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1. **Call to Order**
 2. **Land Acknowledgement**
 - 2.1 Treaty Six Land Acknowledgement - Blackfalds Town Council acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.
 3. **Adoption of Agenda**
 - 3.1 Agenda for July 11, 2023
 4. **Delegation**
 - 4.1 Blackfalds FCSS Board, *Dena Thomas, Glenda Brown, Cliff Soper and Sheila Giffin (verbal)*
 5. **Public Hearing**
 - 5.1 Bylaw 1285.23 - Public Notification Bylaw
 6. **Business Arising from Minutes**
 - 6.1 Request for Decision, Bylaw 1285.23 - Public Notification Bylaw (*Second and Third Reading*)
 - 6.2 Request for Decision, Bylaw 1286.23 - Urban Hen Bylaw (*Second and Third Reading*)
 - 6.3 Request for Decision, Bylaw 1287.23 - Animal Control Bylaw Amendments (*Second and Third Reading*)
 7. **Business**
 - 7.1 Request for Decision, Community Initiatives Grant - Central Alberta Pride Society
 - 7.2 Request for Decision, Municipal Congratulations - MLA Jennifer Johnson
 8. **Action Correspondence**

None
 9. **Information**
 - 9.1 Report for Council, Enforcement and Protective Services Monthly Report - June 2023
 - 9.2 Report for Council, Development & Building Monthly Report - June 2023
 - 9.3 Report for Council, BOLT KPI Monthly Report - June 2023
 - 9.4 Lacombe Foundation Board Meeting Minutes - May 15, 2023
 - 9.5 Lacombe Foundation Annual Report 2022
 - 9.6 County of Lacombe Highlights - June 22, 2023
 10. **Round Table Discussion**

None
 11. **Adoption of Minutes**
 - 11.1 Minutes from the Regular Council Meeting on June 27, 2023
 12. **Notices of Motion**
 - 12.1 Councillor Stendie Notice of Motion to Rescind Motion - 187/23 (*Regular Council Meeting June 27, 2023*):

That Council move to rescind motion 187/23 - "That Council move to accept the 2022 Social Needs Assessment as information".
 13. **Business for the Good of Council**

None
 14. **Confidential**
 - 14.1 FOIP Section 16 - Disclosure Harmful to Business Interests of a Third Party
 15. **Adjournment**
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Future Meetings/Events:

- Regular Council Meeting – July 25, 2023
- Regular Council Meeting – August 8, 2023

MEETING DATE: July 11, 2023
PREPARED BY: Rick Kreklewich, Director of Community Services
PRESENTED BY: Rick Kreklewich, Director of Community Services
SUBJECT: **Bylaw 1285.23 - Public Notification Bylaw**

BACKGROUND

At the May 17, 2021, Standing Committee of Council Meeting, Advertising Bylaw 1259.21 was presented and approved to be brought forward to Council for formal approval. This Bylaw was amended at that time following updates to Section 606 of the *Municipal Government Act* relating to notifying residents about proposed bylaws, resolutions, meetings, and public hearings. This item was not brought back to Council following the approval at the Standing Committee of Council Meeting on May 17, 2021.

The Advertising Bylaw was renamed to the Public Notification Bylaw and was brought forward to the May 15, 2023, Standing Committee of Council Meeting. One minor grammatical amendment was discussed, and the Bylaw was reintroduced at the June 13, 2023, Regular Council Meeting, where it passed First Reading.

189/23 Councillor Svab moved That Council give First Reading to Bylaw 1285.23, Public Notification Bylaw as presented.

CARRIED UNANIMOUSLY

DISCUSSION

Administration reviewed the proposed Advertising Bylaw 1259.21 and decided to rename the Bylaw to the Public Notification Bylaw as it more accurately reflects the purpose of the Bylaw. The Bylaw, as it is presented, follows the template provided to municipalities and is in line with similar Bylaws in other communities. As previously mentioned, this Bylaw ensures that notice is provided to residents in advance about bylaws, resolutions, meetings, and public hearings. Passing this Bylaw will bring the Town of Blackfalds into compliance with the MGA and outline a variety of effective methods for use in communication with residents.

FINANCIAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

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| <ol style="list-style-type: none">1. That Council, upon closing the Public Hearing for Bylaw 1285.23, give Second Reading to Bylaw 1285.23 - Public Notification Bylaw, as presented.2. That Council, upon giving Second Reading to Bylaw 1285.23, give Third and Final Reading to Bylaw 1285.23 - Public Notification Bylaw, as presented. |
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ALTERNATIVES

- a) That Council give Second Reading to Bylaw 1285.23 – Public Notification Bylaw as amended.
- b) That Council refers this item back to Administration for more information or amendments.

ATTACHMENTS

- *Bylaw 1285.23 - Public Notification Bylaw*
- *Bylaw 1259.21 - Advertising Bylaw*

APPROVALS



Justin de Bresser, Interim Chief
Administrative Officer

Department Director/Author

BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO ESTABLISH ALTERNATIVE METHODS FOR ADVERTISING STATUTORY NOTICES

WHEREAS, pursuant to Section 606 of the *Municipal Government Act*, a council must give notice of certain bylaws, resolutions, meetings, public hearings or other things by advertising in a newspaper or other publication circulating in the area, mailing or delivering a notice to every residence in the affected area or by another method provided for in a bylaw under section 606.1;

AND WHEREAS, pursuant to section 606.1(1) of the *Municipal Government Act*, a council may, by bylaw, provide for one or more methods, which may include electronic means, for advertising proposed bylaws, resolutions, meetings, public hearings and other things referred to in section 606;

AND WHEREAS, Council is satisfied that the advertising method set out in this Bylaw is likely to bring matters advertised by that method to the attention of substantially all residents in the area to which the bylaw, resolution or other thing relates or in which the meeting or hearing is to be held;

NOW THEREFORE the Council of the Town of Blackfalds in the Province of Alberta, duly assembled, enacts as follows:

PART 1 – TITLE

- 1.1. That this Bylaw shall be cited as the “**Public Notification Bylaw**”.

PART 2 – DEFINITIONS

2.1 In this Bylaw:

- (a) “**Act**” means the *Municipal Government Act*.
- (b) “**Council**” means the duly elected municipal Council of the Town of Blackfalds.
- (c) “**Local**” means within a distance of 20 kilometres of the Town’s municipal boundary.
- (d) “**Social Media**” means any electronic online form of communication through which groups of users share information and content.
- (e) “**Town**” means Town of Blackfalds.
- (f) “**Website**” means the official Town of Blackfalds website, www.blackfalds.ca.

PART 3 – ADVERTISING METHODS

- 3.1 Any public notice required to be advertised under section 606 of the *Municipal Government Act* of a bylaw, resolution, meeting, public hearing or other thing may be given, in accordance with the timelines prescribed in Section 606;
- 3.1.1. Electronically by posting the notice prominently on the Town of Blackfalds’ official website; and/or
 - 3.1.2. Electronically by posting the notice prominently on any of the Town of Blackfalds’ official social media sites; and/or
 - 3.1.3. Publishing in a local weekly newspaper; and/or
 - 3.1.4. By posting the notice prominently on the bulletin board provided for that purpose in the following municipal facilities: the Civic Centre, the Abbey Centre, Eagle Builders Centre.

PART 4 – SEVERABILITY

- 4.1 If any section or parts of this Bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such sections or parts of this Bylaw shall be deemed to be separate and independent form and to be enacted as such.

PART 5 – DATE OF FORCE

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

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

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the second time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the third and final time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO ESTABLISH ALTERNATIVE METHODS FOR ADVERTISING STATUTORY NOTICES.

WHEREAS, pursuant to Section 606 of the *Municipal Government Act*, and Section 158.1 of the *Local Authorities Election Act*, Council must give notice of certain bylaws, resolutions, meetings, elections, notice of nomination day, notice of advance votes, public hearings or other things by advertising in a newspaper or other publication circulating in the area, mailing or delivering a notice to every residence in the affected area or by another method provided for in a bylaw under the *Municipal Government Act* section 606.1;

AND WHEREAS, pursuant to section 606.1(1) of the *Municipal Government Act*, a Council may, by bylaw, provide for one or more methods, which may include electronic means, for advertising proposed bylaws, resolutions, meetings, public hearings and other things referred to in Section 606 and in the *Local Authorities Election Act* Section 158.1;

AND WHEREAS, Council is satisfied that the advertising method for public notification set out in this Bylaw is likely to bring matters advertised by that method to the attention of substantially all residents in the area to which the bylaw, resolution or other thing relates or in which the meeting or hearing is to be held;

NOW THEREFORE the Council of the Town of Blackfalds in the Province of Alberta duly assembled and under the powers conferred upon it by authority of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, enacts as follows:

PART 1 - TITLE

1. This Bylaw may be cited as the "Advertising Bylaw" for the Town of Blackfalds.

PART 2 - DEFINITIONS

In this Bylaw:

- 2.1 **"Council"** means the duly elected municipal Council of the Town of Blackfalds.
- 2.2 **"Town"** means Town of Blackfalds.
- 2.3 **"Act"** means the *Municipal Government Act*.

PART 3 – ADVERTISING METHODS

Any public notice required to be advertised under section 606 of the *Municipal Government Act* of a bylaw, resolution, meeting, public hearing or other thing may be given, in accordance with the timelines prescribed in Section 606;

- 3.1 Electronically by posting the complete notice of the proposed bylaw, resolution or other thing for which the meeting or hearing is to be held prominently on the Town of Blackfalds' official website www.blackfalds.com for at least fourteen days prior to that event; and/or
- 3.2 Electronically by posting the notice prominently on any of the Town of Blackfalds' official social media sites; and/or
- 3.3 Published in a local weekly newspaper that delivers within the Town of Blackfalds town boundaries; and/or
- 3.4 By having hardcopies available at the Civic Centre for viewing by the public; and/or
- 3.5 By posting the notice prominently on the bulletin board provided for that purpose in the following municipal facilities: the Civic Centre, the Abbey Centre, Eagle Builders Centre, Blackfalds Community Hall; and/or
- 3.6 By referring interested parties to the City's website for more comprehensive details of the bylaw, resolution, meeting or public hearing as required in the *Act*.



**TOWN OF BLACKFALDS
BYLAW 1259.21**

PART 4 - DATE OF FORCE

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

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

(RES.)

MAYOR RICHARD POOLE

CAO MYRON THOMPSON

READ for the second time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR RICHARD POOLE

CAO MYRON THOMPSON

READ for the third and final time this _____ day of _____, A.D. 20__.

(RES.)

MAYOR RICHARD POOLE

CAO MYRON THOMPSON

MEETING DATE: July 11, 2023

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Laura Thevenaz, Infrastructure Services Manager

SUBJECT: **Bylaw 1286.23 - Urban Hen Bylaw**

BACKGROUND

Bylaw 1286.23 has been prepared to regulate urban hens within the Town's municipal limits in response to the results of a recent public engagement survey that the majority of Blackfalds residents were in favour of a 2-year urban hen pilot program.

Proposed Bylaw 1286.23 - Urban Hen Bylaw, was presented at the June 27, 2023, Regular Council Meeting, where the following resolution was carried unanimously:

207/23 Councillor Stendie moved That Council give First Reading to Bylaw 1286.23 - Urban Hen Bylaw, presented.

CARRIED UNANIMOUSLY

DISCUSSION

When Bylaw 1286.23 was presented for First Reading, there was discussion about explicitly limiting the number of hens to four (4), removing the adjoining neighbour consultation and the need for majority neighbour support to enable an application to proceed, and removing the requirement that the urban hen owner attempt to rectify complaints prior to the complaint coming to the Town's attention.

Administration has included the following updates to Bylaw 1286.23 reflecting the discussions:

- Removed the definition for "Adjoining Neighbour";
- Added the maximum number of urban hens allowed is four (4);
- Removed the pre-application notification to adjoining neighbours;
- Removed the 75% neighbour "support" to allow an application to proceed;
- Removed the requirement of the Statutory Declaration to be signed at the time of application as that was related to the pre-application adjoining neighbour notification;
- Removed the ability for adjoining neighbours to appeal the issuance of an urban hen license and the conditions imposed on a license; and
- Removed the section pertaining to complaints.

Updated Bylaw 1286.23 is provided in Attachment 1, and a track changes version of the Bylaw showing the changes from First Reading is provided in Attachment 2.

Highlights of Bylaw 1286.23 - Urban Hen Bylaw include:

- Pilot program only in effect for two (2) years, effective July 11, 2023, and an urban hen license is only valid from July 11th to July 10th; annual application fees are \$70 and not prorated;
- A complete prohibition on roosters;

- A maximum coop size and minimum coop area/hen consistent with researched municipalities;
- Appeal provisions have been built in allowing appeals by the applicant;
- Provisions to ensure the hen's basic health and wellbeing are looked after;
- Prohibition on selling eggs or meat, slaughtering hens on the property, and keeping hens in anything other than a coop; and
- Municipal enforcement mechanisms and general penalties for contravening the Bylaw have been built in.

To allow urban hens through this pilot program, an amendment to the Town's Animal Control Bylaw is required and contemplated under a separate item at this evening's Council meeting (amending Bylaw 1287.23).

FINANCIAL IMPLICATIONS

None other than Administrative time to process Urban Hen License Applications and enforce the new Urban Hen Bylaw.

ADMINISTRATIVE RECOMMENDATION

1. That Council give Second Reading to Bylaw 1286.23 - Urban Hen Bylaw, as presented.
2. That Council give Third and Final Reading to Bylaw 1286.23 - Urban Hen Bylaw, as presented.

ALTERNATIVES

- a) That Council adopts Bylaw 1286.23 - Urban Hen Bylaw, as amended.
- b) That Council refer this item back to Administration for more information or amendments.

ATTACHMENTS

- *Bylaw 1286.23 - Urban Hen Bylaw*
- *Bylaw 1286.23 - Urban Hen Bylaw Track Changes*
- *Comparison Chart of Urban Hen Bylaw Regulations*

APPROVALS



Justin de Bresser, Interim Chief
Administrative Officer



Department Director/Author

**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA FOR
THE LICENSING, REGULATION, AND CONTROL OF URBAN HENS**

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, to authorize the regulation, licensing, and control of urban hens within the Town of Blackfalds.

WHEREAS, pursuant to Section 7 of the MGA, RSA 2000, Chapter M-26 and amendments thereto, the Council of a municipality may pass bylaws 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 enforcement of bylaws; and

WHEREAS, pursuant to Section 8 of the MGA, RSA 2000, Chapter M-26 and amendments thereto, a municipality shall pass bylaws regulating, prohibiting, and providing for a system of licenses, permits or approvals, including any and all of the matters listed herein.

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

PART 1 – TITLE

1.1 That this Bylaw shall be cited as the “**Urban Hen Bylaw**”.

1.2 That Schedule ‘A’, as attached, form part of this Bylaw.

PART 2 – DEFINITIONS

2.1 In this Bylaw:

- (a) “**Chief Administrative Officer**” or “**CAO**” means the person appointed to the position established under Bylaw 1170.14.
- (b) “**Coop**” means a fully enclosed weatherproof structure used for the keeping of Urban Hens that is no larger than 10.0 m² in floor area, and no more than 2.4 m in height.
- (c) “**Urban Hen**” means a domesticated female chicken that is at least 16 weeks of age.
- (d) “**Municipal Ticket**” means a municipal ticket issued on behalf of the Town for a violation under this Bylaw.
- (e) “**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.
- (f) “**Outdoor Enclosure**” means a security enclosed outdoor area attached to a Coop for Urban Hens to roam.
- (g) “**Owner**” includes any person, partnership, association, or corporation:
 - a. Owning, possessing, having charge of, or control over, any Urban Hen;
 - b. Harbours any Urban Hen;
 - c. Suffering or permitting any Urban Hen to remain about their house or premises; and
 - d. Any person to whom an Urban Hen License has been issued under this Bylaw.
- (h) “**Principal Building**” means a building which is considered the principal use of the lot on which it is erected.
- (i) “**Rear Yard**” means the portion of a lot or site abutting the rear property line extending across the full width of the Subject Property, situated between the rear property line and the nearest wall of the Principal Building. Where there is no Principal Building, the Rear Yard shall be determined at the minimum Rear Yard prescribed in the land use district the Subject Property is located on.

- (j) **“Rooster”** means a domesticated male chicken.
- (k) **“Subject Property”** means a lot or parcel of land in respect of which an Urban Hen License is sought or has been issued.
- (l) **“Temporary Caregiver”** means a person who has been authorized by the Owner to provide care to their Hens in the event the Owner is temporarily unable to do so.
- (m) **“Town”** means the Town of Blackfalds.
- (n) **“Urban Area”** means lands located within the Town’s municipal jurisdiction on which agricultural operations, including but not limited to the keeping of livestock are neither a permitted nor discretionary use under the Town’s Land Use Bylaw.
- (o) **“Urban Hen License”** means a license issued by the CAO or designate pursuant to this Bylaw authorizing the license holder to keep Urban Hens on a Subject Property.
- (p) **“Violation Ticket”** means the ticket issued by the Town to a person who has committed an offence under this Bylaw.

PART 3 – PROHIBITIONS

3.1 In the Urban Area, no person shall:

- 3.1.1 Keep a Rooster; or
- 3.1.2 Keep a hen, other than an Urban Hen for which a valid Urban Hen License has been issued.

PART 4 – PILOT PROGRAM REGULATIONS

4.1 The duration of the Urban Hen pilot program shall be two (2) years, effective July 11, 2023.

- 4.1.1 Participants must acknowledge the pilot program as a trial.
- 4.1.2 Should the pilot program not result in the implementation of a formal Municipal Urban Hen program, participants will have ninety (90) days from the end of the pilot program to re-home Urban Hens.
- 4.1.3 Should the pilot program not result in the implementation of a formal Municipal Urban Hen program, the annual Urban Hen License fee shall not be prorated.

PART 5 – LICENSING PROVISIONS

5.1 A person may apply to keep a maximum of four (4) Urban Hens by:

- 5.1.1 Submitting a completed application, on the form approved by the Chief Administrative Officer;
- 5.1.2 Paying the annual Urban Hen License fee of \$70.00, which shall not be prorated;
- 5.1.3 Providing a site plan including a drawing that shows the proposed location and dimensions of the Coop and Outdoor Enclosure and the proposed setbacks from the Coop and Outdoor Enclosure to the side and rear property lines;
- 5.1.4 Providing a copy of the Premises Identification (PID) Number applicable to the Subject Property; and
- 5.1.5 Any other information reasonably required by the CAO, or designate, including but not limited to:
 - 5.1.5.1 The name, address and contact information of the Owner and any person(s) who may act as a Temporary Caregiver;
 - 5.1.5.2 A copy of the Certificate of Title for the Subject Property dated within thirty

(30) days of the date of application; and

- 5.1.5.3 Written consent to keep Hens on the Subject Property, from the registered landowners of the Subject Property as shown on the Certificate of Title, if the Owner is not the registered landowner.

5.2 The CAO, or designate, may issue or renew an Urban Hen License if they are satisfied:

- 5.2.1 The applicant is the Owner of the Subject Property on which the Urban Hens will be kept, or that the Owner of the Subject Property has provided written consent to the application;
- 5.2.2 The applicant resides on the Subject Property on which the Urban Hens will be kept;
- 5.2.3 The land use district of the Subject Property allows the placement of a Coop for the keeping of Urban Hen(s);
- 5.2.4 The applicable fee has been paid; and
- 5.2.5 All required information has been provided.

5.3 The CAO, or designate, may refuse to grant or renew an Urban Hen License for any of the following reasons:

- 5.3.1 The applicant or Owner:
- 5.3.1.1 Does not or no longer meets the requirements of this Bylaw;
- 5.3.1.2 Provides false information or misrepresents any fact or circumstance to the CAO, or designate, or an Officer;
- 5.3.1.3 Has, in the opinion of the CAO, or designate, based on reasonable grounds, contravened this Bylaw whether or not the contravention has been prosecuted;
- 5.3.1.4 Has been convicted of any offence involving abuse, mistreatment or negligent treatment or keeping of animals;
- 5.3.1.5 Has previously been the holder of an Urban Hen License that was revoked for non-compliance with this Bylaw, or in respect of which an order has been made under Section 645 of the *Municipal Government Act*;
- 5.3.1.6 Has not complied with all other Provincial or Federal regulations for the keeping of livestock;
- 5.3.1.7 Fails to pay a fine imposed by a court for a contravention of this Bylaw or any other applicable Bylaw related to the keeping of Urban Hens;
- 5.3.1.8 Fails to pay any fee required by this or any applicable Bylaw; or
- 5.3.2 In the opinion of the CAO, or designate, based on reasonable grounds, it is in the best interests of the public to do so.

5.4 An Urban Hen License is valid only for the period July 11th to July 10th in the year for which it is issued.

5.5 An Urban Hen License is not transferable from one person to another person nor from one property to another.

5.6 A person to whom an Urban Hen License has been issued shall produce the license at the demand of the CAO, or designate, or an Officer.

PART 6 – APPEALS

6.1 An appeal lies from a decision of the CAO, or designate, to:

- 6.1.1 Impose conditions on an Urban Hen License, if the appellant is the applicant who

applied for the Urban Hen License;

6.1.2 Refuse an Urban Hen License, if the appellant is the applicant for the Urban Hen License; or

6.1.3 Revoke an Urban Hen License, if the appellant is the holder of the Urban Hen License that was revoked.

6.2 An appeal under Section 6.1 shall be in writing, addressed to the Chief Administrative Officer, and must be received not later than fourteen (14) days after the decision subject to the appeal is issued.

6.3 As soon as reasonably practicable, and in any event not more than fourteen (14) after receiving a notice of appeal the Chief Administrative Officer shall appoint an Appeal Committee for the purpose of hearing the appeal, and apart from appointing the Appeal Committee and providing it with administrative support, the Chief Administrative Officer shall not be involved in the appeal process.

6.4 The Appeal Committee shall consist of three (3) members, none of whom is an employee or Council Member of the Town and that the Chief Administrative Officer may appoint members as deemed appropriate..

6.5 The Appeal Committee shall schedule the appeal hearing within thirty (30) days after the notice of appeal.

6.6 The Appeal Committee shall provide its decision in writing, with reasons, within seven (7) days of the appeal hearing. The Appeal Committee may:

6.6.1 Uphold the decision of the CAO, or designate;

6.6.2 Vary the decision of the CAO, or designate, including imposing conditions on an Urban Hen License that differ from any conditions imposed by the CAO, or designate; or

6.6.3 Overturn the decision of the CAO, or designate.

6.7 The decision of the Appeal Committee is final and binding and is not subject to appeal to a Court.

PART 7 – KEEPING OF URBAN HENS

7.1 An Owner shall:

7.1.1 Have a valid Urban Hen License;

7.1.2 Provide each Urban Hen with at least 0.37 m² (4.0 ft²) of interior floor area within the Coop to a maximum Coop size of 10.0 m² in floor area, and at least 0.92 m² (9.9 ft²) of Outdoor Enclosure;

7.1.3 Locate the Coop and Outdoor Enclosure fully within the Rear Yard of the Subject Property;

7.1.4 Provide and maintain, in the Coop, at least one nest box per Coop and one perch per Urban Hen, that is at least 15 cm long;

7.1.5 Keep each Urban Hen in the Coop or Outdoor Enclosure at all times;

7.1.6 Provide each Urban Hen with food, water, shelter, light, ventilation, care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, all sufficient to maintain the Urban Hen in good health;

7.1.7 Maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances;

7.1.8 Construct and maintain the Coop to prevent any rodent from harbouring underneath or within it or within its walls, and to prevent entrance by any other animal;

- 7.1.9 Keep a food container and a water container in the Coop;
 - 7.1.10 Keep the Coop secured from sunset to sunrise;
 - 7.1.11 Remove left over feed, trash, and manure in a timely manner;
 - 7.1.12 Store feed within a fully enclosed container;
 - 7.1.13 Store manure within the fully enclosed container, and store no more than 3 cubic feet of manure at a time;
 - 7.1.14 Remove all other manure not used for composting or fertilizing and dispose of manure in accordance with Town bylaws;
 - 7.1.15 Follow biosecurity procedures recommended by the Canadian Food Inspection Agency to reduce potential for disease outbreak;
 - 7.1.16 Register all Urban Hens with the Province through the Premise Identification (PID) Program and/or any other registration system required by Provincial or Federal regulation or legislation; and
 - 7.1.17 Keep Urban Hens for personal use only.
- 7.2 An Owner shall not:
- 7.2.1 Sell eggs, manure, meat or other products derived from Urban Hens;
 - 7.2.2 Slaughter an Urban Hen on the Subject Property;
 - 7.2.3 Dispose of an Urban Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of Urban Hens; and
 - 7.2.4 Keep an Urban Hen in a cage, kennel, or any shelter other than a Coop.

PART 8 – MUNICIPAL TICKETS AND VIOLATION TICKETS

- 8.1 Where an Officer has reasonable grounds to believe that a person has contravened any provision of this Bylaw:
- 8.1.1 They may serve upon the person a Municipal Ticket allowing payment of the specified fine as set out in Schedule 'A' 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
 - 8.1.2 They may issue and serve a Violation Ticket in accordance with the Provincial Offences Procedure Act, RSA 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.
- 8.2 An Officer may, but is not required to, issue a Municipal Ticket before issuing a Violation Ticket under the Provincial Offences Procedure Act.
- 8.3 A Municipal Ticket shall be deemed to be sufficiently served if:
- 8.3.1 Served personally on the Owner, or left at the Owner's residence; or
 - 8.3.2 Mailed to the address of the Owner.
- 8.4 Penalties for a second, third or subsequent offences will be applicable, where those offense occur within 1 year of the first offence.

PART 9 – OBSTRUCTION

- 9.1 No Owner or person shall obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this Bylaw.

PART 10 – DATE OF FORCE

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

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

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the second time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the third and final time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

SCHEDULE ‘A’

General Penalties				
Description	Section	Fine Amount		
		1 st Offence	2 nd Offence	3 rd Offence and subsequent offences
Keeping of an Urban Hen without a valid Urban Hen License	3.1.2	\$100	\$250	\$500
Keeping of a Rooster	3.1.1	\$250	\$500	\$1000
Failing to construct, maintain, or keep coops in accordance with bylaw requirements	Part 7	\$100	\$250	\$500
Improper disposal or storage of manure	7.1.13, and 7.1.14	\$250	\$500	\$1000
Failure to follow Canadian Food Inspection Agency procedures to reduce potential for disease outbreak	7.1.15	\$100	\$250	\$500
Failure to register flock with the province through PID and/or any other registration required by provincial or federal legislation	7.1.16	\$100	\$250	\$500
Failing to keep Urban Hens for personal use only	7.1.17	\$250	\$500	\$1000
Slaughter of an Urban Hen on the Subject Property	7.2.2	\$250	\$500	\$1000

**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA FOR
THE LICENSING, REGULATION, AND CONTROL OF URBAN HENS**

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, to authorize the regulation, licensing, and control of urban hens within the Town of Blackfalds.

WHEREAS, pursuant to Section 7 of the MGA, RSA 2000, Chapter M-26 and amendments thereto, the Council of a municipality may pass bylaws 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 enforcement of bylaws; and

WHEREAS, pursuant to Section 8 of the MGA, RSA 2000, Chapter M-26 and amendments thereto, a municipality shall pass bylaws regulating, prohibiting, and providing for a system of licenses, permits or approvals, including any and all of the matters listed herein.

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

PART 1 – TITLE

1.1 That this Bylaw shall be cited as the “**Urban Hen Bylaw**”.

1.2 That Schedule ‘A’ ~~and Schedule ‘B’~~, as attached, form part of this Bylaw.

PART 2 – DEFINITIONS

2.1 In this Bylaw:

~~(a)~~ **“Adjoining Neighbour”** means an owner or occupant of a property that is contiguous to a Subject Property along a common property line. If the Subject Property is located on a corner lot, an Adjoining Neighbour includes an owner or occupant of a property that is adjacent to the Subject Property across a rear lane, but not across a street.

~~(b)~~(a) **“Chief Administrative Officer”** or “**CAO**” means the person appointed to the position established under Bylaw 1170.14.

~~(c)~~(b) **“Coop”** means a fully enclosed weatherproof structure used for the keeping of Urban Hens that is no larger than 10.0 m² in floor area, and no more than 2.4 m in height.

~~(d)~~(c) **“Urban Hen”** means a domesticated female chicken that is at least 16 weeks of age.

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

~~(f)~~(e) **“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.

~~(g)~~(f) **“Outdoor Enclosure”** means a security enclosed outdoor area attached to a Coop for Urban Hens to roam.

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

- a. Owning, possessing, having charge of, or control over, any Urban Hen;
- b. Harboursing any Urban Hen;
- c. Suffering or permitting any Urban Hen to remain about their house or premises; and
- d. Any person to whom an Urban Hen License has been issued under this Bylaw.

~~(i)~~(h) **“Principal Building”** means a building which is considered the principal use of the lot on which it is erected.

~~(i)~~(i) **“Rear Yard”** means the portion of a lot or site abutting the rear property line extending across the full width of the Subject Property, situated between the rear property line and the nearest wall of the Principal Building. Where there is no Principal Building, the Rear Yard shall be determined at the minimum Rear Yard prescribed in the land use district the Subject Property is located on.

~~(k)~~(i) **“Rooster”** means a domesticated male chicken.

~~(j)~~(k) **“Subject Property”** means a lot or parcel of land in respect of which an Urban Hen License is sought or has been issued.

~~(m)~~(l) **“Temporary Caregiver”** means a person who has been authorized by the Owner to provide care to their Hens in the event the Owner is temporarily unable to do so.

~~(n)~~(m) **“Town”** means the Town of Blackfalds.

~~(o)~~(n) **“Urban Area”** means lands located within the Town’s municipal jurisdiction on which agricultural operations, including but not limited to the keeping of livestock are neither a permitted nor discretionary use under the Town’s Land Use Bylaw.

~~(p)~~(o) **“Urban Hen License”** means a license issued by the CAO or designate pursuant to this Bylaw authorizing the license holder to keep Urban Hens on a Subject Property.

~~(q)~~(p) **“Violation Ticket”** means the ticket issued by the Town to a person who has committed an offence under this Bylaw.

