



Council

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray, AB T9H 2K4

Tuesday, November 19, 2019
4:00 PM

Agenda

1. **Call to Order**
2. **In-Camera Session**
 - 2.1 Advice from Officials
(in camera pursuant to Section 24(1) of the *Freedom of Information and Protection of Privacy Act*)
 - 2.2. Privileged Information – Legal Matter
(in camera pursuant to Section 27(1) of the *Freedom of Information and Protection of Privacy Act*)
 - 2.3 Advice from Officials - Council Dialogue
(in camera pursuant to Section 24(1) of the *Freedom of Information and Protection of Privacy Act*)
3. **Adoption of Agenda (in Council Chamber commencing at 4:00 p.m.)**
4. **Consent Agenda**
 - 4.1. Minutes of Council Meeting - October 22, 2019
 - 4.2. Minutes of Council - Organizational Meeting - October 22, 2019
5. **Recognition**
 - 5.1. Rogers Hometown Hockey Paint the Town Red Day - November 21, 2019
6. **Presentations**
 - 6.1. RCMP Quarterly Report

7. Unfinished Business**7.1. Responsible Pet Ownership Bylaw**

1. THAT Bylaw No. 19/025, being the Responsible Pet Ownership Bylaw, be read a second time.
2. THAT Bylaw No. 19/025 be read a third and final time.
3. THAT Bylaw No.19/026, being a bylaw to amend the Community Standards Appeal Committee Bylaw No.19/001, be read a second time.
4. THAT Bylaw No. 19/026 be read a third and final time.

8. New Business**8.1. 2019 Q3 Financial Performance Report**

THAT the Third Quarter 2019 Financial Performance Update be accepted as information.

8.2. 2019 Request for Tax and Accounts Receivable Arrears

THAT the recommended Tax and Accounts Receivable Arrears Write-Off of \$773,484.67 dated November 8, 2019, as Attachment 1, be approved.

8.3. 2019 Capital Budget Amendments

THAT the 2019 Capital Budget Amendment as summarized on Attachment 1 (2019 Capital Budget Amendment – New and Cancelled Projects, dated November 19, 2019) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2019 Capital Budget Amendment – New and Cancelled Projects - Cash Flow Summary, dated November 19, 2019) be approved.

8.4. Committee Appointments - Wood Buffalo Downtown Revitalization Advisory Committee and Wood Buffalo Waterfront Advisory Committee

THAT the Committee Appointments, as outlined in Attachment 1 - Committee Appointments, be approved effective immediately.

Adjournment

Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, October 22, 2019, commencing at 6:00 PM.

Present:

Don Scott, Mayor
 Mike Allen, Councillor
 Krista Balsom, Councillor
 Bruce Inglis, Councillor
 Sheila Lalonde, Councillor
 Keith McGrath, Councillor
 Phil Meagher, Councillor
 Verna Murphy, Councillor
 Jeff Peddle, Councillor
 Jane Stroud, Councillor
 Claris Voyageur, Councillor (via teleconference)

Administration:

Annette Antoniak, Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Jamie Doyle, Deputy Chief Administrative Officer
 Deanne Bergey, Acting Director, Community Services
 Matthew Hough, Director, Engineering
 Lynda McLean, Director, Communications, Stakeholder, Indigenous & Rural Relations
 Brad McMurdo, Director, Planning and Development
 Linda Ollivier, Director, Financial Services
 Anita Hawkins, Legislative Officer

1. Call to Order

Mayor D. Scott called the meeting to order at 1:31 p.m.

MOTION:

THAT section 7 of the Procedure Bylaw be waived to allow Councillor C. Voyageur to participate via teleconference in the closed session of the October 22, 2019 Council Meeting.

RESULT: CARRIED [UNANIMOUS]
MOVER: Verna Murphy, Councillor
SECONDER: Krista Balsom, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Murphy, Peddle, Stroud, Voyageur
ABSENT: Meagher

2. In-Camera Session

MOTION:

THAT Council close items 2.1 and 2.2 to the public pursuant to sections 24(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*.

RESULT: CARRIED [UNANIMOUS]
MOVER: Verna Murphy, Councillor
SECONDER: Krista Balsom, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Murphy, Peddle, Stroud, Voyageur
ABSENT: Meagher

2.1 Advice from Officials – Updates and Information Briefing

(in camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jamie Doyle	Deputy Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Lynda McLean	Director, Communications, Stakeholder, Indigenous and Rural Relations
Sonia Soutter	Senior Legislative Officer/Clerk
Kevin Weidlich	CEO, Wood Buffalo Economic Development Corporation

Entrance

Councillor P. Meagher joined the meeting at 2:11 p.m.

Vacating of Chair, Exits and Assuming of Chair

Mayor D. Scott vacated the Chair and exited the meeting at 2:20 p.m., at which time Deputy Mayor J. Stroud assumed the Chair. Councillor McGrath also exited the meeting at this time.

2.2 Integrity Commissioner Report for Action

(in camera pursuant to section 27(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Don Lidstone, Q.C.	External Legal Counsel
Corie Flett	External Legal Counsel

Entrance

Mayor D. Scott and Corie Flett, External Counsel representing Mayor D. Scott, joined the meeting at 2:49 p.m.

Exit

Mayor D. Scott and Corie Flett, External Counsel representing Mayor D. Scott, exited the meeting at 3:16 p.m.

Recess and Exit

A recess occurred between 4:02 p.m. and 4:30 p.m. at which time Councillor C. Voyageur disconnected and exited the meeting.

Recess

A recess occurred from 4:40 p.m. to 6:00 p.m. at which time the meeting was reconvened in public in the Council Chamber and Mayor Scott resumed the Chair.

MOTION:

THAT the meeting reconvene in public.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Phil Meagher, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
ABSENT:	Voyageur

3. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jeff Peddle, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy,
Peddle, Stroud
ABSENT: Voyageur

4. Consent Agenda

MOTION:

THAT the recommendations contained in Items 4.1 and 4.2 be approved.

4.1. Minutes of Council Meeting - October 8, 2019

MOTION:

THAT the Minutes of the October 8, 2019 Council Meeting be approved as presented.

4.2. Responsible Pet Ownership Bylaw

MOTION:

1. THAT Bylaw No. 19/025, being the Responsible Pet Ownership Bylaw, be read a first time.
2. THAT Bylaw No. 19/026, being a bylaw to amend the Community Standards Appeal Committee Bylaw No. 19/001, be read a first time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jane Stroud, Councillor
SECONDER: Jeff Peddle, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy,
Peddle, Stroud
ABSENT: Voyageur

5. Recognition

5.1. Proclamation - International Day of Tolerance

Mayor D. Scott recognized November 15, 2019 as International Day of Tolerance and acknowledged individuals in the gallery associated with this initiative.

Recess

A recess occurred from 6:06 p.m. to 6:08 p.m. to take photographs with the proclamation recipients.

Vacating and Assuming of Chair

Mayor D. Scott vacated the Chair at 6:08 p.m., at which time Deputy Mayor J. Stroud assumed the Chair.

Exits

Due to a conflict of interest with the next item of business, Mayor D. Scott and Councillor K. McGrath exited the meeting at 6:08 p.m.

6. Unfinished Business**6.1. Summary of Integrity Commissioner Report for Action**

Chief Administrative Officer A. Antoniak read the Summary of Integrity Commissioner Report for Action.

Councillor M. Allen submitted the following for consideration:

“WHEREAS Council has reviewed the report from the Integrity Commissioner on the alleged Code of Conduct violation;

AND WHEREAS Council has considered the submissions as provided by Mayor D. Scott and his legal counsel;

AND WHEREAS Council has considered the content of Council’s Code of Conduct;

NOW THEREFORE Council:

1. requests a public apology by the Mayor for his conduct on the afternoon of June 25, 2019 to be delivered during a regularly scheduled Council meeting and addressed to Council generally, Councillor McGrath in particular, as well as to RMWB employees.
2. issues a public reprimand through this motion passed at a regularly scheduled meeting of Council regarding the Mayor’s conduct in relation to Councillor McGrath on the afternoon of June 25, 2019.

THAT each of the numbered items be voted on separately.”

MOTION:

THAT Council requests a public apology by the Mayor for his conduct on the afternoon of June 25, 2019 to be delivered during a regularly scheduled Council meeting and addressed to Council generally Councillor McGrath in particular as well as to RMWB employees.

RESULT:	CARRIED [8 TO 0]
MOVER:	Mike Allen, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
CONFLICT OF INTEREST:	Scott, McGrath
ABSENT:	Voyageur

MOTION:

THAT Council issues a public reprimand through this motion passed at a regularly scheduled meeting of Council regarding the Mayor's conduct in relation to Councillor McGrath on the afternoon of June 25, 2019.

RESULT:	DEFEATED [3 TO 5]
MOVER:	Mike Allen, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Allen, Lalonde, Murphy
AGAINST:	Balsom, Inglis, Meagher, Peddle, Stroud
CONFLICT OF INTEREST:	Scott, McGrath
ABSENT:	Voyageur

Exit

Councillor P. Meagher advised Council that due to health reasons, Councillor K. McGrath would not be returning to the meeting.

Return, Resuming of Chair and Public Apology

Mayor D. Scott returned to the meeting at 6:14 p.m., resumed the Chair and in accordance with the motion passed by Council under Item 6.1, delivered a public apology.

6.2. Public Hearing - Bylaws 19/023 and 19/024

Mayor D. Scott declared the Public Hearing open at 6:18 p.m.

Linda Ollivier, Director, Financial Services and David Reynolds, Manager, Accounting Services, introduced the Fees Amending Bylaw and the Fees, Rates and Charges Bylaw.

Mayor D. Scott noted there were no written submissions received.

Mr. Bob Greaves, Director, Business Development, CIVEO Corporation spoke in support of the proposed bylaws. He also spoke to the outstanding issues identified in their submission.

Karim Zariffa, Chief Executive Officer, Oil Sands Community Alliance, spoke in support of the proposed bylaws and commended Administration for the work done in terms of cost analysis and updating of fees.

Mayor D. Scott declared the Public Hearing closed at 6:53 p.m.

6.3. User Fees, Rates and Charges - Bylaw Nos. 19/023 and 19/024

MOTION:

THAT Bylaw No. 19/024, being the Fees, Rates and Charges Bylaw, be read a second time.

Recess

A break occurred from 6:56 p.m. to 7:06 p.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jeff Peddle, Councillor
SECONDER:	Phil Meagher, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT:	McGrath, Voyageur

MOTION:

THAT Bylaw No. 19/024 be read a third and final time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Phil Meagher, Councillor
SECONDER: Jeff Peddle, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT: McGrath, Voyageur

MOTION:

THAT Bylaw No. 19/023, being the Fees Amending Bylaw, be read a second time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Mike Allen, Councillor
SECONDER: Phil Meagher, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT: McGrath, Voyageur

MOTION:

THAT Bylaw No. 19/023 be read a third and final time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jeff Peddle, Councillor
SECONDER: Sheila Lalonde, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT: McGrath, Voyageur

7. New Business**7.1. Strategic Plan Progress Report, Quarter 3 2019**

Kari Westhaver, Director, Human Resources, spoke to the Strategic Plan Progress Report and members of Administration responded to questions of Council.

Following questions of Council, Administration was asked to ensure future Strategic Plan Progress reports include updates on the initiatives transitioned to the Wood Buffalo Economic Development Corporation.

MOTION:

THAT the Strategic Plan Progress Report for Quarter 3, 2019 be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Phil Meagher, Councillor
SECONDER:	Sheila Lalonde, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT:	McGrath, Voyageur

7.2. 2019 Q3 Fiscal Budget Amendments Update

Linda Ollivier, Director, Financial Services, provided an overview of the Fiscal Budget Amendments Update for the third quarter of 2019.

MOTION:

THAT the 2019 Q3 Capital Budget Fiscal Amendments update, as summarized on Attachment #1 (2019 Capital Budget Fiscal Amendments, dated September 30, 2019), be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bruce Inglis, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT:	McGrath, Voyageur

7.3. Committee Appointment - Arctic Winter Games Host Society

Sonia Soutter, Senior Legislative Officer, presented the report on the appointment to the Arctic Winter Games Host Society.

MOTION:

THAT William Brook be appointed as Director of Sport Facilities for the 2022 Arctic Winter Games Host Society, effective immediately.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Phil Meagher, Councillor
SECONDER:	Sheila Lalonde, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT:	McGrath, Voyageur

8. Councillors' Motions

8.1. Prohibitive Condominium Corporation Insurance Premiums

Councillor K. Balsom submitted the following for consideration:

“THAT Council for the Regional Municipality of Wood Buffalo lobby the Provincial Government with respect to the cost prohibitive insurance premiums for Condominium Corporations following claims after disasters and damages; and

THAT the Mayor be authorized to send a letter to Government officials including, but not limited to the Insurance Bureau of Canada, Premier of Alberta, Minister of Service Canada and Minister of Finance, requesting that a fulsome investigation occur to find a resolution to the issue(s) related to insurance premiums for Condominium Corporations.”

David Thompson, Winchester Green Condo Board, spoke in support of the recommendation.

Exit and Return

Councillor S. Lalonde exited the meeting at 8:01 p.m. and returned at 8:03 p.m.

Joanne Day, Wood Meadow Estates North, spoke in support of the recommendation.

Robert Guy, Cedarwood Condominium Corporation, spoke in support of the recommendation.

Councillor K. Balsom agreed to friendly amendments to the proposed recommendation; the first being to replace “requesting that a fulsome investigation occur to find a resolution” with “requesting a resolution to the urgent crisis”. The second friendly amendment added the following to the distribution list: local Members of the Legislative Assembly, local Member of Parliament, Federal and Provincial Cabinets, Rural Municipalities of Alberta (RMA), Alberta Urban Municipalities Association (AUMA) and Federation of Canadian Municipalities (FCM).

MOTION:

THAT Council for the Regional Municipality of Wood Buffalo lobby the Provincial Government with respect to the cost prohibitive insurance premiums for Condominium Corporations following claims after disasters and damages; and

THAT the Mayor be authorized to send a letter to Government officials including, but not limited to the Insurance Bureau of Canada, Premier of Alberta, Minister of Service Canada and Minister of Finance, local Members of the Legislative Assembly, local Member of Parliament, Federal and Provincial Cabinets, Rural Municipalities of Alberta (RMA), Alberta Urban Municipalities Association (AUMA), Federation of Canadian Municipalities (FCM), requesting a resolution to the urgent crisis related to insurance premiums for Condominium Corporations.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Krista Balsom, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT:	McGrath, Voyageur

8.2. Conversion TherapyVacating and Assuming of Chair

Mayor D. Scott vacated the Chair at 8:32 p.m. at which time Deputy Mayor J. Stroud assumed the Chair.

MOTION:

THAT Administration prepare a bylaw to prohibit the licensing, practice and promotion of conversion therapy in the Regional Municipality of Wood Buffalo, looking at all mechanisms for enforcement, including a \$10,000 fine, and return to Council before the end of the year.

Mayor D. Scott provided background information on the proposed recommendation regarding conversion therapy.

Dr. Kristopher Wells, McEwan University Associate Professor, spoke in support of the recommendation and provided information from a report, Conversion Therapy in Canada: The Roles and Responsibilities of Municipalities”.

Mitchell Bowers, resident, shared his personal experience in support of the recommendation.

Exit and Return

Councillor J. Peddle exited the meeting at 9:07 p.m. and returned at 9:09 p.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Don Scott, Mayor
SECONDER:	Krista Balsom, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT:	McGrath, Voyageur

Resuming of Chair

Mayor D. Scott resumed the Chair at 9:10 p.m.

Adjournment

The meeting adjourned at 9:10 p.m.

Mayor

Chief Legislative Officer

Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, October 22, 2019, commencing at 9:11 PM.

Present:

Don Scott, Mayor
 Mike Allen, Councillor
 Krista Balsom, Councillor
 Bruce Inglis, Councillor
 Sheila Lalonde, Councillor
 Phil Meagher, Councillor
 Verna Murphy, Councillor
 Jeff Peddle, Councillor
 Jane Stroud, Councillor

Absent:

Keith McGrath, Councillor
 Claris Voyageur, Councillor

Administration:

Annette Antoniak, Chief Administrative Officer
 Jamie Doyle, Deputy Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Deanne Bergey, Acting Director, Community Services
 Matthew Hough, Director, Engineering
 Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations
 Brad McMurdo, Director, Planning and Development
 Linda Ollivier, Director, Financial Services
 Darlene Soucy, Legislative Officer

1. Call to Order

Mayor D. Scott called the meeting to order at 9:11 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Verna Murphy, Councillor
SECONDER: Jeff Peddle, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT: McGrath, Voyageur

3. New Business

3.1. 2019 - 2020 Organizational Meeting

Exit and Return

Councillor M. Allen exited the meeting at 9:12 p.m. and returned at 9:13 p.m.

MOTION:

THAT the proposed 2019-2020 Council Representation on Boards and Committees, as outlined in Attachment 1, for the period October 22, 2019 to the 2020 Organizational Meeting be approved;

THAT the proposed Deputy and Acting Mayor Assignments, as outlined in Attachment 2, for the period November 1, 2019 to October 31, 2020, be approved;

THAT regular Council meetings be held at 4:00 p.m. in the Jubilee Centre Council Chamber on the second and fourth Tuesday of each month, with the exception of any statutory holidays and scheduled recess periods; and

THAT the September 22, 2020 Council meeting be rescheduled to occur on Tuesday, September 15, 2020.

RESULT: CARRIED [UNANIMOUS]
MOVER: Krista Balsom, Councillor
SECONDER: Jeff Peddle, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud
ABSENT: McGrath, Voyageur

Adjournment

The meeting adjourned at 9:14 p.m.

Mayor

Chief Legislative Officer

Minutes Acceptance: Minutes of Oct 22, 2019 6:01 PM (Consent Agenda)

COUNCIL REPRESENTATION ON BOARDS & COMMITTEES

October 22, 2019 – 2020 Organizational Meeting

Council Representation with Voting Rights	Scott	Allen	Balsom	Inglis	Lalonde	McGrath	Meagher	Murphy	Peddle	Stroud	Voyageur
Appointer Representative on Fort McMurray Airport Authority (1 +CAO)											X
Advisory Committee on Aging (1)						X					
Community Identification Committee (2)		X					X				
Library Board (1)				X							
Wood Buffalo Housing & Development Corporation (1)										X	

Non-Voting Council Liaison	Scott	Allen	Balsom	Inglis	Lalonde	McGrath	Meagher	Murphy	Peddle	Stroud	Voyageur
Communities in Bloom (1)					X						
Public Art Committee (1)			X								
Regional Advisory Committee on Inclusion, Diversity & Equality (1)						X					
Regional Recreation Corporation (2)					X			X			
Wood Buffalo Development Advisory Committee (1)										X	
Wood Buffalo Downtown Revitalization Advisory Committee (2)								X	X		
Wood Buffalo Waterfront Advisory Committee (2)			X						X		

External Committees	Scott	Allen	Balsom	Inglis	Lalonde	McGrath	Meagher	Murphy	Peddle	Stroud	Voyageur
Inter-City Forum on Social Policy (1)			X								

DEPUTY & ACTING MAYOR ASSIGNMENTS

November 1, 2019 – October 31, 2020

Term	Deputy Mayor	Acting Mayor
November 1, 2019 – December 31, 2019	Cr. Peddle	Cr. Voyageur
January 1, 2020 – February 29, 2020	Cr. Lalonde	Cr. Inglis
March 1, 2020 – April 30, 2020	Cr. Balsom	Cr. Peddle
May 1, 2020 – June 30, 2020	Cr. Allen	Cr. Balsom
July 1, 2020 – August 31, 2020	Cr. Stroud	Cr. Meagher
September 1, 2020 – October 31, 2020	Cr. Murphy	Cr. McGrath

RCMP

ROYAL CANADIAN MOUNTED POLICE

Wood Buffalo RCMP Detachment Quarterly Report



November 19, 2019
Superintendent Lorna Dicks
Officer in Charge



Royal Canadian Mounted Police
Gendarmerie royale du Canada

RCMP

ROYAL CANADIAN MOUNTED POLICE

Wood Buffalo RCMP Staffing



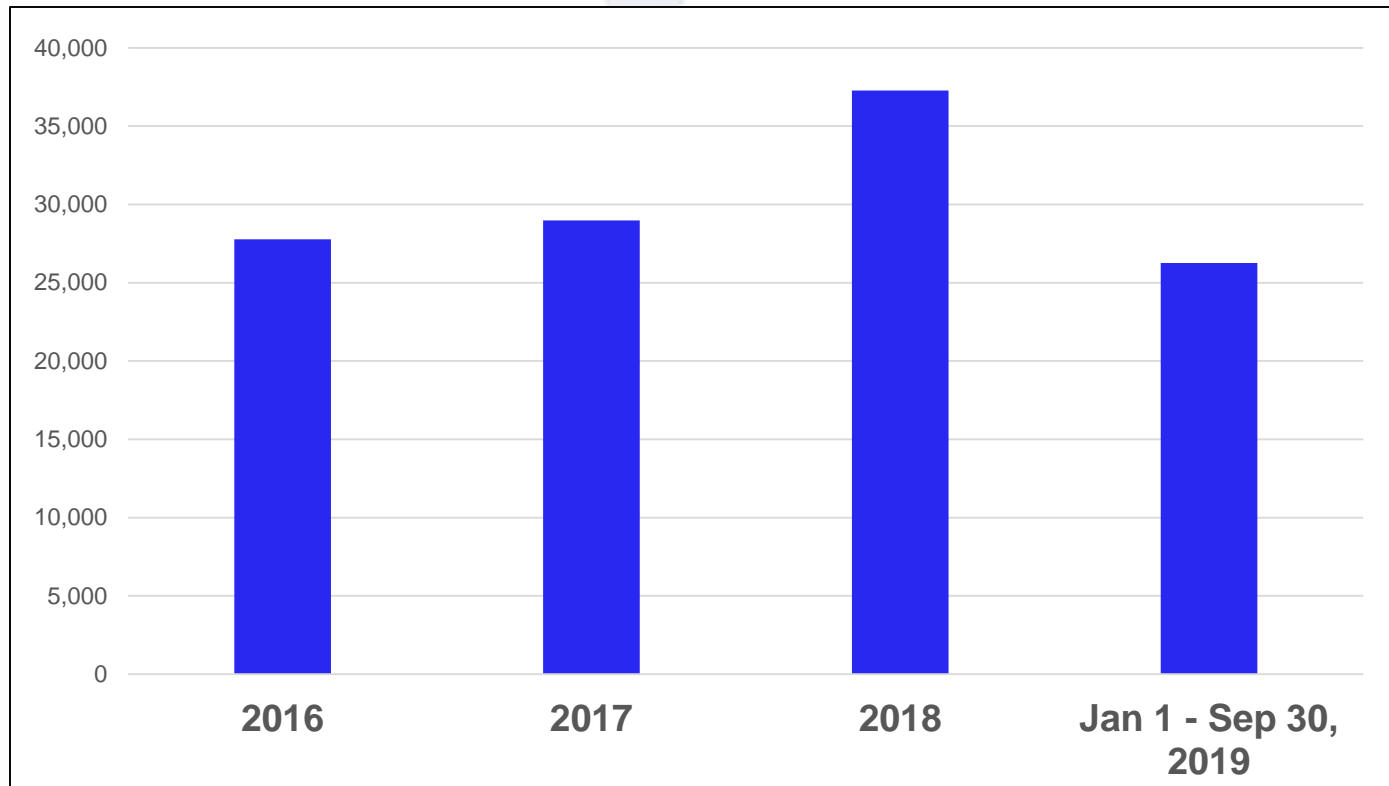
Attachment: RCMP Quarterly Report PowerPoint (RCMP Quarterly Report)



RCMP

ROYAL CANADIAN MOUNTED POLICE

Calls for Service



Attachment: RCMP Quarterly Report PowerPoint (RCMP Quarterly Report)



RCMP

ROYAL CANADIAN MOUNTED POLICE

2019-2020 Annual Performance Plan

Objective 1 – Traffic Safety

Objective 2 – Crime Reduction

Objective 3 – Drug Enforcement

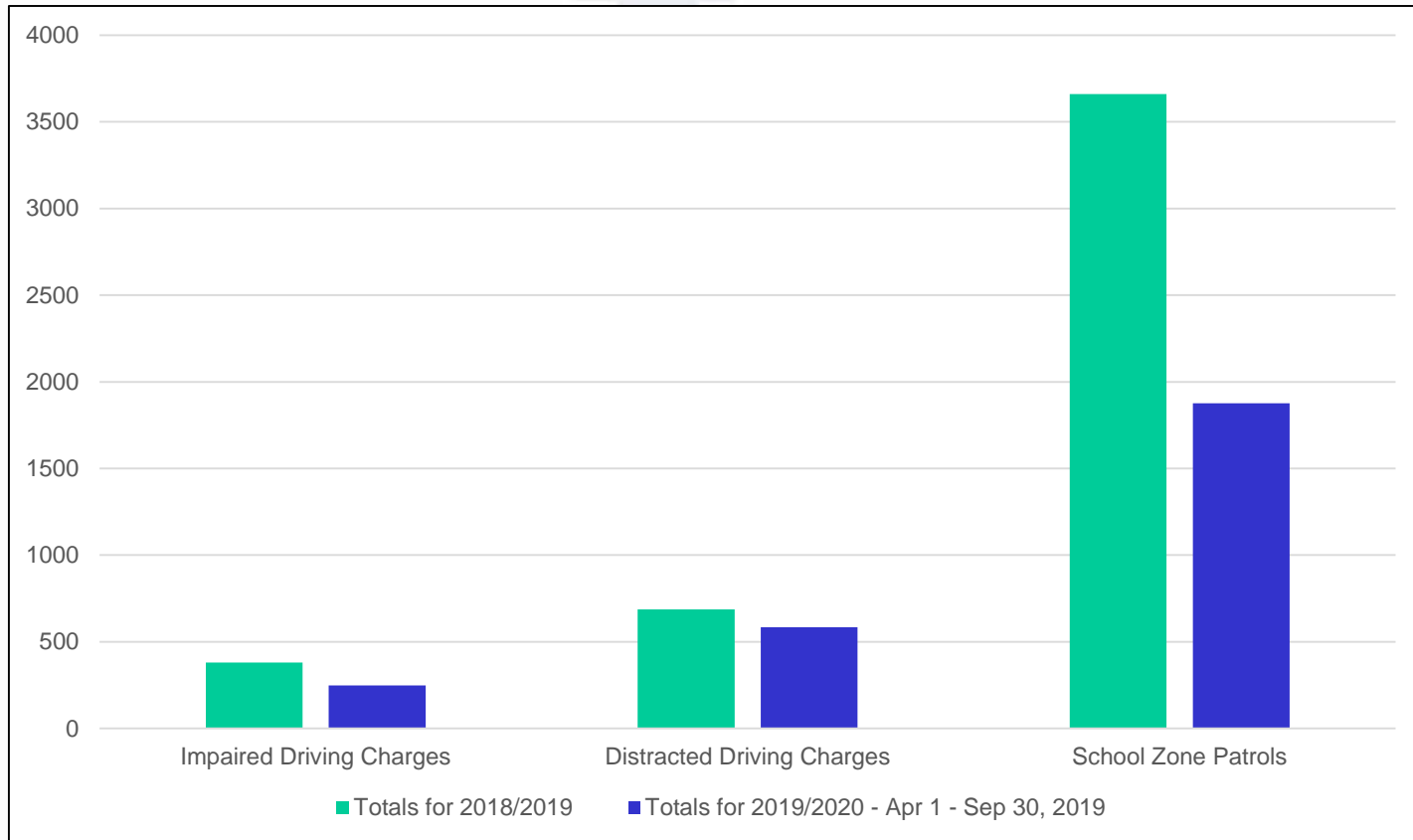
Objective 4 – Community Engagement



RCMP

ROYAL CANADIAN MOUNTED POLICE

Traffic Safety Initiatives



RCMP

ROYAL CANADIAN MOUNTED POLICE

Crime Reduction – Habitual Offenders

1. Curfew Checks
2. Offender Management





Drugs/Drug Enforcement

1. Drug Trafficking Charges
2. School Presentations





Community Engagement

1. Open House

2. School Visits

3. Community Engagements



RCMP

ROYAL CANADIAN MOUNTED POLICE

Community Policing Office



Attachment: RCMP Quarterly Report PowerPoint (RCMP Quarterly Report)

Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Packet Pg. 28

RCMP



ROYAL CANADIAN MOUNTED POLICE

QUESTIONS?





