

## 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 March 10, 2026

3.2 Consent Agenda for March 10, 2026

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

b) **Adoption of Minutes**

- Regular Council Meeting Minutes – February 24, 2026
- Special Council Meeting Minutes – March 5, 2026

c) **Council Reports**

None

d) **Administrative Reports**

- Report for Council, Enforcement & Protective Services Monthly Report – February 2026
- Report for Council, Development & Building Monthly Report – February 2026
- Report for Council, Town of Sylvan Lake - RFD Removal of GST from Municipal Franchise Fees – Information

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

- Family & Community Support Services Board Meeting Minutes – November 20, 2025
- Family & Community Support Services Board Meeting Minutes – January 8, 2026
- Municipal Planning Commission Meeting Minutes – January 15, 2026

f) **Information**

- City of Lacombe Council Highlights – February 23, 2026
- Lacombe County Council Highlights – February 26, 2026
- Special Event Permit 001.26 – Little of This Spring Market – March 28-29, 2026
- Special Event Permit 002.26 – Little of This Fall Market – September 26-27, 2026
- Special Event Permit 003.26 – Little of This Christmas Market – November 28-29, 2026

g) **Correspondence**

- Letter from Minister of Transportation and Economic Corridors, Honourable Devin Dreeshen, Re: Township Road 400 along Highway 2 – March 2, 2026

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### 4. PUBLIC HEARING

None

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### 5. DELEGATION

5.1 Violet Richardson Award Recipients, *Mayor Svab*

5.2 Big Brothers Big Sisters of Lacombe and District, *Jen Harty and Gracie Whitfield*

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### 6. BUSINESS

6.1 Request for Decision, Bylaw 1338.25 - Road Closure Bylaw (*Second and Third Reading*)

6.2 Request for Decision, Bylaw 1347.25 - Schedule "B" 2026 Water and Wastewater Rates (*Second and Third Reading*)

6.3 Request for Decision, 2026 Operating Budget & 3-Year Operating Forecast

6.4 Request for Decision, Proclamation - National Volunteer Week

6.5 Request for Decision, Iron Ridge Secondary Campus Scholarship

6.6 Council Motion, Pedestrian Crossing Standardization and Roadway Signage Policy – *Councillor Hanson (Notice of Motion given at the February 24, 2026, Regular Council Meeting)*

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### 7. NOTICES OF MOTION

7.1 Disk Golf, *Councillor Hanson*

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### 8. CONFIDENTIAL

None

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### 9. ADJOURNMENT

**Future Meetings/Events:**

- Standing Committee of Council Meeting – March 19, 2026
- Regular Council Meeting – April 14, 2026

**MINUTES**

A Regular Council Meeting for the Town of Blackfalds was held on February 24, 2026, at 5018 Waghorn Street in Council Chambers, commencing at 6:00 p.m.

**MEMBERS PRESENT**

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

**ATTENDING**

Preston Weran, Director of Infrastructure & Planning Services (Acting CAO)  
Ken Morrison, Director of Emergency Management & Protective Services  
Rick Kreklewich, Director of Community Services  
Aws Al-Sammarraie, Engineering Services Manager  
Renan Bravo, Information Technology Technician  
Danielle Nealon, Senior Legislative Advisor

**REGRETS**

Kim Isaak, Chief Administrative Officer

**MEDIA**

None

**OTHERS PRESENT**

Edie Harris - Optimist Club of Blackfalds  
Brad Vander Heyden – Stantec Consulting

**1. WELCOME AND CALL TO ORDER**

Mayor Svab welcomed everyone to the Regular Council Meeting of February 24, 2026, and called the meeting to order at 6:00 p.m.

**2. LAND ACKNOWLEDGEMENT**

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

**3. ADOPTION OF AGENDAS**

Administration requested that the Invitation to the Lacombe & Area ReconciliACTION Coalition meeting be added under the Consent Agenda under 3.2g) Correspondence.

Mayor Svab declared a conflict of interest for Consent Agenda item 3.2d) Report for Council, Volunteer Recognition Awards 2026 Plans and requested it be added under Business as 6.6 on the Regular Agenda.

Councillor Sands declared a conflict of interest for Business item 6.3 Request for Decision, Bylaw 1350.26 - Natural Gas Franchise Fee Bylaw.

**049/26**

Councillor Deputy Mayor moved That Council adopt the Regular Agenda for February 24, 2026, as amended to add the following item:

1. Exemption of Consent Agenda 3.2d) Report for Council, Volunteer Recognition Awards 2026 Plans, added under Business as 6.6.

**CARRIED UNANIMOUSLY**

**MINUTES**

**050/26** Councillor Hoyte moved That Council adopt the Consent Agenda for February 24, 2026, as amended, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
  - Regular Council Meeting Minutes – February 10, 2026
  - Standing Committee of Council Meeting Minutes – February 17, 2026
- **Council Reports**
  - Mayor Laura Svab
  - Deputy Mayor Brenda Dennis
  - Councillor Jim Sands
  - Councillor Shane Hanson
  - Councillor Ryan Brown
  - Councillor Aaron J. Hoyte
  - Councillor Cory Twerdoclib
- **Administrative Reports**
  - Report for Council, CAO Report – February 2026
  - Report for Council, BOLT KPI Monthly Report – December 2025 and January 2026
  - Report for Council, Whistle Cessation Safety Improvements at South Street
- **Boards, Committee and Commission Minutes and/or Reports**
  - Municipal Planning Commission Meeting Minutes – October 17, 2025
- **Information**
  - CAO Notice - Water Conservation Notice ENDS - January 21, 2026
  - City of Lacombe Council Highlights – February 9, 2026
  - Lacombe County Council Highlights – February 12, 2026
- **Correspondence**
  - Letter from Trevor Daroux, Deputy Commissioner, Commanding Officer, Alberta RCMP Re: RCMP Update – February 4, 2026
  - Letter from S/Sgt. Andrew Allan, RCMP Detachment Commander Re: Quarterly Report – February 10, 2026
  - Email from Maryanne King, Advisor, Government Relations Re: National Police Federation | Contract Policing Commitment – February 18, 2026
  - Invitation to the Lacombe & Area ReconciliACTION Coalition meeting

**CARRIED UNANIMOUSLY**

**4. PUBLIC HEARING**

None

**5. DELEGATION****5.1 Toddler Park Proposal**

Edie Harris, representing the Optimist Club of Blackfalds, brought forward a proposal regarding a new toddler park in the Town.

**6. BUSINESS****6.1 Request for Decision, Optimist Club of Blackfalds Playground Project**

Director Kreklewich brought forward a request regarding the Optimist Club of Blackfalds proposal for a toddler park in the Town.

**051/26** Councillor Twerdoclib moved That Council provide a letter of support to the Optimist Club of Blackfalds for their application to Kal's RePlay Fund, identifying Prairie Ridge Park – East of the existing playground as the proposed site for the toddler playground, and with location pending community engagement.

**CARRIED UNANIMOUSLY**

**MINUTES****6.2 Request for Decision, Bylaw 1349.26 - Taxi Business Bylaw Amendment**

Acting CAO/Director Weran, brought forward Bylaw 1349.26 being a Bylaw to amend the Taxi Business Bylaw for Council's consideration of First, Second and Third Reading.

**052/26** Councillor Sands moved That Council give First Reading to Bylaw 1349.26 - Taxi Business Bylaw Amendment, as presented.

**CARRIED UNANIMOUSLY**

**053/26** Councillor Hoyte moved That Council give Second Reading to Bylaw 1349.26 - Taxi Business Bylaw Amendment, as presented.

**CARRIED UNANIMOUSLY**

**054/26** Deputy Mayor Dennis moved That Council give unanimous consent to move to and consider Third Reading of Bylaw 1349.26 - Taxi Business Bylaw Amendment.

**CARRIED UNANIMOUSLY**

**055/26** Councillor Hanson moved That Council give Third Reading to Bylaw 1349.26 - Taxi Business Bylaw Amendment, as presented.

**CARRIED UNANIMOUSLY**

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

*Councillor Sands declared a conflict of interest and left the meeting at 7:12 p.m.*

Acting CAO/Director Weran presented Bylaw 1350.26 for Council's consideration of First Reading.

**056/26** Councillor Hoyte moved That Council supports the ongoing relationship with ATCO Gas and Pipelines Ltd. to deliver natural gas to customers within the Town of Blackfalds.

**CARRIED**

***Recused: Councillor Sands***

**057/26** Councillor Hanson moved That Council give First reading to Bylaw 1350.26 – Natural Gas Franchise Fee Bylaw, as presented.

**CARRIED**

***Recused: Councillor Sands***

*Councillor Sands returned to the meeting at 7:20 p.m.*

**6.4 Request for Decision, CAEP Economic Development Training Opportunities – March 2026**

Acting CAO/Director Weran requested Council direction regarding the CAEP Economic Development Training.

**058/26** Councillor Hoyte moved That Council receive the CAEP Economic Development Training Opportunities – March 2026 report for information and direct Administration to register Mayor Svab and Councillor Twerdoclib for March 30, and two members of Administration for March 24, to attend the CAEP Economic Development courses being held.

**CARRIED UNANIMOUSLY**

**6.5 Request for Decision, Capital Project Reporting and Fiscal Framework Council Motion Response**

Acting CAO/Director Weran provided an overview of the Capital Project Reporting and Fiscal Framework in response to Council Resolution 017/26.

**059/26** Councillor Brown moved That Council accept the Capital Project Reporting and Fiscal Framework Council Motion Response report as information in accordance with Council resolution 017/26.

**CARRIED UNANIMOUSLY**

**MINUTES**

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**6.6 Report for Council, Volunteer Recognition Awards 2026 Plans**

*Mayor Svab declared a conflict of interest and relinquished the chair to Deputy Mayor Dennis.*

**060/26** Councillor Twerdoclib moved That Council direct that the Deputy Mayor will conduct the evaluation for the High School Volunteer Recognition Award.

**CARRIED**  
***Abstained: Mayor Svab***

*Mayor Svab resumed the chair.*

**7. NOTICES OF MOTION**

**7.1 Pedestrian Crossing Standardization and Roadway Signage Policy–  
Councillor Hanson**

Councillor Hanson provided a Notice of Motion regarding Pedestrian Crossing Standardization and Roadway Signage Policy to be considered by Council at the March 10, 2026, Regular Meeting of Council.

“That Council direct Administration to begin the process of developing a pedestrian crosswalk standardization and roadway signage policy for the Town of Blackfalds, with a goal of having this complete by June 30, 2027.”

**RECESS**

Mayor Svab called for a five-minute recess at 7:44 p.m.

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the meeting to order at 7:50 p.m.

**8. CONFIDENTIAL**

**8.1 South Street & Highway 2A Intersection, ATIA Section 29 - Advice from  
Officials**

**061/26** Councillor Hoyte moved That Council move to a closed session commencing at 7:51 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss item 8.1 South Street & Highway 2A Intersection, 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 Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib and Acting CAO/Director Preston Weran, Manager Aws Al-Sammarraie, Legislative Advisor Danielle Nealon and Brad Vander Heyden (Stantec).*

**062/26** Deputy Mayor Dennis moved That Council move to come out of the closed session at 9:04 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the Regular Council Meeting back to order at 9:04 p.m.

**Regular Council Meeting Attendance:** *Mayor Laura Svab, Deputy Mayor Brenda Dennis, Councillor Jim Sands, Councillor Shane Hanson, Councillor Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib and Acting CAO/Director Preston Weran, Manager Aws Al-Sammarraie, Legislative Advisor Danielle Nealon and Brad Vander Heyden (Stantec).*

**MINUTES**

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- 063/26** Councillor Brown moved That Council move to a closed session commencing at 9:05 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss item 8.1 South Street & Highway 2A Intersection, 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 Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib and Acting CAO/Director Preston Weran, Manager Aws Al-Sammarraie, Legislative Advisor Danielle Nealon and Brad Vander Heyden (Stantec).*

- 064/26** Councillor Hoyte moved That Council move to come out of the closed session at 9:13 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the Regular Council Meeting back to order at 9:00 p.m.

**Regular Council Meeting Attendance:** *Mayor Laura Svab, Deputy Mayor Brenda Dennis, Councillor Jim Sands, Councillor Shane Hanson, Councillor Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib and Acting CAO/Director Preston Weran, Manager Aws Al-Sammarraie, Legislative Advisor Danielle Nealon and Brad Vander Heyden (Stantec).*

**8.1 South Street & Highway 2A Intersection, ATIA Section 29 - Advice from Officials**

- 065/26** Councillor Hanson moved That Council refer the South Street and Highway 2A Intersection to Administration for more information.

**CARRIED UNANIMOUSLY**

**9. ADJOURNMENT**

Mayor Svab adjourned the Regular Council Meeting at 9:14 p.m.

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Laura Svab, Mayor

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Kim Isaak, Chief Administrative Officer

**MINUTES**

A Special Council Meeting for the Town of Blackfalds was held on March 5, 2026, at 5018 Waghorn Street in Council Chambers, commencing at 5:00 p.m.

**MEMBERS PRESENT**

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

**ATTENDING**

Kim Isaak, Chief Administrative Officer  
Rick Kreklewich, Director of Community Services  
Ken Morrison, Director of Enforcement & Protective Services  
Danielle Nealon, Senior Legislative Advisor

**REGRETS**

None

**OTHERS PRESENT**

None

**1. WELCOME AND CALL TO ORDER**

Mayor Svab welcomed everyone to the Special Council Meeting of March 5, 2026, and called the meeting to order at 5:01 p.m.

**2. LAND ACKNOWLEDGEMENT**

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

**3. ADOPTION OF AGENDA**

066/26

Deputy Mayor Dennis moved That Council adopt the Special Meeting Agenda for March 5, 2026, as presented.

**CARRIED UNANIMOUSLY**

**4. BUSINESS**

**4.1 Request for Decision, U18A Provincials Request**

*Councillor Twerdoelib declared a pecuniary interest and left the meeting at 5:02 p.m.*

Director Kreklewich brought forward a request from the U18A Hockey Alberta Provincial Championship Committee.

**MAIN MOTION**

Councillor Hanson moved That Council provide a silver sponsorship in the amount of \$1,000 to the 2026 U18A Provincials.

**AMENDMENT PROPOSED TO THE MAIN MOTION**

Councillor Hoyte moved That the main motion be amended to strike out “\$1,000” and replace it with “\$2,500”.

**MINUTES**

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**VOTE ON AMENDMENT TO THE MAIN MOTION**

**067/26** Councillor Hoyte moved That the main motion be amended to strike out “\$1,000” and replace it with “\$2,500”.

**CARRIED**  
*Opposed: Councillor Hanson*  
*Recused: Councillor Twerdoclib*

**AMENDED MAIN MOTION**

Councillor Hanson moved That Council provide a silver sponsorship in the amount of \$2,500 to the 2026 U18A Provincials.

**AMENDMENT PROPOSED TO THE AMENDED MAIN MOTION**

Councillor Hoyte moved That the amended main motion be further amended to strike out “silver” and replace it with “gold”.

**VOTE ON AMENDMENT TO THE AMENDED MAIN MOTION**

**068/26** Councillor Hoyte moved That the amended main motion be further amended to strike out “silver” and replace it with “gold”.

**CARRIED**  
*Opposed: Councillor Hanson*  
*Recused: Councillor Twerdoclib*

**RECESS**

Mayor Svab called for a five-minute recess at 5:43 p.m.

**SPECIAL COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the meeting to order at 5:49 p.m.

**VOTE ON AMENDED MAIN MOTION**

**069/26** Councillor Hanson moved That Council provide a gold sponsorship in the amount of \$2,500 to the 2026 U18A Provincials.

**CARRIED**  
*Recused: Councillor Twerdoclib*

**070/26** Councillor Hanson moved That Council approve reducing the ice rental rate for the 2026 U18A Provincial Championship to the local non-profit ice rate and the day rate from the tournament rate for a total of \$3,798.90, including GST.

**CARRIED**  
*Opposed: Councillor Hoyte*  
*Recused: Councillor Twerdoclib*

*Councillor Twerdoclib returned to the meeting at 6:01 p.m.*

**RECESS**

Mayor Svab called for a five-minute recess at 6:02 p.m.

**SPECIAL COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the meeting to order at 6:09 p.m.

**MINUTES**

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**5. CONFIDENTIAL**

**5.1 Council and CAO Governance Check In, ATIA Section 29 – Advice from Officials**

**071/26** Deputy Mayor Dennis moved That Council move to a closed session commencing at 6:09 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss item 5.1 Council and CAO Governance Check In, 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 Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib and CAO Kim Isaak.*

**072/26** Councillor Hoyte moved That Council move to come out of the closed session at 8:55 p.m.

**CARRIED UNANIMOUSLY**

**SPECIAL COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the Special Council Meeting back to order at 8:55 p.m.

**Special Council Meeting Attendance:** *Mayor Laura Svab, Deputy Mayor Brenda Dennis, Councillor Jim Sands, Councillor Shane Hanson, Councillor Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdoclib and CAO Kim Isaak.*

**ADJOURNMENT**

Mayor Svab adjourned the Special Council Meeting at 8:56 p.m.

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Laura Svab, Mayor

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Kim Isaak, Chief Administrative Officer

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**MEETING DATE:** March 10, 2026  
**PREPARED BY:** Ken Morrison, Director of Emergency Management & Protective Services  
**SUBJECT:** **Enforcement & Protective Services Monthly Report - February 2026**

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## **BACKGROUND**

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

## **DISCUSSION**

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

## **FINANCIAL IMPLICATIONS**

None

## **ATTACHMENTS**

- *Protective Services Monthly Report.*
- *Municipal Enforcement February report*
- *Fire February monthly Incident summary.*

## **APPROVALS**

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

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

## Protective Services Monthly Report

### Blackfalds Municipal Enforcement February Monthly Report

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#### 1. Summary

Municipal Enforcement experienced steady and sustained operational activity during this reporting period. Officers responded to a combined **69 public-initiated contacts**, created **261 enforcement files**, and issued a significant number of violations connected to winter parking enforcement and snow-removal operations.

Traffic enforcement remained active, with **57 total enforcement actions**. Community Standards calls were diverse, ranging from animal concerns and neighbour disputes to business licence issues and construction complaints.

Notable incidents included a **physical altercation at the Blackfalds Public Library**, resulting in a formal banning, and a successful APIS enforcement action involving a known dirt-bike rider.

Officers continued assisting Public Works throughout snow-clearing and resumed monitoring during early spring street-cleaning operations. Oversized load permitting remained routine, with **54 TRAVIS permits** approved.

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#### 2. Calls for Service & File Activity

- **69** total calls for service
    - **63** calls via 24/7 dispatch
    - **6** online reports
  - **261** enforcement files created
  - Higher file volume continues due to **post-snow removal enforcement** on non-compliant parked vehicles.
- 

#### 3. Traffic Enforcement

##### Registered Owner Parking Fines

- **46** fines issued:
  - **31** for failure to move during snow removal
  - **15** general parking violations

##### E-Ticketing Summary

- **65** violation tickets issued
- **17** warnings

##### Breakdown:

- **39** – *Traffic Safety Act*
- **24** – *Use of Highway and Rules of the Road Regulation*
- **2** – *Vehicle Equipment Regulation*

##### Notable Enforcement

- One motorist was stopped travelling **66 km/h in a 30 km/h zone** on Womacks Road.

#### 4. Speed / Traffic Count Sign Data – February

##### Cottonwood Drive – Westbound

- 70,119 vehicles recorded
- Average speed: 53 km/h

##### Vista Trail – Southbound

- 53,455 vehicles recorded
- Average speed: 45 km/h

##### South Street WB Gravel

- 3,990 vehicles recorded
- Average Speed: 54 km/h

##### Broadway Ave SB

- 28,058 vehicles record
- Average Speed” 48 km/h

These traffic counts help determine enforcement priorities, officer deployment, and long-term traffic-calming needs.

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#### 5. Notable Incidents

##### Library Altercation

- Officers responded to an **unprovoked assault** between two individuals.
- The aggressor was **formally banned** from all Town facilities.
- Victim declined criminal charges; **Victim Services** assisted with a restraining-order process.

##### APIS Enforcement – Dirt Bike Complaint

Charges issued:

- 1 × Drive While Suspended
- 1 × Unregistered Motor Vehicle
- 1 × No Insurance

The individual was located during routine patrol, addressing a recurring community complaint.

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#### 6. Community Standards & General Calls

Calls included:

- Icy sidewalks
- Injured or neglected animals
- Barking dog complaints
- Neighbour dispute about a bicycle taken from a recycling bin
- Vendor without business licence
- Construction debris blowing off property
- Ticket-related questions

- Inquiry about starting a petition
- Noise complaints
- Report of individuals camping in a vehicle — **RCMP completed wellness check**

**Public education messaging continued:**

- School-zone parking expectations
  - Legal meaning of STOP under the *Traffic Safety Act*
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## 7. Public Works Support

Officers supported Public Works with:

- Identifying vehicles blocking snow-removal equipment
  - Winter-parking compliance monitoring
  - Responding to snow-related resident concerns
  - Resumed **snow removal monitoring**, noted improvement over previous years
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## 8. Found Property

- **12** items received
  - Tools repurposed for Public Works and Parks
  - Bicycles to be transferred to the **Optimist Club**
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## 9. Commercial Vehicle Permits (TRAVIS)

- **54** permits reviewed and approved for oversized/overweight loads.
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## 10. Closing Summary

Municipal Enforcement maintained strong operational coverage throughout the period, responding proactively to winter-related issues, traffic safety concerns, and diverse community standards complaints. Support to Public Works and collaboration with RCMP continue to ensure community safety and high service levels.

### **Blackfalds Fire Rescue**

During February 2026, we continue the NFPA 1001 Level 1 course training on Tuesday evenings and are now into practical skills weekends.

On Wednesday evenings, our focus has been on fire fighter survival in a hostile environment. Utilizing a Rapid Intervention Team (RIT) to assist with firefighter survival.

We have built two fire-simulation burn houses to demonstrate fire behaviour within a house.

Our annual first aid recertification has been completed for our department.

We have started to advertise the need for Fire Inspections to the local businesses and are scheduling fire inspections as per our Quality Management Plan (QMP).

Annual QMP Internal Audit for the Fire Discipline has been completed.

During February, the department responded to 11 incidents, which is on pace with last years numbers.

A summary of the incident types for February 2026 is included.

## **Occupational Health & Safety**

Incidents: 1 Incident reported in CorePoint

- 1 minor property damage

Investigations: 2 investigations completed

- 5 Corrective Actions identified and assigned to employees

Alberta OHS Visit

- OHS Officer visited the Eagle Builders Centre to conduct an inspection as part of a new OHS Initiative. No corrective actions were assigned to the Town by the OHS Officer.

Health and Safety Audit

- Audit Corrective Action plan has been approved by Management and shared with employees.

Training and Orientation

- The minimum health and safety training that will be provided to all employees was identified at the Managers Meeting
- OHS Advisor will determine which employees are missing this training and provide it to them
- Managers will review if there is any extra health and safety training that must be provided to certain positions. They will provide this information to the OHS advisor.
- OHS Advisor provided with Safety Officer training and CRAHIMT training

Policies & Procedures

- Incident Investigation Policy and Procedures was presented to Directors for their approval and or revisions.
- Worksite Inspection Policy & Procedure completed and will be presented to the JHSC in April
- Confined Space Code of Practice is being revised.

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## RCMP

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- The RCMP along with council, Police Committee and Municipal Enforcement attended Winterfest, operating a table providing a survey addressing the Community Priorities. Council and members of the Policing Committee continued during the month, setting up at various locations encouraging participation in the Policing Priorities survey.
- February was a busy month for the RCMP in Blackfalds with 155 calls for service in the town.
- During the month there were 16 charges laid, which included 2 thefts, 10 Traffic Violations, 1 Public Incitement, 1 Assault, 1 Roadside Suspension and 1 liquor Act.
- Other files of interest were: 5 Assaults, 12 Breach of the Peace, 1 Break and Enter, 1 Criminal Harassment, 2 Defamatory Libel, 2 Disturbing the Peace, 1 Failure to Comply with a Court Order, 4 Fraud investigations, 2 Harassing Communications, 1 Identity Fraud, 3 Liquor Act, 7 Mischief reports, 2 Impaired operation of a Motor Vehicle, 5 Thefts, 3 Theft of Motor Vehicles, 7 Motor Vehicle Collisions, 2 Trespassing, and 2 Uttering Threats.

Stats for the month of February will be provided later in March.

## Emergency Management

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- Met with the RCMP to discuss their CPP (Community Priorities Plan) for 2026.
- Chief Cote and Director Morrison attended two sub-committee meetings with LREMP partners, reviewing the Draft LREMP plan, the next meeting will have the contractor present to explain more clearly.
- Over the month worked with Council, Policing Committee, MARCOM and the RCMP developing questions for a survey conducted in February asking for public input into Policing Priorities.
- Attended Winterfest along with council members, Policing Committee members and the RCMP, where information was provided relating to the committee and surveys were handed out.
- Two staff members attended the ICS (Incident Command System) Liaison Officer training, and Two staff members attended the ICS Safety Officer Training.
- Director Morrison & Sgt. Croken attended the Standing Committee of Council meeting, and a presentation was completed on the Community Standards Bylaw, and the Animal Control Bylaw was brought forward.
- Met with MARCOM several times reviewing the Policing Priorities online survey, which was also brought forward to several other locations by members of the Policing committee and council members, locations including the Abbey Center, and IRJC.
- Department workplans were finalized.

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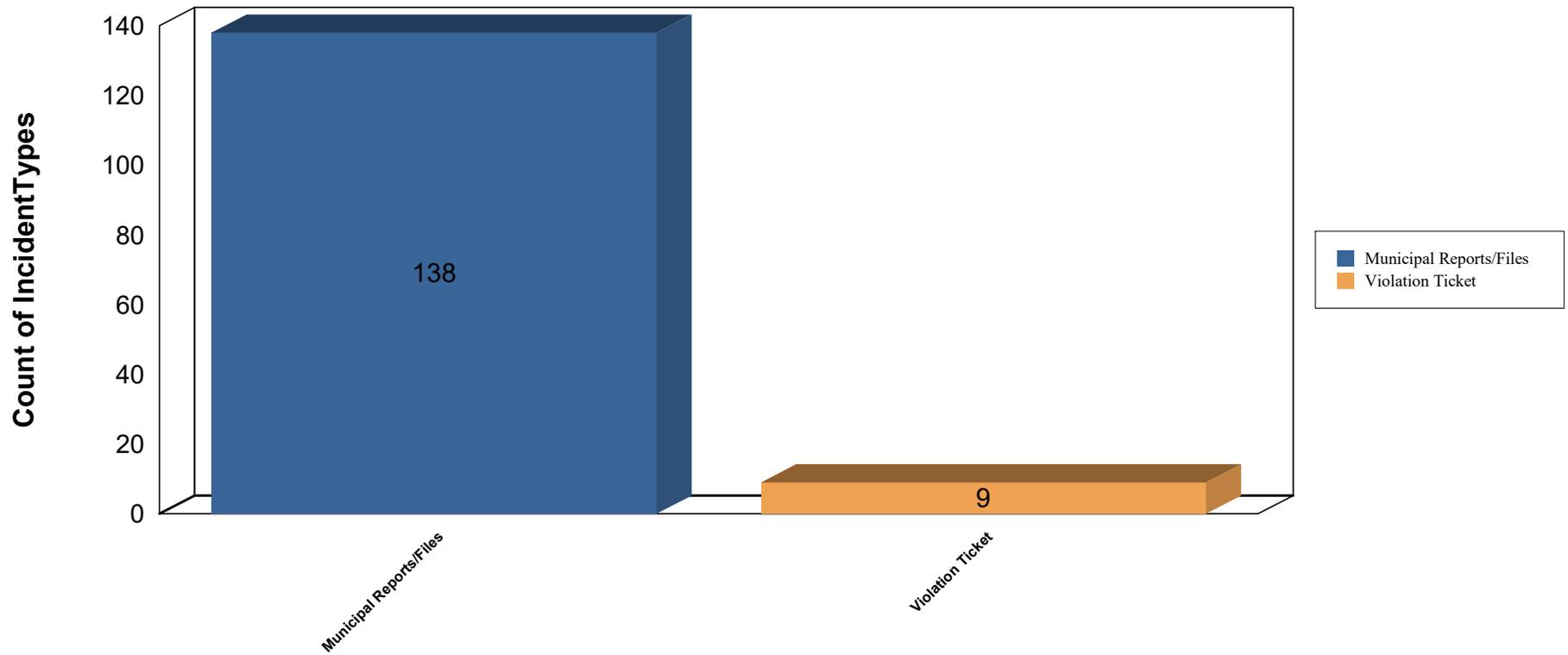
### Ken Morrison

Director of Emergency Management & Protective Services

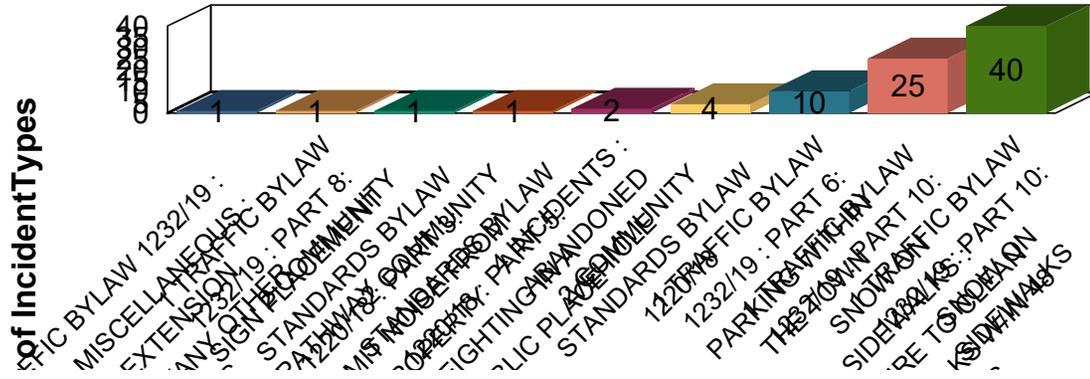
**Town of Blackfalds**

**COMBINE MONTHLY REPORT** Statistics from: 2/1/2026 12:00:00AM to 2/28/2026 11:59:59PM

**Count of Reports Completed**



# Count of Incident Types



- 1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS : PLACE EXTENSION CORD/ROPE/ANY OTHER ACROSS SIDEWALK/WALKWAY/PATHWAY
- 1 TRAFFIC BYLAW 1232/19 : PART 8: SIGN PLACEMENT
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 5: FIGHTING IN A PUBLIC PLACE
- 4 INCIDENTS : ABANDONED VEHICLE
- 2 COMMUNITY STANDARDS BYLAW 1220/18
- 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS

0.70% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS : PLACE EXTENSION CORD/ROPE/ANY OTHER ACROSS SIDEWALK/WALKWAY/PATHWAY

0.70% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 8: SIGN PLACEMENT

0.70% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY

0.70% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 5: FIGHTING IN A PUBLIC PLACE