PART 3 – PROHIBITIONS

3.1 In the Urban Area, no person shall:

3.1.1 Keep a Rooster; or

3.1.2 Keep a hen, other than an Urban Hen for which a valid Urban Hen License has been issued.

PART 4 – PILOT PROGRAM REGULATIONS

4.1 The duration of the Urban Hen pilot program shall be two (2) years, effective July 11, 2023.

4.1.1 Participants must acknowledge the pilot program as a trial.

4.1.2 Should the pilot program not result in the implementation of a formal Municipal Urban Hen program, participants will have ninety (90) days from the end of the pilot program to re-home Urban Hens.

4.1.3 Should the pilot program not result in the implementation of a formal Municipal Urban Hen program, the annual Urban Hen License fee shall not be prorated.

PART 5 – LICENSING PROVISIONS

~~5.1 Prior to application for an Urban Hen License, the applicant shall notify all Adjoining Neighbours in writing of the intent to apply for an Urban Hen License and request the Adjoining Neighbours state their written “support” or “not in support” of having Urban Hens on the Subject Property.~~

~~5.25.1~~ A person may apply to keep a maximum of four (4) Urban Hens by:

~~5.2.15.1.1~~ Submitting a completed application, on the form approved by the Chief Administrative Officer;

~~5.2.25.1.2~~ Paying the annual Urban Hen License fee of \$70.00, which shall not be prorated;

~~5.2.35.1.3~~ Providing a site plan including a drawing that shows the proposed location and dimensions of the Coop and Outdoor Enclosure and the proposed setbacks from the Coop and Outdoor Enclosure to the side and rear property lines;

~~5.2.45.1.4~~ Providing a copy of the Premises Identification (PID) Number applicable to the Subject Property; and

~~5.2.5~~ Providing a copy of the written notification provided to Adjoining Neighbours and their responses indicating "support" or "not in support"; and

~~5.2.65.1.5~~ Any other information reasonably required by the CAO, or designate, including but not limited to:

~~5.2.6.15.1.5.1~~ The name, address and contact information of the Owner and any person(s) who may act as a Temporary Caregiver;

~~5.2.6.25.1.5.2~~ A copy of the Certificate of Title for the Subject Property dated within thirty (30) days of the date of application; and

~~5.2.6.35.1.5.3~~ Written consent to keep Hens on the Subject Property, from the registered landowners of the Subject Property as shown on the Certificate of Title, if the Owner is not the registered landowner.

~~5.3 At the time of application for an Urban Hen License, the applicant shall sign the Urban Hen Statutory Declaration provided for in Schedule 'A' of this Bylaw declaring that Adjoining Neighbours have been notified of the applicant's intent to apply for an Urban Hen License.~~

~~5.45.2~~ The CAO, or designate, may issue or renew an Urban Hen License if they are satisfied:

~~5.4.15.2.1~~ The applicant is the Owner of the Subject Property on which the Urban Hens will be kept, or that the Owner of the Subject Property has provided written consent to the application;

~~5.4.25.2.2~~ The applicant resides on the Subject Property on which the Urban Hens will be kept;

~~5.4.3~~ That a minimum of seventy five percent (75%) of the Adjoining Neighbours have offered support for the Urban Hen License;

~~5.4.45.2.3~~ The land use district of the Subject Property allows the placement of a Coop for the keeping of Urban Hen(s);

~~5.4.55.2.4~~ The applicable fee has been paid; and

~~5.4.65.2.5~~ All required information has been provided.

~~5.55.3~~ The CAO, or designate, may refuse to grant or renew an Urban Hen License for any of the following reasons:

~~5.5.15.3.1~~ The applicant or Owner:

~~5.5.1.15.3.1.1~~ Does not or no longer meets the requirements of this Bylaw;

~~5.5.1.25.3.1.2~~ Provides false information or misrepresents any fact or circumstance to the CAO, or designate, or an Officer;

~~5.5.1.3~~ Less than seventy five percent (75%) of Adjoining Neighbours offer their "support" for the applicant to apply for an Urban Hen License;

~~5.5.1.45.3.1.3~~ Has, in the opinion of the CAO, or designate, based on reasonable

grounds, contravened this Bylaw whether or not the contravention has been prosecuted;

~~5.5.1.55.3.1.4~~ Has been convicted of any offence involving abuse, mistreatment or negligent treatment or keeping of animals;

~~5.5.1.65.3.1.5~~ Has previously been the holder of an Urban Hen License that was revoked for non-compliance with this Bylaw, or in respect of which an order has been made under Section 645 of the *Municipal Government Act*;

~~5.5.1.75.3.1.6~~ Has not complied with all other Provincial or Federal regulations for the keeping of livestock;

~~5.5.1.85.3.1.7~~ Fails to pay a fine imposed by a court for a contravention of this Bylaw or any other applicable Bylaw related to the keeping of Urban Hens;

~~5.5.1.95.3.1.8~~ Fails to pay any fee required by this or any applicable Bylaw; or

~~5.5.25.3.2~~ In the opinion of the CAO, or designate, based on reasonable grounds, it is in the best interests of the public to do so.

~~5.65.4~~ An Urban Hen License is valid only for the period July 11th to July 10th in the year for which it is issued.

~~5.75.5~~ An Urban Hen License is not transferable from one person to another person nor from one property to another.

~~5.85.6~~ A person to whom an Urban Hen License has been issued shall produce the license at the demand of the CAO, or designate, or an Officer.

PART 6 – APPEALS

6.1 An appeal lies from a decision of the CAO, or designate, to:

~~Issue an Urban Hen License, if the appellant is an Adjoining Neighbour;~~

6.1.1 Impose conditions on an Urban Hen License, if the appellant is the applicant who applied for the Urban Hen License ~~or is an Adjoining Neighbour~~;

6.1.2 Refuse an Urban Hen License, if the appellant is the applicant for the Urban Hen License; or

6.1.3 Revoke an Urban Hen License, if the appellant is the holder of the Urban Hen License that was revoked.

6.2 An appeal under Section 6.1 shall be in writing, addressed to the Chief Administrative Officer, and must be received not later than fourteen (14) days after the decision subject to the appeal is issued.

~~6.3 An Adjoining Neighbour may appeal under Section 6.1.1 or Section 6.1.2 of this Bylaw only if the grounds of appeal are:~~

~~6.3.1 That the keeping of Hens on the Subject Property is likely to have a materially adverse effect on the health of the Adjoining Neighbour or of a person living in the premises of the Adjoining Neighbour; or~~

~~6.3.2 A reason or factor listed in Sections 5.5.1.1, 5.5.1.2, 5.5.1.5, or 5.5.1.6 of this Bylaw.~~

~~6.46.3~~ As soon as reasonably practicable, and in any event not more than fourteen (14) after receiving a notice of appeal the Chief Administrative Officer shall appoint an Appeal Committee for the purpose of hearing the appeal, and apart from appointing the Appeal Committee and providing it with administrative support, the Chief Administrative Officer shall not be involved in the appeal process.

~~6.56.4~~ The Appeal Committee shall consist of three (3) members, none of whom is an employee or Council Member of the Town and that the Chief Administrative Officer may appoint members as deemed appropriate. ~~In the case of an appeal from an Adjoining Neighbour appealing under the provisions of Section 6.3.1 of this Bylaw, the CAO must also make reasonable efforts to appoint the Appeal Committee a licensed and practicing veterinarian and a licensed and practicing physician.~~

~~6.66.5~~ The Appeal Committee shall schedule the appeal hearing within thirty (30) days after the notice of appeal.

~~6.76.6~~ The Appeal Committee shall provide its decision in writing, with reasons, within seven (7) days of the appeal hearing. The Appeal Committee may:

~~6.7.16.6.1~~ Uphold the decision of the CAO, or designate;

~~6.7.26.6.2~~ Vary the decision of the CAO, or designate, including imposing conditions on an Urban Hen License that differ from any conditions imposed by the CAO, or designate; or

~~6.7.36.6.3~~ Overturn the decision of the CAO, or designate.

~~6.86.7~~ The decision of the Appeal Committee is final and binding and is not subject to appeal to a Court.

PART 7 – KEEPING OF URBAN HENS

7.1 An Owner shall:

7.1.1 Have a valid Urban Hen License;

7.1.2 Provide each Urban Hen with at least 0.37 m² (4.0 ft²) of interior floor area within the Coop to a maximum Coop size of 10.0 m² in floor area, and at least 0.92 m² (990.28 ft²) of Outdoor Enclosure;

7.1.3 Locate the Coop and Outdoor Enclosure fully within the Rear Yard of the Subject Property;

7.1.4 Provide and maintain, in the Coop, at least one nest box per Coop and one perch per Urban Hen, that is at least 15 cm long;

7.1.5 Keep each Urban Hen in the Coop or Outdoor Enclosure at all times;

7.1.6 Provide each Urban Hen with food, water, shelter, light, ventilation, care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, all sufficient to maintain the Urban Hen in good health;

7.1.7 Maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances;

7.1.8 Construct and maintain the Coop to prevent any rodent from harbouring underneath or within it or within its walls, and to prevent entrance by any other animal;

7.1.9 Keep a food container and a water container in the Coop;

7.1.10 Keep the Coop secured from sunset to sunrise;

7.1.11 Remove left over feed, trash, and manure in a timely manner;

7.1.12 Store feed within a fully enclosed container;

7.1.13 Store manure within the fully enclosed container, and store no more than 3 cubic feet of manure at a time;

7.1.14 Remove all other manure not used for composting or fertilizing and dispose of manure in accordance with Town bylaws;

7.1.15 Follow biosecurity procedures recommended by the Canadian Food Inspection Agency to reduce potential for disease outbreak;

7.1.16 Register all Urban Hens with the Province through the Premise Identification (PID) Program and/or any other registration system required by Provincial or Federal regulation or legislation; and

7.1.17 Keep Urban Hens for personal use only.

7.2 An Owner shall not:

7.2.1 Sell eggs, manure, meat or other products derived from Urban Hens;

7.2.2 Slaughter an Urban Hen on the Subject Property;

7.2.3 Dispose of an Urban Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of Urban Hens; and

7.2.4 Keep an Urban Hen in a cage, kennel, or any shelter other than a Coop.

PART 8 – COMPLAINTS

~~8.1 Any complaints pertaining to Urban Hens are the responsibility of the Owner to reasonably communicate with the complainant to rectify the matter.~~

~~8.2 If complaints cannot be rectified between the Owner and the complainant, the matter shall be brought to the Town's attention.~~

~~8.2.1 If the complaint is unable to be resolved, in the opinion of the CAO or designate, the CAO or designate may revoke the Urban Hen License without compensation to the Owner.~~

PART 9 – MUNICIPAL TICKETS AND VIOLATION TICKETS

~~9.1~~ 8.1 Where an Officer has reasonable grounds to believe that a person has contravened any provision of this Bylaw:

~~9.1.1~~ 8.1.1 They may serve upon the person a Municipal Ticket allowing payment of the specified fine as set out in Schedule 'B-A' 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

~~9.1.2~~ 8.1.2 They may issue and serve a Violation Ticket in accordance with the Provincial Offences Procedure Act, RSA 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.

~~9.2~~ 8.2 An Officer may, but is not required to, issue a Municipal Ticket before issuing a Violation Ticket under the Provincial Offences Procedure Act.

~~9.3~~ 8.3 A Municipal Ticket shall be deemed to be sufficiently served if:

~~9.3.1~~ 8.3.1 Served personally on the Owner, or left at the Owner's residence; or

~~9.3.2~~ 8.3.2 Mailed to the address of the Owner.

~~9.4~~ 8.4 Penalties for a second, third or subsequent offences will be applicable, where those offense occur within 1 year of the first offence.

PART 10 – OBSTRUCTION

~~10.1~~ 9.1 No Owner or person shall obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this Bylaw.

PART ~~11.10~~ 10 – DATE OF FORCE

~~11.4~~ 10.1 That this Bylaw shall come into effect, upon the date on which it is finally read and passed.

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

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the second time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the third and final time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

SCHEDULE ‘A’

STATUTORY DECLARATION

CANADA
PROVINCE OF ALBERTA
TO WIT:_____

In the Matter of

I, _____, of _____ in the
_____ (name) _____ (city/town)

~~Province of Alberta, Canada, do solemnly declare that I have notified my Adjoining Neighbours of the intention of holding an Urban Hen License and having Urban Hens in accordance with the Town of Blackfalds Bylaw 1286.23, Urban Hen Bylaw.~~

~~And I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.~~

DECLARED before me at the _____
_____ of _____
in the Province of Alberta, this _____
day of _____ A.D., 2____.

Commissioner for Oaths/Notary Public

Signature of Declarant

SCHEDULE ‘B’A’

General Penalties				
Description	Section	Fine Amount		
		1 st Offence	2 nd Offence	3 rd Offence and subsequent offences
Keeping of an Urban Hen without a valid Urban Hen License	3.1.2	\$100	\$250	\$500
Keeping of a Rooster	3.1.1	\$250	\$500	\$1000
Failing to construct, maintain, or keep coops in accordance with bylaw requirements	Part 7	\$100	\$250	\$500
Improper disposal or storage of manure	7.1.13, and 7.1.14	\$250	\$500	\$1000
Failure to follow Canadian Food Inspection Agency procedures to reduce potential for disease outbreak	7.1.15	\$100	\$250	\$500
Failure to register flock with the province through PID and/or any other registration required by provincial or federal legislation	7.1.16	\$100	\$250	\$500
Failing to keep Urban Hens for personal use only	7.1.17	\$250	\$500	\$1000
Slaughter of an Urban Hen on the Subject Property	7.2.2	\$250	\$500	\$1000

Municipality (Population in 2022)	Fee	Maximum # of Licenses Issued	Maximum Coop Size	Premise Identification (PID)	Notification to Neighbours/Distance	Minimum Neighbour Approval	Minimum Property Size/Zoning	Owner Authorization	Who deals with Complaints/ licenses, applications	# of Hens allowed	Pilot program?	What's working/not working and if contemplating any changes to the current bylaw
City of Lacombe (14,229)	\$50 annually, valid from January 1 to December 31	No limit	No larger than 10 m2 in floor area, and no more than 2.4 m in height. Each hen must have at least 0.37 m² of interior floor area, and at least 0.92 m² of outdoor enclosure. Larger coops are not allowed.	Not required at time of application. Applicants are required to apply for PID account within 30 day of assuming ownership of an animal.	Yes. The neighbour notification is required if they share a property line with another property. Neighbours across a lane do not get notification.	50% support from neighbours is required. The applicant is asked to speak with their neighbour prior to application, but it is not mandated. Municipal Enforcement Department sends out letters to the neighbours to solicit their support for the application when one is received.	The property on which the hens will be kept must contain a detached or semi-detached dwelling.	Yes	Municipal Enforcement issues urban hen licenses and addresses all complaints.	Maximum 4 hens	Yes, currently within their 1 year program and has issued 10 licenses.	No concerns at this time
Town of Sylvan Lake (16,802)	\$60 annually, valid from January 1 to December 31. Fee is not prorated.	No limit	Each hen must have at least 0.37 m² of interior floor area, and at least 0.92 m² of outdoor enclosure, within the coop. Larger coops are not allowed.	Not required at time of application. PID registration is a condition of an urban hen license.	N/A	N/A	The property on which the hens will be kept must contain a detached or semi-detached dwelling.	Yes	Director of Parks and Protective Services issues license and reviews plans. Municipal Enforcement enforces.	Maximum 4 hens	No	No concerns at this time
City of Red Deer (105,883)	\$28 annually, valid from January 1 to December 31. Fee is not prorated.	One license/1,000 persons based on The City's population at the time of the most recent municipal census.	No larger than 10 m2 in floor area, and no more than 2.4 m in height. Each hen must have at least 0.37 m² of interior floor area, and at least 0.92 m² of outdoor enclosure, within the coop. Larger coops are not allowed.	Not required at time of application. PID registration is a condition of an urban hen license.	N/A	N/A	No, as long as they meet the requirements of the Chicken Bylaw 3514/2014.	Yes	Licensing Inspector issues licenses and Municipal Enforcement addresses the complaints.	Maximum 4 hens	Yes, it was originally a 1 year pilot program in 2014 that turned into a permanent urban hen program.	Bylaw is under review and will be placed into the new Responsible Animal Ownership Bylaw. Sometime in July 2023. 1 point they are looking at is allowing for more licenses to be issued.
Town of Innisfail (7,672)	\$65 annually, valid from January 1 to December 31. Fee is not prorated.	20	No larger than 10 m2 in floor area, and no more than 2m in height. Each hen must have at least 0.37 m² of interior floor area, and at least 0.92 m² of outdoor enclosure. Larger coops are not allowed.	PID registration required at the time of application.	Yes. Only neighbours with a shared property boundary and those across a lane.	N/A	The property on which the hens will be kept must contain a detached or semi-detached dwelling.	Yes	Legislative Coordinator issues permits and Municipal Enforcement deals with the complaints.	Minimum 2 hens to a maximum of 4 hens	2 year pilot program completed, they only allowed 5 licenses during the pilot. The pilot was successful and resulted in a permanent urban hen program as of April 2023.	No concerns at this time, New Bylaw came into effect April 24th, 2023
Town of Penhold (3,928)	\$70 annually, valid from January 1 to December 31. Fee is not prorated.	25	No larger than 100 ft2 and 1.8m in height. Outdoor enclosed must be a minimum of 8 to 10 ft2. Larger coops are not allowed.	PID registration required at the time of application.	Yes. As part of the application the applicant must submit the Neighbour Acknowledgment form. Notification goes out only to neighbours with a shared property boundary and those across a lane.	N/A	The property on which the hens will be kept must contain a detached or semi-detached dwelling.	Yes	License Officer issues licenses, and Municipal Enforcement addresses complaints.	Maximum 4 hens	Yes it started as a pilot program that has turned into a permanent urban hen program.	No concerns at this time

Municipality (Population in 2022)	Fee	Maximum # of Licenses Issued	Maximum Coop Size	Premise Identification (PID)	Notification to Neighbours/ Distance	Minimum Neighbour Approval	Minimum Property Size/ Zoning	Owner Authorization	Who deals with Complaints/ licenses, applications	# of Hens allowed	Pilot program?
Town of Blackfalds (11,962)	\$70 annually, valid from July 11 to July 10, not prorated.	No limit. This proposed no limit on the number of issued licenses is the same as Lacombe, Sylvan Lake, and Rocky Mountain House.	No larger than 10 m2 in floor area, and no more than 2.4 m in height. Each hen must have at least 0.37 m² of interior floor area, and at least 0.92 m² of outdoor enclosure. Larger coops are not allowed.	PID registration required at time of application. This proposed application requirement is the same as Innisfail, Penhold, and Olds.	No notification to neighbouring properties.	Not required.	No minimum property size proposed, applicants will be required to meet the requirements of (proposed) Bylaw 1286.23).	Yes, if the applicant is not the registered landowner, authorization from the registered landowner(s) is required at the time of application. This proposed approach is consistent with all municipalities researched.	CAO or designate will issue decisions on applications, Bylaw will enforce the rules and regulations. When Bylaw 1286.23 was presented for First Reading, it proposed to have complaints addressed by the urban hen owner and if it could not be rectified, then the complaint was to be brought to the Town's attention. It was acknowledged there are some difficult neighbour relationships and its best the Town address all complaints. Bylaw 1286.23 presented for Second and Third Reading has removed the requirement for urban hen owners to attempt to resolve complaints themselves. This is consistent with the municipalities researched."	A maximum of four (4) hens are proposed.	2 year pilot program proposed to be in effect as of July 11, 2023. The way the Town's proposed Urban Hen Bylaw is written, upon expiration of the 2-year program a new Bylaw or amending bylaw will need to be brought before Council for consideration. At that time, Administration will report back on how the pilot program went.
	This proposed fee amount is on the upper end of those researched, and is the same as Penhold.		The proposed maximum floor area is the same as those researched, and same maximum height as Lacombe, Red Deer, Alix, Penhold, and Clive.		When Bylaw 1286.23 was presented for First Reading at the June 27, 2023 Regular Council Meeting, it proposed a required pre-application circulation to properties with shared property boundaries. It was acknowledged there are some difficult neighbour relationships and it can sometimes be difficult to get into contact with a neighbour.	When Bylaw 1286.23 was presented for First Reading at the June 27, 2023 Regular Council Meeting, a 75% "support" from neighbours was required for a successful application.	At the May 23, 2023 Council meeting, a proposed minimum property size of 5,000 was presented. Council expressed a desire to remove the minimum property size requirement. As such, administration is proposing to remove the minimum and have a similar requirement as The City of Red Deer.			Bylaw 1286.23 previously proposed no maximum number of hens because the maximum coop size and minimum interior floor area/hen inside the coop would limit the number of hens.	
	Proposing to not have the fee prorated like the majority of municipalities researched.		The proposed prohibition on larger coops is the same as the Cities of Lacombe and Red Deer, and Towns of Sylvan Lake, Innisfail, Penhold and Olds.		Bylaw 1286.23 has been amended since First Reading to remove this requirement.	It was acknowledged that it can sometimes be difficult to contact a neighbour and there are some difficult neighbour relationship, as such Bylaw 1286.23 presented for Second and Third Reading has removed this requirement.				When discussing this approach it was acknowledged that clearly stating the maximum number of hens would be advisable so it is clear how many an urban hen owner can have on their property.	

MEETING DATE: July 11, 2023

PREPARED BY: Jolene Tejkl, Planning & Development Manager

PRESENTED BY: Laura Thevenaz, Infrastructure Services Manager

SUBJECT: **Bylaw 1287.23 - Animal Control Bylaw Amendments**

BACKGROUND

Amendments to the Animal Control Bylaw proposed under Bylaw 1287.23 have been prepared to allow for hens that have the appropriate license under the Urban Hen Bylaw. Since an amendment is required to the Animal Control Bylaw to allow for licensed hens, Administration is taking this opportunity to propose to fix a long-standing inconsistency between the Land Use Bylaw's definition of "Kennel" and the Animal Control Bylaw's definition of "Kennel".

Proposed Bylaw 1287.23, Animal Control Bylaw amendments, was presented at the June 27, 2023, Regular Council Meeting, where the following resolution was carried unanimously:

208/23 Councillor Svab moved That Council give First Reading to Bylaw 1287.23 - Animal Control Bylaw Amendments, as presented.

CARRIED UNANIMOUSLY

DISCUSSION

The Town's Animal Control Bylaw currently prohibits "Livestock", which includes chickens, within the Town's municipal limits. In order to enable hens with a valid urban hen license within the Town's municipal limits, an amendment is needed to the Animal Control Bylaw 1181/14 definition of "Livestock" to exclude licensed chickens from the Livestock prohibition.

The "Kennel" inconsistency is in the number of dogs that are allowed in a residence before the animal owner is required to apply for a Kennel use under the Land Use Bylaw. The Land Use Bylaw defines "Kennel" as harbouring of more than 3 dogs and 3 cats, all over the age of 3 months, and the Animal Control Bylaw defines "Kennel" as harbouring of more than 2 dogs and 3 cats. The amending bylaw before Council proposes to increase the number of dogs before it is considered a "Kennel" to 3 dogs (up from 2 dogs).

A track changes version of Animal Control Bylaw 1181/14 identifying the proposed amendments along with the corresponding amendment numbers in the Bylaw for ease of reference is provided for in Attachment 2 of this report. Please note that it was not possible to include the corresponding Bylaw amendment numbers in Schedule C of the Bylaw, but the proposed amendments are shown in track changes.

Attachment 3 provides an explanation of the two kennel uses considered under the Town's Land Use Bylaw and the role the Animal Control Bylaw plays when it comes to residential kennels.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

1. That Council give Second Reading to Bylaw 1287.23 - Animal Control Bylaw Amendments, as presented.
2. That Council gives Third and Final Reading to Bylaw 1287.23 - Animal Control Bylaw Amendments, as presented.

ALTERNATIVES

- a) That Council adopts Bylaw 1287.23 - Animal Control Bylaw Amendments as amended.
- b) That Council refer this item back to Administration for more information or amendments.

ATTACHMENTS

- *Bylaw 1287.23 - Animal Control Bylaw Amendments*
- *Bylaw 1181/14 - Animal Control Bylaw Track Changes*
- *Land Use Bylaw and Animal Control Bylaw Kennel Discussion*

APPROVALS

Justin de Bresser, Interim Chief
Administrative Officer



Department Director/Author

**BEING A BYLAW OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA TO
AMEND ANIMAL CONTROL BYLAW 1181/14**

A Bylaw of the Town of Blackfalds, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act*, being Chapter M 26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto, for the purpose of amending Animal Control Bylaw No. 1181/14 to update the definition of “Livestock” to exclude licensed chickens.

WHEREAS, pursuant to Section 7 of the MGA, RSA 2000, Chapter M-26 and amendments thereto, authorizes Council of the Town of Blackfalds to enact bylaws respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS, the Council of the Town of Blackfalds deems it desirable to amend such a bylaw to exclude the prohibition of licensed chickens from the municipality.

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

PART 1 – TITLE

1.1 That this Bylaw shall be cited as the “**Animal Control Bylaw Amendments**”.

PART 2 – AMENDMENTS

2.1 That Part 2 – DEFINITIONS, Section 2 l) is amended by deleting the definition for “Kennel” and replacing it with:

“Kennel” includes a house, shelter, room or place located in a properly zoned area (according to the Town’s Land Use Bylaw) where more than 3 dogs over the age of 3 months and/or 3 cats over the age of 3 months, regardless of sex are kept or boarded, but does not include commercial premises used for the care and treatment of animals, operated by a duly qualified veterinarian;

2.2 That Part 2 – DEFINITIONS, Section 2 o) v. be amended by adding “(non-licensed)” after “chickens”.

2.3 That Part 5 – ANIMAL CONTROL PROVISIONS, Section 18 be amended by deleting “...two (2)...” and replace it with “three (3)...”

2.4 That Part 7 – KENNELS, Section 31 be amended by deleting “...two (2)...” and replacing it with “...three (3)...”

2.5 That Part 7 – KENNELS, Section 31 be amended by adding “...and/...”

2.6 That Schedule C Specified Penalties, Part 5, Section 18 be amended by deleting “2” and replacing it with “3”.

2.7 That Schedule C Specified, Part 7, Section 31 be amended by deleting “2” and replacing it with “3”.

PART 3 – DATE OF FORCE

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

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

(RES.)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the second time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

READ for the third and final time this _____ day of _____, A.D. 20__.

(RES. _____)

MAYOR JAMIE HOOVER

**INTERIM CAO
JUSTIN DE BRESSER**

DRAFT



TOWN OF BLACKFALDS
BYLAW 1181/14

A BYLAW WITHIN THE CORPORATE LIMITS OF THE TOWN OF BLACKFALDS IN THE PROVINCE OF ALBERTA FOR THE LICENSING, REGULATION AND CONTROL OF ANIMALS AND LIVESTOCK.

WHEREAS Council of the Town of Blackfalds has the authority to enact bylaws under the *Municipal Government Act*, RSA c. M-26, respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS, the Council of the Town of Blackfalds deems it desirable to pass such a Bylaw.

NOW THEREFORE, Council of the Town of Blackfalds, in the Province of Alberta, duly assembled, enacts the following:

PART 1 -TITLE

1. The Bylaw may be cited as the "Animal Control Bylaw."

PART 2 - DEFINITIONS

2. In this Bylaw, unless the context otherwise requires, the word, term or expressions:

- a) "Altered" means neutered or spayed;
- b) "Animal" shall mean any Dog or Cat;
- c) "Animal Control Officer" means a person employed under the contract between the Town and its Contractor to enforce the provisions of this Bylaw;
- d) "Aggressive Dog" means any Dog that
 - i. has been designated an Aggressive Dog by a Justice;
 - ii. has been made the subject of an Order under the Dangerous Dog Act;
- e) "Assistance Dog" means any professionally trained Dog, including a guide, hearing or service dog, that works in partnership with a disabled person to increase his or her independence, safety and mobility;
- f) "Cat" means either male or female of the feline family;
- g) "Contractor" means a person employed or under contract by the Town to enforce the provisions of this Bylaw and maintain and administer an impound facility for Animals;
- h) "Dog" means any male or female of the canine family;
- i) "Exotic Animals" 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" as defined herein;
- j) "Former Owner" means the person at the time of impoundment Who was the Owner of an Animal which has been subsequently sold or destroyed;
- k) "Justice" has the meaning as defined in the Provincial Offences and Procedure Act, R.S.A 2000, c. P-34 and amendments thereto;
- l) ~~"Kennel" includes a house, shelter, room or place located in a properly zoned area (according to the Town's Land Use Bylaw) where more than 2 Dogs and/or 3 Cats of whatever age or sex are kept or boarded, but does not include commercial premises used for the care and treatment of animals, operated by a duly qualified veterinarian;"Kennel" includes a house, shelter, room or place located in a properly zoned area (according to the Town's Land Use Bylaw) where more than 3 Dogs over the age of 3 months and/or 3 Cats over the age of 3 months, regardless of sex, are kept or boarded, but does not include commercial premises used for the care and treatment of animals, operated by a duly qualified veterinarian;~~
- m) "Leash" means a restraint that is less than two meters in length and made of material capable of restraining the Animal or Aggressive Dog on which it is being used;
- n) "License" means a license issued by the Town to an Owner upon payment of the required fee for each Animal or Aggressive Dog they own, indicating the year for which the fee has been paid, and which is assigned a number recorded by the Town;
- o) "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 chickens (non-licensed), ducks, turkeys, geese, or pheasants.
 - vi. Bees.
 - vii. All other animals normally kept for agriculture purposes.

