



Council

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

Tuesday, June 13, 2023
6:00 PM

Agenda

1. **Call to Order**

2. **Adoption of Agenda**

3. **Consent Agenda**

3.1. Minutes of Council Meeting - May 23, 2023

3.2. Minutes of Special Council Meeting - May 30, 2023

3.3. Council Committee Appointments

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

4. **Recognition**

4.1. Proclamation - Communities in Bloom Week

5. **Presentations**

5.1. Rocky River (Fort Chipewyan Community) Wildfire Update

5.2. Off-Highway Vehicle (OHV) Update

6. **Unfinished Business**

6.1. Bylaw No. 23/009 Bylaw Amendment to the Responsible Pet Ownership Bylaw No. 19/025, the Community Standards Appeal Committee Bylaw No. 19/001 and the Fees, Rates And Charges Bylaw No. 22/012.

1. THAT Bylaw No. 23/009, being a bylaw to amend the Responsible Pet Ownership Bylaw No. 19/025, the Community Standards Appeal Committee Bylaw No. 19/001 and the Fees, Rates and Charges Bylaw No. 22/012, be read a second time.

2. THAT Bylaw No. 23/009 be read a third and final time.

7. New Business

7.1. Bylaw No. 23/014 - Consideration of Property Tax Deferment and Penalty Relief

1. THAT Bylaw No. 23/014, being the Tax Penalty Relief Bylaw, be read a first time.
2. THAT Bylaw No. 23/014 be read a second time.
3. THAT Bylaw No. 23/014 be considered for third reading.
4. THAT Bylaw No. 23/014 be read a third and final time.

7.2. Capital Budget Amendments

THAT the 2023 Capital Budget Amendments, as summarized on Attachment 1 (2023 Capital Budget Amendment – Project Amendment and Cancellation, dated June 13, 2023), be approved; and

THAT the revised Cash Flow of Capital Projects, as summarized on Attachment 2 (2023 Capital Budget Amendment – Project Amendment and Cancellation – Project Cash Flow Summary, dated June 13, 2023), be approved.

7.3. Downtown Revitalization Incentives Program Update

THAT \$2,600,000 be allocated from the Emerging Issues Reserve to fund the outstanding Phase 2 (2022/23) extension to the Downtown Revitalization Incentives Program Policy (FIN-320) applications.

Delegations

- Bryce Kumka, Chair, Wood Buffalo Development Advisory Committee

7.4. 2026 Alberta Summer Games - Letter of Intent to Bid

THAT the Mayor be authorized, on behalf of Council, to send a letter of intent to bid to host the 2026 Alberta Summer Games, by the deadline date of June 30, 2023;

THAT Council direct Administration to create a Bid Committee to guide the bid development process and submit before the August 31, 2023 submission deadline; and

THAT Administration bring forward in September, 2023, a budget for consideration to support the 2026 Alberta Summer Games.

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, May 23, 2023, commencing at 6:00 PM.

Present:

Sandy Bowman, Mayor
 Ken Ball, Councillor
 Lance Bussieres, Councillor
 Kendrick Cardinal, Councillor (via MS Teams)
 Shafiq Dogar, Councillor
 Allan Grandison, Councillor
 Keith McGrath, Councillor
 Jane Stroud, Councillor
 Loretta Waquan, Councillor
 Stu Wigle, Councillor

Absent:

Funky Banjoko, Councillor

Administration:

Paul Thorkelsson, Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Deanne Bergey, Director, Community and Protective Services
 Laurie Farquharson, Chief Financial Officer
 Kelly Hansen, Director, Strategic Planning and Program Management
 Matthew Harrison, Director, Communications and Engagement
 Brad McMurdo, Director, Planning and Development
 Antoine Rempp, Director, Environmental Services
 Keith Smith, Director, Public Works
 Susan Trylinski, Director, Legal Services
 Nasir Qureshi, Acting Director, Engineering
 Caitlin Sheaves, Legislative Coordinator

1. Call to Order

Mayor S. Bowman called the meeting to order at 4:33 p.m.

2. In-Camera Session

MOTION:

THAT Council close item 2.1 to the public pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Allan Grandison, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Bussieres, Grandison, Stroud, Waquan, Wigle
ABSENT:	Banjoko, Cardinal, Dogar, McGrath

2.1 Advice from Officials – Downtown Revitalization Incentives Program Update (in camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Paul Thorkelsson	Chief Administrative Officer
Jade Brown	Clerk/Legislative Advice
Brad McMurdo	Director, Planning and Development
Amanda Haitas	Senior Manager, Planning and Development

Entrance

Councillor K. Cardinal joined the meeting at 4:38 p.m.

Recess

A recess occurred from 4:45 p.m. to 6:00 p.m., at which time the meeting reconvened in public.

MOTION:

THAT the meeting reconvene in public.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jane Stroud, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Bussieres, Grandison, Stroud, Waquan, Wigle
ABSENT:	Banjoko, Cardinal, Dogar, McGrath

3. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stu Wigle, Councillor
SECONDER:	Ken Ball, Councillor
FOR:	Bowman, Ball, Bussieres, Grandison, Stroud, Waquan, Wigle
ABSENT:	Banjoko, Cardinal, Dogar, McGrath

4. **Consent Agenda**

MOTION:

THAT the recommendations contained in items 4.1, 4.2, 4.3, 4.4, 4.5, and 4.6 be approved.

4.1. Minutes of Regular Council Meeting - May 9, 2023

THAT the Minutes of the Council Meeting held on May 9, 2023 be approved as presented.

4.2. Minutes of Special In Camera Meeting - May 16, 2023

THAT the Minutes of the Special In Camera Council Meeting held on May 16, 2023 be approved as presented.

4.3. Council Appointed Advisory Board/Committee Meeting Minutes

THAT the Minutes from Council Appointed Advisory Board/Committee meetings, as outlined in Attachments 1-8, be accepted as information.

4.4. Bylaw No. 23/007 Land Use Bylaw Text Amendment for Home Business and Home Occupation Definitions

1. THAT Bylaw No. 23/007, being a text amendment to the Land Use Bylaw No. 99/059, be read a first time.
2. THAT the required Public Hearing be held on Tuesday, June 27, 2023.

4.5. Bylaw No. 23/008 Land Use Bylaw Amendment – Re-District Municipality Lots in Ptarmigan Court from Manufactured Home Residential District (RMH) to Environmental Preservation District (EP)

1. THAT Bylaw No. 23/008, being an amendment to the Land Use Bylaw No. 99/059, be read a first time.
2. THAT the required Public Hearing be scheduled for June 27, 2023.

4.6. Bylaw No. 23/009 Bylaw Amendment to the Responsible Pet Ownership Bylaw No. 19/025, the Community Standards Appeal Committee Bylaw No. 19/001 and the Fees, Rates And Charges Bylaw No. 22/012.

THAT Bylaw No. 23/009, being a bylaw to amend the Responsible Pet Ownership Bylaw No. 19/025, the Community Standards Appeal Committee Bylaw No. 19/001 and the Fees, Rates and Charges Bylaw No. 22/012, be read a first time.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stu Wigle, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Bussieres, Grandison, Stroud, Waquan, Wigle
ABSENT:	Banjoko, Cardinal, Dogar, McGrath

Exits and Returns

Councillors K. McGrath and S. Dogar entered the meeting at 6:03 p.m.

Councillor A. Grandison exited the meeting at 6:03 p.m. and returned at 6:04 p.m.

Councillors K. Cardinal joined the meeting at 6:04 p.m.

5. Presentations

5.1. Superintendent Mark Hancock, RCMP re: RCMP Annual Performance Plan

Superintendent Mark Hancock, RCMP, presented the RCMP Annual Performance Plan, including community consultation, division and detachment membership, and quarterly reporting. It was noted that the objectives outlined in the 2023 – 2024 Wood Buffalo Annual Performance Plan, include property crime, drug trafficking, traffic safety, and enhancing public confidence and engagement.

6. New and Unfinished Business

6.1. 2023 Bylaw Enforcement Plan

Deanne Bergey, Director, Community and Protective Services, and Aaron Anderson, Manager, Bylaw Services, provided an overview of the 2023 Bylaw Enforcement Plan, (the Plan) noting that the priorities identified in the Plan, are based on past trends, community feedback, and recommendations from Council. It was further noted that Bylaw Services priorities for 2023 include property standards, traffic and parking, responsible pet ownership, development and compliance, vehicle for hire, and community involvement.

MOTION:

THAT the 2023 Bylaw Services Enforcement Plan be approved.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Loretta Waquan, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
ABSENT:	Banjoko

6.2. Flood Mitigation Update

Kelly Hansen, Director, Strategic Planning and Program Management, and Nasir Qureshi, Acting Director, Engineering, provided an update on flood mitigation and the Flood Mitigation Framework, which is being introduced to put structure around the activities required to achieve the conclusion of flood mitigation infrastructure investment. A further review of completion timelines and financial reporting was provided, in addition to next steps.

MOTION:

THAT the Flood Mitigation Update be accepted as information.

RESULT:	CARRIED [9 TO 1]
MOVER:	Ken Ball, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
AGAINST:	McGrath
ABSENT:	Banjoko

Exits and Returns

Councillor K. McGrath exited the meeting at 6:59 p.m. and returned at 7:10 p.m.

Councillor K. Ball exited the meeting at 7:00 p.m. and returned at 7:07 p.m.

Councillor S. Dogar exited the meeting at 7:28 p.m.

Recess

A recess occurred from 7:33 p.m. to 7:50 p.m., at which time Councillor S. Dogar returned to the meeting.

6.3. Planning and Development Process Review Update

Brad McMurdo, Director, and Amanda Haitas, Senior Manager, Planning and Development, presented an update on the Planning and Development Process review, noting that of the 92 identified recommendations 53 are in progress including, redesigning the municipal website to ensure that information related to Planning and Development is easily accessible, improvements to permit checklists, upgrades to the electronic permitting system, improved permit processes, and a new single submission process.

MOTION:

THAT the Planning and Development Process Review update be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Allan Grandison, Councillor
SECONDER:	Loretta Waquan, Councillor
FOR:	Bowman, Ball, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
ABSENT:	Banjoko

6.4. 2023 Q1 Financial Performance Report

Laurie Farquharson, Chief Financial Officer, presented the 2023 Q1 Financial Performance Report noting that the Municipality continues to be fiscally responsible, while continuing to provide programs and services to the residents, and ensuring financial stability. It was further noted that second quarter financial results will provide a greater focus on potential year-end projections.

MOTION:

THAT the 2023 Q1 Financial Performance Report be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Loretta Waquan, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
ABSENT:	Banjoko

7. Councillors' Motions

7.1. Alberta Municipalities Procurement Resolution - Councillor K. McGrath

Councillor K. McGrath spoke to the motion, noting the importance of creating a barrier-free, interprovincial market for procurement in the Region, as it would allow for greater opportunities for local sourcing.

MOTION:

THAT the proposed Alberta Municipalities Procurement Resolution (Attachment 1) be approved and submitted for consideration at the 2023 Alberta Municipalities Convention.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Keith McGrath, Councillor
SECONDER:	Shafiq Dogar, Councillor
FOR:	Bowman, Ball, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
ABSENT:	Banjoko

Vacating of Chair

Mayor S. Bowman vacated the Chair at 8:22 p.m., at which time Deputy Mayor K. Ball assumed the Chair.

7.2. Property Tax Ratio - Mayor S. Bowman

Mayor S. Bowman spoke to the motion, noting that maintaining a property tax rate ratio of 6.21:1 will create a balance between sustaining the lowest residential property tax rates in Alberta and investing in residents in the community.

MOTION:

THAT Administration be directed, in preparation for the proposed 2024 Property Tax Rate Bylaw, to maintain the property tax ratio between the highest non-residential property tax rate and the lowest residential property tax rate at a ratio of up to, but not exceeding 6.21:1.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandy Bowman, Mayor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
ABSENT:	Banjoko

Resuming of Chair

Mayor S. Bowman resumed the Chair at 8:31 p.m.

Adjournment

The meeting adjourned at 8:32 p.m.

Mayor

Chief Legislative Officer

Minutes Acceptance: Minutes of May 23, 2023 6:00 PM (Consent Agenda)

Minutes of a Special Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Committee Room at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, May 30, 2023, commencing at 4:00 PM.

Present:

Sandy Bowman, Mayor
 Ken Ball, Councillor (via MS Teams)
 Lance Bussieres, Councillor
 Shafiq Dogar, Councillor (via MS Teams)
 Allan Grandison, Councillor
 Keith McGrath, Councillor (via MS Teams)
 Jane Stroud, Councillor
 Stu Wigle, Councillor

Absent:

Funky Banjoko, Councillor
 Kendrick Cardinal, Councillor
 Loretta Waquan, Councillor

1. Call to Order

Mayor S. Bowman called the meeting to order at 4:02 p.m.

2. In-Camera Session

MOTION:

THAT Council close agenda item 2.1 to the public pursuant to section 17(1) of the *Freedom of Information and Protection of Privacy Act*.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Allan Grandison, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Bussieres, Grandison, McGrath, Stroud, Wigle
ABSENT:	Banjoko, Cardinal, Dogar, Waquan

2.1. Disclosure Harmful to Personal Privacy - Personnel Matter(s)

(in camera pursuant to section 17(1) of the *Freedom of Information and Protection of Privacy Act*)

Entrance

Councillor S. Dogar joined the meeting at 4:03 p.m.

Exit

Councillor S. Dogar exited the meeting at 5:00 p.m.

MOTION:

THAT the meeting reconvene in public.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Allan Grandison, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Bussieres, Grandison, McGrath, Stroud, Wigle
ABSENT:	Banjoko, Cardinal, Dogar, Waquan

Adjournment

The meeting adjourned at 5:09 p.m.

Mayor

Chief Legislative Officer



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

OFFICE OF THE MAYOR

May 29, 2023

NOTICE OF SPECIAL MEETING

Pursuant to Section 194 of the *Municipal Government Act*, RSA. 2000 c.M-26, a Special Council Meeting is hereby scheduled to take place at 4:00 p.m. on the 30th day of May 2023, in the Jubilee Centre Council Committee Room, to consider the following:

1. Disclosure Harmful to Personal Privacy - Personnel Matter(s)
(in camera pursuant to section 17(1) of the *Freedom of Information and Protection of Privacy Act*)

Sandy Bowman
Mayor
Regional Municipality of Wood Buffalo

Minutes Acceptance: Minutes of May 30, 2023 4:00 PM (Consent Agenda)



COUNCIL REPORT

Meeting Date: June 13, 2023

Subject: Council Committee Appointments

APPROVALS:

Paul Thorkelsson

Director

Chief Administrative Officer

Recommended Motion:

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

Summary and Background:

Recommendations are being made to fill vacancies that have arisen on the Wood Buffalo Downtown Revitalization Advisory Committee and the Wood Buffalo Waterfront Advisory Committee.

Following a recruitment campaign conducted in April 2023, Council, acting in their capacity as the Selection Committee, reviewed the applications and is recommending that the vacancies be filled to avoid any impacts to the Committees' ability to conduct their business.

Administration has communicated with the applicants who have confirmed their interest in serving.

Rationale for Recommendation:

In keeping with the established bylaws, the appointment of individuals to Council committees must be approved by Council, therefore, the appointment of members is necessary to ensure the continued viability of these Council committees.

Strategic Plan Values:

Building Partnerships

Attachments:

Council Committee Appointments

COUNCIL COMMITTEE APPOINTMENTS

Wood Buffalo Downtown Revitalization Advisory Committee		
Name	Sector	End Date
Sean Conley	Oil and Gas Representative	December 31, 2023
Wood Buffalo Waterfront Advisory Committee		
Ana Marie Mendez-Barks	Community Development	December 31, 2023
Brandon Price	Business Community	December 31, 2023



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

OFFICE OF THE MAYOR

PROCLAMATION

- WHEREAS** the Regional Municipality of Wood Buffalo is committed to fostering civic pride, environmental responsibility, beautification, and sustainable development; and
- WHEREAS** parks, green spaces, gardens, playgrounds, forests, rivers, and trails in the region help provide opportunities to enjoy nature, and to maintain clean air and water, while preserving plant and animal wildlife; and
- WHEREAS** participation in Communities in Bloom builds communities, strengthens volunteer and community development, enhances social interaction, and creates civic pride; and
- WHEREAS** Communities in Bloom Week celebrates the benefits of Communities in Bloom and the countless volunteers and individuals that support its activities and programs; and
- WHEREAS** Wood Buffalo will host this year's Communities in Bloom National Symposium on Parks and Grounds & National and International Awards Ceremonies in September 2023.

NOW THEREFORE, I, Sandy Bowman, Mayor of the Regional Municipality of Wood Buffalo, do hereby proclaim **June 13 to 19, 2023**, as:

“COMMUNITIES IN BLOOM WEEK”

IN WITNESS WHEREOF, I have hereunder set my hand and caused to be affixed the seal of the Regional Municipality of Wood Buffalo in Fort McMurray, Alberta, this **13 day of June 2023**.

Sandy Bowman
Mayor

9909 Franklin Avenue, Fort McMurray, Alberta, Canada, T9H 2K4
T 780.743.7009 W rmwb.ca E mayor@rmwb.ca

Attachment: Proclamation - Communities in Bloom Week (Proclamation - Communities in Bloom Week)

MWFO25 Rocky River Wildfire Update Area Maps

Presenter: Fire Chief Jody Butz, Director of Emergency Management

Department: Regional Emergency Services

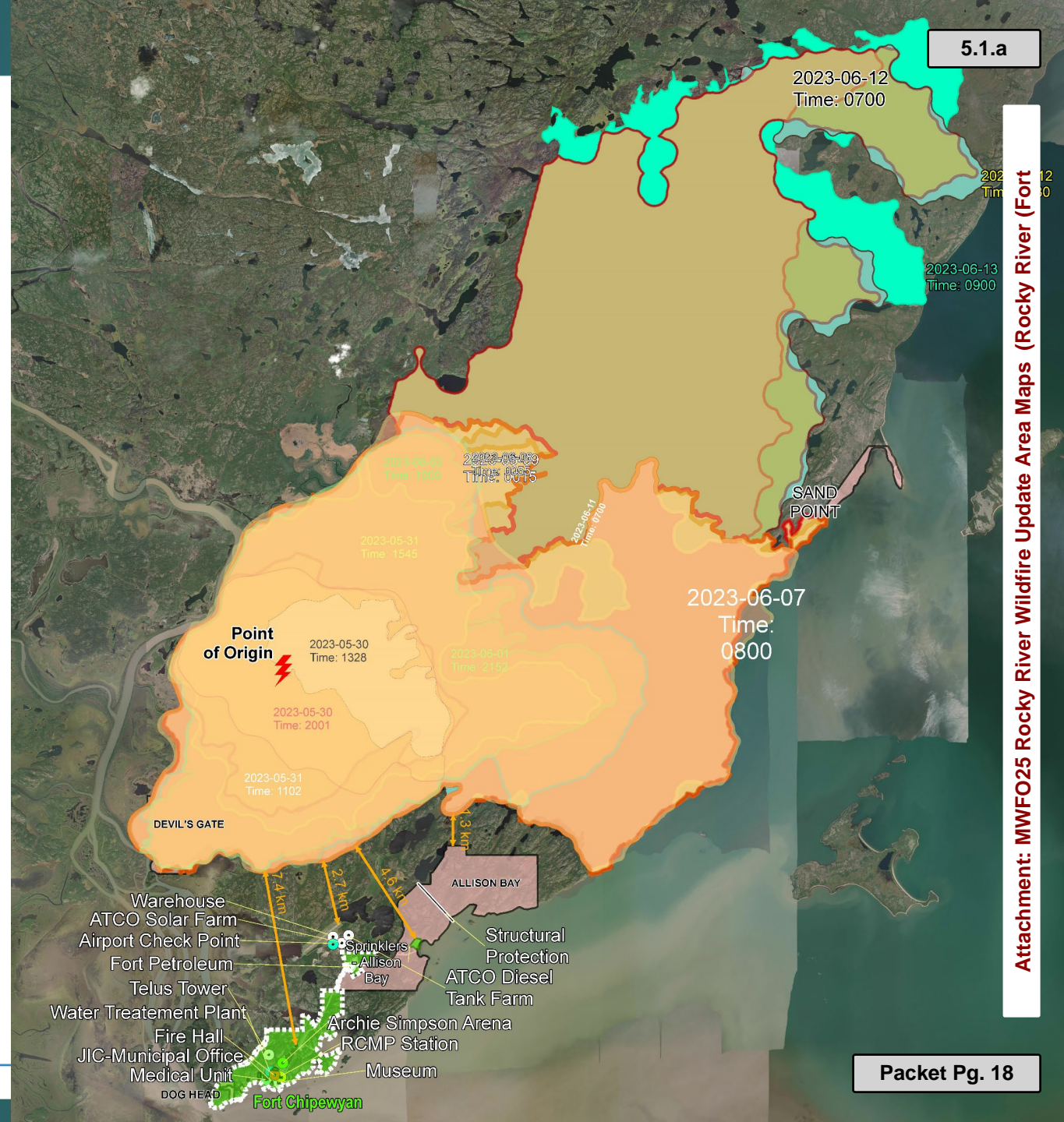
Meeting Date: June 13, 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Fort Chipewyan Wildfire Situation Map

- Evacuation and State of Local Emergency since May 30
- Collaborative response
- 60,568 hectares in size
- Has not moved closer to community and remains approximately: 4.5 km from Allison Bay residences, 2.5 km from the Fort Chipewyan airport and 7 km from Fort Chipewyan
- Alberta Wildfire reports southern flank of wildfire is 100% contained



Fort Chipewyan Fire Protection

 Fort Chipewyan

 Fire Break

 Structural
Protection







 2019-2021
FireSmart

 Current Year
FireSmart

 Fire Breaks Being
Built



Legend

-  Fort Chipewyan
-  Fire Break
-  Structure Protection
-  2019 - 2021 FireSmart
-  Current Year FireSmart
-  Fire Breaks Being Built

0 250 500 1,000
Meters

6/13/2023, 1:31:30 PM
Fire Protection Map No 05 revised


Attachment: MWFO25 Rocky River Wildfire Update Area Maps (Rocky River (Fort

Fort Chipewyan Fire Protection Enlarged

 Fort Chipewyan

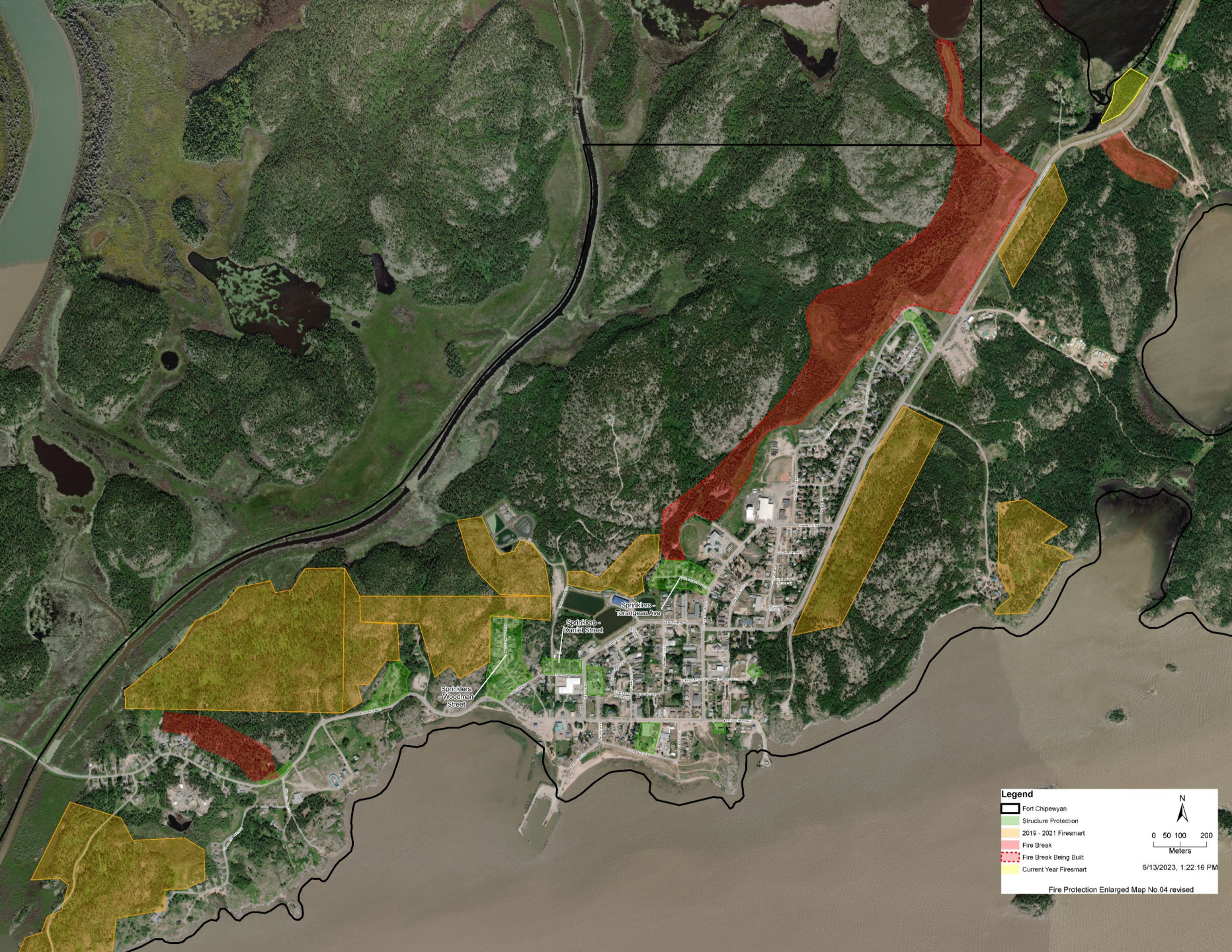
 Fire Break

 Structural
Protection

 2019-2021
FireSmart

 Current Year
FireSmart

 Fire Breaks Being
Built



Attachment: MWFO25 Rocky River Wildfire Update Area Maps (Rocky River (Fort

Thank You



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Off Highway Vehicle (OHV) Update

Presenters: Deanne Bergey, Director, Community & Protective Services
Caitlin Hanly, Municipal Legal Counsel, Legal Services

Meeting Date: June 13, 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Council Motion – March 14, 2023

1. THAT Off-Highway Vehicle use continue to be prohibited in the Fort McMurray Urban Service Area, including on municipal roads, greenbelts, and trails.
2. THAT Council support the implementation of the Regional Municipality of Wood Buffalo Bylaw Services Off-Highway Vehicle Compliance Strategy for the Fort McMurray Urban Service Area, dated March 2023.



Council Motion – March 14, 2023

3. THAT Administration proceed with striking an inter-departmental Off-Highway Vehicle Working Group with a mandate to:
 - a) review and bring forward an updated Off-Highway Vehicle Bylaw for the Fort McMurray Urban Service Area;
 - b) encourage local Off-Highway Vehicle users to establish a local riders association; and
 - c) if a local riders association is successfully incorporated,
 - i. work with the association to explore options for community-led initiatives that may increase opportunities for responsible Off-Highway Vehicle use in the region; and
 - ii. identify and map public lands in the region where Off-Highway Vehicles may be operated legally

Council Motion – March 14, 2023

4. THAT Administration in consultation with the local rider's association if incorporated report back to Council with an update within 90 days, such update to include possible corridors.



Off-Highway Vehicle Compliance Strategy

Objectives:

1. Enhance public awareness of the rules governing OHV use
2. Consistency and clarity in response to non-compliances
3. Increase levels of voluntary compliance, particularly in residential neighborhoods and areas with high pedestrian traffic



Interdepartmental Working Group

- Community and Protective Services
- Legal Services
- Planning and Development
- Public Works
- Engineering
- Strategic Planning and Program Management
- Regional Emergency Services (RES)
- Communications and Engagement



Local Riders Association



- Initial meeting
- Successful registration
- Provincial representation
- Maps

Next Steps

- Proposed allowances for OHV use
- Legal and liability implications
- Consultations with other regions operating program
- Provincial government involvement for public lands
- Community feedback



Thank You





COUNCIL REPORT

Meeting Date: June 13, 2023

Subject: Bylaw No. 23/009 Bylaw Amendment to the Responsible Pet Ownership Bylaw No. 19/025, the Community Standards Appeal Committee Bylaw No. 19/001 and the Fees, Rates And Charges Bylaw No. 22/012.

APPROVALS:

Paul Thorkelsson

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 23/009, being a bylaw to amend the Responsible Pet Ownership Bylaw No. 19/025, the Community Standards Appeal Committee Bylaw No. 19/001 and the Fees, Rates and Charges Bylaw No. 22/012, be read a second time.
2. THAT Bylaw No. 23/009 be read a third and final time.

Summary:

The Responsible Pet Ownership Bylaw No. 19/025 was reviewed to ensure it met the needs for the wellbeing and security of pet owners, their animals, and the Region. Administration recommends that the Responsible Pet Ownership Bylaw No. 19/025 is amended to improve enforcement standards and responsible pet ownership.

Background:

The Responsible Pet Ownership Bylaw (the Bylaw) has been in effect since November 19, 2019, and has helped promote safe and responsible pet ownership. With the changing needs of the community, legislative recommendations from court proceedings, feedback from community members and our front-line Bylaw Enforcement Officers, the Bylaw has been reviewed and Administration is recommending amendments to certain aspects of the Bylaw.

