



**Council Policies and Priorities Committee  
Regular Meeting Agenda  
For Monday, March 1, 2021 at 1 p.m.  
To be held electronically from the  
Town Office at 4512 – 46 Street Olds, AB**

As of March 27, 2020 the *Meeting Procedures (COVID-19 Suppression) Regulation* was enacted to assist local municipal governments meet *Municipal Government Act* legislative requirements for holding Council meetings.

This Council Policies and Priorities Committee Meeting will be held without the public body present at the meeting location and is being electronically communicated through ZOOM MEETINGS. The PUBLIC will have opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 337 948 8245 and then Password 943170 to listen in to the live meeting.

Chair Deputy Mayor – Councillor Mary Anne Overwater

**1. Call To Order**

**1A) Added Items**

**1B) Adoption of the Agenda**

**2. Adoption of Previous Minutes**

**Pages 3-8                      2A) Council Policies and Priorities Committee Previous Minutes**

**3. Reports / Statistics**

**Page 9                      3A) Operations / Capital Project Verbal Update**

**4. Presentations and Delegations**

**Pages 10-41                4A) Parks Annual Report**

**Pages 42-60                4B) Economic Development Secretariat Report**

**5. Business Arising from the Minutes / Unfinished Business**

**6. Bylaws**

**Pages 61-64                6A) Bylaw 2021-02 Land Use Bylaw 01-23 Amendment – Chickens**

**Pages 65 - 115            6B) Bylaw 2021-04 Community Standards Bylaw Amendment**

**Pages 116-119            6C) Bylaw 2021-05 Ad-Hoc Committee – Council Bylaw Policy Review**

**7. New Business**

**Pages 120-126            7A) Asset Management Strategy**

## 8. Adjournment

### **PUBLIC INFORMATION:**

**Media Scrum:** any questions arising from the media can be sent to our 'Communications Coordinator' at [communications@olds.ca](mailto:communications@olds.ca) and they will be forwarded on to the person addressed.

***For a member of the public to speak to Council during a Council meeting, the item for discussion must fall under either one of the two excerpts noted below, as per the Town of Olds Procedural Bylaw.***

### **Queries to Council during Council Meetings:**

*Excerpts from Town of Olds Procedural Bylaw*

#### **Conduct of Meetings**

*4. The Mayor or other presiding Chair may, upon request of a member of Council, authorize a person in the public gallery to address Council, but only on the topic being debated at that time in the meeting and with time limits specified by the Mayor or other presiding officers.*

#### **Delegations**

*4. Delegations who have not submitted a written letter may be granted by the Mayor or other presiding officer a brief opportunity to outline the matter they wish to present to Council, and following that outline, the Mayor or other presiding officer shall determine if the delegation is to be granted time to present the matter outlined.*

**Queries to Council can be sent via email during the Council meeting to [legislative@olds.ca](mailto:legislative@olds.ca)**



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: March 1, 2021  
Author: Marcie McKinnon, Legislative Clerk  
Department: OCAO  
SUBJECT: Adoption of Previous Minutes

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### **COUNCIL DIRECTION**

Accept the minutes as presented.

### **BACKGROUND**

The minutes from the February 1, 2021 Committee of Council Policies and Priorities meeting are presented for approval.

### **ATTACHMENTS**

Policies and Priorities Committee Meeting Minutes of February 1, 2021.

## PRIOR TO ADOPTION

Minutes of the Town of Olds Council Policies and Priorities Committee meeting being conducted electronically through ZOOM Meetings on Monday, February 1, 2021 at 1:00 p.m. through the Council Chambers, at the Town of Olds Municipal Office, 4512 – 46 Street, Olds, Alberta.

As of March 27, 2020 the *Meeting Procedures (COVID-19 Suppression) Regulation* was enacted to assist local municipal governments meet *Municipal Government Act* legislative requirements for holding Council meetings. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 337 948 8245 and then Password 943170 to listen in to the live meeting.

### **ELECTED OFFICIALS Participating Virtually:**

In the Chair, Deputy Mayor, Councillor Heather Ryan

Mayor Michael Muzychka Councillor Debbie Bennett, Councillor Wanda Blatz, Councillor Mary Anne Overwater, Councillor Wanda Blatz and Councillor Mitch Thomson

### **ABSENT– ELECTED OFFICIALS:**

### **Participating virtually for the Regular meeting of Council – STAFF:**

Michael Merritt, Chief Administrative Officer; Doug Wagstaff, Director of Community Services; Sheena Linderman, Director of Finance; Scott Chant, Director of Operations; Monica Leatherdale, Communications Coordinator; and Marcie McKinnon, Legislative Clerk.

## **1. CALL TO ORDER**

Chair Deputy Mayor Heather Ryan called the meeting to order at 1:00 p.m.

### **A.) ADDED ITEM(s)**

None

### **B.) ADOPTION OF THE AGENDA**

Moved by Councillor Blatz, “to accept the Policies and Priorities regular Council agenda for the February 1, 2021 Policies and Priorities Committee as presented.”

Motion Carried PP21-01

## **2. ADOPTION OF PREVIOUS MINUTES**

### **2A) Policies and Priorities Committee Meeting Minutes**

Moved by Councillor Thomson, “to accept the Council Policies and Priorities Committee Minutes for December 7, 2020, as amendment.”

Motion Carried PP21-02

## **3. REPORTS / STATISTICS**

### **3A) Olds Fire Department**

Chief Andrew participated virtually and presented the Fourth Quarter Statistics and the 2020 Year End Statistics, to Council as contained in the agenda package and responded to questions from Council.

Moved by Mayor Muzychka, “to accept the Olds Fire Department Fourth Quarter and 2020 Year End Report for information.”

Discussion on chute times



Council asked if statistics can be further broken down between urban and rural.

Chief Andrew indicated that it can and will, as soon as they convert to the new record management system that option will be available.

Chief Andrew noted once system is activated, the he will be presenting reporting options to Council for their consideration. CAO Merritt requested that the new reporting system include the full year of information for true comparisons going forward.

Motion Carried PP21-03

**3B) Olds RCMP Detachment**

CAO Merritt introduced S/Sgt. Jody Achtymichuk as Acting Detachment Commander for retiring Olds RCMP Detachment Commander S/Sgt. Jim MacDonald.

Acting Detachment Commander, S/Sgt Jody Achtymichuk was online and presented the Fourth Quarter Statistics and the 2020 Year End Statistics as contained in the agenda package to Council and responded to Council questions.

Moved by Councillor Thomson, "to accept the Fourth Quarter Statistics and the 2020 Year End Statistics report from the Olds RCMP as information."

Motion Carried PP21-04

**3C) Olds Municipal Enforcement**

Senior Community Peace Officer, Eric Christensen participated virtually and presented the Fourth Quarter Statistics, to Council as contained in the agenda package and responded to Council questions.

Moved by Councillor Bennett, "to accept the Fourth Quarter Municipal Enforcement Statistics as presented."

Motion Carried PP21-05

**3D) Operations / Capital Project - Update**

Director Chant introduced the Town's contacts at MPE Engineering. Mr. Greg Sentis, Project Manager for the Town of Olds Operations Centre provided a brief update to Council on the progress of the facility. Project is currently on budget and time, one delay due to COVID issues, the air handling unit projected delivery is four weeks out and should be here and installed by the end of March. Mr. Andrew Simpson the Town's day-to-day liaison from MPE Engineering was present online and provided a brief update.

Director Chant narrated the Operations Site pictures as contained in the agenda package.

Council discussion ensued on materials, project proposal process, twenty staff and summer students will work out of this facility, full completion date of facility and artist drawings.

Moved by Councillor Bennett, "to accept the Operations Centre Update as presented."

Motion Carried PP21-06

Director Chant noted that the December 23, 2020 snow storm incident cost \$107,800 and that total Includes contractors and equipment time and just over \$5000 of staff overtime.

Moved by Councillor Harper, "that Council accepts the snow report for information."

