TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
Tuesday, June 23, 2026, at 6:00 p.m.
Civic Cultural Centre – 5018 Waghorn Street

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 June 23, 2026
3.2 Consent Agenda for June 23, 2026
- a) **Declaration of No Interest** *(conflict of duty and interest, pecuniary or other)*
- b) **Adoption of Minutes**
  - Regular Council Meeting Minutes – June 9, 2026
- c) **Council Reports**
  - Mayor Laura Svab
  - Deputy Mayor Brenda Dennis
  - Councillor Jim Sands
  - Councillor Shane Hanson
  - Councillor Ryan Brown
  - Councillor Aaron J. Hoyte
  - Councillor Cory Twerdoclib
- d) **Administrative Reports**
  - Report for Council, CAO Report – June 2026
  - Report for Council, Development & Building Monthly Report – May 2026
  - Report for Council, BOLT KPI Monthly Report – May 2026
- e) **Boards, Committees and Commission Minutes and/or Reports**
  - Recreation, Culture and Parks Board Meeting Minutes – March 4, 2026
  - Economic Development and Tourism Committee Meeting Minutes – February 2, 2026, and April 13, 2026
- f) **Information**
  - City of Lacombe Council Highlights - June 8, 2026
  - Special Event Permit - 004.26 - Car Show and RC Car Show
  - Special Event Permit - 005.26 - Blackfalds Days Fireworks
  - Special Event Permit - 006.26 - Blackfalds Days Parade
- g) **Correspondence**
  None

4. **PUBLIC HEARING**

4.1 Bylaw 1358.26 - Aspen Lakes West Phase 2A Redistricting

5. **DELEGATION**

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

6. **BUSINESS**

6.1 Request for Decision, Bylaw 1358.26 - Aspen Lakes West Phase 2A Redistricting *(Second and Third Reading)*
6.2 Request for Decision, Subdivision File No. S-03-26, Aspen Lakes West Phase 2A
6.3 Request for Decision, Revised Bylaw 1359.26 - Animal Control Bylaw *(First, Second and Third Reading)*
6.4 Request for Decision, Community Initiative Grant Applications
6.5 Request for Decision, Proposed Renaming of East Portion of South Street
6.6 Request for Decision, Stars of Alberta Volunteer Nomination

7. **NOTICES OF MOTION**
None

8. **CONFIDENTIAL**
None

9. **ADJOURNMENT**

Future Meetings/Events:
- *Regular Council Meeting – July 14, 2026*
- *Standing Committee of Council Meeting – July 20, 2026*

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on June 9, 2026, at 5018 Waghorn Street in Council Chambers, commencing at 6:00 p.m.

MEMBERS PRESENT

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

ATTENDING

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

REGRETS

Councillor Ryan Brown

OTHERS PRESENT

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

1. WELCOME AND CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

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

3. ADOPTION OF AGENDAS

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

190/26 Councillor Hanson moved That Council adopt the Regular Agenda for June 9, 2026, amended as follows:

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

CARRIED UNANIMOUSLY

191/26 Councillor Hoyte moved That Council adopt the Consent Agenda for June 9, 2026, as presented, containing:

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

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c) Council Reports
None

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

e) Boards, Committee and Commission Minutes and/or Reports
- Municipal Planning Commission Meeting Minutes – March 19, 2026

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

g) Correspondence
None

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

None

5. DELEGATION

STARS Annual Update

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

6. BUSINESS

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

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

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

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

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

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

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

CARRIED UNANIMOUSLY

DEPARTURE

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

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

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

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

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

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

CARRIED
Recused: Councillor Sands

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

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

CARRIED
Recused: Councillor Sands

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

CARRIED
Recused: Councillor Sands

ARRIVAL

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

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

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

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

CARRIED UNANIMOUSLY

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

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

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

CARRIED
Opposed: Councillor Hoyte

6.6 Request for Decision, FCSS Board Member Resignation

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

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

CARRIED UNANIMOUSLY

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7. NOTICES OF MOTION

None

RECESS

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

REGULAR COUNCIL MEETING RETURNED TO ORDER

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

8. CONFIDENTIAL

8.1 Land, ATIA Section 29 - Advice from Officials

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

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

CARRIED UNANIMOUSLY

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

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

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

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

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

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

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

CARRIED
Opposed: Deputy Mayor Dennis and Councillor Jim Sands

9. ADJOURNMENT

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

Laura Svab, Mayor

Kim Isaak, Chief Administrative Officer

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Council Monthly Report

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TO	Members of Council
FROM	**Mayor Laura Svab**
SUBJECT	• Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information
REPORT DATE	For the period: May 16 - June 15, 2026

Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
May 19	x			**Standing Committee of Council Meeting**
May 20			x	**Council Timesheets Approval**
May 20	x			**EOEP - Council's Role in Public Engagement**
May 21	x			**RDRMUG** - Minister of Environment and Protected Areas Grant Hunter gave us an update on the Water Amendment Act, which aims to reduce red tape and improve water management - Jordan gave a presentation on a water diversion project for Acadia Valley
May 21	x			**Governance Workshop**
May 22	x			**Meeting with a Non-Profit**
May 23		x		**Garage Sale Day** - I want to thank everyone for the engagement. I didn't make it to a lot of garage sales, but spoke with a lot of residents.

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May 25	x			**Council Connect – Councillor Shane Hanson**
May 26	x			**Mayor Briefing - Pre-Council Meeting Agenda Review** With CAO Isaak and Senior Legislative Advisor
May 26	x			**Regular Council Meeting**
May 27	x			**Meeting with a Business**
May 27	x			**Council Connect - Councillor Brown**
May 27	x			**Council Connect - Councillor Twerdoclib**
May 27	x			**Toddler Park Open House** - Thank you to the Optimist Club for taking the initiative on their new project of having a Toddler Park in Blackfalds - The open house had 5 people attend, plus the Optimist Club, Town Staff, and Councillor Hanson and me
May 27	x			**Council Connect - Councillor Hoyte**
May 28	x			**Review Regular Council Meeting Agenda (1st page) with CAO**
May 28			x	**Cheque Signing**
May 28		x		**World Hunger Day Cereal "Domino Event"** Please check out my Social Media Post from May 28
May 28	x			**Council Connect - Councillor Sands**
May 28	x			**Council Connect - Deputy Mayor Dennis**

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

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

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

Council Monthly Report

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TO	Members of Council
FROM	**Councillor Brenda Dennis**
SUBJECT	• Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information
REPORT DATE	For the period: May 16 to June 15, 2026

Date	**Meeting**	**Event**	**Other**	**KEY POINTS OF DISCUSSION AND/OR DECISIONS**
	(Choose one)			
May 19	X			Standing Committee of Council Meeting
May 21			X	Governance Workshop
May 26	X			Regular Council Meeting
May 27	X			St. Gregory the Great School Council Meeting
May 28	X			Council Connect with Mayor Svab
June 2	X			Library Board Meeting
June 9	X			Regular Council Meeting
June 10	X			Policing Committee Meeting
June 15	X			Special Council Meeting - CAO Evaluation
June 15	X			Standing Committee of Council Meeting

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TO	Members of Council
FROM	**Councillor Jim Sands**
SUBJECT	• Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information
REPORT DATE	For the period: May 15, 2026- June 15, 2026

Date	**Meeting**	**Event**	**Other**	**KEY POINTS OF DISCUSSION AND/OR DECISIONS**
	(Choose one)			
May 16/ 26			X	Council Round Table Report Submission
May 19/ 26	X			Standing Committee of Council Meeting
May 26/ 26	X			Regular Meeting of Council
May 28/ 26			X	Council Connect with Mayor Svab
June 4/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 5/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 6/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 7/ 26		X		Federation of Canadian Municipalities Convention Edmonton
June 8/ 26	X			NRDRWSC Meeting Microsoft Word - NRDRWSC Agenda June 8, 2026 DRAFT

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

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TO	Members of Council
FROM	**Councillor Shane Hanson**
SUBJECT	• Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information
REPORT DATE	For the period: 2026.05.16 to 2026.06.15

Date	Meeting	Event	Other	Date
	(Choose one)			
2026.05.19	✓			**CAO Isaak Meeting**, Civic Cultural Centre, 5:00 p.m. – 5:45 p.m.
2026.05.19	✓			**Regular Council Meeting,** Civic Cultural Centre, 6:00 p.m. – 9:00 p.m.
2026.05.21	✓			**Municipal Planning Committee (MPC) Meeting**, Civic Cultural Centre, 6:00 p.m. – 6:30 p.m.
2026.05.21			✓	**Governance Workshop**, Civic Cultural Centre, 6:00 p.m. – 6:30 p.m.
2026.05.25	✓			**Communications & Engagement Subcommittee**, Civic Cultural Centre, 4:00 p.m. – 5:00 p.m.
2026.05.25	✓			**Monthly Council Connect Meeting with Mayor Svab,** Civic Cultural Centre, 5:30 p.m. – 6:30 p.m.
2026.05.26	✓			**Regular Council Meeting,** Civic Cultural Centre, 6:00 p.m. – 9:00 p.m.
2026.05.27		✓		**Mayor for a Day**, Adjudication Submission, Online
2026.06.03	✓			**Recreation, Culture and Parks (RCP) Board Meeting**, Civic Cultural Centre, 6:30 p.m. – 8:30 p.m.

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

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TO	Members of Council
FROM	**Councillor Ryan Brown**
SUBJECT	• Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information
REPORT DATE	For the period: May 16-June 15 2026

Date	**Meeting**	**Event**	**Other**	**KEY POINTS OF DISCUSSION AND/OR DECISIONS**
	(Choose one)			
05-16-26		x		Cameroonian Cultural Event- Memorial Center • Have several wonderful representatives leading this group that reside in Blackfalds • Spoke on behalf of Mayor Svab, joined by Councilor Hoyte
05-19-26	x			Standing Committee of Council • Street naming Bylaw discussion • ICF/ICP orientation and inventory level discussion
05-21-26	x			Municipal Planning Commission • Reviewed property line development and recess bank
05-21-26	x			Governance Workshop • Civic Excellence- Tracey Lorenson
05-26-26	x			Regular Council Meeting • Sub-division development Bylaw zoning approval. Discussions on apartment complexes on South St. Appropriate development

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				measures for rail crossing and Blackfalds Crossing Way tie-ins • Animal Control Bylaw revisions and discussions • Introduce and discuss motion to support Inclusive Alberta and neighbouring Municipalities requesting a pause on ADAP actions in Bill 12 until further stakeholder consultation is completed
05-27-26	x			**Connect/Update with Mayor Svab**
05-27-26	x			Iron Ridge Secondary Council Meeting • Student program highlights/successes • Attendance issues highlighted during warmer weather • Bullying discussions (off campus incidents- where does school help?)
06-15-26	x			Special Council Meeting • CAO evaluations and discussions
06-15-26	x			Standing Committee of Council • Community Initiatives- Lacrosse Provincials • Solid waste rate bylaw approval- reduction in fees for residents

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TO	Members of Council
FROM	**Councillor Aaron Hoyte**
SUBJECT	• Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information
REPORT DATE	For the period: May 16 - June 15, 2026

Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
May 21	✔			**Governance Check-in Workshop**
May 26th	✔			**Regular Meeting of Council** - Details and Agenda available on the town of Blackfalds Website
May 27th		✔		**Coffee and Conversations event in Lacombe** - Supported Lacombe councillor by attending event
May 27th	✔			**1 on 1 with Mayor Svab** - Council Check-in
June 2nd		✔		**Library Board Meeting** - Agenda Available on the Blackfalds Website
June 4th		✔		**Federation of Canadian Municipalities Conference** - Travel and registration - Workshop: How to Structure Policies that Build Destinations

June 5th		✔		**Federation of Canadian Municipalities Conference** - Keynote: Building Big Things Together - Workshop: Addressing Anti-Government Hate and Harassment in Times of Global Crisis - Workshop: AI in Action: Real World Wins for Municipal Service Delivery
June 6th		✔		- **Federation of Canadian Municipalities Conference** - Small Talk: Building Smarter: off-site construction, prefabrication and modular development for municipalities - Keynote: Housing Critic Hon. Scott Aitchison - CPC MP.
June 8th	✔			**Communications and Engagment Committee** - Conversations surrounding how to effectively communicate as a council and as a town
June 8th	✔			**Economic Development Committee Meeting**
June 9th	✔			**Regular Meeting of Council** - Agenda available on the Town of Blackfalds Website
June 15th	✔			**Special Council Meeting - CAO Annual Performance Evaluation**
June 15th	✔			**Standing Committee Meeting** - Agenda available on the Town of Blackfalds Website

Council Monthly Report

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TO	Members of Council
FROM	**Councilor Cory Twerdoclib**
SUBJECT	• Summary of meetings/events attended as a Council representative during this reporting period • Summary of key issues, decisions and/or comments for Council's information
REPORT DATE	For the period: May 1-3, 2026

Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
May 3-11			X	Away on personal time
May 12	X			Regular Council Meeting
May 13			X	Communication Webinar
May 15	X			Meeting with MLA Johnson
May 19	X			Standing Committee meeting
May 21	X			**Parkland REGIONAL Library Board (in-person meeting)**
May 25	X			EDTAC Business Walk Subcommittee
May 26	X			Regular council Meeting
May 27	X			Council Connect Meeting with Mayor
May 29			X	CAP Webinar regarding Bill 28

MEETING DATE: June 23, 2026

PREPARED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: **CAO Report – June 2026**

Key Projects and Initiatives

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

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

Bylaws or Council Policies

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

Agreements/Contracts and Leases

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

Administrative Policy Changes / Additions

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

APPROVALS

Kim Isaak

Kim Isaak,
Chief Administrative Officer

MEETING DATE: June 23, 2026

PREPARED BY: Jolene Tejkl, Planning & Development Manager

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

BACKGROUND

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

DISCUSSION

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

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

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



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

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

FINANCIAL IMPLICATIONS

None.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

ATTACHMENTS

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

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

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

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

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

MEETING DATE: June 23, 2026

PREPARED BY: Eric Collins, GIS Technologist

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

BACKGROUND

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

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

The new service provider, application, schedule, ticket procurement, and service stop maps have been working well over the course of this new service model. More information is available for riders and the public at the link below:
https://www.blackfalds.ca/p/bolt-local-transit