The purpose of the amendments to the Responsible Pet Ownership Bylaw is to improve public safety, further promote responsible pet ownership, address concerns of the community, and strengthen the ability of Bylaw Enforcement Officers to protect the community through judicial processes.

General Amendments:

1. General housekeeping amendments:

- a. removing the word “provocation” in the requirement to declare an animal vicious and clarifying the situations where the Animal Control supervisor can declare an animal vicious.
 - b. clarifying the Municipality has no legal obligation to have an animal’s behaviour assessed by an independent expert but instead, the Animal Control supervisor can require an owner to obtain a behavioural assessment in a number of identified situations where there may be concern about an animal’s behavioural tendencies.
 - c. clarifying that restrictions on setting a cat trap do not apply where it is being set under the direct supervision of a Peace Officer.
 - d. clarifying the importance of public safety as a factor when the Animal Control Supervisor makes a decision to declare an animal vicious and when the Community Standards Appeal Committee considers an appeal.
 - e. clarifying the situations under which a Bylaw Officer has the authority to take possession of and impound an animal, for example, when an owner’s dog has been declared vicious and the owner is not abiding by the conditions in the bylaw for owning a vicious animal.
 - f. clarifying that an animal cannot be tethered on public property and in the case of an animal tethered on private property, the tether may not extend outside the boundaries of that private property and the animal cannot be left unattended.
 - g. specifying that the means of disposal for animal defecation must be a plastic bag that must be produced upon demand of a Bylaw Enforcement Officer.
 - h. clarifying that it is an offence to provide false or misleading information to the Bylaw Enforcement Officer in any circumstance, not only on the License Application.
2. Including a sample vicious animal sign to create consistency in the manner in which the public obtains notification that a vicious animal resides on the property.
 3. Creating more offence categories for situations where a dog attacks or bites another animal or human to allow for a variety of fines depending on the severity of the offence.
 4. Changing the parameters for declaring an animal a Nuisance Animal so that it is not dependent on the number of convictions under the Bylaw (this previous

COUNCIL REPORT – Bylaw No. 23/009 Bylaw Amendment to the Responsible Pet Ownership Bylaw No. 19/025, the Community Standards Appeal Committee Bylaw No. 19/001 and the Fees, Rates And Charges Bylaw No. 22/012.

approach was resulting in a delayed declaration because of the time required for court proceedings, which is often beyond the Municipality's control); instead, the proposed changes allow an animal to be declared nuisance by the Animal Control Supervisor under certain described situations, provide an opportunity for the owner to provide their perspective and an appeal now exists to the Community Standards Appeal Committee so that an owner has a right to seek a review of the decision.

5. Granting the Animal Control Supervisor the ability to require an owner and animal to obtain a behavioral assessment or attend obedience training when the requirements outlined in the bylaw have been met. The assessment or training must be conducted by a certified trainer and at the owner's cost.
6. Updating the Animal Control fee schedule, which was missed when the most recent Fees, Rates and Charges 2023 Bylaw was passed.

Rationale for Recommendation:

The amendments reflect research on best practices from other enforcement agencies and incorporates concerns raised during court proceedings and from our front-line enforcement officers.

Strategic Plan Values:

Building Partnerships
Rural and Indigenous Communities and Relationships

Attachments:

1. Bylaw No. 23/009 - Responsible Pet Ownership Bylaw Amendment
 2. Responsible Pet Ownership Bylaw Amending Bylaw No 23/009 - Redlined
 3. Responsible Pet Ownership Bylaw 19/025
- Amendment to the Responsible Pet Ownership Bylaw No. 23/009 Presentation**

BYLAW NO. 23/009**A BYLAW TO AMEND THE RESPONSIBLE PET OWNERSHIP BYLAW NO. 19/025, THE COMMUNITY STANDARDS APPEAL COMMITTEE BYLAW NO. 19/001 AND THE FEES, RATES AND CHARGES BYLAW NO. 22/012.**

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

1. The *Responsible Pet Ownership Bylaw No. 19/001*, as amended, is further amended by:
 - (a) Adding the following definition after subsection 2.2:
 - 2.2A. "Attack" means force applied by an animal to a person or other Animal consisting of more than one bite, or more than one puncture, or more than one laceration, resulting in bleeding, sprains, serious bruising, or multiple injuries;
 - (b) Adding the following definitions after subsection 2.5:
 - 2.5A. "Backyard Hen Bylaw" means the Backyard Hen Bylaw No. 23/004, as amended or replaced.
 - 2.5B. "Behaviour Assessment" means an assessment of a dog's temperament by a Certified Dog Trainer, including a written report in a form approved by the Bylaw Program Supervisor;
 - 2.5C. "Bite" means force applied by an animal by means of its mouth and teeth upon a person or other animal;
 - (c) Adding the following definition after subsection 2.8:
 - 2.8A. "Certified Dog Trainer" means a person specializing in training dogs who is a Certified Behaviour Consultant – Knowledge Assessed (CBCC-KA) by the Certification Council for Professional Dog Trainers or such other certification as the Bylaw Program Supervisor may approve;
 - (d) Repealing the definition at subsection 2.15.
 - (e) Adding the following definition after subsection 2.16:
 - 2.16A. "Fees Bylaw" means the Fees, Rates and Charges 2023 Bylaw No. 22/012 as amended or replaced.
 - (f) Adding the following definition after subsection 2.19.:

2.19A. “Kennel” means real property located outside of the Urban Service Area that has been approved for that purpose by the Development Authority in accordance with the Municipality’s Land Use Bylaw.

(g) Striking out “or premises” at subsection 2.34.

(h) Adding the following definition after subsection 2.36.:

2.36A. “Premise” means a house, building or structure and the real property
is occupies.

(i) Adding the following definition after subsection 2.45.:

2.45A. “Severe Injury” means any injury to a person or animal that requires medical attention such as wounds requiring sutures, or other wound repair and closing, or surgery, disfiguring or scarring lacerations, broken bones, severe sprains, or any other similar serious injury.

(j) Adding the following definition after subsection 2.47:

2.47A. “Tethered” or “Tied” means there is a rope, cord, chain, leash or other form of line holding an animal in place and attached to a fixed object.

(k) Adding the following definition after subsection 2.50.:

2.50A. “Vicious Sign” means a sign that is a minimum length of eight inches and a minimum height of 11 inches and containing the form and content at Schedule C.

(l) Striking out “4 licensed animals that are 3 months or older” at section 22 and replacing it with “4 animals that require a license under this bylaw”.

(m) Striking out “Dog Lot Occupant” at section 25 and replacing it with “Kennel”.

(n) Striking out “premises” at both places in section 27 and replacing it with “premise”.

(o) Striking out “and” at subsection 33.3;

(p) Striking out “.” at the end of subsection 33.4 and replacing it with “;”.

(q) Adding the following as subsection 33.5:

33.5 the animal is not left unattended; and

- (r) Adding the following as subsection 33.6:
 - 33.6. the animal is not capable of leaving the boundaries of the Owner's Property.
- (s) Adding the following as a new section 33A.:
 - 33A. No person shall tether an animal in a public place.
- (t) Striking out "Bylaw Services" at section 34 and replacing with "the Bylaw Program Supervisor."
- (u) Striking out section 44 and replacing with the following:
 - 44. An owner of a dog in an off-leash area shall carry a leash for each dog in his or her care or control and shall produce the leash or leashes upon the request of a Bylaw Enforcement Officer.
- (v) Repealing section 50.
- (w) Repealing the heading "Unattended Animals" before section 50 and relocating the heading "Animals in Motor Vehicles" before section 51.
- (x) Striking out "in heat" at section 56 and replacing with "in estrus".
- (y) Striking out "No person shall set a cat trap outdoors:" at section 59 and replacing it with "Except for a Bylaw Enforcement Officer, no person shall set a cat trap outdoors:".
- (z) Striking out "11:00pm" at subsection 59.3 and replacing it with "8:00pm".
- (aa) Repealing section 63 and replacing it with the following:
 - 63. When a dog is not on an owner's property, an owner shall carry a disposable plastic bag for removing dog feces and shall produce the plastic bag upon the request of a Bylaw Enforcement Officer.
- (bb) Striking out "his or her property" at section 64 and replacing it with "Owner's Property".
- (cc) Repealing section 67 and replacing it with the following:
 - 67. An owner of an animal is guilty of an offence if such animal:
 - 67.1. threatens, harasses or chases a person;
 - 67.2. bites a person or commits any act that causes a person to suffer injury;

- 67.3 attacks a person;
- 67.4 attacks a person causing severe injury;
- 67.5 threatens, harasses or chases an animal;
- 67.6 bites an animal or commits any act that causes an animal to suffer injury;
- 67.7 attacks an animal causing severe injury;
- 67.8 causes death to an animal;
- 67.9 causes any damage to property or chattels; or
- 67.10 chases any vehicle.

(dd) Adding the following as a new section 67A.:

67A. Where the Bylaw Program Supervisor has reasonable grounds to believe that an animal has contravened section 67, the Bylaw Program Supervisor may require an Owner to obtain and provide a Behaviour Assessment of the animal within 10 days, at the Owner's expense.

(ee) Repealing section 70 and replacing it with the following:

70. The Bylaw Program Supervisor may declare an animal a Nuisance Animal where:
- 70.1. the animal has engaged in threatening or aggressive behaviour;
 - 70.2. the animal has been found At Large more than once;
 - 70.3 the animal is a dog that repeatedly barks, howls, or otherwise makes or causes noise which disturbs any Person; or
 - 70.4. an Owner has demonstrated an inability to control the animal in an Off-Leash Area or other public place on more than one occasion.

(ff) Adding the following as a new section 70A.:

70A. Where the Bylaw Program Supervisor is considering designating an animal as a Nuisance Animal, the Bylaw Program Supervisor must:

70A.1. send a written notice to the Owner of the reason why the designation is being considered;

70A.2. provide an opportunity to the Owner to make written submissions within 14 days of receiving the notice; and

70A.3. consider any written submissions made by the Owner and any information provided by a Bylaw Enforcement Officer obtained from any investigation conducted pursuant to this Bylaw involving the Animal.

(gg) Adding the following as a new section 70B.:

70B. Where the Bylaw Program Supervisor has decided to designate an animal as a Nuisance Animal, the designation decision must be sent to the Owner with reasons for the decision, along with notice of any conditions imposed by the Bylaw Program Supervisor.

(hh) Repealing section 71 and replacing it with the following:

The Bylaw Program Supervisor may impose one or more conditions on the Owner of a Nuisance Animal that, in the opinion of the Bylaw Program Supervisor, are reasonably necessary to reduce the nuisance posed by the animal and where conditions have been imposed, the owner shall abide by all such conditions.

(ii) Adding the following as a new section 71A.:

71A. An Owner may appeal the Bylaw Program Supervisor's decision to declare the animal a Nuisance Animal, or any condition imposed on the Owner of a Nuisance Animal, by submitting a Notice of Appeal to the Clerk within 14 days of the Bylaw Program Supervisor having provided the written notice that the animal has been declared a Nuisance Animal or that the condition under appeal has been imposed.

(jj) Adding the following as a new section 71B.:

71B. Upon receiving a notice of appeal under section 71A, the Community Standards Appeal Committee shall hear the appeal and may either:

71B.1. confirm the Bylaw Program Supervisor's declaration of the animal as a Nuisance Animal;

71B.2. overturn or vary the Bylaw Program Supervisor's declaration of the animal as a Nuisance Animal;

71B.3. confirm a condition imposed on the Owner of the Nuisance Animal; or

71B.4. overturn or vary a condition imposed on the Owner of the Nuisance Animal.

(kk) Repealing section 76 and replacing it with the following:

76. The Bylaw Program Supervisor may declare an animal to be a Vicious Animal where the animal:

76.1 bites a person;

76.2 attacks a person;

76.3 attacks an animal; or

76.4 kills an animal; and

76.5 the Bylaw Program Supervisor forms a reasonable belief that the animal is a risk to public safety.

(ll) Adding the following as a new section 76A.:

76A. An animal is deemed a Vicious Animal under this Bylaw if the animal has been declared vicious, dangerous or any other designation indicating the animal may pose a risk to a person or animal, by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation.

(mm) Adding the following as a new section 78A.:

78A. Where an animal is deemed vicious pursuant to section 76A there shall be no appeal.

(nn) Striking out “, and” at subsection 80.2 and replacing it with “;”.

(oo) Striking out the “.” at the end of subsection 80.3 and replacing it with “; and”.

(pp) Adding the following as subsection 80.4:

80.4 obtain a Behaviour Assessment, at the Owner’s expense, and provide it to the Bylaw Program Supervisor.

(qq) Striking out “property of the owner” at section 85 and replacing it with “owner’s property”.

- (rr) Striking out “property of the owner” at section 86 and replacing it with “owner’s property”.
- (ss) Repealing section 89 and replacing it with the following:
 - 89. Within 10 days of an animal being declared vicious, an owner shall display the vicious sign on the owner’s property and shall ensure that:
 - 89.1 the vicious sign is posted at each entrance to any dwelling where the vicious animal is kept and on any outdoor pen or structure where the vicious animal is confined; and
 - 89.2 each vicious sign is posted to be clearly visible and seen by any person accessing the owner’s property.
- (tt) Adding the following as a new section 89A.:
 - 89A.: In addition to the requirement at subsection 80.4, the Bylaw Program Supervisor may direct that a Vicious Animal and its Owner attend training from a Certified Dog Trainer at the Owner’s expense and provide evidence of successful completion in a form satisfactory to the Bylaw Program Supervisor.
- (uu) Striking out the “or” at subsection 91.7.
- (vv) Striking out the “.” at end of subsection 91.8. and replacing it with “; or”.
- (ww) Repealing subsection 91.9. and replacing with the following:
 - 91.9 a hen as defined by the Backyard Hen Bylaw, which is permitted where a hen is being kept in accordance with a license granted pursuant to the Backyard Hen Bylaw.
- (xx) Striking out “capture” at section 95 and replacing it with “take possession of”.
- (yy) Repealing subsection 95.1 and replacing it with the following:
 - 95.1 found at large or abandoned;
- (zz) Repealing subsection 95.2 and replacing it with the following:
 - 95.2 where the Bylaw Enforcement Officer has reasonable grounds to believe that the animal has been involved in a contravention of section 67, pending either:

- (a) the outcome of an investigation to declare the animal a vicious animal”; or
 - (b) the Court’s determination of an application made under the Dangerous Dog Act, R.S.A. 2000, c D-3;
- (aaa) Striking the “.” at the end of subsection 95.3 and replacing it with “; or”.
- (bbb) Adding the following as a new subsection 95.4:
 - 95.4: where the animal is the subject of a declaration of vicious animal and a Bylaw Enforcement Officer has reasonable grounds to believe that an Owner has failed to abide by any conditions of the License or any requirement for keeping a vicious animal, pending either:
 - (a) an Owner having demonstrated to the satisfaction of the Bylaw Program Supervisor that the Owner is in compliance with all conditions of the License and all requirements for keeping a vicious animal; or
 - (b) the Court’s determination of an application made under the Dangerous Dog Act, R.S.A. 2000, c-3.
- (ccc) Adding “or to impound an animal pursuant to section 95” at section 96 after the words “any provision of this bylaw”.
- (ddd) Striking out “impounded animal” at section 97 and replacing it with “animal impounded pursuant to section 95.1”
- (eee) Striking out “Fees, Rates and Charges Bylaw No. 19/024” at subsections 98.1, 102.2, 111.2, and 120A. and replacing it with “Fees Bylaw”.
- (fff) Adding “and” at subsection 100.1 after the “;”
- (ggg) Striking out the “;” at subsection 100.2 and replacing it with a “.”.
- (hhh) Repealing subsection 100.3.
- (iii) Repealing subsection 100.4.
- (jjj) Striking out “Despite section 100, a” at section 101 and replacing it with “A”.
- (kkk) Adding the following as a new section 101A:
 - 101A. Without limiting the generality of section 101, a Bylaw Enforcement Officer may extend the 72 impoundment period where:

101A.1.in the opinion of a Bylaw Enforcement Officer, an animal ought to remain in the care of a veterinarian, veterinary technologist or other animal care specialist and the Bylaw Enforcement Officer has reasonable grounds to believe that immediate release of the animal to the Owner would jeopardize the health or well-being of the animal; and

101A.2.the Owner shall be responsible for payment to the Municipality of all fees and costs of the extended impounded, including any veterinary or other care.

(III) Repealing subsection 102.3 and replacing it with the following:

102.3. at the end of a 10-day period, if the owner has made no other care arrangements for the animal, the animal will become the property of the Municipality and the Municipality is authorized to

- (a) destroy the animal;
- (b) sell or gift the animal; or
- (c) surrender the animal to an appropriate adoption agency.

(mmm) Adding the following as a new subsection 102A.:

102A. The Bylaw Program Supervisor may extend the 10-day period at subsection 102.3 in her or her sole discretion and in such case, the Owner shall be responsible for payment to the Municipality of all fees and costs of the extended impoundment.

(nnn) Striking out “or” at subsection 106.3.

(ooo) Striking out the “.” at the end of subsection 106.4 and replacing it with “; or”.

(ppp) Adding the following as a new subsection 106.5:

106.5 providing false or misleading information to a Bylaw Enforcement Officer.

(qqq) Striking out “by issuing a summons by means of a violation ticket” at section 115 and replacing it with “under the Provincial Offences Procedures Act”.

(rrr) Repealing Schedule A and replacing it with Schedule A of this bylaw.

(sss) Adding Schedule B of this bylaw as a new Schedule C.

2. Schedule "B" of the *Fees, Rates and Charges* Bylaw No. 22/012, as amended, is further amended by:
 - (a) Repealing the Animal License – Spayed or Neutered fee amount of \$15.00 at subsection 1.a) and replacing it with \$25.00;
 - (b) Repealing the Animal License – Non-spayed or Non-neutered fee amount of \$50.00 at subsection 1.b) and replacing it with \$60.00;
 - (c) Repealing the Animal License – Dangerous Dog fee amount of \$100.00 at subsection 1.d) and replacing it with \$250.00;
 - (d) Adding the following as a new Licensing Fee at subsection 1.e):
 - e) Animal License – Nuisance Animal.....\$150.00
 - (e) Repealing section 3 and replacing it with the following:
 3. Impound Fee (per day)
 - a) Per Animal.....\$40.00
 - b) Vicious Animal.....\$100.00
 - c) Dangerous Dog.....\$100.00
 - (f) Replacing the administration fee per animal amount of \$25.00 at subsection 5(a) with \$35.00;
 - (g) Adding the following as a new Administration Fee at subsection 5(d):
 - (d) Nuisance Animal.....\$150.00
3. The *Community Standards Appeal Committee* Bylaw No. 19/001, as amended, is further amended by:
 - (a) Repealing the definition at subsection 2(b) and replacing it with the following:
 - (b) "Animal Licensing Decision" means a decision by the Bylaw Program Supervisor to refuse or revoke a License under the Responsible Pet Ownership Bylaw;
 - (b) Repealing the definition at subsection 2(c) and replacing it with the following:

- (c) “Appeal” means the review of an MGA Order, Hen Licensing Decision, Animal Licensing Decision, Nuisance Animal Declaration or Vicious Animal Declaration.
- (c) Adding the following as a definition after subsection 2(e):
 - (e.1) “Backyard Hen Bylaw” means the Municipality’s *Backyard Hen Bylaw* No. 23/004, as amended or replaced;
- (d) Striking subsection 2(j).
- (e) Adding the following as a definition after subsection 2(s):
 - (s.1) “Nuisance Animal Declaration” means a decision by the Bylaw Program Supervisor to declare an animal a nuisance under the Responsible Pet Ownership Bylaw;
- (f) Adding the following definitions after subsection 2(u):
 - (v) “Responsible Pet Ownership Bylaw” means the Municipality’s *Responsible Pet Ownership Bylaw* No. 19/025, as amended or replaced;
 - (w) “Vicious Animal Declaration” means a decision by the Bylaw Program Supervisor to declare an animal vicious under the Responsible Pet Ownership Bylaw;
- (g) Repealing the definition at subsection 2(n) and replacing it with the following:
 - (n) “Interim Stay” means a temporary suspension of enforcement of an MGA Order, Hen Licensing Decision, Animal Licensing Decision, Nuisance Animal Declaration or Vicious Animal Declaration pending a future decision of the Committee;
- (h) Repealing the definition at subsection 2(s) and replacing it with the following:
 - (s) “Notice of Appeal” means a written request, in a form acceptable to the Clerk, seeking an Appeal;
- (i) Repealing section 24.1 and replacing with the following:
 - 24.1. Only a person who is an owner of the animal pursuant to the Responsible Pet Ownership Bylaw may appeal an Animal Licensing Decision, a Nuisance Animal Declaration or a Vicious Animal Declaration.

- (j) Striking out “or Declaration of Vicious Animal” at subsection 25.(f) and replacing it with “, Nuisance Animal Declaration or Vicious Animal Declaration”.
- (k) Striking out “or Declaration of Vicious Animal” at subsection 29.(b) and replacing it with “, Nuisance Animal Declaration or Vicious Animal Declaration”.
- (l) Adding “, provided however that in the case of a Vicious Animal Declaration, the Committee shall not impose any condition that suspends, cancels or otherwise varies the requirement to obtain a Behavioural Assessment.’ At the end of clause 29(b)(iii) after the words “public safety”.

4. This Bylaw comes into effect the day it is passed.

Read a first time this 23rd day of May, 2023.

Read a second time this _____ day of _____, 2023.

Read a third and final time this _____ day of _____, 2023.

Signed and Passed this _____ day of _____ 2023

Mayor

Chief Legislative Officer

SCHEDULE A**FINES**

SECTION	OFFENCE	SPECIFIED PENALTY
4	Unlicensed dog	\$150.00
6	Unlicensed cat	\$150.00
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
9	Unlicensed Nuisance or vicious animal	\$500.00
12	Cat/Dog not wearing issued license tag	\$75.00
58	Animal at-large	\$150.00
62	Failure to remove feces	\$250.00
63	Failure to produce means to facilitate removal of feces	\$100.00
66	Animal barking or howling causing disturbance	\$150.00
67.1	Threatens, harasses or chases person	\$150.00
67.2	Bites a person or causes person to suffer injury	\$500.00
67.3	Attacks a person	\$1000.00
67.4	Attacks a person causing severe injury	\$2000.00
67.5	Threatens, harasses or chases animal	\$150.00
67.6	Bites an animal or causes animal to suffer injury	\$500.00
67.7	Attack an animal causing severe injury	\$500.00
67.8	Causes death to an animal	\$850.00
67.9	Causes damage to property	\$150.00

67.10	Chases a vehicle	\$150.00
69	Person using an animal to attack, chase or threaten a person or animal	\$500.00
75.1	Failure to notify that nuisance animal is sold, gifted, transferred or deceased	\$500.00
82.1	Failure to notify that vicious animal is sold, gifted, transferred or deceased	\$500.00
83.1	Vicious animal attack	\$2000.00
83.2	Vicious animal causes damage to property	\$1000.00
83.3	Vicious animal at-large	\$1000.00
84	Failure to notify of vicious animal at large	\$500.00
85	Failure to keep vicious animal properly confined on owner's property	\$1000.00
86	Failure to properly secure vicious animal off owner's property	\$1000.00
89.1	Failure to properly post vicious animal signage	\$1000.00
106	Obstruct Bylaw Enforcement Officer	\$500.00

SCHEDULE B**Vicious Animal Sign**

REDLINE INCORPORATING PROPOSED AMENDMENTS

Responsible Pet Ownership Bylaw

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;
 - 2.2A. “Attack” means force applied by an animal to a person or other animal consisting of more than one bite, or more than one puncture, or more than one laceration, resulting in bleeding, sprains, serious bruising, or multiple injuries;
 - 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;

2.5A. "Backyard Hen Bylaw" means the Backyard Hen Bylaw No. 23/004, as amended or replaced.

2.5B. "Behaviour Assessment" means an assessment of a dog's temperament by a Certified Dog Trainer;

2.5C. "Bite" means force applied by an animal by means of its mouth and teeth upon a person or other animal;

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;

2.8A. "Certified Dog Trainer" means a person specializing in training dogs who is a Certified Behaviour Consultant – Knowledge Assessed (CBCC-KA) by the Certification Council for Professional Dog Trainers or such other certification as the Bylaw Program Supervisor may approve;

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. ~~Repealed “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;’
- 2.16A. “Fees Bylaw” means the Fees, Rates and Charges 2023 Bylaw No. 22/012, as amended or replaced.
- 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;
- 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;
- 2.19A “Kennel” means real property located outside of the Urban Service Area that has been approved for that purpose by the Development Authority in accordance with the Municipality’s Land Use Bylaw.
- 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 the *Fees, Rates and Charges Bylaw No. 19/024*;
- 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 ~~or Premises~~" 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;
- 2.36A. "Premise" means a house, building or structure and the real property it occupies
- 2.37. "Prohibited Animals" means all animals that can be scientifically classified in whole or in part into any species classification listed in Schedule B, attached hereto, and forming part of this bylaw;

(BL 20/006)

- 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;
- 2.45A. "Severe Injury" means any injury to a Person or Animal that requires medical attention such as wounds requiring sutures, or other wound repair and closing, or surgery, disfiguring or scarring lacerations, broken bones, severe sprains, or any other similar serious injury.
- 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 A;

(BL 20/006)

2.47A. "Tethered" or "Tied" means there is a rope, cord, chain, leash or other form of line holding an animal in place and attached to a fixed object.

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.S.A. 2000, c. D-3, as amended or replaced;

2.50A. "Vicious Sign" means a sign that is a minimum length of eight inches and a minimum height of 11 inches and containing the form and content at Schedule C.

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 an issued 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.
- 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 19, 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 ~~licensed~~ animals that ~~are 3 months or older~~ require a license under this bylaw 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 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~~Kennel 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.
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:

28. Except where the animal is a vicious animal or nuisance animal, an owner is not required to pay a license fee:
- 28.1. to license a Service Dog;
 - 28.2. to license a Guide Dog
 - 28.3. where the owner is 60 years of age or older; and
 - 28.4. to license an animal under the age of six (6) months.
29. 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

30. An owner shall ensure an animal is provided with:
- 30.1. potable water;
 - 30.2. species-specific food;
 - 30.3. sanitary food and water receptacles;
 - 30.4. regular opportunity for exercise sufficient for the wellbeing of the animal;
 - 30.5. a clean and sanitary shelter, enclosure or living area; and

- 30.6. 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.
- 31. No person shall do anything to tease, torment, annoy, abuse or injure any animal.
- 32. An owner shall ensure that an outside animal is provided with:
 - 32.1. a shelter that protects from wind, heat, cold, wet and the direct rays of the sun;
 - 32.2. a shelter that is structurally sound;
 - 32.3. a shelter that is sanitary;
 - 32.4. a shelter that is sufficiently large to allow the animal to easily and comfortably stand, turn and lie down; and
 - 32.5. continuous access to unfrozen potable water and species-specific food.
- 33. Every person who keeps an animal tethered must ensure that:
 - 33.1. the tether is a minimum of 3 meters in length;
 - 33.2. the animal has unrestricted movement within the range of the tether;
 - 33.3. the animal cannot suffer injury resulting from being tethered; ~~and~~
 - 33.4. the animal has unobstructed and continuous access to species-specific food, unfrozen potable water and shelter within the range of the tether; ~~;~~
 - 33.5. the animal is not left unattended; and
 - 33.6. the animal is not capable of leaving the boundaries of the Owner's Property
- 33A. No person shall tether an animal in a public place.

Animal Health

- 34. An owner of an animal that:
 - 34.1. attacks, bites or injures another animal;
 - 34.2. attacks, bites or injures a person; or
 - 34.3. attacks, bites or injures livestock;
 must report the incident within 24 hours by completing and submitting an attack report to the Bylaw ~~Services~~Program Supervisor.

35. 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.
36. An owner of an animal having an infectious physical condition:
 - 36.1. shall not permit the animal to be in any public place;
 - 36.2. shall not keep the animal in contact with or in proximity to another animal; and
 - 36.3. 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.
37. An owner of an animal suspected of exposure to rabies shall immediately:
 - 37.1. place the animal in controlled confinement;
 - 37.2. report the matter to the Regional Health Authority;
 - 37.3. report the matter to the Bylaw Program Supervisor, in the manner approved by the Bylaw Program Supervisor;
 - 37.4. 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;
 - 37.5. 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;
 - 37.6. keep the animal confined, isolated or quarantined as directed by the Regional Health Authority or a Bylaw Enforcement Officer, until otherwise directed; and
 - 37.7. shall pay all costs of quarantine where the animal is quarantined by the Regional Health Authority or a Bylaw Enforcement Officer.
38. 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.
39. 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

40. An owner of a dog is not required to keep the dog on a leash in an off-leash area unless:
 - 40.1. the dog is under the control of a person less than 18 years of age; or
 - 40.2. the dog has been declared a nuisance animal.
41. An owner of a vicious animal shall ensure a vicious animal does not enter an off-leash area.
42. A person shall comply with all signs that are posted in an off-leash area.
43. A person shall have no more than 4 dogs under his or her care and control when in an off-leash area.
44. An owner of a dog in an off-leash area shall carry a leash for each dog in his or her care or control and shall produce the leash or leashes upon the request of—if requested by a Bylaw Enforcement Officer.
45. A Bylaw Enforcement Officer may:
 - 45.1. order an owner to put a dog on a leash in an off-leash area; or
 - 45.2. 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.
46. 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 67.

