

**AGENDA****1. WELCOME AND CALL TO ORDER****2. LAND ACKNOWLEDGEMENT**

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

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

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

**3. ADOPTION OF AGENDAS**

3.1 Regular Agenda for January 13, 2026

3.2 Consent Agenda for January 13, 2026

- a) **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- b) **Adoption of Minutes**
  - Regular Council Meeting Minutes – December 9, 2025
  - Standing Committee of Council – December 15, 2025
- c) **Council Reports**  
None
- d) **Administrative Reports**
  - Report for Council, Enforcement & Protective Services Monthly Report – December 2025
  - Report for Council, Development & Building Monthly Report – December 2025
- e) **Boards, Committees and Commission Minutes and/or Reports**
  - Family & Community Support Services Board Meeting Minutes – June 12, 2025
- f) **Information**
  - Lacombe County Council Highlights – December 11, 2025
  - Servus Credit Union Library Programming Report - December 2025
  - Metrix Group - Audit Planning Report 2025
  - Lacombe Foundation 2026 Requisition
  - Battle River Watershed Alliance – Quarterly Report – December 2025
  - Save the Date CommUnity Power of One – March 19, 2026
- g) **Correspondence**
  - Letter from Parkland Regional Library System Re Council Congratulations
  - Letter from Mayor Cindy Jefferies - December 2, 2025
  - Letter from Minister of Public Safety and Emergency Services - December 9, 2025
  - Letter from Speaker McIver - Letter to Municipalities – December 16, 2025
  - Email from Don Cooper, Manager, Government and Community Affairs (Alberta) Canada Post Corporation Re: Community Mailboxes – Blackfalds – January 6, 2026

**4. PUBLIC HEARING**

None

**5. DELEGATION**

None

**6. BUSINESS**

6.1 Council Motion, Town of Blackfalds Playgrounds – *Mayor Svab*  
(*Notice of Motion given at the December 9, 2025, Regular Council Meeting*)

6.2 Council Motion, Eagle Builders Centre Parking – *Councillor Brown*  
(*Notice of Motion given at the December 9, 2025, Regular Council Meeting*)

6.3 Request for Decision, Bylaw 1347.25 - Schedule "B" 2026 Water and Wastewater Rates  
(*First Reading*)

6.4 Request for Decision, McKay Ranch Lift Station Project – Re-Tender

**7. NOTICES OF MOTION**

7.1 Capital Project Reporting and Fiscal Framework – *Councillor Brown*

7.2 South St. and HWY 2A Intersection – *Councillor Hanson*

**8. CONFIDENTIAL**

None

**9. ADJOURNMENT****Future Meetings/Events:**

- Standing Committee of Council Meeting – January 19, 2026
- Regular Council Meeting – January 27, 2026

A Regular Council Meeting for the Town of Blackfalds was held on December 9, 2025, at 5018 Waghorn Street in Council Chambers, commencing at 6:00 p.m.

**MEMBERS PRESENT**

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

**ATTENDING**

Kim Isaak, Chief Administrative Officer  
Preston Weran, Director of Infrastructure & Planning Services  
Justin de Bresser, Director of Corporate Services  
Ken Morrison, Director of Emergency Management & Protective Services  
Jeff Heindel, Parks & Facilities Manager  
Marco Jadie, IT Analyst  
Danielle Nealon, Senior Legislative Advisor

**REGRETS**

Councillor Jim Sands

**MEDIA**

None

**OTHERS PRESENT**

S/Sgt. Andrew Allan, RCMP Detachment Commander  
Kyla Belich, ATCO Senior Manager

**WELCOME AND CALL TO ORDER**

Mayor Svab welcomed everyone to the Regular Council Meeting of December 9, 2025, and called the meeting to order at 6:00 p.m.

**LAND ACKNOWLEDGEMENT**

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

**ADOPTION OF AGENDAS**

308/25 Deputy Mayor Dennis moved That Council adopt the Regular Agenda for December 9, 2025, as amended to reflect the exemption of Consent Agenda 3.2 Report for Council, Enforcement & Protective Services Monthly Report – November 2025 and was added under Business as item 6.9.

**CARRIED UNANIMOUSLY**

309/25 Councillor Hoyte moved That Council adopt the Consent Agenda for December 9, 2025, as amended, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
  - Regular Council Meeting Minutes – November 25, 2025
- **Council Reports**
  - None

**MINUTES**

- **Administrative Reports**
  - Report for Council, Development & Building Monthly Report – November 2025
- **Boards, Committee and Commission Minutes and/or Reports**
  - Lacombe Foundation Meeting Minutes – September 22, 2025
- **Information**
  - Lacombe County Council Highlights – November 27, 2025
- **Correspondence**
  - Letter from Canada Post Re: Mail Service Concerns - December 2, 2025

**CARRIED UNANIMOUSLY**

Mayor Svab indicated that Councillor Sands sent his regrets.

**PUBLIC HEARING**

None

**DELEGATION****Years of Service Awards Recognition**

Mayor Svab recognized Town Employees receiving Years of Service Awards from the Town of Blackfalds.

**5 Years**

- **Mandi Gerhardt** – Marketing & Communications.
- **Erin Lawrence** – Human Resources.
- **Jodie Pearson** – Public Works.
- **Taylor Mulder** – Fire Department.

**10 Years**

- **Maralee Bisio** – Financial Services.
- **Marco Jadie** – Information Technology.
- **Jesse Moerike** – Public Works.
- **Jeff Dahms** – Fire Department.
- **Brandon Hauck** – Fire Department.
- **Kurtis Kenway** – Fire Department.
- **Maria Chapeton** – Abbey Centre.
- **Jennifer Leonhardt** – Abbey Centre.

**15 Years**

- **Joe Croken** – Municipal Enforcement.
- **Robert Cote** – Fire Department.

**25 Years**

- **Rick Yelland-Kewin** – Public Works.
- **Mike Elder** – Fire Department.

**30 Years**

- **Brad Brown** – Fire Department.

**Blackfalds RCMP Semi-Annual Report**

S/Sgt. Andrew Allan presented a semi-annual overview of Blackfalds RCMP activities.

**Blackfalds Franchise Renewal**

Kyla Belich, representing ATCO, gave a presentation on the ATCO Franchise Renewal and the steps involved.

**MINUTES****BUSINESS****Request for Decision, 2026 Interim Operating Budget**

Director de Bresser presented for Council's consideration the Interim Operating Budget for 2026 and indicated that the finalized Operating Budget will come to Council for approval in Spring 2026.

310/25 Councillor Twerdochlib moved That Council adopt the 2026 Interim Operating Budget, as presented.

**CARRIED UNANIMOUSLY**

311/25 Councillor Brown moved That Council accept the 3-Year Financial Plan, as presented.

**CARRIED UNANIMOUSLY**

**Request for Decision, Community Initiatives Grant – Seniors' Club**

Manager Heindel brought forward the Recreation, Culture & Parks Board recommendation regarding the Senior Club's Community Initiative Grant Application.

**MAIN MOTION**

Councillor Twerdochlib moved That Council grant funding to the Seniors' Club from the Community Initiatives Grant in the amount of \$2,500.

**AMENDMENTS PROPOSED TO THE MAIN MOTION**

Mayor Svab moved That Council amend the main motion to strike out "\$2,500" and insert "up to \$1,800".

**VOTE ON AMENDMENTS TO THE MAIN MOTION**

312/25 Mayor Svab moved That Council amend the main motion to strike out "\$2,500" and insert "up to \$1,800".

**CARRIED**  
*Opposed: Deputy Mayor Dennis*

**VOTE ON AMENDED MAIN MOTION**

313/25 Councillor Twerdochlib moved That Council grant funding to the Seniors' Club from the Community Initiatives Grant in the amount of up to \$1,800.

**CARRIED UNANIMOUSLY**

**Request for Decision, Community Initiatives Grant – IRSC Leadership Group**

Manager Heindel brought forward the Recreation, Culture and Parks Board recommendation regarding the IRSC Leadership Group's Community Initiative Grant Application.

314/25 Councillor Brown moved That Council grant funding to the IRSC Leadership Group from the Community Initiatives Grant in the amount of \$700.

**CARRIED**  
*Opposed: Deputy Mayor Dennis  
Councillor Twerdochlib*

**Request for Decision, Bylaw 1347.25 - Schedule "B" 2026 Water and Wastewater Rates**

Director Weran presented Bylaw 1347.25, being a bylaw to amend Schedule "B" of Bylaw 1250.20 and to set the 2026 Water and Wastewater rates.

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*

**Request for Decision, Blackfalds Xing Sanitary Trunk (NE-22-39-27-W4) Final Project Report**

Director Weran brought forward the final project report for the Blackfalds Xing Sanitary Trunk.

316/25 Councillor Hoyte moved That Council approve the budget increase of \$41,454 for the Blackfalds Crossing Sanitary Trunk Project for a total budget of \$2,794,965.00.

**CARRIED UNANIMOUSLY**

317/25 Councillor Hanson moved That Council instruct Administration to update the County Cost-Sharing Agreement total to \$2,794,965.00.

**CARRIED UNANIMOUSLY**

**Request for Decision, Electoral Boundary Review**

CAO Isaak brought forward the Electoral Boundary Review for Council's review and direction.

318/25 Councillor Hoyte moved That Council direct Administration to work with Mayor Svab on a presentation for the Electoral Boundary Review virtual town hall in January 2026.

**CARRIED UNANIMOUSLY**

319/25 Councillor Hanson moved That Council direct Administration to submit the concerns outlined in this report, along with any other additional concerns that Council may have, to the Electoral Boundaries Commission by the submission deadline of December 19, 2025.

**CARRIED UNANIMOUSLY**

**Request for Decision, 2026 Member at Large Appointments**

CAO Isaak, on behalf of the Member at Large Review Panel, brought forward the Panel's recommendations regarding Member at Large Appointments to various Council Committees.

320/25 Deputy Mayor Dennis moved That Council approve the 2026 Member at Large Schedule of appointments to the various Council Boards, Committees, and Commissions with terms of appointment and expiry as outlined in the schedule.

**CARRIED UNANIMOUSLY**

321/25 Councillor Twerdochlib moved That Council re-appoint Vincent Wolfe to the Library Board for a third term commencing January 1, 2026, and ending on December 31, 2028.

**CARRIED UNANIMOUSLY**

322/25 Councillor Hanson moved That Council re-appoint Starr Sinclair to the Library Board for a second term commencing January 1, 2026, and ending on December 31, 2028.

**CARRIED UNANIMOUSLY**

323/25 Councillor Brown moved That Council appoint Marina Appel to the Library Board for a first term commencing January 1, 2026, and ending on December 31, 2028.

**CARRIED UNANIMOUSLY**

**Request for Decision, Canada Post Community Mailboxes**

CAO Isaak brought forward a request from Canada Post for Council to provide clarification regarding the concerns expressed in the letter sent on October 22, 2025.

**MINUTES**

324/25 Councillor Brown moved That Council request that Canada Post, with approval from the P&D Department, install community mailboxes in the following locations Parkwood Rd, Cottonwood Rd, Blackfalds Crossing, Duncan Ave, South St, Leung Rd, parts of Womacks Rd, Broadway Ave. **CARRIED UNANIMOUSLY**

325/25 Councillor Hoyte moved That Council request that Canada Post, with approval from the P&D Department, install community mailboxes for the remaining areas without community mailboxes on the west side of Blackfalds including the Broadway Village Mobile Home Park and Blackfalds Mobile Home Park. **CARRIED UNANIMOUSLY**

326/25 Councillor Hanson moved That Council request that Canada Post, with approval from the P&D Department, install community mailboxes to service all businesses within the Town of Blackfalds including those located in the Blackfalds Industrial Park. **CARRIED UNANIMOUSLY**

**Report for Council, Enforcement & Protective Services Monthly Report – November 2025**

The Report for Council, Enforcement & Protective Services Monthly Report - November 2025 was exempt from the Consent Agenda for further discussion.

327/25 Councillor Hanson moved That Council accept the Report for Council, Enforcement & Protective Services Monthly Report - November 2025, as information. **CARRIED UNANIMOUSLY**

**NOTICES OF MOTION****Town of Blackfalds Playgrounds – Mayor Svab**

Mayor Svab provided a Notice of Motion regarding Town of Blackfalds Playgrounds to be considered by Council at the January 13, 2026, Regular Meeting of Council.

“That Council direct Administration to bring forward a report on the age restrictions on all Town of Blackfalds playgrounds, along with any information regarding safety and liability and if there are any companies that sell playground equipment for 0-5 years of age.”

**Eagle Builders Centre Parking – Councillor Brown**

Councillor Brown provided a Notice of Motion regarding Eagle Builders Centre Parking to be considered by Council at the January 13, 2026, Regular Meeting of Council.

“That Council direct Administration to bring forward a report with the parking options presented to Council and the details and the history on why the proposed project was not put forward by Council previously.”

**RECESS**

Mayor Svab called for a five-minute recess at 8:47 p.m.

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the meeting to order at 8:54 p.m.

**CONFIDENTIAL**

- **Seniors Development – ATIA Section 19 - Disclosure Harmful to Business Interests of a Third Party**

**328/25** Deputy Mayor Dennis moved That Council move to a closed session commencing at 8:55 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 19 of the *Access to Information Act*.

**CARRIED UNANIMOUSLY**

**Closed Session Attendance:** *Mayor Laura Svab, Deputy Mayor Brenda Dennis, Councillor Shane Hanson, Councillor Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdochlib, CAO Kim Isaak, Cliff Soper and Karie Ackermann.*

**329/25** Councillor Brown moved That Council move to come out of the closed session at 9:27 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Svab called the Regular Council Meeting back to order at 9:27 p.m.

**Regular Council Meeting Attendance:** *Mayor Laura Svab, Deputy Mayor Brenda Dennis, Councillor Shane Hanson, Councillor Ryan Brown, Councillor Aaron J. Hoyte, Councillor Cory Twerdochlib, CAO Kim Isaak, Cliff Soper and Karie Ackermann.*

**ADJOURNMENT**

Mayor Svab adjourned the Regular Council Meeting at 9:28 p.m.

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Laura Svab, Mayor

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Kim Isaak, Chief Administrative Officer

A Standing Committee of Council Meeting for the Town of Blackfalds was held on Monday, December 15, 2025, 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 Twerdochlib

**ATTENDING**

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

**REGRETS**

None

**MEDIA**

None

**OTHERS PRESENT**

None

**WELCOME AND CALL TO ORDER**

Deputy Mayor Dennis called the Standing Committee of Council Meeting to order at 6:00 p.m.

**REVIEW OF AGENDA**

052/25

Councillor Sands moved That Standing Committee of Council receive the Agenda for December 15, 2025, as presented.

**CARRIED UNANIMOUSLY**

**LAND ACKNOWLEDGEMENT**

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

**DELEGATIONS**

None

**BUSINESS****Report for Committee, Statutory Plans Orientation**

Manager Tejkl provided a Statutory Plans Orientation covering an overview of the Town's current hierarchy of Statutory Planning documents.

053/25

Mayor Svab moved That Standing Committee of Council receive the Statutory Plans Orientation report and presentation for information as part of the ongoing Council Orientation process.

**CARRIED UNANIMOUSLY**

**Report for Committee, Municipal Service Level Inventory Orientation**

CAO Isaak provided an orientation on the Town's Municipal Service Level Inventory methodology for capturing municipal services and their service levels.

**054/25** Mayor Svab moved That Standing Committee of Council receive the Municipal Service Level Inventory Orientation report and presentation for information as part of the ongoing Council Orientation process.

**CARRIED UNANIMOUSLY**

**Report for Committee, Election and Campaign Feedback**

The Committee engaged in a roundtable discussion of feedback received during the election campaign to identify gaps and integrate them into strategic planning, aligning Council priorities with resident expectations.

**055/25** Councillor Twerdochib moved That Standing Committee of Council receive Election and Campaign Feedback, as information.

**CARRIED UNANIMOUSLY**

**CONFIDENTIAL**

None

**ADJOURNMENT**

Deputy Mayor Dennis adjourned the Standing Committee of Council Meeting at 7:34 p.m.

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Brenda Dennis, Deputy Mayor

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Kim Isaak, Chief Administrative Officer

**MEETING DATE:** January 13, 2026**PREPARED BY:** Ken Morrison, Director of Emergency Management and Protective Services**SUBJECT:** **Enforcement and Protective Services Monthly Report - December 2025****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 December for Municipal Enforcement, Occupational Health & Safety, Fire Services, RCMP and Emergency Management.

**FINANCIAL IMPLICATIONS**

None

**ATTACHMENTS**

- *Protective Services Monthly Report*
- *Municipal Enforcement December Report*
- *Fire December monthly Incident Summary*
- *Municipal December 2025 Detachment at a Glance and Crime Gauges*
- *Municipal December 2025 Five Year Crime Stats*

**APPROVALS**

Preston Weran,  
Acting Chief Administrative Officer



Department Director/Author

## Protective Services Monthly Report

### Municipal Enforcement:

#### **Blackfalds Municipal Enforcement Monthly Report – December 2025**

##### **Call Summary:**

- **Calls Received:** Total calls received through the Kyetech 24/7 dispatch line were 43, with 107 files opened during the month, including self-generated files.
- **Traffic Violations:** There were 54 traffic violation tickets issued and 38 warnings provided.
- **Permits processed:** Through the Transportation Routing and Vehicle Information System (TRAVIS) Municipal Enforcement approved 98 permits. These are issued for companies to move oversized or overweight loads.
- **Key Issues/concerns:** Throughout the month, some of the Key Issues addressed were parking concerns, Animal complaints, noise complaints, snow/ice bylaw enforcement, abandoned vehicles and public safety matters.
- **Traffic Monitoring:** Our four traffic speed signs registered over 162,000 vehicles when combined with all four locations, with the average speeds ranging from 37-52 km/h

##### **Operational Highlights**

- **Common Issues:** Throughout the month, some of the main files created were relating to the following:
  - Abandoned vehicles
  - Parking concerns (street parking, vacant lots, fire hydrant proximity, highway parking >72 hrs)
  - Noise complaints (equipment, general disturbances)
  - Animal-related complaints (dogs, barking, bites causing minor injury, felines at large)
  - Snow and ice on sidewalks (bylaw enforcement)
  - Trash bins left on public property
  - Questions regarding quads and snowmobiles within town limits
  - Harassment between neighbours
  - False alarm billing questions
  - Wildlife issues (muskrat, deer stuck in fence)
  - Slips on sidewalks
  - Domestic dispute (referred to the RCMP)
  - Miscellaneous public concerns and mischief reports

##### **Traffic Enforcement**

- **Violations Issued:** 54
- **Warnings Issued:** 38
- **Breakdown by Regulation:**
  - 34 – Use of Highways and Rules of the Road Regulation
  - 17 – Traffic Safety Act
  - 2 – Vehicle Equipment Regulation
  - 1 – Environmental Protection and Enhancement Act

## Traffic Speed & Vehicle Counts

- **Aspen Lake (Eastbound):** 22,104 vehicles | Avg. Speed: 37 km/h
- **Park Street (Eastbound):** 33,621 vehicles | Avg. Speed: 39 km/h
- **Cottonwood Drive (Westbound):** 59,134 vehicles | Avg. Speed: 52 km/h
- **Vista Trail (Southbound):** 47,892 vehicles | Avg. Speed: 44 km/h

On December 6<sup>th</sup>, Municipal Enforcement participated in the Annual Charity Check Stop, raising funds for the local food bank.

On December 10<sup>th</sup>, the Blackfalds Policing Committee met, new members were welcomed, and a Pizza Dinner was provided and supplied by Sabrina's Pizza.