DISCUSSION

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

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

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

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

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

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

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

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

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

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

FINANCIAL IMPLICATIONS

None

ATTACHMENTS

- *May 2026 monthly report*

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

RIDECO

Overview | Ridership | Customer Experience | Searches | Booking | Operations

RideCo Analytics: Overview

Date: 5/1/2026 – 5/31/2026

Program: All

Provider: All

Include Date: All

Weekday: All

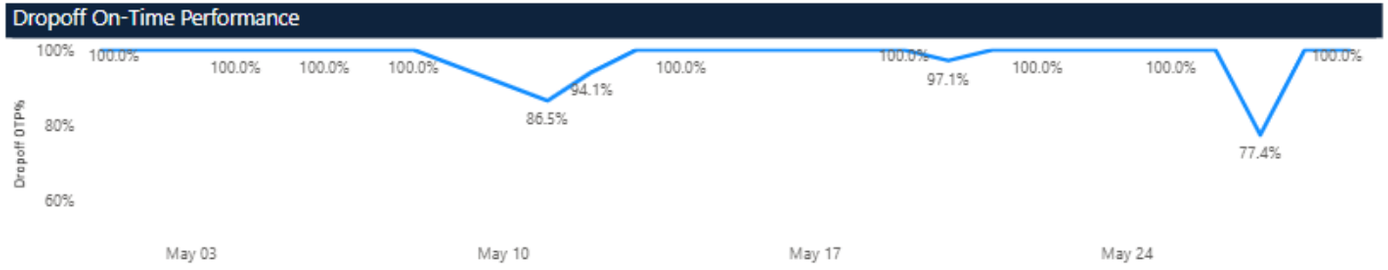
Total Passengers



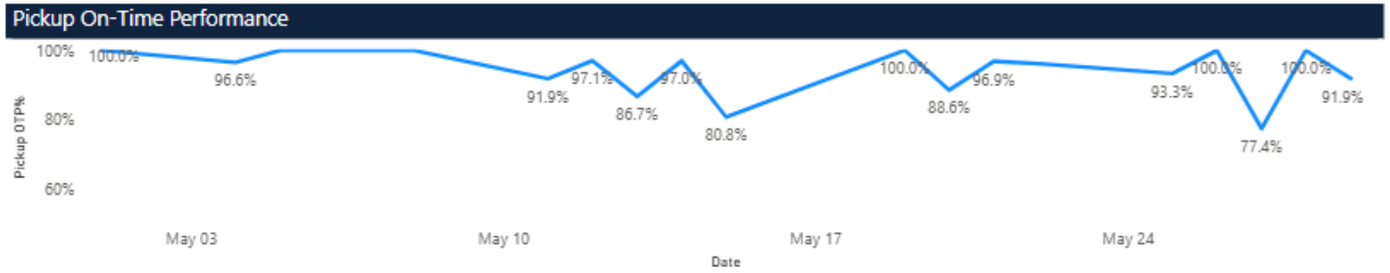
Passengers per Vehicle Hour



Dropoff On-Time Performance



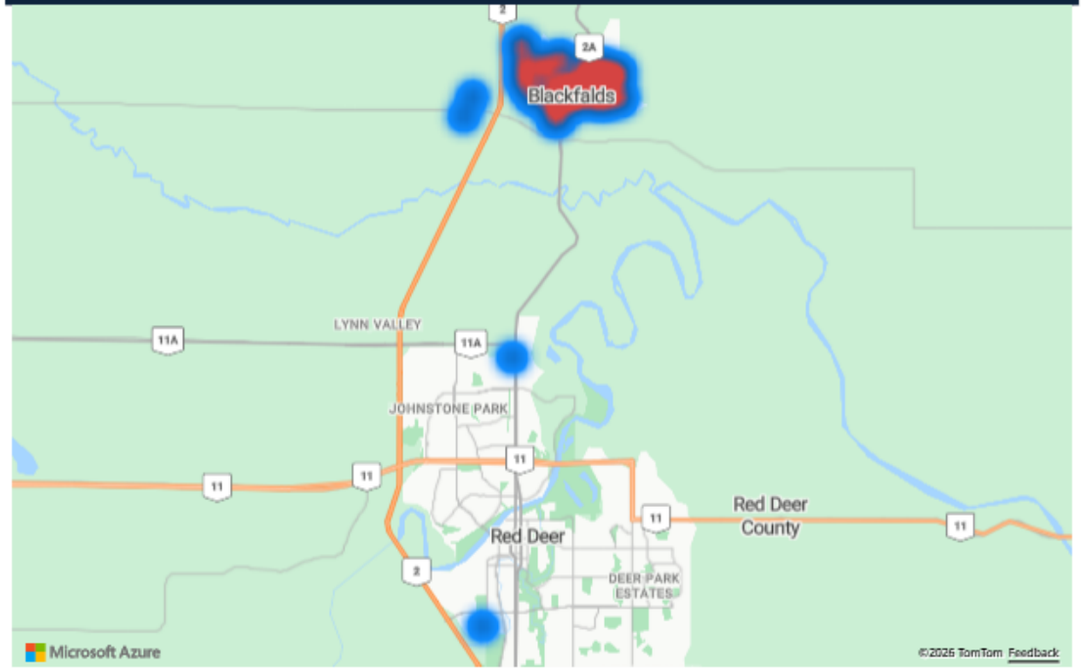
Pickup On-Time Performance



PVH	RVH	Total Completed Rides	Pickup OTP
2.8	2.5	635	94.8%

Demand Response PVH	Demand Response RVH	Average Completed Rides	Dropoff OTP
3.9	3.5	32	97.6%

Top Pickup Locations



RIDECO

Overview | Ridership | Customer Experience | Searches | Booking | Operations

RideCo Analytics: Ridership

Date: 5/1/2026 – 5/31/2026

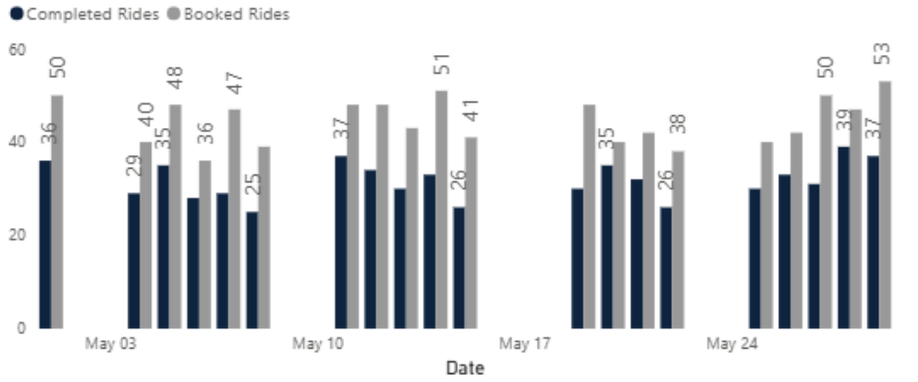
Program: All

Provider: All

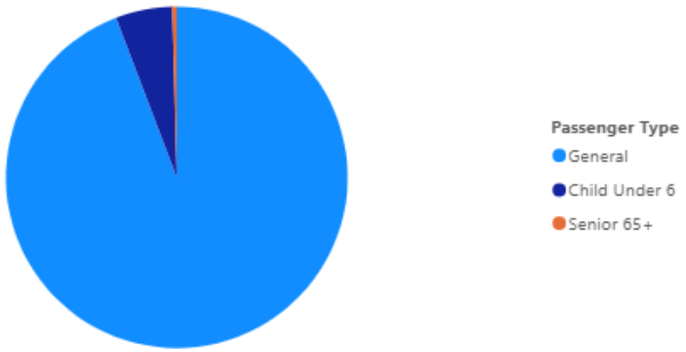
Include Date: All

Weekday: All

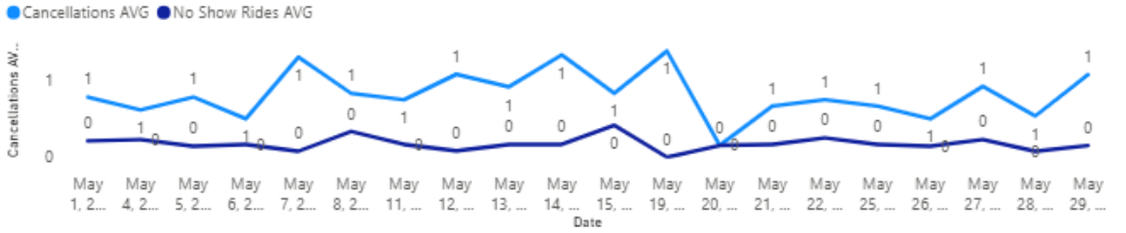
Total Completed Rides and Total Booked Rides



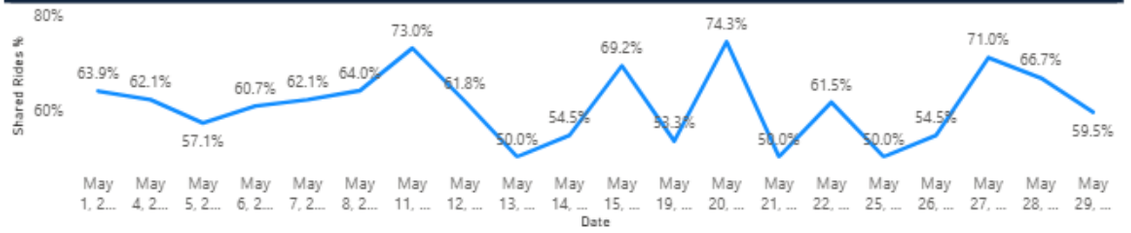
Total Rides Completed by Passenger Types



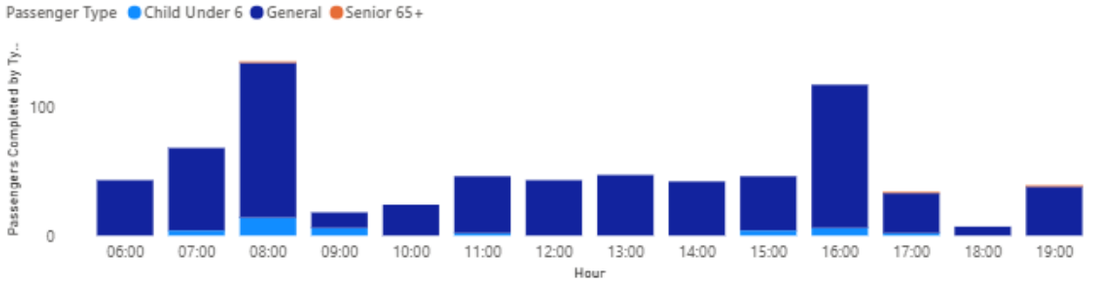
Cancellations and No-shows



Total Shared Rides



Total Rides by Passenger Types



Average No-show Rate

4.9%

Average Cancellation Rate

23.2%

Pickup OTP

94.8%

Dropoff OTP

97.6%

Total Passengers Completed

709

Average Direct Ride Duration

9.9 mins

Average Actual Ride Duration

11.7 mins

Shared Ride %

61.1%

Abandoned Rides

5

RideCo Analytics: Customer Experience

Date: 5/1/2026 – 5/31/2026
Program: All
Provider: All
Include Date: All
Weekday: All

Average Ride Rating

4.9

Pickup OTP

94.8%

Dropoff OTP

97.6%

Average Direct Ride Duration

9.9 mins

Average Actual Ride Duration

11.7 mins

Failed Search Percentage

16.1%

Shared Ride Percentage

61.1%

Ride Comments

Rating: FIVE

Good job
good job frank
good job marie. thank you
good job steven
good job steven . thank you
good job steven thank you
good job steven. thank you
thank you steve. good job
thank you steven good job