Commented [JT1]: Amendment # 2.1

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TOWN OF BLACKFALDS BYLAW 1181/14

- p) "Minor Injury" means any physical injury to a domestic animal or a person, caused by an Animal or Aggressive Dog, that results in minor bruising, small puncture, scratch or tearing of the skin, bleeding, or any other injury that is not life threatening, disfiguring or debilitating.;
 - q) "Municipal Ticket" means a municipal ticket issued on behalf of the Town for a violation under this Bylaw;
 - r) "Muzzle" means a device of sufficient strength placed over an Animal's or Aggressive Dog's mouth to prevent it from biting;
 - s) "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; "Off Leash Area" shall mean an area designated by the Town where an Animal is not required to be controlled by a Leash;
 - t) "Owner" includes any person, partnership, association, or corporation:
 - u) i. owning, possessing, having charge of, or control over, any Animal;
 - ii. harboring any Animal;
 - iii. suffering or permitting any Animal to remain about his or her house or premises; and
 - iv. any person to whom a License has been issued under this Bylaw.
- For the purposes of this Bylaw, an Animal can have more than one Owner at the same time, any, or all, who may be charged with offences under this Bylaw.
- v) "Park" or "Parkland" means any recreational land owned or controlled by the Town lying within Town limits, and includes all lands used for picnic grounds, campgrounds, playing fields, natural areas, neighborhood beautification areas, or any other public open space, or publicly maintained area administered by the Town Parks Department, and school grounds and playgrounds whether or not the management or control of such areas or facilities has been delegated to another body and includes all buildings or other improvements situated on these areas;
 - w) "Running at Large" shall mean any Animal off the premises of the Owner and not on a Leash held by a person able to control the Animal;
 - x) "Severe Injury" means any physical injury to a domestic animal or a person caused by an Animal or Aggressive Dog that results in severe bruising, multiple punctures or lacerations, any laceration requiring sutures or cosmetic surgery, broken bones or other injury severe in nature;
 - y) "Tag" means a current metal, or other, tag issued by the Town to an Owner for each Animal or Aggressive Dog they own, indicating the year for which the fee has been paid and a number recorded to the Owner's name;
 - z) "Threatening behavior" means behavior that creates a reasonable apprehension of a threat of harm and may include growling, lunging, snarling, charging or chasing; "Unaltered" means not neutered or spayed;
 - aa) "Wild animal" means an animal of a wild nature or disposition.
 - bb)

PART 3 - LICENSING PROVISIONS AND OFFENCES

3. Every person, who owns, keeps or harbors an Animal or Aggressive Dog, which is three (3) months of age, or older shall pay to the Town of Blackfalds a yearly license fee as set out in Schedule "A" attached hereto.
4. Upon payment of the current yearly License fee, the Town or its designate shall issue a License and a Tag with a number and year on it to the Owner.
5. Where a License is required and has been paid for by the tender of an uncertified cheque, the License is automatically revoked if the cheque is not accepted and cashed by the bank on which it was issued.
6. The Tag shall be securely attached to a collar, which shall be worn by the Animal or Aggressive Dog for which it is issued at all times.
7. If a Tag is lost or destroyed, the Owner shall apply for a replacement, which shall be issued upon payment of the specified fee.
8. A Tag is not transferable from one Animal to another or one Aggressive Dog to another, and no refund will be made for any issued Tag,
9. Every person who fails to purchase a License, for any Animal or Aggressive 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 provided for in this Bylaw.



TOWN OF BLACKFALDS BYLAW 1181/14

10. The Owner of an Assistance Dog will be issued a License and Tag free of charge.

PART 4 - LICENSING REQUIREMENTS FOR AGGRESSIVE DOGS

11. The Owner of a Dog that has been designated as an Aggressive Dog shall apply for an Aggressive Dog License and Tag immediately upon becoming the Owner of an Aggressive Dog or within seven (7) days after the Dog has been designated as aggressive, whichever occurs first, and prior to January 31 of each subsequent year as set out in Schedule "A".
12. An Aggressive Dog License and Tag shall be issued to the Owner of an Aggressive Dog provided that the Owner has:
- a) completed a License application in the form specified by the Town; and
 - b) paid the specified annual fee; and
 - c) supplied proof satisfactory to the Town that the Owner has a locked pen or enclosure capable of preventing the entry of any person except the Owner.

PART 5 - ANIMAL CONTROL PROVISIONS

13. The Owner of an Animal is guilty of an offence if the Animal:
- a) is Running at Large;
 - b) Is on Park or Parkland where Animals are prohibited or where the Park or Parkland area contains playground apparatus and/or a sand rubber or other materials utilized as a play area;
 - c) destroys or damages any public or private property;
14. 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,
15. The Owner of a female Animal is guilty of an offence if he or she does not keep such Animal housed and confined during the whole period it is in heat.
16. The Owner of a Dog or Aggressive Dog is guilty of an offence if such Dog barks or howls so as to disturb a person;
17. The Owner of a Dog or Aggressive Dog is guilty of an offence if the Dog defecates on any public or private property not owned or occupied by the Owner and the Owner fails to immediately remove the defecation.
18. Any person who owns or occupies a dwelling unit (as defined by the Land Use Bylaw), is guilty of an offence if he or she has more than ~~two (2)~~three (3) Dogs on any land Which contains, or is permitted under the Land Use Bylaw to contain, a dwelling unit.
19. Any person who owns or occupies a dwelling unit (as defined by the Land Use Bylaw), is guilty of an offence if he or she has more than three (3) Cats on any land which contains or is permitted under the Land Use Bylaw to contain, a dwelling unit.
20. Sections 18 and 19 does not apply to premises lawfully used for the care and treatment of animals operated by a licensed veterinarian or a person in possession of a development permit to operate a kennel or cattery as authorized by the Town's current Land Use Bylaw.
21. The Owner of an Animal or Aggressive Dog is guilty of an offence if he or she allows the defecation of an Animal or Aggressive Dog to accumulate on private property to such an extent that it is likely to annoy people or constitute a nuisance due to odor or unsightliness.
22. A person is guilty of an offence if such person springs or otherwise tampers with or damages a live trap in which Animals or skunks are to be trapped, or have been trapped, so as to allow any Animal or skunk to escape from the trap.
23. Any Owner of an Animal in the Town for a period longer than 30 days in a calendar year is required to have a current license for the Town unless the Owner is visiting and the Animal is licensed in another municipality.

Commented [JT3]: Amendment # 2.3



TOWN OF BLACKFALDS BYLAW 1181/14

24. A person is guilty of an offence if he or she exercises an Animal or Aggressive Dog while he or she is driving in a motor vehicle.
25. The Owner of an Animal is guilty of an offence if he or she fails to carry a Leash while with an Animal in a designated Off Leash Area.
26. The Owner of an Animal or Aggressive Dog is guilty of an offence if he or she fails to ensure the Animal or Aggressive Dog wears a collar and Tag when the Animal or Aggressive Dog is off the Owner's premises.
27. The Owner of an Animal is guilty of an offence if the Animal is in an Off Leash Area and exhibits threatening behavior towards any other domestic animal or a person and the Owner fails to remove the Animal immediately from the Off Leash Area.
28. The owner of a dog is guilty of an offence if such dog is in an area where signs prohibit the presence of dogs.
29. No person shall keep or cause to be kept:
 - a) Any exotic animal, venomous snake, reptile, insect or spider.
 - b) Any wild animal.
 - c) Any livestock on any property unless the property is designated as an Agriculture District as provided under the Town Land Use Bylaw and has been approved for such by the Development Officer and/or Municipal Planning Commission.

PART 6 - OFFENCES APPLICABLE ONLY TO AGGRESSIVE DOGS

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

PART 7 - KENNELS

31. Any person who owns, keeps or harbors more than ~~two (2)~~ **three (3)** Dogs and/or more than three (3) Cats, over the age of three (3) months, without obtaining the required development permit for a kennel in accordance with the Land Use Bylaw, is guilty of an offence.

Commented [JT4]: Amendment # 2.4

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PART 8 - THREATEN, ATTACK OR BIT ANIMAL PROVISIONS

32. The Owner of an Animal is guilty of an offence if the Animal:
 - a) exhibits Threatening behavior 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.
33. The Owner of an Aggressive Dog is guilty of an offence if such Aggressive Dog:
 - a) exhibits Threatening behavior towards a person or a domestic animal;
 - b) bites, attacks or causes Minor Injury to a domestic animal;
 - c) bites, attacks or causes Minor Injury to person;
 - d) bites, attacks or causes Severe Injury to a domestic animal;



TOWN OF BLACKFALDS BYLAW 1181/14

- e) causes death to a domestic animal;
- f) bites, attacks or causes Severe Injury or death to a person.

34. Sections 32 and 33 apply to the conduct of an Animal whether on or off the property of the Owner.

PART 9 - ADDITIONAL PENALTIES

35. A Justice, after convicting an Owner of 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 designated as an Aggressive Dog;
 - b) the Dog be euthanized;
 - c) the Owner be prohibited from owning any Dog for a specified period of time.

PART 10- INTERFERENCE WITH AN OFFICER

36. Any person, whether or not he is the Owner of an Animal or Aggressive Dog which is being or has been pursued and or captured, is guilty of an offence if he or she:
- 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 there from;
 - c) removes, or attempts to remove, any animal from the possession of an Officer;
 - d) refuses to provide identification (name, address, and date of birth) and proof thereof to an Officer upon request;
 - e) provides false or misleading information to an Officer.

PART 11 - IMPOUNDING ANIMALS

37. Any Officer or any designated Contractor with the Town may seize and impound:
- a) any Animal or Aggressive Dog Running at Large;
 - b) any Animal or Aggressive Dog not wearing a collar or Tag while off the premises of the Owner;
 - c) any Animal found on Park or Parkland and not under the direct control of the Owner;
 - d) any female Animal or Aggressive Dog in heat not confined or housed.
38. Upon receiving an Animal or Aggressive Dog for impound, an Animal Control Officer, Contractor, or its staff, shall make reasonable efforts to identify and contact the Owner of the Animal or Aggressive Dog.
39. Subject to the entry notice provisions of the Municipal Government Act, RS.A. 2000 c.M-26, an Officer may enter upon privately owned property at all times, other than a dwelling house, for the purposes of enforcing the provisions of this Bylaw.
40. An Officer, including an Animal Control Officer is hereby authorized to use live traps, nets or any other similar means to effect capture of Animals or Aggressive Dogs. The Town or its Contractor shall not be held liable for the death or injury of any Animal or Aggressive Dog.
41. The Contractor shall not sell, euthanize, or otherwise dispose of any impounded Animal or Aggressive Dog until the Animal or Aggressive Dog is retained in the Contractor's impound facility for seventy-two (72) hours, not including the day of impounding, Sundays or Statutory Holidays. After the expiration of seventy-two (72) hours, if the Owner has not claimed the impounded Animal, the Animal becomes the property of the Contractor.
42. The Contractor may retain an Animal for a longer period if in the opinion of the Contractor the circumstances warrant the expense or they have reasonable grounds to believe that the Animal is a continued danger to: persons, animals or property.
43. Any healthy Animal may be returned to the Owner during the seventy-two (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



TOWN OF BLACKFALDS BYLAW 1181/14

Contractor may also collect the appropriate Animal License fee on behalf of the Town if the Animal is not licensed at the time of impound.

44. Any person claiming an impounded Animal shall present government issued identification to the Contractor or its staff.
45. Where an impounded Animal or Aggressive Dog has not been claimed by an Owner within 72 hours of impoundment, the Contractor is authorized to sell, euthanize, or otherwise dispose of any impounded Animal or Aggressive Dog.

PART 12- FULL RIGHT AND TITLE

46. The purchaser of an Animal from the Contractor pursuant to the provisions of this Bylaw shall obtain full right and title to it and the right and title of the Former Owner of the Animal shall cease upon the purchase.

PART 13 - MUNICIPAL TICKETS AND VIOLATION TICKETS

47. Where an Officer has reasonable grounds to believe that a person has contravened any provision of this Bylaw:
 - a) he or she may serve upon the person a Municipal Ticket allowing payment of the specified fine as set out in Schedule "C" 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) he or she 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.
48. An Officer may, but is not required to, issue a Municipal Ticket before issuing a violation ticket under the Provincial Offences Procedure Act.
49. A Municipal Ticket shall be deemed to be sufficiently served if:
 - a) served personally on the Owner of the Animal or Aggressive Dog, or left at the Owner's residence; or
 - b) mailed to the address of the Owner of the Animal or Aggressive Dog.
50. Penalties for a second, third and subsequent offences will be applicable, where those offences occur within one (1) year of the first offence.

PART 14- CONTINUING OFFENCES

51. 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 not less than that established by this Bylaw for each such day.

PART 15- SUMMARY CONVICTION

52. Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to the specified penalty set out in Schedule "C" and in default of payment of any fine imposed, to imprisonment for not more than six (6) months. Any person who contravenes any provision of this Bylaw for which there is either "Court or no penalty specified in Schedule "C", is guilty of an offence and is liable on summary conviction to a fine of not less than five hundred dollars (\$500.00) and not more than ten thousand dollars (\$10,000.00) and in default of payment of any fine imposed, to imprisonment for not more than six (6) months.

PART 16- EXEMPTION FOR POLICE SERVICE DOGS

53. This Bylaw does not apply to an RCMP Service Dog while it is in Active Service.

PART 17 - PROOF OF LICENSE AND AGE OF ANIMAL

54. 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 License for an Animal or Aggressive Dog;



TOWN OF BLACKFALDS
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- b) an Animal or Aggressive Dog is under 3 months of age; and
c) the length of time an Animal has been in the Town is less than 30 days in a

PART 18- CERTIFIED RECORDS OF TOWN

55. A copy of a record of the Town, certified by the Chief Administrative Officer as a true copy of the original, shall be admitted in evidence as prima facie proof of the facts stated it.

PART 19 - SEVERABILITY

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

PART 20 - ANNUAL LICENSE FEES

Refer to Schedule "A"

PART 21 - SPECIFIED PENALTIES

Refer to Schedule "C"

PART 22 - CAT AND SKUNK TRAPS

Refer to Schedule "D"

PART 23 - RESINDED

That Bylaw 1148/12 is hereby rescinded.

PART 24 - EFFECTIVE DATE

That this Bylaw comes into effect on the date of final passing thereof.

(RES. 2013/14)

READ for the first time this 1st day of July, A.O. 2014.

READ for the second time this 1st day of July, A.O. 2014.

READ for the third and final time this 1st day of July, A.O. 2014.

(RES. 2014/1)

MAYOR MEL STOL
CAO MYRON THOMPSON

Commented [JT6]: Unable to fix formatting on these two sections due to converting a PDF to Word

Commented [JT7]: This formatting is due to changing a PDF file to Word for the purposes of having a "track changes" bylaw to clearly illustrate the proposed changes



**TOWN OF BLACKFALDS
BYLAW 1181/14**

SCHEDULE "A"

ANNUAL LICENSE FEES	Amount
1. Unaltered Animal - Male or Female	\$ 60.00
2. Altered Animal - Neutered Male or Spayed Female	\$ 45.00
3. If the License fee is paid prior to January 31 st of the year, it shall be reduced to: a) Unaltered Animal - Male or Female b) Altered Animal - Neutered Male or Spayed Female c) Aggressive Dogs	 \$ 30.00 \$ 15.00 No fee reduction
4. Unaltered Aggressive Dog - Male or Female	\$150.00
5. Altered Aggressive Dog - Neutered Male or Spayed Female	\$125.00
6. The Owner of any Animal or Aggressive Dog must provide confirmation from a Veterinarian that the Animal or Aggressive Dog has been spayed or neutered to obtain a License for an Altered Animal or Aggressive Dog.	
7. The replacement cost for a lost Tag is six (\$6.00) dollars.	\$6.00
8. If an Owner is a new resident to the Town or is a first time Animal Owner, the License fee will be as set out as in Schedule A - 3.	
9. There shall be no pro-rating on License fees.	



**TOWN OF BLACKFALDS
BYLAW 1181/14**

SCHEDULE "B"

AGGRESSIVE DOG SIGNAGE

WARNING



AGGRESSIVE DOG ON PREMISES

TOWN OF BLACKFALDS
BYLAW 1181/14

SCHEDULE C

Specified Penalties

-----Fines-----					
Part	Section	Offence	First	Second	Third and Subsequent
	3	Fail to license animal	\$100.00	\$200.00	\$300.00
5	13(a)	<u>Animal running at large</u>	\$100.00	\$200.00	\$300.00
5	13(b)	Animal on park or parkland where prohibited	\$100.00	\$200.00	\$300.00
5	13(c)	Animal destroys/damages property	\$100.00	\$200.00	\$300.00
5	14	Cat sprays/defecates/stalks birds	\$100.00	\$200.00	\$300.00
5	15	Fail to confine animal in heat	\$100.00	\$200.00	\$300.00
5	16	Dog/Aggressive dog barks or howls so as to disturb a person	\$100.00	\$200.00	\$300.00
5	17	Fail to remove defecation	\$100.00	\$200.00	\$300.00
5	18	Have more than 2 3 dogs	\$100.00	\$200.00	\$300.00
5	19	Have more than 3 cats	\$100.00	\$200.00	\$300.00
5	21	Allowing defecation to accumulate on	\$100.00	\$200.00	\$300.00
5	22	<u>Tamper/spring damage trap</u>	\$100.00	\$200.00	\$300.00
5	24	Exercise animal/aggressive dog while in motor vehicle	\$100.00	\$200.00	\$300.00
5	25	Fail to carry leash in off lease area	\$50.00	\$200.00	\$150.00
5	26	Fail to ensure collar and tag worn by animal	\$100.00	\$200.00	\$300.00
5	27	Failing to remove animal exhibiting threatening behavior from an off leash area	\$100.00	\$200.00	\$300.00
5	29(a)	Keeping or harboring exotic animals	\$100.00	\$200.00	\$300.00
5		Keeping or harboring wild animals	\$100.00	\$200.00	\$300.00
5	29 2(c)	Keeping or harboring livestock	\$100.00	\$200.00	\$300.00
6	30(a)	Aggressive dog not muzzled, under control and on leash	\$200.00	\$400.00	Court
6	30(b)	<u>Aggressive dog not indoors, not supervised or in locked oen outdoors</u>	\$200.00	\$400.00	Court
6	30(c)	Fail to display aggressive dog signage	\$200.00	\$400.00	\$600.00
6	30(d)	Aggressive dog in off leash area	\$200.00	\$400.00	\$600.00
6	30(e)	Aggressive dog running at large	\$200.00	\$400.00	\$600.00
6	30(f)	Fail to notify of aggressive dog running at large	\$200.00	\$400.00	\$600.00
6	30(g)	Fail to obtain aggressive dog license and tag	\$200.00	\$400.00	\$600.00
7	3	<u>Harbor more than 2 3 dogs/3 cats without required permit</u>	\$100.00	\$200.00	\$300.00
8	¹ 32(a)	Animal exhibits threatening behavior to person/animal	\$200.00	\$400.00	Court
8	32(b)	Animal bites, attacks or causes minor	\$200.00	\$400.00	Court
		<u>injury to animal</u>			
8	32(c)	Animal bites, attacks or causes minor	\$250.00	Court	Court
		<u>injury to person</u>			
8	32(d)	Animal bites, attacks or causes severe		Court	Court
		<u>injury to animal</u>			
			Court		
<u>8</u>	32(e)	Animal causes death to animal	Court	Court	Court
8	32(f)	Animal bites, attacks or causes severe	Court	Court	Court
		<u>injury or death to person</u>			
8	33(a)	Aggressive dog exhibits threatening	\$500.00	Court	Court



Aggressive dog bites, attacks or causes minor injury to animal

Court

8

~~33(c)~~

Aggressive dog bites, attacks or causes
minor injury to person

~~Court~~

~~Court~~

~~Court~~

8

33(d)

Aggressive dog bites, attacks or causes severe injury to animal

Court

Court

Court

10

~~Bylaw 1181/14 - Animal Control Bylaw~~

3



TOWN OF BLACKFALDS
BYLAW 1181/14

SCHEDULE C					
Specified Penalties					
			-----Fines-----		
Part	Section	Offence	First	Second	Third and Subsequent
8	3	Aggressive dog causes death to animal	Court	Court	Court
8	3(e)	Aggressive dog bites, attacks or causes severe injury or death to Person	Court	Court	Court
10	36(a)	Interfere with Officer	\$500.00	\$500.00	\$500.00
10	36(b)	Unlock/unlatch vehicle where animal is confined	\$500.00	\$500.00	\$500.00
10	36(c)	Remove/attempt to remove animal from officer	\$500.00	\$500.00	\$500.00
10	36(d)	Refuse to provide identification to officer	\$500.00	\$500.00	\$500.00
10	36(e)	Provide false or misleading information to officer	\$500.00	\$500.00	\$500.00



TOWN OF BLACKFALDS BYLAW 1181/14

SCHEDULE "D"

CONDITIONS AND PROCEDURES TO RENT CAT/SKUNK TRAPS

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 that they will treat the cat/skunk humanely.
3. The Complainant will be required to pay a \$20.00 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 has been properly placed or set and if a cat/skunk has been trapped.
6. The Complainant shall not leave a trap set on his property unattended when absent from the property for any period of time of more than 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 his or her 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 the Complainant.
10. Any person renting a cat/skunk trap or the Animal Control Officer shall be responsible for trapping any animal caught as humanely as possible.
11. Any person who abuses, teases, or pokes an animal in a cat/skunk trap or is causing pain, suffering, or injury to any animal may be charged with an offence under section 446 of the Criminal Code of Canada.
12. Any person seeing a cat/skunk in a trap being abused is encouraged to telephone and report the abuse to the Contractor, at which time the Contractor will, if warranted after investigation, attend at the premises where the abuse has taken place and remove the cat/skunk and the trap forthwith.

ATTACHMENT 3: LAND USE BYLAW AND ANIMAL CONTROL BYLAW KENNEL DISCUSSION

Land Use Bylaw Kennel Uses

Land Use Bylaws (LUB) regulate all developments and uses of land that occur on every titled parcel of land within a municipality and are required to be adopted by all Alberta municipalities pursuant to Section 640 of the *Municipal Government Act*. Developments and uses cannot occur on a parcel of land unless the LUB allows for it and every development and use that occurs must first obtain a valid Development Permit unless the LUB exempts that development or use from requiring a Development Permit.

The Town's LUB essentially allows for kennels under two uses:

1. "Residential Kennel" use is specific to certain residential land use districts, limited to the dogs and/or cats under the direct ownership or care of the resident, and caution is exercised by the Development Authority in approving these uses. Neighbour consultation is part of the process and neighbours also have the right to appeal a decision on a "Residential Kennel"; and
2. "Animal Boarding or Breeding Facility" use is a business that operates in industrial or agricultural districts and is not as restrictive due to the industrial or agriculture areas they are located in. Neighbour consultation is part of the process when this use is applied for in the Industrial Light or the Agricultural Districts and neighbours in those districts have the right to appeal.

Residential Kennel

The "Residential Kennel" use is a Discretionary Use in the Residential Single Dwelling Large Lot District (R-1L), the Residential Single Dwelling Medium Lot District (R-1M), the Residential Single Dwelling Small Lot District (R-1S), the Residential Manufactured Home Park District (R-MHP), and the Agricultural District (AG). A Discretionary Use means the Development Authority has discretion over issuing a permit (they can refuse it if it's not deemed suitable), neighbours are provided with notification before a decision is made, and neighbours are provided with the decision on the application and advised of their right to appeal. Residential Kennel is not a listed use in the higher-density residential districts due to the limited outdoor amenity space they offer and the likelihood of being in close proximity to neighbouring properties.

The Residential Kennel use is defined as follows:

"RESIDENTIAL KENNEL means the owning or harbouring of more than 3 dogs over the age of 3 months or 3 cats over the age of 3 months by the Owner or occupier of a Dwelling in a residential Land Use District."

If a resident has more than three dogs or more than three cats in their direct care, they would be required to apply for a "Residential Kennel" use which could only be allowed on a parcel within the R-1L, R-1M, R-1S, R-MHP, and the AG Districts. In their application, they would be required to state the number of dogs and/or cats they would like to keep on their residential parcel, and the Development Authority would use their discretion if the additional dogs and/or cats would be allowed. They do this by judging the application on whether or not the additional dogs and/or cats would unduly interfere with the amenities of a neighbourhood or materially interfere with or affect the use, enjoyment, or value of neighbouring parcels of land.

Animal Boarding or Breeding Facility

If someone wants a larger kennel operation with additional dogs and cats that isn't as restrictive as the Residential Kennel use, that use would fall under "Animal Boarding or Breeding Facility". Animal Boarding or Breeding Facility is a Permitted Use in the Industrial Heavy District (I-2), and a Discretionary Use in the Industrial Light District (I-1), and the Agricultural District (AG). A Permitted Use is a use where the

Development Authority is obliged to issue a Development Permit for insofar as all the regulations of the LUB are complied with. "Animal Boarding or Breeding Facility" is defined as follows:

"ANIMAL BOARDING OR BREEDING FACILITY means a Development where domestic animals, not generally owned by the occupant or operator of the premises, are kept for the grooming, overnight, housing, exercising, or training. Additional uses may also include breeding, purchase, or sale of domestic animals and the accessory retail sale of goods associated with domestic animal care. An Animal Boarding or Breeding Facility does not include a Residential Kennel."

Relationship with the Animal Control Bylaw

Animal Control Bylaw's are a voluntary bylaw passed by a municipal Council to ensure the safety, health and welfare of people and the protection of people and property are looked after. The Town's Animal Control Bylaw regulates dogs, cats, livestock, and exotic animals and is only tied to the LUB where it speaks to the number of dogs and cats on a residential property and when that individual must apply for a Development Permit for a Residential Kennel through the LUB. It merely references the appropriate bylaw, being the LUB, for the regulation of kennels which is why it is important both Bylaws reference the same number threshold.

MEETING DATE: July 11, 2023

PREPARED BY: Rick Kreklewich, Director of Community Services

PRESENTED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Community Initiatives Grant – Central Alberta Pride Society**

BACKGROUND

In 2023, The Town budgeted \$15,000 for the Community Initiatives Grant to help local groups improve their programs and events. This not only helps them establish themselves as a self-sufficient group and generate buy-in/memberships, but it also takes the pressure off of the Town staff to plan programs. Currently, there is a balance of \$8,787 remaining in the 2023 Community Initiatives Grant budget.

DISCUSSION

Community Services Department received a Community Initiatives Grant application from the Central Alberta Pride Society, a group that provides support and education to the LGBTQ2S+ community of Central Alberta. They intend to host their Rainbow Roller Disco event at Arena 2 in the Eagle Builders Centre on August 10th from 4:00 to 7:00 pm.

They are formally requesting \$2,500 to offset costs related to putting on the event, including skate rental, arena rental, advertising/promotion, and refreshments. Travel expenses are not typically included as an eligible expense through the Community Initiatives Grant, but it was confirmed that these expenses are related to the skate rental company travelling to the event and not for members of their group to travel elsewhere. Normally this type of travel expense would be listed as part of the overall charge of renting the skates.

Community Initiatives Grant applications are usually discussed at the Recreation, Culture and Parks Board Meetings, but due to no scheduled meetings in the summer, Administration instead emailed a copy of the application to the Board for review/comments.

FINANCIAL IMPLICATIONS

The Community Initiatives Grant has \$8,787 remaining in the budget.

ADMINISTRATIVE RECOMMENDATION

- | |
|--|
| <ol style="list-style-type: none">1. That Council approve the application for funding to the Central Alberta Pride Society from the Community Initiatives Grant in the amount of \$2,500.00. |
|--|


ATTACHMENTS

- *Central Alberta Pride Society Application*

APPROVALS



Justin de Bresser, Interim Chief
Administrative Officer



Department Director/Author

Community Initiatives Grant Application Form

Applicant Information

Organization/Group Name: Central Alberta Pride Society (CAPS)Contact Person: Ashley DesormeauAddress: FOIP 17

Website (if applicable): _____

Email Address: ashley.desormeau@centralalbertapride.caContact Phone Number: (587)-447-3155

Type of Organization:

☐ Government Agency☐ Blackfalds Business☒ Alberta Societies or Charitable Number☐ Other

Brief Organization Description: Central Alberta Pride Society provides support and education to the LGBTQ2S+ community of central Alberta. We see strong value in diversity, inclusion, and freedom of expression. Our goal is to embody these values through this event in Blackfalds.

Program/Event Information

Dates/Times: Thursday August 10th 4pm - 7pmLocation(s): (Arena 2) Eagle Builders Centre, Blackfalds Alberta

Program/Event Description: The main goal of our event is to provide an inclusive space for residents to gather and develop a sense of community with each other and the community at large. This is a free event, open to all ages. Participants will sign a waiver and the event will be supervised and ran by a group of organizers and volunteers. We aim to provide activities alongside roller skating, such as; Face painting, photo booth, Pride Society merchandise, and snacks. (Attach if more space required)

Are there any similar programs/events already in Blackfalds? How is your program/event different?

No, there aren't any events like this in Blackfalds. Rainbow Roller Disco is a one of a kind event aiming to provide a space for residents to gather in a welcoming and safe place.

Community Impact

How will this initiative impact the community? Our hope is that this event will open the door to many other events for the LGBTQ2S+ Community in Blackfalds, throughout the entire year. It will provide a safe and inclusive event for the Town of Blackfalds and its LGBTQ2S+ Community members.

Who will be impacted in the community? We believe that all members of the LGBTQ2S+ Community in Blackfalds will be impacted in a positive way. We also believe that this event will open the door for ally's to take part and show their support for the community.

Are you receiving any funding from other sources? Other grants, donations, or sponsorship?

No, we are not receiving any other funding or sponsorships. We are hoping this grant will allow us to provide this event for free.

Will other parties be involved? If Yes, who are they and what support are they providing?

The only parties involved are CAPS and a handful of volunteers from the Town of Blackfalds staff.

What resources are you contributing (staffing, volunteering, equipment & materials your providing, etc.):

We will have volunteers for security, music, and to run the snack/refreshments table. We will also have a volunteer ready to help sign waivers as residents come in to the arena.

Amount Requested: \$2500.00

How will the grant money be spent? The grant money will be spent in a way to allow this event to be free to all who attend. I have outlined a detailed breakdown on the next page.

The personal information collected on this application will be used strictly to facilitate contact upon determination of grant eligibility. This information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) and will be protected under Part 2 of the Act. Questions regarding the collection and/or use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.ca or by phone at 403.885.6370.

Program/Event Budget:

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

Revenue	Value \$	Details
Grants	\$ 2500	Amount requested from Town of Blackfalds
Donations		
Sponsorships		
Other Revenue		
Total Revenue	\$2500.00	
Expenditures		
Materials	\$1500.00	To cover skate rental / travel expense.
Artist/Instructor/Performance Fees	\$400.00	Arena rental
Promotional Expenses	\$100.00	Advertising / Promotion of Event.
Administrative Costs		
Insurance, Licencing	\$200.00	
Other Costs	\$300.00	Refreshments for participants.
Total Expenditures	\$2500.00	
Deficit	0	

Additional Information _____

_____Organization Contact Signature: Willy DesormeauxDate: June 20th, 2023

Date Received: _____

Town of Blackfalds Staff Signature: _____

MEETING DATE: July 11, 2023

PREPARED BY: Justin de Bresser, Interim Chief Administrative Officer

PRESENTED BY: Justin de Bresser, Interim Chief Administrative Officer

SUBJECT: **Municipal Congratulations – MLA Jennifer Johnson**

BACKGROUND

Official results from the Provincial General Election on May 29, 2023, indicate that Jennifer Johnson is our newly elected MLA for Lacombe-Ponoka Constituency.