## **Blackfalds Fire Rescue**

December was quiet for Wednesday evening training. Officers worked on decorating the fire trucks and decorating the hall for the annual Santa Run.

The Santa run, which took place on December 17 & 18<sup>th</sup>, was a tremendous success! During the two days, the department collected 9,835 lbs of food and \$3,447 in cash donations for the Blackfalds Food Bank.

The department responded to nineteen incidents.

There were nine (9) Fire Safety Plans reviewed and approved during the month.

A summary of incident types for December 2025 is included.

## **Occupational Health & Safety**

### **Monthly Report for December 2025**

Incidents: 2 Incidents were reported in CorePoint

- 1 Personal Injury/Illness
- 1 Near Miss/Hazard ID

Investigations:

- 3 investigations completed from incidents occurring in November and December
- 4 corrective actions recommended from these investigations

Formal Inspections

- 13 Facility Inspections were completed in December
- 12 corrective actions recommended from those inspections

Health and Safety Audit

- Audit Action Plan created and will be presented to JHSC in January for approval
- Once approved by the JHSC, action plan will be presented to Management for final approval before being shared with employees

### Training and Orientations

- 1 new hire orientation completed at the Civic Centre
- ICS 100 & BEM provided to some employees in Parks & Facilities who were missing the training. A spring email providing this training will be sent to employees under Parks and Facilities who are busier during this time of year.

### CorePoint

- Working with representatives to ensure all departments are identified in CorePoint
- Ensuring that all employees are documented under the correct department within CorePoint

### **RCMP**

The RCMP participated in the annual Charity Check stop on December 6<sup>th</sup>, which was a tremendous success once again, with funds raised going to the local food bank.

Stats and report will be provided later in January.

### **Emergency Management**

On December 16<sup>th</sup>, a meeting was held with the LREMP contractor to discuss the exercise in November, and possible exercise to be completed in 2026, likely the fall.

December 18<sup>th</sup>, both Director Morrison and Chief Cote attended the Lacombe County Mutual Aid organization (LCMAO) meeting. This is a partnership with local industry within Lacombe County. The exercise was discussed in November, and the possibility of holding a tabletop exercise in the fall, which would be focused on industry.

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### **Ken Morrison**

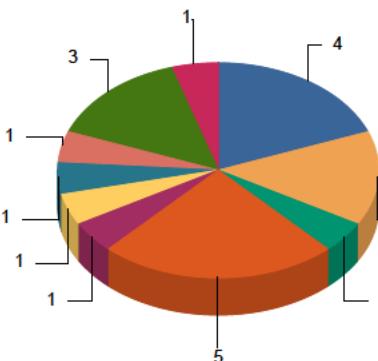
Director of Emergency Management & Protective Services

## Town of Blackfalds

MONTH END Statistics from Occurred Date: 12/1/2025 12:00:00AM to 12/31/2025 11:59:59PM

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

### Count of Incident Types



1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS	4
1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS	3
1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAR SNOW/ICE/DIRT/OTHER OBSTRUCTIONS FROM HWY W/IN 48 HRS	1
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN	5
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON A HIGHWAY IN EXCESS OF TIME DESIGNATED	1
1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 5 M OF A FIRE HYDRANT	1
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE	1
3 LAND USE BYLAW	1
4 INCIDENTS : ABANDONED VEHICLE	3
4 INCIDENTS : ASSIST PLANNING	1
Total:	21

1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS: 4 4%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS: 3 3%

1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAR SNOW/ICE/DIRT/OTHER OBSTRUCTIONS FROM HWY W/IN 48 HRS: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN: 5 5%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON A HIGHWAY IN EXCESS OF TIME DESIGNATED: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 5 M OF A FIRE HYDRANT: 1 1%

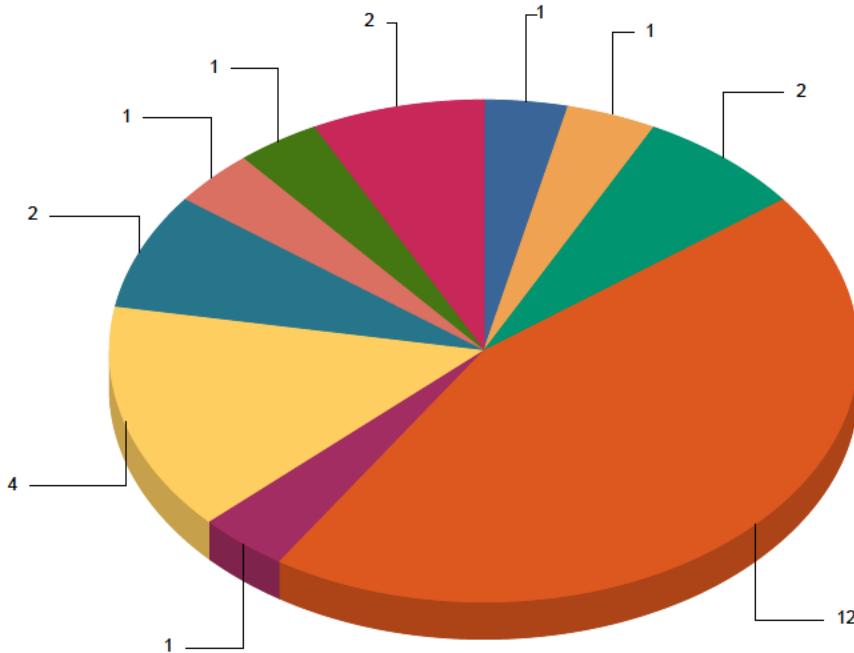
2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE: 1 1%

3 LAND USE BYLAW: 1 1%

4 INCIDENTS : ABANDONED VEHICLE: 3 3%

4 INCIDENTS : ASSIST PLANNING: 1 1%

## Count of Incident Types



4 INCIDENTS : DRIVING COMPLAINT	1
4 INCIDENTS : MISCHIEF	1
4 INCIDENTS : NEIGHBOUR DISPUTE	2
4 INCIDENTS : PARKING COMPLAINT	12
4 INCIDENTS : PUBLIC CONCERN OTHER	1
4 INCIDENTS : QUESTIONS / REQUESTS / CONCERNs	4
ANIMAL CONTROL BYLAW 1181/14	2
ANIMAL CONTROL BYLAW 1181/14 : CAT : ANIMAL RUNNING AT LARGE	1
ANIMAL CONTROL BYLAW 1181/14 : DOG	1
ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL AT LARGE	2
<b>Total:</b>	<b>27</b>

4 INCIDENTS : DRIVING COMPLAINT: 1 1%

4 INCIDENTS : MISCHIEF: 1 1%

4 INCIDENTS : NEIGHBOUR DISPUTE: 2 2%

4 INCIDENTS : PARKING COMPLAINT: 12 12%

Municipal Reports/Files MUNICIPAL ENFORCEMENT -

4 INCIDENTS : PUBLIC CONCERN OTHER: 1 1%

4 INCIDENTS : QUESTIONS / REQUESTS / CONCERNS: 4 4%

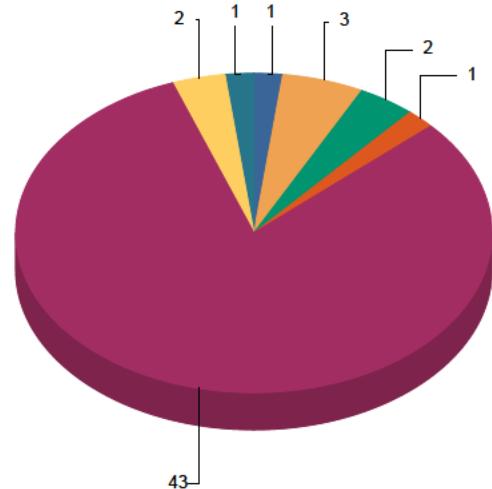
ANIMAL CONTROL BYLAW 1181/14: 2 2%

ANIMAL CONTROL BYLAW 1181/14 : CAT : ANIMAL RUNNING AT LARGE: 1 1%

ANIMAL CONTROL BYLAW 1181/14 : DOG: 1 1%

ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL AT LARGE: 2 2%

## Count of Incident Types



ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSES INJURY OR DEATH : MINOR INJURY TO PERSON	1
ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON	3
ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL	2
ASSIST : PUBLIC WORKS	1
ASSIST : PUBLIC WORKS : SNOW REMOVAL	43
OFF HIGHWAY VEHICLE COMPLAINT	2
WATER AND SEWER BYLAW	1
Total:	53

ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSES INJURY OR DEATH : MINOR INJURY TO PERSON: 1 1%

ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON: 3 3%

ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL: 2 2%

ASSIST : PUBLIC WORKS: 1 1%

Municipal Reports/Files **MUNICIPAL ENFORCEMENT -**

**ASSIST : PUBLIC WORKS : SNOW REMOVAL: 43 43%**

**OFF HIGHWAY VEHICLE COMPLAINT: 2 2%**

**WATER AND SEWER BYLAW: 1 1%**

Grand Total: 100.00% Total # of Incident Types Reported: **101**

# Blackfalds Fire Rescue

4401 South Street, P.O. Box 220, Blackfalds, Alta T0M-0J0

Phone: 403 -885 - 4144      Fax: 403 - 885 - 5499

INCIDENT SUMMARY - PAGE 1 OF 1

**TOTAL RESPONSES 12**

**OFFICER**

**Robert Côté**

REV DT FEB 02/17

## Print Form

**Blackfalds (Municipal) Crime Statistic Summary – January to December**

2026/01/06

***Blackfalds (Municipal) – Highlights***

- **Break & Enters** are showing a 18.5% decrease when compared to the same period in 2024 (January to December). There were 5 fewer actual occurrences (from 27 in 2024 to 22 in 2025).
- **Theft of Motor Vehicles** increased by 16.7% when compared to the same period in 2024 (January to December). There were 4 more actual occurrences (from 24 in 2024 to 28 in 2025).
- **Theft Under \$5,000** increased by 58.7% when compared to the same period in 2024 (January to December). There were 37 more actual occurrences (from 63 in 2024 to 100 in 2025).

***Blackfalds (Municipal) – Criminal Code Offences Summary***

Crime Category	% Change 2024 – 2025 (January to December)
Total Persons Crime	<b>12.8% Increase</b>
Total Property Crime	<b>20.9% Increase</b>
Total Criminal Code	<b>14.9% Increase</b>

From January to December 2025, when compared to the same period in 2024, there have been:

- 20 more **Persons Crime** offences;
- 63 more **Property Crime** offences; and
- 81 more **Total Criminal Code** offences;

***Blackfalds (Municipal) – December, 2025***

- There were 0 **Thefts of Motor Vehicles** in December: 0 cars, 0 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 1 **Break and Enters** in December: 1 businesses, 0 residences, 0 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 4 **Provincial Roadside Suspensions** in December (4 alcohol related and 0 drug related). This brings the year-to-date total to 26 (25 alcohol related and 1 drug related).
- There were a total of 14 files with the **Spousal Abuse** survey code in December (December 2024: 10). This brings the year-to-date total to 153 (2024: 121).
- There were 141 files with **Victim Service Unit** referral scoring in Blackfalds Municipal: 2 accepted, 21 declined, 0 proactive, 0 requested but not available, and 118 files with no victim.



## Blackfalds Municipal Crime Gauge

2025 vs. 2024  
January to December

### *Criminal Code Offences*



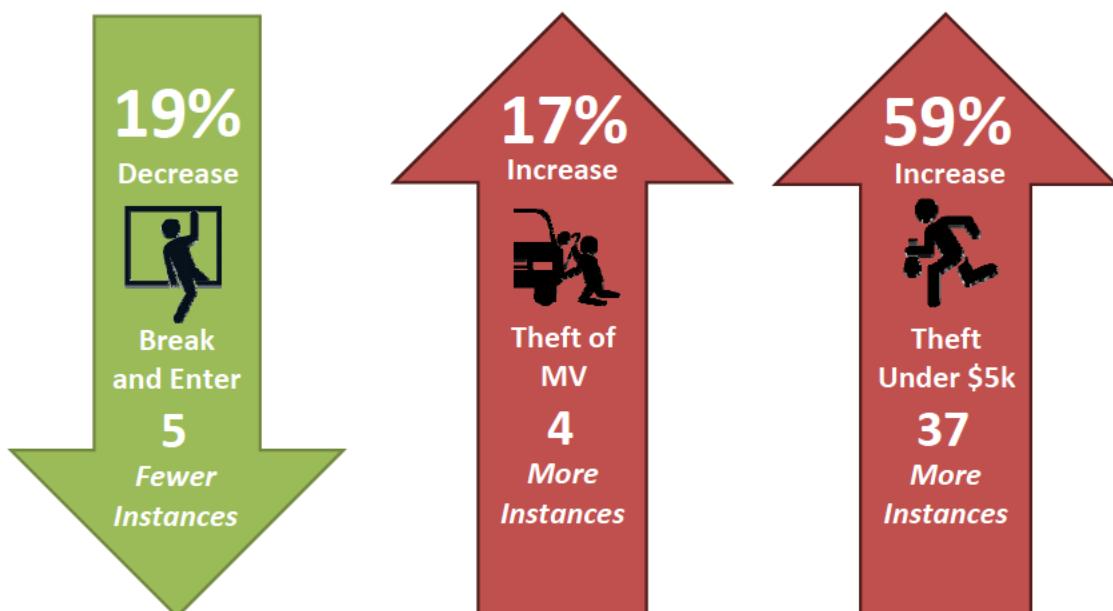
**Total  
Criminal Code  
Offences:**

**15%**

**Increase**

When compared to  
January to December, 2024

### *Select Property Crime*





**Blackfalds Municipal Detachment**  
**Crime Statistics (Actual)**  
**January to December: 2021 - 2025**

All categories contain "Attempted" and/or "Completed"

January 6, 2026

CATEGORY	TREND	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		5	1	1	0	1	-80%	N/A	-0.9
Sexual Assaults		12	8	5	5	5	-58%	0%	-1.7
Other Sexual Offences		9	11	8	3	7	-22%	133%	-1.2
Assault		82	54	76	68	86	5%	26%	2.2
Kidnapping/Hostage/Abduction		1	1	2	0	0	-100%	N/A	-0.3
Extortion		0	3	5	4	4	N/A	0%	0.9
Criminal Harassment		34	35	54	47	46	35%	-2%	3.6
Uttering Threats		52	41	26	29	26	-50%	-10%	-6.4
<b>TOTAL PERSONS</b>		<b>195</b>	<b>154</b>	<b>177</b>	<b>156</b>	<b>176</b>	<b>-10%</b>	<b>13%</b>	<b>-3.6</b>
Break & Enter		37	38	35	27	22	-41%	-19%	-4.1
Theft of Motor Vehicle		42	29	26	24	28	-33%	17%	-3.3
Theft Over \$5,000		10	7	8	9	6	-40%	-33%	-0.6
Theft Under \$5,000		79	61	73	63	100	27%	59%	4.4
Possn Stn Goods		18	22	21	16	19	6%	19%	-0.4
Fraud		58	37	74	60	60	3%	0%	2.7
Arson		3	1	3	2	1	-67%	-50%	-0.3
Mischief - Damage To Property		81	65	53	64	78	-4%	22%	-0.7
Mischief - Other		38	36	42	37	51	34%	38%	2.7
<b>TOTAL PROPERTY</b>		<b>366</b>	<b>296</b>	<b>335</b>	<b>302</b>	<b>365</b>	<b>0%</b>	<b>21%</b>	<b>0.4</b>
Offensive Weapons		12	8	9	11	5	-58%	-55%	-1.1
Disturbing the peace		25	13	22	32	40	60%	25%	4.9
Fail to Comply & Breaches		35	23	26	19	12	-66%	-37%	-5.0
<b>OTHER CRIMINAL CODE</b>		<b>16</b>	<b>24</b>	<b>29</b>	<b>23</b>	<b>26</b>	<b>63%</b>	<b>13%</b>	<b>1.9</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>88</b>	<b>68</b>	<b>86</b>	<b>85</b>	<b>83</b>	<b>-6%</b>	<b>-2%</b>	<b>0.7</b>
<b>TOTAL CRIMINAL CODE</b>		<b>649</b>	<b>518</b>	<b>598</b>	<b>543</b>	<b>624</b>	<b>-4%</b>	<b>15%</b>	<b>-2.5</b>



## Blackfalds Municipal Detachment

### Crime Statistics (Actual)

January to December: 2021 - 2025

All categories contain "Attempted" and/or "Completed"

January 6, 2026

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	1	0	0	0	N/A	N/A	-0.1
Drug Enforcement - Possession		5	2	3	6	1	-80%	-83%	-0.4
Drug Enforcement - Trafficking		4	0	7	7	1	-75%	-86%	0.1
Drug Enforcement - Other		1	1	0	0	0	-100%	N/A	-0.3
<b>Total Drugs</b>		<b>10</b>	<b>4</b>	<b>10</b>	<b>13</b>	<b>2</b>	<b>-80%</b>	<b>-85%</b>	<b>-0.7</b>
Cannabis Enforcement		2	1	1	0	0	-100%	N/A	-0.5
Federal - General		7	5	11	1	4	-43%	300%	-1.0
<b>TOTAL FEDERAL</b>		<b>19</b>	<b>10</b>	<b>22</b>	<b>14</b>	<b>6</b>	<b>-68%</b>	<b>-57%</b>	<b>-2.2</b>
Liquor Act		13	6	4	9	6	-54%	-33%	-1.1
Cannabis Act		6	2	2	4	3	-50%	-25%	-0.4
Mental Health Act		93	68	91	96	98	5%	2%	3.8
Other Provincial Stats		141	115	117	154	177	26%	15%	11.1
<b>Total Provincial Stats</b>		<b>253</b>	<b>191</b>	<b>214</b>	<b>263</b>	<b>284</b>	<b>12%</b>	<b>8%</b>	<b>13.4</b>
Municipal By-laws Traffic		8	3	8	4	15	88%	275%	1.5
Municipal By-laws		78	65	84	46	56	-28%	22%	-6.3
<b>Total Municipal</b>		<b>86</b>	<b>68</b>	<b>92</b>	<b>50</b>	<b>71</b>	<b>-17%</b>	<b>42%</b>	<b>-4.8</b>
Fatals		0	0	2	0	0	N/A	N/A	0.0
Injury MVC		10	4	4	12	7	-30%	-42%	0.2
Property Damage MVC (Reportable)		146	151	154	107	102	-30%	-5%	-13.2
Property Damage MVC (Non Reportable)		19	10	20	28	28	47%	0%	3.6
<b>TOTAL MVC</b>		<b>175</b>	<b>165</b>	<b>180</b>	<b>147</b>	<b>137</b>	<b>-22%</b>	<b>-7%</b>	<b>-9.4</b>
Roadside Suspension - Alcohol (Prov)		30	46	45	23	25	-17%	9%	-3.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
<b>Total Provincial Traffic</b>		<b>376</b>	<b>318</b>	<b>375</b>	<b>454</b>	<b>536</b>	<b>43%</b>	<b>18%</b>	<b>45.6</b>
Other Traffic		2	4	3	5	2	0%	-60%	0.1
Criminal Code Traffic		29	11	26	24	29	0%	21%	1.3
<b>Common Police Activities</b>									
False Alarms		36	49	50	58	61	69%	5%	5.9
False/Abandoned 911 Call and 911 Act		15	18	18	23	23	53%	0%	2.1
Suspicious Person/Vehicle/Property		193	114	149	217	263	36%	21%	24.3
Persons Reported Missing		22	14	25	23	21	-5%	-9%	0.7
Search Warrants		0	0	2	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		186	150	143	121	153	-18%	26%	-9.5
Form 10 (MHA) (Reported)		7	6	9	5	6	-14%	20%	-0.3