RideCo Analytics: Searches

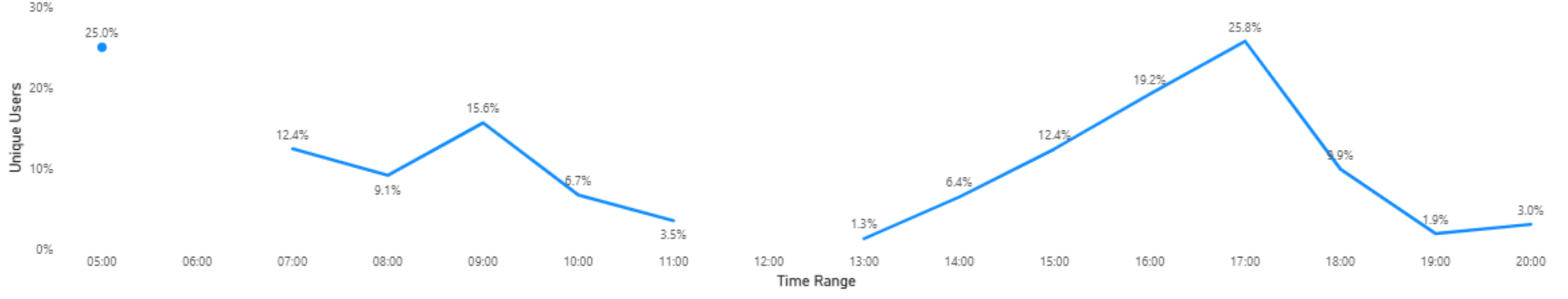
Date
5/1/2026
5/31/2026

Program
All

Include Date
All

Weekday
All

Unique Users with Failed Search Over Time



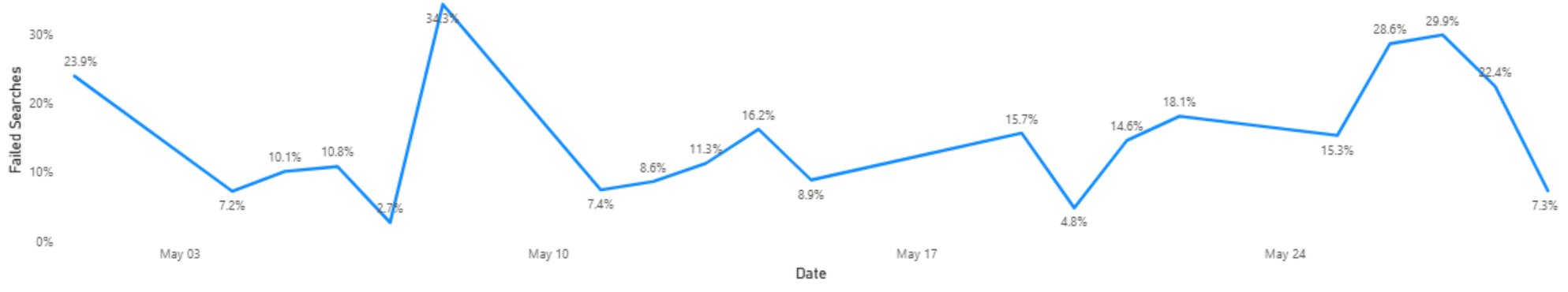
Average Daily New Users

1

Average Daily Repeat Users

20

Failed Search Due to High Demand Over Time



Average Unique Users with a Failed Search

NaN

Users with Search Delay > Threshold

20.5%

Unique User Searches

1,210

Average Users with Searches

578

Average Daily Searches

99

User Conversion Rate

85.6%

Average Search Delay of Best Results

18.3 mins

RideCo Analytics: Booking

Date 5/1/2026 5/31/2026

Program Blackfalds

Include Date All

Weekday All

Total Rides Booked

891

Completed Rides Booked by Call Center

8.7%

Completed Rides Booked by App or Site

91.3%

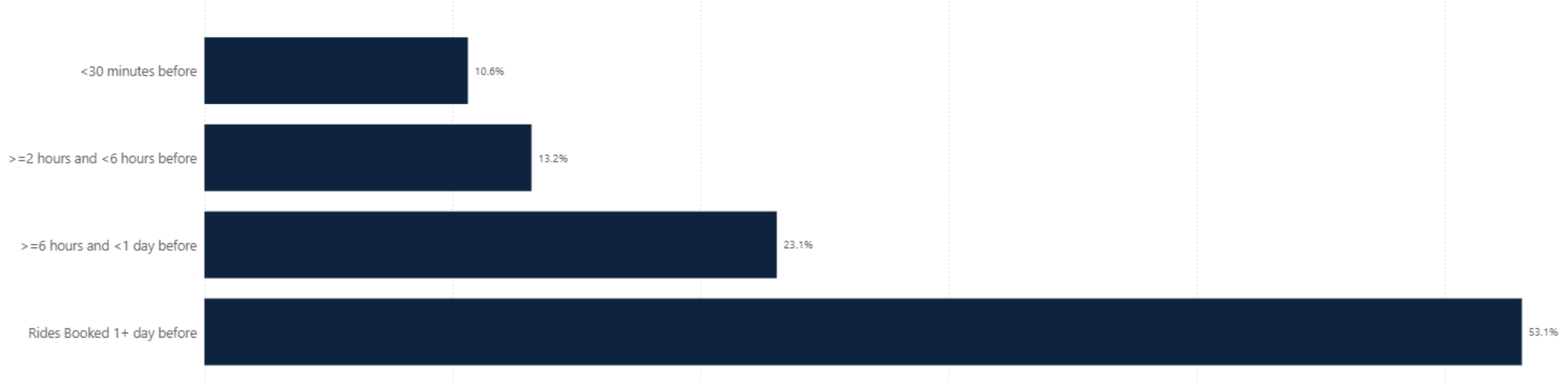
Completed Rides Booked by Subscription

0.0%

Completed Rides Booked by 3rd Party

0.0%

Advanced Booking



RideCo Analytics: Operations

Date: 5/1/2026 – 5/31/2026

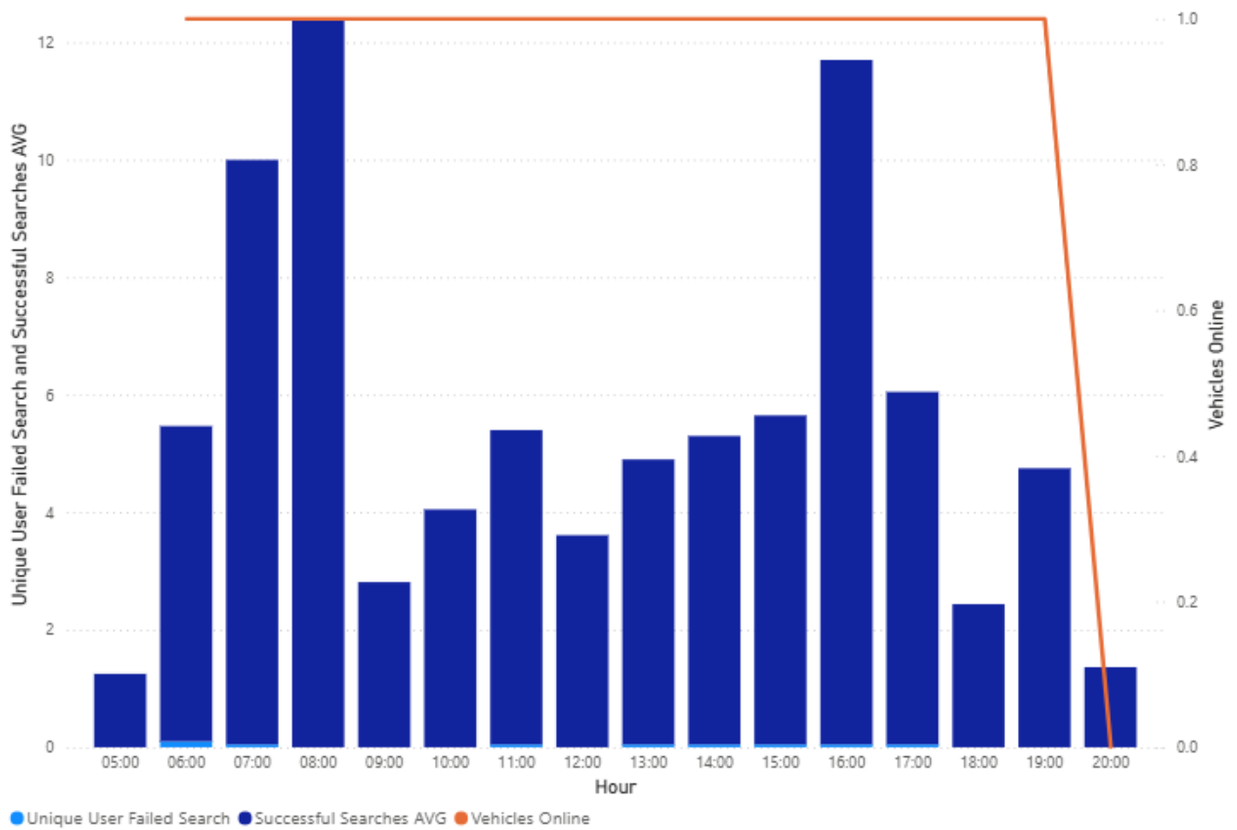
Program: Blackfalds

Include Date: All

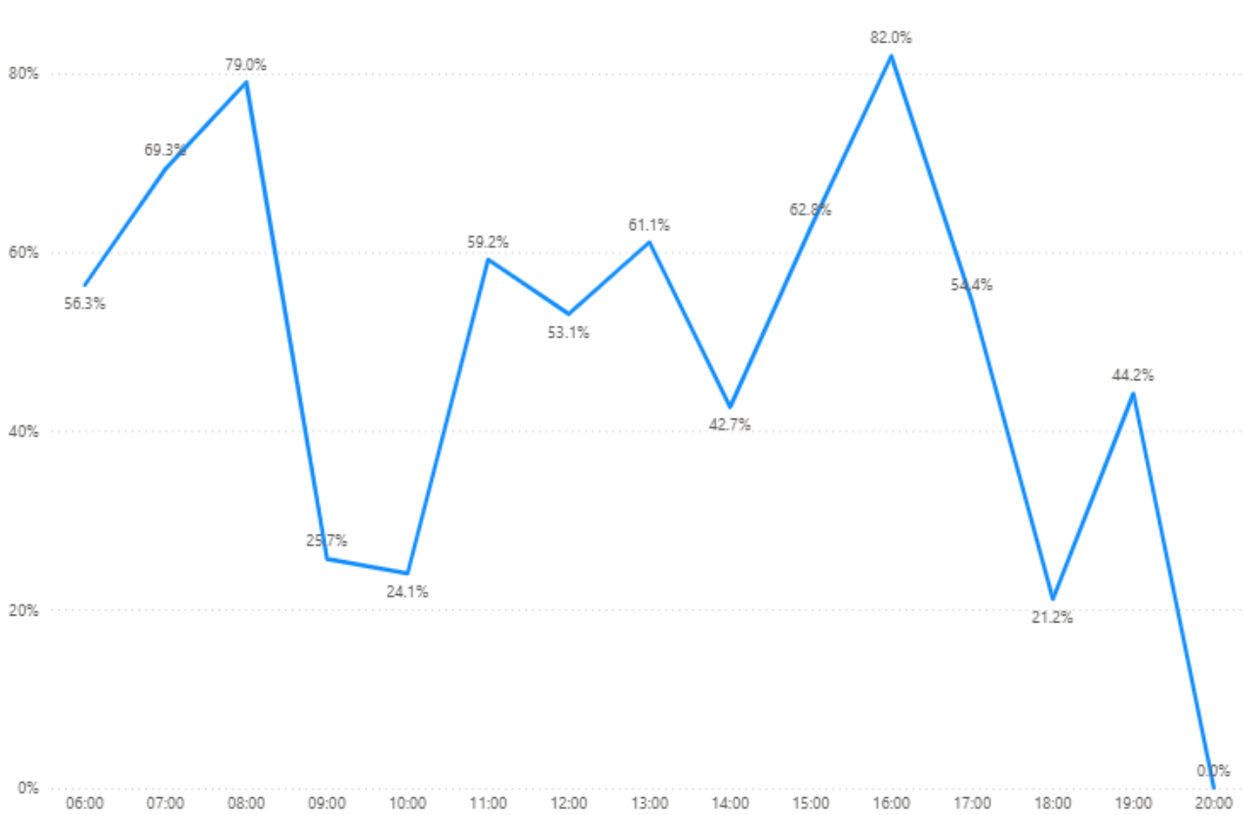
Weekday: All

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

Service Availability



Vehicle Utilization Rate by Time of Day



TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
Wednesday, March 4, 2026 at 6:30 p.m.
Civic Cultural Centre – 5018 Waghorn Street

MINUTES

MEMBERS PRESENT

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

OTHERS ATTENDING

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

REGRETS

Louise Rellis, Public at Large

WELCOME AND CALL TO ORDER

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

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

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

PRESENTATIONS

Red Deer Kinsmen Club & Youth HQ

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

BUSINESS

Minutes

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

CARRIED UNANIMOUSLY

Community Initiatives Grant Policy Discussion

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

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

CARRIED UNANIMOUSLY

Community Initiatives Grant – Red Deer Kinsmen Club

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

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

CARRIED UNANIMOUSLY

Public Use & Facility Rentals Policy Discussion

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

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

CARRIED UNANIMOUSLY

Clarification on Council Update

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

Abbey Centre Update

- Manager Simpson presented the monthly highlights

Parks and Facilities Update

- Manager Heindel presented the monthly highlights

EBC & Sterling Industries Sports Park Update

- Coordinator Jensen presented the monthly highlights

CARRIED UNANIMOUSLY

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

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

-Original Signed-
Trent Kroetsch, Chair

-Original Signed-
Rick Kreklewich, Director of Community Services

TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
Civic Cultural Centre – 5018 Waghorn Street
Monday, February 2, 2026, at 7:00 p.m.

MINUTES

MEMBERS PRESENT

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

OTHERS ATTENDING

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

REGRETS

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

WELCOME AND CALL TO ORDER

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

RECEIVE THE AGENDA

Add 5.5 Business Sign Bylaw/Policy.

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

CARRIED UNANIMOUSLY

LAND ACKNOWLEDGEMENT

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

PRESENTATIONS

None

TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
Civic Cultural Centre – 5018 Waghorn Street
Monday, February 2, 2026, at 7:00 p.m.

MINUTES

BUSINESS

Appointment of Chair and Vice Chair

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

CARRIED UNANIMOUSLY

Approval of Minutes

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

CARRIED UNANIMOUSLY

REPORT FOR COMMITTEE

EDO Winter Report – December 2025 – February 2026

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

Central Alberta Tourism Alliance – Economic Impact Assessment

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

Lacombe Tourism Association Campaign

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

Let's Go Rural! High School & Post Secondary Event

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

Business Sign Bylaw/Policy

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

MOTION:

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

CARRIED UNANIMOUSLY

Round Table

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

ADJOURNMENT

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

-Original Signed-
Kala Pandit, Chair

-Original Signed-
Jessica Robinson, Executive & Legislative Coordinator

TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
Civic Cultural Centre – 5018 Waghorn Street
Monday, April 13, 2026, at 7:00 p.m.

MINUTES

MEMBERS PRESENT

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

OTHERS ATTENDING

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

REGRETS

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

1.1 WELCOME AND CALL TO ORDER

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

1.2 APPROVAL OF AGENDA

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

- Item 5.3 - June 1, 2026, Meeting Date

CARRIED UNANIMOUSLY

2. LAND ACKNOWLEDGEMENT

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

3. PRESENTATIONS

None

BLACKFALDS
ALBERTA

TOWN OF BLACKFALDS
ECONOMIC DEVELOPMENT & TOURISM ADVISORY COMMITTEE
Civic Cultural Centre – 5018 Waghorn Street
Monday, April 13, 2026, at 7:00 p.m.

MINUTES

4. BUSINESS

4.1 Approval of Minutes

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

CARRIED UNANIMOUSLY

4.2 Annual 2026 Business Walk

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

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

CARRIED UNANIMOUSLY

4.3 Lacombe and District Chamber of Commerce Digital Sign

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

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

CARRIED UNANIMOUSLY

5. REPORT FOR COMMITTEE

5.1 Economic Development Officer Spring Update

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

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

CARRIED UNANIMOUSLY

5.2 Economic Development 2026 Projects

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

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

CARRIED UNANIMOUSLY

5.3 June 1, 2026, Meeting Date

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

6. CONFIDENTIAL

None

7. ADJOURNMENT

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

-Original Signed-
Kala Pandit, Chair

-Original Signed -
Jessica Robinson, Executive & Legislative Coordinator

Council Highlights

Monday, June 8th, 2026 Regular Meeting of Council

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

CITY OF LACOMBE
Strong Roots. Fresh Perspective.

Quick Headlines:

Q1 Operating Variance Report

Bylaw 536 - SDAB Services Bylaw

Bylaw First Readings

Bylaw 536 - SDAB Services Bylaw

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

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

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

Q1 Operating Variance Report

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

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

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

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

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






More from the Meeting

CITY OF LACOMBE
Strong Roots. Fresh Perspective.

Bylaw First Readings

Bylaw 365.2 – Records Bylaw Amendment

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

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

Bylaw 425.1 – CAO Bylaw Amendment

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

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

Bylaw 405.6 – Municipal Development Plan Amendment

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

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

Bylaw 400.80 – Land Use Bylaw Amendment (DC6)

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

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

More from the Meeting

CITY OF LACOMBE
Strong Roots. Fresh Perspective.

Motions out of Camera

8.1 Labour (ATIA Section 22)

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

Council in the community
Pop-up conversations with your elected officials

Council Schedule - Lacombe Farmer's Market

Thursday, June 18th, 2026, 2:00 p.m. - 6:00 p.m.
at Michener Park - 6209 50 Avenue (Highway 12)

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

Upcoming dates:

- July 16th
- August 20th
- September 17th
- October 8th

Upcoming Council Meetings

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

Your City Council



Mayor Hibbs | Councillor Contenti | Councillor de Bresser | Councillor Dykslag | Councillor Goings | Councillor Proud | Councillor Span

City of Lacombe | 5432 56 Avenue | Lacombe, AB T4L 1E9 | 403.782.6666

BLACKFALDS
ALBERTA

SPECIAL EVENT PERMIT

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

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

Event Name: Show and Shine Car Show and RC Drag Race

Event Date(s): June 20 – 21, 2026

Location: **Blackfalds Crossing Way**

Road Closure: End of Blackfalds Crossing Way

Event Start Time: 1:00 PM **Event Finish Time:** 5:00 PM

Set-up to begin on: June 19, 2026 **Time:** 3:00 PM

Takedown to end by: June 21, 2026 **Time:** 7:00 PM

Number of Participants: 20-30 cars **Number of Spectators:** 100+

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

CONDITIONS

Event Conditions:

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.