1.41% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : ABANDONED VEHICLE

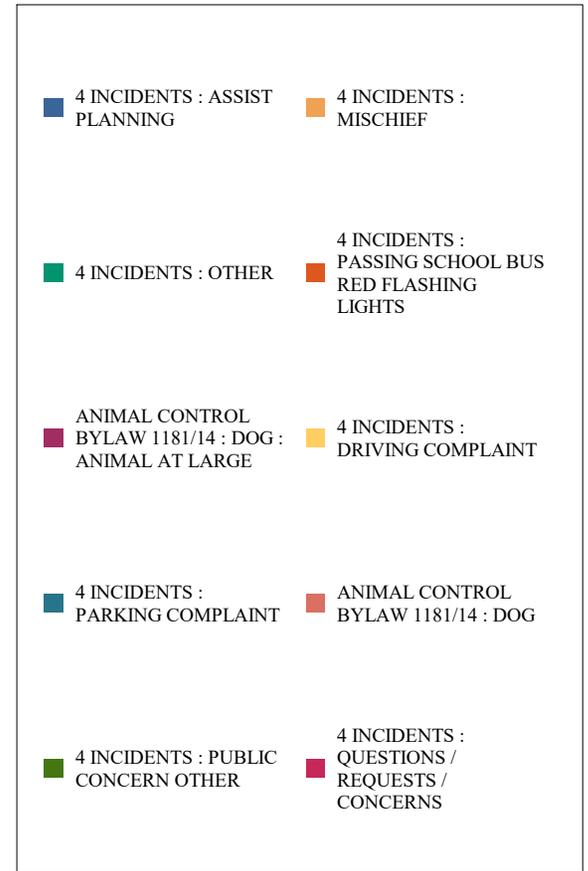
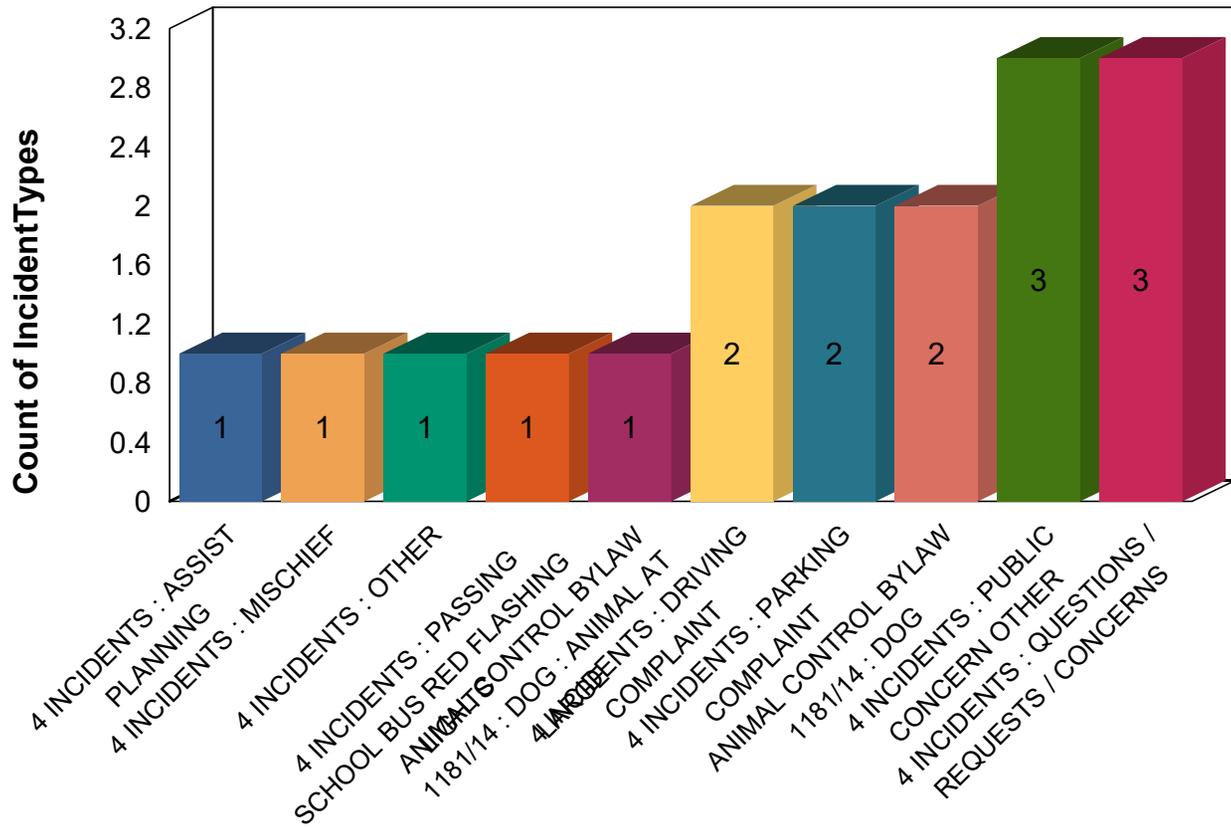
2.82% # of Reports: 4 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18

7.04% # of Reports: 10 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN

17.61% # of Reports: 25 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS  
W/IN 48 HRS

28.17% # of Reports: 40 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS

# Count of Incident Types



0.70% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : ASSIST PLANNING

0.70% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : MISCHIEF

0.70% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : OTHER

0.70% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : PASSING SCHOOL BUS RED FLASHING LIGHTS

0.70% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL AT LARGE

1.41% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : DRIVING COMPLAINT

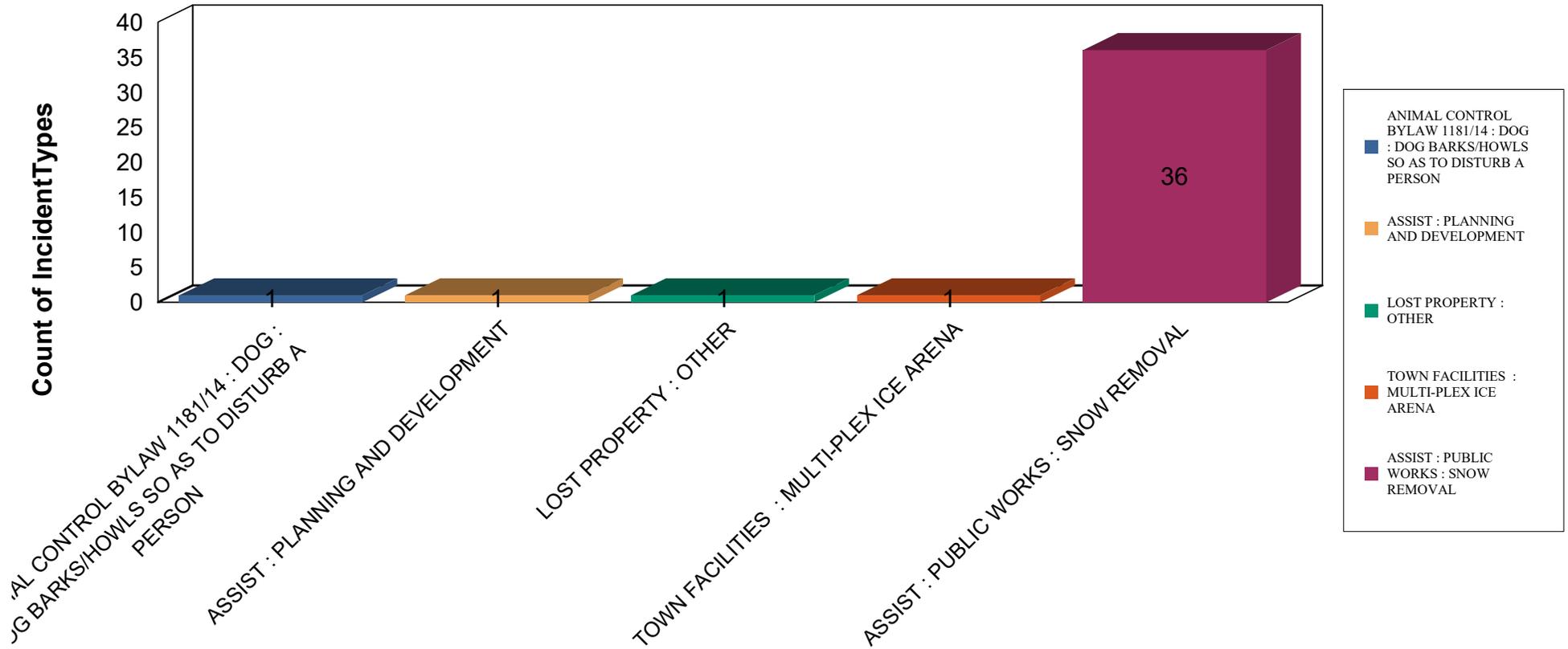
1.41% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : PARKING COMPLAINT

1.41% # of Reports: 2 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG

2.11% # of Reports: 3 Municipal Reports/Files 4 INCIDENTS : PUBLIC CONCERN OTHER

2.11% # of Reports: 3 Municipal Reports/Files 4 INCIDENTS : QUESTIONS / REQUESTS / CONCERNS

# Count of Incident Types



0.70% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON

0.70% # of Reports: 1 Municipal Reports/Files ASSIST : PLANNING AND DEVELOPMENT

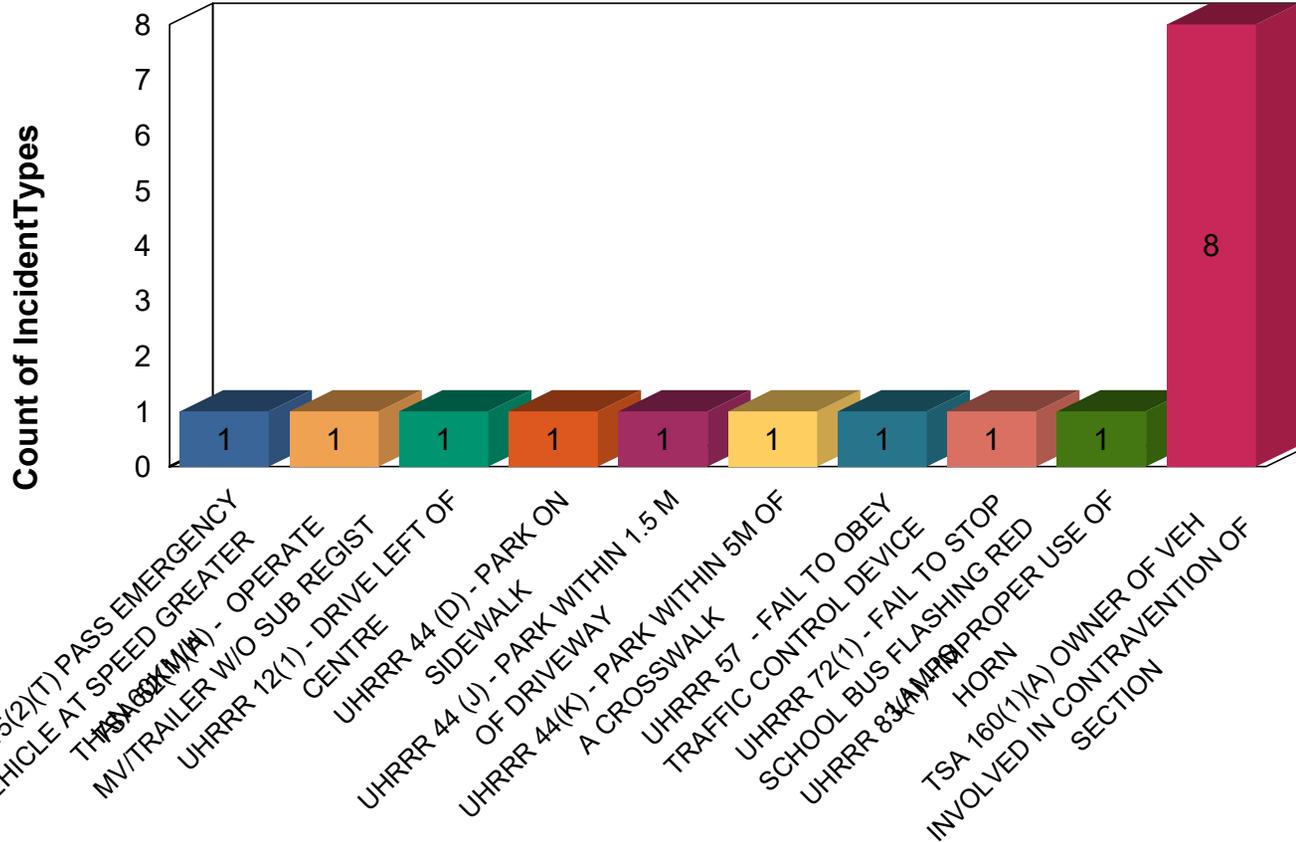
0.70% # of Reports: 1 Municipal Reports/Files LOST PROPERTY : OTHER

0.70% # of Reports: 1 Municipal Reports/Files TOWN FACILITIES : MULTI-PLEX ICE ARENA

25.35% # of Reports: 36 Municipal Reports/Files ASSIST : PUBLIC WORKS : SNOW REMOVAL

**Grand Total: 100.00% Total # of Incident Types Reported: 142 Total # of Reports: 138**

# Count of Incident Types



|   |   |
|---|---|
| TSA 115(2)(T) PASS EMERGENCY VEHICLE AT SPEED GREATER THAN 60KM/H | TSA 52(1)(A) - OPERATE MV/TRAILER W/O SUB REGIST                |
| UHRRR 12(1) - DRIVE LEFT OF CENTRE                                | UHRRR 44 (D) - PARK ON SIDEWALK                                 |
| UHRRR 44 (J) - PARK WITHIN 1.5 M OF DRIVEWAY                      | UHRRR 44(K) - PARK WITHIN 5M OF A CROSSWALK                     |
| UHRRR 57 - FAIL TO OBEY TRAFFIC CONTROL DEVICE                    | UHRRR 72(1) - FAIL TO STOP SCHOOL BUS FLASHING RED LAMPS        |
| UHRRR 83(1) - IMPROPER USE OF HORN                                | TSA 160(1)(A) OWNER OF VEH INVOLVED IN CONTRAVENTION OF SECTION |

5.88% # of Reports: 1 Violation Ticket TSA 115(2)(T) PASS EMERGENCY VEHICLE AT SPEED GREATER THAN 60KM/H

5.88% # of Reports: 1 Violation Ticket TSA 52(1)(A) - OPERATE MV/TRAILER W/O SUB REGIST

5.88% # of Reports: 1 Violation Ticket UHRRR 12(1) - DRIVE LEFT OF CENTRE

5.88% # of Reports: 1 Violation Ticket UHRRR 44 (D) - PARK ON SIDEWALK

5.88% # of Reports: 1 Violation Ticket UHRRR 44 (J) - PARK WITHIN 1.5 M OF DRIVEWAY

5.88% # of Reports: 1 Violation Ticket UHRRR 44(K) - PARK WITHIN 5M OF A CROSSWALK

5.88% # of Reports: 1 Violation Ticket UHRRR 57 - FAIL TO OBEY TRAFFIC CONTROL DEVICE

5.88% # of Reports: 1 Violation Ticket UHRRR 72(1) - FAIL TO STOP SCHOOL BUS FLASHING RED LAMPS

5.88% # of Reports: 1 Violation Ticket UHRRR 83(1) - IMPROPER USE OF HORN

47.06% # of Reports: 8 Violation Ticket TSA 160(1)(A) OWNER OF VEH INVOLVED IN CONTRAVENTION OF SECTION

**Grand Total: 100.00% Total # of Incident Types Reported: 17 Total # of Reports: 9**

**Grand Total: 100.00% Total # of Incident Types Reported: 159**



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**MEETING DATE:** March 10, 2026

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

**SUBJECT:** **Development & Building Monthly Report – February 2026**

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## **BACKGROUND**

Attached are the February 2026 Development & Building Permit Report and Comparison for 2024-2026 year to date. We also have shown the comparison for the year-to-date figures for 2025 on the comparison report.

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

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

## **ATTACHMENTS**

- *February 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 |
|----------|--|----------|--|------------------------------|------------------|
| 14-26    | 5909 Panorama Drive                    | R-1M     | Residential Sales Centre                                 | approved                     | 20-Feb-26        |
| 15-26    | 5303 Vista Trail, Unit 115             | C-3      | Sign   | approved                     | 5-Feb-26         |
| 16-26    | 4500 Blackfalds Crossing Way, Unit 405 | C-2      | Change in Occupancy/Use                                  | approved                     | 6-Feb-26         |
| 17-26    | 222 Athens Road                        | R-2      | Townhouses   |                              |                  |
| 18-26    | 218 Athens Road                        | R-2      | Townhouses   |                              |                  |
| 19-26    | 210 Athens Road                        | R-2      | Townhouses   |                              |                  |
| 20-26    | 214 Athens Road                        | R-2      | Townhouses   |                              |                  |
| 21-26    | 37 Piper Close                         | R-2      | Home Business  | approved                     | 12-Feb-26        |
| 22-26    | 4910 Broadway Avenue                   | C1       | Bathroom Reno  | approved                     | 23-Feb-26        |
| 23-26    | 4910 Broadway Avenue                   | C1       | Sign   |                              |                  |
| 24-26    | 108 Eastpointe Drive                   | R-1M     | Hot Tub  |                              |                  |
| 25-26    | 115 Aurora Heights Boulevard           | R-1S     | Accessory Suite  |                              |                  |
| 26-26    | 4910 Broadway Avenue                   | C-1      | Accessory Use - Temp Storage Building                    |                              |                  |
| 27-26    | 4610 East Railway Avenue               | I-1      | Change of Occupancy/Use - Landscaping Sales and Services |                              |                  |
| 28-26    | 4500 Blackfalds Crossing Way, Unit 405 | C-2      | Interior Tenant Improvements                             |                              |                  |
| 29-26    | 4907 Broadway Avenue                   | C-1      | Retail General with Accessory Use - Outdoor Storage      |                              |                  |
| 30-26    | 10 Aura Drive                          | R-1M     | Basement Reno  |                              |                  |
| 31-26    | 10 Aura Drive                          | R-1M     | Shed   | approved                     | 20-Feb-26        |
| 32-26    | 121 Aztec Crescent                     | R-1S     | SFD  |                              |                  |
| 33-26    | 10 Allard Avenue                       | R-1M     | SFD  |                              |                  |
| 34-26    | 109 Athens Road                        | R-2      | Basement Reno  |                              |                  |

Town of Blackfalds Development/Building Permit Comparison 2024 to 2026

2025 YTD

|                              | 2024              |                               | 2025              |                         | 2026              |                        | February          |                        |
|------------------------------|-------------------|-------------------------------|-------------------|-------------------------|-------------------|------------------------|-------------------|------------------------|
|                              | 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        | 2                 | \$ 580,000.00          | 4                 | \$ 1,440,000.00        |
| Duplexes                     | 20                | \$ 4,774,000.00               | 10                | \$ 2,480,000.00         | 0                 | \$ -                   | 0                 | \$ -                   |
| Manufactured Home            | 11                | \$ 1,751,566.00               | 11                | \$ 2,532,500.00         | 0                 | \$ -                   | 0                 | \$ -                   |
| 4-plex                       | 0                 | \$ -                          | 0                 | \$ -                    | 0                 | \$ -                   | 0                 | \$ -                   |
| 8-plex                       | 0                 | \$ -                          | 0                 | \$ -                    | 0                 | \$ -                   | 0                 | \$ -                   |
| Townhouses                   | 157               | \$ 36,667,435.00              | 12                | \$ 2,780,000.00         | 4                 | \$ 1,120,000.00        | 4                 | \$ 960,000.00          |
| 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>6</b>          | <b>\$ 1,700,000</b>    | <b>8</b>          | <b>\$ 2,400,000</b>    |
| Garage                       | 24                | \$ 788,152.61                 | 17                | \$ 500,820.00           | 1                 | \$ 100,000.00          | 0                 | \$ -                   |
| Deck                         | 11                | \$ 105,100.00                 | 13                | \$ 110,598.00           | 0                 | \$ -                   | 0                 | \$ -                   |
| Basement Reno                | 49                | \$ 1,339,000.00               | 44                | \$ 1,074,500.00         | 5                 | \$ 81,000.00           | 10                | \$ 166,000.00          |
| Addition                     | 0                 | \$ -                          | 0                 | \$ -                    | 0                 | \$ -                   | 0                 | \$ -                   |
| Accessory Suite              | 2                 | \$ -                          | 7                 | \$ 245,500.00           | 2                 | \$ 40,000.00           | 0                 | \$ -                   |
| Home Business                | 20                | \$ -                          | 22                | \$ -                    | 1                 | \$ -                   | 4                 | \$ -                   |
| Other                        | 67                | \$ 20,325,799.71              | 63                | \$ 38,776,705.47        | 9                 | \$ 86,430.00           | 2                 | \$ 2,591,000.00        |
| <b>Commercial</b>            | <b>47</b>         | <b>\$ 4,594,822.26</b>        | <b>34</b>         | <b>\$ 2,714,959.00</b>  | <b>9</b>          | <b>\$ 572,100.00</b>   | <b>4</b>          | <b>\$ 3,160.00</b>     |
| <b>Industrial</b>            | <b>5</b>          | <b>\$ 2,504,073.00</b>        | <b>2</b>          | <b>\$ 805,000.00</b>    | <b>1</b>          | <b>\$ -</b>            | <b>0</b>          | <b>\$ -</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>0</b>          | <b>\$ -</b>            |
| <b>TOTAL PERMITS</b>         | <b>472</b>        | <b>\$ 127,636,178.58</b>      | <b>275</b>        | <b>\$ 64,073,039.24</b> | <b>34</b>         | <b>\$ 2,579,530.00</b> | <b>28</b>         | <b>\$ 5,160,160.00</b> |
| <b>General Yearly Notes:</b> |                   | Vista Trail Townhouse complex |                   |                         |                   |                        |                   |                        |

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**MEETING DATE:** March 10, 2026

**PREPARED BY:** Jessica Robinson, Executive & Legislative Coordinator

**SUBJECT:** **Town of Sylvan Lake - RFD Removal of GST from Municipal Franchise Fees – Information**

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## **BACKGROUND**

The Town of Sylvan Lake has submitted a Request for Decision (RFD) to Alberta Municipalities (ABMunis) Spring Municipal Leaders' Caucus proposing that the organization advocate to the Government of Canada for amendments to the *Excise Tax Act* and related Canada Revenue Agency policy. The proposed change would remove GST from municipal franchise (local access) fees charged by regulated electricity and natural gas distributors. These fees are authorized under the *Municipal Government Act* and current federal policy and appear as separate line items on utility bills; GST is currently applied on top of them, resulting in a "tax on a tax."

This topic will be discussed at the ABMunis Spring Municipal Leaders Caucus later this month. The RFD includes publicly available franchise fee data from a number of Alberta municipalities, including Blackfalds.

## **DISCUSSION**

At this stage, the matter is being brought forward solely for Council's awareness. Should the item be endorsed at the Spring Caucus, it is anticipated that the proposal will proceed to ABMunis' 2026 Resolution Book for consideration at the annual Convention.

If the advocacy item formally becomes part of the Resolution Book, Administration will return to Council at a future meeting with a summary of potential impacts, implications for Blackfalds, and analysis of other resolutions included for member voting.

No Council direction is required at this time.

## **ATTACHMENTS**

- *Member Request for Decision - Spring Municipal Leaders' Caucus*

## **APPROVALS**



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Kim Isaak,  
Chief Administrative Officer

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Department Director/Author

# **MEMBER REQUEST FOR DECISION**

## **SPRING MUNICIPAL LEADERS' CAUCUS**

**DATE:**

February 18, 2026

**TOPIC:**

Removing GST from Municipal Franchise (Local Access) Fees Charged by Regulated Electricity and Natural Gas Utilities

**RECOMMENDATION:**

That the Alberta Municipalities advocate to the Government of Canada (Minister of Finance and the Canada Revenue Agency) to amend the Excise Tax Act and Canada Revenue Agency administrative policy so that municipal franchise (local access) fees collected by regulated electricity and natural gas distributors are no longer subject to GST/HST on customer utility bills.

**BACKGROUND:**

Municipal franchise fees (also called local access fees) compensate municipalities for the use of public rights-of-way by regulated electricity and natural gas utilities. These fees are collected from customers through utility riders such as Fortis Alberta's Municipal Franchise Fee Riders and ATCO's Rider A schedules, and then remitted to municipalities according to approved franchise agreements approved through the Municipal Government Act and AUC Rule 029.

Under current federal policy, GST is charged on the entire distribution portion of the utility bill, which includes the municipal franchise fee. This means that residents and businesses pay the franchise fee and then pay GST on top of that fee, even though the fee itself is a municipal charge for right-of-way access. This effectively creates a "tax on a tax" and increases costs without improving service or municipal fiscal capacity.

This issue affects municipalities province-wide, urban and rural. Local Access/Franchise Fees are municipal charges authorized under the Municipal Government Act and may apply regardless of whether distribution is provided by investor-owned utilities (FortisAlberta, ATCO), Rural Electrification Associations (including EQUS), or rural natural gas co-operatives when distribution service operates within municipal boundaries. Utilities already segregate the municipal fee as a distinct line item, making federal zero-rating or exemption administratively straightforward.

Removing GST from the municipal franchise/local access fee line would provide targeted affordability relief to residents and businesses while preserving municipal revenue.



**Why this issue affects municipalities provincially:**

- Every Alberta municipality with distribution service is impacted, because the municipal franchise fee line appears on utility bills.
- GST on the franchise fee does not increase municipal revenue - it increases only federal collections and increases household and business costs unnecessarily.
- Smaller communities, rural communities, and communities with older infrastructure (where franchise fees may be higher due to right-of-way impacts) experience a disproportionate affordability burden.
- Utilities already segregate the franchise fee line in their billing systems, meaning the federal government could zero-rate or exempt that specific line with minimal administrative burden.

**How Alberta Municipalities can add value:**

- Provincewide advocacy: ABmunis is best positioned to deliver a unified, evidence-based request to the federal government to address this affordability concern.
- Technical clarity: ABmunis can work with utilities to communicate that changing the tax status of the franchise fee line is administratively simple, since rider schedules already isolate the fee.
- Legislative precision: The federal government would only need to amend the Excise Tax Act or issue revised CRA administrative guidance to zero-rate or exempt municipal franchise fees - a small technical change with a large public-benefit impact.

**Connections to Legislation, Regulation, and ABmunis Initiatives:**

- Franchise agreements and rider schedules are governed through the Municipal Government Act, Electric Utilities Act, Gas Utilities Act, and AUC Rule 029.
- ABmunis has long advocated for affordability, transparency in utility billing, and fair municipal-provincial-federal fiscal relationships through its established advocacy channels.

**Summary:**

Municipalities should not see their residents pay a federal tax on a municipal tax-like fee. Removing GST from franchise fees is a targeted, implementable, and fairness-based affordability measure that preserves municipal revenue while reducing household and business costs. Alberta Municipalities' strong collective voice can help secure this change at the federal level.

## **ENCLOSURES:**

### **1. FortisAlberta – Municipal Franchise Fee Rider (Illustrative Excerpt)**

Derived from *Fortis Alberta Municipal Franchise Fee Riders – Effective Jan 1, 2025* [[mdgreenview.ab.ca](http://mdgreenview.ab.ca)]

#### **Fortis Alberta Municipal Franchise Fee Rider**

The Municipal Franchise Fee Rider is applied as a percentage surcharge on the total distribution tariff (transmission + distribution charges, excluding deferral riders). The applicable percentage for each municipality is defined in the AUC-approved schedule.

*Examples (Central Alberta):*

- Sylvan Lake – 18%
- Blackfalds – 20%
- Lacombe – 17.63%
- Innisfail – 17%
- Rimbey – 20%

Fortis Alberta collects the fee from retailers monthly and remits it to each municipality in accordance with the franchise agreement.

(Source: *AUC Disposition 29609-D01-2024 – Fortis Alberta Municipal Franchise Fee Riders Table*) [[mdgreenview.ab.ca](http://mdgreenview.ab.ca)]

### **2. ATCO Gas – Rider A Excerpt (Illustrative)**

Drawn from *ATCO Gas & Pipelines Ltd. Rider A – Municipal Franchise Fee (North) and Rider A – South* filings. [[fortisalberta.com](http://fortisalberta.com)],

#### **ATCO Gas Rider “A” – Municipal Franchise Fee**

Rider A is a percentage applied to gross revenues (distribution charges, excluding GST) for customers in each franchised municipality. The percentage is determined by the municipality within the maximum allowed under the franchise agreement and is approved by the Alberta Utilities Commission (AUC).

*Examples (Central Alberta – North & South systems):*

- Sylvan Lake – 32% (North system)
- Red Deer – 35%
- Blackfalds – 35%
- Ponoka – 31%
- Caroline – 35%
- Innisfail – 27% (per AUC franchise notice)

Rider A amounts appear as a separate line item on natural gas bills and are remitted monthly by ATCO Gas to municipalities.

(Source: *AUC Disposition 30052-D01-2025 – ATCO Gas North Rider A; AUC Disposition 29842-D01-2025 – ATCO Gas South Rider A; Town of Innisfail public notice confirming 27%*) [[fortisalberta.com](http://fortisalberta.com)],

### 3. CRA – RC4049 ‘GST/HST Information for Municipalities’ (Illustrative Excerpt)

From CRA publication RC4049 – *GST/HST Information for Municipalities* [\[media.auc.ab.ca\]](http://media.auc.ab.ca)

#### **CRA RC4049 – GST/HST and Municipalities (Excerpt)**

Under the *Excise Tax Act*, municipalities must charge, collect, and remit GST/HST on taxable supplies, unless the supply is specifically zero-rated or exempt.

GST/HST applies to most goods and services unless a specific exemption or zero-rating provision applies. Municipal services such as water distribution, sewerage, drainage, waste collection, and transit may be exempt or zero-rated depending on the statutory classification, but utility distribution charges (including electricity and natural gas) are generally taxable supplies.

Municipalities may claim GST/HST rebates for eligible purchases through the Public Service Bodies’ Rebate mechanism, but this does not remove GST from charges billed to consumers.

(Source: *CRA RC4049 – GST/HST Information for Municipalities*, sections on *Taxable/Exempt Supplies*, *Municipal Services*, and *Rebate Rules*) [\[media.auc.ab.ca\]](http://media.auc.ab.ca)

**TOWN OF BLACKFALDS**  
**Blackfalds & District Family & Community Support Services Board**  
Thursday, November 20, 2025 at 7:00 p.m.

**MINUTES**

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**MEMBERS PRESENT**

|                  |                               |
|------------------|-------------------------------|
| Ryan Brown       | Town of Blackfalds Councillor |
| Cory Twerdoclib  | Town of Blackfalds Councillor |
| Dena Thomas      | Public at Large               |
| Jessalyn Parsons | Public at Large               |
| Gloricel Cayago  | Public at Large               |
| Heather Johnson  | Public at Large               |
| Auralei Agrey    | Public at Large               |

**ATTENDING**

|               |  |
|---------------|--|
| Sawyer Hick   | Town of Blackfalds FCSS Manager              |
| Cara Kroetsch | Town of Blackfalds FCSS Volunteer Programmer |

**OTHERS ATTENDING**

**REGRETS**

|                  |                 |
|------------------|-----------------|
| Glenda Brown     | Public at Large |
| Kimberly Burrell | Public at Large |

**WELCOME AND CALL TO ORDER**

Chair Thomas welcomed all attending, introduced Councillor Brown and Councillor Twerdoclib and called the Blackfalds & District Family & Community Support Services Board Meeting to order at 7:00 pm.

Member Johnson moved that the Blackfalds & District Family & Community Support Services Board approve the agenda.

