

TOWN OF CALMAR COMMITTEE OF THE WHOLE MEETING TO BE HELD  
VIRTUALLY ON MARCH 14, 2022, COMMENCING  
AT 7:00 PM  
GoToMeeting  
Public Access Code: 883-358-981

AGENDA

<u>CODE</u>	<u>ITEM</u>	<u>SOURCE</u>
	1.	Call to Order
	2.	Adoption of Agenda
	3.	Delegations – None
	4.	Unfinished Business – None
	5.	Bylaws or Policies
		a) Bylaw #2022-09 Urban Hens
		b) Policy #2022-097 Adult Friendly Park – Follow-Up
		c) Policy #2022-027 Council Remuneration
	6.	New Business
		a) Town Clerk Buss RFD – Parade Registrations
		b) Updated Strategic Plan – Discussion Only
		c) Acting CAO Anderson RFD - Three Tax Forfeiture Properties
		d) Ball Tournament – Discussion Only
		e) Calmar’s Last Pay Phone – Discussion Only
	7.	Closed Session – None
	8.	Adjournment



Town of Calmar

Request for Discussion (RFD)

Meeting:	Committee of the Whole
Meeting Date:	March 14, 2022
Originated By:	Acting CAO Anderson
Title:	Urban Hens Bylaw #2022-09
Approved By:	Acting CAO Anderson
Agenda Item Number:	5 A

BACKGROUND/PROPOSAL:

Currently the Town has an “**All other species Bylaw**” that includes chickens however, that bylaw is too comprehensive. Therefore, it was decided to create a bylaw solely for urban hens.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

There has been some confusion on whether the Town allows chickens. The hope is that with simplifying and creating a **new bylaw solely for urban hens’ it will** make it clear that the Town does allow urban hens.

Option 1 – Move to advertise on social media for public opinion and bring the **new Urban Hens’ Bylaw 2022-09** to the next regular council meeting for first reading.

Option 2 – Have administration make changes as discussed and bring back to the next Regular meeting of Council.

Option 3 - Move to refer to administration for further research.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

**BYLAW 2022-09  
URBAN HENS BYLAW**

**BEING A BYLAW OF THE TOWN OF CALMAR, IN THE PROVINCE OF ALBERTA,  
TO REGULATE THE KEEPING OF HENS IN URBAN AREAS.**

WHEREAS pursuant to section 7 of the *Municipal Government Act* 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 *Municipal Government Act* the council of a municipality may, in a bylaw, regulate or prohibit and to provide for a system of licences, permits and approvals.

NOW THEREFORE, COUNCIL OF THE TOWN OF CALMAR, IN THE PROVINCE OF ALBERTA, ENACTS AS FOLLOWS:

1. This bylaw may be called the “Urban Hens Bylaw”.
2. The purpose of this bylaw is to regulate and control the keeping of urban hens within the Town of Calmar.
3. For the purposes of this bylaw:
  - (a) “**Urban Hens License**” means a license issued by the Chief Administrative Officer pursuant to this Bylaw authorizing the license holder to keep urban hens on a specific property within the Town of Calmar;
  - (b) “**Coop**” means a fully enclosed weatherproof structure and attached Outdoor Enclosure used for the keeping of urban hens, that is no larger than 10 m<sup>2</sup> in floor area, and no more than 2.4m in height;
  - (c) “**Hen**” means a domesticated female chicken;
  - (d) “**Municipal Tag**” means a document alleging an offence issued pursuant to the authority of a Bylaw of the Town;
  - (e) “**Outdoor Enclosure**” means a securely enclosed, roofed outdoor area attached to and forming part of a coop having a bare earth or vegetated floor for urban hens to roam;
  - (f) “**Bylaw Enforcement Officer**” means a person appointed Bylaw Officer by the Town of Calmar Chief Administrative Officer;
  - (g) “**Rooster**” means a domesticated male chicken;
  - (h) “**Urban Chicken**” means a Hen that is at least 16 weeks of age;
  - (i) “**Violation Ticket**” has the same meaning as in the *Provincial Offences Procedure Act*;
  - (j) “**Urban Area**” means lands located within the Town on which agricultural operations, including but not limited to the keeping of livestock are neither a permitted or discretionary use under the Town’s Land Use Bylaw.

**Prohibitions**

4. In an Urban Area, no person shall:
  - (a) keep a Rooster;
  - (b) keep a hen, other than an urban hens for which a valid urban hens license has been issued.

**Urban Hens' License**

5. A person may apply to keep no more than (4) urban hens by:
  - (a) submitting a completed application, on the form approved by the Chief Administrative Officer, and
  - (b) paying a licence fee of \$50.00.
6. The Chief Administrative Officer may not issue a urban hen license unless satisfied that:
  - (a) the applicant is the owner of the property on which the urban hens will be kept, or that the owner of the property has provided written consent to the application;
  - (b) the applicable fee has been paid; and
  - (c) all required information has been provided.
7. The maximum number of licenses that may be issued shall be one Urban Hen License per one hundred (100) persons based on the population of the Town of Calmar as determined in the most recent municipal census.
8. The Chief Administrative Officer may refuse to grant a Urban Hen License for the following reasons:
  - (a) the applicant or license holder does not or no longer meets the requirements of this bylaw for a Urban Hen License;
  - (b) the applicant or license holder:
    - i. furnishes false information or misrepresents any fact or circumstance to the Chief Administrative Officer or a Bylaw Officer;
    - ii. has, in the opinion of the Chief Administrative Officer based on reasonable grounds, contravened this bylaw whether or not the contravention has been prosecuted;
    - iii. 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;
    - iv. fails to pay any fee required by this or any applicable Bylaw; or

- (c) in the opinion of the Chief Administrative Officer based on reasonable grounds it is in the public interest to do so.
9. If the Chief Administrative Officer refuses to grant an Urban Hen License, the applicant may appeal the decision to the Town Council.
10. An Urban Hen License is valid if the applicant resides on the property listed on the application.
11. A Urban Hen License is not transferable from one person to another or from one property to another.
12. A person to whom an Urban Hen License has been issued shall produce the license at the demand of the Chief Administrative Officer or a Bylaw Officer.

### **Keeping of Urban Hens**

13. A person who keeps Urban Hens must:
- (a) provide each Hen with at least 0.37 m<sup>2</sup> of interior floor area, and at least 0.92 m<sup>2</sup> of Outdoor Enclosure, within the Coop;
  - (b) provide and maintain, in the Coop, at least one nest box per coop and one perch per Hen, that is at least 15 cm long;
  - (c) keep each Hen in the Coop at all times;
  - (d) provide each Hen with food, water, shelter, light, ventilation, care, and opportunities for essential behaviours such as scratching, dustbathing, and roosting, all sufficient to maintain the Hen in good health;
  - (e) maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances;
  - (f) 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;
  - (g) keep a food container and water container in the Coop;
  - (h) keep the Coop secured from sunset to sunrise;
  - (i) remove leftover feed, trash, and manure in a timely manner;
  - (j) store feed within a fully enclosed container;
  - (k) and manure within a fully enclosed container, and store no more than 3 cubic feet of manure at a time;
  - (l) remove all other manure not used for composting or fertilizing and dispose of same in accordance with Town bylaws;

- (m) follow biosecurity procedures recommended by the Canadian Food Inspection Agency to reduce potential for disease outbreak; and
- (n) keep Hens for personal use only.

14. No person who keeps Urban Hens shall:

- (a) sell eggs, manure, meat, or other products derived from Hens;
- (b) slaughter a Hen on the property;
- (c) dispose of a Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of Hens; and
- (d) keep a Hen in a cage, kennel, or any shelter other than a Coop.

### **Offence and Penalties**

15. A person who contravenes any provision of this Bylaw is guilty of an offence.

16. A person who is guilty of an offence is liable to a fine in an amount not less than \$100.00.

17. Without restricting the generality of section 16, the fine amount established for use on Municipal Tags and for Violation Tickets if a voluntary payment option is offered is \$150.00.

### **Municipal Tag**

18. A Bylaw Officer is authorized and empowered to issue a Municipal Tag to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

19. A Municipal Tag may be issued to such person:

- (a) either personally; or
- (b) by mailing a copy to such person at his or her last known post office address.

20. The Municipal Tag shall be in a form approved by the Chief Administrative Officer and shall state:

- (a) the name of the Person;
- (b) the offence;
- (c) the specified penalty established by this Bylaw for the offence;
- (d) that the penalty shall be paid within 14 days of the issuance of the Municipal Tag; and
- (e) any other information as may be required by the Town Manager.

### **Payment in Lieu of Prosecution**

21. Where a Municipal Tag is issued pursuant to this Bylaw, the person to whom the Municipal Tag is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified within the time period indicated on the Municipal Tag.

### **Violation Ticket**

22. If a Municipal Tag has been issued and if the specified penalty has not been paid within the prescribed time, then a Peace Officer is authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*.
23. Despite section 22, a Peace Officer is authorized and empowered to issue a Violation Ticket to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
24. If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- (a) specify the fine amount established by this Bylaw for the offence; or
  - (b) require a person to appear in court without the alternative of making a voluntary payment.

### **Voluntary Payment**

25. A person who commits an offence may
- a) if a Violation Ticket is issued in respect of the offence; and
  - b) if the Violation Ticket specifies the fine amount established by this Bylaw for the offence;
- make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

### **Obstruction**

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

### **Powers of Chief Administrative Officer**

27. Without restricting any other power, duty or function granted by this Bylaw, the Chief Administrative Officer may:
- (a) carry out any inspections to determine compliance with this Bylaw;
  - (b) take any steps or carry out any actions required to enforce this Bylaw;
  - (c) take any steps or carry out any actions required to remedy a contravention of this Bylaw;
  - (d) establish forms for the purposes of this Bylaw; and
  - (e) delegate any powers, duties or functions under this Bylaw to a Town employee.

### **General**

28. Nothing in this Bylaw relieves a person from complying with any Federal or Provincial law or regulation, other Town Bylaw, or any requirement of any lawful permit, order or licence.

**Severability**

29. Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

**Enactment**

30. This Bylaw shall come into effect upon third reading.

31. Bylaw #2020-17 "All other species Bylaw" is hereby rescinded.

THIS BYLAW GIVEN FIRST READING THIS DAY OF MARCH, 2022.

THIS BYLAW GIVEN SECOND READING THIS DAY OF APRIL, 2022.

THIS BYLAW GIVEN THIRD READING THIS DAY OF APRIL, 2022.

\_\_\_\_\_  
Mayor Carnahan

\_\_\_\_\_  
Acting Chief Administrative Officer



# BYLAW NUMBER 2020-17

## BEING A BYLAW OF THE TOWN OF CALMAR RESPECTING THE REGULATION, LICENSING AND CONTROL OF ALL OTHER SPECIES IN THE TOWN OF CALMAR

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**WHEREAS**, the *Municipal Government Act* enables a Council to pass bylaws respecting All Other Species;

**AND WHEREAS**, the purpose of municipality includes providing services that, in the opinion of Council, are necessary and desirable;

**AND WHEREAS**, it is desirable to pass a bylaw dealing with the licensing and regulation of All other Species in the Town;

**NOW THEREFORE THE COUNCIL OF THE TOWN OF CALMAR, DUALY ASSEMBLED, ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as the **"All Other Species Bylaw"**.