2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.

3. The Event Organizer shall at all times remain a valid certificate of insurance, showing a minimum liability amount of $2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.

4. The Special Event must comply with the Community Standards Bylaw and noise.

5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

Road Closure Conditions:

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

Additional Conditions:

None

Approved By:

Kim Isaak

Kim Isaak,
Chief Administrative Officer

SITE PLAN


Barricades Blocking
Traffic
Car Show and BBQ Space on Saturday
RC Car Show on Sunday
Blackfalds Xing Wy
Google Maps

ug Mart
pers
not
Google Maps

Special Event Permit 004.26 - Car Show and RC Car Show

Final Audit Report 2026-06-15

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

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

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Agreement completed.
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Adobe Acrobat Sign

BLACKFALDS
ALBERTA

SPECIAL EVENT PERMIT

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

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

Event Name: Blackfalds Days Fireworks

Event Date(s): June 21, 2026

Location: **200 Feet South of South Street, East of Railway Tracks**

Road Closure: South Street from Leung Road to Broadway Avenue. East Railway Avenue from Lansdowne Avenue to South Street

Event Start Time: 11:00 PM **Event Finish Time:** 11:30 PM

Set-up to begin on: June 20, 2026 **Time:** 1:00 PM

Takedown to end by: June 21, 2026 **Time:** 1:00 AM

Number of Participants: 10 **Number of Spectators:** 1000

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

CONDITIONS

Event Conditions:

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.

2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.

3. The Event Organizer shall at all times remain a valid certificate of insurance, showing a minimum liability amount of $2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.

4. The Special Event must comply with the Community Standards Bylaw and noise.

5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

Road Closure Conditions:

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

Additional Conditions:

None

Approved By:

Kim Isaak

Kim Isaak,
Chief Administrative Officer

SITE PLAN


South St
South St
South St
South St
Fireworks
Launch Site
Location

Special Event Permit 005.26 - Blackfalds' Days Fireworks

Final Audit Report 2026-06-03

Created:	2026-06-03
By:	Danielle Nealon (dnealon@blackfalds.ca)
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"Special Event Permit 005.26 - Blackfalds' Days Fireworks" History

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Agreement completed.
2026-06-03 - 4:33:43 PM GMT

BLACKFALDS
ALBERTA

SPECIAL EVENT PERMIT

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

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

Event Name: Blackfalds Days Parade

Event Date(s): **June 20, 2026**

Location: Downtown Blackfalds (Broadway Avenue)

Road Closure: Broadway Avenue, East Railway Avenue, Waghorn Street, East Avenue, Lawton Avenue, Highway Avenue, Queens Crescent, Wilson Street, Park Street, Indiana Street, Minto Street, Lorne Avenue.

Event Start Time: 11:00 AM **Event Finish Time:** 12:00 PM

Set-up to begin on: June 20, 2026 **Time:** 9:00 AM

Takedown to end by: June 20, 2026 **Time:** 1:00 PM

Number of Participants: 40 Parade Entries **Number of Spectators:** 1000

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

CONDITIONS

Event Conditions:

1. The Special Event must commence within the dates and times of the issued approved Special Event Permit. Failure to commence the Event during this time will cause the Special Event Permit to expire. Any variations in dates must be approved by the Town, and a new Special Event Permit will be issued for the new dates and times.

2. The proposed Special Event shall be undertaken in accordance with the approved Route Map and Site Map plans, and variations must be approved by the Town, and a new Special Event Permit will be issued.

3. The Event Organizer shall at all times remain a valid certificate of insurance, showing a minimum liability amount of $2,000,000.00 and will include the Town of Blackfalds as an additional insured for the date(s) of the Special Event.

4. The Special Event must comply with the Community Standards Bylaw and noise.

5. The Event Organizer shall indemnify and save harmless the Town of Blackfalds, its officers, agents and employees from and against all claims, demands, actions, losses, expenses, costs or damages of every nature and kind which the parties may incur or suffer as a result of the other parties' actions.

Road Closure Conditions:

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

Additional Conditions:

None

Approved By:

Kim Isaak

Kim Isaak,
Chief Administrative Officer

SITE PLAN


N
Womacks Rd
Womacks Rd
Grigg Way
Lawton Ave
Queen Cres
Waghorn St
Wilson St
East Railway Ave
East Ave
Highway Ave
HIGHWAY 2A
PARADE MARSHALLING SITE
END
Park St
START
Lansdowne Ave
Lorne Ave
Broadway Ave
Indiana St
Minto St

Special Event Permit 006.26 - Blackfalds Days Parade

Final Audit Report 2026-06-03

Created:	2026-06-03
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Status:	Signed
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"Special Event Permit 006.26 - Blackfalds Days Parade" History

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Agreement completed.
2026-06-03 - 4:33:16 PM GMT

Adobe Acrobat Sign

MEETING DATE: June 23, 2026

PREPARED BY: Danielle Nealon, Senior Legislative Advisor

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

BACKGROUND

The purpose of Bylaw 1358.26 is to amend Schedule 'A' of Land Use Bylaw 1268.22 to redistrict a portion of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2)

First Reading was given to Bylaw 1358.26 on May 26, 2026.

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

- On the bulletin board in the Town's Civic Centre, upstairs outside of Council Chambers, commencing June 2, 2026.
- A hard copy of proposed Bylaw 1358.26 was available for viewing at the Town's Civic Centre Front Counter (upstairs) as of June 2, 2026.
- Via email to all local authorities and agencies on June 2, 2026.
- Via email to internal departments on June 2, 2026.
- On the Town's electronic signs commencing June 8, 2026 - June 23, 2026.
- May 2026 edition of "Talk of the Town".
- On the Town's website commencing on June 1, 2026.
- Circulation to adjacent landowners on June 3, 2026.
- Via email to the Municipal Planning Commission on May 27, 2026.
- In the June 11th and June 18th, 2026, editions of the Lacombe Express.
- On the Town's social media channels in the weeks leading up to the Public Hearing.

The following written comments have been received to date:

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



Economic Vitality and Community Prosperity



Community Life, Safety, and Inclusion



Leadership, Engagement and Advocacy



Sustainable Services and Infrastructure

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

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

FINANCIAL IMPLICATIONS

None

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

ATTACHMENTS

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

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

BLACKFALDS
ALBERTA

Town of Blackfalds
APPLICATION FOR SUBDIVISION

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

File No #: _____ **Application Date:** _____

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

Landowner Name(s): Melcor Developments Ltd.

Mailing Address: 204, 8 Conway Street

City: Red Deer Prov: Alberta Postal Code: T4P 0N1

Phone: 403.343.0818 Alt Phone: -

Email Address: gbroks@melcor.ca

☐ (Same as Landowner)

Contractor Name(s): Shane Stafford / Stantec Consulting

Mailing Address: 1100 - 4900 50 Street

City: Red Deer Prov: Alberta Postal Code: T4N 1X7

Phone: 403.392.0170 Alt Phone: -

Email Address: shane.stafford@stantec.com

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/Part of the SW ¼ sec. 34 range 27 west of the fourth meridian,

being all/part of:

Lot: - Block: - Plan: -

Certificate of Title No.: 242 274 699 +1

Area of the parcel of land to be subdivided: 0.543 hectares.

LOCATION OF LAND TO BE SUBDIVIDED

The land is located in the Town of Blackfalds:

a) Is the land situated immediately adjacent to the municipal boundary?
☑ No ☐ Yes – What is the adjoining municipality? _____

b) Is the land situated within 1.6 kilometers of the centre line of a highway?
☐ No ☑ Yes – What Highway No. is this? QE2

c) Does the parcel contain or is it bounded by a river, stream, lake, or other body of water, or by a drainage ditch or canal?
☑ No ☐ Yes – State the name: _____

d) Is the parcel within 1.5 kilometers of a sour gas facility?
☑ No ☐ Yes

e) Does the land require Canada Post Box locations?
☑ No ☐ Yes – If so, please identify locations on the Tentative Subdivision Plan.

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

a) Describe the existing use of the land: Vacant

b) Describe the proposed use of the land: Residential

c) The land designation, as classified under the Land Use Bylaw is: _____

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

a) Describe the nature of the land's topography (flat, rolling, steep, mixed):
Flat

b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, wood lots, etc.):

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

File No #: _____ **Application Date:** _____

n/a

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

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

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

WATER AND SEWER SERVICES

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

n/a

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

If yes, please describe: _____

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

If yes, please describe: _____

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

If yes, please describe: _____

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

RESOURCES:

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

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

I/We, Shane Stafford / Stantec Consulting, hereby certify that
(please print full name(s))

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

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

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

Signature: Shane Digitally signed by Shane Date: 2026.04.28 09:35:41 -06'00' Date: April 28, 2026

Signature: _____ Date: _____

AGENT AUTHORIZATION (WHEN APPLICABLE)

I/We, Aleithea Pollitt /Melcor Developments Ltd., being the registered
(please print full name(s))

owner(s) of the land being subdivided do hereby authorize Shane Stafford / Stantec Consulting
(individual or firm seeking application)

to make application for subdivision affecting the above noted property.

Signature: Aleithea Pollitt Digitally signed by Aleithea Pollitt DN: CN=CA, O=Melcor Developments Ltd., OH=Aleithea Pollitt, E=apollitt@melcor.ca Reason: I am the author of this document Location: Date: 2026-04-27 13:46:17 Date: April 27, 2026

Signature: _____ Date: _____

BLACKFALDS
ALBERTA

Town of Blackfalds
APPLICATION FOR SUBDIVISION

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

File No #: _____ **Application Date:** _____

RIGHT TO ENTRY

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

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

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

Signature: Shane Digitally signed by Shane Date: 2026.04.28 09:36:27 -06'00' Date: April 28, 2026

Signature: _____ Date: _____

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

_____

_____

_____

_____

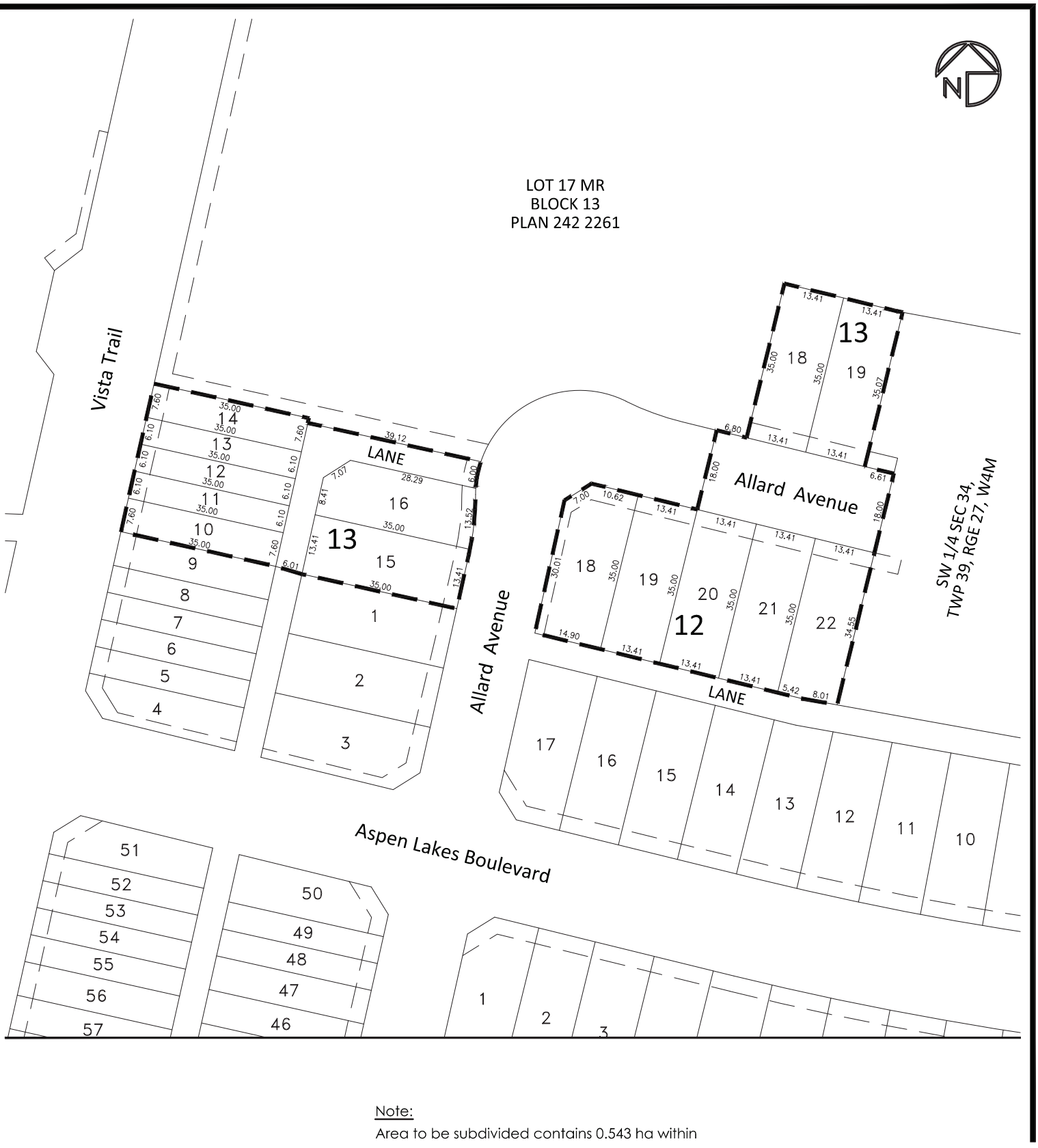
BELOW FOR OFFICE USE ONLY

Subdivision Application Fee: (1-61-00-526)	$
TOTAL:	$

Receipt #: _____ Date Paid: _____

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

Updated 26/04/06, 2:07 PM;By: SSTAFFORD



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

Phase 2a

Tentative Subdivision

Aspen Lakes West

Stantec

V:\1161\TEMP\ASPEN WEST-MELCOR\ASPEN WEST_TN.DWG

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

Caution! This message was sent from outside your organization. Allow sender | Block sender | Report

Hello,

No issues with Canada Post, thank you.

