$ 653,000.00</b>	<b>0</b>	<b>\$ -</b>	<b>5</b>	<b>\$ 282,000.00</b>
<b>TOTAL PERMITS</b>	<b>472</b>	<b>\$ 127,636,178.58</b>	<b>275</b>	<b>\$ 97,744,039.24</b>	<b>123</b>	<b>\$ 13,053,918.75</b>	<b>115</b>	<b>\$ 22,278,911.30</b>
<b>General Yearly Notes:</b>		Vista Trail Townhouse complex						

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**MEETING DATE:** June 23, 2026

**PREPARED BY:** Eric Collins, GIS Technologist

**SUBJECT:** **BOLT KPI Report Information – April 2026**

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## **BACKGROUND**

In 2012, a Regional Transit Partnership was formed between the City of Red Deer (CRD), the Town of Blackfalds and the City of Lacombe to provide traditional public transit service between Red Deer, Blackfalds, and Lacombe as well as local bus service within Blackfalds and Lacombe. This partnership continued until August of 2020, when the City of Lacombe opted out. The Town then procured a service contractor, purchased a wheelchair-accessible van, and finalized an on-demand service model (“BOLT 2.0”). The service operates five days a week (6:00 a.m. – 8:00 p.m.) connecting local destinations and regional hubs, including the Kingston Hub in Red Deer, Red Deer Polytechnic, and Eagle Builders.

In late 2025, the new service provider changed reporting practices, and some statistics are not available at the time of this report.

The new service provider, application, schedule, ticket procurement, and service stop maps have been working well over the course of this new service model. More information is available for riders and the public at the link below:

<https://www.blackfalds.ca/p/bolt-local-transit>

## **DISCUSSION**

The first page of this report outlines the **MAY** statistics and associated mapping, while the remainder of the pages identify the trending comparison over the first five months of 2026. Data dates are highlighted in the white box on the left side of each sheet for reference.

In May, BOLT completed **635 rides** for **709 passengers**. Ridership remained stable compared to April, with only minor variation in total rides and passengers. System usage continued at consistent levels throughout the month, with no significant disruptions or anomalies identified.

Pooling efficiency remained consistent in May, with approximately **61% of rides shared**. Passengers per Vehicle Hour (**PVH**) remained stable at **2.6-2.7**, indicating continued operational consistency across the service.

Service quality remained strong overall in May. The average ride rating remained high at approximately **4.9** out of **5**, with continued positive rider feedback. On-time performance remained reliable, with approximately **94.8% pickup OTP** and **97.6% drop-off OTP** recorded during the month. A small number of abandoned rides (**5**) were recorded, with no indication of a systemic service issue.

The Regional Hub in Red Deer remained the top pickup and drop-off location in May, continuing its role as the primary regional connector. High-volume activity also continued at Red Deer Polytechnic and key neighbourhood stops within Blackfalds, reflecting consistent regional and local travel patterns.

Rider feedback in May remained overwhelmingly positive, with high-rating comments continuing to emphasize driver friendliness, professionalism, and reliability. No material service complaints were identified during the month.

Booking behaviour in May continued to reflect a stable mix of planned and spontaneous travel. A majority of trips were booked in advance, while same-day bookings remained a consistent component of overall trip activity, supporting a balance between scheduled and flexible travel needs.

Demand pressures during peak travel periods decreased in May, with failed searches accounting for approximately **16% of total searches**. This improvement suggests better alignment between demand and service availability, following increased pressure observed in April. Demand trends will continue to be monitored as ridership patterns evolve.

The May dataset provided by the service contractor does not include numeric time-of-day or hourly demand values suitable for detailed analysis. Peak-hour analysis will resume if this data becomes available in future reporting cycles.

Compared to April, May demonstrated continued stable system performance with minor variation in ridership and efficiency. While a slight reduction in on-time performance was observed, this coincided with a notable improvement in demand balancing, as reflected in reduced failed search rates. BOLT continues to demonstrate consistent service delivery through the first five months of 2026, with ongoing operational adjustments supporting both reliability and system accessibility.

## FINANCIAL IMPLICATIONS

None

## ATTACHMENTS

- *May 2026 monthly report*

## APPROVALS



Kim Isaak,  
Chief Administrative Officer



Department Director/Author

# RideCo Analytics: Overview ...

Date:

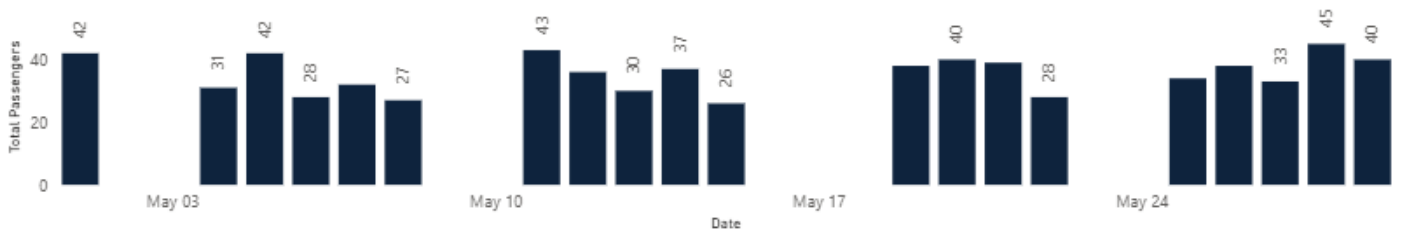
Program:

Provider:

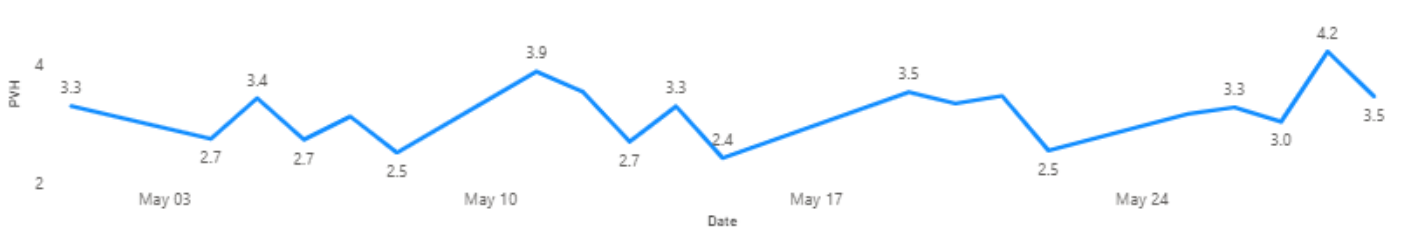
Include Date:

Weekday:

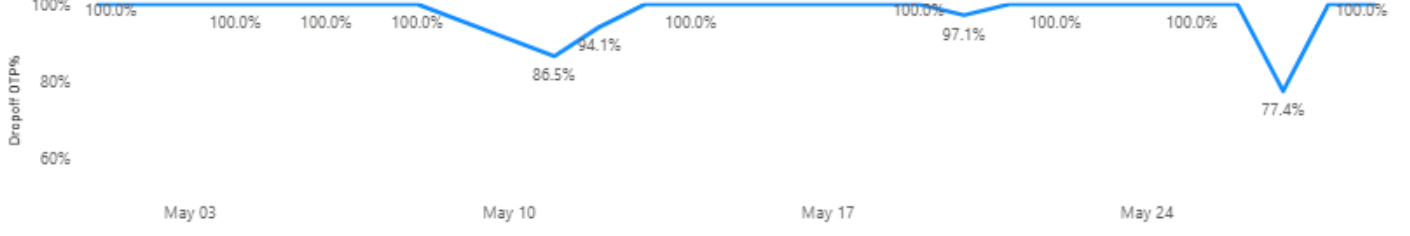
## Total Passengers



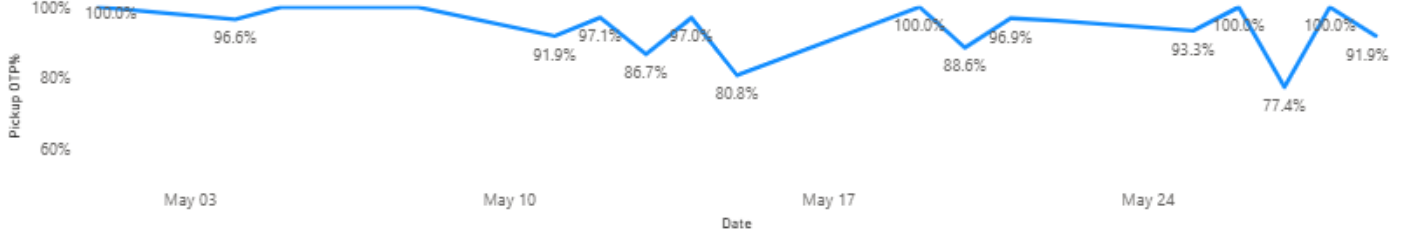
## Passengers per Vehicle Hour



## Dropoff On-Time Performance



## Pickup On-Time Performance



<b>PVH</b>	<b>RVH</b>	<b>Total Completed Rides</b>	<b>Pickup OTP</b>
2.8	2.5	635	94.8%
<b>Demand Response PVH</b>	<b>Demand Response RVH</b>	<b>Average Completed Rides</b>	<b>Dropoff OTP</b>
3.9	3.5	32	97.6%

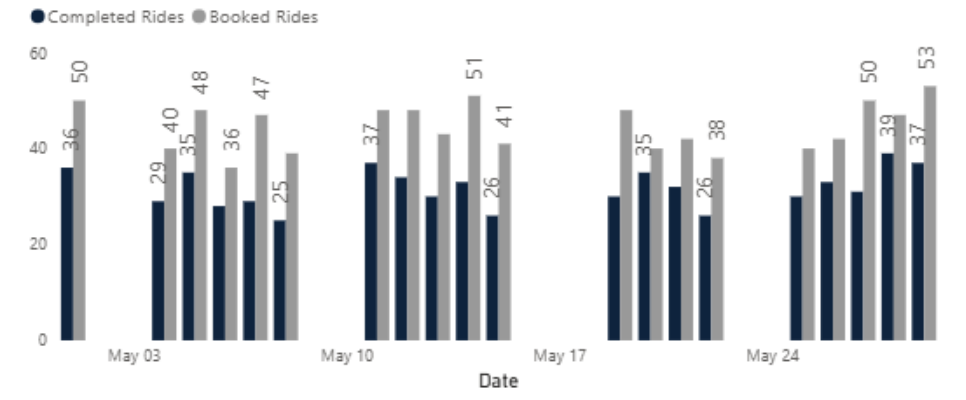
## Top Pickup Locations



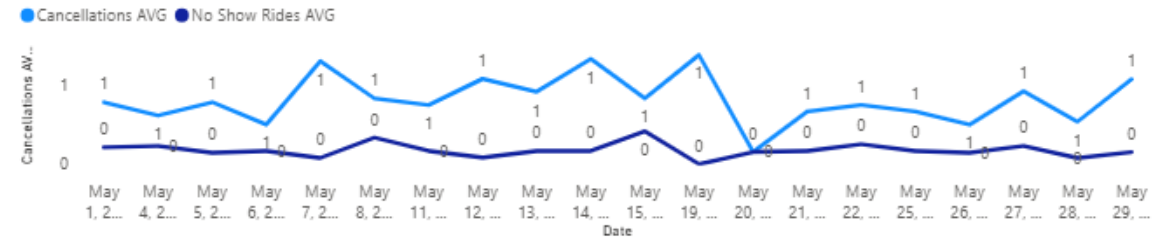
# RideCo Analytics: Ridership

Date:    
 Program:   
 Provider:   
 Include Date:   
 Weekday:

## Total Completed Rides and Total Booked Rides



## Cancellations and No-shows



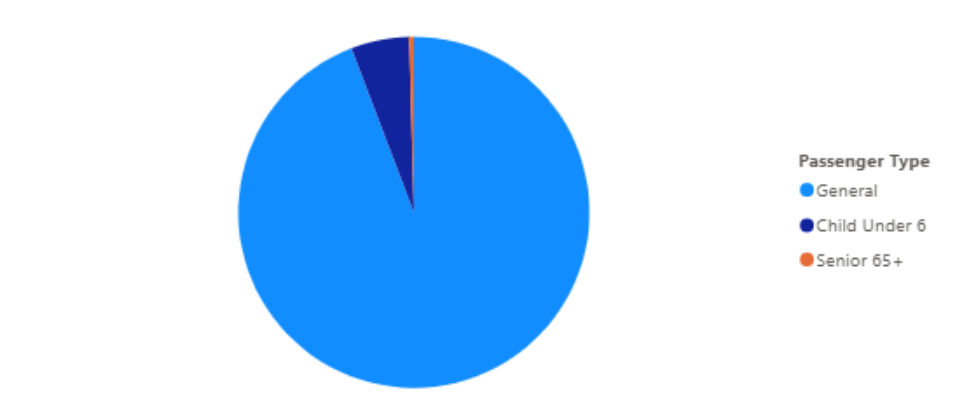
## Average No-show Rate

4.9%

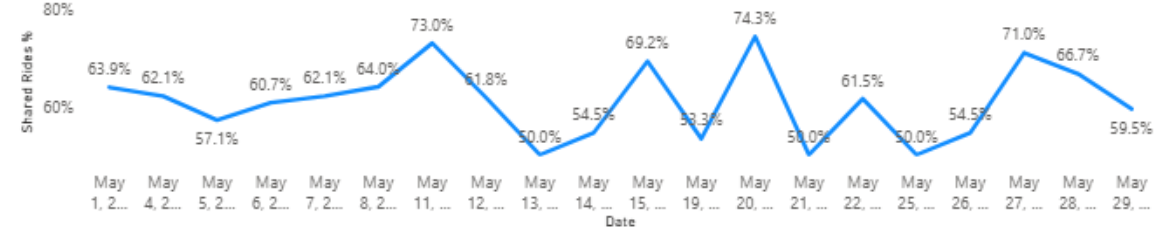
## Average Cancellation Rate

23.2%

## Total Rides Completed by Passenger Types



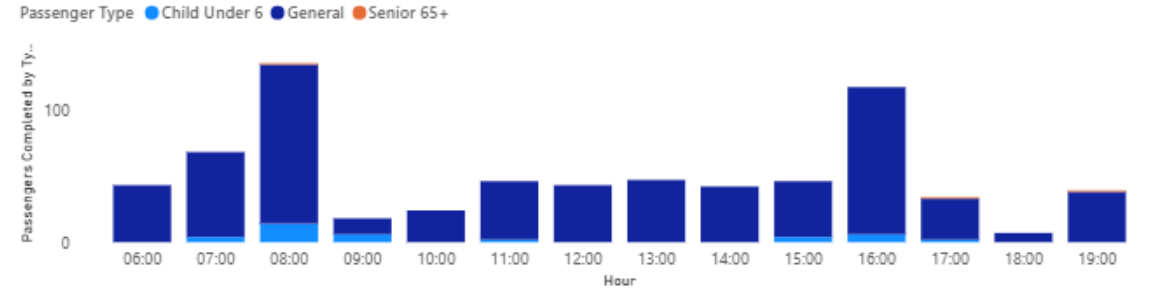
## Total Shared Rides



## Pickup OTP

94.8%

## Total Rides by Passenger Types



## Dropoff OTP

97.6%

## Total Passengers Completed

709

## Average Direct Ride Duration

9.9 mins

## Average Actual Ride Duration

11.7 mins

## Shared Ride %

61.1%

## Abandoned Rides

5

## RideCo Analytics: Customer Experience

Date

Program

Provider

Include Date

Weekday

5/1/2026

5/31/2026

All

All

All

All

### Average Ride Rating

4.9

### Ride Comments

Rating

FIVE

Good job

good job frank

good job marie. thank you

good job steven

good job steven . thank you

good job steven thank you

good job steven. thank you

thank you steve. good job

thank you steven good job

### Pickup OTP

94.8%

### Dropoff OTP

97.6%

### Average Direct Ride Duration

9.9 mins

### Average Actual Ride Duration

11.7 mins

### Failed Search Percentage

16.1%

### Shared Ride Percentage

61.1%

## RideCo Analytics: Searches

Date

5/1/2026

5/31/2026

Program

All

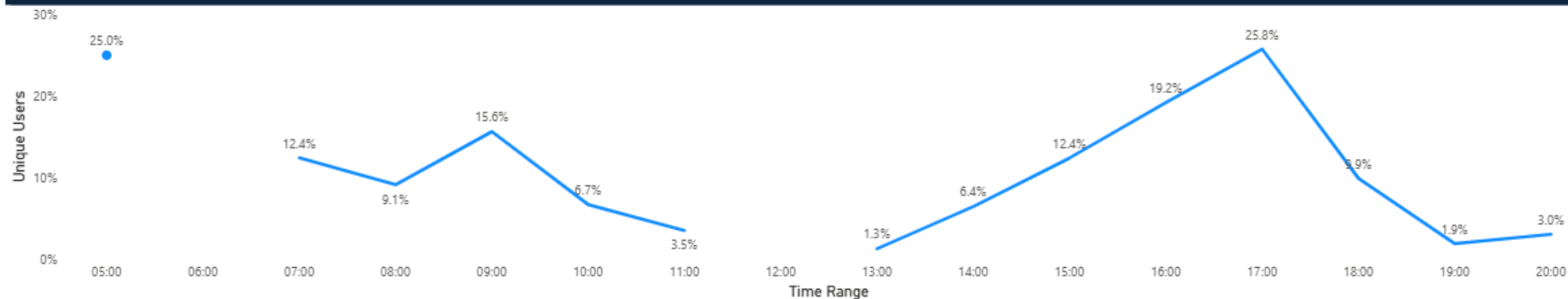
Include Date

All

Weekday

All

### Unique Users with Failed Search Over Time



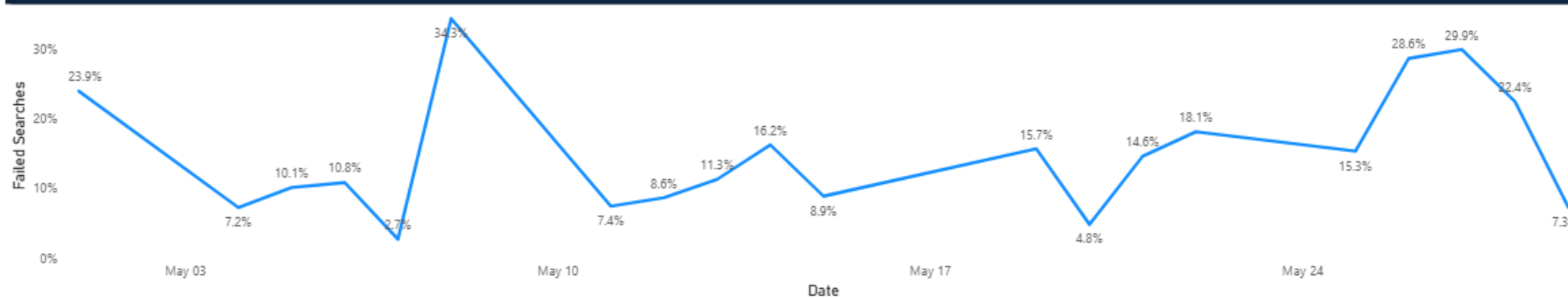
### Average Daily New Users

1

### Average Daily Repeat Users

20

### Failed Search Due to High Demand Over Time



### Average Unique Users with a Failed Search

NaN

### Users with Search Delay > Threshold

20.5%

### Unique User Searches

1,210

### Average Users with Searches

578

### Average Daily Searches

99

### User Conversion Rate

85.6%

### Average Search Delay of Best Results

18.3 mins

### RideCo Analytics: Booking

Date: 5/1/2026 - 5/31/2026  
Program: Blackfalds  
Include Date: All  
Weekday: All

#### Total Rides Booked

891

#### Completed Rides Booked by Call Center    Completed Rides Booked by App or Site    Completed Rides Booked by Subscription    Completed Rides Booked by 3rd Party

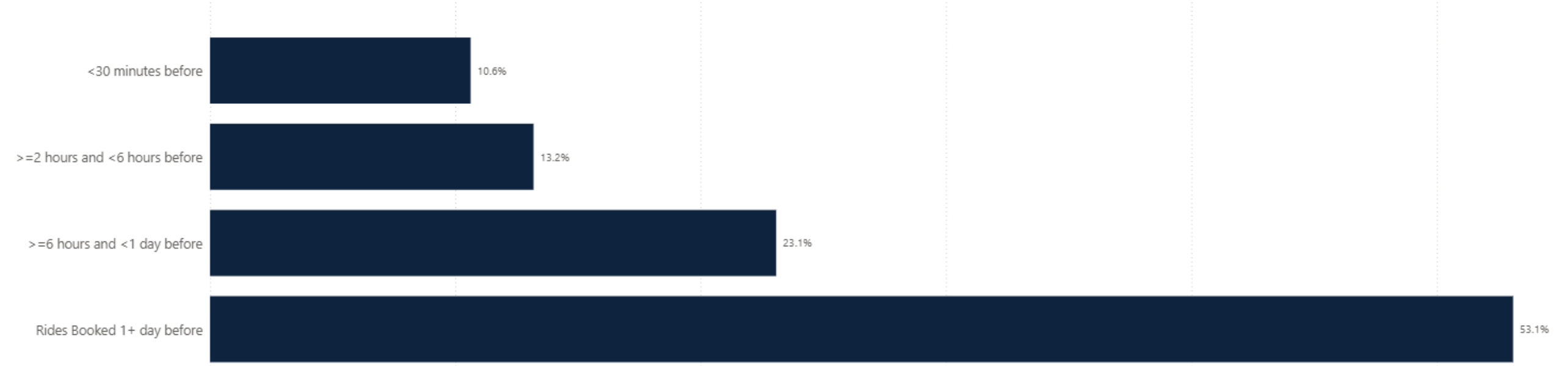
8.7%

91.3%

0.0%

0.0%

#### Advanced Booking

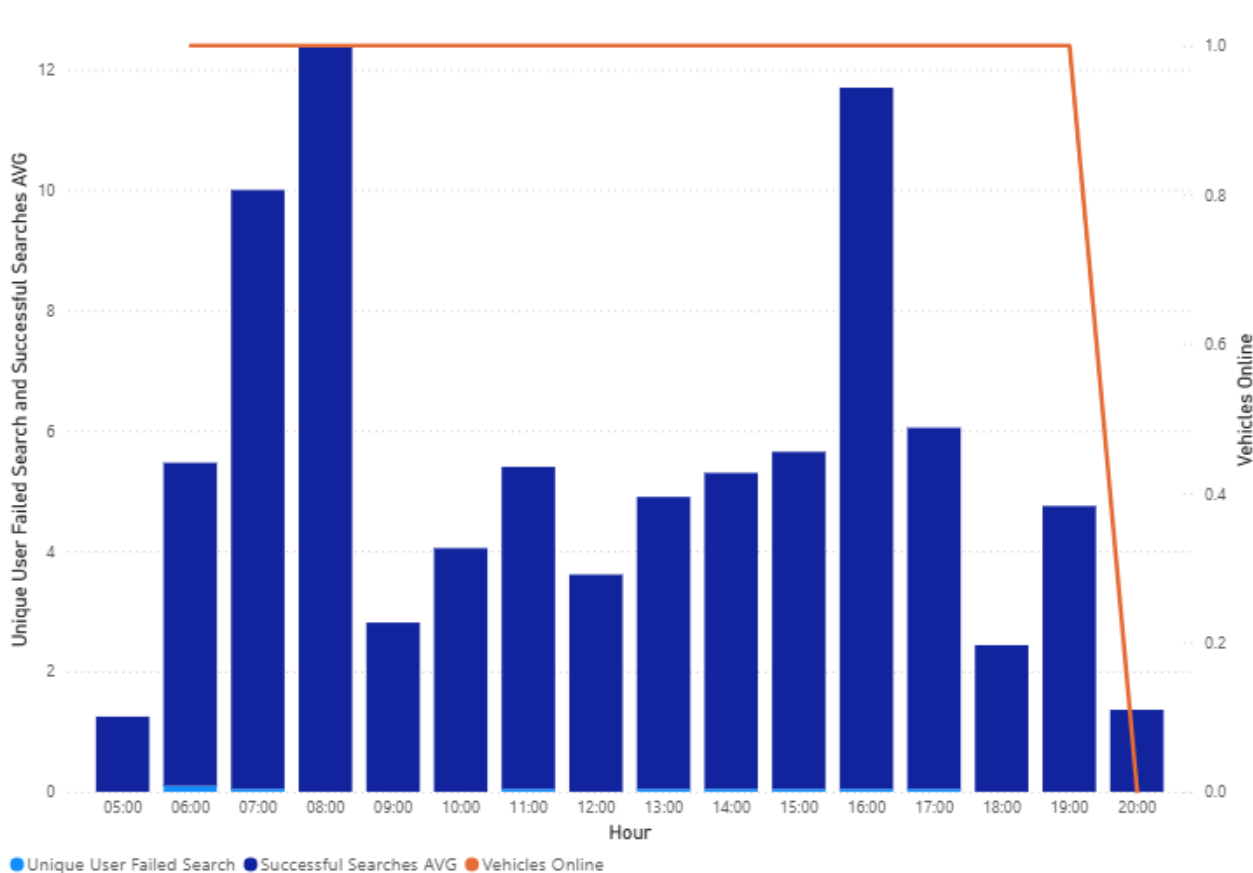


# RideCo Analytics: Operations

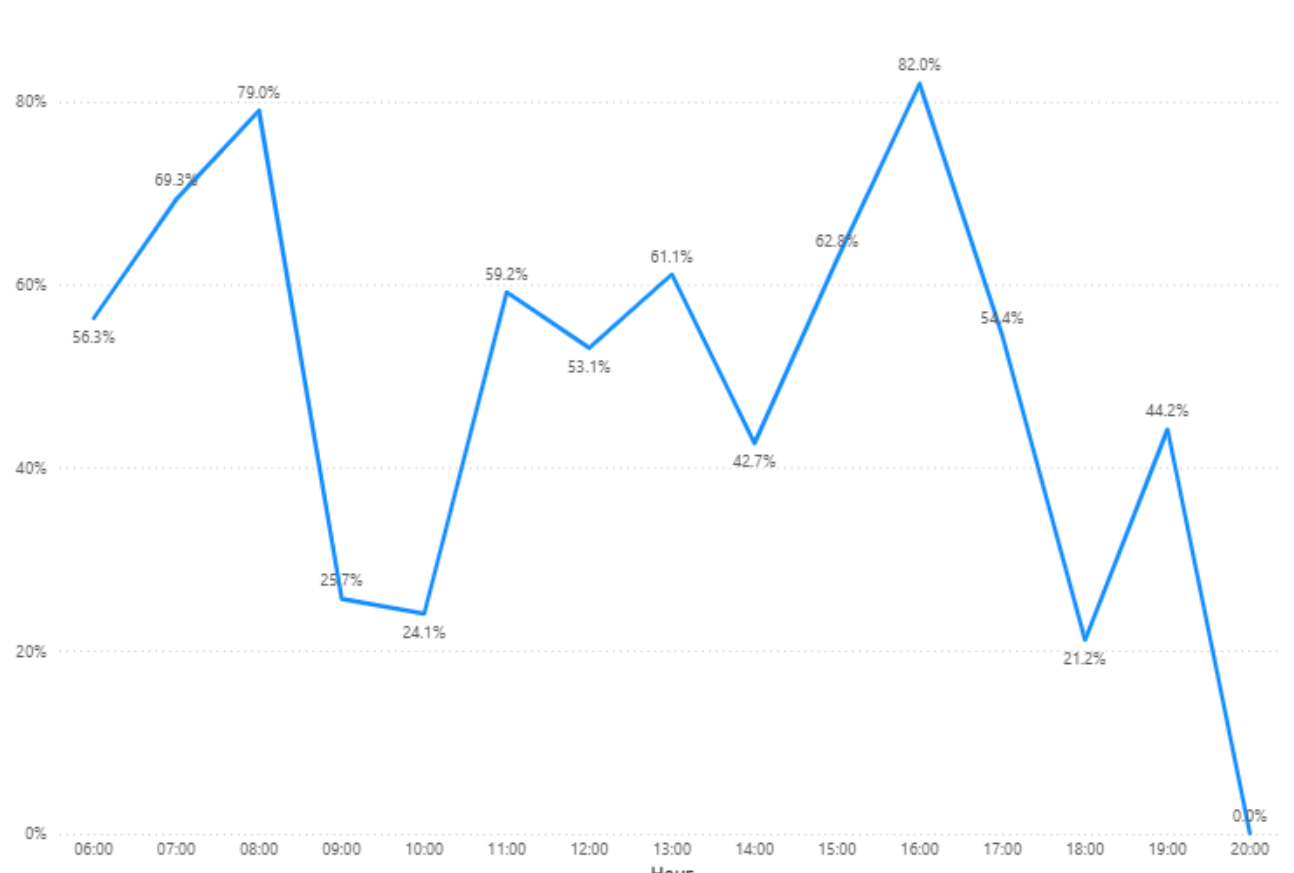
Date:  - 
 Program: 
 Include Date: 
 Weekday:

<b>Total On-Fare Time (h)</b>	<b>Vehicle Utilization Rate</b>	<b>Max Vehicles Online</b>	<b>Revenue Hours</b>	<b>Demand Response Revenue Hours</b>
<b>135</b>	<b>53.4%</b>	<b>1.0</b>	<b>253.6</b>	<b>183.2</b>

## Service Availability



## Vehicle Utilization Rate by Time of Day



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## MEMBERS PRESENT

Shane Hanson, Town of Blackfalds Councillor  
Jim Sands, Town of Blackfalds Councillor  
Mark Visscher, Lacombe County Representative  
Kayla Marquis, Public at Large  
Trent Kroetsch, Public at Large  
Shauna Sawchuk, Public at Large  
Steven Haraldson, Public at Large

## OTHERS ATTENDING

Rick Kreklewich, Director of Community Services  
Carol Simpson, Abbey Centre General Manager  
Jeff Heindel, Parks and Facilities Manager  
Kurt Jensen, Sports and Events Coordinator

## REGRETS

Louise Rellis, Public at Large

## WELCOME AND CALL TO ORDER

Director Kreklewich welcomed all attending and called the Recreation, Culture and Parks Board Meeting to order at 6:32 pm.

Member at Large Visscher moved That the Recreation, Culture and Parks Board approve the Agenda as amended.

**CARRIED UNANIMOUSLY**

## TREATY SIX LAND ACKNOWLEDGEMENT

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

## PRESENTATIONS

### Red Deer Kinsmen Club & Youth HQ

A representative from the Red Deer Kinsmen Club and Youth HQ provided a presentation on their submission Community Initiatives Grant Submission.

## BUSINESS

### Minutes

Member at Large Haraldson moved That the Recreation, Culture and Parks Board approve the Minutes from February 4, 2026 as amended.

**CARRIED UNANIMOUSLY**

**Community Initiatives Grant Policy Discussion**

The Recreation, Culture and Parks Board discussed the draft Community Initiatives Grant Policy presented by Administration. Suggested changes included providing the RCP Board with the authority to approve or deny applications, the deadline was removed, local organizations were changed to organizations, the funding limit was added, acknowledgment of the Town on promotional materials, conflict of interest and clarity on what the funding is being used for. Suggested changes from the discussion included a clause under the criteria section relating to reinvesting proceeds within the community. Party Alcohol Liability (PAL) insurance should be listed as an ineligible expense. The old FOIP statement would need to be removed from the application form and the new statement POPA statement added.

Member at Large Kroetsch moved That the Recreation, Culture and Parks Board recommend to Council to consider approval of the Community Initiatives Grant Policy with the amended changes as discussed.

**CARRIED UNANIMOUSLY****Community Initiatives Grant – Red Deer Kinsmen Club**

A representative from the Red Deer Kinsmen Club and Youth HQ provided a Community Initiatives Grant application requesting \$2,500 towards offsetting costs related to supplies, entertainment, diamond fees and prizing. The Board requested that the application be revised to include what expenses would be applied to this funding.

Member at Large Marquis moved That the Recreation, Culture and Parks Board recommend to Council to provide grant funding of \$2,500 to the Red Deer Kinsmen Club from the Community Initiatives Grant for their event upon receiving a revised application of what expenses would be applied to this funding.

**CARRIED UNANIMOUSLY****Public Use & Facility Rentals Policy Discussion**

Council had directed Administration to develop a policy for rental spaces in Blackfalds. Administration developed the policy for the RCP Board to review and discuss. Suggested changes from the discussion included the policy title, include all rentable facilities (indoor and outdoor), removing safe and respectful wording and instead use lawful, and add Facility Renter Insurance Requirements and Community Standards Bylaw under Related Documents. An acknowledgment would also be added to information packages referencing this policy.