**Blackfalds Municipal Detachment**  
**Crime Statistics (Actual)**  
**December: 2021 - 2025**

All categories contain "Attempted" and/or "Completed"

January 6, 2026

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death	—	0	0	0	0	0	N/A	N/A	0.0
Robbery	—	0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults	↑↓	1	2	2	1	0	-100%	-100%	-0.3
Other Sexual Offences	↓	1	1	1	0	0	-100%	N/A	-0.3
Assault	↓↑	6	3	5	5	3	-50%	-40%	-0.4
Kidnapping/Hostage/Abduction	↓↑	1	0	1	0	0	-100%	N/A	-0.2
Extortion	—	0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment	↓↑	3	2	3	1	6	100%	500%	0.5
Uttering Threats	↓↓	5	2	1	1	3	-40%	200%	-0.5
<b>TOTAL PERSONS</b>	↓↑	<b>17</b>	<b>10</b>	<b>13</b>	<b>8</b>	<b>12</b>	<b>-29%</b>	<b>50%</b>	<b>-1.2</b>
Break & Enter	↑	1	3	5	2	1	0%	-50%	-0.1
Theft of Motor Vehicle	↓↑	2	0	1	4	0	-100%	-100%	0.0
Theft Over \$5,000	↓↑	1	0	1	2	0	-100%	-100%	0.0
Theft Under \$5,000	↓↑	4	3	6	6	5	25%	-17%	0.5
Possn Stn Goods	↑↓	3	5	1	0	0	-100%	N/A	-1.1
Fraud	↓↑	7	2	7	5	3	-57%	-40%	-0.5
Arson	↓	1	0	0	0	0	-100%	N/A	-0.2
Mischief - Damage To Property	↓↑	4	0	3	2	1	-75%	-50%	-0.4
Mischief - Other	↓↑	1	4	4	2	7	600%	250%	1.0
<b>TOTAL PROPERTY</b>	↓↑	<b>24</b>	<b>17</b>	<b>28</b>	<b>23</b>	<b>17</b>	<b>-29%</b>	<b>-26%</b>	<b>-0.8</b>
Offensive Weapons	↓↑	2	0	0	4	0	-100%	-100%	0.0
Disturbing the peace	↑↓	0	0	0	1	0	N/A	-100%	0.1
Fail to Comply & Breaches	↓↑	3	1	0	0	1	-67%	N/A	-0.5
<b>OTHER CRIMINAL CODE</b>	↓↑	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>N/A</b>	<b>-50%</b>	<b>0.8</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	↓↑	<b>5</b>	<b>1</b>	<b>0</b>	<b>9</b>	<b>3</b>	<b>-40%</b>	<b>-67%</b>	<b>0.4</b>
<b>TOTAL CRIMINAL CODE</b>	↓↑	<b>46</b>	<b>28</b>	<b>41</b>	<b>40</b>	<b>32</b>	<b>-30%</b>	<b>-20%</b>	<b>-1.6</b>



## Blackfalds Municipal Detachment

### Crime Statistics (Actual)

December: 2021 - 2025

All categories contain "Attempted" and/or "Completed"

January 6, 2026

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		0	0	0	1	0	N/A	-100%	0.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	1	0	0	N/A	N/A	-0.1
<b>TOTAL FEDERAL</b>		0	1	1	1	0	N/A	-100%	0.0
Liquor Act		1	0	1	0	1	0%	N/A	0.0
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		6	8	4	8	8	33%	0%	0.4
Other Provincial Stats		10	8	8	16	8	-20%	-50%	0.4
<b>Total Provincial Stats</b>		17	16	13	24	17	0%	-29%	0.8
Municipal By-laws Traffic		1	1	0	0	3	200%	N/A	0.3
Municipal By-laws		4	5	7	3	1	-75%	-67%	-0.8
<b>Total Municipal</b>		5	6	7	3	4	-20%	33%	-0.5
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	0	0	1	0	-100%	-100%	-0.1
Property Damage MVC (Reportable)		17	19	20	10	10	-41%	0%	-2.3
Property Damage MVC (Non Reportable)		2	0	1	2	2	0%	0%	0.2
<b>TOTAL MVC</b>		20	19	21	13	12	-40%	-8%	-2.2
Roadside Suspension - Alcohol (Prov)		4	7	2	2	4	0%	100%	-0.5
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		23	24	24	33	35	52%	6%	3.3
Other Traffic		0	0	1	0	0	N/A	N/A	0.0
Criminal Code Traffic		1	0	4	2	3	200%	50%	0.6
<b>Common Police Activities</b>									
False Alarms		5	7	2	9	8	60%	-11%	0.8
False/Abandoned 911 Call and 911 Act		2	1	0	0	0	-100%	N/A	-0.5
Suspicious Person/Vehicle/Property		15	9	8	16	1	-93%	-94%	-2.1
Persons Reported Missing		0	0	2	1	1	N/A	0%	0.3
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		18	12	6	10	14	-22%	40%	-1.0
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0

**MEETING DATE:** January 13, 2026**PREPARED BY:** Jolene Tejkl, Planning & Development Manager**SUBJECT:** **Development & Building Monthly Report – December 2025****BACKGROUND**

Attached are the December 2025 Development & Building Permit Report and Comparison for 2023-2025 year to date. We also have shown the comparison for the year-to-date figures for 2024 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**

- *December 2025 Development/Building Permit Report*
- *2023 – 2025 Development/Building Comparison Report*

**APPROVALS**

Preston Weran,  
Acting Chief Administrative Officer



Department Director/Author



File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
263-25	5302 Vista Trail, Unit 115	C-3	Change of Occupancy/Use	approved	2-Dec-25
264-25	5302 Vista Trail, Unit 115	C-3	Interior Tenant Improvements	approved	22-Dec-25
265-25	6 Mitchell Crescent	R-1M	Home Business	approved	2-Dec-25
266-25	37 Maclean Close	R-1M	SFD	approved	23-Dec-25
267-25	25 Anna Close	DC-4	Accessory Suite		
268-25	138 Morris Court	R-1S	Basement Reno		
269-25	4910 Broadway Avenue	C-1	Change of Occupancy/Use		
270-25	149 Athens Road	R-2	Townhouses		
271-25	153 Athens Road	R-2	Townhouses		
272-25	157 Athens Road	R-2	Townhouses		
273-25	161 Athens Road	R-2	Townhouses		
274-25	5454 Vista Trail	R-1M	Basement Reno		
275-25	125 Westgate Crescent	R-1M	Home Business	approved	22-Dec-25

Town of Blackfalds Development/Building Permit Comparison 2023 to 2025								2024 YTD	
	2023		2024		2025		December		
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	12	
									Dollar Value
<b>Residential</b>									
SFD	21	\$ 7,037,626.70	38	\$ 13,213,080.00	30	\$ 11,399,456.77	38	\$ 13,213,080.00	
Duplexes	6	\$ 1,060,000.00	20	\$ 4,774,000.00	10	\$ 2,480,000.00	20	\$ 4,774,000.00	
Manufactured Home	2	\$ 250,000.00	11	\$ 1,751,566.00	11	\$ 2,532,500.00	11	\$ 1,751,566.00	
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -	
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -	
Townhouses	11	\$ 1,790,000.00	157	\$ 36,667,435.00	12	\$ 2,780,000.00	157	\$ 36,667,435.00	
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -	
SFD w/Accessory suite	0	\$ -	8	\$ 3,495,000.00	0	\$ -	8	\$ -	
<b>Total Res. Dwellings</b>	<b>40</b>	<b>\$ 10,137,627</b>	<b>234</b>	<b>\$ 59,901,081</b>	<b>63</b>	<b>\$ 19,191,957</b>	<b>234</b>	<b>\$ 56,406,081</b>	
Garage	9	\$ 293,000.00	24	\$ 788,152.61	16	\$ 475,820.00	24	\$ 788,152.61	
Deck	9	\$ 102,000.00	11	\$ 105,100.00	13	\$ 110,598.00	11	\$ 105,100.00	
Basement Reno	40	\$ 865,700.00	49	\$ 1,339,000.00	44	\$ 1,074,500.00	49	\$ 1,339,000.00	
Addition	0	\$ -	0	\$ -	0	\$ -	0	\$ -	
Accessory Suite	0	\$ -	2	\$ -	7	\$ 245,500.00	2	\$ -	
Home Business	21	\$ -	20	\$ -	22	\$ -	20	\$ -	
Other	44	\$ 1,232,115.84	67	\$ 20,325,799.71	64	\$ 38,801,705.47	67	\$ 82,459,133.32	
<b>Commercial</b>	<b>27</b>	<b>\$ 5,190,341.00</b>	<b>47</b>	<b>\$ 4,594,822.26</b>	<b>34</b>	<b>\$ 2,714,959.00</b>	<b>47</b>	<b>\$ 4,594,822.26</b>	
<b>Industrial</b>	<b>4</b>	<b>\$ 200,000.00</b>	<b>5</b>	<b>\$ 2,504,073.00</b>	<b>2</b>	<b>\$ 805,000.00</b>	<b>5</b>	<b>\$ 2,504,073.00</b>	
<b>Institutional</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	
<b>Agricultural</b>	<b>1</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	
<b>Public Facility</b>	<b>4</b>	<b>\$ 192,300.00</b>	<b>13</b>	<b>\$ 38,078,150.00</b>	<b>10</b>	<b>\$ 653,000.00</b>	<b>13</b>	<b>\$ 38,078,150.00</b>	
<b>TOTAL PERMITS</b>	<b>199</b>	<b>\$ 18,213,083.54</b>	<b>472</b>	<b>\$ 127,636,178.58</b>	<b>275</b>	<b>\$ 64,073,039.24</b>	<b>472</b>	<b>\$ 186,274,512.19</b>	
<b>General Yearly Notes:</b>		1 - 2,500,000 Vista Trail Commercial		Vista Trail Townhouse complex					
		1 - 1,000,000 Dental Office							

# BLACKFALDS

ALBERTA

**TOWN OF BLACKFALDS**  
**Blackfalds & District Family & Community Support Services Board**  
Thursday, June 12, 2025 at 7:00 p.m.  
**MINUTES**

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## **MEMBERS PRESENT**

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

## **ATTENDING**

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

## **OTHERS ATTENDING**

## **REGRETS**

Aaron Hoyte	Public at Large
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## **WELCOME AND CALL TO ORDER**

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

Councillor Dennis moved that the Blackfalds & District Family & Community Support Services Board approve the agenda with the addition of Item 4.11 Seniors Housing.

**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**  
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## BUSINESS

### Approval of Minutes of April 10th, 2025

Member Brown moved that the Blackfalds & District Family & Community Support Services Board recommends Council adopt the minutes from April 10<sup>th</sup>, 2025, as presented.

**CARRIED UNANIMOUSLY**

### FCSS Board Terms of Reference Review

- Council approved the FCSS Terms of Reference at their May 20<sup>th</sup> Standing Committee Meeting.

### FCSS 20205 Grant Requests

- Council approved FCSS Grant funding to organizations at their May 13<sup>th</sup> Regular Council Meeting based on the FCSS Board recommendations:
  - o The amount of \$5,775 to Iron Ridge Elementary Campus
  - o The amount of \$9,000 to Big Brothers Big Sisters
  - o The amount of \$9,000 to BGC of Wolf Creek Blackfalds

### Combining Volunteer Appreciation Events

- Historically the Best of Blackfalds Event and Youth Recognition Night have taken place on separate nights to honor the unique contributions that each demographic of volunteers bring to our community. This year both events had a combined cost of \$12,500 supported by generous contributions of \$3,000 from MEGlobal and \$1,200 from a Volunteer AB Grant. These big events occurring within two weeks of one another put a lot of pressure on staff.
- Next year, FCSS is proposing combining both events into a single, large gathering which will streamline costs while continuing to celebrate our dedicated volunteers.
- The Board is in support of combining these events on a trial basis for a year. The only concern is that the event may be too long.

### West Central Spring Meeting May 21<sup>st</sup> Verbal Update

- Member Brown attended and updated the Board with the following comments:
  - o It was a good event that provided the opportunity to learn about what is going on in other communities. Attendees played Information Bingo as a way to meet other FCSS representatives. They also had a tour of the Lacombe FCSS Office which included seeing where volunteers were preparing a community meal for 300-400 people, a very popular event.

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**Blackfalds & District Family & Community Support Services Board**  
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**FCSS Managers Verbal Update**

- Manager Hick reported on the following:
  - Looking at the FCSS agendas for the September and October meetings in 2024 they did not include any major items so it is proposed that the September and October 2025 meetings will be cancelled unless something comes up that requires a meeting. Members requested that the information reports be sent out at the end of each month to keep the Board informed.
  - Our regular programs will break through the summer, except for the Life Literacy Program that will run during July and August.
  - Manager Hick is part of a Service Level Inventory Review which is done to ensure our services are aligned with community needs and that there is not any duplication of services.
  - Manager Hick and the Volunteer Programmer participated in ESS Reception Centre training this week.
  - The Planet Youth proposal is being presented to Council for direction. This is a very expensive program: \$56,000 USD for the first year and \$58,000 for each subsequent year and the Town would be locked in for 5 years.

**Volunteer Programmer Report**

- Transitioned to regular event season so assigned volunteer shifts for the Blackfalds Bike Rodeo and Blackfalds Days.
- Volunteer Recognition – the final report for the National Volunteer Work Grant with Volunteer Alberta has been successfully completed. Additionally, an extensive event report, including recommendations for 2026 has been finalized.
- Volunteer Programmers reached out to award recipients regarding nominating them for the Stars of Alberta Awards, deadline to submit is June 30<sup>th</sup>, 2025.
- Participated in ESS training for June 20<sup>th</sup> and 11<sup>th</sup>. During the summer the recruitment process will start to find Reception Centre volunteers who have expressed interest in being on the call list.

**Seniors Information Session:**

- May 6<sup>th</sup> Tenant Rights & Responsibilities – the Community Legal Clinic were able to help attendees gain a clearer understanding of their rights as a tenant, including lease agreements. **Attendees 11**
- May 7, 14, & 21 Eat Well, Live Well: Nutritional Sessions – Alberta Health Services offered 3 weekly sessions where participants worked with a dietitian to explore easy and effective strategies for boosting their health, energy and well-being all while making delicious food.  
**Attendees 12**

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

- CVITP (3 volunteers totaling 35 hours)
- Clean Up Blackfalds (156 volunteers totaling approximately 14 hours)
- Youth Week (3 volunteers totaling 8 hours)

## TOWN OF BLACKFALDS Blackfalds & District Family & Community Support Services Board

Thursday, June 12, 2025 at 7:00 p.m.

### MINUTES

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#### ONGOING INITIATIVES:

1. Monthly FCSS Volunteer Newsletter
  - a. In February, the newsletter was emailed to 292 contacts with the 'Open Rate' of 54%
2. Upcoming Volunteer Opportunities:
  - a. Youth Bike Rodeo on May 26th
  - b. Blackfalds Days – June 12-15

#### Community Engagement Programmer Report

##### Community Volunteer Income Tax Program

- Completed end-of-session summary for CRA and the VRACVIPT coordinator summary.
- Applied for funding for next year.

##### More than a Movie:

- A lively bunch of community members had a blast watching "Twisters".

**20 guests attended**

- 15 from the Town of Blackfalds
- 5 City of Lacombe
- 0 County of Lacombe

##### 50+ Walking Club:

- This program remains very popular!
- Average number of 20 walkers per Tuesday.
  - 69% of the walkers are from the Town of Blackfalds
  - 6% are from the City of Lacombe
  - 25% are from the County of Lacombe

##### Seniors Week:

- MLA Jennifer Johnson attended Seniors Blub Open House.
- Promoted Seniors Week using social media.

##### Outer duties:

- Participated in the Community Animator Network Engagement Survey and Intergenerational Workplace Training.
- Worked with Cosmos Bottle Depot to be the "charity" of the month for May.
- Supported Blackfalds Youth Recognition night.

#### Youth Programmer

- BYC had a total of 60 participants.
- Child Safe Canada Home Alone Safety had 11 registrants.
- Child Sage Canada Internet Safety had 4 registrants.
- 5024 Skateboarding has 9 registrants.

**TOWN OF BLACKFALDS**  
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**Continuing Initiatives**

- Positive Ticketing Program
- Youth Interagency Meetings
- Blackfalds Days Youth Night Out on June 13 carnival themed
- Creating Life Literacy Camp programs for July and August
- Surveying community members for feedback regarding BYC program in the fall
- Working on fall youth programs

**Vibrant Living 50+ Monthly Newsletter for May**

- 254 emails sent with an open rate of 65% and 56 were mailed for a total of 310.

**Seniors Housing**

Chair Thomas recently met with people from the Lacombe Foundation regarding seniors housing needs in Blackfalds. In 2019 a housing survey was conducted but the results from the survey were for an Expression of Interest based on a 55+ housing project and not specifically seniors' low-income housing. The Town of Blackfalds has committed a parcel of land for the project which is still available.

At this recent meeting Member Thomas was advised that the starting point for a low-income housing project is to complete a Housing Needs Assessment. The information gathered from this survey is then entered into a government portal which will show any funding that is available.

Member Brown moved that the Blackfalds & District Family & Community Support Services Board recommends that Council asks Administration to begin the process for the Seniors Housing Needs Assessment.

**CARRIED UNANIMOUSLY**

Chair Thomas adjourned the Blackfalds & District Family & Community Support Services Board Meeting at 8:01 p.m.



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Dena Thomas, Chair



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Cara Kroetsch, Admin Staff



SUCCESS GROWS HERE!

## HIGHLIGHTS OF THE REGULAR COUNCIL MEETING DECEMBER 11, 2025

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### **ECONOMIC DEVELOPMENT STRATEGY REVIEW AND FUTURE PRIORITIES UPDATE PRESENTATION**

Council received an update on Lacombe County's *Success Grows Here!* Economic Development Strategy.

### **POLICY AD(39) DEVELOPMENT INCENTIVE GRANT PROGRAM**

Council approved renewing the Development Incentive Grant program for a three-year term. The program provides property tax rebates to incentivize new or expand commercial and industrial development in the Hamlet of Mirror's designated commercial and industrial districts.

### **2025 ENVIRONMENTAL STEWARDSHIP AWARD**

The Medicine River Watershed Society was presented the Lacombe County 2025 Environmental Stewardship Award. The award recognizes a Lacombe County resident or local environmental organization for outstanding environmental stewardship and sustainability initiatives.

### **USE OF FRESH WATER FOR INDUSTRIAL PURPOSES PRESENTATION**

Council received a presentation from Mr. Paul McLaughlin, Ponoka County Reeve, regarding the use of fresh water for industrial purposes.

### **SPEED LIMIT SURVEY – HIGHWAY 2**

Council received a letter from Alberta Transportation and Economic Corridors requesting feedback on a proposal to increase the speed limit from 110 kilometres per hour (km/h) to 120 km/h on select divided rural highways, for information.

### **NORTH RED DEER REGIONAL WASTEWATER SERVICES COMMISSION - 2026 OPERATING AND CAPITAL BUDGETS**

Council received the North Red Deer Regional Wastewater Services Commission 2026 operating and capital budgets for information. A letter will be forwarded to the Commission stating that Lacombe County has no comments or questions regarding the proposed budgets.