**CARRIED UNANIMOUSLY**

**TREATY SIX LAND ACKNOWLEDGEMENT**

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

**PRESENTATIONS**

N/A

**TOWN OF BLACKFALDS**  
**Blackfalds & District Family & Community Support Services Board**  
Thursday, November 20, 2025 at 7:00 p.m.

## **MINUTES**

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### **BUSINESS**

#### **Approval of Minutes of June 12th, 2025**

Member Agrey moved that the Blackfalds & District Family & Community Support Services Board recommends Council adopt the minutes from June 12<sup>th</sup>, 2025, as presented.

**CARRIED UNANIMOUSLY**

#### **Ag Society Information**

Chair Thomas reported meeting with Manager Hick to explore a potential partnership between the Blackfalds Ag Society and Blackfalds FCSS on the "Empowering Minds: The Light House Project". This initiative focuses on mental health resources aiming to help rural residents in Alberta navigate available support services and equip community First Identifiers to recognize, respond, and support mental wellbeing before issues escalate into crisis.

The Ag Society has applied to participate. If approved after the interview on Dec 18, we will need to build a committee, pick a date for the dinner that allows 6 weeks of advertising. The Society plans to host a community dinner that will include impactful First Identifier Training, while also building community pride and visibility.

The board expressed strong support for this initiative, noting that it aligns well with the priorities identified in the latest social needs assessment.

#### **FCSS Managers Verbal Update**

- **Manager Hick reported on the following:**
  - Sue, our Admin Assistant, is on medical leave for minimum of 3 months. A temporary replacement has been hired and will begin December 1.
  - A business case has been submitted for a 0.6 FTE Seniors Support Programmer position. This is the second year requesting the position, FCSS has not received a new position in many years.
  - The Volunteer Programmer will conclude facilitation of senior sessions in November, continuing activity tracking until end of the year. Seniors programming has been outside her job description and has impacted her regular duties, as she has managed it informally for the past 5 years. She will remain liaison with the Blackfalds Seniors Club until a new appointee is named.
  - Following the June Board motion, the Housing Needs Assessment was forward to Council. In September, Council decided to have it brought back to February budget deliberations. Estimated cost \$30,000
  - Manager Hick and the Volunteer Programmer participated in the LREMP Live Exercise this week. Mayor Svab and Councillor Twerdoclib attended as observers.

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Roles within ICP and ESS provided valuable insight into how LREMP would function if activated.

- Budget changes for the upcoming year to include
  - \$2500 increase for Volunteer Appreciation Event (catering expenses)
  - \$1000 allocation for Youth Wellness General Contracted Services (to engage external providers for youth programs in the guide)

### **FCSSAA Conference – November 26-28, 2025**

The Family and Community Support Services Association of Alberta (FCSSAA) hosts an annual provincial conference bringing together staff, board members, and community leaders. It provides networking, training, and keynote sessions focused on strengthening preventive social services and community impact across Alberta. Manager Hick and Chair Thomas are registered to attend the FCSSAA Conference next week.

### **Volunteer Programmer Report**

- On September 8<sup>th</sup> FCSS hosted a free Community Info Expo where residents connected with local organizations, explored services, and signed up for programs. Town Council gathered input on the 2026 budget, while staff shared details on programs, volunteer opportunities, and upcoming events.
- Local businesses are invited to join the Blackfalds Xmas Challenge! Competing in 5 categories (1–2 staff, 3–9 staff, 10–25 staff, 25+ staff, and non-profits), teams aim to collect the most donations by December 2. The top team wins a prize!
- Nine volunteers have committed to supporting the Reception Centre in the event of an emergency, a comprehensive multi-phase training plan was implemented. This initiative is designed to provide both foundational knowledge and hands-on experience, ensuring staff and volunteers can respond confidently and effectively during a crisis.
- Volunteer Programmer's role in senior programming will conclude in November, with activity tracking continuing through year-end. While direct facilitation ends, they will remain as liaison between the Blackfalds Seniors Club and the municipality until a new appointee is named.

#### **Seniors Information Session:**

- **September 5<sup>th</sup> Watercolor Wonders** - watercolor painting sessions aimed at inspiring attendees to tap into their creativity and enjoy the experience of painting. **Attendees: 9**
- **October 7<sup>th</sup> Aging in Place** - The Volunteer Programmer led an informative session focused on "aging in place", offering practical strategies and resources to help older adults maintain independence while continuing to enjoy the comfort of their own homes. Participants were introduced to a range of local supports including transportation services and grocery delivery; Golden Circle spoke about meal delivery options and Lacombe FCSS spoke about home care options **Attendees: 20**

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**Town of Blackfalds volunteers were utilized at the following programs and events:**

- Blackfalds Youth Crew 2 September dates (3 volunteers totaling 8 hours)
- Winter Warmth Fall Fundraiser (Oct 2) 8 volunteers, 13 volunteer hours
- Frightful Family Movie Night (Oct 24) 7 volunteers, 18 volunteer hours
- Monster Bash (Oct 25) 13 volunteers, 44.5 volunteer hours
- ESS Reception Volunteers (ongoing) 9 volunteers, 154.5 volunteer hours contributed to date

**ONGOING INITIATIVES:**

1. **Monthly FCSS Volunteer Newsletter**
  - a. In September, 299 sends with an open rate of 55%
  - b. In October, 299 sends with an open rate of 57%
2. **Upcoming Volunteer Opportunities:**
  - a. Jim Hurley Free Skate Monitors – Sunday's Sep-Mar
  - b. Youth Night Out – Nov 14
  - c. Light Up Blackfalds – Nov 21
  - d. Breakfast & Brunch with Santa – Nov 29
  - e. Snow Angel Program – winter months

**Community Engagement Programmer Report**

- The September Interagency hosted, 28 people attended representing 19 organizations.
- Get Comfy in the Kitchen series (during Culture Month) Shifted from a community kitchen to a cooking class model, which was very well received.
- Digital Danger session was in partnership with Constable Stephaine Bosch of the Northern Alberta Internet Child Exploitation Unit. Excellent content delivered, though attendance was low.
- Community Winter Wear Fundraiser is so successful! It speaks to the generosity of our community and the level of integrity and trust that the community at large has in our ability to ensure that local dollars support local children. Total funds raised was \$22,222 with \$4,075 for next year's Tools for School Program.
- Coats for Kids: In partnership with Mountain Wearhouse, the program provided 135 winter items, including 93 coats, 25 pairs of snowpants, and 17 pairs of boots. Distribution took place over three days with flexible pick-up times, supported by two volunteers who contributed six hours. Families appreciated the new option to choose between coats, snowpants, or boots, which will continue next year. Final program costs are pending invoice.
- Ask a Lawyer session was in partnership with The Community Legal Clinic. 8 community members received 30 minutes of free legal advice.

**More than a Movie:**

- September guests had a great time catching up after the summer and watching "Sahara". **24 guests attended**
  - 23 from the Town of Blackfalds, 1 from the City of Lacombe

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- October guests enjoyed the fellowship created, as well as the movie "Jumanji – The Next Level". **20 guests attended**
  - 16 from the Town of Blackfalds, 2 from the City of Lacombe, 2 from the County of Lacombe

### **50+ Walking Club:**

- September: average 20 walkers per Tuesday (85% Blackfalds, 15% Lacombe County)
- October: average 19 walkers per Tuesday (70% Blackfalds, 7% are from the City of Lacombe, 23% Lacombe County)

### **Outer duties:**

- Attended Community Expo
- Attended Truth and Reconciliation Walk/ participated in Orange Shirt Day.
- Assisted with student CRA review.
- Attended ESS training Oct 22
- Submitted Winter Guide activities
- Supported community member with Bingo Application (Seniors Club)

### **ONGOING INITIATIVES:**

1. **Blackfalds FCSS Facebook Page:** 1540 followers (Sep), 1578 followers (Oct)
2. **Blackfalds Instagram Page:** 186 followers (Sep), 199 followers (Oct)
3. **Abbey Centre Membership Assistance Program:**
  - a. Processed 2 applications processed in September
  - b. Processed 2 application processed in October

### **Youth Programmer**

- Blackfalds Youth Crew (BYC): In September Youth Programmer teamed up with Blackfalds Culture Days to celebrate community and creativity together!
  - Total youth registered 63 (Sep) 91 (Oct)
- Purchased orange shirts for National Day for Truth and Reconciliation
- The Expressive Arts experience empowered youth to explore their imagination, have fun, and express themselves creatively in a safe, inclusive space. Participants designed personalized T-shirts that celebrated what inspires them. The class was fully attended, with 12 youth taking part.
- We introduced our Leaders in Training (LiT) program for youth in grades 9–12! This opportunity allows volunteers to work alongside me in supporting BYC programs and our popular Cooking Club. Students in grades 10–12 can also earn work experience credits by completing 75+ volunteer hours.
- Child Safe Canada Internet Safety class was fully attended, with 15 youth taking part and 4 on the waitlist.
- Youth Cooking Club provides information to youth about healthy eating, cooking skills, and kitchen safety. The program was fully attended, with 11 youth taking part.
- Community Helpers Program (CPH): Discussions with Iron Ridge Secondary's social worker highlighted the value of offering the Community Helpers Program as a

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community-based initiative. This Alberta Health Services–funded training supports youth mental health and suicide prevention, aligning with the 2022 Social Assessment goals. Planning is underway to launch the program in Blackfalds for youth ages 14–17 in the New Year.

**Outer duties:**

- Attended ESS training Sep 24 and Oct 22
- Submitted Winter Guide activities

**ONGOING INITIATIVES:**

1. **Positive Ticketing Program:** FCSS continues to partner with Constable Hewitt to distribute positive tickets to youth in the community and schools. These tickets recognize and encourage positive or improved behavior, reinforcing a culture of respect and responsibility among local youth.
2. **Youth Interagency Meetings:** On September 3, we hosted our very first 'Youth Program Providers: Blackfalds Meet-Up' to bring together local organizations that offer youth programming in our community. This gathering created a valuable space for connection, information sharing, and collaboration, with the shared goal of supporting youth in Blackfalds.
3. **School Engagement:** Participated in Iron Ridge Intermediate Campus on September 4 to engage youth and their families

Monthly FCSS **Vibrant Living 50+ Newsletter** 261 sends with an open rate of 70%

Board members interested in attending the Volunteer Christmas Open House on December 1 are asked to RSVP Volunteer Programmer.

The Blackfalds & District Family & Community Support Services Board Meeting ended at 8:25 p.m.

  
\_\_\_\_\_  
Dena Thomas, Chair

  
\_\_\_\_\_  
Erin Dahl, Admin Staff

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### MEMBERS PRESENT

|                  |                              |
|------------------|------------------------------|
| Ryan Brown       | Town of Blackfalds Councilor |
| Cory Twerdoclib  | Town of Blackfalds Councilor |
| Dena Thomas      | Public at Large              |
| Jessalyn Parsons | Public at Large              |
| Heather Johnson  | Public at Large              |
| Auralei Agrey    | Public at Large              |
| Glenda Brown     | Public at Large              |
| Kimberly Burrell | Public at Large              |
| Michelle Meadows | Public at Large              |

### ATTENDING

|             |   |
|-------------|---|
| Sawyer Hick | Town of Blackfalds FCSS Manager         |
| Erin Dahl   | Town of Blackfalds FCSS Admin Assistant |

### OTHERS ATTENDING

### REGRETS

|                 |                              |
|-----------------|------------------------------|
| Jim Sands       | Town of Blackfalds Councilor |
| Gloricel Cayago | Public at Large              |

### WELCOME AND CALL TO ORDER

Chair Thomas welcomed all attending, introduced Councilors Brown and Twerdoclib. The Blackfalds & District Family & Community Support Services Board Meeting was to order at 7:02 pm. Member Johnson moved that the Blackfalds & District Family & Community Support Services Board approved the agenda. Member Glenda Brown Seconded the motion.

**CARRIED UNANIMOUSLY**

### ADDITIONS TO AGENDA

N/A

### DELETIONS TO AGENDA

N/A

### TREATY SIX LAND ACKNOWLEDGEMENT

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

### PRESENTATIONS

N/A



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**BUSINESS**

**Approval of Minutes of November 20, 2025**

Member Thomas moved that the Blackfalds & District Family & Community Support Services Board recommends Council adopt the minutes from November 20, 2025, as presented.

**CARRIED UNANIMOUSLY**

**Appointment of Chair and Vice-Chair**

Glenda nominated Dena Thomas as President, no other nominations, Dena accepted. Dena nominated Glenda Brown as Vice President, no other nominations, Glenda accepted.

**Approval of Minutes from November 20, 2025**

Member Jessalyn Parsons approved the November 20,2026 meeting minutes.

**CARRIED**

**UNANIMOUSLY**

**SOCIAL SERVICES FRAMWORK**

-Administration has discussed introducing framework policies across all divisions. These policies outline the key expectations, guiding principles, and decision-making parameters that shape how each division operates. By establishing this high-level direction, we create a consistent foundation that supports effective, efficient, and well-coordinated management practices. This Policy will ensure that Social Services policies and procedures are aligned with our broader organizational priorities and values.

-The purpose of this Policy is to establish clear guidelines for the planning, implementation, and evaluation of preventive and supportive social services within the Town of Blackfalds. This Policy aims to enhance the well-being of individuals and communities by providing equitable, accessible, and high-quality services that address the diverse needs of our population.

-Council is committed to fostering a resilient, inclusive, and supportive social environment that strengthens protective factors, reduces social risks, and builds community capacity. Through diverse, high-quality programs, the Town prioritizes equity, collaboration, and accountability to ensure long-term impact for current and future generations. Council provides strategic oversight and ensures resources are allocated to preventive social services that align with provincial legislation and community priorities.

*Questions from the board members and the councilor's regarding draft copy of Social Services Framework included: why the framework policy is so broad, where people go to for information and community referrals, wanting to look at the affordable housing needs of Blackfalds, would other agencies partner with FCSS to join and expand, survey for community needs in due 2027 would this survey beneficial, Bolt expansion or affordable transportation. Members would like a list of Social Services are not available and what services are being outsourced.*

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## **SCOPE**

This Policy applies to social services including, but not limited to:

1. **Community Supports:** Programs that build resilience against housing insecurity, food insecurity and health challenges.
2. **Capacity Building:** Educational and vocational training, skill development, youth/family/senior supports.
3. **Equity Initiatives:** Programs addressing systemic barriers, culturally safe delivery, inclusion of marginalized groups.
4. **Community Development:** Partnerships, volunteerism, environmental sustainability, and resilience initiatives.

## **AUTHORITY AND RESPONSIBILITIES**

Council to:

1. Adopt and support this Policy by resolution.
2. Consider the allocation of resources for the successful implementation of this Policy in the annual budget.

Chief Administrative Officer to:

1. Advise Council on the development, implementation, and amendment of this Policy.
2. Ensure Policy review occurs and verify the implementation of this Policy.

Administration to:

1. Implement programs in alignment with this Policy.
2. Report annually to Council on program outcomes, risk management, and resource allocation.

## **SOCIAL SERVICES FRAMEWORK**

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

1. Ensure programs are accessible to all demographics, including marginalized or underserved groups.
2. Provide services in a manner that respects the dignity and rights of all individuals.
3. Build partnerships with local organizations, schools, health services, and businesses to maximize resources and impact.

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4. Ensure services are culturally sensitive, responsive, and inclusive to the diverse needs of the community.

5. Promote sustainable delivery that respects environmental, economic, and social factors.

6. Maintain transparency in decision-making, service goals and outcomes.

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

Ensure equitable access to preventive social services for all residents.

Promote community well-being by strengthening protective factors and reducing social risks.

Foster resilience and self-reliance through skill-building, education, and empowerment initiatives.

Reduce isolation and enhance social connection through engagement, volunteerism, and participation.

Advance equity and inclusion by addressing systemic barriers and promoting culturally safe service delivery.

This Policy establishes the foundation for a responsive, sustainable, and preventive Social Services system that strengthens community well-being and promotes equity, inclusion, and resilience.

Guided by this Policy and related documents, Social Services commits to:

1. Deliver equitable and inclusive programs and support's that respond to identified community needs.

2. Develop guidelines for planning, delivering, and evaluating social services to ensure consistency and quality.

3. Establish transparent funding priorities, considering severity of needs, impact, efficiency, and external opportunities.

4. Maximize the use of available resources to ensure sustainability and growth of social service offerings.

5. Engage stakeholders through consultation, forums, and collaborations with agencies and governments.

6. Set benchmarks and performance indicators to evaluate the success and impact of social service programs, supports and initiatives.

7. Identify potential risks in social service delivery (e.g., confidentiality, equity gaps, service duplication) and establish preventive measures that meet ethical and legal requirements.

8. Promote awareness of social services through outreach, advertising and social media platforms. Council Policy No- Social Services Framework Page

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9. Keep the community informed about programs, services, policies, and changes through clear and consistent communication.
10. Foster collaboration and partnerships with local organizations, schools, health services, and business to maximize impact and reduce duplication.
11. Support volunteerism and community capacity building as a cornerstone of social service sustainability. 12. Embed continuous improvement practices using evaluation findings and community feedback to refine programs annually.

### **EXCLUSIONS**

Direct Assistance: The Town of Blackfalds Social Services does not provide direct financial assistance, clinical treatment, or crisis intervention beyond preventive scope. Residents requiring such support's will be referred to appropriate provincial or community agencies.

### **SPECIAL SITUATIONS**

- Services may be adapted during public health emergencies, natural disasters, or other extraordinary circumstances to ensure continuity of preventive support's.
- Partnerships may be prioritized in situations where community needs exceed municipal capacity.

### **AG SOCIETY REPORT**

Chair Thomas reported a meeting with Manager Hick and Ian from the Light House Project via online to discuss the project and the application from the Blackfalds Ag Society. Expecting an answer very soon on whether Blackfalds Ag Society was one of the 60 successful candidates. Light House Project is an initiative focused on mental health and resources aiming to help rural residents in Alberta.

### **FCSS MANAGERS VERBAL UPDATE**

A draft copy of the Social Services Framework Policy was discussed and reviewed. The goal is to provide a Social Services Framework that is inclusive, accessible and fosters an environment that builds community capacity, strengthens protective factors, reduces barriers, while also ensuring programs and services align with provincial legislation and community priorities.

Manager Hick also talked about the Alberta government wanting FCSS managers to assess their FCSS programs to ensure they are following the provincial mandate. The programming is to be Prevention Focused in nature. These assessments will be completed later in the year. Manager Hicks feels confident after completing training on how to do proper evaluations at FCSSAA conference.

FCSS Grant applications are accepted until March 20,2026 and applications will be reviewed April 9/26 meeting. FCSS will provide a matrix to score applications.

### **ACTION ITEMS**

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Board members and council would like a list of Social Services that are not available and what services are being outsourced.

### **VOLUNTEER PROGRAMMER REPORT**

**December 2025**

#### **VOLUNTEER CHRISTMAS OPEN HOUSE**

To commemorate International Volunteer Day and thank volunteers/community groups. Drop-in event with hot chocolate pouch craft, pizza, hot chocolate bar, socializing, door prizes, and photo booth.

Attendance: 70 people, including 2 FCSS staff, 2 Councillors, Mayor Svab, and representatives from 11 organizations: Blackfalds Figure Skating Club, Friends of the Library, Heart of Blackfalds Society, Blackfalds Ag Society, Blackfalds Seniors Club, Blackfalds Food Bank, Optimist Club of Blackfalds, Ubaka, Care for Newcomers, BGC Wolf Creek.

Cross-department collaboration was essential due to short turnaround after Seniors Club booking.

#### **BUSINESS CHRISTMAS CHALLENGE**

Outcome: Collected **2,072.5 lbs of food** for Blackfalds Food Bank.

Participants: 14 businesses including Ash Tyndall Photography, Blackfalds Nutter's, Jade's Virtual Office Inc, Panache Compounding Pharmacy, Blackfalds Physiotherapy, Neighborhood Dental, Stride Physiotherapy, The Hitchin Post Blackfalds, Blackfalds Boston Pizza, Blackfalds Smiles, Little Star Playschool, Blackfalds Ag Society, Faith Community Church, Heart of Blackfalds Society.

**Volunteer Pairings:** 19 residents have been successfully paired with a Snow Angel volunteer.

**IN PROGRESS:** 1 resident is currently in the process of being paired, with volunteer coordination underway.

**WAITLIST:** 3 residents remain on the waitlist; 2 have been provided with a Snow Angel window sign through the expanded Neighborhood Snow Angel Program.

Town of Blackfalds volunteers were utilized at the following programs and events

Cooking Club: 2 volunteers, Leaders in Training: 6 volunteers

#### **ONGOING INITIATIVES:**

Monthly FCSS Volunteer Newsletter

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In December, 301 sends with an open rate of 53%

**UPCOMING VOLUNTEER OPPORTUNITY'S**

- Snow Angel Program for the winter months
- Winterfest February 16,2026

**2025 VOLUNTEER POSITIONS & HOUR STATS:**

**Total Volunteer positions filled: 241**  
**Programs: 74**  
**Event/Fundraisers: 129**  
**Board, Committee, Commissions: 38**

**Total Town of Blackfalds Volunteer Hours: 1858**

**Programs: 1031.5 hours**  
**Event/Fundraisers: 400 hours**  
**Board, Committee, Commissions: 426.5 hours**

**TOWN VOLUNTEER SUPPORTING PROGRAMMING 2025:**

**CVITP: 3 volunteers & 35 hours**  
**Reception Centre: 9 volunteers & 154.5 hours**  
**Blackfalds Bike Rodeo: 5 volunteers & 12.5 hours**  
**Abbey Centre Programming:**  
**Jr. Lifeguard Volunteer Program: 6 volunteers & 209.25 hours**  
**Camp Curious: 8 volunteers & 213.75 hours**  
**Basketball Camp Facilitator: 1 volunteer & 30 hours**  
**FCSS Youth Programming:**  
**Youth Week: 3 volunteers & 8 hours**  
**BYC & Cooking Club: 5 volunteers & 18 hours**  
**Leaders in Training: 6 volunteers & 70.5 hours**  
**Snow Angel Program: 28 volunteers are supporting 18 locations & approx. 280 hours**

**SENIOR 2025 FINESS PROGRAMMING**

Five program sessions were offered in 2025, totaling 20 individual classes. Registration grew by 161% compared to 2024, with 361 registered participants and 4 drop-ins attending. the free classes supported by Lacombe County grant funding and the Blackfalds Ag Society.

70% of participants were Blackfalds residents, while 29.6% came from outside Blackfalds and Lacombe County.

**Program capacity highlights:**

Friday Chair Yoga: 100% full Monday/Wednesday Yoga: 83% full Tuesday Fit & Functional: 95% full

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### **NEW SENIOR SESSIONS 2025 Seniors Educational & Engagement Sessions**

Throughout the year, FCSS partnered with various organizations to deliver practical information, skill-building opportunities, and community connection for seniors. Attendance and partnerships included:

- **Transitioning to Your Next Chapter: Selling Your Home**  
Partner: T. Kroetsch (Royal LePage) & Lacombe Foundation Attendance: 7
- **Wills & Estate Planning**  
Partner: Servus Credit Union Attendance: 17
- **Medication & Supplements: What Every Senior Needs to Know**  
Partner: Blackfalds Shoppers Drug Mart Attendance: 7
- **Tenant Rights & Responsibilities**  
Partner: Community Legal Clinic Attendance: 11
- **Nutritional Eating Classes with Cooking Opportunities**  
Partner: Alberta Health Services (AHS) Attendance: 12
- **Empowering Seniors: Elder Abuse Awareness**  
Partner: Law Enforcement, AHS, Sylvan Lake FCSS Attendance: 7
- **Watercolor Painting Classes**  
Hired Instructor Attendance: 9 (first class) & 8 (second class)
- **Aging in Place: Tips for Staying in Your Home Longer** Attendance: 25
- **Falls Prevention**  
Partners: Abbey Centre Fitness Staff, Lifeline Canada, Primary Care Network Attendance: 24

Sessions provided seniors with practical knowledge, creative outlets, and social engagement. Partnerships strengthened community collaboration and resource sharing.

### **COMMUNITY ENGAGEMENT PROGRAMMER REPORT**

**December 2025**

- Continued focus on **keeping the brain playful and engaged** during walks.
- Activities included: **"Name That Smell" Challenge**: Participants identified scents (lemon, cinnamon, peppermint, vanilla) to stimulate memory and sensory recognition.
- **Festive Dance Corner**: Christmas music encouraged walkers to dance; popular songs included Elvis' *Blue Christmas* and *Rock Around the Christmas Tree*. Inflatable Christmas tree costume added fun and photo opportunities.

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**Special Year-End Activity**

Final December meeting featured a **draw for ten \$20 grocery gift cards** (donated by Blackfalds Save-On-Foods and Blackfalds IGA).

**Community Connection**

Group continues to grow in numbers and social bonds. Heartwarming moment: A participant shared handmade ornaments created by his late wife, fostering connection and remembrance.

**Impact:** Program successfully promotes physical activity, mental engagement, and social connection for seniors.

Average of 23 walkers every Tuesday in December

We had 31 unique walkers during the month of December 77% of the walkers are from the Town of Blackfalds, 6% are from the City of Lacombe, 20% are from the County of Lacombe.

**MORE THAN A MOVIE:**

29 movie guests Enjoyed the movie: The Best Christmas Pageant Ever.

26 Blackfalds residents, 1 resident of the City of Lacombe 2 residents from the County of Lacombe

**Activity:** Screening of a Christmas-themed movie about performing the Christmas Story at a local church.

**Impact:** Highly emotional and nostalgic; guests were moved to tears. The film reinforced the importance of community and tradition during the holiday season.

**Social Component:** Pizza lunch followed the movie; the hall was lively with conversation and joy.

Severe weather and a travel advisory caused multiple cancellations, especially from out-of-town seniors. Despite conditions, local seniors attended, demonstrating strong commitment to the program and desire for social connection. Seniors expressed the importance of gathering in a safe, welcoming space.

*The event highlighted the value of programs that foster community engagement and reduce isolation.*

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**CHRISTMAS BUREAU**

**December 8 Activities**

Assembly, labeling, and organization of hamper boxes.  
Hampers categorized into *family hampers* and *single/senior hampers*.  
Heavy" non-perishable food items were added to all hampers in the afternoon.

**December 9 Activities**

Volunteers, under FCSS supervision, added age-appropriate "little somethings" and gift cards to family hampers. In the afternoon, single/senior hampers were completed with comfort items (mugs, blankets, candles) based on household composition and gender.

**December 10 Activities**

Delivery-designated hampers were organized by community location.  
Heavy, perishable, and frozen items were added. The Blackfalds Fire Department delivered the hampers. Delivery process went extremely well; only two hampers required follow-up adjustments, which were resolved the same afternoon.

**December 11 Activities**

Hamper pick-ups occurred at 10:00 a.m. and 4:00 p.m.  
Only one hamper remained unclaimed despite multiple contact attempts. Program operations concluded for the year.

The partnership between FCSS and Beyond Community Hub is extraordinary. We handle all the screening, admin and organization of the hamper delivery and pick up, and they organize and coordinate all the volunteers, gift items, gift cards and food items that are given. We enjoy this partnership and know that it makes a difference in so many community members' lives. The Beyond Food Community Hub does the majority of the fundraising for this program and send out the Charitable tax receipts. This is an excellent and important partnership for the community.

**89 Family Hampers** (homes with at least one adult and one child within the home)  
**14 Single/Seniors Hampers** (homes with only adults within the home)  
**103 Blackfalds Homes** received Christmas Bureau Hampers  
**376 total individuals received** – 227 children, 103 women, 46 men  
(26 adults from single/senior homes)

**OUTER DUTIES:**

Assisted a community member with an AGLC/gaming application.

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Coordinated the TOB staff Reindeer games (Foodbank donation challenge) – 441 lbs. of food was donated from TOB staff.

**ONGOING INITIATIVES:**

**Blackfalds FCSS Facebook Page:** 1628 followers December

**Blackfalds Instagram Page:** 214 followers in December

**Abbey Centre Membership Assistance Program:**

**YOUTH PROGRAMMER REPORT**      **December 2025**

**YOUTH COOKING CLUB**

- The final Cooking Club session of the year was held on December 10
- Youth participants prepared a chicken and vegetable stir fry celebration dinner for 24 guests, demonstrating the culinary skills developed throughout the program.
- Mayor Savb and her partner, Ray, attended as special guests.
- The event was supported by two community volunteers and a Grade 9 Leader in Training volunteer, contributing to smooth operations.
- The dinner was well received, and youth participants were recognized with certificates of completion and a recipe booklet containing all dishes prepared during the year.
- The recipe booklet is intended to support continued skill development beyond the program.

**LEADERS IN TRAINING**

- Leaders in Training program has had a strong start.
- Three Grade 9 students from Iron Ridge Secondary Campus are participating.
- Two students from Lacombe Composite High School (one in Grade 12 and one in Grade 10) have also joined.
- One grade 10 participant is completing the program for work experience and high school credits.

**COMMUNITY HELPERS PROGRAM**

Unfortunately, I do not have the capacity to collaborate on this initiative currently, despite recognizing its value to our community. I am hopeful that another community organization will be able to support and move this important work forward.

**ACTION ITEMS**

Councilor Brown would like more information regarding Community Helpers program for the upcoming meeting.

**OUTER DUTIES:**

**ONGOING INITIATIVES:**

**TOWN OF BLACKFALDS**  
**Blackfalds & District Family & Community Support Services Board**  
Thursday, January 8, 2026 at 7:00 p.m.  
**MINUTES**

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**Positive Ticketing Program:** FCSS continues to partner with Constable Hewitt to distribute positive tickets to youth in the community and schools. These tickets recognize and encourage positive or improved behavior, reinforcing a culture of respect and responsibility among local youth.

**Youth Interagency Meetings:** On September 3, we hosted our very first 'Youth Program Providers: Blackfalds Meet-Up' to bring together local organizations that offer youth programming in

our community. This gathering created a valuable space for connection, information sharing, and collaboration, with the shared goal of supporting youth in Blackfalds.

**School Engagement:** Participated in Iron Ridge Intermediate Campus on September 4 to engage youth and their families

MONTHLY FCSS NEWSLETTERS

**Vibrant Living 50+** 261 sends with an open rate of 70%

**Interagency** 139 sends and an open rate of 39%

**Beyond Lunchbox Program** 285 sends and an open rate of 53%

The Blackfalds & District Family & Community Support Services Board Meeting ended at 8:42 p.m.

Dena Thomas, Chair



Erin Dahl, Admin Staff



Jan 8/2026

**MINUTES****MEMBERS PRESENT**

Jim Sands – Chairperson, Town of Blackfalds Councillor  
Ryan Brown – Vice Chairperson, Town of Blackfalds Councillor  
Shane Hanson – Town of Blackfalds Councillor  
Alex Garcia - Member at Large  
Jennifer Kirk – Member at Large

**OTHERS ATTENDING**

Billie Scott, Development Officer II  
Jolene Tejkl, Planning and Development Manager  
Shahzad Gholami

**REGRETS**

None

**WELCOME AND CALL TO ORDER**

Chairperson Sands welcomed all attending and called the Municipal Planning Commission Meeting to order at 6:00 p.m.

**APPROVAL OF AGENDA**

1/26 Member Garcia moved that the Municipal Planning Commission approve the agenda as presented.