Motion Carried PP21-07

#### **4. PRESENTATION AND DELEGATIONS**

##### **4A) L.I.O.N.S. – O.R. Hedges Camp Ground Annual Report**

Director Wagstaff spoke to the L.I.O.N.S. annual report that comes to Council, he introduced Mr. Bob Graham and Mr. Dennis Moritz who were present at the Town Boardroom and made their presentation to Council as contained in the agenda package.

Moved by Mayor Muzychka, “to accept the L.I.O.N.S. – O.R. Hedges Camp Ground Annual Report as presented.”

Motion Carried PP21-08

##### **4B) Restrictive Covenants – Parkland Community Planning Services**

CAO Merritt introduced Mr. Craig Teal with Parkland Community Planning Services. Mr. Teal explained to Council what restrictive covenants are and why they may be used and highlighted some issues that can emerge in relation to restrictive covenants and then responded to Council questions.

CAO Merritt suggested that we put these informational documents on the Town’s website.

Moved by Councillor Blatz, “to accept the information the report on Restrictive Covenants.”

Motion Carried PP21-09

*Deputy Mayor Ryan recessed the meeting at 3:15 p.m.*

*Deputy Mayor Ryan reconvened the meeting at 3:22 p.m.*

#### **5. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS**

None

#### **6. BYLAWS**

##### **6A) Bylaw 2021-01 – Land Use Bylaw 01-23 Amendment – Murals**

Mr. Craig Teal, with Parkland Community Planning Services took council through the proposed amendments to the Land Use Bylaw 01-23 in regards to Murals as contained in the agenda package.

Council discussion ensued.

Moved by Councillor Overwater, “that Council accept as information and direct Administration to bring back to a future regular Council meeting as amended by removing items 3(7)(a) & 3(7)(g) and adding a 30 day time limit for PAAC to decide and return a decision.”

Motion Carried PP21-10

#### **7. NEW BUSINESS**

##### **7A) Council’s Annual Schedule 2021**

Mrs. Lloyd presented the Council’s Annual Schedule 2021 as contained in the agenda package.

Moved by Councillor Harper, “to accept for information the Council’s Annual Schedule 2021.”

Motion Carried PP21-11

##### **7B) Council’s Strategic Plan Update 2021**

Mrs. Lloyd presented the Council’s Strategic Plan Update 2021 as contained in the agenda package.

Moved by Mayor Muzychka, "to accept the Council's Strategic Plan Update 2021 as presented."  
Motion Carried PP21-12

**7C) Principles in Policy and Procedure Development**

Mrs. Lloyd presented Principles in Policy and Procedure Development as contained in the agenda package.

Moved by Councillor Blatz, "to accept for information the Principles in Policy and Procedure Development."

Motion Carried PP21-13

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**7D) Policy Advisory Team (P.A.T.) Overview**

Mrs. Lloyd presented the Policy Advisory Team (P.A.T.) Overview as contained in the agenda package.

Moved by Councillor Thomson, "to accept for information the Policy report."

Motion Carried PP21-14

**7E) Policy and Procedure Development – Procedure 101P**

Mrs. Lloyd presented Policy and Procedure Development – Procedure 101P as contained in the agenda package.

Moved by Councillor Bennett, "to accept the Policy and Procedure Development Procedure 101P as information."

Motion Carried PP21-15

**7F) Municipal Measurement Index (MMI)**

Director Linderman explained the Municipal Measurement Index (MMI) as contained in the agenda package.

Moved by Mayor Muzychka, "to accept the Municipal Measurement Index (MMI) information as information."

Motion Carried PP21-16

**7G) MOST Grant Update**

Director Linderman presented information on MOST Grants as contained in the agenda package.

Moved by Mayor Muzychka, "to thank Director Linderman for all her work on this and to accept the MOST Grant information."

Motion Carried PP21-17

**7H) Development Permit Fees**

Director Linderman presented information on Development Permit Fees as contained in the agenda package.

Moved by Councillor Overwater, "to accept the Development Permit Fees information, as presented and to bring back to a future council meeting for further discussion."

Motion Carried PP21-18

Deputy Mayor Ryan explained the process for meeting participants on how Council moves in and out of the Closed Session.

## **CLOSED SESSION**

### **FOIP Section 17 – Disclosure harmful to personal privacy**

Moved by Councillor Harper, “that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 17 at 4:57 p.m. with CAO Merritt, Directors Linderman, Wagstaff, Chant and Andrew in attendance.”

Motion Carried PP21-19

Administration moved the public into the waiting room at 4:57 p.m.

Moved by Councillor Overwater, “that the meeting reconvene to the regular Council meeting at 5:29 p.m.”

Motion Carried PP21-20

*Deputy Mayor Ryan recessed the meeting at 5:29 p.m.*

*Administration moved the public back into the meeting at 5:40 p.m.*

*Deputy Mayor Ryan reconvened the meeting at 5:40 p.m.*

## **8. ADJOURNMENT**

Moved by Councillor Overwater, “that this meeting be adjourned.”

Motion Carried PP21-21

The meeting adjourned at     p.m.

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Heather Ryan,  
Deputy Mayor

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Michael Merritt,  
Chief Administrative Officer

These minutes were approved on \_\_\_\_ day of March, 2021.



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: March 1, 2021  
Author: Scott Chant, Director of Operations  
Department: Operations  
SUBJECT: Operations / Capital Project Monthly Update

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### **COUNCIL DIRECTION**

Accept for information.

### **BACKGROUND**

During construction of capital projects throughout the year a monthly update is provided at Policies and procedure meetings. These updates are based on work that is currently being worked on and change from time to time as some projects are completed and others are started throughout the year.

March P&P meeting will be an update on the Operations center. The update will be provided by MPE Engineering. Greg Sentis, Project Manager is the lead contact for the town on this project and works closely with the Town and the Contractor for the Operations Center build.

### **ATTACHMENTS**

None



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: March 1, 2021  
Author: Gillian Campbell, Parks Supervisor  
Department: Operations - Parks  
SUBJECT: Parks Presentation

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### **COUNCIL DIRECTION**

Accept for information.

### **BACKGROUND**

Parks staff have provided an update on the planning work being done in the Parks function area. This includes an update on the work to date and to include tree plantings, and an overview to the operations of the parks function.

### **ATTACHMENTS**

2021 Parks Power Point



# Parks 2020 - 2021



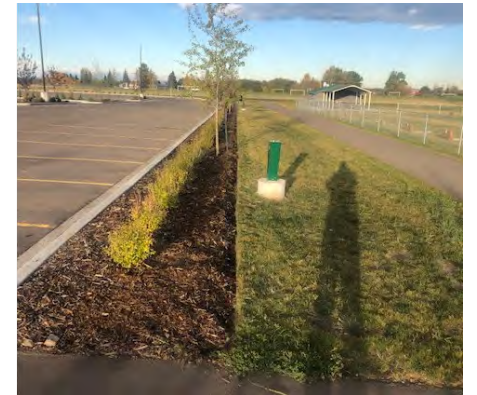
Public Works Posers!











## Ball Diamonds And Sportsfields





## Rotary Park

Last year Rotary Park was under a maintenance agreement. In 2021 we will take full responsibility for all the entire sports fields