### **NORTH RED DEER RIVER WATER SERVICES COMMISSION - 2026 OPERATING AND CAPITAL BUDGETS**

Council received the North Red Deer River Water Services Commission 2026 operating and capital budgets for information. A letter will be forwarded to the Commission stating that Lacombe County has no comments or questions regarding the proposed budgets.



SUCCESS GROWS HERE!

## **SYLVAN LAKE REGIONAL WATER/WASTEWATER COMMISSION - 2026 OPERATING AND CAPITAL BUDGETS AND 3-YEAR OPERATING PLAN**

Council received the Sylvan Lake Regional Water/Wastewater Commission 2026 operating and capital budgets and three-year operating plan for information. A letter will be forwarded to the Commission stating that Lacombe County has no comments or questions regarding the proposed budgets.

## **NORTHERN ALBERTA FARM FAMILY AWARDS**

Council approved submitting the Bruning Family of Hillside Poultry Farm as Lacombe County's nominee for the Northern Alberta Farm Family Awards and also agreed to appoint a representative to attend the awards on behalf of the County.

## **REQUEST FOR ACCRETION RELATED ROAD CLOSURES**

Council received an update on the process to accrete County-owned lands adjacent to Gull Lake. Council approved the recommended road closures and directed the County Manager to proceed with closing the following road plans:

- Part of 9<sup>th</sup> Avenue, Plan 2026 AJ
- Part of 8<sup>th</sup> Avenue, Plan 2026 AJ
- Part of Lanes, Block 42, Plan 2026 AJ
- Lake View Walk, Plan 2026 AJ
- Road Plan 899 ET
- Road Plan 586 ET
- Avenue, Plan 2026 AJ

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

Council confirmed invoice numbers IVC00045995, IVC00045998, IVC00045999, and IVC00046000 and approved waiving the applicable late payment charges.

## **PLANNING SERVICES UPDATE**

Council received the Planning Services Department activity update for November 2025.

## **LACOMBE GOLF AND COUNTRY CLUB 100<sup>TH</sup> ANNIVERSARY RECOGNITION SIGNAGE**

Council approved providing a sign to the Lacombe Golf and Country Club in recognition of their 100<sup>th</sup> anniversary, at a cost not to exceed \$1,500.

## **2026 UTILITY RATE BYLAWS**

Council approved first, second and third reading for the following 2026 utility rate bylaws:

- Bylaw No. 1446/25 - Aspelund Industrial Parks Water and Wastewater
- Bylaw No. 1447/25 - Mirror Water, Wastewater and Solid Waste Services
- Bylaw No. 1448/25 - Lakeview Estates Water Services
- Bylaw No. 1449/25 - Sylvan Lake Communal Sewage Services
- Bylaw No. 1450/25 - QEII West Lacombe Business Park Water and Wastewater Services



SUCCESS GROWS HERE!

## LACOMBE COUNTY 2026 RATES AND FEES BYLAW

Council approved Bylaw 1451/25, establishing the 2026 rates and fees for County goods and services.

**Next Regular Council Meeting is  
January 8, 2026 – 9:00 a.m.**

**Next Committee of the Whole Meeting is  
February 6, 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.**



**PUBLIC LIBRARY**  
BLACKFALDS

**Agenda Item:** 2.3 Programming Report

**Date:** October 30, 2025

**Prepared by:** Laura MacKenzie

**Programming Highlights:**

- The Little Stars Kinders came to build with Lego.
- The Little Stars Pre-K students came to tour the library and have story Time.
- We had our annual Halloween coloring contest and had 70 Participants turn in their coloring sheets. We gave Dollarama gift cards to the 3 winners.
- The children had so much fun dancing in their costumes at our Halloween Neon Dance Party.
- At the Jack-o-lantern jar class we had 17 participants. Using Mod Podge, tissue paper, cardstock paper, Stickers and ribbons they decorated their jars. They all looked different and awesome!
- The parents have shared with me they are enjoying the classes and love that they can socialize with other parents. A few moms that have been coming since they were babies, have became friends and the children ask to come to the library programs!





**PUBLIC LIBRARY**  
**BLACKFALDS**

**Agenda Item:** 2.3 Programming Report

**Date:** October 2025

**Prepared by:** Jessica Decoteau

**Programming Highlights:**

- **Anime club:** The kids are always so excited to see what we are watching that night. Talking about new animes they have watched and manga they have read. There was quite a bit of chat when some of the kids went to the Demon Slayer movie, that was a good club!!
- **Video Game club:** As always, the video game club was a success. The kids always have so much fun coming and playing games together and talking about other games that have come out that they are excited for.
- **Minecraft club:** The kids are making such amazing things on the server. One of the kids showed me their jail that they have made and it is something so amazing and complexed. I can not wait to see what else they will make.
- **Art Club:** For the month of October we did different Halloween themed crafts. Each one the kids had fun doing and learned new ways to make cool crafts and decorations.
- **Card Club:** As always, card club is kicking and running smoothly. Everyone having fun and games going smoothly.
- **Book Club:** The book clubs went smoothly and some people were able to come that haven't made it for a while. The books were enjoyed and the conversations about them were really good. It was interesting, as always, to hear each persons opinion of the books.
- **Reading Buddies:** Glad to see that reading buddies is still going strong, with the strike, it even picked up more. Some of the kids that were struggling are doing MUCH better now. New kids coming as well.
- **Halloween movie nights:** For Fridays in October, we had 4 different Halloween movies night with popcorn. Frankenweenie, Casper, Hocus Pocus and Halloweentown. These were pretty popular and the kids enjoyed watching movies. It helped a lot of the kids during the strike.
- **Haunted Harvest Paint Night:** This was the first time for me running this program, and I will be the first to say that I vastly underestimated the interest in this program. Not only was there so much interest for the first one, but there is interest in more in the future!! There was 25 signed up (had to cap it at that amount) and even more wondering when the next one would be. Everyone had so much fun and left with their very own cute haunted harvest painting.
- **A Murder most Silent:** This program was a hit. The kids had fun trying to find the clues and figure out who the murderer was before they would kill

again. I had 11 in this program and all of the kids had so much fun. We found out what worked and also what we could do differently for the next one, as EVERYONE asked when the next one will be.

- **Creature Feature:** After quite a few adults asking for something similar to the Halloween movies night, so we ran 2 movies for the adults. Crimson Peak and Halloween.
- **Halloween – Walk with Death:** We had a Death Doula come and lead a Death walk, this was an opportunity for people to learn a little more about "Death" and what Death Doulas are and why they are so important for one of those venerable moments in our lives.













**METRIX GROUP** LLP

CHARTERED PROFESSIONAL  
ACCOUNTANTS

## **TOWN OF BLACKFALDS**

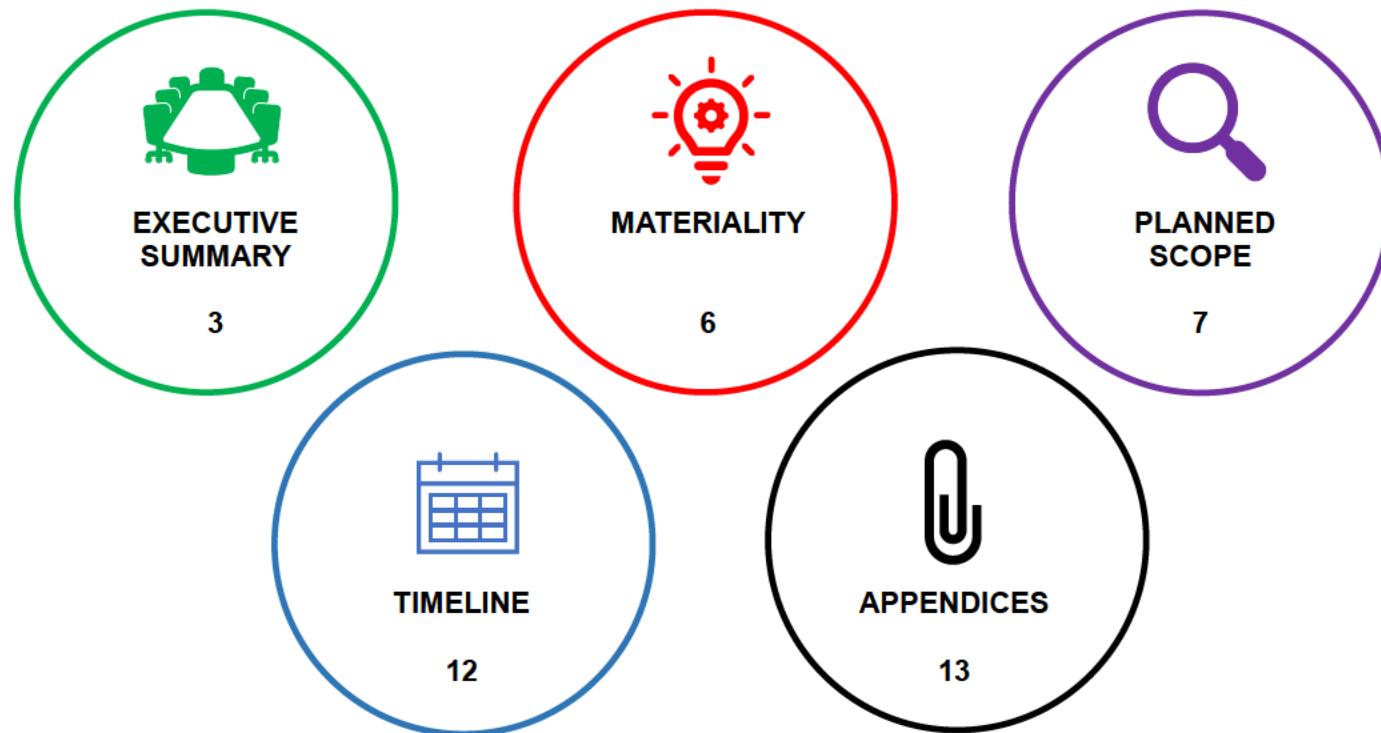
### **Audit Planning Report**

For the year-ended December 31, 2025

January 13, 2026

# REPORT CONTENTS

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# EXECUTIVE SUMMARY

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## Purpose of this report

We are pleased to provide you with our audit planning report for the Town of Blackfalds (the “Town”) for the year-ended December 31, 2025. The purpose of this report is to:

1. Communicate clearly with Council members (“Council”) what our responsibilities are in relation to the financial statement audit.
2. Provide an overview of the planned scope and timing of the audit.
3. Obtain from Council information relevant to the audit.
4. Promote effective two-way communication between Council and the auditor.

## Services to be provided

We have been engaged to perform the following services.

- Audit of the Town’s consolidated financial statements
- Preparation of the Town’s consolidated financial statements
- Preparation and certification of the municipal financial information return (“FIR”)

## Audit fees

We estimated our audit fees to be in accordance with those quoted in our most recent proposal to the Town. The fee estimate, which does not include out-of-pocket expenses, is based on the assumption the Town will provide all necessary supporting working papers, and that minimal adjusting journal entries will be required.

## Engagement team

Team member	Role	Experience
<b>Jeff Alliston, CPA, CA</b> Engagement Partner	<p>As the engagement partner, Jeff will have the responsibility of leading the audit and will be responsible for the quality and timeliness of the audit.</p> <p>Jeff will also be available throughout the audit process and will attend the Council meeting with management and present the consolidated financial statements.</p>	<p>Jeff holds over 15 years of public sector auditing experience working with municipalities of all types and sizes.</p> <p>He has also delivered many presentations on public sector topics and is also a member of the Emerging Issues Task Force as administered by the Government Finance Officers Association – Alberta Chapter.</p>
<b>Dylen Starman, CPA</b> Manager	<p>Dylen joined Metrix in 2020 and will lead the team as the engagement manager. He will be responsible for planning, executing, and reporting the audit.</p>	<p>Dylen has over 5 years of municipal audit experience and will work closely with management of the Town and Jeff throughout the process.</p> <p>Dylen specializes in public sector (municipalities), not-for-profit organizations, and for-profit entities.</p>

## **Responsibilities**

It is important for Council to understand the responsibilities that rest with the Town and its management and those that belong to the auditor in relation to the consolidated financial statement audit.

<b>Our responsibilities</b>	<b>Responsibilities of management and those charged with governance</b>
<p>Our audit of the Town's consolidated financial statements will be performed in accordance with Canadian generally accepted auditing standards. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements present fairly in all material respects, the consolidated financial position, the results of operations and cash flows of the Town in accordance with Canadian public sector accounting standards.</p> <p>Accordingly, we will plan and perform our audit to provide reasonable, but not absolute, assurance of detecting fraud and errors that have a material effect on the consolidated financial statements.</p> <p>The audit included consideration of internal control relevant to the preparation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.</p> <p>Canadian generally accepted auditing standards does not require the auditor to design procedures for the purpose of identifying supplementary matters to communicate to Council.</p>	<p>Management is responsible for the preparation of the consolidated financial statements in accordance with Canadian public sector accounting standards and for such internal controls as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatements, whether due to fraud or error.</p> <p>Those charged with governance, Council, is responsible for overseeing the Town's consolidated financial reporting process.</p>



## MATERIALITY

Materiality in an audit is used as a guide for planning the nature and extend of audit procedures and for assessing the sufficiency of audit evidence gathered. It is also used in evaluating the misstatements found and determining the appropriate audit opinion to express.

Misstatements, individually or the aggregate, are considered to be material if, in the light of surrounding circumstances, it is probable that the decision of a person who is relying on the consolidated financial statements, and who has reasonable knowledge of business and economic activities, would be changed or influenced by such misstatements or the aggregate of all misstatements. The materiality decision is based on our professional judgement taking into consideration quantitative and qualitative factors.

Materiality	Comments	Preliminary balances <sup>1</sup>
Benchmark	We have concluded that the use of operating expenses is an appropriate benchmark for calculating materiality.	
Planning materiality	4% of the relevant benchmark has been determined to be appropriate.	\$ 1,216,000
Performance materiality	75% of planning materiality, used primarily to determine the nature, timing and extent of audit procedures.	\$ 912,000
Trivial threshold	We have set the trivial threshold at 5% of materiality used to accumulate misstatements identified during the audit.	\$ 60,800

<sup>1</sup> Preliminary materiality balances are based on prior year results which are subject to change due to procedures performed. If actual results vary significantly, we will communicate these changes to Council as part of our year-end communication.



## PLANNED SCOPE

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### Audit approach

Based on our knowledge of the Town, we are planning on performing a primarily substantive approach. By obtaining assurance primarily through tests of details, we are able to obtain an appropriate level of assurance to support our audit opinion without placing reliance on internal controls.

### Our response to significant risks

Our planned procedures have been designed in response to risks identified during our risk assessment. We have identified the following areas of focus for the audit.

Areas of Focus	Why it Matters	Our Response
<b>Management override of controls</b>	<ul style="list-style-type: none"><li>- Under Canadian Auditing Standards (“CAS”), there is a presumed fraud risk due to the potential of management override of controls through manual journal entries.</li></ul> <p>We have not identified any indicators of additional risks with respect to management override of internal controls.</p>	<ul style="list-style-type: none"><li>- Using data analytics, we will identify a sample of journal entries and other adjustments and assess the business rationale of the entries recorded.</li></ul>

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Areas of Focus	Why it Matters	Our Response
<b>Revenue recognition</b> (including deferred revenue)	<ul style="list-style-type: none"><li>- There is risk of premature revenue recognition of funding amounts received with external restrictions attached to them (e.g., Government of Alberta, federal government, ...etc.).</li></ul>	<ul style="list-style-type: none"><li>- We will update our understanding of the processes and controls in place regarding revenues received.</li><li>- We will review the recognition of amounts subject to external restrictions to ensure they are correctly recognized.</li><li>- We will examine related agreements and other source documentation containing guidance for the purpose and use of the restricted funds.</li><li>- We will assess the completeness and existence of deferred revenue recorded.</li><li>- Where possible, we will coordinate with procedures performed over accounts receivable and tangible capital assets.</li></ul>
<b>Operating expenses</b> (including accounts payable, and accrued liabilities)	<ul style="list-style-type: none"><li>- There is an inherent risk with fraudulent expenses being recorded.</li><li>- There is the risk that expenses have not been recorded in the appropriate reporting period. That is, expenses have been prematurely recorded (cut-off).</li><li>- Conversely, there is the risk that expenses related to the reporting period have not been fully accrued.</li></ul>	<ul style="list-style-type: none"><li>- We will update our understanding of the processes and controls in place regarding procurement and payment.</li><li>- We will perform inquire with management and review subsequent Council minutes.</li><li>- We will select a sample of expenditures recorded and agree the amounts to supporting documentation.</li><li>- We perform a search for unrecorded liabilities.</li><li>- We will examine accrued liabilities for accuracy and cut-off.</li></ul>

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Areas of Focus	Why it Matters	Our Response
<b>Salaries, wages and benefits</b>	<ul style="list-style-type: none"><li>- There is a risk that fraudulent (ghost) employees have been created.</li><li>- There exists the risk that employees are paid at a rate inconsistent with their employment contract.</li></ul>	<ul style="list-style-type: none"><li>- We will update our understanding of the processes and controls in place regarding payroll and human resource activities.</li><li>- We will perform substantive analytical procedures over salaries, wages and benefits.</li><li>- Where required, we will design and perform additional substantive procedures to address any additional risk factors that we may identify.</li><li>- We will coordinate procedures with the LAPP agree-upon procedures engagement.</li></ul>
<b>Cash and cash equivalents and Investments (including investment income)</b>	<ul style="list-style-type: none"><li>- There is an inherent risk of fraud related to cash and cash equivalents and investments.</li><li>- Cash and cash equivalents and investments are material balances to the Town.</li></ul>	<ul style="list-style-type: none"><li>- We will update our understanding of the processes and controls implemented over cash and other treasury activities.</li><li>- We will obtain the line of credit agreement and assess compliance with restrictive covenants (if any).</li><li>- We will obtain third-party audit evidence to test the completeness and accuracy of balances recorded.</li><li>- We will test the accuracy and existence of significant reconciling items.</li><li>- We will assess the classification of consolidated financial instruments recorded as cash equivalent.</li><li>- We will assess the reasonability of investment income recorded.</li></ul>

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Areas of Focus	Why it Matters	Our Response
<b>Receivable balances (including Taxes, Trade, Other Governments)</b>	<ul style="list-style-type: none"> <li>- There exists the risk that the amounts outstanding will not be collectible.</li> <li>- There exists the risk that receivables have been overstated.</li> <li>- There exists the risk that receivables outstanding at year-end have not been accrued for.</li> </ul>	<ul style="list-style-type: none"> <li>- We will update our understanding regarding the Town's policies regarding collections and provisions.</li> <li>- We will review management's assessment of the collectability of receivable balances outstanding at year-end, including assessing for subsequent receipts.</li> <li>- We will perform a search for unrecorded receivables to assess the completeness of receivables outstanding at year-end.</li> </ul>
<b>Tangible capital assets ("TCA")</b>	<ul style="list-style-type: none"> <li>- There exists the risk that TCA has been expensed rather than capitalized or have been recorded incorrectly.</li> <li>- Conversely, there exists the risk that expenditures that are not capital in nature have been capitalized.</li> <li>- The valuation of TCA is subject to management's estimate which may be complex and subject to change.</li> </ul>	<ul style="list-style-type: none"> <li>- We will review the amortization policy.</li> <li>- We will inquire with management regarding any indicators of impairment. Where required, we will perform an impairment assessment.</li> <li>- We will perform substantive tests of details over additions and disposals.</li> <li>- We will re-calculate amortization expense and any gains / losses on the disposal of TCA.</li> <li>- Where possible, we will coordinate with procedures performed over deferred revenue.</li> </ul>
<b>Asset retirement obligations</b>	<ul style="list-style-type: none"> <li>- AROs are estimates subject to management bias.</li> </ul>	<ul style="list-style-type: none"> <li>- We will assess the completeness of assets identified with an asset retirement obligation.</li> <li>- We will assess the reasonability of inputs used in calculating the estimate.</li> <li>- We will verify the mathematical accuracy of the liability calculated.</li> </ul>

Areas of Focus	Why it Matters	Our Response
Contaminated sites	<ul style="list-style-type: none"><li>- Liabilities for contaminated sites are estimates subject to management bias.</li><li>- There is a risk that contaminated sites have not been recorded or are recorded incorrectly.</li></ul>	<ul style="list-style-type: none"><li>- We will gain an understanding of the Town's processes to identify and record contaminated sites.</li><li>- We will assess the completeness of contaminated sites identified.</li><li>- We will assess the reasonability of inputs used in calculating the liability.</li><li>- We will verify the mathematical accuracy of the liability calculated.</li></ul>

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### Request of those charged with governance

In performing your duties as those charged with governance, you may become aware of additional areas of concern. This includes any instances of actual, suspected, or alleged fraud affecting the Town. We request that Council advise us whether there are any additional areas of concern which we should consider. We welcome discussion on any areas of audit concern that Council may have.