**CARRIED UNANIMOUSLY**

**TREATY SIX LAND ACKNOWLEDGEMENT**

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

**PRESENTATIONS****Municipal Planning Commission Orientation**

Development Officer II, Scott provided an orientation presentation to Municipal Planning Commission members.

**BUSINESS****Approval of Minutes**

2/26 Member Sands moved that the Municipal Planning Commission approve the Minutes from October 14, 2025, as amended.

**CARRIED UNANIMOUSLY**

**Application 260-25 – Accessory Suite requesting a variance of less than 10 houses between permitted accessory suites**

**115 Aurora Heights Boulevard (Lot 2, Block 3, Plan 152 3086)**

Administration provided background information on the proposed development.

After discussion, the following motion was put forward:

3/26 Moved by Member Kirk that the Municipal Planning Commission approved Development Permit 260-25 for an accessory suite at 115 Aurora Heights, subject to the following conditions being to satisfaction of the Development Officer:

**CONDITIONS**

1. The accessory suite shall comply with all applicable regulations of the Land Use Bylaw, except for the approved variance to the 10-dwelling separation requirement.

**MINUTES**

---

2. Two additional off-street parking stalls must be provided and maintained at all times for the accessory suite.
3. Any changes to the approved application shall require a separate permit.

**NOTES**

1. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations affecting such development.*
2. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act (MGA), take such actions as necessary to ensure that the provisions are complied with.*

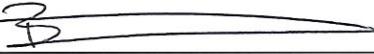
**CARRIED**

**Opposed: Member Hanson**

**ADJOURNMENT**

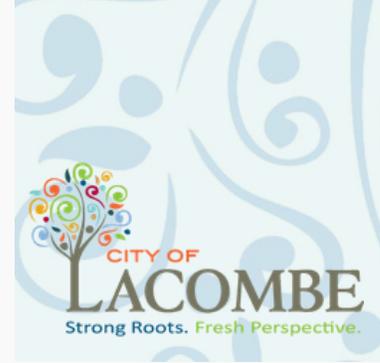
Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:24 p.m.

  
\_\_\_\_\_  
Jim Sands, Chairperson

  
\_\_\_\_\_  
Billie Scott, Recording Secretary/Development Officer II



# Council Highlights



## Monday, February 23<sup>rd</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:

**Fire Station Site Selection- Further Analysis of Locations**

**Advocacy on Lacombe Research & Development Centre**

**Chamber of Commerce Funding Request- Support Approved**

## Learn More!

### Advocacy on Lacombe Research & Development Centre

Council endorsed submitting a Member Request for Decision to Alberta Municipalities urging the Government of Canada to pause and reconsider the planned closure of the Lacombe Research and Development Centre. The motion calls for a full public impact assessment and meaningful engagement with municipal and regional stakeholders. The Mayor (or designate) will be authorized to speak to the motion at the Spring Municipal Leaders' Caucus if required.



### Fire Station Site Selection – Further Analysis of Three Locations

Following an updated review by emergency services consultant Darkhorse Emergency and community feedback received during Light Up Lacombe, Council selected three sites for deeper analysis:

- 4410 Woodland Drive
- North part of the Airport
- Michener Park (added via amending motion)

These sites will undergo more detailed operational testing, including simulated emergency response deployments to assess real-world travel times and access routes. The refined analysis will help ensure the final site decision is evidence-based, transparent, and aligned with community safety and long-term growth.

## More Headlines:



### Fire Station Functional Design – Next Steps Toward Pre-Construction

- Council directed Administration to engage a design-build team to refine the fire station’s conceptual design, cost estimates, and layout. Earlier design work identified significant cost pressures due to scope and current construction conditions. The pre-construction process will revisit building size, materials, mechanical systems, and interior finishes to ensure the project remains functional and financially responsible. Updated designs and cost estimates will return to Council before any construction contract is considered.

### Chamber of Commerce Funding Request- Support Approved

- Council approved \$10,000 in one-time funding for the Lacombe & District Chamber of Commerce to support the launch of a community events and business app, along with initiatives such as business-focused breakfast meetings. Council also approved gifting 20 hours of no-charge meeting space at the LMC during non-peak times in 2026. These supports help advance local business engagement, improve community awareness of events, and align with previous commitments tied to the former Chamber building’s purchase agreement.

### Reconsideration of 76<sup>th</sup> Street Road Extension

- After reviewing its 2020 commitment to pave the 76<sup>th</sup> Street roadway extension under specific development triggers, Council voted to rescind the earlier resolution. This decision follows shifts in development progress, financial considerations, and the need to reassess infrastructure priorities. The rescindment removes the prior commitment and allows Council to consider future roadway improvements separately from earlier triggers tied to Midway Centre.

### Bylaw 400.76 – Rezoning for Community Services Designation

- Council approved the second and third readings of Bylaw 400.76, which redesignates 3810 53 Avenue from Light Industrial (I1) to Community Services (CS). This change supports the Lacombe Fish & Game Association’s plan to enhance public use of the Powell Pond area by developing a new parking facility and an archery range. The applicant indicated their intent to improve site access, create additional parking for anglers, and eventually add a multi-season archery facility. The rezoning aligns with broader community recreation goals and enables the project to proceed, with development permits required prior to construction.

### Upcoming Council Meetings

- **Monday, March 9<sup>th</sup>, 2026, at 5:30 p.m.**
- **Monday, March 23<sup>rd</sup>, 2026, at 5:30 p.m.**
- **Monday, April 9<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



SUCCESS GROWS HERE!

## HIGHLIGHTS OF THE REGULAR COUNCIL MEETING FEBRUARY 26, 2026

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### COMMITTEE OF THE WHOLE MEETING NOTES

The following recommendations from the Committee of the Whole meeting held on February 3, 2026 received the approval of Council:

- That the *Alberta Utilities Commission (AUC) Updates* presentation be received for information; and further, that the County Manager be directed to obtain a legal opinion regarding the enactment of a Land Use Bylaw setback requirement on electrical generation and data processing facilities for presentation to Council at a future meeting, pending the outcome of the AUC public engagement process on setback requirements for renewable infrastructure projects.
- That the letter from the Lacombe Concerned Citizen's Group regarding the Land Use Bylaw be received for information.
- That the *Grader Division Review* presentation be received for information; and further, that the County Manager be directed to prepare a report and recommendation for Council's consideration at a future meeting.
- That the *Review of Divisional Boundaries* presentation be received for information; and further, once the 2026 census information is received, that Council review the matter of Division Boundaries again.
- That the *Deputy Reeve Rotation* discussion be received for information.
- That the verbal update on the *Gull Lake Regional Trail* be received for information; and further, that the work completed to date be endorsed.
- That the presentation on *Utility and Approach Inspection Fees* be received for information; and further, that the County Manager be directed to prepare a report and recommendation for Council's consideration at a future meeting in conjunction with the 2027 Rates and Fees Bylaw update.
- That the *Use and Management of County Reserve Lands Policy and Bylaw* presentation be received for information.
- That the update regarding the *Lacombe Research and Development Centre* be received for information.

### GULL LAKE REGIONAL AND LAKEVIEW ESTATES TRAIL ADDITION

Council approved the addition of approximately 800 meters of trail along Range Road 28-4 to connect to the Gull Lake Regional Trail network. This extension will enhance access to the regional trail system for the communities of Lakeview Estates, Brighton Beach, and Brownlow's Landing. The estimated contracted services cost of \$110,000, which includes base/pave, tree mulching and environmental services, will be funded from the Community Resource Reserve.



SUCCESS GROWS HERE!

### **FIRE DEPARTMENT RESPONSE FEES – INVOICE APPEALS**

Council confirmed invoice numbers IVC00047726 and IVC00047572 and approved waiving the late payment charges on each invoice, provided that the respective invoices are paid in full by April 1, 2026.

### **RESCINDEMENT OF PONOKA COUNTY/LACOMBE COUNTY INTERMUNICIPAL DEVELOPMENT PLAN (IDP)**

Council approved first reading of Bylaw No. 1456/26, a bylaw to rescind Bylaw 1309/19, the Ponoka County/Lacombe County Intermunicipal Development Plan.

A public hearing is scheduled for April 9, 2026 commencing at 9:00 a.m. in the Lacombe County Council Chambers.

### **BASHAW & DISTRICT REGIONAL HEALTH & WELLNESS FOUNDATION REQUEST FOR SUPPORT**

Council received a report outlining a request from the Bashaw & District Regional Health & Wellness Foundation for support of a community-owned Bashaw Medical Clinic. Council approved that a letter of support be forwarded to provincial representatives and that a resolution be presented at the 2026 Fall RMA Convention to advocate for community-owned primary care clinics.

### **RMA EMAIL RE: LACOMBE RESEARCH CENTRE RESOLUTION**

Council approved a revision to the resolution that will be brought forward by Lacombe County at the RMA Spring Convention scheduled for March 16-18, 2026. The proposed resolution that will be submitted is:

*THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) advocate to the Government of Canada (Agriculture and Agri-Food Canada) to reverse its decision to close the Lacombe Research and Development Centre;*

**Next Regular Council Meeting is**  
**March 12, 2026 – 9:00 a.m.**

**Next Committee of the Whole Meeting is**  
**April 7, 2026 – 9:00 a.m.**

**Lacombe County Administration Building**

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

## SPECIAL EVENT PERMIT

Permit #: 001.26  
Date of Issue: Mar 4, 2026

Organization Name: Little of This Market  
Name of Event Organizer: Amanda Atkinson  
Address: ATIA S. 20(1)  
Phone: ATIA S. 20(1)

---

Event Name: Little of This Spring Market  
Event Date(s): March 28-29, 2026  
Location: Abbey Centre  
Road Closure: None  
Event Start Time: Saturday 11:00 AM      Event Finish Time: Sunday 4:00 PM  
Set-up to begin on: March 28, 2026      Time: 7:00 AM  
Takedown to end by: March 29, 2026      Time: 6:00 PM  
Number of Participants: Unknown      Number of Spectators: Unknown

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**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

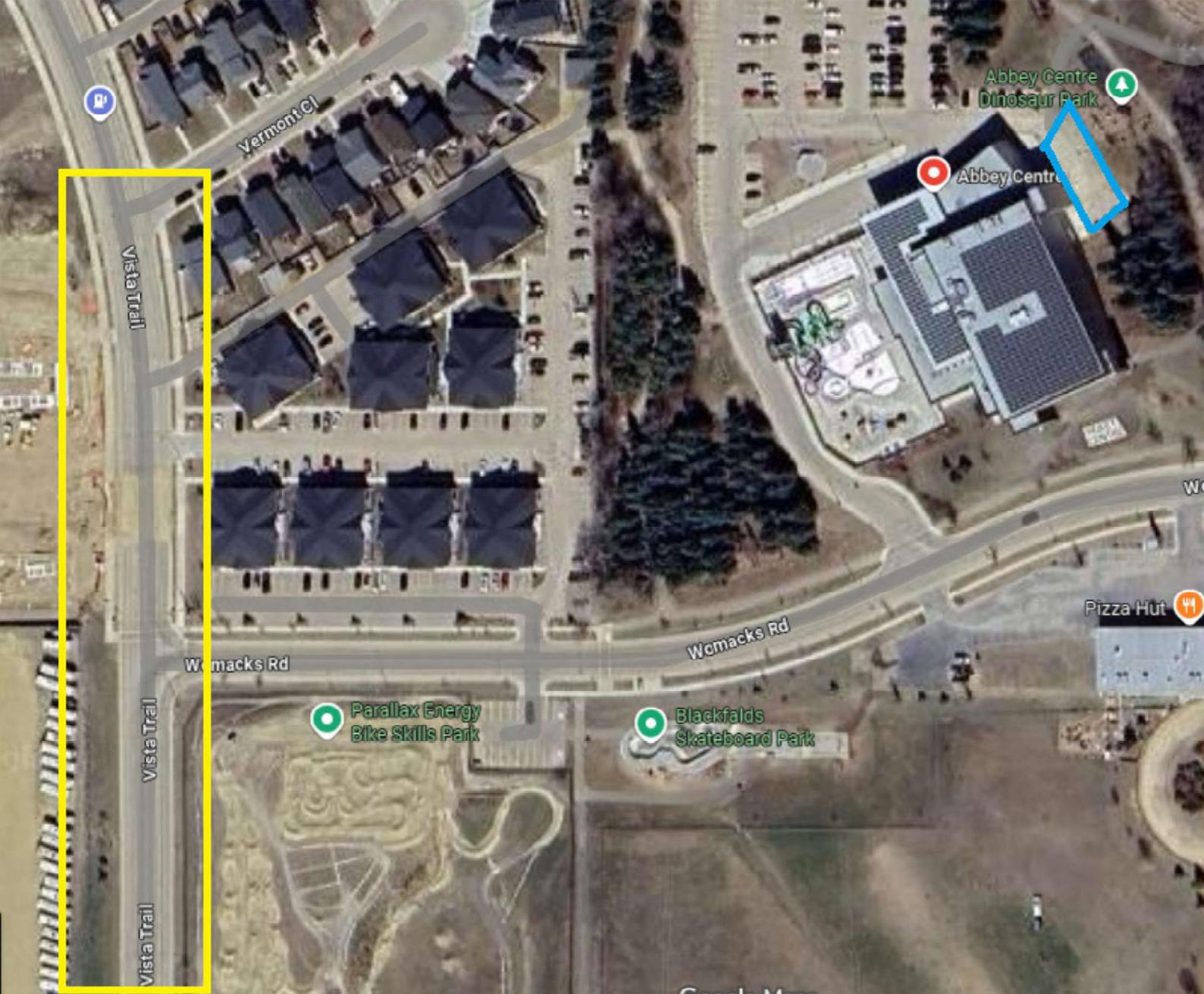
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**Approved By:**

*Kim Isaak*

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**Kim Isaak,  
Chief Administrative Officer**



## SPECIAL EVENT PERMIT

Permit #: 002.26  
Date of Issue: March 4, 2026

Organization Name: Little of This Market  
Name of Event Organizer: Amanda Atkinson  
Address: ATIA S. 20(1)  
Phone: ATIA S. 20(1)

---

Event Name: Little of This Fall Market  
Event Date(s): September 26-27, 2026  
Location: Abbey Centre  
Road Closure: None  
Event Start Time: Saturday 11:00 AM      Event Finish Time: Sunday 4:00 PM  
Set-up to begin on: September 26, 2026      Time: 7:00 AM  
Takedown to end by: September 27, 2026      Time: 6:00 PM  
Number of Participants: Unknown      Number of Spectators: Unknown

---

**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:**

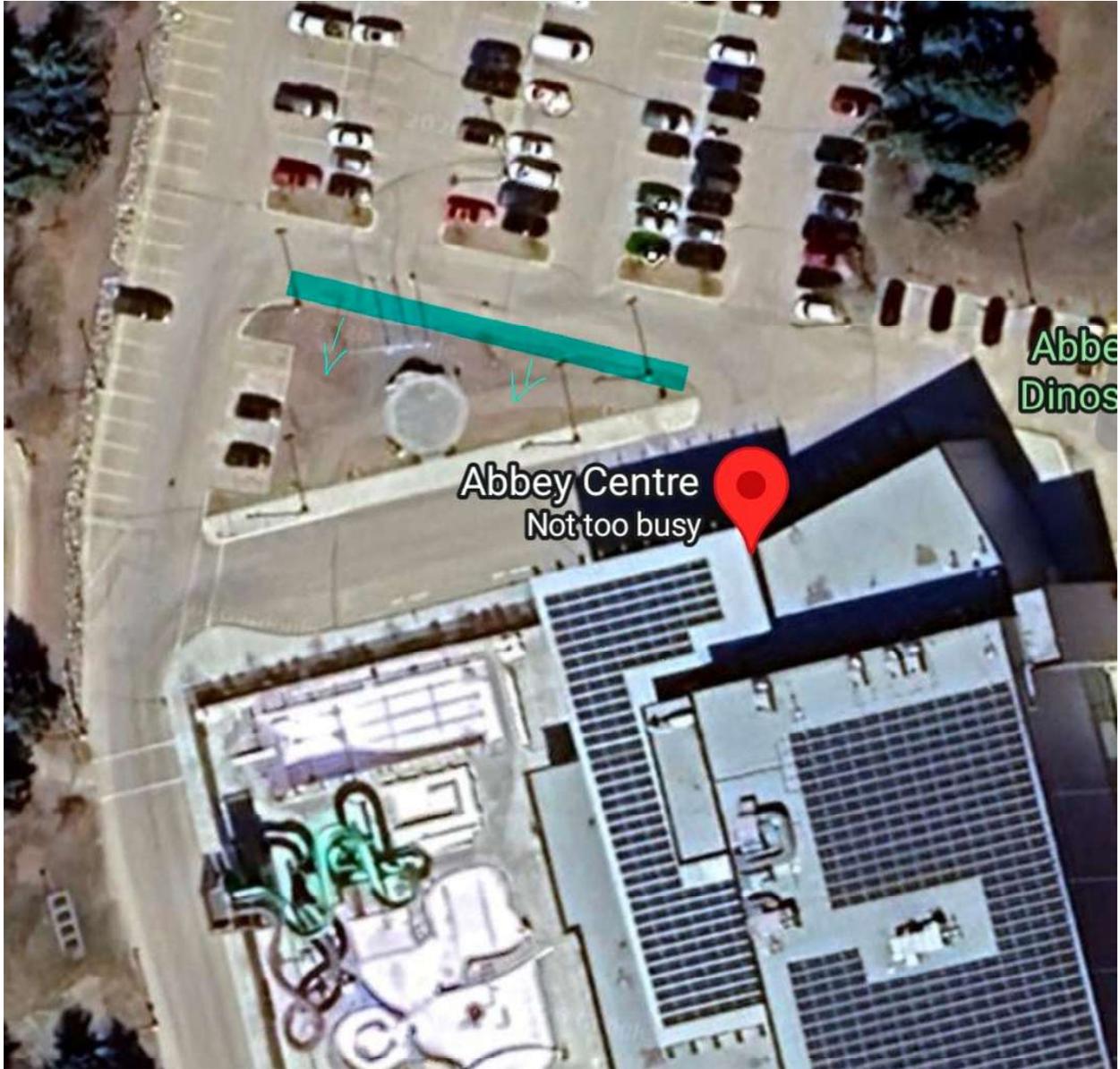
*Kim Isaak*

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**Kim Isaak,  
Chief Administrative Officer**



Food Truck Vendors



## SPECIAL EVENT PERMIT

**Permit #:** 003.26  
**Date of Issue:** Mar 4, 2026

**Organization Name:** Little of This Market  
**Name of Event Organizer:** Amanda Atkinson  
**Address:** ATIA S. 20(1)  
**Phone:** ATIA S. 20(1)

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**Event Name:** Little of This Christmas Market  
**Event Date(s):** November 28-29, 2026  
**Location:** Abbey Centre  
**Road Closure:** None  
**Event Start Time:** Saturday 11:00 AM      **Event Finish Time:** Sunday 4:00 PM  
**Set-up to begin on:** November 28, 2026      **Time:** 7:00 AM  
**Takedown to end by:** November 29, 2026      **Time:** 6:00 PM  
**Number of Participants:** Unknown      **Number of Spectators:** Unknown

---

**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.
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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

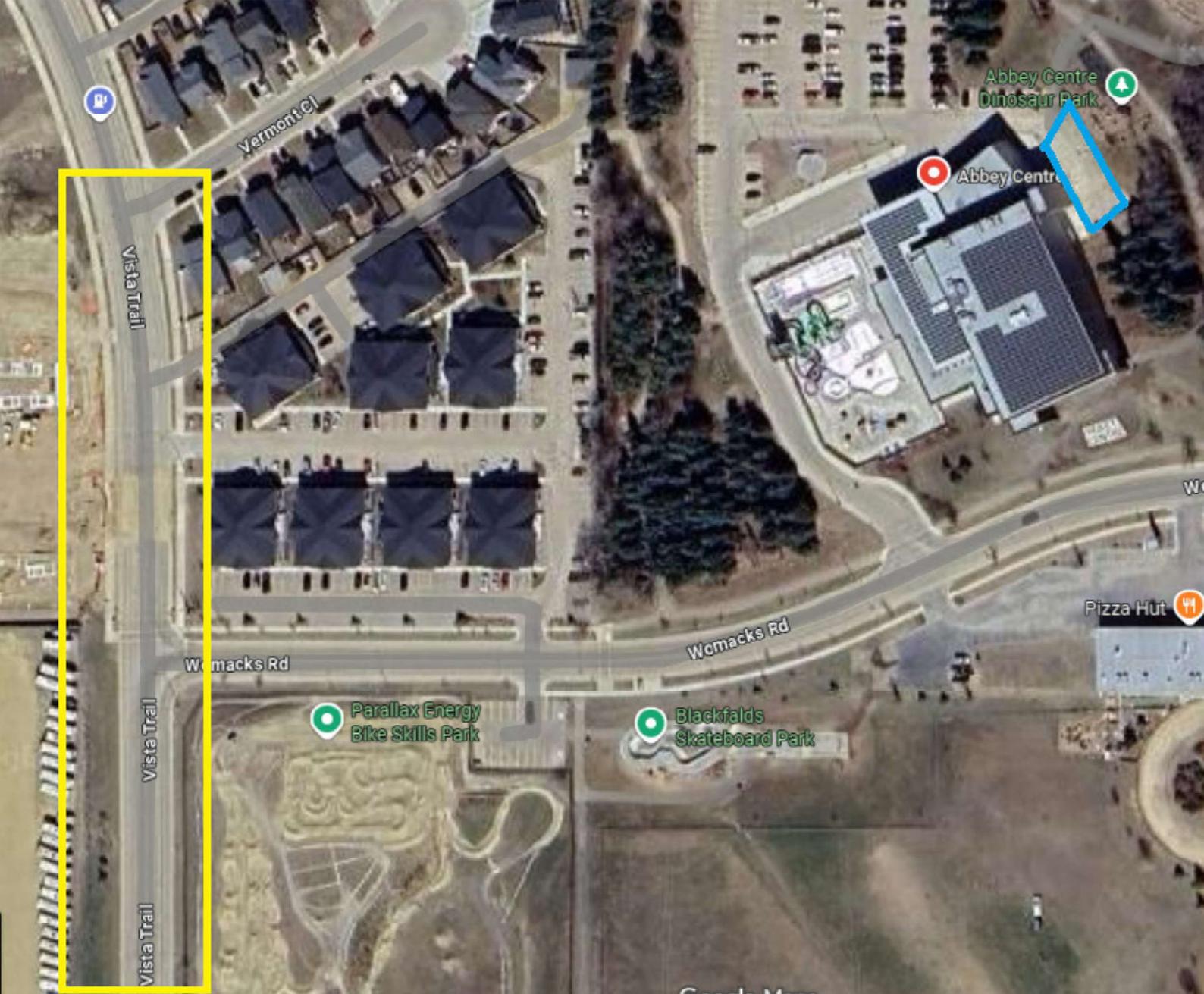
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**Approved By:**

*Kim Isaak*

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**Kim Isaak,  
Chief Administrative Officer**





ALBERTA

TRANSPORTATION and ECONOMIC CORRIDORS

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*Office of the Minister  
MLA, Innisfail-Sylvan Lake*

AR 106921

March 2, 2026

Her Worship Laura Svab  
Mayor  
Town of Blackfalds  
Box 220  
Blackfalds, AB T0M 0J0  
[lsvab@blackfalds.ca](mailto:lsvab@blackfalds.ca)

Dear Mayor Svab:

Thank you for your letter and our discussion in January 2026 regarding Township Road 400 along Highway 2. As Minister of Transportation and Economic Corridors, I am able to provide the following information.

In 2018, the department completed the Highway 2 – Calgary to Edmonton Corridor Improvement Study (Highway 2 CIS), covering the 265-kilometre corridor from Calgary's Stoney Trail to Edmonton's Anthony Henday Drive. The purpose of the study was to:

- preserve the National Highway System mandate for the efficient inter-regional and inter-provincial movement of people, goods, and services, while accommodating growth and development in the corridor; and
- develop a detailed upgrading strategy which addresses highway safety, capacity, and bridge upgrading requirements.

The Highway 2 CIS identifies future improvements needed along Highway 2 which are classified as either part of the baseline investment needed for the Highway 2 corridor (e.g., provincial priorities), or development/growth-related improvements (e.g., municipal, or developer-driven improvements). The Highway 2 CIS identifies Township Road 400 as a future location for a growth/development-driven interchange.

.../2

With respect to your request regarding the at-grade intersection at Highway 2 and Township Road 400, re-opening the intersection is not currently supported by the department for the following reasons:

- Highway 2 in the vicinity of Township Road 400 is a designated freeway;
  - In accordance with department guidelines, access to designated freeways is only allowed via interchanges.
- re-opening the Township Road 400 intersection would be a step backward in working toward bringing Highway 2 up to a freeway status and does not align with the intent of the Highway 2 CIS;
- traffic volumes on Highway 2 have continued to increase since the Township Road 400 intersection was closed; and
- re-introducing an at-grade intersection at this location, given the volume of traffic on Highway 2, may create unsafe situations where drivers take risks to find gaps in traffic during high-flow periods, increasing the potential for collisions.

I understand the Town has discussed this intersection with department staff on several occasions. The department supports a future interchange at Township Road 400; however, as outlined in the Highway 2 CIS, the need for an interchange is growth/development driven. As such, the Town and/or Lacombe County would be responsible for funding its construction.

Should you have further questions, please contact Mr. Stuart Richardson, Acting Regional Director. Mr. Richardson can be contacted toll-free in Alberta by first dialing 310-0000, then 403-340-4867, or at [stuart.richardson@gov.ab.ca](mailto:stuart.richardson@gov.ab.ca).

Thank you for taking the time to write.

Sincerely,



Honourable Devin Dreeshen, ECA  
Minister of Transportation and Economic Corridors

cc: Jennifer Johnson, MLA for Lacombe-Ponoka  
Stuart Richardson, Acting Regional Director, Transportation and Economic Corridors

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**MEETING DATE:** March 10, 2026  
**PRESENTED BY:** Mayor Laura Svab  
**SUBJECT:** Violet Richardson Award Recipients

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**BACKGROUND**

Mayor Svab will acknowledge and recognize Keevah Rellis and Ella Citrigno for being the 2026 recipients of the Soroptimist International of Central Alberta Violet Richardson Award. They have been recognized for their exceptional volunteerism and community service, with Rellis focusing on mentorship and wellness, and Citrigno supporting local food security.

**ATTACHMENTS**

None

**APPROVALS**



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Kim Isaak,  
Chief Administrative Officer

**MEETING DATE:** March 10, 2026  
**PRESENTED BY:** Jen Harty and Gracie Whitfield  
**SUBJECT:** **Big Brothers Big Sisters of Lacombe and District**

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**BACKGROUND**

Jen Harty and Gracie Whitfield, representing Big Brothers Big Sisters of Lacombe and District, will present an overview of the organization's impact on mentoring youth and on strengthening the Blackfalds community throughout 2025 and beyond, sharing the transformative stories of mentoring relationships and their long-lasting benefits for youth, families, and the community.

**ATTACHMENTS**

None

**APPROVALS**



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Kim Isaak,  
Chief Administrative Officer

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**MEETING DATE:** March 10, 2026

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

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

**SUBJECT:** **Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw**

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## **BACKGROUND**

Administration received an application to close a portion of a road allowance located adjacent to Pt. NW 27-39-27-W4M. This road stub extension was subdivided out of this parcel through a previous development in anticipation of a future connection and public road dedication.

Road closure proposals in municipalities other than cities must be approved through a Bylaw approval process that includes approval from Alberta Transportation & Economic Corridors (AT&EC) prior to Second and Third Reading. This road closure proposal is captured under Bylaw 1338.25; a copy is included in Attachment 1 of this report.

First Reading of Bylaw 1338.25 was given at the September 23, 2025, Regular Council Meeting and a Public Hearing was set for November 25, 2025, at 7:00 p.m.

### **Request for Decision, Bylaw 1338.25 - Valley Ridge Estates Phase 6B Road Closure Bylaw**

Manager Tejkl brought forward Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure for First Reading and subsequent setting of a Public Hearing.

**244/25** Councillor Dennis moved That Council give First Reading to Bylaw 1338.25 – Valley Ridge Estates Phase 6B Road Closure Bylaw, as presented.

**CARRIED UNANIMOUSLY**

**245/25** Councillor Svab moved That Council set a Public Hearing date for November 25, 2025, at 7:00 p.m. in Council Chambers.

**CARRIED UNANIMOUSLY**

Public Hearing notification was widely advertised in accordance with S. 606 of the *Municipal Government Act* and the Town's Public Notification Bylaw 1285/23. Written comments received during the notification period are provided in Attachment 2.

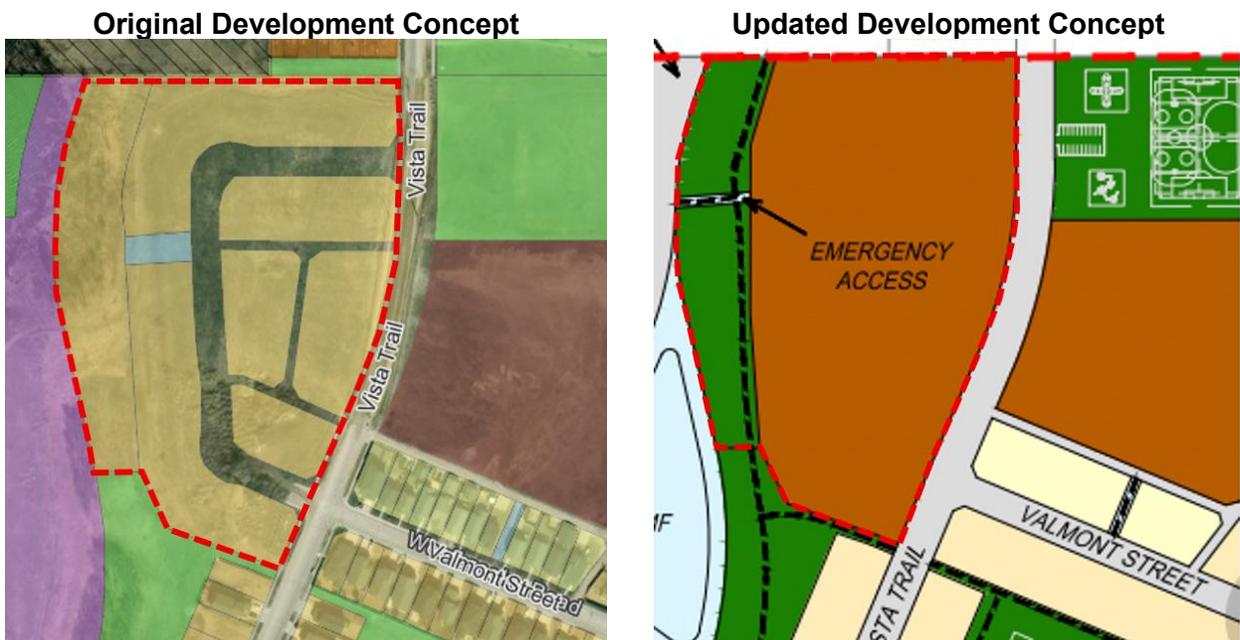
The November 25, 2025, scheduled Public Hearing was held and subsequently closed with no additional comments or concerns expressed. An excerpt from the November 25, 2025, Regular Council Meeting capturing the Public Hearing for proposed Bylaw 1338.25 is contained in Attachment 3.