Subject: Responsible Pet Ownership Bylaw

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 19/025, being the Responsible Pet Ownership Bylaw, be read a second time.
2. THAT Bylaw No. 19/025 be read a third and final time.
3. THAT Bylaw No.19/026, being a bylaw to amend the Community Standards Appeal Committee Bylaw No.19/001, be read a second time.
4. THAT Bylaw No. 19/026 be read a third and final time.

Summary:

The Responsible Pet Ownership Bylaw has been updated to replace the current Animal Control Bylaw No. 02/031. Since first reading, Administration made several amendments to provide further clarification within the Bylaw. The animal limitation has changed from four animals per residence to four licensed animals (cats or dogs) per residence. A new section has been included that allows the Bylaw Program Supervisor to grant a written exemption authorizing the keeping of up to six licensed animals at one premises but clarifies that this does not permit the Bylaw Program Supervisor to waive the limitation on two outdoor animals. Schedule A has been removed from the Bylaw as the Animal Control Fees are imposed in the Fees, Rates and Charges Bylaw.

Background:

The proposed Responsible Pet Ownership Bylaw will improve the Regional Municipality of Wood Buffalo's ability to hold animal owners responsible for the nuisance activities of their pets. It will also strengthen the ability of Bylaw Enforcement Officers to protect the community from aggressive dog behavior without having a significant impact on resources. In preparation of updating the bylaw, the Bylaw Services team conducted a survey seeking community input. 796 online surveys were completed and seven face to face public consultations occurred. From the feedback received and a review of best practices in other communities, the following changes are included in the Responsible

Pet Ownership Bylaw:

- A pet license is valid one year from date of purchase and is renewable annually.
- Fines have increased, and additional specified fines have been included to provide the public with more certainty on the consequences of failing to adhere to the bylaw.
The fine increases were determined through benchmarking with other communities.
- A Nuisance Animal definition has been included, allowing for an animal to be declared a nuisance animal where it is involved in three or more infractions under the bylaw. This will facilitate enhanced tracking of animals involved in frequent offences enabling bylaw services to respond more quickly to future incidents involving the animal.
- An Appeal process is now available through the Community Standards Appeal Committee, instead of directly to Council, where an animal has been declared vicious or an animal license has been refused or suspended.
- A limit has been imposed on the number of dogs that can be walked by one person at one time.
- Increased regulation of off-leash areas, giving bylaw enforcement officers more tools to address any issues of animal or owner misuse of this public amenity.
- The bylaw will be enforceable in all wards in the region.

During the development of the bylaw, staff made every effort to be cognizant of what others' experiences were and what the role of animal control is. It was determined that licensing is an important part of being a responsible pet owner. Not only does it help connect an owner to a lost pet, but it allows animal control services to:

- Educate the public; and
- Provide emergency shelter after house fires, car accidents, and police incidents that require the removal and care of pets.

Pets can be a wonderful addition to both a household and a neighborhood, as they can help keep people active, provide companionship, and add diversity and vibrancy to the community.

Based on the responses to the survey, feedback from citizens and review of other community's bylaws and best practices, the proposed Responsible Pet Ownership Bylaw is being brought forward to Council. Consideration was given to what would be enforceable and what could be put in place without causing a burden on resources or increasing operating budgets significantly, while still holding animal owners responsible.

Rationale for Recommendation:

The proposed Bylaw and the recommended amendments reflect research on best practices in other communities in Alberta and incorporates concerns raised by residents through the public engagement process.

Strategic Priorities:

Responsible Government

Attachments:

- 1. Bylaw No. 19/025 - Responsible Pet Ownership Bylaw**
- 2. Proposed Amendments to Responsible Pet Owner Bylaw No. 19/025**
- 3. Red Line - Proposed Amendments Incorporated Bylaw No. 19/025**
- 4. Bylaw No. 19/026 - Amendment to Community Standards Appeal Committee Bylaw**
- 5. Responsible Pet Ownership Bylaw Presentation**

BYLAW NO. 19/025

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO PROVIDE FOR THE LICENSING, REGULATION AND CONTROL OF ANIMALS IN THE REGIONAL MUNICIPALITY OF WOOD BUFFALO.

WHEREAS, pursuant to section 7(a) of the *Municipal Government Act*, R.S.A. 2000, c-M26, as amended, a council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, pursuant to section 7(h) of the *Municipal Government Act*, R.S.A. 2000, c-M26, as amended, a council may pass bylaws for municipal purposes respecting wild and domestic animals and activities in relation to them;

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, duly assembled, hereby enacts as follows:

Short Title

1. This bylaw may be cited as the “Responsible Pet Owner Bylaw”.

Definitions

2. In this bylaw, unless the context otherwise requires:
 - 2.1. “Animal” means any vertebrate, but excludes humans, fish and wildlife;
 - 2.2. “Animal Care Facility” means any premises designated by the Municipality for the lodgment and care of animals;
 - 2.3. “Attack Report” means information submitted to the Municipality in a form approved by the Bylaw Program Supervisor for the purpose of reporting an animal attack or animal bite occurring within the Municipality;
 - 2.4. “Athletic Field” means any field or land, whether natural or manmade, that is used for athletic purposes to conduct organized or unorganized sporting activities;
 - 2.5. “At Large” means an animal that is:
 - (a) not under the control of the owner by means of a leash; and
 - (b) is in a public place that is not a designated off-leash area; or
 - (c) is on property other than the owner’s property and in respect of which the animal does not have the right of occupation;

- 2.6. “Breeder” means a person who owns, keeps or maintains animals for breeding purposes;
- 2.7. “Bylaw Program Supervisor” means the person appointed into this position under the authority of the CAO or who is responsible for the animal control operations and includes anyone acting or delegated all or partial responsibilities of this position;
- 2.8. “Bylaw Enforcement Officer” means a Peace Officer as defined in the Provincial Offences Procedure Act and includes any person appointed by the Municipality pursuant to section 55 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or replaced;
- 2.9. “Community Standards Appeal Committee” means the committee established pursuant to the Municipality’s *Community Standards Appeal Committee Bylaw*, as amended or replaced;
- 2.10. “Controlled Confinement” means the confinement of an animal in a pen, cage, carrier, humane trap or within a closed building;
- 2.11. “Clerk” means the clerk of the Community Standards Appeal Committee;
- 2.12. “Damage to Property” means damage to property other than the owner’s property and includes but is not limited to digging, defecating or urinating on such property;
- 2.13. “Dangerous Dog” means a dog that is the subject of an order under the *Dangerous Dog Act*, R.S.A. 2000, c. D-3, as amended or replaced.;
- 2.14. “Development Authority” means a development officer of the Municipality.
- 2.15. “Dog Lot Occupant” means any person who keeps sled dogs on a site outside of the Urban Service Area which site has been approved by the Development Authority for that purpose in accordance with the Municipality’s *Land Use Bylaw*, as amended or replaced;
- 2.16. “Exotic Animal” means any snake, reptile, arachnid or amphibian;
- 2.17. “Guide Dog” means a guide dog as defined in the Blind Persons’ Rights Act, R.S.A. 2000 c. B-3, as amended or replaced;
- 2.18. “Impound” means the lodgment of an animal at a designated animal care facility;

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- 2.19. "Infectious Physical Condition" means any physical condition of an animal which may be passed to another animal or human by invasion of an organism emanating from the animal suffering the physical condition;
- 2.20. "Land Use Bylaw" means the Municipality's Land Use Bylaw No. 99/059, as amended or replaced;
- 2.21. "Leash" means a physical line not exceeding two metres in length, capable of leading and restraining the Animal to which it is attached;
- 2.22. "License" means an animal license issued by the Municipality to a Person for an animal in accordance with the provisions of this bylaw;
- 2.23. "License Fee" means the annual fee payable in respect of a license, as set out in Schedule "A" to this bylaw;
- 2.24. "License Tag" means an identification tag issued by the Municipality with the license number for an animal;
- 2.25. "Motor Vehicle" has the meaning as defined in the *Traffic Safety Act, RSA 2000 Chapter T-6*, as amended or replaced;
- 2.26. "Municipal Tag" means a document prepared by the Municipality alleging an offence issued pursuant to this bylaw;
- 2.27. "Municipality" means the Regional Municipality of Wood Buffalo;
- 2.28. "Muzzle" means a humane fastening or covering device of adequate strength over the mouth of an animal to prevent it from biting;
- 2.29. "Notice of Appeal" means a Notice of Appeal pursuant to the *Community Standards Appeal Committee Bylaw No. 19/001*, as amended or replaced.
- 2.30. "Nuisance Animal" means any animal that has been declared a nuisance animal under this bylaw by the Bylaw Program Supervisor;
- 2.31. "Off-Leash Area" means a location designated as such by the Municipality;
- 2.32. "Outside Animal" means any Animal that is kept outside the owner's residence:
 - (a) more than 12 hours per day; or
 - (b) kept outside during the hours of 10pm and 7am; and
 - (c) whether or not the owner has provided any form of shelter for the animal other than the owner's residence;
- 2.33. "Owner" means one or more persons:

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- (a) who has care, charge, custody, possession or control of an animal;
 - (b) who owns or who claims any proprietary interest in an animal;
 - (c) who harbors, suffers or permits an animal to be present on any property owned, occupied or leased by him, or which is otherwise under his control;
 - (d) who claims and receives an animal from the custody of the Municipality; or
 - (e) to whom a subsisting license is issued for the animal;
- 2.34. "Owner's Property" means any real property owned, leased or legally occupied by the owner;
- 2.35. "Person" means an individual or any business or other entity including a firm, partnership, association, corporation, company or society;
- 2.36. "Playground" means land controlled or owned by the Municipality or a Board of Education upon which there is a play structure or spray park;
- 2.37. "Prohibited Animals" means all animals that can be scientifically classified in whole or in part into any species classification listed in Schedule C, attached hereto and forming part of this bylaw;
- 2.38. "Prohibited Area" means an area where animals are not permitted and includes, school grounds, adopt-a-parks, athletic fields, golf courses, playgrounds and cemeteries;
- 2.39. "Provincial Offences Procedure Act" means the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended or replaced;
- 2.40. "Public Place" means any place within the Municipality, whether privately or publicly owned, to which the public reasonably has or is permitted to have access, whether upon payment or otherwise;
- 2.41. "Public Property" means any place or property owned by or under the care, control and management of the Municipality or a Board of Education, including, but not limited to school grounds, roads, parks or recreational areas, and any open space to which the public reasonably has or is permitted to have access;
- 2.42. "Road" means land:
- (a) shown as a road on a plan of survey that has been filed or registered in a land titles office; or

- (b) used as a public road; and
- (c) includes bridges forming part of a public road and any structure incidental to a public road;
- 2.43. "Rural Service Area" means that portion of the Municipality that does not form a part of the Urban Service Area as defined in the Province of Alberta Order in Council numbered O.C. 817/94, as amended or replaced;
- 2.44. "School Ground" means that area of land adjacent to a school, and that is property owned or occupied by the Municipality or a Board of Education within the Municipality;
- 2.45. "Service Dog" means a dog trained as a guide for a disabled person and having the qualifications prescribed by the *Service Dogs Qualifications Regulation*, AR 59/2017, as amended or replaced;
- 2.46. "Society" means any incorporated group of five or more people who share a common recreational, cultural, scientific or charitable interest and is regulated under the *Societies Act*, RSA 2000, c S-14, as amended or replaced, and also includes a registered charity;
- 2.47. "Specified Penalty" means the penalty specified in Schedule B;
- 2.48. "Urban Service Area" means that portion of the Municipality defined as the Urban Service Area in the Province of Alberta Order in Council numbered O.C. 817/94, as amended or replaced;
- 2.49. "Veterinarian" means a veterinarian which is currently registered and licensed to practice in Alberta by the Alberta Veterinary Medical Association;
- 2.50. "Vicious Animal" means an animal that has been declared a vicious animal under this bylaw or any dog that has been the subject of an order pursuant to the *Dangerous Dog Act*, R.W.A. 2000, c. D-3, as amended or replaced;
- 2.51. "Violation Ticket" means a ticket issued pursuant to the current *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended or replaced, and regulations there under;
- 2.52. "Wildlife" means wildlife as defined in the *Wildlife Act* R.S.A 2000 c.W-10, as amended or replaced, and which is held live under a permit issued pursuant to the Wildlife Act or the keeping of which is otherwise subject to permit requirements under the Wildlife Act, as amended or replaced;
- 2.53. "Wound" means an injury to a human resulting from the action of an animal which causes the skin to be broken or flesh to be torn.

LICENSING

Dog Licensing

3. Every person who is the owner of a dog shall apply to the Municipality for a license for that dog within one business day of becoming the owner of the dog or taking up residence in the Municipality and in doing so must provide the Municipality with:
 - 3.1. a description of the dog, including breed, history, health, name, gender, and age;
 - 3.2. whether the dog has been declared a vicious animal, dangerous dog, restricted dog or other declaration indicating the dog may pose a risk to another person or animal by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation;
 - 3.3. the owner's name, address and telephone number;
 - 3.4. confirmation that the dog is neutered or spayed;
 - 3.5. the License Fee;
 - 3.6. a current digital photograph of the dog, when requested by the Municipality; and
 - 3.7. any other information the Municipality may require.
4. No person shall own or keep a dog within the Municipality unless the dog is licensed.

Cat Licensing

5. Every person who is the owner of a cat shall apply to the Municipality for a license for that cat within one business day of becoming the owner of the cat or taking up residence in the Municipality and in doing so must provide the Municipality with:
 - 5.1. a description of the cat, including breed, history, health, name, gender, and age;
 - 5.2. whether the cat has been declared a vicious animal or other declaration indicating the cat may pose a risk to another person or animal by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation;
 - 5.3. the owner's name, address and telephone number;
 - 5.4. confirmation that the cat is neutered or spayed;
 - 5.5. the License Fee;

- 5.6. a current digital photograph of the cat, when requested by the Municipality; and
- 5.7. any other information the Municipality may require.
- 6. No person shall own or keep a cat within the Municipality unless the cat is licensed.

Nuisance Animal and Vicious Animal Licensing

- 7. A license is immediately rendered void upon an animal being declared a vicious animal or nuisance animal under this bylaw.
- 8. The owner of an animal declared a nuisance animal or vicious animal shall:
 - 8.1. apply for a new license for the nuisance animal or vicious animal on the first business day after the animal has been declared nuisance or vicious; or
 - 8.2. apply for a license on the first business day after becoming owner of an animal declared nuisance or vicious; and
 - 8.3. maintain a current license for the nuisance animal or vicious animal;
 - 8.4. abide by all conditions specified in the declaration; and
 - 8.5. pay the License Fee.
- 9. No person shall own or keep a nuisance animal or a vicious animal within the Municipality unless the animal is licensed.

Licensing Information

- 10. No person shall provide false or misleading information when applying for a license under this bylaw.
- 11. Where the Municipality approves a license application, the Municipality shall provide the owner with a license tag.
- 12. An owner shall ensure that a cat or dog is wearing a license tag at all times when the animal is off the owner's property.
- 13. A license is valid for 12 calendar months commencing on the first day of the month following the month in which the license application is approved, unless the license is otherwise rendered void pursuant to this Bylaw.
- 14. A license issued pursuant to this bylaw is not transferable from one owner to another owner nor from one animal to another animal.

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15. An owner must notify the Municipality within five business days of any change with respect to information provided in an application for a license under this bylaw.
16. The Bylaw Program Supervisor or designate shall consider each applicant for a license and may:
 - 16.1. refuse the application and provide reasons; or
 - 16.2. approve the application, with or without conditions.
17. The Bylaw Program Supervisor or designate may revoke a license if the:
 - 17.1. owner fails to comply with any condition of the license;
 - 17.2. license was issued based on incorrect or false information or a misrepresentation by the owner;
 - 17.3. license was issued in error; or
 - 17.4. owner breaches a provision of this bylaw.
18. If a license application is refused or a license is revoked, the owner must remove the animal from the Municipality or surrender the animal to the Municipality for disposition within 48 hours of being given written notice that the license application is refused, or the license is revoked.
19. Any owner wishing to appeal a decision to refuse a license or revoke a license for his or her animal must do so within 14 days of the decision by submitting a notice of appeal to the clerk of the Community Standards Appeal Committee.
20. Upon receiving a notice of appeal under section 18, the Community Standards Appeal Committee shall hear the appeal and may either:
 - 20.1. confirm the Bylaw Program Supervisor's decision to refuse or revoke a license for the animal; or
 - 20.2. direct the Bylaw Program Supervisor to issue a license for the animal, which license shall be issued for a period of one year.
21. Upon being directed by the Community Standards Appeal Committee to issue a license for an animal, the Bylaw Program Supervisor may attach whatever conditions to the license that he or she deems appropriate in the circumstances.

Keeping of Animals

22. No person shall keep more than 4 animals that are 3 months or older at any one premise, except:

- 22.1. a society or registered charity that has a mandate requiring the housing of animals;
 - 22.2. a veterinary clinic under the control of a veterinarian;
 - 22.3. premises operated by an institution of education for research, study or teaching purposes;
 - 22.4. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums; and
 - 22.5. retail premises where such animals are legally sold or cared for; or
 - 22.6. unless otherwise permitted under this bylaw.
23. No person shall keep more than two outside animals at any one premise unless otherwise permitted under this bylaw.
24. Despite section 23, any person who at the time this bylaw comes into force is the owner of more than two licensed outside animals:
- 24.1. may continue keeping the animals outside for as long as that person continuously holds a subsisting licenses for the animals and remains resident at the premise identified on the licenses for those animals; and
 - 24.2. shall not be entitled to receive a license for another animal intended to be kept as an outside animal at the same premise unless the total number of licensed outside animals kept by that owner is less than two.
25. A Dog Lot Occupant may keep more than two licensed outside animals at a property outside of the Urban Service Area where that property has been approved by the Municipality's development authority under the *Land Use Bylaw, as amended or replaced*, for the purpose of keeping more than two outside animals.
26. No person shall keep more than one vicious animal or one nuisance animal at any one premise.

Exemptions from License Fees:

27. Except where the animal is a vicious animal or nuisance animal, an owner is not required to pay a license fee:
- 27.1. to license a Service Dog;
 - 27.2. to license a Guide Dog
 - 27.3. where the owner is 60 years of age or older; and
 - 27.4. to license an animal under the age of six (6) months.

28. Where the Bylaw Program Supervisor or designate is satisfied that the cost of licensing an animal is an undue hardship for the owner, the Bylaw Program Supervisor or designate may waive payment of the license fee for an animal, except for the payment of the license fee for a vicious animal or nuisance animal which shall not be waived.

RESPONSIBILITIES OF ANIMAL OWNERS

Basic Care Requirements

29. An owner shall ensure an animal is provided with:
- 29.1. potable water;
 - 29.2. species-specific food;
 - 29.3. sanitary food and water receptacles;
 - 29.4. regular opportunity for exercise sufficient for the wellbeing of the animal;
 - 29.5. a clean and sanitary shelter, enclosure or living area; and
 - 29.6. veterinary care to relieve or prevent pain when the animal exhibits any signs of pain, injury, illness or suffering, including prompt veterinary care for any potential Infectious Physical Condition.
30. No person shall do anything to tease, torment, annoy, abuse or injure any animal.
31. An owner shall ensure that an outside animal is provided with:
- 31.1. a shelter that protects from wind, heat, cold, wet and the direct rays of the sun;
 - 31.2. a shelter that is structurally sound;
 - 31.3. a shelter that is sanitary;
 - 31.4. a shelter that is sufficiently large to allow the animal to easily and comfortably stand, turn and lie down; and
 - 31.5. continuous access to unfrozen potable water and species-specific food.
32. Every person who keeps an animal tethered must ensure that:
- 32.1. the tether is a minimum of 3 meters in length;
 - 32.2. the animal has unrestricted movement within the range of the tether;
 - 32.3. the animal cannot suffer injury resulting from being tethered; and

- 32.4. the animal has unobstructed and continuous access to species-specific food, unfrozen potable water and shelter within the range of the tether.

Animal Health

33. An owner of an animal that:

33.1. attacks, bites or injures another animal;

33.2. attacks, bites or injures a person; or

33.3. attacks, bites or injures livestock;

must report the incident within 24 hours by completing and submitting an attack report to Bylaw Services.

34. A person who receives a wound upon being bitten by an animal shall immediately report the matter to the Regional Health Authority and complete and submit an attack report to the Bylaw Program Supervisor.

35. An owner of an animal having an infectious physical condition:

35.1. shall not permit the animal to be in any public place;

35.2. shall not keep the animal in contact with or in proximity to another animal;
and

35.3. shall keep the animal in controlled confinement;

but no contravention of this section occurs by reason only of the fact that a person transports an animal suffering from an infectious physical condition to a place where the animal may obtain veterinary care and the provisions of this section do not apply to a Veterinarian when in the course of administering care to an animal.

36. An owner of an animal suspected of exposure to rabies shall immediately:

36.1. place the animal in controlled confinement;

36.2. report the matter to the Regional Health Authority;

36.3. report the matter to the Bylaw Program Supervisor, in the manner approved by the Bylaw Program Supervisor;

36.4. follow all directions of the Regional Health Authority and any Bylaw Enforcement Officer regarding place, duration and manner of confinement or isolation of the animal;

- 36.5. surrender the animal to the Regional Health Authority or a Bylaw Enforcement Officer for quarantine where required by the Regional Health Authority or a Bylaw Enforcement Officer;
- 36.6. keep the animal confined, isolated or quarantined as directed by the Regional Health Authority or a Bylaw Enforcement Officer, until otherwise directed; and
- 36.7. shall pay all costs of quarantine where the animal is quarantined by the Regional Health Authority or a Bylaw Enforcement Officer.
- 37. No person shall keep, harbor or have custody of any cat or dog over three months of age unless such animal has up to date rabies vaccinations.
- 38. On demand from a Bylaw Enforcement Officer, the owner of a dog or cat shall provide to the Bylaw Enforcement Officer all veterinary records for the dog or cat.