## 2. INTERPRETATION

- (1) In this Bylaw unless the context otherwise requires:
  - (a) "Adjoining Neighbors" means any neighbors who share a property line with the proposed location.
  - (b) "Animal" means any bird, reptile, amphibian or mammal excluding humans and wildlife;
  - (c) "Animal Services Centre" means the town facility established for the holding of impounded Species as set out in this Bylaw;
  - (d) "Attack" means an assault resulting in bleeding, bone breakage, sprains, serious bruising, or multiple injuries;
  - (e) "Bite" means wound to the skin causing it to bruise, puncture, or break;
  - (f) "Bylaw Enforcement Officer" means a person appointed Bylaw Peace Officer by the Town of Calmar Town Manager;
  - (g) "Cemetery" means land within the Town and managed and controlled by The Town that is set apart or used as a place for the burial of dead human bodies or other human remains or in which dead human bodies or other human remains are buried;
  - (h) "Director, Calmar Community Standards" means the Town Manager or that person's designate;
  - (i) "Former Owner" means the person who at the time of impoundment was the Owner of a Species which has subsequently been sold or destroyed;
  - (j) "Golf Course" means land which is set aside for the playing of the game of golf and upon which the game of golf is played;
  - (k) "Justice" has the meaning as defined in the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, as amended or replaced from time to time;
  - (l) "Leash" means a chain or other material capable of restraining the Species on which it is being used;

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- (m) "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) farm bred fur bearing Animals including foxes or mink,
  - (iv) animals of the bovine species,
  - (v) animals of the avian species including turkeys, ducks, geese, or pheasants, and
  - (vi) all other Animals that are kept for agricultural purposes, but does not include species, or other domesticated household pets;
  
- (n) "Muzzle" means a device of sufficient strength placed over a Species mouth to prevent it from biting;
  
- (o) "Nuisance Species" means a Species declared to be a Nuisance Species by the Director, Calmar Community Standards in accordance with;
  
- (p) "Owner" means any natural person or body corporate:
  - (i) who is the licensed Owner of the Species;
  - (ii) who has legal title to the Species;
  - (iii) who has possession or custody of the Species, either temporarily or permanently; or
  - (iv) who harbours the Species, or allows the Species to remain on his Premises.
  
- (q) "Park" means a public space controlled by The Town and set aside as a park to be used by the public for rest, recreation, exercise, pleasure, amusement, and enjoyment and includes:
  - (i) Playgrounds,
  - (ii) Cemeteries,
  - (iii) Natural areas,
  - (iv) Sports Fields,
  - (v) Pathways,
  - (vi) trails, and (vii) Park roadways, but does not include Golf Courses.
  
- (r) "Pathway" means a multi-purpose thoroughfare controlled by The Town and set aside for use by pedestrians, Cyclists and Persons using Wheeled Conveyances, which is improved by asphalt, concrete or brick, whether or not it is located in a Park, and includes any bridge or structure with which it is contiguous;
  
- (s) "Playground" means land within the Town and controlled by The Town upon which apparatus such as swings and slides are placed;
  
- (t) "Permit" means an official document giving someone authorization to do something; or an official document allow to be done or occur;
  
- (u) "Provincial Court" means The Provincial Court of Alberta;
  
- (v) "Running at Large" means:
  - (i) Species which are not under the control of a person responsible by means of a Leash or container, and is, or, are actually upon property other than the property in respect of which the Owner of the Species has the right of occupation, or upon any highway, thoroughfare, street, road, trail, avenue, parkway, lane, alley, square, bridge, causeway, trestle way, sidewalk (including the boulevard portion of the sidewalk), Park or other public place.
  - (ii) a Species which are under the control of a person responsible by means of a Leash, or container, and which cause damage to persons, property or other Species;

- (w) "School Ground" means that area of land adjacent to a school and that is property owned or occupied by Black Gold Regional Schools and includes property owned or occupied with another party or the Town of Calmar;
- (x) "Severe Injury" includes any injury resulting in broken bone or bones, disfiguring lacerations, sutures, cosmetic surgery and further includes any other injury as determined to be severe by a Court upon hearing the evidence;
- (y) "Species" means a group of living organisms consisting of similar individuals capable of exchanging genes or interbreeding. The species is the principal natural taxonomic unit, ranking below a genus and denoted by a Latin binomial; or a class of individuals having common attributes and designated by a common name; or, a class of individuals having some common characteristics or qualities; distinct sort or kind.
- (z) "Sports Field" means land within the Town and controlled by The Town which is set apart and used for the playing of a sport including baseball diamonds, field hockey or cricket pitches, and rugby, soccer or football fields;
- (aa) "Town" means the municipal corporation of the Town of Calmar or the area contained within the boundary thereof as the context requires;
- (ab) "Town Manager" means the person designated by Council as the Chief Administrative Officer of the Town or that person's designate;
- (ac) "Vicious Species" means any Species, whatever its age, whether on public or private property, which has:
  - (i) Chased, injured or bitten any other Species or human,
  - (ii) Damaged or destroyed any public or private property, or
  - (iii) threatened or created the reasonable apprehension of a threat to a human, and which, in the opinion of a Justice, presents a threat of serious harm to other Species s or humans, or
  - (iv) been previously determined to be a Vicious Species under this Bylaw.
- (ad) "Wading or Swimming Area" means any area designated as an outdoor wading or swimming area. This shall include any decks surrounding such facility and shall include that area within twenty (20) metres in all directions of the outside dimensions of such facility unless the Park boundary is a lesser distance.
- (ae) Each provision of this Bylaw is independent of all other provisions and if any provision is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw remain valid and enforceable.
- (af) Nothing in this Bylaw relieves a person from complying with any provision of any federal or provincial law or regulation, other bylaw or any requirement of any lawful permit, order or licence.
- (ag) Any heading, sub-headings, or tables of contents in this Bylaw are included for guidance purposes and convenience only and shall not form part of this Bylaw.
- (ah) Where this Bylaw refers to another Act, Bylaw, regulation or agency, it includes reference to any Act, bylaw, regulation or agency that may be substituted therefor.
- (ai) All the schedules attached to this Bylaw shall form a part of this Bylaw.
- (aj) This Bylaw does not apply to the Town in respect of Species s used by or on behalf of the Town for the purpose of land management, including weed control, on Town owned lands

### 3. PROHIBITED SPECIES:

- (1) (a) all venomous and poisonous species.
- (b) all snakes over six feet.
- (2) Notwithstanding Sub Section (a) (b) of this section, a person(s) may apply for a Special Species Permit allowing an exemption.

### 4. CONSIDERATIONS BY THE TOWN OF CALMAR WHEN ISSUING APPROVAL OF A SPECIES / SPECIAL SPECIES PERMIT:

- **Determine if species is on federal or provincial protected, at-risk, endangered or prohibited lists.**

The federal and provincial governments may restrict the possession of species and require permits for importation, ownership or other matters pertaining to animals in Calmar. These restrictions might be in place because the animal is at risk or endangered, poses an invasive threat, or requires monitoring to protect population numbers.

- **Determine if species will present an undue danger to human health or safety.**

Some animals pose a serious risk of physical injury and spread of diseases to humans and other animals. This may be as a result of the animal's size, strength, temperament or unpredictability, animal naturally carrying diseases or being susceptible to spreading diseases to humans. These factors highlight that some animals may not be suitable to be kept as pets and need to remain on the prohibited animals list.

- **Determine if animal care and welfare needs can be reasonably met by owner.**

This would include evaluating if the needs of the animal for veterinary services, easy access of suitable food, adequate shelter and environment can be reasonably met by owner.

- **Determine if animal presents an invasive threat to local animals or environment**

Invasive species are animals or micro-organisms introduced outside their native ecosystems and may cause irreversible damage on the environment, local wildlife and plants. Federal and Provincial Governments provide oversight to regulate invasive species threats. Staff would review these to consider whether the animal has been identified as a threat.

- **Determine if the keeping of animal will cause public nuisance problems (noise, odour or significant garbage/waste)**

The keeping of some animals may result in significant noise, odour, cleanliness, unruliness, or may pose significant impact in a dense urban environment not just to the owner but others.

### 5. PERMITTING INFORMATION

- (1) No person shall own or keep any species within the Town unless such species has a permit as provided in this Bylaw.
- (2) The holder of a Species Permit must be eighteen (18) years of age
- (3) When applying for a licence under this Bylaw, the Owner shall provide the following:
  - (a) a description of the species, or Vicious Species including breed, name, gender and age;
  - (b) the name, address and telephone number of the Owner;
  - (c) where the Owner is a body corporate, the name, address and telephone number of the natural person responsible for the species, or Vicious Species;

- (d) information establishing that the species, or Vicious Species, is neutered, spayed or altered;
  - (e) any other information as a Bylaw Enforcement Officer may require;
  - (f) the licence fee for each species, Vicious Species or Nuisance Species, as set out in Schedule "A" of this Bylaw;
  - (g) if the species has been previously determined to be a Dangerous Species under the Dangerous Species Act, Revised Statutes of Alberta 2000, Chapter D-3, or similar legislation from another Municipality, Province, or Country; and
  - (h) if available the current vaccination records and veterinary contact information.
  - (i) a completed permit application with all required information and documentation.
- (4) No person shall give false information when applying for a licence pursuant to this Bylaw.
  - (5) An Owner shall forthwith notify the Calmar Town Office of any change with respect to any information provided in an application for a Permit under this Bylaw.
  - (6) Cost of Application and Permit \$50.00 (FIFTY DOLLARS);
    - (a) Species / Special Species Application and Permit requiring the need for outside expertise will be at the expense of the applicant.
  - (7) Temporary Permit is valid for one year.
  - (8) Notwithstanding Section 8(8) of this bylaw. Once a year has past from date of Valid Permit, species owner will need to apply for a free permanent permit for their species.
  - (9) The town may at any time limit the number of Species / Special Specie permits available for any species.
  - (10) The species must wear a permit tag while with owner off premise.

**6. SPECIES / SPECIAL SPECIES PERMITTING:**

- (1) The Owner of a species shall ensure that the owner carries the current permit purchased for that species when the species is off the property of the Owner.
- (2) The Owner of a species shall obtain a permit for such species at such times and in the manner as specified in Sections 5,6,7,8 of this bylaw
- (3) Species / Special Species Permit Application process is done in two phases:
  - (a) Phase one:
    - (i) Submit and pay required application with all required information and fees;
    - (ii) Upon conditional approval, a site inspection is required to ensure are guidelines can be met.
  - (b) Phase Two:
    - (i) Conditional Approved Permit is issued;
    - (ii) Applicant builds husbandry location according to town guidelines;
    - (iii) Second site inspection is done to confirm requirements and guidelines are met;

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- (iv) Approved Species / Special Species Permit is issued;
- (v) Applicant can now purchase and house the approved species.

- (4) No person shall keep a species within the Town in an unsanitary condition:
  - (a) for the purposes of section 6(4) of this Bylaw an animal is kept in an unsanitary condition where the keeping of the animal results in an accumulation of fecal matter, an odour, insect infestation or rodent attractants, and where the accumulation of any of the aforementioned endanger or are likely to endanger the health of any person or animal, or which disturbs or is likely to disturb the enjoyment, comfort or convenience of any person.

## 7. VICIOUS SPECIES PERMITTING

- (1) No person shall own or keep any Vicious Species within the Town unless such Species is permitted as provided in this Bylaw.
- (2) The holder of a vicious species Permit must be eighteen (18) years of age
- (3) The Owner of a Vicious Species shall ensure that his Species wears the current licence purchased for that Species when the Species is off the property of the Owner.
- (4) The Owner of a Vicious Species shall obtain an annual licence for such Vicious Species at such times and in the manner as specified in Sections 5 and 6 and shall pay an annual fee as set out in Schedule "A" of this Bylaw.
- (5) The Owner of a Vicious Species shall:
  - (a) subject to the provisions of Section 5 and 6 of this Bylaw, obtain a licence for such Vicious Species on the first day on which the Animal Services Centre is open for business after the Species has been declared as vicious;
  - (b) obtain a licence on the first day on which the Calmar Town Office is open for business after he becomes Owner of the Vicious Species;
  - (c) obtain a licence for the Vicious Species on the day specified by the Town Manager or designate each year.