DISCUSSION

Blackfalds Council has demonstrated a desire to discuss the many items of importance that we, as a Municipality, have been bringing to the attention of the Provincial Government and the Town of Blackfalds looks forward to a good working relationship with Mrs. Johnson.

On behalf of Council, Administration would be pleased to draft a congratulatory letter and request a meeting, along with any other information that Council would like included.

FINANCIAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATION

1. That Council move to direct Administration to prepare and forward a congratulatory letter to MLA Jennifer Johnson on her successful election as MLA for the Lacombe-Ponoka constituency, and further, that Administration request for a meeting with Council to discuss municipal needs for the Town of Blackfalds.

ALTERNATIVES

- a) That Council direct Administration on how to proceed.

ATTACHMENTS

- [Legislative Assembly of Alberta – Mrs. Jennifer Johnson](#)

APPROVALS

Justin de Bresser, Interim Chief
Administrative Officer

Department Director/Author

MEETING DATE: July 11, 2023

PREPARED BY: Ken Morrison, Emergency Management and Protective Services Manager

SUBJECT: **Enforcement and Protective Services Monthly Report - June 2023**

BACKGROUND

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

DISCUSSION

The attached documents are a combination of activities occurring during the month of June for Municipal Enforcement, Fire Services, RCMP and Emergency Management.

FINANCIAL IMPLICATIONS

None

ATTACHMENTS

- *Protective Services Monthly Report June 2023*
- *Municipal Enforcement June Incident report*
- *Fire June monthly Incident summary.*

APPROVALS



Justin de Bresser, Interim
Chief Administrative Officer



Director/Author

Protective Services Monthly Report

Municipal Enforcement:

During the month of June, officers opened 88 investigational files. Four (4) of these were under the Traffic Bylaw, 34 under the Community Standards Bylaw, ten (10) under the Animal Control Bylaw, and 16 under the Land Use Bylaw. The remainder of the files were assorted complaints ranging from parking, suspicious people, theft, neighbour disputes, Off-road vehicles, and various others.

Five (5) vehicles were towed in June. Three (3) of these vehicles were towed because of traffic stops and no registration or insurance, and the others were due to improper registration and illegal parking. Officers make every effort to utilize the local towing service to ensure minimal disruption to the individuals and a decreased cost.

Officers were very busy during the month with proactive enforcement. The Community Standards Bylaw, as well as Land Use Bylaw were the focus to ensure residents and businesses were maintaining their properties according to the bylaws. Officers contracted out a local company to clear a large vacant lot in Town, which has been subject to fires in the past and are working on two (2) other lots, which the owners are slow in maintaining.

Traffic enforcement was a focus for the month as well, with officers working together with other agencies during some enforcement operations, which continue to be very successful in removing unsafe vehicles and drivers from the streets. In total, there were 151 violation tickets issued for various traffic infractions. Many of these are speeding, failing to comply with traffic control devices, and no registration or insurance. We also continue to see failing to stop for school buses with red lights flashing, with three (3) tickets issued during the month.

The Bike Rodeo, unfortunately, had to be cancelled due to the rain over the past two (2) weeks and extreme smoke prior to that. These will be reorganized for the early fall when school comes back in for the year. Kids & Kops program is coming up, and Municipal Enforcement will once again be assisting Big Brothers Big Sisters with this as much as they can. This is scheduled for July 10-13th. Officers continue to work together with the RCMP SRO ensuring youth issues are dealt with when they come up in the most appropriate way possible. During the month, there has had to be a few facilities bans issued for behaviour exhibited by some youth.

The replacement vehicle for the Ford Taurus (Mach E Mustang) has been built and is in transport on its way to be delivered, and it is expected to arrive in mid-July. In addition, the charging plug has been installed in the Municipal Enforcement Bay.

In total, there have been 177 violation tickets issued during the month, including bylaws and provincial regulations. \$40,309.00 has been issued in fines.

Violation Tickets Issued

	Act	Tickets	Fine Total	Average Fine
1.	Traffic Safety Act	106	\$27,441.00	\$258.87
2.	Vehicle Equipment Reg.	9	\$1,458.00	\$162.00
3.	Use of Highway & Rules of the Road Reg.	32	\$7,185.00	\$224.53
4.	Operator Licensing & Vehicle Control Reg.	4	\$648.00	\$162.00
5.	Gaming, Liquor and Cannabis Act.	2	240.00	120.00
6.	Community Standards	1	250.00	250.00
7.	Traffic Bylaw	23	3,312.00	185.00

- Municipal Enforcement Month End Report **attached**.

Blackfalds Fire Rescue

During the month of June, Monday and Tuesday evenings were spent working with our Probies and Rookies, reviewing skills required for their Probationary Exam and the practical exam for the NFPA pro board exams. Wednesday evening training was focused on setting up rural responses.

The new Engine is coming along well; Fort Garry Fire Trucks has made significant progress on it and have been posting the progress on their Facebook page.



The Fire Fighters Association hired a welder to cut in windows and doors to the sea cans down at the old public works yard. The next steps are to install concrete blocks for the burn room.



The last weekend of June the at the Red Deer Emergency Services Training grounds running evolutions with the members with live fire conditions. The three (3) Rookies that were taking the NFPA 1001 Level 1 course since February wrote their written exam and took their Practical Exam while the evolutions were being run during the two (2) days.

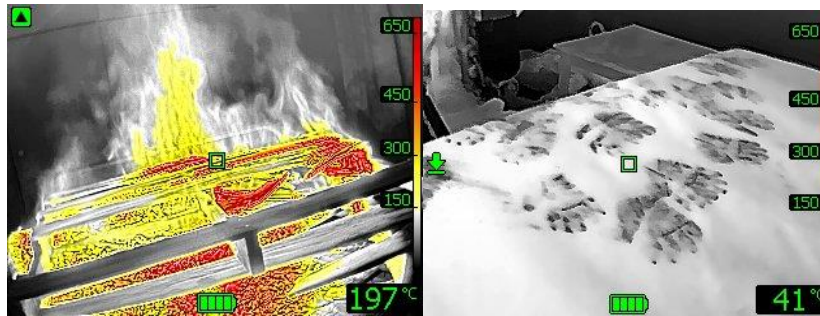


Training Grounds Exterior



Preparing to find a casualty in the fire.

Images below are from the Thermal Camera the Instructors were using to observe the members.



Stoking the Fire in the Fire Room

Images of hand prints left behind



Doing a room search with a charged line Finding the seat of the fire

We have implemented the hearing assessment for the equipment utilized by the Fire Department, meeting the requirements of the OH&S Act.

During the month of June (2023), the department responded to Seventeen incidents.

A summary of the types of incidents for June is attached.

Occupational Health & Safety

The focus has been on finishing up the placement of First Aid Kits throughout all the departments and facilities, with some having been missed in the initial order. These have now been ordered to ensure full compliance with the new regulations. The sound level assessments of facilities, equipment and workspace have been completed, with those areas that were missed in the initial review being scheduled for completion in the very near future. As a result of these tests being completed, signage showing the hearing protection requirements will be placed in all areas as appropriate.

The Joint Health and Safety Meeting was held on June 20th, a discussion was had on the items which were identified from the COR audit. We still have several items which need to be addressed as time permits, and these will be completed.

RCMP

During the Month of June, the RCMP Blackfalds had two officers seconded to the wildfires. The SRO has been working in collaboration with Municipal Enforcement on issues arising with some youth in the Town facilities.

The RCMP SRO will be working with the Child Advocacy Center during the summer while school is out. This will provide our SRO with valuable experience and help build his contact list to assist him in these types of investigations.

Blackfalds RCMP Municipal stats were not available at the time of this report.

Emergency Management

Lacombe County Mutual Aid partners met on June 15th, and this meeting was conducted at the Alta Gas Site, allowing members to have a tour of the facility. Going forward, these meetings will continue to be held at our industry partner sites to ensure all partners have an awareness of the challenges each faces in their day-to-day operations.

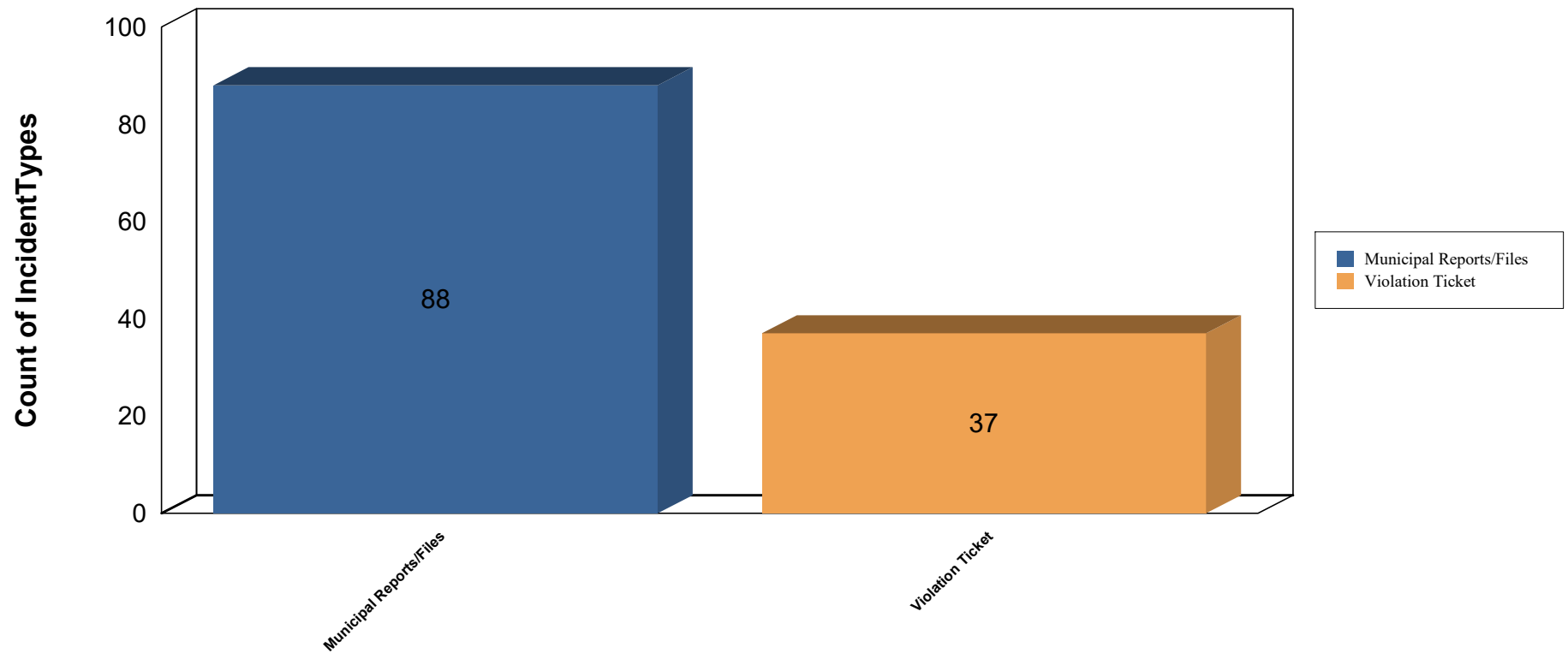
On June 15th, the sub-committee met to discuss training plans. It was decided that an ICS 200 course will be put on in the fall, utilizing our own trainers, allowing all partners to be able to send staff on this course.

Ken Morrison

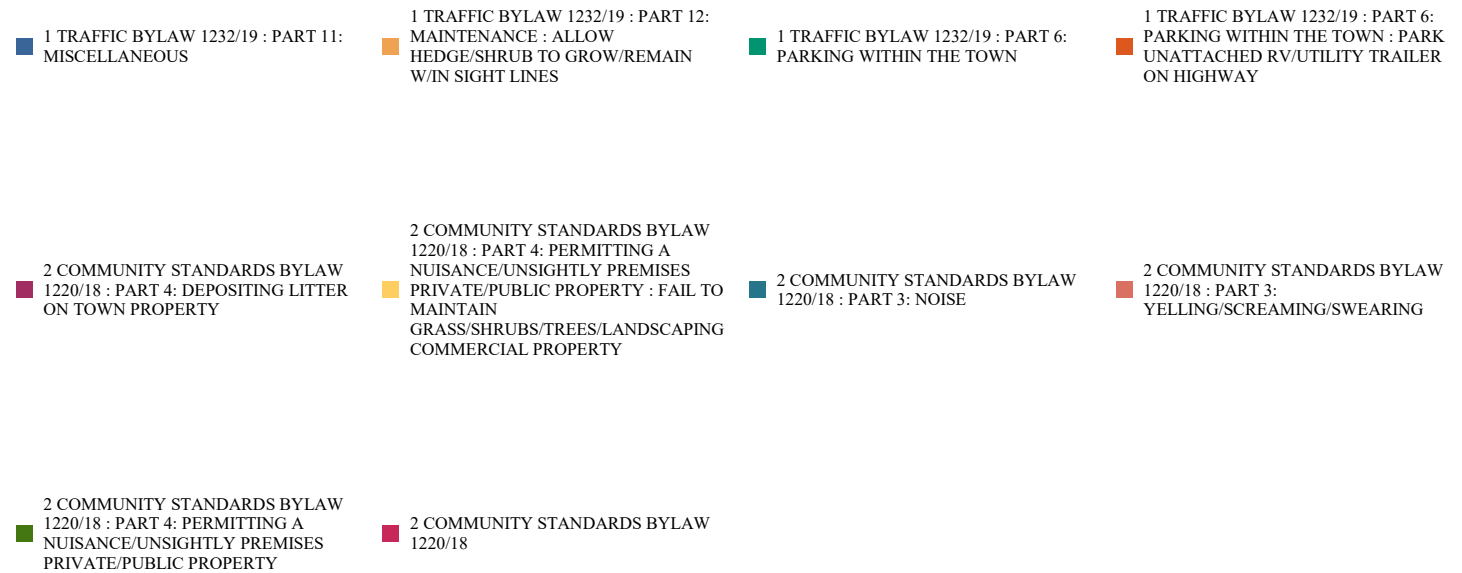
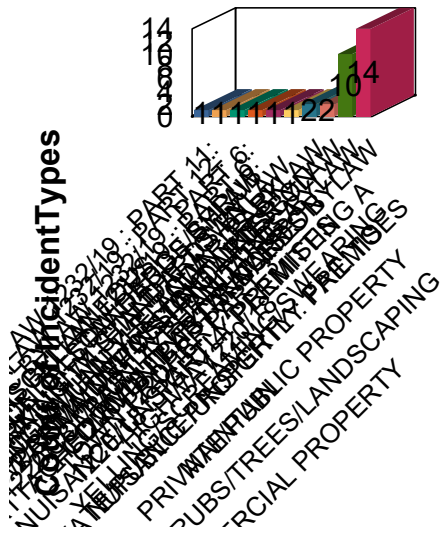
Emergency Management & Protective Services Manager

Town of Blackfalds.

Count of Reports Completed



Count of Incident Types



1.06% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS

1.06% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 12: MAINTENANCE : ALLOW HEDGE/SHRUB TO GROW/REMAIN W/IN SIGHT LINES

1.06% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN

1.06% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY

1.06% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: DEPOSITING LITTER ON TOWN PROPERTY

1.06% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY : FAIL TO MAINTAIN GRASS/SHRUBS/TREES/LANDSCAPING COMMERCIAL PROPERTY

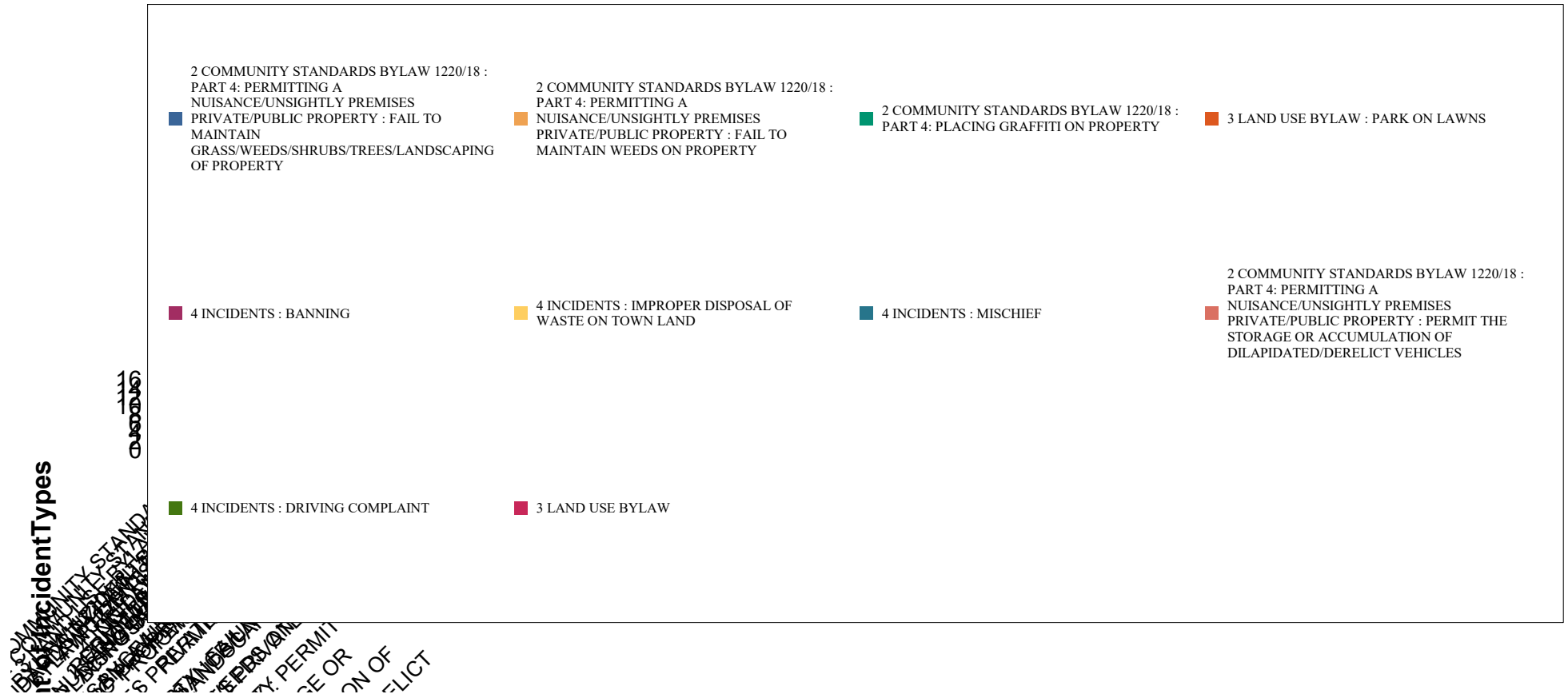
2.13% # of Reports: 2 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE

2.13% # of Reports: 2 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: YELLING/SCREAMING/SWEARING

10.64% # of Reports: 10 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY

14.89% # of Reports: 14 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18

Count of Incident Types



1.06% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY : FAIL TO MAINTAIN GRASS/WEEDS/SHRUBS/TREES/LANDSCAPING OF PROPERTY

1.06% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY : FAIL TO MAINTAIN WEEDS ON PROPERTY

1.06% # of Reports: 1 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PLACING GRAFFITI ON PROPERTY

1.06% # of Reports: 1 Municipal Reports/Files 3 LAND USE BYLAW : PARK ON LAWNS

1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : BANNING

1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : IMPROPER DISPOSAL OF WASTE ON TOWN LAND

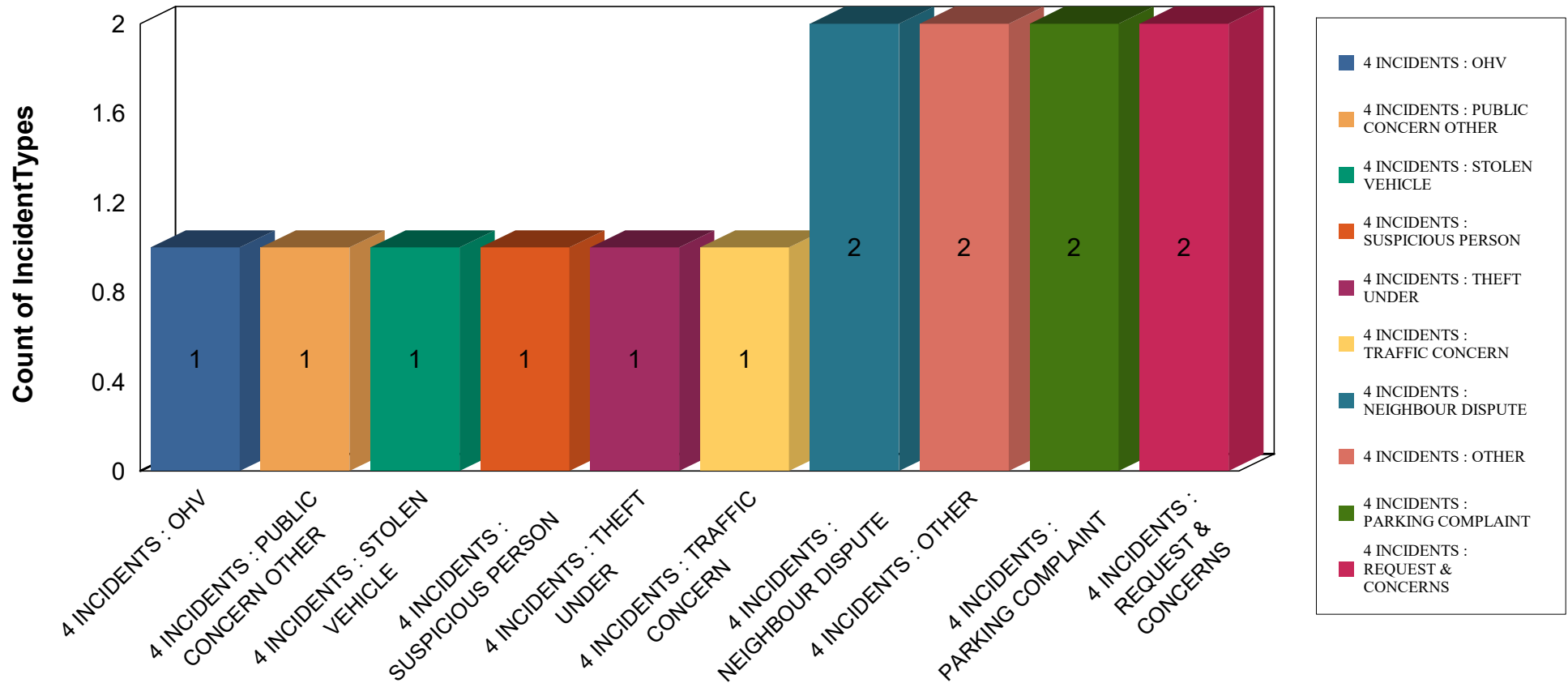
1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : MISCHIEF

2.13% # of Reports: 2 Municipal Reports/Files 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY : PERMIT THE STORAGE OR ACCUMULATION OF DILAPIDATED/DERELICT VEHICLES

2.13% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : DRIVING COMPLAINT

17.02% # of Reports: 16 Municipal Reports/Files 3 LAND USE BYLAW

Count of Incident Types



1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : OHV

1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : PUBLIC CONCERN OTHER

1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : STOLEN VEHICLE

1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : SUSPICIOUS PERSON

1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : THEFT UNDER

1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : TRAFFIC CONCERN

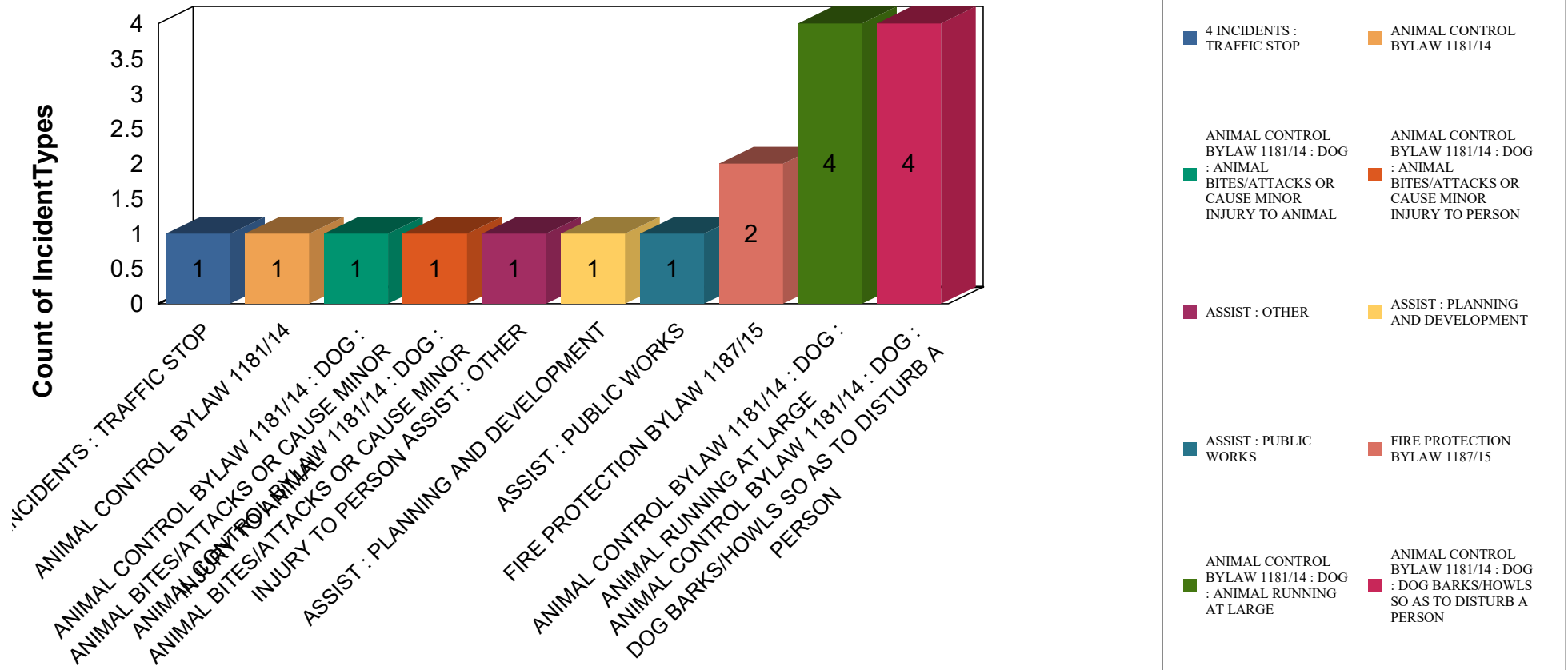
2.13% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : NEIGHBOUR DISPUTE

2.13% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : OTHER

2.13% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : PARKING COMPLAINT

2.13% # of Reports: 2 Municipal Reports/Files 4 INCIDENTS : REQUEST & CONCERNS

Count of Incident Types



1.06% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : TRAFFIC STOP

1.06% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14

1.06% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSE MINOR INJURY TO ANIMAL

1.06% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSE MINOR INJURY TO PERSON

1.06% # of Reports: 1 **Municipal Reports/Files** ASSIST : OTHER

1.06% # of Reports: 1 **Municipal Reports/Files** ASSIST : PLANNING AND DEVELOPMENT

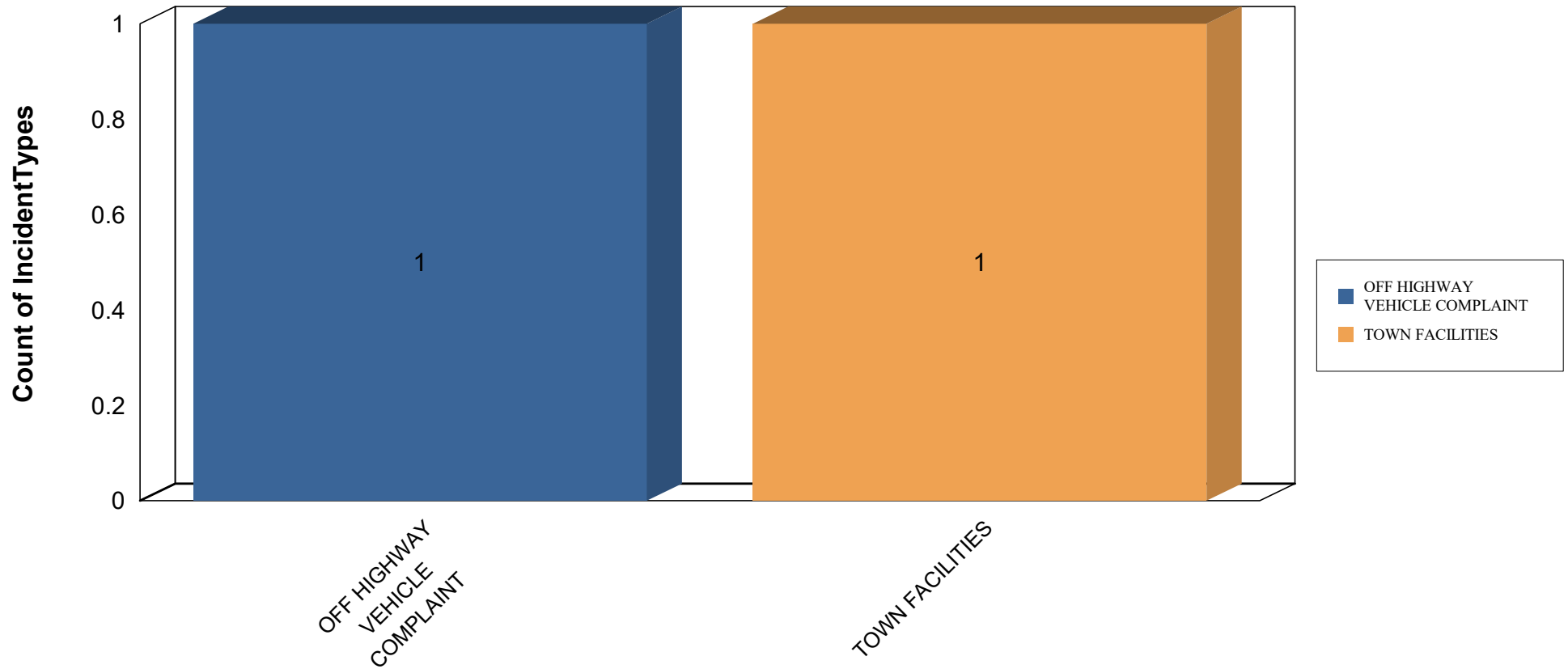
1.06% # of Reports: 1 **Municipal Reports/Files** ASSIST : PUBLIC WORKS