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

CANADA POST POSTES CANADA
From anywhere... to anyone
[redacted]
A Stronger Canada-Delivered

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

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

Report Suspicious

Good afternoon,

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

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

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

Kind Regards,

Jesse Stretch
Infrastructure and Planning Services Clerk

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.6239

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

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

June 15, 2026

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

**sent by email to legislative@blackfalds.ca*

To whom it may concern:

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

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

Lacombe County has no concerns with the proposed Amending Bylaw.

Should you require further information, please contact our office.

Sincerely,
LACOMBE COUNTY

Will Cebuliak
Planner/Development Officer

Telephone | 403-782-8389
Email | wcebuliak@lacombecounty.com

MEETING DATE: June 23, 2026

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Introduction of Derek Starnes, Sports and Events Manager**

BACKGROUND

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

ATTACHMENTS

None

APPROVALS

Kim Isaak,
Chief Administrative Officer

MEETING DATE: June 23, 2026

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Aspen Lakes West Phase 2A Redistricting**

BACKGROUND

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

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

169/26 Councillor Twerdoclib moved That Council give First Reading to Bylaw 1358.26 – Redesignation of Part of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2), as presented.

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

DISCUSSION

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



Economic Vitality and Community Prosperity



Community Life, Safety, and Inclusion



Leadership, Engagement and Advocacy



Sustainable Services and Infrastructure

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

FINANCIAL IMPLICATIONS

None.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

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

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

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion(s):

1. That Council give Second Reading to Bylaw 1358.26 – Redesignation of Part of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2), as presented.

2. That Council give Third Reading to Bylaw 1358.26 – Redesignation of Part of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2), as presented.

ALTERNATIVES

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

ATTACHMENTS

- *Bylaw 1358.26*

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

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

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act,* RSA 2000, c M-26 ("**MGA**") and amendments thereto, for the purpose of amending Schedule 'A' of Land Use Bylaw No. 1268.22 to redistrict a portion of SW 34-39-27-W4M in the Aspen Lakes West community to Single Dwelling Medium Lot District (R-1M) and Multi Dwelling (R-2) from Urban Reserve District (UR).

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

WHEREAS, notice of the intention of Council to pass a bylaw has been published in the Lacombe Express on June 11, 2026 and June 18, 2026, in accordance with Section 606 of the *Municipal Government Act,* RSA 2000, and amendments thereto;

WHEREAS, a Public Hearing was held on June 23, 2026, to allow the general public to provide input into the proposed Bylaw amendments;

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

PART 1 – TITLE

1.1 That this Bylaw shall be cited as the "Redesignation of Part of SW 34-39-27-W4M from Urban Reserve District (UR) to Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi-Dwelling District (R-2)".

1.2 Schedule "A" shall form part of this Bylaw.

PART 2 – AMENDMENTS

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

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

PART 3 - DATE OF FORCE

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

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

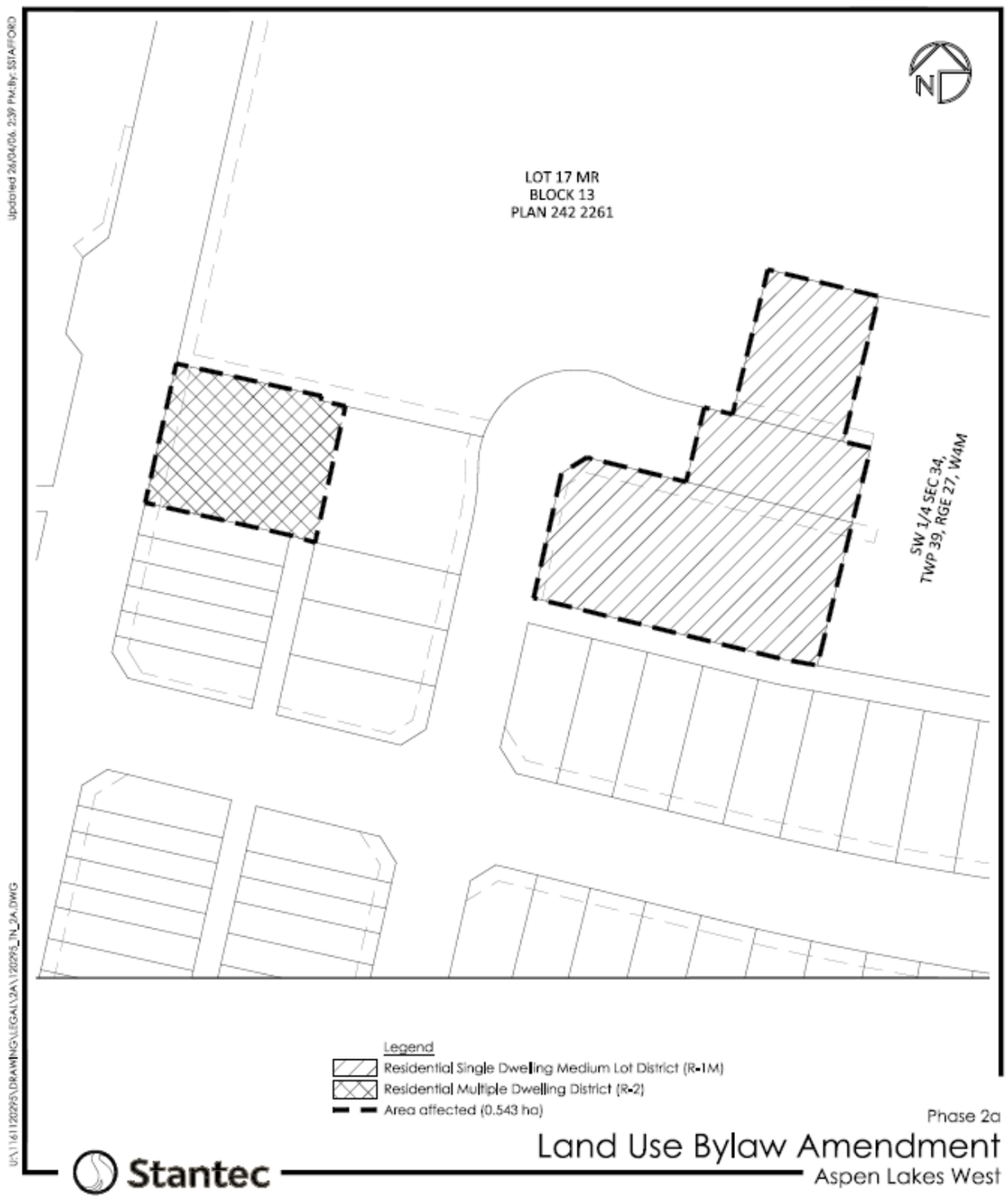
READ for the Second time this _____ day of_____, 20__.

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

_____
MAYOR LAURA SVAB

_____
CAO KIM ISAAK

BYLAW 1358.26 - SCHEDULE “A”



MEETING DATE: June 23, 2026

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Subdivision File No. S-03-26, Aspen Lakes West Phase 2A**

BACKGROUND

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

Subject Parcel



Proposed Subdivision



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

DISCUSSION

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

1. The land proposed to be subdivided is suitable for the intended purpose of the subdivision. The land was deemed suitable for future residential use when the governing Aspen Lakes West Area Structure Plan (ASP) was updated in 2024.

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

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

3. The application conforms to relevant sections of the MGA. Section 654(1) of the MGA and Section 9 of the *Matters Related to Subdivision and Development Regulation* outline considerations the Subdivision Authority must consider when making a decision on an application. These considerations pertain to land suitability, availability of infrastructure, legal and physical access to the proposed lots, and environmental considerations. Legal and physical access to the proposed lots will be via Vista Trail and along Allard Avenue which will be extended east as part of this subdivision application. These lots were all pre-serviced when services were installed to the new school site, and the land is suitable for the intended residential use. Administration is satisfied that the application meets these requirements.

4. All outstanding property taxes have been paid or satisfactory arrangements for their payment have been made with the Town. This requirement is always reflected as a condition of subdivision approval to ensure that all property taxes are paid at the time of subdivision endorsement, which can be a year or more from the date of conditional subdivision approval.

Reserve Dedication

All Municipal Reserve dedication requirements have been previously identified in the governing Aspen Lakes West ASP. There are no Municipal Reserve lands required in this phase and none of the lands quality for Environmental Reserve designation, pursuant to Section 664(1) of the MGA.

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



- The subdivision aligns with Community Life, Safety, and Inclusion Strategic Priority because it specifically supports housing options that meet diverse community needs, which includes low to medium density residential subdivisions.
- There is an alignment with the Economic Vitality and Community Prosperity by way of promoting economic strength and job creation, the Strategic Plan supports population growth, which is often accommodated through new residential subdivisions.
- From a Leadership, Engagement, and Advocacy perspective, the subdivision plan was circulated to adjacent landowners, impacted Town Departments, and local authorities and

agencies. By engaging with immediately impacted neighbours and agencies, it serves to notify them that a new development is coming and helps ensure the development meets community needs.

FINANCIAL IMPLICATIONS

None.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

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

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

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

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

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

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

1. That pursuant to Section 84 of the *Land Titles Act*, the Subdivision is registered by Plan of Survey.

2. That pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes are to be paid, or some other arrangement satisfactory to the Town of Blackfalds for payment thereof be made.

3. That pursuant to Section 655(1) of the *Municipal Government Act,* that the owner/developer register utility easement right of way as per the requirements of the Town of Blackfalds and/or utility companies concurrent with or prior to registering the subdivision's Plan of Survey.

ALTERNATIVES

a) That Council, being the Subdivision Authority for the Town of Blackfalds, refuses the subdivision with reasons.

b) That Council, being the Subdivision Authority for the Town of Blackfalds, refers this item back to Administration for further information.

ATTACHMENTS

- *Subdivision Application*
- *Referral Responses*

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

BLACKFALDS
ALBERTA

Town of Blackfalds
APPLICATION FOR SUBDIVISION

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

File No #: _____ **Application Date:** _____

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

Landowner Name(s): Melcor Developments Ltd.

Mailing Address: 204, 8 Conway Street

City: Red Deer Prov: Alberta Postal Code: T4P 0N1

Phone: 403.343.0818 Alt Phone: -

Email Address: gbroks@melcor.ca

☐ (Same as Landowner)

Contractor Name(s): Shane Stafford / Stantec Consulting

Mailing Address: 1100 - 4900 50 Street

City: Red Deer Prov: Alberta Postal Code: T4N 1X7

Phone: 403.392.0170 Alt Phone: -

Email Address: shane.stafford@stantec.com

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/Part of the SW ¼ sec. 34 range 27 west of the fourth meridian,

being all/part of:

Lot: - Block: - Plan: -

Certificate of Title No.: 242 274 699 +1

Area of the parcel of land to be subdivided: 0.543 hectares.

LOCATION OF LAND TO BE SUBDIVIDED

The land is located in the Town of Blackfalds:

a) Is the land situated immediately adjacent to the municipal boundary?
☑ No ☐ Yes – What is the adjoining municipality? _____

b) Is the land situated within 1.6 kilometers of the centre line of a highway?
☐ No ☑ Yes – What Highway No. is this? QE2

c) Does the parcel contain or is it bounded by a river, stream, lake, or other body of water, or by a drainage ditch or canal?
☑ No ☐ Yes – State the name: _____

d) Is the parcel within 1.5 kilometers of a sour gas facility?
☑ No ☐ Yes

e) Does the land require Canada Post Box locations?
☑ No ☐ Yes – If so, please identify locations on the Tentative Subdivision Plan.

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

a) Describe the existing use of the land: Vacant

b) Describe the proposed use of the land: Residential

c) The land designation, as classified under the Land Use Bylaw is: _____

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

a) Describe the nature of the land's topography (flat, rolling, steep, mixed): _____
Flat

b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, wood lots, etc.):

BLACKFALDS ALBERTA

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

Town of Blackfalds
APPLICATION FOR SUBDIVISION

File No #: _____ **Application Date:** _____

n/a

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

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

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

WATER AND SEWER SERVICES

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

n/a

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

If yes, please describe: _____

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

If yes, please describe: _____

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

If yes, please describe: _____

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

RESOURCES:

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

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

I/We, Shane Stafford / Stantec Consulting, hereby certify that
(please print full name(s))

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

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

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

Signature: _____ Date: April 28, 2026

Signature: _____ Date: _____

AGENT AUTHORIZATION (WHEN APPLICABLE)

I/We, Aleithea Pollitt /Melcor Developments Ltd., being the registered
(please print full name(s))

owner(s) of the land being subdivided do hereby authorize Shane Stafford / Stantec Consulting
(individual or firm seeking application)

to make application for subdivision affecting the above noted property.