Animals in Prohibited Areas

47. An owner shall ensure an animal does not enter a prohibited area or any area within 5 meters of a prohibited area.
48. An owner shall ensure an animal does not enter an area where the animal is prohibited by posted signs.
49. 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~~

50. ~~Repealed An owner shall ensure that an animal is not left unattended while tethered or tied in a public place~~

Animals in Motor Vehicles

51. 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.
52. 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.
53. Despite section 52, 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:
 - 53.1 in a topper enclosing the bed area of a truck;
 - 53.2 contained in a kennel or similar device securely fastened to the bed of the truck; or
 - 53.3 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.
54. The registered owner of a vehicle involved in an offence referred to in sections 51-53 is guilty of the offence.

Animals in Heat

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

NUISANCES

Animal at Large

57. 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.

58. An owner of an animal shall ensure the animal is not at-large.
59. Except for a Bylaw Enforcement Officer, no person shall set a cat trap outdoors:
- 59.1. if the temperature is below 0 degrees Celsius or forecast to be below 0 degrees Celsius in the next 72 hour period;
 - 59.2. in an area not shaded from the sun;
 - 59.3. unless the trap is checked hourly and closed by ~~11~~8:00pm each night and rendered in operable until 6:00am the following day; and
- 58.1. unless the person is residing and present at the property where the cat trap is located.
60. 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.
61. 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

62. Where an animal defecates on property that is not the owner's property, the owner shall remove the feces immediately.
63. ~~An owner of~~When a dog is not on an owner's property, an owner shall ~~always~~ carry a ~~suitable means~~disposable plastic bag for ~~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~~produce the plastic bag upon means ~~at~~ the request of a Bylaw Enforcement Officer.
64. A person who stores or fails to remove feces from ~~his or her~~ an owner's 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

65. 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.
66. 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

67. An owner of an animal is guilty of an offence if such animal:
- 67.1 ~~attacks,~~ threatens, harasses, or chases, ~~bites or injures any a~~ person;

- 67.2 bites a person or commits any act that causes a person to suffer injury;
 - 67.3 attacks a person;
 - 67.4 attacks a person causing Severe Injury;
 - 67.5 threatens, harasses, or chases, ~~bites, kills or injures any an animal~~animal;
 - 67.6 ~~attacks, threatens, harasses, chases, bites~~ an animal or commits any act that cause an animal to suffer , kills or injures any livestockinjury;
 - 67.7 attacks an animal causing Severe Injury;
 - 67.8 causes death to an animal;
 - 67.9 causes any damage to property or chattels; or
 - 67.10 chases any vehicle.
- 67A. Where the Bylaw Program Supervisor has reasonable grounds to believe that an animal has contravened section 67, the Bylaw Program Supervisor may require an Owner to obtain and provide a Behaviour Assessment of the animal within 10 days, at the Owner's expense.
68. Upon contravention of section 67, an owner must immediately place the offending animal in controlled confinement.
69. No person shall use or direct an animal to attack, chase, harass or threaten a person or animal.

NUISANCE ANIMALS

Declaration of Nuisance Animal

70. ~~Where an animal is the subject of three or more convictions within the past five years for any offence under this bylaw, the~~ The Bylaw Program Supervisor may declare ~~an the~~ animal a ~~nuisance~~ Nuisance animal Animal where:-
- 70.1 the animal has engaged in threatening or aggressive behaviour;
 - 70.2 the animal has been found At Large more than once;
 - 70.3 the animal is a dog that repeatedly barks, howls, or otherwise makes or causes noise which disturbs any Person; or
 - 70.4 an Owner has demonstrated an inability to control the animal in an Off-Leash Area or other public place on more than one occasion.
- 70A. Where the Bylaw Program Supervisor is considering designating an animal as a Nuisance Animal, the Bylaw Program Supervisor must:

- 70A.1. send a written notice to the Owner of the reason why the designation is being considered;
- 70A.2. provide an opportunity to the Owner to make written submissions within 14 days of receiving the notice; and
- 70A.3. consider any written submissions made by the Owner and any information provided by a Bylaw Enforcement Officer obtained from any investigation conducted pursuant to this Bylaw involving the Animal.
- 70.B Where the Bylaw Program Supervisor has decided to designate an animal as a Nuisance Animal, the designation decision must be sent to the Owner with reasons for the decision, along with notice of any conditions imposed by the Bylaw Program Supervisor.
- ~~71. An owner of a Nuisance Animal shall abide by all conditions set out in the declaration of Nuisance Animal~~
71. The Bylaw Program Supervisor may impose one or more conditions on the Owner of a Nuisance Animal that, in the opinion of the Bylaw Program Supervisor, are reasonably necessary to reduce the nuisance posed by the animal and where conditions have been imposed, the owner shall abide by all such conditions.
- 71A. An Owner may appeal the Bylaw Program Supervisor's decision to declare the animal a Nuisance Animal, or any condition imposed on the Owner of a Nuisance Animal, by submitting a Notice of Appeal to the Clerk within 14 days of the Bylaw Program Supervisor having provided the written notice that the animal has been declared a Nuisance Animal or that the condition under appeal has been imposed.
- 71B. Upon receiving a notice of appeal under section 71A, the Community Standards Appeal Committee shall hear the appeal and may either:
- 71B.1. confirm the Bylaw Program Supervisor's declaration of the animal as a Nuisance Animal;
- 71B.2. overturn or vary the Bylaw Program Supervisor's declaration of the animal as a Nuisance Animal;
- 71B.3. confirm a condition imposed on the Owner of the Nuisance Animal; or
- 71B.4. overturn or vary a condition imposed on the Owner of the Nuisance Animal.
72. 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 on his or her sole discretion.

Regulation of Nuisance Animal

73. 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:
- 73.1 have a veterinarian tattoo or implant an electronic identification microchip in the animal;
 - 73.2 provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor; and
 - 73.3 have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age.
74. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 73 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 73.
75. The owner of a nuisance animal shall:
- 75.1. notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and
 - 75.2. 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

76. The Bylaw Program Supervisor may declare an animal to be a vicious Animal where the animal:
- 76.1 bites a person ~~the animal has attacked another animal without provocation~~
 - 76.2 attacks a person;
 - 76.3 attacks an animal; or
 - 76.4 kills an animal; and
 - 76.5 the Bylaw Program Supervisor forms a reasonable belief that the animal is a risk to public safety.
- 76A. An animal is deemed a Vicious Animal under this Bylaw if the animal has been declared vicious, dangerous or any other designation indicating the animal may pose a risk to a person or animal, by any court or authority having jurisdiction pursuant to any bylaw, provincial legislation or federal legislation.
77. 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 76.

78. Upon receiving a notice of appeal under section 77, the Community Standards Appeal Committee shall hear the appeal and may either

78.1 confirm the Bylaw Program Supervisor's declaration of the animal as a vicious animal; or

78.2 overturn the Bylaw Program Supervisor's declaration of the animal as a vicious animal.

78A. Where an animal is deemed vicious pursuant to section 76A there shall be no appeal.

79. 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

80. 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:

80.1. have a veterinarian tattoo or implant an electronic identification microchip in the animal;

80.2. provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor; ~~and~~

80.3. have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age; and

80.4. obtain a Behaviour Assessment at the Owner's expense, and provide it to the Bylaw Program Supervisor.-

81. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 80 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 80.
82. The owner of a vicious animal shall:
 - 82.1 notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and
 - 82.2 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.
83. The owner of a vicious animal shall ensure that the animal:
 - 83.1 does not chase, injure, bite, attack or otherwise threaten another animal or person;
 - 83.2 cause damage to property; and
 - 83.3 is not at-large.
84. The owner of a vicious animal shall immediately notify a Bylaw Enforcement Officer if the animal is at-large.
85. The owner of a vicious animal shall ensure that at all times, when the animal is on the owner's property ~~property of the owner~~, the animal is under the control of a person at least 16 years of age, and:
 - 85.1 confined indoors; or
 - 85.2 if outdoors, is secured in a locked pen or other structure constructed to the specifications contained in section 88 in order to prevent the escape of the vicious animal and to prevent the entry of any person not in control of the animal.
86. The owner of a vicious animal shall ensure that at all times, when the animal is off the owner's property ~~property of the owner~~, the animal is under the control of a person 16 years of age, and:
 - 86.1 secured with a muzzle; and
 - 86.2 on a leash.
87. 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:
 - 87.1 providing third party coverage in a minimum amount of \$500,000.00 for injuries caused by the owner's animal; and

87.2 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.

88. 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:

88.1 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;

88.2 provide the vicious animal with shelter from the elements;

88.3 have a minimum floor area of 1.5 meters by 3 meters with a minimum height of 1.5 meters; and

88.4 be situated more than 1 meter from any property line and more than 5 meters from any neighbouring dwelling unit.

89. Within 10 days of an animal being declared vicious, ~~an the~~ owner shall display the vicious sign on the owner's property and shall ensure that:

89.1 the vicious sign is posted at each entrance to any dwelling where the vicious animal is kept and on any outdoor pen or structure where the vicious animal is confined; 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

89.2 each vicious sign is posted to be clearly visible and seen by any person accessing the owner's property.

89A. In addition to the requirement at subsection 80.4, the Bylaw Program Supervisor may direct that a Vicious Animal and its Owner attend training from a Certified Dog Trainer at the Owner's expense and provide evidence of successful completion in a form satisfactory to the Bylaw Program Supervisor. 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

90. An owner shall not allow an exotic animal to be in any public place, with the exception of:
- 90.1 an animal rescue that is promoting pet adoption or education events;
 - 90.2 a licensed veterinary clinic under the control of a veterinarian;
 - 90.3 a premise legally operated by an institution of education for research, study or teaching purposes;
 - 90.4 an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 90.5 a retail premises where such animals are legally sold; and
 - 90.6 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

91. No person shall harbor, keep or possess a prohibited animal in the Municipality, except:
- 91.1 a licensed veterinary clinic under the control of a veterinarian;
 - 91.2 a premise legally operated by an institution of education for research, study or teaching purposes;
 - 91.3 an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 91.4 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;
 - 91.5 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;
 - 91.6 where an animal is being legally transported in an enclosed motor vehicle;
 - 91.7 where the Bylaw Program Supervisor has issued a written exemption to a person pursuant to section 93; ~~or~~

91.8 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; or-

91.9 a "Hen" as defined by the Backyard Hen Bylaw ~~No. 21/006~~, which is permitted ~~may be allowed~~ where a hen is being kept in license is granted in accordance with a licence granted pursuant to the Backyard Hen ~~the said B~~bylaw.

(BL 21/006)

92. Any person wishing to:

92.1 operate a horse or cattle drawn vehicle in the Municipality; or

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

may request a written temporary exemption from section 91 from the Bylaw Program Supervisor.

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

93.1 issue a written temporary exemption, with or without conditions; or

93.2 refuse to issue a written temporary exemption.

94. Where the Bylaw Program Supervisor issues a written temporary exemption under section 93, 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

95. A Bylaw Enforcement Officer may take possession of ~~capture~~ and impound any animal:

95.1 found at large or abandoned;

- 95.2 ~~where the Bylaw Enforcement Officer has reasonable grounds to believe that the animal has been involved in a contravention of section 67, pending either 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~~
- (a) ~~the outcome of an investigation to declare the animal a vicious animal”;~~
~~or~~
- (b) ~~the Court’s determination of an application made under the Dangerous Dog Act, R.S.A. 2000, c D-3;~~
- 95.3 which is required to be impounded pursuant to the provisions of any legislation of the Province of Alberta; or
- 95.4 ~~where the animal is the subject of a declaration of vicious animal and a Bylaw Enforcement Officer has reasonable grounds to believe that an Owner has failed to abide by any conditions of the License or any requirement for keeping a vicious animal, pending either:~~
- (a) ~~an Owner having demonstrated to the satisfaction of the Bylaw Program Supervisor that the Owner is in compliance with all conditions of the License and all requirements for keeping a vicious animal; or~~
- (b) ~~the Court’s determination of an application made under the Dangerous Dog Act, R.S.A. 2000, c-3.~~
96. 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 or to impound an animal pursuant to section 95.
97. An ~~impounded~~ animal impounded pursuant to section 95.1 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.
98. 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:
- 98.1 the impoundment and administration fees as set out in the Fees, Bylaw Rates and Charges Bylaw No. 19/024;
- 98.2 the license fee, if the animal is unlicensed; and
- 98.3 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.

99. At the expiration of the 72 hour impoundment period, the animal will become the property of the Municipality and the Municipality is authorized to:

99.1 destroy the animal;

99.2 sell or gift the animal; or

99.3 surrender the animal to an appropriate adoption agency.

100. 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:

100.1 no license has been issued for the animal, or the conditions of the license have not been met; and

100.2 the owner has not paid the amounts specified in section 98 to the Municipality;

100.3 ~~Repealed 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~~

100.4 ~~Repealed the Bylaw Enforcement Officer has reasonable and probable grounds to believe that the animal is a continued danger to persons, animals, or property.~~

101. ~~A~~ Despite section 100, a Bylaw Enforcement Officer may, in his 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.

101A. Without limiting the generality of section 101, a Bylaw Enforcement Officer may extend the 72 impoundment period where:

101A.1. in the opinion of a Bylaw Enforcement Officer, an animal ought to remain in the care of a veterinarian, veterinary technologist or other animal care specialist and the Bylaw Enforcement Officer has reasonable grounds to believe that immediate release of the animal to the Owner would jeopardize the health or well-being of the animal; and

101A.2. the Owner shall be responsible for payment to the Municipality of all fees and costs of the extended impounded, including any veterinary or other care.

Temporary Impoundment in Emergencies

102. The Bylaw Program Supervisor may:

- 102.1 receive an animal for temporary impound in the case of fire, flood or other emergency;
- 102.2 charge the owner fees for the costs of temporary impound as set out in the Fees ~~_, Rates and Charges Bylaw No. 19/024;~~ and
- 102.3 at the end of a 10 day period, if the owner has made no other care arrangements for the animal, the animal will become the property of the Municipality and the Municipality is authorized to: treat the animal as an impounded animal under sections 97-101 of this bylaw.
 - (a) destroy the animal;
 - (b) sell or gift the animal; or
 - (c) surrender the animal to an appropriate adoption agency

102A. The Bylaw Program Supervisor may extend the 10-day period at subsection 102.3 in her or her sole discretion and in such case, the Owner shall be responsible for payment to the Municipality of all fees and costs of the extended impoundment.

Found Animals

103. 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

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

Obstruction and Interference

106. No person shall:

- 106.1 interfere with or attempt to obstruct a Bylaw Enforcement Officer who is engaged in the capture or impoundment of an animal;
- 106.2 interfere with, hinder or impede a Bylaw Enforcement Officer in the performance of any duty authorized by this bylaw;
- 106.3 open a motor vehicle that holds an animal that has been secured for impoundment; ~~or~~

106.4 remove, or attempt to remove any animal from the possession of a Bylaw enforcement Officer; or

106.5 providing false or misleading information to a Bylaw Enforcement Officer.

CONTRAVENTION OF BYLAW AND PENALTIES

General Penalty Provisions

107. If an animal is involved in an activity in contravention of this bylaw, the owner of that animal is guilty of an offence.
108. An owner who contravenes any of the provisions of this bylaw by:
- 108.1 doing any act or thing which the person is prohibited from doing, or
 - 108.2 failing to do any act or thing the person is required to do; is guilty of an offence.
109. A person who is convicted of an offence pursuant to this bylaw is liable on summary conviction to:
- 109.1 a penalty specified in Schedule A of this bylaw; and
 - 109.2 where there is no penalty specified in Schedule A of this bylaw, to a penalty of \$200.
110. Despite section 109, where a person has been convicted of contravening the same provision of this bylaw:
- 110.1 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 A or where there is no penalty specified in Schedule A, to a penalty of \$400; and
 - 110.2 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 A or where there is no penalty specified in Schedule A, to a penalty of \$600.
- (BL 20/006)**
111. 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:
- 111.1 a penalty not exceeding \$10,000; and

111.2 the Court is not bound by the specified penalty amount in Schedule A, provided that the fine amount ordered by the court shall not be less than the specified penalty in Schedule A and the Fees ~~-, Rates and Charges-~~ Bylaw No. 19/024.

Municipal Tag

112. A municipal tag may be issued to any person where a Bylaw Enforcement Officer believes the person has contravened any provision of this bylaw.
113. If a municipal tag is issued in respect of an offence, the municipal tag must specify
- 113.1 the name of the person;
 - 113.2 the offence;
 - 113.3 the fine amount as established by this bylaw;
 - 113.4 that the fine amount shall be paid within 14 days from the issuance of the municipal tag; and
 - 113.5 any other information as may be required.

Violation Tickets

114. 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.
115. Despite sections 112 and 114, where a Bylaw Enforcement Officer believes that a person has contravened any provision of this bylaw, he or she may commence proceedings under the Provincial Offences Procedures Act ~~by issuing a summons by means of a violation ticket.~~

Payment in Lieu of Prosecution

116. 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.
117. Where the voluntary payment referred to in section 116 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

118. 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 A for each day.

Mandatory Court or Information

119. 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

120. 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.
- 120A. 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

121. 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

122. An existing license issued under Animal Control Bylaw No. 02/031, remains valid until the term of such license expires.
123. Animal Control Bylaw No. 02/031 and any amendments thereto are hereby repealed.
124. 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.
125. This Bylaw comes into force when it is passed.

SCHEDULE A FINES

SECTION	OFFENCE	SPECIFIED PENALTY
4	Unlicensed dog	\$150.00
6	Unlicensed cat	\$150.00
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
9	Unlicensed Nuisance or vicious animal	\$500.00
12	Cat/Dog not wearing issued license tag	\$75.00
58	Animal at-large	\$150.00
62	Failure to remove feces	\$250.00
63	Failure to produce means to facilitate removal of feces	\$100.00
66	Animal barking or howling causing disturbance	\$150.00
67.1	Animal attack on a person <u>Threatens, harasses or chases person</u>	\$1000.00 <u>\$150.00</u>
67.2	Animal attack on an animal <u>Bites a person or causes person to suffer injury</u>	\$500.00
<u>67.3</u>	<u>Attacks a person</u>	<u>\$1000.00</u>
67.4	Animal cause damage to property <u>Attacks a person causing severe injury</u>	\$250.00 <u>\$2000.00</u>
<u>67.5</u>	<u>Threatens, harasses or chases animal</u>	<u>\$150.00</u>
<u>67.6</u>	<u>Bites an animal or causes animal to suffer injury</u>	<u>\$500.00</u>
<u>67.7</u>	<u>Attack an animal causing severe injury</u>	<u>\$500.00</u>
<u>67.8</u>	<u>Causes death to an animal</u>	<u>\$850.00</u>
<u>67.9</u>	<u>Causes damage to property</u>	<u>\$150.00</u>

<u>67.10</u>	<u>Chases a vehicle</u>	<u>\$150.00</u>
69	Person using an animal to attack, chase or threaten a person or animal	\$500.00
75.1	Failure to notify that nuisance animal is sold, gifted, transferred or deceased	\$500.00
82.1	Failure to notify that vicious animal is sold, gifted, transferred or deceased	\$500.00
83.1	Vicious animal attack	\$2000.00
83.2	Vicious animal causes damage to property	\$1000.00
83.3	Vicious animal at-large	\$1000.00
84	Failure to notify of vicious animal at large	\$500.00
85	Failure to keep vicious animal properly confined on owner's property	\$1000.00
86	Failure to properly secure vicious animal off owner's property	\$1000.00
89.1	Fail to properly post vicious animal signage	\$1000.00
106	Obstruct Bylaw Enforcement Officer	\$500.00

(BL 20/006)

SCHEDULE B 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)

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.

SCHEDULE C

Vicious Animal Sign





REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Consolidated Version of **Responsible Pet Ownership Bylaw**

(being Bylaw No. 19/025 of the Regional Municipality of Wood Buffalo,
as amended by Bylaw No. 20/006, consolidated and printed under the
authority of the Chief Administrative Officer of the Regional
Municipality of Wood Buffalo)

This is certified to be a true copy of
consolidated Bylaw No. 19/025 of the Regional
Municipality of Wood Buffalo.

Jade Brown
Chief Legislative Officer

The text shown in parentheses in various locations throughout this document identifies the corresponding amending bylaw which authorized the change. For example (BL 20/006) refers to Bylaw No. 20/006.

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;

- 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 the *Fees, Rates and Charges Bylaw No. 19/024*;
- 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 or Premises" 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 B, attached hereto and forming part of this bylaw;
- (BL 20/006)**
- 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 A;
(BL 20/006)
- 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.S.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 an issued 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.
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 19, 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 licensed 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 license 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.

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:

28. Except where the animal is a vicious animal or nuisance animal, an owner is not required to pay a license fee:
- 28.1. to license a Service Dog;
 - 28.2. to license a Guide Dog
 - 28.3. where the owner is 60 years of age or older; and
 - 28.4. to license an animal under the age of six (6) months.
29. 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

30. An owner shall ensure an animal is provided with:
- 30.1. potable water;
 - 30.2. species-specific food;
 - 30.3. sanitary food and water receptacles;
 - 30.4. regular opportunity for exercise sufficient for the wellbeing of the animal;
 - 30.5. a clean and sanitary shelter, enclosure or living area; and
 - 30.6. 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.
31. No person shall do anything to tease, torment, annoy, abuse or injure any animal.
32. An owner shall ensure that an outside animal is provided with:
- 32.1. a shelter that protects from wind, heat, cold, wet and the direct rays of the sun;

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

Animal Health

34. An owner of an animal that:
- 34.1. attacks, bites or injures another animal;
 - 34.2. attacks, bites or injures a person; or
 - 34.3. attacks, bites or injures livestock;
- must report the incident within 24 hours by completing and submitting an attack report to Bylaw Services.
35. 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.
36. An owner of an animal having an infectious physical condition:
- 36.1. shall not permit the animal to be in any public place;
 - 36.2. shall not keep the animal in contact with or in proximity to another animal; and
 - 36.3. 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.

37. An owner of an animal suspected of exposure to rabies shall immediately:
 - 37.1. place the animal in controlled confinement;
 - 37.2. report the matter to the Regional Health Authority;
 - 37.3. report the matter to the Bylaw Program Supervisor, in the manner approved by the Bylaw Program Supervisor;
 - 37.4. 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;
 - 37.5. 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;
 - 37.6. keep the animal confined, isolated or quarantined as directed by the Regional Health Authority or a Bylaw Enforcement Officer, until otherwise directed; and
 - 37.7. shall pay all costs of quarantine where the animal is quarantined by the Regional Health Authority or a Bylaw Enforcement Officer.
38. 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.
39. 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

40. An owner of a dog is not required to keep the dog on a leash in an off-leash area unless:
 - 40.1. the dog is under the control of a person less than 18 years of age; or
 - 40.2. the dog has been declared a nuisance animal.
41. An owner of a vicious animal shall ensure a vicious animal does not enter an off-leash area.
42. A person shall comply with all signs that are posted in an off-leash area.
43. A person shall have no more than 4 dogs under his or her care and control when in an off-leash area.
44. 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.

45. A Bylaw Enforcement Officer may:
- 45.1. order an owner to put a dog on a leash in an off-leash area; or
 - 45.2. 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.
46. 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 67.

Animals in Prohibited Areas

- 47. An owner shall ensure an animal does not enter a prohibited area or any area within 5 meters of a prohibited area.
- 48. An owner shall ensure an animal does not enter an area where the animal is prohibited by posted signs.
- 49. 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

- 50. An owner shall ensure that an animal is not left unattended while tethered or tied in a public place.
- 51. 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

- 52. 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.
- 53. Despite section 52, 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:
 - 53.1. in a topper enclosing the bed area of a truck;
 - 53.2. contained in a kennel or similar device securely fastened to the bed of the truck; or

- 53.3. 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.
54. The registered owner of a vehicle involved in an offence referred to in sections 51-53 is guilty of the offence.

Animals in Heat

55. An owner of a female animal in estrus must keep the animal in controlled confinement until the animal is no longer in estrus.
56. 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:
- 56.1. the animal is on a leash and restrained at all times; and
 - 56.2. the animal is returned to controlled confinement immediately upon completion of the urination, defecation or exercise.

NUISANCES

Animal at Large

57. 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.
58. An owner of an animal shall ensure the animal is not at-large.
59. No person shall set a cat trap outdoors:
- 59.1. if the temperature is below 0 degrees celsius or forecast to be below 0 degrees celsius in the next 72 hour period;
 - 59.2. in an area not shaded from the sun;
 - 59.3. unless the trap is checked hourly and closed by 11:00pm each night and rendered in operable until 6:00am the following day; and
 - 59.4. unless the person is residing and present at the property where the cat trap is located.

- 60. A person who sets an animal trap outdoors must notify the owners or occupants of all adjacent properties that the trap has been set out.
- 61. A person who traps an animal that he or she does not own must immediately turn the animal over to a Bylaw Enforcement Officer or take the animal to the local humane society.

Removing Defecation

- 62. Where an animal defecates on property that is not the owner's property, the owner shall remove the feces immediately.
- 63. 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.
- 64. 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

- 65. 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.
- 66. 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

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

NUISANCE ANIMALS

Declaration of Nuisance Animal

- 70. 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.
- 71. An owner of a nuisance animal shall abide by all conditions set out in the declaration of nuisance animal.
- 72. 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

- 73. 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:
 - 73.1. have a veterinarian tattoo or implant an electronic identification microchip in the animal;
 - 73.2. provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor; and
 - 73.3. have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age.
- 74. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 73 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 73.
- 75. The owner of a nuisance animal shall:
 - 75.1. notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and
 - 75.2. 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

76. The Bylaw Program Supervisor may declare an animal vicious where:
 - 76.1. the animal has attacked another animal without provocation;
 - 76.2. the animal has attacked a person;
 - 76.3. the animal has inflicted a wound on another animal or a person;
 - 76.4. the animal has a known propensity, tenancy or disposition to attack other animals or people; or
 - 76.5. 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.
77. 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 76.
78. Upon receiving a notice of appeal under section 77, the Community Standards Appeal Committee shall hear the appeal and may either
 - 78.1. confirm the Bylaw Program Supervisor's declaration of the animal as a vicious animal; or
 - 78.2. overturn the Bylaw Program Supervisor's declaration of the animal as a vicious animal.
79. 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

80. 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:
 - 80.1. have a veterinarian tattoo or implant an electronic identification microchip in the animal;
 - 80.2. provide the information contained on the tattoo or in the microchip to the Bylaw Program Supervisor, and

- 80.3. have the animal neutered or spayed, if the animal is in an unaltered state, provided the animal is over 6 months of age.
81. The Bylaw Program Supervisor may provide a written extension of the 10 day time period in section 80 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 80.
82. The owner of a vicious animal shall:
- 82.1. notify the Bylaw Program Supervisor within 5 days when the animal is sold, gifted, transferred or deceased; and
- 82.2. 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.
83. The owner of a vicious animal shall ensure that the animal:
- 83.1. does not chase, injure, bite, attack or otherwise threaten another animal or person;
- 83.2. cause damage to property; and
- 83.3. is not at-large.
84. The owner of a vicious animal shall immediately notify a Bylaw Enforcement Officer if the animal is at-large.
85. 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:
- 85.1. confined indoors; or
- 85.2. if outdoors, is secured in a locked pen or other structure constructed to the specifications contained in section 88 in order to prevent the escape of the vicious animal and to prevent the entry of any person not in control of the animal.
86. 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:
- 86.1. secured with a muzzle; and
- 86.2. on a leash.

87. 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:
- 87.1. providing third party coverage in a minimum amount of \$500,000.00 for injuries caused by the owner's animal; and
 - 87.2. 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.
88. 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:
- 88.1. 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;
 - 88.2. provide the vicious animal with shelter from the elements;
 - 88.3. have a minimum floor area of 1.5 meters by 3 meters with a minimum height of 1.5 meters; and
 - 88.4. be situated more than 1 meter from any property line and more than 5 meters from any neighbouring dwelling unit.
89. Within 10 days of an animal being declared vicious, the owner shall:
- 89.1. 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
 - 89.2. 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

90. An owner shall not allow an exotic animal to be in any public place, with the exception of:
- 90.1. an animal rescue that is promoting pet adoption or education events;
 - 90.2. a licensed veterinary clinic under the control of a veterinarian;
 - 90.3. a premise legally operated by an institution of education for research, study or teaching purposes;
 - 90.4. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 90.5. a retail premises where such animals are legally sold; and
 - 90.6. 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

91. No person shall harbor, keep or possess a prohibited animal in the Municipality, except:
- 91.1. a licensed veterinary clinic under the control of a veterinarian;
 - 91.2. a premise legally operated by an institution of education for research, study or teaching purposes;
 - 91.3. an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums;
 - 91.4. 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;
 - 91.5. 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;
 - 91.6. where an animal is being legally transported in an enclosed motor vehicle;
 - 91.7. where the Bylaw Program Supervisor has issued a written exemption to a person pursuant to section 93; or

91.8. 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.

92. Any person wishing to:

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

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

may request a written temporary exemption from section 91 from the Bylaw Program Supervisor.

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

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

93.2. refuse to issue a written temporary exemption.