## 8. SPECIES / SPECIAL SPECIES PERMITTING PROCESS:

- (1) A Person of eighteen (18) years of age or older who resides within the Town may apply to the Chief Administrative Officer (CAO) or designate, for a Species Permit to house Urban Hens on their property for non-commercial urban agricultural purposes.
- (2) Property square footage to be no less than 464.52sqm (5000sqft).
- (3) Species Permit Application process is done in two phases:
  - (a) Phase One Application:
    - (i) submit and pay required application with all required information and fees;
    - (ii) when required, Adjoining neighbors will be given 14 days (plus 7 days deemed receipt) to appeal a species permit;
      - a. this is intended for species, other than a cat or dog, that will reside outside, or exit their inside husbandry accommodations for the purposes of remaining in the owners front or rear yard for any length of time.

- (iii) upon conditional approval, a site inspection is required to ensure the guidelines can be met.
  - (b) Phase Two Issued Permit:
  - (c) conditional Approved Permit is issued;
  - (d) applicant builds husbandry quarters according to town guidelines;
  - (e) second site inspection is done to confirm requirements and guidelines are met;
  - (f) approved Species / Special Species Permit is issued;
  - (g) applicant can now purchase and house the approved Species with the restrictions stated on their permit.
- (4) An application for a Species / Special Species Permit shall be made by submitting:
- (a) certificate from a recognized Housing/Husbandry course, if applicable;
  - (b) completed permit application form with the Alberta Premises Identification (PID) number, if applicable;
  - (c) detailed drawing of proposed husbandry quarters, complete with all dimensions;
  - (h) detailed drawing of backyard including all buildings, sheds, fire pits, and decks, with dimensions, if species to be housed outside;
  - (i) paying the required application fee as set out in Species / Special Species Application Form;
  - (j) providing such information as may be required by the application form, as established by the Chief Administrative Officer or designate from time to time, or as may otherwise be requested by the Chief Administrative Officer or designate for the purpose of reviewing and processing the application.
- (5) The C.A.O. or designate, may approve or deny the application for a Species / Special Species Permit at his or her discretion, and may impose terms and conditions on a Species / Special Species Permit issued pursuant to this section, including but not limited to terms and conditions regulating:
- (a) the location where the species are to be kept,
  - (b) the maximum number of species that may be kept,
  - (c) the manner in which the species must be kept,
  - (d) restrictions on the sale or use of products resulting from the keeping of species,
  - (e) mandatory husbandry training, or
  - (f) any other matter the CAO determines is in the public interest.
- (6) The CAO or designate, may, by providing written notice, refuse to renew a Species / Special Species Permit to a Person, or may revoke a Species / Special Species Permit, where the CAO or designate, determines that there are reasonable grounds for doing so, including, but not limited to, any of the following reasons:
- (a) the Person has contravened or does not comply with the terms and conditions of the Species / Special Species Permit or this Bylaw;

- (b) the Person has provided the Town with false information in relation to the application for the Species / Special Species Permit, their compliance with the Species / Special Species Permit or this Bylaw;
  - (c) the Person has unpaid fees, under this or any other Bylaw of the Town of Calmar, that have remained outstanding for more than 30 days;
  - (d) the Person has previously held a Species / Special Species Permit that was revoked for non-compliance with the Species / Special Species Permit or this Bylaw;
  - (e) the Person is the subject of an outstanding enforcement order or stop order under sections 545, 546, or 645 of the *Municipal Government Act* related to the Person's keeping of Species;
  - (f) the Person has been convicted of any offence involving abuse, mistreatment or negligent treatment or keeping of animals;
  - (g) the Person is no longer capable of complying with the terms and conditions of the Species / Special Species Permit, or this Bylaw;
  - (h) husbandry quarters not comply with all setbacks and site coverage, as per the Land Use Bylaw;
  - (i) 50 % (percent) of the neighbours do not approve of Species / Special Species next door to their property.
- (7) Upon approval of the town Species / Special Species Permit, a person must:
- (a) have no more than the required species as stated on their approved permit;
  - (b) ensure species NOT running at large;
  - (c) have constructed husbandry quarters inspected by the CAO or designate, for final approval of Species / Special Species Permit;
  - (d) follow all town Species / Special Species requirements listed on Species / Special Species Application or permit;
  - (e) outdoor species must be secured in their husbandry quarters from the hours of 10:00 P.M. and 07:30 A.M.;
  - (f) manure must be stored properly in a residential backyard compost bins to;
  - (g) prevent smell or disposed of manure;
  - (h) not slaughter species on property;
  - (i) ensure yard is securely fenced;
  - (j) not keep species in a cage, kennel, or any other form of shelter other than a container meant to house that specific species;
  - (k) not allow hens inside a dwelling;
  - (l) follow biosecurity procedures recommended by the Canadian Food inspection Agency to reduce potential for disease outbreak;
  - (m) maintain the husbandry quarters in good repair;
  - (n) store food in a fully enclosed container in such a manner to discourage vermin and predators;
  - (o) construct and maintain husbandry quarters to prevent any vermin or rodent from harbouring underneath or within its walls, and to prevent entrance by any



other animal;

- (p) follow all Town guidelines / requirements in Species / Special Species Permit Application Forms.
- (8) A Species / Special Species Permit is valid for 1 (one) year from the date of issuance, and an application to renew the Species / Special Species Permit may be made by paying the required application fee as set out in Schedule "A" of this Bylaw and providing such information as may be required by the CAO or designate.
- (9) Species / Special Species Permits are specific to the person and site they have been issued to, they are not transferable from person to person or property to property.
- (10) Any owner of the Species / Special Species must reside on the property.
- (11) The onus of proving a Person has a valid and subsisting Species / Special Species Permit is on the person alleging its existence.
- (12) No Person is entitled to a refund or rebate for any application fee.
- (13) All costs related to complaints of a species owner or species, if outside of the scope and capability of town staff, shall be at the species owners expense including third part contractors.
- (14) A Peace Officer, or Bylaw Officer, are hereby authorized to enter any land or premise (excluding dwelling houses) within the Town of Calmar to inspect for conditions which may contravene any provisions of this bylaw and to impound in accordance with Section 30 of this bylaw.

## **9. RESCUE AND ALL SPECIES POUND SERVICES**

Town of Calmar shall enter into a contract with a species pound and an informal rescue service for calls that are out of the scope of town employees.

## **10. REPLACEMENT OF LOST LICENCE**

Upon losing a permit, an Owner of a licensed Species shall present the receipt for payment of the current year's licence fee to a Bylaw Enforcement Officer, who will issue a new permit to the Owner for the fee set out in Schedule "A" of this Bylaw.

## **11. NON-TRANSFERABLE**

A permit issued pursuant to this Bylaw is not transferable.

## **12. NO REBATE**

No person shall be entitled to a permit / application rebate or refund under this Bylaw.

## **13. UNCERTIFIED CHEQUES**

- (1) Where a permit required pursuant to this Section has been paid for by the tender of an uncertified cheque the permit:

- (a) is issued subject to the cheque being accepted and cashed by the bank without any mention of this condition being made on the permit; and
- (b) is automatically revoked if the cheque is not accepted and cashed by the bank on which it is issued.

#### **14. RESPONSIBILITIES OF OWNERS OF SPECIES RUNNING AT LARGE**

- (1) The Owner of a Species shall ensure that the Species is not running at Large.
- (2) Pursuant to Sub Section 14(1) of this Bylaw, All cost related to capture, containment, or housing are at the cost of the species owner, whether it be cost form town or third party contractor.

#### **15. SPECIES PROHIBITED IN OFF-LEASH AREAS**

- (1) No Owner of a Species shall permit the Species to be in an off-Leash area at any time.
- (2) No person shall allow a Species to enter into or remain in an area that has been designated by the Director, Calmar Public Works as an "off Leash area".

#### **16. SPECIES IN PROHIBITED AREAS**

- (1) The Owner of a species shall ensure that such species does not enter or remain in or on:
  - (a) a School Ground, Playground, Sports Field, Golf Course, Cemetery, Wading or Swimming Area, or a Pathway; or
  - (b) any other area where species are prohibited by posted signs.
- (2) The Owner of a species shall ensure that such species does not enter or remain in a Park, or any part thereof, where the species is within five (5) meters of a Play Structure, a Wading Pool or Swimming Area, a Sports Field, a Golf Course or a Cemetery.
- (3) The Owner of a species shall ensure that such species does not enter or remain in a Park or any part of a Park or on a Pathway which has been designated by the Director, Calmar Public Works, as an area where species are prohibited.
- (4) Notwithstanding subsection 16(1) or 16(2), the Owner of a species may allow such species to pass along or across a Pathway, including a Pathway that runs through an area designated as an off-Leash area, only if such species:
  - (a) is secured by a Leash (if applicable) of no greater length than two (2) metres;
  - (b) remains on the right-hand side of the Pathway at all times unless moving around other Pathway users;
  - (c) remains under the Owner's control at all times ensuring that the species does not interfere with or obstruct any other Pathway user;
  - (d) species shall not obstruct Pathway.

## **17. SWIMMING IN PARKS PROHIBITED**

The Owner of a Species shall ensure that such Species does not enter or swim in any body of water within a Park, unless specifically allowed by the Director, Calmar Public Works.

## **18. UNATTENDED SPECIES**

- (1) The Owner of a Species shall ensure that such Species shall not be left unattended while tethered or tied on premises where the public has access, whether the access is express or implied.
- (2) The Owner of a Species shall ensure that such Species shall not be left unsupervised while tethered or tied on private property.
- (3) The Owner of a Species left unattended in a motor vehicle shall ensure:
  - (a) The Species is restrained in a manner that prevents contact between the Species and any member of the public; and
  - (b) The Species has suitable ventilation.
- (4) The Owner of a Species shall not leave a Species unattended in a motor vehicle if the weather conditions are not suitable for containment of a Species.

## **19. CYCLING WITH SPECIES**

- (1) When operating a bicycle or wheeled conveyance on a Pathway, no Person shall do so with any Species on a Leash.
- (2) Subsection 19(1) shall not apply to persons operating a device designed for persons with disabilities.

## **20. SECURING SPECIES S IN VEHICLES**

- (1) No person shall allow a Species to be outside of the passenger cab of a motor vehicle on a roadway, regardless of whether the motor vehicle is moving or parked.
- (2) Notwithstanding subsection 20(1), a person may allow a Species to be outside the passenger cab of a motor vehicle, including riding in the back of a pickup truck or flatbed truck, if the Species is:
  - (a) in a fully enclosed trailer;
  - (b) in a topper enclosing the bed area of a truck;
  - (c) contained in a ventilated kennel or similar device securely fastened to the bed of the truck; or
  - (d) securely tethered in such a manner that it is not standing on bare metal, cannot jump or be thrown from the vehicle, is not in danger of strangulation, and cannot reach beyond the outside edges of the vehicle.

- (3) For the purpose of this Section, "roadway" means any street or highway, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or Parking of vehicles.
- (4) The Owner of a vehicle involved in an offence referred to in this Section is guilty of the offence, unless that vehicle Owner satisfies the Court that the vehicle was:
  - (a) not being driven or was not Parked by the Owner; and
  - (b) that the person driving or Parking the vehicle at the time of the offence did so without the vehicle Owner's express or implied consent.