Off-Leash Areas

- 39. An owner of a dog is not required to keep the dog on a leash in an off-leash area unless:
 - 39.1. the dog is under the control of a person less than 18 years of age; or
 - 39.2. the dog has been declared a nuisance animal.
- 40. An owner of a vicious animal shall ensure a vicious animal does not enter an off-leash area.
- 41. A person shall comply with all signs that are posted in an off-leash area.
- 42. A person shall have no more than 3 dogs under his or her care and control when in an off-leash area.
- 43. An owner of a dog in an off-leash area shall carry a leash and produce the leash if requested by a Bylaw Enforcement Officer.
- 44. A Bylaw Enforcement Officer may:
 - 44.1. order an owner to put a dog on a leash in an off-leash area; or
 - 44.2. order an owner to remove a dog from an off-leash area; and
 the owner shall immediately comply with the Bylaw Enforcement Officer's order.
- 45. An owner of a dog in an off-leash area must immediately put the dog on a leash and remove it from the off-leash area where the dog engages in any of the activities in section 66.

Animals in Prohibited Areas

46. An owner shall ensure an animal does not enter a prohibited area or any area within 5 meters of a prohibited area.
47. An owner shall ensure an animal does not enter an area where the animal is prohibited by posted signs.
48. An owner shall ensure an animal does not enter any naturally occurring or man-made body of water unless signs are posted permitting the activity.

Unattended Animals

49. An owner shall ensure that an animal is not left unattended while tethered or tied in a public place.
50. An owner must not leave an animal unattended in a motor vehicle unless the animal is properly restrained in a manner that prevents contact with a person or other animal and the motor vehicle is suitably ventilated and temperature regulated.

Animals in Motor Vehicles

51. No person shall allow an animal to be outside the passenger cab of a motor vehicle, regardless of whether the motor vehicle is moving or parked.
52. Despite section 51, a person may allow an animal to be outside the passenger cab of a motor vehicle, including in the back of a pick-up truck or flatbed truck if the animal is:
 - 52.1. in a topper enclosing the bed area of a truck;
 - 52.2. contained in a kennel or similar device securely fastened to the bed of the truck; or
 - 52.3. securely tethered in such a manner as to:
 - (a) not require the animal to stand on bare metal;
 - (b) prevent the animal from jumping or being thrown from the vehicle;
 - (c) eliminate any danger of strangulation; and
 - (d) ensure the animal cannot reach beyond the outside edges of the vehicle.
53. The registered owner of a vehicle involved in an offence referred to in sections 50-52 is guilty of the offence.

Animals in Heat

- 54. An owner of a female animal in estrus must keep the animal in controlled confinement until the animal is no longer in estrus.
- 55. An owner of a female animal in heat may allow the animal to be outdoors in order to urinate, defecate or exercise on the owner's property, provided that:
 - 55.1. the animal is on a leash and restrained at all times; and
 - 55.2. the animal is returned to controlled confinement immediately upon completion of the urination, defecation or exercise.

NUISANCES

Animal at Large

- 56. An owner of an animal shall keep the animal on a leash at all times while off the owner's property unless otherwise permitted under this bylaw.
- 57. An owner of an animal shall ensure the animal is not at-large.
- 58. No person shall set a cat trap outdoors:
 - 58.1. if the temperature is below 0 degrees celsius or forecast to be below 0 degrees celsius in the next 72 hour period;
 - 58.2. in an area not shaded from the sun;
 - 58.3. unless the trap is checked hourly and closed by 11:00pm each night and rendered in operable until 6:00am the following day; and
 - 58.4. unless the person is residing and present at the property where the cat trap is located.
- 59. A person who sets a cat trap outdoors must notify the owners or occupants of all adjacent properties that the trap has been set out.
- 60. A person who traps a cat that he or she does not own must immediately turn the cat over to a Bylaw Enforcement Officer or take the cat to the local humane society.

Removing Defecation

- 61. Where an animal defecates on property that is not the owner's property, the owner shall remove the feces immediately.
- 62. An owner of a dog shall always carry a suitable means of removing dog feces while the dog is in the custody of the owner on property other than the owner's property

and shall provide evidence of such means at the request of a Bylaw Enforcement Officer.

63. A person who stores or fails to remove feces from his or her property so as to have, in the opinion of a Bylaw Enforcement Officer, created a nuisance or odour or disturbed the peace and enjoyment of an adjacent property owner or occupant is guilty of an offence.

Barking

64. An owner of a dog shall ensure it does not bark, howl or otherwise comport itself in a fashion as to annoy or disturb any person.
65. An owner of a dog that barks, howls or otherwise comports itself in a fashion as to annoy or disturb any person is guilty of an offence.

Threatening Behaviours

66. An owner of an animal is guilty of an offence if such animal:
- 66.1. attacks, threatens, harasses, chases, bites or injures any person;
 - 66.2. attacks, threatens, harasses, chases, bites, kills or injures any animal;
 - 66.3. attacks, threatens, harasses, chases, bites, kills or injures any livestock;
 - 66.4. causes damage to property; or
 - 66.5. chases any vehicle.
67. Upon contravention of section 66, an owner must immediately place the offending animal in controlled confinement.
68. No person shall use or direct an animal to attack, chase, harass or threaten a person or animal.

NUISANCE ANIMALS

Declaration of Nuisance Animal

69. Where an animal is the subject of three or more convictions within the past five years for any offence under this bylaw, the Bylaw Program Supervisor may declare the animal a nuisance animal.
70. An owner of a nuisance animal shall abide by all conditions set out in the declaration of nuisance animal.
71. Once every two years, commencing on the second anniversary of an animal's declaration as a nuisance animal, an owner may request that the Bylaw Program

Supervisor review the animal's declaration as a nuisance animal upon which the Bylaw Program Supervisor shall undertake a review and may confirm or cancel the declaration in his or her sole discretion.

Regulation of Nuisance Animal

72. An owner of a nuisance animal shall, within 10 days after the animal has been declared a nuisance animal and prior to a license being issued:
 - 72.1. have a veterinarian tattoo or implant an electronic identification microchip in the animal;
 - 72.2. provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor; and
 - 72.3. have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age.
73. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 72 where the owner provides a written confirmation from a veterinarian identifying the nuisance animal and confirming that the procedures have been scheduled to occur, including date and location of the procedures, and the owner shall abide by the time period contained in the extension or is guilty of an offence under section 72.
74. The owner of a nuisance animal shall:
 - 74.1. notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and
 - 74.2. be deemed an owner of the animal under this bylaw until formal notification of sale, gift or transfer is provided to the Bylaw Program Supervisor.

VICIOUS ANIMALS

Declaration of Vicious Animal

75. The Bylaw Program Supervisor may declare an animal vicious where:
 - 75.1. the animal has attacked another animal without provocation;
 - 75.2. the animal has attacked a person;
 - 75.3. the animal has inflicted a wound on another animal or a person;
 - 75.4. the animal has a known propensity, tenancy or disposition to attack other animals or people; or

- 75.5. the animal has been declared vicious, dangerous or some other designation indicating the animal may pose a risk to another person or animal, by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation.
- 76. An owner may appeal the Bylaw Program Supervisor's decision to declare the animal vicious by submitting a notice of appeal to the Clerk within 14 days of the Bylaw Program Supervisor having provided written notice that the animal has been declared vicious under section 75.
- 77. Upon receiving a notice of appeal under section 76, the Community Standards Appeal Committee shall hear the appeal and may either
 - 77.1. confirm the Bylaw Program Supervisor's declaration of the animal as a vicious animal; or
 - 77.2. overturn the Bylaw Program Supervisor's declaration of the animal as a vicious animal.
- 78. A declaration of vicious animal under this bylaw continues to apply to the animal if the animal is sold, gifted or otherwise transferred to a new owner and must be licensed by the new owner as a vicious animal.

Regulation of Vicious Animal

- 79. An owner of a vicious animal shall, within 10 days after the animal has been declared a vicious animal and prior to a license being issued:
 - 79.1. have a veterinarian tattoo or implant an electronic identification microchip in the animal;
 - 79.2. provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor, and
 - 79.3. have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age.
- 80. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 79 where the owner provides a written confirmation from a veterinarian identifying the vicious animal and confirming that the procedures have been scheduled to occur, including date and location of the procedures, and the owner shall abide by the time period contained in the extension or is guilty of an offence under section 79.
- 81. The owner of a vicious animal shall:
 - 81.1. notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and

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- 81.2. be deemed an owner of the animal under this bylaw until formal notification of sale, gift or transfer is provided to the Bylaw Program Supervisor.
82. The owner of a vicious animal shall ensure that the animal:
- 82.1. does not chase, injure, bite, attack or otherwise threaten another animal or person;
 - 82.2. cause damage to property; and
 - 82.3. is not at-large.
83. The owner of a vicious animal shall immediately notify a Bylaw Enforcement Officer if the animal is at-large.
84. The owner of a vicious animal shall ensure that at all times, when the animal is on the property of the owner, the animal is under the control of a person at least 16 years of age, and:
- 84.1. confined indoors; or
 - 84.2. if outdoors, is secured in a locked pen or other structure constructed to the specifications contained in section 87 in order to prevent the escape of the vicious animal and to prevent the entry of any person not in control of the animal.
85. The owner of a vicious animal shall ensure that at all times, when the animal is off the property of the owner, the animal is under the control of a person 16 years of age, and:
- 85.1. secured with a muzzle; and
 - 85.2. on a leash.
86. An owner of a vicious animal shall keep in force a policy of liability insurance in a form satisfactory to the Bylaw Program Supervisor, including, but not limited to:
- 86.1. providing third party coverage in a minimum amount of \$500,000.00 for injuries caused by the owner's animal; and
 - 86.2. containing a provision requiring the insurer to immediately notify the Bylaw Program Supervisor in writing should the policy expire, be cancelled or terminated;
- and upon cancellation, expiry or termination of the policy, the license for the vicious animal shall be automatically revoked.

87. The owner of a vicious animal shall ensure that a locked pen or other structure used to secure the vicious animal when outdoor conforms to the following standards:
- 87.1. have secure sides and a secure top, and where there is no bottom secured to the sides, the sides shall be embedded in the ground to a minimum depth of 30 centimeters;
 - 87.2. provide the vicious animal with shelter from the elements;
 - 87.3. have a minimum floor area of 1.5 meters by 3 meters with a minimum height of 1.5 meters; and
 - 87.4. be situated more than 1 meter from any property line and more than 5 meters from any neighbouring dwelling unit.
88. Within 10 days of an animal being declared vicious, the owner shall:
- 88.1. display a sign on the owner's property, in a form approved by the Bylaw Program Supervisor, warning of the presence of the vicious animal; and
 - 88.2. such sign shall be posted:
 - (a) at each entrance to the owner's property;
 - (b) on any outdoor pen or structure where the vicious animal is kept confined; and
 - (c) in a manner such that the signs are unobstructed and visible to any person accessing the owner's property.

EXOTIC ANIMALS, LIVESTOCK AND PROHIBITED ANIMALS

Exotic Animals

89. An owner shall not allow an exotic animal to be in any public place, with the exception of:
- 89.1. an animal rescue that is promoting pet adoption or education events;
 - 89.2. a licensed veterinary clinic under the control of a veterinarian;
 - 89.3. a premise legally operated by an institution of education for research, study or teaching purposes;
 - 89.4. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 89.5. a retail premises where such animals are legally sold; and

- 89.6. an event to display live animals for educational purposes held at an exhibition venue that possesses a permit issued under the Land Use Bylaw by the Development Authority, authorizing such an event.

Prohibited Animals

90. No person shall harbor, keep or possess a prohibited animal in the Municipality, except:
- 90.1. a licensed veterinary clinic under the control of a veterinarian;
 - 90.2. a premise legally operated by an institution of education for research, study or teaching purposes;
 - 90.3. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 90.4. an event to display live animals held at an exhibition venue that possesses a permit issued under the Land Use Bylaw by the Development Authority authorizing such an event;
 - 90.5. where the keeping of such an animal is a permitted or a discretionary use under the Municipality's Land Use Bylaw and a permit has been issued by the Development Authority authorizing such a use at the location the animal is being kept, harboured or possessed;
 - 90.6. where an animal is being legally transported in an enclosed motor vehicle;
 - 90.7. where the Bylaw Program Supervisor has issued a written exemption to a person pursuant to section 92; or
 - 90.8. in the case of a horse, which may be ridden or led on the right side of the non-drivable portion of the following roads:
 - (a) roads located in the rural service area that are under the direction, control and management of the Municipality;
 - (b) Saprae Creek Trail; and
 - (c) Tower road;

provided that a horse may be ridden or led on the carriage or shoulder of such roads, where it is safe to do so, but only for the purpose of crossing a road.
91. Any person wishing to:
- 91.1. operate a horse or cattle drawn vehicle in the Municipality; or

- 91.2. lead, ride or drive a horse or cattle within the Municipality;
may request a written temporary exemption from section 90 from the Bylaw Program Supervisor.
92. Upon receiving a request for temporary exemption under section 91, the Bylaw Program Supervisor may:
- 92.1. issue a written temporary exemption, with or without conditions; or
- 92.2. refuse to issue a written temporary exemption.
93. Where the Bylaw Program Supervisor issues a written temporary exemption under section 92, the person to whom the temporary exemption is issued shall comply with any and all conditions specified in the temporary exemption.

ANIMAL CONTROL OPERATIONS

Authority of Bylaw Enforcement Officer

94. A Bylaw Enforcement Officer may capture and impound any animal:
- 94.1. found at large;
- 94.2. which attacked, or is alleged to have attacked a person or other animal, pending the outcome of an investigation to declare the animal a vicious animal; or
- 94.3. which is required to be impounded pursuant to the provisions of any legislation of the Province of Alberta.
95. A Bylaw Enforcement Officer is authorized to enter any lands or premises (excluding a dwelling house) within the Municipality in accordance with section 542 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, or repealed and replaced from time to time, to inspect for conditions which may contravene any provision of this bylaw.
96. An impounded animal may be kept for an impoundment period of 72 hours and Saturdays, Sundays and statutory holidays shall not be included in the computation of the 72 hour period.
97. During the 72 hour impoundment period, an animal may be reclaimed by its owner, except as otherwise provided for in this bylaw, upon making the following payments to the Municipality:
- 97.1. the impoundment and administration fees as set out in Schedule A of this bylaw;

- 97.2. the license fee, if the animal is unlicensed; and
- 97.3. the cost of any veterinary treatment where an animal is found or becomes injured or ill, including any costs incurred for veterinary treatment required as a result of injuries that occur during the process of capture.
- 98. At the expiration of the 72 hour impoundment period, the animal will become the property of the Municipality and the Municipality is authorized to:
 - 98.1. destroy the animal;
 - 98.2. sell or gift the animal; or
 - 98.3. surrender the animal to an appropriate adoption agency.
- 99. A Bylaw Enforcement Officer shall not be obliged to release the animal to the owner and an animal shall become the property of the Municipality if at the expiration of the 72 hour impoundment period:
 - 99.1. no license has been issued for the animal, or the conditions of the license have not been met;
 - 99.2. the owner has not paid the amounts specified in section 96 to the Municipality;
 - 99.3. in the opinion of a Bylaw Enforcement Officer, the animal ought to remain in the care of a veterinarian and the Bylaw Enforcement Officer has reasonable and probable grounds to believe that immediate release of the animal to the owner would otherwise jeopardize the health or well-being of the animal; or
 - 99.4. the Bylaw Enforcement Officer has reasonable and probable grounds to believe that the animal is a continued danger to persons, animals, or property.
- 100. Despite section 99, a Bylaw Enforcement Officer may, in her or her sole discretion, extend the 72 hour impoundment period and in such case the owner shall be responsible for payment to the Municipality of all fees and costs of the extended impoundment.

Temporary Impoundment in Emergencies

- 101. The Bylaw Program Supervisor may:
 - 101.1. receive an animal for temporary impound in the case of fire, flood or other emergency;

101.2. charge the owner fees for the costs of temporary impound as set out in Schedule A of this bylaw; and

101.3. at the end of a 10 day period, if the owner has made no other care arrangements for the animal, treat the animal as an impounded animal under sections 96-100 of this bylaw.

Found Animals

102. A person who finds an animal at-large shall notify the Municipality within 24 hours, provide information as may be requested, and surrender the animal to a Bylaw Enforcement Officer upon request.

Surrendered Animals

103. An animal shall become the property of the Municipality upon being surrendered by the owner to a Bylaw Enforcement Officer.

104. When surrendering an animal, the owner shall provide the Municipality with veterinary records for the animal.

Obstruction and Interference

105. No person shall:

105.1. interfere with or attempt to obstruct a Bylaw Enforcement Officer who is engaged in the capture or impoundment of an animal;

105.2. interfere with, hinder or impede a Bylaw Enforcement Officer in the performance of any duty authorized by this bylaw;

105.3. open a motor vehicle that holds an animal that has been secured for impoundment; or

105.4. remove, or attempt to remove any animal from the possession of a Bylaw Enforcement Officer.

CONTRAVENTION OF BYLAW AND PENALTIES

General Penalty Provisions

106. If an animal is involved in an activity in contravention of this bylaw, the owner of that animal is guilty of an offence.

107. An owner who contravenes any of the provisions of this bylaw by:

107.1. doing any act or thing which the person is prohibited from doing, or

107.2. failing to do any act or thing the person is required to do;

is guilty of an offence.

108. A person who is convicted of an offence pursuant to this bylaw is liable on summary conviction to:

108.1. a penalty specified in Schedule B of this bylaw; and

108.2. where there no penalty specified in Schedule B of this bylaw, to a penalty of \$200.

109. Despite section 108, where a person has been convicted of contravening the same provision of this bylaw:

109.1. 2 times within a 12 calendar month period, the specified penalty payable in respect of the second conviction is double the amount specified in Schedule B or where there is no penalty specified in Schedule B, to a penalty of \$400; and

109.2. 3 or more times within a 12 calendar month period, the specified penalty payable in respect of the third or subsequent conviction is triple the amount specified in Schedule B or where there is no penalty specified in Schedule B, to a penalty of \$600.

110. Despite sections 108 and 109, where a violation ticket is issued under Part 2 of the Provincial Offences Procedure Act and the Bylaw Enforcement Officer has elected not to specify a penalty on the violation ticket, a person who is convicted of an offence under this bylaw is liable on summary conviction to:

110.1. a penalty not exceeding \$10,000; and

110.2. the Court is not bound by the specified penalty amount in Schedule B, provided that the fine amount ordered by the court shall not be less than the specified penalty in Schedule B.

Municipal Tag

111. A municipal tag may be issued to any person where a Bylaw Enforcement Officer believes the person has contravened any provision of this bylaw.

112. If a municipal tag is issued in respect of an offence, the municipal tag must specify

112.1. the name of the person;

112.2. the offence;

112.3. the fine amount as established by this bylaw;

112.4. that the fine amount shall be paid within 14 days from the issuance of the municipal tag; and

112.5. any other information as may be required.

Violation Tickets

113. If a municipal tag has been issued and if the specified penalty has not been paid within the prescribed time, a violation ticket may be issued.
114. Despite sections 111 and 113, where a Bylaw Enforcement Officer believes that a person has contravened any provision of this bylaw, he or she may commence proceedings by issuing a summons by means of a violation ticket.

Payment in Lieu of Prosecution

115. If a municipal tag is issued in respect of a non-compliance, and if the municipal tag specifies the fine amount established by this bylaw for the non-compliance, the person to whom the municipal tag is issued may make a voluntary payment equal to the specified fine, in lieu of prosecution.
116. Where the voluntary payment referred to in section 115 is received within 7 days of the day of issuance of the municipal tag, the prescribed penalty shall be reduced by 25% and such reduced payment shall be accepted in lieu of prosecution.

Continuous Offences

117. In the case of an offence that is of a continuing nature, each 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 offence is liable to a fine in an amount not less than the amount shown in Schedule B for each day.

Mandatory Court or Information

118. Where there has been a breach of this bylaw, any Bylaw Enforcement Officer is hereby authorized and empowered to issue a violation ticket or long form information pursuant to Part 2 of the Provincial Offences Procedure Act.

Liability for Fees

119. The levying and payment of any fine or term of imprisonment imposed by the Court shall not relieve a person from paying any fees, charges or costs from which the person is liable under the provisions of this bylaw.

Severability

120. Should any section, subsection, clause or provision of this bylaw be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity

of this bylaw as a whole, or any part thereof, other than the part so declared to be invalid.

Transitional

121. An existing license issued under Animal Control Bylaw No. 02/031, remains valid until the term of such license expires.
122. Animal Control Bylaw No. 02/031 and any amendments thereto are hereby repealed.
123. If on the effective date of this bylaw, any municipal tags or violation tickets have been issued with respect to alleged offences under either the Animal Control Bylaw No. 02/031 or this bylaw, all relevant sections of such bylaw or bylaws, including penalty provisions, shall be deemed to remain in force until the conclusion of such proceedings.
124. This Bylaw comes into force when it is passed.

READ a first time this 22nd day of October, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

Mayor

Chief Legislative Officer

SCHEDULE A FEES

LICENSE

Dog License	\$50.00
Dog License (Spayed/Neutered)	\$15.00
Cat License	\$30.00
Cat License (Spayed/Neutered)	\$15.00
Nuisance Animal License	\$150.00
Vicious Animal License	\$250.00
Dangerous Dog License	\$100.00
Replacement License Tag	\$10.00

OTHER FEES

Impound per day (incurred at time of impound)	\$25.00
Quarantine per day	\$50.00
Ownership Surrender	\$250.00
Veterinary Treatment Provided	As invoiced
Professional Services for Apprehension or Transport	As Invoiced
Humane Animal Trap Deposit	\$100.00

SCHEDULE B FINES

SECTION	OFFENCE	SPECIFIED PENALTY
4	Unlicensed dog	\$150.00
6	Unlicensed cat	\$150.00
9	Unlicensed nuisance or vicious animal	\$500.00
12	Cat/Dog not wearing issued license tag	\$250.00
10	Providing false or misleading information on a license application	\$250.00
35.3, 36.1, 54, 67	Failure to place animal in controlled confinement	\$500.00
33	Owner failure to report	\$250.00
57	Animal at-large	\$150.00
62	Failure to produce means to facilitate removal of feces	\$50.00
61	Failure to remove feces	\$250.00
65	Animal barking or howling causing disturbance	\$150.00
66.4	Animal cause damage to property	\$250.00
68	Person using an animal to attack, chase or threaten a person or animal	\$500.00
66.1	Animal attack on a person	\$1,000.00
66.2	Animal attack on an animal	\$500.00
74.1	Failure to notify that nuisance animal is sold, gifted, transferred or deceased	\$500.00
8	Failure to take steps required upon declaration	\$500.00
8.4	Failure to abide by conditions of a nuisance animal declaration or vicious animal declaration	\$500.00

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81.1	Failure to notify that vicious animal is sold, gifted or transferred	\$500.00
82.1	Vicious animal attack	\$2,000.00
82.2	Vicious animal causes damage to property	\$1000.00
82.3	Vicious animal at-large	\$1000.00
83	Failure to notify of vicious animal at large	\$500.00
84	Failure to keep vicious animal properly confined on owner's property	\$1000.00
85	Failure to properly secure vicious animal off owner's property	\$1000.00
88	Fail to properly post vicious animal signage	\$1000.00
105	Obstruct Bylaw Enforcement Officer	\$500.00

SCHEDULE C PROHIBITED ANIMAL

Mammals

Artiodactyla (including but not limited to cattle, goats, sheep and pigs)

Camelidae (including but not limited to llama and alpaca)

Candiae (including but not limited to coyotes, wolves, foxes) except domestic dogs

Chiroptera (including but not limited to fruit bats, myotis, flying foxes)

Edentates (including but not limited to anteaters, sloths, armadillos)

Felidae (including but not limited to tigers, leopards, cougars) except domestic cats

Hyaenidae (including but not limited to hyaenas)

Lagomorpha (including but not limited to hares, pikas) except domestic rabbits

Marsupials (including but not limited to kangaroos, opossums, wallabies)

Mustelidae (including but not limited to mink, skunks, weasels, otters, badgers) except domestic ferrets

Non-Human primates (including but not limited to chimpanzees, gorillas, monkeys, lemurs)

Perissodactyla (including but not limited to donkeys, jackasses, mules)

Proboscidae (including but not limited to elephants)

Procyonidae (including but not limited to coatimundi, cacomistles)

Rodentia (including but not limited to porcupines and prairie dogs) except rodents which do not exceed 1,500 grams and are derived from self-sustaining captive populations

Ursidae (including but not limited to bears)

Viverridae (including but not limited to mongooses, civets, genets)

Birds

Anseriformes (including but not limited to ducks, geese, swans)

Galliformes (including but not limited to pheasants, partridges, grouse, guineafowls, turkeys, chickens)

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Struthioniformes (including but not limited to ostriches, rheas, cassowaries, emus, kiwis)

Snakes/Amphibians

Venomous and poisonous snakes, spiders, reptiles, amphibians and insects or snakes belonging to the Pythonidae or Boidae families.

Other

Any animal which may be declared prohibited by Council of the Regional Municipality of Wood Buffalo.

Any animal that is considered controlled as defined and updated from time to time in the *Alberta Wildlife Regulation*, Schedule 5, Part 1-4: Controlled Animals.