94. Where the Bylaw Program Supervisor issues a written temporary exemption under section 93, 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

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

95.1. found at large;

95.2. 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

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

96. 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.
97. 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.
98. 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:
 - 98.1. the impoundment and administration fees as set out in the *Fees, Rates and Charges Bylaw No. 19/024*;
 - 98.2. the license fee, if the animal is unlicensed; and
 - 98.3. 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.
99. At the expiration of the 72 hour impoundment period, the animal will become the property of the Municipality and the Municipality is authorized to:
 - 99.1. destroy the animal;
 - 99.2. sell or gift the animal; or
 - 99.3. surrender the animal to an appropriate adoption agency.
100. 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:
 - 100.1. no license has been issued for the animal, or the conditions of the license have not been met;
 - 100.2. the owner has not paid the amounts specified in section 98 to the Municipality;
 - 100.3. 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

- 100.4. the Bylaw Enforcement Officer has reasonable and probable grounds to believe that the animal is a continued danger to persons, animals, or property.
101. Despite section 100, a Bylaw Enforcement Officer may, in his 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

102. The Bylaw Program Supervisor may:
- 102.1. receive an animal for temporary impound in the case of fire, flood or other emergency;
- 102.2. charge the owner fees for the costs of temporary impound as set out in the *Fees, Rates and Charges Bylaw No. 19/024*; and
- 102.3. 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 97-101 of this bylaw.

Found Animals

103. 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

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

Obstruction and Interference

106. No person shall:
- 106.1. interfere with or attempt to obstruct a Bylaw Enforcement Officer who is engaged in the capture or impoundment of an animal;
- 106.2. interfere with, hinder or impede a Bylaw Enforcement Officer in the performance of any duty authorized by this bylaw;
- 106.3. open a motor vehicle that holds an animal that has been secured for impoundment; or

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

CONTRAVENTION OF BYLAW AND PENALTIES

General Penalty Provisions

107. If an animal is involved in an activity in contravention of this bylaw, the owner of that animal is guilty of an offence.
108. An owner who contravenes any of the provisions of this bylaw by:
- 108.1. doing any act or thing which the person is prohibited from doing, or
- 108.2. failing to do any act or thing the person is required to do;
- is guilty of an offence.
109. A person who is convicted of an offence pursuant to this bylaw is liable on summary conviction to:
- 109.1. a penalty specified in Schedule A of this bylaw; and
- 109.2. where there is no penalty specified in Schedule A of this bylaw, to a penalty of \$200.
110. Despite section 109, where a person has been convicted of contravening the same provision of this bylaw:
- 110.1. 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 A or where there is no penalty specified in Schedule A, to a penalty of \$400; and
- 110.2. 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 A or where there is no penalty specified in Schedule A, to a penalty of \$600.
- (BL 20/006)**
111. 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:
- 111.1. a penalty not exceeding \$10,000; and

- 111.2. the Court is not bound by the specified penalty amount in Schedule A, provided that the fine amount ordered by the court shall not be less than the specified penalty in Schedule A and the *Fees, Rates and Charges Bylaw No. 19/024*.

Municipal Tag

112. A municipal tag may be issued to any person where a Bylaw Enforcement Officer believes the person has contravened any provision of this bylaw.
113. If a municipal tag is issued in respect of an offence, the municipal tag must specify
- 113.1. the name of the person;
 - 113.2. the offence;
 - 113.3. the fine amount as established by this bylaw;
 - 113.4. that the fine amount shall be paid within 14 days from the issuance of the municipal tag; and
 - 113.5. any other information as may be required.

Violation Tickets

114. 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.
115. Despite sections 112 and 114, 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

116. 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.
117. Where the voluntary payment referred to in section 116 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

118. 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 A for each day.

Mandatory Court or Information

119. 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

120. 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.
- 120A. 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

121. 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

122. An existing license issued under *Animal Control Bylaw No. 02/031*, remains valid until the term of such license expires.
123. *Animal Control Bylaw No. 02/031* and any amendments thereto are hereby repealed.
124. 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.

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

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

READ a second time this 19th day of November, 2019.

READ a third time this 19th day of November, 2019.

SIGNED and PASSED this 19th day of November, 2019.

Amendment:

20/006

SCHEDULE A

FINES

SECTION	OFFENCE	SPECIFIED PENALTY
4	Unlicensed dog	\$150.00
6	Unlicensed cat	\$150.00
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
9	Unlicensed Nuisance or vicious animal	\$500.00
12	Cat/Dog not wearing issued license tag	\$75.00
58	Animal at-large	\$150.00
62	Failure to remove feces	\$250.00
63	Failure to produce means to facilitate removal of feces	\$100.00
66	Animal barking or howling causing disturbance	\$150.00
67.1	Animal attack on a person	\$1000.00
67.2	Animal attack on an animal	\$500.00
67.4	Animal cause damage to property	\$250.00
69	Person using an animal to attack, chase or threaten a person or animal	\$500.00
75.1	Failure to notify that nuisance animal is sold, gifted, transferred or deceased	\$500.00
82.1	Failure to notify that vicious animal is sold, gifted, transferred or deceased	\$500.00
83.1	Vicious animal attack	\$2000.00
83.2	Vicious animal causes damage to property	\$1000.00
83.3	Vicious animal at-large	\$1000.00
84	Failure to notify of vicious animal at large	\$500.00

85	Failure to keep vicious animal properly confined on owner's property	\$1000.00
86	Failure to properly secure vicious animal off owner's property	\$1000.00
89.1	Fail to properly post vicious animal signage	\$1000.00
106	Obstruct Bylaw Enforcement Officer	\$500.00

(BL 20/006)

SCHEDULE B 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)

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.

Amendment to the Responsible Pet Ownership Bylaw No. 23/009

Presenters: Deanne Bergey, Director, Community & Protective Services
Aaron Anderson, Manager, Bylaw Services
Caitlin Hanly, Municipal Legal Counsel, Legal Services

Meeting Date: June 13, 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Responsible Pet Ownership Bylaw

- Changing needs of the community
- Legislative recommendations from court proceedings
- Feedback from community members
- Front-Line Enforcement Officers



Bylaw Amendments

- Responsible Pet Ownership Bylaw No. 19/025
- Community Standards Appeal Committee Bylaw No. 19/001
- Fees, Rates and Charges Bylaw No. 22/012



Purpose of the Amendments

- Improve public safety
- Promote responsible pet ownership
- Address community concerns
- Judicial processes



Amendment Overview

- General housekeeping amendments
- Include “Vicious Animal” sign
- Increase offence categories
- Changed parameters for Nuisance Animal
- Behavioral assessment requirement
- Animal Control Fee Schedule



Animal Control

	2021	2022	2023
Impounded	420	523	173
Surrendered	77	29	29
Returned	193	229	60
*Safe Harbour	257	345	130
New licenses	2,545	2,573	1,004
Lost animals	126	202	37
Animal attack – person	50	66	19
Animal attack - animal	58	67	28

*Temporary care of animals during emergency



Animal Control Trials

2021	*1
2022	10
2023	12



*Covid – Limited Trials

SPCA Programs

Programs	2021	2022	2023
Mom's Last Litter	13 animals 76 babies	10 animals 58 babies	4 animals 26 babies
Mom's Last Litter Fort Chipewyan	13 animals 46 babies	4 animals 30 babies	36 babies
*SNAP Program	N/A	N/A	15 animals
NAME Program Rural	85 animals	25 animals	0 animals
Ash Program	16 animals	14 animals 449 days	9 animals 173 days

*Program developed in 2023

Moms Last Litter
A Sub-Program of our Northern Animal Management and Education Program

SAFETY AND SOCIAL WELLNESS PROGRAM

“Addressing issues of overpopulation in our rural communities by providing spay surgeries for females known to produce multiple litters.”

— Winnie
Former FMSPCA Resident

FORT MCMURRAY SPCA
Save lives! Spay or Neuter!



SPCA Programs

Programs	2021	2022	2023
Cat Yoga	15 classes 63 participants	23 sessions 50 participants	3 sessions 13 participants
Book Buddies	21 sessions 130 participants	39 sessions 248 participants	6 sessions 14 participants
9 Lives Program	6 felines 2 new additions	6 felines 5 participants	3 felines 3 participants
Animal Safety & Awareness	250 students	19 sessions 389 students	4 sessions 83 participants



Wellness Clinics

2021 Fort McKay - 1 day, 1 veterinarian

- 39 dogs
- 22 cats



2022 Fort Chipewyan - 2 days, 2 veterinarians

- 76 dogs
- 3 cats



2022 Janvier - 1 day, 2 veterinarians

- 28 dogs
- 7 cats

Thank You



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**



COUNCIL REPORT

Meeting Date: June 13, 2023

Subject: Bylaw No. 23/014 - Consideration of Property Tax Deferment and Penalty Relief

APPROVALS:

Paul Thorkelsson

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 23/014, being the Tax Penalty Relief Bylaw, be read a first time.
2. THAT Bylaw No. 23/014 be read a second time.
3. THAT Bylaw No. 23/014 be considered for third reading.
4. THAT Bylaw No. 23/014 be read a third and final time.

Summary:

The Municipality is required by the *Municipal Government Act* (MGA) section 333(1) to prepare and send tax notices to the taxpayer for all taxable properties and businesses shown on the tax roll of the Municipality. The 2023 property notices were issued on May 23, 2023, with a payment due date of June 30, 2023. To support businesses and residents in Fort Chipewyan impacted by the wildfire, Administration recommends that payment of property tax notices be deferred to August 31, 2023, except for Designated Industrial Properties.

In addition, it is recommended that penalties not be imposed on outstanding balances on July 1, 2023, and no property tax penalties be imposed until September 1, 2023, on properties located at Fort Chipewyan, except for Designated Industrial Properties.

Background:

The MWF025-2023 Rocky River Fire (Fort Chipewyan) of May 2023 has impacted all taxpayers of Fort Chipewyan for many whose lives and income streams were disrupted by mandatory evacuation; the Municipality is proposing to defer property tax payments until August 31, 2023, for all tax classes located at the Fort Chipewyan, except for Designated Industrial Properties, to assist the evacuees.

Budget/Financial Implications:

COUNCIL REPORT – Bylaw No. 23/014 - Consideration of Property Tax Deferment and Penalty Relief

The property tax deferment of the Fort Chipewyan community will have a minimum impact on the budget since the payment will still be collected by September 1, 2023.

Rationale for Recommendation:

These recommendations would support residents and businesses experiencing challenges due to the mandatory evacuation at Fort Chipewyan.

Strategic Plan Values:

Fiscal Management

Attachments:

Bylaw No. 23/014 - Property Tax Deferment and Penalty Relief

BYLAW NO. 23/014**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO DEFER TAX PAYMENTS AND PROVIDE RELIEF FROM PENALTIES FOR UNPAID 2023 PROPERTY TAXES**

WHEREAS Bylaw 95/041 of the Regional Municipality of Wood Buffalo provides for penalties on unpaid property taxes, pursuant to the authority vested in the Municipality under section 344 of the *Municipal Government Act*;

AND WHEREAS the wildfire disaster has resulted in hardship for all residents of the Fort Chipewyan and financial difficulties for many whose lives and income streams have been disrupted.

AND WHEREAS the Council considers it just and equitable in the circumstances to cancel tax penalty provisions of section 4 of Bylaw 95/041 for property taxes levied in 2023 so that the tax penalties on July 1, 2023 of all properties located at Fort Chipewyan except for Designated Industrial Properties, will be cancelled and allowed to defer the payment of those taxes to August 31, 2023 and avoid late payment penalties, until September 1, 2023;

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

1. Penalties under Section 4 of Bylaw 95/041 in respect of taxes levied under the 2023 Tax Rate Bylaw, will be cancelled until September 1, 2023 for all property classes in Fort Chipewyan except for Designated Industrial properties.
2. 2023 property tax payments for Rural Residential and Farm Properties located at Fort Chipewyan, be deferred from June 30 to August 31, 2023.
3. 2023 property tax payments for Rural Non-Residential properties located at Fort Chipewyan, be deferred from June 30 to August 31, 2023, except for Designated Industrial Properties.
4. 2023 property tax payments for Rural Small Business properties located at Fort Chipewyan, be deferred from June 30 to August 31, 2023.
5. This bylaw comes into force when it is passed.

READ a first time this _____ day of _____, 2023.

READ a second time this _____ day of _____, 2023.

READ a third and final time this _____ day of _____, 2023.

SIGNED and PASSED this _____ day of _____, 2023.

Mayor

Chief Legislative Officer



COUNCIL REPORT

Meeting Date: June 13, 2023

Subject: Capital Budget Amendments

APPROVALS:

Paul Thorkelsson

Director

Chief Administrative Officer

Recommended Motion:

THAT the 2023 Capital Budget Amendments, as summarized on Attachment 1 (2023 Capital Budget Amendment – Project Amendment and Cancellation, dated June 13, 2023), be approved; and

THAT the revised Cash Flow of Capital Projects, as summarized on Attachment 2 (2023 Capital Budget Amendment – Project Amendment and Cancellation – Project Cash Flow Summary, dated June 13, 2023), be approved.

Summary:

Administration has identified three (3) 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).

The Capital Budget amendments will result in a net decrease of approximately \$280,000 to the 2023 & prior Capital Budget, as outlined in the Budget Net Change Summary.

Background:

Project Amendment

- Piven Place/Albion Drive Full Rehabilitation and Road Surface and Alleyways Improvement
 - o The current scope of the Piven Place/Albion Drive Full Rehabilitation project involves full rehabilitation work on both Piven Place and Albion Drive, including roads, underground and above-ground utilities (water supply, sanitary sewer system, and storm drainage network).
 - o During the design phase for Piven Place, closed circuit TV (CCTV) investigation found the underground pipes in stable condition, with an approximate expected

remaining life of 10-15 years. However, the surface paving is still recommended to address deteriorated surface conditions.

- o The request is to remove the scope for Piven Place from the Piven Place/Albion Drive Full Rehabilitation project and to transfer budget of \$250,000 to the existing Road Surface and Alleyways Improvement project, allowing for the combination of the surface paving for Piven Place with other similar road improvement work.
- o Full rehabilitation work for Albion Drive is scheduled for 2024; the project cashflow has been adjusted to align with the proposed work schedule.

Project Cancellation

- 2023 Ambulance Power Cots & Retrofit
 - o Capital equipment budget requested in 2023 to procure new power stretcher/cots and retrofit solutions to support safer working conditions for paramedics and other responders in mitigating risk of injury associated with heavy lifting.
 - o Due to an arrangement made with Alberta Health Services, the municipality will procure the units and the province will take ownership and provide reimbursement.
 - o The request is for this capital project to be cancelled.

Budget/Financial Implications:

The net decrease in funding \$280,000 is from the 2023 & prior Capital Budget and thereafter.

The full budget impact of these amendments will be incorporated in the 2023 Budget upon Council approval; Attachments 1 - 3 illustrate this impact.

Attachment 1 shows the net budget impact of the amendments. 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 to the cash flows of these projects also require pre-budget approval.

Attachment 3 summarizes the impact of cash flows and the source of funding from the proposed amendments for 2023 and thereafter. This is reflected below in the Budget Net Change Summary.

COUNCIL REPORT – Capital Budget Amendments

Budget Net Change Summary

	Total Project Cost (Accumulative)	Federal Grants	Provincial Grants	Reserves	Other Sources	Debenture
2023 & Prior	\$ (680,000)	\$ -	\$ -	\$ (680,000)	\$ -	\$ -
2024 & Thereafter	\$ 400,000	\$ -	\$ -	\$ 400,000	\$ -	\$ -
Reconciled net change	\$ (280,000)	\$ -	\$ -	\$ (280,000)	\$ -	\$ -

Rationale for Recommendation:

The rationale for the amendment or cancellation of each project is included in the attached individual Capital Budget Amendment Form (Attachments 4-6).

Strategic Plan Values:

Fiscal Management

Attachments:

1. 2023 Capital Budget Amendment - Project Amendment and Cancellation

2. 2023 Capital Budget Amendment - Project Amendment and Cancellation - Cash Flow Summary

3. Cash Flow by Funding Source

4-6. Capital Budget Amendment Forms

Regional Municipality of Wood Buffalo
 2023 Capital Budget Amendment - Budget Amendment and Cancellation - Net Impact
 June 13, 2023

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	2023 Ambulance Power Cots & Retrofit (5 units)	Cancellation	Regional Emergency Services	2023	280,000	-	-	280,000	-	-	4
2	Piven Place/Albion Drive Full Rehabilitation	Project Amendment	Environment Services	2023	1,250,000	-	-	1,250,000	-	-	5
3	Road Surface and Alleyways Improvement	Project Amendment	Public Works (Roads)	2023	6,750,000	-	-	6,750,000	-	-	6
Total Original Capital Project Budget					\$ 8,280,000	\$ -	\$ -	\$ 8,280,000	\$ -	\$ -	
REVISED PROJECT BUDGET											
1	2023 Ambulance Power Cots & Retrofit (5 units)	Cancellation	Regional Emergency Services	2023	-	-	-	-	-	-	4
2	Albion Drive Full Rehabilitation	Project Amendment	Environment Services	2023	1,000,000	-	-	1,000,000	-	-	5
3	Road Surface and Alleyways Improvement	Project Amendment	Public Works (Roads)	2023	7,000,000	-	-	7,000,000	-	-	6
Total Revised Capital Project Budget					\$ 8,000,000	\$ -	\$ -	\$ 8,000,000	\$ -	\$ -	
NET BUDGET IMPACT											
1	2023 Ambulance Power Cots & Retrofit (5 units)	Cancellation	Regional Emergency Services	2023	(280,000)	-	-	(280,000)	-	-	4
2	Albion Drive Full Rehabilitation	Project Amendment	Environment Services	2023	(250,000)	-	-	(250,000)	-	-	5
3	Road Surface and Alleyways Improvement	Project Amendment	Public Works (Roads)	2023	250,000	-	-	250,000	-	-	6
Net Increase/(Decrease) Required on Existing Projects					\$ (280,000)	\$ -	\$ -	\$ (280,000)	\$ -	\$ -	

Regional Municipality of Wood Buffalo

2023 Capital Budget Amendment - Budget Amendment and Cancellation - Cash Flow Summary

June 13, 2023

Attachment 2

Legend:

First year of a multi year project

Other than first year of a multi year project

Single year project

					Cash flow				
S/N	Project Description	Original Approval Year	Funding Source	Total Budget (Accumulative)	2023 & Prior	2024	2025	Thereafter	Att
ORIGINAL PROJECT BUDGET									
1	2023 Ambulance Power Cots & Retrofit (5 units)	2023	Reserve	280,000	280,000	-	-	-	4
2	Piven Place/Albion Drive Full Rehabilitation	2023	Reserve	1,250,000	650,000	600,000	-	-	5
3	Road Surface and Alleyways Improvement	2023	Reserve	6,750,000	1,500,000	5,250,000	-	-	6
Total Original Capital Project Budget (a)				\$ 8,280,000	\$ 2,430,000	\$ 5,850,000	\$ -	\$ -	
REVISED PROJECT BUDGET									
1	2023 Ambulance Power Cots & Retrofit (5 units)	2023	Reserve	-	-	-	-	-	4
2	Albion Drive Full Rehabilitation	2023	Reserve	1,000,000	-	1,000,000	-	-	5
3	Road Surface and Alleyways Improvement	2023	Reserve	7,000,000	1,750,000	5,250,000	-	-	6
Total Revised Project Budget (b)				\$ 8,000,000	\$ 1,750,000	\$ 6,250,000	\$ -	\$ -	
NET BUDGET IMPACT									
1	2023 Ambulance Power Cots & Retrofit (5 units)	2023	Reserve	(280,000)	(280,000)	-	-	-	4
2	Albion Drive Full Rehabilitation	2023	Reserve	(250,000)	(650,000)	400,000	-	-	5
3	Road Surface and Alleyways Improvement	2023	Reserve	250,000	250,000	-	-	-	6
Net Increase/(Decrease) Required on Existing Projects				\$ (280,000)	\$ (680,000)	\$ 400,000	\$ -	\$ -	

Regional Municipality of Wood Buffalo
Cash Flow by Funding Sources, by Year
June 13, 2023

Attachment 3

	Funding Sources					
	Total Project Cost (Accumulative)	Federal Grants	Provincial Grants	Reserves (CIR)	Other Sources	Debentures
Original Funding Sources						
2023 and prior	2,430,000	-	-	2,430,000	-	-
2024	5,850,000	-	-	5,850,000	-	-
2025	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
Original Funding Sources Total (a)	\$ 8,280,000	\$ -	\$ -	\$ 8,280,000	\$ -	\$ -
Revised Funding Sources						
2023 and prior	1,750,000	-	-	1,750,000	-	-
2024	6,250,000	-	-	6,250,000	-	-
2025	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
Revised Funding Sources Total (b)	\$ 8,000,000	\$ -	\$ -	\$ 8,000,000	\$ -	\$ -
Revision / Difference (b) - (a)	\$ (280,000)	\$ -	\$ -	\$ (280,000)	\$ -	\$ -
Net Change by year						
2023 and prior	(680,000)	-	-	(680,000)	-	-
2024	400,000	-	-	400,000	-	-
2025	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
Reconciled net change	\$ (280,000)	\$ -	\$ -	\$ (280,000)	\$ -	\$ -

Attachment: 3. Cash Flow by Funding Source (Capital Budget Amendments)



Council

602487

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
23 & Prior	\$ 280,000	\$ -	\$ -	\$ 280,000	\$ -	\$ -
2024	-	-	-	-	-	-
2025	-	-	-	-	-	-
2026	-	-	-	-	-	-
2027	-	-	-	-	-	-
2028	-	-	-	-	-	-
2029	-	-	-	-	-	-
hereafter	-	-	-	-	-	-
TOTAL	\$ 280,000	\$ -	\$ -	\$ 280,000	\$ -	\$ -


\$	280,000
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0

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
23 & Prior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2024	-	-	-	-	-	-
2025	-	-	-	-	-	-
2026	-	-	-	-	-	-
2027	-	-	-	-	-	-
2028	-	-	-	-	-	-
2029	-	-	-	-	-	-
hereafter	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\$	-
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In order for this to be a Fiscal Management Policy Amendment the questions above must answer, Yes, No, No, Yes or N/A, No, respectively.

	REGIONAL MUNICIPALITY OF WOOD BUFFALO	CAPITAL BUDGET AMENDMENT Council				
CURRENT PROJECT NAME: Piven Place/Albion Drive Full Rehabilitation						
AMENDED PROJECT NAME: Albion Drive Full Rehabilitation						
Group I/O	Revenue I/O	Expense I/O				
0272023	701500	602508				
ORDER CODES (if assigned):						
CURRENT PROJECT BUDGET						
<i>Year</i>	<i>Annual Cost</i>	<i>Fed Grants</i>	<i>Prov Grants</i>	<i>Reserves</i>	<i>Other Sources</i>	<i>Debtenture Financed</i>
2023 & Prior	\$ 650,000	-	-	\$ 650,000	-	-
2024	600,000	-	-	600,000	-	-
2025	-	-	-	-	-	-
2026	-	-	-	-	-	-
2027	-	-	-	-	-	-
2028	-	-	-	-	-	-
2029	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ 1,250,000	-	-	\$ 1,250,000	-	-
CURRENT COST AND COMMITMENT						
<i>As at</i>	<i>Current Budget</i>	<i>Actual to Date</i>	<i>Commitments</i>	<i>Available</i>		
5/8/2023	\$ 1,250,000	-	-	\$ 1,250,000		
DESCRIPTION/RATIONALE FOR BUDGET AMENDMENT						
<p>The current scope of this project is full rehabilitation, which includes roads, underground and above ground utilities (water supply, sanitary sewer system and storm drainage network) on Piven Place and Albion Drive.</p> <p>The original scope for Piven Place was full rehabilitation up to the cul-de-sac limit. During design phase, underground pipes were found to be in stable condition through CCTV (Closed Circuit TV) investigation with expected remaining life of approximately 10 - 15 years. Due to deteriorated surface condition on Piven Place, surface paving is recommended. This amendment is for the removal of Piven Place scope and to transfer budget of \$250,000 to the Road Surface and Alleyways Improvement project to support the surface work required for Piven Place.</p> <p>The scope for Albion Drive remains the same; the budget less the transfer amount is aligned with the anticipated cost of the remaining project scope.</p>						
THIS IS A REQUEST TO USE CONTINGENCY FUNDS - <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						0
AMENDED PROJECT BUDGET						
<i>Year</i>	<i>Annual Cost</i>	<i>Fed Grants</i>	<i>Prov Grants</i>	<i>Reserves</i>	<i>Other Sources</i>	<i>Debtenture Financed</i>
2023 & Prior	-	-	-	-	-	-
2024	1,000,000	-	-	1,000,000	-	-
2025	-	-	-	-	-	-
2026	-	-	-	-	-	-
2027	-	-	-	-	-	-
2028	-	-	-	-	-	-
2029	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ 1,000,000	-	-	\$ 1,000,000	-	-
Budget Change						
TOTAL	\$ (250,000)	-	-	\$ (250,000)	-	-
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?						No
Will the underlying scope change alter the nature and type of capital project?						Yes
Where additional funding is required, are the funds from a combination of savings from fully tendered projects, other 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
<i>In order for this to be a Fiscal Management Policy Amendment the questions above must answer, Yes, No, No, Yes or N/A, No, respectively.</i>						

REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Council

AMENDED PROJECT NAME:

Project Amendment

602510

CURRENT PROJECT BUDGET

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
2023 & Prior	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -
2024	5,250,000	-	-	5,250,000	-	-
2025	-	-	-	-	-	-
2026	-	-	-	-	-	-
2027	-	-	-	-	-	-
2028	-	-	-	-	-	-
2029	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ 6,750,000	\$ -	\$ -	\$ 6,750,000	\$ -	\$ -

CURRENT COST AND COMMITMENT

As at	Current Budget	Actual to Date	Commitments	Available
5/4/2023	\$ 6.750.000	\$ -	\$ 6.100.000	\$ 650.000

DESCRIPTION/RATIONALE FOR BUDGET AMENDMENT

This project is for the surface improvements of various roads and alleyways. Currently, the road conditions are deteriorating fast and reducing the remaining service life. The deterioration of many of the roads accelerated during the post-fire rebuilding process.

This amendment is to address the transfer of Piven Place surface improvement work and budget of \$250,000 from Albion Drive Full Rehabilitation project.

THIS IS A REQUEST TO USE CONTINGENCY FUNDS - ☐ Yes ☒ No

•

AMENDED PROJECT BUDGET

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Other Sources	Debtenture Financed
2023 & Prior	\$ 1,750,000	\$ -	\$ -	\$ 1,750,000	\$ -	\$ -
2024	5,250,000	-	-	5,250,000	-	-
2025	-	-	-	-	-	-
2026	-	-	-	-	-	-
2027	-	-	-	-	-	-
2028	-	-	-	-	-	-
2029	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
TOTAL	\$ 7,000,000	\$ -	\$ -	\$ 7,000,000	\$ -	\$ -

Budget Change

<i>TOTAL</i>	\$ 250,000	\$ -	\$ -	\$ 250,000	\$ -	\$ -
--------------	------------	------	------	------------	------	------

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?

No

Will the underlying scope change alter the nature and type of capital project?

Yes

Where additional funding is required, are the funds from a combination of savings from fully tendered projects, other uncommitted sources such as grants and offsite levies, and cash flow management with other capital projects?

Yes

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 or N/A, No, respectively.



COUNCIL REPORT

Meeting Date: June 13, 2023

Subject: Downtown Revitalization Incentives Program Update

APPROVALS:

Paul Thorkelsson

Director

Chief Administrative Officer

Recommended Motion:

THAT \$2,600,000 be allocated from the Emerging Issues Reserve to fund the outstanding Phase 2 (2022/23) extension to the Downtown Revitalization Incentives Program Policy (FIN-320) applications.

Summary:

The purpose of this report is to provide Council with an update on the Downtown Revitalization Incentives Program and to request additional funding to cover a projected funding shortfall. Council's Strategic Plan 2022 - 2025 identifies Downtown Visualization as one of five strategic values and directs Administration to *incentivize private investment in the downtown*.

Background:

The Downtown Revitalization Incentives Program (the Program) began in June 2020. Since its launch, the Program has accepted and approved applications over three phases between 2020-2023.

The most recent phase of the Program provided eligible property and business owners access to six (6) grants. The grants support façade improvements, interior renovations, new and upgraded patios, beautification projects, murals, and improvements to the private premises area surrounding eligible buildings within the downtown (Attachment 1). Grants are provided on a first-come, first-served basis, and applicants are reimbursed once projects have been completed and verified by Administration.

Program Update

Since its launch in June 2020, 383 applications have been received by the Program. Effective May 1, 2023, 197 applications have been approved and \$7.1M in grant funding has been committed to these applications. Table 1 summarizes the applications received and approved, the associated grant funding committed to those applications,

and the grant funding that has been reimbursed for completed projects.

All funding is provided after construction is complete and projects are verified by Administration. A total of 92 projects are now fully complete and \$3.1M in grant funding has been provided (reimbursed) to applicants.

Table 1: Applications and Grant Funding

Program Phase	Date	Applications			Grant Funding	
		Received	Under Review	Approved	Approved	Reimbursed
Phase 1	June - December 2020	100	0	74	\$3,112,638	\$1,982,903
Phase 2	April 2021 - March 2022	121	0	92	\$3,205,984	\$995,615*
Phase 2 Extension	May 2022 - April 2023	162	123*	31*	\$788,928*	\$145,016*
Total		383	123*	197*	\$7,107,552*	\$3,123,535*

**Figures are current as of May 1, 2023. Application processing is currently underway, and numbers are subject to change.*

On April 30, 2023, the Phase 2 Extension closed to applications. 162 applications were received with the majority being received within a few days of the deadline. Effective May 1, 2023, 123 applications are under-review.