# Mowing Green Spaces by Alternating Weeks

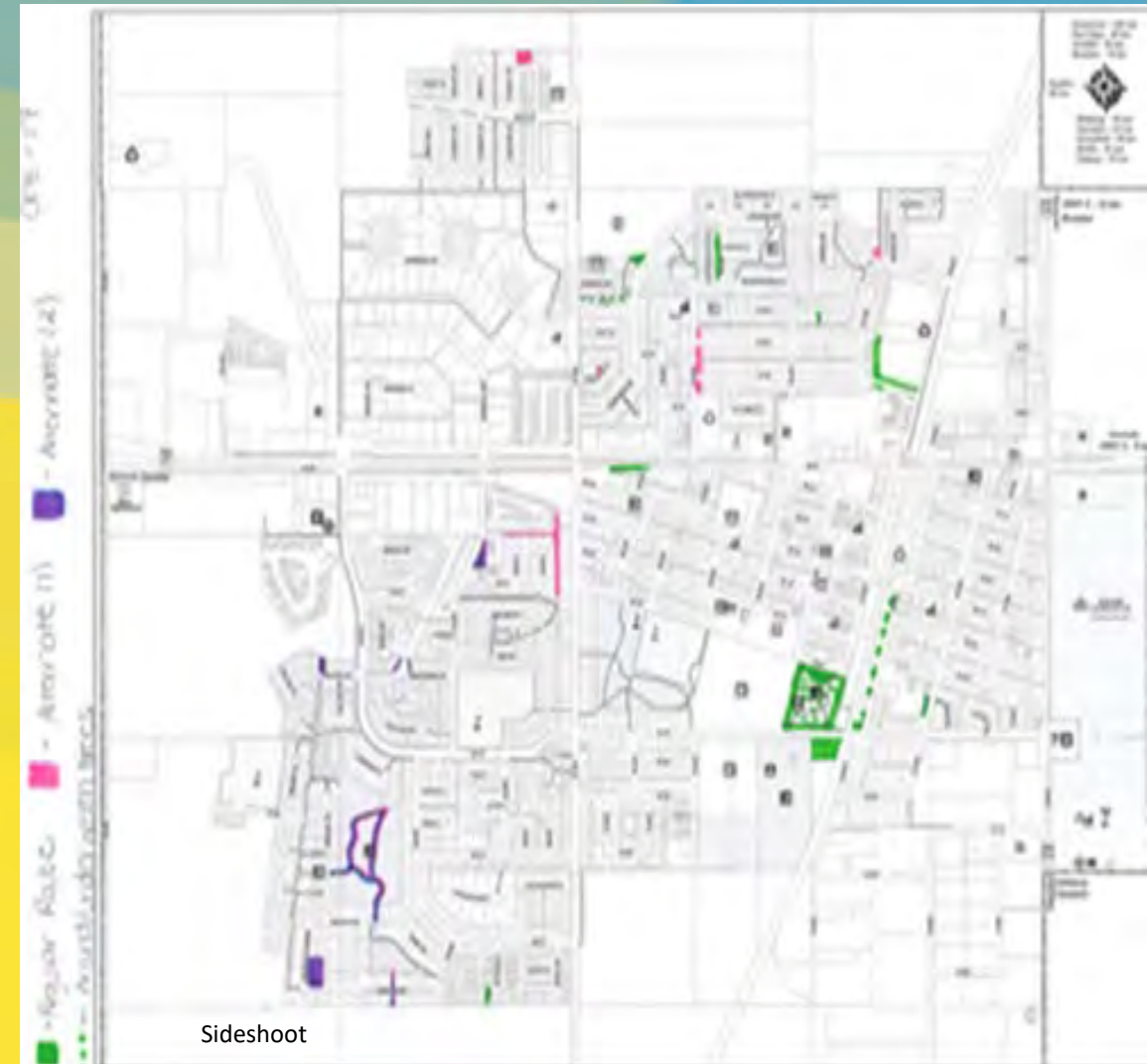
- Week 1 Pink
- Week 2 Purple
- Weed Whipping averaged 90 hours a week with 3 people on task
- The times recorded don't include breakdowns, blade changes, equipment maintenance, travel time and clean-up



Total hr/wk  
15 hr pink week  
16 hr purple week

15

50 min pink week  
2 hrs purple week





1 hr 15 min pink wk  
1 hr 20 min purple wk

16 1/2 hr for both Weeks

## Route 1

pink week 16 hrs  
purple week 15 hr 40 min

1 hr pink wk  
50 min purple wk



½ hr pink week  
½ hr purple week

14 ½ hr for both weeks

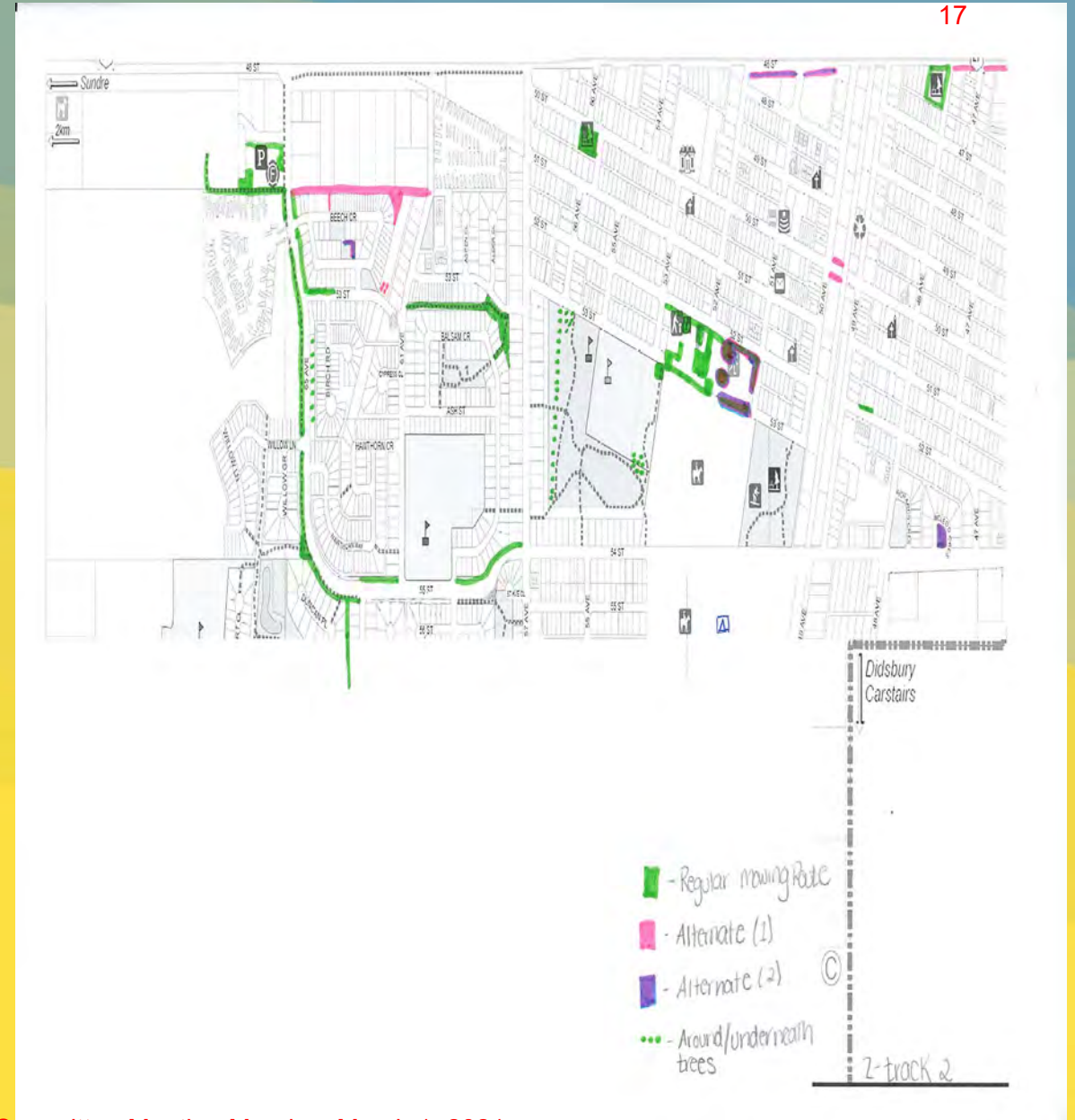
## Route 2



pink week 15 hr 20 min  
purple week 14 hr 40 min

1½ hr pink week  
50 min purple week

17





# Route 3

1 hr 15 min pink week  
1 hr 20 min purple week

19 hrs for both Weeks

18 ½ hr for both weeks

30 min for both  
pink and purple weeks

18







Crews out  
at work



Low ground levels and poor drainage makes it difficult to mow every week in 56 Street Park. When it is dry enough to mow, it is thick and tall then requires sweeping afterwards with the Harper.





# Beech Playground Project

Town of Olds Council Policies and Priorities Committee Meeting Monday, March 1, 2021







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# Craigs Playground Project

Town of Olds Council Policies and Priorities Committee Meeting Monday, March 1, 2021



Mulching blades  
worked fabulously  
this year



They saved us  
time and money!