Recommended Resolution for Second Reading Amendment to Responsible Pet Ownership Bylaw No. 19/025

THAT Bylaw No. 19/025 be amended by:

1. In section 22, first sentence, deleting the words “4 animals” and replacing with “4 licensed animals”;
2. In section 99.2, deleting “section 96” and replacing it with “section 97”.
3. In section 20, deleting “section 18” and replacing with section 19
4. Immediately following section 119, adding the following as a new section 119A:

119A. The fees and charges payable under this Bylaw shall be as prescribed for Animal Control in the *Fees, Rates and Charges Bylaw No. 19/024*.

5. Adding a new section 27 as follows:
 27. Despite section 22, the Bylaw Program Supervisor may grant a written exemption authorizing the keeping of up to 6 licensed animals at one premises, provided however that the Bylaw Program Supervisor may not waive the section 23 limitation on the number of outside animals permitted at a premises;
and renumbering subsequent sections accordingly:
6. Deleting Schedule “A” to this Bylaw and renumbering subsequent schedules accordingly.
7. In section 2.23, deleting the words “Schedule A to this Bylaw” and replacing with “*the Fees, Rates and Charges Bylaw No. 19/024*”.
8. In sections 97.1 and 101.2, deleting “Schedule A of this bylaw” and replacing with “*the Fees, Rates and Charges Bylaw No. 19/024*”.
9. At the end of section 110, adding the following “*and the Fees, Rates and Charges Bylaw No. 19/024*”.

BYLAW NO. 19/025

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO PROVIDE FOR THE LICENSING, REGULATION AND CONTROL OF ANIMALS IN THE REGIONAL MUNICIPALITY OF WOOD BUFFALO.

WHEREAS, pursuant to section 7(a) of the *Municipal Government Act*, R.S.A. 2000, c-M26, as amended, a council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, pursuant to section 7(h) of the *Municipal Government Act*, R.S.A. 2000, c-M26, as amended, a council may pass bylaws for municipal purposes respecting wild and domestic animals and activities in relation to them;

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, duly assembled, hereby enacts as follows:

Short Title

1. This bylaw may be cited as the “Responsible Pet Owner Bylaw”.

Definitions

2. In this bylaw, unless the context otherwise requires:
 - 2.1. “Animal” means any vertebrate, but excludes humans, fish and wildlife;
 - 2.2. “Animal Care Facility” means any premises designated by the Municipality for the lodgment and care of animals;
 - 2.3. “Attack Report” means information submitted to the Municipality in a form approved by the Bylaw Program Supervisor for the purpose of reporting an animal attack or animal bite occurring within the Municipality;
 - 2.4. “Athletic Field” means any field or land, whether natural or manmade, that is used for athletic purposes to conduct organized or unorganized sporting activities;
 - 2.5. “At Large” means an animal that is:
 - (a) not under the control of the owner by means of a leash; and
 - (b) is in a public place that is not a designated off-leash area; or
 - (c) is on property other than the owner’s property and in respect of which the animal does not have the right of occupation;

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- 2.6. “Breeder” means a person who owns, keeps or maintains animals for breeding purposes;
- 2.7. “Bylaw Program Supervisor” means the person appointed into this position under the authority of the CAO or who is responsible for the animal control operations and includes anyone acting or delegated all or partial responsibilities of this position;
- 2.8. “Bylaw Enforcement Officer” means a Peace Officer as defined in the Provincial Offences Procedure Act and includes any person appointed by the Municipality pursuant to section 55 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or replaced;
- 2.9. “Community Standards Appeal Committee” means the committee established pursuant to the Municipality’s *Community Standards Appeal Committee Bylaw*, as amended or replaced;
- 2.10. “Controlled Confinement” means the confinement of an animal in a pen, cage, carrier, humane trap or within a closed building;
- 2.11. “Clerk” means the Clerk of the Community Standards Appeal Committee;
- 2.12. “Damage to Property” means damage to property other than the owner’s property and includes but is not limited to digging, defecating or urinating on such property;
- 2.13. “Dangerous Dog” means a dog that is the subject of an order under the *Dangerous Dog Act*, R.S.A. 2000, c. D-3, as amended or replaced.;
- 2.14. “Development Authority” means a development officer of the Municipality.
- 2.15. “Dog Lot Occupant” means any person who keeps sled dogs on a site outside of the Urban Service Area which site has been approved by the Development Authority for that purpose in accordance with the Municipality’s *Land Use Bylaw*, as amended or replaced;
- 2.16. “Exotic Animal” means any snake, reptile, arachnid or amphibian;
- 2.17. “Guide Dog” means a guide dog as defined in the Blind Persons’ Rights Act, R.S.A. 2000 c. B-3, as amended or replaced;
- 2.18. “Impound” means the lodgment of an animal at a designated animal care facility;

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- 2.19. “Infectious Physical Condition” means any physical condition of an animal which may be passed to another animal or human by invasion of an organism emanating from the animal suffering the physical condition;
- 2.20. “Land Use Bylaw” means the Municipality’s Land Use Bylaw No. 99/059, as amended or replaced;
- 2.21. “Leash” means a physical line not exceeding two metres in length, capable of leading and restraining the Animal to which it is attached;
- 2.22. “License” means an animal license issued by the Municipality to a Person for an animal in accordance with the provisions of this bylaw;
- 2.23. “License Fee” means the annual fee payable in respect of a license, as set out in ~~Schedule “A”~~ *the Fees, Rates and Charges Bylaw No. 19/024; to this bylaw;*
- 2.24. “License Tag” means an identification tag issued by the Municipality with the license number for an animal;
- 2.25. “Motor Vehicle” has the meaning as defined in the *Traffic Safety Act, RSA 2000 Chapter T-6*, as amended or replaced;
- 2.26. “Municipal Tag” means a document prepared by the Municipality alleging an offence issued pursuant to this bylaw;
- 2.27. “Municipality” means the Regional Municipality of Wood Buffalo;
- 2.28. “Muzzle” means a humane fastening or covering device of adequate strength over the mouth of an animal to prevent it from biting;
- 2.29. “Notice of Appeal” means a Notice of Appeal pursuant to the *Community Standards Appeal Committee Bylaw No. 19/001*, as amended or replaced.
- 2.30. “Nuisance Animal” means any animal that has been declared a nuisance animal under this bylaw by the Bylaw Program Supervisor;
- 2.31. “Off-Leash Area” means a location designated as such by the Municipality;
- 2.32. “Outside Animal” means any Animal that is kept outside the owner’s residence:
- (a) more than 12 hours per day; or
 - (b) kept outside during the hours of 10pm and 7am; and
 - (c) whether or not the owner has provided any form of shelter for the animal other than the owner’s residence;

- 2.33. "Owner" means one or more persons:
- (a) who has care, charge, custody, possession or control of an animal;
 - (b) who owns or who claims any proprietary interest in an animal;
 - (c) who harbors, suffers or permits an animal to be present on any property owned, occupied or leased by him, or which is otherwise under his control;
 - (d) who claims and receives an animal from the custody of the Municipality; or
 - (e) to whom a subsisting license is issued for the animal;
- 2.34. "Owner's Property" means any real property owned, leased or legally occupied by the owner;
- 2.35. "Person" means an individual or any business or other entity including a firm, partnership, association, corporation, company or society;
- 2.36. "Playground" means land controlled or owned by the Municipality or a Board of Education upon which there is a play structure or spray park;
- 2.37. "Prohibited Animals" means all animals that can be scientifically classified in whole or in part into any species classification listed in Schedule C attached hereto and forming part of this bylaw;
- 2.38. "Prohibited Area" means an area where animals are not permitted and includes, school grounds, adopt-a-parks, athletic fields, golf courses, playgrounds and cemeteries;
- 2.39. "Provincial Offences Procedure Act" means the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended or replaced;
- 2.40. "Public Place" means any place within the Municipality, whether privately or publicly owned, to which the public reasonably has or is permitted to have access, whether upon payment or otherwise;
- 2.41. "Public Property" means any place or property owned by or under the care, control and management of the Municipality or a Board of Education, including, but not limited to school grounds, roads, parks or recreational areas, and any open space to which the public reasonably has or is permitted to have access;
- 2.42. "Road" means land:

- (a) shown as a road on a plan of survey that has been filed or registered in a land titles office; or
 - (b) used as a public road; and
 - (c) includes bridges forming part of a public road and any structure incidental to a public road;
- 2.43. "Rural Service Area" means that portion of the Municipality that does not form a part of the Urban Service Area as defined in the Province of Alberta Order in Council numbered O.C. 817/94, as amended or replaced;
- 2.44. "School Ground" means that area of land adjacent to a school, and that is property owned or occupied by the Municipality or a Board of Education within the Municipality;
- 2.45. "Service Dog" means a dog trained as a guide for a disabled person and having the qualifications prescribed by the *Service Dogs Qualifications Regulation*, AR 59/2017, as amended or replaced;
- 2.46. "Society" means any incorporated group of five or more people who share a common recreational, cultural, scientific or charitable interest and is regulated under the *Societies Act*, RSA 2000, c S-14, as amended or replaced, and also includes a registered charity;
- 2.47. "Specified Penalty" means the penalty specified in Schedule B;
- 2.48. "Urban Service Area" means that portion of the Municipality defined as the Urban Service Area in the Province of Alberta Order in Council numbered O.C. 817/94, as amended or replaced;
- 2.49. "Veterinarian" means a veterinarian which is currently registered and licensed to practice in Alberta by the Alberta Veterinary Medical Association;
- 2.50. "Vicious Animal" means an animal that has been declared a vicious animal under this bylaw or any dog that has been the subject of an order pursuant to the *Dangerous Dog Act*, R.W.A. 2000, c. D-3, as amended or replaced;
- 2.51. "Violation Ticket" means a ticket issued pursuant to the current *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended or replaced, and regulations there under;
- 2.52. "Wildlife" means wildlife as defined in the *Wildlife Act* R.S.A 2000 c.W-10, as amended or replaced, and which is held live under a permit issued pursuant to the Wildlife Act or the keeping of which is otherwise subject to permit requirements under the Wildlife Act, as amended or replaced;

- 2.53. "Wound" means an injury to a human resulting from the action of an animal which causes the skin to be broken or flesh to be torn.

LICENSING

Dog Licensing

3. Every person who is the owner of a dog shall apply to the Municipality for a license for that dog within one business day of becoming the owner of the dog or taking up residence in the Municipality and in doing so must provide the Municipality with:
 - 3.1. a description of the dog, including breed, history, health, name, gender, and age;
 - 3.2. whether the dog has been declared a vicious animal, dangerous dog, restricted dog or other declaration indicating the dog may pose a risk to another person or animal by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation;
 - 3.3. the owner's name, address and telephone number;
 - 3.4. confirmation that the dog is neutered or spayed;
 - 3.5. the License Fee;
 - 3.6. a current digital photograph of the dog, when requested by the Municipality; and
 - 3.7. any other information the Municipality may require.
4. No person shall own or keep a dog within the Municipality unless the dog is licensed.

Cat Licensing

5. Every person who is the owner of a cat shall apply to the Municipality for a license for that cat within one business day of becoming the owner of the cat or taking up residence in the Municipality and in doing so must provide the Municipality with:
 - 5.1. a description of the cat, including breed, history, health, name, gender, and age;
 - 5.2. whether the cat has been declared a vicious animal or other declaration indicating the cat may pose a risk to another person or animal by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation;

- 5.3. the owner's name, address and telephone number;
 - 5.4. confirmation that the cat is neutered or spayed;
 - 5.5. the License Fee;
 - 5.6. a current digital photograph of the cat, when requested by the Municipality; and
 - 5.7. any other information the Municipality may require.
6. No person shall own or keep a cat within the Municipality unless the cat is licensed.

Nuisance Animal and Vicious Animal Licensing

- 7. A license is immediately rendered void upon an animal being declared a vicious animal or nuisance animal under this bylaw.
- 8. The owner of an animal declared a nuisance animal or vicious animal shall:
 - 8.1. apply for a new license for the nuisance animal or vicious animal on the first business day after the animal has been declared nuisance or vicious; or
 - 8.2. apply for a license on the first business day after becoming owner of an animal declared nuisance or vicious; and
 - 8.3. maintain a current license for the nuisance animal or vicious animal;
 - 8.4. abide by all conditions specified in the declaration; and
 - 8.5. pay the License Fee.
- 9. No person shall own or keep a nuisance animal or a vicious animal within the Municipality unless the animal is licensed.

Licensing Information

- 10. No person shall provide false or misleading information when applying for a license under this bylaw.
- 11. Where the Municipality approves a license application, the Municipality shall provide the owner with a license tag.
- 12. An owner shall ensure that a cat or dog is wearing a license tag at all times when the animal is off the owner's property.

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13. A license is valid for 12 calendar months commencing on the first day of the month following the month in which the license application is approved, unless the license is otherwise rendered void pursuant to this Bylaw.
14. A license issued pursuant to this bylaw is not transferable from one owner to another owner nor from one animal to another animal.
15. An owner must notify the Municipality within five business days of any change with respect to information provided in an application for a license under this bylaw.
16. The Bylaw Program Supervisor or designate shall consider each applicant for a license and may:
 - 16.1. refuse the application and provide reasons; or
 - 16.2. approve the application, with or without conditions.
17. The Bylaw Program Supervisor or designate may revoke a license if the:
 - 17.1. owner fails to comply with any condition of the license;
 - 17.2. license was issued based on incorrect or false information or a misrepresentation by the owner;
 - 17.3. license was issued in error; or
 - 17.4. owner breaches a provision of this bylaw.
18. If a license application is refused or a license is revoked, the owner must remove the animal from the Municipality or surrender the animal to the Municipality for disposition within 48 hours of being given written notice that the license application is refused, or the license is revoked.
19. Any owner wishing to appeal a decision to refuse a license or revoke a license for his or her animal must do so within 14 days of the decision by submitting a Notice of Appeal to the Clerk of the Community Standards Appeal Committee.
20. Upon receiving a Notice of Appeal under section 18, the Community Standards Appeal Committee shall hear the appeal and may either:
 - 20.1. confirm the Bylaw Program Supervisor's decision to refuse or revoke a license for the animal; or
 - 20.2. direct the Bylaw Program Supervisor to issue a license for the animal, which license shall be issued for a period of one year.
21. Upon being directed by the Community Standards Appeal Committee to issue a license for an animal, the Bylaw Program Supervisor may attach whatever conditions to the license that he or she deems appropriate in the circumstances.

Keeping of Animals

22. No person shall keep more than ~~4 animals~~ 4 licensed animals that are 3 months or older at any one premises, except:
 - 22.1. a society or registered charity that has a mandate requiring the housing of animals;
 - 22.2. a veterinary clinic under the control of a veterinarian;
 - 22.3. premises operated by an institution of education for research, study or teaching purposes;
 - 22.4. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums; and
 - 22.5. retail premises where such animals are legally sold or cared for; or
 - 22.6. unless otherwise permitted under this bylaw.
23. No person shall keep more than two outside animals at any one premises unless otherwise permitted under this bylaw.
24. Despite section 23, any person who at the time this bylaw comes into force is the owner of more than two licensed outside animals:
 - 24.1. may continue keeping the animals outside for as long as that person continuously holds a subsisting license for the animals and remains resident at the premises identified on the licenses for those animals; and
 - 24.2. shall not be entitled to receive a license for another animal intended to be kept as an outside animal at the same premises unless the total number of licensed outside animals kept by that owner is less than two.
25. A Dog Lot Occupant may keep more than two licensed outside animals at a property outside of the Urban Service Area where that property has been approved by the Municipality's development authority under the *Land Use Bylaw, as amended or replaced*, for the purpose of keeping more than two outside animals.
26. No person shall keep more than one vicious animal or one nuisance animal at any one premises.
27. Despite section 22, the Bylaw Program Supervisor may grant a written exemption authorizing the keeping of up to 6 licensed animals at one premises, provided however that the Bylaw Program Supervisor may not waive the section 23 limitation on the number of outside animals permitted at a premises.

Exemptions from License Fees:

- 27. Except where the animal is a vicious animal or nuisance animal, an owner is not required to pay a license fee:
 - 27.1. to license a Service Dog;
 - 27.2. to license a Guide Dog
 - 27.3. where the owner is 60 years of age or older; and
 - 27.4. to license an animal under the age of six (6) months.
- 28. Where the Bylaw Program Supervisor or designate is satisfied that the cost of licensing an animal is an undue hardship for the owner, the Bylaw Program Supervisor or designate may waive payment of the license fee for an animal, except for the payment of the license fee for a vicious animal or nuisance animal which shall not be waived.

RESPONSIBILITIES OF ANIMAL OWNERS**Basic Care Requirements**

- 29. An owner shall ensure an animal is provided with:
 - 29.1. potable water;
 - 29.2. species-specific food;
 - 29.3. sanitary food and water receptacles;
 - 29.4. regular opportunity for exercise sufficient for the wellbeing of the animal;
 - 29.5. a clean and sanitary shelter, enclosure or living area; and
 - 29.6. veterinary care to relieve or prevent pain when the animal exhibits any signs of pain, injury, illness or suffering, including prompt veterinary care for any potential Infectious Physical Condition.
- 30. No person shall do anything to tease, torment, annoy, abuse or injure any animal.
- 31. An owner shall ensure that an outside animal is provided with:
 - 31.1. a shelter that protects from wind, heat, cold, wet and the direct rays of the sun;
 - 31.2. a shelter that is structurally sound;
 - 31.3. a shelter that is sanitary;

- 31.4. a shelter that is sufficiently large to allow the animal to easily and comfortably stand, turn and lie down; and
- 31.5. continuous access to unfrozen potable water and species-specific food.
- 32. Every person who keeps an animal tethered must ensure that:
 - 32.1. the tether is a minimum of 3 meters in length;
 - 32.2. the animal has unrestricted movement within the range of the tether;
 - 32.3. the animal cannot suffer injury resulting from being tethered; and
 - 32.4. the animal has unobstructed and continuous access to species-specific food, unfrozen potable water and shelter within the range of the tether.

Animal Health

- 33. An owner of an animal that:
 - 33.1. attacks, bites or injures another animal;
 - 33.2. attacks, bites or injures a person; or
 - 33.3. attacks, bites or injures livestock;
 must report the incident within 24 hours by completing and submitting an attack report to Bylaw Services.
- 34. A person who receives a wound upon being bitten by an animal shall immediately report the matter to the Regional Health Authority and complete and submit an attack report to the Bylaw Program Supervisor.
- 35. An owner of an animal having an infectious physical condition:
 - 35.1. shall not permit the animal to be in any public place;
 - 35.2. shall not keep the animal in contact with or in proximity to another animal; and
 - 35.3. shall keep the animal in controlled confinement;
 but no contravention of this section occurs by reason only of the fact that a person transports an animal suffering from an infectious physical condition to a place where the animal may obtain veterinary care and the provisions of this section do not apply to a Veterinarian when in the course of administering care to an animal.
- 36. An owner of an animal suspected of exposure to rabies shall immediately:

- 36.1. place the animal in controlled confinement;
 - 36.2. report the matter to the Regional Health Authority;
 - 36.3. report the matter to the Bylaw Program Supervisor, in the manner approved by the Bylaw Program Supervisor;
 - 36.4. follow all directions of the Regional Health Authority and any Bylaw Enforcement Officer regarding place, duration and manner of confinement or isolation of the animal;
 - 36.5. surrender the animal to the Regional Health Authority or a Bylaw Enforcement Officer for quarantine where required by the Regional Health Authority or a Bylaw Enforcement Officer;
 - 36.6. keep the animal confined, isolated or quarantined as directed by the Regional Health Authority or a Bylaw Enforcement Officer, until otherwise directed; and
 - 36.7. shall pay all costs of quarantine where the animal is quarantined by the Regional Health Authority or a Bylaw Enforcement Officer.
37. No person shall keep, harbor or have custody of any cat or dog over three months of age unless such animal has up to date rabies vaccinations.
38. On demand from a Bylaw Enforcement Officer, the owner of a dog or cat shall provide to the Bylaw Enforcement Officer all veterinary records for the dog or cat.

Off-Leash Areas

39. An owner of a dog is not required to keep the dog on a leash in an off-leash area unless:
- 39.1. the dog is under the control of a person less than 18 years of age; or
 - 39.2. the dog has been declared a nuisance animal.
40. An owner of a vicious animal shall ensure a vicious animal does not enter an off-leash area.
41. A person shall comply with all signs that are posted in an off-leash area.
42. A person shall have no more than 3 dogs under his or her care and control when in an off-leash area.
43. An owner of a dog in an off-leash area shall carry a leash and produce the leash if requested by a Bylaw Enforcement Officer.
44. A Bylaw Enforcement Officer may:

- 44.1. order an owner to put a dog on a leash in an off-leash area; or
 - 44.2. order an owner to remove a dog from an off-leash area; and
- the owner shall immediately comply with the Bylaw Enforcement Officer's order.
45. An owner of a dog in an off-leash area must immediately put the dog on a leash and remove it from the off-leash area where the dog engages in any of the activities in section 66.

Animals in Prohibited Areas

- 46. An owner shall ensure an animal does not enter a prohibited area or any area within 5 meters of a prohibited area.
- 47. An owner shall ensure an animal does not enter an area where the animal is prohibited by posted signs.
- 48. An owner shall ensure an animal does not enter any naturally occurring or man-made body of water unless signs are posted permitting the activity.

Unattended Animals

- 49. An owner shall ensure that an animal is not left unattended while tethered or tied in a public place.
- 50. An owner must not leave an animal unattended in a motor vehicle unless the animal is properly restrained in a manner that prevents contact with a person or other animal and the motor vehicle is suitably ventilated and temperature regulated.

Animals in Motor Vehicles

- 51. No person shall allow an animal to be outside the passenger cab of a motor vehicle, regardless of whether the motor vehicle is moving or parked.
- 52. Despite section 51, a person may allow an animal to be outside the passenger cab of a motor vehicle, including in the back of a pick-up truck or flatbed truck if the animal is:
 - 52.1. in a topper enclosing the bed area of a truck;
 - 52.2. contained in a kennel or similar device securely fastened to the bed of the truck; or
 - 52.3. securely tethered in such a manner as to:
 - (a) not require the animal to stand on bare metal;

- (b) prevent the animal from jumping or being thrown from the vehicle;
 - (c) eliminate any danger of strangulation; and
 - (d) ensure the animal cannot reach beyond the outside edges of the vehicle.
53. The registered owner of a vehicle involved in an offence referred to in sections 50-52 is guilty of the offence.

Animals in Heat

54. An owner of a female animal in estrus must keep the animal in controlled confinement until the animal is no longer in estrus.
55. An owner of a female animal in heat may allow the animal to be outdoors in order to urinate, defecate or exercise on the owner's property, provided that:
- 55.1. the animal is on a leash and restrained at all times; and
 - 55.2. the animal is returned to controlled confinement immediately upon completion of the urination, defecation or exercise.

NUISANCES

Animal at Large

56. An owner of an animal shall keep the animal on a leash at all times while off the owner's property unless otherwise permitted under this bylaw.
57. An owner of an animal shall ensure the animal is not at-large.
58. No person shall set a cat trap outdoors:
- 58.1. if the temperature is below 0 degrees celsius or forecast to be below 0 degrees celsius in the next 72 hour period;
 - 58.2. in an area not shaded from the sun;
 - 58.3. unless the trap is checked hourly and closed by 11:00pm each night and rendered in operable until 6:00am the following day; and
 - 58.4. unless the person is residing and present at the property where the cat trap is located.
59. A person who sets a cat trap outdoors must notify the owners or occupants of all adjacent properties that the trap has been set out.

60. A person who traps a cat that he or she does not own must immediately turn the cat over to a Bylaw Enforcement Officer or take the cat to the local humane society.

Removing Defecation

61. Where an animal defecates on property that is not the owner's property, the owner shall remove the feces immediately.
62. An owner of a dog shall always carry a suitable means of removing dog feces while the dog is in the custody of the owner on property other than the owner's property and shall provide evidence of such means at the request of a Bylaw Enforcement Officer.
63. A person who stores or fails to remove feces from his or her property so as to have, in the opinion of a Bylaw Enforcement Officer, created a nuisance or odour or disturbed the peace and enjoyment of an adjacent property owner or occupant is guilty of an offence.

Barking

64. An owner of a dog shall ensure it does not bark, howl or otherwise comport itself in a fashion as to annoy or disturb any person.
65. An owner of a dog that barks, howls or otherwise comports itself in a fashion as to annoy or disturb any person is guilty of an offence.

Threatening Behaviours

66. An owner of an animal is guilty of an offence if such animal:
- 66.1. attacks, threatens, harasses, chases, bites or injures any person;
 - 66.2. attacks, threatens, harasses, chases, bites, kills or injures any animal;
 - 66.3. attacks, threatens, harasses, chases, bites, kills or injures any livestock;
 - 66.4. causes damage to property; or
 - 66.5. chases any vehicle.
67. Upon contravention of section 66, an owner must immediately place the offending animal in controlled confinement.
68. No person shall use or direct an animal to attack, chase, harass or threaten a person or animal.