## 21. SPECIES SUSPECTED OF HAVING COMMUNICABLE DISEASES

- (1) An Owner of a Species suspected of having rabies shall immediately report the matter to The Canadian Food Inspection Agency and to the Town Manager, Calmar Town Office.
- (2) An Owner of a Species suspected of having rabies shall confine or isolate the Species, in such a manner as prescribed so as to prevent further spread of the disease.
- (3) An Owner of a Species suspected of having rabies shall keep the Species confined for not less than ten (10) days at the cost of the Owner.
- (4) An Owner of a Species that does not comply with the provisions of Section 21(5) shall be subject to a penalty as provided for in Section 47 of this Bylaw for each consecutive demand made by the Bylaw Enforcement Officer.
- (5) In the event of an outbreak, or threatened outbreak a communicable disease affecting Species, which may be transmitted to human beings, Council may by resolution, order and direct that all Species s be confined entirely to the owner's premises.
- (6) When a Species under quarantine has been diagnosed as rabid or suspected by a licensed veterinarian as being affected by a communicable disease and dies while under observation, a Peace Officer shall immediately send the complete body of such Species to the appropriate health department for pathological examination and shall notify the Medical Officer of Health for the Town of reports of human contact, and the diagnosis made of suspected Species.
- (7) During such period of a communicable disease quarantine as herein mentioned, every Species bitten by a Species adjudged to be affected by said disease, shall forthwith be humanely euthanized, or at the owner's expense and option shall be treated for the disease infection by a licensed veterinarian or held under quarantine by the owner in the same manner as other Species are in quarantined.
- (8) Except as herein provided, no person shall kill, or cause to be killed, any Species suspected of being exposed to a communicable disease or any Species which has bitten a human, nor remove the same from the Town limits without written permission from a Peace Officer.
- (9) The carcass of any dead Species exposed to a communicable disease shall upon demand, be surrendered to a Peace Officer.
- (10) A Peace Officer shall direct the disposition of any Species found to be infected with a communicable disease.

## **22. NUISANCES REMOVING EXCREMENT**

- (1) If a Species defecates on any public or private property other than the property of its Owner, the Owner shall remove such feces immediately.
- (2) If a Species is on any public or private property other than the property of its Owner, the Owner shall have in his possession a suitable means of facilitating the removal of the Species' feces.

## **23. NOISE**

- (1) The Owner of a Species shall ensure that such Species shall not bark, howl, or otherwise makes or causes a noise or noises which disturbs any person.
- (2) Whether any sound annoys or disturbs a Person, or otherwise constitutes objectionable noise, is a question of fact to be determined by the Town Peace Officer, The Town Manager or person(s) delegated by the Town Manager.

## **24. SCATTERING GARBAGE**

The Owner of an Species shall ensure that such Species shall not upset any waste receptacles or scatter the contents thereof either in or about a street, lane, or other public property or in or about premises not belonging to or in the possession of the Owner of the Species .

## **25. THREATENING BEHAVIOURS**

The Owner of a Species shall ensure that such Species shall not:

- (1) Bite, verbally challenge, or chase stock, All Species , bicycles, automobiles, or other vehicles;
- (2) Chase or otherwise threaten a person or persons, whether on the property of the Owner or not, unless the person chased or threatened is a trespasser on the property of the Owner;
- (3) Cause damage to property or other Species, whether on the property of the Owner or not;
- (4) Do any act that injures a person or persons whether on the property of the Owner or not;
- (5) Bite a person or persons, whether on the property of the Owner or not;
- (6) Attack a person or persons, whether on the property of the Owner or not;
- (7) Attack a person or persons, whether on the property of the Owner or not, causing severe physical injury; or
- (8) Cause death to another species.
- (9) No Owner shall use or direct a Species to attack, chase, harass or threaten a person or Species.

## 26. VICIOUS SPECIES

### ORDERS

- (1) The Owner of a Species alleged to be a "Vicious Species" shall be provided an order by the Town Manager or designate, stating the requirements that must be met in order to keep the Species within the Town of Calmar corporate limits.
- (2) A Vicious Species order pursuant to this Bylaw continues to apply if the Species is sold, given or transferred to a new Owner.

### REGULATIONS

Prior to a Permit being issued, the Owner of a Vicious Species shall within ten (10) days after the Species has been declared vicious:

- (3) Have a licensed veterinarian tattoo or implant an electronic identification microchip in the Species;
- (4) Provide the information contained on the tattoo or in the microchip to the Town Manager, Town Peace Officer, or Town Designate; and
- (5) If the Species is in an unaltered state, have the Species neutered, spayed or altered.
- (6) The Owner of a Vicious Species shall:
  - (a) notify the Town Manager, Town Peace Officer, or Town Designate should the Species be sold, gifted, or transferred to another person or die;
  - (b) remain liable for the actions of the Species until formal notification of sale, gift or transfer is given to the Town Manager, Town Peace Officer, or Town Designate
- (7) The Owner of a Vicious Species shall ensure that such Species does not:
  - (a) chase a person or other species;
  - (b) injure a person or other species;
  - (c) bite, restrain, or attack a person or other species; or
  - (d) attack a person or other species.
- (8) The Owner of a Vicious Species shall ensure that such Species does not damage or destroy public or private property.
- (9) The Owner of a Vicious Species shall ensure that such Species is not Running at Large.
- (10) The Owner of a Vicious Species shall notify the Town of Calmar Town Manager or designate if the Species is Running at Large.
- (11) The Owner of a Vicious Species shall ensure that when such Species is on the property of the Owner such Species is:

- (a) confined indoors and under the control of a person over the age of eighteen (18) years;
  - (b) when such Species is outdoors such Species is:
    - (i) in a locked pen or other structure, constructed pursuant to Section 26 in order to prevent the escape of the Vicious Species and capable of preventing the entry of any person not in control of the Species ; or
    - (ii) securely Muzzled, or in a container, lacks the ability to harm, and under the control of a person over the age of eighteen (18) years by means of a Leash not exceeding one (1) metre in length in a manner that prevents it from chasing, injuring or biting other Species or humans as well as preventing damage to public or private property.
- (12) The Owner of a Vicious Species shall ensure that at all times, when off the property of the Owner, such Species is securely:
- (a) muzzled, or in a container, or lacks the ability to harm; and
  - (b) harnessed or Leashed on a lead which length shall not exceed one (1) metre in a manner that prevents it from chasing, injuring, harming or biting other Species s or humans as well as preventing damage to public or private property; and
  - (c) under the control of a person over the age of eighteen (18) years.
- (13) The Owner of a Vicious Species shall ensure that the locked pen or other structure:
- (a) shall have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of thirty (30) centimeters;
  - (b) shall provide the Vicious Species with shelter from the elements;
  - (c) shall be size appropriate as outlined in the Husbandry portion of the Permit.
  - (d) shall not be within one (1) metre of the property line or within five (5) metres of a neighbouring dwelling unit.
- (14) The Owner of a Vicious Species shall, within 10 days of the date of the order declaring The Species to be vicious, display a sign on his premises warning of the presence of the Species in the form illustrated in Schedule "F".
- (15) A sign required by Section 26 shall be placed at each entrance to the premises where the Species is kept, and on the pen or other structure in which the Species is confined.
- (16) A sign required by Section 26 shall be posted to be clearly visible and capable of being seen by any person accessing the premises.

## 27. NUISANCE SPECIES

- (1) The Town Manager or Town Peace Officer, may declare a Species to be a Nuisance Species.

- (2) The declaration of a Species as a Nuisance Species shall be reviewed annually by the Town Manager or the Town Peace Officer.

## **28. SPECIES CONTROL OPERATIONS SEIZURE**

- (1) A Bylaw Enforcement Officer or a Peace Officer may capture and impound any Species or Vicious Species:
  - (a) found Running at Large;
  - (b) which has bitten, attacked, or is alleged to have bitten or attacked, a person or Species, pending the outcome of an application to declare the Species to be a Vicious Species or to destroy the Species; or
  - (c) which is required to be impounded pursuant to the provisions of any Statute of Canada or of the Province of Alberta, or any Regulation made thereunder.
- (2) A Bylaw Enforcement Officer or a Peace Officer may capture and impound any species Running at Large with respect to which a complaint under this Bylaw has been made.
- (3) A Peace Officer or Bylaw Officer may seize or impound any species within the Town of Calmar, if species are being kept without a valid Species / Special Species Permit or by the written permission of the CAO.
- (4) All costs related to the capture, containment, or housing, whether it be cost by town or third-party contractor, are at the species owner cost.

## **29. NOTIFICATION**

- (1) A person who takes control of any stray species Vicious Species, shall forthwith notify the Town Manager or a Bylaw Enforcement Officer and provide any required information.
- (2) A person who takes control of any stray species Vicious Species shall forthwith surrender the Species to the Town Pound or a Bylaw Enforcement Officer.
- (3) If a Bylaw Enforcement Officer knows or can ascertain the name of the Owner of any impounded Species, he shall serve the Owner with a copy of the Notice in Schedule "C" of this Bylaw, either personally or by leaving it, or by mailing it to the last known address of the Owner.
- (4) An Owner of a Species to whom a Notice is mailed pursuant to Section 29(1) is deemed to have received a Notice within forty-eight (48) hours from the time it is mailed.

## **30. OBSTRUCTION AND INTERFERENCE**

- (1) No person, whether or not that person is the Owner of a Species or Vicious Species which is being or has been pursued or captured shall:
  - (a) interfere with or attempt to obstruct a Bylaw Enforcement Officer or a Peace Officer who is attempting to capture or who has captured a Species which is subject to impoundment or seizure;



- (b) open the vehicle in which Species s have been captured for impoundment or seizure;
  - (c) remove, or attempt to remove any Species from the possession of a Bylaw Enforcement Officer or a Peace Officer.
- (2) No person shall:
- (a) untie, loosen or otherwise free a Species which has been tied or otherwise restrained;
  - (b) negligently or willfully open a gate, door or other opening in a fence or enclosure in which a Species has been confined and thereby allow a Species to run at large in the town;
  - (c) entice a Species to run at large;
  - (d) tease a Species caught in an enclosed space;
  - (e) throw or poke any object into an enclosed space when a Species is caught or confined therein.
- (3). Section 30 shall not apply to a Bylaw Enforcement Officer or a Peace Officer who is attempting to capture or who has captured a Species which is subject to impoundment or seizure pursuant to this Bylaw.

### **31. RECLAIMING**

- (1) The Owner of any impounded Species or Vicious Species may reclaim the Species or Vicious Species by:
- (a) paying to a Bylaw Enforcement Officer the costs of impoundment as set out in Schedule "B" to this Bylaw; and
  - (b) where a licence is required under this Bylaw, obtaining the licence for such Species or Vicious Species.
- (2) Where a Species or Vicious or Species is claimed, the Owner shall provide proof of Ownership of the Species.