2.13% # of Reports: 2 **Municipal Reports/Files** FIRE PROTECTION BYLAW 1187/15

4.26% # of Reports: 4 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE

4.26% # of Reports: 4 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON

Count of Incident Types

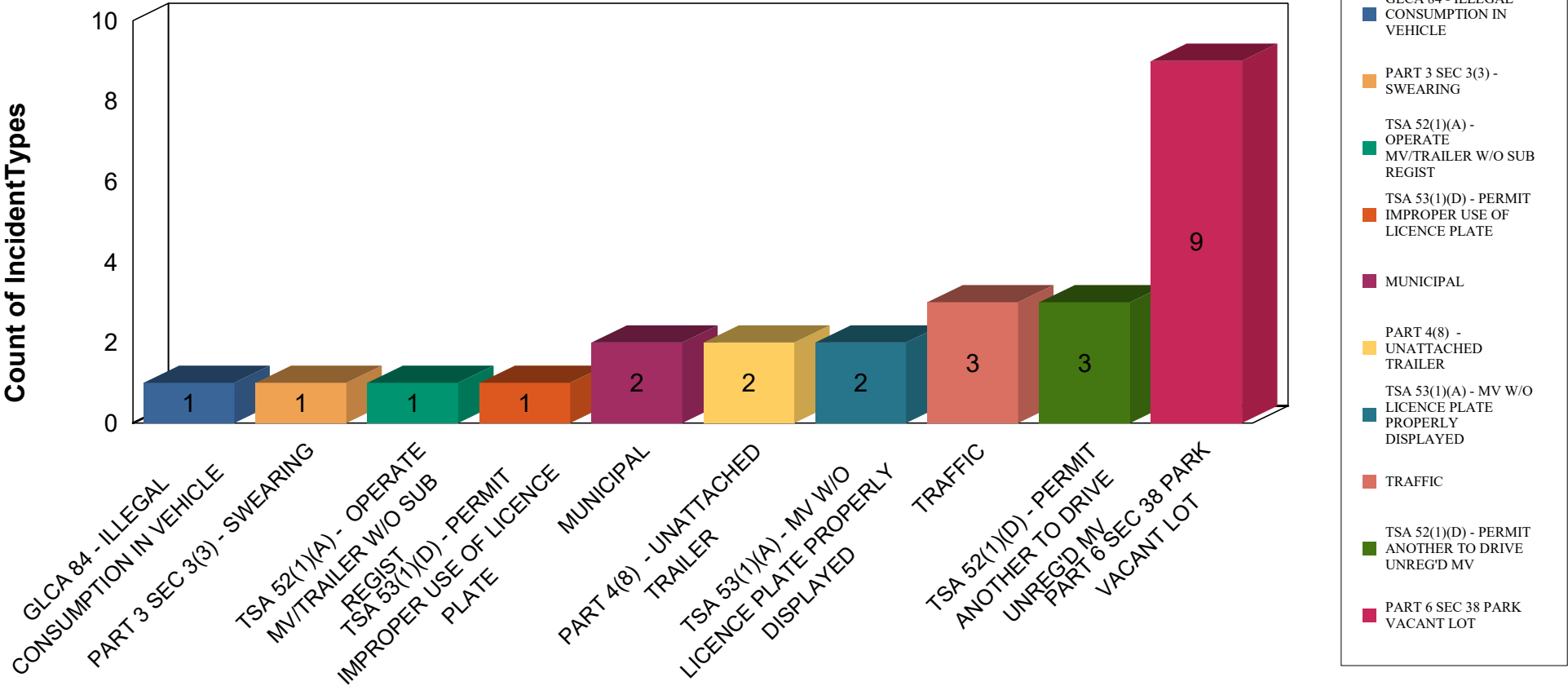


1.06% # of Reports: 1 Municipal Reports/Files OFF HIGHWAY VEHICLE COMPLAINT

1.06% # of Reports: 1 Municipal Reports/Files TOWN FACILITIES

Grand Total: 100.00% Total # of Incident Types Reported: 94 Total # of Reports: 88

Count of Incident Types



2.70% # of Reports: 1 Violation Ticket GLCA 84 - ILLEGAL CONSUMPTION IN VEHICLE

2.70% # of Reports: 1 Violation Ticket PART 3 SEC 3(3) - SWEARING

2.70% # of Reports: 1 Violation Ticket TSA 52(1)(A) - OPERATE MV/TRAILER W/O SUB REGIST

2.70% # of Reports: 1 Violation Ticket TSA 53(1)(D) - PERMIT IMPROPER USE OF LICENCE PLATE

5.41% # of Reports: 2 Violation Ticket MUNICIPAL

5.41% # of Reports: 2 Violation Ticket PART 4(8) - UNATTACHED TRAILER

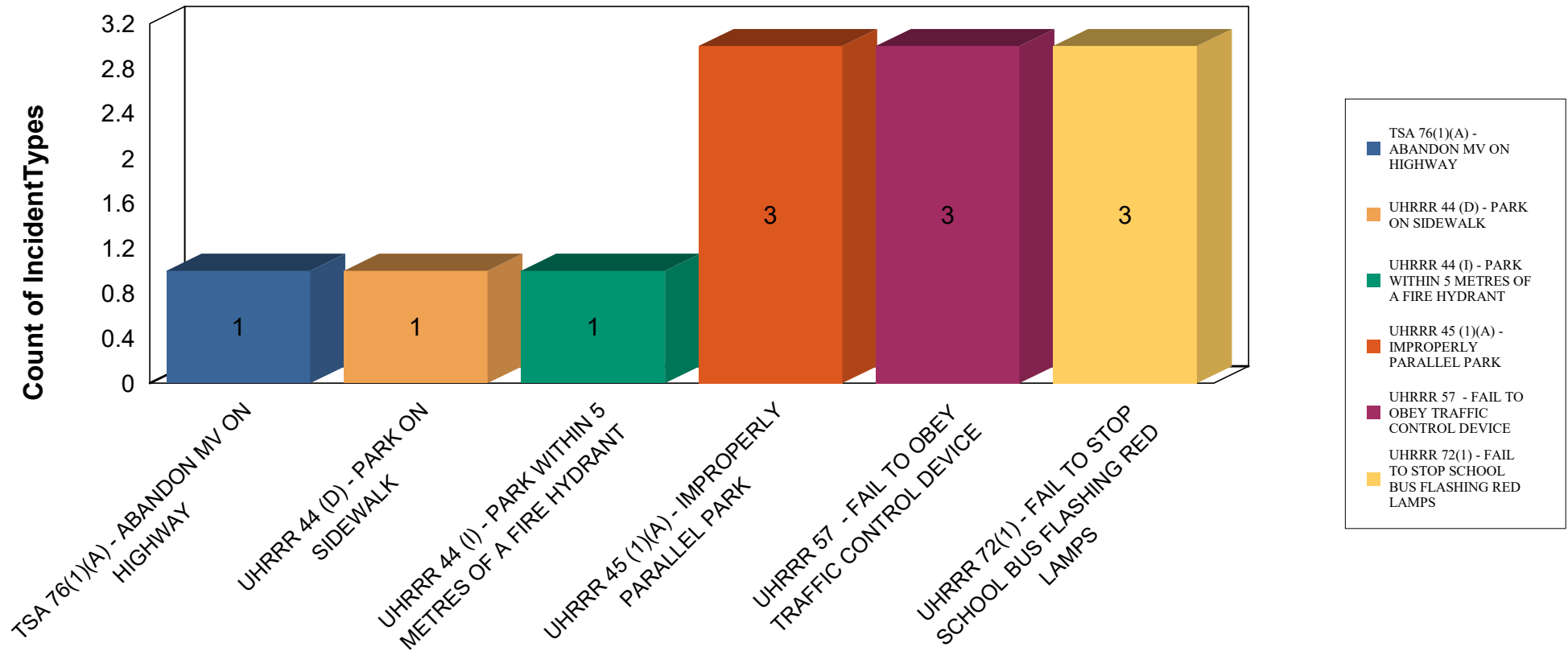
5.41% # of Reports: 2 Violation Ticket TSA 53(1)(A) - MV W/O LICENCE PLATE PROPERLY DISPLAYED

8.11% # of Reports: 3 Violation Ticket TRAFFIC

8.11% # of Reports: 3 Violation Ticket TSA 52(1)(D) - PERMIT ANOTHER TO DRIVE UNREG'D MV

24.32% # of Reports: 9 Violation Ticket PART 6 SEC 38 PARK VACANT LOT

Count of Incident Types



2.70% # of Reports: 1 Violation Ticket TSA 76(1)(A) - ABANDON MV ON HIGHWAY

2.70% # of Reports: 1 Violation Ticket UHRRR 44 (D) - PARK ON SIDEWALK

2.70% # of Reports: 1 Violation Ticket UHRRR 44 (I) - PARK WITHIN 5 METRES OF A FIRE HYDRANT

8.11% # of Reports: 3 Violation Ticket UHRRR 45 (1)(A) - IMPROPERLY PARALLEL PARK

8.11% # of Reports: 3 Violation Ticket UHRRR 57 - FAIL TO OBEY TRAFFIC CONTROL DEVICE

8.11% # of Reports: 3 Violation Ticket UHRRR 72(1) - FAIL TO STOP SCHOOL BUS FLASHING RED LAMPS

Grand Total: 100.00% Total # of Incident Types Reported: 37 Total # of Reports: 37

Grand Total: 100.00% Total # of Incident Types Reported: 131

Fax: 403 - 885 - 5499

Blackfalds Fire Rescue Department				BLF	JUNE	2023
CALL #	DATE	INCIDENT TYPE	DISPATCH EVENT #	LOCATION	RCMP FILE #	MAFP 1244
0091	3	ALARM	202306031932	Within Corporate Limits	N/A	N/A
0092	4	MUTUAL AID	202306040311	Lacombe County	YES	N/A
0093	9	ALARM	202306091303	Within Corporate Limits	N/A	N/A
0094	9	ALARM	202306091459	Within Corporate Limits	N/A	N/A
0095	10	FIRE GRASS/BRUSH	202306101522	Within Corporate Limits	YES	N/A
0096	12	HAZ-70 PUBLIC HAZARD	202306121719	Lacombe County Mutual Aid	N/A	N/A
0097	13	MOTOR VEHICLE INCIDENT	202306131756	Lacombe County	YES	EMS
0098	14	MEDICAL	202306140842	Within Corporate Limits	N/A	EMS
0099	17	ALARM	202306170653	Within Corporate Limits	N/A	N/A
0100	19	ALARM	202306191923	Within Corporate Limits	N/A	N/A
0101	20	MOTOR VEHICLE INCIDENT	202306201544	Lacombe County	YES	EMS
0102	20	ALARM	202306201902	Within Corporate Limits	N/A	N/A
0103	21	ALARM	202306211709	Within Corporate Limits	N/A	N/A
0104	26	ALARM	202306261653	Within Corporate Limits	N/A	N/A
0105	28	MOTOR VEHICLE INCIDENT	202306280611	Lacombe County	YES	N/A
0106	30	MEDICAL	202306301946	Within Corporate Limits	N/A	N/A
0107	30	RAIL INCIDENT	202306302228	Within Corporate Limits	N/A	N/A
TOTAL RESPONSES	17	OFFICER Robert Côté			REV DT FEB 02/17	Print Form

MEETING DATE: July 11, 2023

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: Development & Building Monthly Report – June 2023

BACKGROUND

Attached is the June 2023 Development & Building Permit Report and Comparison for 2021-2023 year to date. We also have shown the comparison for the year-to-date figures for 2022 on the comparison report.

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

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

ATTACHMENTS

- *June 2023 Development/Building Permit Report*
- *2021 – 2023 Development/Building Comparison Report*

APPROVALS



Justin de Bresser, Interim Chief
Administrative Officer



Department Director/Author

File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
69-23	5505 Broadway Avenue Unit 2	I-1	Office for approved Accessory Use	approved	2-Jun-23
70-23	118 Morris Court	R-1S	Home Business	approved	8-Jun-23
71-23	34 Westglen Boulevard	R-1M	Home Business	approved	8-Jun-23
72-23	6 Aztec Crescent	R-1M	Hot Tub	approved	19-Jun-23
73-23	5446 Vista Trail	R-1M	Home Business	approved	13-Jun-23
74-23	5461 Vista Trail	R-1M	Basement Reno	approved	26-Jun-23
75-23	21 Maclean Close	R-1M	SFD	approved	26-Jun-23
76-23	4500 Blackfalds Crossing Way Unit 705	C-2	Food Services, Restaurant. Drive Thru		
77-23	4901 Broadway Avenue	C-1	Change in Occupancy / Use - Vape Shop		
78-23	4901 Broadway Avenue	C-1	Interior Tenant Improvements		
79-23	53 Cedar Crescent	R-1S	Garage		
80-23	105 (101) Cottonwood Drive	PF	Interior Renovations		
81-23	2 Cascade Street	R-1S	SFD		
82-23	30 Morris Court	R-1S	Garage		
83-23	4753 Aspen Lakes Blvd	R-1M	Shed		
84-23	5633 Vista Trail	R-2	Basement Reno		
85-23	4761 Aspen Lakes Boulevard	R-1M	SFD		
86-23	5089 Prairie Ridge Avenue	R-1L	Home Business	approved	30-Jun-23
87-23	45 Murphy Close	R-1M	Garage		

	2021		2022		2023		JUNE	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
Residential								
SFD	29	\$ 7,854,460.00	21	\$ 6,350,251.00	12	\$ 3,955,366.70	13	\$ 3,887,813.00
Duplexes	0	\$ -	4	\$ 800,000.00	0	\$ -	4	\$ 800,000.00
Manufactured Home	0	\$ -	3	\$ 300,000.00	0	\$ -	3	\$ 300,000.00
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	4	\$ 883,340.00	16	\$ 3,413,600.00	0	\$ -	10	\$ 2,513,600.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	33	\$ 8,737,800	44	\$ 10,863,851	12	\$ 3,955,367	30	\$ 7,501,413
Garage	15	\$ 471,000.00	25	\$ 942,000.00	4	\$ 165,000.00	17	\$ 734,000.00
Deck	4	\$ 18,500.00	9	\$ 68,010.00	3	\$ 24,500.00	2	\$ 4,600.00
Basement Reno	50	\$ 1,120,400.00	56	\$ 1,057,050.00	22	\$ 387,700.00	36	\$ 704,550.00
Addition	1	\$ 25,000.00	1	\$ 200,000.00	0	\$ -	0	\$ -
Accessory Suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	26	\$ -	18	\$ -	15	\$ -	6	\$ -
Other	55	\$ 1,986,318.00	43	\$ 582,057.73	19	\$ 667,053.50	20	\$ 424,256.73
Commercial	27	\$ 738,735.00	35	\$ 9,320,100.00	10	\$ 2,552,500.00	17	\$ 3,185,400.00
Industrial	3	\$ -	3	\$ 12,093.75	2	\$ -	3	\$ 12,093.75
Institutional	1	\$ 3,000.00	0	\$ -	0	\$ -	0	\$ -
Agricultural	2	\$ 25,000.00	0	\$ -	0	\$ -	0	\$ -
Public Facility	17	\$ 8,791,500.00	6	\$ 1,548,421.00	1	\$ 110,000.00	4	\$ 943,421.00
TOTAL PERMITS	234	\$ 21,917,253.00	240	\$ 24,593,583.48	88	\$ 7,862,120.20	135	\$ 13,509,734.48
General Yearly Notes:		1 - 2,500,000 East Area Linear Wetland Ph. 2		1 - 2,500,000 Vista Trail Commercial				
		1 - 5,500,000 Womacks/Gregg St. Alignment Project		1 - 1,000,000 Dental Office				

MEETING DATE: July 11, 2023

PREPARED BY: Laura Thevenaz, Infrastructure Services Manager

SUBJECT: **BOLT KPI Monthly Report – June 2023**

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. Unfortunately, a notice of motion passed at the City of Lacombe Council meeting on September 23, 2020, ultimately ending the BOLT regional partnership and ceasing operational service on August 28th, 2020. Fortunately, the Town of Blackfalds was able to quickly move forward with the procurement of a service contractor, purchase of a wheelchair-accessible van and finalized an on-demand transit service model for our Town. This new BOLT 2.0 allows for a five-day service from 6:00 am to 8:00 pm with many more boarding options for our residents and visitors within the Town and one stop at the Kingston Hub at the north end of Red Deer.

Since September 1, 2020, the Town of Blackfalds has been operating the new BOLT 2.0 service as an on-demand digital community commuter service. Our 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.com/living-here/bolt-transit>

At the June 27, 2023, Council meeting, Blackfalds has extended the pilot program by another two (2) -years until August 31, 2025.

DISCUSSION

The first page of the report shows the June stats and associated mapping, while the remainder of the pages outlines the trending comparison since the start of the year. The data dates are highlighted in the white box on the left side of each sheet for reference.

At Council, when we were approved for the year extension, we brought forward options to add specific regional transit stops in Lacombe County and Red Deer Polytechnic. The BOLT service provider has conducted a scenario analysis to determine optimal pick-up times for the three new transit stops.

As part of these three new stops, the Town worked closely with Eagle Builders and Red Deer Polytechnic to secure access agreements and determine optimal pick-up and drop-off times to increase ridership. As of August 2, 2022, we are pleased to announce the three new stops, two in Aspelund Industrial Park and one at Red Deer Polytechnic, are available for use.

The Town is pleased to report that ridership numbers in **June** were the third highest since the start of the new BOLT service in September 2020. The Town saw a decrease in ridership at the Red Deer Polytechnic stop with 16 pick-ups and 11 drop-offs in **June**. With decreased student numbers through the spring and summer months, it is expected that ridership to Red Deer Polytechnic will remain lower than throughout the school year (September – April).

On March 28, 2023, Administration brought forward an informational item to Council regarding the implementation of a 2-week trial to operate a larger capacity bus instead of the normal van during peak AM and PM times. With the increase in bus capacity, BOLT saw an increase in the number of passenger rides and shared ridership, which was anticipated.

On June 27, 2023, Administration brought forward an update on the current BOLT service ridership and potential partnership with the City of Lacombe to combine the two services, BOLT and Lacombe Connects. Over the coming months, Administration will engage with the City of Lacombe to further explore this opportunity.

FINANCIAL IMPLICATIONS

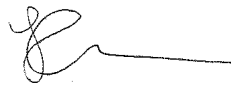
None

ATTACHMENTS

- *June 2023 monthly report and yearly trending report*

APPROVALS

Justin de Bresser, Interim Chief
Administrative Officer



Department Manager/Author

Program

☒ Blackfalds

ServiceDay

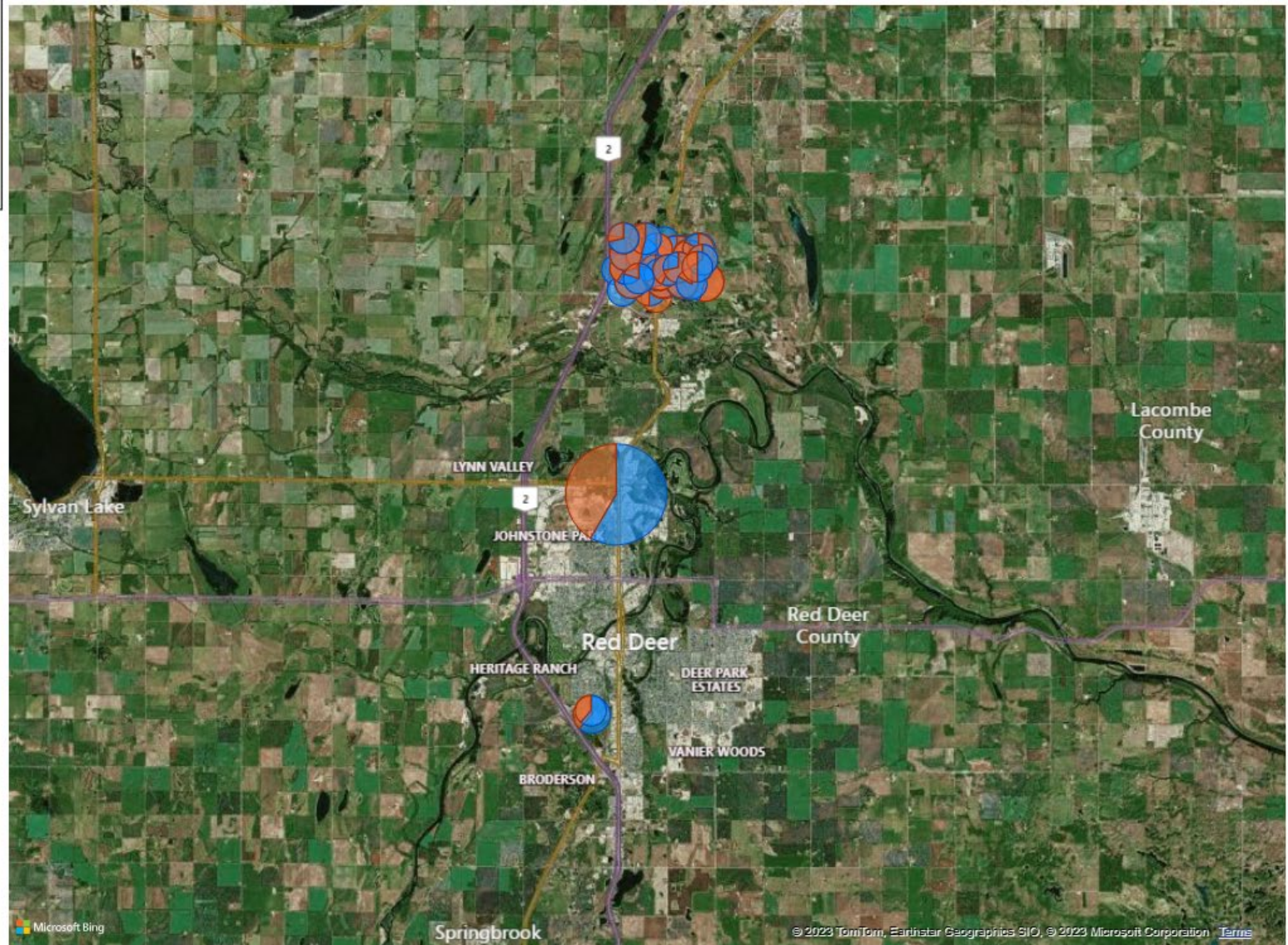
☒ Sun
☒ Mon
☒ Tue
☒ Wed
☒ Thu
☒ Fri
☒ Sat

Date

01/04/2023 30/06/2023



● Dropoff ● Pickup



Monthly KPI Metric Summaries Report

Blackfalds

Month	# Riders	# New Riders	# Repeat Riders	Avg. Rides Per Rider	# Passengers Completed	# Rides Completed	Shared Rides (%)	Avg. Shared Fare Occupancy	Avg. Daily User Conversion Rate (%)	Avg. Ride Rating	% Rides With 1-2 Star Ratings and Comments	# Abandoned Rides	Pickup Violations (%)	Dropoff Violations (%)	# Unique Users That Experienced Failed Search	Passengers Per Vehicle Hour (PVH)
2023-06	56	13	43	11.0	674	618	76%	2.8	84%	4.941	0%	0	2%	2%	26	2.2
2023-05	45	7	38	15.1	758	680	73%	2.9	85%	4.922	0%	2	1%	1%	30	2.5
2023-04	57	10	47	10.6	662	602	75%	2.7	83%	4.944	0%	0	2%	0%	37	2.5
2023-03	60	12	48	12.5	820	750	71%	2.9	83%	4.896	0%	3	3%	2%	43	2.5
2023-02	56	14	42	10.8	680	602	71%	2.8	85%	4.933	0%	1	4%	1%	45	2.5
2023-01	55	9	46	11.0	682	604	69%	2.6	80%	4.922	0%	1	3%	3%	42	2.2
2022-12	47	10	37	8.9	477	420	66%	2.7	79%	4.937	0%	7	5%	2%	42	1.6
2022-11	47	9	38	12.7	673	599	65%	2.7	80%	4.818	0%	0	7%	5%	52	2.2
2022-10	47	12	35	12.2	655	575	65%	2.6	85%	4.828	0%	0	2%	1%	39	2.3
2022-09	44	12	32	11.8	591	520	56%	2.4	77%	4.888	0%	0	4%	3%	44	2.1
2022-08	40	8	32	7.7	330	306	51%	2.2	74%	4.897	0%	0	3%	0%	8	1.0
2022-07	26	4	22	9.5	294	248	33%	2.3	74%	4.943	0%	0	2%	1%	4	1.0
2022-06	36	9	27	10.3	421	371	36%	2.4	83%	4.824	0%	0	2%	1%	12	1.3
2022-05	30	3	27	12.8	442	384	43%	2.3	84%	4.753	0%	0	1%	0%	4	1.5
2022-04	40	6	34	9.0	442	361	39%	2.3	84%	4.730	0%	0	3%	1%	6	1.6
2022-03	34	5	29	15.5	591	527	56%	2.4	92%	4.824	0%	1	6%	2%	16	1.8
2022-02	31	4	27	12.6	419	390	50%	2.6	86%	4.868	0%	0	1%	1%	8	1.6
2022-01	31	9	22	11.1	363	344	40%	2.3	83%	4.871	0%	0	2%	1%	3	1.2
2021-12	29	3	26	9.9	326	286	36%	2.3	74%	4.861	0%	0	2%	2%	4	1.0
2021-11	31	5	26	13.3	450	412	46%	2.5	84%	4.836	0%	0	1%	0%	3	1.5
2021-10	32	8	24	9.4	344	301	45%	2.5	82%	4.856	0%	2	1%	0%	2	1.2
2021-09	27	7	20	9.1	280	247	45%	2.4	74%	4.851	0%	0	1%	1%	2	1.0
2021-08	28	8	20	5.0	164	141	27%	2.1	71%	4.795	1%	0	2%	0%	1	0.6
2021-07	22	8	14	6.9	173	151	24%	2.1	67%	4.917	0%	0	0%	0%	0	0.6
2021-06	23	5	18	10.6	256	243	40%	2.2	78%	4.872	0%	0	1%	1%	1	0.8
2021-05	23	6	17	8.0	195	183	26%	2.2	84%	4.920	0%	0	1%	0%	1	0.7
2021-04	23	5	18	9.2	228	212	37%	2.2	83%	4.933	0%	0	1%	0%	3	0.8
2021-03	22	6	16	12.4	299	273	45%	2.1	82%	4.965	0%	0	2%	0%	1	1.0
2021-02	17	6	11	9.6	172	163	21%	2.1	83%	4.952	1%	0	1%	0%	0	0.7
2021-01	26	8	18	8.3	234	217	33%	2.2	86%	4.987	0%	2	0%	1%	0	0.9

Program

☒ Blackfalds

ServiceDay

☐ Sun
☐ Mon
☐ Tue
☐ Wed
☐ Thu
☐ Fri
☐ Sat

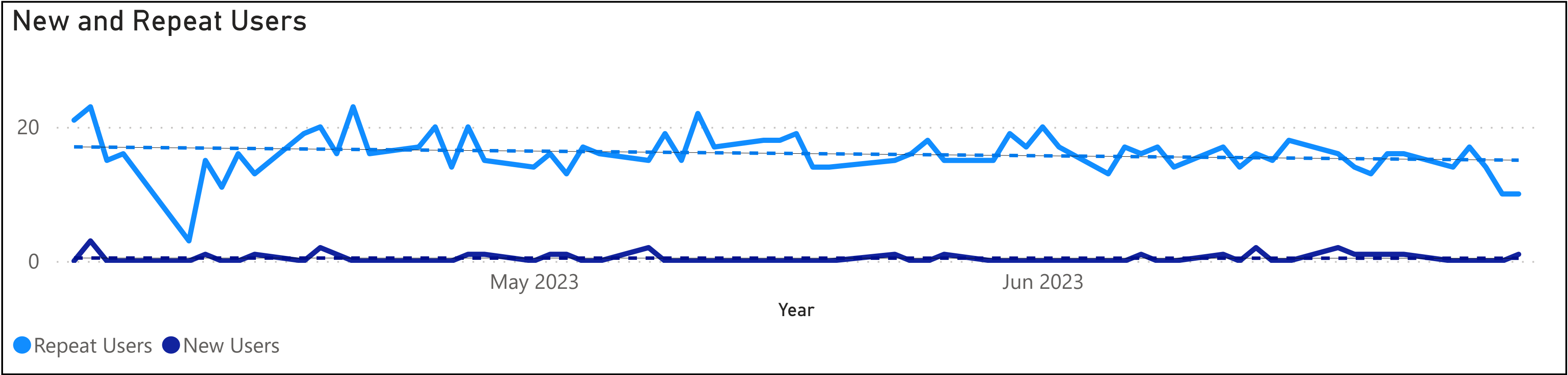
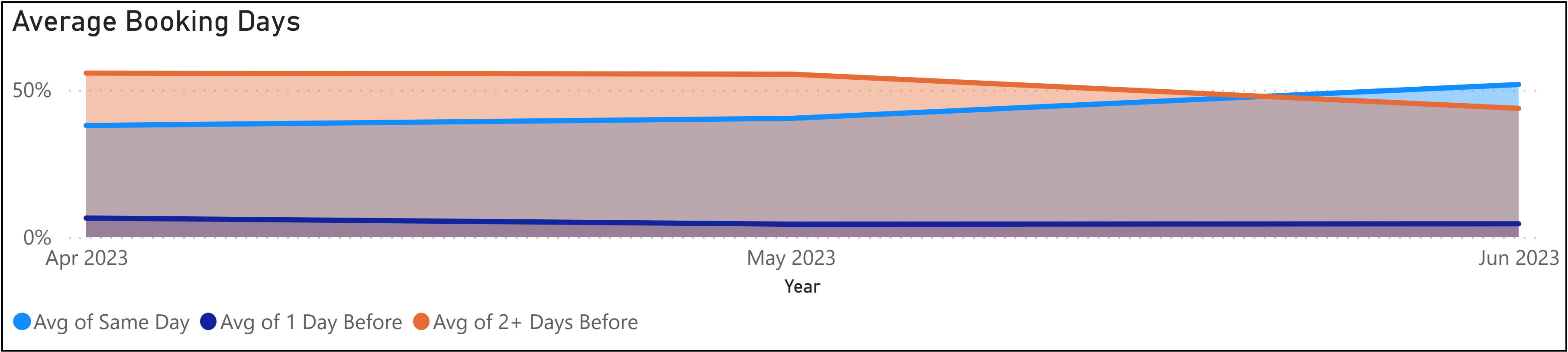
Date