Councillor Hanson moved That the Recreation, Culture and Parks Board recommend to Council to consider approval of the Public Use of Rentable Facilities with the amended changes as discussed.

**CARRIED UNANIMOUSLY**

**Clarification on Council Update**

Administration confirmed that Council can provide updates to the Recreation, Culture and Parks Board. Councillor Hanson discussed the Public Donation Policy and how it overlaps with the Community Initiatives Grant. Also, the BMX Track is on hold as funding has been challenging to secure as per an email received by Administration. A Notice of Motion is upcoming for the Disc Golf Course.

**Abbey Centre Update**

- Manager Simpson presented the monthly highlights

**Parks and Facilities Update**

- Manager Heindel presented the monthly highlights

**EBC & Sterling Industries Sports Park Update**

- Coordinator Jensen presented the monthly highlights

**CARRIED UNANIMOUSLY**

The Recreation, Culture and Parks Board received the items as information.

Chair Kroetsch adjourned the Recreation, Culture & Parks Board Meeting at 8:19 p.m.

-Original Signed-

\_\_\_\_\_  
Trent Kroetsch, Chair

-Original Signed-

\_\_\_\_\_  
Rick Kreklewich, Director of Community Services



**TOWN OF BLACKFALDS  
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street  
Monday, February 2, 2026, at 7:00 p.m.

**MINUTES**

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**MEMBERS PRESENT**

- Kala Pandit, Chair
- Robert Hogan, Vice Chair
- Cory Twerdoelib, Town of Blackfalds Councillor
- Aaron Hoyte, Town of Blackfalds Councillor
- Reina LeMieux, Member at Large
- Justine Loshny, Member at Large
- Ken Hubbard, Member at Large
- Maria Anderson, Member at Large
- Joline Gurski, Member at Large

**OTHERS ATTENDING**

- Peter McGee, Economic Development Officer
- Lorrie Logan, Municipal Clerk II (Recording Secretary)

**REGRETS**

- Trent Kroetsch, Member at Large
- Denise Sumner, Member at Large
- Darlington Etaje, Member at Large

**WELCOME AND CALL TO ORDER**

Chair Kala Pandit welcomed all guests attending and called the Economic Development & Tourism Advisory Committee Meeting to order at 7:03 p.m.

**RECEIVE THE AGENDA**

**Add 5.5 Business Sign Bylaw/Policy.**

**MOTION:**

Member Maria Anderson moved That the Economic Development & Tourism Advisory Committee receive the Agenda for February 2, 2026, as amended. Seconded by Chair Kala Pandit.

**CARRIED UNANIMOUSLY**

**LAND ACKNOWLEDGEMENT**

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

**PRESENTATIONS**

None



**TOWN OF BLACKFALDS  
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street  
Monday, February 2, 2026, at 7:00 p.m.

**MINUTES**

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**BUSINESS**

**Appointment of Chair and Vice Chair**

**MOTION:**

The Economic Development and Tourism Advisory Committee reappointed Kala Pandit as Chair for a second term and Member Robert Hogan was appointed as Vice Chair.

**CARRIED UNANIMOUSLY**

**Approval of Minutes**

**MOTION:**

Town of Blackfalds Councillor Twerdoclib moved That the Economic Development & Tourism Advisory Committee approve the Minutes from December 1, 2025, as amended. Seconded by Member Justine Loshny.

**CARRIED UNANIMOUSLY**

**REPORT FOR COMMITTEE**

**EDO Winter Report – December 2025 – February 2026**

Economic Development Officer, McGee gave a report on Activities and Events attended from December 2025 to February 2026.

**Central Alberta Tourism Alliance – Economic Impact Assessment**

Economic Development Officer, McGee provided statistics related to visitor activity in Central Alberta.

**Lacombe Tourism Association Campaign**

Economic Development Officer McGee reported on the Lacombe Tourism Association’s marketing campaign aimed at attracting new visitors to the region, including initiatives such as the Highway 2A Corridor Project.

**Let’s Go Rural! High School & Post Secondary Event**

Information was shared regarding the Rural Health Professions Action Plan, an organization focused on encouraging new healthcare professionals to choose rural communities. The program provides high school and post-secondary students with opportunities to gain experience living and practicing in rural areas.

**Business Sign Bylaw/Policy**

Town of Blackfalds Councillor Aaron Hoyte provided an overview of the process for obtaining Business Signage within the Town.

**MOTION:**



**TOWN OF BLACKFALDS  
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street

Monday, February 2, 2026, at 7:00 p.m.

**MINUTES**

---

Member Anderson moved that the Economic Development and Tourism Advisory Committee explore the feasibility of establishing a sub-committee to review signage for Business’s withing the Town.

**CARRIED UNANIMOUSLY**

**Round Table**

Committee members engaged in a general discussion regarding strategies to increase visitation to the community.

**ADJOURNMENT**

Chair Kala Pandit, adjourned the Economic Development & Tourism Advisory Committee Meeting at 8:00 p.m.

-Original Signed-

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Kala Pandit, Chair

-Original Signed-

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Jessica Robinson, Executive & Legislative Coordinator



**TOWN OF BLACKFALDS  
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street

Monday, April 13, 2026, at 7:00 p.m.

**MINUTES**

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**MEMBERS PRESENT**

- Kala Pandit, Chair
- Ken Hubbard, Member at Large
- Trent Kroetsch, Member at Large
- Reina LeMieux, Member at Large
- Justine Loshny, Member at Large
- Denise Sumner, Member at Large
- Jamie Hoover, Member at Large
- Maria Anderson, Member at Large

**OTHERS ATTENDING**

- Peter McGee, Economic Development Officer
- Jessica Robinson, Executive and Legislative Coordinator

**REGRETS**

- Kyle Braithwaite, Member at Large
- Darlington Etaje, Member at Large
- Joline Gurski, Member at Large
- Robert Hogan, Vice Chair
- Aaron Hoyte, Town of Blackfalds Councillor
- Cory Twerdoclib, Town of Blackfalds Councillor

**1.1 WELCOME AND CALL TO ORDER**

Chair Kala Pandit welcomed all guests attending and called the Economic Development & Tourism Advisory Committee Meeting to order at 7:01 p.m.

**1.2 APPROVAL OF AGENDA**

Member at Large Sumner moved That the Agenda for the April 13, 2026, meeting of the Economic Development & Tourism Advisory Committee be approved, as amended, to add the following item:

- Item 5.3 - June 1, 2026, Meeting Date

**CARRIED UNANIMOUSLY**

**2. LAND ACKNOWLEDGEMENT**

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

**3. PRESENTATIONS**

None

**TOWN OF BLACKFALDS  
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street  
Monday, April 13, 2026, at 7:00 p.m.

**MINUTES**

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**4. BUSINESS**

**4.1 Approval of Minutes**

Member at large Kroetsch moved That the minutes of February 2, 2026, Economic Development and Tourism Advisory Committee be approved as circulated.

**CARRIED UNANIMOUSLY**

**4.2 Annual 2026 Business Walk**

Member at Large Hoover moved That the Economic Development & Tourism Advisory Committee members select Denise Sumner as lead of the business walk subcommittee and members Justine Loshny, Reina LeMieux, Kala Pandit, and Jamie Hoover to assist the lead; and

Further That the Economic and Development & Tourism Advisory Committee directs the Economic Development Officer to circulate the information to the members who sent their regrets to determine if they wish to serve on the subcommittee.

**CARRIED UNANIMOUSLY**

**4.3 Lacombe and District Chamber of Commerce Digital Sign**

Member at Large Anderson moved That the item 4.3 Lacombe and District Chamber of Commerce Digital Sign, be postponed to the June 1, 2026 meeting; and

Further That the Economic and Development & Tourism Advisory Committee directs the Economic Development Officer to gather additional information from the Lacombe and District Chamber of Commerce.

**CARRIED UNANIMOUSLY**

**5. REPORT FOR COMMITTEE**

**5.1 Economic Development Officer Spring Update**

Economic Development Officer McGee provided an update to the Committee on initiatives undertaken during the period of February to April 2026.

Member at Large Kroetsch moved That the Economic and Development & Tourism Advisory Committee receive the Economic Development Officer Spring Update report for information.

**CARRIED UNANIMOUSLY**



**TOWN OF BLACKFALDS  
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE**

Civic Cultural Centre – 5018 Waghorn Street  
Monday, April 13, 2026, at 7:00 p.m.

**MINUTES**

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**5.2 Economic Development 2026 Projects**

Economic Development Officer McGee shared that Blackfalds Council approved the 2026 budget for the Economic Development department and outlined several high-impact programs designed to enhance economic resilience and attract investment.

Member at Large Hoover moved That the Economic and Development & Tourism Advisory Committee receive the Economic Development 2026 Projects report for information.

**CARRIED UNANIMOUSLY**

**5.3 June 1, 2026, Meeting Date**

Chair Pandit advised the Committee that he would not be able to attend the June 1, 2026, meeting and raised that should the Vice Chair also be unavailable they may wish to consider changing the meeting date.

**6. CONFIDENTIAL**

None

**7. ADJOURNMENT**

Chair Kala Pandit, adjourned the Economic Development & Tourism Advisory Committee Meeting at 8:32 p.m.

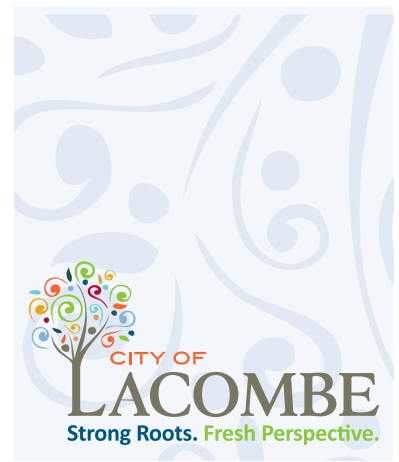
-Original Signed-  
\_\_\_\_\_  
Kala Pandit, Chair

-Original Signed -  
\_\_\_\_\_  
Jessica Robinson, Executive & Legislative Coordinator

# Council Highlights

Monday, June 8<sup>th</sup>, 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](http://www.lacombe.ca)



## Quick Headlines:

**Q1 Operating Variance Report**

**Bylaw 536 - SDAB Services Bylaw**

**Bylaw First Readings**

### Bylaw 536 - SDAB Services Bylaw



Council gave first, second and third readings (by unanimous consent) to Bylaw 536 to establish a new Subdivision and Development Appeal Board (SDAB) service arrangement with Red Deer County following the closure of Parkland Community Planning Services (PCPS).

Red Deer County offers an established SDAB process, provides services to other regional municipalities, and maintains a roster of trained board members.

This transition is not expected to impact service levels, appeal fees or appeal timelines.

### Q1 Operating Variance Report

Council reviewed the 2026 Q1 Operating Variance Report, which provides a snapshot of the City's financial position from January 1<sup>st</sup> to March 31<sup>st</sup>.

At the end of the first quarter, expenses exceeded revenues by approximately \$573,000, primarily due to a planned early debt repayment of \$966,000 that had been scheduled for late 2025.

Excluding this one-time payment, the City would be in a surplus position of roughly \$354,000. Administration noted that early repayment reduces long-term debt and future interest costs.

Overall revenues were slightly below budget due to timing differences in grant funding and seasonal trends. While franchise fees and penalties were higher than expected, user fees and grant revenues were temporarily lower. Most departments are currently under budget due to timing and staffing vacancies.

Administration emphasized that first-quarter results are not indicative of year-end outcomes. No significant financial concerns were identified, and Council accepted the report as information. The 2025 audited financial statements will be presented at the June 22<sup>nd</sup>, 2026 Regular Council meeting.





## More from the Meeting



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### Bylaw First Readings

#### **Bylaw 365.2 – Records Bylaw Amendment**

Council gave first reading to Bylaw 365.2, which updates the City’s records management framework. The amendment modernizes how information is managed, including digital records, and aligns municipal practices with the *Access to Information Act (ATIA)* and the *Protection of Privacy Act (POPA)*, introduced by the Province in 2025.

The updates reflect changes in how municipalities create, store, and share information, ensuring records are managed consistently and securely across departments. They also clarify roles and responsibilities related to access requests and the protection of personal information. These changes support greater transparency while ensuring sensitive information is handled appropriately.

#### **Bylaw 425.1 – CAO Bylaw Amendment**

Council gave first reading to Bylaw 425.1 to update the Chief Administrative Officer (CAO) bylaw. The changes align with new provincial legislation, allow the title “City Manager” to be used interchangeably with CAO, and designate the CAO as the head for access and privacy matters.

The amendments reflect the evolving administrative structure and ensure the City remains compliant with updated provincial requirements related to information access and privacy protection. They also formalize the CAO’s leadership role in overseeing corporate records and responding to access requests. Overall, the changes help strengthen accountability and clarity within the organization.

#### **Bylaw 405.6 – Municipal Development Plan Amendment**

Council gave first reading to an amendment to the Municipal Development Plan that would change the future land use designation of properties on 51 Street from “Commercial Lands” to “Future Mixed Use.” This change is required to support a proposed redevelopment that includes a combination of commercial space and residential units within the same area.

The subject lands currently include a mix of a parking lot, vacant parcels, and an existing commercial building. The proposed amendment reflects the applicant’s intention to create a more flexible, integrated development that supports both housing and business activity in the downtown. A public hearing is scheduled for July 13<sup>th</sup>, 2026, at 6:00 p.m. to gather community input.

#### **Bylaw 400.80 – Land Use Bylaw Amendment (DC6)**

Council gave first reading to Bylaw 400.80, which proposes the creation of a new Direct Control District (DC6) and the redesignation of four downtown parcels located at 5020, 5024, 5028, and 5032 51<sup>st</sup> Street. The new district would allow for a mix of residential, commercial, and combined uses, supporting a proposed redevelopment of the area. Direct Control zoning is used for unique projects that don’t fit within existing land use districts.

In this case, the proposed DC6 would provide greater flexibility in site design, building layout, and permitted uses, while allowing Council to have direct oversight of major development decisions. The development concept includes both commercial and mixed-use buildings with shared parking. A public hearing is also scheduled for July 13<sup>th</sup>, 2026, at 6:00 p.m. to residents with an opportunity to share feedback.

## More from the Meeting



### Motions out of Camera

#### 8.1 Labour (ATIA Section 22)

Council voted to accept and deem the results of the 2025 CAO Annual Performance Review successful.



### Council Schedule - Lacombe Farmer's Market

Thursday, June 18<sup>th</sup>, 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:

- July 16<sup>th</sup>
- August 20<sup>th</sup>
- September 17<sup>th</sup>
- October 8<sup>th</sup>

### Upcoming Council Meetings

- Monday, June 22<sup>nd</sup>, 2026, at 5:30 p.m.
- Monday, July 13<sup>th</sup>, 2026, at 5:30 p.m. Public Hearings for Bylaws 405.6 & 400.8, at 6:00 p.m.
- Monday, August 10<sup>th</sup>, 2026, at 5:30 p.m.

### Your City Council



Mayor  
Hibbs

Councillor  
Contenti

Councillor  
de Bresser

Councillor  
Dykslag

Councillor  
Goings

Councillor  
Proud

Councillor  
Span

## SPECIAL EVENT PERMIT

Permit #: **004.26**  
Date of Issue: Jun 15, 2026

**Organization Name:** Save on Foods  
**Name of Event Organizer:** Robert Crane  
**Address:** #105, 4500 Blackfalds Crossing Way  
**Phone:** 403.597.0721

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**Event Name:** Show and Shine Car Show and RC Drag Race  
**Event Date(s):** June 20 – 21, 2026  
**Location:** **Blackfalds Crossing Way**  
**Road Closure:** End of Blackfalds Crossing Way  
**Event Start Time:** 1:00 PM                      **Event Finish Time:** 5:00 PM  
**Set-up to begin on:** June 19, 2026                      **Time:** 3:00 PM  
**Takedown to end by:** June 21, 2026                      **Time:** 7:00 PM  
**Number of Participants:** 20-30 cars                      **Number of Spectators:** 100+

---

**This Special Event Permit is hereby approved and issued on the following conditions:**

### **CONDITIONS**

#### **Event Conditions:**

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.
2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.
3. The Event Organizer shall at all times remain a valid certificate of insurance, showing a minimum liability amount of \$2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.
4. The Special Event must comply with the Community Standards Bylaw and noise.
5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

#### **Road Closure Conditions:**

6. The Town will be responsible for closing the road for the Special Event. At no time shall the Event Organizer close any roads.