NUISANCE ANIMALS

Declaration of Nuisance Animal

69. Where an animal is the subject of three or more convictions within the past five years for any offence under this bylaw, the Bylaw Program Supervisor may declare the animal a nuisance animal.
70. An owner of a nuisance animal shall abide by all conditions set out in the declaration of nuisance animal.
71. Once every two years, commencing on the second anniversary of an animal's declaration as a nuisance animal, an owner may request that the Bylaw Program Supervisor review the animal's declaration as a nuisance animal upon which the Bylaw Program Supervisor shall undertake a review and may confirm or cancel the declaration in his or her sole discretion.

Regulation of Nuisance Animal

72. An owner of a nuisance animal shall, within 10 days after the animal has been declared a nuisance animal and prior to a license being issued:
 - 72.1. have a veterinarian tattoo or implant an electronic identification microchip in the animal;
 - 72.2. provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor; and
 - 72.3. have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age.
73. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 72 where the owner provides a written confirmation from a veterinarian identifying the nuisance animal and confirming that the procedures have been scheduled to occur, including date and location of the procedures, and the owner shall abide by the time period contained in the extension or is guilty of an offence under section 72.
74. The owner of a nuisance animal shall:
 - 74.1. notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and
 - 74.2. be deemed an owner of the animal under this bylaw until formal notification of sale, gift or transfer is provided to the Bylaw Program Supervisor.

VICIOUS ANIMALS

Declaration of Vicious Animal

75. The Bylaw Program Supervisor may declare an animal vicious where:
 - 75.1. the animal has attacked another animal without provocation;
 - 75.2. the animal has attacked a person;
 - 75.3. the animal has inflicted a wound on another animal or a person;
 - 75.4. the animal has a known propensity, tenancy or disposition to attack other animals or people; or
 - 75.5. the animal has been declared vicious, dangerous or some other designation indicating the animal may pose a risk to another person or animal, by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation.
76. An owner may appeal the Bylaw Program Supervisor's decision to declare the animal vicious by submitting a Notice of Appeal to the Clerk within 14 days of the Bylaw Program Supervisor having provided written notice that the animal has been declared vicious under section 75.
77. Upon receiving a Notice of Appeal under section 76, the Community Standards Appeal Committee shall hear the appeal and may either
 - 77.1. confirm the Bylaw Program Supervisor's declaration of the animal as a vicious animal; or
 - 77.2. overturn the Bylaw Program Supervisor's declaration of the animal as a vicious animal.
78. A declaration of vicious animal under this bylaw continues to apply to the animal if the animal is sold, gifted or otherwise transferred to a new owner and must be licensed by the new owner as a vicious animal.

Regulation of Vicious Animal

79. An owner of a vicious animal shall, within 10 days after the animal has been declared a vicious animal and prior to a license being issued:
 - 79.1. have a veterinarian tattoo or implant an electronic identification microchip in the animal;
 - 79.2. provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor, and

- 79.3. have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age.
80. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 79 where the owner provides a written confirmation from a veterinarian identifying the vicious animal and confirming that the procedures have been scheduled to occur, including date and location of the procedures, and the owner shall abide by the time period contained in the extension or is guilty of an offence under section 79.
81. The owner of a vicious animal shall:
- 81.1. notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and
 - 81.2. be deemed an owner of the animal under this bylaw until formal notification of sale, gift or transfer is provided to the Bylaw Program Supervisor.
82. The owner of a vicious animal shall ensure that the animal:
- 82.1. does not chase, injure, bite, attack or otherwise threaten another animal or person;
 - 82.2. cause damage to property; and
 - 82.3. is not at-large.
83. The owner of a vicious animal shall immediately notify a Bylaw Enforcement Officer if the animal is at-large.
84. The owner of a vicious animal shall ensure that at all times, when the animal is on the property of the owner, the animal is under the control of a person at least 16 years of age, and:
- 84.1. confined indoors; or
 - 84.2. if outdoors, is secured in a locked pen or other structure constructed to the specifications contained in section 87 in order to prevent the escape of the vicious animal and to prevent the entry of any person not in control of the animal.
85. The owner of a vicious animal shall ensure that at all times, when the animal is off the property of the owner, the animal is under the control of a person 16 years of age, and:
- 85.1. secured with a muzzle; and
 - 85.2. on a leash.

86. An owner of a vicious animal shall keep in force a policy of liability insurance in a form satisfactory to the Bylaw Program Supervisor, including, but not limited to:
- 86.1. providing third party coverage in a minimum amount of \$500,000.00 for injuries caused by the owner's animal; and
 - 86.2. containing a provision requiring the insurer to immediately notify the Bylaw Program Supervisor in writing should the policy expire, be cancelled or terminated;
- and upon cancellation, expiry or termination of the policy, the license for the vicious animal shall be automatically revoked.
87. The owner of a vicious animal shall ensure that a locked pen or other structure used to secure the vicious animal when outdoor conforms to the following standards:
- 87.1. have secure sides and a secure top, and where there is no bottom secured to the sides, the sides shall be embedded in the ground to a minimum depth of 30 centimeters;
 - 87.2. provide the vicious animal with shelter from the elements;
 - 87.3. have a minimum floor area of 1.5 meters by 3 meters with a minimum height of 1.5 meters; and
 - 87.4. be situated more than 1 meter from any property line and more than 5 meters from any neighbouring dwelling unit.
88. Within 10 days of an animal being declared vicious, the owner shall:
- 88.1. display a sign on the owner's property, in a form approved by the Bylaw Program Supervisor, warning of the presence of the vicious animal; and
 - 88.2. such sign shall be posted:
 - (a) at each entrance to the owner's property;
 - (b) on any outdoor pen or structure where the vicious animal is kept confined; and
 - (c) in a manner such that the signs are unobstructed and visible to any person accessing the owner's property.

EXOTIC ANIMALS, LIVESTOCK AND PROHIBITED ANIMALS

Exotic Animals

89. An owner shall not allow an exotic animal to be in any public place, with the exception of:
- 89.1. an animal rescue that is promoting pet adoption or education events;
 - 89.2. a licensed veterinary clinic under the control of a veterinarian;
 - 89.3. a premises legally operated by an institution of education for research, study or teaching purposes;
 - 89.4. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 89.5. a retail premises where such animals are legally sold; and
 - 89.6. an event to display live animals for educational purposes held at an exhibition venue that possesses a permit issued under the Land Use Bylaw by the Development Authority, authorizing such an event.

Prohibited Animals

90. No person shall harbor, keep or possess a prohibited animal in the Municipality, except:
- 90.1. a licensed veterinary clinic under the control of a veterinarian;
 - 90.2. a premise legally operated by an institution of education for research, study or teaching purposes;
 - 90.3. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 90.4. an event to display live animals held at an exhibition venue that possesses a permit issued under the Land Use Bylaw by the Development Authority authorizing such an event;
 - 90.5. where the keeping of such an animal is a permitted or a discretionary use under the Municipality's Land Use Bylaw and a permit has been issued by the Development Authority authorizing such a use at the location the animal is being kept, harboured or possessed;
 - 90.6. where an animal is being legally transported in an enclosed motor vehicle;
 - 90.7. where the Bylaw Program Supervisor has issued a written exemption to a person pursuant to section 92; or

90.8. in the case of a horse, which may be ridden or led on the right side of the non-drivable portion of the following roads:

- (a) roads located in the rural service area that are under the direction, control and management of the Municipality;
- (b) Sapræ Creek Trail; and
- (c) Tower road;

provided that a horse may be ridden or led on the carriage or shoulder of such roads, where it is safe to do so, but only for the purpose of crossing a road.

91. Any person wishing to:

91.1. operate a horse or cattle drawn vehicle in the Municipality; or

91.2. lead, ride or drive a horse or cattle within the Municipality;

may request a written temporary exemption from section 90 from the Bylaw Program Supervisor.

92. Upon receiving a request for temporary exemption under section 91, the Bylaw Program Supervisor may:

92.1. issue a written temporary exemption, with or without conditions; or

92.2. refuse to issue a written temporary exemption.

93. Where the Bylaw Program Supervisor issues a written temporary exemption under section 92, the person to whom the temporary exemption is issued shall comply with any and all conditions specified in the temporary exemption.

ANIMAL CONTROL OPERATIONS

Authority of Bylaw Enforcement Officer

94. A Bylaw Enforcement Officer may capture and impound any animal:

94.1. found at large;

94.2. which attacked, or is alleged to have attacked a person or other animal, pending the outcome of an investigation to declare the animal a vicious animal; or

94.3. which is required to be impounded pursuant to the provisions of any legislation of the Province of Alberta.

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95. A Bylaw Enforcement Officer is authorized to enter any lands or premises (excluding a dwelling house) within the Municipality in accordance with section 542 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, or repealed and replaced from time to time, to inspect for conditions which may contravene any provision of this bylaw.
96. An impounded animal may be kept for an impoundment period of 72 hours and Saturdays, Sundays and statutory holidays shall not be included in the computation of the 72 hour period.
97. During the 72 hour impoundment period, an animal may be reclaimed by its owner, except as otherwise provided for in this bylaw, upon making the following payments to the Municipality:
 - 97.1. the impoundment and administration fees as set out in ~~Schedule A of this bylaw~~ *the Fees, Rates and Charges Bylaw No. 19/024*;
 - 97.2. the license fee, if the animal is unlicensed; and
 - 97.3. the cost of any veterinary treatment where an animal is found or becomes injured or ill, including any costs incurred for veterinary treatment required as a result of injuries that occur during the process of capture.
98. At the expiration of the 72 hour impoundment period, the animal will become the property of the Municipality and the Municipality is authorized to:
 - 98.1. destroy the animal;
 - 98.2. sell or gift the animal; or
 - 98.3. surrender the animal to an appropriate adoption agency.
99. A Bylaw Enforcement Officer shall not be obliged to release the animal to the owner and an animal shall become the property of the Municipality if at the expiration of the 72 hour impoundment period:
 - 99.1. no license has been issued for the animal, or the conditions of the license have not been met;
 - 99.2. the owner has not paid the amounts specified in ~~section 96~~ *section 97* to the Municipality;
 - 99.3. in the opinion of a Bylaw Enforcement Officer, the animal ought to remain in the care of a veterinarian and the Bylaw Enforcement Officer has reasonable and probable grounds to believe that immediate release of the animal to the owner would otherwise jeopardize the health or well-being of the animal; or

- 99.4. the Bylaw Enforcement Officer has reasonable and probable grounds to believe that the animal is a continued danger to persons, animals, or property.
100. Despite section 99, a Bylaw Enforcement Officer may, in her or her sole discretion, extend the 72 hour impoundment period and in such case the owner shall be responsible for payment to the Municipality of all fees and costs of the extended impoundment.

Temporary Impoundment in Emergencies

101. The Bylaw Program Supervisor may:
- 101.1. receive an animal for temporary impound in the case of fire, flood or other emergency;
 - 101.2. charge the owner fees for the costs of temporary impound as set out in ~~Schedule A of this bylaw~~ *the Fees, Rates and Charges Bylaw No. 19/024*; and
 - 101.3. at the end of a 10 day period, if the owner has made no other care arrangements for the animal, treat the animal as an impounded animal under sections 96-100 of this bylaw.

Found Animals

102. A person who finds an animal at-large shall notify the Municipality within 24 hours, provide information as may be requested, and surrender the animal to a Bylaw Enforcement Officer upon request.

Surrendered Animals

103. An animal shall become the property of the Municipality upon being surrendered by the owner to a Bylaw Enforcement Officer.
104. When surrendering an animal, the owner shall provide the Municipality with veterinary records for the animal.

Obstruction and Interference

105. No person shall:
- 105.1. interfere with or attempt to obstruct a Bylaw Enforcement Officer who is engaged in the capture or impoundment of an animal;
 - 105.2. interfere with, hinder or impede a Bylaw Enforcement Officer in the performance of any duty authorized by this bylaw;

105.3. open a motor vehicle that holds an animal that has been secured for impoundment; or

105.4. remove, or attempt to remove any animal from the possession of a Bylaw Enforcement Officer.

CONTRAVENTION OF BYLAW AND PENALTIES

General Penalty Provisions

106. If an animal is involved in an activity in contravention of this bylaw, the owner of that animal is guilty of an offence.
107. An owner who contravenes any of the provisions of this bylaw by:
- 107.1. doing any act or thing which the person is prohibited from doing, or
 - 107.2. failing to do any act or thing the person is required to do;
- is guilty of an offence.
108. A person who is convicted of an offence pursuant to this bylaw is liable on summary conviction to:
- 108.1. a penalty specified in Schedule B of this bylaw; and
 - 108.2. where there no penalty specified in Schedule B of this bylaw, to a penalty of \$200.
109. Despite section 108, where a person has been convicted of contravening the same provision of this bylaw:
- 109.1. 2 times within a 12 calendar month period, the specified penalty payable in respect of the second conviction is double the amount specified in Schedule B or where there is no penalty specified in Schedule B, to a penalty of \$400; and
 - 109.2. 3 or more times within a 12 calendar month period, the specified penalty payable in respect of the third or subsequent conviction is triple the amount specified in Schedule B or where there is no penalty specified in Schedule B, to a penalty of \$600.
110. Despite sections 108 and 109, where a violation ticket is issued under Part 2 of the Provincial Offences Procedure Act and the Bylaw Enforcement Officer has elected not to specify a penalty on the violation ticket, a person who is convicted of an offence under this bylaw is liable on summary conviction to:

110.1. a penalty not exceeding \$10,000; and

110.2. the Court is not bound by the specified penalty amount in Schedule B, provided that the fine amount ordered by the court shall not be less than the specified penalty in Schedule B.

Municipal Tag

111. A municipal tag may be issued to any person where a Bylaw Enforcement Officer believes the person has contravened any provision of this bylaw.

112. If a municipal tag is issued in respect of an offence, the municipal tag must specify

112.1. the name of the person;

112.2. the offence;

112.3. the fine amount as established by this bylaw;

112.4. that the fine amount shall be paid within 14 days from the issuance of the municipal tag; and

112.5. any other information as may be required.

Violation Tickets

113. If a municipal tag has been issued and if the specified penalty has not been paid within the prescribed time, a violation ticket may be issued.

114. Despite sections 111 and 113, where a Bylaw Enforcement Officer believes that a person has contravened any provision of this bylaw, he or she may commence proceedings by issuing a summons by means of a violation ticket.

Payment in Lieu of Prosecution

115. If a municipal tag is issued in respect of a non-compliance, and if the municipal tag specifies the fine amount established by this bylaw for the non-compliance, the person to whom the municipal tag is issued may make a voluntary payment equal to the specified fine, in lieu of prosecution.

116. Where the voluntary payment referred to in section 115 is received within 7 days of the day of issuance of the municipal tag, the prescribed penalty shall be reduced by 25% and such reduced payment shall be accepted in lieu of prosecution.

Continuous Offences

117. In the case of an offence that is of a continuing nature, each 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 offence is liable to a fine in an amount not less than the amount shown in Schedule B for each day.

Mandatory Court or Information

118. Where there has been a breach of this bylaw, any Bylaw Enforcement Officer is hereby authorized and empowered to issue a violation ticket or long form information pursuant to Part 2 of the Provincial Offences Procedure Act.

Liability for Fees

119. The levying and payment of any fine or term of imprisonment imposed by the Court shall not relieve a person from paying any fees, charges or costs from which the person is liable under the provisions of this bylaw *and the Fees, Rates and Charges Bylaw No. 19/024.*

- 119A *The fees and charges payable under this Bylaw shall be as prescribed for Animal Control in the Fees, Rates and Charges Bylaw No. 19/024.*

Severability

120. Should any section, subsection, clause or provision of this bylaw be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this bylaw as a whole, or any part thereof, other than the part so declared to be invalid.

Transitional

121. An existing license issued under Animal Control Bylaw No. 02/031, remains valid until the term of such license expires.
122. Animal Control Bylaw No. 02/031 and any amendments thereto are hereby repealed.
123. If on the effective date of this bylaw, any municipal tags or violation tickets have been issued with respect to alleged offences under either the Animal Control Bylaw No. 02/031 or this bylaw, all relevant sections of such bylaw or bylaws, including penalty provisions, shall be deemed to remain in force until the conclusion of such proceedings.

Bylaw No. 19/025

124. This Bylaw comes into force when it is passed.

READ a first time this 22nd day of October, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

Mayor

Chief Legislative Officer

SCHEDULE A FEES

LICENSE

Dog License	\$50.00
Dog License (Spayed/Neutered)	\$15.00
Cat License	\$30.00
Cat License (Spayed/Neutered)	\$15.00
Nuisance Animal License	\$150.00
Vicious Animal License	\$250.00
Dangerous Dog License	\$100.00
Replacement License Tag	\$10.00

OTHER FEES

Impound per day (incurred at time of impound)	\$25.00
Quarantine per day	\$50.00
Ownership Surrender	\$250.00
Veterinary Treatment Provided	As invoiced
Professional Services for Apprehension or Transport	As Invoiced
Humane Animal Trap Deposit	\$100.00

SCHEDULE B FINES

SECTION	OFFENCE	SPECIFIED PENALTY
4	Unlicensed dog	\$150.00
6	Unlicensed cat	\$150.00
9	Unlicensed nuisance or vicious animal	\$500.00
12	Cat/Dog not wearing issued license tag	\$250.00
10	Providing false or misleading information on a license application	\$250.00
35.3, 36.1, 54, 67	Failure to place animal in controlled confinement	\$500.00
33	Owner failure to report	\$250.00
57	Animal at-large	\$150.00
62	Failure to produce means to facilitate removal of feces	\$50.00
61	Failure to remove feces	\$250.00
65	Animal barking or howling causing disturbance	\$150.00
66.4	Animal cause damage to property	\$250.00
68	Person using an animal to attack, chase or threaten a person or animal	\$500.00
66.1	Animal attack on a person	\$1,000.00
66.2	Animal attack on an animal	\$500.00
74.1	Failure to notify that nuisance animal is sold, gifted, transferred or deceased	\$500.00
8	Failure to take steps required upon declaration	\$500.00
8.4	Failure to abide by conditions of a nuisance animal declaration or vicious animal declaration	\$500.00

Bylaw No. 19/025

81.1	Failure to notify that vicious animal is sold, gifted or transferred	\$500.00
82.1	Vicious animal attack	\$2,000.00
82.2	Vicious animal causes damage to property	\$1000.00
82.3	Vicious animal at-large	\$1000.00
83	Failure to notify of vicious animal at large	\$500.00
84	Failure to keep vicious animal properly confined on owner's property	\$1000.00
85	Failure to properly secure vicious animal off owner's property	\$1000.00
88	Fail to properly post vicious animal signage	\$1000.00
105	Obstruct Bylaw Enforcement Officer	\$500.00

SCHEDULE C PROHIBITED ANIMAL

Mammals

Artiodactyla (including but not limited to cattle, goats, sheep and pigs)

Camelidae (including but not limited to llama and alpaca)

Candiae (including but not limited to coyotes, wolves, foxes) except domestic dogs

Chiroptera (including but not limited to fruit bats, myotis, flying foxes)

Edentates (including but not limited to anteaters, sloths, armadillos)

Felidae (including but not limited to tigers, leopards, cougars) except domestic cats

Hyaenidae (including but not limited to hyaenas)

Lagomorpha (including but not limited to hares, pikas) except domestic rabbits

Marsupials (including but not limited to kangaroos, opossums, wallabies)

Mustelidae (including but not limited to mink, skunks, weasels, otters, badgers) except domestic ferrets

Non-Human primates (including but not limited to chimpanzees, gorillas, monkeys, lemurs)

Perissodactyla (including but not limited to donkeys, jackasses, mules)

Proboscidae (including but not limited to elephants)

Procyonidae (including but not limited to coatimundi, cacomistles)

Rodentia (including but not limited to porcupines and prairie dogs) except rodents which do not exceed 1,500 grams and are derived from self-sustaining captive populations

Ursidae (including but not limited to bears)

Viverridae (including but not limited to mongooses, civets, genets)

Birds

Anseriformes (including but not limited to ducks, geese, swans)

Galliformes (including but not limited to pheasants, partridges, grouse, guineafowls, turkeys, chickens)

Bylaw No. 19/025

Struthioniformes (including but not limited to ostriches, rheas, cassowaries, emus, kiwis)

Snakes/Amphibians

Venomous and poisonous snakes, spiders, reptiles, amphibians and insects or snakes belonging to the Pythonidae or Boidae families.

Other

Any animal which may be declared prohibited by Council of the Regional Municipality of Wood Buffalo.

Any animal that is considered controlled as defined and updated from time to time in the *Alberta Wildlife Regulation*, Schedule 5, Part 1-4: Controlled Animals.

BYLAW NO. 19/026**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND THE COMMUNITY STANDARDS APPEAL COMMITTEE BYLAW NO. 19/001**

WHEREAS, in accordance with section 191(1) of the *Municipal Government Act*, Chapter M- 26 Revised Statutes of Alberta 2000 and amendments thereto (“**Act**”), the Council for a Municipality may amend its bylaws;

NOW THEREFORE the Council of the Regional Municipality of Wood Buffalo enacts the following:

1. This Bylaw may be cited as the “Community Standards Appeal Committee Amendment Bylaw.”
2. The Community Standards Appeal Committee Bylaw is amended by:
 - (a) deleting the definition for Appeal at subsection 2.(b) and replacing with:

“Appeal” means an appeal of an MGA Order, appeal of a Declaration of Vicious Animal or appeal of an Animal Licensing Decision;
 - (b) deleting the definition for Declaration of Vicious Animal at subsection 2.(i) and replacing with:

“Declaration of Vicious Animal” means a decision by the Bylaw Program Supervisor under the Responsible Pet Ownership Bylaw No. 19/025, as amended or replaced;”
 - (c) deleting the definition for Notice of Appeal at subsection 2.(q) and replacing with:

“Notice of Appeal” means a written request, in a form acceptable to the Clerk, seeking a review of an Order granted pursuant to Section 545 or 546 of the Act, a review of a Declaration of Vicious Animal or a review of an Animal Licensing Decision;
 - (d) adding the following in subsection 2.(l) after the word “Order” and before the word “pending”:

, Animal Licensing Decision or Declaration of Vicious Animal
 - (e) adding the following definition for Animal Licensing Decision as subsection 2.(b) and re-lettering the remainder of section 2 sequentially:

“Animal Licensing Decision” means a decision by the Bylaw Program Supervisor not to refuse or revoke a License under the Responsible Pet Ownership Bylaw No. 19/025, as amended or replaced;”

(f) deleting section 24 and replacing with:

24. All Applications, including a Notice of Appeal, must be in the form prescribed by the Clerk and must contain:

- (a) the Applicant’s full name, address for service, and phone number;
- (b) a copy of the order or decision that is the subject of the Application;
- (c) the reasons for the Application;
- (d) a fee of \$100.00 for each Application; and
- (e) where the Application is to appeal an MGA Order:
 - i. the municipal address of the property to which the Application relates; and
- (f) where the Application is to appeal an Animal Licensing Decision or Declaration of Vicious Animal:
 - i. the identity of the animal that is the subject of the decision; and
 - ii. the municipal address of the property where the animal resides.

(g) deleting section 29 and replacing with:

29. If the Clerk determines that a Notice of Appeal is sufficient,

- (a) in the case of an MGA Order, an Interim Stay of the MGA Order under appeal will automatically be granted until a final decision on the Appeal is issued by the Committee; and
- (b) in the case of an Animal Licensing Decision or Declaration of Vicious Animal:
 - i. the Applicant may make a written request to the Committee for an Interim Stay;
 - ii. the Respondent shall be given an opportunity to provide the Committee with a written response to the request for an Interim Stay; and
 - iii. the Committee may grant an Interim Stay, upon whatever conditions it deems appropriate, where the Committee is satisfied the operation of the Interim Stay would not create or contribute to a situation of imminent danger to public safety.

(h) adding the following as a new section 24 and renumbering the remaining sections sequentially:

24. Only a person who is an owner of the subject animal under the Responsible Pet Ownership Bylaw No. 19/025 may appeal an Animal Licensing Decision or Declaration of Vicious Animal.

3. The Committees Bylaw No. 17/024 is amended by making the following changes to Appendix F under the heading "Mandate:":

(a) deleting the "." after the word "proceedings" and adding "; and"; and

(b) adding the following after paragraph 1:

2. hear and adjudicate appeals brought under the Responsible Pet Ownership Bylaw No. 19/025.