# TIMELINE

Below is our planned timeline for the Town's audit.

<b>Planning</b> (December 2025)	- Completed initial risk assessment. - Send interim requests.
<b>Interim Fieldwork<sup>2</sup></b> (December 2025)	- Update for changes to the control environment. - Begin tests of internal controls. - Begin substantive procedures (where possible). - Complete the risk assessment process.
<b>Year-end Fieldwork<sup>2</sup></b> (March 2026)	- Completion of substantive procedures. - Completion of analytical and variance analysis procedures.
<b>Reporting</b> (April 2026)	- Draft consolidated financial statements provided to management. - Presentation of consolidated financial statements to Council. - Council approval of consolidated financial statements. - Submission to municipal affairs.
	<b>Debrief</b> (May 2026) - Discussion with management and Council regarding any matters impacting future audits, if any.

<sup>2</sup> Currently planned to be performed remotely and is subject to change. The Town will be consulted with any modification to the planned fieldwork.

## **Client Preparedness and Engagement Commencement**

The commencement of our engagement is contingent upon the accounting records being fully prepared and accessible as per the agreed-upon schedule. If the accounting records or required personnel are not available as planned, this may cause delays in deliverables, missed timelines, and potential increased fees due to the additional time and resources required.

Significant delays resulting from the unavailability of records or personnel may necessitate modifications to the audit plan, including but not limited to, the overall project timeline (i.e., reporting after May 1). Management acknowledges that such adjustments may impact the scope, cost, and timing of the engagement.



## **APPENDICES**

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- Appendix 1 – Required communications
- Appendix 2 – Engagement letter
- Appendix 3 – New and revised accounting standards

# Appendix 1 – Required communications

## Independence

At the core of the provision of external audit services is the concept of independence. Canadian generally accepted auditing standards require us to communicate to Council, at least annually, all relationships between our Firm and the Town that—in our professional judgement—may reasonably be thought to bear on our independence.

We will confirm our independence up to the date of our auditor report at the conclusion of the audit.

## Engagement letter

The Engagement Letter will document the objective and scope of the audit; define the responsibilities required of Metrix and management; and establish the terms and conditions of the engagement. Please refer to **Appendix 2**.

## Management representation

Management's representations are integral to the audit evidence we will gather. Prior to the release of our independent auditors' report, we will require management's representations in writing to support the content of our report.

## Communication of results

At the completion of our audit, we will communicate to Council matters arising from the consolidated financial statement audit. Our communication will include the following:

- Matters required to be communicated to Council under Canadian generally accepted auditing standards including possible fraudulent activities, possible illegal acts, significant weaknesses in internal control and certain related party transactions;
- Our views about significant qualitative aspects of the Town's accounting practices, including accounting policies, accounting estimates, and consolidated financial statement disclosures;
- Other matter arising from the audit that, in our professional judgement are important and relevant to Council; and,
- Any other matters previously agreed with you to be communicated to Council.

## Appendix 2 – Engagement letter

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January 13, 2026

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

Attention: Ms. Laura Svab, Mayor

Dear Ms. Svab:

**Re: Engagement letter**

**The Objective and Scope of the Audit**

Metrix Group LLP are pleased to serve as auditors' for the Town of Blackfalds for the fiscal year ending December 31, 2025. The purpose of this letter is to outline the terms of our engagement to audit the consolidated financial statements of the Town of Blackfalds, which comprise the consolidated statement of financial position as at December 31, 2025, and the consolidated statements of operations and accumulated surplus, changes in net financial assets, remeasurement gains and losses and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information. Jeff Alliston, CPA, CA will be responsible for the services that Metrix Group LLP performs for the Town of Blackfalds. He will, as considered necessary, call upon individuals with specialized knowledge at Metrix Group LLP to assist in the performance of our services.

We are pleased to confirm our acceptance and our understanding of the nature, scope and terms of this audit engagement and all services related thereto, by means of this letter (the "Engagement").

The objectives of our audit are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement (whether due to fraud or error) and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

**The Responsibilities of the Auditor**

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- a. Identify and assess the risks of material misstatement of the consolidated financial statements (whether due to fraud or error), design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
- b. Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the consolidated financial statements that we have identified during the audit.

- c. Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- d. Conclude on the appropriateness of management's use of the going-concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- e. Evaluate the overall presentation, structure and content of the consolidated financial statements (including the disclosures) and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

### **Form and Content of Audit Opinion**

Unless unanticipated difficulties are encountered, our report will be substantially in the following form contained in Appendix A to this letter.

If we conclude that a modification to our opinion on the consolidated financial statements is necessary, we will discuss the reasons with you in advance.

### **The Responsibilities of Management**

Our audit will be conducted on the basis that management and, where appropriate, those charged with governance / oversight acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the consolidated financial statements in accordance with PSAS.
- b. For the design and implementation of such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.
- c. To provide us with timely:
  - i. Access to all information of which management is aware that is relevant to the preparation of the consolidated financial statements, such as records, documentation and other matters;
  - ii. Information about all known or suspected fraud, any allegations of fraud or suspected fraud and any known or probable instances of non-compliance with legislative or regulatory requirements;
  - iii. Additional information that we may request from management for the purpose of the audit; and
  - iv. Unrestricted access to persons within Town of Blackfalds from whom we determine it necessary to obtain audit evidence.

As part of the audit process:

- a. We will make inquiries of management about the representations contained in the consolidated financial statements. At the conclusion of the audit, we will request from management and, where appropriate, those charged with governance written confirmation concerning those representations. If such representations are not provided in writing, management acknowledges and understands that we would be required to disclaim an audit opinion.
- b. We will communicate any misstatements identified during the audit other than those that are clearly trivial. We request that management correct all the misstatements communicated.

### **Use of Information**

It is acknowledged that we will have access to all information about identified individuals ("personal information") in your custody that we require to complete our Engagement. Our services are provided on the basis that:

- a. You represent to us that management has obtained any required consents for our collection, use, disclosure, storage, transfer and process of personal information required under applicable privacy legislation and professional regulation; and
- b. We will hold all personal information in compliance with our Privacy Statement.

### **File Inspections**

In accordance with professional regulations (and by our Firm's policy), our client files may be periodically reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to our professional and Firm standards. File reviewers are required to maintain confidentiality of client information.

### **Confidentiality**

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Each professional accountant must preserve the secrecy of all confidential information that becomes known during the practice of the profession. Accordingly, we will not provide any third party with confidential information concerning the affairs of Town of Blackfalds unless:

- a. We have been specifically authorized with prior consent;
- b. We have been ordered or expressly required by law or by the Alberta *Code of Professional Conduct/Code of Ethics*; or
- c. The information requested is (or enters into) public domain.

### **Use and Distribution of Our Report**

The examination of the consolidated financial statements and the issuance of our audit report are solely for the use of Town of Blackfalds and those to whom our report is specifically addressed by us. We make no representations or warranties of any kind to any third party in respect of these consolidated financial statements or our audit report, and we accept no responsibility for their use by any third party or any liability to anyone other than Town of Blackfalds.

For greater clarity, our audit will not be planned or conducted for any third party or for any specific transaction. Accordingly, items of possible interest to a third party may not be addressed and matters may exist that would be assessed differently by a third party, including, without limitation, in connection with a specific transaction. Our audit report should not be circulated (beyond Town of Blackfalds) or relied upon by any third party for any purpose, without our prior written consent.

You agree that our name may be used only with our prior written consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us in writing.

### **Reproduction of Auditors' Report**

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review and approval in writing before the publication or posting process begins.

Management is responsible for the accurate reproduction of the consolidated financial statements, the auditors' report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized consolidated financial statements that we have audited.

We are not required to read the information contained in your website or to consider the consistency of other information in the electronic site with the original document.

### **Preparation of Schedules**

We understand that management will prepare certain schedules and locate specified documents for our use before our Engagement is planned to commence.

This assistance will facilitate our work and help to minimize our costs. Any failure to provide these working papers or documents on a timely basis may impede our services and require us to suspend our services or even withdraw from the Engagement.

- a. Schedules and analyses; and

- b. Other specified documents.

### **Communications**

In performing our services, we will send messages and documents electronically. As such communications can be intercepted, misdirected, infected by a virus or otherwise used or communicated by an unintended third party, we cannot guarantee or warrant that communications from us will be properly delivered only to the addressee. Therefore, we specifically disclaim, and you release us from, any liability or responsibility whatsoever for interception or unintentional disclosure of communications transmitted by us in connection with the performance of this Engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from such communications, including any that are consequential, incidental, direct, indirect, punitive, exemplary or special damages (such as loss of data, revenues, or anticipated profits).

If you do not consent to our use of electronic communications, please notify us in writing.

### **Ownership**

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the Engagement are the property of our Firm, constitute our confidential information and will be retained by us in accordance with our Firm's policies and procedures.

During the course of our work, we may provide, for your own use, certain software, spreadsheets and other intellectual property to assist with the provision of our services. Such software, spreadsheets and other intellectual property must not be copied, distributed or used for any other purpose. We also do not provide any warranties in relation to these items and will not be liable for any lost or corrupted data or other damage or loss suffered or incurred by you in connection with your use of them.

We retain the copyright and all intellectual property rights in any original materials provided to you.

### **Governing Legislation**

This engagement letter is subject to, and governed by, the laws of the Province of Alberta. The Province of Alberta will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts, to claim that the action has been brought in an inappropriate forum or to claim that those courts do not have jurisdiction.

### **Accounting Advice**

Except as outlined in this letter, this Engagement does not contemplate the provision of specific accounting advice or opinions or the issuance of a written report on the application of accounting standards to specific transactions and to the facts and circumstances of the entity. Such services, if requested, would be provided under a separate engagement letter.

### **Indemnity**

Town of Blackfalds hereby agrees to indemnify, defend (by counsel retained and instructed by us) and hold harmless our Firm (and its partners, agents and employees) from and against any and all losses, costs (including solicitors' fees), damages, expenses, claims, demands and liabilities arising out of (or in consequence of):

- a. The breach by Town of Blackfalds, or its directors, officers, agents or employees, of any of the covenants or obligations of Town of Blackfalds herein, including, without restricting the generality of the foregoing, the misuse of, or the unauthorized dissemination of, our engagement report or the consolidated financial statements in reference to which the engagement report is issued, or any other work product made available to you by our Firm.
- b. A misrepresentation by a member of your management or the those charged with governance.

### **Time Frames**

We will use all reasonable efforts to complete the Engagement as described in this letter within the agreed upon time frames.

However, we shall not be liable for failures or delays in performance that arise from causes beyond our reasonable control, including any delays in the performance by Town of Blackfalds of its obligations.

### **Estimated Fees**

We estimate that our fees for these services will be \$35,000 for the Engagement, plus direct out-of-pocket expenses and applicable GST. This fee estimate is based on:

- a. The anticipated cooperation from all your personnel in preparing the requested information on a timely basis;
- b. The ongoing assistance of personnel throughout the Engagement; and
- c. The assumption that unexpected circumstances will not be encountered.

If significant additional time is likely to be incurred, we will discuss the reasons with you and agree on a revised fee.

Fees will be rendered as work progresses and are payable on presentation.

### **Billing**

Our fees and costs will be billed monthly and are payable upon receipt. Invoices unpaid 30 days past the billing date may be deemed delinquent and are subject to an interest charge of 1.00% per month or 12.00% (APR) per annum. We reserve the right to suspend our services or to withdraw from this Engagement in the event that any of our invoices are deemed delinquent. In the event that any collection action is required to collect unpaid balances due to us, you agree to reimburse us for our costs of collection, including lawyers' fees.

### **Costs of Responding to Government or Legal Processes**

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this Engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response and to reimburse us for all of our out-of-pocket costs (including applicable GST) incurred.

### **Termination**

Management acknowledges and understands that failure to fulfill its obligations as set out in this engagement letter will result, upon written notice, in the termination of the Engagement.

Either party may terminate this agreement for any reason upon providing written notice to the other party *not less than 30 calendar days before the effective date of termination*. If early termination takes place, Town of Blackfalds shall be responsible for all time and expenses incurred up to the termination date.

If we are unable to complete the audit or are unable to form, or have not formed, an opinion on the consolidated financial statements, we may withdraw from the audit before issuing an auditors' report, or we may disclaim an opinion on the consolidated financial statements. If this occurs, we will communicate the reasons and provide details.

### **GST Services**

It should be noted that our audit work in the area of GST and other commodity taxes is limited to that appropriate to form an opinion regarding the consolidated financial statements. Accordingly, the audit process may not detect situations where you are incorrectly collecting GST or incorrectly claiming input tax credits. As you are aware, failure to properly account for the GST could result in you or your Town becoming liable for tax, interest or penalties. These situations may also arise for provincial sales tax, custom duties, and excise taxes.

### **Metrix Privacy**

The privacy and security of the personal information you provide is important to us. We strive to ensure the strictest compliance with all applicable provincial and federal standards of protection and disclosure of personal information by any and all of our employees, agents, divisions and/or affiliates. You may review our privacy policy at [www.metrixgroup.ca](http://www.metrixgroup.ca). We will not collect, use, or disclose any of your personal information without your knowledge and consent, or as may be required by law or our profession's Rules of Conduct.

### **Metrix Working Papers**

Metrix Group LLP owns all working papers and files, other materials, reports and work created, developed or performed during the course of the engagement, including intellectual property used in the preparation thereof. We will provide management with a copy of all practitioner-prepared working papers necessary for the Town's accounting records. Metrix Group LLP may develop software, including spreadsheets, documents, databases, and other electronic tools, to assist us with our assignment. As these tools were developed specifically for our purposes and without consideration of any purpose for which the Town might use them, any such tools provided to the Town, are made available on an "as is" basis only and should not be distributed to or shared with any third party.

### **Conclusion**

This engagement letter includes the relevant terms that will govern the Engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

The arrangements outlined in this letter will continue in effect from year to year unless changed by either party.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements, and if the above terms are acceptable to you, please sign the attached copy of this letter in the space provided and return it to us.

We appreciate the opportunity of continuing to be of service to your Town.

Yours truly,

**METRIX GROUP LLP**

Chartered Professional Accountants

The services and terms set out above are as agreed to on behalf of Town of Blackfalds by:

---

Ms. Laura Svab, Mayor

---

Date signed

## Appendix A - Expected Form of Report

To the Mayor and Council of the Town of Blackfalds

### *Opinion*

We have audited the consolidated financial statements of Town of Blackfalds (the Town), which comprise the consolidated statement of financial position as at December 31, 2025, and the consolidated statements of operations and accumulated surplus, changes in net financial assets, remeasurement gains and losses, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Town as at December 31, 2025, and the consolidated results of its operations and consolidated cash flow for the period then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Town in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements*

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

**Appendix A (continued)**

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

# Appendix 3 – New and revised accounting standards

## Future accounting standard pronouncements

Standard	Summary	Effective Date
<b>PS 1202 Financial Statement Presentation</b>	This standard sets out general and specific requirements for the presentation of information in general purpose financial statements. The financial statement principles are based on the concepts in the Conceptual Framework for Financial Reporting in the Public Sector.	Fiscal years beginning on or after April 1, 2026. Early adoption is permitted.
<b>The Conceptual Framework for Financial Reporting in the Public Sector</b>	The PSAB's framework replaces the conceptual aspects of PS 1000 – Financial Statement Concepts, and PS 1100 – Financial Statement Objectives.	Fiscal years beginning on or after April 1, 2026. Early adoption is permitted.

December 15, 2025

Ms. Kim Isaak, CAO  
Town of Blackfalds  
Box 220, 5018 Waghorn Street  
Blackfalds, AB T0M 0J0

Dear Ms. Isaak:

**Re: 2026 Lodge Requisition**

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At the Lacombe Foundation meeting on December 1, 2025 the Board passed the 2026 budget with the lodge requisition remaining at \$875,000. Below is a table outlining your portion of the requisition payable:

Municipality	2026 Equalized Assessment	%	Requisition Payable
City of Lacombe	\$ 2,283,165,813	18.14%	\$ 158,725.00
Lacombe County	\$ 8,152,356,114	64.76%	\$ 566,650.00
Town of Bentley	\$ 120,277,154	0.95%	\$ 8,312.50
Town of Blackfalds	\$ 1,695,247,637	13.47%	\$ 117,862.50
Town of Eckville	\$ 129,703,647	1.03%	\$ 9,012.50
Village of Alix	\$ 121,592,274	0.97%	\$ 8,487.50
Village of Clive	\$ 85,306,991	0.68%	\$ 5,950.00
	<b>\$ 12,587,649,630</b>	<b>100.00%</b>	<b>\$ 875,000</b>

A formal invoice will be sent separately in the new year.

For comparison purposes the previous five years of total requisition have been:



2021	2022	2023	2024	2025
\$ 624,600	\$ 624,600	\$ 775,000	\$ 800,000	\$ 875,000

The Board carefully considered revenues, inflationary pressures, reserves and requisition levels in the approval of this budget. The approved budget has been attached for your information.

Revenues are based on occupancy in line with the fourth quarter of 2025. The Lodge Assistance Grant from the Province had an increase in 2025 to the daily rate and the 2026 forecast is in line with the anticipated number of eligible residents. Requisition represents 17.5 % of total revenue.

Expenses continue to be impacted by inflationary pressures. In utilities, there have been savings with the removal of the carbon tax however our electricity rate is forecast to increase by 17%. Staffing expenses reflect the prescribed increases in the current labour contract. Operating, maintenance and general administration are projected at 3% increases. Food costs reflect increases to raw costs and forecasted occupancy. There is no change to management fees.

The Board continues to advocate for provincial funding for the Lodge redevelopment proposal and have appreciated the support of the member municipalities in the lobbying effort.

Lacombe Seniors Lodge and Eckville Manor remain important to the health and wellbeing of the Seniors who live in the Lacombe County service area. Both sites continue to be operated with a focus on the quality of life for residents through the most efficient operations possible and provide a strong working environment for local community members.

If you should have any questions, please feel free to contact me at any time.

Yours truly,

A handwritten signature in black ink that reads 'Carla Beck'.