01/04/2023

30/06/2023

12.30

Avg Actual Trip Duration (min)



Year	2023				
Month	June				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	51.8%	4.5%	43.7%	11	334
Total	51.8%	4.5%	43.7%	11	334

Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

☐ Fri

☐ Sat

Date

01/04/2023

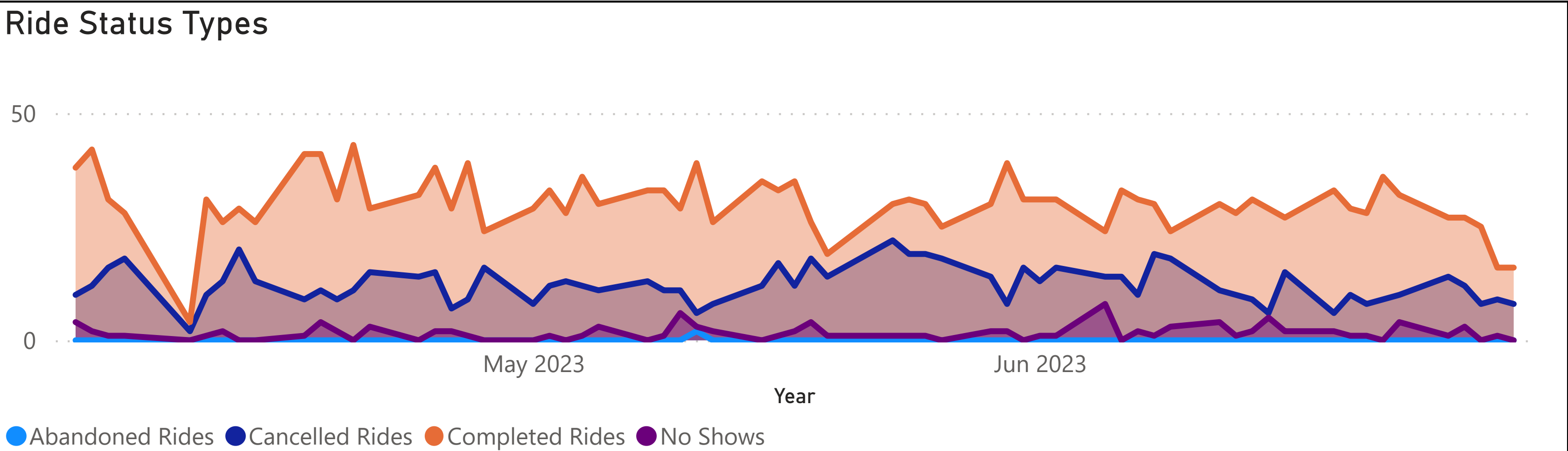
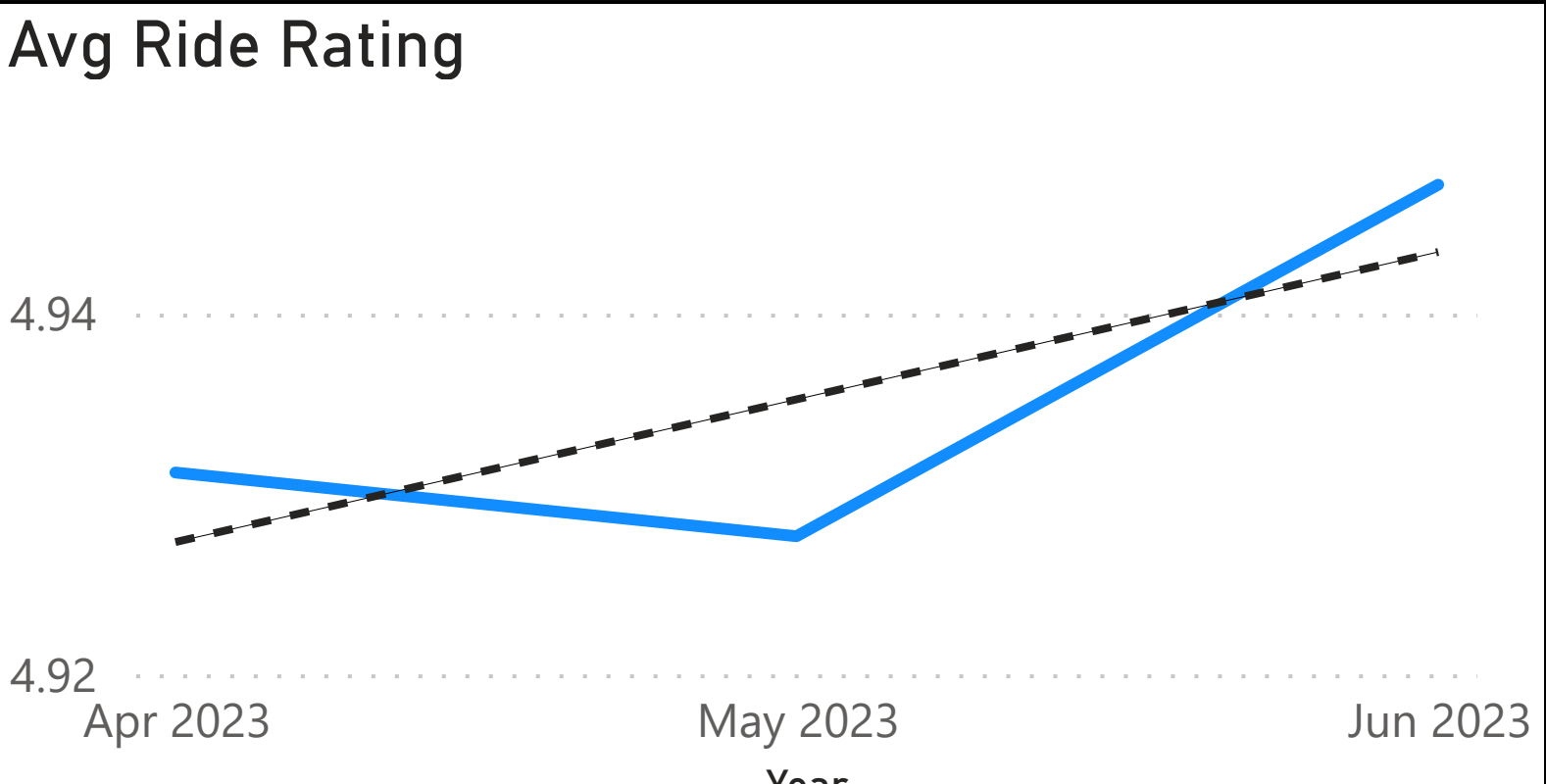
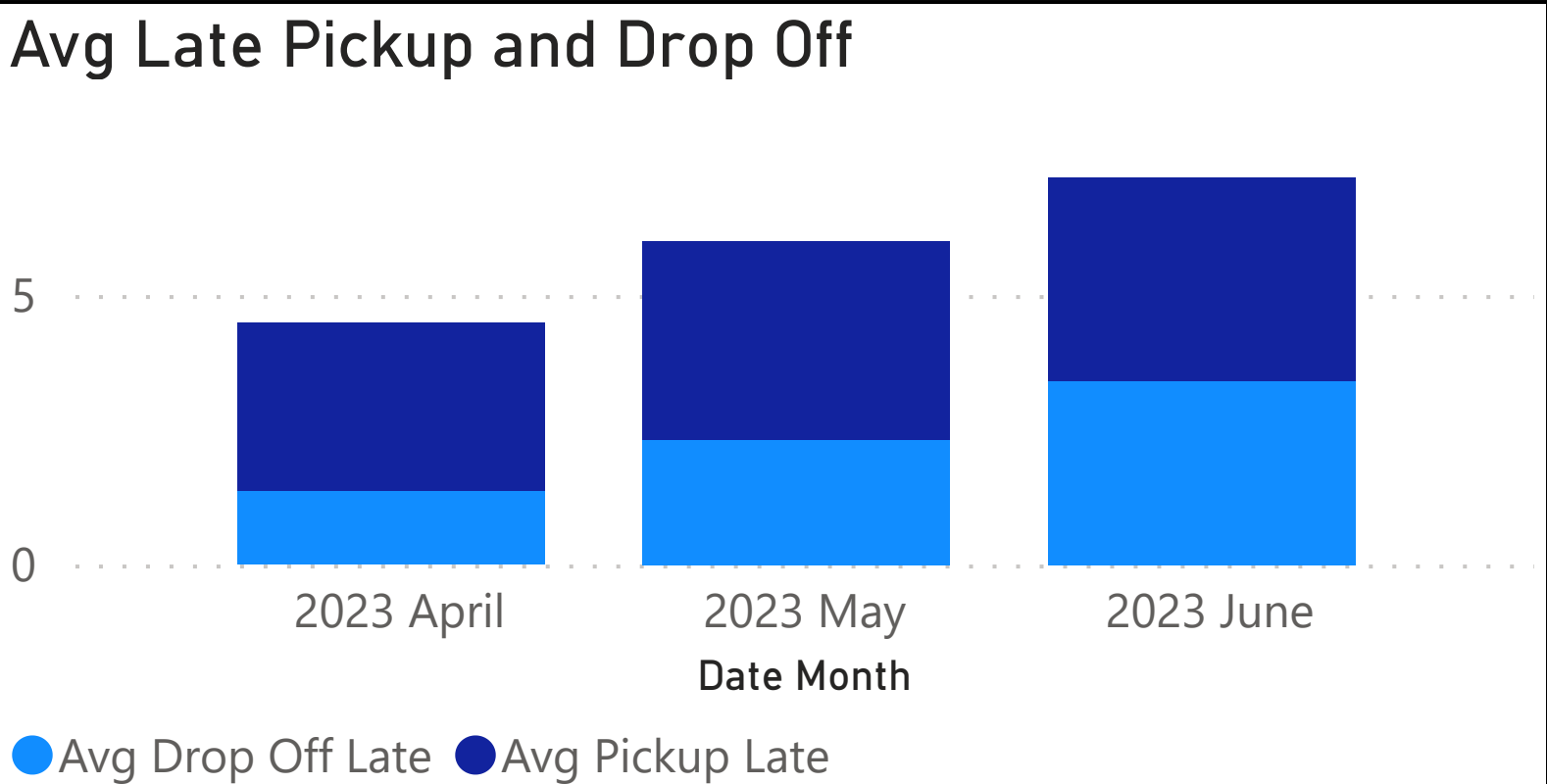
30/06/2023

1900

Completed Rides

4.94

Avg Ride Rating



Year	2023						
Month	June						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Shows
Blackfalds	3.40	3.78	4.95	0	249	618	43
Total	3.40	3.78	4.95	0	249	618	43

Program

☒ Blackfalds

ServiceDay

☐ Sun
☐ Mon
☐ Tue
☐ Wed
☐ Thu
☐ Fri
☐ Sat

Date

01/04/2023

30/06/2023

2094

Completed Passengers

2.37

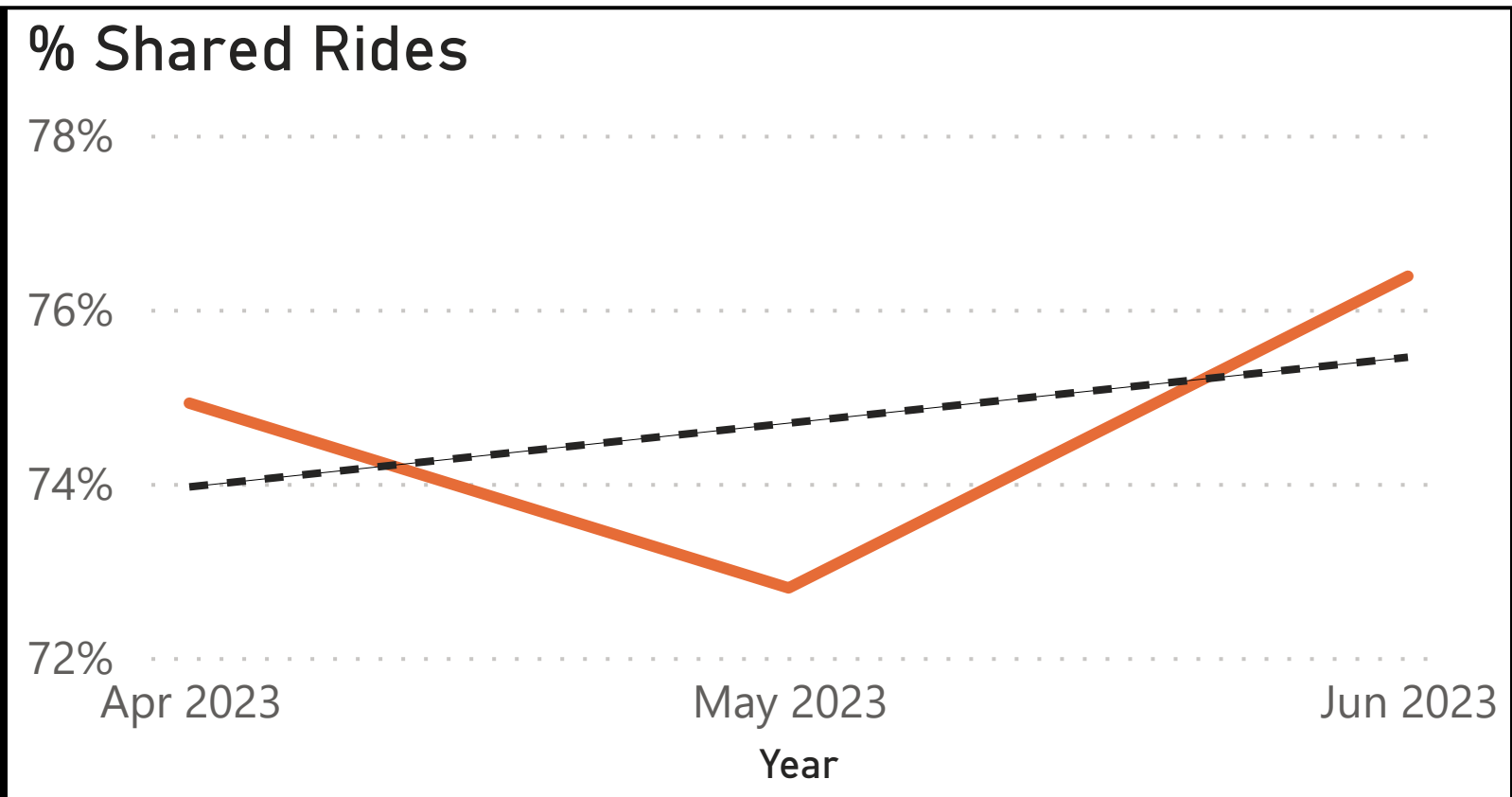
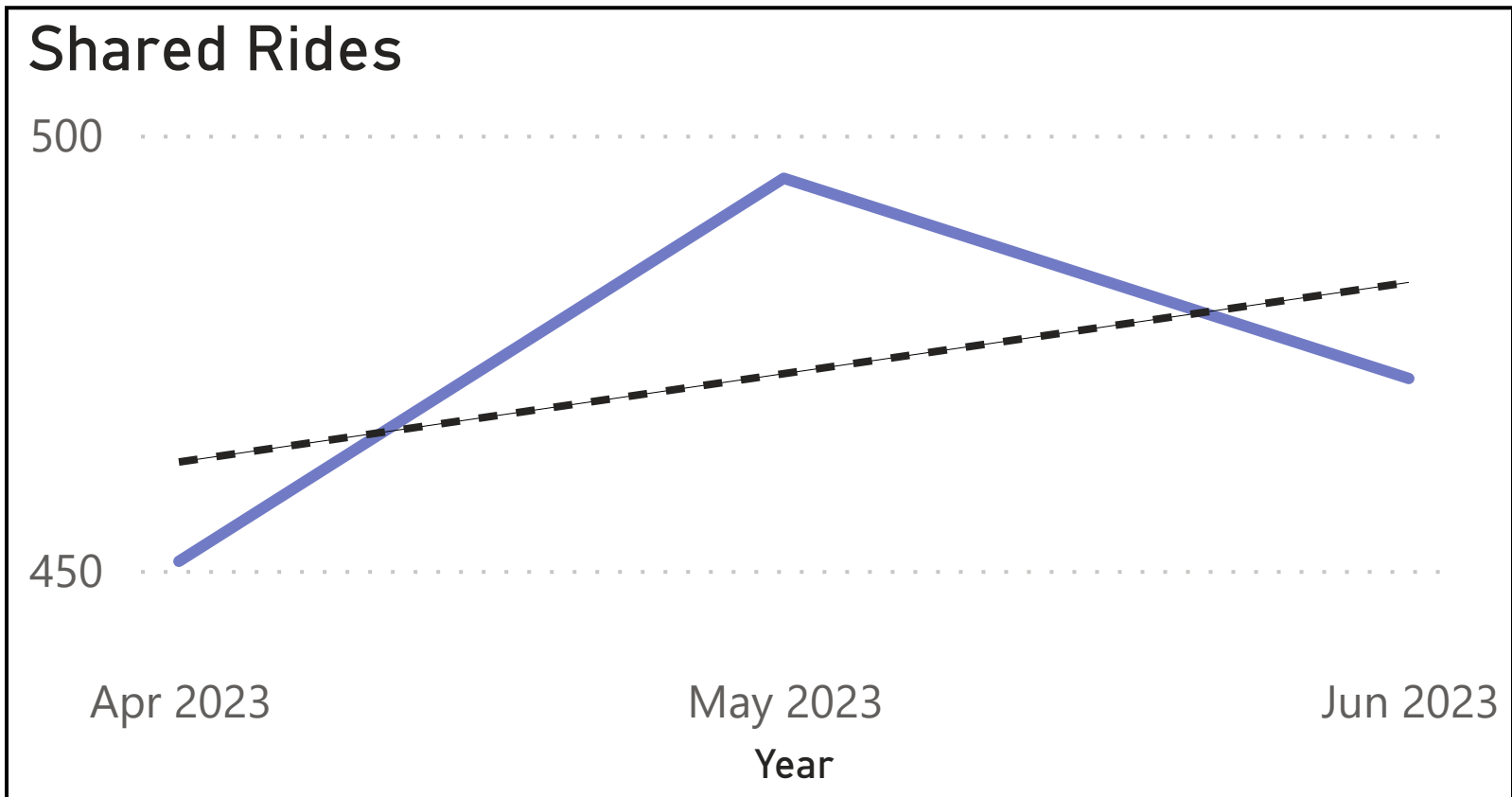
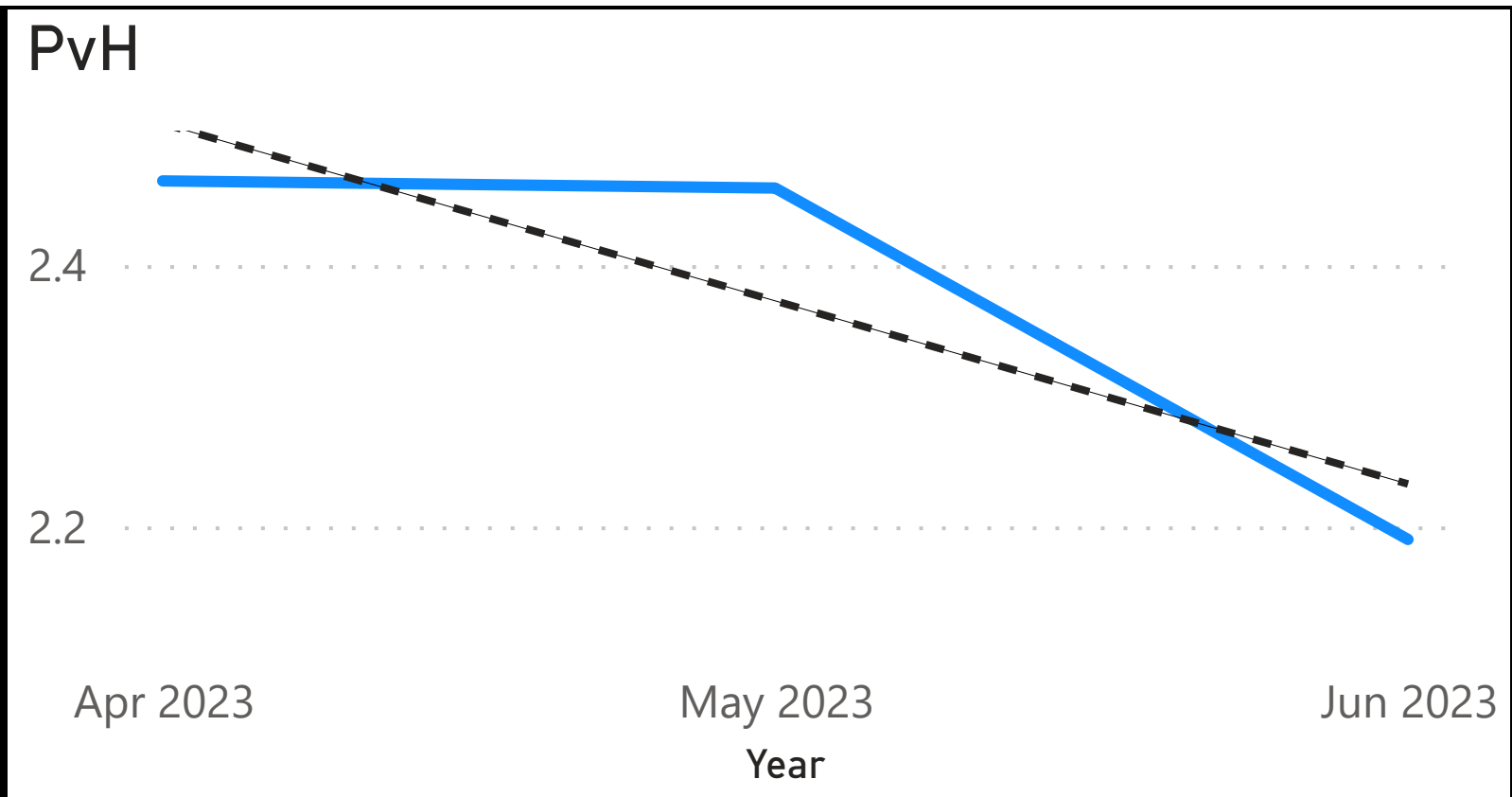
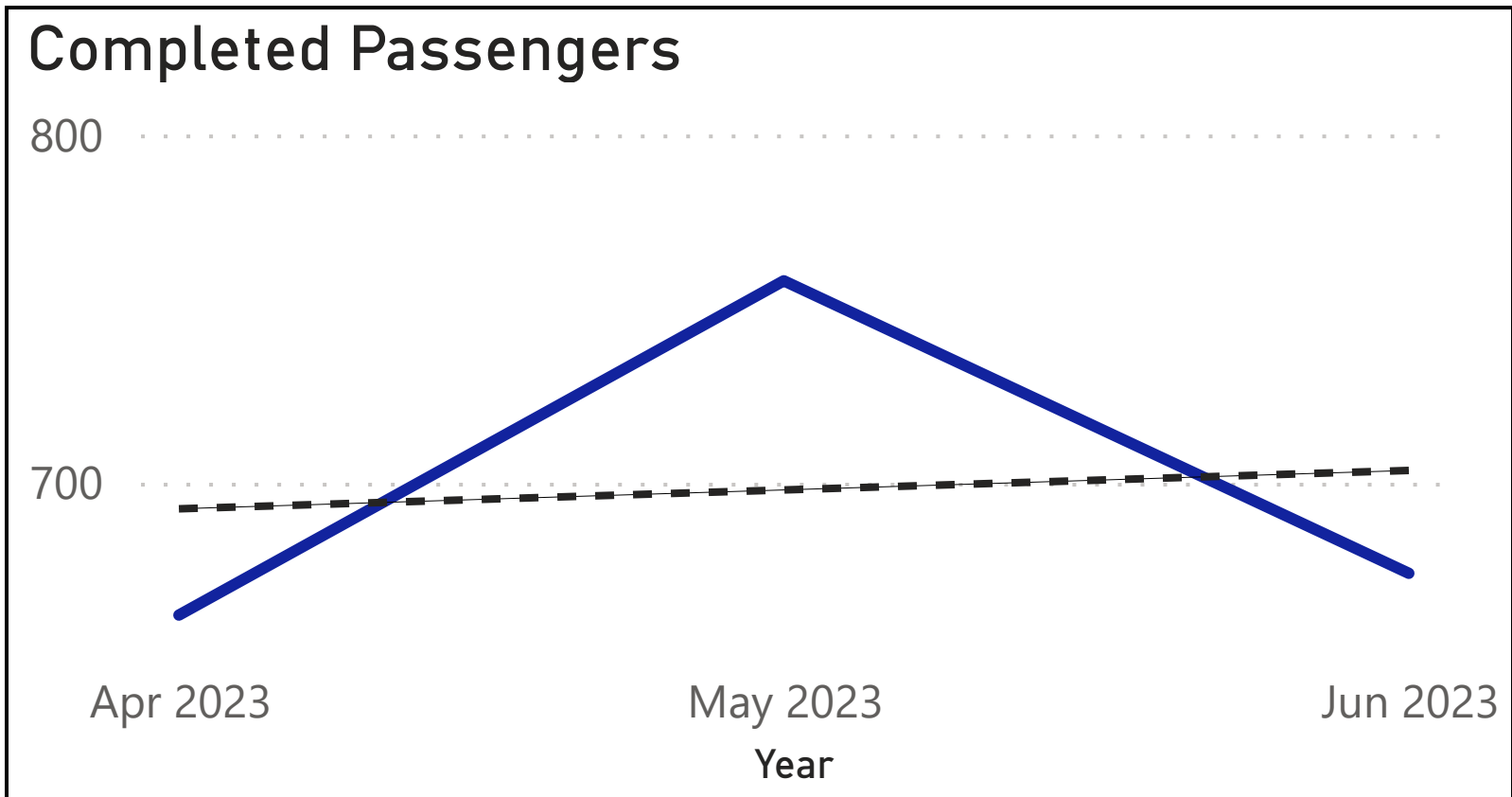
PvH

1418

Shared Rides

74.63%

% Shared Rides



Year	2023			
Month	June			
Program	Completed Rides	Shared Rides	% Shared	PvH
Blackfalds	618	472	76.38%	2.19
Total	618	472	76.38%	2.19

Program

☒ Blackfalds

ServiceDay

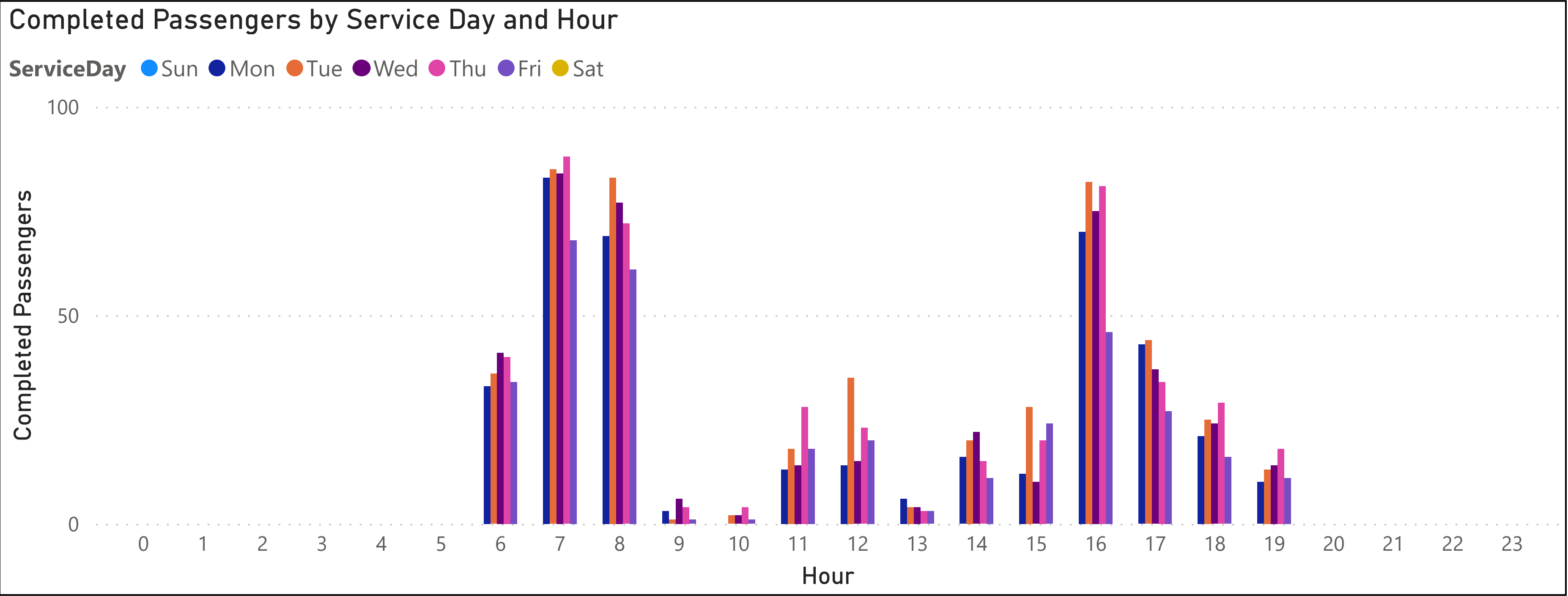
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Date

01/04/2023

30/06/2023

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	0	0	33	83	69	3	0	13	14	6	16	12	70	43	21	10	0	0	0	0	393
Tue	0	0	0	0	0	0	36	85	83	1	2	18	35	4	20	28	82	44	25	13	0	0	0	0	476
Wed	0	0	0	0	0	0	41	84	77	6	2	14	15	4	22	10	75	37	24	14	0	0	0	0	425
Thu	0	0	0	0	0	0	40	88	72	4	4	28	23	3	15	20	81	34	29	18	0	0	0	0	459
Fri	0	0	0	0	0	0	34	68	61	1	1	18	20	3	11	24	46	27	16	11	0	0	0	0	341
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hour Total	0	0	0	0	0	0	184	408	362	15	9	91	107	20	84	94	354	185	115	66	0	0	0	0	2094