Signature: _____ Date: April 27, 2026

Signature: _____ Date: _____

BLACKFALDS
ALBERTA

Town of Blackfalds
APPLICATION FOR SUBDIVISION

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

File No #: _____ **Application Date:** _____

RIGHT TO ENTRY

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

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

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

Signature: _____ Date: April 28, 2026

Signature: _____ Date: _____

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

_____

_____

_____

_____

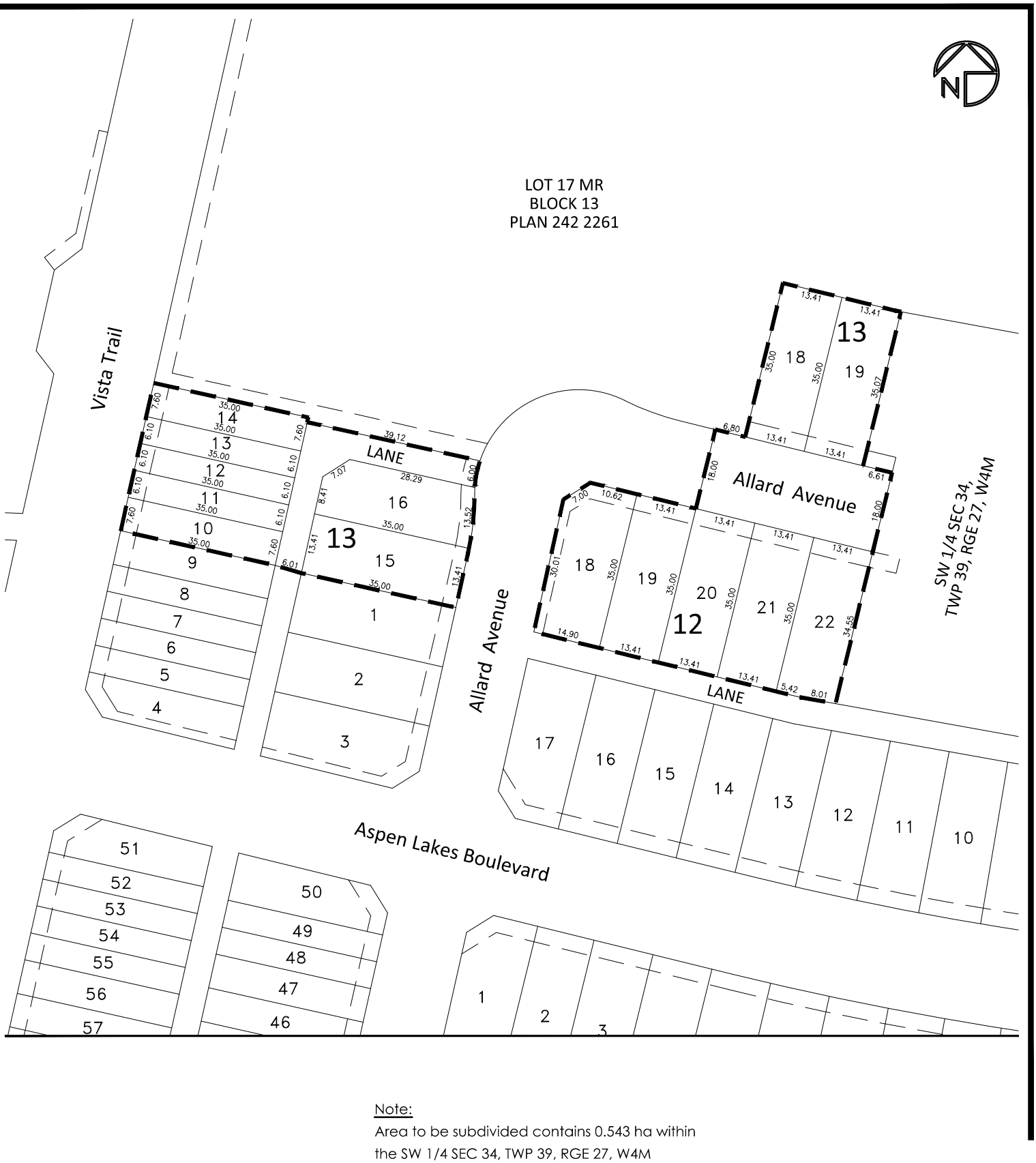
BELOW FOR OFFICE USE ONLY

Subdivision Application Fee: (1-61-00-526)	$
TOTAL:	$

Receipt #: _____ Date Paid: _____

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

Updated 26/04/06, 2:07 PM;By: SSTAFFORD



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

Phase 2a

Tentative Subdivision

Aspen Lakes West

Stantec

V:\1161\TEMP\ASPEN WEST-MELCOR\ASPEN WEST_TN.DWG

Transportation and Economic Corridors Notification of Referral Decision

Subdivision in Proximity of a Provincial Highway

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



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

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

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

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

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

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act.

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

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

Alberta

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

BLACKFALDS
ALBERTA

Box 220, 5108 Waghorn St.
Blackfalds AB T0M 0J0
403.885.9679
Planning_development@blackfalds.ca
www.blackfalds.ca

Date: May 15, 2026

NOTICE OF SUBDIVISION APPLICATION

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

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

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

A response is needed by **Friday, June 5, 2026**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision. To avoid delays by ordinary mail, responses should be emailed to the undersigned.

Regards,

Jolene Tejkl, RPP MCIP
Planning & Development Manager
Email: jtejkl@blackfalds.ca

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

JT/cjh

BLACKFALDS
ALBERTA

Town of Blackfalds
APPLICATION FOR SUBDIVISION

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

File No #: _____ **Application Date:** _____

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

Landowner Name(s): Melcor Developments Ltd.

Mailing Address: 204, 8 Conway Street

City: Red Deer Prov: Alberta Postal Code: T4P 0N1

Phone: 403.343.0818 Alt Phone: -

Email Address: gbroks@melcor.ca

☐ (Same as Landowner)

Contractor Name(s): Shane Stafford / Stantec Consulting

Mailing Address: 1100 - 4900 50 Street

City: Red Deer Prov: Alberta Postal Code: T4N 1X7

Phone: 403.392.0170 Alt Phone: -

Email Address: shane.stafford@stantec.com

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/Part of the SW ¼ sec. 34 range 27 west of the fourth meridian,

being all/part of:

Lot: - Block: - Plan: -

Certificate of Title No.: 242 274 699 +1

Area of the parcel of land to be subdivided: 0.543 hectares.

LOCATION OF LAND TO BE SUBDIVIDED

The land is located in the Town of Blackfalds:

a) Is the land situated immediately adjacent to the municipal boundary?
☑ No ☐ Yes – What is the adjoining municipality? _____

b) Is the land situated within 1.6 kilometers of the centre line of a highway?
☐ No ☑ Yes – What Highway No. is this? QE2

c) Does the parcel contain or is it bounded by a river, stream, lake, or other body of water, or by a drainage ditch or canal?
☑ No ☐ Yes – State the name: _____

d) Is the parcel within 1.5 kilometers of a sour gas facility?
☑ No ☐ Yes

e) Does the land require Canada Post Box locations?
☑ No ☐ Yes – If so, please identify locations on the Tentative Subdivision Plan.

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

a) Describe the existing use of the land: Vacant

b) Describe the proposed use of the land: Residential

c) The land designation, as classified under the Land Use Bylaw is: _____

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

a) Describe the nature of the land's topography (flat, rolling, steep, mixed): _____
Flat

b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, wood lots, etc.):

BLACKFALDS ALBERTA

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.com

Town of Blackfalds
APPLICATION FOR SUBDIVISION

File No #: _____ **Application Date:** _____

n/a

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

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

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

WATER AND SEWER SERVICES

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

n/a

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

If yes, please describe: _____

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

If yes, please describe: _____

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

If yes, please describe: _____

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

RESOURCES:

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

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

I/We, Shane Stafford / Stantec Consulting, hereby certify that
(please print full name(s))

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

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

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

Signature: _____ Date: April 28, 2026

Signature: _____ Date: _____

AGENT AUTHORIZATION (WHEN APPLICABLE)

I/We, Aleithea Pollitt /Melcor Developments Ltd., being the registered
(please print full name(s))

owner(s) of the land being subdivided do hereby authorize Shane Stafford / Stantec Consulting
(individual or firm seeking application)

to make application for subdivision affecting the above noted property.

Signature: _____ Date: April 27, 2026

Signature: _____ Date: _____

BLACKFALDS
ALBERTA

Town of Blackfalds
APPLICATION FOR SUBDIVISION

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
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Name: Shane Stafford (please print full name) Date: _____

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

Signature: _____ Date: April 28, 2026

Signature: _____ Date: _____

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

_____

_____

_____

_____

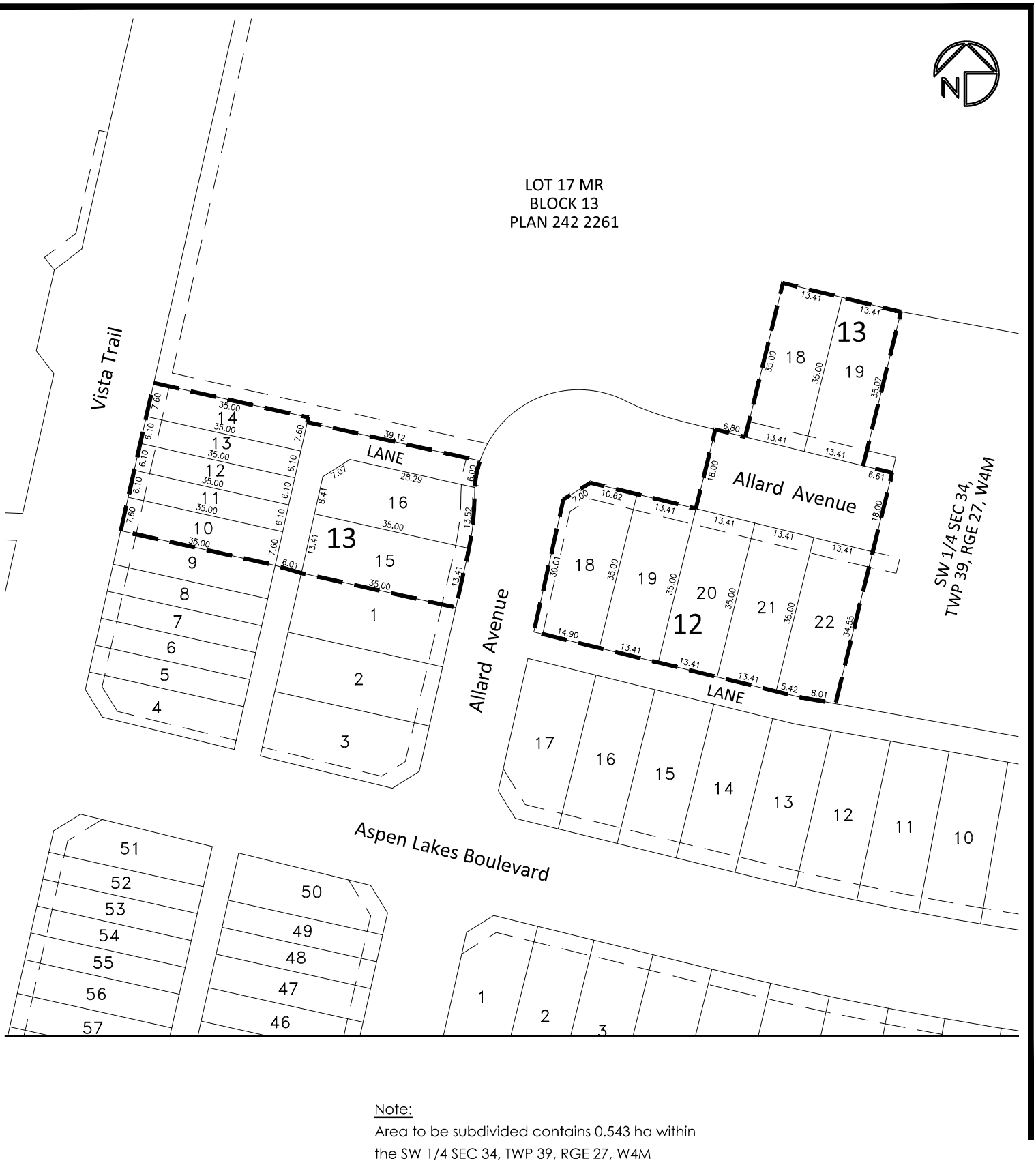
BELOW FOR OFFICE USE ONLY

Subdivision Application Fee: (1-61-00-526)	$
TOTAL:	$

Receipt #: _____ Date Paid: _____

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Updated 26/04/06, 2:07 PM;By: SSTAFFORD



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

Phase 2a

Tentative Subdivision

Aspen Lakes West

Stantec

V:\1161\TEMP\ASPEN WEST-MELCOR\ASPEN WEST_TN.DWG

LAND TITLE CERTIFICATE

S

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

LEGAL DESCRIPTION

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

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

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF BLACKFALDS

REFERENCE NUMBER: 162 115 858 +3

REGISTERED OWNER(S)

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

OWNERS

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

ENCUMBRANCES, LIENS & INTERESTS

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

(CONTINUED)

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

TOTAL INSTRUMENTS: 003

PENDING REGISTRATION QUEUE

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

TOTAL PENDING REGISTRATIONS: 001

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

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

ORDER NUMBER: 56978901

CUSTOMER FILE NUMBER: 116199000

END OF CERTIFICATE

(CONTINUED)

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

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Aspen Lakes West

Base Data provided by: Government of Alberta

Author:	Print Date:
Stantec Consulting	5/12/2026

Legend

- Abandoned Wells
- Revised Location
- Revised Location Pointer

Paved Road (20K)

- Primary Divided
- Primary Divided
- Primary Undivided 4L
- Primary Undivided 4L
- Primary Undivided 2L
- Primary Undivided 1L
- Primary Undivided 1L
- Interchange Ramp
- Interchange Ramp
- Interchange Ramp
- Secondary Divided
- Secondary Divided
- Secondary Undivided 4L
- Secondary Undivided 4L
- Secondary Undivided 2L
- Secondary Undivided 2L
- Secondary Undivided 2L
- Secondary Undivided 1L
- Secondary Undivided 1L

Roads - Other

- Unimproved
- Unclassified
- Truck Trail
- Winter
- Ford Winter Crossing
- Ferry Route

Gravel Road (20K)

- Primary Undivided 2L
- Primary Undivided 2L
- Primary Undivided 1L
- Primary Undivided 1L
- Secondary Undivided 2L
- Secondary Undivided 2L
- Secondary Undivided 1L
- Secondary Undivided 1L

Railway (20K Large Scale)

- Single Line
- Double Line
- Multiple Line
- Spur Line
- Abandoned

- ATS LSD label
- ATS LSD with Road Allowance
- ATS Section label (large scale)
- ATS Section with Road Allowance
- ATS Township (large scale)
- Provincial Boundary

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N

Projection and Datum
WGS 1984 Web Mercator Auxiliary Sphere

Scale 1:11,512

Alberta Energy Regulator

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

Caution! This message was sent from outside your organization. Allow sender | Block sender | Report

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

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

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

Shan Newton, CONTRACTOR
Administrator, Circulations Team
E: **Shannon.newton@atco.com**
ATCO Pipelines & Liquids Global Business Unit

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

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

Good morning,

Please find attached a Notice of Proposed Subdivision.
Please provide any comments by **Friday, June 5, 2026**. If we do not receive a written reply by this

date, it will be assumed that you have no objections or requirements relative to the subdivision.
Please email any comments directly to jtejkl@blackfalds.ca.
Thank you,

Candice Hilgersom
Development Officer I

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

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

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

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

Caution! This message was sent from outside your organization.

Allow sender | Block sender | Report

Hi Candice,

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

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

Thank you,

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

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

ATCO Energy Systems

ATCO.com LinkedIn Facebook Instagram X

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

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

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Thank you,

Candice Hilgersom
Development Officer I

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

T: 403.885.9679

D: 403.885.6258

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From:	KALAN, Chad
To:	Candice Hilgersom
Cc:	Jolene Tejkl
Subject:	Re: Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A
Date:	May 27, 2026 10:12:21 AM
Attachments:	Outlook-qth3a4ar.png Outlook-hyq2qyys.png

Caution! This message was sent from outside your organization. Allow sender | Block sender | Report

Hello, no issues with Canada Post.

Thank you

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

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

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Report Suspicious

Good morning,

Please find attached a Notice of Proposed Subdivision.
Please provide any comments by **Friday, June 5, 2026**. If we do not receive a written reply by this date, it will be assumed that you have no objections or requirements relative to the subdivision.
Please email any comments directly to jtejkl@blackfalds.ca.
Thank you,

Candice Hilgersom
Development Officer I

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

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Logan Jamieson
Land Department

FortisAlberta Inc.
1000 90 Highland Park Green NE
Airdrie, AB
T4A 0X4
Phone# 403-514-4013
Cell#
www.fortisalberta.com
Email:
Logan.Jamieson@fortisalberta.com

May 22, 2026

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

Attention: Candice Hilgersom

RE: FortisAlberta Condition for Subdivision Approval

FortisAlberta Reference No.: 320172416
MD File No.: S-03-26
Location/Legal Description: SW 34-39-27 W4
Customer Name: Melcor Developments Ltd.