Carla Beck, CEO  
The Bethany Group  
[carla.beck@bethanygrp.ca](mailto:carla.beck@bethanygrp.ca)  
780-679-3056

**LACOMBE FOUNDATION - LACOMBE SENIORS LODGE & ECKVILLE MANOR HOUSE**  
**Operated by The Bethany Group of Camrose, Alberta as Management Body**  
**Budget Request for Operations**  
**for the 12 months January 1, 2026 to December 31, 2026**

	Actual 2024	2025 Forecast	2025 Budget	2026 Budget
<b>REVENUE</b>				
Rental Revenue	2,448,654	2,565,107	2,446,800	2,721,700
Grant - AB Seniors	547,717	572,868	444,700	562,300
Alberta Health Services Contract	565,640	597,160	571,570	578,700
Guest Meals	21,619	23,406	21,600	23,400
Recoveries	110,199	107,301	112,120	97,650
Other grant revenue	-	-	-	-
Investment Income	216,729	187,950	146,800	139,300
Donations	13,924	18,203	-	-
Sundry	31,119	785	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUE</b>	<b>3,955,600</b>	<b>4,072,780</b>	<b>3,743,590</b>	<b>4,123,050</b>
<b>EXPENSE</b>				
Utility Costs	287,015	308,435	327,050	351,850
Carbon Tax	40,002	17,485	58,500	-
Operating Expenses	115,230	128,205	127,800	132,200
Food	432,774	467,281	491,300	494,700
Maintenance	137,966	158,784	158,450	163,250
Non-recurring Maintenance	-	-	-	-
Salaries and Benefits	2,720,864	3,000,567	3,074,860	3,166,900
Administration - All other Admin	137,818	153,512	184,080	182,800
Administration - Management Fee	156,312	156,345	156,350	156,350
<b>TOTAL EXPENSES</b>	<b>4,027,981</b>	<b>4,390,613</b>	<b>4,578,390</b>	<b>4,648,050</b>
<b>INCOME (LOSS) BEFORE OTHER ITEMS</b>	<b>(72,380)</b>	<b>(317,833)</b>	<b>(834,800)</b>	<b>(525,000)</b>
<b>OTHER</b>				
Requisition Revenue	800,000	875,000	875,000	875,000
<b>TOTAL OTHER</b>	<b>800,000</b>	<b>875,000</b>	<b>875,000</b>	<b>875,000</b>
<b>NET BEFORE DEPRECIATION</b>	<b>727,620</b>	<b>557,167</b>	<b>40,200</b>	<b>350,000</b>
<b>TOTAL DEPRECIATION</b>				
Amortization	(120,002)	(120,002)	(121,295)	(120,002)
Reserve Transfer	-	-	-	-
Principle Payment on Loan	-	-	-	-
<b>SURPLUS (DEFICIT)</b>	<b>607,618</b>	<b>437,165</b>	<b>(81,095)</b>	<b>229,998</b>

## QUARTERLY REPORT - December 2025

### **Upcoming Event**

- [Contribute to the Christmas Bird Count Near You](#) Dec. 14-Jan. 5
- [Discover Alberta's New CitSci Hub: Connect, Collaborate and Celebrate](#) Webinar, Jan 22, 12 pm

### [River Flows, Precipitation, and Soil Moisture Update](#)

### **Welcome Elected Officials**

There are more than 60 municipalities across the Battle River and Sounding Creek watersheds. As partners in *Water for Life: Alberta's Strategy for Sustainability*, we welcome all the new and returning elected officials. We appreciate your commitment to fostering the well-being of the environment. We thank all those who attended the recent Watershed 101 webinars in November. BRWA staff look forward to collaborating on stewardship initiatives and thank the communities who have confirmed representatives for the [BRWA Board and Land & Water Committee](#).

### [Watershed 101 for Elected Officials Webinar Recording](#)

### **Stoney Creek Valley Tree Planting**

Sept. 13, 2025 - BRWA collaborated with the Camrose Environmental Sustainability Advisory Committee and Agroforestry and Woodlot Extension Society (AWES) to plant over 200 trees in Four Seasons Rotary Park in Camrose, Alberta. Many thanks to the community members who helped plant the trees. The tree planting followed an assessment of vegetation and shoreline conditions conducted by the Cows and Fish Riparian Management Society. This project was made possible with financial contributions from the Government of Alberta Watershed Resiliency and Restoration Program, with trees contributed by AWES.

### **BRWA Executive Committee**

Sept. 19, 2025 - Alan Corbett (Camrose) and Ryley Andersen (Wainwright) will continue as Co-Chairs of the BRWA Board of Directors, and Greg Smith (Vermilion River) will continue as Treasurer. The Board, in alignment with the Bylaws, voted on these three positions at the September Board meeting. These individuals will work with the Executive Director, Catherine Peirce, as the Executive Committee.

### **Watershed Education Programming During the Teachers' Strike**

Oct. 6-29, 2025 - While many of the fall field trips were cancelled during the teachers' strike, most teachers have rescheduled their field trips, and our spring field trip calendar is almost full. During the strike, BRWA staff also collaborated with the City of Camrose Day Camp to offer stewardship programming for kids ages 4-12.

### **Fall BioBlitz at Schultz Lake Important Bird Area (IBA)**

Oct. 9, 2025 - BRWA staff led a community bioblitz at [Schultz Lake](#) in Flagstaff County. This lake is an Important Bird Area, which means the area is significant for the conservation of bird species. Over 450 birds were observed and recorded in [eBird](#), and 51 species were observed in [iNaturalist](#). As luck would have it, we ran into Joe Hartung, a local birder, who shared some amazing photos. Please reach out if you would like to invite BRWA to host a bioblitz in your community or nearby natural area.

Contact: [stewardship@battleriverwatershed.ca](mailto:stewardship@battleriverwatershed.ca)

[Learn more about citizen science programs at BRWA](#)

### **Bill 7, Water Amendment Act**

Oct. 30, 2025 - The Government of Alberta has tabled Bill 7, the Water Amendment Act, with a goal of making more water available for farmers, ranchers, businesses, and growing communities. BRWA is pleased to see that monitoring groundwater use is a priority.

[Water Amendment Act](#)

## **Wetaskiwin & Camrose earn R's of Excellence Award**

Nov. 19, 2025 - City staff in Central Alberta, partnering with the Battle River Watershed Alliance, were honoured for their work on protecting the Battle River watershed. [Wetaskiwin Times](#)

### **A great opportunity for project-based learning!**

The *Caring for Our Watersheds* contest in Alberta invites students in grades 7-12 to answer the question, "What can you do to improve your watershed?" Students are asked to write a proposal about real changes they could make in their community. The program also offers funding to bring those ideas into reality. In addition, students and schools can win cash prizes. Please encourage students and teachers in your area to get involved. The deadline for proposals is March 4, 2026.

[Watch this introductory video](#) | [Book a free class presentation](#) | [Register on the online portal](#)

### **Call for Stories & Photos of Local Bridges**

BRWA is creating a photo essay to celebrate our 20th Anniversary (December 6, 2026). If you have photos of bridges in the Battle River or Sounding Creek watershed, please contact us. It can be any vehicle, pedestrian, or train bridge. We will require the bridge location and would love to have a personal story about your connection to the bridge and the community.

Contact: [Sheila@battleriverwatershed.ca](mailto:Sheila@battleriverwatershed.ca)

### **Riparian Restoration and Conservation Funding Available**

Contact BRWA about funding for riparian projects, including riparian fencing, livestock watering systems, native vegetation planting, and more. [Program Guidelines](#) | [More Information](#)

### **Nominate a Steward from your Community**

The OTIS Awards recognize the efforts of individuals, agricultural initiatives, businesses and organizations, and youth in the Battle River and Sounding Creek watersheds who are Outstanding in Stewardship. The deadline to submit nominations is January 31. [Nomination Form](#)

### **Funding Contributions from Watershed Partners**

As the year comes to a close, we would like to recognize the support of watershed partners who provided funding in 2025. Funding supports BRWA watershed programs and engagement across the Battle River and Sounding Creek watersheds.

*Battle Lake Preservation Society; Battle River Community Foundation; Camrose Energy; Cargill in partnership with CAF America; Enbridge; Nutrien; Individual Donors: Kimberly & Lynn Carwell, Kim Sturgess (WaterSmart), Verne Malone Fund, (BRCF); Government of Alberta; Government of Canada; Municipalities: City of Camrose, Beaver County, Flagstaff County, Leduc County, Lacombe County, County of Paintearth, Ponoka County, County of Vermilion River, MD of Wainwright, Special Areas Board, Summer Village of Argentia Beach, Summer Village of Crystal Springs, Summer Village of Grandview, Summer Village of Itaska Beach, Summer Village of Ma-Me-O Beach, Summer Village of Norris Beach, Summer Village of Poplar Bay, Summer Village of Silver Beach, Town of Blackfalds, Town of Coronation, Town of Hardisty, Town of Viking, Town of Wainwright, Village of Bittern Lake, Village of Chauvin, Village of Hay Lakes, Village of Paradise Valley.*

[Become a BRWA Member & Receive the Monthly Newsletter](#)

Happy Holidays!

---

**Subject:** Save the Date: CommUnity Power of One – March 19, 2026

---

**From:** Community Power of 1 <[communitypowerof1@gmail.com](mailto:communitypowerof1@gmail.com)>

**Sent:** Monday, December 8, 2025 9:22 AM

**Subject:** Save the Date: CommUnity Power of One – March 19, 2026

Caution! This message was sent from outside your organization.

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[Report](#)

## Mark Your Calendar for CommUnity Power of One!

Join us on **Thursday, March 19, 2026** for the 11th annual **CommUnity Power of One**, held in commemoration of the International Day for the Elimination of Racial Discrimination. This important day reminds us to reflect on past injustices, challenge discrimination today, and work toward a more inclusive future.

The event revolves around three key concepts:

- **Remember** – Raise awareness of historical and contemporary experiences with racial discrimination.
- **Reimagine** – Promote harmony across cultures and empower participants with practical tools and inspiration.
- **Rebuild** – Strengthen community relationships, provide strategies for engagement, and inspire hope for the future.

### Event Highlights Include:

- Welcome Ceremony
- Panel/Plenary Discussions
- Breakout Sessions
- Keynote Speakers

Please see the attached poster for more information. The details will be updated regularly, so check the link for the latest event information.

Let's come together to **Remember, Reimagine, and Rebuild** on March 19, 2026.

Thank you,

**CommUnity Power of One Organizing Committee**

Ph (403) 505-7818

[Communitypowerof1@gmail.com](mailto:Communitypowerof1@gmail.com)



***We acknowledge and honour that we work and live on the land of Treaty 6, Treaty 7 people and Metis Nations of Alberta.***

This year's committee is a partnership between [Care](#), [RDLIP](#), [City of Red Deer](#), [FRAP](#), and [RDNFS](#).

Congratulations on the election of your new council!

In Alberta, public library service is determined at the municipal level and regulated under the *Libraries Act* (Chapter L-11) and *Libraries Regulation* (AR 141/1998). Councils choose to provide service at the local level by forming a library board and/or by joining a regional library system.

### **What is a regional library system?**

Parkland Regional Library System (PRLS) is a cooperative of 63 member municipalities in central Alberta. The system was formed to enable small and rural communities to provide sustainable and affordable public library service to their residents. Each member municipality is a signatory to the *Parkland Regional Library Agreement* and appoints a representative to our Board, the system's governing body. The Board meets four times each year.

You, the member municipalities, **are** the system.

### **Thank You for Your Support on the Resolution to Increase Library Funding at AB Municipalities Convention**

The resolution presented at the AB Munis Conference to increase provincial funding for Alberta libraries passed by a landslide with a vote of 549 to 52. Thank you for your support!

### **Want to learn more?**

- Read the enclosed brochure to find out more about how PRLS supports your municipality and residents.
- Review the 2024 return on investment for your municipality to see how we put your levy to work.
- Visit our website at [prl.ab.ca](http://prl.ab.ca) and learn more under **About Us**. The **Board** page includes the list of Board and Executive Committee members, strategic plan, and more.
- Invite us for a visit - we'd love to meet you. We can give your council a brief orientation to the PRLS and get you up to speed on this essential municipal service.
- Visit your local library to see how the system supports your local public library service.

We look forward to working with you to bring exceptional library service to your residents! If you have any questions, please contact Ron Sheppard, Director at [admin@prl.ab.ca](mailto:admin@prl.ab.ca).

Barb Gilliat, Board Chair  
[chair@prl.ab.ca](mailto:chair@prl.ab.ca)



# Town of Blackfalds

2024 Return on Investment

## Benefits to your Library

### Total Financial Benefits

**\$1,555,395.94**

### Return on Investment

**\$1.00 = \$14.16**

Based on a population of 11,962, the cost of membership to the Parkland Regional Library System for the Town of Blackfalds was **\$109,811.16** in 2024.

### Cost benefits of PRLS services

The **direct financial return** as a result of membership to Parkland Regional Library System to Blackfalds Public Library:

2024 materials allotment	\$	13,517.06
Rural Library Services Grant	\$	9,217.60
Allotment from Lacombe County 1	\$	1,943.60
Computers for library use	\$	8,546.56
Software & Licensing	\$	10,369.36
SuperNet Connection	\$	10,242.00
Items borrowed from other libraries 2	\$	962,676.00
Digital items borrowed from PRLS 3	\$	538,883.76

**Combined Savings**

**\$1,555,395.94**

1 Lacombe County assigned a rural population of 1,720 to the Town of Blackfalds

2 Average price of an item is \$46.75

3 Average price of an eBook \$40.06, average price of an eAudiobook \$84.26



# Recruiting and Selecting Library Board Members

## A Guide for Municipal Councils

One of the many important things a municipal council can do is make appointments to its local library board. In Alberta, council appoints and unappoints library board members to municipal and intermunicipal library boards under the terms set out in the *Libraries Act* (sections 4, 5, 12.3, and 31), and the *Libraries Regulation* (section 17.1).

A municipal library board must have a minimum of 5 and a maximum of 10 board members. Intermunicipal library boards must have a minimum of 7 and a maximum of 10 board members.

Upon appointment, a board member becomes part of a legal entity (the library board) responsible for governing the delivery of public library service in the community and receiving local and provincial tax dollars to provide quality library service. Board members have a fiduciary responsibility to employ the duty of care – acting with competence and diligence – as well as the duty of loyalty – acting in the best interest of library service in the community.

Only the council of the municipality that established the board or signed the intermunicipal agreement can appoint to a library board. The council of a neighboring municipality cannot appoint board members to a board that they did not have a role in establishing.

However, the council of the establishing municipality(ies) can appoint individuals from neighboring municipalities to the library board, as there are no residency requirements imposed by the legislation. Having individuals from neighboring municipalities can help to strengthen relationships and bring a broader perspective to the table.

For municipal library boards, council may appoint up to two board members who are also councillors on their council (i.e., councillors of the municipality that established the library board). For intermunicipal boards, each municipality that is party to the agreement may appoint one board member who is also a councillor on their council.

- If a councillor is appointed to the library board, they have the same role and responsibilities as the other board members and should not be referred to as a "Council Rep" or something similar. There is no designated role for a municipal councillor on a municipal or intermunicipal library board.



- hire the library's Chief Executive Officer and evaluate their performance within the management goals set by the Board
- ensure adherence to the *Libraries Act*, its *Regulation*, and any other legislation affecting the operation of the library within the community
- support the core value of intellectual freedom
- be able to set aside personal biases in the interests of what best serves the community in the areas of library collections, programs, and services.

Given the significant responsibilities and demands placed on library board members, potential trustees should exhibit the following characteristics. They should be:

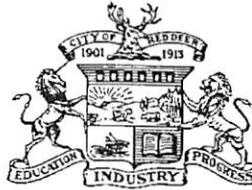
- interested in making a difference in the future success of their community
- available to attend board and committee meetings and to come prepared to contribute to discussions and decisions
- willing to become more aware of the bigger picture by learning about public library issues and concerns at both the provincial and the national levels
- prepared to represent the interests, concerns, and attitudes of your community
- open to learning about library programs and services that give their community the level of access to information and enrichment that it needs.
- enthusiastic about working with other board members and the Chief Executive Officer in a team process designed to provide programs and services that meet the greatest number of needs in their community
- committed to being an active participant in board leadership activities in their community

When soliciting for board members, some simple steps will assist with finding suitable candidates. These include:

- Advertising vacancies
- Requiring all candidates to attend a mandatory information session
- Developing criteria for selection of candidates

Your council may also choose to establish a selection committee and develop a structured interview process.

You may also choose to consult with the exiting library Board Chair and the library manager to determine the current needs of your community and gaps which may exist in the current board composition.



## OFFICE OF THE MAYOR

December 2, 2025

Mayor Laura Svab  
Town of Blackfalds  
PO Box 220 Blackfalds AB T0M 0J0

Dear Mayor Svab,

I am honoured to offer greetings and congratulations to you and your council, on behalf of Red Deer City Council, following our recent municipal elections. By way of introduction, my name is Cindy Jefferies, and I am delighted to have been elected Mayor of The City of Red Deer.

It has been a busy period of orientation since the election, and our new council is eager to get to work to strengthen and enhance our community. I am excited to serve as Mayor, drawing on all I have learned throughout my career, including four terms on City Council, nine years as a public school board trustee with the Red Deer Public School District, and a wide range of volunteer experiences.

I was pleased to meet many of you at the recent Alberta Municipalities convention, and I look forward to continuing those conversations and building stronger relationships in the months ahead. I am confident there will be meaningful opportunities where the Town of Blackfalds and The City of Red Deer can work together for the betterment of our citizens and communities, including through continued collaboration within the Central Alberta Regional Mayors and Reeves Caucus.

Congratulations again to you and the members of your Council. I look forward to seeing you in person at events in our region that bring us together.

If there are opportunities where we can work together in areas of mutual interest, please do not hesitate to reach out to me.

Yours truly,

Mayor Cindy Jefferies  
City of Red Deer



ALBERTA  
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister*  
*Deputy Premier of Alberta*  
*MLA, Calgary-West*

AR 32311

December 09, 2025

Her Worship Laura Svab  
Mayor  
Town of Blackfalds  
PO Box 220  
Blackfalds AB T0M 0J0

Dear Mayor Svab:

The Ministry of Public Safety and Emergency Services is pleased to continue its support for municipalities responsible for providing and maintaining their own police services. To that end, funding under the Policing Support Grant (PSG) has been approved for the 2025-26 fiscal year.

Your municipality will receive a PSG amount equal to **\$283,760**. This amount has been adjusted for population based on the 2021 federal census, using the 2023 Ministry of Municipal Affairs published population list. Alberta's government recognizes the financial pressures municipalities face in delivering policing services, including the impacts of population growth and rising policing costs.

The PSG is intended to support the delivery of adequate and effective policing; police governance and oversight; and the implementation of policing initiatives and priorities within your community. Funds may also be used to support enhancements to local policing services as needed.

A Conditional Grant Agreement, effective April 1, 2025 and expiring on March 31, 2026, will be forwarded under separate cover by a representative from my ministry. Funds will be disbursed within a reasonable timeframe following the execution of the agreement.

.../2

If you have any questions, please contact Ms. Jessi Evanoff, Manager, Police Governance and Funding, Public Safety and Emergency Services, at [jessi.evanoff@gov.ab.ca](mailto:jessi.evanoff@gov.ab.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Ellis".

Honourable Mike Ellis  
Deputy Premier of Alberta  
Minister of Public Safety and Emergency Services

cc: CAO, Town of Blackfalds



**Honourable Ric McIver, ECA, MLA**  
Calgary-Hays

December 16, 2025

To All Newly Elected Municipal Councils,

I am pleased to extend my warmest congratulations to both new returning councilors on your election to municipal office this past October. Serving your communities is both a privilege and a profound responsibility, and I commend you for stepping forward to represent the residents who have placed their trust in you.