The approved budget of \$3M for the Phase 2 Extension will be insufficient to approve all 123 applications under-review. The funding shortfall may be as high as \$2.6M, based on a preliminary review of application information and calculations by Administration.

Overall, the Program has been well received despite the challenges faced by businesses and organizations over the past several years. The large number of applications suggests that downtown property and business owners are willing to invest in the downtown. The Program has also demonstrated a strong return on investment (ROI) for the Municipality. On average, for every dollar the Municipality provides as a grant, two (2) dollars are being invested by the private sector (Table 2), resulting in a 1:3 rate of return.

Table 2: Approved Grant Funding and Total Project Value

	Approved Grant Funding (\$)	Private Contribution (\$)	Total Project Value (\$)	Rate of Return
Total (All phases)	\$7,107,552*	\$12,915,305*	\$20,022,857*	1:3

**Figures are effective as of May 1, 2023. Application processing is currently underway, and numbers are subject to change.*

Next Steps for the Program

The following next steps are underway or planned:

1. Administration will complete the processing of 123 applications until the \$3M in funding is exhausted.
2. Administration will continue to verify completed projects and reimburse grant funding to applicants whose projects are complete.
3. Administration will initiate a comprehensive evaluation of the Program. This will obtain deeper insights into the Program's impact on downtown revitalization, grant recipients, and other stakeholders including businesses. The review will assess the performance and effectiveness of the Program against program objectives and other measures. Administration will present the results of the review to Council.
4. Administration will develop a revised incentive program for Council's consideration based on the results of the Program evaluation process. Any new incentives will be guided by the goals and objectives identified in the proposed Downtown Area Redevelopment Plan (ARP). A revised program will help directly implement the ARP. Administration will present a revised incentive program for Council by Spring 2024.
5. Administration will continue to publicly share completed projects and success stories.

Alternatives:

To maintain the original \$3M budget approved for the Phase 2 extension (2022/23) of the Downtown Revitalization Incentives Program. Administration will continue to process applications until the original \$3M budget is exhausted.

Budget/Financial Implications:

Council has allocated \$3M from the 2022 Operating Budget (Planning and Development Department) to fund the Phase 2 extension (2022/23) of the Program. The Program has

proved popular. To respond to the significant number of applications received, Administration recommends approval of an additional \$2.6M from the Emerging Issues Reserve.

Rationale for the Recommendation:

Fort McMurray's downtown continues to be the key civic, health and institutional service centre for the Region's communities. The Program directly responds to Council's strategic values, the needs of downtown stakeholders, and the community at large. The approval of additional funding will enable Administration to review and consider all applications received by the April 30, 2023, application deadline. Incentivizing development is an action outlined in Council's Strategic Plan 2022 - 2025.

Similarly, with approximately 80% of applications under-review being for exterior improvements (façade, premises, patio, mural or beautification projects), these projects will support *Downtown Visualization*, as described in Council's Strategic Plan.

The Program also continues to provide a 1:3 rate of return, with applicants investing approximately two (2) dollars for each dollar provided in the form of a grant. Many applicants are also selecting local suppliers and contractors, which is helping the local construction industry benefit from the Program.

Strategic Plan Values:

Downtown Visualization

Attachments:**1. Subject Area Map of Downtown****Downtown Revitalization Incentives Program Presentation**







SUBJECT AREA MAP

Downtown Revitalization Incentives Program – Downtown Area

Attachment 1



Attachment: 1. Subject Area Map of Downtown (Downtown Revitalization Incentives Program Update)

- | | | | |
|--|----------------|---|--------------|
|  | Subject Area |  | Water Bodies |
|  | RMWB Lands |  | Park |
|  | Survey Parcels |  | Roadways |



1 cm = 183 meters



Map Produced by the Geographic Information System

Packet Pg. 144

Downtown Revitalization Incentives Program

Presenter: Brad McMurdo, Director

Department: Planning and Development

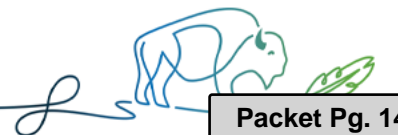
Meeting Date: June 13, 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Program Phases

- Recap
 - Program Phases
 - Program Update
- Projects
- Next Steps
- Motion



Overview

- Phase 1 (pilot phase)
 - June 29 – December 31, 2020
- Phase 2
 - April 19, 2021 – March 31, 2022
- Phase 2 Extension
 - May 16, 2022 – April 30, 2023



Program Update

Inquiries

Program Phase	Inquiries (#)
Phase 1 (2020)	200
Phase 2 (2021/22)	206
Phase 2 (2022/23) Extension	158
TOTAL	564



Program Update

Pre-Application Meetings

Program Phase	Pre-Application Meetings (#)
Phase 1 (2020)	100
Phase 2 (2021/22)	123
Phase 2 (2022/23) Extension	72
TOTAL	295



Program Update

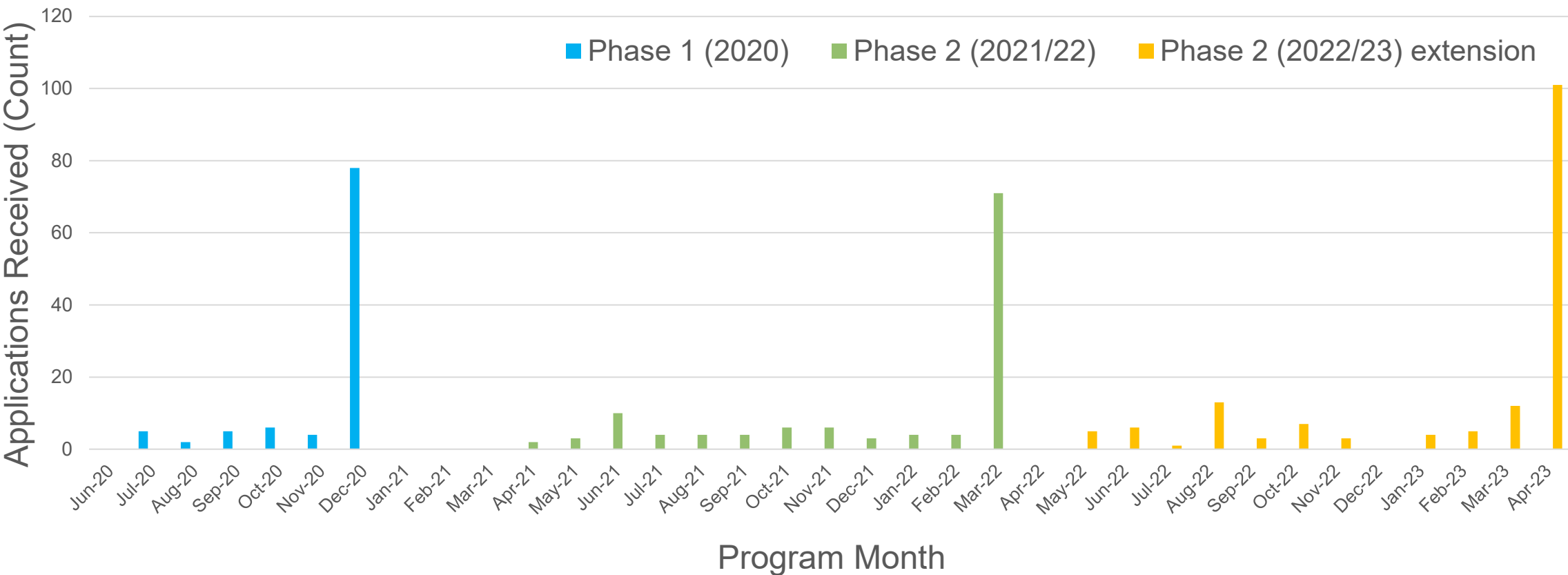
Applications Received

Program Phase	Applications Received (#)
Phase 1 (2020)	100
Phase 2 (2021/22)	121
Phase 2 (2022/23) Extension	162
TOTAL	383



Program Update

Applications Received by Program Month



Program Update

Applications Approved

Program Phase	Applications Received (#)	Under-Review (#)	Applications Approved (#)	Approved Grants (\$)
Phase 1 (2020)	100	0	74	\$3,112,638
Phase 2 (2021/22)	121	0	92	\$3,205,984
Phase 2 (2022/23) Extension	162	123*	31*	\$788,928*
TOTAL	383	123*	197*	\$7,107,552*

*Effective May 1, 2023. Application processing is underway. Numbers are subject to change.



Program Update

Funding Sources

	Approved Budget (\$)	Anticipated Spend (\$)	Funding Source
Phase 1 (2020) Phase 2 (2021/22)	\$5.0M + up to \$3.7M	\$6.3M	Emerging Issues Reserve
Phase 2 (2022/23) Extension	\$3.0M	\$3.0M*	2022 Operating Budget (Planning Department)

*Administration anticipates that this funding will be fully exhausted by the applications currently under-review.

Program Update

Funding for Phase 2 extension (2022/23)

	(\$)
Budget	\$3,000,000
Approved Applications (31)	\$788,928
Applications Under-Review (123)	\$4,751,566
Total Demand	\$5,540,494
Shortfall	(\$2,570,495)



Projects

Climate Control, Façade project
8320 Manning Avenue



BEFORE



AFTER

Projects

Vargo Investments, Façade projects
10103 Centennial Drive



BEFORE



AFTER

Projects

City Centre Group Inc., Interior project
9902 Franklin Avenue



BEFORE



AFTER



AFTER

Projects

City Furniture Ltd., Interior project
8219 Manning Avenue



BEFORE



AFTER

Projects

Arokoya Healing Wellness Centre, Interior project
8530 Manning Avenue



BEFORE



AFTER



AFTER

Projects

Some Other Solutions, Interior project
8720 Franklin Avenue



BEFORE



AFTER

Projects

Salvation Army, Premises project
9919 MacDonald Avenue



BEFORE



AFTER

Projects

Boys and Girls Club, Façade and premises projects

20 Riedel Street



Projects

Nistawoyou Association Friendship Centre, Façade project
8310 Manning Avenue



8310 MANNING AVENUE
EXTERIOR BUILDING IMPROVEMENT DESIGN

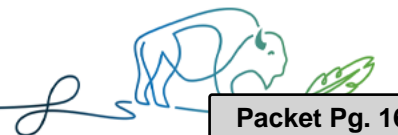
Projects

YMM Cosmetic & Laser Clinic, Façade project
9815 Main Street



Next Steps

- Process remaining applications until funding exhausted
- Process project reimbursements
- Initiate evaluation of Program
- Initiate a revised incentive program for Council's consideration
- Ongoing promotion of completed projects



Motion

- THAT \$2,600,000 be allocated from the Emerging Issues Reserve to fund the outstanding Phase 2 (2022/23) extension to the Downtown Revitalization Incentives Program Policy (FIN-320) applications.



Thank You



REGIONAL MUNICIPALITY
OF WOOD BUFFALO



COUNCIL REPORT

Meeting Date: June 13, 2023

Subject: 2026 Alberta Summer Games - Letter of Intent to Bid

APPROVALS:

Paul Thorkelsson

Director

Chief Administrative Officer

Recommended Motion:

THAT the Mayor be authorized, on behalf of Council, to send a letter of intent to bid to host the 2026 Alberta Summer Games, by the deadline date of June 30, 2023;

THAT Council direct Administration to create a Bid Committee to guide the bid development process and submit before the August 31, 2023 submission deadline; and

THAT Administration bring forward in September, 2023, a budget for consideration to support the 2026 Alberta Summer Games.

Summary:

The Regional Municipality of Wood Buffalo (RMWB) has been invited to bid on the 2026 Alberta Summer or Winter Games (the Games) by the Office of the Minister of Alberta Culture. As the RMWB hosted the 2018 Alberta Winter Games, and the 2023 Arctic Winter Games, Administration recommends bidding on the 2026 Alberta Summer Games. The RMWB has not hosted a summer games since the 2015 Western Canada Summer Games.

Alberta Culture requires a "Letter of Intent to Bid" be submitted by June 30, 2023, including a resolution of support from Municipal Council.

Following Council's approval, Administration will complete the Letter of Intent and assemble the Bid Committee. The Bid Committee consists of members from the community who have an interest in the Games or will be directly involved in the Games, to guide the bid process and submit the bid for the August 30, 2023, deadline.

Following bid submission review, Provincial Multisport Games unit staff will tour eligible communities in September 2023. The bid tour is an opportunity for an assessment of the strengths and weaknesses of each bid, relative to the basic requirements for hosting the Games and relative to other bids.

The successful host community will be officially announced in November of 2023

(approximately) by the Minister of Culture.

Background:

In April 2023, the RMWB received a letter of invitation from the Alberta Minister of Culture to bid on the opportunity to host the 2026 Alberta Summer or Winter Games.

The Games occur every two years for athletes 11-16 years of age; however, due to the COVID-19 Pandemic, the 2022 Alberta Summer Games were rescheduled to occur in 2023 in Okotoks & Black Diamond, Alberta from July 20-23 and the 2022 Alberta Winter Games were cancelled and will return in 2024 in Grand Prairie, Alberta.

The Alberta Games provide many benefits to both the host community and to thousands of Albertans who participate at local, zone, and provincial sporting levels. The Alberta Games provide an opportunity to celebrate youth athletes and provide them with a venue to compete and reach their athletic potential.

The Alberta Summer Games, generally held at the end of July, have opening and closing ceremonies, medal ranking, and athlete parade. Athletes compete in approximately 10-14 sports. The Games typically involve 2,000 to 2,500 athletes, coaches, chaperones, and officials per day.

Budget/Financial Implications:

The Host City is responsible for the cost of the bid process and, if it is successful, staging the Games. The RMWB Parks Branch has budgeted \$20,000 to bid on multi-sport games in the 2023 Budget.

The Government of Alberta provides \$420,000 in funding to support operational aspects of the Games which typically cost approximately \$2-4 million. The RMWB successfully hosted the 2018 Alberta Winter Games and contributed \$2.3 million in grant funding. The 2018 Alberta Winter Games had an operational budget of \$4.9 million. Additional funding is typically generated from grants, sponsorships, gift-in-kind, and registrations to help offset the expenses.

The economic impact from the 2018 Alberta Winter Games was \$7.4 million for the RMWB. The Okotoks & Black Diamond 2023 Alberta Summer Games are expected to generate approximately \$3 million in economic benefits. Fort McMurray Wood Buffalo Economic Development and Tourism (FMWBEDT) ran a conservative pre-event economic impact that forecasted \$3.6 million of direct economic impact to the region with 1,482 jobs supported.

While there are economic benefits to hosting the Games, the host community agrees to accept any financial loss resulting from the event.

Rationale for Recommendation:

Following consultation with FMWBEDT, and to align with The Fort McMurray & Wood

Buffalo Region Sport Strategic Plan (the Plan), hosting multi-sport games supports the engagement and alignment of the sport community, tourism industry, stakeholders, and users in fostering a sport delivery system that attracts new business and visitors and improves the quality of life for residents.

The Wood Buffalo Sport Hosting Cycle (integration of elements listed under the Plan's strategic pillars) provides benefit to all stakeholders involved in sport development and sport tourism. It identifies such benefits as raising the profile of the region, building sport event hosting capacity and reputation, boosting tourism and the local economy, and promoting civic involvement. The Sport Strategic Plan indicates hosting a "Mega Event" or multisport type of event, every 1-5 years.

Some of the key considerations include:

- The bid submission deadline is August 31, 2023, and a community bid tour is required to be held in September 2023. Given the tight timelines, Administration would need to immediately work with community stakeholders as a part of the bid development process.
- If successful, the Mayor and Councillors will select the Host Society Games Chairperson and then Games Chairperson, with input from the Mayor and Councillors, the Board of Directors will be chosen.
- Schools or other facilities are required for the accommodations for athletes and coaches.
- The successful host community will be expected to provide all publicly owned facilities at no cost to the Games Host Society.
- Representatives of the host community will be invited to attend the 2024 Alberta Winter Games, to be staged by Grande Prairie, February 16-19, 2024.

Strategic Plan Values:

Building Partnerships
Downtown Visualization

Attachments:

- 1. 2026 Alberta Summer Games Bid Guidelines**
- 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan**
- 3. Letters of Support - 2026 Alberta Summer Games**

2026

ALBERTA SUMMER GAMES

BID GUIDELINES



**ALBERTA
GAMES**

Alberta 

2026 ALBERTA SUMMER GAMES BID GUIDELINES

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Note: Please use and include Appendix V - Budget Worksheet and Appendix VI - Bid Submission Checklist with your bid submission.

CRITERIA FOR SELECTING ALBERTA SUMMER GAMES HOST COMMUNITIES

POLICY STATEMENT

The "Alberta Summer Games" is a program of the Ministry of Alberta Culture and is intended to provide a competitive opportunity in a multi-sport festival for "developing" athletes eleven (11) to sixteen (16) years of age of Canada Games sports.

The Government of Alberta believes that all communities within the Province of Alberta, that are capable of appropriately accommodating participants and providing adequate sport facilities, should be given the opportunity to bid to host an Alberta Summer Games.

In the selection of a host community, the primary consideration is the potential benefit to the developing athlete.

Other considerations include the benefit to the host community and to sport in the province.

Communities with populations less than 10,000 are encouraged to partner with neighbouring communities to submit a joint bid.

Athletes in the Alberta Games will have advanced to the Alberta Games through either a zone playoff or Zone Camp.

GUIDELINES AND PROCEDURES

Selection Process

Staff within the Multisport Games unit of Sport, Physical Activity and Recreation (SPAR) will assess and tour bidding communities that qualify under the guidelines.

Selection Criteria

The following criteria will be considered in the selection of a host community:

1. Physical Facilities

- a) Capability of accommodating athletes, coaches and officials
- b) Availability of food service facilities for all the participants
- c) Capacity to host a full complement of sport events
- d) Availability of medical facilities
- e) Availability of adequate hotel/motel facilities to accommodate Games visitors

2. Financial Resources

- a) Commitment of the municipality
- b) Capability of raising adequate funds, gifts-in-kind, and services, to offset expenses

3. Human Resources

- a) Evidence of community support
- b) Evidence of leadership and organizational ability
- c) Past experience in hosting major events.
- d) Support by the local media
- e) Capability of providing 1,400 – 1,800 volunteers

PROCEDURE FOR SELECTING HOST COMMUNITY

1. Bid Invitation

An "Invitation to Bid" is sent to Alberta Municipal and Band Councils in March 2023.

Communities with populations under 10,000 are advised to consider regional or joint bids involving neighbouring municipalities.

2. Letter of Intent to Bid

The bid process requires that a letter outlining your community's interest in bidding to host the 2026 Alberta Summer Games, together with a resolution of support from your Municipal Council(s), must be received by **June 30, 2023**.

Please forward the "Letter of Intent to Bid" to:

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity and Recreation
Alberta Culture
620, 615 Macleod Trail SE
Calgary, Alberta T2G 4T8
Phone: (403) 297-2729 E-mail: don.wilson@gov.ab.ca

3. Bid Committee

Municipal Council should appoint interested individuals to serve on a "Bid Committee".

The Bid Committee is responsible for preparing the bid document and presenting it to the Multisport Games unit.

4. Bid Preparation and Submission

Bid submissions must be no more than twenty (20) pages in length.

Refer to Guidelines for Preparing Your Bid Submission, page 7 and Bid Submission Checklist, page 28.

The Bid submission may include letters of support, etc. in addition to the twenty (20) pages.

Please include the Bid Submission Checklist and Budget Worksheet with your submission.

Assistance in the preparation of bid submissions, or additional information on any facet of the Alberta Summer Games, is available from the Multisport Games unit.

Bid submissions must be forwarded to the Multisport Games unit by August 31, 2023. *Refer to address above.*

5. Bid Selection

Multisport Games unit staff, will review the submissions, tour selected bid communities and recommend selection of the host community based on the established Selection Criteria.

The bid tour will be conducted in **September 2023** and is an opportunity for an assessment of the strengths and weaknesses of each bid, relative to the basic requirements for hosting the Games and relative to other bids.

Multisport Games unit staff will be available for approximately three (3) hours on the appointed day.

6. Bid Award

The successful host community will be officially announced approximately **November 2023** by the Minister of Culture.

Representatives of the host community will be invited to attend the **2024 Alberta Winter Games**, to be staged by **Grande Prairie February 16 - 19, 2024**.

GUIDELINES FOR PREPARING BID SUBMISSIONS

BID SUBMISSIONS MUST CONTAIN THE FOLLOWING INFORMATION:

Please also include Appendix V - Budget Worksheet, page 21, and Appendix VI - Bid Submission Checklist, page 28, with your bid submission.

1. Municipal Support

A statement of support and commitment from the local municipal council and any other co-operating municipalities is required. There should be clarification if the bid is a partner municipal bid or not. The bidding municipality(s) must acknowledge that, the ultimate financial responsibility for the cost of staging the Games rests with the municipality(s).

2. Previous Event Experience

Indicate past experience hosting zone, provincial, national events hosted in recent years.

3. Proposed Dates of your Games

The dates for the 2026 Alberta Summer Games have tentatively been planned ideally for the third weekend of July 2026.

Changes to the tentative dates will require the approval of the Multisport Games unit.

4. One-Shift or Two-Shift Games Format

Indicate if you are planning a one-shift or two-shift Games, for example:

- A one-shift Games format involves 4 days and 3 overnights
- For smaller communities a two-shift Games format involves 7 days total. The total number of athletes is divided into two equal groups. Each group competes for 3 days with one-day overlapping.

One-Shift Games Format

Day 1	Noon – 4 pm	Athletes arrive and register
	7 pm	Opening Ceremonies
Day 2	8 am – 6 pm	Competition
Day 3	8 am – 6 pm	Competition
Day 4	8 am – 11 am	Competition
	2 pm	Closing Awards
	3 pm	Athletes depart

Two-Shift Games Format

Day 1	Noon – 4 pm	Arrival of Shift 1 athletes
	7 pm	Opening Ceremonies
Day 2	8 am – 6 pm	Competition
Day 3	8 am – 6 pm	Competition
Day 4	8 am – 3 pm	Competition concludes for Shift 1 athletes
	4 pm	Departure of Shift 1 athletes
	10 am – 3 pm	Arrival of Shift 2 athletes
	5 pm	Welcoming supper for Shift 2 athletes
Day 5	8 am – 6 pm	Competition
Day 6	8 am – 6 pm	Competition
Day 7	8 am – 11 am	Competition
	2 pm	Closing Ceremony
	3 pm	Departure of Shift 2 athletes

5. Host Organizing Committee

Include a proposed organizational structure.

Refer to Appendix I - Recommended Organizational Structure, page 15.

Include the proposed procedure the municipality would undertake to select the Games Chairperson and Board of Directors.

Note: It is not necessary to identify a Board of Directors for the purpose of bidding since the Games Chairperson, once appointed by the Mayor, is responsible for selecting the Board.

Provide assurance that your community can form an organization capable of properly hosting the Games.

6. Proposed Budget

Bid submissions must outline the proposed cost of operating the Games and construction or renovation of facilities.

Refer to Appendix IV - Sample Games Budget, page 20.

When preparing a budget, please use the attached Budget Worksheet and include this document in your bid submission.

Refer to Appendix V - Budget Worksheet, page 21.

Please substantiate figures wherever possible. (e.g. meals, accommodation, etc.)

Detailed financial information from previous Alberta Games is available on request to assist you in preparing a budget.

7. Proposed Sports

Approximately 10 - 14 sports are generally included in the Alberta Summer Games. Please list those sports that you would be prepared to host and a rationale for selecting them (i.e. local interest, support from local organizations, excellent facilities, etc.).

Refer to Appendix II – Projected number of Participants, page 16 and Appendix III - Proposed Sports, Tournament Format & Facility Requirements, page 18.

Note: No sport is assured of participation in the Alberta Summer Games as applications must be submitted by the provincial sport governing bodies and approved by the Multisport Games unit. The selection will take into consideration the host community's bid of sports.

8. Number of Participants

As a general rule a host community will be handling approximately 2,000 – 2,500 athletes, coaches, chaperones and officials per day (based on a one-shift Games format).

Communities not capable of adequately housing and feeding all the proposed participants in one-shift Games format should plan to stage two-shift Games.

9. Food Services

The Food Centre must be large enough to seat 1,000 participants at one time in a traditional model and 700 in a split shift model at one time.

Include a description of the Food Centre including:

- * Proposed location of Food Centre
- * Seating capacity
- * Plans to feed athletes, coaches and technical officials

Include a documented per diem rate for feeding athletes, coaches and technical officials.

10. Transportation

Include provisions for movement of participants within the community (i.e. number of buses, frequency of service, general movement of athletes from venue to venue)

Note: At certain points it may be necessary to provide buses to move all participants at once. (e.g. following Opening Ceremonies and the athlete entertainment evening)

11. Proposed Facilities

Bid submissions must include a detailed description of the sport facilities that are available for staging each of the proposed sports.

Each sport has minimum facility requirements, e.g. maximum or minimum length of a soccer pitch, width of lines on a tennis court, number of basketball courts, etc. Sport specific “field of play” requirements for each facility are available from the Provincial Sport Organization.

Refer to Appendix III – Proposed Sports, Tournament Format & Facility Requirements, page 18.

Regulation size competition areas are expected wherever possible. Some leeway is acceptable, providing the Provincial Sport Organization gives its approval to any modification.

All facilities must meet minimum safety requirements as established by the sport governing body.

It is important to note that the athletes and public’s perception of the quality of the Games is very much shaped by the quality of the facilities provided.

The following checklist should be addressed for each proposed facility:

- * Facility description (size, number of lanes/courts/diamonds etc., floor type)
- * Does the facility meet the minimum requirements outlined by the Provincial Sport Organization?
- * Include a facility sketch (where appropriate) indicating the “playing area” for that sport (i.e. court dimensions, ceiling height, wall/spectator clearance, etc.)
- * What is the seating capacity for spectators? Parking capacity?
- * What equipment is available within your community, if applicable? (i.e. timing equipment, targets, mats, etc.)?
- * What is travel time from proposed participant accommodation to sport venues (i.e. out-of-town venues)?
- * Is the facility wheelchair accessible?
- * Number of washrooms/change rooms/showers?
- * Contingency plans

The location of all Games facilities (including Opening Ceremonies and the Food Centre) should be shown on an accompanying map of the community.

Travel time between sport venues and accommodation sites should not exceed one (1) hour.

Major facilities should not be constructed solely for the Alberta Games competition. The Multisport Games unit encourages the use of existing facilities or the upgrading of existing facilities within the community.

The bid submission should include the plan and budget for any facility construction or upgrading.

Note: The successful host community will be expected to provide all publicly owned facilities at no cost to the Games Society.

12. Accommodation

Athletes and coaches are generally housed in school classrooms (12 - 15 per room), using foam mattresses supplied by the Multisport Games unit. Gymnasiums are not considered adequate housing facilities. All calculations of school classroom requirements should be based on the proposed number of athletes and coaches. Technical officials (approximately 200) are accommodated in beds (college dorms, hotels/motels rooms)

Include location and description (including number of schools and classrooms) that will house the athletes and coaches. (note: some school classrooms, eg science and computer labs will not be suitable for accommodation use)

Outline shower arrangements. Recommended minimum plumbing fixture requirements are as follows, but should be checked with local health officials:

- * 1 shower for 30 persons
- * 1 toilet for 20 persons

Include a description of all available accommodations: hotel/motel facilities (i.e. number of rooms available) and camping facilities available for technical officials, Mission staff, special guests and spectators.

13. Medical Staff and Facilities

Include availability of medical staff, treatment and location for a Games Polyclinic.

Include provisions for first aid treatment at competition sites.

14. Media

List local television and radio stations, newspapers and other media and provide an indication of support and involvement of local media.

Indicate services to be provided for members of the press and media prior to the Games and during the Games.

15. Support Letters

Include an indication of support and commitment from local organizations and agencies.

16. Additional Information

Include population of community, visitor accommodation, other items of interest, etc.

17. Bid Committee

List names, addresses, and telephone numbers of Bid Committee and include a brief biography of each member.

Indicate name of key contact person on Bid Committee.

ROLES, RESPONSIBILITIES AND FUNDING

MULTISPORT GAMES UNIT RESPONSIBILITIES

The Multisport Games unit is mandated with the overall responsibility of administering and facilitating the staging of the Alberta Games.

The Multisport Games unit believe that the Alberta Games is a program belonging to Albertans and that the success of the program is dependent upon the ongoing involvement and cooperation of all its key partners. Therefore a major role of the Multisport Games unit involves working with communities, businesses, sponsors, volunteers, Provincial Sport Organizations and government in all aspects of Games development, administration and operations.

Multisport Games unit Responsibilities include:

1. Games Standards

The Multisport Games unit selects the host community as the organization responsible for staging the 2026 Alberta Summer Games.

The Multisport Games unit establishes the philosophy, standards and guidelines of the Alberta Summer Games.

In conjunction with its Games Partners, the Multisport Games unit has set high standards for Games operations, including:

- a) Financial and administrative operations
- b) Communications utilized during the Games
- c) Security and safety of athletes while at the Games
- d) Transportation, accommodation and subsistence provided for athletes participating at the Games
- e) Competition format, rules and facilities

The Multisport Games unit will provide an Alberta Games Operations Manual to the host society that provides vital information regarding the staging of the Alberta Games.

2. Financial Support

Operating Grant - \$420,000

An Operating Grant of \$420,000 will be provided for operational expenses of the Games, on the basis of a budget agreed upon by the Multisport Games unit and the host society. The Multisport Games unit will advance these funds to the host society as outlined in the "Grant Funding Agreement" signed by a representative of the Minister of Culture & Status of Women and the host society.