4. This Bylaw comes into force when it is passed.

READ a first time this 22nd day of October, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

Mayor

Chief Legislative Officer

Responsible Pet Ownership Bylaw

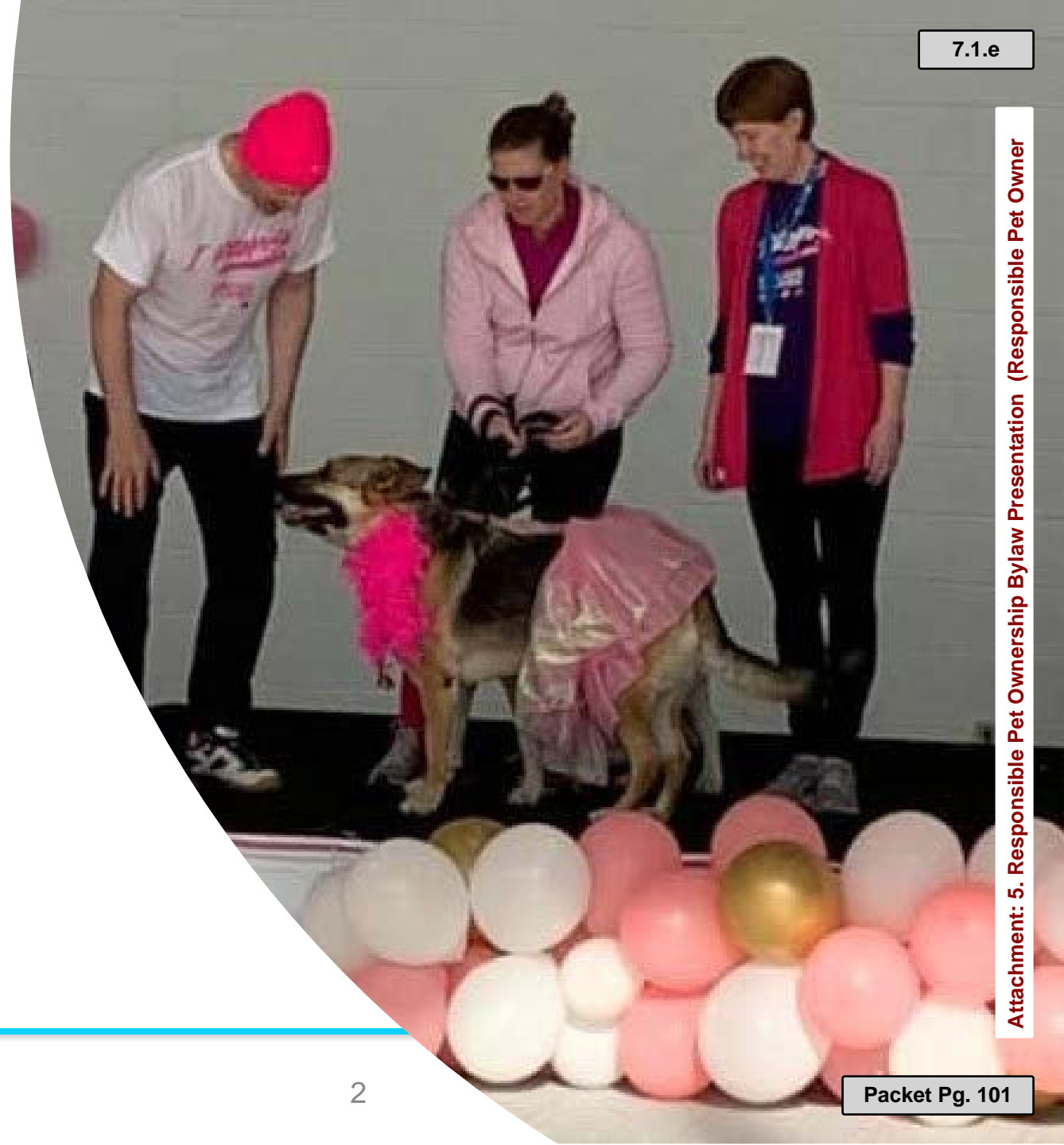
Presenter: Deanne Bergey
Department: Community Services
Meeting Date: October 22, 2019

Responsible Pet Ownership

Your Pet.

Your Responsibility.

Responsible pet owners not only look after their pet's wellbeing they also ensure their pet is a positive addition to the community.



How Do We Encourage Responsibility



Responsible pet ownership is encouraged through:

- Licensing
- Public Education
- Enforcement

Licensing

Not only does licensing help reconnect pets to their owners it also goes towards:

- Educating the public;
- Caring for lost animals;
- Emergency veterinary medical care for injured animals; and
- Emergency shelter after house fires, car accidents, and police incidents that require the removal and care of pets.



Public Education

Education is the most powerful tool to change behavior.

- An education campaign will be completed to:
 - Provide knowledge to citizens about the bylaw and why we have these rules.
 - Give people the correct information to support making good choices.
 - Supports procedural fairness.



7.1.e

Attachment: 5. Responsible Pet Ownership Bylaw Presentation (Responsible Pet Owner

Enforcement

Enforcement is the final step in compliance and needs to be:

- Effective – setting out the consequences of getting caught;
- Provide a deterrent – the cost of non-compliance; and
- Structured to provide procedural fairness.



Main Principles of Responsible Pet Ownership

1. Licensing dogs and cats which provides owner and animal identification for easy reunification.
2. Be a good neighbor and don't allow your pet to disturb or become a nuisance to the public.
3. Provide the basic care to pets including food, water and shelter.
4. Spay or neuter pets.



Questions?





Subject: 2019 Q3 Financial Performance Report

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

THAT the Third Quarter 2019 Financial Performance Update be accepted as information.

Summary:

The third quarter financial results are showing an annual projected surplus of \$12.2 million which is the result of an increase in operating revenue of \$2.9 million and a decrease in operating expenses of \$9.3 million.

Background:

The Quarterly Financial Report provides a more comprehensive quarterly financial update that includes municipal operating revenues and expenses with comparatives to budget and projections, capital project spending, information regarding investment and debt, as well as information regarding grants that the Municipality has applied for and or received during the quarter.

Operating revenues to September 30, 2019 are \$579.0 million. On an annual basis the revenue projection is \$757.6 million which reflects an increase of \$2.9 million to the annual revenue. Revenue from the RCMP Guardroom Operations (\$1.2 million) were not budgeted in 2019; in addition, cost recoveries from insurance and reimbursements received from Wabasca Fire response.

Operating expenses to September 30, 2019 are \$307.3 million. On an annual basis the expense projection is \$408 million which reflects a decrease of \$9.3 million to the annual expenses. The main drivers for this decrease were lower Salary Wages and Benefits mainly as a result of vacancies, and the reversal of the Trade Receivable allowance as the outstanding accounts in question have been paid.

The approved 2019 Capital Budget is \$257.3 million; in the third quarter the capital budget has been amended to \$268.0 million an increase of \$10.7 million. As of September 2019, \$120 million has been spent on the continued delivery of capital

projects. The Rural Water and Sewer Servicing constructions, Transit Facility and Fort Chipewyan Lift Stations Upgrades make up 34% of the total Capital Spend.

The cash position at the end of September is \$1.2 billion. This amount is comprised of \$428.6 million in the bank and \$814.3 million in investments. Of this amount, \$812.9 million is committed to budgeted services/programs, capital projects and funds for financial stability. The uncommitted balance equals \$234.1 million.

The Municipality has a total debt commitment of \$96.4 million. Of this amount, there is no drawn debt owing and the \$96.4 million is committed undrawn debt. In the second quarter, Council approved a debt repayment plan that used the uncommitted bank balance to pay the committed drawn debt in the second quarter of 2019. The \$96.4 million of committed undrawn debt will be replaced with other funds by 2021.

The Municipality received approval for \$35.1 million in capital grants and \$5.3 million in operating grants in 2019. Included in this amount is \$12 million funding for the Federal Gas Tax fund and \$15.4 million for the Municipal Sustainability Initiative (MSI). Continuous research into grant opportunities is ongoing.

The Municipality has spent \$251.5 million in recoverable wildfire costs since May 2016. To date the Province has advanced \$199.3 million for reimbursable expenses; Red Cross has advanced \$9.0 million and our insurance provider has paid \$29.6 million.

Strategic Priorities:

Responsible Government

Attachments:

2019 Q3 Financial Performance Report

An aerial photograph of Wood Buffalo, Alberta, Canada. The image shows a large river (the Peace River) flowing through the city. A multi-lane highway (Highway 1) runs along the left side of the river. The city is densely packed with various buildings, including residential houses, commercial structures, and a large hotel or conference center. The surrounding area is covered in dense forest with trees showing autumn foliage in shades of yellow and orange. The sky is clear and blue.

Regional Municipality of Wood Buffalo Quarterly Financial Report

For the quarter ended September 30, 2019



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MUNICIPAL OPERATING REVENUES AND EXPENSES

Municipal Operating Revenues and Expenses

For the Period Ending September 30, 2019

	September Actual YTD	September Budget YTD	Budget YTD Variance Increase (Decrease)	Annual Budget	Annual Projections	Annual Budget Variance Increase (Decrease)
Revenues:						
Net taxes available for municipal purposes	\$ 492,264,538	\$ 483,915,331	\$ 8,349,207	\$ 645,187,200	\$ 646,597,200	\$ 1,410,000
Government transfers	12,905,788	11,789,247	1,116,541	16,466,234	16,384,734	(81,500)
Sales and user charges	34,836,602	35,696,230	(859,628)	47,686,150	46,049,764	(1,636,386)
Sales to other governments	2,122,933	1,831,257	291,676	2,441,500	2,457,500	16,000
Penalties and costs on taxes	3,707,514	3,086,200	621,314	4,182,000	4,135,000	(47,000)
Licenses and permits	1,522,597	1,667,300	(144,703)	2,193,108	1,912,208	(280,900)
Fines	2,114,204	2,285,345	(171,141)	3,048,145	3,048,145	-
Franchise and concession contracts	6,175,511	6,225,000	(49,489)	8,300,000	8,400,000	100,000
Return on investments	21,610,303	17,543,000	4,067,303	23,432,000	26,437,000	3,005,000
Rentals	1,283,801	1,191,849	91,952	1,552,400	1,632,400	80,000
Other	422,973	159,300	263,673	160,996	494,500	333,504
	578,966,764	565,390,059	13,576,705	754,649,733	757,548,451	2,898,718
Expenses:						
Salaries, wages and benefits	163,293,527	168,079,952	(4,786,425)	224,776,794	215,802,794	(8,974,000)
Contracted and general services	42,927,561	51,633,524	(8,705,963)	69,791,072	70,829,167	1,038,095
Purchases from other governments	15,769,534	19,099,765	(3,330,231)	25,266,500	22,286,500	(2,980,000)
Materials, goods, supplies and utilities	22,101,063	25,930,396	(3,829,333)	33,874,566	33,601,467	(273,099)
Provision for allowances	5,394,751	618,000	4,776,751	774,000	2,951,000	2,177,000
Transfers to local boards and agencies	355,500	521,000	(165,500)	521,000	521,000	-
Transfers to individuals and organizations	27,927,072	29,344,608	(1,417,536)	33,643,200	33,282,200	(361,000)
Bank charges and short-term interest	178,588	158,579	20,009	211,500	210,200	(1,300)
Interest on long-term debt	11,840,000	11,840,000	-	11,840,000	11,840,000	-
Other	15,138	11,575	3,563	15,000	26,000	11,000
Debenture repayment	17,526,000	17,526,000	-	17,526,000	17,526,000	-
	307,328,734	324,763,399	(17,434,665)	418,239,632	408,876,328	(9,363,304)
Reserves:						
Transfers to reserves/operations	272,211,155	272,081,101	130,054	336,410,101	336,410,101	-
	272,211,155	272,081,101	130,054	336,410,101	336,410,101	-
Operating surplus (deficit)	\$ (573,125)	\$ (31,454,441)	\$ 30,881,316	\$ -	\$ 12,262,022	\$ 12,262,022

Attachment: 2019 Q3 Financial Performance Report (2019 Q3 Financial Performance Report)

Municipal Operating Revenues and Expenses (continued)

As of September 30, 2019, the Municipality is projecting an annual surplus of \$12.2 million. The annual projected surplus consists of an operating revenue increase of \$2.9 million and an operating expense decrease of \$9.3 million.

Operating Revenues

Year to date operating revenues to September 30, 2019 are \$579.0 million. On an annual basis the revenue projection is \$757.6 million which reflects a budget increase of \$2.9 million.

Operating revenue projections changed largely in the following areas:

- Sales and user charges decrease by \$1.6 million largely from budgeted utility user fee changes not commencing as anticipated in the 2019 budget (\$2.6 million) and a decrease in usage of landfill and commercial environmental services (\$1.8 million), partially offset by reimbursements for the RCMP Guard Room operations (\$1.2 million), reimbursements for the Wabasca Fire Response (\$0.2 million), insurance proceeds and recoveries (\$0.9 million), increased transit ridership (\$0.1 million) and increased traffic control revenue (\$0.2 million).
- Returns on investments increased by \$3.0 million from higher than anticipated returns realized.

Operating Expenses

Year to date operating expenses to September 30, 2019 are \$307.3 million. On an annual basis the expense is \$408.9 million which reflects a budget decrease of \$9.3 million.

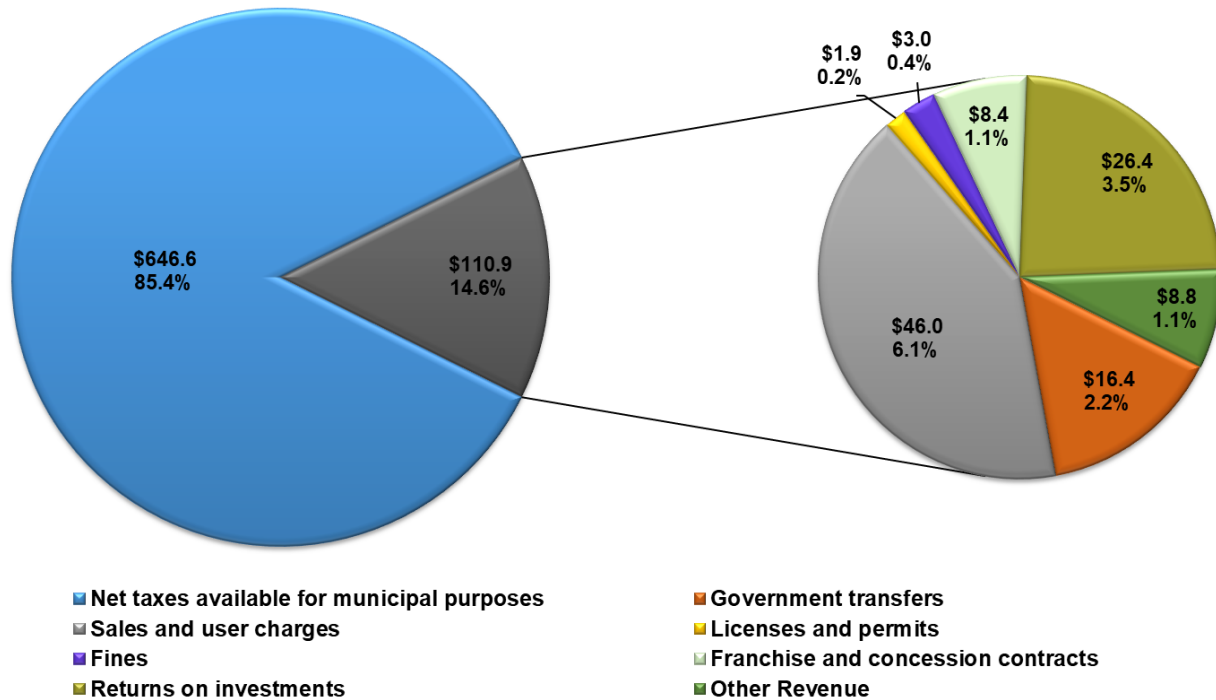
Operating expense projections changed largely in the following areas:

- Salaries, wages and benefits are projected \$9.0 million lower than budget as a result of budgeted vacancies.
- Purchases from other governments are projected \$3.0 million lower than budget as a result of lower numbers of RCMP members.
- Provision for allowances project a \$2.2 million higher than budget from an increase in overdue property tax accounts.

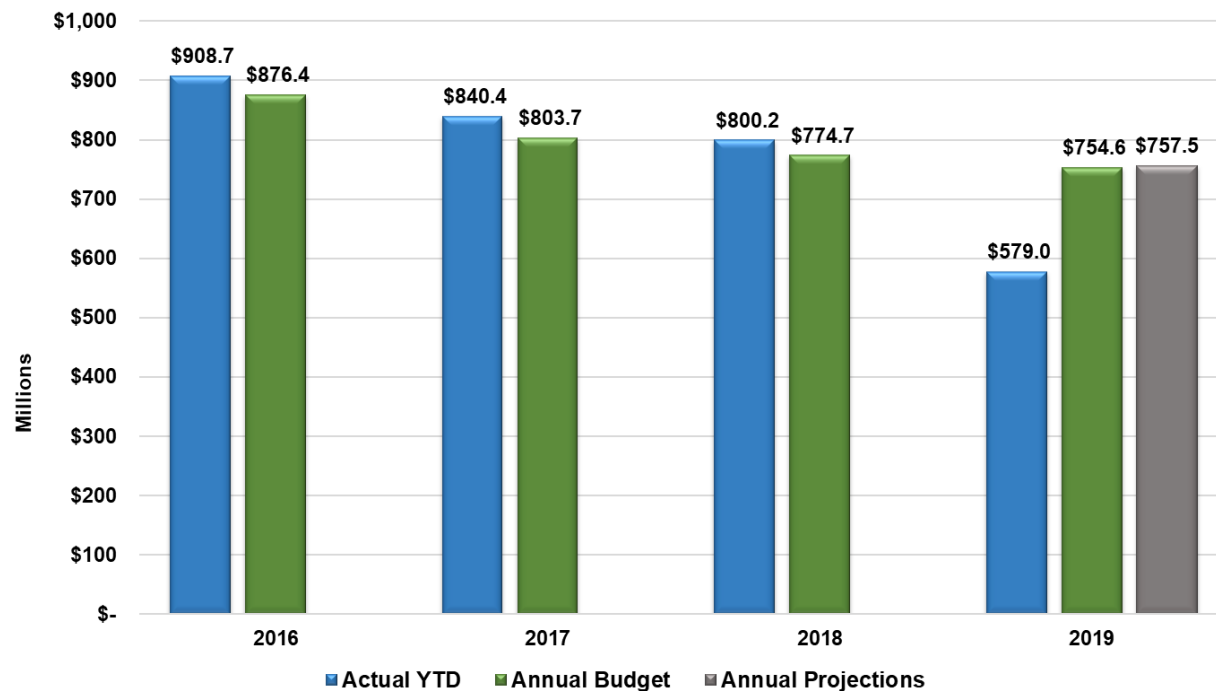
Municipal Operating Revenues and Expenses (continued)

Operating Revenues

2019 Revenue - Annual Projections
(In Millions)



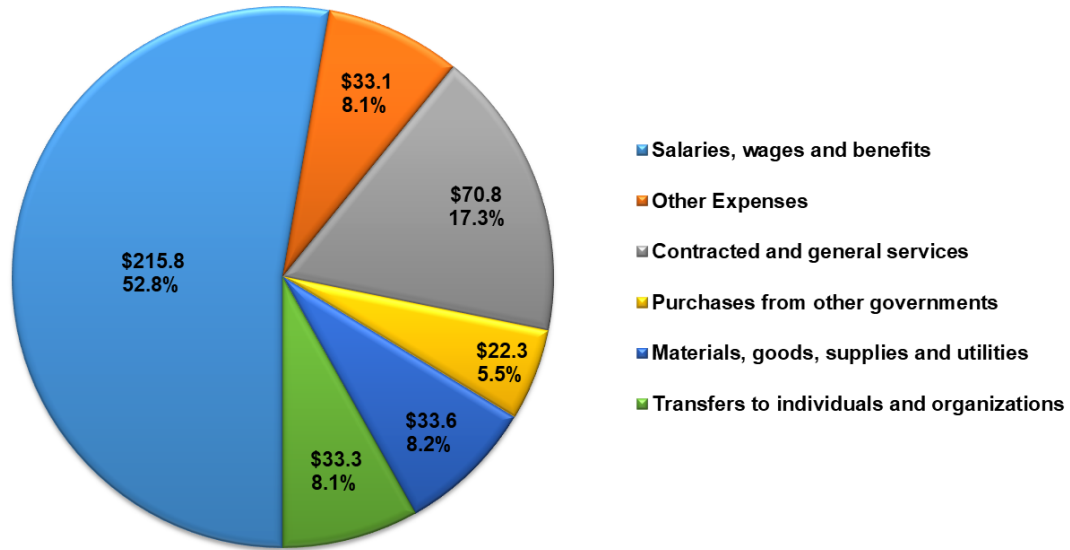
Municipal Revenues



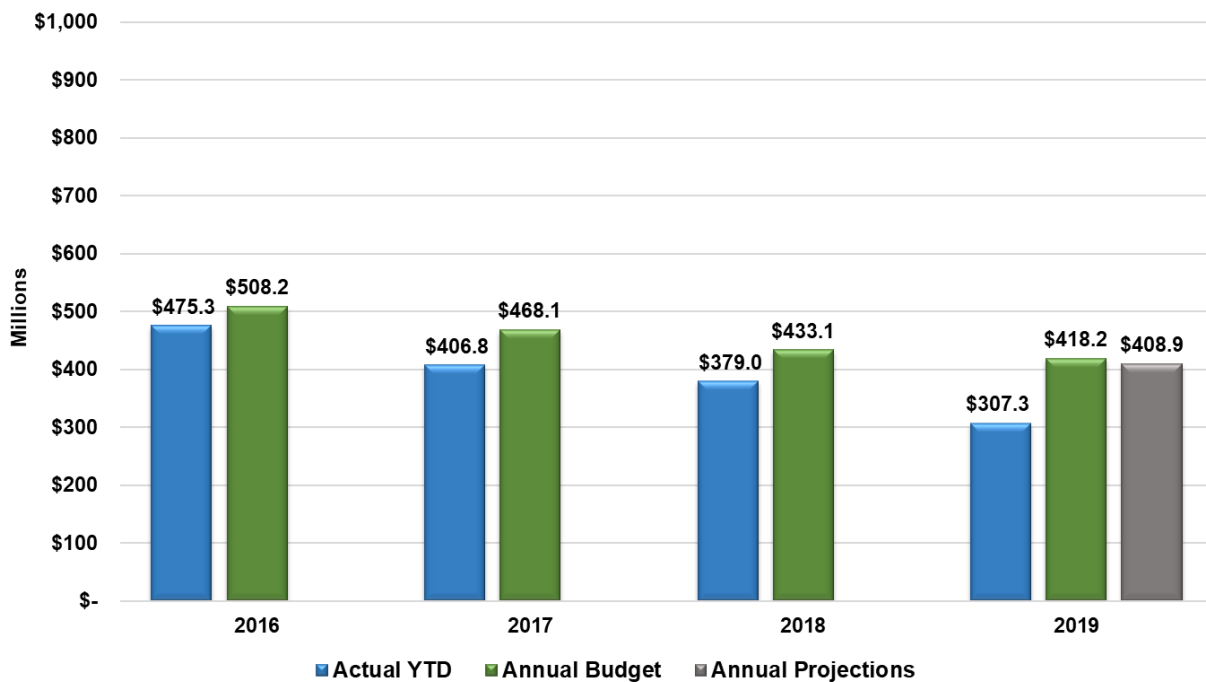
Municipal Operating Revenues and Expenses (continued)

Operating Expenses

**2019 Expenses (excluding reserves)
Annual Projections (in Millions)**



Municipal Expenses (excluding reserves)



Departmental



FINANCIAL POSITION

Attachment: 2019 Q3 Financial Performance Report (2019 Q3 Financial Performance Report)

Capital

Capital Project Spending

For the Period Ending September 30, 2019

Project Name	2019 Actual YTD \$
Top 20	
Rural Water and Sewer Servicing - Construction	\$ 21,485,262
Transit Facility (Green TRIP) - Construction	10,200,414
Fort Chipewyan Lift Station Upgrades - Construction	8,908,730
Thickwood Perimeter Sewer - Construction	8,675,485
Rural Infrastructure Rehabilitation 2015-2017 - Construction	6,610,525
Urban Infrastructure Rehabilitation 2018	5,970,301
Fort McMurray WWTP Process Improvements - Construction	4,289,335
Conklin Multiplex - Construction	3,685,622
Confederation Way Sanitary Sewer Phase 2 - Construction	3,679,282
Urban Infrastructure Rehabilitation Construction 2019	3,297,146
MacDonald Island Park Sustaining Capital Grant	3,005,000
Clearwater Drive (Previously Prairie Loop Blvd)	2,617,640
Firebreak Rehabilitation and Trail Restoration	2,144,619
Fort Chipewyan WTP Expansion - Construction	2,016,727
Bus Bay Turnout & Transit Shelters - Thickwood and Timberlea	1,856,736
2018 Heavy Equipment Replacements	1,827,110
Urban Infrastructure Rehabilitation Street Improvement 2019	1,794,492
Doug Barnes Cabin Expansion - Construction	1,779,000
River Bank Protection - Design & Construction	1,552,372
Spray Park Replacement Program - Design Build	1,476,089
All Other Project Costs	23,139,591
Total Capital Spending	\$ 120,011,478

**Spending equals total Settlement for the month driven by Service Entry Sheet entries on capital internal orders*

WWTP = Waste Water Treatment Plant

WTP = Water Treatment Plant

TRIP = Transit Incentives Program

The Municipality approved the 2019 capital budget of \$257.3 which includes \$0.6 million approved for Public Art. At September 30, 2019 the capital budget has been revised to \$268.0 million stemming from net capital amendment increases of \$10.7 million. As of September 30, 2019, \$120.0 million has been spent on the delivery of capital projects.