As someone who previously had the honour of serving as on a municipal council and as Minister of Municipal Affairs, I want to express my deep appreciation for the dedication demonstrated by municipal leaders across our province. It was truly an honour working with you, and I remain grateful for the important role you play in strengthening local governance and improving the quality of life for your communities. Municipal governance is often closest to the day-to-day needs of residents. The decisions you make—whether related to infrastructure, community safety, local services, or neighbourhood development—have a direct and immediate impact on the lives of the people you serve. I encourage you to continue working with the new minister in this endeavor.

As we enter the Christmas season, I extend my heartfelt wishes to you, your councils, and your families for a joyful and peaceful Christmas, and a healthy and prosperous New Year. May the months ahead be filled with success as you carry out the vital work of serving your residents.

Sincerely,

Honourable Ric McIver, ECA, MLA  
Speaker of the Legislative Assembly of Alberta  
Calgary-Hays

---

**From:** COOPER, Don <[donald.cooper@canadapost.postescanada.ca](mailto:donald.cooper@canadapost.postescanada.ca)>  
**Sent:** January 6, 2026 10:49 AM  
**To:** Danielle Nealon; Laura Svab  
**Subject:** RE: Canada Post Letter Re: Community Mailboxes - Blackfalds

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Good morning Danielle,

Thank you for forwarding Council's recent motions regarding the potential installation of Community Mailboxes in various areas within the Town of Blackfalds. I appreciate you taking the time to share Council's perspectives and priorities with us.

I want to confirm that, at this time, Canada Post does not have plans to install Community Mailboxes in the areas referenced in your correspondence. That said, we will retain the information provided and ensure it is considered as part of our broader awareness of municipal interests and future planning considerations.

We value our ongoing dialogue with the Town of Blackfalds and will continue to engage with the Town should any future opportunities or discussions arise related to delivery mode changes.

Thank you again for bringing this forward and please do not hesitate to reach out if you have any questions or concerns.

Kind regards,

## Don Cooper

Donald Cooper  
Manager, Government and Community Affairs (Alberta)  
Canada Post Corporation  
1100 – 49<sup>th</sup> Avenue NE, Suite 820  
Calgary, Alberta T2E 9A9  
Tel: 403 703-3465  
Email: [donald.cooper@canadapost.ca](mailto:donald.cooper@canadapost.ca)



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**From:** Danielle Nealon <[DNealon@blackfalds.ca](mailto:DNealon@blackfalds.ca)>  
**Sent:** December-18-25 1:07 PM  
**To:** COOPER, Don <[donald.cooper@canadapost.postescanada.ca](mailto:donald.cooper@canadapost.postescanada.ca)>

Cc: Kim Isaak <KIsaak@blackfalds.ca>; ETTINGER, Doug <Doug.Ettinger@canadapost.postescanada.ca>; Laura Svab

<LSvab@blackfalds.ca>

Subject: Canada Post Letter Re: Community Mailboxes - Blackfalds

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Good afternoon, Mr. Cooper,

Please see the attached correspondence on behalf of the Town of Blackfalds' Council.

Thank you.

Kind regards,

**Danielle Nealon**  
*Senior Legislative Advisor*

**Town of Blackfalds**  
Box 220, 5018 Waghorn St  
Blackfalds, AB T0M 0J0  
T: 403.885.6248

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**MEETING DATE:** January 13, 2026

**PRESENTED BY:** Mayor Laura Svab

**SUBJECT:** **Town of Blackfalds Playgrounds**

There have been concerns brought forward from local daycare providers regarding the age restrictions on the Town of Blackfalds' playground equipment. As such, I would request that Council receive an update on the age restrictions for all Town of Blackfalds playgrounds, along with any information regarding safety and liability, and whether any companies sell playground equipment for 0-5 years of age.

Notice for the following motion was given at the December 9, 2025, Regular Council Meeting to be brought forward to the January 13, 2026, Regular Meeting of Council for discussion, debate, and Council's consideration.

**MOTION**

That Council consider the following motion:

Mayor Svab moved That Council direct Administration to bring forward a report on the age restrictions on all Town of Blackfalds playgrounds, along with any information regarding safety and liability and if there are any companies that sell playground equipment for 0-5 years of age.

Thank you,



Laura Svab  
Laura Svab, Mayor

---

**MEETING DATE:** January 13, 2026

**PRESENTED BY:** Councillor Ryan Brown

**SUBJECT:** **Eagle Builders Centre Parking**

---

Parking at the Eagle Builders Centre has been a topic of recent conversation during the deliberations of the 2026 Capital Budget. A survey and open house were held to get feedback from the community on the proposed options, but has not been included in the 2026 Capital Budget. I am interested in the proposal and details that were previously submitted to Council.

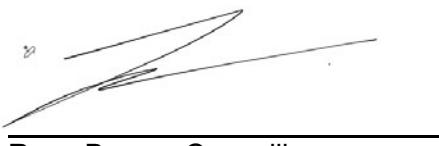
Notice for the following motion was given at the December 9, 2025, Regular Council Meeting to be brought forward to the January 13, 2026, Regular Meeting of Council for discussion, debate, and Council's consideration.

**MOTION**

That Council consider the following motion:

Councillor Brown moved That Council direct Administration to bring forward a report with the parking options presented to Council and the details and the history on why the proposed project was not put forward by Council previously.

Thank you,



---

Ryan Brown, Councillor

**MEETING DATE:** January 13, 2025

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

**PRESENTED BY:** Preston Weran, Director of Infrastructure and Planning 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.

## **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 proposed water and wastewater rates has an increase across all utility accounts to provide additional revenue to cover CPI, cost of treatment, maintenance, and commission rate increases.

The 2026 proposed increase equates to an average 2.32% increase per month or \$4.26 for a family of 4 (typical household using 18 cu.m/month) and is outlined under the “Town of Blackfalds 2026 Financial Plan & Budget Financial Impacts of Utility Rate Changes” as part of the 2026 budget binder and attached to the bylaw as part of this memo. The bulk water rate will remain at \$6.29 per cubic meter of water used. See further information under the “Utility Analysis Based on Inquires” 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. Second and third reading will be scheduled for next Council meeting if Council provides first reading at this meeting.

**FINANCIAL IMPLICATIONS**

No impact on the 2026 Budget if approved. The water and wastewater revenues and expenses are based on the 2026 rates presented under Schedule "B".

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

1. 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.

**ALTERNATIVES**

- a) That Council 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*
- *Bylaw 1323.25 - Schedule "B" 2025 Water and Wastewater Rates*
- *Town of Blackfalds 2026 Financial Plan & Budget Financial Impacts of Utility Rate Changes*
- *Utility Analysis Based on Inquiries*

**APPROVALS**

Preston Weran,  
Acting 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 \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

(RES. )

---

**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

**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****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.

---

**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" 2025 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 1297.24 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 14<sup>th</sup> day of January, A.D. 2025.

(RES. 004/25)

-Original Signed-

---

**MAYOR JAMIE HOOVER**

-Original Signed-

---

**CAO KIM ISAAK**

READ for the second time this 28<sup>th</sup> day of January, A.D. 2025.

(RES. 023/25)

-Original Signed-

---

**MAYOR JAMIE HOOVER**

-Original Signed-

---

**CAO KIM ISAAK**

READ for the third time this 28<sup>th</sup> day of January, A.D. 2025.

**(RES.024/25)**

-Original Signed-

---

**MAYOR JAMIE HOOVER**

-Original Signed-

---

**CAO KIM ISAAC**

UNCERTIFIED COPY

**SCHEDULE "B"****COMMERCIAL AND RESIDENTIAL WATER AND WASTEWATER RATES**  
(Rates Effective January 1, 2025)**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)	\$17.75 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: \$6.55****C. Plus a Consumption rate: \$3.19 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:** \$15.48
- B. Plus an Infrastructure rate:** \$6.55
- C. Plus a Consumption rate:** \$3.43 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

	Typical Monthly Consumption (Cubic Meters)	2025			2026		
		Base Rate	Variable Rate	Capital Infrastructure	Base Rate	Variable Rate	Capital Infrastructure
<b>Water</b>							
Rates		\$ 17.75	\$ 3.19	\$ 6.55	\$ 17.93	\$ 3.31	\$ 6.78
Percentage Change					1.0%	3.8%	3.5%
<b>Waste Water (80% of Water Volume)</b>							
Rates		\$ 15.48	\$ 3.43	\$ 6.55	\$ 15.79	\$ 3.51	\$ 6.78
Percentage Change					2.0%	2.3%	3.5%
<b>Solid Waste</b>							
Rates - Residential		\$ 30.91			\$ 30.91		
Percentage Change					0.00%		
<b>Total Billings</b>							
Typical House		Monthly	Annually	Avg. %	Monthly	Annually	Avg. %
Water & Waste Water	18	\$ 153.14	\$ 1,837.70		\$ 157.40	\$ 1,888.85	2.78%
Solid Waste		\$ 30.91	\$ 370.92		\$ 30.91	\$ 370.92	0.00%
Total		\$ 184.05	\$ 2,208.62		\$ 188.31	\$ 2,259.77	2.32%
Low Consumption		Monthly	Annually	Avg. %	Monthly	Annually	Avg. %
Water & Waste Water	8	\$ 93.80	\$ 1,125.62		\$ 96.22	\$ 1,154.69	2.58%
Solid Waste		\$ 30.91	\$ 370.92		\$ 30.91	\$ 370.92	0.00%
Total		\$ 124.71	\$ 1,496.54		\$ 127.13	\$ 1,525.61	1.94%



# 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>							
Rates		\$ 18.11	\$ 3.35	\$ 7.02	\$ 18.29	\$ 3.43	\$ 7.26
Percentage Change		1.0%	1.2%	3.5%	1.0%	2.4%	3.4%
<b>Waste Water (80% of Water Volume)</b>							
Rates		\$ 16.11	\$ 3.57	\$ 7.02	\$ 16.43	\$ 3.64	\$ 7.26
Percentage Change		2.0%	1.7%	3.5%	2.0%	2.0%	3.4%
<b>Solid Waste</b>							
Rates - Residential		\$ 30.91			\$ 30.91		
Percentage Change		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	\$ 159.97	\$ 1,919.62	1.63%	\$ 163.40	\$ 1,960.75	2.14%
Solid Waste		\$ 30.91	\$ 370.92		\$ 30.91	\$ 370.92	0.00%
<b>Total</b>		<b>\$ 190.88</b>	<b>\$ 2,290.54</b>	<b>1.36%</b>	<b>\$ 194.31</b>	<b>\$ 2,331.67</b>	<b>1.80%</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	\$ 97.91	\$ 1,174.90	1.75%	\$ 99.98	\$ 1,199.71	2.11%
Solid Waste		\$ 30.91	\$ 370.92		\$ 30.91	\$ 370.92	0.00%
<b>Total</b>		<b>\$ 128.82</b>	<b>\$ 1,545.82</b>	<b>1.32%</b>	<b>\$ 130.89</b>	<b>\$ 1,570.63</b>	<b>1.61%</b>



## **Utility Analysis Based on Inquiries**

1. What is the actual depreciated cost of water utility assets? What is the term assigned to said depreciation?
  - The table below shows the cost base, annual depreciation, accumulated depreciation, and net book value of the Town's water and wastewater tangible capital assets
  - Each asset is evaluated and assigned its own useful life when capitalized. The majority of assets that fall under Water and Wastewater systems are depreciated over 40 years.

	<b>Cost Base</b>	<b>Annual Depreciation</b>	<b>Accumulated Depreciation</b>	<b>Net Book Value</b>
<b>41 - Water</b>	28,654,512	642,817	13,299,064	15,355,448
<b>42 - Sanitary Sewer</b>	16,891,464	395,833	6,894,971	9,996,493
		<b>2026 Projected Contribution</b>	<b>2025 Ending Reserve Balance</b>	
<b>Water Reserve</b>		499,799	6,716,908	
<b>Wastewater Reserve</b>		782,871	2,270,286	

- When comparing projected reserve contributions to annual depreciation:
  - Wastewater contributions are more than depreciation, bringing the reserve balance closer to the accumulated depreciation target annually
  - Water projected contributions are less than annual depreciation, and as a result, the gap between the accumulated depreciation and reserve balance is growing annually

2. How many more users, both residential and commercial, are expected to be contributing to utilities revenue over the depreciated term? Does this represent the windfall in funding vs the proposed increase in utility rate?

- The utility rate model is based on the population of the Town and projections regarding growth.
- The 2024 census resulted in a population of 11,415. A 2% growth from the 2024 population is projected for 2025 and 2026, then 3% growth through 2027 and 2028.
  - The population and land demand analysis update report will help refine these assumptions
- 2022 – 2024 water volumes billed to residential and commercial averaged approximately 170 Litres Per Person Per Day. This rate was used in the forward projections.
- The joint economic area is also taken into consideration and added to the projections based on actuals, anticipated growth, and new users in the area.
- This gives us the total volume of water expected to be billed to residential and commercial customers.

	2026 Forecast	2027 Forecast	2028 Forecast
<b>Population</b>	11,876	12,232	12,599
<b>Town Expected Volumes</b>	736,916	759,024	781,794
<b>JEA Expected Volumes</b>	289,416	292,311	295,234

- To give a better idea of residential vs commercial, here is a breakdown of the meter sizes

	Water Meter Sizes				Water Meter Base Rate Levies		
	2025 Actual	2026 Forecast	2027 Forecast	2028 Forecast	2026 Forecast	2027 Forecast	2028 Forecast
<b>5/8 inch and 3/4 inch Meters</b>	4,193	4,277	4,405	4,537	\$17.93	\$18.11	\$18.29
<b>1 Inch Meter</b>	18	18	19	19	\$44.82	\$45.27	\$45.72
<b>1.5 inch Meter</b>	12	12	12	12	\$112.05	\$113.17	\$114.30
<b>2 inch Meter</b>	19	19	20	20	\$280.11	\$282.91	\$285.74
<b>3 inch Meter</b>	2	2	2	2	\$560.23	\$565.83	\$571.49
<b>4 inch Meter</b>	1	1	1	1	\$1,120.45	\$1,131.66	\$1,142.97
<b>Total</b>	<b>4,245</b>	<b>4,329</b>	<b>4,459</b>	<b>4,591</b>			

- The expected growth (both residential and commercial) of the Town is incorporated into the utility rate model projections. Any funding shortfalls would already take into account this growth.

3. In the report, the only usage statistics offered were for low use residential (citing 18m<sup>3</sup>/month). What are the added costs to high-use businesses in our town? What would the assumed increase in annual cost be to them?

- To clarify, the original report showed both average-use residential (18 m<sup>3</sup> per month) and low-use residential (8 m<sup>3</sup> per month)
- Below are the estimated impacts relating to commercial users:

<b>High Consumption (Car Wash)</b>			
	<b>2025</b>	<b>2026</b>	
<b>Average Monthly Water Consumption (m<sup>3</sup>)</b>	335.43	335.43	
Base Rate - Water	\$ 277.34	\$ 280.11	
Consumption - Water	\$ 1,070.01	\$ 1,110.26	
Infrastructure - Water	\$ 6.55	\$ 6.78	
Base Rate - Wastewater	\$ 15.48	\$ 15.79	
Consumption - Wastewater	\$ 920.41	\$ 941.88	
Infrastructure - Wastewater	\$ 6.55	\$ 6.78	
<b>Average monthly bill</b>	\$ 2,296.34	\$ 2,361.60	
<b>Percentage Change</b>			2.84%

<b>Moderate Consumption (Grocery Store)</b>			
	<b>2025</b>	<b>2026</b>	
<b>Average Monthly Water Consumption (m<sup>3</sup>)</b>	133.56	133.56	
Base Rate - Water	\$ 110.94	\$ 112.05	
Consumption - Water	\$ 426.07	\$ 442.10	
Infrastructure - Water	\$ 6.55	\$ 6.78	
Base Rate - Wastewater	\$ 15.48	\$ 15.79	
Consumption - Wastewater	\$ 366.50	\$ 375.05	
Infrastructure - Wastewater	\$ 6.55	\$ 6.78	
<b>Average monthly bill</b>	\$ 932.08	\$ 958.54	
<b>Percentage Change</b>			2.84%

<b>Medium-Low Consumption (Restaurant)</b>			
	<b>2025</b>	<b>2026</b>	
<b>Average Monthly Water Consumption (m<sup>3</sup>)</b>	60.10		60.10
Base Rate - Water	\$ 17.75	\$ 17.93	
Consumption - Water	\$ 191.72	\$ 198.94	
Infrastructure - Water	\$ 6.55	\$ 6.78	
Base Rate - Wastewater	\$ 15.48	\$ 15.79	
Consumption - Wastewater	\$ 164.92	\$ 168.77	
Infrastructure - Wastewater	\$ 6.55	\$ 6.78	
<b>Average monthly bill</b>	\$ 402.97	\$ 414.98	
<b>Percentage Change</b>			2.98%

<b>Low Consumption (Dental)</b>			
	<b>2025</b>	<b>2026</b>	
<b>Average Monthly Water Consumption (m<sup>3</sup>)</b>	2.69		2.69
Base Rate - Water	\$ 17.75	\$ 17.93	
Consumption - Water	\$ 8.59	\$ 8.91	
Infrastructure - Water	\$ 6.55	\$ 6.78	
Base Rate - Wastewater	\$ 15.48	\$ 15.79	
Consumption - Wastewater	\$ 7.39	\$ 7.56	
Infrastructure - Wastewater	\$ 6.55	\$ 6.78	
<b>Average monthly bill</b>	\$ 62.31	\$ 63.75	
<b>Percentage Change</b>			2.32%

**MEETING DATE:** January 13, 2026**PREPARED BY:** Aws Al Sammarraie, Manager of Engineering Services**PRESENTED BY:** Aws Al Sammarraie, Manager of Engineering Services**SUBJECT:** **McKay Ranch Lift Station Project – Re-Tender****BACKGROUND**

The McKay Ranch Lift Station Project will provide sanitary servicing for the eastern side of town. This 140 l/s lift station will also allow for flows from future lift stations to the north to be repumped by this lift station to our regional sewer station, then back to Red Deer for treatment.

This infrastructure will support the growth of the Town of Blackfalds and is funded through future Off-site levies. This project was tendered in 2022, and due to development marketing challenges, the developer decided to hold on developing McKay Ranch Phase 4, so the tender was withdrawn in 2022. However, in late 2025, the developer decided to develop McKay Ranch phase 4, and therefore, it is desired to re-tender this project for 2026/2027 construction. Without this Lift station, this residential phase cannot move forward.