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

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

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

Sincerely,

L Jamieson

Logan Jamieson

May 28, 2026

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

**sent by email to jtejkl@blackfalds.ca*

Dear Jolene:

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

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

Lacombe County has no concerns with the proposed subdivision.

Should you require further information, please contact our office.

Sincerely,
LACOMBE COUNTY

Will Cebuliak
Planner/Development Officer

Telephone | 403-782-8389
Email | wcebuliak@lacombecounty.com

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

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Good Afternoon,

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

Thanks,

Mohammad Amin
Design Specialist
LEGACY
C: 780-680-1020
E: mamin@legacydesigntech.com
A: 26875 Acheson Rd, Acheson, AB, T7X6B2
W: www.legacydesigntech.com

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

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Thank you,

Candice Hilgersom
Development Officer I

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From: circulations .
To: Candice Hilgersom
Subject: Re: Notice of Subdivision Application S-03-26 - Aspen Lakes West Phase 2A
Date: May 19, 2026 8:52:33 AM

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Good Day,

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

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

Please include the original circulation package and this response.

Thank you,

Joanne Bourdage

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

The future is friendly®

circulations@telus.com

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

> Good morning,
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MEETING DATE: June 23, 2026

PREPARED BY: Danielle Nealson, Senior Legislative Advisor

PRESENTED BY: Danielle Nealson, Senior Legislative Advisor

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

BACKGROUND

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

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

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

DISCUSSION

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



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

FINANCIAL IMPLICATIONS

None

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion(s):

1. That Council give First Reading to Revised Bylaw 1359.26 – Animal Control Bylaw, as presented.

2. That Council give Second Reading to Revised Bylaw 1359.26 – Animal Control Bylaw, as presented.

3. That Council give unanimous consent to move to Third Reading of Revised Bylaw 1359.26 – Animal Control Bylaw.

4. That Council give Third Reading to Revised Bylaw 1359.26 – Animal Control Bylaw, as presented.

ALTERNATIVES

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

ATTACHMENTS

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

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

TOWN OF BLACKFALDS
Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
P: 403.885.6255
KIsaak@blackfalds.ca
Town Office: 403.885.6248
http://www.blackfalds.ca

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

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

DATED THIS 16th DAY OF JUNE 2026.

Kim Isaak
Chief Administrative Officer
Town of Blackfalds

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

REVISED BYLAW 1359.26

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

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

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

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

PART 1 – TITLE

1.1 This Bylaw shall be cited as the "**Revised Animal Control Bylaw**".

1.2 The following Schedules shall form part of this Bylaw:

1.2.1 Schedule "A" - Licence Fees
1.2.2 Schedule "B" - Guard Dog Signage
1.2.3 Schedule "C" - Dangerous Dog Signage
1.2.4 Schedule "D" - Specified Penalties
1.2.5 Schedule "E" - Conditions and Procedures to Rent a Cat/Skunk Trap

PART 2 – DEFINITIONS

2.1 In this Bylaw:

(a) **"Altered"** means a Cat or Dog that is spayed or neutered.

(b) **"Animal Control Officer"** means a person employed under the contract between the Town and its Contractor to enforce the provisions of this Bylaw.

(c) **"Cat"** means a male or female of the feline family.

(d) **"Contractor"** means a person employed or under contract by the Town to enforce the provisions of this Bylaw and maintain and administer an impound facility for Cats and Dogs.

(e) **"Dangerous Dog"** means any Dog, of any age, that has been:

(i) declared as a Dangerous Dog in accordance with Part 5 of this Bylaw;
(ii) declared as a Dangerous Dog by a Justice according to Section 21.1 of this Bylaw; or
(iii) made the subject of an Order under the *Dangerous Dog Act*.

(f) **"Disabled Person"** means a person who has any degree of disability, except blindness or visual impairment, and is dependent on a Service Dog.

(g) **"Distress"** for the purpose of this Bylaw means a cat or dog that is:

(i) deprived of adequate shelter, ventilation, space, food, water or veterinary care or reasonable protection from excessive heat or cold;
(ii) injured, sick, in pain or suffering; or
(iii) abused or subjected to undue hardship, deprivation or neglect.

(h) **"Dog"** means a male or female of the canine family.

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

(j) **"Guard Dog"** means a Dog that is trained and used for the prevention of unlawful entry of a business premise, in any commercial or industrial area.

(k) **"Guide Dog"** means a Dog trained to assist a blind person and having the qualifications prescribed by the *Blind Persons' Rights Act* and the regulations made thereunder.

(l) **"Justice"** means as defined in the *Provincial Offences and Procedure Act*, RSA, 2000, c. P-34, and amendments thereto.

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

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

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

(p) **"Livestock"** includes, but is not limited to:

(i) a horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep, or goat;
(ii) domestically reared or kept deer, reindeer, moose, elk or bison;
(iii) fur bearing animals, including fox, coyote, wolf, weasels, or mink;
(iv) animals of the bovine species;
(v) animals of the avian species, including non-licensed chickens, ducks, turkeys, geese, or pheasants;
(vi) bees; and
(vii) all other animals normally kept for agricultural purposes.

(q) **"Minor Injury"** means any physical injury to a person or to a domestic animal caused by a Cat, Dog, Guard Dog or Dangerous Dog, that results in minor bruising, small puncture, scratch or mark of the skin, bleeding, or any other injury that is not life threatening, disfiguring or debilitating.

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

(s) **"Muzzle"** means a device of sufficient strength placed over a Cat, Dog or Dangerous Dog's mouth to prevent it from biting.

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

(u) **"Off Leash Area"** shall mean an area designated by the Town where a Dog is not required to be controlled by a leash.

(v) **"Owner"** includes any person, partnership, association, or corporation:

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

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

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

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

(y) **"Police Service Dog"** means any Dog that is used by a police service for law enforcement purposes.

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

(aa) **"Running at Large"** means any Cat, Dog or Guard Dog off the premises of the Owner and not on a Leash held by a person who is able to control the Cat, Dog or Guard Dog.

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

(cc) **"Severe injury"** means any physical injury to a person, or to a domestic animal caused by a Cat, Dog, Guard Dog or Dangerous Dog, that results in significant bruising, a deep puncture, more than one puncture or laceration, a laceration requiring sutures or cosmetic surgery, broken bones or other injury which is severe in nature.

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

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

(ff) **"Town"** means the Town of Blackfalds.

(gg) **"Unaltered"** means not spayed or neutered.

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

PART 3 – LICENSING PROVISIONS AND OFFENCES

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

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

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

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

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

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

DRAFT

3.7 Once a Licence or Tag is issued by the Town, it is not transferable to any other Cat or Dog, and no refund will be made for any issued Licence or Tag.

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

3.9 A Licence shall be issued free of charge to any Owner of a Guide Dog, a Service Dog or a Police Service Dog.

PART 4 - DANGEROUS DOG LICENSING

4.1 The Owner of a Dangerous Dog shall apply for a Dangerous Dog Licence and Tag immediately upon becoming the Owner of a Dangerous Dog, or within the timeframe specified by the Licence Inspector, after the Dog has been declared a Dangerous Dog, whichever occurs first. A Dangerous Dog Licence must be renewed, and payment of the applicable fee (set out in Schedule "A") must be made prior to January 31 of each subsequent year.

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

(a) completed a Licence application in the form specified by the Town;

(b) paid the applicable fee set out in Schedule "A";

(c) supplied proof satisfactory to the Town that the Owner has a locked Pen or enclosure on the Owner's property that can prevent the entry of any person except the Owner.

PART 5 - DANGEROUS DOG DECLARATION

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

(a) has a documented history of threatening, attacking, chasing or biting people or other animals;

(b) has inflicted a Severe Injury upon a person or another animal;

(c) has been the subject of an order or direction of a Justice pursuant to the *Dangerous Dogs Act*; or

(d) has caused, or is likely to cause, damage, injury or death to a person or another domestic animal.

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

(a) cause the Owner of the Dog to be served with a written notice that the Dog has been declared to be a Dangerous Dog;

(b) direct the Owner to keep the Dangerous Dog in accordance with the provisions of Section 7, and provide the Owner with a time limit for compliance with the provisions of Section 7.1 (a),(b) and (c); and

(c) Inform the Owner that, if the Dangerous Dog is not kept in accordance with the provisions of Section 7, the Owner may be fined and subject to enforcement action pursuant to this Bylaw.

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

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PART 6 – REVIEW OF DANGEROUS DOG DECLARATION

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

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

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

PART 7 - REQUIREMENTS OF AN OWNER OF A DANGEROUS DOG

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

(a) apply for a Dangerous Dog Licence and follow the applicable provisions set out in Part 3 and Part 4, which includes paying the applicable fee for a Dangerous Dog Licence as set out in Schedule “A”;

(b) post signs at all entrances to the property as set out in Schedule “C”;

(c) provide proof of a policy of liability insurance in a form satisfactory to the Town, providing third party liability coverage in a minimum amount of one million ($1,000,000.00) dollars for injuries caused by the Dangerous Dog and maintain such insurance until ceasing to be the Owner of the Dangerous Dog;

(d) Muzzle and secure the Dangerous Dog with a restraining device held by a person over the age of 18 who is capable of controlling the Dangerous Dog whenever it is off the property of the Owner;

(e) confine the Dangerous Dog within a secure enclosure if the Dangerous Dog is outdoors on the Owner’s property and not supervised by a person over the age of 18; and

(f) immediately notify an Officer or the Town if the Dangerous Dog is off the Owner’s property without a Muzzle and without a restraining device held by a person.

(g) if a Dangerous Dog owner seeks to remove the Dangerous Dog Declaration, they must provide a certified copy of training records satisfactory to the Review Committee and be subject to review by the Review Committee.

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

PART 8 - GENERAL OFFENCES

8.1 The Owner of a Cat or Dog is guilty of an offence if such Cat or Dog:

(a) is Running at Large;

(b) is on Park or Parkland where Cats or Dogs are prohibited by signs or where the Park or Parkland contains playground apparatus and/or sand, rubber, or other materials utilized as a play area, unless the Dog is a Guide Dog or a Service Dog;

(c) destroys or damages any public or private property.

DRAFT

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

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

8.4 The Owner of a Dog, Guard Dog or Dangerous Dog is guilty of an offence if such Dog barks or howls so as to disturb a person.

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

8.6 Any person who owns or occupies a dwelling (as defined in the Land Use Bylaw), is guilty of an offence if he or she has more than three (3) Dogs on any land which contains a dwelling.

8.7 Any person who owns or occupies a dwelling (as defined in the Land Use Bylaw), is guilty of an offence if they have more than three (3) Cats on any land which contains a dwelling.

8.8 Sections 8.5 and 8.6 do not apply to a premises lawfully used for the care and treatment of animals operated by a Licenced veterinarian or a person in possession of a development permit to operate a Kennel or cattery as authorized by the Land Use Bylaw.

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

8.10 A person is guilty of an offence if such person springs, or otherwise tampers with or damages, a live trap in which animals are to be trapped, or have been trapped, to allow any animal to escape from the trap.

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

8.12 A person is guilty of an offence if they exercise a Cat, Dog, Guard Dog or Dangerous Dog while driving in a motor vehicle.

8.13 The Owner of a Dog is guilty of an offence if they fail to carry a Leash while with a Dog in an Off Leash Area.

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

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

8.16 No person shall keep or harbour:

(a) Any Exotic Animal, including a venomous snake, reptile, insect or spider;

(b) Any Wild Animal;

(c) Any Livestock, unless the property is zoned as an Agriculture District in the Land Use Bylaw and has been approved for such use by the Development Officer and/or Municipal Planning Commission.

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PART 9 - THREATEN, ATTACK OR BITE OFFENCES

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

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

(b) bites, attacks or causes Minor Injury to a domestic animal;

(c) bites, attacks or causes Minor Injury to a person;

(d) bites, attacks or causes Severe Injury to a domestic animal;

(e) causes death to a domestic animal;

(f) bites, attacks or causes Severe Injury or death to a person.

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

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

(b) bites, attacks or causes Minor Injury to a domestic animal;

(c) bites, attacks or causes Minor Injury to a person;

(d) bites, attacks or causes Severe Injury to a domestic animal;

(e) causes death to a domestic animal;

(f) bites, attacks or causes Severe Injury or death to a person.

PART 10 - OFFENCES APPLICABLE ONLY TO GUARD DOGS

10.1 The Owner of a Guard Dog is guilty of an offence if:

(a) Such Guard Dog is Running at Large;

(b) Such Guard Dog is outdoors on the Owner's property and is not confined in a securely enclosed fenced area, with the fence being at least six (6) feet in height, constructed to prevent the escape of the Guard Dog and capable of preventing the entry of unauthorized persons;

(c) The Owner fails to display signs as specified in Schedule "B" of this Bylaw on the perimeter of the fence, warning of the presence of a Guard Dog;

(d) The Owner harbours a Guard Dog in any area outside of a commercial or industrial district as identified in the Land Use Bylaw.

PART 12 - OFFENCES APPLICABLE ONLY TO DANGEROUS DOGS

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

(a) such Dangerous Dog is off the Owner's property and is not wearing a Muzzle and is not secured with a restraining device held by a person who is capable of controlling the Dangerous Dog;

(b) such Dangerous Dog is outdoors on the Owner's property and is not supervised by a person over the age of 18 or is not in a locked Pen or enclosure capable of preventing the entry of any person except the Owner;

(c) the Owner fails to display at each entrance to the Owner's property and on the locked Pen or structure in which the Dangerous Dog is confined, clear and visible signs, as specified in Schedule "C" of this Bylaw, warning of the presence of a Dangerous Dog on the Owner's property;

(d) such Dangerous Dog is in a designated Off Leash Area;

(e) the Owner fails to immediately notify the Town or an Officer if such Dangerous Dog is has escaped from the Owner's property and is not muzzled or secured with a restraining device; and

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

PART 13 - INTERFERENCE WITH AN OFFICER

13.1 Any person, whether or not they are the Owner of an animal which is being, or has been, pursued and or captured, is guilty of an offence if such person:

(a) interferes with, or attempts to obstruct, an Officer who is attempting to capture, or who has captured, any animal;

(b) unlocks or unlatches or otherwise opens the vehicle in which animals captured for impoundment have been placed, so as to allow, or attempt to allow, any animal to escape therefrom; or

(c) removes, or attempts to remove, any animal from the possession of an Officer.