Additional Equipment  
has been added to  
Balsam Playground



# Towns Wooden Park Signs Projects

24













It turned out so shiny it was hard not to take a picture without seeing our reflection!

27





## Porta Potty Project





## Project Barricades





# Maintenance and Up-keep of Skatepark



Repairs are Scheduled  
for Spring



Graffiti Has Become  
Increasingly Prevalent In  
Our Skatepark 30



Clean Up:  
Trucks And Equipment = 48 Hours  
4 People - 24 Hours = 96 man hours







Retaining walls at skatepark  
need replacing



Ag Society 100 year memorial  
area is in need of refurbishing





# Tree Damage and Disease





## Deer Damage To The Trees



Larch planted October 2020  
and killed November 2020



Fence needed to  
preserve Larch tree



Older Larch tree

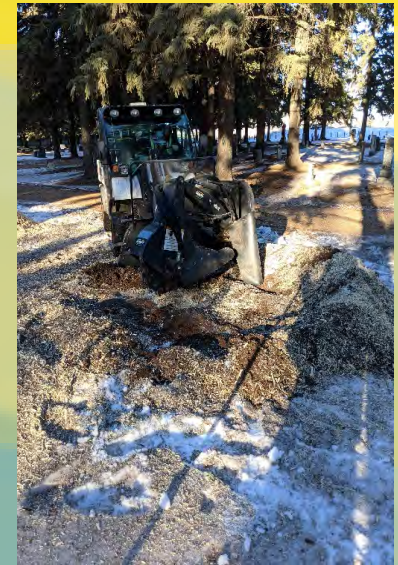
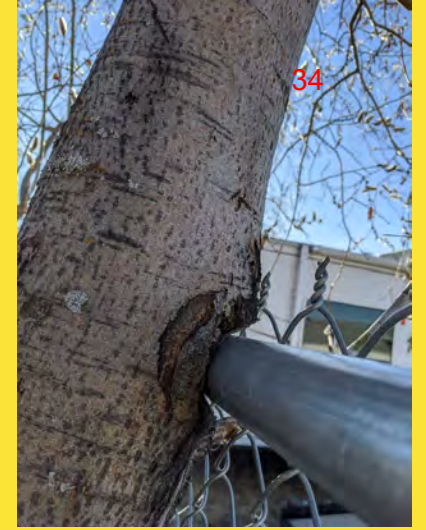


Memorial Tree Replaced  
3 Times At the Cemetery





## 45 Trees Removed In 2020 and 12 Trees were Planted







psyllid

Cottony Ash Psyllid and Willow Borer continue to be a problem.



Aphid 'honeydew' on oak leaf.



Oak leaf with sticky sap



aphids



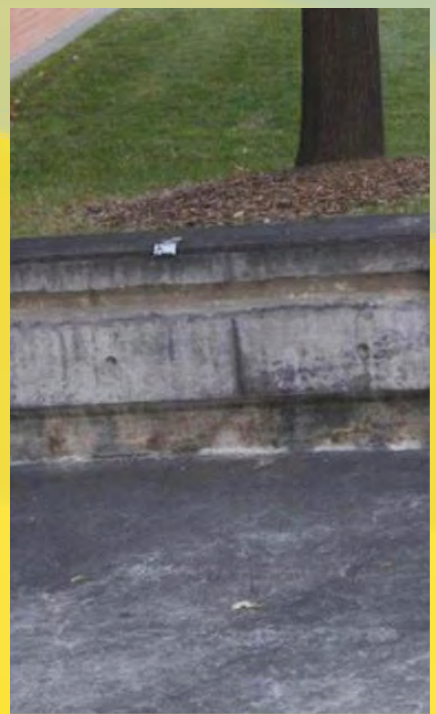
borer



Birch Leaf Miner in our Birch trees.



Pear Slugs



Sooty mold

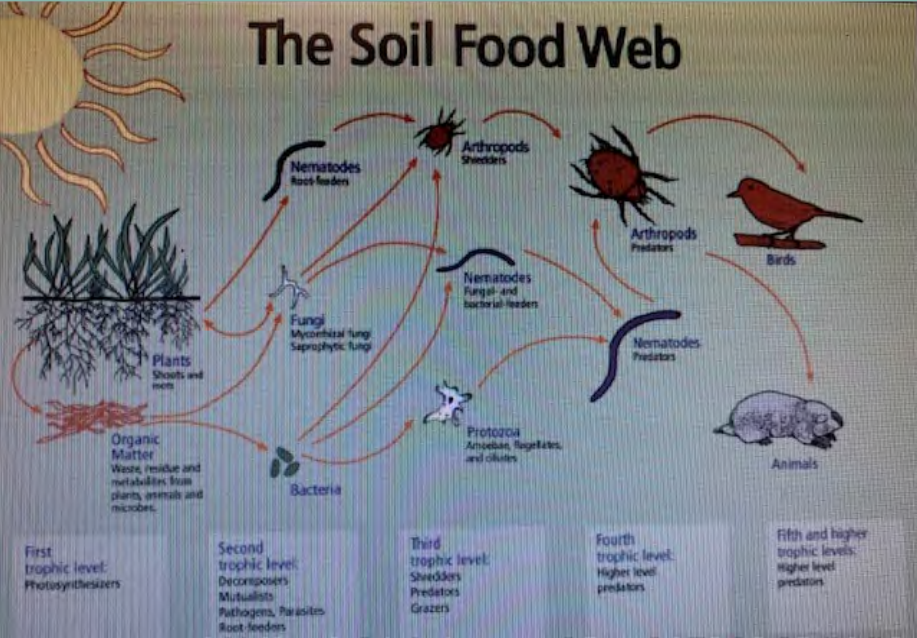
# PROJECTS FOR FUTURE CONSIDERATION

- Microbial Tea
- Floating Islands
- Wild Flower Turf



# Microbial Tea

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## Benefits

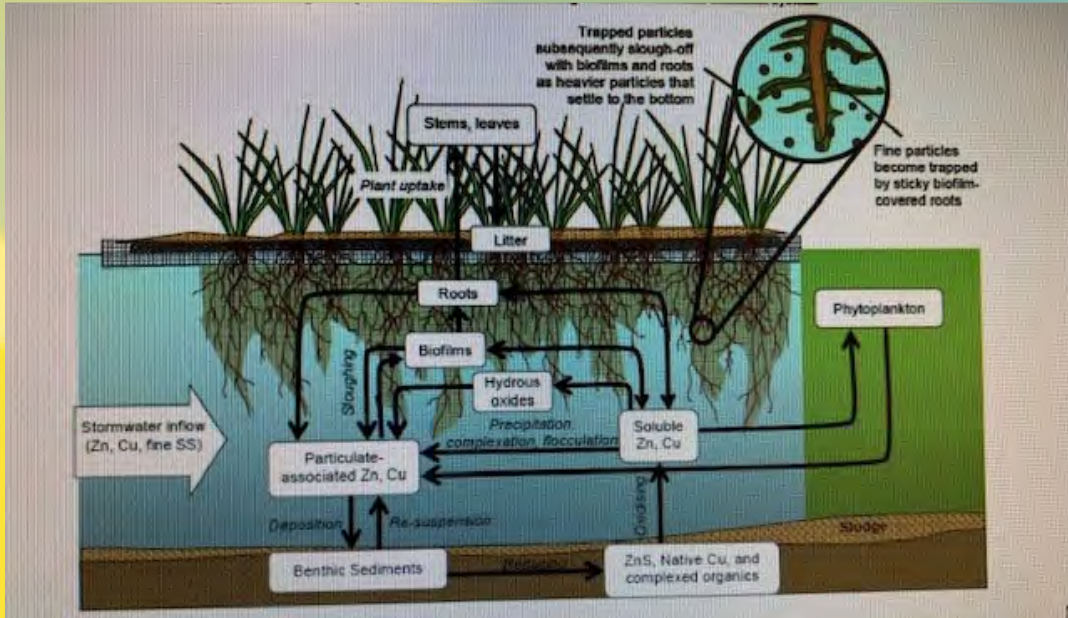
- Not focused so much on nutrients
- Reduces the need for fertilizers and pesticides
- Aids in producing healthier plants