Second and Third Reading of Bylaw 1338.25 has been postponed pending AT&EC's review and approval of the Road Closure Submission Package. Administration received confirmation that

AT&EC has approved the proposed Road Closure and its disposal on February 18, 2026; a copy of their correspondence is included in Attachment 4.

**DISCUSSION**

The subject lands fall within the plan boundaries of the Valley Ridge Estates Area Structure Plan (ASP) that originally identified the lands to contain a public road providing access to privately owned residential lots. The ASP was amended in 2024 to remove the proposed public road to accommodate a comprehensive higher density development. The change in vision from individually privately owned residential lots to a single site development with private roadways negates the need for this roadway stub.



In Alberta, ownership of roads within a municipality other than a city is vested in the Crown. As a result, there is a specific process the Town must follow which includes approval from the Minister of AT&EC prior to Council considering Second and Third Reading of the Bylaw. A table outlining the general steps involved in a Road Closure is included in Attachment 5 of this report.

If Second and Third Reading of Bylaw 1338.25 is granted, Administration will notify the Road Closure Coordinator and submit the required documentation to Alberta Land Titles for registration. Once the Road Closure has been registered at Land Titles, notification is then given to the Road Closure Coordinator that the process has been completed.

**FINANCIAL IMPLICATIONS**

None.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motions:

1. That Council give Second Reading to Bylaw 1338.25, Valley Ridge Estates Phase 6B Road Closure Bylaw, as presented.
2. That Council give Third Reading to Bylaw 1338.25, Valley Ridge Estates Phase 6B Road Closure Bylaw, as presented.

**ALTERNATIVES**

- a) That Council refer Bylaw 1338.25, Valley Ridge Estates Phase 6B Road Closure Bylaw, back to Administration for amendments.
- b) That Council refer this item back to Administration for more information.

**ATTACHMENTS**

- *Bylaw 1338.25 - Valley Ridge Estates Phase 6B Road Closure Bylaw – First Reading Signed*
- *Public Hearing Comments Received*
- *November 25, 2025, Regular Council Meeting Minutes Excerpt RE: Public Hearing for Bylaw 1338.25*
- *Alberta Transportation & Economic Corridors Approval Letter*
- *Road Closure Process*

**APPROVALS**



Kim Isaak,  
Chief Administrative Officer



Department Director/Author



**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO CLOSE A PORTION OF A ROAD**

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act* (MGA), being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of closing public travel and disposing of portions of a public road in accordance with Section 22 of the *Municipal Government Act*.

**WHEREAS** the lands hereafter described as no longer required for public travel,

**WHEREAS** an application has been made to Council to have the portion of the road closed,

**WHEREAS** the Council of the Town of Blackfalds deems it expedient to provide for a Bylaw for the purposes of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of the same,

**WHEREAS** notice of the intention of Council to pass a Bylaw has been given in accordance with Section 606 of the *Municipal Government Act*, and published in the Lacombe Express on November 13, 2025, and November 20, 2025,

**WHEREAS** a Public Hearing was held on November 25, 2025, to allow the general public to provide input into the proposed Bylaw,

**WHEREAS**, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the Bylaw,

**NOW THEREFORE**, the Municipal Council of the Town of Blackfalds, duly assembled does hereby close to public travel for the purpose of disposing of the following, subject to rights of access granted by other legislation, and added to the proposed title of Lot 36 Block 4 Plan \_\_\_\_ (*plan number to be determined*) as shown on Schedule "A" of this Bylaw:

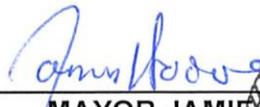
- Plan number 142 3984
- All portions of Road
- Lying within Lot 36
- Block 4
- Plan \_\_\_\_ (*plan number to be determined*)
- Excepting thereout all mines and minerals

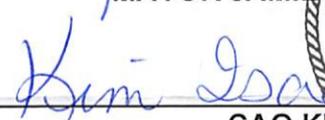
**PART 1 – TITLE**

- 1.1 That this Bylaw shall be cited as the "Valley Ridge Estates Phase 6B Road Closure Bylaw".
- 1.2 Schedule "A" shall form part of this Bylaw.

READ for the first time this 23<sup>rd</sup> day of September, A.D. 2025.

(RES. 244/25)

  
 \_\_\_\_\_  
 MAYOR JAMIE HOOVER

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



APPROVED this day 18 of February, 2026.

  
 \_\_\_\_\_  
 MINISTER OF TRANSPORTATION  
 AND ECONOMIC CORRIDORS

Approval valid for 24 months Minister of Transportation and Economic Corridors.

READ for the second time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES.        )

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

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

READ for the third time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES.        )

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

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





October 29, 2025

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

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

To whom it may concern:

**RE: Public Hearing Notice  
Town of Blackfalds Bylaw 1338.25  
Road Closure Bylaw**

Thank you for the opportunity to comment on the above noted road closure bylaw.

Lacombe County has no concerns with the proposed road closure.

Should you require further information, please contact our office.

Sincerely,  
LACOMBE COUNTY

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

Will Cebuliak  
Planning Intern

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

## Jolene Tejkl

---

**From:** Legislative  
**Sent:** October 29, 2025 12:11 PM  
**To:** Planning & Development Staff  
**Subject:** FW: Town of Blackfalds Public Hearing Notice – Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw

**From:** Wong, Lennae <lennae.wong@atco.com>  
**Sent:** October 29, 2025 11:00 AM  
**To:** Legislative <legislative@blackfalds.ca>  
**Subject:** RE: Town of Blackfalds Public Hearing Notice – Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw

Caution! This message was sent from outside your organization.

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Hi,

No objections from ATCO. I am working with Stantec on this development and don't believe this will change my design.

Thanks,

**Lennae Wong** (she/her)  
Engineer in Training  
Red Deer, South District Engineering  
Natural Gas

**\*Due to multiple near identical names, please double check email spelling if manually inputting;**  
**Lennae Wong – Red Deer Engineering**  
**Leanne Wong – Edmonton Planning & Reporting**  
**Leann Wong – North Fleet Admin**

**C.** 587-679-0497 **A.** 7590 Edgar Industrial Dr, Red Deer AB, T4P 3R2

**From:** Amanda Partridge <APartridge@blackfalds.ca>  
**Sent:** Wednesday, October 29, 2025 8:48 AM  
**To:** Jolene Tejkl <JTejkl@blackfalds.ca>  
**Subject:** Town of Blackfalds Public Hearing Notice – Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw

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

Good Morning,

Attached is a Public Hearing Notice for Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw that has been set for Tuesday, November 25, at 7:00 p.m.

August 6, 2025

ATCO Gas

Via email: [land.admin@atco.com](mailto:land.admin@atco.com)

Dear Sir or Madam:

**Re: \_\_\_\_\_ Proposed Road Closure**

Please accept this letter to serve as notice that the Town of Blackfalds intends to close a portion of the road described below under Section 22 of the *Municipal Government Act*.

Plan Number 142 3984

All portions of Road lying within Lot 36 Block 4 Plan \_\_\_\_\_

Excepting thereout all mines and minerals

If an easement is required to protect your interests within the road closure, please advise us. **Alberta Transportation & Economic Corridors** is the **GRANTOR** for all easements prior to closing the road. Right-of-ways are registered at the Land Titles Office with the other road closure documents. Right-of-way agreements received after the closure has been registered must be negotiated individually with the landowner(s).

Please return the following to our Office within thirty (30) days.

- Three fully executed easement documents from you (if required). We will forward these documents to Alberta Transportation & Economic Corridors for final execution with the closing Bylaw 1338.25; and
- This letter signed, and granting approval of the road closure.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at [jtejkl@blackfalds.ca](mailto:jtejkl@blackfalds.ca) or 403-855-6237.

Sincerely,

Jolene Tejkl, RPP MCIP  
Planning & Development Manager

Enclosure: Road Closure Sketch

APPROVAL GRANTED  
ATCO Gas and Pipelines Ltd.

Utility Company

Easement Required (circle one)? Yes **No**



Signature

Eileen Fecho

Print Name

Date: November 5, 2025

Home → Ticket form for Rpath Permit



New



Under Review



Decision

RPATH0067643



Add comments to your ticket

Send

Yashi Parmar

2025-11-03 13:37:24 • Additional comments

Good afternoon, I would like to clarify if this is a referral to Transportation and Economic Corridors for initial comments or if this is the final submission. If it is a referral, please resubmit through RPATH under the Referral category and choose Municipal Referral - Road Closure as the application type. Please let me know if you are resubmitting so I can resolve this application.

If this is your final submission, please ensure the package has all the required information:

- cover letter requesting the closure, including rationale for the closure
- the bylaw with the first reading signed, sealed and dated
- sketch or survey plan for the closure
- proof of advertising (copy of the notice and newspaper clippings or screenshot

Actions

Copy Application

Cancel

RPATH Permit details

Stage

Under Review

Number

RPATH0067643

Permit Number

2025-0067643

Assigned to

Yashi Parmar

Options

Attachments



from website)

- list or copies of referral letters sent including responses and all original copies of any easement or utility right-of-way agreements required

- copies of objections (written or from the public hearing)

Details can be found here:

<https://www.alberta.ca/road-closure-bylaw>

If you have any questions, please let me know. Thanks!

System

2025-10-29 15:54:17 • Additional comments

The Stage has been updated to Under Review

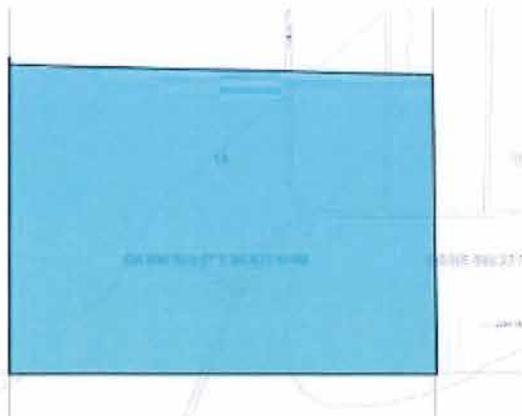
System

2025-10-29 09:12:53 • Additional comments

The Stage has been updated to New

Amanda Partridge

2025-10-29 09:12:51



RPATH0067643\_Ma  
plmage.png (52.6  
KB)

Bylaw 1338.25.pdf  
(224.2 KB)

Sketch Showing  
Proposed Road  
Closure.pdf (75.1 KB)

Location Map.pdf  
(137.8 KB)

Public Hearing  
Notice Bylaw  
1338.25.pdf (129.5  
KB)

**RPATH0067643\_MapImage.png**

52.6 KB

Amanda Partridge

2025-10-29 09:08:20

**Bylaw 1338.25.pdf**

224 KB

Amanda Partridge

2025-10-29 09:06:17

**Sketch Showing Proposed Road  
Closure.pdf**

75.1 KB

Amanda Partridge

2025-10-29 09:05:54

**Location Map.pdf**

138 KB

Amanda Partridge

2025-10-29 09:05:20

**Public Hearing Notice Bylaw  
1338.25.pdf**

130 KB

Amanda Partridge

2025-10-29 09:12:51

RPATH0067643 Created

Start

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© 2025 Government of Alberta

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## Jolene Tejkl

---

**From:** KALAN, Chad <Mark.Kalan@canadapost.postescanada.ca>  
**Sent:** November 10, 2025 9:51 AM  
**To:** Amanda Partridge; Jolene Tejkl  
**Subject:** Re: Town of Blackfalds Public Hearing Notice – Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw

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Good morning, no issues with Canada Post.

### Mark Kalan (Chad)

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



*From anywhere... to anyone*

 A Stronger Canada-Delivered

---

**From:** Amanda Partridge <APartridge@blackfalds.ca>  
**Sent:** Wednesday, October 29, 2025 8:47 AM  
**To:** Jolene Tejkl <JTejkl@blackfalds.ca>  
**Subject:** Town of Blackfalds Public Hearing Notice – Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw

**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 Morning,

Attached is a Public Hearing Notice for Bylaw 1338.25 Valley Ridge Estates Phase 6B Road Closure Bylaw that has been set for Tuesday, November 25, at 7:00 p.m.

Please provide any written comments on or before noon, November 19, 2025 to:

Regular Mail or Town of Blackfalds Drop Off Box:  
The Office of the CAO, c/o Executive & Legislative Coordinator  
Box 220

**MINUTES****REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the meeting to order a 7:00 p.m.

**PUBLIC HEARING****Bylaw 1338.25 – Valley Ridge Estates Phase 6B Road Closure Bylaw**

Mayor Svab declared the Public Hearing open at 7:00 p.m. for Bylaw 1338.25.

The purpose of Bylaw 1338.25 is to close a portion of a road to public travel on lands legally described as Plan Number 142 3984, all portions of the Road lying within Lot 36 Block 4 Plan \_\_\_\_\_ (*plan number to be determined*) and add the closed portion of the road to the title of Lot 36 Block 4 Plan 252 \_\_\_\_\_ (*plan number to be determined*).

First Reading was given to Bylaw 1338.25 on September 23, 2025.

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 October 27, 2025.
- A hard copy of proposed Bylaw 1338.25 was available for viewing at the Town's Civic Centre Front Counter (upstairs) as of October 27, 2025.
- Via email to all local authorities and agencies on October 29, 2025.
- Via email to internal departments on October 29, 2025.
- On the Town's HWY 2A electronic sign commencing October 30, 2025.
- On the Town's Broadway electronic sign commencing October 30, 2025.
- November 2025 edition of "Talk of the Town".
- On the Town's website commencing on October 27, 2025.
- Circulation to adjacent landowners on October 27, 2025.
- Via email to the Municipal Planning Commission on November 5, 2025.
- In the November 13<sup>th</sup> and November 20<sup>th</sup>, 2025 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:

- October 29, 2025, submission from Lacombe County.
- October 30, 2025, submission from ATCO.
- November 10, 2025, submission from Canada Post.

There were no late submissions received for the Bylaw.

**Comments from the Planning and Development Department**

Jolene Tejkl, Planning & Development Manager, indicated that the next step is to submit the Road Closure Bylaw to Alberta Transportation and Economic Corridors and receive Ministerial consent before the Bylaw can be brought forward for Second Reading.

**Those in Favour of the Bylaw**

None came forward, and none attended virtually.

**Those Opposed to the Bylaw**

None came forward, and none attended virtually.

**Any Person Deemed to be Affected by the Bylaw Who Wishes to be Heard**

None came forward, and none attended virtually.

**Comments from the Planning and Development Department**

None

Mayor Svab declared the Public Hearing for Bylaw 1338.25 closed at 7:05 p.m.



TRANSPORTATION AND ECONOMIC CORRIDORS  
TECHNICAL STANDARDS BRANCH  
2<sup>ND</sup> FLOOR, TWIN ATRIA BUILDING  
4999-98 AVENUE  
EDMONTON, ALBERTA, CANADA  
T6B 2X3

TELEPHONE NO: 780-427-7902  
Toll Free Connection Dial 310-0000

February 18, 2026

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

Attention: Jolene Tejkl

**RE: ROAD CLOSURE – BYLAW 1338.25 (RPATH0069269)**

Enclosed is the above noted bylaw which was approved by Alberta Transportation and Economic Corridors for closure and disposal on February 18, 2026.

Following the second and third readings by Council, the bylaw may be registered at Land Titles.

Please notify me when registration is complete.

Yours truly,

**Laura  
Miller**

Digitally signed by  
Laura Miller  
Date: 2026.02.18  
08:23:45 -07'00'

Acting Road Closure Lead

cc: Cheryl Marcyniuk  
Development and Planning Technologist  
Red Deer, Alberta

Enclosures

**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO  
CLOSE A PORTION OF A ROAD**

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act* (MGA), being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of closing public travel and disposing of portions of a public road in accordance with Section 22 of the *Municipal Government Act*.

**WHEREAS** the lands hereafter described as no longer required for public travel,

**WHEREAS** an application has been made to Council to have the portion of the road closed,

**WHEREAS** the Council of the Town of Blackfalds deems it expedient to provide for a Bylaw for the purposes of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of the same,

**WHEREAS** notice of the intention of Council to pass a Bylaw has been given in accordance with Section 606 of the *Municipal Government Act*, and published in the Lacombe Express on November 13, 2025, and November 20, 2025,

**WHEREAS** a Public Hearing was held on November 25, 2025, to allow the general public to provide input into the proposed Bylaw,

**WHEREAS**, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the Bylaw,

**NOW THEREFORE**, the Municipal Council of the Town of Blackfalds, duly assembled does hereby close to public travel for the purpose of disposing of the following, subject to rights of access granted by other legislation, and added to the proposed title of Lot 36 Block 4 Plan \_\_\_\_ (*plan number to be determined*) as shown on Schedule "A" of this Bylaw:

- Plan number 142 3984
- All portions of Road
- Lying within Lot 36
- Block 4
- Plan \_\_\_\_ (*plan number to be determined*)
- Excepting thereout all mines and minerals

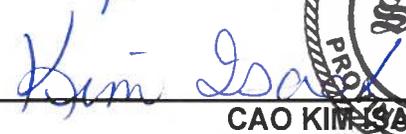
**PART 1 – TITLE**

- 1.1 That this Bylaw shall be cited as the "Valley Ridge Estates Phase 6B Road Closure Bylaw".
- 1.2 Schedule "A" shall form part of this Bylaw.

READ for the first time this 23<sup>rd</sup> day of September, A.D. 2025.

(RES. 244/25)

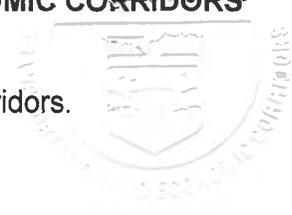
  
 \_\_\_\_\_  
 MAYOR JAMIE HOOVER

  
 \_\_\_\_\_  
 CAO KIM ISAAC



APPROVED this day 18 of February, 2026.

  
 \_\_\_\_\_  
 MINISTER OF TRANSPORTATION  
 AND ECONOMIC CORRIDORS



Approval valid for 24 months Minister of Transportation and Economic Corridors.

READ for the second time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES.        )

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

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

READ for the third time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES.        )

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

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



## ROAD CLOSURE BYLAW PROCESS\*

|  |   |
|--|---|
| Step 1: Preliminary Referrals                                | Initial contact with Alberta Transportation & Economic Corridors (AT&EC), adjacent landowners, and utility providers.   |
| Step 2: First Reading to Road Closure Bylaw                  | First Reading report prepared for Council's consideration that includes any preliminary objections received in Step 1.  |
| Step 3: Public Hearing                                       | If First Reading is passed, Council must hold a Public Hearing in accordance with Section 216.4 of the <i>Municipal Government Act (MGA)</i> .  |
| Step 4: Road Closure Submission Package                      | Once the Public Hearing is closed, Administration prepares and submits a Road Closure Submission Package to AT&EC.  |
| Step 5: Road Closure Coordinator Review/Ministerial Approval | The Road Closure Coordinator completes their review and returns the documentation related to the proposed closure back to Administration. This step also includes Ministerial Approval which must be granted prior to Council considering Second Reading. |
| Step 6: Second & Third Reading to Road Closure Bylaw**       | If Ministerial approval is granted, Council considers Second & Third Reading of the Road Closure Bylaw.   |
| Step 7: Notification of Third Reading                        | Administration notifies the Road Closure Coordinator when the Bylaw receives Third Reading by Council.  |
| Step 8: Land Titles Submission                               | A certified copy of the Road Closure Bylaw, Ministerial Approval, Form 31 (Land Titles Act), survey plan, and a Document Registration Request Form to Land Titles are submitted to Alberta Land Titles for registration.                                  |
| Step 9: Road Closure Coordinator Notification                | Administration notifies the Road Closure Coordinator when the registration number is provided from Alberta Land Titles.   |

*\*Process derived from MGA, Land Titles Act, and Recommended Process outlined by the Province of Alberta. Additional steps may be required once the process commences but this process table provides a general outline of the expected steps.*

*\*\*Third Reading of the Road Closure Bylaw must be received within two (2) years of First Reading*

---

**MEETING DATE:** March 10, 2026

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

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

**SUBJECT:** **Bylaw 1347.25 - Schedule "B" 2026 Water and Wastewater Rates  
Amendment to Utility Bylaw 1250.20**

---

## **BACKGROUND**

Utility Bylaw 1250.20. Schedule "B" was approved by Council on September 8<sup>th</sup>, 2020, with the 2025 rates (Schedule "B") updated in early 2025 to align with the 2025 Budget. The 2026 Budget included increases to these water and sewer rates based on the completed utility rate analysis, along with increased Water and Wastewater Commission rates. This utility rate analysis helps stabilize the rates to avoid sharp increases. Schedule "B" is amended yearly to align with the operating budget for water and sewer to set the rates for each year.

This Bylaw was presented at the December 9<sup>th</sup> meeting, where the following motion was passed:

**315/25** Councillor Hanson moved That Council refer Bylaw 1347.25 – Schedule "B" 2026 Water and Wastewater Rates back to Administration for more information.

**CARRIED**  
*Opposed: Councillor Brown*

Additional Financial Information has been provided as an attachment to this memo: Utility Analysis Based on Inquiries.

This Bylaw was presented at the January 13, 2026, meeting, where the following motion was passed:

**005/26** Councillor Hoyte moved That Council give First Reading to Bylaw 1347.25 – Schedule "B" 2026 Water and Wastewater Rates, a Bylaw to amend Schedule "B" of Bylaw 1250.20, as presented.

**CARRIED**  
*Opposed: Councillor Hanson*

This Bylaw was presented at the January 27, 2026, meeting, where the following motion was passed:

**025/26** Councillor Hanson moved That Bylaw 1347.25 - Schedule "B" 2026 Water and Wastewater Rates be referred back to Administration for more information.

**CARRIED UNANIMOUSLY**

Following Council's referral, Administration has supplied updated utility rate information for Council's review. The draft bylaw presented includes these proposed revisions to Schedule 'B'; however, any amendments to the schedule must be made by Council during the bylaw reading process. Council may now consider Second Reading, including any amendment motions, followed by Second Reading as amended and then Third Reading.

**DISCUSSION**

Council and Administration received the 2026 utility rates in the last quarter of 2025. The 2026 Operating Budget includes increases to the residential (and commercial) water and sewer utility rates for 2026. Bylaw 1347.25 amends Schedule “B” of the amending Utility Bylaw 1250.20. The amended proposed water and wastewater rates include increases across all utility accounts to generate additional revenue needed to offset CPI impacts, treatment and maintenance costs, and commission rate increases.

The 2026 amended bylaw presented tonight results in a proposed average increase of 2.97% per month or \$5.47 for a family of 4 (typical household using 18 cu.m/month). The bulk water rate will remain at \$6.29 per cubic meter of water used. See further information under the “App D - 2026 Utility Resident Impact REMODEL” attachment.

It is of note that the residential and commercial solid waste (and recycling) monthly rates remain unchanged for 2026 and are not part of this bylaw amendment.

**FINANCIAL IMPLICATIONS**

No impact on the 2026 Budget if approved. Water and wastewater revenues and expenses are based on the 2026 rates presented in Schedule “B” as amended from first reading and presented tonight.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

1. That Council give Second Reading to Bylaw 1347.25 – Schedule “B” 2026 Water and Wastewater Rates, a bylaw to amend Schedule “B” of Bylaw 1250.20.

*Prior to voting on Second Reading, Administration recommends that Council consider the following amendment:*

2. That Bylaw 1347.25 be amended by deleting the draft Schedule “B” attached to Bylaw 1347.25 and substituting the document titled “Schedule B — 2026 Water & Wastewater Rates (dated March 10, 2026)” as presented this evening.
3. That Council give Second Reading, to Bylaw 1347.25 – Schedule “B” 2026 Water and Wastewater Rates, as amended.
4. That Council give Third Reading to Bylaw 1347.25 – Schedule “B” 2026 Water and Wastewater Rates.

**ALTERNATIVES**

- a) That Council refer Bylaw 1347.25 – Schedule “B” 2026 Water and Wastewater Rates back to Administration for more information.

**ATTACHMENTS**

- *Draft Bylaw 1347.25 - Schedule "B" 2026 Water and Wastewater Rates as originally presented*
- *Draft Bylaw 1347.25 - Schedule "B" 2026 Water and Wastewater Rates proposed as amended*
- *Bylaw 1323.25 - Schedule "B" 2025 Water and Wastewater Rates (March 10, 2026)*
- *App D - 2026 Utility Resident Impact REMODEL*

**APPROVALS**



---

Kim Isaak,  
Chief Administrative Officer



---

Department Director/Author

---

**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO AMEND UTILITY BYLAW 1250.20, TO REGULATE THE SUPPLY AND USE OF WATER, WASTEWATER, AND STORMWATER UTILITIES FOR THE TOWN OF BLACKFALDS**

---

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of providing for the supply and use of water, wastewater, and stormwater utilities in the Town of Blackfalds:

**WHEREAS** Part 1, Section 3 of the *Municipal Government Act*, RSA 2000, c. M-26, provides that one purpose of a municipality is to provide services, facilities or other things that are necessary or desirable for all or part of the municipality;

**WHEREAS** Part 2, Division 1, Section 7 of the *Municipal Government Act*, RSA 2000, c. M-26 provides a Municipal Council with the authority to pass bylaws respecting the safety, health and welfare of people and protection of people and property, services provided by, or on behalf of, the municipality, public utilities and enforcement of bylaws;

**WHEREAS** Part 2, Division 1, Section 8 of the *Municipal Government Act*, RSA 2000, c. M-26 provides a Municipal Council with the authority to regulate or prohibit and provide for a system of licenses, permits and approvals;

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

**PART 1 – TITLE AND PREAMBLE**

- 1.1 That this Bylaw shall be cited as “**Schedule “B” 2026 Water and Wastewater Rates**”
- 1.2 The Schedule “B” attached to this Bylaw forms part of this Bylaw.

**PART 2 - REPEAL**

- 2.1 That Bylaw 1323.25 is hereby repealed upon this Bylaw coming into effect.

**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 13<sup>th</sup> day of January, A.D. 2026.

(RES. 005/26)

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

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

READ for the second time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES. )

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

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

READ for the third time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES.            )

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

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

DRAFT

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**SCHEDULE "B"**

**COMMERCIAL AND RESIDENTIAL WATER AND WASTEWATER RATES**  
(Rates Effective January 1, 2026)

---

**WATER RATES**

Each Owner shall pay for water services supplied to the Property owned by them, the aggregate of amounts determined as per below:

A. Minimum Rate: Fixed base rate as below:

The fixed base rate monthly charge shall be determined by the size of the meter supplied to each Owner as follows:

|                              |  |
|------------------------------|--|
| 5/8" (16mm) and 3/4" (19 mm) | \$17.93 fixed rate                     |
| 1" (25 mm)                   | Cost of 3/4" meter multiplied by 2.5   |
| 1 1/2" (38 mm)               | Cost of 1' meter multiplied by 2.5     |
| 2" (50 mm)                   | Cost of 1 1/2' meter multiplied by 2.5 |
| 3" (75 mm)                   | Cost of 2' meter multiplied by 2.0     |
| 4" (100 mm)                  | Cost of 3' meter multiplied by 2.0     |

\*\* For larger size service, multiplier to be determined by Administration.

\*\* For larger size service, multiplier to be determined by Administration.

B. Plus an Infrastructure rate: \$6.78

C. Plus a Consumption rate: \$3.31 per cubic meter of water measured

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**WASTEWATER RATES**

Each Owner shall pay for wastewater services supplied to them, the aggregate of amounts determined as per below:

A. Minimum Rate: \$15.79

B. Plus an Infrastructure rate: \$6.78

C. Plus a Consumption rate: \$3.51 per cubic meter at 80% of water measured.

The above monthly minimum rates will apply to all properties in Town that have water and/or wastewater services available in the land abutting the property.

---

**GENERAL PROVISIONS**

A deposit of no greater than three months estimated billing may be required at the discretion of the CAO.

The decision to sell bulk water to contractors, developers and private companies shall be at the discretion of the CAO. If the Administration decides to sell bulk water, it will be at the rate of \$6.29 for every cubic meter. A minimum charge of \$150.00 per sale will apply to all bulk sales.

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**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO AMEND UTILITY BYLAW 1250.20, TO REGULATE THE SUPPLY AND USE OF WATER, WASTEWATER, AND STORMWATER UTILITIES FOR THE TOWN OF BLACKFALDS**

---

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of providing for the supply and use of water, wastewater, and stormwater utilities in the Town of Blackfalds:

**WHEREAS** Part 1, Section 3 of the *Municipal Government Act*, RSA 2000, c. M-26, provides that one purpose of a municipality is to provide services, facilities or other things that are necessary or desirable for all or part of the municipality;

**WHEREAS** Part 2, Division 1, Section 7 of the *Municipal Government Act*, RSA 2000, c. M-26 provides a Municipal Council with the authority to pass bylaws respecting the safety, health and welfare of people and protection of people and property, services provided by, or on behalf of, the municipality, public utilities and enforcement of bylaws;

**WHEREAS** Part 2, Division 1, Section 8 of the *Municipal Government Act*, RSA 2000, c. M-26 provides a Municipal Council with the authority to regulate or prohibit and provide for a system of licenses, permits and approvals;

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

**PART 1 – TITLE AND PREAMBLE**

- 1.1 That this Bylaw shall be cited as “**Schedule “B” 2026 Water and Wastewater Rates**”
- 1.2 The Schedule “B” attached to this Bylaw forms part of this Bylaw.

**PART 2 - REPEAL**

- 2.1 That Bylaw 1323.25 is hereby repealed upon this Bylaw coming into effect.

**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 13<sup>th</sup> day of January, A.D. 2026.

(RES. 005/26)

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

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

READ for the second time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES.        )

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

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

---

READ for the third time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES.            )

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

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

DRAFT

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**SCHEDULE "B"**

(Schedule B — 2026 Water & Wastewater Rates (dated March 10, 2026))

**COMMERCIAL AND RESIDENTIAL WATER AND WASTEWATER RATES**

(Rates Effective April 1, 2026)

---

**WATER RATES**

Each Owner shall pay for water services supplied to the Property owned by them, the aggregate of amounts determined as per below:

A. Minimum Rate: Fixed base rate as below:

The fixed base rate monthly charge shall be determined by the size of the meter supplied to each Owner as follows:

|                              |  |
|------------------------------|--|
| 5/8" (16mm) and 3/4" (19 mm) | \$17.93 fixed rate                     |
| 1" (25 mm)                   | Cost of 3/4" meter multiplied by 2.5   |
| 1 1/2" (38 mm)               | Cost of 1' meter multiplied by 2.5     |
| 2" (50 mm)                   | Cost of 1 1/2' meter multiplied by 2.5 |
| 3" (75 mm)                   | Cost of 2' meter multiplied by 2.0     |
| 4" (100 mm)                  | Cost of 3' meter multiplied by 2.0     |

\*\* For larger size service, multiplier to be determined by Administration.

\*\* For larger size service, multiplier to be determined by Administration.

B. Plus an Infrastructure rate: \$15.33

C. Plus a Consumption rate: \$3.17 per cubic meter of water measured

---

**WASTEWATER RATES**

Each Owner shall pay for wastewater services supplied to them, the aggregate of amounts determined as per below:

- A. Minimum Rate: \$15.79
- B. Plus an Infrastructure rate: \$9.44
- C. Plus a Consumption rate: \$2.99 per cubic meter at 80% of water measured.