**DISCUSSION**

The Engineering department has reviewed the original drawings and the contract specifications. The engineering firm (Stantec Consulting) has been contacted to revisit the drawings, approvals, testing reports, contract document, cost estimate and provide retendering. After meeting with the Engineer, the updated cost estimate for McKay Ranch Lift Station is below:

Item #	Item Description	Estimated Cost
1	Construction (Estimated, Including 10% Contingency)	\$4,300,000.00
2	Engineering Services	
2.1	2026 Design Update and Testing (including provisional roof redesign and supplementary Parkland Geo Borehole)	\$78,275.35
2.2	Contract administration, inspection services, survey, material testing, and SCADA programming	\$450,000.00
3	Force Main (Estimated, Including Engineering and Contingency)	\$600,000.00
4	Power, Communications, Gas (Provisional)	\$100,000.00
	Total	<b>\$5,528,275.35</b>

**Project Schedule**

As illustrated above, the estimation of the time and effort required to complete the retendering is outlined below:

Project milestone	Timeline
Scope Approval	January 14, 2026
Design Workshop	January 21, 2026
Issue Drawings for 95% Review	February 13, 2026
95% Review Meeting	February 16, 2026
Issued for Tender	February 23, 2026
Tender Period (4 weeks)	February 23 to March 20, 2026
Tender Review and Summary Letter	March 25, 2026
Contractor Award	April 7, 2026

**FINANCIAL IMPLICATIONS**

As detailed in the construction cost estimate for the McKay Ranch Lift Station, the total project cost—including engineering, testing, inspections, surveying, and programming—is \$5,528,275.35. This project will be funded through a combination of the Off-Site Levies reserve and borrowing.

A borrowing bylaw will be brought forward for Council's First Reading at the January 27, 2026, Regular Meeting of Council, as the current sanitary off-site levy balance is not sufficient to fully fund the project. Borrowing for Off-Site Levy projects is a common practice when the Town fronts infrastructure costs on behalf of developers. The current balance in the Off-Site Levy reserve is \$1.8 million. This borrowing will not impact utility rates.

**ADMINISTRATIVE RECOMMENDATION**

That Council consider the following motion:

1. That Council authorize Administration to re-tender this project in February 2026 with construction to be undertaken in the spring of 2026.
2. That Council allocate capital funds of \$5,528,275.35 to build this lift station.

**ALTERNATIVES**

- a) The Council refer McKay Ranch Lift Station Project – Re-Tender report back to Administration for more information.

**ATTACHMENTS**

- *Stantec McKay Ranch Lift Station Summary Cost Letter*
- *Project Drawing*

**APPROVALS**

Preston Weran,  
Acting Chief Administrative Officer



Department Director/Author



---

To: Town of Blackfalds  
Blackfalds, AB  
File: McKay Ranch LS Summary Costs

From: Stantec Consulting Ltd.  
Red Deer, AB  
Date: January 7, 2026

---

**Reference: McKay Ranch Lift Station and Development – Summary Costs (Revised)**

This memorandum summarizes the updated estimated costs for the construction and engineering support to complete the McKay Ranch Lift Station in 2026.

Item #	Item Description	Cost
1	Construction (Estimated, Including 10% Contingency)	\$4,300,000.00
2	Engineering Services	\$528,275.35
2.1	<i>2026 Design Update and Tendering (Including Provisional Roof Redesign and Supplementary ParklandGEO Borehole)</i>	\$78,275.35
2.2	<i>Contract Administration, Part-time Inspection Services, Survey, Materials Testing, and SCADA Programming (Estimated)</i>	\$450,000.00
3	Force Main (Estimated, Including Engineering and Contingency)	\$600,000.00
4	Power, Communications, Gas (Provisional, TBD w/ Utility Companies)	\$100,000.00
<b>TOTAL</b>		<b>\$5,528,275.35</b>

If you have any questions with the above information, please don't hesitate to contact me.

**Stantec Consulting Ltd.**

**Brad Vander Heyden, P.Eng.**  
Project Manager, Senior Associate  
Phone: 403-598-3463  
Brad.vanderheyden@stantec.com

Attachment: None

c. None

## Copyright Reserved

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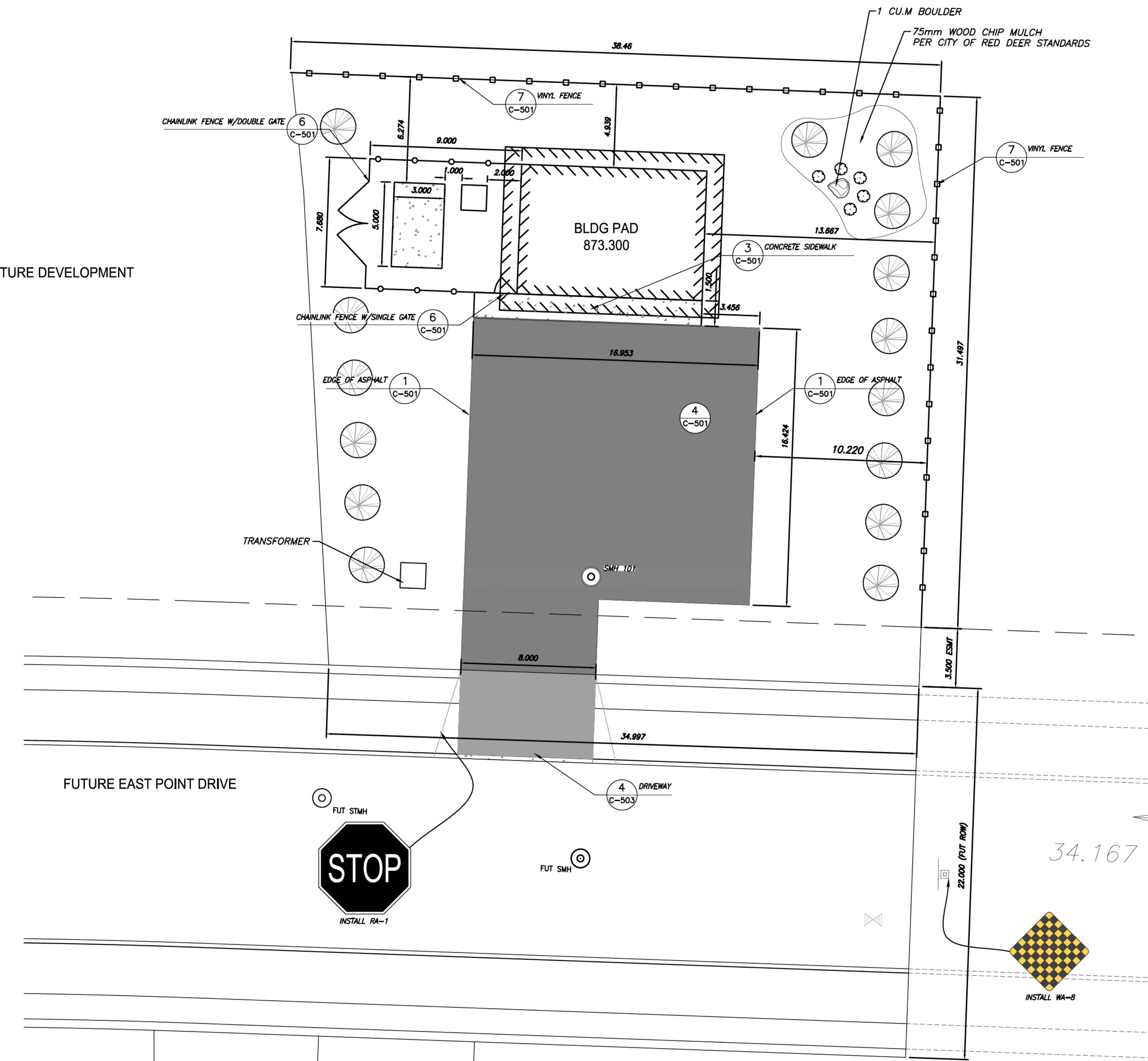
## Notes



## PLANT SCHEDULE

TREES	KEY	BOTANICAL / COMMON NAME	MIN SIZE	QTY
	PT	<i>Populus tremuloides</i> / Trembling Aspen	65mm CAL	9
	sm	<i>Syringa meyeri</i> 'Palibin' / Dwarf Korean Lilac	#2 Pot	5

## FUTURE DEVELOPMENT



ORIGINAL SHEET - ANSI D

---

## Client/Project

## MCKAY RANCH LIFT STATION

Blackfalds, Alberta

---

Title  
**CIVIL  
SITE PLAN**

Project No.	Scale	
113929403	 0 1.5 4.5 7.5m 1:150	
Drawing No.	Sheet	Revision

C-101 of 0

C-101 of 0

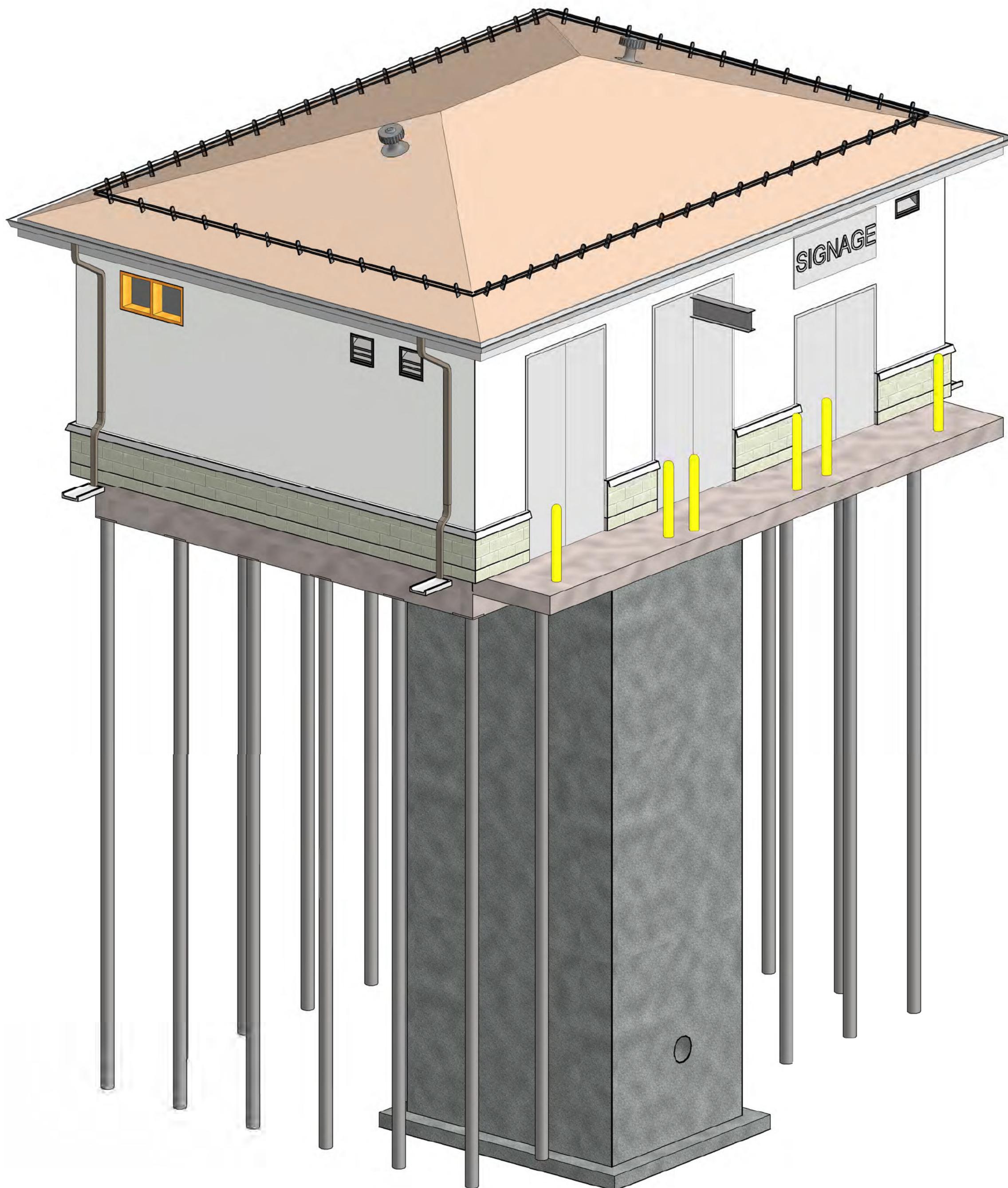
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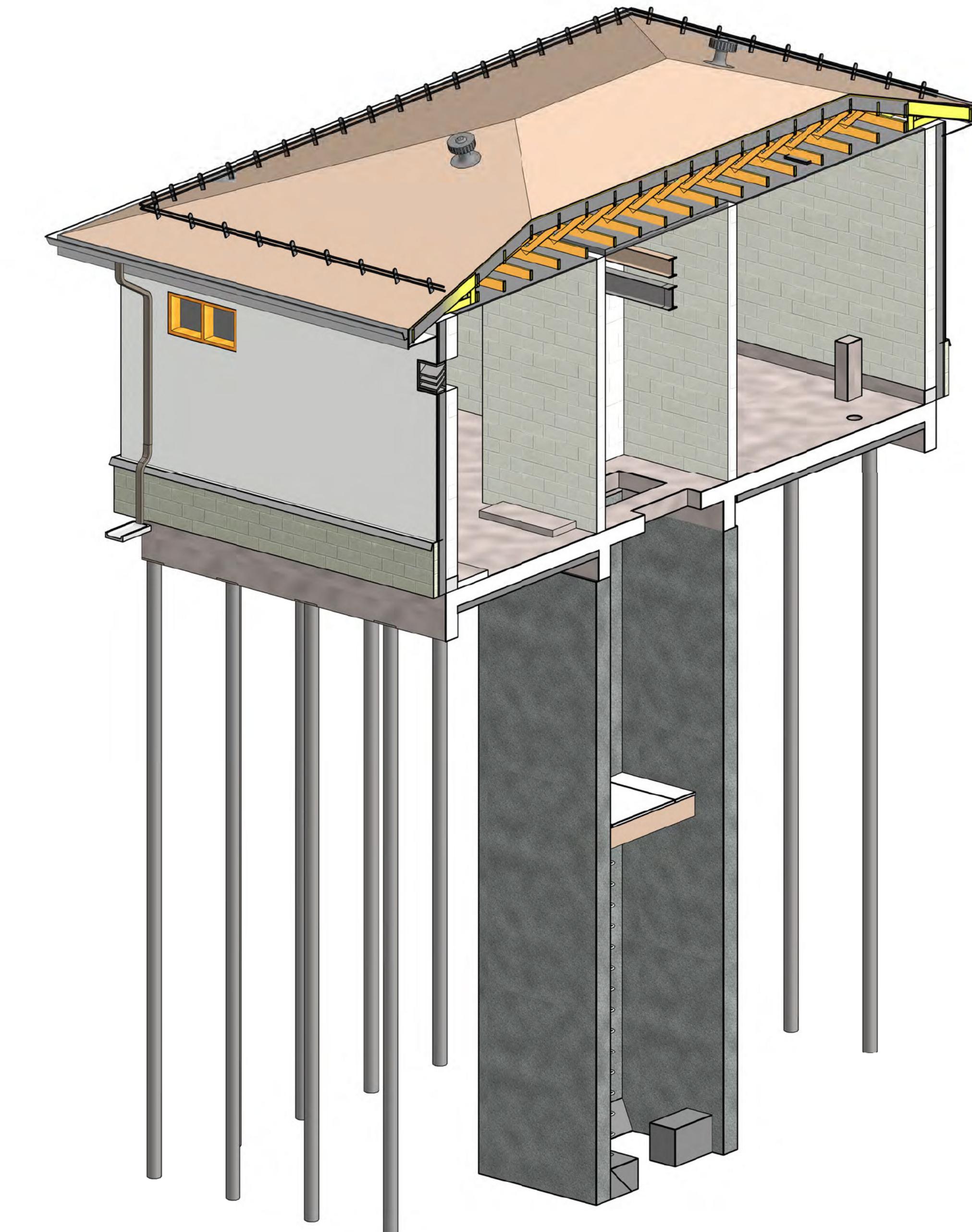
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1

SOUTHWEST CAMERA VIEW

C:\Users\don\OneDrive\Blackfalds\Blackfalds\3D\mckayranch\1\don\cameraviews\3d\mckayranch\_1.dwg



2

SOUTHWEST CUTAWAY VIEW

www.stantec.com

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Consultants

Legend

Notes

Revision

A ISSUED FOR CLIENT APPROVAL DIO QW 2017.03.31  
Issued By Appd YYYY.MM.DD

Permit-Seal

Client/Project



McKAY RANCH LIFT STATION

Blackfalds, Alberta

Title  
STRUCTURAL  
CAMERA VIEWS

Project No. 113929275 Scale

Drawing No. S-601 Sheet

Issue/Revision 10 of 10 A/0

---

**MEETING DATE:** January 13, 2026

**PRESENTED BY:** Councillor Ryan Brown

**SUBJECT:** **Capital Project Reporting and Fiscal Framework**

---

I, Councillor Ryan Brown, request that the following motion be considered at the January 27, 2026, Regular Meeting of Council.

That Council direct Administration to arrange a dedicated briefing from the Infrastructure and Planning Department outlining the current bylaws, policies, and internal compliance standards related to the reporting of capital projects. The briefing shall include:

1. An overview of all applicable bylaws, policies, and procedures that govern capital-project management;
2. Current reporting practices, including what milestones, deliverables, or performance indicators are tracked internally;
3. How progress on municipal capital projects is communicated to Council and the public;
4. Identification of any gaps or opportunities to establish consistent KPI or milestone-based reporting for major capital projects; and
5. Recommendations for improving transparency, tracking, and accountability in alignment with the Town's strategic and financial planning frameworks.

And further That Administration return to Council with this information at the February 24, 2026, Regular Council meeting for discussion and direction.

Thank you,



---

Ryan Brown, Councillor

**MEETING DATE:** January 13, 2026

**PRESENTED BY:** Councillor Shane Hanson

**SUBJECT:** **South St. & Hwy 2A Intersection**

I, Councillor Shane Hanson, request that Council direct Administration to, as part of the South Street & 2A intersection 2026 Capital Project, approved at the Tuesday, November 25, 2025, Regular Council Meeting, present Council with a design option that aligns the Eastern portion of South St./Twp. Rd. 394 with Blackfalds Crossing Way.

I propose this for many reasons that include, but are not exclusive to the following:

1. Safety – Aligning this intersection will provide greater safety for the residents of Blackfalds and those commuting through our community. It will reduce the number of intersections on Hwy 2A and eliminate the need for another controlled intersection at the current South St. and Hwy 2A intersection. Aligning any future improved South St. and Hwy 2a intersection with Blackfalds Crossing Way would also provide an opportunity for a roundabout at this intersection. Roundabouts are a proven traffic calming control that greatly reduces collisions and eliminates high speed collisions.
2. Economic – Blackfalds Crossing is designed to be, and becoming, a major commercial development in Blackfalds. It will serve the economic development of our community well to provide an arterial road that allows traffic to more freely flow between the East side of Blackfalds and the Blackfalds Crossing commercial area.
3. Mobility – Creating an East/West connector arterial road will provide all Blackfalds residents greater mobility to move through our community. The alignment of South St./Twp. Rd. 394 with Blackfalds crossing way will also provide the opportunity for pedestrian traffic to move easier through our community. There would undoubtedly be a sidewalk or trail to accompany the forthcoming South St. improvements, and this would provide an improved walk score with access to the commercial area.
4. Budgetary – While there may be additional costs involved in aligning these roadways as they intersect Hwy 2A, the time is now to address this properly and doing so will save us future costs and headaches Blackfalds is currently experiencing at the intersection of Womacks Rd. And Broadway Ave. N. There is a forthcoming update to the Traffic Master Plan in 2026, along with the approved 2026 Capital Project Budget, so it would be cost-effective and prudent to address this matter promptly.

Based on the above, I request that the following motion be considered at the January 27, 2026, Regular Meeting of Council.

That Council direct Administration to, as a part of the South Street & 2A intersection 2026 Capital Project approved Tuesday, November 25, 2025, Regular Council Meeting, present Council with a design option which aligns the Eastern portion of South St./Twp. Rd. 394 with Blackfalds Crossing Way.

Thank you,



Shane Hanson, Councillor