Bank and Investments

Bank As of September 30, 2019 (in millions)

Cash	
Operating - Bank Balance	\$ 428.6
Investments	814.3
Total Cash	1,242.9
Committed Funds	
Operating Requirements	156.0
Deferred Revenue	
Grants	33.9
Developer Agreements	3.3
Offsite Levies	2.7
	39.9
Reserves	
Committed Funds	
Capital	650.5
Emerging Issues	112.1
Operating	50.3
	812.9
Total Committed Funds	1,008.8
Remaining	\$ 234.1

The present value of the cash in the bank plus investments totals \$1.2 billion as of September 30, 2019. The commitments against this balance include \$156M for operating requirements, \$39.9 million in deferred revenues, which is money the Municipality has received in advance but is committed to spend in the future and \$812.9 million in committed reserve funds.

Bank and Investments (continued)

Investments

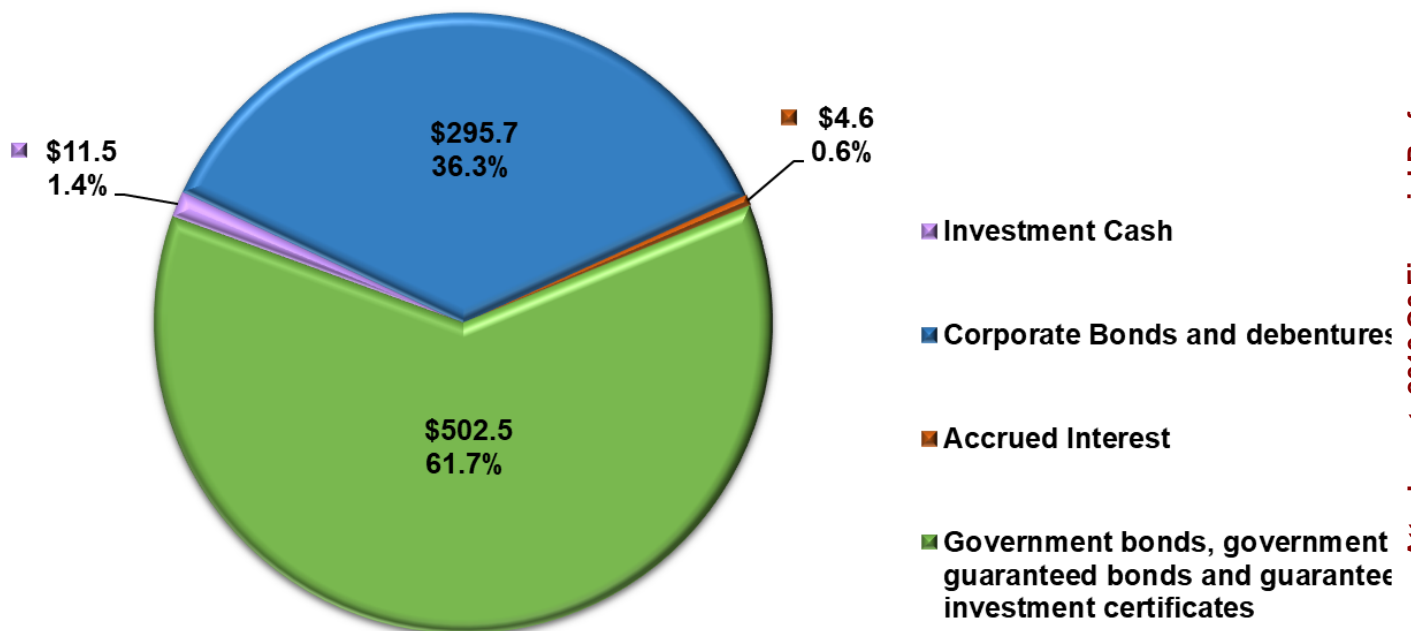
The Municipality has \$814.3 million in investment holdings as of September 30, 2019, of which \$143.6 million are short-term investments with maturity dates under one year. Returns on investments to September 30, 2019 total \$21.6 million with \$16.4 million from investment income and \$5.2 million of interest earned from bank accounts.

Investment Holdings

(In Millions)

Type:	Cost Value @ December 31, 2018	Cost Value @ September 30, 2019	Market Value @ September 30, 2019
Corporate bonds and debentures	\$ 302.0	\$ 295.7	\$ 298.2
Government bonds, government guaranteed bonds and guaranteed investment certificates	806.8	502.5	510.9
Investment cash	0.3	11.5	11.5
Accrued interest	9.5	4.6	4.6
Total	\$ 1,118.6	\$ 814.3	\$ 825.2

**Investment Holdings by Type - Book Values
(in Millions)**

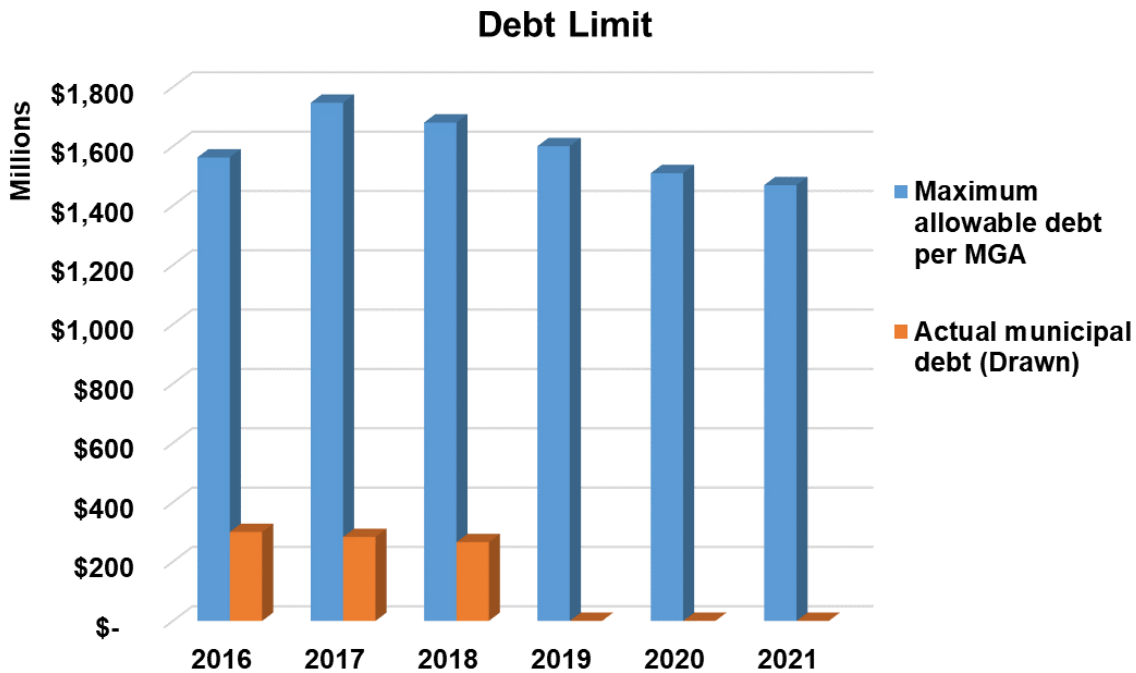


Debt

Authority to incur debt for municipalities in Alberta is granted through Alberta Regulation (AR) 255/2000 of the Alberta Municipal Government Act (MGA) and in special cases, variation can be granted through a Ministerial Order. Sections 251 through 274 of the MGA provides guidance regarding indebtedness for operating and capital purposes.

The general debt limits for municipalities in Alberta allow for debt of 1.5 times revenue and 0.25 times revenue for debt service. Regional Municipality of Wood Buffalo's debt limit is set at 2 times revenue and debt service limit is set at 0.35 times revenue through AR255/2000.

Council, through the Debt Management Policy (FIN-120), set the Municipality's limits at 85% of the Alberta Debt Limit Regulation (AR) 255/2000.



As of September 30, 2019, the Municipality has no committed drawn debt outstanding and \$96.4 million in committed undrawn debt. This balance is projected to be paid off by second quarter of 2021.

Grants

To date the Municipality has received approval for \$35.1 million in capital grants and \$5.3 million in operating grants.

There are ten capital grant applications totaling \$169.9 million that have been submitted for consideration with the government. The capital grant applications include:

- First Nations Water Tie-In Program for \$0.1 million,
- Alberta Community Resilience Program (ACRP) for \$25.8 million,
- Alberta Municipal Water/Wastewater Program (AMWWP) for \$50.3 million,
- Investing in Canada Infrastructure Program – Green Infrastructure (Federal) for \$10.0 million for the Fort Chipewyan Lift Station construction project,
- Investing in Canada Infrastructure Program – Green Infrastructure (Federal) for \$20.4 million for the Rural Water and Sewer Servicing project,
- Investing in Canada Infrastructure Program – Green Infrastructure (Federal/Provincial) for \$13.7 million for the Flood Mitigation project,
- Disaster Mitigation and Adaptation Fund (DMAF) for \$20.3 million,
- Airports Capital Assistance Program (ACAP) for \$8.0 million for the Pavement Overlay project,
- GreenTRIP Grant –round 2 for \$3.4 million and
- Investing in Canada Infrastructure Program – Public Transit for \$17.9 million.

Research into grant opportunities is an on-going process.

Grants (continued)

Summary of Capital and Operating Grants Awarded
As At Sept 30, 2019

Past & Current Capital Grants	2019	2013-2018	Information
Provincial and Federal Allocations			
Basic Municipal Transportation Grant (BMTG)		\$ 4,604,388	This program has been rolled into the MSI Grant as of 2014.
Federal Gas Tax Fund (FGTF)	6,499,011	37,279,066	
Federal Gas Tax Fund (FGTF) - one-time top-up 2019	6,121,681		In 2019, there was a one-time payment from Canada to Alberta, in addition to the 2019 funding transfer. The top-up is intended to be directed towards municipal infrastructure needs.
Municipal Sustainability Initiative (MSI)	15,406,193	149,473,496	BMTG was rolled into this program in 2014.
MSI Additional		35,651,294	Part of 2014 Provincial Fiscal Budget ending March 31, 2015.
Engineering			
Alberta Community Partnership (ACP)		779,000	Fort Chipewyan Swimming Pool.
Alberta Community Resilience Program (ACRP)	6,590,000	10,000,000	2019 - Funding awarded for Flood Mitigation Projects - Reaches 7,8,9 (Lower Townsite) 2015 - Funding awarded for Flood Mitigation Projects (deferred).
Alberta Municipal Water/Wastewater Partnership (AMWWP) - Conklin WTP Phase 1 Expansion		4,286,347	Original approval in 2004 was for a \$922,500 contribution under the AMWWP program. A cost revision funding request was submitted in 2016 which resulted in additional AMWWP contribution of \$4,286,347 under AMWWP. Total grant \$5,208,847.25.
Alberta Municipal Water/Wastewater Partnership (AMWWP) - Conklin WTP Phase 2 Upgrades - Construction		764,354	Application submitted Nov 2015. Revised November 2016. Approved for \$764,354 representing 27% of eligible costs.
Alberta Municipal Water/Wastewater Partnership (AMWWP) - Fort Chipewyan WTP Expansion		19,756,092	Application submitted Nov 2015. Revised January 21, 2016. Approved for \$19,756,092 representing 69.64% of eligible costs.
Alberta Transportation - Project Specific Grant		2,000,000	Highway 69 Intersection improvements at West Airport Boundary Road.
Alberta Transportation - Project Specific Grant		853,891	Highway 63 intersection improvements at Highway 69 and Mackenzie Blvd.
Alberta Transportation - Project Specific Grant		57,399	Landfill Access Upgrading.
Canada 150 Program - Administered by Western Economic Diversification Canada		200,000	2017 - Anzac Community Centre Upgrades
Community Infrastructure Improvement Fund - Administered by Western Economic Diversification Canada		245,160	2013 - Westwood/Westview Community Park upgrade (Community Infrastructure Improvement Fund)
Community Facility Enhancement Program (CFEP)		123,500	The Ptarmigan Nordic Ski Club with the support of the Regional Municipality of Wood Buffalo has secured a grant to offset 50% of the cost of the Furniture, Fixtures and Equipment required for the Doug Barnes Cabin Expansion - Construction project.
Flood Recovery and Erosion Control Program		7,043,525	Five Riverbank Protection Projects.
Strategic Transportation Infrastructure Program (STIP)		574,035	Fort Chipewyan Winter Road Culvert Replacement (\$765,380 total cost) 75% approved
Public Works			
Airport Capital Assistance Program (ACAP) Funding		1,588,208	Airfield Lighting Rehabilitation Project at Fort Chipewyan Airport
GreenTRIP Round 1		26,670,000	Transit Facility.
GreenTRIP Round 1		9,255,000	Transit Bus Purchases.
GreenTRIP Round 3		6,459,000	Bus Bay Turn-out project
GreenTRIP Round 3		842,560	Airporter/Paratransit
GreenTRIP Round 3		1,276,667	Shelter Additions.
GreenTRIP Round 3		21,570,614	Intelligent Transportation System.
Public Transit Infrastructure Program (PTIF)		3,451,000	Bus Bay Turn-out project
Fort McMurray Fire Relief Fund			
Rotary District 5370 Charitable Foundation		75,000	Fort McMurray Port of Entry Rebuild Project
Lions Club International Foundation	147,000		A donation/grant in the amount of \$147,000 has been approved for upgrades to the Lion's Park.
Adventurer Foundation and Fraserway RV		310,000	A donation towards the cost of construction of the Christina Gordon Playground was provided by the Adventurer Foundation, a donor advised fund at The Foundation Office.ca, is the official giving foundation of Fraserway RV LP and the Adventurer Group of Companies.
Regional Emergency Services			
9-1-1 Grant	373,293	320,000	2019 Amount will be used towards the 2019 approved capital project titled 911 Business Continuity Project (Back-up Centre). 2016 Q1 and Q2 amount and the 2015 amount which was transferred from Operating will be used for an approved capital project titled 911 Dispatch Upgrades. The grant runs from July 1st to June 30th annually. 9-1-1 Grants are calculated quarterly based on 9-1-1 revenue and population served by the Public Safety Answering Point (PSAP).
Total Capital Grants	\$ 35,137,178	\$ 345,509,595	

Grants (continued)

Operating Grants	2019	2013-2018	Information
Community Services			
Coalitions Creating Equity Program (CCE)	10,000	123,000	2018 - Community Services has developed an application for funding to the Alberta Human Rights and Multiculturalism Grant Program for the Wood Buffalo Equity Coalition Program which will be delivered by the Regional Advisory Committee on Inclusion, Diversity and Equality (RACIDE). 2019 - Community-based Response Model to Acts of Discrimination, Racism and Hate Project Funded
Community Inclusion Grant		30,000	Alberta Justice and Solicitor General - Human Rights, Education and Multicultural Fund 2016 - Diversity Plan 2016 and Beyond 2018 - Diversity and Inclusion Business Recognition Program 2018 - Diversity & Inclusion Employee Census 2019
Community Injury Control Fund (CICF) Grant		4,000	One time grant in 2014
Conoco Phillips		15,000	\$5,000 for Green Teen Program in 2016 and \$10,000 for planters in Anzac in 2014.
Event Tourism Strategy		60,000	Payment from Province of Alberta for cultural and tourism events.
Family & Community Support Services	1,924,513	10,482,733	Provincial level program through Alberta Human Services. Payment is based on population.
Family and Community Safety Program (Children and Youth Service Grant)		260,837	Funded by Minister of Human Services to provide advocacy services in the community.
Labour Market Partnerships (LMP) Grant - Inclusive Business Project		51,000	Funding is being provided through the Labour Market Partnerships (LMP) Grant by the Alberta Department of Labour. The project will address the evidenced need for increased workplace education and awareness about inclusion and diversity, develop inclusive workplace evaluation, consultation policies and feedback practices. The overall cost of the project, including in-kind contributions, will be \$84,500.
Municipal Cannabis Transition Program (MCTP)	88,472	134,292	The MCTP is a program that will support eligible Alberta municipalities with increased enforcement and other implementation costs related to the legalization of cannabis.
Municipal Policing Assistance Grant (MPAG)	604,920	7,187,584	2019 - Partial allocation indicated. Final allocation to be confirmed once Provincial budget is approved this fall. Current funding agreement is for two (2) years from April 1, 2018 and ending March 31, 2020. Payment is based on per capita calculation.
Point in Time Count		50,000	Community Services was successful securing funding from Employment and Social Development Canada (ESDC) for the "Everyone Counts: the 2018 Coordinated Point-in-Time Count.
Police Officer Grant (POG)	150,000	1,800,000	2019 - Partial allocation indicated. Final allocation to be confirmed once Provincial budget is approved this fall. Current agreement is for two (2) years from April 1, 2018 and ending March 31, 2020.
Reaching Home: Canada's Homelessness Strategy Indigenous Homelessness (Federal)	401,134		2019/2020 - \$401,134
Reaching Home: Canada's Homelessness Strategy Designated Communities (Federal)	\$1,688,760		2019/2020 - \$321,219 2020/2021 - \$321,219 2021/2022 - \$348,774 2022/2023 - \$348,774 2023/2024 - \$348,774
Victims and Survivors of Crime Week 2019	6,000		RCMP and Bylaw Support Services received a grant towards their Victims and Survivors of Crime Week 2019 project.
Victims of Crime Fund - Grant to Victims Services	69,360	942,602	Grant to provide services that benefit victims or a class or classes of victims during their involvement with the criminal justice process. 2017 - 3 year grant for Victims Services for 2018-2020. 2019 - Additional Funding to 2018-2020 agreement (2019 - \$35,788, 2020 - 33,572)
Victims of Crime Fund - Indigenous Victims Outreach Specialist (IVOS)	300,000		2019 - 3 Year grant for Indigenous Victims Outreach Specialist for 2019-2021

Grants (continued)

Operating Grants (continued)	2019	2013-2018	Information
Communications, Stakeholder, Indigenous and Rural Relations			
Alberta Indigenous Relations		110,000	Grant to assist with the Urban Aboriginal Connection Initiative project - Wood Buffalo Pan Aboriginal Connection project.
Aboriginal Affairs and Northern Development Canada		280,363	Funding for the Urban Aboriginal Strategy.
Local Food Week Grant	2,442		Recreation and Culture applied for a Local Food Week grant to assist with costs of a special event to highlight local food week 2019 at the August 14th, 2019 Urban Market.
Human Resources			
Canada Summer Jobs		92,938	2017 - 17 students 2016 - 29 Students.
Careers - The Next Generation		4,500	A grant to offset the costs of summer students employed at the Water Treatment Plant. \$15 per hour x 100 hours x 3 students.
Green Job Initiative - Summer Work Experience	11,424	11,424	2019 - 2 students 2018 - 2 students
Summer Temporary Employment Program (STEP) Program		56,100	2017 - 10 Students - \$4,200 per student - \$42,000 total. 2016 - 5 Labourer Positions.
Public Works			
Alberta Recycling Municipal Demonstration Grant		30,000	Grant awarded for \$30,000 towards a pour-in-place recycled tire project at the Syncrude Athletic Park.
Alberta Recycling Municipal Electronics and Paint Round-up Grant	13,000	76,479	Alberta Recycling Grant to offset cost to advertise and run the round-up activities. 2019 - Awarded grant of up to \$13,000 (actual payment will be based on expenses incurred) towards the June 1, 2019 round-up event
Alberta Recycling Tire Marshalling Area (TMA)		107,343	The 2015 grant is for the purchase and delivery of the concrete blocks for the containment area. Three new applications were submitted in November 2016. Awarded funding of \$30,000 each for Tire Marshalling Areas in Conklin, Janvier and Fort Chipewyan.
Celebrate Canada Grant	10,548	36,000	Canadian Heritage provides financial support for Canada Day activities.
CN EcoConnexions From the Ground Up		25,000	Tree Canada's CN EcoConnexions From the Ground Up program will provide funding up to \$25,000 per project. A minimum of 50% matching funding must come from other sources.
FCM's Municipal Asset Management Program (MAMP)		50,000	Funding has been awarded from the FCM's Municipal Asset Management Program (MAMP) to offset the cost of conducting condition assessments of (50) municipal building facilities.
FireSmart Community Grant Program - Government of Alberta		238,600	Fire Smart Grant from Alberta Government. No call for applications in 2016.
Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program		750,000	The FRIAA FireSmart Program is separate and independent from the Government of Alberta's FireSmart Community Grant Program. Maximum amount of funding for a single project will be \$400,000 over the life of the project. The RMWW applied for funding for the following Hazard Reduction activities. \$400,000 Birchwood/Conn Creek, \$400,000 Anzac, \$125,000 Mitigation strategy, \$40,000 public education. Applications totaled \$965,000. Actual funding awarded \$750,000.
HWY 63 Traffic Survey & Transportation Demand Model		225,000	One time Grant in 2013.
Municipal Recreation/Tourism Areas (MR/TA) Grant (Lake Shore)		12,000	Municipal Recreation/Tourism Areas (MR/TA) Grant-Program ended in 2013.
Municipal Recreation/Tourism Areas (MR/TA) Grant (MacDonald Island)		12,000	Municipal Recreation/Tourism Areas (MR/TA) Grant-Program ended in 2013.
Municipal Recreation/Tourism Areas (MR/TA) Grant (Vista Ridge)		12,000	Municipal Recreation/Tourism Areas (MR/TA) Grant-Program ended in 2013.
Recreation Energy Conservation (REC) Program	10,000	-	The Recreation Energy Conservation (REC) program will be providing funding towards Scoping Audits of two municipal recreation facilities. Future applications will be considered for Engineering Studies or Implementation Projects. REC helps municipally-owned recreation facilities reduce energy use and GHG emissions by providing financial incentives to help identify energy-saving opportunities and implement energy-saving projects. A single municipality is capped at \$750,000 over the program lifespan.

Grants (continued)

Operating Grants (continued)	2019	2013-2018	Information
Public Works			
TD Friends of the Environment		27,019	Eligible projects include Community Gardens, Environmental Education Projects, Outdoor Classrooms, Protection of Endangered Species/Wildlife, Recycling/Composting Programs, Tree Planting and Urban Naturalization Projects, Energy Conservation/Renewable Energy, Research Projects, Habitat restoration. 2017 - Pacific Park Community Garden (Timberlea), 2016 - 20 trees for Dr. Clark School, 2013 - Trees at Fort McMurray First Nation #468.
TD Tree Days		10,200	2017 - Planting of approximately 150 potted trees and shrubs at Vista Ridge on September 24, 2017. 2018 - Planting of approximately 300 trees and shrubs at Beaconhill Lookout in September 16, 2018.
Regional Emergency Services			
911 Grant		1,867,308	The objective of the 911 Grant Program is to strengthen and support local delivery of 911. This is being done using funding generated from a monthly 911 levy on cellphones, and by developing provincial standards for 911. All of this is being done in close collaboration with Alberta's 911 centres. A portion of the 2015 funding is reflected as a capital grant on page 1. A portion of the 2016 grant was transferred from Capital.
2014 Flood Readiness Supplies Grant		234,445	One time grant following the flooding of 2013 so that municipalities could replenish their flood-readiness supplies and purchase needed equipment to prepare for future floods.
Emergency Management Preparedness Program (EMPP)		11,525	The objective of the Emergency Management Preparedness Program (EMPP) is to provide an effective and cost-efficient grant program for increased emergency management capacity that resulted in an increased number of trained emergency management practitioners. 2016/2017 grant - \$11,525.
Fire Services and Emergency Preparedness Program		59,150	The FSEPP has undergone changes and is now known as the Fire Services Training Program (FSTP). The Emergency Management Preparedness Program (EMPP) has also been created and may fund training for other types of emergency preparedness.
Fire Services Training Program (FSTP) (Formerly Fire Services and Emergency Preparedness Program)		5,800	This program supports the expansion and enhancement of regional fire service training. The objective is to provide an effective and cost-efficient mechanism for increased training capacity that results in a greater number of trained fire service personnel.
RMWB FireSmart Grant Budget includes approximately \$2.5 M for capital projects		10,500,000	The Minister of Agriculture and Forestry has recently committed \$10.5M to the FireSmart program in the RMWB over the next 3 years. This funding will be provided in the form of an Agriculture and Forestry Development Grants and the Regional FireSmart Committee will have oversight over its spending. An application has been completed with input from the RMWB, the Regional FireSmart Committee and Agriculture and Forestry. Funding was approved August 2017.
Wood Buffalo Recovery Committee			
Canadian Red Cross - Recovery Gift (Includes \$3.8 M for FireSmart activities)		10,000,000	The Canadian Red Cross Society will provide these funds to further the Alberta Wildfire relief and recovery. Included in the \$10M is \$3.8 M for FireSmart activities.
Wildfire Community Preparedness Day	3,000	2,200	Wildfire Community Preparedness Day is held annually in May. FireSmart Canada offers up to \$500 funding awards to implement neighborhood projects. 2019 - The RMWB received 6 awards of \$500 each for events held in Gregoire Lake, Saprae, Ft. Chipewyan, Conklin, Anzac and Janvier 2018 - The RMWB received 4 awards of \$500 each plus \$200 towards the cost of refreshments for events held in Gregoire Lake, Saprae, Ft. Chipewyan and Conklin.
Wood Buffalo Economic Development Corp			
Canadian Red Cross -Disaster Response Services Agreement Small Business Program (Phase 3B)		992,472	For Support to Small Business Program (Phase 3B) programming for small businesses impacted by the May 2016 Horse River Wildfire disaster in the Regional Municipality of Wood Buffalo
Community and Regional Economic Support (CARES) Program		845,000	2016 - To support the Back to Business Resource Centre and Business Recovery Expositions. 2018 - To support the development of a five-year Economic Development Strategic Plan
Invest Canada - Community Initiatives (ICCI)		5,500	An application submitted by the Economic Development Department for funding for Foreign Direct Investment Tools and Material Development has received approval for \$5,500.
Total Operating Grants	\$ 5,295,592	\$ 47,831,414	