### **32. INSPECTIONS**

- (1) Subject to the entry notice provisions of the Municipal Government Act, R.S.A. 2000 c.M-26, a designated officer of the Town, bearing proper identification, may enter a premises to conduct an inspection in order to determine whether or not this Bylaw or an order issued pursuant to this Bylaw is being complied with.
- (2) No person shall interfere with or attempt to obstruct a Bylaw Enforcement Officer or a Peace Officer who is attempting to conduct an inspection pursuant to Section 32.
- (1) The Town Manager or Town Peace Officer may:
- (a) receive Species into protective care pursuant to fire, flood, or other reasons;
  - (b) retain the Species s temporarily;

- (c) charge the Owner fees pursuant to Schedule "B" for costs of impoundment; and
  - (d) at the end of the protective care period, if no other arrangements are made between the Owner and Town Manager or Town Peace Officer, treat such Species as impounded Species.
- (2) The Town Manager or Town Peace Officer, may offer for sale, euthanize, or otherwise dispose of all unclaimed Species s which have been received at the Town Pound or rescue facility.
  - (3) The Town Manager or Town Peace Officer, shall not sell, euthanize, or otherwise dispose of an impounded Species or Vicious Species until a Species is retained in the Town Pound or rescue facility for:
    - (a) seven (7) days after the Owner has received notice or is deemed by Subsection 29(4) to have received notice that the Species is in the Town Pound; or
    - (b) seventy-two (72) hours, if the name and address of the Owner is not known.
  - (4) The Town Manager or Town Peace Officer, may retain a Species for a longer period if in his opinion the circumstances warrant the expense or he has reasonable grounds to believe that the Species is a continued danger to persons, Species, or property.

**33. REQUIRE SPAY/NEUTER/ALTER**

The Town Manager or Town Peace Officer may, before selling an unclaimed Species, require that the Species be spayed, neutered, or altered.

**34. FEE FOR EUTHANIZING**

When the Town Manager or Town Peace Officer agrees to euthanize a Species, the Owner shall pay to the Town Peace Officer or designate, a fee as set out in Schedule "B" of this Bylaw.

**35. FULL RIGHT AND TITLE**

The purchaser of a Species from the Animal Services Centre 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 Species shall cease thereupon.

**36. OFFENCES AND PENALTIES LICENSED OWNER**

If a Species is involved in a contravention of this Bylaw, the Owner of that Species is guilty of an offence.

### 37. GENERAL PENALTY PROVISIONS

- (1) Every Owner of a Species who contravenes any of the provisions of this Bylaw by:
  - (a) doing any act or thing which the person is prohibited from doing, or
  - (b) failing to do any act or thing the person is required to do, is guilty of an offence.
- (2) Any person who is convicted of an offence pursuant to this Bylaw is liable on summary conviction to a fine not exceeding \$10,000.00, and in default of payment of any fine imposed, to imprisonment for not more than six (6) months.

### 38. VIOLATION TICKETS AND PENALTIES

- (1) Where a Bylaw Enforcement Officer or a Peace Officer believes that a person has contravened any provision of this Bylaw, he may commence proceedings by issuing a summons by means of a violation ticket in accordance with Part 2 of the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34.
- (2) The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (3) The minimum penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (4) Notwithstanding subsection 47(2):
  - (a) where any person has been convicted of a contravention of the same provision of this Bylaw twice within one twelve month period, the specified penalty payable in respect of the second conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision.
  - (b) where any person has been convicted of a contravention of the same provision of this Bylaw three or more times within one twelve month period, the specified penalty payable in respect of the third or subsequent conviction is triple the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (5) Notwithstanding subsection 47(3):
  - (a) where any person has been convicted of a contravention of the same provision of this Bylaw twice within one twelve month period, the minimum penalty payable in respect of the second conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision, and
  - (b) where any person has been convicted of a contravention of the same provision of this Bylaw three or more times within one twelve month period, the minimum penalty payable in respect of the third or subsequent conviction is triple the amount shown in Schedule "D" of this Bylaw in respect of that provision.
- (6) Notwithstanding Subsections 47(2) and 47(4), if a Species has been declared to be a Nuisance Species, and where, subsequent to the declaration, any person is convicted of a contravention of any provision of this Bylaw in respect of that Species, the specified penalty payable in respect of the conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision.

- (7) Notwithstanding Subsections 47(3) and 47(5), if a Species has been declared to be a Nuisance Species, and where, subsequent to the declaration, any person is convicted of a contravention of any provision of this Bylaw in respect of that Species, the minimum penalty payable in respect of the conviction is double the amount shown in Schedule "D" of this Bylaw in respect of that provision.

### **38. VICIOUS SPECIES FINES**

- (1) Subsections 47(2), (3), (4) and (5) do not apply to Vicious Species.
- (2) The minimum fines on summary conviction in respect to a contravention of this Bylaw with respect to Vicious Species shall be the same amounts as shown in Schedule "E" regarding Vicious Species.

### **39. CONTINUING OFFENCES**

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

### **40. MANDATORY COURT OR INFORMATION**

This Section shall not prevent any Officer from issuing a violation ticket requiring the court appearance of the defendant, pursuant to the provisions of the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, or from laying an information instead of issuing a violation ticket.

### **41. LIABILITY FOR FEES**

The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs from which he is liable under the provisions of this Bylaw.

### **42. ORDERS BY A JUSTICE**

- (1) A Justice, after convicting an Owner of an offence under this Bylaw may, if the Justice considers the offence sufficiently serious, direct, order, or declare one or more of the following:
- (a) that the Owner prevent the Species from doing mischief or causing the disturbance or nuisance complained of;
  - (b) that the Species is a Dangerous Species;
  - (c) that the Species be destroyed; or

- (d) that the Owner be prohibited from owning any Species for a specified period of time.

#### **43. PROOF OF PERMIT**

- (1) The onus of proving a person has a valid and subsisting licence is on the person alleging the licence.
- (2) The onus of proving the age of a Species is on the person alleging the age.

#### **44. CERTIFIED COPY OF RECORDS**

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

#### **45. VALIDITY OF EXISTING LICENCES**

An existing licence issued under Bylaw 2018-11 the "Responsible pet Bylaw", remains valid until the term of such licence expires.

#### **46. QUANTITY OF SPECIES PER HOUSEHOLD**

No household, residence, or premise shall occupy more than the Species / Special Species Permit allows for.

#### **47. PENALTIES AND ENFORCEMENT**

- (1) Any person violating a provision of this Bylaw is liable to the specified penalty set out in schedule "B", herein or on summary conviction to a fine not exceeding Two Thousand Dollars (\$2000.00) and/or imprisonment for not more than six (6) months.
- (2) It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions, and it is further the intention of the Town Council that if any provisions of this Bylaw be declared invalid, all other provisions shall remain valid and enforceable.
- (3) A Peace Officer is hereby authorized to issue a Municipal Violation Tag or a Violation Ticket with a specified penalty pursuant to the Provincial Offences Procedure Act, S.A. 1997, c. P-21.5, as amended, and regulations thereunder, for any contravention made under this Bylaw.
- (4) Nothing in this Bylaw shall prevent a Peace Officer from immediately laying an information or issuing a Violation Ticket for the mandatory Court appearance of any person who contravenes any provision of this Bylaw.

**48. EFFECTIVE DATE**

This Bylaw comes into force on the day it is given final reading and further that Bylaw 2018 – 11 is hereby rescinded.

**THIS BYLAW GIVEN FIRST READING THIS 21<sup>ST</sup> DAY OF SEPTEMBER, 2020.**

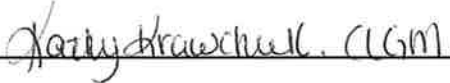
**THIS BYLAW GIVEN SECOND READING THIS 5<sup>TH</sup> DAY OF OCTOBER, 2020.**

**THIS BYLAW GIVEN THIRD READING THIS 19<sup>TH</sup> DAY OF OCTOBER, 2020.**



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**Mayor**



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**Town Manager**

**This bylaw signed this 19<sup>TH</sup> day of October, 2020**

**SCHEDULE "A"**

**LICENCE FEES LIFETIME**

- Male or Female Unaltered Species ..... \$ 250
- Additional Male or Female Unaltered species above household limit of three (3) or as stated on Permit ..... \$ 350 each
- Additional Male or Female Altered species above household limit of three (3) or as stated on permit ..... \$ 100
- Altered / Neutered Male or Spayed Female Species..... \$ 30
- Vicious Unaltered Species Licence Fee..... \$1500 per annum
- Vicious Altered Species Licence Fee..... \$ 1000 per annum
- Male or Female Unaltered ..... \$ 250
- Altered Neutered Male or Spayed Female .....\$ 30
- Replacement Tag..... \$ 10

*KK  
WJH*

**SCHEDULE "B"**

**AMOUNT(S) TO BE PAID TO THE CALMAR TOWN MANAGER OR DESIGNATE BY OWNER OF SPECIES IN ORDER TO RECLAIM OR DESTROY AN SPECIES AT THE ANIMAL SERVICES CENTRE**

Species Impoundment Fees Boarding Fees - First offence \$75.00 (SEVENTY FIVE DOLLARS) per day  
-Second Offence \$125.00 (ONE HUNDRED AND TWENTY FIVE DOLLARS) per day  
- Third Offence and there after \$200.00 (TWO HUNDRED DOLLARS) per day.

- Vicious Species Impoundment Fees ..... \$ 700.00 (SEVEN HUNDRED DOLLARS) per day
- Care and Sustenance included in per day charge.
- Transportation fee ..... \$85.00
- All Fees to be paid to the Town of Calmar Pound Keepers and are plus GST.
- Veterinary Fees Amount Expended Destruction of Species \$150



**SCHEDULE "C"**

**FORM OF NOTICE OF SPECIES SEIZURE**

You are hereby notified that an Species bearing Permit No. \_\_\_\_\_ for 20\_\_\_\_ registered under the above name and address, was impounded on \_\_\_\_\_, A.D. 20\_\_ pursuant to the provisions of Bylaw No. \_\_\_\_\_ of the Town of Calmar, and that, unless the said Species is claimed and all impoundment charges are paid, on or before \_\_\_\_\_, 20\_\_\_\_, the said Species will be sold, destroyed or otherwise disposed of pursuant to the said Bylaw.

*KK  
WJH*

## SCHEDULE "D"

### OFFENCE PENALTIES

#### SECTION OFFENCE MINIMUM PENALTY SPECIFIED PENALTY

- 3(1)(a) Posses venomous or poisonous species without a permit \$1000.00
- 3)1)(b) Posses snake over 6 feet long \$200.00
- 5(1) Unlicensed species \$ 100.00
- 5(4) Provide false information \$500.00
- 5(5) Fail to notify Town on update information \$200.00
- 5(10) Species fail to wear permit tag while off premise \$200.00
- 6(1) Species / owner / fail to wear tag/ or carry permit \$150.00
- 14(1) Species running at Large \$ 200.00, unaltered \$300.00
- 15(1) Species in off Leash area \$ 500.00
- 16 (1)(2)(3) Species in prohibited area \$ 150.00
- 17 Species swimming in prohibited area \$500.00
- 18 Unattended Species \$250.00
- 19(1) Cycling with species \$100.00
- 21 Fail to comply with section 21 \$2000.00
- 22(1) Fail to pick up excrement from species \$250.00
- 22(2) Owner not carry suitable container to pick up excrement from species \$150.00
- 23(1) Noise by species \$200.00
- 24 Species disturb or scatter garbage \$200.00
- 25(1) Bite, bark at, or chase stock, Species s, bicycles or vehicles \$ 200.00
- 25(2) Chase or threaten a person \$ 200.00
- 25(3) Cause damage to property or other Species \$ 200.00
- 25(4) Species injure a person \$ 300.00
- 25(5) Species Bite a person \$ 350.00
- 25(6) Species Attack a person \$ 750.00
- 25(7) Species Attack a person causing Severe Injury \$2,500.00
- 25(8) Cause death to Species \$1,000.00
- 25(9) Direct Species to attack, chase, harass or threaten a person or Species \$ 1000.00
- 26(1) Fail to comply with order \$500.00

- 26(3) Fail to tattoo or implant Vicious Species with microchip \$2000.00
- 26(6)(a) Fail to notify Species Services Centre of sale, gift, transfer or death of Vicious Species \$500.00
- 26(7) Chase injure bite or attack \$2500.00
- 26(8)Vicious Species – Damage or destroy property \$1,500.00
- 26(9) Vicious Species – Running at Large \$2000.00
- 26(10) Fail to notify Town of Calmar Vicious Species Running at Large \$ 1500.00
- 26(11)(a) Fail to keep Vicious Species confined indoors and under control of an adult person \$1,500.00
- 26(11)(b)(i) Fail to keep a Vicious Species confined \$1,500.00
- 26(12) or 34(2) Fail to keep a Vicious Species Muzzled, harnessed or Leashed properly \$2000.00
- 26(13) Improper pen or structure for Vicious Species \$2000.00
- 26(14)Fail to post Vicious Species sign \$1,500.00
- 28 / 30 / 32 Obstruct or interfere with officer \$ 2000.00
- 30(1)(b) Open van or vehicle \$ 500.00
- 30(1)(c) Remove or attempt to remove impounded Species \$ 500.00
- 30(2)(a) Untie, loosen, or free restrained Species \$ 300.00
- 30(2)(b) Open gate, door or opening allowing Species to run at large \$ 200.00
- 30(2)(c) Entice a Species to run at large \$ 250.00
- 30(2)(d) Tease a Species in an enclosure \$ 200.00
- 30(2)(e) Throw or poke at Species in an enclosure \$ 200.00
- 46 Exceed household pet total.....\$ 200.00 per Species in excess

**SCHEDULE "F"**

**VICIOUS CAT SPECIES SIGN**

Form required for a Vicious Species sign pursuant to the Bylaw, similar to below.