The above monthly minimum rates will apply to all properties in Town that have water and/or wastewater services available in the land abutting the property.

---

**GENERAL PROVISIONS**

A deposit of no greater than three months estimated billing may be required at the discretion of the CAO.

The decision to sell bulk water to contractors, developers and private companies shall be at the discretion of the CAO. If the Administration decides to sell bulk water, it will be at the rate of \$6.29 for every cubic meter. A minimum charge of \$150.00 per sale will apply to all bulk sales.

# Town of Blackfalds

## 2026 Financial Plan & Budget

### Financial Impacts of Utility Rate Changes

|  |    | 2025             |                    |                        | 2026             |                    |                        |
|--|----|------------------|--------------------|------------------------|------------------|--------------------|------------------------|
|  |    | Base Rate        | Variable Rate      | Capital Infrastructure | Base Rate        | Variable Rate      | Capital Infrastructure |
| <b>Water</b>                             |    |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |    | \$ 17.75         | \$ 3.19            | \$ 6.55                | \$ 17.93         | \$ 3.17            | \$ 15.33               |
| <b>Percentage Change</b>                 |    |                  |                    |                        | 1.0%             | -0.6%              | 134.0%                 |
| <b>Waste Water (80% of Water Volume)</b> |    |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |    | \$ 15.48         | \$ 3.43            | \$ 6.55                | \$ 15.79         | \$ 2.99            | \$ 9.44                |
| <b>Percentage Change</b>                 |    |                  |                    |                        | 2.0%             | -12.8%             | 44.1%                  |
| <b>Solid Waste</b>                       |    |                  |                    |                        |                  |                    |                        |
| <b>Rates - Residential</b>               |    | \$ 30.91         |                    |                        | \$ 30.91         |                    |                        |
| <b>Percentage Change</b>                 |    |                  |                    |                        | 0.00%            |                    |                        |
| <b>Total Billings</b>                    |    |                  |                    |                        |                  |                    |                        |
| <b>Typical House</b>                     |    | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 18 | \$ 153.14        | \$ 1,837.70        |                        | \$ 158.61        | \$ 1,903.27        | 3.57%                  |
| Solid Waste                              |    | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |    | <b>\$ 184.05</b> | <b>\$ 2,208.62</b> |                        | <b>\$ 189.52</b> | <b>\$ 2,274.19</b> | <b>2.97%</b>           |
| <b>Low Consumption</b>                   |    | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 8  | \$ 93.80         | \$ 1,125.62        |                        | \$ 102.99        | \$ 1,235.83        | 9.79%                  |
| Solid Waste                              |    | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |    | <b>\$ 124.71</b> | <b>\$ 1,496.54</b> |                        | <b>\$ 133.90</b> | <b>\$ 1,606.75</b> | <b>7.36%</b>           |



# Town of Blackfalds

## 2026 Financial Plan & Budget

### Financial Impacts of Utility Rate Changes

|  | Typical Monthly Consumption (Cubic Meters) | 2027             |                    |                        | 2028             |                    |                        |
|--|--|------------------|--------------------|------------------------|------------------|--------------------|------------------------|
|  |  | Base Rate        | Variable Rate      | Capital Infrastructure | Base Rate        | Variable Rate      | Capital Infrastructure |
| <b>Water</b>                             |  |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |  | \$ 18.11         | \$ 3.19            | \$ 15.87               | \$ 18.29         | \$ 3.26            | \$ 16.42               |
| <b>Percentage Change</b>                 |  | 1.0%             | 0.6%               | 3.5%                   | 1.0%             | 2.2%               | 3.5%                   |
| <b>Waste Water (80% of Water Volume)</b> |  |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |  | \$ 16.11         | \$ 3.00            | \$ 9.77                | \$ 16.43         | \$ 3.03            | \$ 10.11               |
| <b>Percentage Change</b>                 |  | 2.0%             | 0.3%               | 3.5%                   | 2.0%             | 1.0%               | 3.5%                   |
| <b>Solid Waste</b>                       |  |                  |                    |                        |                  |                    |                        |
| <b>Rates - Residential</b>               |  | \$ 30.91         |                    |                        | \$ 30.91         |                    |                        |
| <b>Percentage Change</b>                 |  | 0.00%            |                    |                        | 0.00%            |                    |                        |
| <b>Total Billings</b>                    |  |                  |                    |                        |                  |                    |                        |
| <b>Typical House</b>                     |  | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 18   | \$ 160.48        | \$ 1,925.76        | 1.18%                  | \$ 163.56        | \$ 1,962.74        | 1.92%                  |
| Solid Waste                              |  | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |  | <b>\$ 191.39</b> | <b>\$ 2,296.68</b> | <b>0.99%</b>           | <b>\$ 194.47</b> | <b>\$ 2,333.66</b> | <b>1.61%</b>           |
| <b>Low Consumption</b>                   |  | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 8  | \$ 104.58        | \$ 1,254.96        | 1.55%                  | \$ 106.72        | \$ 1,280.66        | 2.05%                  |
| Solid Waste                              |  | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |  | <b>\$ 135.49</b> | <b>\$ 1,625.88</b> | <b>1.19%</b>           | <b>\$ 137.63</b> | <b>\$ 1,651.58</b> | <b>1.58%</b>           |



**MEETING DATE:** March 10, 2026

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

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

**SUBJECT:** **2026 Operating Budget & 3-Year Operating Forecast**

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## **BACKGROUND**

The 2026 Operating Budget has been prepared and reviewed through a collaborative process. This process commenced earlier in the year with the approval of the budget timeline, public engagement, and various discussions with Administration and Council. Administration reviews the programs, services, and new initiatives required and balances the costs to provide the services at a level the citizens of Blackfalds expect. There is an ongoing effort to look for efficiency in delivering the programs and services, cost savings, and taking advantage of new funding programs and sources of funding.

The Municipal guideline under Section 242 of the *Municipal Government Act (MGA)* requires Municipalities to adopt an Operating Budget for each calendar year. At this meeting, Administration is seeking approval of the Final Operating Budget 2026 as presented after implementing the changes identified during the Budget Workshop.

## **DISCUSSION**

Administration was able to implement the budget criteria and balance an operating budget for the required three-year term. The Draft Operating Budget was brought forward for a complete and thorough review in a Council Budget Workshop on February 6<sup>th</sup> & 7<sup>th</sup>, 2026. The public session included participation from Council, the CAO, Department Directors, Finance, and Department Managers. The changes identified and discussed from the budget workshop were implemented into the draft. Based on the changes, the Draft Budget has been updated to \$38,973,535 for 2026. The summary of changes from these discussions with Council are listed in Appendix A.

Appendix B shows the 2026 consolidated revenue and expenditure by GL Category and by Division. Each demonstrates the year-over-year change by dollars and percentage. Items have increased or decreased based on actual results, estimations of future results, and program changes. During the Council budget workshop, department managers were on hand to discuss department initiatives, programs, efficiencies and changes affecting each department.

A requirement by the MGA is that the Town must forecast operations for the next three years. Over the next three years, the budget shows slight increases for similar services. The future years will be revisited and modified during the next budget process. Attached as Appendix C is the Three-year Forecast 2026-2028.

**Utility Rates:**

As outlined during the budget review sessions, the Utility departments—Water, Wastewater, and Solid Waste—are fully self-supported, meaning all operating costs are funded through user fees. The 2026 rates presented in the budget reflect the increases required to cover rising service delivery costs, rate increases from the NRDWWC for water and wastewater, and contributions to reserves for future capital needs.

There was extensive discussion in the budget workshops regarding how utility rates are determined, with a focus on ensuring fairness, transparency, and equitable distribution among users. The table below shows the monthly user fees based on 18 cubic metres of water consumption. Even with the proposed adjustments, Blackfalds remains the lowest-cost municipality among those operating on the full regional water and wastewater system.

**Table 1 - Comparable Communities on Regional Systems.**



Proposed rates for 2026 are listed below and will be presented at the business item on this agenda.

**Water:**

|                        |                         |
|------------------------|-------------------------|
| Fixed Cost             | \$17.93                 |
| Consumption            | \$ 3.17 /m <sup>3</sup> |
| Capital Infrastructure | \$ 15.33                |

**Wastewater:**

|                        |   |
|------------------------|---|
| Fixed Cost             | \$15.79   |
| Consumption            | \$ 2.99/m <sup>3</sup> (billed at 80% of water consumption) |
| Capital Infrastructure | \$ 9.44   |

**Solid Waste:**

|              |         |
|--------------|---------|
| Monthly Cost | \$30.91 |
|--------------|---------|

Please refer to Appendix D, attached for a summary of the Utility Rate comparisons for 2025 vs 2026.

Additional direction is needed in relation to the Civic Centre Re-fresh budget. This request comes for the need for new carpet tiles and a potential refresh of paint. The carpet tiles are starting to lift in the main areas and are increasingly becoming an occupational health & safety issue. Interim maintenance could prolong the life of the carpet; however, Administration's recommendation is to move forward with a full refresh. This budget item will not have an impact on the tax increase due to funding the project will come out of the general operating reserve.

**FINANCIAL IMPLICATIONS**

The overall direction for this Budget was established during the Budget Workshop, where Council provided Senior Administration with guidance on several key matters, including the desired tax rate increase, staffing considerations, and service level expectations. At the outset of the workshop, Administration presented a preliminary estimate showing a \$10.77 per month increase for a home assessed at \$380,000.

Using the direction provided by Council during that session, Administration has refined the Budget, resulting in a reduced impact of approximately **\$5.40 per month** for the average **\$380,000** home. The table below outlines the estimated monthly increase across various assessed property values. Appendix A summarizes all changes stemming from the Budget Workshop, along with additional administrative adjustments.

| <b>Assessed Value</b> | <b>Monthly Increase</b> |
|-----------------------|-------------------------|
| <b>\$200,000</b>      | \$2.84                  |
| <b>\$300,000</b>      | \$4.27                  |
| <b>\$380,000</b>      | \$5.40                  |
| <b>\$400,000</b>      | \$5.68                  |
| <b>\$500,000</b>      | \$7.10                  |
| <b>\$600,000</b>      | \$8.52                  |
| <b>\$700,000</b>      | \$9.94                  |
| <b>\$800,000</b>      | \$11.36                 |

Historic increases

|             | <b>Average Assessment</b> | <b>Monthly Increase</b> |
|-------------|---------------------------|-------------------------|
| <b>2025</b> | \$352,381                 | \$10.81                 |
| <b>2024</b> | \$332,088                 | \$6.08                  |
| <b>2023</b> | \$316,373                 | \$9.40                  |

It should be noted that the tax increase does **not** include the Provincial portion for the Alberta School Foundation Fund. The 2026 requisition will be issued after the Provincial Budget is released, and these amounts will be incorporated into the property tax rate bylaw later this spring.

The Municipal Measurement Index is included in **Appendix E**. This provides a helpful basis for comparing Blackfalds with similar municipalities.

**Capital Project Changes (No Change to tax increases listed above)****Blackfalds Mobile Application \$13,000**

In recent discussions with Council, MarCom highlighted an additional engagement and communications initiative currently under review: the development of a municipal mobile app.

Many municipalities now use mobile apps to provide residents with a user-friendly, centralized platform for accessing key information such as road maintenance updates, community programming, and local news. During our research, we examined apps from several neighbouring communities, including the Town of Innisfail. Their app includes a dedicated social media section that displays only the Town's direct posts—similar to the embedded feed on our website—without ads, suggested content, or unrelated algorithms. This approach boosts both visibility and engagement while ensuring residents can easily follow municipal updates.

A feature like this is particularly beneficial for:

- Youth who are underage and cannot create social media accounts
- Adults distancing themselves from social media platforms
- Seniors who want a simple, direct way to view Town of Blackfalds content

The Town of Innisfail's app is provided by Info Grove, with a one-time setup cost of \$9,500 and an annual subscription ranging from \$3,000 to \$6,000 depending on required features. MarCom is also meeting with two additional vendors—AIVIA Inc. and AppMyCommunity—to gather comparative information.

Quotes from these remaining providers will be available by the end of the week once all meetings are complete.

**Community Hall Upgrades \$33,000**

This project has grown in scope to now include the addition of a vestibule, aligning it with the other entrance at the Community Hall. With the increased value and expanded nature of the work, Administration will transition this initiative to a capital project. Originally, the project was limited to replacing the doors.

**Genie Lift budget increase \$11,000**

The quote received through Canoe (United Rentals) is \$185,155.13, which exceeds the approved budget of \$175,000.

Several factors contributed to the higher-than-expected cost:

- New standard units now have a lower basket weight capacity (500 lbs), so we must upgrade to a model capable of carrying 1,000 lbs to meet operational needs.
- Updated safety standards on newer units restrict the slope they can operate on. Standard models are limited to a 2% grade, while our work requires a unit rated for 5% grade, necessitating a higher-spec lift.
- Pricing has increased since the original quote was received in September 2025, and that earlier quote was based on a standard unit, not the upgraded model we now require.
- The initial estimate also did not include delivery from the United States, which is now reflected in the revised pricing.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motions:

1. That Council adopt the 2026 Operating Budget, as presented.
2. That Council approve the Capital Budget changes, as presented in this report.
3. That Council receives the Three-Year Operating Forecast, as information.

**ALTERNATIVES**

- a) That Council refer the 2026 Operating Budget document back to Administration for further review.
- b) That Council refer the Capital Budget changes, as presented in this report, back to Administration for more information.
- c) That Council refer the Three-Year Operating Forecast, as information, back to Administration for more information.

**ATTACHMENTS**

- *Appendix A – Summary of Changes*
- *Appendix B – 2026 Operating Budget by GL Category & Division*
- *Appendix C – Three Year Operating Forecast 2026 – 2028*
- *Appendix D – 2026 Utility Analysis*
- *Appendix E – Municipal Measurement Index*

**APPROVALS**

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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author

### Appendix A - Budget Workshop Changes

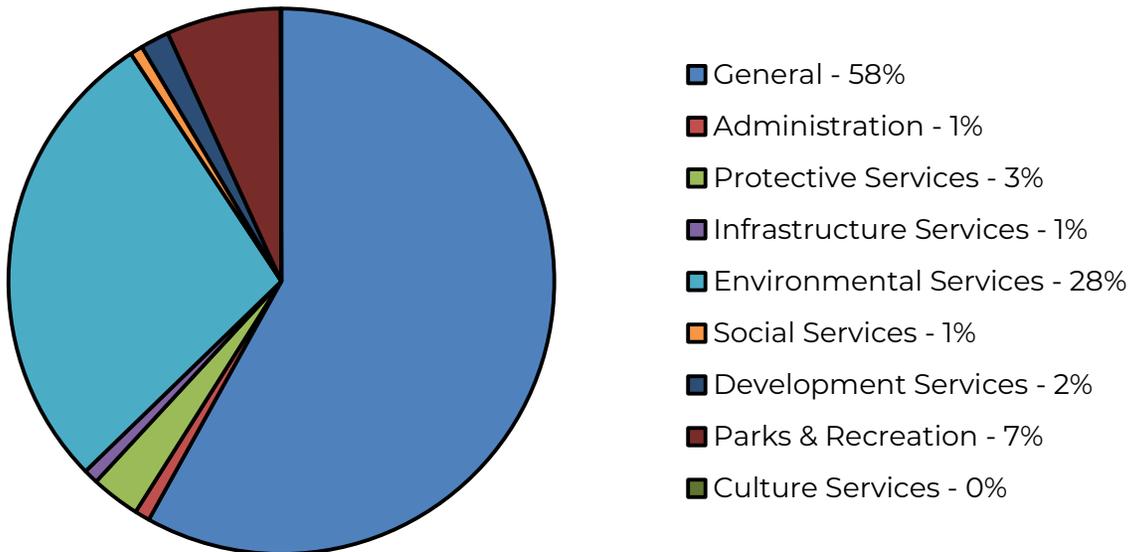
| Revenue                    |  |   |                |
|----------------------------|--|---|----------------|
| Department                 | GL Account                                   | Comments  | \$ Change      |
| Various                    | Various                                      | Adjust various budget lines to be closer to 2024/2025 actuals | \$ 134,697.00  |
| 00-00 General              | 1-542 Internal Utility Fees                  | Impact of 8% internal fee similar to Water and Wastewater     | \$ 123,145.00  |
| 00-00 General              | 1-550 Interest Earned from Investments       | Increase expected investment returns                          | \$ 50,000.00   |
| 00-00 General              | 1-181 Lacombe Foundation (Annual)            | Adjust requisition to actual                                  | \$ 1,576.00    |
| 00-00 General              | 1-100 New Growth Expectation                 | Decrease amount funded from tax rate increase                 | -\$ 296,684.00 |
| 12-09 Information Systems  | 1-920 Drawn From Operating Reserve           | Balance draws from reserve for 2-528 expenditures             | \$ 10,700.00   |
| 69-00 Economic Development | 1-960 Transfer from Operating Reserve        | To fund Economic Development Strategy                         | \$ 75,000.00   |
| 72-08 Community Centre     | 1-960 Transfer from Operating Reserve        | Move the front entrance upgrades to a capital project         | -\$ 17,000.00  |
| 72-09 Athletic Parks       | 1-960 Transfer from Operating Reserve        | Carry forward project from 2025 in 2-536                      | \$ 5,000.00    |
| 72-10 Abbey Centre         | 1-850 Local Govt. & Conditional Grants       | 15% of changes in operating to 72-10                          | \$ 1,650.00    |
|                            |  |   | \$ 88,084.00   |
| Expenses                   |  |   |                |
| Department                 | GL Account                                   | Comments  | \$ Change      |
| Various                    | 2-274 Insurance                              | Adjust based on actual invoice for 2026                       | -\$ 13,475.00  |
| Various                    | 2-116 Hourly Wages                           | Added in summer staff positions                               | \$ 45,221.00   |
| 00-00 General              | 2-851 Lacombe Foundation Requisition         | Adjust requisition to actual                                  | \$ 1,576.00    |
| 12-09 Information Systems  | 2-536 Equipment Upgrading & Replacing        | Removal of general upgrading line                             | -\$ 2,000.00   |
| 12-06 Corporate Services   | 2-212 Memberships                            | Increase to RARB Membership                                   | \$ 5,500.00    |
| 12-06 Corporate Services   | 2-231 Auditor                                | Removal of LAPP Audit Requirement for 2026                    | -\$ 4,500.00   |
| 21-00 Policing             | 2-237 Contracted General Services            | 3.5 Wage Increase to RCMP                                     | \$ 15,187.00   |
| 41-00 Water                | 2-116 Hourly Wages                           | Removal of Additional Summer Student                          | -\$ 20,000.00  |
| 41-00 Water                | 2-960 Transfer to Capital Reserve            | Impact of above adjustment                                    | \$ 20,000.00   |
| 43-00 Solid Waste          | 2-816 Internal Utility Fees                  | Added an 8% internal fee similar to Water and Wastewater      | \$ 123,145.00  |
| 43-00 Solid Waste          | 2-960 Transfer to Capital Reserve            | Impact of 8% internal fee                                     | -\$ 123,145.00 |
| 51-00 FCSS                 | 2-110 Salaries, 2-130 ER Contr., & 2-136 WCB | Updated FCSS manager FTE allocation                           | -\$ 28,275.00  |
| 69-00 Economic Development | 2-212 Memberships                            | Removal of BREI and CATA memberships                          | -\$ 5,150.00   |
| 69-00 Economic Development | 2-282 Projects & Initiatives                 | Economic Development Strategy                                 | \$ 75,000.00   |
| 72-08 Community Centre     | 2-536 Equipment Upgrading & Replacing        | Move the front entrance upgrades to a capital project         | -\$ 17,000.00  |
| 72-09 Athletic Parks       | 2-536 Equipment Upgrading & Replacing        | Wood storage shed - carried forward from 2025 budget          | \$ 5,000.00    |
| 72-10 Abbey Centre         | 2-536 Equipment Upgrading & Replacing        | Front Desk Security Shutters                                  | \$ 11,000.00   |
|                            |  |   | \$ 88,084.00   |
|                            |  |   | \$ -           |

### Town of Blackfalds 2026 Capital Budget Adjustments

| Project Name                    | Description of Changes  | \$ Change    |
|---------------------------------|---|--------------|
| Mobile App Development          | Development of Town of Blackfalds Mobile Application                            | \$ 13,000.00 |
| Community Centre Front Entrance | Increased scope of work to include vestibule classified as capital improvements | \$ 33,000.00 |
| Genie lift Z45/25 (CSD)         | Updated quote amount requires additional approval                               | \$ 11,000.00 |

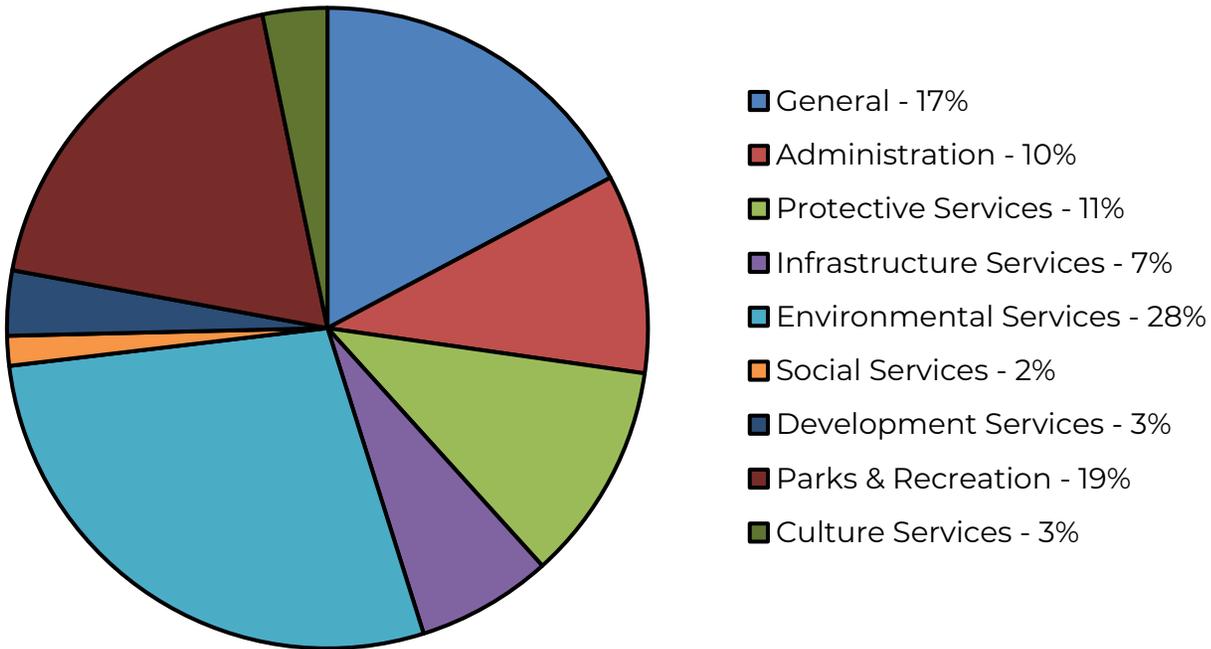
## 2026 Operating Revenue by Division

| Revenue                 | 2025 Budget          | 2026 Budget          | Change              | % Change     |
|-------------------------|----------------------|----------------------|---------------------|--------------|
| General                 | \$ 21,888,908        | \$ 22,632,665        | \$ 743,757          | 3.40%        |
| Administration          | \$ 209,722           | \$ 348,946           | \$ 139,224          | 66.39%       |
| Protective Services     | \$ 944,520           | \$ 1,131,720         | \$ 187,200          | 19.82%       |
| Infrastructure Services | \$ 229,789           | \$ 337,389           | \$ 107,600          | 46.83%       |
| Environmental Services  | \$ 10,125,920        | \$ 10,899,401        | \$ 773,481          | 7.64%        |
| Social Services         | \$ 294,944           | \$ 294,691           | -\$ 253             | -0.09%       |
| Development Services    | \$ 361,055           | \$ 667,895           | \$ 306,840          | 84.98%       |
| Parks & Recreation      | \$ 2,719,678         | \$ 2,645,828         | -\$ 73,850          | -2.72%       |
| Culture Services        | \$ 15,000            | \$ 15,000            | \$ -                | 0.00%        |
| <b>Total Revenue</b>    | <b>\$ 36,789,536</b> | <b>\$ 38,973,535</b> | <b>\$ 2,183,999</b> | <b>5.94%</b> |



## 2026 Operating Expenses by Division

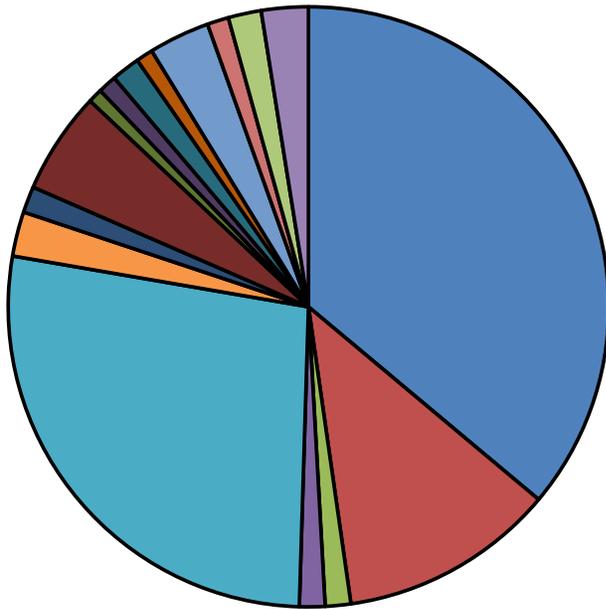
| Expenses                | 2025 Budget          | 2026 Budget          | Change              | % Change     |
|-------------------------|----------------------|----------------------|---------------------|--------------|
| General                 | \$ 6,651,795         | \$ 6,710,304         | \$ 58,509           | 0.88%        |
| Administration          | \$ 3,824,788         | \$ 3,913,587         | \$ 88,799           | 2.32%        |
| Protective Services     | \$ 4,039,664         | \$ 4,305,457         | \$ 265,793          | 6.58%        |
| Infrastructure Services | \$ 2,488,978         | \$ 2,666,852         | \$ 177,874          | 7.15%        |
| Environmental Services  | \$ 10,125,920        | \$ 10,899,401        | \$ 773,481          | 7.64%        |
| Social Services         | \$ 594,976           | \$ 584,794           | -\$ 10,182          | -1.71%       |
| Development Services    | \$ 960,634           | \$ 1,278,922         | \$ 318,288          | 33.13%       |
| Parks & Recreation      | \$ 6,851,923         | \$ 7,343,465         | \$ 491,542          | 7.17%        |
| Culture Services        | \$ 1,250,858         | \$ 1,270,753         | \$ 19,895           | 1.59%        |
| <b>Total Expenses</b>   | <b>\$ 36,789,536</b> | <b>\$ 38,973,535</b> | <b>\$ 2,183,999</b> | <b>5.94%</b> |



## 2026 Operating Revenue by GL Category

| Revenue                   | 2025 Budget          | 2026 Budget          | Change              | % Change     |
|---------------------------|----------------------|----------------------|---------------------|--------------|
| Property Tax              | \$ 13,571,580        | \$ 14,068,715        | \$ 497,135          | 3.66%        |
| Provincial Taxes          | \$ 4,535,471         | \$ 4,537,047         | \$ 1,576            | 0.03%        |
| <b>Total Taxation</b>     | <b>\$ 18,107,051</b> | <b>\$ 18,605,762</b> | <b>\$ 498,711</b>   | <b>2.75%</b> |
| Joint Economic Area Taxes | \$ 535,000           | \$ 535,000           | \$ -                | 0.00%        |
| Sale of Goods General     | \$ 433,067           | \$ 535,587           | \$ 102,520          | 23.67%       |
| Sale Of Goods Utilities   | \$ 9,927,920         | \$ 10,611,401        | \$ 683,481          | 6.88%        |
| User Fees - Recreation    | \$ 880,000           | \$ 936,000           | \$ 56,000           | 6.36%        |
| Licenses & Permits        | \$ 362,315           | \$ 551,255           | \$ 188,940          | 52.15%       |
| Franchise Fees            | \$ 2,090,067         | \$ 2,147,000         | \$ 56,933           | 2.72%        |
| Federal Government Grants | \$ 299,120           | \$ 299,120           | \$ -                | 0.00%        |
| Provincial Grants         | \$ 391,374           | \$ 391,374           | \$ -                | 0.00%        |
| Local Government Grants   | \$ 573,128           | \$ 600,205           | \$ 27,077           | 4.72%        |
| Penalties & Fines         | \$ 346,200           | \$ 355,400           | \$ 9,200            | 2.66%        |
| Rentals                   | \$ 1,298,012         | \$ 1,279,336         | -\$ 18,676          | -1.44%       |
| Investment Income         | \$ 396,032           | \$ 450,000           | \$ 53,968           | 13.63%       |
| Other Revenue             | \$ 544,500           | \$ 693,045           | \$ 148,545          | 27.28%       |
| Funded from Reserve       | \$ 605,750           | \$ 983,050           | \$ 377,300          | 62.29%       |
| <b>Total Revenue</b>      | <b>\$ 36,789,536</b> | <b>\$ 38,973,535</b> | <b>\$ 2,183,999</b> | <b>5.94%</b> |

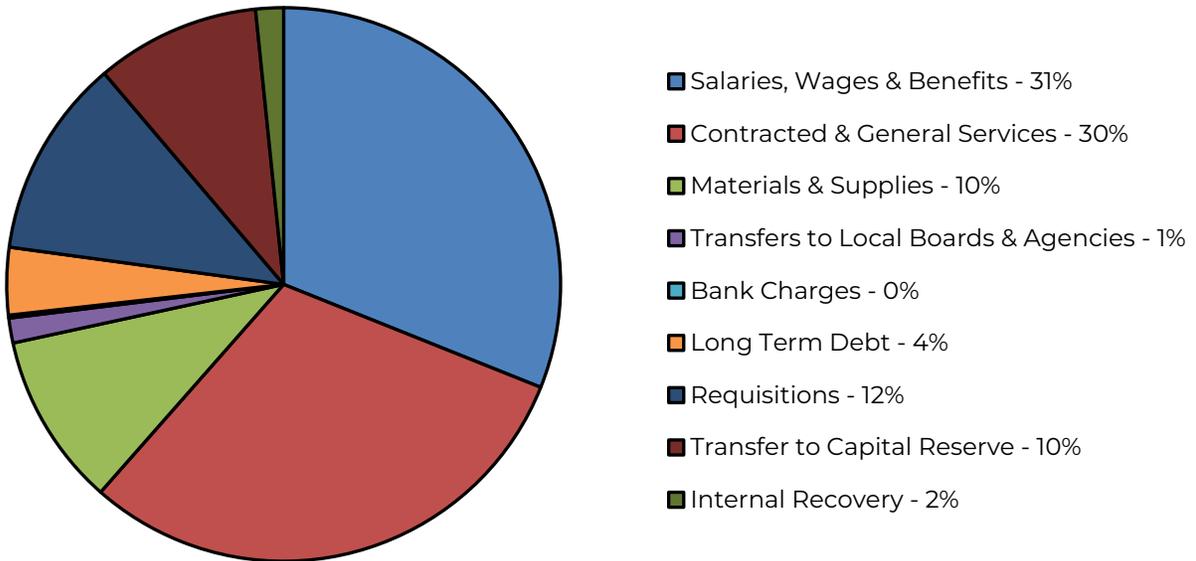
## 2026 Operating Revenue by GL Category