Grants (continued)

Capital Grant Applications in Progress	Amount	Information
Engineering		
First Nations Water Tie-In Program	\$ 94,742	A new funding opportunity is being administered by Alberta Transportation and Alberta Indigenous Relations Department. Provincially, there is \$100 M available over the next 4 years (\$25M per year). Funding would be available to integrate drinking water systems with federally supported water systems. The goal is to bring clean, reliable drinking water to all First Nations across the province. First Nations would have the support of Indigenous and Northern Affairs Canada INAC) for their portion. A funding request of \$94,742 for the initial Feasibility Study has been requested as a first step.
Alberta Community Resilience Program (ACRP)	25,796,009	The Alberta Community Resilience Program (ACRP) is a multi-year grant program supporting the development of long-term resilience to flood and drought events, while supporting integrated planning and healthy functioning watersheds. Engineering submitted an application for eligible components of the Prairie Loop Boulevard Flood Reach 3 and Flood Reach 4 projects in 2017. The applications did not receive funding in the 2018-2019 fiscal year and costs were updated in September for consideration in 2019-2020. Applications were also submitted in September for Flood Reaches 7,8,9,10 and 10 JHP. Given the complexity and cost of the project, the RMWB also submitted applications for funding for eligible Flood Reaches to the Investing in Canada Infrastructure Program and the Disaster Mitigation Adaptation Fund.
Alberta Municipal Water/Wastewater Program (AMWWP)	50,296,784	The application for funding of the Rural Water and Sewer Servicing (RWSS) Project was originally submitted in 2015 and was updated for the 2018/2019 AMWWP program. Estimated eligible costs are \$55.3M. If successful, the program could fund up to 75% of these costs. Also, additional grant funds of \$4,050,246 have been requested for the Fort Chipewyan Water Treatment Expansion Project. This project was awarded a grant in 2016 of approximately \$19.7M based on estimates. The projects actual costs are higher than originally estimated so additional grant funding has been requested. In 2018, an application was submitted for the Fort Chipewyan Lift Station #1. Estimated eligible cost is \$6.9M. If successful, the grant may fund approximately 69% of the eligible costs.
Investing in Canada Infrastructure Program (ICIP) Green Infrastructure Fort Chipewyan Lift Station Construction Project	10,000,000	An expression of interest was submitted to the Investing in Canada Infrastructure Program (ICIP) for federal funding towards the Fort Chipewyan Lift Station Construction Project.
Investing in Canada Infrastructure Program (ICIP) Green Infrastructure Rural Water and Sewer Servicing (RWSS)	20,429,272	An expression of interest was submitted to the Investing in Canada Infrastructure Program (ICIP) for federal (up to 40%) funding towards eligible components of the Rural Water and Sewer Servicing.
Investing in Canada Infrastructure Program (ICIP) Green Infrastructure Flood Mitigation	13,693,030	The RMWB is seeking federal and provincial funding for flood mitigation work on Reaches 7,8,9 and 10. Total project cost for these sections is estimated at \$29.7M.
Disaster Mitigation and Adaptation Fund (DMAF)	20,310,160	In January 2019, the RMWB submitted the full application to the DMAF program for flood mitigation work on Reaches 7,8,9 and 10. Total project cost for these sections is estimated at \$50.8M. The maximum request from DMAF is 40% of the total eligible costs.
Public Works		
Airports Capital Assistance Program (ACAP) Fort Chipewyan Pavement Overlay Project	7,992,292	An application was submitted to Transport Canada for 100% funding of the Fort Chipewyan Pavement Overlay Project.
GreenTRIP Grant - Round 2	3,401,870	Application submitted in GreenTRIP Grant Round 2 for 66 2/3 % of project costs. Funding requested - Transit Terminal - \$3,401,870. Consideration of application is on hold until location of transit terminal has been determined.
Investing in Canada Infrastructure Program - Public Transit	17,905,869	Under the Investing in Canada Infrastructure Program (ICIP), the Regional Municipality of Wood Buffalo has been advised of an allocation of \$17.9M over the next 10 years. On May 3rd, an application was submitted to utilize \$185,440 of the \$17.9M allocation for the Transit Operator Security Door Installation Project (40% of total project costs \$463,600). Applications will need to be submitted for approval to utilize this allocation.
Total Capital Grant in Progress	\$ 169,920,028	

Grants (continued)

Operating Grant Applications in Progress	Amount	Information
Community Services		
Measuring Municipal Inclusion Grant (MMIG)	10,000	The Alberta Urban Municipalities Association (AUMA) is currently offering funding to support Alberta municipalities to use AUMA's Measuring Inclusion Tool for Municipal Governments to evaluate the inclusiveness of their organization and to advance strategies that will propel the municipal government to be a more inclusive employer, service provider, and community leader. This application of \$10,000 is for phase 1 of the project. An additional \$40,000 may be available for subsequent phases depending on the outcome from Phase 1.
Financial Services		
Connect to Innovate	3,041,055	The Connect to Innovate program will invest up to \$500 million by 2021, to bring high-speed Internet to rural and remote communities in Canada. This program will support new "backbone" infrastructure to connect institutions like schools and hospitals with a portion of funding for upgrades and "last-mile" infrastructure to households and businesses. Application was submitted by IT April 2017. Estimated project costs \$6,486,432. Funding requested \$3,041,055.
Regional Emergency Services		
Enbridge Safe Community Grant	13,500	An application has been submitted to Enbridge's Safe Community Grant Program. If successful, the funds will be used to purchase an extrication tool for the Janvier Fire Department.
Forest Resource Improvement Association of Alberta (FRIAA)	800,000	Three (3) Expressions of Interest were submitted to FRIAA for Vegetation/ Fuel Management Projects in the region.
Total Operating Grant in Progress	\$ 3,864,555	



2016 Wildfire

The Municipality has spent \$251.5 million in recoverable wildfire costs since May 2016 out of which \$15.4 million was incurred in the normal operations of the municipality. To date the Province has advanced \$199.3 million for reimbursable expenses, Red Cross has advanced \$9.0 million, FireSmart has advanced \$7.0 million and our insurance provider has paid \$29.6 million and closed the file as all claims are complete.

Administration is continuing to work with the Province to quantify claims. Total Disaster Recovery Program (DRP) project summary estimate is \$250.9 million. As at September 30, 2019, \$210.5 million has been submitted to DRP or is a submission in progress.

The Red Cross has entered into an agreement with the Municipality to cover \$10 million of certain wildfire related costs and has advanced \$9.0 million, of which \$2.9 million has been spent on operating expenses, \$2.2 million has been received for permits not charged to residents and \$1.5 million has been spent on capital expenses towards this initiative.

The Municipality has an agreement with Government of Alberta Agriculture and Forestry to cover \$10.5 million of certain FireSmart wildfire related costs and has advanced \$7.0 million, of which \$3.3 million has been spent on operating expenses and \$1.0 million has been spent on capital expenses for this agreement.

2016 Wildfire Recoverable Costs

May 1, 2016 to September 30, 2019

	DRP	FireSmart	Insurance	Red Cross	Total
Approved Submissions	\$ 164,471,095	\$ 3,049,360	\$ 21,469,614	\$ 4,974,027	\$ 193,964,096
Submitted - Not Yet Approved	11,555,685	-	-	-	11,555,685
In Preparations	34,484,000	320,765	-	200,783	35,005,548
Total 2016 Wildfire Operating Recoverable	210,510,780	3,370,125	21,469,614	5,174,810	240,525,329
Capital Spending	-	1,010,663	8,160,401	1,445,645	10,616,709
Total 2016 Wildfire Recoverable	210,510,780	4,380,788	29,630,015	6,620,455	251,142,038
Advances Received and Interest	(199,282,632)	(7,017,849)	(29,630,015)	(9,000,000)	(244,930,496)
Total 2016 Wildfire Costs					
Unrecovered (Advanced)	\$ 11,228,148	\$ (2,637,061)	\$ -	\$ (2,379,545)	\$ 6,211,542

2016 Wildfire Project Summary

May 1, 2016 to September 30, 2019

	RMWB Project Estimate	Actuals To Date *	Remaining
DRP Response (Operations and Infrastructure)	\$ 152,447,615	\$ 136,844,558	\$ 15,603,057
DRP Recovery (Operations and Infrastructure)	97,891,355	73,059,959	24,831,396
Insurance	29,630,015	29,630,015	-
Red Cross	10,000,000	6,620,455	3,379,545
FireSmart	10,500,000	4,380,788	6,119,212
Miscellaneous funding	606,263	606,263	-
Total 2016 Wildfire Project Summary	\$ 301,075,248	\$ 251,142,038	\$ 49,933,210

* Actuals to date reflect submissions and costs being reviewed for submission.



Subject: 2019 Request for Tax and Accounts Receivable Arrears

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

THAT the recommended Tax and Accounts Receivable Arrears Write-Off of \$773,484.67 dated November 8, 2019, as Attachment 1, be approved.

Summary:

Account Write-Off Policy FIN-080 guides the treatment of accounts of the Municipality. Accounts arrears in excess of \$3,000 per account and property tax arrears that cannot be dealt with using standard processes are deemed non-collectible. In order to write-off these accounts, Council approval is required.

Background:

An analysis of outstanding receivables is completed monthly. An allowance for doubtful accounts is provided for accounts in arrears that exceed 90 days even though collection efforts continue. An account is considered uncollectible when all applicable collection efforts have been exhausted by the Municipality. The use of an external collection agency will continue for any accounts written off for possible collection.

The formal write-off of an account is an accounting entry undertaken to remove an uncollectible receivable from the accounting records.

With respect to the outstanding property tax arrears, two manufactured homes with a total outstanding tax amount of \$800.03 have been identified for write-off and are not eligible for the legislated tax recovery process. The Municipality has limited ability to monitor the movement of manufactured homes. In addition, five Municipal leased property tax accounts and seven Provincial leased property accounts with a total outstanding tax amount of \$569,597.10 are deemed uncollectible as the leases expired prior to the tax year.

Accounts receivable arrears of \$203,887.57 are for solid waste, domestic waste, bulk water sales and ambulance services, which are deemed uncollectible.

Budget/Financial Implications:

Administration has established a bad debt allowance for the property tax and accounts receivable arrears to be written off. If Council approves the write-offs, there is no impact to the 2019 Operating Budget.

Rationale for Recommendation:

Administration followed the standard collection process, which includes:

- telephone contact;
- demand letters and notices to property owners; and
- engagement of external collection agency.

Although an account is written off, the external collection agency will continue with their efforts since they are paid a commission for each successful collection made. These arrears and accounts are deemed non-collectible and should be written off.

Strategic Priorities:

Responsible Government

Attachments:

2019 Recommended Tax Arrears and Accounts Receivable Write-Off

Attachment 1

2019 Recommended Tax Arrears and Accounts Receivable Write-Off

Manufactured Home Property Tax Account

ACCOUNT #	BALANCE	ACCOUNT #	BALANCE
10528316	\$ 510.21	10527786	<u>\$ 289.82</u>
			\$ 800.03

Municipal Property Tax Accounts/Provincial Leases

ACCOUNT #	BALANCE	ACCOUNT #	BALANCE
10528537	\$ (42.02)	10593824	\$ 0.01
10593824	\$ 0.01	10528350	\$ 50.73
10528504	\$ 56.65	10528505	\$ 56.65
10528506	\$ 56.65	10597016	\$ 250.50
10552660	\$ 216.32	10597033	\$ 942.67
10593380	\$ 1,848.15	10604182	\$ 1,197.23
10577802	\$ 9,937.68	10577860	<u>\$ 555,025.87</u>
			\$ 569,597.10

Accounts Receivable

ACCOUNT #	BALANCE	ACCOUNT #	BALANCE
298	15865.94	26592	3900.24
8591	13580.95	27207	3832.25
18646	7510.24	30179	5311.26
20922	18924.13	32379	3790.64
40820	4666.26	32515	5416.96
170	26275	32567	3126.2
8308	5636.7	36248	4182.4
14821	8331.97	38733	3305.15
16292	8978.92	38755	5901.33
19211	5874.63	39692	9431.7
19987	27969.61	41038	3680.39
21031	4294.7	43668	<u>4100</u>
			\$ 203,887.57

Total Property Tax and Accounts Receivable Arrears

\$ 773,484.67

Attachment: 2019 Recommended Tax Arrears and Accounts Receivable Write-Off (2019 Request for Tax and Accounts Receivable Arrears)



Subject: 2019 Capital Budget Amendments

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

THAT the 2019 Capital Budget Amendment as summarized on Attachment 1 (2019 Capital Budget Amendment – New and Cancelled Projects, dated November 19, 2019) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2019 Capital Budget Amendment – New and Cancelled Projects - Cash Flow Summary, dated November 19, 2019) be approved.

Summary:

Administration has identified two (2) capital projects to be submitted for Capital Budget amendment consideration. Council is the approving authority for the Capital Budget, subject to the provisions of the Fiscal Responsibility Policy (FIN-160).

These Capital Budget amendments will result in a net decrease in funding of \$1,469,125 to the 2019 & thereafter Capital Budget, as outlined in the Budget Net Change Summary.

Background:

Capital Budget amendments are an ongoing process. The amendments in this report are for the Fort Chipewyan Airport Paving - Design, and the cancellation of the Off-Highway Vehicle Fencing.

Budget/Financial Implications:

The net decrease in capital funding is \$1,469,125 and is from the 2019 & thereafter Capital Budget.

The full budget impact of this amendment will be incorporated in the 2019 Budget upon Council approval; Attachments 1 - 3 illustrate this impact.

Attachment 1 shows the net budget impact of this amendment. The original approved

budget and the revised budget is presented with the net budget impact by project and funding source.

Attachment 2 shows the cash flow changes by funding sources. Since multi-year projects are pre-approved over the life of project development, amendments in cash flows of these projects also require pre-budget approval.

Attachment 3 summarizes the impact of cash flows and the source of funding from these proposed amendments for 2019 and thereafter. This is reflected below in the Budget Net Change Summary.

Budget Net Change Summary

	Total Project Cost (Accumulative)	Federal Grants	Provincial Grants	Reserves	Other Sources	Debenture
2018 & Prior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019 & Thereafter	\$ (1,469,125)	\$ -	\$ -	\$ (1,469,125)	\$ -	\$ -
Reconciled net change	\$ (1,469,125)	\$ -	\$ -	\$ (1,469,125)	\$ -	\$ -

Rationale for Recommendation:

The rationale for these amended projects is included in the attached individual Capital Budget Amendment Forms (Attachments 4 and 5).

Strategic Priorities:

Responsible Government

Attachments:

1 - 3 - Capital Budget Amendment Worksheets

4 - 5 - Capital Budget Amendment Forms

Regional Municipality of Wood Buffalo
 2019 Capital Budget Amendment - New and Cancelled Projects
 November 19, 2019

Attachment 1

Legend:

First year of a multi year project
Other than first year of a multi year project
Single year project

S/N	Project Description	Type	Sponsor Department	Year of original approval	Total Project Cost	Federal Grants	Provincial Grants	Reserves	Other Sources*	Debenture	Att.
ORIGINAL PROJECT BUDGET											
1	Fort Chipewyan Airport Paving - Design	Project Amendment	Engineering	2019	-	-	-	-	-	-	4
2	Off Highway Vehicle Fencing	Project Cancellation	Public Works	2019	1,769,125	-	-	1,769,125	-	-	5
Total Original Capital Project Budget					\$ 1,769,125	\$ -	\$ -	\$ 1,769,125	\$ -	\$ -	
REVISED PROJECT BUDGET											
1	Fort Chipewyan Airport Paving - Design	Project Amendment	Engineering	2018	300,000	-	-	300,000	-	-	4
2	Off Highway Vehicle Fencing	Project Cancellation	Public Works	2019	-	-	-	-	-	-	5
Total Revised Capital Project Budget					\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	
NET BUDGET IMPACT											
1	Fort Chipewyan Airport Paving - Design	Project Amendment	Engineering	2018	300,000	-	-	300,000	-	-	4
2	Off Highway Vehicle Fencing	Project Cancellation	Public Works	2019	(1,769,125)	-	-	(1,769,125)	-	-	5
Net Increase/(Decrease) Required on Existing Projects					\$ (1,469,125)	\$ -	\$ -	\$ (1,469,125)	\$ -	\$ -	

Attachment: 1 - 3 - Capital Budget Amendment Worksheets (2019 Capital Budget Amendments)

Regional Municipality of Wood Buffalo

2019 Capital Budget Amendment - New and Cancelled Projects - Project Cash Flow Summary
November 19, 2019

Attachment 2

Legend:	First year of a multi year project
	Other than first year of a multi year project
	Single year project

S/N	Project Description	Original Approval Year	Funding Source	Total Budget (Accumulative)	Cash flow				Att
					2018 & Prior	2019	2020	Thereafter	
ORIGINAL PROJECT BUDGET									
1	Fort Chipewyan Airport Paving - Design	2019	Reserve	-		-	-	-	4 5
2	Off Highway Vehicle Fencing	2019	Reserve	1,769,125		637,875	1,131,250	-	
Total Original Capital Project Budget (a)				\$ 1,769,125	\$ -	\$ 637,875	\$ 1,131,250	\$ -	
REVISED PROJECT BUDGET									
1	Fort Chipewyan Airport Paving - Design	2019	Reserve	300,000	-	300,000		-	4 5
2	Off Highway Vehicle Fencing	2019	Reserve	-		-	-	-	
Total Revised Project Budget (b)				\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -	
NET BUDGET IMPACT									
1	Fort Chipewyan Airport Paving - Design	2019	Reserve	300,000	-	300,000	-	-	4 5
2	Off Highway Vehicle Fencing	2019	Reserve	(1,769,125)	-	(637,875)	(1,131,250)	-	
Net Increase/(Decrease) Required on Existing Projects				\$ (1,469,125)	\$ -	\$ (337,875)	\$ (1,131,250)	\$ -	

Regional Municipality of Wood Buffalo
Cash Flow by Funding Sources, by Year
November 19, 2019

Attachment 3

	Funding Sources					
	Total Project Cost (Accumulative)	Federal Grants	Provincial Grants	Reserves (CIR)	Other Sources*	Debentures
Original Funding Sources						
2018 and prior	-	-	-	-	-	-
2019	637,875	-	-	637,875	-	-
2020	1,131,250	-	-	1,131,250	-	-
Thereafter	-	-	-	-	-	-
Original Funding Sources Total (a)	\$ 1,769,125	\$ -	\$ -	\$ 1,769,125	\$ -	\$ -
Revised Funding Sources						
2018 and prior	-	-	-	-	-	-
2019	300,000	-	-	300,000	-	-
2020	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
Revised Funding Sources Total (b)	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -
Revision / Difference (b) - (a)	\$ (1,469,125)	\$ -	\$ -	\$ (1,469,125)	\$ -	\$ -
Net Change by year						
2018 and prior	-	-	-	-	-	-
2019	(337,875)	-	-	(337,875)	-	-
2020	(1,131,250)	-	-	(1,131,250)	-	-
Thereafter	-	-	-	-	-	-
Reconciled net change	\$ (1,469,125)	\$ -	\$ -	\$ (1,469,125)	\$ -	\$ -



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

CAPITAL BUDGET AMENDMENT

Council

CURRENT PROJECT NAME: Fort Chipewyan Airport Paving - Design

AMENDED PROJECT NAME:

Group I/O

Revenue I/O

Expense I/O

New Project

ORDER CODES (if assigned):

CURRENT PROJECT BUDGET

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
2018 & Prior	\$ -	\$ -	\$ -			
2019	-	-	-	-	-	-
2020	-	-	-		-	-
2021	-	-	-		-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CURRENT COST AND COMMITMENT

As at	Current Budget	Actual to Date	Commitments	Available

DESCRIPTION/RATIONALE FOR BUDGET AMENDMENT

The Runway, Taxiway and Apron at Fort Chipewyan Airport have reached their operational life expectancy and require restoration through major repairs/ resurfacing, to ensure safe airport operations and to extend the lifespan of the assets. A consultant prepared a report recommending major repairs and new levelling course for the runway, adjusting grading/manholes/catch basins, resurfacing refueling station and other related items.

The report was prepared following Transport Canada standards, regulations, and best management practices which recommends these improvements to ensure continued safe air traffic operations. This budget amendment is for design work.

AMENDED PROJECT BUDGET

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
2018 & Prior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019	300,000	-	-	300,000	-	-
2020	-	-	-	-	-	-
2021	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -

Budget Change

TOTAL	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -
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FISCAL RESPONSIBILITY POLICY CRITERIA:

Will the change result in an efficient administrative and project delivery process?	Yes
Will the change result in an addition or cancellation of a capital project?	Yes
Will the underlying scope change alter the nature and type of capital project?	No
uncommitted sources such as grants and offsite levies, and cash flow management with other capital projects?	n/a
Will the change result in Council set debt and debt service limits being exceeded?	No

In order for this to be a Fiscal Management Policy Amendment the questions above must answer, Yes, No, No, Yes, No, respectively.



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

CAPITAL BUDGET AMENDMENT

Council

CURRENT PROJECT NAME: Off Highway Vehicle Fencing

AMENDED PROJECT NAME:

	Group I/O	Revenue I/O	Expense I/O	Project Cancellation
ORDER CODES (if assigned):	0452019	701103	601881	

CURRENT PROJECT BUDGET

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
2018 & Prior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019	637,875	-	-	637,875	-	-
2020	1,131,250	-	-	1,131,250	-	-
2021	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ 1,769,125	\$ -	\$ -	\$ 1,769,125	\$ -	\$ -

CURRENT COST AND COMMITMENT

As at	Current Budget	Actual to Date	Commitments	Available
9/11/2019	\$ 1,769,125	\$ -	\$ -	\$ 1,769,125

DESCRIPTION/RATIONALE FOR BUDGET AMENDMENT

Due to public feedback, a decision was made to not proceed with the current project as approved. Administration will look at other alternatives, and bring forward recommendations.

AMENDED PROJECT BUDGET

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
2018 & Prior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2019	-	-	-	-	-	-
2020	-	-	-	-	-	-
2021	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Budget Change

TOTAL	\$ (1,769,125)	\$ -	\$ -	\$ (1,769,125)	\$ -	\$ -
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FISCAL RESPONSIBILITY POLICY CRITERIA:

Will the change result in an efficient administrative and project delivery process?	Yes
Will the change result in an addition or cancellation of a capital project?	Yes
Will the underlying scope change alter the nature and type of capital project?	n/a
uncommitted sources such as grants and offsite levies, and cash flow management with other capital projects?	n/a
Will the change result in Council set debt and debt service limits being exceeded?	No

In order for this to be a Fiscal Management Policy Amendment the questions above must answer, Yes, No, No, Yes, No, respectively.



Subject: Committee Appointments - Wood Buffalo Downtown Revitalization Advisory Committee and Wood Buffalo Waterfront Advisory Committee

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

THAT the Committee Appointments, as outlined in Attachment 1 - Committee Appointments, be approved effective immediately.

Summary and Background:

On September 10, 2019 Council established the Wood Buffalo Downtown Revitalization Advisory Committee and the Wood Buffalo Waterfront Advisory Committee by bylaw. Subsequent to passing the bylaw, Administration undertook a recruitment campaign from September 20 to October 4, 2019, yielding 43 applications in total. Following review of the applications received by Council (acting as the Selection Committee), recommendations for appointments are being made in keeping with the provisions of the respective bylaws.

Rationale for Recommendation:

The appointment of members is necessary to ensure the viability of the Wood Buffalo Downtown Revitalization Advisory Committee and the Wood Buffalo Waterfront Advisory Committee.

Strategic Priorities:

Responsible Government

Attachments:

Att. 1 - COUNCIL COMMITTEE APPOINTMENTS

COUNCIL COMMITTEE APPOINTMENTS

Wood Buffalo Downtown Revitalization Advisory Committee

- Brianne English, Oil and Gas Industry;
- Carolyn Evancio, Seniors Representative; and
- Jean Marc-Guillamot, Business Community to December 31, 2020.
- Cheryl Golosky, Indigenous Representative;
- Owen Erskine, Recreation, Culture and Heritage;
- Sheri Pidhirney, Business Community; and
- Trent Keough, Education Sector to December 31, 2021.
- Melanie Walsh, Community Development sector;
- Renee Moulard, Public-at-Large;
- Roy Williams, Land Development Industry; and
- Todd Hillier, Safety and Security sector to December 31, 2022.

Wood Buffalo Waterfront Advisory Committee

- Joanne Singer, Public-at- Large;
- Kimberly Hooper, Oil and Gas Industry;
- Michael Sieger, Land Development Industry; and
- Sunita Sanker-Clarke, Recreation Representative to December 31, 2020.
- Bill Loutit, Indigenous Representative;
- Liana Wheeldon, Culture (Arts, Culture & Heritage);
- Mark Arthur, Seniors Representative; and
- Will Collins, Business Community to December 31, 2021
- Cathy Drier, Public-at- Large;
- Gaylene Weidlich, Community Development Sector;
- Sean Robertson, Safety and Security Sector to December 31, 2022