Town of Calmar

Request for Discussion (RFD)

Meeting:	Committee of the Whole
Meeting Date:	March 14, 2022
Originated By:	Acting CAO Anderson
Title:	Policy #2022-097 Adult Friendly Parks Follow Up
Approved By:	Acting CAO Anderson
Agenda Item Number:	5 B

BACKGROUND/PROPOSAL:

At the March 07, 2022 Regular Meeting of Council Policy #2022-097 – Adult Friendly Parks was adopted. A motion to proceed with a to approve the Adult Friendly Picnic Table Project as presented and commit to supporting the volunteer teams in this endeavour.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Below are quotes provided by two vendors for the cost of materials to build the tables: There are some variances in the materials quoted on, however it seems that if we proceed the approximate cost would be \$1,200 per picnic table gazebo with finishing and plaques included. This number would be used to obtain sponsorship funding by the Sponsorship Outreach team.

- Team 1 – Picnic Table Fabrication - Don
- Team 2 – Picnic Table Finishing - Sean
- Team 3 – Picnic Table Assembly - Carey
- Team 4 - Adult Friendly Picnic Table Project Sponsorship Outreach – Krista & Jaime

One table sponsorship has been committed to and will be used to do a build. This will help us to identify any tricks or challenges to the fabrication, finishing and assembly. The volunteer who will be pulling this together will perform the fabrication offsite and then bring it to Calmar for the team leads to assist in putting it together. This is tentatively set for March 19<sup>th</sup> providing the materials arrive in time.

Description	D	Quantity	U/M	Price	Per	Amount
2x8 12' TREATED!!!!TREATED!!!!		7	EA	33.4800	EA	234.36
2x4 12' TREATED!!!!TREATED!!!!		4	EA	15.0400	EA	15.04
2x4 10' TREATED!!!!TREATED!!!!		5	EA	12.5500	EA	62.75
2x6 8' TREATED!!!!TREATED!!!!		4	EA	15.2700	EA	15.27
1x8x12ft spruce		7	EA	19.9900	EA	139.93
4x4 10' TREATED!!!!TREATED!!!!		6	EA	29.9000	EA	179.40
3" YELLOW DECK SCREW		3	LB	3.9900	LB	11.97
CAR. BOLT 1/4"x8" ZINC		136	EACH	0.7500	EACH	102.00
LAG SCREW 1/4"x5" ZINC		8	EACH	0.3500	EACH	2.80
CAR. BOLT 1/4"x6" ZINC		8	EACH	0.6200	EACH	4.96
CAR. BOLT 1/4"x5" ZINC		12	EACH	0.5000	EACH	6.00
FLAT WASHER 1/4" ZINC		164	EACH	0.0500	EACH	8.20
LOCK WASHER 1/4" ZINC		164	EACH	0.0300	EACH	4.92
2 1/2" coated nail		1	LB	2.9900	LB	2.99

	<b>Subtotal</b>	<b>790.59</b>
<b>- 0.00</b>	<b>Sales Tax</b>	<b>39.53</b>
<b>GST 39.53</b>		
	<b>Total</b>	<b>830.12</b>

DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
----> EMAILED MARCH 10TH	<----			
----> MATERIALS FOR 1 PICNIC GAZEBO	<----			
2X4 8 MICROPRO SIENNA BROWN	3.00	Ea	11.79	35.37
2X4 10 MICROPRO SIENNA BROWN	5.00	Ea	13.79	68.95
2X4 12 MICROPRO SIENNA BROWN	1.00	Ea	15.69	15.69
2X6 8 MICROPRO SIENNA BROWN	1.00	Ea	17.79	17.79
2X8 12 MICROPRO SIENNA BROWN	7.00	Ea	30.39	212.73
4X4 10 MICROPRO SIENNA BROWN	6.00	Ea	19.99	119.94
----> *****	<----			
----> 1X8-12' NOT AVAILABLE SO	<----			
----> 1X6-6' ENOUGH TO DO SAME	<----			
----> AMOUNT OF COVERAGE FOR ROOF	<----			
1X6-6' MICROPRO SIENNA FENCEBD	20.00	Ea	6.89	137.80
----> *****	<----			
8X3" BROWN DECK SCREW 100	1.00	Ea	8.09	8.09
1/4"X5" CARRIAGE BOLT HDG	12.00	Ea	0.66	7.92
1/4"X6" CARRIAGE BOLT HDG	8.00	Ea	0.80	6.40
1/4" FLAT WASHER HDG	28.00	Ea	0.10	2.80
1/4" SPRING LOCK WASHER HDG	28.00	Ea	0.10	2.80
1/4" HEX NUT GR2 HGD	20.00	Ea	0.17	3.40

GERALD ADAMS				
DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
<del>1/4"X5"LAG SCREW HDG</del>	<del>8.00</del>	<del>Ea</del>	<del>0.76</del>	<del>6.08</del>
3/8"X8"HDG CARRIAGE BOLTS	1.00	Ea	92.79	92.79
125 PIECES				
3/8"X8"CARRIAGE BOLT HDG	11.00	Ea	2.07	22.77
3/8"FLAT WASHER HDG	136.00	Ea	0.21	28.56
3/8"SPRING LOCK WASHER HDG	136.00	Ea	0.17	23.12
3/8"HEX NUT GR2 HDG	136.00	Ea	0.28	38.08
<del>2-1/2"HOT GALVANIZED NAILS HDG</del>	<del>2.00</del>	<del>Lb</del>	<del>2.79</del>	<del>5.58</del>
----> DELIVERY IS A OPTION IF NEEDED <----				
FREIGHT / COURIER CHARGES	150.00	EA	1.00	150.00

SUBTOTAL	1006.66
GST	50.33

**TOTAL 1056.99**

Option 1 – Council pass a motion to proceed with the project using a sponsorship rate of \$1,200 per picnic table gazebo.

Option 2 – Council pass a motion to proceed with the project using a sponsorship rate of \$ per picnic table gazebo.

Option 3 – Council refers the matter back to administration for further information and pricing.

COSTS/SOURCE OF FUNDING (if applicable)  
Sponsorship driven, facility and administration cost only to the Town.

RECOMMENDED ACTION:

Council pass a motion to proceed with the project using a sponsorship rate of \$1,200 per picnic table gazebo.



## POLICY

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POLICY NO: 2022-097 APPROVAL DATE: March 07, 2022  
TITLE: Adult Friendly Parks Policy

DEPARTMENT: Council REVISION DATE:  
Mayor: \_\_\_\_\_ C. A. O.: \_\_\_\_\_

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### Policy Statement:

The Town of Calmar recognizes responsible consumption of alcohol in certain municipal parks may be allowed.

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### Reason for Policy:

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This policy provides for the rules governing responsible alcohol consumption in municipally owned parks.

### Definitions:

CAO means the Chief Administrative Officer for the Town of Calmar.

Council means the duly elected municipal Council.

Designated Picnic Area means a location that has been approved by Council resolution and where appropriate signage has been installed.

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### Policy:

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#### Responsibilities:

Council will identify designate picnic areas within the town limits where alcohol may be consumed.

Council will establish rules for the consumption of alcohol in designated picnic areas.

The CAO will ensure appropriate signage is erected where directed by Council.

#### Rules for Alcohol Consumption:

- Alcohol consumption will be allowed in designated picnic areas between the hours of 11:00 am and 9:00 pm daily.
- Drink in moderation and be a good neighbour.
- Public intoxication is not tolerated.



- Alcohol may only be consumed at tables in designated picnic areas.
- A person must stop consuming liquor in a designated area if a community peace officer believes that they are intoxicated and requests that they stop consuming liquor.
- All provincial legislation must be followed, including gathering limits and physical distancing requirements.
- Garbage and empty drink containers must be disposed of in the containers provided in the designated areas or otherwise removed from the site.



Town of Calmar

Request for Discussion (RFD)

Meeting:	Committee of the Whole
Meeting Date:	March 14, 2022
Originated By:	Acting CAO Anderson
Title:	Policy #2022-027 Council Remuneration
Approved By:	Acting CAO Anderson
Agenda Item Number:	5 C

BACKGROUND/PROPOSAL:

In the Legislative Budget Workshop with Council and Acting CAO Anderson, the Council Remuneration Policy was discussed, and it was decided there were some updates required.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As discussed in the Legislative Budget Workshop the two most notable changes to the Council Remuneration Policy are:

COLA – COLA will not be applied for the 2022 fiscal year; it will resume in January 2023.

Communications – Previously the Mayor received a monthly allowance of \$100 to go towards their cell phone usage. The updated policy has all members of Council receiving this allowance.

Option 1 – Council pass a motion to bring Policy #2022-027 back to the next regular meeting of Council for adoption as presented.

Option 2 – Council pass a motion to bring Policy #2022-027 back to the next regular meeting of Council for adoption as amended.

Option 3 – Council refers the matter back to administration for further information.

COSTS/SOURCE OF FUNDING (if applicable)

The cost of the additional communication/cell phone allowance will be \$4,800 annually.

RECOMMENDED ACTION:

Council pass a motion to bring Policy #2022-027 back to the next regular meeting of Council for adoption as presented.



## POLICY

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POLICY No. 2022-027  
TITLE: Council Remuneration

APPROVAL DATE: APRIL 04, 2022

DEPARTMENT: COUNCIL

REVISION DATE:

MAYOR: \_\_\_\_\_

C. A. O.: \_\_\_\_\_

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### Purpose:

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To clearly define the compensation package that will be available for the elected officials of the Town of Calmar.

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### Reason for policy:

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Section 243 (1) of the Municipal Government Act, R.S.A., M26-1 and amendments thereto which states:

- (1) An operating budget must include the estimated amount of each of the following expenditures and transfers:
  - (a) **the amount needed to provide for Council's policies and programs**

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### Policy

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Members of Council shall receive remuneration, benefits and reimbursement of business expenses while undertaking their official role as an elected official for the Town of Calmar.

#### Guidelines

Members of Council shall receive compensation for their role as elected officials as follows:

- Honorarium
- Benefits
- Per Diem
- Expenses

Honorarium & Benefits – for Regular Meeting of Council as defined at the annual organizational meeting. This includes all preparation for the Council Meetings as well as the attendance. In addition to the meetings Calmar event attendance, volunteer hours and general communications are included.