- Property Tax - 36%
- Provincial Taxes - 12%
- Joint Economic Area Taxes - 1%
- Sale of Goods General - 1%
- Sale Of Goods Utilities - 27%
- User Fees - Recreation - 2%
- Licenses & Permits - 1%
- Franchise Fees - 6%
- Federal Government Grants - 1%
- Provincial Grants - 1%
- Local Government Grants - 2%
- Penalties & Fines - 1%
- Rentals - 3%
- Investment Income - 1%
- Other Revenue - 2%
- Funded from Reserve - 3%

## 2026 Operating Expenses by GL Category

| Expenses                             | 2025 Budget          | 2026 Budget          | Change              | % Change     |
|--------------------------------------|----------------------|----------------------|---------------------|--------------|
| Salaries, Wages & Benefits           | \$ 11,714,203        | \$ 12,107,676        | \$ 393,473          | 3.36%        |
| Contracted & General Services        | \$ 11,157,632        | \$ 11,856,868        | \$ 699,236          | 6.27%        |
| Materials & Supplies                 | \$ 3,784,631         | \$ 3,940,452         | \$ 155,821          | 4.12%        |
| Transfers to Local Boards & Agencies | \$ 548,250           | \$ 565,923           | \$ 17,673           | 3.22%        |
| Bank Charges                         | \$ 64,600            | \$ 66,600            | \$ 2,000            | 3.10%        |
| Long Term Debt                       | \$ 1,172,138         | \$ 1,531,304         | \$ 359,166          | 30.64%       |
| Requisitions                         | \$ 4,536,728         | \$ 4,538,304         | \$ 1,576            | 0.03%        |
| Transfer to Capital Reserve          | \$ 3,313,354         | \$ 3,734,263         | \$ 420,909          | 12.70%       |
| Internal Recovery                    | \$ 498,000           | \$ 632,145           | \$ 134,145          | 26.94%       |
| <b>Total Expenses</b>                | <b>\$ 36,789,536</b> | <b>\$ 38,973,535</b> | <b>\$ 2,183,999</b> | <b>5.94%</b> |



# Three Year Operating GL Account Summary

| Division                   | 2026              | 2027              | 2028              |
|----------------------------|-------------------|-------------------|-------------------|
| 05 General                 | 22,632,665        | 23,151,788        | 23,441,442        |
| 10 Administration          | 348,946           | 211,746           | 181,746           |
| 20 Protective Services     | 1,131,720         | 1,056,720         | 1,056,720         |
| 30 Infrastructure Services | 337,389           | 49,789            | 49,789            |
| 40 Environmental Services  | 10,899,401        | 11,202,829        | 11,565,481        |
| 50 Social Services         | 294,691           | 283,538           | 283,727           |
| 60 Development Services    | 667,895           | 562,895           | 562,895           |
| 70 Parks & Recreation      | 2,645,828         | 2,603,410         | 2,620,299         |
| 74 Culture Services        | 15,000            | 15,000            | 15,000            |
| <b>Total Revenues</b>      | <b>38,973,535</b> | <b>39,137,715</b> | <b>39,777,099</b> |

| Division                   | 2026              | 2027              | 2028              |
|----------------------------|-------------------|-------------------|-------------------|
| 05 General                 | 6,710,304         | 6,790,755         | 6,821,483         |
| 10 Administration          | 3,913,587         | 3,920,603         | 3,949,022         |
| 20 Protective Services     | 4,305,457         | 4,318,716         | 4,410,736         |
| 30 Infrastructure Services | 2,666,852         | 2,432,412         | 2,385,868         |
| 40 Environmental Services  | 10,899,401        | 11,202,829        | 11,565,481        |
| 50 Social Services         | 584,794           | 592,247           | 607,930           |
| 60 Development Services    | 1,278,922         | 1,168,057         | 1,189,640         |
| 70 Parks & Recreation      | 7,343,465         | 7,436,548         | 7,566,482         |
| 74 Culture Services        | 1,270,753         | 1,275,548         | 1,280,457         |
| <b>Total Expenses</b>      | <b>38,973,535</b> | <b>39,137,715</b> | <b>39,777,099</b> |

**Net Total**

- - -

# Town of Blackfalds

## 2026 Financial Plan & Budget

### Financial Impacts of Utility Rate Changes

|  |    | 2025             |                    |                        | 2026             |                    |                        |
|--|----|------------------|--------------------|------------------------|------------------|--------------------|------------------------|
|  |    | Base Rate        | Variable Rate      | Capital Infrastructure | Base Rate        | Variable Rate      | Capital Infrastructure |
| <b>Water</b>                             |    |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |    | \$ 17.75         | \$ 3.19            | \$ 6.55                | \$ 17.93         | \$ 3.17            | \$ 15.33               |
| <b>Percentage Change</b>                 |    |                  |                    |                        | 1.0%             | -0.6%              | 134.0%                 |
| <b>Waste Water (80% of Water Volume)</b> |    |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |    | \$ 15.48         | \$ 3.43            | \$ 6.55                | \$ 15.79         | \$ 2.99            | \$ 9.44                |
| <b>Percentage Change</b>                 |    |                  |                    |                        | 2.0%             | -12.8%             | 44.1%                  |
| <b>Solid Waste</b>                       |    |                  |                    |                        |                  |                    |                        |
| <b>Rates - Residential</b>               |    | \$ 30.91         |                    |                        | \$ 30.91         |                    |                        |
| <b>Percentage Change</b>                 |    |                  |                    |                        | 0.00%            |                    |                        |
| <b>Total Billings</b>                    |    |                  |                    |                        |                  |                    |                        |
| <b>Typical House</b>                     |    | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 18 | \$ 153.14        | \$ 1,837.70        |                        | \$ 158.61        | \$ 1,903.27        | 3.57%                  |
| Solid Waste                              |    | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |    | <b>\$ 184.05</b> | <b>\$ 2,208.62</b> |                        | <b>\$ 189.52</b> | <b>\$ 2,274.19</b> | <b>2.97%</b>           |
| <b>Low Consumption</b>                   |    | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 8  | \$ 93.80         | \$ 1,125.62        |                        | \$ 102.99        | \$ 1,235.83        | 9.79%                  |
| Solid Waste                              |    | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |    | <b>\$ 124.71</b> | <b>\$ 1,496.54</b> |                        | <b>\$ 133.90</b> | <b>\$ 1,606.75</b> | <b>7.36%</b>           |



# Town of Blackfalds

## 2026 Financial Plan & Budget

### Financial Impacts of Utility Rate Changes

|  |    | 2027             |                    |                        | 2028             |                    |                        |
|--|----|------------------|--------------------|------------------------|------------------|--------------------|------------------------|
|  |    | Base Rate        | Variable Rate      | Capital Infrastructure | Base Rate        | Variable Rate      | Capital Infrastructure |
| <b>Water</b>                             |    |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |    | \$ 18.11         | \$ 3.19            | \$ 15.87               | \$ 18.29         | \$ 3.26            | \$ 16.42               |
| <b>Percentage Change</b>                 |    | 1.0%             | 0.6%               | 3.5%                   | 1.0%             | 2.2%               | 3.5%                   |
| <b>Waste Water (80% of Water Volume)</b> |    |                  |                    |                        |                  |                    |                        |
| <b>Rates</b>                             |    | \$ 16.11         | \$ 3.00            | \$ 9.77                | \$ 16.43         | \$ 3.03            | \$ 10.11               |
| <b>Percentage Change</b>                 |    | 2.0%             | 0.3%               | 3.5%                   | 2.0%             | 1.0%               | 3.5%                   |
| <b>Solid Waste</b>                       |    |                  |                    |                        |                  |                    |                        |
| <b>Rates - Residential</b>               |    | \$ 30.91         |                    |                        | \$ 30.91         |                    |                        |
| <b>Percentage Change</b>                 |    | 0.00%            |                    |                        | 0.00%            |                    |                        |
| <b>Total Billings</b>                    |    |                  |                    |                        |                  |                    |                        |
| <b>Typical House</b>                     |    | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 18 | \$ 160.48        | \$ 1,925.76        | 1.18%                  | \$ 163.56        | \$ 1,962.74        | 1.92%                  |
| Solid Waste                              |    | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |    | <b>\$ 191.39</b> | <b>\$ 2,296.68</b> | <b>0.99%</b>           | <b>\$ 194.47</b> | <b>\$ 2,333.66</b> | <b>1.61%</b>           |
| <b>Low Consumption</b>                   |    | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          | <b>Monthly</b>   | <b>Annually</b>    | <b>Avg. %</b>          |
| Water & Waste Water                      | 8  | \$ 104.58        | \$ 1,254.96        | 1.55%                  | \$ 106.72        | \$ 1,280.66        | 2.05%                  |
| Solid Waste                              |    | \$ 30.91         | \$ 370.92          |                        | \$ 30.91         | \$ 370.92          | 0.00%                  |
| <b>Total</b>                             |    | <b>\$ 135.49</b> | <b>\$ 1,625.88</b> | <b>1.19%</b>           | <b>\$ 137.63</b> | <b>\$ 1,651.58</b> | <b>1.58%</b>           |



TOWN OF BLACKFALDS

# MUNICIPAL MEASUREMENT INDEX 2024



## MUNICIPAL MEASUREMENT INDEX

The Municipal Measurement index was designed to improve local government financial reporting and allow Albertans to evaluate the performance of their local government in comparison with other municipalities, based on key fiscal indicators.

Comparable communities used in this report include:

- Coaldale
- Drumheller
- Edson
- High River
- Hinton
- Innisfail
- Lacombe
- Morinville
- Olds
- Red Deer
- Strathmore
- Sylvan Lake
- Taber
- Whitecourt
- Wetaskiwin



In order to derive at meaningful comparisons, communities must be similar in terms of equalized assessment and population, as well as be within +/- 10 of Blackfalds index rate of 80.

Comparable categories include:

- Residential Tax Rate
- Non Residential Tax Rate
- Municipal Tax Levy
- Composition of Assessment
- Municipal Debt per Capita
- Long-Term Debt – Debt Limit Ratio
- Revenue and Expenses per Capita
- Accumulated Surplus Per Capita

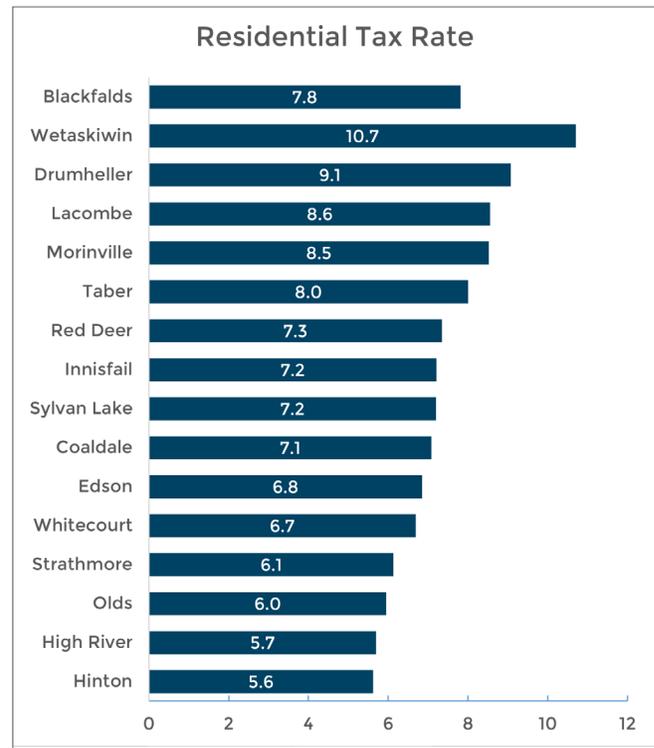
Future categories include:

- Level of Municipal Services
- Business Indicators

| <b>Residential Tax Rate</b> |            |
|-----------------------------|------------|
| Blackfalds                  | 7.8        |
| Range                       | 5.6 - 10.7 |
| Median                      | 7.2        |

## RESIDENTIAL TAX RATE

The Residential Tax Rate shows the amount of tax payable per thousand dollars (\$1,000) of taxable property assessment taken from the municipalities' annual Tax Rate Bylaw.



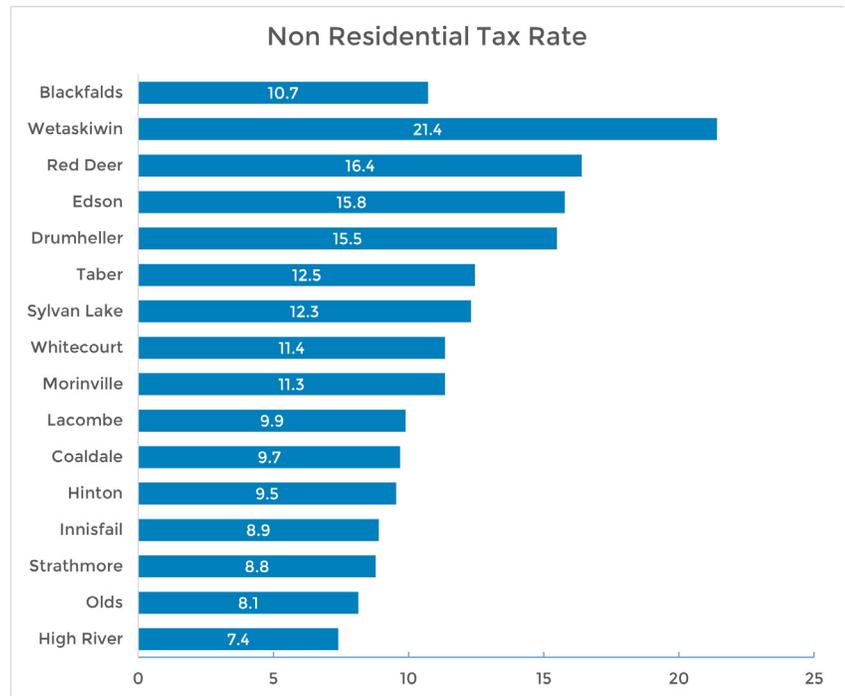
### NON - RESIDENTIAL TAX RATE

The Non-Residential Tax Rate applies to properties that are not for residential use; properties that are used for industrial or commercial purposes.

Defined as all types of property categorized as non-residential for assessment purposes including industrial, commercial and institutional properties, engineering construction and mining properties, and vacant lands which are lawfully usable for non-residential purposes.

The Non-Residential Tax Rate shows the amount of tax payable per thousand dollars (\$1,000) of taxable property assessment taken from the municipalities' annual Tax Rate Bylaw.

| Non-Residential Tax Rate |            |
|--------------------------|------------|
| Blackfallds              | 10.7       |
| Range                    | 7.4 - 21.4 |
| Median                   | 11.0       |

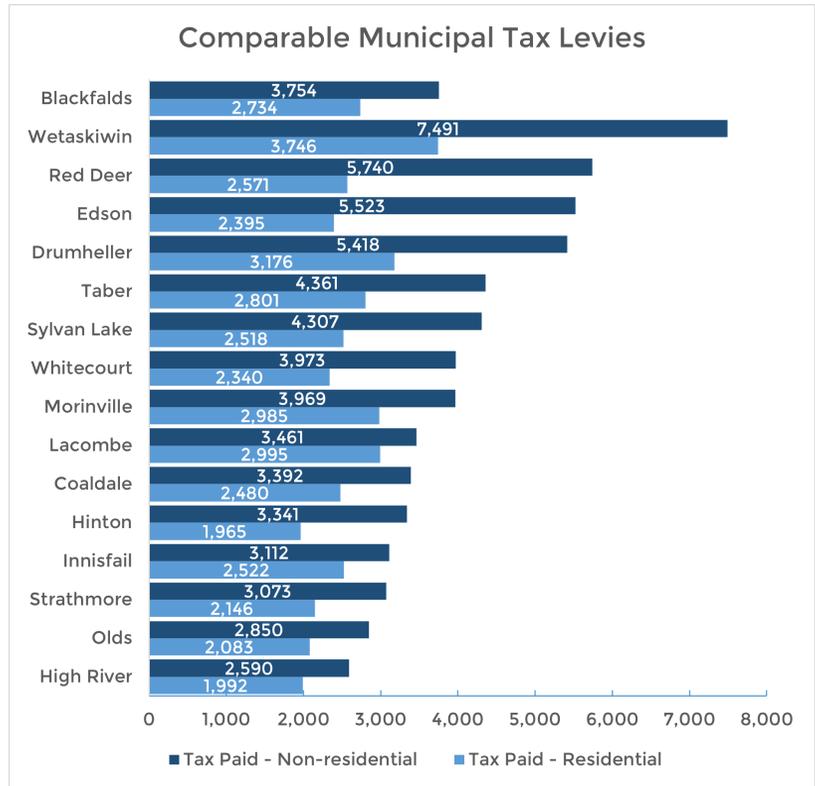


### MUNICIPAL TAX LEVY

The Municipal Tax Levy shows an approximation of the municipality's portion of a tax notice. Taxes collected for schools and seniors lodging are not included as they are collected by the Province. The amounts below are based on approximately \$350,000 of assessed value.

| Residential |               |
|-------------|---------------|
| Blackfalds  | 2,734         |
| Range       | 1,965 - 3,746 |
| Median      | 2,520         |

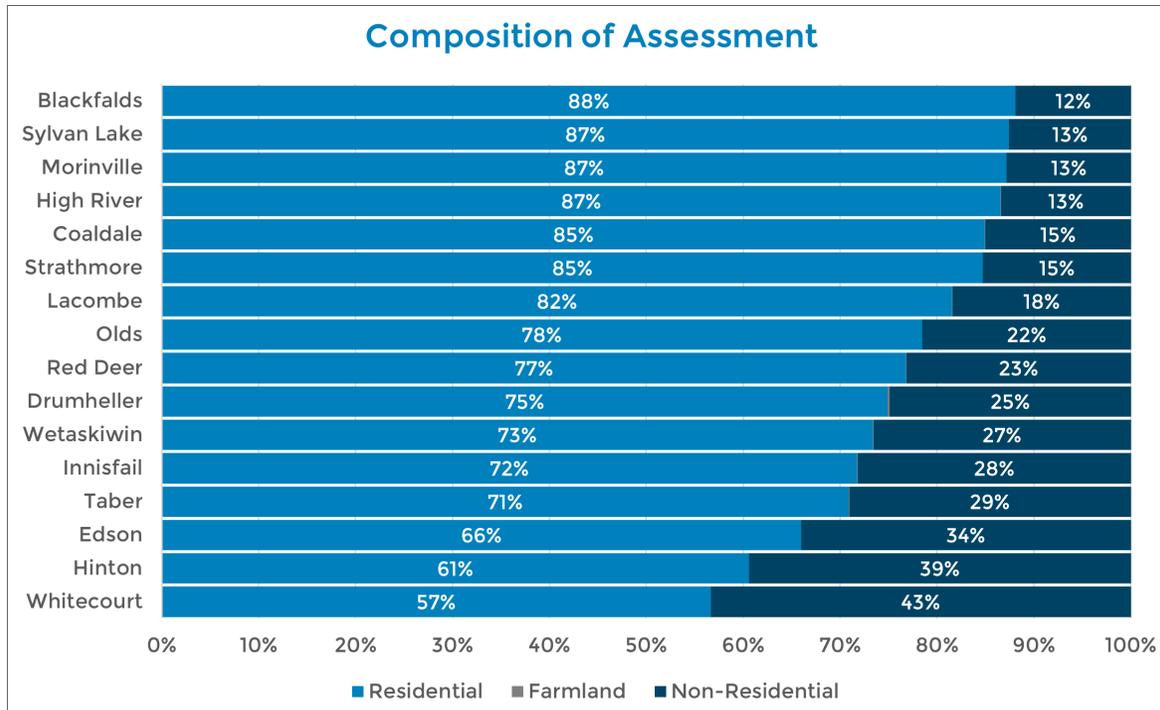
| Non-Residential |               |
|-----------------|---------------|
| Blackfalds      | 3,754         |
| Range           | 2,590 - 7,491 |
| Median          | 3,862         |



### COMPOSITION OF ASSESSMENT

The composition of Assessment shows the percentage of municipal properties that are classified as residential, non-residential and farmland. It represents the make-up of the municipality's property tax base.

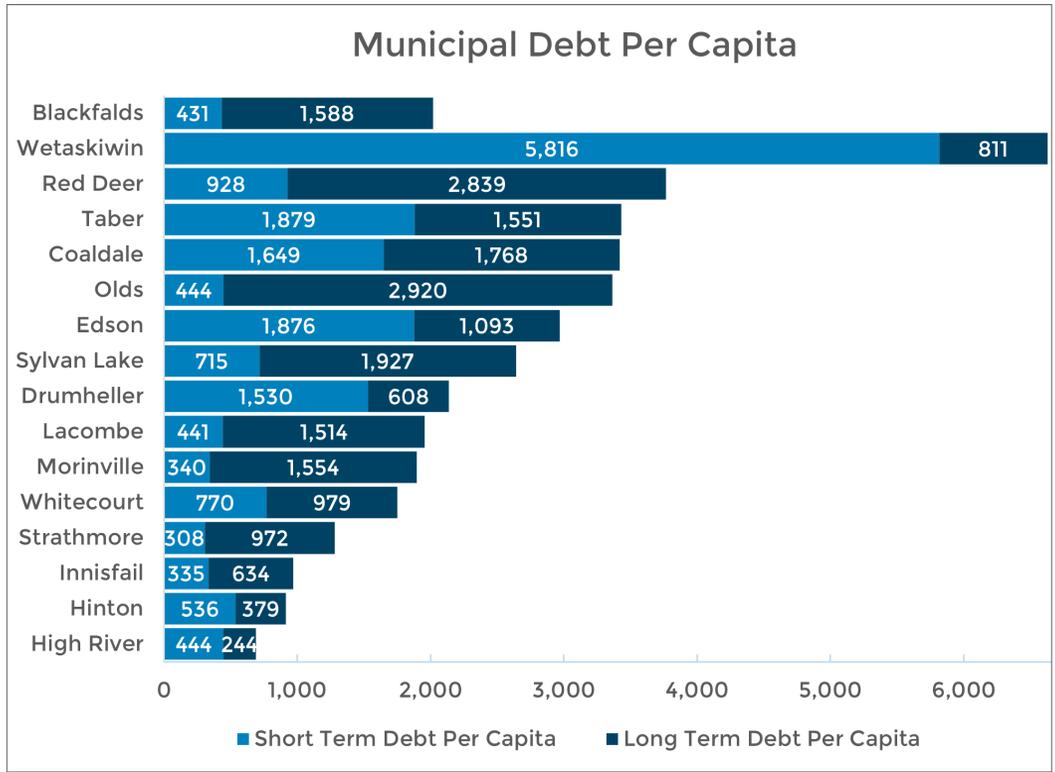
| Residential |           | Non-Residential |           |
|-------------|-----------|-----------------|-----------|
| Blackfalds  | 88%       | Blackfalds      | 12%       |
| Range       | 57% - 88% | Range           | 12% - 43% |
| Median      | 78%       | Median          | 22%       |



### MUNICIPAL DEBT PER CAPITA

Municipal Debt Per Capita shows the short-term and long-term debt divided by the municipality's population. Short-term debt is considered anything less than a year, while long-term debt is anything greater than a year.

It is noted that the Municipal Debt per Capital does not mean that residents are solely responsible for the debt. A municipality's debt is shared among its residents, businesses and industry tax payers.



| Short Term |             |
|------------|-------------|
| Blackfalds | 431         |
| Range      | 308 - 5,816 |
| Median     | 626         |

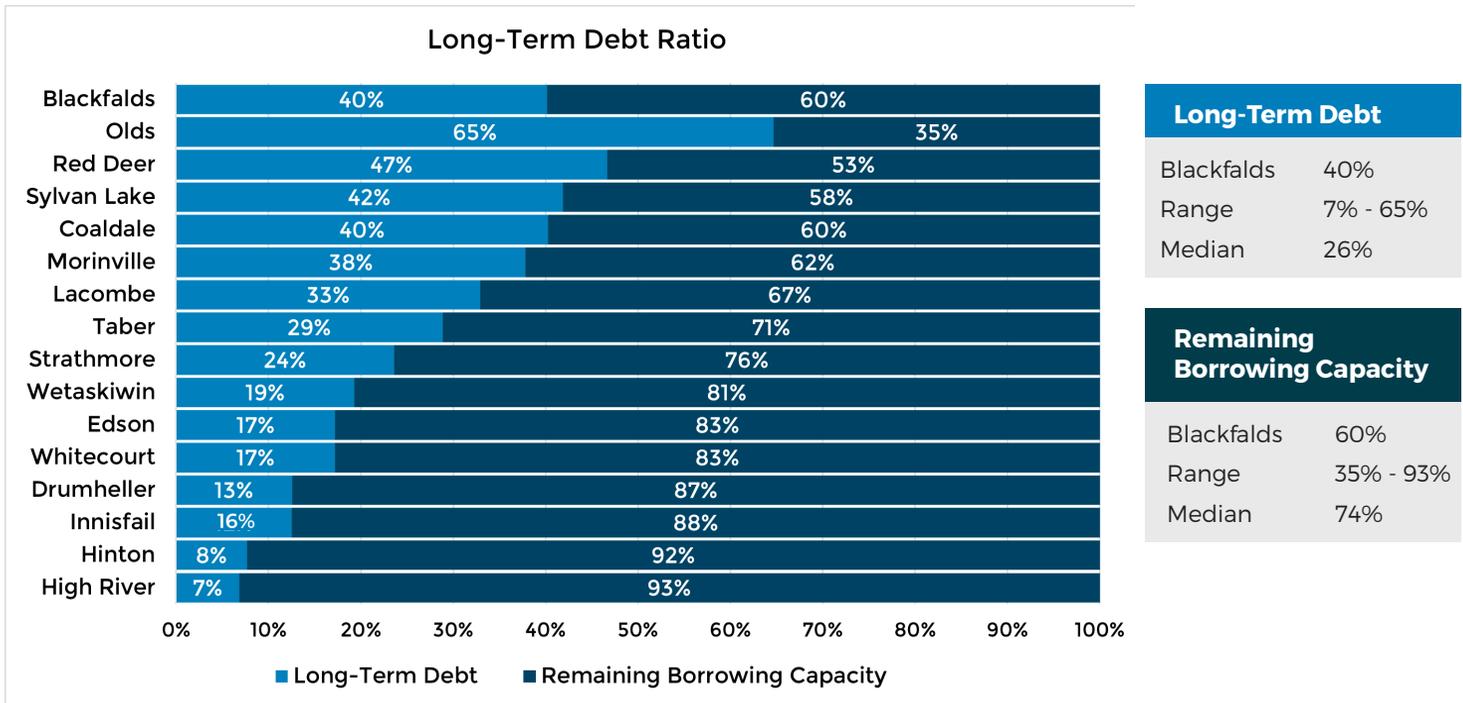
| Long Term  |             |
|------------|-------------|
| Blackfalds | 1,588       |
| Range      | 244 - 2,920 |
| Median     | 1,304       |

## LONG-TERM DEBT RATIO

The Long-Term Debt : Debt Ratio show the municipalities' long-term debt as a percentage of the municipality's debt limit.

The debt limit for municipalities is set by legislations at 1.5 x of a municipality's annual revenue.

The light blue indicates the percentage of debt used.



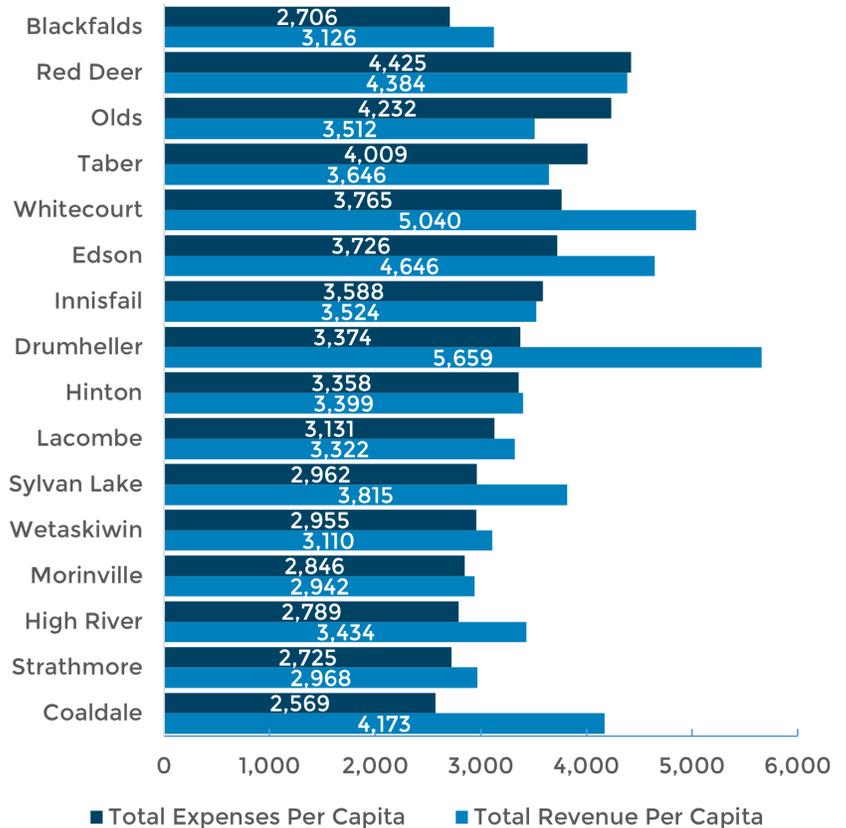
### TOTAL REVENUE TO EXPENSES

Revenue and expenses per capita shows a municipality's total revenue and expenses divided by population.

| Revenue per Capita |               |
|--------------------|---------------|
| Blackfalds         | 3,126         |
| Range              | 2,942 - 5,659 |
| Median             | 3,518         |

| Expenses per Capita |               |
|---------------------|---------------|
| Blackfalds          | 2,706         |
| Range               | 2,569 - 4,425 |
| Median              | 3,245         |

### Revenues and Expense Per Capita

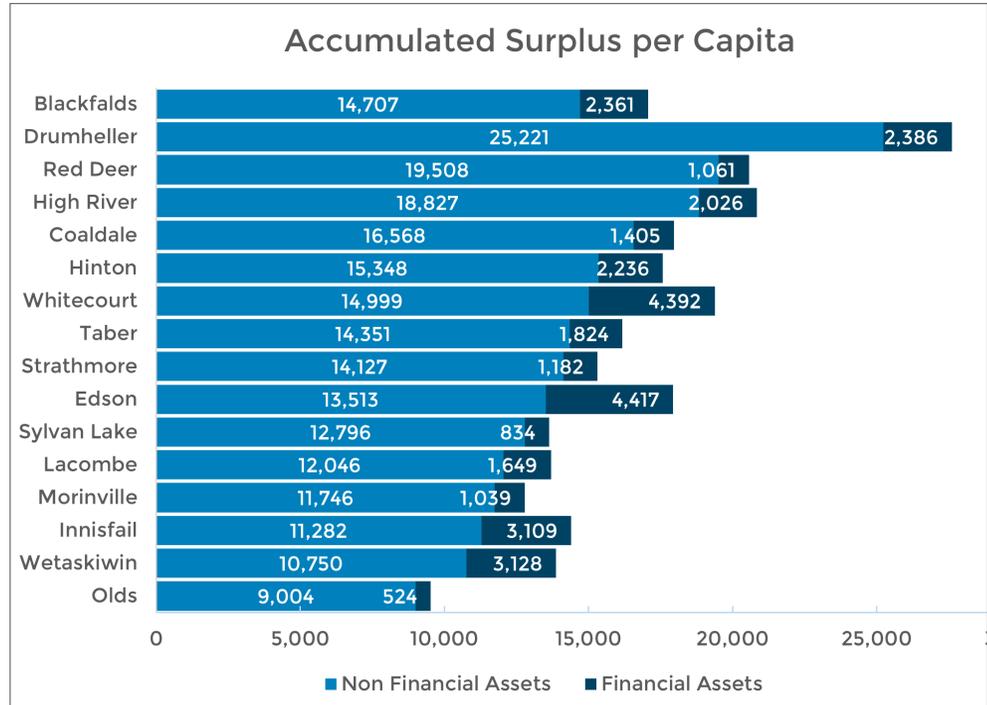


### ACCUMULATED SURPLUS

Accumulated Surplus per Capita shows the financial resources that a municipality has available to provide future services divided by its population.