**Additional Conditions:**

None

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**Approved By:**

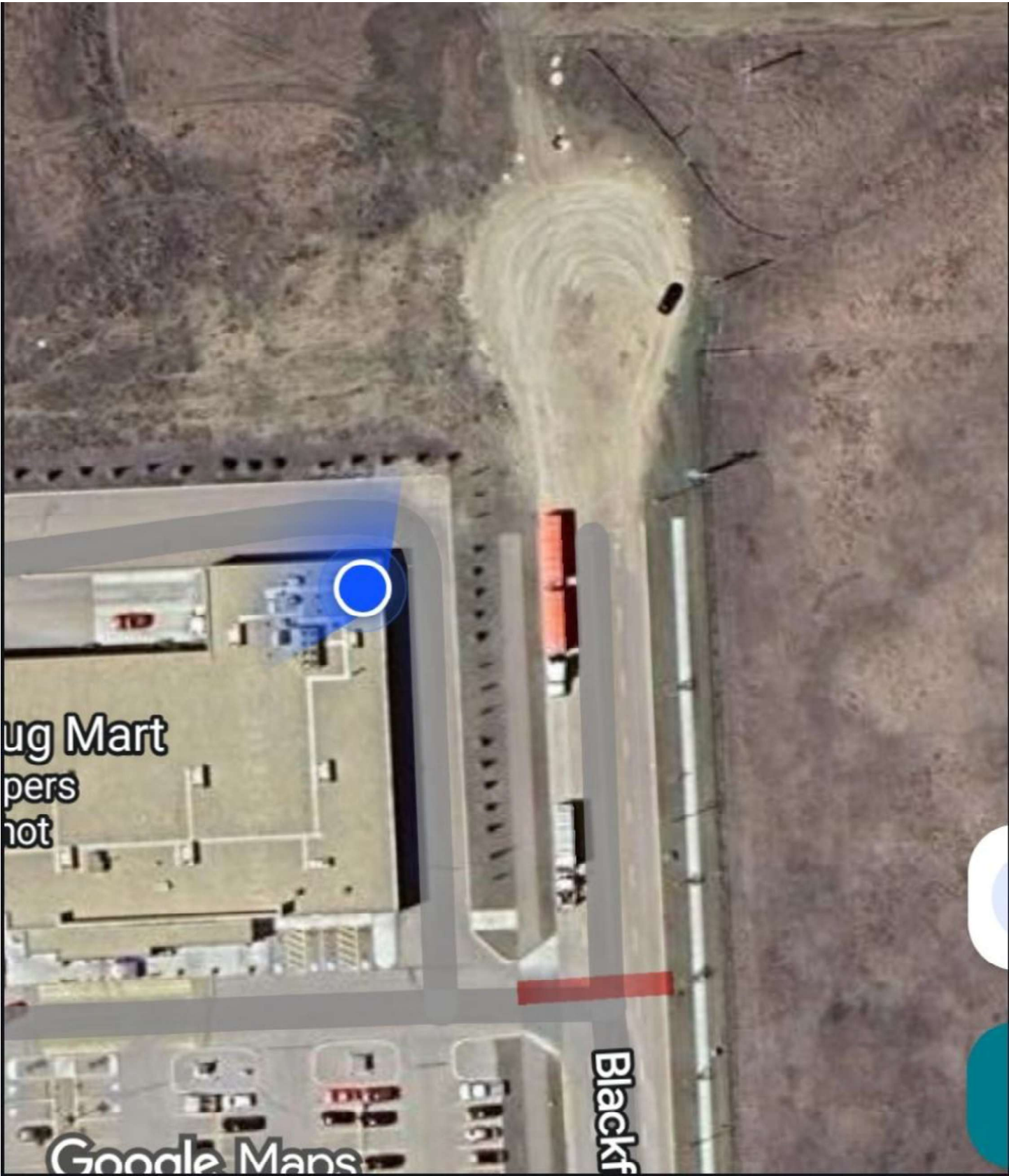
*Kim Isaak*

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**Kim Isaak,  
Chief Administrative Officer**

# SITE PLAN










# Special Event Permit 004.26 - Car Show and RC Car Show

Final Audit Report

2026-06-15

Created:	2026-06-15
By:	Danielle Nealon (dnealon@blackfalds.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5Py1JtXGoT3F3cnqCqHefWPqSk-9LMHr

## "Special Event Permit 004.26 - Car Show and RC Car Show" History

-  Document created by Danielle Nealon (dnealon@blackfalds.ca)  
2026-06-15 - 7:59:24 PM GMT
-  Document emailed to Kim Isaak (kisaak@blackfalds.ca) for signature  
2026-06-15 - 7:59:58 PM GMT
-  Email viewed by Kim Isaak (kisaak@blackfalds.ca)  
2026-06-15 - 8:05:00 PM GMT
-  Document e-signed by Kim Isaak (kisaak@blackfalds.ca)  
Signature Date: 2026-06-15 - 8:05:42 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE
-  Agreement completed.  
2026-06-15 - 8:05:42 PM GMT

## SPECIAL EVENT PERMIT

Permit #: **005.26**  
Date of Issue: Jun 3, 2026

**Organization Name:** Town of Blackfalds  
**Name of Event Organizer:** Kurt Jensen  
**Address:** Box 220, Blackfalds, Alberta T0M0J0  
**Phone:** 403.357.7587

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**Event Name:** Blackfalds Days Fireworks  
**Event Date(s):** June 21, 2026  
**Location:** **200 Feet South of South Street, East of Railway Tracks**  
**Road Closure:** South Street from Leung Road to Broadway Avenue. East Railway Avenue from Lansdowne Avenue to South Street  
**Event Start Time:** 11:00 PM      **Event Finish Time:** 11:30 PM  
**Set-up to begin on:** June 20, 2026      **Time:** 1:00 PM  
**Takedown to end by:** June 21, 2026      **Time:** 1:00 AM  
**Number of Participants:** 10      **Number of Spectators:** 1000

---

**This Special Event Permit is hereby approved and issued on the following conditions:**

### **CONDITIONS**

#### **Event Conditions:**

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.
2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.
3. The Event Organizer shall at all times remain a valid certificate of insurance, showing a minimum liability amount of \$2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.
4. The Special Event must comply with the Community Standards Bylaw and noise.
5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

#### **Road Closure Conditions:**

6. The Town will be responsible for closing the road for the Special Event. At no time shall the Event Organizer close any roads.

**Additional Conditions:**

None

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**Approved By:**

*Kim Isaak*

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**Kim Isaak,  
Chief Administrative Officer**

# SITE PLAN








# Special Event Permit 005.26 - Blackfalds' Days Fireworks

Final Audit Report

2026-06-03

Created:	2026-06-03
By:	Danielle Nealon (dnealon@blackfalds.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMl64-_oI2SFpaLiYVhDTxmFH54_4NMwy

## "Special Event Permit 005.26 - Blackfalds' Days Fireworks" History

-  Document created by Danielle Nealon (dnealon@blackfalds.ca)  
2026-06-03 - 4:16:00 PM GMT
-  Document emailed to Kim Isaak (kisaak@blackfalds.ca) for signature  
2026-06-03 - 4:16:31 PM GMT
-  Email viewed by Kim Isaak (kisaak@blackfalds.ca)  
2026-06-03 - 4:33:29 PM GMT
-  Document e-signed by Kim Isaak (kisaak@blackfalds.ca)  
Signature Date: 2026-06-03 - 4:33:43 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE
-  Agreement completed.  
2026-06-03 - 4:33:43 PM GMT

## SPECIAL EVENT PERMIT

Permit #: 006.25  
Date of Issue: Jun 3, 2026

**Organization Name:** Town of Blackfalds  
**Name of Event Organizer:** Kurt Jensen  
**Address:** Box 220, Blackfalds, Alberta T0M0J0  
**Phone:** 403-872-4813

---

**Event Name:** Blackfalds Days Parade  
**Event Date(s):** **June 20, 2026**  
**Location:** Downtown Blackfalds (Broadway Avenue)  
**Road Closure:** Broadway Avenue, East Railway Avenue, Waghorn Street, East Avenue, Lawton Avenue, Highway Avenue, Queens Crescent, Wilson Street, Park Street, Indiana Street, Minto Street, Lorne Avenue.  
**Event Start Time:** 11:00 AM                      **Event Finish Time:** 12:00 PM  
**Set-up to begin on:** June 20, 2026                      **Time:** 9:00 AM  
**Takedown to end by:** June 20, 2026                      **Time:** 1:00 PM  
**Number of Participants:** 40 Parade Entries                      **Number of Spectators:** 1000

---

**This Special Event Permit is hereby approved and issued on the following conditions:**

### **CONDITIONS**

#### **Event Conditions:**

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.
2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.
3. The Event Organizer shall at all times remain a valid certificate of insurance, showing a minimum liability amount of \$2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.
4. The Special Event must comply with the Community Standards Bylaw and noise.
5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

#### **Road Closure Conditions:**

6. The Town will be responsible for closing the road for the Special Event. At no time shall the Event Organizer close any roads.

**Additional Conditions:**

None

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**Approved By:**

*Kim Isaak*

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**Kim Isaak,  
Chief Administrative Officer**

# SITE PLAN








# Special Event Permit 006.26 - Blackfalds Days Parade

Final Audit Report

2026-06-03

Created:	2026-06-03
By:	Danielle Nealon (dnealon@blackfalds.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIzadbx-akXDywwulxfJWN13evDr30-8A

## "Special Event Permit 006.26 - Blackfalds Days Parade" History

-  Document created by Danielle Nealon (dnealon@blackfalds.ca)  
2026-06-03 - 4:18:05 PM GMT
-  Document emailed to Kim Isaak (kisaak@blackfalds.ca) for signature  
2026-06-03 - 4:18:32 PM GMT
-  Email viewed by Kim Isaak (kisaak@blackfalds.ca)  
2026-06-03 - 4:30:53 PM GMT
-  Document e-signed by Kim Isaak (kisaak@blackfalds.ca)  
Signature Date: 2026-06-03 - 4:33:16 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE
-  Agreement completed.  
2026-06-03 - 4:33:16 PM GMT

**MEETING DATE:** June 23, 2026  
**PREPARED BY:** Danielle Nealon, Senior Legislative Advisor  
**SUBJECT:** **Bylaw 1358.26 - Aspen Lakes West Phase 2A Redistricting**

## BACKGROUND

The purpose of Bylaw 1358.26 is to amend Schedule 'A' of Land Use Bylaw 1268.22 to redistrict a portion 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)

First Reading was given to Bylaw 1358.26 on May 26, 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 June 2, 2026.
- A hard copy of proposed Bylaw 1358.26 was available for viewing at the Town's Civic Centre Front Counter (upstairs) as of June 2, 2026.
- Via email to all local authorities and agencies on June 2, 2026.
- Via email to internal departments on June 2, 2026.
- On the Town's electronic signs commencing June 8, 2026 - June 23, 2026.
- May 2026 edition of "Talk of the Town".
- On the Town's website commencing on June 1, 2026.
- Circulation to adjacent landowners on June 3, 2026.
- Via email to the Municipal Planning Commission on May 27, 2026.
- In the June 11<sup>th</sup> and June 18<sup>th</sup>, 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:

- June 2, 2026, submission from Canada Post
- June 15, 2026, submission from Lacombe County

## 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**

A Public Hearing supports all four pillars of the Strategic Plan by enabling transparent, inclusive, and informed decision-making through effective communication and engagement. It contributes to Economic Vitality and Community Prosperity by clearly communicating potential impacts of proposed decisions on residents and businesses, fostering a predictable environment for growth; advances Community Life,

Safety, and Inclusion by providing accessible, inclusive opportunities for residents to share input in ways that reduce barriers to participation; strengthens Leadership, Engagement and Advocacy by demonstrating accountability, clearly outlining processes, and communicating how public feedback informs decisions; and supports Sustainable Services and Infrastructure by ensuring residents have access to clear, timely, and understandable information about projects and long-term impacts, enabling meaningful feedback that informs sustainable outcomes.

**FINANCIAL IMPLICATIONS**

None

**COMMUNICATION / ENGAGEMENT CONSIDERATIONS**

Engagement during the Public Hearing is supported by creating a clear, accessible, and respectful environment where participants can share input, ask questions, and feel heard. Considerations include providing inclusive participation options, reducing barriers such as timing or accessibility, and ensuring the process is transparent so participants understand how their input contributes to Council's decision-making.

**ATTACHMENTS**

- *Bylaw 1358.26 - Aspen Lakes West Phase 2A Redistricting*
- *June 2, 2026, submission from Canada Post*
- *June 15, 2026, submission from Lacombe County*

**APPROVALS**

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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author

File No #: \_\_\_\_\_

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): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

(Same as Landowner)

Contractor Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**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: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Certificate of Title No.: \_\_\_\_\_

Area of the parcel of land to be subdivided: \_\_\_\_\_ 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? \_\_\_\_\_
- 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: \_\_\_\_\_
- b) Describe the proposed use of the land: \_\_\_\_\_
- c) The land designation, as classified under the Land Use Bylaw is: \_\_\_\_\_

**PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED**

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

File No #: \_\_\_\_\_

Application Date: \_\_\_\_\_

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

**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:

\_\_\_\_\_  
\_\_\_\_\_

**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:

\_\_\_\_\_  
\_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

**RESOURCES:**

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

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

I/We, \_\_\_\_\_, hereby certify that  
(please print full name(s))

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

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AGENT AUTHORIZATION (WHEN APPLICABLE)**

I/We, \_\_\_\_\_, being the registered  
(please print full name(s))

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

to make application for subdivision affecting the above noted property.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

File No #: \_\_\_\_\_

Application Date: \_\_\_\_\_

**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: \_\_\_\_\_ Date: \_\_\_\_\_  
(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)	\$
<b>TOTAL:</b>	\$

Receipt #: \_\_\_\_\_

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](mailto:access@blackfalds.ca) or by phone at 403.885.6370.



LOT 17 MR  
BLOCK 13  
PLAN 242 2261



SW 1/4 SEC 34,  
TWP 39, RGE 27, W4M

Note:  
Area to be subdivided contains 0.543 ha within  
the SW 1/4 SEC 34, TWP 39, RGE 27, W4M  
and is outlined thus: - - -

Phase 2a  
**Tentative Subdivision**  
Aspen Lakes West



---

**From:** KALAN, Chad <Mark.Kalan@canadapost.postescanada.ca>  
**Sent:** June 2, 2026 2:26 PM  
**To:** Jesse Stretch  
**Cc:** Jolene Tejkl  
**Subject:** Re: Town of Blackfalds Public Hearing Notice – Bylaw 1358.26 Redistricting of Part of SW 34-39-27-W4M

Caution! This message was sent from outside your organization.

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Hello,

No issues with Canada Post, thank you.

**Mark Kalan (Chad)**

Delivery Service Officer  
6010 67 A ST  
(C) 587-447-1521



*From anywhere... to anyone*

A Stronger Canada-Delivered

---

**From:** Jesse Stretch <JStretch@blackfalds.ca>  
**Sent:** Tuesday, June 2, 2026 2:02 PM  
**To:** Jolene Tejkl <JTejkl@blackfalds.ca>  
**Subject:** Town of Blackfalds Public Hearing Notice – Bylaw 1358.26 Redistricting of Part of SW 34-39-27-W4M

**This Message Is From an External Sender | Ce message provient d'un expéditeur externe**  
This message came from outside your organization. Please be CAUTIOUS, particularly with links and attachments. | Ce message provient de l'extérieur de votre organisation. Veuillez faire preuve de PRUDENCE, particulièrement lorsqu'il s'agit de liens et de pièces jointes.

Report Suspicious

Good afternoon,

Attached is a Public Hearing Notice for Bylaw 1358.26 Redistricting of Part of SW 34-39-27-W4M in the Aspen Lakes West Community that has been set for Tuesday, June 23, 2026 at 6:00 p.m.

Please provide any written comments on or before noon, June 17, 2026 to:

Regular Mail or Town of Blackfalds Drop Off Box:  
Legislative Services  
Box 220  
5018 Waghorn Street, Blackfalds AB T0M 0J0  
or Email: [Legislative@blackfalds.ca](mailto:Legislative@blackfalds.ca)

Kind Regards,

**Jesse Stretch**

***Infrastructure and Planning Services Clerk***

**Town of Blackfalds**

Box 220, 5018 Waghorn St

Blackfalds, AB T0M 0J0

T: 403.885.6239

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

This email and any attachments are confidential and intended only for the named recipient. If you are not the intended recipient, please notify the sender and delete this message. The Town of Blackfalds is not responsible for any loss or damage resulting from the use of this email or its attachments.