Per Diem - For attendance at professional development, Regional Meetings, Committee Meetings, Committee Council Meetings, Special Meetings, Workshops and Town related activities not covered by the Honorarium. The amount spent will be limited by the amount budgeted each year. Within the overall budget set for each Councillor for per diems, and expenses which are based upon appointment to boards at the annual organizational meeting prior to formal annual budget approval, funds can be utilized between accounts to offset a short fall. However, the total budget for both accounts shall not be exceeded. If the Mayor or a Councillor is to be traveling out of Province or Country on Council business, they will advise their fellow Councillors and Administration of the purpose and time frame they will be away prior to leaving.

Expenses

Actual costs associated with any regular or approved Town business.

It is therefore established that compensation for the elected officials of the Town of Calmar be as follows:

1. In the discharge of the recognized “regular scheduled **meetings**”, and other regular duties associated with the position of an elected official. Remuneration commencing January 1, 2021 shall be as follows:

MAYOR	\$2,426.40 monthly allowance – with no other remuneration to be claimed for Council Committee, Board, Commission, etc. meetings, except for remuneration payable from other jurisdictions who pay their members directly;
COUNCILLOR	\$ 694.62 monthly allowance and maintain current meeting structure.
DEPUTY MAYOR	\$100.00 per month.

DEFINITION                      **“Called Meetings” are defined as duly constituted meetings of any Committee, Board, etc. to which members are appointed as Representatives by Council resolution and to which the members are asked to be in attendance.**

COLA                                      COLA will not be applied for the 2022 fiscal year. Effective January 1<sup>st</sup>, 2023 and every January 1<sup>st</sup> in subsequent **years, the Mayor’s and Councillor’s monthly allowance** as well as the attendance per diem shall be increased by the Consumer Price Index, for Alberta, as calculated at October 31<sup>st</sup> of the previous year.

2. For actual attendance at all other recognized responsibilities associated with the position of an elected officials – Remuneration shall be as follows:
 

A) Meetings 3 hrs. or less	\$ 75.00
B) Meetings more than 3 hrs. up to 5 hrs.	\$ 125.00
C) Meetings more than 5 hrs.	\$ 175.00
3. Mileage, travel expenses shall be paid at the Canada Revenue Agency reasonable allowance rate of \$0.58 per kilometer excepting travel within the corporate boundaries of the Town of Calmar.
4. Meals: actual receipted costs for meals, excluding alcoholic beverages, to a maximum of \$120.00 per day.

5. Lodging: actual costs of Lodging.
6. Communications (cell & internet): Council shall be paid a \$100.00 monthly allowance for cell phone and internet use.
7. Benefits: Life Insurance and Accidental Death & Dismemberment benefits as provided through the **Town's** benefit package for elected officials.
8. General:
  - i. Compensation to be completed and submitted to the Mayor or Designate for approval following the last day of each month.
  - ii. Expenses are to be completed and submitted to the Mayor or Designate for approval following the last day of each month.
  - iii. Prepayment of registration fees will be initiated by the Town Manager upon request and/or receipt of a completed registration form.
  - iv. A member of Council has the right to waive any of the remuneration at their discretion, however, should still record attendance for tracking purposes.
9. Review: This policy will be reviewed annually at the Organizational Meeting of Council.
10. Repeal: Previous Policy 2020-27, revised October 19, 2020 is hereby repealed.

Town of Calmar

Request for Discussion (RFD)

Meeting:	Committee of the Whole
Meeting Date:	March 14, 2022
Originated By:	Town Clerk Buss
Title:	Parade Registration
Approved By:	Acting CAO Anderson
Agenda Item Number:	6 A

BACKGROUND/PROPOSAL:

In the past Council has participated in parades for the surrounding municipalities. At least two Council members would choose the parade they would participate in. One would drive the float and the other hand out candy.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Administration has received 2022 dates for most parades and will continue to collect registration forms from the municipalities. Once Council has decided who will participate in each parade, administration can register the Town for the parades.

Municipality	Parade Date	Event	Entry Fee
Thorsby	May 21/22	Haymakers Rodeo	No
St. Albert	May 28/22	Rain Maker Rodeo	No
City of Leduc	June 4/22	Black Gold Rodeo	No
Devon	June	Devon Days	No
Beaumont	June 11/22	Town & Country Daze	\$10.00
Warburg	June 25/22	Heritage Day	No
Breton	July 1/22	Canada Day	No
City of Leduc	July 1/22	Canada Day	unknown
Calmar	Aug. 20/22	Calmar Days	No
Millet	August	Harvest Festival	No
City of Leduc	November	Santa Clause Parade	No

Option 1 – Council will decide which parades they will participate in and forward the information to administration to register for the parade.

Option 2 – Council passes a motion to accept this as information at this time.

COSTS/SOURCE OF FUNDING (if applicable)

Beaumont parade should cost \$10.00.

RECOMMENDED ACTION:

Council passes a motion to direct administration to register Council for the parades as discussed.





Good Day to all interested groups wanting to partake in the 2022 Rainmaker Rodeo Parade. We have gone through two years now of not having the Parade or the Rodeo and Exhibition. I'm sure that there have been many times we all would just have liked to participate in a group function such as this.

I'm now advising you that the City of St Albert, the Kinsmen of St Albert and the K40s of St Albert are beginning preparations to hold this event. I say however, things can change in a heartbeat.

At this time, we are prepared to hold this event and are preparing to celebrate the City of St Albert's 160<sup>th</sup> Birthday. This letter is a PREAMBLE to the following documents that should be carefully read and understood. One document, the Parade Entry form should be filled out completely and sent back to the K40 organizing committee, showing your intentions to participate.

We, the Parade Committee, in conjunction with the City of St Albert will prepare and advise entrants of any and all Covid 19 restrictions to be adhered to. Children love the parade and the candy, which is distributed throughout the parade, but at this time we are saying that candy MUST be delivered to the children at the curbside by walkers. If candy is thrown from vehicles or floats, it will be noted and future participation in the parade will be refused. The children's safety is of utmost concern to the Committee.

Thank you in advance!





SATURDAY, June 4, 2022 @ 10 AM

Entry Name: \_\_\_\_\_  
(Business / Organization / Individual)

Website \_\_\_\_\_

Contact Person/s \_\_\_\_\_

Phone #: \_\_\_\_\_ Alternate #: \_\_\_\_\_

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

Town/City \_\_\_\_\_

Entry Description - Type of Entry (float, decorated vehicle, people, animals)

\_\_\_\_\_

Music? No  Yes : Type of Music (band, stereo, etc.) \_\_\_\_\_

Height \_\_\_\_\_ (max: 13.5 ft) Width \_\_\_\_\_ (max: 8.5 ft)

Type of Towing Units \_\_\_\_\_ Total No. of Units \_\_\_\_\_

Total Number of Walkers/Marchers \_\_\_\_\_

**(Parade Route is approximately 3.0 KM)**

**Do you wish to be JUDGED? Yes  No**

Category (check  one)  **COMMERCIAL**  **YOUTH/SCHOOL**  
 **GOVERNMENT**  **NON-COMMERCIAL**  **BAND**  
 **EQUINE** ( hitched,  mounted or  kids)  **ANTIQUE**

Return completed form to the Leduc Black Gold Rodeo & Exhibition Association:  
PO Box 3235, Leduc, Alberta T9E 6L9  
email: Parade@blackgoldrodeo.com, phone: 780.887.3235



**NOTE: Entry will not be accepted unless below is completed and signed.**

**PLEASE PROVIDE GENERAL LIABILITY & PROPERTY INSURANCE INFORMATION  
(Please note that insurance information is required to confirm entry in the parade.)**

Insurance Company Name \_\_\_\_\_

Policy Attached  OR Policy # \_\_\_\_\_

Expiry Date \_\_\_\_\_

I have **read** and **understand** the Parade Rules and Regulations. On behalf of the firm/organization above and all participants in the entry, I the undersigned, agree that neither the Leduc Black Gold Rodeo & Exhibition Association, the Parade Committee, the City of Leduc, Crombie REIT, Crombie Property Holdings Limited, Crombie Limited Partnership nor any agent, employee or volunteer of either assumes any responsibility for any personal injury or property damage suffered in connection with the parade howsoever caused including negligence and excepting only willful misconduct and agree to release and hold harmless such parties from any claims for such injury or damage.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**Must be submitted by 4:30 p.m. May 23, 2022**

Return completed form to the Leduc Black Gold Rodeo & Exhibition Association:  
PO Box 3235, Leduc, Alberta T9E 6L9  
email: Parade@blackgoldrodeo.com, phone: 780.887.3235



## Leduc Black Gold Days Parade Rules & Regulations

These regulations are designed for the safety and enjoyment of both participants and spectators. All participants must comply with these regulations.

Please retain these rules for the float operator or other person responsible for your entry who is attending parade.

### HOW TO ENTER

1. To ensure proper space allotment, the entry application form (pages 1 & 2) must be completed, signed and returned to the Leduc Black Gold Rodeo & Exhibition Association by 4:30 p.m. May 23, 2022. Please submit by the date noted to allow time for review of entry and confirmation of acceptance.

### PARADE ROUTE

2. **Parade Route:** Starts at 61 Avenue and 50 Street, travels South on 50 Street to Black Gold Drive, turns East and disperses at 47<sup>th</sup> Street. Route is approximately 3 KM + additional KM's to return to marshaling area.
3. **Parade Dispersal:** 47 Street and Black Gold Drive.
4. **Return Route:** turn North (left) on 47 Street, travel North on 47 Street to return to the start at 61 Avenue.

### REGISTRATION & MARSHALLING

5. All entries are to register at **the North West corner of the Safeway Building (64<sup>th</sup> Ave & 50<sup>th</sup> Street), FROM 8:00 am to 9:00 am** and will be directed to your respective area for line up. (Exception: Pace Cars, Leduc Fire Services, Dignitary Cars, City of Leduc Float, Leduc County Float, Horses, Horse & Wagons, Shriners, Cadets).
6. Only parade entries (no additional vehicles) are allowed in the marshaling area. Persons riding entries may be dropped off but cannot park in the marshaling area.
7. Decorating will **NOT** be allowed in the marshaling area.
8. The Parade Committee/Marshaling committee will allot parade position. The Parade Committee retains the right to remove any entry from the parade at any time. Parade entries will be marshaled so as to make sure that the flow is not counter-productive to the theme of the floats.
9. Entrants will be fully aware that the Leduc Black Gold Rodeo & Exhibition Association has the authority to refuse an entrant, and the ranking Marshal will have the authority to pull the entry at parade time if the registration papers and the entry presented do not match.

Return completed form to the Leduc Black Gold Rodeo & Exhibition Association:  
PO Box 3235, Leduc, Alberta T9E 6L9  
email: Parade@blackgoldrodeo.com, phone: 780.887.3235



10. If your entry consists of more than one part (i.e. two cars or trailer with walkers) you **MUST** arrive at the registration tables together.

## THEME & EXPECTATIONS

11. If an entry is not in keeping with the family theme, the Leduc Black Gold Rodeo & Exhibition Association and/or the Parade Marshal has the authority to remove your entry from the parade.
12. If the entry form and the entry presented are not in sync, the Leduc Black Gold Rodeo & Exhibition Association and/or the Parade Marshal has the authority to remove your entry from the parade.
13. If you arrive and your paperwork is not on file –you **MUST** complete this form & provide proof of insurance before you will be allowed to enter the marshaling area.