# Floating Islands on Storm Water Ponds

38

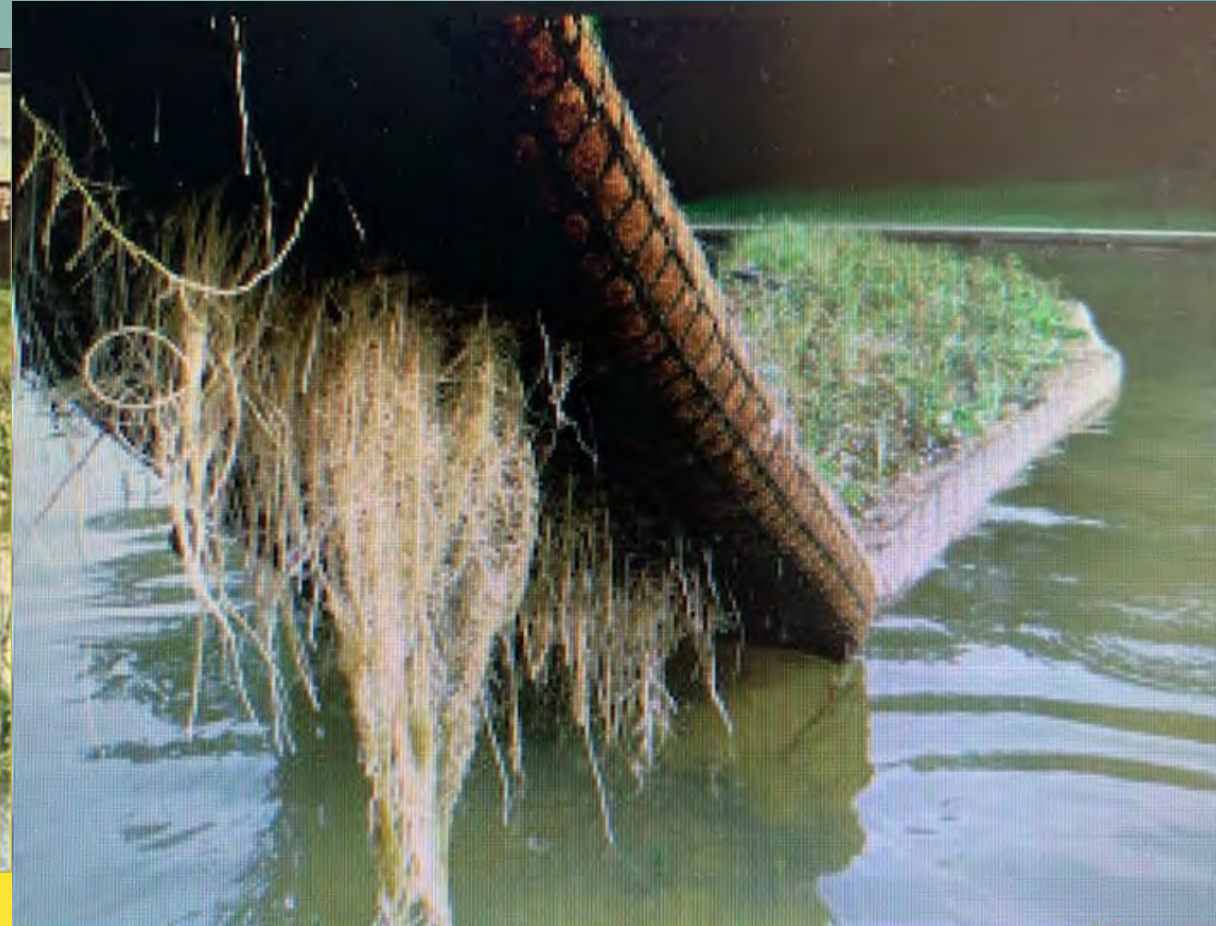


- Enhances the environmental and biological health of the pond as an alternative trial to add to what is already being used for cleaning the water
- They enhance aerobic processes such as nitrification, oxidation and the removal of ammonia
- Reduces suspended solids



## Floating Islands at Luxtone in the City of Airdrie showing good root growth

39



These Islands can be anchored at out of the way edges in the winter so as not to disrupt winter skating.





# Wildflowers - A Turf Alternative

# ANY QUESTIONS?





## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: March 1, 2021

Author: Shelley French, Executive Support

Department: Office of the CAO

SUBJECT: Economic Development Secretariat Highlights

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### **COUNCIL DIRECTION**

Accept for information.

### **BACKGROUND**

Mr. Larry Wright, Town of Olds Strategic & Technology Officer will the Economic Development Secretariat Highlights from the last year.

### **ATTACHMENTS**

1. Economic Development Secretariat PowerPoint Presentation



# **Economic Development**

## **Town Of Olds Economic Development**

### **March 2021 Olds, Alberta**

### **Highlights**





# 2021 Growth & Expansion

## Strategic Areas of Focus

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**Goal:** The Town of Olds will lay a foundation to ensure responsible and sustainable growth.

### In Progress to 2021:

- Support Town Of Olds Budget Plan 2021 – 2023
- Municipal Development Plan (Approved February 2021)
- Inter-Municipal Development Plan (Approved January 2021)
- Implement Economic Development activities in the O.I. mandate
- Continued development of Economic Development Secretariat
- Development of Tourism Policy and Tourism Strategy
- Increase Energy Sub-Station Olds 55-S capacity to support industrial and commercial growth in MDP area
- Optimize Brownfield remediation and redevelopment
- Wetlands
- Federal Government Census (May 2021) confirmation of growth trend
- Utilize Asset Management Data to better understand growth capacity



# Economic Development Secretariat<sup>45</sup>

The Town of Olds Economic Development Secretariat is a mechanism for collaboration between the Town of Olds, the Olds Institute for Community & Regional Development, Olds College and the Olds & District Chamber of Commerce, to provide consistent and accurate information out to the public regarding the Town of Olds, to create a prosperous and resilient community. It is enabled to exercise any other power, duties and functions given to it by any other bylaws of Council. Secretariat members are committed to putting consistent and accurate information out to the public regarding the Town of Olds, to create a prosperous and sustainable community.

# Business Retention, Investment and Expansion (BRI&E) Committee<sup>46</sup>

## Definition:

An ongoing cooperative effort between business, local government, agencies, other organizations and people in the community with the purpose of identifying opportunities and actions to assist local businesses in expansion, the retention and creation of jobs and the diversification of the local economic base, as well as the implementation of defined actions to improve the local business climate.



# Business Retention, Investment and Expansion (BRI&E) Committee<sup>47</sup>

## Purpose:

Business Retention, Investment and Expansion (BRI&E) is an overarching strategy that supports economic development goals, which in turn support the vision and mission of our community. The strategy of BRI&E fosters the development and growth of local business. BRI&E is a crucial and rewarding community economic development approach. The key goal is to plan, manage and implement programs that help existing businesses thrive and grow. The outcome is a sustainable business community which in turn provides a sustainable community foundation. Every community is different yet has a similar set of stakeholders who should serve on the Economic Development Committees for Business Retention or Tourism. Committee members will be considered for their skills, knowledge and expertise, as well as their ability to process information in a timely manner to address any issues/topics that may arise.

- Incorporates a broad-based participant cross-section from all aspects of the community - not confined to individual or special interest groups.
- Has a purposeful function and reporting requirement to the community, overall.
- Requires commitment to regularly scheduled meetings based on annual schedules.
- Agendas reflect many present-day interests for business, industry, financial, commercial and retail.
- Documented meetings confirming requests for support, project opportunities, analysing existing situations and building simplistic achievable economic plans.