June 15, 2026

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

*\*sent by email to [legislative@blackfalds.ca](mailto:legislative@blackfalds.ca)*

To whom it may concern:

**RE: Public Hearing Notice  
Land Use Bylaw Amending Bylaw No. 1358.26  
Pt. SW 34-39-27-W4M**

Thank you for the opportunity to comment on the above Land Use Bylaw Amending Bylaw.

Lacombe County has no concerns with the proposed Amending Bylaw.

Should you require further information, please contact our office.

Sincerely,  
LACOMBE COUNTY

A handwritten signature in black ink that reads "Will Cebuliak".

Will Cebuliak  
Planner/Development Officer

Telephone | 403-782-8389  
Email | [wcebuliak@lacombecounty.com](mailto:wcebuliak@lacombecounty.com)

**MEETING DATE:** June 23, 2026  
**PRESENTED BY:** Rick Kreklewich, Director of Community Services  
**SUBJECT:** Introduction of Derek Starnes, Sports and Events Manager

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**BACKGROUND**

Director Kreklewich of Community Services will introduce Derek Starnes as the Town's new Sports and Events Manager.

**ATTACHMENTS**

None

**APPROVALS**



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Kim Isaak,  
Chief Administrative Officer

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**MEETING DATE:** June 23, 2026  
**PREPARED BY:** Jolene Tejkl, Planning & Development Manager  
**PRESENTED BY:** Jolene Tejkl, Planning & Development Manager  
**SUBJECT:** **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.

Council gave First Reading to Bylaw 1358.26 at the May 26, 2026, meeting and set the Public Hearing for this evening’s Regular Council Meeting:

**169/26** Councillor Twerdoclib moved 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.

**CARRIED UNANIMOUSLY**

**170/26** Councillor Brown moved That a Public Hearing date be set for June 23, 2026, at 6:00 p.m. in Council Chambers.

**CARRIED UNANIMOUSLY**

**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**

All amendments to the Land Use Bylaw, including redistricting applications, must be subject to a Public Hearing after First Reading to the amending Bylaw and before Second Reading may be considered, pursuant to the *Municipal Government Act (MGA)*. The Public Hearing for Bylaw 1358.26 was held during this Council meeting which was widely advertised beyond the minimum requirements set forth in the MGA. Notification of the Public Hearing was provided as follows:

<b>Notification</b>	<b>Date Complete</b>
Town Website	June 1, 2026
Printing of Documents for Public View	June 2, 2026
Posting on Town Bulletin Board	June 2, 2026
Referrals to Internal Departments and Local Authorities and Agencies	June 2, 2026
Adjacent Landowners	June 3, 2026
Municipal Planning Commission	May 27, 2026
Lacombe Express	June 11 <sup>th</sup> and June 18 <sup>th</sup> editions
Town’s Social Media	June 4, 9, 17, and 22, 2026
Electronic Sign	Highway 2A sign notification run from June 8, 2026 until June 23, 2026
Talk of the Town	June 2026 edition

As of the date of this report, responses were received from Canada Post expressing no concerns about the proposed redistricting.

**ADMINISTRATIVE RECOMMENDATION**

<p>That Council consider the following motion(s):</p> <ol style="list-style-type: none"> <li>1. That Council give Second 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.</li> <li>2. That Council give Third 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.</li> </ol>
---

**ALTERNATIVES**

- a) That Council refer Second 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*

**APPROVALS**



---

Kim Isaak,  
Chief Administrative Officer



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Department Director/Author

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**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, Chapter M-26 and amendments thereto, require every municipality to pass a Land Use Bylaw.

**WHEREAS**, notice of the intention of Council to pass a bylaw has been published in the Lacombe Express on 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\_\_.

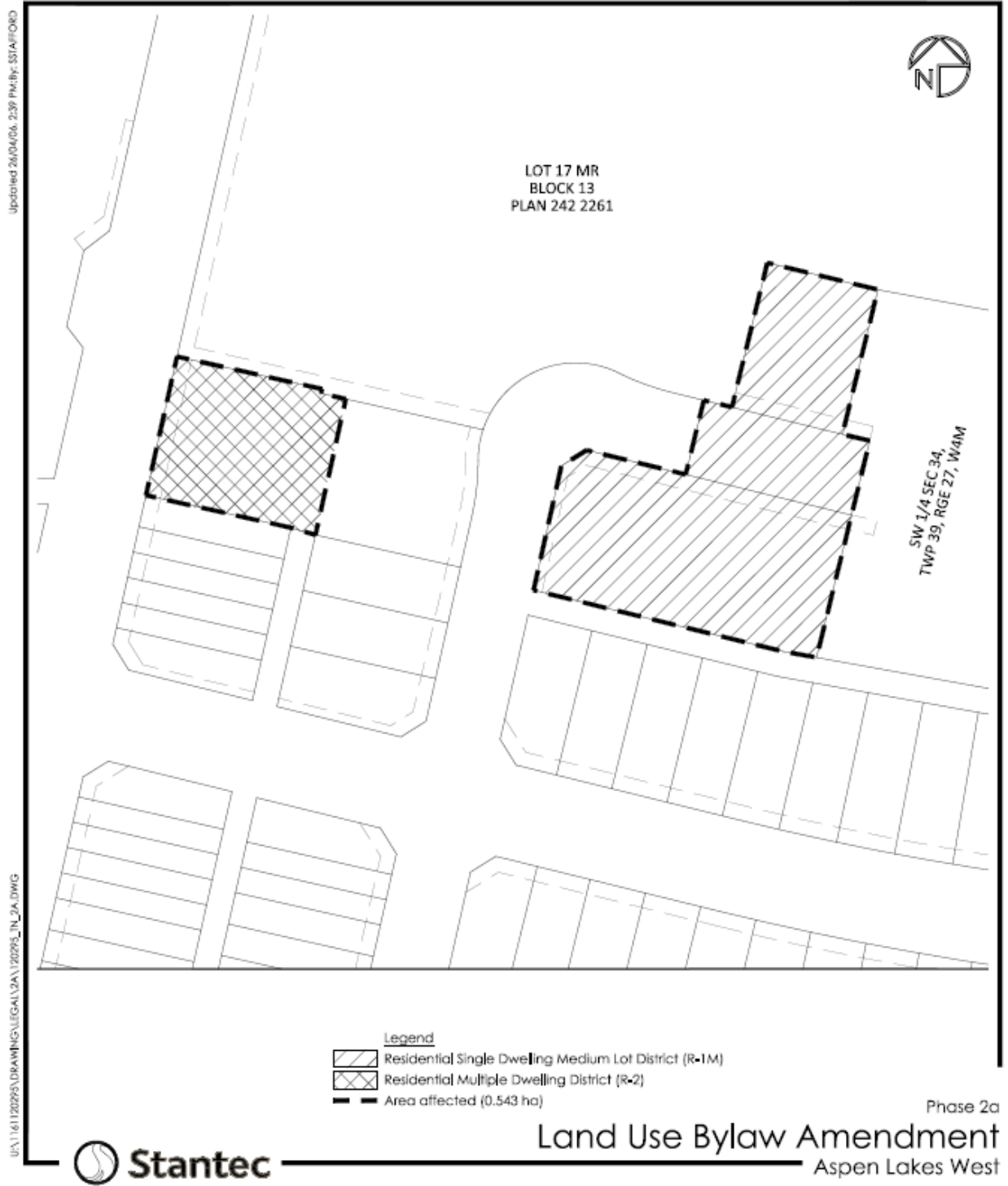
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**MAYOR LAURA SVAB**

---

**CAO KIM ISAAK**

BYLAW 1358.26 - SCHEDULE "A"



**MEETING DATE:** June 23, 2026  
**PREPARED BY:** Jolene Tejkl, Planning & Development Manager  
**PRESENTED BY:** Jolene Tejkl, Planning & Development Manager  
**SUBJECT:** **Subdivision File No. S-03-26, Aspen Lakes West Phase 2A**

**BACKGROUND**

An application has been submitted to subdivide 0.543 hectares (1.34 acres) of land out of Part of SW 34-39-27-W4M into fourteen (14) residential lots and a small extension of Allard Avenue in the Aspen Lakes West community. These proposed lots are located immediately south of the St. Veronica Catholic School currently under construction. Five (5) of the proposed lots along Vista Trail have been designated Residential Multi-Dwelling District (R-2), and the seven (7) proposed lots on the eastern side of Allard Avenue have been designated Residential Single Dwelling Medium Lot District (R-1M) under Bylaw 1358.26. The two (2) proposed lots on the western side of Allard Avenue were previously designated Residential Single Dwelling Medium Lot District (R-1M) under Bylaw 1302.24.

**Subject Parcel**



**Proposed Subdivision**



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

**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. The land was deemed suitable for future residential use when the governing Aspen Lakes West Area Structure Plan (ASP) was updated in 2024.

2. The subdivision conforms to relevant Statutory Plans and the Land Use Bylaw (LUB). The future development of the Aspen Lakes West community is determined by the governing Aspen Lakes West ASP. The proposed subdivision conforms with the direction in the ASP.

The R-2 District prescribes several minimum parcel areas depending on the type of development that will ultimately go on the parcels, which is unknown at this time. All of the proposed R-2 District lots exceed the smallest prescribed minimum parcel area. The proposed R-1M lots meet the prescribed minimum parcel width and the minimum parcel areas. As such, the proposed subdivision conforms to the LUB.

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 to the proposed lots will be via Vista Trail and along Allard Avenue which will be extended east as part of this subdivision application. These lots were all pre-serviced when services were installed to the new school site, and the land is suitable for the intended residential use. Administration is satisfied that the application meets these 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 identified in the governing Aspen Lakes West ASP. There are no Municipal Reserve lands required in this phase and none of the lands qualify for Environmental Reserve 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, which includes low to medium density residential subdivisions.
- There is an alignment with the Economic Vitality and Community Prosperity by way of promoting economic strength and job creation, the Strategic Plan supports population growth, which is often accommodated through new residential subdivisions.
- 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 2 of this report:

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

Telus requires a utility right-of-way to service the development, this requirement has been reflected as a suggested condition of subdivision approval. ATCO Gas & Pipelines provided lot servicing information that will be passed onto the applicant if the subdivision application is conditionally approved.

ATCO Transmissions, Rogers, Lacombe County, and Canada Post responded stating they have no comments or concerns with the proposed subdivision.

Fortis Alberta confirmed they do not require any easements to service this development, and Alberta Transportation & Economic Corridors advised there are no variances required from them for the Subdivision Authority to approve the proposed subdivision.

## **ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

That Council, being the designated Subdivision Authority for the Town of Blackfalds, is satisfied that the proposed subdivision meets the relevant considerations, and moves to APPROVE the subdivision of Part of SW 34-39-27-W4M into fourteen (14) 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.

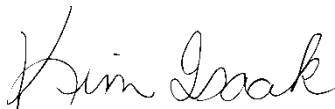
2. That pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes are to be paid, or some other arrangement satisfactory to the Town of Blackfalds for payment thereof be made.
3. That pursuant to Section 655(1) of the *Municipal Government Act*, that the owner/developer register utility easement right of way as per the requirements of the Town of Blackfalds and/or utility companies concurrent with or prior to registering the subdivision's Plan of Survey.

**ALTERNATIVES**

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

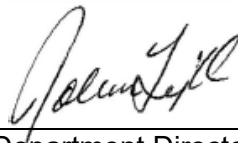
**ATTACHMENTS**

- *Subdivision Application*
- *Referral Responses*

**APPROVALS**

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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author

File No #: \_\_\_\_\_

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): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

(Same as Landowner)

Contractor Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**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: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Certificate of Title No.: \_\_\_\_\_

Area of the parcel of land to be subdivided: \_\_\_\_\_ 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? \_\_\_\_\_
- 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: \_\_\_\_\_
- b) Describe the proposed use of the land: \_\_\_\_\_
- c) The land designation, as classified under the Land Use Bylaw is: \_\_\_\_\_

**PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED**

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

File No #: \_\_\_\_\_

Application Date: \_\_\_\_\_

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

**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:

\_\_\_\_\_  
\_\_\_\_\_

**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:

\_\_\_\_\_  
\_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

**RESOURCES:**

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

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

I/We, \_\_\_\_\_, hereby certify that  
(please print full name(s))

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

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AGENT AUTHORIZATION (WHEN APPLICABLE)**

I/We, \_\_\_\_\_, being the registered  
(please print full name(s))

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

to make application for subdivision affecting the above noted property.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

File No #: \_\_\_\_\_

Application Date: \_\_\_\_\_

**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: \_\_\_\_\_ Date: \_\_\_\_\_  
(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)	\$
<b>TOTAL:</b>	\$

Receipt #: \_\_\_\_\_

Date Paid: \_\_\_\_\_

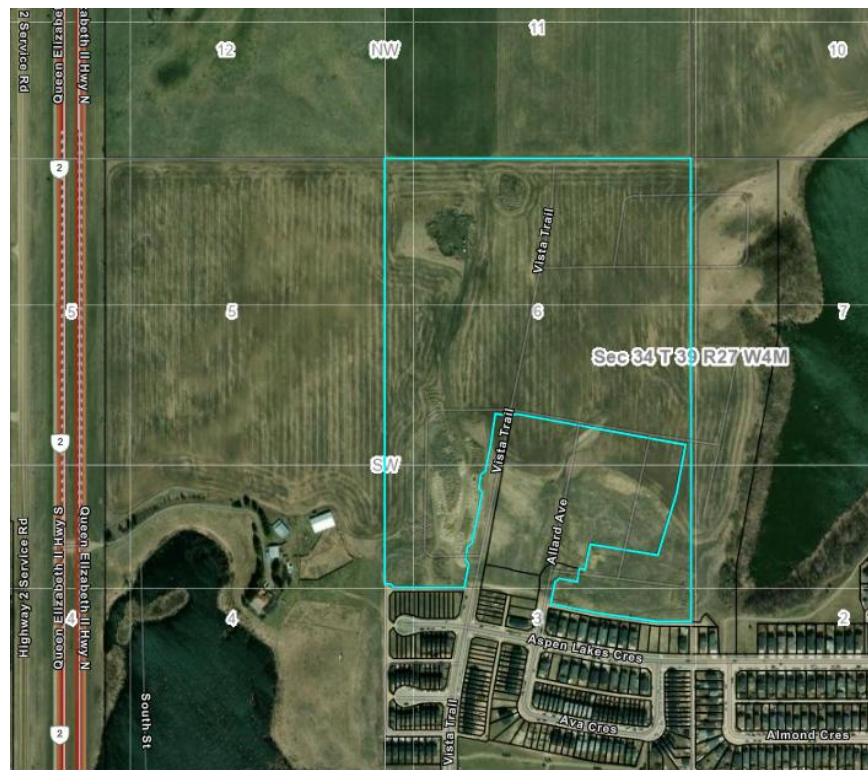
Personal information collected on this application will be used in the evaluation of plans and to facilitate contact with referral agencies and adjacent landowners. The information is collected under the authority of the *Municipal Government Act* and the Land Use Bylaw currently in force, as well as 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](mailto:access@blackfalds.ca) or by phone at 403.885.6370.



# Transportation and Economic Corridors Notification of Referral Decision

## Subdivision in Proximity of a Provincial Highway

Municipality File Number:	S-03-26	Highway(s):	2A
Legal Land Location:	QS-SW SEC-34 TWP-039 RGE-27 MER-4	Municipality:	Blackfalds
Decision By:	Cheryl Marcyniuk	Issuing Office:	Central Region / Red Deer
Issued Date:	June 8, 2026	Appeal Authority:	Land and Property Rights Tribunal
RPATH Number:	RPATH0072687		
Description of Development:	Notice of Proposed Subdivision S-03-26 - Aspen Lakes West Phase 2A		



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 2.

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

The requirements of Section 18 are met, therefore no variance is required. While no variance is required, the department expects the municipality will mitigate the impacts from this proposal to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 648(2)(c.2) of the Municipal Government Act.