Program

☒ Blackfalds

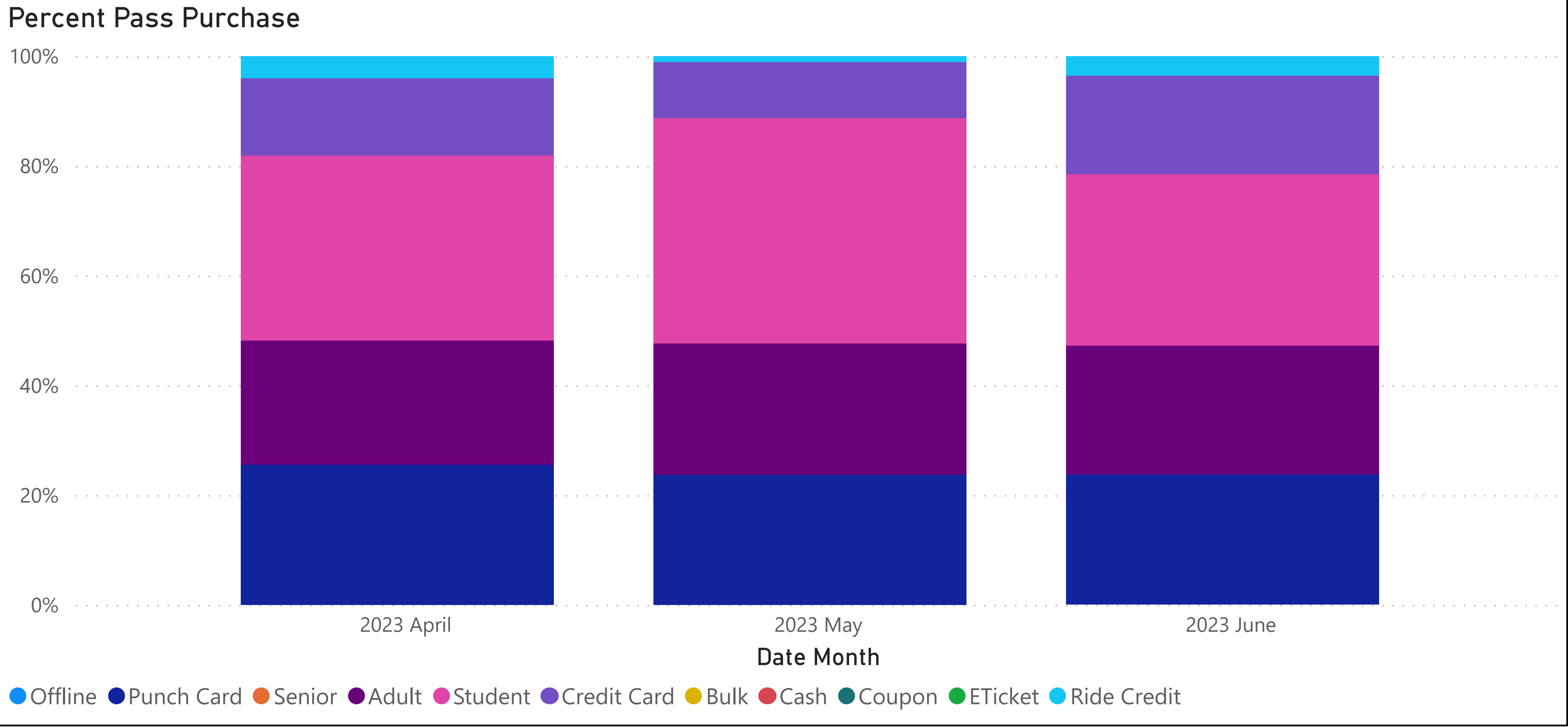
ServiceDay

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☐ Thu
☐ Fri
☐ Sat

Date

01/04/2023

30/06/2023



Year	2023												
Month	June												
Program	Avg Offline	Avg Punch Card	Avg Senior	Avg Adult	Avg Student	Avg Credit Card	Avg Bulk Ticket	Avg Cash	Avg Coupon	Avg ETicket	Avg Ride Credit	Avg Ticket	
Blackfalds	0%	24%	0%	23%	31%	18%	0%	0%	0%	0%		4%	0%
Total	0%	24%	0%	23%	31%	18%	0%	0%	0%	0%		4%	0%

Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

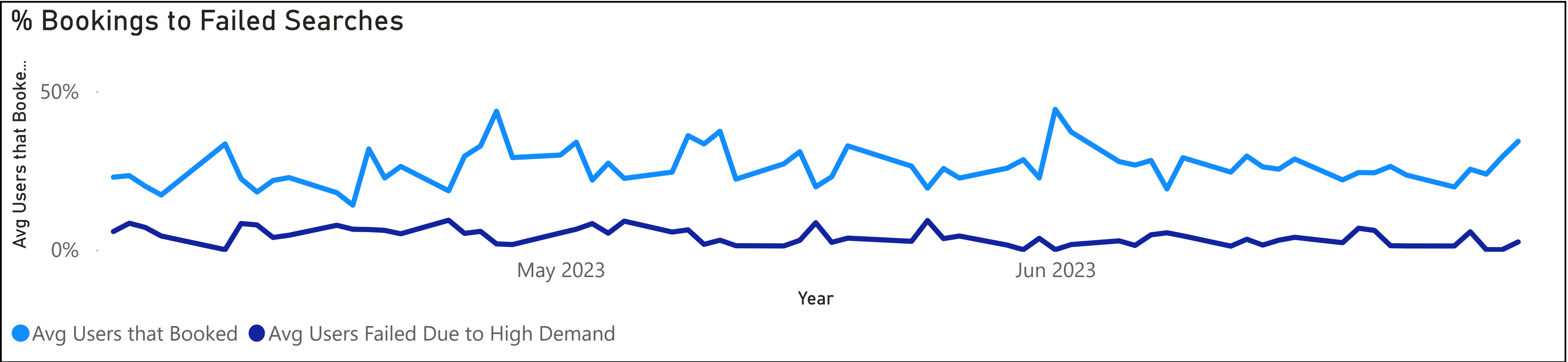
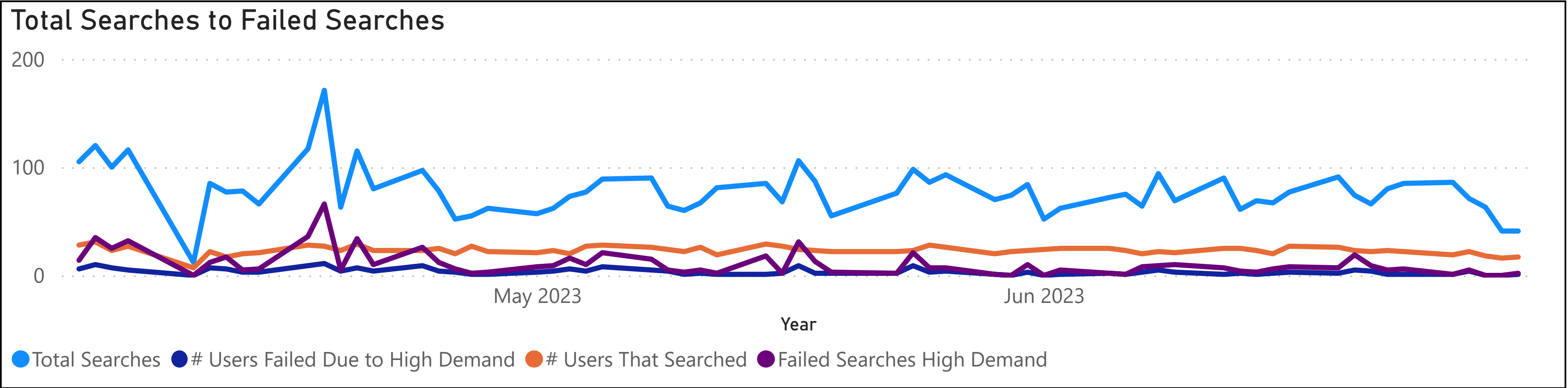
☐ Fri

☐ Sat

Date

01/04/2023

30/06/2023



Year	2023				
Month	June				
Program	Total Searches	# Users Failed Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demand
Blackfalds	1550	43	488	26%	3%
Total	1550	43	488	26%	3%

Program

☒ Blackfalds

ServiceDay

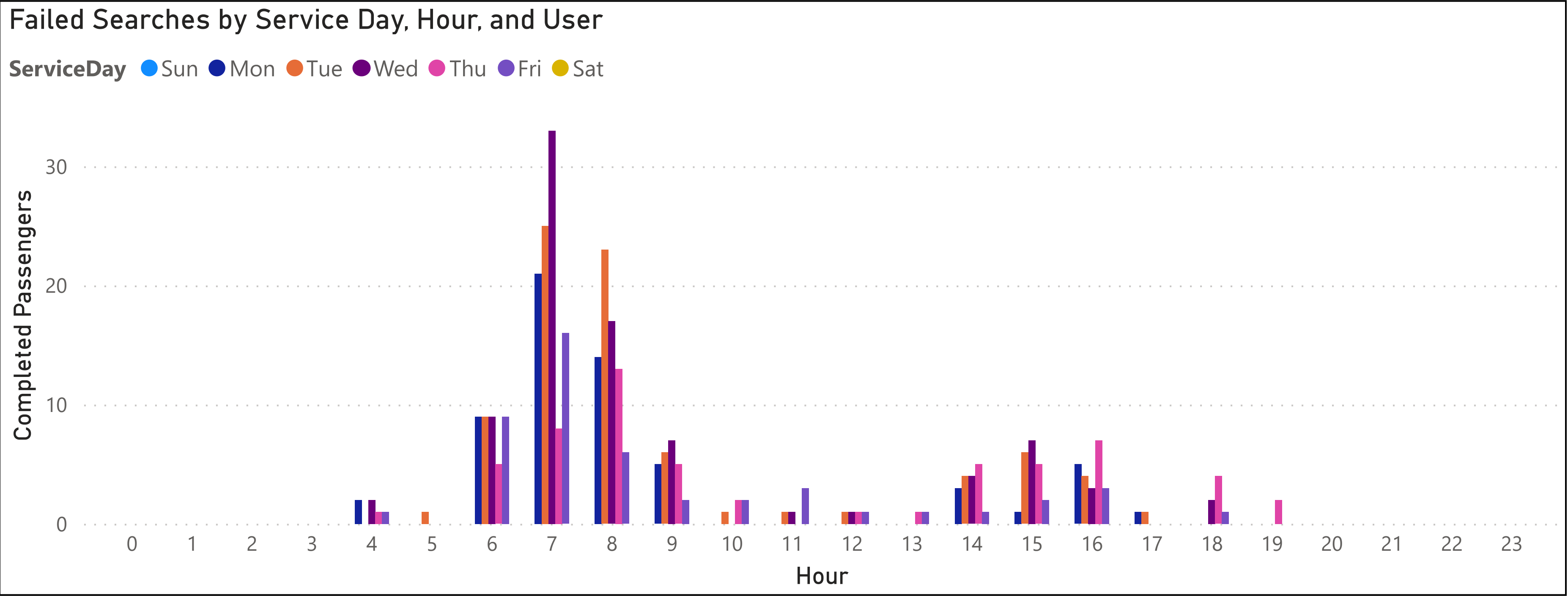
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Date

01/04/2023

30/06/2023

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	2	0	9	21	14	5	0	0	0	0	3	1	5	1	0	0	0	0	0	0	61
Tue	0	0	0	0	0	1	9	25	23	6	1	1	1	0	4	6	4	1	0	0	0	0	0	0	82
Wed	0	0	0	0	2	0	9	33	17	7	0	1	1	0	4	7	3	0	2	0	0	0	0	0	86
Thu	0	0	0	0	1	0	5	8	13	5	2	0	1	1	5	5	7	0	4	2	0	0	0	0	59
Fri	0	0	0	0	1	0	9	16	6	2	2	3	1	1	1	2	3	0	1	0	0	0	0	0	48
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hour Total	0	0	0	0	6	1	41	103	73	25	5	5	4	2	17	21	22	2	7	2	0	0	0	0	336



Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

☐ Fri

☐ Sat

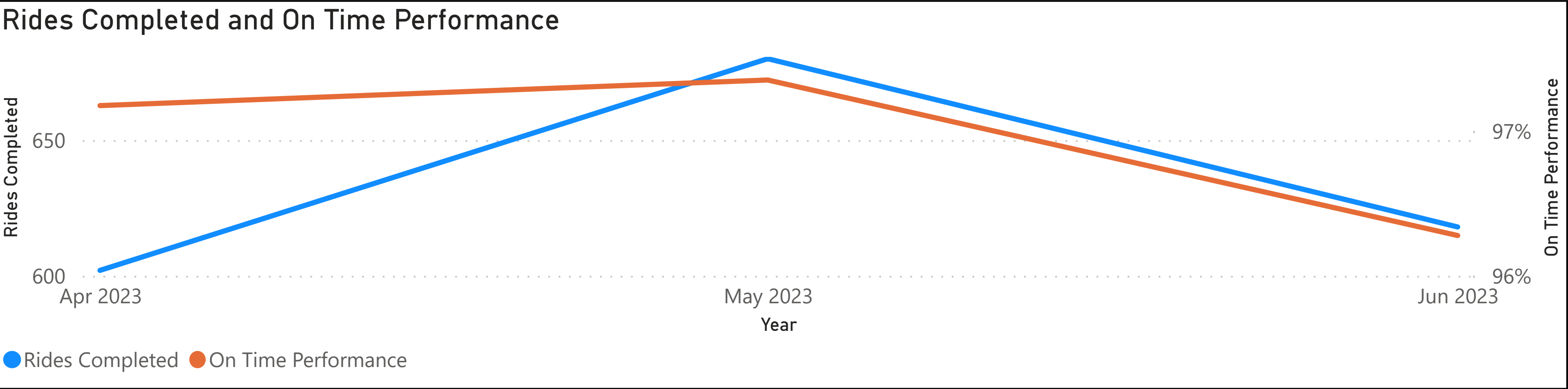
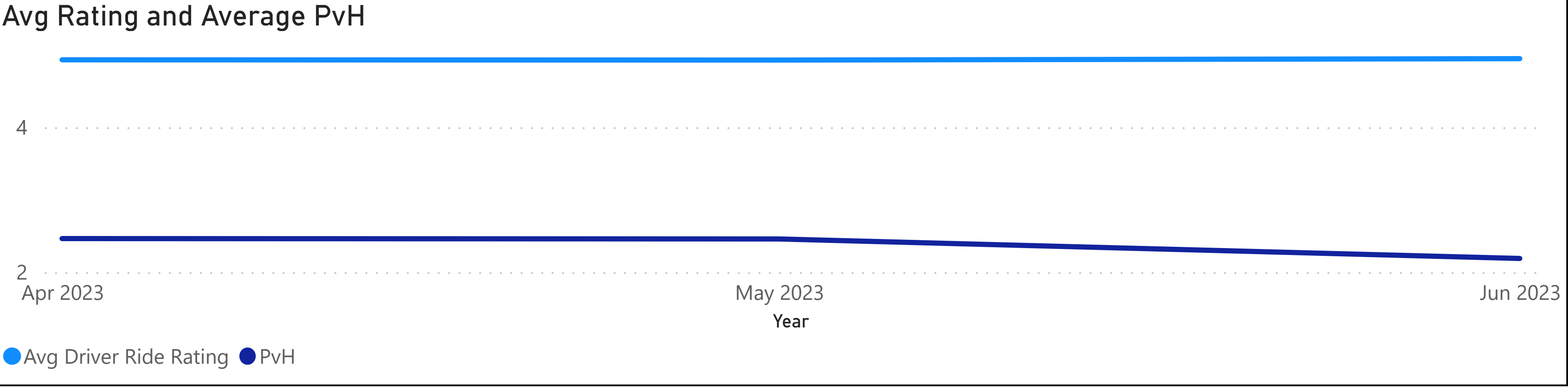
Date

01/04/2023

30/06/2023

96.95%

On Time Performance



Year	2023				
Month	June				
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	
▲					
Blackfalds	618	4.95	2.19	96.28%	
Total	618	4.95	2.19	96.28%	

Program

☒ Blackfalds

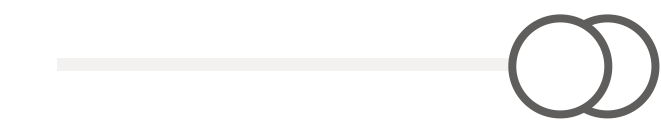
ServiceDay

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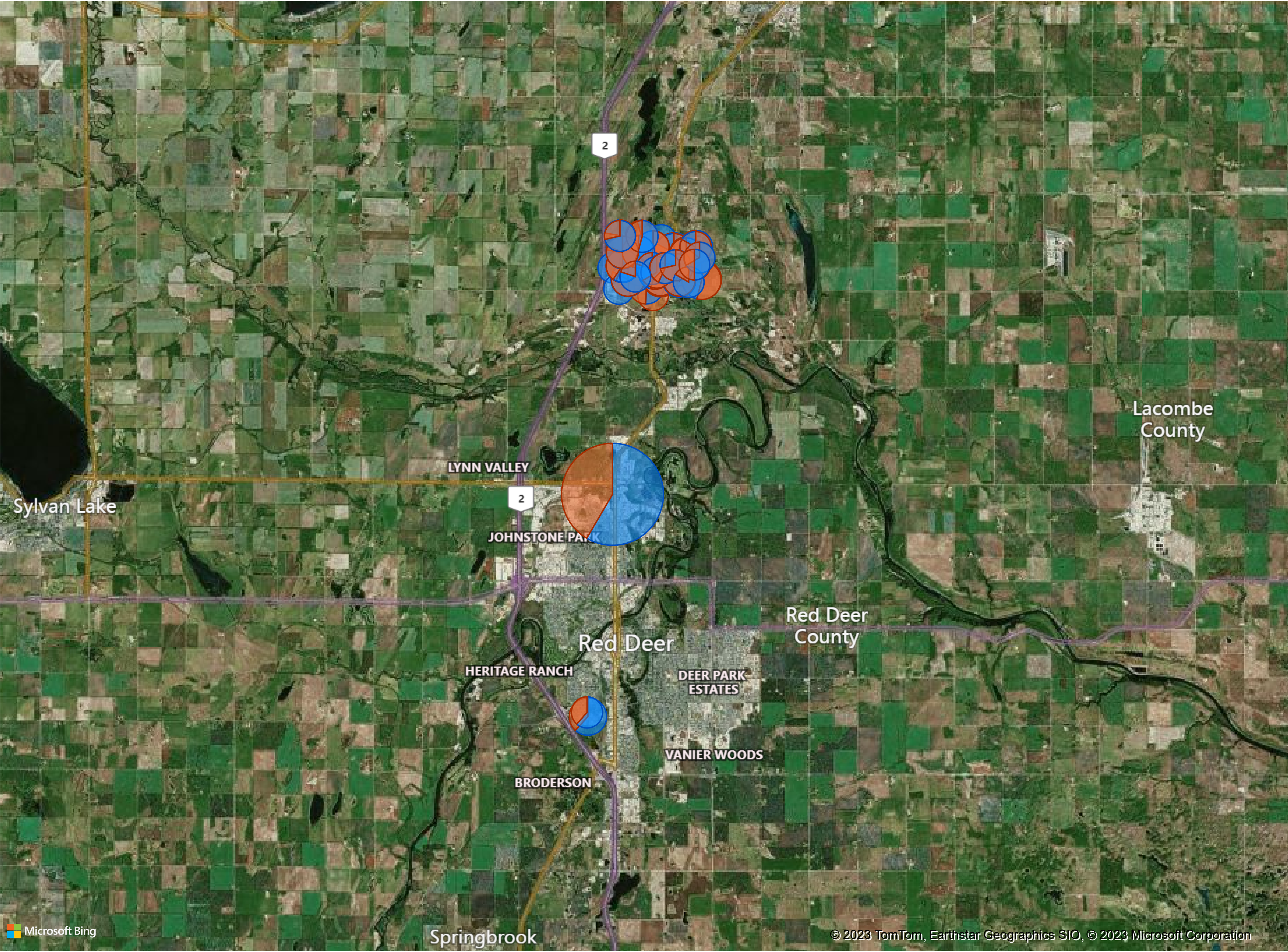
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01/04/2023

30/06/2023



● Dropoff ● Pickup



Program

☒ Blackfalds

ServiceDay

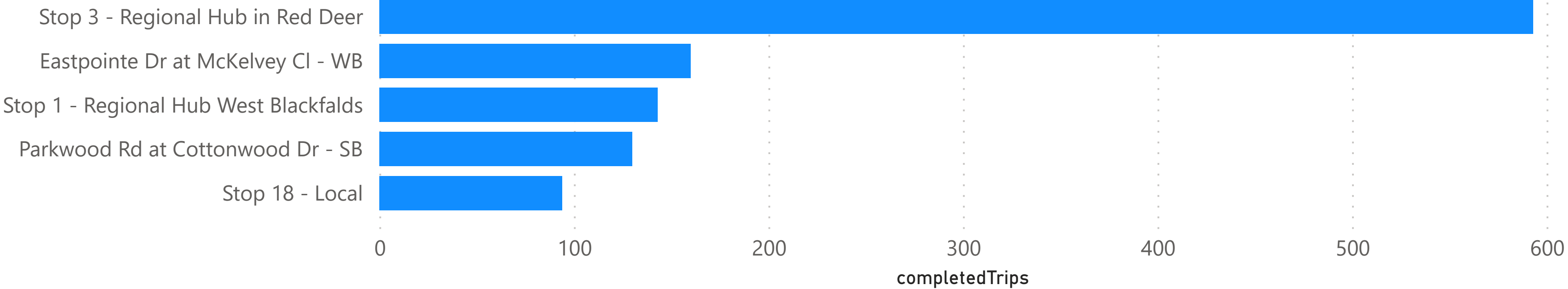
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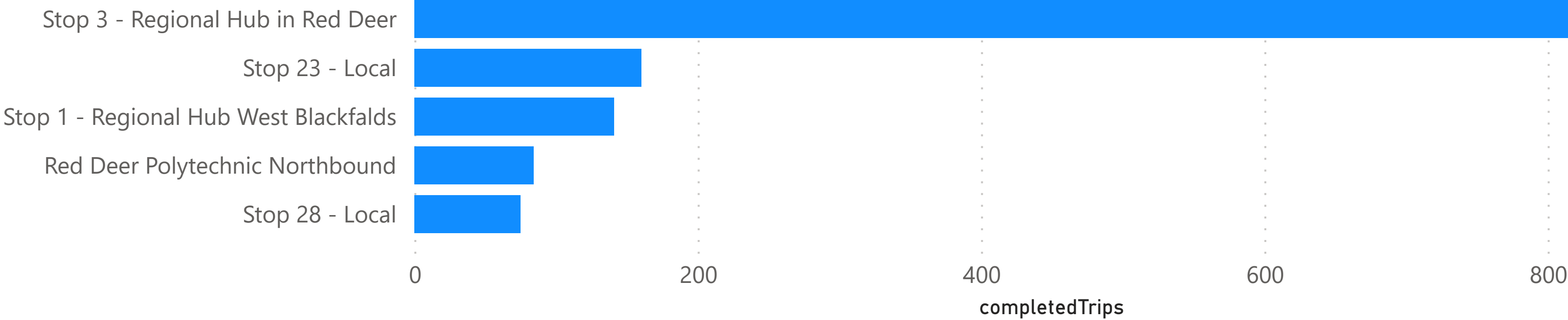
01/04/2023

30/06/2023

Top 5 Pickup Locations



Top 5 Drop Off Locations



stopName	Dropoff	Pickup	Total
Stop 3 - Regional Hub in Red Deer	834	593	1427
Stop 1 - Regional Hub West Blackfalds	141	143	284
Stop 23 - Local	160	49	209
Eastpointe Dr at McKelvey CI - WB	24	160	184
Stop 28 - Local	75	88	163
Parkwood Rd at Cottonwood Dr - SB	27	130	157
Red Deer Polytechnic Northbound	84	52	136
Stop 13 - Local	50	49	99
Stop 18 - Local	5	94	99
Total	1900	1900	3800

Type stopName	Dropoff completedTrips	Pickup completedTrips	Total completedTrips
Stop 3 - Regional Hub in Red Deer	290	210	500
Stop 23 - Local	64	24	88
Stop 1 - Regional Hub West Blackfalds	36	48	84
Eastpointe Dr at McKelvey Cl - WB	6	58	64
Stop 28 - Local	24	32	56
Parkwood Rd at Cottonwood Dr - SB	11	26	37
Stop 8 - Local	28	3	31
Red Deer Polytechnic Northbound	11	16	27
Park St at Highway St - Housing Side		25	25
Stop 18 - Local		25	25
Westridge Dr at Standford Blvd - SB	15	6	21
Westwood Dr at Broadway Ave - NB	18	2	20
Stop 20 - Local	15	4	19
Stop 6 - Local	7	11	18
Womacks Rd at Blackfalds Skateboard Park	7	11	18
Stop 16 - Broadway Ave at Westbrooke Rd - NB	7	9	16
Waghorn St - Southside	7	9	16
Stop 12 - Local		14	14
Stop 13 - Local	7	7	14
Stop 22 - Cottonwood Dr at Coachman Way - EB	9	3	12
Stop 16 - Local	5	6	11
Stop 7 - Westbrook Rd at Valmont St	8	3	11
Park St at Paramount Cr - EB	7	3	10
Stop 7 - Local	2	8	10
Leong Road at Duncan Ave - SB	2	7	9
Stop 20 - Iron Ridge Intermediate Campus - SB	2	7	9
Stop 22 - Local		9	9
Stop 29 - Local		9	9
Stop 11 - Local	6	2	8
Stop 17 - Local	5	3	8
Red Deer Polytechnic Southbound	3	3	6
Aspen Lakes at Ash Cl - Eastside	4	1	5
Prarie Ridge Ave - NB	3	1	4
Stop 24 - Local	2	1	3
Stop 25 - Local	1	2	3
Stop 27 - Local	2	1	3
Stop 27 - Park St at Panorama Cr - WB		2	2
Stop 5 - Local		2	2
Cascade at Cooper St - Southside		1	1
Highway Ave at Queen Cr - NB	1		1
Range Rd 272 at Hwy 2A - NB		1	1
Stop 10 - Local		1	1
Stop 2 - Regional Hub East Blackfalds - 2	1		1
Stop 21 - Local		1	1
Stop 25 - Pioneer Way at Coleman Cr - SB		1	1
Stop 26 - Local	1		1
Stop 4 - Dunan Ave at STEP Energy Services - NB	1		1
Total	618	618	1236

MINUTES

In Attendance:	Colleen Ebden	Town of Eckville
	Lenore Eastman	Town of Bentley
	Barb Gilliat	Village of Alix
	Barb Shepherd	Lacombe County
	Tracy Hallman	Village of Clive
	Reuben Konnik	City of Lacombe
	Jamie Hoover	Town of Blackfalds
	The Bethany Group	Carla Beck, Shannon Holtz, Melodie Stol (recorder)
	Lacombe Foundation	Ann Hultink

1.	Call to Order The meeting was called to order at 1:11 pm by Board Chair Jamie Hoover.	
2.	Approval of Agenda <i>B. Shepherd moved to accept the Agenda as presented.</i> CARRIED	
3.	Approval of Minutes <i>B. Gilliat moved to approve the March 27, 2023 minutes as presented.</i> CARRIED	
4.	Correspondence	
	a.	Seniors Income Amounts April – June 2023
	b.	Election Advocacy
	<i>C. Ebden moved to accept the Correspondence as information.</i> CARRIED	
5.	Reports	
	a.	Financial Reports Review of the financial statements and explanatory notes for the 3 months ending March 31, 2023 Lodges: Rental revenue near budget with strong occupancy in Eckville DSL. Strong investment income and receiving covid occupancy loss funding. Utilities reflect seasonal variance. Projects are the window replacement and computer replacements.

		<p>Affordable Housing: Strong rental revenue. Upcoming project is a roof for a unit on Parkway Ave.</p> <p><i>L Eastman moved to accept the financial report as information. CARRIED</i></p>
	b.	<p>Occupancy Report to April 30, 2023</p> <p>Hosted a booth at the Lacombe Trade Fair to promote our programs.</p> <p>Eckville DSL full, vacancies in lodge. Move-ins in Lacombe continue to be offset by move-outs. Discussion on factors that impact occupancy levels.</p> <p>Some moveout anticipated in affordable housing in May.</p> <p>City of Lacombe is conducting a municipal census this spring.</p> <p><i>T. Hallman moved to accept the occupancy report as information. CARRIED</i></p>
	c.	<p>CAO Report</p> <p>Norovirus outbreak at Lacombe Lodge has now been closed. HCA positions remain hard to fill at Eckville. Resident surveys, lodge marketing, Quality Improvement initiative, annual education, Day of Mourning, menus, ASCHA convention report and on-site chaplaincy in Eckville.</p> <p><i>B. Gilliat moved to accept the CAO report as information. CARRIED</i></p>
6.	New Business	
	a.	<p>Business Plan review</p> <p>Reviewed the Business plan summary, Schedule A submission and the resident survey results.</p> <p>Discussion on the Lodge Redevelopment focused on the potential impacts of the election on how advocacy for the project should proceed.</p> <p>Discussion on Capital Maintenance processes and some of the delays on projects and cost escalation.</p> <p>A cover letter and all appendices will be presented for approval at the June meeting.</p>
	b.	<p>Lacombe Lodge Redevelopment update</p> <p>Administration met with two potential consultants. The preferred consultant would be able to start in the Fall. Election results will impact the approach to take.</p> <p>Suggestion for a trip to Innisfail to tour Autumn Grove.</p> <p>Request for a tour at Eckville.</p>
7.	<p>In Camera Session – Requested by Board Chair</p> <p><i>B. Gilliat moved to go in camera at 2:48 pm. CARRIED</i></p> <p><i>R. Konnick moved come out of in camera at 3:30 pm. CARRIED</i></p>	



8.	Next Meeting Date Monday June 19, 2023 at 1:00 pm, Lacombe Seniors Lodge
9.	Adjournment The May 15, 2023 Lacombe Foundation meeting was declared adjourned at 3:30 pm.

A handwritten signature in black ink, reading "Jamie Hoover".

Jamie Hoover, Board Chair
Lacombe Foundation

A handwritten signature in blue ink, reading "SHH".

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

June 19, 2023

Date

June 19, 2023

Date

2022



Lacombe Foundation Annual Report



Prepared by
The Bethany Group



Our ongoing commitment to providing a Caring Community



Board Chair Message



On behalf of the Lacombe Foundation, I am pleased to share the 2022 annual report to the community.