Other Sources of Funding

Host societies are eligible to apply for provincial casinos and other government grants ie. CIP Community Initiatives Program – Project based

3. Sport Selection

The Multisport Games unit will choose the sports to be included in the Games and facilitate the development of the overall sport “technical package”. The selection will take into consideration the host community’s bid of sports.

Refer to Appendix III – Proposed Sports, Tournament Format & Facility Requirements, page 18.

4. Insurance Coverage

All matters relating to the insurance coverage for the Games must meet the requirements of the Multisport Games unit.

5. Alberta Games Logo

The Multisport Games unit will provide the official Alberta Games logo and branding guidelines for the host community/society for promotional purposes.

6. External Transportation

The Multisport Games unit is responsible for all external transportation of participants to and from the host community.

7. Registration Fee

The Multisport Games unit will levy and collect a registration fee from athletes who attend the Alberta Summer Games.

Any additional participant charges must be approved by the Multisport Games unit.

HOST COMMUNITY RESPONSIBILITIES

Responsibilities of the Host Community and the Games Organizing Committee

The Mayor/Reeve and Council of the host community will select the Games Chairperson.

The Games Chairperson, with input from the municipal council, will choose the Board of Directors.

The host community is responsible to provide competition facilities at no cost to the Games organizing committee.

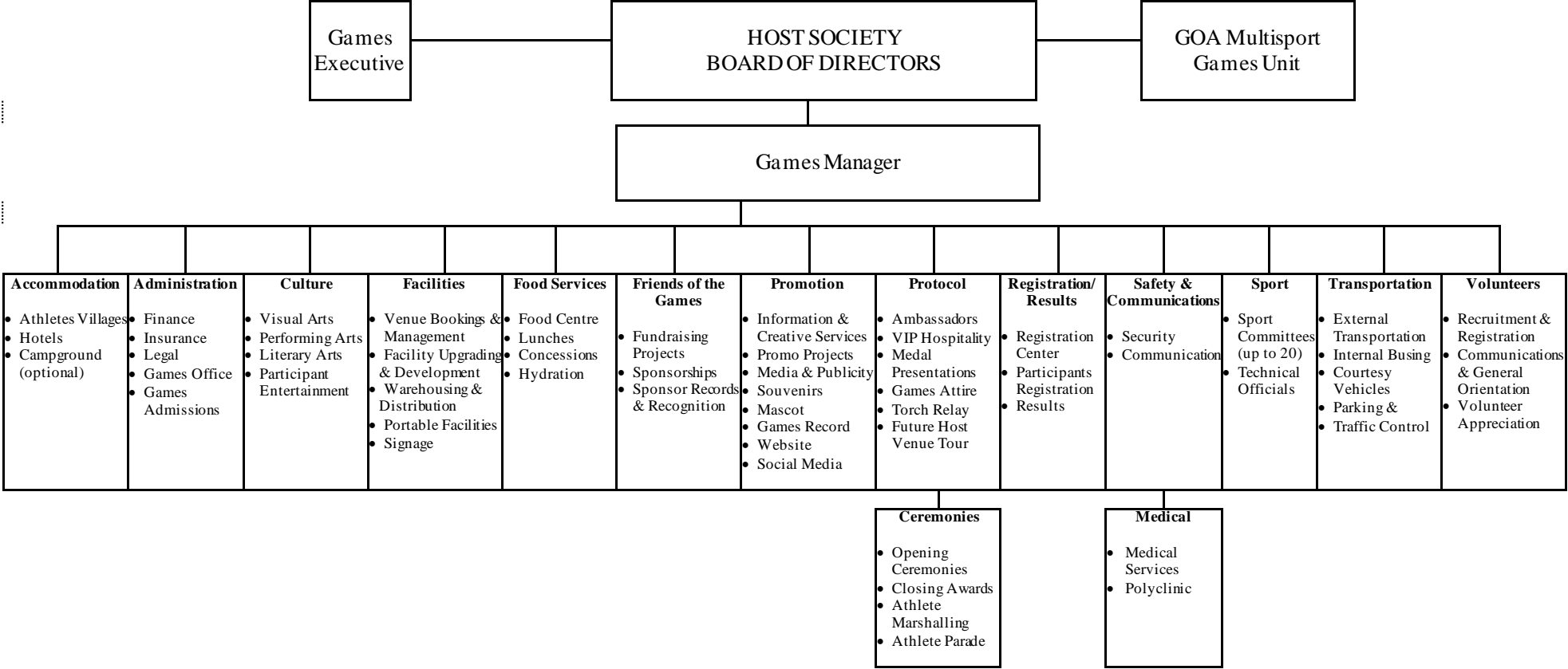
The host community traditionally provides cash and gifts in kind towards the operation and staging of the Games. These commitments should be outlined in the bid submission.

Responsibilities of the Games Organizing Committee

The Games Chairperson and Board of Directors will be responsible for all Games operations in the host community, under the guidelines established by the Multisport Games unit including:

1. Forming a registered society to undertake the staging of the 2026 Alberta Summer Games;
2. Planning and executing the Games and related events within the framework of the Multisport Games unit goals, guidelines, and standards;
3. Developing and controlling the Games budget, all major incomes, expenditures, and cash flow;
4. Raising adequate funds to offset expenses;
5. Providing resources, both volunteer and professional, to successfully stage the Games;
6. Providing the required insurance for the Games;
7. Providing input into the selection of sports for the Games;
8. Providing adequate competition, accommodation and food services for approximately 3,000 participants;
9. Ensuring all aspects of the competitions are planned in consultation with the participating Provincial Sport Organizations including venue preparation, equipment and supplies, schedules, results, protest procedures, and volunteer requirements;
10. Providing adequate medical, security, communications, and internal transportation services;
11. Establishing early communication with local sport clubs and Provincial Sport Organizations where necessary;
12. Liaison and coordinating planning with all Games partners;
13. Providing regular ongoing financial reports and an audited financial statement at the conclusion of the Games;
14. Ensuring that final Games records are submitted to the Multisport Games unit including written reports, pictorial records, and economic impact studies.

APPENDIX I - RECOMMENDED ORGANIZATIONAL STRUCTURE



Note: - Ceremonies may remain in Protocol or established as a separate portfolio with the Director represented on the Board.

- Medical may remain in Safety & Communication or be established as a separate portfolio with the Director represented on the Board.

APPENDIX II – PROJECTED NUMBER OF PARTICIPANTS

MAXIMUM NUMBER OF PARTICIPANTS (SUBJECT TO CHANGE)

Activity	Athletes & Coaches	Technical Officials
Athletics	442	25
Baseball	152	9
Basketball	224	22
Canoe/Kayak (Whitewater)	80	19
Lacrosse	184	14
Mountain Bike	88	5
Rugby	240	14
Soccer	352	22
Softball	144	14
Swimming	288	46
Triathlon	80	7
Volleyball (Beach)	48	8
Total	2322	205

Note: Bids may include expressions of interest for other Canada Summer Games sports such as Diving, Golf, Tennis, or others to be included in the 2025 Canada Summer Games. All sports for inclusion will be subject to meeting the minimum requirements for sport as per the Multisport Games Unit.

MAXIMUM NUMBER OF PARTICIPANTS – SPLIT SHIFT EXAMPLE
(SUBJECT TO CHANGE)

Activity	Athletes & Coaches	Technical Officials
Shift #1		
Athletics	442	25
Baseball	152	9
Basketball	224	22
Canoe/Kayak (Whitewater)	80	19
Lacrosse	184	14
Triathlon	80	7
Total	1162	96
Shift #2		
Cycling - Mountain Bike	88	5
Rugby	240	14
Soccer	352	22
Softball	144	14
Swimming	288	46
Volleyball (Beach)	48	8
Total	1160	109

Note: Bids may include expressions of interest for other Canada Summer Games sports such as Diving, Golf, Tennis, or others to be included in the 2025 Canada Summer Games. All sports for inclusion will be subject to meeting the minimum requirements for sport as per the Multisport Games Unit.

APPENDIX III – SPORTS, TOURNAMENT FORMAT AND FACILITY REQUIREMENTS

The following is a list of minimum facility requirements and typical competition format for sports that have recently been included in recent Alberta Summer Games.

Sport	Minimum Facility Requirements	Estimated Hours (over 2½ days)	Typical Format
Athletics	<ul style="list-style-type: none"> 8 lane 400m track (ideally Certified Track Synthetic rubber surface) <u>Long Jump/Triple Jump</u> <ul style="list-style-type: none"> 2 Runways & 2 pits – 40m x 1.22m (ideally synthetic surface and double pits)<u>Or</u> 1 Runway with two opposing pits – 60m x 1.22 m <u>Or</u> 1 Runway & 1 pit – 40m x 1.22m Landing area(pit) – 8m or 9m x 2.75m or larger <u>High Jump</u> <ul style="list-style-type: none"> High jump or D-zone or adjacent pad with minimum dimension 20m x 20m Landing area – 5m x 3m landing mats <u>Throws</u> <ul style="list-style-type: none"> Shot put circle 2.135 m diameter, landing area 20m Discus circle 2.5m diameter, landing area 50m Javelin Runway 20m x 4m, landing area 70m Hammer throw area with screens 	16 hours	Trials & Finals
Baseball	<ul style="list-style-type: none"> 2 diamonds (male) Base paths 90 ft (male) Pitching Distance 60 ft 6 in (male) Foul Line 250 feet (male) Centre Field 300 feet (male) Back Stops 35 feet 	30 hours 3 hours per game	Eight Team Tournament; Two pools with crossover playoffs
Basketball	<ul style="list-style-type: none"> Ideally 2 courts (male); 2 courts (female) Length 28m x 15m 2-3 m surrounding the court Ceiling height 7m Glass backboards Seating for 400 	69 hours 1hr, 30 min per game	Eight Team Tournament; Two pools with crossover playoffs

Sport	Minimum Facility Requirements	Estimated Hours (over 2½ days)	Typical Format
Canoe/Kayak (Whitewater)	<ul style="list-style-type: none"> Slalom - 1 x 250 meter – 15-18 gate slalom course over a creek, narrow river channel or flatwater lagoon Down River - 2 km long river, creek, lake or lagoon suitable for a 10-12 minute long distance race Canoe Polo – lake/pond, 2 - 50m x 25m pitches complete with docks, nets, lane ropes, scoreboards, spectator stands on a pond, swimming pool or lagoon 	8 hours 3 hours 8 hours	Lake or river timed race events, single competitor / team on course at 1 minute intervals. Round robin team tournament with playoffs
Lacrosse (Box)	<ul style="list-style-type: none"> 1 regulation sized indoor hockey arena with concrete floor & appropriate lacrosse line markings, 2 lacrosse nets, 2 shot clocks & penalty clock Plexiglass enclosed Preferred higher ceiling 	30 hours 1.5 hours per game	Eight team tournament; Two pools with crossover playoffs
Mountain Bike	<ul style="list-style-type: none"> Conducted on an undulating course (hills & bumps are not optional) Course length approximately 35 -45 minutes of racing time Generally a course length of 6 – 8 km 	10 – 13 hours	Race event and team relay
Rugby	<ul style="list-style-type: none"> Ideally 2 fields; (1 male & 1 female) Maximum 100m x 70m Warm-up field or areas adjacent 	9 hours Approx 20 minutes per game (with warm-up)	Eight team tournament; Pool Games, then top 4 & bottom 4/Semis & Finals
Soccer	<ul style="list-style-type: none"> 2 fields (males); 2 fields (females) 120 m x 90 m (minimum 90 m x 45 m) Grass or artificial turf 	56 hours 30 minutes warm up; 70 minute games/5 min halftime	Eight team tournament; Two pools with crossover playoffs
Softball	<ul style="list-style-type: none"> 2 diamonds (female) Outfield fence (female) min. 180ft & max. 210ft Basepath 60ft Pitching Distance 42ft (male); 40ft (female) Backstop minimum 25 ft from home plate (maximum 30 ft) http://www.softball.ca/english/about/regulations/playing-field.html (Click on Fast Pitch for diagrams) 	72 hours; 2 hour game slots	Eight team tournament; Two pools with crossover playoffs
Swimming	<ul style="list-style-type: none"> Minimum 6 lane 25m pool Depth minimum 1.35m (diving end) Depth minimum 1.0m (non-diving end) Seating for minimum 300 Appropriate starting blocks & timing system 	18 hours	Timed Finals
Triathlon	<ul style="list-style-type: none"> Swim up to 300m; Bike one lane dedicated minimum 5km - 10km (all right turns preferred); & Run (sidewalk or flat grass) minimum .5km – 1.5km with 50m straightaway to finish chute 25 m pool or swimmable open water Cycle & run course closed to traffic Secured 150m x 150m transition area 	6 – 8 hours over 2 days	Individual Race Event & Zone team relay event

Sport	Minimum Facility Requirements	Estimated Hours (over 2½ days)	Typical Format
Volleyball (Beach)	<ul style="list-style-type: none"> • 4 regulation –sized outdoor (beach) courts • 3m of free space around entire court • 3m of space between courts • 1 grass court for warm-up • 50 seating 	30 hours	Eight team tournament; Two pools with crossover playoffs

APPENDIX IV - SAMPLE GAMES BUDGET

STATEMENT OF REVENUE AND EXPENDITURES

I. REVENUE

Multisport Games	
- Operating Grant	\$ 420,000
Donations - Cash/Sponsorships	300,000
- Gifts-in-kind	230,000
Fundraising Projects	250,000
Interest Revenue	10,000
Souvenirs	40,000
Admissions	150,000
Municipal Support/Other Revenue	420,000
TOTAL	<u>\$ 1,820,000</u>

II. EXPENDITURES

Administration	\$ 350,000
Sport	90,000
Facilities	240,000
Culture	50,000
Food	520,000
Accommodation	40,000
Registration & Results	40,000
Protocol	60,000
Ceremonies	70,000
Security & Communications	30,000
Medical	20,000
Transportation	75,000
Promotion	120,000
Volunteers	60,000
Friends of the Games	55,000
TOTAL	<u>\$ 1,820,000</u>

NOTE: THE SAMPLE BUDGET IS AN ESTIMATE OF THE TOTAL GAMES COSTS AND REVENUES. EACH COMMUNITY'S NEEDS MAY VARY, AND COSTS AND REVENUES IN ANY PARTICULAR AREA OF THE GAMES OR OVERALL MAY VARY FROM THE ABOVE AMOUNTS.

HOST COMMUNITIES ARE ENCOURAGED TO REFER TO PAST ALBERTA GAMES AUDITED FINANCIAL STATEMENTS.

APPENDIX V – BUDGET WORKSHEET

I. REVENUE

REVENUE

GOA Operating Grant	\$ 420,000	
Municipal Grants	_____	
Other Grants	_____	
Interest Revenue	_____	
Souvenir Sales	_____	
Games & Ceremonies Admissions	_____	
Culture event admissions	_____	
Friends of the Games fundraising projects	_____	
Cash donations/sponsorships	_____	
Gifts in kind	_____	
Expenses Recovered	_____	
Other (please specify)	_____	
TOTAL REVENUE	\$ _____	\$ _____

II. EXPENDITURES

Administration	\$ _____	
Friends of the Games	_____	
Promotions	_____	
Volunteers	_____	
Sport	_____	
Culture	_____	
Protocol	_____	
Ceremonies	_____	
Security & Communication	_____	
Medical	_____	
Facilities	_____	
Food	_____	
Accommodation	_____	
Transportation	_____	
Registration & Results	_____	
TOTAL EXPENDITURES	\$ _____	\$ _____
TOTAL		\$ _____

APPENDIX V - BUDGET WORKSHEET (continued)

Page 2

III. DETAILED EXPENDITURES BUDGET

ADMINISTRATION

Finance (accounting services, bank charges, audit costs)	\$ _____	
Legal Services (Incorporation of Society, etc.)	_____	
Insurance	_____	
Games Admissions	_____	
Games Office Operations:		
Office rent	_____	
Leasehold improvements	_____	
Furniture and equipment	_____	
Office supplies & stationary	_____	
Printing	_____	
Computer software & services	_____	
Equipment servicing and repairs	_____	
Postage, courier and freight	_____	
Utilities	_____	
Snacks and refreshments	_____	
Cleaning and janitorial	_____	
Personnel (salaries & benefits)	_____	
Staff travel & expenses	_____	
Economic Impact Study	_____	
Board Expenses (Board retreat, travel/meeting expenses)	_____	
TOTAL	\$ _____	\$ _____

FRIENDS OF THE GAMES

Committee expenses	\$ _____	
Expenses for fundraising projects	_____	
Other Expenses (printing, postage, etc.)	_____	
Donor Recognition (certificates, reception, etc.)	_____	
TOTAL	\$ _____	\$ _____

VOLUNTEERS

Committee Expenses	\$ _____	
Recruitment and Registration	_____	
Communication/Orientation (newsletters, etc.)	_____	
Appreciation (certificates, party, etc.)	_____	
TOTAL	\$ _____	\$ _____

Attachment: 1. 2026 Alberta Summer Games Bid Guidelines (2026 Alberta Summer Games)

APPENDIX V - BUDGET WORKSHEET (continued)**Page 3****PROMOTIONS**

Committee expenses	\$	_____	
Promotional Projects		_____	
Publicity & Media (Media Centre, kits, etc.)		_____	
Mascot		_____	
Souvenirs		_____	
Information and Creative Services (event schedules, etc.)		_____	
Games Records (photographs, etc.)		_____	
Website		_____	
TOTAL	\$	=====	\$ _____

SPORTS

Committee Expenses	\$	_____
Clinics/Workshops		_____
Sports:		
Athletics		
equipment and equipment rental		_____
operating expense		_____
Baseball		
equipment and equipment rental		_____
operating expense		_____
Basketball		
equipment and equipment rental		_____
operating expense		_____
Canoeing (Whitewater)		
equipment and equipment rental		_____
operating expense		_____
Mountain Biking		
equipment and equipment rental		_____
operating expense		_____
Lacrosse		
equipment and equipment rental		_____
operating expense		_____

APPENDIX V - BUDGET WORKSHEET (continued)

Page 4

Rugby		
equipment and equipment rental		_____
operating expense		_____
Soccer		
equipment and equipment rental		_____
operating expense		_____
Softball		
equipment and equipment rental		_____
operating expense		_____
Swimming		
equipment and equipment rental		_____
operating expense		_____
Volleyball - Beach		
equipment and equipment rental		_____
operating expense		_____
Triathlon		
equipment and equipment rental		_____
operating expense		_____

CULTURE (Each culture event should be budgeted separately.)

Visual Arts (total)		\$	_____	
Event # 1	_____			
Event # 2	_____			
Performing Arts (total)			_____	
Event # 1	_____			
Event # 2	_____			
Literary Arts (total)			_____	
Event # 1	_____			
Event # 2	_____			
Historic & Ethno Cultural (total)			_____	
Event # 1	_____			
Event # 2	_____			
Participant Entertainment			_____	
Cultural Promotion			_____	
TOTAL		\$	=====	\$ _____

APPENDIX V - BUDGET WORKSHEET (continued)**Page 5****PROTOCOL**

Directors' Uniforms	\$	_____	
Games Ambassadors Uniforms		_____	
VIP Hospitality		_____	
Medal Presentations		_____	
Torch Relay		_____	
Future Host		_____	
Games Attire		_____	
TOTAL	\$	=====	\$ _____

CEREMONIES

Opening Ceremonies		_____	
Closing Awards		_____	
TOTAL	\$	=====	\$ _____

SECURITY AND COMMUNICATIONS

Security Services	\$	_____	
Communications		_____	
TOTAL	\$	=====	\$ _____

MEDICAL

Polyclinic	\$	_____	
First Aid Stations		_____	
TOTAL	\$	=====	\$ _____

FACILITIES (Outline separate budget for each facility)

Total Facility Rental (if any)	\$	_____	
Facility # 1		_____	
Facility # 2 (etc.)		_____	
Total Facility Upgrading		_____	
Facility # 1		_____	
Facility # 2 (etc.)		_____	
Facility Development and Construction (if any)		_____	
Portable Facilities (tents, bleachers, stages, etc.)		_____	
Facility Clean-up		_____	
Warehousing & Equipment Delivery		_____	
Signage		_____	
TOTAL	\$	=====	\$ _____

APPENDIX V - BUDGET WORKSHEET (continued)**Page 6****FOOD**

Food Centre Meals (Breakfast & Supper)	\$ _____	
Box Lunches (incl. post ceremonies light meal and		
Day 4 Travel home meal)	_____	
Concessions	_____	
Other Food Requirements	_____	

TOTAL	\$ <u> </u>	\$ _____
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ACCOMMODATION

Athlete Village	\$ _____	
Hotels (Officials Accommodation)	_____	

TOTAL	\$ <u> </u>	\$ _____
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TRANSPORTATION

Internal Busing	_____	
Courtesy Vehicles	_____	
Parking and Traffic Control	_____	

TOTAL	\$ <u> </u>	\$ _____
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REGISTRATION & RESULTS

Identification Tags and Supplies	\$ _____	
Registration Kits (bags/folders)	_____	
Registration Centre	_____	
Results Centre	_____	

TOTAL	\$ _____	\$ _____
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TOTAL EXPENDITURES BUDGET		\$ <u> </u>
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Attachment: 1. 2026 Alberta Summer Games Bid Guidelines (2026 Alberta Summer Games)

APPENDIX VI - BID SUBMISSION CHECKLIST

Please ensure the following information is incorporated into your bid submission.

Note: This checklist should be part of your bid submission

<u>ITEM INCLUDED</u> (please ✓)	<u>LOCATION IN SUBMISSION</u> (page # and/or section)
_____ 1. Municipal Support	
- Statements of support and commitment from the Municipal Council and any other co-operating municipalities	Page _____
_____ 2. Proposed dates for the Games	
- One or two shift Games format	Page _____
_____ 3. Previous Event Experience	
- List of zone, provincial or national events hosted in recent years	Page _____
_____ 4. Host Organizing Committee	
- Assurance the community can form an organization capable of hosting the Games	Page _____
_____ - Proposed organizational structure	Page _____
_____ - Proposed method to select Games Chairperson & Board of Directors	Page _____
_____ 5. Listing of sports you are prepared to host	Page _____
_____ 6. Facilities	
- Description of the facilities for the proposed sports	Page _____
_____ - Contingency plans (where applicable to accommodate proposed sports)	Page _____
_____ - Map of community indicating the location of the facilities	Page _____
_____ - Plan for construction or upgrading of facilities	Page _____
_____ 7. Food Services	
- Guaranteed per diem rate for feeding 3,000 participants	Page _____
_____ - Method of feeding athletes, coaches and officials	Page _____
_____ - Description of food centre (location, seating capacity, etc.)	Page _____
_____ 8. Transportation:	
- Description of plans to move the athletes from venue to venue within the community	Page _____

ITEM INCLUDED
(please ✓)**LOCATION IN SUBMISSION**
(page # and/or section)

<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>9. Accommodation:</p> <p>- Description (including number of classrooms) and location of accommodation facilities for athletes and coaches</p> <p>- Description of hotel/motel facilities for officials, special guests and spectators</p> <p>10. Medical Facilities:</p> <p>- Description of medical facilities</p> <p>- Plans for first aid treatment at competition sites</p> <p>11. Media:</p> <p>- Description of local media</p> <p>- Indicate location of Media Centre</p> <p>- Services to be provided to members of the media</p> <p>- Indication of support and involvement from local media during the Games</p> <p>12. Proposed Budget:</p> <p>- Outline of the proposed costs of operating the Games, including meals, accommodation, cost of construction and renovation of facilities, etc. <i>(Please complete Appendix V and incorporate into bid submission)</i></p> <p>13. Support Letters:</p> <p>- Indication of the support and commitment from community organizations and agencies</p> <p>14. Additional Information:</p> <p>- General information on your community, e.g. population, areas of interest, etc.</p> <p>15. Bid Committee:</p> <p>- Listing of Bid Committee members including, name, address, telephone numbers and brief biography</p> <p>- Indicate name of key contact person on Bid Committee</p>	<p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p> <p>Page _____</p>
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BID SUBMISSION

Completed bids must be received by August 31, 2023.

Please email bid submission to:

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity & Recreation
#620, 615 Macleod Trail SE
Calgary, Alberta T2G 4T8
Phone: (403) 297-2729
E-mail: don.wilson@gov.ab.ca

The Fort McMurray & Wood Buffalo Region SPORT STRATEGIC PLAN





Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)



CONTENTS

Executive Summary	2
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EXECUTIVE SUMMARY

The Wood Buffalo region (Wood Buffalo) has recently experienced unprecedented growth in the development of sport infrastructure, with the ability to encourage residents in the community to actively participate in sport and attract major sport events that can generate new business and help bring Wood Buffalo to Canada, and the world.

Over the past fifteen years, Wood Buffalo has hosted several significant sport events, including, most recently, the 2015 Canadian Ringette Championship and the 2015 Western Canada Summer Games – events with the potential to attract a large number of athletes, and their friends and family, all of whom can contribute to increased accommodations revenue and the economic impact created by longer stays.

These successes can be leveraged into a strategy for sport that will change the landscape for Wood Buffalo, and help contribute to a better way of life for residents. However, several key obstacles are currently barring the path forward.

Community leaders within Wood Buffalo agree that significant work is needed to bring all parties together before a plan of action can be successfully executed. Broad consultation identified several challenges to growth, including unclear roles and responsibilities, inconsistent communication among stakeholders, and uneven leadership.

This ten-year strategy is built on a phased approach that seeks to build trust and

engagement among stakeholders, and facilitate strong leadership, to build a true sense of partnership between sport development, including participation sport, sport tourism, and other key sectors. Working together, Wood Buffalo community members can effectively implement this plan for success.

This strategy has been developed with input from business and community members of Wood Buffalo, and a scan of international and national best practices. A thorough review revealed the Calgary model as an excellent model for the Wood Buffalo strategic plan. As in the Calgary strategy, the residents of Wood Buffalo will have a strong voice in the future of sport, advocacy for sport, and facility development; public policy will play a key role in success; and the system will be supported by a comprehensive information portal for stakeholders, parents, and participants. With tailoring for its specific environment and strong leadership to leverage existing resources, Wood Buffalo can use the Calgary plan as a framework for its own unique strategy for success.

As a truly integrated strategy, this is a landmark opportunity in Canada. The Wood Buffalo region can stand behind a unified vision and aligned structure to work proactively and ensure that sport is a major driver of growth in the region. If executed, and properly sustained, this strategy has the potential to set a new standard of excellence for communities across the country.



PLANNING CONTEXT

The Wood Buffalo region has undergone a period of significant growth over the last ten years, establishing a greater sense of community in the area. With a relatively young, well-educated, diverse, and prosperous population, Wood Buffalo has many factors in its favour. However, as the region grows up and the future of the oil sands evolves, there are also some major challenges ahead.

One of the ways that the region can leverage its assets, create a stronger community, and build for the future is through the business of sport. If done effectively, sport has the power to positively impact individuals and grow communities.

According to True Sport and Participation in *The State of Community Sport in Canada* (2014), "When community sport is based on the True Sport values of fairness, excellence, inclusion and fun, there are almost no limits to what sport can do...For communities, a thriving and positive sport culture helps reduce crime, supports newcomers, bolsters the economy, teaches youth valuable skills and life lessons, and brings people together."

In addition to its social value, sport is good business in Canada, with the gross domestic product (GDP) of sport industries in Canada in 2010 standing at \$5.2 billion, representing 0.3% of Canada's total GDP. In Alberta, the sport industry makes up \$620 million or 0.2% of Alberta's total GDP (*Statistics Canada: Economic Importance of Culture*

and Sport Across Canada (2010)). Sport in the Wood Buffalo region is currently at a critical point in its evolution. In late 2014 and early 2015, a preliminary study was commissioned by Fort McMurray Tourism and conducted by Grant MacDonald, Past Chair of the Canadian Sport Tourism Alliance, to determine how sport development and sport tourism might create positive impacts on the communities of Wood Buffalo.

Capitalizing on the recent development of over \$1 billion in sport and recreation infrastructure in Wood Buffalo and a 'perfect storm' of sporting events in 2015, the study identified an opportunity for the region to diversify its economy and enhance the way of life for residents. In fact, the community is poised for a period of new growth and opportunities through sport, if managed in a sustainable, measured way.

Based on input from members of existing sport groups and activities in Wood Buffalo, and the many organizations involved in bidding, planning, and executing sport events hosted in the region, this document provides the blueprint for the Wood Buffalo region to leverage that opportunity and become a leading sport region in Canada. The key to moving forward lies in the successful engagement and coordination of the region's sport community.

Though the sport development and sport tourism environments are very different,



If done effectively, sport has the power to positively impact individuals and grow communities.



the two must work together to achieve the shared success the Wood Buffalo community is longing for. One issue they hold in common is the challenges associated with human capital. Like many regions in Canada, the success of sport in Wood Buffalo is currently dependent on a few key individuals who carry most of the load. Without clear, accountable leadership that can leverage professional and volunteer capacity, there is risk of a reactive, uncoordinated approach to sport.

Both sport development and sport tourism require leadership to move forward – it is essential for these two functions to work together strategically to better engage, inform and leverage the talent and assets of the region. This strategy details how the shift will be made to an integrated, engaged, proactive, and strategic approach to sport.