# Tourism Committee

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## **Definition of Tourism:**

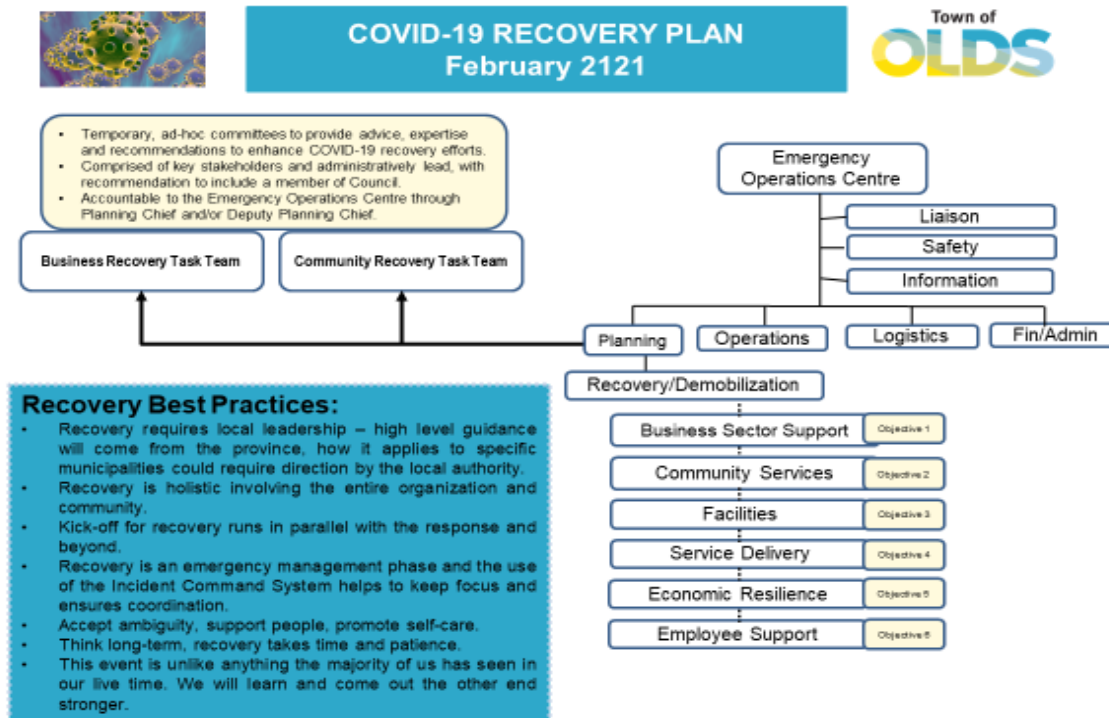
Tourism is the act and process of spending time away from home in pursuit of recreation, relaxation, and pleasure, while making use of the commercial provision of services.

## **Purpose of Tourism Committee:**

To encourage and grow tourism opportunities in Olds. The Committee is responsible for facilitating the development of the local tourism economy through identifying strategic priorities, securing partnership funding, fostering a community brand identity, and ensuring that there is an alignment between the tourism related objectives and activities of the Town of Olds, various local stakeholders, and between local and regional initiatives.



# COVID-19: Economic Development Secretariat Business Recovery Support <sup>49</sup>

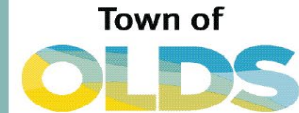


**PURPOSE:** The Town of Olds Economic Development Secretariat's Business Support and Recovery Task Force was launched to help minimize business loss in the community of Olds in the wake of the COVID-19 Pandemic. The economic impact of the Pandemic has and continues to take a toll on the livelihoods of Olds residents and businesses. The Town is doing everything possible, in full cooperation with the provincial and federal governments, to minimize that impact and see an economic recovery take place as soon as possible. The focus of the Secretariat is to quickly determine what supports and stimulus work needs to be done to support businesses, workers and residents, and will enable the Town to continue to respond to the evolving challenges of COVID-19 with its partners in government, business and non-profits.

# 2021 Community Overview

A SOCIO-ECONOMIC PROFILE

## Town of Olds



**Population 2020: 9184**

(Census)

**Next Federal Census: May 2021**

**AB Dashboard 2019: +5.13%**

**AB Dashboard 2014 - 2018: +7.92%**

**Olds College Population Impact:**

3,800 Enrollment (incl Part-time)

**Trading Area Population:**

1.4 million within 1 hour drive

**Median Age**

**42.4**

**Number of Businesses: 761**

(Olds Finance, 2020-21)

**Target Growth Sectors:**

Bio-industrial, Transportation and Logistics, Manufacturing, Warehousing, and Finance.

**Brownfield Rehabilitation:**

(2009 - 2019)

7 sites, approx. 33 acres

**Average Household Income**

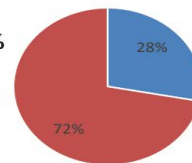
**\$100,511**

**Average After-Tax Household Income**

**\$83,665**

2015

**Property Assessments**



■ Non-Residential  
■ Residential

**Permits Issued (2020): 92**

**Total Permit Value (2020): \$30,839,964**

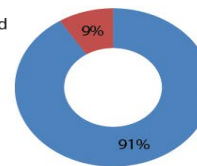
**In the Labour Force**

Participation Rate

**4,510**

68%

■ Employed  
■ Unemployed (2016)