2022 was another year of riding the ripples since the lifting of the global state of pandemic emergency, but I feel a sense of both optimism, and hopefulness in the province as it seems it's beginning to surge upwards economically, but also inflationary, so we are still taking caution. New priorities are emerging, such as the overall mental health of our communities, highlighting the wellbeing of our families, our residents and staff in our organization. There have been several months of new governmental leadership in our sector, and this year lead us up to an election, which inevitably brings new direction to adapt to, but some very promising progress has been made in the seniors and social housing Ministry, and at the Federal level that will hopefully inject some stability and help retain and implement some good work done this past year. As a Board and Administration, we are engaged, and solution based in our outlook and efforts. The board has more than a full year of work together with our team, and we have been actively working with our provincial counterparts and like-minded organizations.

Lacombe Foundation is still focusing on renewal, expansion and replacement of assets that are aging out, or are not meeting our long-term needs, while maintaining and making more efficient and effective the facilities that are current. We're working with our municipal partners to ensure the sustainability of our housing body to provide access to safe, healthy, and practical housing to individuals and families in our region that would otherwise struggle to find it.

I want to share my gratitude and appreciation once again to everyone associated to our foundation, including our partners, residents, and staff alike. Through this annual report I hope to inform you, engage you and highlight the successes had, and prepare you for the opportunities to come in 2024.

All the best!

Jamie Hoover
Chairperson of the Board
Lacombe Foundation

2022 Board of Directors

Jamie Hoover – Board Chair
Barb Gilliat – Vice Chair
Lenore Eastman
Colleen Ebdon
Tracy Hallman
Rueben Konnik
Barb Shepherd

CAO Message



Early 2022 saw us continuing to deal with the COVID-19 pandemic, so we were elated when the latter part of the year had restrictions lifted and we were able to, cautiously, begin to resume 'normal' activities and practices. Although we still see mandatory masking required at Eckville Manor because the site provides both lodge spaces and designated supportive living, the other restrictions are no longer required.

I share my appreciation to our staff for their dedication in working through the ongoing changes that we encountered and we are pleased to have been able to recruit and hire additional staff to fill the vacant positions that we experienced. I would also send my thanks to the many residents and families who put their trust in us all to provide quality housing that includes lodge services such as housekeeping, enticing meals and enjoyable activities. The Lodge program allows residents to participate in the life of the lodge as much as they choose while enabling them to continue to participate in the external community as they like.

We are also pleased to provide health care aide services in addition to the lodge services in Eckville and our manager at this site is a Licensed Practical Nurse who can provide the clinical support and direction to these employees.

The Bethany Group is proud to provide the administrative function for Lacombe Foundation and we thank the Lacombe Foundation Board for their ongoing support of Administration for Lacombe Lodge, Eckville Manor House, Terrace Heights Landing Affordable Housing in Lacombe and Blackfalds Affordable Housing.

Respectfully,

Carla Beck,
CEO, The Bethany Group
CAO, Lacombe Foundation



Business Plan 2023-2025

Year One Accomplishments

Outcome # 1 Investing Now and In the Future

- The priority request for Lacombe Foundation is for capital funding to redevelop the Lacombe Seniors Lodge. Some challenges have been encountered as gaps have been identified in current grant programs.
- We would encourage residents who reside in the communities of Lacombe County service area to send personal letters of support to the Honourable Jason Nixon, Minister of Seniors, Community and Social Services at SCSS.minister@gov.ab.ca and local MLA Jennifer Johnson at Lacombe.Ponoka@assembly.ab.ca
- The redevelopment plan would ensure area seniors have access to a modern facility that includes in-suite washrooms facilities that accommodate walkers, larger program and activity spaces and suites that can better meet the needs of couples.
- The 2023 request for Capital Maintenance funding was 3.8 million dollars, with the largest portion of that for projects at the Lacombe Lodge should redevelopment not be approved. No funding was awarded to these projects in Budget 2023/2024.
- A request for a Seniors Affordable Housing (Independent Living) project in Blackfalds has also been made to the Government of Alberta. The Town of Blackfalds is updating their local social needs assessments and Lacombe Foundation is monitoring grant and funding program changes that may assist in moving the project forward.
- Lacombe Foundation also provides affordable housing for families in Lacombe and Blackfalds. These buildings have seen high occupancy rates over the past 12 months. Funds have been directed to capital maintenance reserves for future repairs.

Outcome # 2 Integrated Housing and Supports

- Lacombe Foundation is committed to providing an affordable housing option for seniors and families so they can live in their community of choice. Receiving regular resident feedback and seeking out areas of improvement are an important part of meeting the needs of our residents and communities.

2.1 Quality Improvement

- Our 2022 QI initiative was enhancing the Meal Time Experience. Our team reviewed menus, food choices, resident feedback processes, food presentation and more in an effort to improve all aspects of the dining experience.

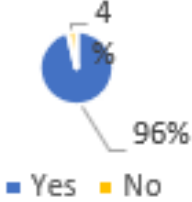
2.2 Resident Surveys

“Meals are always excellent. Staff seem to genuinely care and are mostly friendly and helpful” *Quote from resident, 2022 Eckville Manor Lodge Survey*

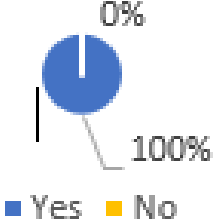
“ The neighbors are really great watching out for each other” *Quote from resident, 2022 Terrace Heights Landing Affordable Housing Survey*

Residents provided their feedback on various areas of the lodge living environment or their affordable housing building. The surveys were tabulated and actions plans are being implemented to address areas of concerns. The tabulated results are posted on our website at www.lacombefoundation.ca

Sample from Lacombe Lodge Survey

1. I Enjoy living here	Celebrating Success	What we've learned	What we are doing
 <p>A pie chart with a blue section representing 96% and a small yellow section representing 4%. A legend below shows a blue square for 'Yes' and a yellow square for 'No'.</p>	The staff here are wonderful and very considerate and eager to help out.	Resident have so many amazing things to say about the lodge. We will keep working with maintenance on concerns regarding heating.	We will continue to ensure that residents enjoy the activities and the space provided

Sample from the Affordable Housing Survey

1. I Enjoy living here	Celebrating Success	What we've learned	What we are doing
 <p>A pie chart that is entirely blue, representing 100%. A legend below shows a blue square for 'Yes' and a yellow square for 'No'.</p>	We really enjoy living here, very well maintained and managed	Tenants enjoy their units overall.	We will continue to provide a <u>person centered</u> approach to our affordable housing tenants.

Outcome # 3 Transitions and Aging in the Community

- Lacombe Foundation is monitoring legislative changes and best practices in continuing care and affordable housing sector of Alberta. We are working proactively with AHS in their planning processes on delivery models to improve continuity of care for lodge residents.
- The Foundation has applied for an Adult Day Support program to be offered at the Lacombe Lodge. No decision from AHS has been communicated at this time and we be following up with the Ministry after the provincial election.
- For Eckville, we are looking for opportunities to develop a community service hub and await additional direction from AHS. In addition to the 35 lodge rooms, 15 rooms in Eckville are Designated Supportive Living 3, with access to Health Care Aides 24/7.

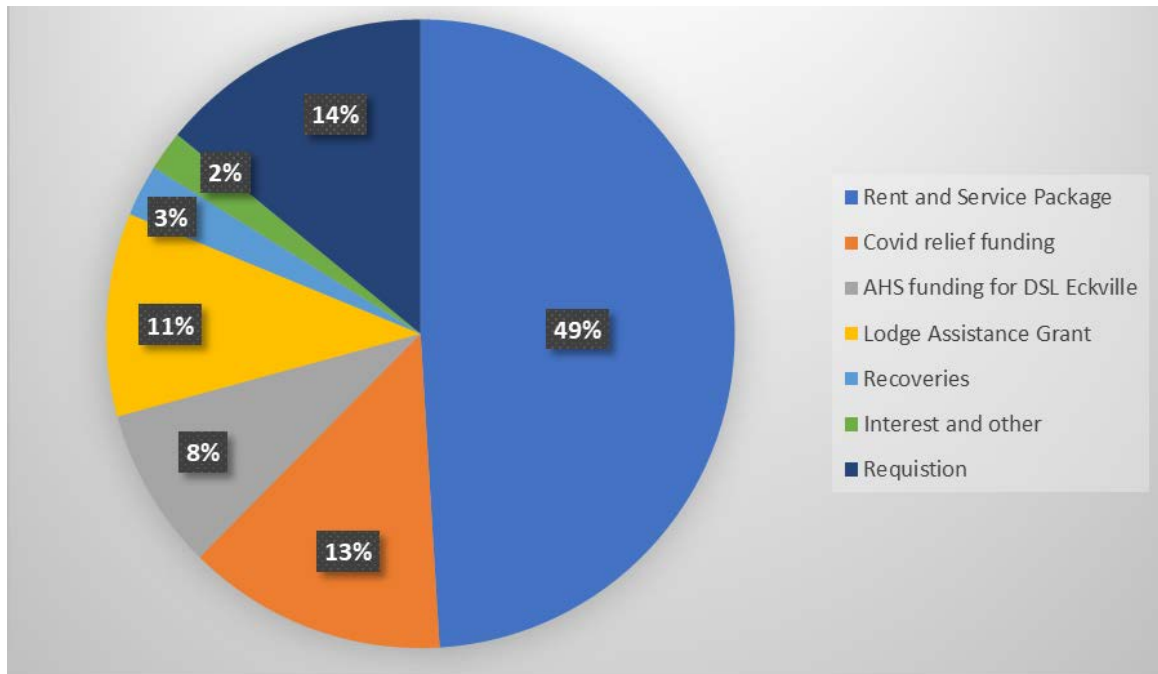
Outcome #4 Fair and Flexible

- Lacombe Lodge and Eckville Manor look to find a balanced approach to offering fair and affordable rent and services packages, identifying operational efficiencies and best practices while being mindful of the use of local tax requisition dollars. Increasing costs and inflationary pressures are a top of mind issue for our lodges.
- Affordable Housing needs to be self-sustaining, collecting enough revenue to cover monthly costs, mortgage payments and maintenance reserves to keep the buildings in good condition.
- We are eager to participate in the Provincial Lodge Program Review anticipated later in 2023 and will advocate for needs of rural lodges and fair funding support from the Provincial Government

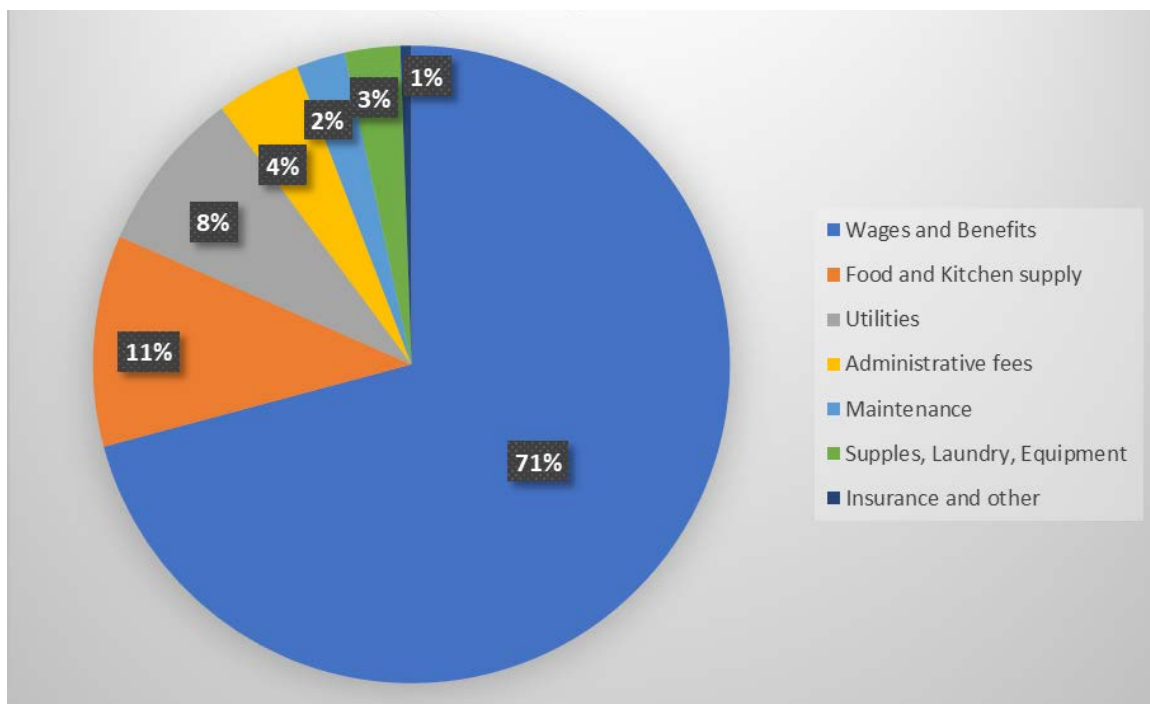
Outcome #5 A Sustainable System

- Lacombe Foundation has completed a board skills assessment to ensure targeted skills and knowledge at the board level support good local governance.
- A lodge marketing working group has been established to review current practices and develop new promotional tools.
- Lacombe Foundation will be advocating for increased financial support from the provincial government, to address rising costs, and to protect low to moderate income seniors without sacrificing service quality. The unique needs of a smaller rural lodge, particularly in Eckville, need to be addressed by the province in their funding model so local seniors can continue to live in their community of choice with the appropriate support of the facility and the community at large.

Lacombe Foundation 2022 Revenue



Lacombe Foundation 2022 Expenses



To view the full 2022 Financial Statements, including the Affordable Housing portfolio, please visit our website at www.lacombefoundation.ca/about-us



Prepared by
The Bethany Group



Contact Us



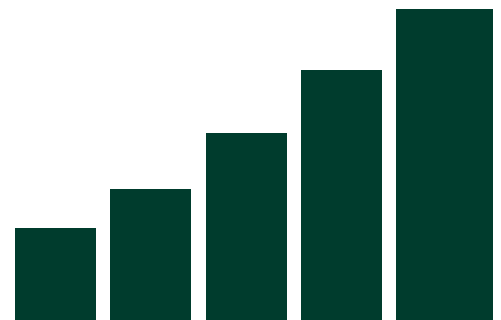
403-782-4118



housing.lacombe@bethanygrp.ca



www.lacombefoundation.ca





WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING JUNE 22, 2023

143 HEALTHCARE CONSULTING SERVICES PRESENTATION

At the June 6, 2023 Committee of the Whole Meeting, Stacey Strilchuk of 143HealthCARE Consulting Services provided an overview of the services offered by 143HealthCARE Consulting and an update regarding the current healthcare landscape and the work being done to support primary care, specifically for rural Albertans. By resolution of Council, this presentation was received for information.

REQUEST TO PAVE RANGE ROAD 2-4

At the June 6, 2023 Committee of the Whole meeting, Council was provided with a comprehensive review of Policy RC(8) Use and Management of County Reserve Lands. By resolution of Council, the County Manager was directed to prepare a report regarding amendments to the policy for Council's consideration at a future meeting.

BOAT LAUNCH AT GULL LAKE OR SYLVAN LAKE

At the June 6, 2023 Committee of the Whole Meeting, Council was provided with a presentation on Anderson Park Boat Launch and Sylvan Lake Boat Launch. By resolution of Council, the County Manager was directed to send a request to the Provincial Government for financial support for the Sylvan Lake Boat Launch, as a preliminary step in moving the project forward.

NEW ROAD PAVING

At the June 6, 2023 Committee of the Whole Meeting, a discussion was held regarding the potential for paving the D & M Road (RR 27-5) between Twp Rd 41-0 and Twp Rd 41-2 due to increased traffic volumes and dust concerns. A discussion was also held regarding recent traffic counts on other roads within the County that have seen increased traffic volumes.

By resolution of Council, the County Manager was directed to prepare a report and proposal regarding new road paving projects based on traffic volumes for Council's consideration at a future meeting.

REQUEST TO PAVE RANGE ROAD 2-4

Subsequent to a petition received in August 2022 regarding the paving of Range Road 2-4 from Highway 11A to Township Road 39-4 (TWP Rd. 39-4) and further to discussions held at Council meetings in August and October 2022 regarding the matter, recently updated traffic count information has prompted the topic to be revisited by Council.

The County Manager was directed to prepare a report for consideration at a future Council meeting regarding the development of a Transportation (New Pavement) Master Plan for the entire County. The request to pave Range Road 2-4 will be deferred at this time, for consideration as part of the Master Plan.

PROPERTY CLEAN-UP FUNDING REQUEST

On December 22, 2022 a house in Mirror was destroyed by fire. In preparing for clean-up of the site, the presence of asbestos was identified. In accordance with Occupational Health and Safety requirements, remediation will be required and is the responsibility of the County, given the state of ownership of the property. By resolution of Council, the County Manager was authorized to contract Ask Environmental for remediation work at the subject property at a cost of \$46,445.



WHERE PEOPLE ARE THE KEY

TAX PAYMENT PLAN REQUEST

Vantage Point Resources Inc. has requested an allowance to pay its 2023 property taxes over a six-month without incurring penalties. Council defeated a resolution to approve the proposed tax payment plan.

2024 OPERATIONS CAPITAL PURCHASES

The annual fleet evaluation and capital purchase process has identified a need to replace 15 pieces of County equipment.

By resolution of Council, the County Manager was authorized to tender and award for the purchase of the 15 pieces of equipment at an estimated cost of \$4,528,000, and to dispose of the existing units at an estimated trade-in or private sale value of \$1,106,000. The difference between the purchase of the numbers and the sale of the old units, in the amount of \$3,422,000 will be funded from the Operations Equipment Reserve.

PALM BAY ENCROACHMENT

Council reviewed the specifics of the encroachment from Lot 3 within the Palm Bay Subdivision onto adjacent Lacombe County Environmental Reserve Lands as well as the request by Mr. Stoute (property owner) and Mr. Jardine (real estate agent) to consider issuing an encroachment agreement for the alterations and encroachment in question.

A resolution authorizing the County Manager to enter into an Encroachment License Agreement with the owner of Lot 3, Block 1, 914MC (Palm Bay) for the structures, landscaping, and other items placed on the environmental reserve adjacent to the subject property was defeated by Council.

By resolution of Council, the County Manager was directed to order the reclamation of the environmental reserve encroached upon by the owner of Lot 3, Block 1, 914MC (Palm Bay), with such reclamation to be completed within one year of notice.

EN (10) RURAL CRIME WATCH POLICY REVISION

At the June 8, 2023 Council Meeting, Councillor Kreil presented a notice of motion regarding amendments to Policy EN(10) Rural Crime Watch Policy. Councillor Kreil proposed, and it was approved by resolution of Council, that the County Manager revise the said policy to include eligibility for crime prevention initiatives (i.e. restorative justice programs) and present the revised policy for consideration at a future Council meeting.

MOBILE VENDORS AT SANDY POINT

Frank Wilson of Delta Land Co. Inc. has expressed concern with mobile food trucks operating at the beach and boat launch at Sandy Point RV Resort and is requesting that Delta Land Co. be the only authorized provider of food and beverages on-site.

This request, as well as considerations for changes to the mobile vendor policies, will be considered as part of the 2023 Municipal Development Plan and Land Use Bylaw matrix review.

SUMMER VILLAGE OF HALF MOON BAY REQUEST TO CONSTRUCT AMENITIES

In response to a request from The Summer Village of Half Moon Bay (SVHMB), and by resolution of Council, Lacombe County provided consent for the SVHMP to construct a pickleball/sport court and pathway on the described property, in addition to the previously identified future use of a wastewater lift station.



WHERE PEOPLE ARE THE KEY

BYLAW No. 1387/23 MUNICIPAL DEVELOPMENT PLAN & BYLAW 1388/23 LAND USE BYLAW Council

Bylaw No's. 1387/23 Municipal Development Plan and 1388/23 Land Use Bylaw were given first reading by Council on April 13, 2023. A public hearing was held on May 11, 2023, and Council adjourned the public hearing without closing it, to place the matter on a future Council meeting agenda.

By resolutions of Council, the public hearing for Bylaws 1387/23 and 1388/23 was reconvened and then closed. Council approved resolutions to remove the proposed amendments regarding the number of dwellings on Agricultural 'A' District parcels. Bylaws 1387/23 and 1388/23 received first, second, and third reading, and were passed.

SUNALTA POWER PRESENTATION

Council was provided with a presentation from Jacob Goldmann of Sunalta Power regarding the development of solar facilities on Brownfield sites. Council received the presentation for information and directed the County Manager to prepare a report for Council's consideration at a future Council meeting.

ALBERTA TRANSPORTATION & ECONOMIC CORRIDORS DISCUSSION

Representatives of Alberta Transportation and Economic Corridors attended the meeting to discuss common issues and concerns relevant to Lacombe County.

Next Regular Council Meeting is
July 13, 2023 – 9:00 a.m.

Next Committee of the Whole Meeting is
October 3, 2023 – 9:00 a.m.

Lacombe County Administration Building

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

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on June 27, 2023, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

MEMBERS PRESENT

Mayor Jamie Hoover
Deputy Mayor Brenda Dennis
Councillor Edna Coulter
Councillor Rebecca Stendie
Councillor Marina Appel
Councillor Laura Svab

ATTENDING

Justin de Bresser, Interim Chief Administrative Officer
Preston Weran, Director of Infrastructure and Property Services
Rick Kreklewich, Director of Community Services
Jolene Tejkl, Planning & Development Manager
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

Councillor Jim Sands

MEDIA

None

OTHERS PRESENT

None

**CALL TO
ORDER:**

Mayor Hoover called the Regular Council Meeting to order at 7:00 p.m.

Mayor Hoover indicated that Councillor Sands sends his regrets for the meeting.

TREATY SIX LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDA

Addition of Confidential item 14.2 FOIP Section 21 – Disclosure Harmful to Intergovernmental Relations

Addition of Confidential item 14.3 FOIP Section 25 – Disclosure Harmful to Economic and Other Interests of a Public Body

Addition of Confidential item 14.4 FOIP Section 18 – Disclosure Harmful to Individual or Public Safety

Addition of Action Correspondence item 8.3 Lacombe Parade – July 15, 2023

201/23

Deputy Mayor Dennis moved That Council adopt the June 27, 2023 Agenda as amended.

CARRIED UNANIMOUSLY

DELEGATION

None

MINUTES

PUBLIC HEARING

None

BUSINESS ARISING FROM MINUTES

None

BUSINESS

CAO Report

Interim CAO de Bresser reviewed the various organizational operations and activities during the month of June 2023.

202/23 Councillor Svab moved That Council accept the CAO Report as information.

CARRIED UNANIMOUSLY

Request for Decision, Bylaw 1284.23 - Subdivision Authority Bylaw

Manager Tejkl brought forward Bylaw 1284.23 - Subdivision Authority Bylaw for First, Second and Third and Final Reading.

203/23 Councillor Appel moved That Council give First Reading to Bylaw 1284.23 - Subdivision Authority Bylaw, as presented.

CARRIED UNANIMOUSLY

204/23 Councillor Svab moved That Council give Second Reading to Bylaw 1284.23 - Subdivision Authority Bylaw, as presented.

CARRIED UNANIMOUSLY

205/23 Councillor Coulter moved That Council give unanimous consent for Third Reading and Final Reading of Bylaw 1284.23 - Subdivision Authority Bylaw, as presented.

CARRIED UNANIMOUSLY

206/23 Councillor Stendie moved That Council give Third and Final Reading to Bylaw 1284.23 - Subdivision Authority Bylaw, as presented.

CARRIED UNANIMOUSLY

Request for Decision, Bylaw 1286.23 - Urban Hen Bylaw

Manager Tejkl presented Bylaw 1268.23 - Urban Hen Bylaw for First Reading in preparation for the 2-year Urban Hen Pilot Program.

207/23 Councillor Stendie moved That Council give First Reading to Bylaw 1286.23 - Urban Hen Bylaw, as presented.

CARRIED UNANIMOUSLY

Request for Decision, Bylaw 1287.23 - Animal Control Bylaw Amendments

Manager Tejkl brought forth Bylaw 1287.23 for First Reading that will amend the Animal Control Bylaw.

208/23 Councillor Svab moved That Council give First Reading to Bylaw 1287.23 - Animal Control Bylaw Amendments, as presented.

CARRIED UNANIMOUSLY

Request for Decision, Highway 2A Tree Removal

Director Kreklewich presented the Highway 2A Tree Beautification Project to Council for discussion.

MINUTES

- 209/23** Councillor Appel moved That Council approves the Highway 2A Tree Beautification Project for the maximum amount of \$18,500.

DEFEATED

In Favour: Mayor Hoover, Councillor Appel and Councillor Svab

Request for Decision, Sanitary Trunk (NE-22-39-27-W4) 2023 Capital Project Request

Director Weran provided an overview of the Aspelund Servicing Review and brought forward a request to amend the 2023 Capital Budget to include the Sanitary Trunk Project.

- 210/23** Councillor Stendie moved That Council amend the 2023 Capital Budget to include \$2.65M for the NE-22-39-27-W4 Sanitary Trunk Project.

CARRIED UNANIMOUSLY

- 211/23** Councillor Appel moved That Council instructs Administration to negotiate with the County towards completing a project cost-sharing partnership agreement based on the memo ratios for sanitary volumes.

CARRIED UNANIMOUSLY

Request for Decision, Blackfalds Transit Service On-Demand Contract Service Review

Director Weran brought forward for discussion and review the renewal of the contract for the Blackfalds Transit Service On-Demand Contract Service (BOLT).

- 212/23** Councillor Svab moved That Council authorize Administration to extend the current contract with Prairie Bus Lines Ltd. for the provision of the transit operations and maintenance - Base Service Span 1, operating on weekdays for a total of 3389 service hours for a maximum yearly cost of \$213,338 for 2024 and \$221,871 for 2025.

CARRIED UNANIMOUSLY

- 213/23** Councillor Coulter moved That Council approves the Rural Transit Solutions Fund application to study the viability of expanded transit services in Lacombe and Blackfalds.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

Bowden Daze Parade Invite - July 15, 2023

Deputy Mayor Dennis advised that Councillor Sands mentioned he would like to attend and will confirm at a later time.

Bentley Fair and Rodeo Parade Invite – August 10, 2023

Councillor Coulter indicated that she would like to attend and will confirm at a later time.

Lacombe Parade – July 15, 2023

- 214/23** Deputy Mayor Dennis moved That Mayor Hoover and Councillor Svab will attend and represent Blackfalds in the Lacombe Parade on July 15, 2023.

CARRIED UNANIMOUSLY

MINUTES

INFORMATION

- Recreation, Culture and Parks Board Meeting Minutes - April 5, 2023 (*amended*)
- Special Events Permit, Little of This Market - September 23 and 24, 2023
- Highway 2A & South Street Intersection STIP Funding Letter
- Email from Cathy Heron Re: Recommendations on intermunicipal collaboration
- Email from Municipal Affairs Re: Potential Meeting Opportunity (Municipal Affairs Minister) - 2023 Alberta Municipalities Fall Convention
- Letter from Minister McIver Re: Minister of Municipal Affairs
- City of Lacombe Highlights - June 12, 2023
- County of Lacombe Highlight - June 8, 2023

215/23 Councillor Coulter moved That Council accept the Information items as information.

CARRIED UNANIMOUSLY

ROUND TABLE DISCUSSION

Mayor and Council shared meetings and events attended from May 16 – June 15, 2023.

216/23 Deputy Mayor Dennis moved That Council accept the Round Table Reports as information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

217/23 Councillor Coulter moved That Council adopt the Regular Council Meeting Minutes from June 13, 2023, as presented.

CARRIED UNANIMOUSLY

218/23 Councillor Appel moved That Council adopt the Standing Committee of Council Meeting Minutes from June 19, 2023, as presented.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

Notice of Motion to Rescind Motion – 187/23

Councillor Stendie presented her Notice of Motion to Rescind Motion -187/23 that will be brought forward for discussion and debate at the July 11, 2023, Regular Council Meeting:

That Council move to rescind motion “187/23 - That Council move to accept the 2022 Social Needs Assessment as information”.

BUSINESS FOR THE GOOD OF COUNCIL

None

RECESS

219/23 Deputy Mayor Dennis moved That Council move for a five-minute recess at 9:02 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 9:08 p.m.

CONFIDENTIAL

- FOIP Section 24 - Advice from Officials
- FOIP Section 21 - Disclosure Harmful to Intergovernmental Relations
- FOIP Section 25 - Disclosure Harmful to Economic and Other Interests of a Public Body
- FOIP Section 18 - Disclosure Harmful to Individual or Public Safety

MINUTES

- 220/23** Councillor Coulter moved That Council move to a closed session commencing at 9:08 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Sections 24, 21, 25 and 18 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Closed Session Attendance: Mayor Jamie Hoover, Deputy Mayor Brenda Dennis, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Marina Appel, Councillor Laura Svab, Interim CAO Justin de Bresser and Director Preston Weran.

- 221/23** Councillor Svab moved That Council move to come out of the closed session at 10:00 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 10:00 p.m.

Regular Council Meeting Attendance: Mayor Jamie Hoover, Deputy Mayor Brenda Dennis, Councillor Edna Coulter, Councillor Rebecca Stendie, Marina Appel (virtual), Councillor Laura Svab and Interim CAO Justin de Bresser.

- 222/23** Councillor Appel moved That Council extend the Regular Council Meeting of June 27, 2023, beyond 10:00 p.m.

CARRIED UNANIMOUSLY

- 223/23** Councillor Appel moved That Council move to a closed session commencing at 10:01 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 18 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Closed Session Attendance: Mayor Jamie Hoover, Deputy Mayor Brenda Dennis, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Marina Appel, Councillor Laura Svab and Interim CAO Justin de Bresser.

- 224/23** Councillor Coulter moved That Council move to come out of the closed session at 10:13 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 10:13 p.m.

Regular Council Meeting Attendance: Mayor Jamie Hoover, Deputy Mayor Brenda Dennis, Councillor Edna Coulter, Councillor Rebecca Stendie, Marina Appel, Councillor Laura Svab and Interim CAO Justin de Bresser.

- 225/23** Deputy Mayor Dennis moved That Council directs Administration to accept the offer from Meota and District Fire Department for the sale of the 2000 Spartan Motors Fire Truck.

CARRIED UNANIMOUSLY

ADJOURNMENT

Mayor Hoover adjourned the Regular Council Meeting at 10:14 p.m.

Jamie Hoover, Mayor

Justin de Bresser, Interim CAO