Adopting a cohesive approach to sport development and sport tourism, *The Fort McMurray & Wood Buffalo Region Sport Strategic Plan* is one of the first truly integrated strategies for sport in Canada, and the first sport strategy for the Wood Buffalo region. While it is built with a ten-year time frame, significant growth is expected over the first five years. With that in mind, a review period is not just recommended but required to ensure that the ten-year outlook is relevant and realistic. As stated in phase one of this project, the system that is built must enable sustainable growth for both sport development and sport tourism. Integration is essential to our success.

THE OPPORTUNITY

Wood Buffalo boasts many advantages that can be leveraged to support the strategy and achieve significant growth.

INFRASTRUCTURE

With over \$1 billion in sport infrastructure development, Wood Buffalo is competitively positioned to attract major sport tourism events, while offering members of the community access to a wide range of sport and recreation options. When combined with the services required to support high-performance sport, these venues can also create opportunities for training hubs so that athletes from Northern Alberta, or other parts of Canada, can train, learn, and excel in sport in the Wood Buffalo region.

The community's impressive sport infrastructure continues to evolve, with a number of new facilities coming online in recent months. MacDonald Island Park and Keyano College and Anzac serve as both community and event venues, as do other multi-use facilities throughout the entire region. As sport development and sport tourism continue to grow, leaders will need to balance community use and sport tourism business development, managing such issues as dislocation of regular users. New facilities, such as Shell Place, will also need to be programmed effectively to ensure that they are net contributors to community participation, sport development, and sport tourism.

Infrastructure in the region is supplemented by the recent development of the new terminal at the Fort McMurray

International Airport, which provides scheduled air access to the Wood Buffalo region from all parts of Canada. The Government of Alberta has also invested \$1.2 billion in the twinning of Highway 63 between Grassland and Fort McMurray to improve market access.

SPORT COMMUNITY

In spite of some frustration among stakeholders, there is a real longing for better communication and engagement from members of the Wood Buffalo sport community, and a strong will to change things for the better.

COMMUNITY DEMOGRAPHICS

The region is a dynamic community of over 120,000, attracting people from more than 100 countries around the world. It benefits from a comparatively young average population, with more than 32% of residents under the age of 25.

Just over 30% of residents hold a university degree, and 70% of household incomes are at \$150,000 or more, while almost 40% of people have kids under six years of age.¹

Wood Buffalo also boasts a vibrant arts and culture scene. From galleries to theatres to festivals, the region celebrates its distinctive culture and the diverse backgrounds of the people who live there. All of these elements serve to provide a unique sport experience that extends beyond the field of play.

There is a real longing for better communication and engagement from members of the Wood Buffalo sport community and a strong will to change things for the better.



SPORT STRATEGIC PLAN





Substantial community investments are being made in science and technology, literacy, youth leadership, aboriginal education and training, culture, health, recreation, and other areas.

COMMUNITY SPIRIT

Wood Buffalo is known as a generous community, with almost half of the population actively volunteering for community organizations and causes – more than twice the national average. The United Way has recognized the region as the most giving community in Canada for five consecutive years.

Leveraging this great generosity and community spirit through volunteerism can be a game changer for the region.

INDUSTRY SUPPORT

The industry in Wood Buffalo is actively engaged in building the community's quality of life. Substantial community investments are being made in science and technology, literacy, youth leadership, and in aboriginal education and training, culture, health, recreation, and other areas.

SPORT STRATEGIC PLAN



Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)

To fulfill the requirements of the strategy, both sport development and sport tourism require a broad base of leaders and volunteers with a high standard of professional skills.

THE CHALLENGE

There are some significant challenges within the Wood Buffalo region that, if not addressed, could become obstacles to growth and success.

LEADERSHIP

The absence of clear and consistent leadership in both the areas of sport development and sport tourism is a serious obstacle to growth. The realities of work scheduling and other commitments can be a limiting factor in engaging and retaining potential leaders in sport. In the sport development arena, there are also limitations on attracting high-performance coaches and officials, and the inability to retain them can impede the opportunity for sustained growth.

HUMAN CAPITAL

To fulfill the requirements of the strategy, both sport development and sport tourism require a broad base of leaders and volunteers with a high standard of professional skills. It is unlikely that the necessary tasks can be adequately performed, and accountability standards met, by existing personnel, without introducing burnout and disengagement.

GEOGRAPHY

The location of Wood Buffalo can be a barrier for provincial organizations that may want to keep travel costs manageable for athletes and families.

Incentives may be required to attract national organizations and their event properties. Once an event is awarded to Wood Buffalo, the physical size and sprawl of the region may limit the degree to which it can be equitably hosted in the communities that make up Wood Buffalo.

STORY

Brand story is essential to the success of any destination. Currently, the common Wood Buffalo narrative is not being shaped by its own residents. Most commentary about the region reinforces old stereotypes about the community, particularly Fort McMurray. It is typically characterized as a wild frontier town – a story that does not reflect the realities of living and working in the region.

ACCOMMODATIONS

The prominence of industry in the area, and the higher than normal influx of business travellers, raises the price of hotel accommodations in Wood Buffalo, which can be perceived as costly by those outside the region. When industry is on the upswing, the availability of rooms is frequently limited during the regular business week.

VOLUNTEERS

While Wood Buffalo is renowned for its great volunteerism, the people supporting the amateur sport system describe

the experience as somewhat inconsistent. Volunteers can thrive when they are working in the right role, and some existing organizations excel at engaging people through participation and development. However, these successes are isolated and if a key volunteer leaves the sport or the region, it can have a downward effect on all participants.

DISENGAGEMENT

Currently, the sport community in Wood Buffalo is conducting business through a “siloeed” approach. There are many organizations working in, and contributing to, sport, however, there is a serious lack of communication among stakeholders and no coordinated approach to growing the sector. This is limiting the partnership and collaboration opportunities within the region and creating distrust and cynicism among potential collaborators. Inconsistent information sharing and communication is also causing a reactive approach among community partners and organizations.

Perhaps the biggest obstacle to future growth is the lack of strategic and coordinated efforts between sport tourism and sport development. To overcome this challenge, clear and accountable leadership and management is required, along with a willingness to focus efforts on moving forward together.

An integrated approach, in which sport tourism and sport development work together toward common goals, would create significant opportunities for growth.



Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)



SPORT TOURISM

Sport tourism is defined as any activity that attracts people to a particular location as sport event participants, spectators, or sport attraction or business visitors. It can be a stabilizing force during times of volatility in the travel and tourism industry. In fact, in the wake of past economic and other world events, sport tourism has continued to deliver results, while other business and leisure travel has been negatively impacted. Sport tourism is, at its core, economic and community development. By generating export revenues in an economy, host destinations are able to increase their gross domestic product (GDP) and provide much needed growth through sales across multiple industry sectors and through the generation of tax revenues. Moreover, sport can support local businesses, engage residents, and help bring the visitor experience to life.

The Canadian Sport Tourism Alliance (CSTA), the non-governmental organization that developed the widely-adopted industry standard model for projecting economic impact for sport events, has stated that sport tourism can:

- Stimulate economic, tourism, cultural, and social prosperity
- Add to the quality of life of local residents
- Showcase a positive community brand and image
- Provide enhanced exposure opportunities for a destination
- Build civic pride, an event hosting resume, and lasting legacies for the future

According to the CSTA, sport tourism is the fastest growing segment within

the tourism industry. Sport tourism in Canada is growing, with the most recent data from 2012 showing an increase of 5.3% in the value of visitor expenditures over 2011, and the total value of the sector surpassing \$5.2 billion CAD, according to data from the Travel Survey of Residents of Canada (TSRC) and the International Travel Survey (ITS).

Globally, sport tourism is a \$600 billion industry, and the World Tourism Organization (WTO) states that the global tourism market is projected to grow between 2 to 3% annually, while the sport tourism segment will grow by approximately 14%.

Destinations and host cities are increasingly looking to sport tourism to grow specific and measurable outcomes (or impacts) from hosting major sport events – to make them contributors to the community in a sustainable way. Sport tourism is a growing and highly competitive business, requiring proper resourcing, strategy, planning, and measurement. Host communities that do well in the sport tourism segment are investing resources to attract events, and leveraging them to increase benefits and awareness of the destination.

Currently, sport tourism in Wood Buffalo, like many other regions in Canada, can best be described as reactive, rather than proactive. There is no planned approach to the identification and attraction of events and, as a result, opportunities to attract visitors and generate significant economic, social, cultural, and environmental benefits are frequently lost.



Sport tourism events are categorized in the following segments:

- Competitive single sport & multi-sport events
- Invitational events
- Created events
- Non-competitive events
- Professional sport teams
- Sport meetings, conferences and exhibitions

MAJOR EVENTS

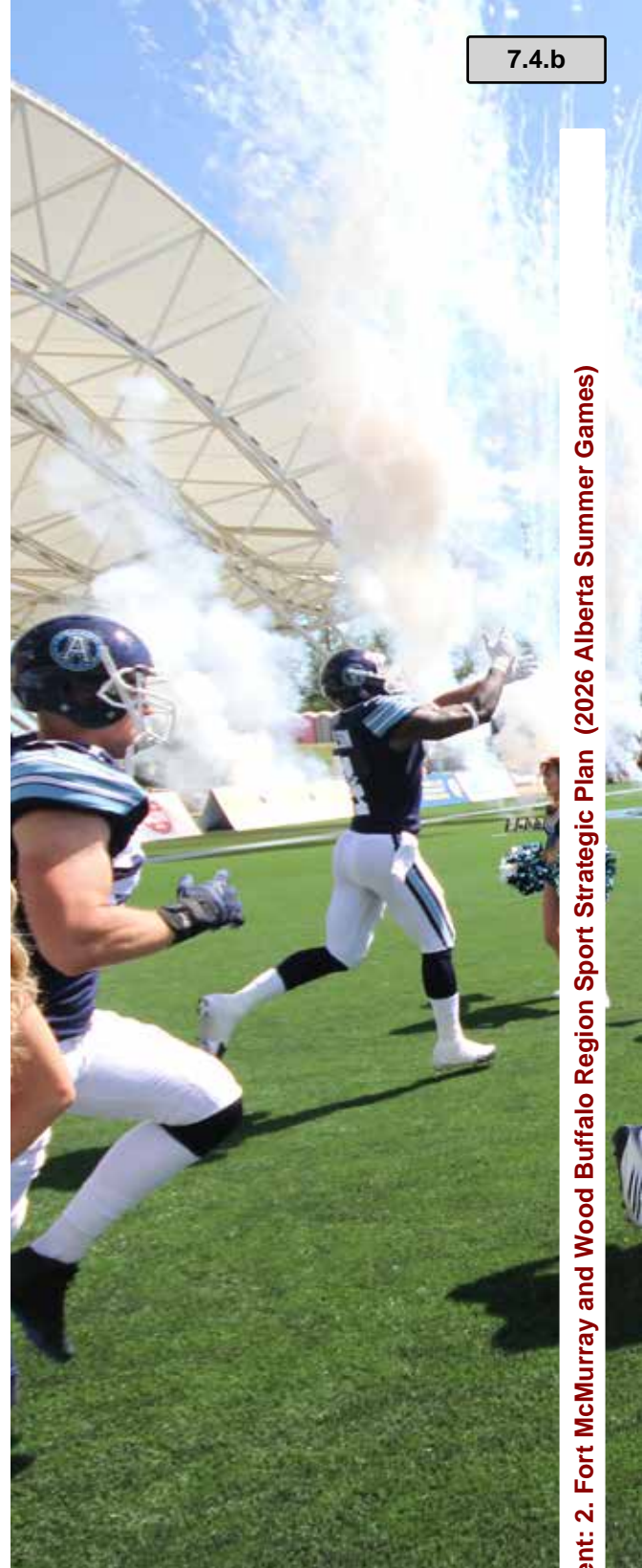
Communities that invest resources in the development of new business through sport tourism are wise to focus their efforts on major events.

Major events can look different in each host city, depending on the size of the market and its readiness to serve as an event host. For the purpose of the *Fort McMurray and Wood Buffalo Region Sport Strategic Plan*, the term “major event” implies a project that meets the following criteria:

- Attracts visitors from outside the host region
- Generates significant immediate and long-term economic, social, and cultural benefits
- Provides the platform for targeted and measured media coverage or promotion of Wood Buffalo outside the region
- Generates economic and other returns greater than the initial expenditure
- Serves as a catalyst for the development of spinoff activity
- Requires the use of significant event-ready infrastructure
- Engages residents of Wood Buffalo and positively impacts the pride of place and quality of life
- Has a measurable impact on the brand and reputation of the host community/region
- Provides lasting legacies

While major events offer great potential benefits, existing annual events should also be maintained and supported so they continue to provide opportunities for residents and other groups. Local events are the fabric of the community and serve to engage residents and promote participation in sport and recreational pursuits.

Alternatively, mega events, which require multiple levels of government and significant resources, should not be the primary focus for the community, due to the relatively low direct return on investment. These mega events are significant undertakings and will require proper financial and human resourcing to attract and execute.



AVG.

EVENT SIZE

EVENT ATTRIBUTES

1 every
5 years

Mega

- RMWB lead organizer & funding body
- Multi-sport type of event with government bid approval and financing
- Multi-province and/or multi-week
- Business attraction or performance motivation
- National and/or multi-national media scope

2 every
10 years

Major A

- Access to Fort McMurray Tourism resources
- National sport organization competitive bid process
- 3+ day delivery
- Business, performance or entertainment motivation
- National media scope

5 every
3 years

Major B

- Access to Fort McMurray Tourism resources
- Provincial/national sport organization competitive bid process
- 2+ day delivery
- Business, performance or entertainment motivation
- Provincial media scope

30 per
year

Local

- Local sport association funding with access to RMWB resources
- Year-end or annual reoccurring type of event (no bid)
- 1-3 day delivery
- Community capacity and/or sport development motivation
- Local/regional media scope

RMWB

Fort McMurray Tourism -
Sport Tourism CommitteeWB Sport
Connection

To ensure efforts and resources are on target, major events are recommended to be the primary focus for sport tourism development in Wood Buffalo.

SPORT DEVELOPMENT

Sport development is the promotion of sports activities for the community and a major contributor to the social and emotional well being of the region. Successful sport development depends largely on effective partnerships and networking with a wide range of community groups, service providers, facility operators, national governing bodies, local authorities, and volunteer groups. In Canada, the responsibility for sport is a shared responsibility, with all levels of government playing a role. From health and wellness to economic and social development, it is widely agreed that sport strengthens communities along with our economy and society.

As positioned by Heritage Canada (Sport Canada), our country is a "leading sport nation influenced by a number of factors, including our four seasons and our geographical and social diversity." Our national sport system is designed to allow for participation by all Canadians, regardless of age or ability, which allows us to build healthier, more engaged communities.

The Canadian Sport Policy (2012-2022) aims to increase the number and diversity of Canadians participating and advancing through sport through five objectives:

- Introduction to sport – fundamental skills
- Recreational sport – sport for fun, health, and social interaction
- Competitive sport – improving and measuring performance in safe and ethical competition
- High performance sport – achieving world-class results through fair and ethical means
- Sport for development – a tool for

social and economic development and the promotion of positive values

The Canadian Sport for Life movement has increasingly impacted the ways in which sport and physical activity are developed in Canada, with a focus on quality. This approach links sport, education, recreation, and health from the community level through provincial and national programming. This long-term athlete development (LTAD) guides the participant experience from infancy through adulthood.

According to *Going the Distance: The Alberta Sport Plan (2016-2026)*, Alberta's vision is to be "the national leader in sport, with a coordinated and adaptive system that promotes excellence and fosters opportunities for life-long participation for all Albertans."

The Alberta sport system is defined as having the capacity to:

- Be recognized and valued as a key contributor to Albertans' quality of life
- Be cohesive and aligned
- Have increased capacity across the entire sport system
- Invest in sport at all levels and increase opportunities for all Albertans to participate in sport
- Increase the number of Albertans participating in programs and activities in the developmental, competitive, and recreational sport environments
- Have a great number of local, provincial, national, and international sporting events hosted in Alberta

Through the various community and volunteer organizations that deliver sport programming in Wood Buffalo, the region

has an opportunity to play a leadership role in supporting Alberta's vision and aligning with *The Canadian Sport Policy 2012*.

Communities across Alberta and Canada are developing and implementing needs-based sport delivery systems. These models are designed to increase participation and excellence, while ensuring supports and delivery systems are in place for the full spectrum of development, participation, and excellence.

Under its current system, sport development in Wood Buffalo is highly resource dependent; its ongoing success may be too reliant on a sport leader, coach, or volunteer being in the right role at the right time. Communication can be challenging, and delivery is inconsistent due to the unique work situation in Wood Buffalo.

Within the sport system in Wood Buffalo, as in most communities in Canada, sport organizations are primarily volunteer-led and self-governing. Due to the reliance on volunteer resources, they have varying degrees of expertise and continually reshape their programs based on available talent. For the purpose of this exercise, sport organizations have been categorized as Tier I, II, or III according to three primary criteria:

- 1) Capacity and ability to run their sport organization;
- 2) Capacity and ability to develop their sport from participation through to development and graduate athletes, and coaches and sport leaders to high performance sport; and
- 3) Capacity to lead bids for major provincial and national events and technical expertise to effectively plan and stage these events.



Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)

STRATEGIC FRAMEWORK

This strategy was created with the direct input of individuals and organizations with vested interest in building sport in the Wood Buffalo region. The first phase of strategic planning for this project was detailed in *A Strategic Approach: Sport Tourism and Sport Development - Fort McMurray & the Wood Buffalo Region*. The report outlined key themes generated from broad consultation with local community leaders. Those themes included:

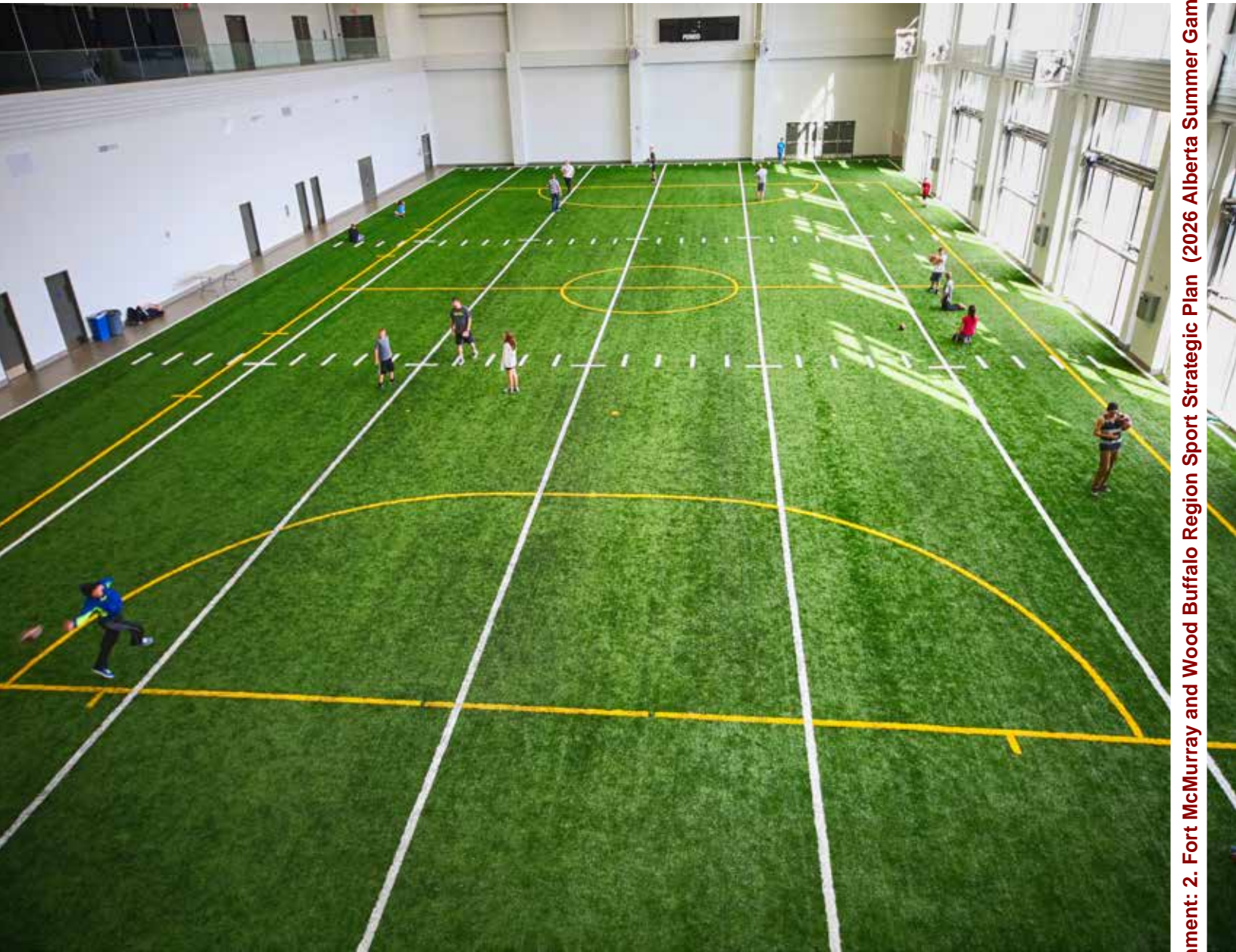
- Creative solutions to move forward and combat geographic realities
- Agreement that sport events can bring new business and engage the community
- Support for the economic and social potential for sport in the region
- Better alignment and communication among community members
- The need to own and reshape the Wood Buffalo narrative
- The importance of measurement to inform decision making and accountability

With support for phase one of this project, a mandate was issued to develop a ten-year strategy that would allow the region to set a new vision for the future and work collaboratively toward the identified goals.

This second phase of planning included an environmental scan of best practices from other jurisdictions, as well as further collaboration with community leaders. Outreach was conducted with a wide range of individuals and organizations through in-person focus groups, one-on-one interviews, and an online survey to invite further input on the direction of the strategy.

The results of the consultation were consistent and clear. The Wood Buffalo region requires a strategy that will facilitate greater collaboration, communication, engagement, leadership, and accountability, and allow the community to leverage the significant benefits of sport development and sport tourism for the benefit of all.

The Wood Buffalo region requires a strategy that will facilitate greater collaboration, communication, engagement, leadership, and accountability, and allow the community to leverage the significant benefits of sport development and sport tourism for the benefit of all.



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MISSION

To engage and align the sport community, tourism industry, stakeholders, and users in fostering a strong sport delivery system that attracts new business and visitors, and improves the quality of life for residents.



VISION

A potential vision for this strategy has been much discussed among stakeholders. The vision 'Wood Buffalo will be the sport capital of Canada' was suggested as one possibility. While this vision is inspirational in its scope, significant consultation with stakeholders revealed that it is not something they can support or believe in, given the realities and challenges Wood Buffalo faces. Feedback generally concluded that this vision was not realistic.

To meet the objectives of this strategy, with the ultimate goal of unifying stakeholders behind one aspirational vision for the future, the following is recommended.

Wood Buffalo will be the future of sport in Canada.

When people talk about sport in Canada, they will be talking about Wood Buffalo. We are pioneering an innovative way of doing business that will lead the transformation of our sport community.

We will be nationally recognized for our high level of engagement, outstanding leadership, open, transparent communication, and our seamless integration of sport development and sport tourism goals. Our vision represents a sporting community that is fiercely proud of its unique attributes – our beautiful, northern landscape, our state-of-the-art infrastructure, and our can-do spirit.

As a coordinated, highly-effective team, with mass participation from all parties, we will work cohesively toward clearly defined outcomes, leveraging our financial and human resources, expertise, and facilities as efficiently as possible to realize our objectives.

We will be a passionate team of ambassadors, sharing our clear and authentic Wood Buffalo brand story with the world, secure in the knowledge that our invitation will result in unforgettable experiences for our visitors. Our residents and athletes will be the biggest winners of all, benefitting from our culture of success.

Regardless of our perspective, position, or sector, we will each hold the growth of our community as paramount. We will continue to consistently measure our success, hold ourselves accountable to established, reliable criteria, share the results, and integrate the learning. Above all, we are focused on partnership and collaboration as the ultimate means to our shared future success.

We will be a passionate team of ambassadors, sharing our clear and authentic Wood Buffalo brand story with the world.

STRATEGIC GOALS

While this is a ten-year strategy, designed to align with the Alberta Sport Plan for 2016 to 2026, significant growth is expected over the first five years. As previously stated, a review period is not just recommended but required to ensure that the ten-year outlook is relevant and realistic. Therefore, ten-year and five-year goals are outlined below.

LONG-TERM (2026) STRATEGIC GOALS:

- We offer a well-coordinated, participant-centred sport delivery system. Residents and athletes can understand and access the on-ramps to participating in sport, and a higher percentage of them are using the full range of our offering.
- We are leveraging our existing and future investments in sport facilities and infrastructure to anticipate and exceed the needs and expectations of residents, visitors, business, and athletes, and to ensure sport and sport events are contributing to the growth of the Wood Buffalo region in alignment with municipal plans.

SHORT-TERM (2018) STRATEGIC GOALS:

- We take a coordinated, collaborative, and accountable approach to attracting and hosting events, as evidenced by the success of our partnerships, our seamless event process, and our consistent, transparent measurement.
- We are hosting more major events that attract new business and visitors, and inspire more residents to actively participate in the community.
- We have a clearly defined approach to ensuring ongoing, inclusive consultation and collaboration with representatives of arts and culture, events and tourism, and other important sectors, recognizing the need for all to be aligned.



Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)

THE STRATEGY AT A GLANCE

VISION: WE WILL BE THE FUTURE OF SPORT IN CANADA

COMMUNICATION

PEOPLE

- Leadership
- Stakeholders & partners
- Volunteers
- Professional development

RESOURCES

- Integrated approach
- Financial support
- Information portal
- Facilities
- Technical standards
- Equipment

COMMUNICATION

- Brand
- Value of sport
- Tell the story

DEVELOPMENT

- Participant-centred
- Participation sport
- Major events
- Grow business
- Customer-focused

ACCOUNTABILITY

- Clear measures
- Outcome-based
- Legacy
- Risk and issue management

2018 PRIORITIES

- A coordinated, collaborative and accountable approach to attracting and hosting events
- Hosting more major events that attract new business and visitors, and inspire more residents to actively participate in the community
- A clearly defined approach to ensuring ongoing, inclusive consultation and collaboration

2026 PRIORITIES

- A well-coordinated, participant-centred sport delivery system
- Leveraging our existing and future investments in sport facilities and infrastructure to anticipate and exceed the needs and expectations of residents, visitors, business and athletes, and to ensure sport and sport events are contributing to the growth of the Wood Buffalo region.



Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)

TIMING

Due to the number of decisions and resources that will be required to ensure full implementation and the ultimate success of this strategy, the time measures are aligned with the funding from RMWB and the RMWB Strategic Plan.

- Short Term (2016-2018)
- Mid Term (2018-2020)
- Long Term (2020-2025)



STRATEGIC FRAMEWORK

The *Fort McMurray & Wood Buffalo Region Sport Strategic Plan* is built on five pillars for growth.

People

Objective:

We will clarify roles and responsibilities within the region so each individual and organization understands how they will support the strategy.

The structure for sport will be clear and promote high levels of strategic thinking and operational excellence

- Wood Buffalo Sport Connection will serve as the lead agency for development, advocating for sport and capacity impacts. It will support growth at all levels, including participation, high performance, and development
- Fort McMurray Tourism, in consultation with the Sport Tourism Committee, will form the lead agency for sport tourism. Serving as the advocate for the business of sport, it supports major sport event hosting, manages required partnerships at the provincial, national and international levels, and plans and executes business development and marketing in pursuit of growth
- Identify and engage community sport champions who can advise, support, and endorse sport in the region, and attract high-performing coaches, officials, sport leaders, and volunteers

Proactive partnership and stakeholder engagement will facilitate greater alignment and coordination

- Capture and communicate the business case for sport development and sport tourism to increase awareness and appreciation of the value of sport
- Enable opportunities for community sport champions to promote the value of sport in the region
- Identify integration and alignment opportunities with other organizations and strategies including, but not limited to:
 - *RMWB Municipal Development Plan*
 - *RMWB Strategic Plan 2015-2017*
 - *Fort McMurray Tourism Strategic Plan (2011-2021)*
 - *Regional Recreation Corporation Strategic Plan*
 - *Going the Distance: Alberta Sport Plan (2016-2026)*
 - *A Pathway to Growth: Alberta Tourism Framework (2013-2020)*
 - *RMWB Active Living Strategy (2016-2018)*
 - *Regional Indoor Recreation and Facilities Master Plan (2015)*

SPORT STRATEGIC PLAN



A region-wide volunteer program for sport will build capacity and create a thriving, self-sustaining community

- Develop an integrated online registration and information hub for volunteers in sport development programs and sport tourism events
- Create or purchase a volunteer management database to effectively administer a year-round program within the hub
- Develop recruitment campaigns on a quarterly basis
- Provide standards for volunteer organizations to ensure the safety of all participants and a positive volunteer experience, including a requirements map
- Establish a volunteer recognition program and other opportunities for appreciation

Our sport culture will build knowledge capacity for all volunteers and professionals

- Develop “Home Team Wood Buffalo” for information sharing on in-season sport activities or upcoming sport tourism events within the hub
- Conduct a gap analysis on coaches, officials, and sport leader requirements to develop and maintain a ‘live’ database within the information hub
- Through a funding matrix, provide access to training and certification
- Support professional or association affiliations or memberships
- Develop a succession plan for key roles to ensure continuity and advancement of sport

Resources

Objective:

We will build the necessary structure to support the strategy and ensure the required resources are in place to achieve success.