## JUDGING

14. Judging will start at 9:00 am. **Parade starts at 10:00 am.**
15. Entries will be judged in **ONE** category only. The committee reserves the right to re-assign the category in which each entry will be judged.

## GIVEAWAYS

16. Distribution of candy, other edible treats, free event tickets or coupons may be allowed only if the following procedure is followed:
- Items **cannot be thrown** directly from any parade entry.
  - Items must be handed out to the crowd by persons walking alongside the curb areas where the crowds gather to watch the parade.
  - Distribution of literature or other written promotional material along the parade route from any parade entry is **strictly prohibited**. **EXCEPTION:** free tickets or coupons.
  - If this procedure is not followed, the parade entry will be removed from the parade, and distribution of candy & literature at future parades will be reviewed by the Parade Committee.

## WALKING ENTRIES

17. Parade entries with "walkers" are asked to disclose their intentions while walking the parade route on the entry form.
18. The parade route is approximately 3 Km long. Please ensure your walking entry can keep pace with the parade.

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## ANIMAL ENTRIES

19. All entries with animals/reptiles must stay within the confines of the parade route. They must stay 10 ft from both curbs. No mingling with the crowds. The Parade committee has the right to remove entry if the rules are not followed.
20. HORSE entries will unload in the parking lot / grassy area that runs North of Panda Hut (61 Ave) and along 50<sup>th</sup> Street.
21. Horse & wagon entries will unload in the parking lot North of H&R Block (6101-50 St).

## DECORATING

22. All vehicles must be clean and decorated to a minimum of **80% (including wrapped vehicles)**.
23. Float tow vehicles must be clean and decorated tastefully (not necessarily 80%) to compliment the rest of the entry. Any vehicle which does not meet the decoration requirements will not be permitted on the parade route.
24. Exceptions may be made for antique vehicles.
25. Verbal commercial advertising is not allowed on an entry. A company logo, slogan may be displayed. A public community event and date may be displayed.

## SAFETY RULES

26. Protective equipment, especially helmets, must be worn for rollerblading, biking, skate boarding, motorcycles and all off-highway vehicles. Towing by any motor vehicle of any person rollerblading, biking, skate boarding, or operating a motorcycle or off-highway vehicle will not be allowed.
27. Adequate supervision of children and youth should be provided, prior to and during the parade. Suggested 1 adult to 8 children.
28. Driver must have proper vision and ventilation; the exhaust pipe must extend beyond decorations. It is MANDATORY to carry a fire extinguisher on any motorized entry. A first aid kit must also accompany any entry. Do not smoke on or near floats or motorized entries.
29. The blowing of horns, sirens and playing loud music will be allowed **only** on the parade route, but NOT in the marshalling area. Power amplified music must be kept to a reasonable level. The Parade Committee will determine acceptable noise level.
30. No vehicle or float shall be over **13 ½ feet in overall height** to safely pass under the streetlights and no **wider than 8 ½ feet** before clearance lights are required.

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31. Towing apparatus or tether should not be shorter **than 3.04 meters (10 feet) and no longer than 4.57 meters (15 feet).**
32. It is recommended that units be equipped with securely anchored handrails and/or safety lines or belts that can be quickly unhooked for people riding on the entry. No person riding on a vehicle shall extend his or her arms or legs outside of the entry.

## **START & FINISH**

33. Once the parade has started, entries on the parade route must continue to completion of the parade route, unless special circumstances provide for removal of an entry.
34. Towing or related expenses as a result of mechanical failures or other breakdowns shall be borne by parade entrant.

## **FUN FACTS**

- The parade has been a local tradition for over 30 years; allowing entries to show off their organizations and community spirit and families to enjoy the action and fun.
- In 2016 there were 8,000 to 10,000 spectators lining the parade route.

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email: Parade@blackgoldrodeo.com, phone: 780.887.3235





**Welcome You All:**

You are invited to ENTER the 2022 Rainmaker Rodeo Parade, celebrating the Rainmaker Rodeo **AND** the City of St Albert's 160<sup>th</sup> Birthday.

Once again it is time to think about the Annual Rainmaker Rodeo Parade coming up on **Saturday, May 28, 2022**. We are looking forward to a successful parade to celebrate the City's birthday and the Rainmaker Rodeo.

We noted in our records that many of you have entered previously in this parade and we are hopeful this year will be no exception. As well, we will be sending our invitations to others in our community and beyond who have not previously taken part in our Parade.

Attached is an Information Letter and Parade Entry Form. If you wish to enter we ask that you fill out the form **COMPLETELY** and return it via e-mail to Larry Hughes at [jasel2@shaw.ca](mailto:jasel2@shaw.ca) or via snail mail or drop-off in Edmonton at 13334-120St. ED AB T5E5P5

OR

Drop-Off at Gate Avenue Service, 174 - St. Albert Trail, St Albert, AB at the automotive shop behind Gas Bar

We look forward to seeing you and/or your group on Saturday, May 28th. If you have any questions, please do not hesitate to call me at 780-915-2890. Please register early as it is very helpful in organizing the parade.

**Please note the entry deadline is Noon Thursday, May 19th 2022** and we hope to see you there.

Sincerely,

Larry Hughes

Rodeo Parade Chair

780-915-2890







Name of Business/Organization \_\_\_\_\_ \*

MailingAddress \_\_\_\_\_ \*

City \_\_\_\_\_ \* Postal Code \_\_\_\_\_ \*

Contact Name(s) \_\_\_\_\_ \*

Contact Cell Phone: \_\_\_\_\_ \* Home Phone: \_\_\_\_\_ \*

Email: \_\_\_\_\_ \*\* Entered Last Year? Yes \_\_\_ No \_\_\_

\*Please Print Clearly. \*We need a phone# if we have questions closer to the parade day. We will need an e-mail address to send you out your form-up information on Wednesday the 25th or Thursday the 26th. You will have them by noon on Thursday. Please ensure all \* spaces are filled in COMPLETELY!

**Entry Information:**

**Type of Entry (Check all that apply to your entry):**

- Float Style (tractor trailer or fixed float) (Underline one)
- Truck (e.g. stake truck or flat deck) (Underline one)
- Car/ Van / Pickup Style (Underline one)
- Marching Band
- Walking Group (exclusively)

**Estimated Length You Require For your entry:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**People that will be walking with our entry** ☐ Number of Walkers: \_\_\_\_\_

Check One: Will use \_\_\_ <Live \_\_\_ <Recorded \_\_\_ <No **Music** with the entry.

**ENTRY DEADLINE IS NOON Thursday, May 19th 2022 ☐ SORRY NO EXCEPTIONS**

--Mailing Address and/or Edmonton drop-off: Rainmaker K-40 Parade, Attn: L. Hughes- 13334-120 St. NW ED AB -T5E5P5

Cell 780-915-2890 Larry E-mail Parade Entry to [jasel2@shaw.ca](mailto:jasel2@shaw.ca)

**St. Albert Drop-off for entries:** Attn: L Hughes, **Gate Avenue Service** 174 St. Albert Trail, St. Albert, AB **M-F 8am till 5pm (Auto Service Office)**





Town of Calmar

Request for Discussion (RFD)

Meeting:	Committee of the Whole
Meeting Date:	March 14, 2022
Originated By:	Acting CAO Anderson
Title:	Tax Forfeiture Properties
Approved By:	Acting CAO Anderson
Agenda Item Number:	6 C

**BACKGROUND/PROPOSAL:**

In October 2020 Administration held a public auction for three properties (two residential and one vacant commercial). None of the properties sold at auction and subsequently the Town transferred title into their name as tax forfeitures.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:**

The three properties are:

Lot S50'-7	Block 8	Plan 4063 ET	Balance \$11,156.62	Assessment \$252,000
Lot 7,8	Block 2	Plan 4656 EO	Balance \$ 4,388.73	Assessment \$138,000
Lot 11	Block 1	Plan 152-0358	Balance \$16,519.12	Assessment \$377,000

With regards to the first two properties, the residents have signed payment agreements with the Town to have the arrears, future levies and penalties paid in full by April 2024, if not sooner. Since signing the agreements in May of 2021 there have been no missed or NSF payments. The third property, the previous owner did make two payments of \$10,000, one in April 2021 and another in October of 2021, but has not been in contact with anyone from the Town since.

Administration has contacted an appraiser to come and appraise the two residential properties (the first two on the list) so that they can be put on the market for sale. Administration will draft a letter from the Acting CAO requesting that the residents accommodate the appraiser and to inform them that the property will be actively put on the MLS listing for sale.

Putting these properties on the market could shorten the time it will take for the Town to recover the taxes owing if they sell quickly. As once they are sold the Town can clear the taxes, take a small administration fee. Then the balance of the sale proceeds would be placed in a trust account. The previous owner then will need to go to the Court of Queen's Bench and submit an

application to get their proceeds from the sale. Once instructed to do so by the Courts, the Town will issue a cheque for the proceeds plus interest to the previous owner.

**Option 1** – Council directs administration to proceed with the appraisal and MLS listing, putting the properties up for sale.

**Option 2** – Council directs administration to proceed with the sale of the vacant commercial property as there are no payment plans in place to recover the tax funds. The two residential properties will continue with their current payment plan.

**Option 3** – Council refers the matter back to administration for further information.

**COSTS/SOURCE OF FUNDING (if applicable)**

Cost of the appraisals will be approximately \$500 each and the cost will be placed on the tax roll for the previous owner to pay.

**RECOMMENDED ACTION:**

## Heather Bryans

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**From:** Donna Anderson  
**Sent:** Friday, March 11, 2022 10:11 AM  
**To:** Heather Bryans  
**Subject:** FW: Pay Phone

Hi Heather,

Please add this to the Committee meeting agenda for discussion

  
TOWN OF  
**CALMAR**  
**Donna Anderson**  
Acting Chief Administrative Officer

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780.985.3604 ext 229  
c 587-589-2898  
[danderson@calmar.ca](mailto:danderson@calmar.ca)

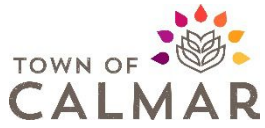
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**From:** Ed Melesko <EMelesko@calmar.ca>  
**Sent:** Friday, March 11, 2022 9:22 AM  
**To:** Donna Anderson <DAnderson@calmar.ca>  
**Cc:** Sean Carnahan <SCarnahan@calmar.ca>; Don Faulkner <DFaulkner@calmar.ca>; Krista Gardner <KGardner@calmar.ca>; Carey Benson <CBenson@calmar.ca>; Jaime McKeag Reber <JMcKeagreber@calmar.ca>  
**Subject:** Pay Phone

FYI

I spoke with Andy at WiMacTel Canada Inc. in regards to the removal of the old pay phone at the Calmar Fas Gas. He indicated that the phone could stay where it is however will not be usable as it does not make enough money for Telus to run around and maintain it and collect the money. I spoke with Darren at Fas Gas and he is all right with the phone staying there, however if it is there, people may still be putting money in and then when it don't work may cause some complaints. + Fas Gas is planning renovations in the near future therefore will probably need to come down anyway. So that being said Andy indicated that a few other Towns kept their last phone as well and put in their museum, we can keep ours as well and maybe hang it in the Town Office. Apparently the phone can be hooked into our system if we like and would still work for a few years until they change something on Telus end then it will quit working. I asked them to send the paper work for us to sign and we would keep the phone, what we do with it after that we can decide later.

ED



TOWN OF  
**CALMAR**

**Ed Melesko**

Director of Public Works

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780.985.3604 ext 234

c 780.886.2212

[emelesko@calmar.ca](mailto:emelesko@calmar.ca)

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

4901 □ 50 Avenue

PO Box 750

Calmar, AB T0C 0V0

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