13.2 Any person is guilty of an offence who:

(a) refuses to provide identification (name, address, and date of birth) and proof thereof to an Officer upon request; or

(b) provides false or misleading information to an Officer.

PART 14 - GUIDE DOGS AND SERVICE DOGS

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

(a) the Owner maintains control over the Dog through voice, signal, physical restraint, or other effective controls; and

(b) the Dog is being used as a working Dog.

PART 15 - IMPOUNDING ANIMALS

15.1 Any Officer or Contractor may seize and impound:

(a) any Cat, Dog, Guard Dog or Dangerous Dog found Running at Large;

(b) any Cat, Dog, Guard Dog or Dangerous Dog not wearing a collar or Tag while off the premises of the Owner;

(c) any Cat or Dog found on Park or Parkland not under the direct control of the Owner;

(d) any female Cat, Dog, Guard Dog or Dangerous Dog in heat that is not confined or housed.

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

15.3 An Officer may enter upon privately owned property, other than a dwelling house, for the purposes of enforcing provisions of this Bylaw.

15.4 An Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of Cats, Dogs, Guard Dogs or Dangerous Dogs. The Contractor shall not sell, euthanize or otherwise dispose of any impounded Cat, Dog, Guard Dog or Dangerous Dog until such Cat, Dog, Guard Dog or Dangerous Dog is retained by the Contractor's impound facility for 72 hours, not including the day of impounding, Sundays or statutory holidays. After the expiration of 72 hours, if the Owner has not claimed the impounded Cat, Dog, Guard Dog or Dangerous Dog, it becomes the property of the Contractor.

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

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

15.7 Any person claiming an impounded Cat, Dog, Guard Dog or Dangerous Dog must present government issued identification to the Contractor or its staff.

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

PART 16 - FULL RIGHT AND TITLE

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

PART 17 - CAT OR DOG IN DISTRESS

17.1 No person shall in any way permit a Cat, Dog, Guard Dog or Dangerous Dog to be in distress by:

(a) causing any unnecessary physical pain to it;

(b) neglecting to provide food, potable water, care or shelter as is necessary to maintain its good health;

(c) neglecting to provide necessary treatment for a Cat, Dog, Guard Dog, or Dangerous Dog, suffering from disease or injury;

(d) harassing or tormenting it.

17.2 If a Cat, Dog, Guard Dog, or Dangerous Dog is in distress, and:

(a) The Owner does not forthwith take steps to relieve its distress; or

(b) The Owner cannot be found immediately and informed of its distress, an Officer may take any action they consider necessary to relieve the Cat, Dog, Guard Dog or Dangerous Dog's distress, including taking custody of it pursuant to the provisions of the *Animal Protection Act.*

PART 18 - MUNICIPAL TICKETS AND VIOLATION TICKETS

18.1 Where an Officer has reasonable grounds to believe that a person has contravened any provision of this Bylaw:

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

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

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

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18.3 A Municipal Ticket shall be deemed to be sufficiently served if:

(a) Served personally on the Owner of the Cat, Dog, Guard Dog or Dangerous Dog, or delivered to the Owner's residence; or

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

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

PART 19 - CONTINUING OFFENCES

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

PART 20 - SUMMARY CONVICTION

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

PART 21 - ADDITIONAL PENALTIES

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

(a) the Dog be declared a Dangerous Dog;

(b) the Dog be euthanized;

(c) the Owner be prohibited from owning any Dog for a specified period of time.

PART 22 - EXEMPTION FOR POLICE SERVICE DOGS

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

PART 23 - PROOF OF LICENCE AND AGE OF ANIMAL

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

(a) a person has a valid and subsisting Licence for a Cat, Dog, Guard Dog, Service Dog or Dangerous Dog;

(b) a Cat or Dog is under three (3) months of age;

(c) the length of time a Cat, Dog or Dangerous Dog has been in the Town is less than 30 days in a calendar year.

PART 24 - CERTIFIED RECORDS OF TOWN

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

PART 25 - SEVERABILITY

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

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PART 26 - LICENCE FEES

26.1 Refer to Schedule “A”.

PART 27 - SPECIFIED PENALTIES

27.1 Refer to Schedule "D”.

PART 28 - CAT AND SKUNK TRAPS

28.1 Refer to Schedule "E”.

PART 29 - REPEAL

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

PART 30 - DATE OF FORCE

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

READ for the First time this ____ day of _____, 2026.

READ for the Second time this _____day of _____, 2026.

READ for the Third time this _____day of _____, 2026.

_____
MAYOR LAURA SVAB

_____
CAO KIM ISAAK

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SCHEDULE "A"
LICENCE FEES

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

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SCHEDULE “B”
GUARD DOG SIGNAGE

WARNING

GUARD DOG ON PREMISES



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SCHEDULE “C”
DANGEROUS DOG SIGNAGE

WARNING

DANGEROUS DOG ON PREMISES



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SCHEDULE "D"
SPECIFIED PENALTIES

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

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

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

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SCHEDULE "E"

CONDITIONS AND PROCEDURES TO RENT A CAT/SKUNK TRAP

1. A resident of the Town of Blackfalds who finds a cat or skunk on its property may report a complaint to the Contractor and request a cat/skunk trap from the Contractor.

2. The person with the complaint (Complainant) can attend at the office of the Contractor during normal business hours and request a cat/skunk trap. In order to obtain a cat/skunk trap the Complainant must sign the form and agreement provided by the Contractor, and the Contractor will then provide a cat/skunk trap to the Complainant. The Contractor is responsible to have the Complainant sign a cat/skunk trap agreement stating they will treat the cat/skunk humanely.

3. The Complainant will be required to pay an $80.00 deposit to the Contractor. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was obtained from the Contractor. The Complainant will also be responsible for a $10.00 trap rental fee. If the trap is damaged or stolen, the deposit is forfeited to the Contractor, and it shall be the responsibility of the Complainant to pay the balance of the cost for the trap to be replaced.

4. It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Contractor and, if an animal is caught, the Complainant must make arrangements to have the animal picked up or delivered to the Contractor within 24 hours following the trapping. During the week, the Contractor will arrange the scheduling of their Officers' patrols in such a manner to reduce the length of time a cat/skunk is kept in a trap to a minimum. Traps are not to be set on weekends or when outside temperatures are consistently below zero (0) degrees. Traps shall be set in a shaded area of the property, away from the sun.

5. The Contractor may enter the property of the Complainant, but not a dwelling house, to ascertain if a cat/skunk trap has been properly placed or set and if a cat/skunk has been trapped.

6. The Complainant shall not leave a trap set on their property unattended when absent from the property for any period of time of more than three (3) hours, except as approved by the Contractor.

7. When the Contractor takes possession of a trapped Cat, the Contractor will try to locate an identifying Tag or tattoo on the Cat and, if found, will make reasonable efforts to contact the owner of the Cat in order to report that it has been impounded by the Contractor.

8. If the Cat Owner attends at the Contractor's offices to claim their Cat that was trapped on another person's property, an offence ticket for the Cat Running at Large may be issued in accordance with the Bylaw.

9. If a Complainant is disabled and therefore unable to pick up the cat/skunk trap, the Contractor will deliver the trap to the Complainant's property and pick up the trap 72 hours later. No fee shall be charged to the Complainant.

10. Any person renting a cat/skunk trap, or any Officer dealing with a trapped animal shall be responsible for handling any animal caught as humanely as possible.

11. Any person who abuses, teases, or pokes an animal in a cat/skunk trap or is causing pain, suffering, or injury to any animal may be charged with an offence under Section 446 of the Criminal Code of Canada.

12. Any person seeing a cat/skunk in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor may, after investigation, attend at the premises where the alleged abuse has taken place and, if warranted, remove the cat/skunk and the trap forthwith.

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MEETING DATE: June 23, 2026

PREPARED BY: Rick Kreklewich, Director of Community Services

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Community Initiatives Grant Applications**

BACKGROUND

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

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

DISCUSSION

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

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

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



Economic Vitality and Community Prosperity



Community Life, Safety, and Inclusion



Leadership, Engagement and Advocacy



Sustainable Services and Infrastructure

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

FINANCIAL IMPLICATIONS

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

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion(s):

1. That Council grant funding of $1,250 to the Heart of Blackfalds Society from the Community Initiatives Grant.

2. That Council grant funding of $1,250 to the Optimist Club of Blackfalds from the Community Initiatives Grant.

3. That Council consider granting up to $2,500 to the Blackfalds Silverbacks Lacrosse from the Community Initiatives Grant.

ALTERNATIVES

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

ATTACHMENTS

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

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

BLACKFALDS
ALBERTA

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

COMMUNITY INITIATIVES GRANT APPLICATION

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

APPLICANT INFORMATION

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

Contact Person: Sierra Fitch

Phone Number: ATIA S. 19(1)

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

Email Address: ATIA S. 19(1)

Website (if applicable):

Social Media (if applicable):

Brief Organization Description:

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

INITIATIVE INFORMATION

Dates/Times: Friday, August 28, 2026

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

Please provide a brief description of the initiative?

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

How does the initiative fulfill a need with the community?

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

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BLACKFALDS
ALBERTA

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

COMMUNITY IMPACT

How does the initiative encourage community participation?

This initiative encourages strong community participation be offering a family friendly event that is accessible to all residents. The combination of music, games, and interactive activities creates a welcoming atmosphere that naturally draws families to take part. By engaging downtown businesses and restaurants, churches, and the youth drop in centre; the event strengthens neighbourhood pride and invites residents to support the organizations that help make Blackfalds vibrant.
In addition, the HBS has reached out to the Optimist Club of Blackfalds, Blackfalds Ag Society and Blackfalds Food Bank encouraging them to help provide entertainment, further expanding community involvement and collaboration. Together, we are hoping these elements inspire broad participation.

What is the cost to attend your program or event?

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

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

No

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

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

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

BLACKFALDS
ALBERTA

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

INITIATIVE BUDGET

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

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

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

Sierra Fitch
Name of Applicant (please print)

Signature of Applicant

May 10, 2026
Date

FOR OFFICE USE ONLY

Date Recieved:

Town of Blackfalds Staff Signature:

BLACKFALDS
ALBERTA

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

COMMUNITY INITIATIVES GRANT APPLICATION

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

APPLICANT INFORMATION

Organization/ Group Name: Optimist Club of Blackfalds

Contact Person: Edie Harris

Phone Number: ATIA S. 19(1)

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

Email Address: optimistbf@gmail.com

Website (if applicable):

Social Media (if applicable): Facebook

Brief Organization Description:
Service organization that fundraises for Youth + Youth Projects in Blackfalds.

INITIATIVE INFORMATION

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

Location(s): Main Street Blackfalds

Please provide a brief description of the initiative?
We will provide a DJ at one end of the street and live music at the other end of the street. The live music will be by the beer gardens.
The initiative will be performances + celebration.

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

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BLACKFALDS
ALBERTA

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

COMMUNITY IMPACT

How does the initiative encourage community participation?

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

What is the cost to attend your program or event?

Free

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

No.

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

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

BLACKFALDS
ALBERTA

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

INITIATIVE BUDGET

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

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

Additional Information:

Edie Harris
Name of Applicant (please print)

Signature of Applicant

May 25/26
Date

FOR OFFICE USE ONLY

Date Recieved:

Town of Blackfalds Staff Signature:

BLACKFALDS
ALBERTA

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

COMMUNITY INITIATIVES GRANT APPLICATION

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

APPLICANT INFORMATION

Organization/ Group Name: Blackfalds Silverbacks Lacrosse (SR)

Contact Person: Deneen Weik

Phone Number: ATIA S. 19(1)

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

Email Address: ATIA S. 19(1)

Website (if applicable):

Social Media (if applicable):

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

INITIATIVE INFORMATION

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

Location(s): Eagle builders Center

Please provide a brief description of the initiative? Blackfalds was choosen to host Provincials again this year & We would like to be able to provide coolers of ice & water for the 4 dressing rooms, the officials area & the public in attendance, Un addition we plan to BBQ burgers, with chips & drink to the public @ large on Saturday July 4th from 11-1. Also provide consistent Score clock personnel.

How does the initiative fulfill a need with the community?

We saw lots of community involvement last year both in fans of the events, teams from Northern AB with their families and the public at large.

Our first home game was last night and announced Blackfalds was choosen to host again.

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BLACKFALDS
ALBERTA

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

COMMUNITY IMPACT

How does the initiative encourage community participation?

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

What is the cost to attend your program or event?

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

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

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

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

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

BLACKFALDS
ALBERTA

Town of Blackfalds
Box 220, 5018 Waghorn Stree
Blackfalds, Alber
T0M 0J

INITIATIVE BUDGET

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

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

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

Deneen Weik
Name of Applicant (please print)

Signature of Applicant

May 4 | 2026
Date

FOR OFFICE USE ONLY

Date Recieved:
Town of Blackfalds Staff Signature:

MEETING DATE: June 23, 2026

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Ken Morrison, Acting CAO

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

BACKGROUND

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

1. Renaming South Street will impact 26 existing parcels that are a mix of commercial, industrial, residential, institutional (RCMP and Fire) and public service (Town's Transfer Station) uses. All impacted parcels would be required to update their addresses on company documents and correspondence, signage, government issued identification, etc., which can cause expense, frustration, and confusion.

2. The Committee noted that recognizing an individual through renaming an existing major roadway sets a precedent, and that other forms of recognition may be more appropriate where they do not create broad impacts to existing landowners and addressing.

3. The Mary and Cliff Soper Natural Area has already been named to recognize the contributions Mary and Cliff Soper have made to the community and Lacombe County.

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

> *Mayor Svab moved That Standing Committee of Council recommend that Council approve the proposal to rename the east portion of South Street to "Soper Trail," and that the matter be forwarded to a future Regular Council Meeting for consideration; and*
>
> *Further, That Standing Committee of Council refer the matter to Administration regarding engagement with the impacted landowners, and future updates to the Naming and Addressing Bylaw 1182/14.*

CARRIED UNANIMOUSLY

DISCUSSION

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

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

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

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

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



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

Leadership

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

Engagement

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

Advocacy

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

FINANCIAL IMPLICATIONS

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

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

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

ALTERNATIVES

a) That Council refer the matter back to Administration.

ATTACHMENTS

None

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author

MEETING DATE: June 23, 2026

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Ken Morrison, Acting Chief Administrative Officer

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

BACKGROUND

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

DISCUSSION

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

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

STRATEGIC PLAN ALIGNMENT / OTHER MASTER PLAN ALIGNMENT



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

FINANCIAL IMPLICATIONS

There are no financial implications to the nomination process.

COMMUNICATION / ENGAGEMENT CONSIDERATIONS

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

ADMINISTRATIVE RECOMMENDATION

That Council consider the following motion:

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

ALTERNATIVES

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

ATTACHMENTS

None

APPROVALS

Kim Isaak,
Chief Administrative Officer

Department Director/Author