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. 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 **Cheryl Marcynuik, Development and Planning Technologist**, on June 8, 2026, on behalf of the Minister of Transportation and Economic Corridors

Date: May 15, 2026

## NOTICE OF SUBDIVISION APPLICATION

Alberta Environment and Protected Areas ([waterapprovals.reddeer@gov.ab.ca](mailto:waterapprovals.reddeer@gov.ab.ca))  
Alberta Health Services – Central Zone ([centralzone.environmentalhealth@ahs.ca](mailto:centralzone.environmentalhealth@ahs.ca))  
Alberta Transportation and Economic Corridors – Sent Via RPATH Online Portal  
(<https://roadsideplanning.alberta.ca/rpath>)  
ATCO ([land\\_admin@atco.com](mailto:land_admin@atco.com))  
Blackfalds Fire Chief ([rcote@blackfalds.ca](mailto:rcote@blackfalds.ca))  
Canada Post ([mark.kalan@canadapost.ca](mailto:mark.kalan@canadapost.ca))  
Director of Infrastructure and Planning Services ([pweran@blackfalds.ca](mailto:pweran@blackfalds.ca))  
Fortis Alberta Inc. ([landserv@fortisalberta.com](mailto:landserv@fortisalberta.com))  
Manager of Engineering Services ([aalsammarraie@blackfalds.ca](mailto:aalsammarraie@blackfalds.ca))  
GIS Technologist ([ecollins@blackfalds.ca](mailto:ecollins@blackfalds.ca))  
Director of Community Services ([rkreklewich@blackfalds.ca](mailto:rkreklewich@blackfalds.ca))  
Parks & Facilities Manager ([jheindel@blackfalds.ca](mailto:jheindel@blackfalds.ca))  
Lacombe County ([planning@lacombecounty.com](mailto:planning@lacombecounty.com))  
North Red Deer Regional Wastewater Services Commission ([jthompson@lacombe.ca](mailto:jthompson@lacombe.ca))  
North Red Deer River Water Services Commission ([jthompson@lacombe.ca](mailto:jthompson@lacombe.ca))  
Rogers ([ProjectManagerNorthernAlberta@rci.rogers.com](mailto:ProjectManagerNorthernAlberta@rci.rogers.com))  
Shaw Communications ([projectmanagernorthernalberta@sjrb.ca](mailto:projectmanagernorthernalberta@sjrb.ca))  
Telus ([circulations@telus.com](mailto:circulations@telus.com))

Please advise this office of any comments and/or concerns that you have with respect to the following application for subdivision:

<b>Subdivision File No.:</b>	S-03-26 – Aspen Lakes West Phase 2A
<b>Civic Address:</b>	N/A
<b>Legal Land Description:</b>	SW ¼ Sec 34, Twp 39, Rge 27, W4M
<b>Land Use Districts:</b>	<b>Urban Reserve (UR)</b> <i>[an application to redistrict the subject lands to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2) is currently being processed]</i>
<b>Landowner:</b>	Melcor Developments Ltd.
<b>Proposed Subdivision:</b>	To subdivide a 0.543 hectare parcel in Phase 2A of the Aspen Lakes West community for residential development.

A response is needed by **Friday, June 5, 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. To avoid delays by ordinary mail, responses should be emailed to the undersigned.

Regards,

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Jolene Tejkl, RPP MCIP  
Planning & Development Manager  
Email: [jtejkl@blackfalds.ca](mailto:jtejkl@blackfalds.ca)

Enclosures:      Subdivision Application (S-03-26)  
                         Tentative Subdivision Plan  
                         Certificate of Title  
                         Abandoned Well Map

JT/cjh

File No #: \_\_\_\_\_

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): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

(Same as Landowner)

Contractor Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**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: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Certificate of Title No.: \_\_\_\_\_

Area of the parcel of land to be subdivided: \_\_\_\_\_ 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? \_\_\_\_\_
- 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: \_\_\_\_\_
- b) Describe the proposed use of the land: \_\_\_\_\_
- c) The land designation, as classified under the Land Use Bylaw is: \_\_\_\_\_

**PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED**

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

File No #: \_\_\_\_\_

Application Date: \_\_\_\_\_

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

**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:

\_\_\_\_\_  
\_\_\_\_\_

**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:

\_\_\_\_\_  
\_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

If yes, please describe: \_\_\_\_\_

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

**RESOURCES:**

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

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

I/We, \_\_\_\_\_, hereby certify that  
(please print full name(s))

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

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AGENT AUTHORIZATION (WHEN APPLICABLE)**

I/We, \_\_\_\_\_, being the registered  
(please print full name(s))

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

to make application for subdivision affecting the above noted property.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

File No #: \_\_\_\_\_

Application Date: \_\_\_\_\_

**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: \_\_\_\_\_ Date: \_\_\_\_\_  
(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)**

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**BELOW FOR OFFICE USE ONLY**

Subdivision Application Fee: (1-61-00-526)	\$
<b>TOTAL:</b>	\$

Receipt #: \_\_\_\_\_

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](mailto:access@blackfalds.ca) or by phone at 403.885.6370.





LAND TITLE CERTIFICATE

S  
LINC                                      SHORT LEGAL                                      TITLE NUMBER  
0040 078 164                      4;27;39;34;SW                                      242 274 699 +1

LEGAL DESCRIPTION

MERIDIAN 4    RANGE 27    TOWNSHIP 39  
SECTION 34  
ALL THAT PORTION OF THE EAST HALF OF THE SOUTHWEST QUARTER  
CONTAINING 32.4 HECTARES (80 ACRES) MORE OR LESS  
EXCEPTING THEREOUT:

		HECTARES	(ACRES)	MORE OR LESS
A)	PLAN 1620173    SUBDIVISION	9.02	22.29	
B)	PLAN 1621692    SUBDIVISION	0.010	0.02	
C)	PLAN 2422261    SUBDIVISION	4.73	11.69	

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF BLACKFALDS

REFERENCE NUMBER: 162 115 858 +3

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REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
242 274 699	02/11/2024	SUBDIVISION PLAN		

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OWNERS

ASPEN LAKES WEST DEVELOPMENT INC.  
OF 1407, 10088 102 AVENUE  
EDMONTON  
ALBERTA T5J 2Z1

---

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION			
NUMBER	DATE (D/M/Y)	PARTICULARS	
152 344 648	03/11/2015	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC.	

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ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

# 242 274 699 +1

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
152 357 094	17/11/2015	UTILITY RIGHT OF WAY GRANTEE - ATCO GAS AND PIPELINES LTD.
242 274 703	02/11/2024	UTILITY RIGHT OF WAY GRANTEE - THE TOWN OF BLACKFALDS. AS TO PORTION OR PLAN:2422262 AS TO AREA 'A'

TOTAL INSTRUMENTS: 003

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PENDING REGISTRATION QUEUE

DRR NUMBER	RECEIVED DATE (D/M/Y)	SUBMITTER	LAND ID
H003UBH	09/04/2026	REYNOLDS MIRTH RICHARDS & FARMER LLP 780-392-3400 CUSTOMER FILE NUMBER: 72472-667 JPJ/RMC	
001		MORTGAGE AMOUNT: \$2,750,000	0040 078 164
002		TRANSFER OF LAND	0040 078 164

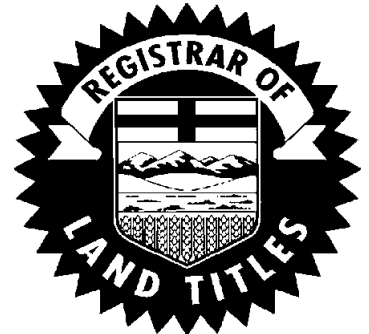
TOTAL PENDING REGISTRATIONS: 001

DISCLAIMER: THE DOCUMENT INFORMATION REFLECTED IN THE PENDING REGISTRATION QUEUE HAS NOT BEEN VERIFIED BY LAND TITLES AND MAY BE SUBJECT TO CHANGE UPON REVIEW AND REGISTRATION.

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 28 DAY OF APRIL, 2026 AT 09:29 A.M.

ORDER NUMBER: 56978901

CUSTOMER FILE NUMBER: 116199000



\*END OF CERTIFICATE\*

( CONTINUED )

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Vantor, Alberta Energy Regulator

# Aspen Lakes West

Base Data provided by: Government of Alberta

Author:  
Stantec Consulting

Print Date:  
5/12/2026

## Legend

- |                            |                          |                                 |
|----------------------------|--------------------------|---------------------------------|
| ◇ Abandoned Wells          | Secondary Undivided 4L   | Primary Undivided 1L            |
| ○ Revised Location         | Secondary Undivided 2L   | Secondary Undivided 2L          |
| ● Revised Location Pointer | Secondary Undivided 2L   | Secondary Undivided 2L          |
| <b>Paved Road (20K)</b>    | Secondary Undivided 2L   | Secondary Undivided 1L          |
| Primary Divided            | Secondary Undivided 1L   | Secondary Undivided 1L          |
| Primary Divided            | Secondary Undivided 1L   | Secondary Undivided 1L          |
| Primary Undivided 4L       | <b>Roads - Other</b>     | Single Line                     |
| Primary Undivided 4L       | Unimproved               | Double Line                     |
| Primary Undivided 2L       | Unclassified             | Multiple Line                   |
| Primary Undivided 1L       | Truck Trail              | Spur Line                       |
| Primary Undivided 1L       | Winter                   | Abandoned                       |
| Interchange Ramp           | Ford Winter Crossing     | ATS LSD label                   |
| Interchange Ramp           | Ferry Route              | ATS LSD with Road Allowance     |
| Interchange Ramp           |                          | ATS Section label (large scale) |
| Secondary Divided          | <b>Gravel Road (20K)</b> | ATS Section with Road Allowance |
| Secondary Divided          | Primary Undivided 2L     | ATS Township (large scale)      |
| Secondary Undivided 4L     | Primary Undivided 2L     | Provincial Boundary             |
|                            | Primary Undivided 1L     |                                 |

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Projection and Datum  
WGS 1984 Web Mercator Auxiliary Sphere

Scale 1:11,512



**From:** [Gas Land Department](#)  
**To:** [Candice Hilgersom](#)  
**Subject:** ATCO TRANSMISSION 7318: Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A  
**Date:** May 26, 2026 10:09:18 AM

---

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ATCO Transmission wishes to confirm we have no conflict as we have no high-pressure pipelines in the proposed area.

**NOTE: ATCO Distribution [Gas] will reply under separate email.**

Thank you for allowing ATCO to review your proposal and provide feedback.

Shan Newton, CONTRACTOR

Administrator, Circulations Team

E: [Shannon.newton@atco.com](mailto:Shannon.newton@atco.com)

ATCO Pipelines & Liquids Global Business Unit

---

**From:** Candice Hilgersom <CHilgersom@blackfalds.ca>

**Sent:** Friday, May 15, 2026 10:47 AM

**To:** waterapprovals.reddeer (waterapprovals.reddeer@gov.ab.ca)

<waterapprovals.reddeer@gov.ab.ca>; centralzone.environmentalhealth@ahs.ca; Gas Land Department <land.admin@atco.com>; Robert Cote <RCote@blackfalds.ca>; mark.kalan@canadapost.ca; Preston Weran <pweran@blackfalds.ca>; landserv@fortisalberta.com; Aws Al Sammarraie <AAISammarraie@blackfalds.ca>; Eric Collins <ECollins@blackfalds.ca>; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel <JHeindel@blackfalds.ca>; planning@lacombecounty.com; Jordan Thompson <jthompson@lacombe.ca>; projectmanagernorthernalberta@rci.rogers.com; projectmanagernorthernalberta@sjrb.ca; circulations@telus.com

**Cc:** Jolene Tejkl <JTejkl@blackfalds.ca>

**Subject:** Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A

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Good morning,

Please find attached a Notice of Proposed Subdivision.

Please provide any comments by **Friday, June 5, 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](mailto: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:** Calata, Erika (Contractor) <erika.calata@atco.com>  
**Sent:** June 3, 2026 3:13 PM  
**To:** Candice Hilgersom  
**Subject:** Fw: Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A  
**Attachments:** 2026-05-15 S-03-26 Referral Notice - Agencies.pdf

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Hi Candice,

ATCO Gas has reviewed the above-named plan and has the following conditions:

- The owner/developer shall contact ATCO Gas Distribution Engineer **Lennae Wong (lennae.wong@atco.com)** to determine and comply with ATCO Gas right-of-way and road alignment requirements prior to the registration of this subdivision. Please note, all cost associated with obtaining the right-of-way will be borne by the developer/owner.
- A gas main installation will be required. ATCO Gas requires front lot rights-of-way to serve the newly created lots. It is recommended that the owner / developer contact ATCO Gas Distribution Engineer **Lennae Wong (lennae.wong@atco.com)** prior to approval of the subdivision if there's any question regarding the right-of-way requirements. ATCO Gas's Distribution Engineer may require plans suitable for registration showing the rights-of-way before the design work can begin from which it may take a minimum 4 months to design and obtain the necessary approvals for the gas main installation. All surveyor costs will be borne by the developer/owner.
- If gas service is required, to avoid delays, the owner / developer should contact an **ATCO Gas Service Admin Coordinator at 780-420-7514**, or their local ATCO Gas agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 4 months is recommended. Note, each lot / unit is to have a separate service line.

Thank you,

**Erika Calata** (she/her)  
Engineer in Training, Distribution Engineering Growth  
ATCO Gas & Pipelines

**OH:** 7:30am-4pm  
**A:** 7590 Edgar Industrial Dr. Red Deer, Alberta, Canada, T4P 3R2

**ATCO** Energy Systems

[ATCO.com](#) [LinkedIn](#) [Facebook](#) [Instagram](#) [X](#)

*In the spirit of reconciliation, we acknowledge the traditional territories and homelands on which many of our ATCO operations and facilities are located. We honour and respect the diverse history, languages, ceremonies, and culture of the Indigenous Peoples who call these areas home.*

**From:** Candice Hilgersom <[CHilgersom@blackfalds.ca](mailto:CHilgersom@blackfalds.ca)>

**Sent:** Friday, May 15, 2026 10:47 AM

**To:** [waterapprovals.reddeer@gov.ab.ca](mailto:waterapprovals.reddeer@gov.ab.ca) <[waterapprovals.reddeer@gov.ab.ca](mailto:waterapprovals.reddeer@gov.ab.ca)>; [centralzone.environmentalhealth@ahs.ca](mailto:centralzone.environmentalhealth@ahs.ca); Gas Land Department <[land.admin@atco.com](mailto:land.admin@atco.com)>; Robert Cote <[RCote@blackfalds.ca](mailto:RCote@blackfalds.ca)>; [mark.kalan@canadapost.ca](mailto:mark.kalan@canadapost.ca); Preston Weran <[pweran@blackfalds.ca](mailto:pweran@blackfalds.ca)>;

[landserv@fortisalberta.com](mailto:landserv@fortisalberta.com); Aws Al Sammarraie <[AAlSammarraie@blackfalds.ca](mailto:AAlSammarraie@blackfalds.ca)>; Eric Collins

<[ECollins@blackfalds.ca](mailto:ECollins@blackfalds.ca)>; Rick Kreklewich <[RKreklewich@blackfalds.ca](mailto:RKreklewich@blackfalds.ca)>; Jeff Heindel <[JHeindel@blackfalds.ca](mailto:JHeindel@blackfalds.ca)>; [planning@lacombecounty.com](mailto:planning@lacombecounty.com); Jordan Thompson <[jthompson@lacombe.ca](mailto:jthompson@lacombe.ca)>;

[projectmanagernorthernalberta@rci.rogers.com](mailto:projectmanagernorthernalberta@rci.rogers.com); [projectmanagernorthernalberta@sjrb.ca](mailto:projectmanagernorthernalberta@sjrb.ca); [circulations@telus.com](mailto:circulations@telus.com)

**Cc:** Jolene Tejkl <[JTejkl@blackfalds.ca](mailto:JTejkl@blackfalds.ca)>

**Subject:** Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A

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Good morning,

Please find attached a Notice of Proposed Subdivision.

Please provide any comments by **Friday, June 5, 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](mailto: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:** [KALAN, Chad](#)  
**To:** [Candice Hilgersom](#)  
**Cc:** [Jolene Tejkl](#)  
**Subject:** Re: Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A  
**Date:** May 27, 2026 10:12:21 AM  
**Attachments:** [Outlook-gth3a4ar.png](#)  
[Outlook-hya2qvys.png](#)

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Hello, no issues with Canada Post.