An integrated approach to sport will allow for greater, more rapid, growth

- Develop practices and operating procedures, and designate resources, to enable sport development and sport tourism to work together in a proactive and collaborative way

The financial resources we allocate to sport will reflect the contributions that sport development enhancement initiatives and sport tourism make to the economic, social, and cultural growth of the region

- Establish sustainable annual operating budgets for sport development and sport tourism that enable projected and targeted growth
- Create a diversified set of revenue streams that are sustainable and see financial legacies reinvested in sport

The comprehensive information hub (see above) will serve as a landing point for all residents, regional organizations, and external audiences

- Develop an intranet that allows sport partners and stakeholders to effectively share information around scheduling, opportunities, and resources
Based on the ease of use, relatively low cost of implementation, and use by Canada Games, Government of Alberta and the project team for this project, SharePoint is recommended
- Build a digital presence for the

sport industry and rights holders to position the unique value proposition of Wood Buffalo

- Develop a consumer-facing, integrated sports, entertainment, and lifestyle portal (within hub), delivering world-class sporting and entertainment events

Our facilities will balance the needs of residents and regular user groups with major events for the benefit of the entire region

- Develop standards and procedures for displacement of other business or dislocation of regular users
- Develop a plan by facility with an acceptable range of preferred number of event days
- Develop business case practices for facility development and major event attraction

We will strive to align our facility assets with technical standards for sports and major events

- Conduct a facility technical specification assessment based on Alberta and national sport organization standards
- Develop gap analysis for technical specifications specific to target sport event bid opportunities

We will capitalize on all existing equipment resources to enable the growth of sport

- Assess equipment assets to support all sport programs and sport events
- Identify equipment requirements to enable the growth of sport at all levels and host provincial, national, and international sport events

Communication

Objective:

We will create and share Wood Buffalo's authentic, compelling story to excite and attract our target audiences.

The Wood Buffalo brand for sport will connect with target audiences and create conversions

- Create brand and implement marketing communications strategy for external audiences, including rights holders for sport events, meetings and conferences, participants, friends and family, and media

All stakeholders will know the value of sport and will be able to share this story

- Create a communications strategy for internal audiences, including sport groups, facility operators, tourism representatives, airport staff, accommodations operators,

restaurant and bar staff, volunteers, arts and cultural organizations, all residents, etc.

- Develop standards for reporting by event, by season, and/or year

We will proactively tell the Wood Buffalo story

- Determine the brand activation for sport tourism events
- Develop the key messages for the sport community, sport development, and sport tourism
- Create opportunities to tell this story to internal audiences (within RMWB) and to external audiences (Alberta, Canada, and international)
- Create processes for regular and ongoing communication and information sharing with rights holders and potential customers



Development

Objective:

Sport will be a source of significant economic and social growth in the region.

Sport development will be participant-centred, with a focus on broadening the range of opportunities and growing the number of active participants

- Empower and advocate growth of participation-based sport by promoting Canadian Sport for Life and providing equitable access for all residents of the region
 - Develop specific programs and events for under-represented groups including:
 - ~ Girls and women
 - ~ Aboriginal people
 - ~ Disabled or “para” sport participants
 - ~ At risk youth
 - ~ Lesbian Gay Bisexual Transgender (LGBT) participants
 - ~ Masters or seniors
 - ~ New Canadians
- Promote **Development** sport by providing athletes with access to quality programs and activities at all levels
 - Ensure supports are in place to advance their skills and competitive experiences
 - Recruit trained, skilled, professional coaches who have access to professional development and advancement
 - Provide quality officiating at the competitive levels
 - Deliver competitive opportunities at home and support to compete within Alberta and throughout Western Canada
- Enable **High Performance** sport
 - Ensure facility access for training and competition
 - From the Alberta Sport Development Centre Northeast through to provincial and national team programs, promote seamless access for athletes, coaches, and officials to sport science and other supports required to train, compete, and officiate at the highest levels of sport in Alberta, Canada, and internationally
 - Integrate high-performance opportunities with sport hosting plans so Wood Buffalo and Alberta athletes can compete at home, with home field advantage
 - Investigate potential for hosting high-performance training and competitive programs in Wood Buffalo

Wood Buffalo will attract and host major events that bring visitors and profile to the region, while developing new business and diversifying the region's economy.

The region will attract and host:

- Five or more provincial single-sport events per year
- One provincial multi-sport event every 3 years
- Three to five national single-sport events per year
- One national multi-sport event every 5 years
- One international single-sport event every 5-8 years
- One international multi-sport event every 10 years
- Develop sales and marketing plans for sport tourism events, and the associated visitors, that achieve objectives of seasonality, venue and organizational readiness, and financial capacity

SPORT STRATEGIC PLAN



- Ensure all required technical and sales resources are in place for bid processes, site visits, and planning for major sport events
- Target events by sport or segment using an 'escalator' approach that targets a long-term goal, and the gradual and incremental events that will build capacity toward the ultimate objective
 - Align target events with event-ready facility infrastructure, priority segments, or based on the development of specific sports

The region will grow business from sport in the local economy

- Develop an 'open for sport business' program to support information sharing and advanced planning
- Develop a sport tourism activation plan to proactively promote packages and unique experiences in Wood Buffalo
 - Training camps
 - Spinoff events
- Examine the potential for a 'sport business club' to centralize information on the goods and services requirements for sport and connect it with local suppliers

Sport development and sport tourism will be seamless in the eyes of rights holders and potential customers

- Adopt and promote a united approach

Accountability

Objective:

We will plan for success, measure our progress, and hold ourselves accountable.

Sport development and sport tourism performance measures will be clear and applied consistently

- Establish relevant measures for priority impact areas
- Evaluate the performance of each sport program and sport event

Wood Buffalo will use an outcome-based approach to sport

- Develop consistent business case methods that inform decision making for sport tourism, sport development, and all partners and stakeholders
- Develop a scorecard for each event that will standardize the projected impacts so evaluation becomes more objective
- Conduct third-party, industry accepted and recognized post-event economic impact assessment models using survey data collected during events for national and international sport events that receive municipal funding of \$500,000 or more

- Conduct media valuations for national and international sport events

We will plan event legacies, from bid process to post-event wrap-up

- Develop planned legacy approach for each sport and community so that each event has the potential to provide lasting benefits to the region, including:
 - Finance
 - Infrastructure
 - Volunteers
 - Transfer of Knowledge for sport tourism and sport development

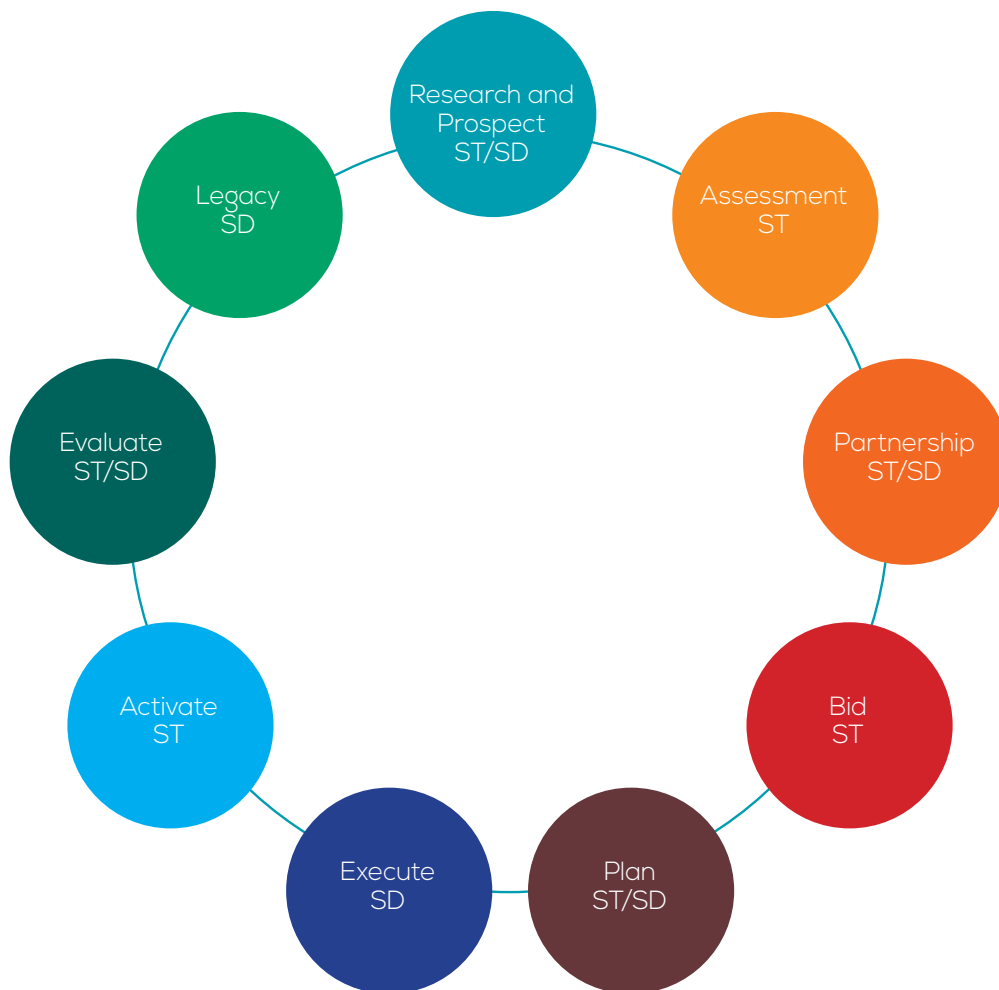
Risks and issues associated with sport development and sport tourism will be managed in a proactive and planned way

- Develop standard risk and issue management process for sport development and sport tourism, including all sport programs and sport events
- Conduct annual risk and issue assessment process for sport programs
- Conduct preliminary and pre-event risk and issue management process for all hosted sport events

THE WOOD BUFFALO SPORT HOSTING CYCLE

The strategy will result in the integration of all elements listed under the strategic pillars. The ideal system would be a cycle of success that would involve and benefit all stakeholders involved in sport development and sport tourism.

Key: ST=Sport Tourism SD=Sport Development



Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)



Attachment: 2. Fort McMurray and Wood Buffalo Region Sport Strategic Plan (2026 Alberta Summer Games)

ROLES AND RESPONSIBILITIES

	GOVERNMENT	SPORT TOURISM	SPORT DEVELOPMENT
Lead	RMWB Government of Alberta Government of Canada	Fort McMurray Tourism	Wood Buffalo Sport Connection
Development phase	<ul style="list-style-type: none"> Public policy Advocacy for community Operational funding and support Impact criteria <ul style="list-style-type: none"> Economic Social Brand Political support Partner with industry 	<ul style="list-style-type: none"> Advocacy (voice for sport events) Research/prospect Information hub Business development Impact based assessment <ul style="list-style-type: none"> Feasibility/ business case Capacity Seasonality Partnerships (government, industry and community) 	<ul style="list-style-type: none"> Advocacy (voice for sport) Research/prospect Partnerships (government, industry and community) Participation <ul style="list-style-type: none"> Clubs Athletes Coaches Officials Sport development High performance Volunteers Facility specs
	<ul style="list-style-type: none"> Bid assessment (project go/no go) Bid project management Bid communication 		
	<ul style="list-style-type: none"> Bid funding Bid support Mega and multi-sport Event bids 	<ul style="list-style-type: none"> Bid partnership development Site visit planning and execution 	<ul style="list-style-type: none"> Bid technical development
Execution Phase	<ul style="list-style-type: none"> Event funding Financial guarantee Facilities Municipal services Economic/business development Community engagement Community image building Manage dislocation 	<ul style="list-style-type: none"> Sport tourism communication Event promotion Brand activation 	<ul style="list-style-type: none"> Operations planning Technical lead Sport promotion and recruitment Transfer of knowledge Sport development Planned legacy
	<ul style="list-style-type: none"> Evaluation <ul style="list-style-type: none"> Economic impact Social/resident Brand and media impact 	<ul style="list-style-type: none"> Evaluation <ul style="list-style-type: none"> Economic impact Visitors 	<ul style="list-style-type: none"> Evaluation <ul style="list-style-type: none"> Participation Sport Metrics

SUCCESS FOR WOOD BUFFALO SPORT

With the successful integration of sport development and sport tourism, and delivery of the strategy, Wood Buffalo will bring together all partners and stakeholders, creating a highly-engaged, highly-functioning community that prioritizes sport as a valuable and sustainable means to creating prosperity, inclusion, and appreciation for the region.

We will take ownership of our success, and inspire new and current residents to value the way of life in Wood Buffalo by helping them actively participate and engage in our shared community through sport. Our work is helping to promote health and wellness and civic pride, and creating a culture of success

for our residents and athletes that attracts outstanding leadership.

New visitors and business from across the country are inspired by our major events and unique experiences.

Sport is recognized as a significant economic driver for our region. We have developed an innovative and sustainable way of doing business – a model that is being adopted by other jurisdictions across the country as the new standard.

Wood Buffalo is changing the landscape, starting at home, and we are excited to share our new story of success – we are the future of sport in Canada.



HOW WE WILL MEASURE SUCCESS

The Wood Buffalo region will measure success and make decisions according to an outcomes-based approach, delivering impacts in the areas below. For 2016, the priority is to set baselines from which to generate appropriate targets for 2018 and 2026.

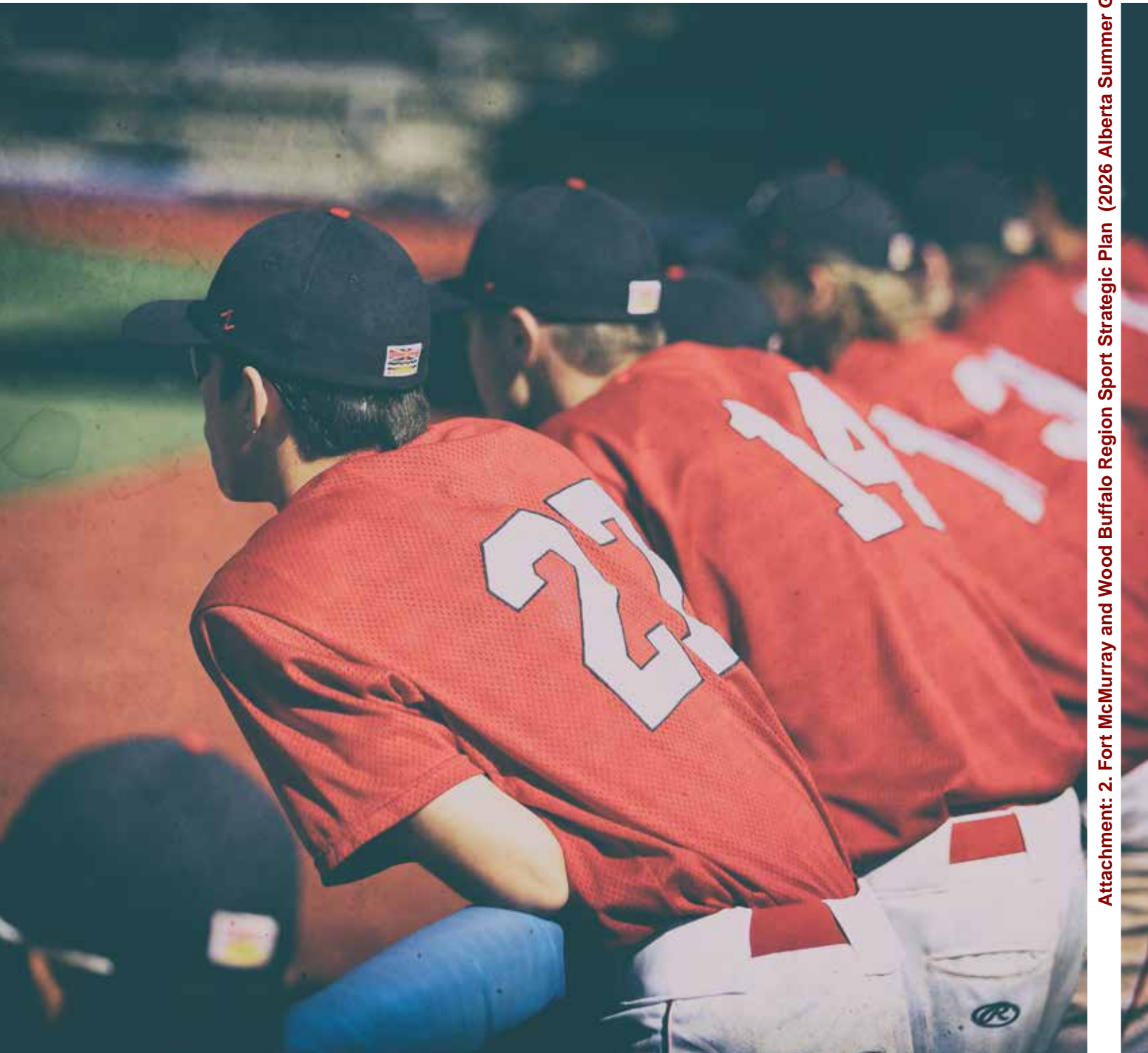
CATEGORY	IMPACT AREA	MEASURE
Sport Development	Athletes	# first-time # registered # high performance Retention rate %
	Coaches	# first-time # registered Retention rate %
	Sport Leaders	#
Sport Tourism	Sport Event Bid Wins	# or %
	Events Hosted	# Regional # Provincial # National # International
Economic	Economic Impact	Sport Development/yr Sport tourism/yr
	Gross Domestic Product	Growth of new \$
	Businesses Supported	# \$
Tourism	Jobs	# supported
	Overnight Visitors	#
	Room Nights	#
Brand	Length of stay	Average
	Media Value	\$
Social	Return on Investment	Ratio
	Volunteers	# Impact: Tier I, II, III Volunteer hours
	Pride of Place	Index
Culture	Quality of life	Index
	Entertainment	# performances
	Culinary	# local restaurants
	Aboriginal	% involvement

APPENDIX

List of Contributors

All of Wood Buffalo's sport user groups were invited to participate in this process. The following community leaders provided input into the development of this document, either through a series of in-person sessions, one-on-one interviews, or anonymous surveys issued to stakeholders with a vested interest in Wood Buffalo sport.

2015 Western Canada Summer Games
 Alberta Hotel & Lodging Association
 Alberta Culture and Tourism
 Alberta Sport Connection
 Bowmans Martial Arts
 Casman Centre
 Fort McMurray Catholic School Board
 Fort McMurray Chamber of Commerce
 Fort McMurray International Airport
 Fort McMurray Mantas Swim Club
 Fort McMurray Minor Football
 Fort McMurray Minor Hockey
 Fort McMurray Minor Soccer
 Fort McMurray Monarchs - Adult Football
 Fort McMurray Rowing Club
 Fort McMurray Sno-Drifters Snowmobile Association
 Fort McMurray Oil Sands Curling Club
 Fort McMurray Ringette Association
 Fort McMurray Tourism
 Keyano College
 Keyano College Syncrude Sports and Wellness Centre
 Multicultural Association of Wood Buffalo
 Noralta Skating Club
 Norfort Gymnastics Association
 Northern Alberta Athletic Association (Oil Barons)
 Northern Lights Triathlon Club
 Oilsands Community Alliance
 Regional Municipality of Wood Buffalo Community Services Department
 Regional Municipality of Wood Buffalo Economic Development Department
 Regional Municipality of Wood Buffalo Mayor and Council
 Regional Recreation Corporation of Wood Buffalo
 Suncor Energy Services
 Syncrude Canada Ltd.
 Tar Sand Betties
 Wet and Wild Diving Society
 Young Aquatic Club



FORT MCMURRAY WOOD BUFFALO**ECONOMIC DEVELOPMENT
& TOURISM**

9909 Franklin Avenue

Fort McMurray, AB T9H 2K4

1-855-WB-ECDEV (1-855-923-2338)

choosewoodbuffalo.ca

June 1st, 2023

Don S. Wilson [via email]

Dear **Mr. Don S. Wilson**,

On behalf of Fort McMurray Wood Buffalo Economic Development and Tourism (FMWBEDT), I am elated to offer our full support in the effort to bring the 2026 Alberta Summer Games to our region.

In Fort McMurray Wood Buffalo, our vision is to awaken the world to our dynamic economic region, and we understand the importance sport plays in achieving this. Hosting sporting events in our region is an important driver of economic impact and a significant factor to the way in which we present ourselves to the world.

We relish the opportunity to welcome these young athletes and their families to Fort McMurray Wood Buffalo, and we look forward to showcasing the best that our community has to offer in sport, volunteerism, and Northern Alberta hospitality.

We are a unique region that has tremendous industry support, as well as community spirit that can't be beat. We have some of the best sport facilities this nation has to offer, which we have been lucky enough to showcase recently with the 2023 Arctic Winter Games, as well as other previous multi-sport games we have been honored to recently host such as the 2018 Alberta Winter Games and 2015 Western Canada Summer Games.

We are ready to welcome you and ensure all guests to our region get the most out of their time here and feel at home in Alberta's North as we share with the athletes' qualities of strength, endurance, and teamwork.

I trust that you will find that the bid package presents a fulsome picture of what our region has to offer to the athletes, coaches, officials, staff, and parents/supporters who will visit our region for the Games. Our community is a passionate supporter of youth athletics and FMWBEDT is just one regional stakeholder that is eager to see this event come to our region in July 2026.

Thank you for considering our intent to enter the formal bid process. We have a lot to show you since we last hosted the Alberta Summer Games in 1985, and we look forward to welcoming you here to show our spirit on a more personal level.

Sincerely,

Kevin Weidlich

President & CEO,

Fort McMurray Wood Buffalo Economic Development & Tourism

June 2, 2022

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity and Recreation
Alberta Culture
620, 615 MacLeod Trail SE
Calgary Alberta, T2G 4T8

Re: Regional Municipality of Wood Buffalo 2026 Alberta Summer Games Bid

Dear Don S. Wilson, Director, Multisport Games,

On behalf of the Fort McMurray Roman Catholic Separate School Division I am proud to support Wood Buffalo's bid to host the 2026 Alberta Summer Games.

The region has an impressive history of hosting major events, with the most recent 2023 Arctic Winter Games, the 2018 Alberta Winter Games, the 2015 Western Canada Summer Games, the 2004 Arctic Winter Games and the 2003 Alberta 55+ Games. This has created a legacy of strong leaders, experienced volunteers, and earned the region a reputation for its hospitality, dedication, state-of-the-art facilities, and diverse community spirit.

If the bid is successful, we are willing to provide expertise and available resources to ensure the games have the support required and are held up to the standard the Alberta Games has come to expect.

The Regional Municipality of Wood Buffalo has evolved into a dynamic and exciting community, powered by deep-rooted families, culturally diverse residents and an evolving industry. The community boasts world class recreation facilities, endless outdoor activities, modern accommodations and restaurants and welcomes all visitors with the traditional warmth and excitement of a northern community. The Fort McMurray Roman Catholic Separate School Division believes the Regional Municipality of Wood Buffalo is more than capable of hosting a successful 2026 Alberta Summer Games.

We strongly encourage Alberta Culture to select the Regional Municipality of Wood Buffalo to host the 2026 Alberta Summer Games.

Kindest regards,



Natasha MacArthur-Poole
Superintendent
Fort McMurray Roman Catholic Separate School Division



Huskies Athletics
Syncrude Sport & Wellness Centre

June 1, 2023

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity and Recreation
Alberta Culture
620, 615 MacLeod Trail SE
Calgary Alberta, T2G 4T8

Re: Regional Municipality of Wood Buffalo 2026 Alberta Summer Games Bid

Mr. Wilson,

On behalf of Keyano College and its Athletics Department, I am delighted to express Keyano College's full support for the Regional Municipality of Wood Buffalo's (RMWB) bid to host the 2026 Alberta Summer Games.

Keyano College believes the RMWB's commitment to excellence, community engagement, and economic development makes them the right choice to lead our region in hosting this prestigious event. As Athletic Director, I look forward to the possibility of the College's Syncrude Sport and Wellness Centre being part of the host venues if this bid is successful.

The Keyano College Athletics Department takes great pride in promoting sports and physical activity as essential components of a well-rounded education. As such, we recognize the profound impact that hosting a major sporting event like the Alberta Summer Games can have on our community. This bid aligns seamlessly with our mission to foster athletic excellence, community pride, and the holistic development of young athletes in our community and Alberta.

Our experienced Athletics Department staff and dedicated student-athletes are excited to contribute their expertise and support to the successful execution of the 2026 Alberta Summer Games. We are committed to working closely with the Regional Municipality of Wood Buffalo and the organizing committee to ensure that the Syncrude Sport and Wellness Centre meets the requirements and standards set forth by the Games' governing bodies.





Huskies Athletics
Syncrude Sport & Wellness Centre

Keyano College further recognizes the immense value hosting the 2026 Alberta Summer Games will bring to our student body and the Wood Buffalo community. The event will serve as an inspiration for our young athletes, providing them with an opportunity to witness and compete at a high level within their community. The Games will also promote sportsmanship, camaraderie, and healthy competition, fostering a sense of pride and achievement among all participants.

Keyano College wholeheartedly supports the Regional Municipality of Wood Buffalo in its bid. It is confident that the RMWB's history of hosting successful multisport events, coupled with its unwavering commitment to excellence, will ensure a successful and memorable event that will benefit our community for years to come.

Please do not hesitate to contact us for further information or assistance. We are excited about the possibilities that lie ahead and are eager to contribute to the success of the 2026 Alberta Summer Games.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Lambert', written over a light blue horizontal line.

Jonathan Lambert
Director of Athletics & Recreation
Keyano College



May 31, 2023

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity and Recreation
Alberta Culture
620, 615 MacLeod Trail SE
Calgary Alberta
T2G 4T8

Dear Mr. Wilson,

RE: RRC Letter of Support – 2026 Alberta Summer Games Bid

On behalf of the Regional Recreation Corporation of Wood Buffalo (RRC) please accept this letter as our support for the Regional Municipality of Wood Buffalo's (RMWB) bid to host the 2026 Alberta Summer Games. This region has a wealth of experience hosting large scale events as highlighted by the 2023 Arctic Winter Games this past February as well as the 2018 Alberta Winter Games and the 2003 Alberta 55+ Games.

As the operator of MacDonald Island Park, Anzac Recreation Centre & Conklin Multiplex, the RRC is proud to work with the RMWB in the delivery of exceptional recreation and tourism experiences for this region and you can be assured that the visitors will be treated to world-class indoor and outdoor facilities and memorable experiences in 2026 if this bid is selected.

We strongly encourage Alberta Culture to select the Regional Municipality of Wood Buffalo to host the 2026 Alberta Summer Games.

Sincerely,



Graig Walsh, MBA
Chief Executive Officer
Regional Recreation Corporation of Wood Buffalo

June 1, 2023

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity and Recreation
Alberta Culture
620, 615 MacLeod Trail SE
Calgary Alberta, T2G 4T8

Re: Regional Municipality of Wood Buffalo 2026 Alberta Summer Games Bid

Dear Don S. Wilson, Director, Multisport Games,

On behalf of Fort McMurray Public School Division, I am proud to support Wood Buffalo's bid to host the 2026 Alberta Summer Games.

The region has an impressive history of hosting major events, with the most recent 2023 Arctic Winter Games, the 2018 Alberta Winter Games, the 2015 Western Canada Summer Games, the 2004 Arctic Winter Games and the 2003 Alberta 55+ Games. This has created a legacy of strong leaders, experienced volunteers, and earned the region a reputation for its hospitality, dedication, state-of-the-art facilities, and diverse community spirit.

If the bid is successful, we are willing to provide expertise and available resources where possible to ensure the games have the support required and are held up to the standard the Alberta Games has come to expect.

The Regional Municipality of Wood Buffalo has evolved into a dynamic and exciting community, powered by deep-rooted families, culturally diverse residents and an evolving industry. The community boasts world class recreation facilities, endless outdoor activities, modern accommodations and restaurants and welcomes all visitors with the traditional warmth and excitement of a northern community. The Fort McMurray Public School Division believes the Regional Municipality of Wood Buffalo is more than capable of hosting a successful 2026 Alberta Summer Games.

We strongly encourage Alberta Culture to select the Regional Municipality of Wood Buffalo to host the 2026 Alberta Summer Games.

Sincerely,



Annalee Nutter

June 1, 2023

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity and Recreation
Alberta Culture
620, 615 MacLeod Trail SE
Calgary Alberta, T2G 4T8

Re: Regional Municipality of Wood Buffalo 2026 Alberta Summer Games Bid

Dear Don S. Wilson:

On behalf of the Wood Buffalo Sport Connection Society, I am fully supportive of the Regional Municipality of Wood Buffalo's bid to host the 2026 Alberta Summer Games. We have had tremendous success hosting the following events which have allowed us to engage our state-of-the-art facilities and demonstrate our hospitable, dedicated, and diverse community:

2003 Alberta 55+ Games
2004 Arctic Winter Games
2015 Western Canada Summer Games
2018 Alberta Winter Games
2023 Arctic Winter Games

If the bid is successful, we are willing to assist to ensure this Alberta Games event thrives.

Our Wood Buffalo Sport Connection Society members have helped our region enjoy these major events and with our strong community residents and families, our world-class facilities, as well as our great restaurants and accommodations, we are more than capable of successfully welcoming the 2026 Alberta Summer Games!

We strongly encourage Alberta Culture to select the Regional Municipality of Wood Buffalo to host the 2026 Alberta Summer Games.

Sincerely,

Jon Turner
Chair, Board of Directors
Wood Buffalo Sport Connection Society
sportwoodbuffalo.com