Non-Financial Assets are capital assets owned by the municipality such as roads, building, vehicles, and equipment.

Financial assets are comprised of the money in the bank, money owed to the municipality and money reserved for a specific purpose or project.



| Non-Financial Assets |                |
|----------------------|----------------|
| Blackfalds           | 14,707         |
| Range                | 9,004 - 25,221 |
| Median               | 14,239         |

| Financial Assets |             |
|------------------|-------------|
| Blackfalds       | 2,361       |
| Range            | 524 - 4,417 |
| Median           | 1,925       |

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**MEETING DATE:** March 10, 2026

**PREPARED BY:** Sawyer Hick, FCSS Manager

**PRESENTED BY:** Rick Kreklewich, Director of Community Services

**SUBJECT:** **Proclamation - National Volunteer Week  
April 19 - 25, 2026**

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## **BACKGROUND**

National Volunteer Week is a time to celebrate and thank Canada's 24 million volunteers for the incredible impact they make in communities across the country, including right here in Blackfalds.

The theme for National Volunteer Week 2026 is Ignite Volunteerism. This year's theme recognizes the spark that volunteers bring to their communities, the energy, passion, and commitment that light the way for meaningful change. When volunteers step forward, they ignite inspiration in others, fueling a chain reaction of connection, compassion, and community-building.

In Blackfalds, volunteers are the driving force behind so many programs, events, and initiatives. Their contributions, whether bold or behind the scenes, help our community shine brighter and grow stronger.

We will honour our award recipients at our 2026 Blackfalds Volunteer Gala taking place on May 7th. All nominees and volunteers who have supported the Town of Blackfalds are invited to participate in this combined adult and youth volunteer recognition event.

## **DISCUSSION**

Blackfalds continues its proud tradition of celebrating National Volunteer Week by recognizing the remarkable individuals who strengthen our community. This April, outstanding volunteers will be highlighted through the Volunteer Awards Presentation, the FCSS Volunteer Newsletter, the Abbey Centre volunteer bulletin board, and local media. Our community thrives because of the dedication and generosity of residents who invest their time, energy, and heart into Blackfalds' future. During National Volunteer Week 2026, we come together to celebrate the people who ignite volunteerism in Blackfalds and across Canada.

## **FINANCIAL IMPLICATIONS**

None.

## **ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

1. That Council proclaim April 19 - 25, 2026, as National Volunteer Week in the Town of Blackfalds.

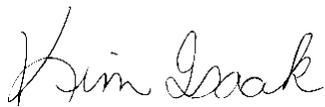
**ALTERNATIVES**

- a) That Council refer the Proclamation for National Volunteer Week back to Administration for more information.

**ATTACHMENTS**

- *2026 National Volunteer Week Proclamation*
- *2026 Blackfalds Volunteer Gala Invitation*

**APPROVALS**



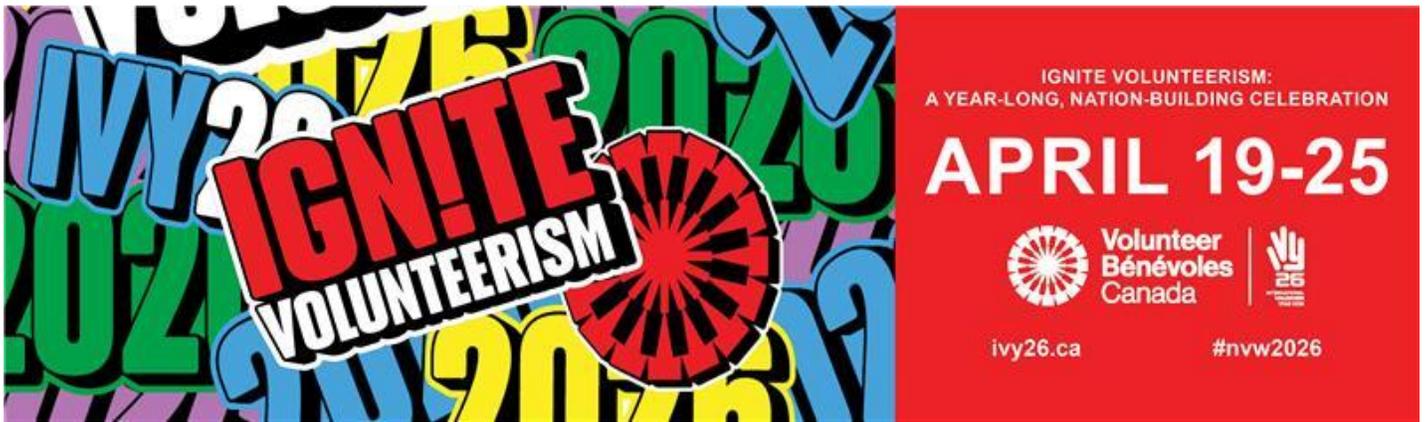
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Kim Isaak,  
Chief Administrative Officer



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Department Director/Author



## MAYORAL PROCLAMATION

Volunteer Canada and partners in our community are navigating the complexities of modern volunteerism. They are working together to build a [National Volunteer Action Strategy](#) and remove barriers to participation so that every individual feels empowered to contribute to building more connected communities. Now, it is more important than ever to acknowledge the contributions of those participating in our communities and to show our appreciation for their efforts.

WHEREAS, 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and

WHEREAS, volunteers in Blackfalds mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, volunteers in Blackfalds have continued to give their time and talents to support families, friends, neighbours, and strangers, people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and

WHEREAS, Blackfalds volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our towns volunteers is that Blackfalds is a more desirable place to live; and

WHEREAS, it is essential to acknowledge the varied roles undertaken by volunteers in our community, ranging from the Snow Angel Program, to Town of Blackfalds Special Events such as Winterfest and Blackfalds Days, to being involved with our community churches or schools, to serving on a Town of Blackfalds Board, Committee or Commission; and

WHEREAS, organizations in Blackfalds that rely on volunteers include such fundamental organizations as ANAM Rural Youth Association, Beyond Food Community Hub, Big Brothers and Big Sisters of Lacombe & District, Blackfalds & District Agricultural Society, Blackfalds Figure Skating Club, Blackfalds Fire Fighters Association, Blackfalds Seniors Club, Central Alberta Victim & Witness Support Society, Dual Ice Development Society, FCSS, Girl Guides, Blackfalds Historical Society, Minor Ball, Minor Hockey Association, Minor Soccer Association, Optimist Club of Blackfalds, Scouts, Servus Credit Union Blackfalds Public Library; and

NOW, THEREFORE, I, Laura Svab, Mayor of Blackfalds, do hereby proclaim April 19-25, 2026, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

---

Mayor Laura Svab



**PRESENTS**

**- THE -**

# Blackfalds Volunteer Gala

**- IN RECOGNITION OF -**

**NATIONAL VOLUNTEER WEEK 2026**

**THURSDAY  
MAY 7**

**6:30 - 9:00 PM  
DOORS OPEN: 5:30 PM**

**EAGLE BUILDERS  
CENTRE**

**AWARDS  
LIVE ENTERTAINMENT**

Get ready for a vibrant evening featuring a light supper (appetizers, wraps, and refreshments), dynamic live entertainment, and a red-carpet celebration honoring our incredible community champions! The evening will include presentations of the Volunteer of the Year, Mentor, Volun-Told, Outstanding Group, Leaders of Tomorrow and Youth Ambassador awards.

**RSVP REQUIRED by April 7 | [volunteer@blackfalds.ca](mailto:volunteer@blackfalds.ca) | 403.885.6360**



**MEETING DATE:** March 10, 2026

**PREPARED BY:** Jessica Robinson, Executive and Legislative Coordinator

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

**SUBJECT:** **Iron Ridge Secondary Campus Scholarship**

**BACKGROUND**

At the Regular Council Meeting on February 10, 2026, representatives from Iron Ridge Secondary Campus (IRSC) presented their request for the Town of Blackfalds to consider contributing to their Graduation Awards and Scholarship Program in recognition of the milestone represented by the school’s first graduating class. Council discussed the merits of establishing a municipal scholarship or award and requested that Administration provide a follow-up report outlining options.

Administration conducted a municipal scan to determine practices in nearby and comparable municipalities regarding high school scholarships. The scan found the following:

**Municipal Comparison Table**

| <b>Municipality</b> | <b>Scholarships Provided</b> | <b>Scholarship Information</b>  |
|---------------------|------------------------------|---|
| City of Lacombe     | No                           | N/A   |
| City of Red Deer    | No                           | N/A   |
| County of Red Deer  | Yes                          | One \$1000 to attend RDP, 7 \$500 scholarships to schools in the county, Scholarship to attend Olds College |
| Lacombe County      | Yes                          | Support Several Scholarships  |
| Town of Didsbury    | Yes                          | \$2,000   |
| Town of Innisfail   | Yes                          | \$2500/annually, \$625 each   |
| Town of Olds        | None                         | N/A   |
| Town of Penhold     | No                           | N/A   |
| Town of Ponoka      | None                         | N/A   |
| Town of Whitecourt  | Yes                          | (Gap/bridge funding) \$10,000 up to \$5000 per applicant  |
| Village of Clive    | No                           | N/A   |

**DISCUSSION**

A Town contribution could take several forms depending on Council’s desired level of involvement, timeline, and budget certainty. Key considerations include:

- Purpose & Visibility: A municipal scholarship or award highlights Council’s support for local students and the significance of IRSC’s first graduating class.

- Timing: IRSC's first graduation occurs this spring; a one-time award can be implemented immediately. An annual program would require a basic framework and a recurring budget line.
- Administration: Simpler models (one-time graduation award, or an annual fixed-amount scholarship adjudicated by the school's awards committee) minimize Town administration. More complex models (Town-run application and selection) require criteria, adjudication, and annual reporting.
- Equity & Scope: Council may wish to clarify eligibility (e.g., IRSC graduates who are Town of Blackfalds residents) and whether support is one-time (2026 only) or ongoing.

**FINANCIAL IMPLICATIONS**

As the Town currently does not have a budget for this request, Administration recommends that the \$1,000 be funded through the operating reserve fund. If Council wishes the scholarship to be in place in perpetuity, a budget line can be added to future budgets.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

1. That Council approve a one-time Town of Blackfalds Graduation Award in the amount of \$1,000 for the Iron Ridge Secondary Campus 2026 graduation ceremony, to be funded from the General Operating Reserve on budget and direct Administration to coordinate with Iron Ridge Secondary Campus on presentation and recipient confirmation.

**ALTERNATIVES**

- a) That Council approve the establishment of an annual Town of Blackfalds Scholarship in the amount of \$1,000 beginning in 2026, to be funded from the General Operating Reserve for 2026 and added in future years as a budgetary line item and direct Administration to finalize criteria with Iron Ridge Secondary Campus's awards committee and report back for information.

**ATTACHMENTS**

- *IRSC Scholarship Request 2026*

**APPROVALS**

Kim Isaak,  
Chief Administrative Officer

Department Director/Author

# IRON RIDGE SECONDARY CAMPUS

PO Box 430

5000 Leung Road Blackfalds, AB T0M 0J0

Phone: (587) 621-1159 Email: [irs@wolfcreek.ab.ca](mailto:irs@wolfcreek.ab.ca)

Website: <https://irsc.wolfcreek.ab.ca/>

Principal: Ed Coles

Assistant Principals: Kayley Bowie & Joe McQuay



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To Our Valued Blackfalds and Area Community Businesses,

We are proud to share that this year marks an exciting milestone for Iron Ridge Secondary Campus — the graduation of our very first class of students! As we celebrate this achievement, we are looking to involve our community in recognizing and supporting the hard work and future goals of our graduates.

We are reaching out to local businesses and organizations to ask if you would consider contributing to our Graduation Awards and Scholarships Program. Your contribution can make a meaningful difference in the lives of our students as they take their next steps toward post-secondary education, trades, or entering the workforce.

In other schools, partners choose to create a named scholarship or award, which allows the donor to:

- Set the criteria for the award (for example, a student pursuing a particular trade, field of study, or showing exceptional leadership, perseverance, or community involvement).
- Determine the award amount or type of contribution. (Typically between \$500 - \$1000 often with commitment of future contributions).
- Be recognized at our graduation ceremony and in related materials.
- Elect to review applicants and choose the winner, or can opt to have a committee of IRSC teachers select the winner of the award.

Some areas in which students are recognized for in other schools are:

- Most improved student
- General proficiency award
- Leadership qualities
- Overcoming adversity
- Recognition of students with particular attributes to honour or memorialize an individual
- Recognition of students excelling in a particular subject or field of study

Whether your business is interested in offering a one-time scholarship or establishing an annual tradition, we would be honoured to work with you. Your support helps build a lasting connection between our students and the Blackfalds community — a partnership that fosters

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# IRON RIDGE SECONDARY CAMPUS

PO Box 430

5000 Leung Road Blackfalds, AB T0M 0J0

Phone: (587) 621-1159 Email: [irs@wolfcreek.ab.ca](mailto:irs@wolfcreek.ab.ca)

Website: <https://irsc.wolfcreek.ab.ca/>

**Principal:** Ed Coles

**Assistant Principals:** Kayley Bowie & Joe McQuay



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pride and opportunity for years to come. Donations do qualify for a tax receipt thru Wolf Creek Public Schools.

If you would like more information or to discuss potential ideas for a scholarship or award, please contact myself, Julie Lapointe, at [julie.lapointe@wolfcreek.ab.ca](mailto:julie.lapointe@wolfcreek.ab.ca) or Principal Ed Coles at (587) 621-1159 or [ed.coles@wolfcreek.ab.ca](mailto:ed.coles@wolfcreek.ab.ca). We would be happy to meet or provide additional details.

Thank you for considering this opportunity to support our graduates and celebrate the growth of our school and community together.

With appreciation,

Julie Lapointe  
IRSC Graduation Scholarship Coordinator  
Iron Ridge Secondary Campus  
[julie.lapointe@wolfcreek.ab.ca](mailto:julie.lapointe@wolfcreek.ab.ca)  
(587) 621-1159

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**MEETING DATE:** March 10, 2026

**PRESENTED BY:** Councillor Shane Hanson

**SUBJECT:** **Pedestrian Crossing Standardization and Roadway Signage Policy**

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As a resident, dating back to 2007, I have made every attempt to address pedestrian safety in the Town of Blackfalds and proposed methods to achieve greater pedestrian safety. I revisited this issue circa 2018, during the then proposed, and now implemented speed reduction, and again in 2023. My proposed improvements have always been based upon accepted engineering standards and Government of Alberta guidelines. **Please see the attached reference documents.**

To my disappointment, over the course of 18 years, there has been little improvement in the Town of Blackfalds on this topic. It is part of the reason I ran to be elected to this Council and was a highly discussed topic during the campaign. Post-campaign, several residents have continued to raise their pedestrian safety concerns, namely on Park St. at this time, but these concerns have been raised over the years on Broadway Ave., at the Iron Ridge Elementary Campus (IREC), Womacks Rd., Panorama Dr., Prairie Ridge Ave., Sterling Industries Sports Park, Iron Ridge Junior Campus (IRJC), and Iron Ridge Senior Campus (IRSC).

My goal is that the Town of Blackfalds look to address the immediate concerns of parents with school-age children boarding buses on Park St. After that, this is a long-term plan to have a solution that meets the needs of our growing community. I hope that over the course of 2026/27, the Town of Blackfalds will develop a pedestrian crossing standardization and roadway signage policy.

Once this policy is in place, beginning in 2027/28, new developments should be held to this standard. From 2027-2029 and beyond, I would like to begin a phased approach to standardizing existing pedestrian crossings and roadway signage. This phased approach would begin with school and playground zones, move to arterial collector roads, and then the remainder of our community.

I have always been realistic in my expectations of solving this issue in our community. Even if the financial constraints of making our community safer are restricted to only improving one crosswalk a year, it would be an improvement. If we had begun this when I first discussed it in 2007, at just one a year, we'd nearly have 20 crosswalk improvements to date.

Notice for the following motion was given at the February 24, 2026, Regular Council Meeting to be brought forward to the March 10, 2026, Regular Meeting of Council for discussion, debate, and Council's consideration.

**MOTION**

That Council consider the following motion:

Councillor Hanson moved That Council direct Administration to begin the process of developing a pedestrian crosswalk standardization and roadway signage policy for the Town of Blackfalds, with a goal of having this complete by June 30, 2027.

Thank you,



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Shane Hanson, Councillor

|                   |      |
|-------------------|------|
| SCHOOL AHEAD SIGN | WC-1 |
|-------------------|------|



|                             |        |                  |   |
|-----------------------------|--------|------------------|---|
| SECTION REFERENCE           |        |                  | <b>Government<br/>of Alberta</b> ■<br><b>Transportation</b> |
| DIMENSIONS (mm)             |        | 800 X 800        |   |
| ENLARGEMENT FACTOR          |        | 5 X              |   |
| COLOUR                      |        |                  |   |
| BACKGROUND                  | BORDER | MESSAGE / SYMBOL |   |
| FLUORESCENT<br>YELLOW-GREEN | BLACK  | BLACK            |   |

|               |         |
|---------------|---------|
| 30 km/h (TAB) | WC-1A-T |
|---------------|---------|



|                             |        |                  |   |
|-----------------------------|--------|------------------|---|
| SECTION REFERENCE           |        |                  | <b>Government<br/>of Alberta</b> ■<br><b>Transportation</b> |
| DIMENSIONS (mm)             |        | 800 X 200        |   |
| ENLARGEMENT FACTOR          |        | 5 X              |   |
| COLOUR                      |        |                  |   |
| BACKGROUND                  | BORDER | MESSAGE / SYMBOL |   |
| FLUORESCENT<br>YELLOW-GREEN | BLACK  | BLACK            |   |

|              |        |
|--------------|--------|
| SCHOOL (TAB) | WC-1-T |
|--------------|--------|



|                             |        |                  |   |
|-----------------------------|--------|------------------|---|
| SECTION REFERENCE           |        |                  | <b>Government<br/>of Alberta</b> ■<br><b>Transportation</b> |
| DIMENSIONS (mm)             |        | 800 X 300        |   |
| ENLARGEMENT FACTOR          |        | 5 X              |   |
| COLOUR                      |        |                  |   |
| BACKGROUND                  | BORDER | MESSAGE / SYMBOL |   |
| FLUORESCENT<br>YELLOW-GREEN | BLACK  | BLACK            |   |

**LEFT SIDE SCHOOL CROSSWALK SIGN**

RA-3-L



**RIGHT SIDE SCHOOL CROSSWALK SIGN**

RA-3-R



|                    |        |                  |  |
|--------------------|--------|------------------|--|
| SECTION REFERENCE  |        |                  |  |
| DIMENSIONS (mm)    |        |                  |  |
| 600 X 750          |        |                  |  |
| ENLARGEMENT FACTOR |        |                  |  |
| 5 X                |        |                  |  |
| COLOUR             |        |                  |  |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |  |
| WHITE              | BLACK  | BLACK            |  |

|                    |        |                  |  |
|--------------------|--------|------------------|--|
| SECTION REFERENCE  |        |                  |  |
| DIMENSIONS (mm)    |        |                  |  |
| 600 X 750          |        |                  |  |
| ENLARGEMENT FACTOR |        |                  |  |
| 5 X                |        |                  |  |
| COLOUR             |        |                  |  |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |  |
| WHITE              | BLACK  | BLACK            |  |

**LEFT SIDE PEDESTRIAN CROSSWALK SIGN**

RA-4-L



**RIGHT SIDE PEDESTRIAN CROSSWALK SIGN**

RA-4-R



|                    |        |                  |  |
|--------------------|--------|------------------|--|
| SECTION REFERENCE  |        |                  |  |
| DIMENSIONS (mm)    |        |                  |  |
| 600 X 750          |        |                  |  |
| ENLARGEMENT FACTOR |        |                  |  |
| 5 X                |        |                  |  |
| COLOUR             |        |                  |  |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |  |
| WHITE              | BLACK  | BLACK            |  |

|                    |        |                  |  |
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| SECTION REFERENCE  |        |                  |  |
| DIMENSIONS (mm)    |        |                  |  |
| 600 X 750          |        |                  |  |
| ENLARGEMENT FACTOR |        |                  |  |
| 5 X                |        |                  |  |
| COLOUR             |        |                  |  |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |  |
| WHITE              | BLACK  | BLACK            |  |

**LEFT SIDE PEDESTRIAN  
CROSSING AHEAD** WC-2-L



**RIGHT SIDE PEDESTRIAN  
CROSSING AHEAD** WC-2-R



|                    |        |                  |           |   |
|--------------------|--------|------------------|-----------|---|
| SECTION REFERENCE  |        |                  |           | <b>Government<br/>of Alberta</b> ■<br><b>Transportation</b> |
| DIMENSIONS (mm)    |        |                  | 600 X 600 |   |
| ENLARGEMENT FACTOR |        |                  | 6 X       |   |
| COLOUR             |        |                  |           |   |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |           |   |
| YELLOW             | BLACK  | BLACK            |           |   |

|                    |        |                  |           |   |
|--------------------|--------|------------------|-----------|---|
| SECTION REFERENCE  |        |                  |           | <b>Government<br/>of Alberta</b> ■<br><b>Transportation</b> |
| DIMENSIONS (mm)    |        |                  | 600 X 600 |   |
| ENLARGEMENT FACTOR |        |                  | 6 X       |   |
| COLOUR             |        |                  |           |   |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |           |   |
| YELLOW             | BLACK  | BLACK            |           |   |

|                         |             |
|-------------------------|-------------|
| <b>PLAYGROUND AHEAD</b> | <b>WC-3</b> |
|-------------------------|-------------|



|                    |        |                  |           |   |
|--------------------|--------|------------------|-----------|---|
| SECTION REFERENCE  |        |                  |           | <b>Government<br/>of Alberta</b> ■<br><b>Transportation</b> |
| DIMENSIONS (mm)    |        |                  | 600 X 600 |   |
| ENLARGEMENT FACTOR |        |                  | 6 X       |   |
| COLOUR             |        |                  |           |   |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |           |   |
| YELLOW             | BLACK  | BLACK            |           |   |

|                         |               |
|-------------------------|---------------|
| <b>PLAYGROUND (TAB)</b> | <b>WC-3-T</b> |
|-------------------------|---------------|



75 mm SERIES C LETTERING

|                    |        |                  |           |   |
|--------------------|--------|------------------|-----------|---|
| SECTION REFERENCE  |        |                  |           | <b>Government<br/>of Alberta</b> ■<br><b>Transportation</b> |
| DIMENSIONS (mm)    |        |                  | 600 X 300 |   |
| ENLARGEMENT FACTOR |        |                  | 4 X       |   |
| COLOUR             |        |                  |           |   |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |           |   |
| YELLOW             | BLACK  | BLACK            |           |   |

|                      |                |
|----------------------|----------------|
| <b>30 km/h (TAB)</b> | <b>WC-3A-T</b> |
|----------------------|----------------|



12 mm C SERIES LETTERING

|                    |        |                  |           |  |
|--------------------|--------|------------------|-----------|--|
| SECTION REFERENCE  |        |                  |           | <b>Alberta</b><br>Infrastructure and<br>Transportation |
| DIMENSIONS (mm)    |        |                  | 600 X 300 |  |
| ENLARGEMENT FACTOR |        |                  | 4 X       |  |
| COLOUR             |        |                  |           |  |
| BACKGROUND         | BORDER | MESSAGE / SYMBOL |           |  |
| YELLOW             | BLACK  | BLACK            |           |  |

## C3 Transverse Markings

### C3.1 Introduction

This section comprises the following sub-sections:

- Stop Lines
- Crosswalk Lines
- Roadside Turnouts
- Railway Crossings
- Aircraft Patrol Zones

Transverse markings are shown in Figure TCS-C-301.

### C3.2 Stop Lines

Stop lines are solid white lines, normally 300 mm to 600 mm wide, dependent on traffic volumes and visibility, and extending across all approach lanes. Stop lines of 300 mm width may be used in urban situations. 600 mm stop lines are used in most rural highway applications.

Stop lines should be used in both rural and urban areas where it is important to indicate the point, behind which vehicles are required to stop, in compliance with a stop sign, traffic signal, officers direction, or other legal requirement.

Stop lines, where used, should be placed 1.0 m in advance of and parallel to the nearest crosswalk line. In the absence of a marked crosswalk, the stop line should be placed at the desired stopping point, in no case less than 1.2 m from the nearest edge of the intersecting lane.

The exact location of a stop line should be established in the field based on site-specific conditions. These conditions may include the intersection geometry, paths of turning vehicles, presence of obstructions along a sight line and

other operational conditions.

A stop sign should always be used in conjunction with a stop line, and it should be placed adjacent to the stop line. On gravel roads it is not practical to provide a stop line. In these cases the stop sign should be placed near the stopping point.

Stop lines are shown in Figure TCS-C-305.

### C3.3 Crosswalk Lines

#### C3.3.1 General Information

Crosswalk markings at signalized intersections and across intersectional approaches, on which traffic stops, serve primarily to guide pedestrians in the proper paths.

Crosswalk markings along roadways at other locations (i.e., mid-block crossings) not only delineate the path for pedestrians but also serve to warn the motorists of a pedestrian crossing point. At non-intersectional locations, these markings legally establish the crosswalk. All marked mid-block pedestrian crosswalks must be provided with standard signs indicating a pedestrian crossing. Typical layouts of markings for pedestrian crosswalks are illustrated in Figure TCS-C-305.

#### C3.3.2 Crosswalk Lines

Crosswalk lines shall be solid white lines, marking both edges of the crosswalk. They shall be 200 mm in width and should be spaced not less than 2.5 m apart. In urbanized areas, the width of a crosswalk should reflect the volume of pedestrians crossing at that location at one time. Crosswalk lines shall be placed as close as possible to right angles to the roadway being crossed. Crosswalk lines should be offset from the near edge of the travel lane by 1.2 m.

### C3.3.3 Zebra Crosswalk Markings

For added visibility, the area of the crosswalk may be marked with white longitudinal lines at a 90 degree angle to the line of the crosswalk to provide a Zebra crosswalk. These lines should be approximately 600 mm wide and spaced 600 mm apart. When Zebra type lines are used to mark a crosswalk the transverse crosswalk parallel lines shall be omitted. Zebra crosswalk markings should be considered in the following situations:

- At all school crosswalks.
- At crossings involving children, the elderly or handicapped (e.g. near hospitals, senior citizen homes, etc.).
- At pedestrian crossings located within high speed traffic zones (in excess of 70 km/h).
- At all mid-block pedestrian crossings.
- At crosswalks that are hidden or with the reduced sight distances on the approaches where Zebra crosswalk markings could improve the visibility of a crossing.
- At raised traffic islands (free right turns).

Care should be taken to ensure that pedestrian crosswalks marked with zebra crossings do not weaken or detract from other crosswalks where special emphasis markings are not used.

#### C3.3.4 Crosswalk Warrants

Crosswalks should be marked at all intersections where there are substantial conflicts between vehicle and pedestrian movements. Marked crosswalks should also be provided at other appropriate points of pedestrian concentration, such as at loading islands, mid-block pedestrian crossings, or where pedestrians could not otherwise recognize the proper place to cross.

In general, it is not desirable to have crosswalk

markings where the posted speed is greater than 70 km/h.

Crosswalk markings should not be used indiscriminately. An engineering study should be undertaken before they are installed at locations away from traffic signals or stop signs.

Since non-intersectional pedestrian crossings are generally unexpected by motorists, crosswalk signs should be installed and adequate visibility provided by parking restrictions.

Generally, the procedures outlined in the Transportation Association of Canada Pedestrian Crossing Manual may be used to determine crossing warrants, and in particular, where and what type of additional traffic control devices are required.

### C3.4 Roadside Turnout

Roadside turnout shall be marked in accordance with Figures TCS-C-310 and TCS-C-315.

### C3.5 Railway Crossings

Railway Crossing markings for a railway crossing shall consist of double stop bars 30 cm in width and 30 cm apart for both rural and urban applications. The markings are white and reflectorized. They are placed perpendicular to the roadway at a distance of 4.5 m from the near rail.

Stop bars merely provide a stopping point for vehicles and must always be used in conjunction with signs and other devices. The stop bars and an "X" mark are typically not required at railway crossings if other regular pavement markings such as centre lines or edge lines are not used.

It is important to check the sight line requirements at railway crossings in accordance

**MEETING DATE:** March 10, 2026  
**PRESENTED BY:** Councillor Shane Hanson  
**SUBJECT:** Disc Golf

---

## **BACKGROUND**

Some time ago, the Optimist Club of Blackfalds purchased Disc Golf Equipment in hopes of working with the Town of Blackfalds to establish a Disc Golf Course in our community. It is my understanding that this equipment is being stored by the Town of Blackfalds, awaiting a home.

Through conversations with members of the Optimist Club of Blackfalds there is still hope that their dream will become a reality for our community. In these conversations and having participated in the Town of Blackfalds Open House on this matter as a resident, there appears to be a suitable option for this Disc Golf Course at the Chuckwagon Park in the McKay Ranch Subdivision.

The Chuckwagon Park is spacious, currently underutilized and expanding with the next phase of McKay Ranch underway. There is a relatively direct route to the Chuckwagon Park via South Street and via Park St. and Eastpoint Dr. or Panorama Dr. and Eastpointe Dr.

The Chuckwagon Park in McKay Ranch surrounds a natural area that would add to the experience of all who visit and use a Disc Golf Course in this area

## **INTENT**

The intent of this motion is to request that Administration develop a plan for a Disc Golf course utilizing the existing Chuckwagon Park and working with the McKay Ranch Developer to incorporate the remainder of a Disc Golf Course into the future phase(s) or McKay Ranch currently under construction.

This would also be an excellent opportunity for the previously discussed by Administration and Council Community Beautification Grant. There would be a synergy in adding trees and greenery to the Chuckwagon Park that would compliment a Disc Golf Course at this location.

Based on the above, I request that the following motion be considered at the April 14, 2026, Regular Meeting of Council.

## **MOTION**

I, Shane Hanson, move that Council request Administration develop a plan for a Disc Golf Course at the Chuckwagon Park in McKay Ranch, utilizing the Disc Golf equipment purchased by the Optimist Club of Blackfalds for our community.

Thank you,



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Shane Hanson, Councillor