A proud member of

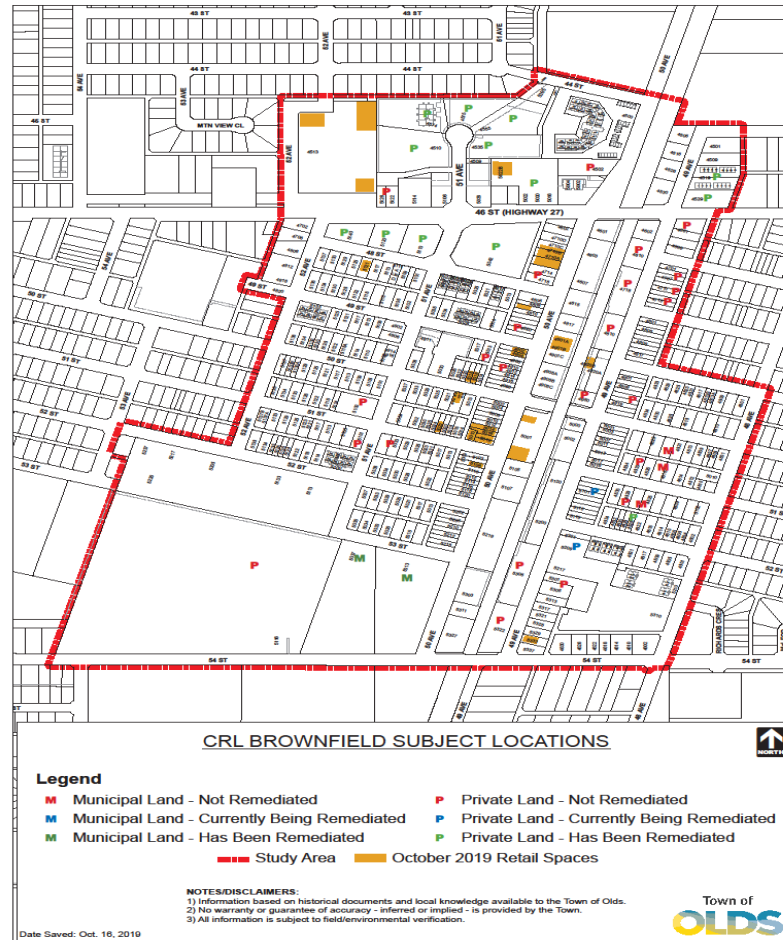


**60 Minutes North of Downtown Calgary**

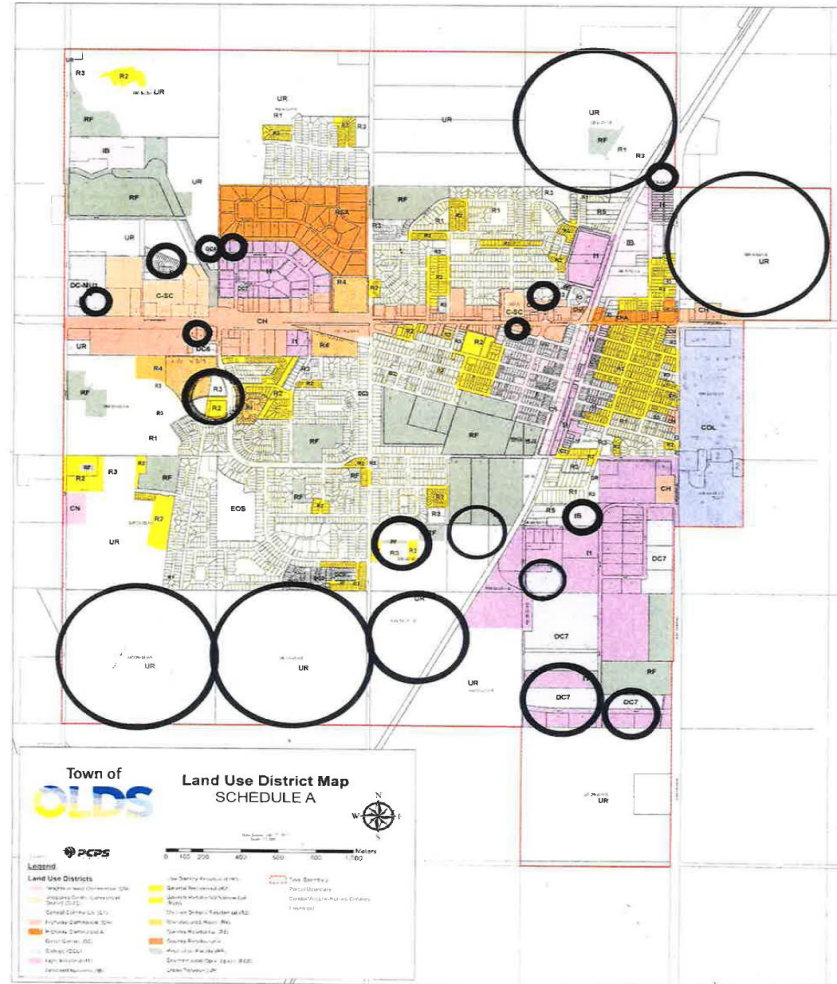
Just 63 km (40 miles) south of Red Deer, and the same distance north of Airdrie, Olds is located right in the heart of the Calgary/Edmonton corridor.



# 2019 Economic Development Business Core Assessment <sup>51</sup>



# 2020 COVID-19: Economic Development Business Lands Assessment





# Relationships & Partners, Joint Cooperative Ventures

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Throughout 2019 to 2020, the Town of Olds remains connected to activity taking place throughout Alberta, as well as supporting regional economic trade opportunities with India, the United States, Japan, Korea, United Kingdom, Europe, South America and potentially, Africa.

These opportunities have resulted in local and regional engagements supported by:

- Alberta Agricultural Trade
- Technology and Trade Stakeholder Networks
- Federation of Canadian Municipalities
- Central Alberta Economic Partnership
- APEGA
- Brownfield Redevelopment
- Alberta Advanced Education, Alberta Innovates
- Alberta Water & Wastewater Associations
- Alberta Urban Municipalities Association
- Economic Development Alberta
- Canadian Public Works Association
- CCEMC
- Access Prosperity National Research Council
- Alberta Society of Engineering Technologists
- Alberta Urban Municipalities Review of Bio Medical Process

# Available Programs

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**THE SMALL and MEDIUM ENTERPRISE RELAUNCH GRANT** offers financial assistance to Alberta businesses, cooperatives, and non-profit organizations that were ordered to close or curtail operations in December and, experienced a revenue reduction of at least 30%, as a result of the COVID-19 pandemic. The program offers 2 payments to eligible applicants, with up to \$20,000 in available funding per eligible application. ~ [https://youtu.be/vdX\\_aUOIbbo](https://youtu.be/vdX_aUOIbbo)

The **Canada-Alberta Job Grant** helps cover training expenses for existing employees and new hires. If you are hiring and training an unemployed Albertan, up to 100% of training costs could be covered, up to \$15,000 per trainee. For further information, please contact the Canada-Alberta Job Grant processing centre at: 1-855-638-9424 or email [jobgrant@gav.ab.ca](mailto:jobgrant@gav.ab.ca)

## **INNOVATION RELIEF and RECOVERY PROGRAM**

Alberta Innovates extended its Innovation Relief and Recovery Program (IRR) with \$350,000, in an effort to help more small-to-medium- sized businesses (SMBs) affected by the COVID-19 pandemic. The program initially launched in fall 2020 with \$400,000 in federal funding through Western Economic Diversification Canada (WD), part of a total \$1.3 million contribution from WD to Alberta Innovates. The project may include product testing and refinement, manufacturing capacity improvement, project \$5,000/\$10,000.

## **Applications for the Canada Summer Jobs 2021 Are Being Accepted**

Funded employers are not restricted to hiring students.



# Objectives & Considerations

55

## Business Development Requirement list:

- Hire Economic Development Coordinator, with skills to detail strategy based on policy and standards.
- Rail transportation has emerged as a large need in a diversified economy, bringing raw supplies, sending value-added product to Tide Water Ports.
- The size and scope of private industrial development may not require large scale water, wastewater utility supply, but large surface storage area with major arterial access, natural gas / power energy needs.
- Range of revenue share needs to be considered 20% to 30 % from a variety of sources with IDP.

# Objectives & Considerations

56

Business Development Requirement list, continued :

- Highway Access / Overpass Improvements, Intersection Improvements 27 & 2A
- Wastewater Treatment Lift Stations located in conjunction with IDP & MDP documents growth areas for development.
- Diversified Residential Housing requirements, medium to high density, and single-family affordable options.
- Broadband, WIFI, and 5G Communications Protocol, Future Technology Standards.
- Strategic Plan identifying process, budget and opportunities, including Visitor and Tourism Kiosks, seasonal welcoming information sites.



# Visitor & Tourism Art, Heritage & Indigenous Recognition

57

**Cornerstone Art Commons**  
46 Street and 65 Avenue

**Title: The Fancy Dance**

**Artist: Jim Brown, Bowden, AB**

**Artist's Statement:** "The first observation of this dance is how the colorful regalia and movements are vibrant and full of life. This mirrors what life can be, when you push past the struggles and dark times and find what is good with what we have been given. The sunrise gives us hope for what the day brings us and the sunset is a celebration of the accomplishments since the first morning glow. The dance is your spirit that moves you forward."



## **The Mural Project**

In the summer of 2019, the Town of Olds commissioned local artists to create murals for temporary display at the Cornerstone Art Commons. The artists were inspired to create murals that shared stories of Indigenous heritage of this area. Local Elders were consulted to work with the artists to share cultural teachings and offer their blessings for this work.