Thank you

**Mark Kalan (Chad)**

Delivery Service Officer  
6010 67 A ST  
(C) 587-447-1521



*From anywhere... to anyone*

A Stronger Canada-Delivered

---

**From:** Candice Hilgersom <CHilgersom@blackfalds.ca>  
**Sent:** Friday, May 15, 2026 10:47 AM  
**To:** waterapprovals.reddeer (waterapprovals.reddeer@gov.ab.ca)  
<waterapprovals.reddeer@gov.ab.ca>; centralzone.environmentalhealth@ahs.ca  
<centralzone.environmentalhealth@ahs.ca>; Gas Land Department <land.admin@atco.com>;  
Robert Cote <RCote@blackfalds.ca>; KALAN, Chad <Mark.Kalan@canadapost.postescanada.ca>;  
Preston Weran <pweran@blackfalds.ca>; landserv@fortisalberta.com  
<landserv@fortisalberta.com>; Aws Al Sammarraie <AAlSammarraie@blackfalds.ca>; Eric Collins  
<ECollins@blackfalds.ca>; Rick Kreklewich <RKreklewich@blackfalds.ca>; Jeff Heindel  
<JHeindel@blackfalds.ca>; planning@lacombecounty.com <planning@lacombecounty.com>; Jordan  
Thompson <jthompson@lacombe.ca>; projectmanagernorthernalberta@rci.rogers.com  
<projectmanagernorthernalberta@rci.rogers.com>; projectmanagernorthernalberta@sjrb.ca  
<projectmanagernorthernalberta@sjrb.ca>; circulations@telus.com <circulations@telus.com>  
**Cc:** Jolene Tejkl <JTejkl@blackfalds.ca>  
**Subject:** Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A

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Good morning,

Please find attached a Notice of Proposed Subdivision.

Please provide any comments by **Friday, June 5, 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](mailto:jtejkl@blackfalds.ca).

Thank you,

**Candice Hilgersom**

***Development Officer I***

**Town of Blackfalds**

Box 220, 5018 Waghorn St

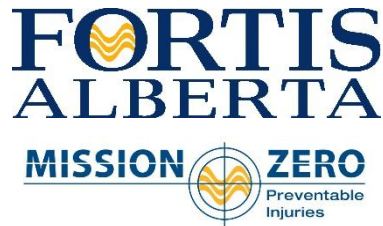
Blackfalds, AB T0M 0J0

T: 403.885.9679

D: 403.885.6258

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Logan Jamieson  
Land Department

**FortisAlberta Inc.**  
1000 90 Highland Park Green NE  
Airdrie, AB  
T4A 0X4  
Phone# 403-514-4013  
Cell#  
[www.fortisalberta.com](http://www.fortisalberta.com)  
Email:  
[Logan.Jamieson@fortisalberta.com](mailto:Logan.Jamieson@fortisalberta.com)

May 22, 2026

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

**Attention:** Candice Hilgersom

**RE: FortisAlberta Condition for Subdivision Approval**

**FortisAlberta Reference No.:** 320172416

**MD File No.:** S-03-26

**Location/Legal Description:** SW 34-39-27 W4

**Customer Name:** Melcor Developments Ltd.

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

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

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

Sincerely,

*L Jamieson*

Logan Jamieson

RE: 320172416



May 28, 2026

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

*\*sent by email to [jtejkl@blackfalds.ca](mailto:jtejkl@blackfalds.ca)*

Dear Jolene:

**RE: Notice of Subdivision Application  
Subdivision File No. S-03-26  
Pt. SW 34-39-27-W4M**

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

Lacombe County has no concerns with the proposed subdivision.

Should you require further information, please contact our office.

Sincerely,  
LACOMBE COUNTY

A handwritten signature in black ink that reads "Will Cebuliak".

Will Cebuliak  
Planner/Development Officer

Telephone | 403-782-8389  
Email | [wcebuliak@lacombecounty.com](mailto:wcebuliak@lacombecounty.com)

**From:** [Mohammad Amin](#)  
**To:** [Candice Hilgersom](#)  
**Cc:** [Project Manager - Northern Alberta](#); [NABtransmittals](#)  
**Subject:** RE: Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A  
**Date:** May 19, 2026 1:20:59 PM  
**Attachments:** [image002.png](#)

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Good Afternoon,

On behalf of Rogers Communications Inc, we have reviewed the Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A and have no objections with the proposal.

Thanks,

**Mohammad Amin**  
Design Specialist  
**LEGACY**

C: 780-680-1020

E: [mamin@legacydesigntech.com](mailto:mamin@legacydesigntech.com)

A: 26875 Acheson Rd, Acheson, AB, T7X6B2

W: [www.legacydesigntech.com](http://www.legacydesigntech.com)

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---

**From:** Candice Hilgersom <[CHilgersom@blackfalds.ca](mailto:CHilgersom@blackfalds.ca)>

**Sent:** May 15, 2026 10:47 AM

**To:** [waterapprovals.reddeer \(waterapprovals.reddeer@gov.ab.ca\)](mailto:waterapprovals.reddeer@gov.ab.ca)

<[waterapprovals.reddeer@gov.ab.ca](mailto:waterapprovals.reddeer@gov.ab.ca)>; [centralzone.environmentalhealth@ahs.ca](mailto:centralzone.environmentalhealth@ahs.ca); Gas Land Department <[land.admin@atco.com](mailto:land.admin@atco.com)>; Robert Cote <[RCote@blackfalds.ca](mailto:RCote@blackfalds.ca)>; [mark.kalan@canadapost.ca](mailto:mark.kalan@canadapost.ca); Preston Weran <[pweran@blackfalds.ca](mailto:pweran@blackfalds.ca)>; [landserv@fortisalberta.com](mailto:landserv@fortisalberta.com); Aws Al Sammarraie <[AAISammarraie@blackfalds.ca](mailto:AAISammarraie@blackfalds.ca)>; Eric Collins <[ECollins@blackfalds.ca](mailto:ECollins@blackfalds.ca)>; Rick Kreklewich <[RKreklewich@blackfalds.ca](mailto:RKreklewich@blackfalds.ca)>; Jeff Heindel <[JHeindel@blackfalds.ca](mailto:JHeindel@blackfalds.ca)>; [planning@lacombecounty.com](mailto:planning@lacombecounty.com); Jordan Thompson <[jthompson@lacombe.ca](mailto:jthompson@lacombe.ca)>; [projectmanagernorthernalberta@rci.rogers.com](mailto:projectmanagernorthernalberta@rci.rogers.com); [projectmanagernorthernalberta@sjrb.ca](mailto:projectmanagernorthernalberta@sjrb.ca); [circulations@telus.com](mailto:circulations@telus.com)

**Cc:** Jolene Tejkl <[JTejkl@blackfalds.ca](mailto:JTejkl@blackfalds.ca)>

**Subject:** Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A

Good morning,

Please find attached a Notice of Proposed Subdivision.

Please provide any comments by **Friday, June 5, 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](mailto: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-03-26 - Aspen Lakes West Phase 2A  
**Date:** May 19, 2026 8:52:33 AM

---

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Good Day,

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

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

*Please include the original circulation package and this response.*

Thank you,

**Joanne Bourdage**

**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](mailto:circulations@telus.com)

On Fri, May 15, 2026 at 10:47 AM Candice Hilgersom <[CHilgersom@blackfalds.ca](mailto:CHilgersom@blackfalds.ca)> wrote:

Good morning,

Please find attached a Notice of Proposed Subdivision.

Please provide any comments by **Friday, June 5, 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](mailto: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

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**MEETING DATE:** June 23, 2026

**PREPARED BY:** Danielle Neelson, Senior Legislative Advisor

**PRESENTED BY:** Danielle Neelson, Senior Legislative Advisor

**SUBJECT:** **Revised Bylaw 1359.26 – Animal Control Bylaw**

---

## **BACKGROUND**

Bylaw 1359.26 – Animal Control Bylaw was adopted by Council at the May 26, 2026, Regular Meeting of Council. Subsequent to the adoption, it was identified that the Schedule “D” – Specified Penalties of the Bylaw contained two typographical errors. The third and subsequent fine for Part 8, Section 8.7 should have read as \$750.00 as opposed to \$7,500, and Part 8, Section 8.14 should have read as \$500.00 as opposed to \$5,500.

Section 63 of the *Municipal Government Act* allows Council to revise a bylaw for numerous reasons, and in particular, in this situation, Section 63(2)(i) to correct clerical, technical, grammatical or typographical errors in a bylaw. Further to this, Section 63(4) prohibits Council from giving first reading to the revised bylaw until after the Chief Administrative Officer has certified in writing that the proposed revisions were prepared in accordance with this section.

The CAO has provided certification in writing to the effect that Revised Bylaw 1359.26 – Animal Control Bylaw was prepared in accordance with Section 63 of the *Municipal Government Act*.

## **DISCUSSION**

Administration is recommending that Council give all three readings to the Revised Bylaw 1359.26 – Animal Control Bylaw to ensure that the intended third and subsequent fines for the above-noted sections are correct.

## **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 adoption of the Revised Bylaw 1359-26 – Animal Control Bylaw aligns with the Leadership, Engagement and Advocacy priority of Council’s Strategic Plan through the exercise of good governance through the revision of a bylaw to correct the typographical error.

**FINANCIAL IMPLICATIONS**

None

**COMMUNICATION / ENGAGEMENT CONSIDERATIONS**

As this is a minor change, there will be no communication or engagement on this revised bylaw. The revised bylaw will be put on the Town of Blackfalds website.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion(s):

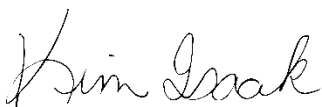
1. That Council give First Reading to Revised Bylaw 1359.26 – Animal Control Bylaw, as presented.
2. That Council give Second Reading to Revised Bylaw 1359.26 – Animal Control Bylaw, as presented.
3. That Council give unanimous consent to move to Third Reading of Revised Bylaw 1359.26 – Animal Control Bylaw.
4. That Council give Third Reading to Revised Bylaw 1359.26 – Animal Control Bylaw, as presented.

**ALTERNATIVES**

- a) That Council refer Revised Bylaw 1359.26 – Animal Control Bylaw back to Administration.

**ATTACHMENTS**

- *Certification of CAO*
- *Revised Bylaw 1359.26 – Animal Control Bylaw*

**APPROVALS**

Kim Isaak,  
Chief Administrative Officer



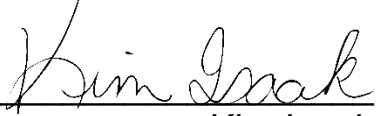
Department Director/Author

**OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER**

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I, KIM ISAAK, CHIEF ADMINISTRATIVE OFFICER OF THE TOWN OF BLACKFALDS, DO HEREBY CERTIFY THAT THE PROPOSED REVISIONS IN REVISED BYLAW 1359.26 WERE PREPARED IN ACCORDANCE WITH SECTION 63 OF THE *MUNICIPAL GOVERNMENT ACT*.

DATED THIS 16<sup>th</sup> DAY OF JUNE 2026.

  
\_\_\_\_\_  
Kim Isaak  
Chief Administrative Officer  
Town of Blackfalds

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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.**

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**REVISED BYLAW 1359.26**

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 31<sup>st</sup> 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 this Bylaw, 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.
- (g) if a Dangerous Dog owner seeks to remove the Dangerous Dog Declaration, they must provide a certified copy of training records satisfactory to the Review Committee and be subject to review by the Review Committee.
- 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 is guilty of an offence 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.

**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 \_\_\_\_\_, 2026.

READ for the Second time this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

READ for the Third time this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
MAYOR LAURA SVAB

\_\_\_\_\_  
CAO KIM ISAAK

**SCHEDULE "A"  
LICENCE FEES**

	<b>AMOUNT</b>
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 <sup>st</sup> 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**

<b>Fines</b>					
<b>Part</b>	<b>Section</b>	<b>Offence</b>	<b>First</b>	<b>Second</b>	<b>Third and Subsequent</b>
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	<b>\$750.00</b>
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	<b>\$500.00</b>
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	<b>Court</b>
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	\$1,000.00
13	13.1(c)	Remove/attempt to remove animal from Officer	\$500.00	\$750.00	\$1,000.00
13	13.2(a)	Refuse to provide identification to Officer	\$500.00	\$750.00	\$1,000.00
13	13.2(b)	Provide false/misleading information to Officer	\$500.00	\$750.00	\$1,000.00
17	17.1	Cat/Dog/Guard Dog/Dangerous Dog in Distress	Court	Court	Court

**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:** June 23, 2026  
**PREPARED BY:** Rick Kreklewich, Director of Community Services  
**PRESENTED BY:** Rick Kreklewich, Director of Community Services  
**SUBJECT:** **Community Initiatives Grant Applications**

## **BACKGROUND**

The Community Initiatives Grant was established to help local groups improve their programs and support their community events. This not only helps them establish themselves as a self-sufficient group and generate buy-in/memberships, but it also takes pressure off Town staff to plan programs. A total of \$13,000 is currently remaining in the 2026 budget for Community Initiatives Grant funding. The Heart of Blackfalds Society and Optimist Club of Blackfalds applications were reviewed and recommended by the Recreation, Culture and Parks (RCP) Board at the June 3, 2026, Board Meeting.

A Community Initiatives Grant application for Blackfalds Silverbacks Lacrosse was found in our email spam filter on June 8, 2026. The application was originally sent on May 4, 2026. Although it was not reviewed by the RCP Board, Administration is requesting Council's consideration due to the timely submission and the community value of the event.

## **DISCUSSION**

Administration received a Community Initiatives Grant from the Heart of Blackfalds Society to host the Blackfalds Block Party (formerly the Family Street Dance) held on Broadway Avenue on August 28, 2026. The Heart of Blackfalds Society is requesting \$2,500 towards offsetting costs related to dunk tank rental, door prizes, candy, games and porta potties. The RCP Board reviewed this grant and recommended Council consider providing \$1,250 for this initiative.

Administration also received a Community Initiatives Grant from the Optimist Club of Blackfalds to provide a DJ and live music for the Blackfalds Block Party. The Optimist Club is assisting the Heart of Blackfalds Society in this event. The RCP Board reviewed this grant and recommended Council consider providing \$1,250 toward this initiative.

As mentioned above, Administration received a Community Initiatives Grant from the Blackfalds Silverbacks Lacrosse in the email spam filter after the RCP Board Meeting. They are once again hosting the Senior C Provincials for a third year in a row. The Silverbacks are requesting \$2,500 towards offsetting costs related to paying for a score clock person and providing coolers of ice and water for the teams, as well as free burgers, chips and drinks for spectators. This event is taking place at the Eagle Builders Centre from July 3 to 5, 2026.

## **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 Community Initiatives Grant program supports the Town's Community Life, Safety, and Inclusion priority by enabling local organizations to deliver events and activities that strengthen social connections and enhance community vibrancy. These applications also align with the Economic and Community Development priority by encouraging community-led programming that attracts residents and visitors, and with Leadership, Engagement, and Advocacy through collaboration with volunteer groups that contribute to the quality of life in Blackfalds.

### **FINANCIAL IMPLICATIONS**

The Community Initiatives Grant has \$13,000 remaining in the 2026 budget.

### **COMMUNICATION / ENGAGEMENT CONSIDERATIONS**

Administration will notify each applicant of Council's decision following the meeting.

### **ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion(s):

1. That Council grant funding of \$1,250 to the Heart of Blackfalds Society from the Community Initiatives Grant.
2. That Council grant funding of \$1,250 to the Optimist Club of Blackfalds from the Community Initiatives Grant.
3. That Council consider granting up to \$2,500 to the Blackfalds Silverbacks Lacrosse from the Community Initiatives Grant.

### **ALTERNATIVES**

- a) That Council refer the Community Initiatives Grant applications back to Administration for more information.

### **ATTACHMENTS**

- *Community Initiatives Grant Application – Heart of Blackfalds Society*
- *Community Initiatives Grant Application – Optimist Club of Blackfalds*
- *Community Initiatives Grant Application – Blackfalds Silverbacks Lacrosse*

### **APPROVALS**



Kim Isaak,  
Chief Administrative Officer



Department Director/Author

## COMMUNITY INITIATIVES GRANT APPLICATION

*\*Please refer to the Community Initiatives Grant Information Package prior to filling out this application*

### APPLICANT INFORMATION

Organization/  
Group Name: **Heart of Blackfalds Society (HBS)**

Contact Person: **Sierra Fitch**

Phone  
Number: **ATIA S. 19(1)**

Mailing Address  
& Postal Code: **ATIA S. 19(1)**

Email  
Address: **ATIA S. 19(1)**

Website  
(if applicable):

Social Media  
(if applicable):

Brief Organization Description:

**Our mission is to promote kindness and love through thoughtful action within the community. Through a culture of compassion and respect, we spark positive change.**

### INITIATIVE INFORMATION

Dates/Times: **Friday, August 28, 2026**

Location(s): **Broadway Ave between Piccolo's and Servus Credit Union**

Please provide a brief description of the initiative?

**A fresh chapter is beginning for one of Blackfalds favorite event last year. The HBS is taking the lead on the former Family Street Dance and rebranding it as the Blackfalds Block Party; a high energy evening filled with music, games, food, and the always popular dunk tank. Local non-profits will be encouraged to offer food, and participating downtown businesses will receive a rented game to help bring the fun right to their doorstep. It's all about family engagement, inclusivity, and celebrating our community together.**

How does the initiative fulfill a need with the community?

**This initiative addresses an important community need by creating an accessible, family focused event that strengthens connection and belonging. It offers a fun, welcoming space for residents to gather while actively encouraging participation from downtown businesses...helping deepen local partnerships and community pride. By blending entertainment with meaningful community support, the event also highlights and uplifts our downtown businesses, many of which don't receive the same traffic as those along busier corridors.**

## COMMUNITY IMPACT

How does the initiative encourage community participation?

This initiative encourages strong community participation by offering a family friendly event that is accessible to all residents. The combination of music, games, and interactive activities creates a welcoming atmosphere that naturally draws families to take part. By engaging downtown businesses and restaurants, churches, and the youth drop in centre; the event strengthens neighbourhood pride and invites residents to support the organizations that help make Blackfalds vibrant.

In addition, the HBS has reached out to the Optimist Club of Blackfalds, Blackfalds Ag Society and Blackfalds Food Bank encouraging them to help provide entertainment, further expanding community involvement and collaboration. Together, we are hoping these elements inspire broad participation.

What is the cost to attend your program or event?

The event is free to attend, variety of food will be available from non profit organizations for minimal cost.

Is your group/organization receiving funding (donations, grants, sponsorship, other revenues) from other sources?

No

How will the initiative provide a positive and lasting impact on the community?

This initiative will create a positive and lasting impact by strengthening relationships and renewing a shared tradition within Blackfalds. For many HBS members, the event also carries sentimental value, as the event was held more than 20 years ago and reconnecting the community with its own history.

By promoting downtown businesses, the event boosts community pride to the overall vibrancy of the downtown core. While it offers immediate enjoyment for families, it also lays the foundation for ongoing engagement, collaboration, and connection; helping to build a stronger, more unified Blackfalds.

## INITIATIVE BUDGET

\*Please fill in the anticipated budget for your program/event or provide an attached budget

Revenue: 2500	Value \$	Details
Grants		
Donations		
Sponsorships		
Other Revenues		
Grant Amount Requested	2500	Community Initiative Grant
<b>Total Revenues:</b>	2500	
<b>Expenditures:</b>		
Materials	1500	Dunk tank rental, door prizes, candy, games
Artist/Instructor/Performance Fees		
Promotional Expenses		
Administrative Costs		
Insurance, Licencing		
Other Costs	1000	Porta potties
<b>Total Expenditures:</b>	2500	
<b>Deficit:</b>		

Additional Information:

The games rented or purchased will be given to downtown businesses to use to encourage engagement at their location with no cost to the business. The church, downtown restaurants, youth drop in centre and local non profits will be encouraged to have food available for purchase.

Sierra Fitch

Name of Applicant (please print)

Signature of Applicant

May 10, 2026

Date

FOR OFFICE USE ONLY

Date Recieved:

Town of Blackfalds Staff Signature:

## COMMUNITY INITIATIVES GRANT APPLICATION

\*Please refer to the Community Initiatives Grant Information Package prior to filling out this application.

### APPLICANT INFORMATION

Organization/  
Group Name: Optimist Club of Blackfalds

Contact Person: Edie Harris

Phone  
Number: ATIA S. 19(1)

Mailing Address  
& Postal Code: ATIA S. 19(1)

Email  
Address: optimistbf@gmail.com

Website  
(if applicable):

Social Media  
(if applicable): Facebook

Brief Organization Description:

Service organization that fundraises for Youth + Youth Projects in Blackfalds.

### INITIATIVE INFORMATION

Dates/Times: Aug. 28/26 5pm - 8pm

Location(s): Main Street Blackfalds

Please provide a brief description of the initiative?

We will provide a DJ at one end of the street and live music at the other end of the street. The live music will be by the beer gardens.

The initiative will be performances + celebration.

How does the initiative fulfill a need with the community?

The music will encourage fun and dancing.  
The initiative will encourage community participation by bringing free live + DJ music to our Town. Many families here don't have easy access to paid concerts. This initiative gives everyone in the Community - kids, families, seniors - a fun, safe outdoor space to enjoy music together.

Personal information on this form will be used strictly for obtaining the prescribed consent. This information is collected under the authority of Section 4(c) of the Protection of Privacy Act and will be protected under Part 1 of the Act. Questions regarding the collection and use of this information may be directed to the Information Governance Coordinator at access@blackfalds.ca or by phone at 403.885.6370.

## COMMUNITY IMPACT

How does the initiative encourage community participation?

Community members will want to attend the event to listen to great music, dance, interact and have fun. It encourages broad community participation by being completely free & open to all ages.

What is the cost to attend your program or event?

Free

Is your group/organization receiving funding (donations, grants, sponsorship, other revenues) from other sources?

No.

How will the initiative provide a positive and lasting impact on the community?

Community members will want to attend therefore seeing all that Main Street has to offer. They will also see all the non-profit organizations, library programs, youth opportunities, sports opportunities, fire truck showing, and many businesses in Blackfalds, as well as the fun of the dunk tank.

## INITIATIVE BUDGET

*\*Please fill in the anticipated budget for your program/event or provide an attached budget*

Revenue:	Value \$	Details
Grants	\$ 2500.00	To pay for DJ + live music
Donations		
Sponsorships		
Other Revenues		
Grant Amount Requested		
<b>Total Revenues:</b>	\$ 2500.00	
<b>Expenditures:</b>		
Materials		
Artist/Instructor/Performance Fees	\$ 2500.00	
Promotional Expenses		
Administrative Costs		
Insurance, Licencing		
Other Costs		
<b>Total Expenditures:</b>	\$ 2500.00	
<b>Deficit:</b>	∅	

Additional Information:

Edie Harris  
 Name of Applicant (please print)

  
 Signature of Applicant

May 25/26  
 Date

**FOR OFFICE USE ONLY**

Date Received:

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Town of Blackfalds Staff Signature:

## COMMUNITY INITIATIVES GRANT APPLICATION

\*Please refer to the Community Initiatives Grant Information Package prior to filling out this application

### APPLICANT INFORMATION

Organization/Group Name: Blackfalds Silverbacks Lacrosse (SR)

Contact Person: Deneen Weik Phone Number: ATIA S. 19(1)

Mailing Address & Postal Code: ATIA S. 19(1)

Email Address: ATIA S. 19(1)

Website (if applicable): Social Media (if applicable):

Brief Organization Description: Sr Lacrosse team 21+ over based out of Blackfalds for past 15+ yrs. Competitive in the North Division this year playing out of Eagle's bldg cent.

### INITIATIVE INFORMATION

Dates/Times: Provincials Hosting July 3, 4, 5 / 2026

Location(s): Eagle builders Center

Please provide a brief description of the initiative? Blackfalds was chosen to host Provincials again this year & we would like to be able to provide coolers of ice & water for the 4 dressing rooms, the officials area & the public in attendance. In addition we plan to BBQ burgers with chips & drink to the public @ large on Saturday July 4th from 11-7. Also provide consistent score clock personnel.

How does the initiative fulfill a need with the community? We saw lots of community involvement last year both in fans of the events, teams from Northern AB with their families and the public at large. Our first home game was last night and announced Blackfalds was chosen to host again.

Personal information on this form will be used strictly for obtaining the prescribed consent. This information is collected under the authority of Section 4(c) of the Protection of Privacy Act and will be protected under Part 1 of the Act. Questions regarding the collection and use of this information may be directed to the Information Governance Coordinator at access@blackfalds.ca or by phone at

403.885.6370

## COMMUNITY IMPACT

How does the initiative encourage community participation?

Participation is encouraged in cheering on all teams advance the sport of lacrosse & awareness of providing teams to play on after junior organized lacrosse ends.

What is the cost to attend your program or event?

With special planning & community shopping we have been able to provide the weekend for the 2500 that was provided last year.

Is your group/organization receiving funding (donations, grants, sponsorship, other revenues) from other sources?

only source of revenue provides for the season expenses of floor time, ref's is covered by player fees. The Provincials weekend is a honor to be selected and represents Blackfalds well.

How will the initiative provide a positive and lasting impact on the community?

Definitely a positive impact for the community providing free access to a skilled sporting event with refreshments & food has stimulated growth of the public enjoyment.

## INITIATIVE BUDGET

\*Please fill in the anticipated budget for your program/event or provide an attached budget

Revenue:	Value \$	Details
Grants	N/A	
Donations	N/A	
Sponsorships	N/A	
Other Revenues	N/A	
Grant Amount Requested	2,500	
<b>Total Revenues:</b>	<b>2,500</b>	
<b>Expenditures:</b>		
Materials	Food See below	
Artist/Instructor/Performance Fees	250	Score clock consistency
Promotional Expenses		
Administrative Costs		
Insurance, Licencing		
Other Costs	Official time keeper	See above
<b>Total Expenditures:</b>	<b>2,500 +</b>	
<b>Deficit:</b>		

Additional Information: water, gatorade, ice, Burgers, chips, condiments  
 BBQ, Propane, Buns. We will again shop locally as much  
 plates, napkins, Garbage. as possible.  
 2025 Total expenditure is on file \$2583.62. Thanks for your  
 consideration!

Deneen Weik  
 Name of Applicant (please print)

[Signature]  
 Signature of Applicant

May 4 / 2026  
 Date

FOR OFFICE USE ONLY

Date Recieved:

Town of Blackfalds Staff Signature:

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**MEETING DATE:** June 23, 2026

**PREPARED BY:** Kim Isaak, Chief Administrative Officer

**PRESENTED BY:** Ken Morrison, Acting CAO

**SUBJECT:** **Proposed Renaming of East Portion of South Street**

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## **BACKGROUND**

At the May 19, 2026, Standing Committee of Council meeting, Council discussed a street naming proposal that had been reviewed by the Town's Civic Addressing Committee. The recommendation to Standing Committee of Council from the Civic Addressing Committee was to refuse the proposal to rename South Street for the following reasons:

1. Renaming South Street will impact 26 existing parcels that are a mix of commercial, industrial, residential, institutional (RCMP and Fire) and public service (Town's Transfer Station) uses. All impacted parcels would be required to update their addresses on company documents and correspondence, signage, government issued identification, etc., which can cause expense, frustration, and confusion.
2. The Committee noted that recognizing an individual through renaming an existing major roadway sets a precedent, and that other forms of recognition may be more appropriate where they do not create broad impacts to existing landowners and addressing.
3. The Mary and Cliff Soper Natural Area has already been named to recognize the contributions Mary and Cliff Soper have made to the community and Lacombe County.

After a lengthy discussion on the renaming proposal, the following motion was approved by Council

*Mayor Svab moved That Standing Committee of Council recommend that Council approve the proposal to rename the east portion of South Street to "Soper Trail," and that the matter be forwarded to a future Regular Council Meeting for consideration; and*

*Further, That Standing Committee of Council refer the matter to Administration regarding engagement with the impacted landowners, and future updates to the Naming and Addressing Bylaw 1182/14.*

**CARRIED UNANIMOUSLY**

## **DISCUSSION**

Administration is seeking clarification from Council regarding whether it was the intent to engage with affected landowners prior to bring forward the motion for Council's consideration.

If Council wishes to proceed with engagement of affected landowners before considering the motion approved at the May 19, 2026 Standing Committee, Administration formally requests that the item be referred to 2027. This additional time would allow Administration to adequately prepare for meaningful engagement, complete a comprehensive review of the associated bylaw, and conduct

research on how other municipalities address street renaming proposals, including the distinction between renaming existing streets and implementing honorific naming practices.

As Council is aware, the Planning Department is currently managing several significant and resource-intensive projects. These include Phase 1 of the Municipal Development Plan Review, the Lacombe Lake Management Plan, updates to various Area Structure Plans, and a notable increase in development inquiries.

Furthermore, under the *Municipal Government Act*, the municipality is required to process development applications within prescribed timelines. As such, these statutory obligations cannot be deferred, placing additional constraints on Administration's capacity to undertake new initiatives without appropriate timelines.

### **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**

Deferral of this matter to 2027 supports the Leadership, Engagement and Advocacy priority of Council's Strategic Plan in the following ways.

#### **Leadership**

- Well-informed and defensible decision through the research of best practices.
- Clear understanding of policy implications, including the distinction between renaming streets and implementing honorific naming.
- Approach reflects responsible governance rather than reactive decision-making.

#### **Engagement**

- Promotes transparency and trust with residents directly impacted by potential street naming.
- Provides an opportunity for early input, ensuring concerns, costs, and community impacts are understood before decision are finalized.

#### **Advocacy**

- Ensures that affected landowners' voices are heard and considered
- Avoids potential negative impacts, financial and logistical, without proper consultation.

### **FINANCIAL IMPLICATIONS**

There are no financial impacts to deferring this item to 2027.

### **COMMUNICATION / ENGAGEMENT CONSIDERATIONS**

Deferral of the item will allow for a more robust and meaningful engagement process, as it would provide Administration with the appropriate time to dedicate the required resources to the initiative.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

1. That Council defer the matter of the proposed renaming of the east portion of South Street and the associated updates to the Naming and Addressing Bylaw 1182/14 and direct Administration to add the item into the 2027 Workplan.

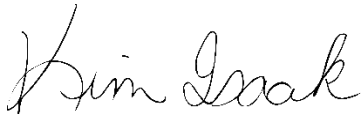
**ALTERNATIVES**

- a) That Council refer the matter back to Administration.

**ATTACHMENTS**

None

**APPROVALS**



Kim Isaak,  
Chief Administrative Officer

Department Director/Author

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**MEETING DATE:** June 23, 2026

**PREPARED BY:** Kim Isaak, Chief Administrative Officer

**PRESENTED BY:** Ken Morrison, Acting Chief Administrative Officer

**SUBJECT:** **Stars of Alberta Volunteer Awards Nomination**

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## **BACKGROUND**

During the closed session portion of the June 15, 2026, Standing Committee of Council Meeting, the item of nominating a deserving community volunteer for the Stars of Alberta Volunteer Awards was discussed. A subsequent resolution was approved, directing Administration to proceed as discussed in closed.

## **DISCUSSION**

Under the Council Procedural Bylaw, the only recommendations that can come from Standing Committee of Council are to make recommendations to Council and direct items to a Regular Meeting for consideration. As such, this report seeks to have the recommendation from Standing Committee of Council considered by Council.

Administration is recommending that Council direct Administration to proceed with the nomination process for the Stars of Volunteer Awards Nomination as discussed in the closed session of Council at the Standing Committee of June 15, 2026.

## **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**

Nominating a community volunteer directly supports Council's priorities of leadership, engagement and advocacy. It demonstrates leadership by recognizing and celebrating individuals who contribute meaningfully to the community, reinforcing a culture of service and excellence. It advances engagement by strengthening relationships with residents and highlights the value of volunteerism. Finally, it reflects advocacy by promoting the contributions and impact of local volunteers, showcasing Blackfalds as a community that values and supports those who make a difference.

## **FINANCIAL IMPLICATIONS**

There are no financial implications to the nomination process.

**COMMUNICATION / ENGAGEMENT CONSIDERATIONS**

There are no communication considerations at this stage of the process. However, Council representatives will need to reach out to the proposed nominee as well as the organizations that are supported by the nominee for the required documentation.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

1. That Council direct Administration to proceed with the nomination process for the Stars of Volunteer Awards Nomination as discussed in the closed session of Council at the Standing Committee of June 15, 2026.

**ALTERNATIVES**

- a) That Council direct the Stars of Alberta Volunteer Awards Nomination back to Administration.

**ATTACHMENTS**

None

**APPROVALS**



Kim Isaak,  
Chief Administrative Officer

Department Director/Author