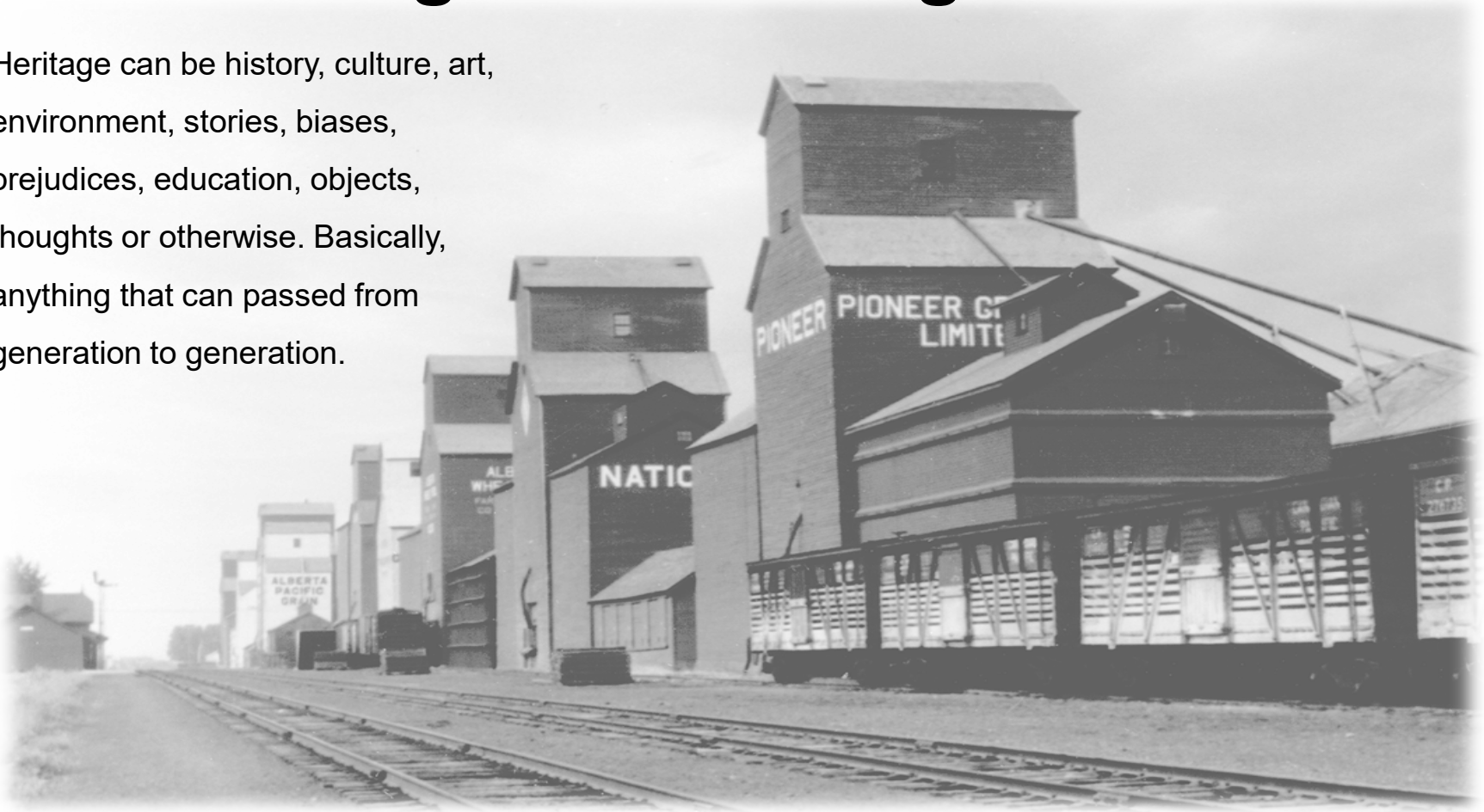
Through the relationships created in the process of realizing this project, the stories that these murals share are authentic, culturally accurate and sensitive, and exemplify the community-building power of the arts.

The Town of Olds is on the traditional territories of the people of the Treaty 7 region of Alberta which includes the Blackfoot Confederacy (Siksika, Piikanni, and Kainai First Nations), as well as the Tsuut'ina First Nation and the Stoney Nakoda Nations (Chiniki, Bearspaw and Wesley First Nations). This area is also home to the Métis Nation of Alberta, Region 3. We are all Treaty People.

**I ♥ Public Art in Olds!**

# Visitor & Tourism Art, Heritage & Indigenous Recognition<sup>58</sup>

Heritage can be history, culture, art, environment, stories, biases, prejudices, education, objects, thoughts or otherwise. Basically, anything that can be passed from generation to generation.





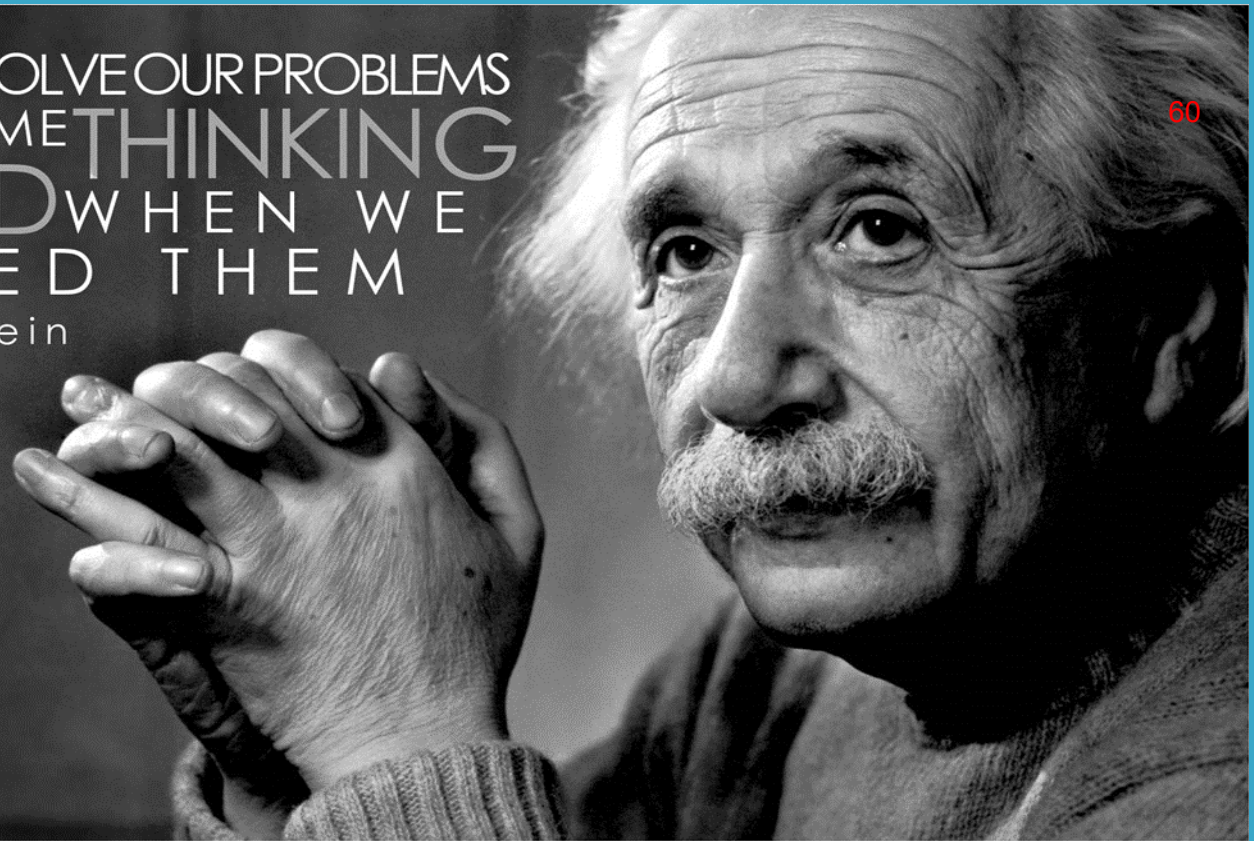
# Olds Open Space and Trails Master Plan: Deliverables

59

## A policy and operational framework for:

- Parks land acquisition.
- Standards for development of parks, sports fields and urban forest development.
- Maintenance standards for existing and new parks, sports fields, urban forest and trails.
- Framework for the protection of environmentally significant or sensitive areas.
- Directions for ongoing use and potential park redevelopment opportunities.
- Sustainable park management principles and strategies based on community need, values and vision.
- Future trail locations, linkages and priorities for development.

WE CANNOT SOLVE OUR PROBLEMS  
WITH THE SAME THINKING  
WE USED WHEN WE  
CREATED THEM  
-Albert Einstein



Thank you







## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: March 1, 2021

Author: Natasha Wright, Planner, PCPS

Department: Planning & Development

SUBJECT: Draft Bylaw No. 2021-02 Land Use Bylaw Amendment – Urban Chickens

---

### **COUNCIL DIRECTION**

Accept for information and provide direction to administration and bring back to a future regular council meeting.

### **BACKGROUND**

In October 2020, Council reviewed the results of a community survey and engagement about the keeping of urban hens in Olds. Administration was directed to prepare amendments to the Land Use Bylaw for Council consideration.

The attached Draft Bylaw No. 2021-02 contains proposed changes to the Land Use Bylaw. The main elements of the approach that Bylaw No. 2021-02 would put in place are as follows:

1. "Chicken Coop" is a separately defined use to allow for specific regulation;
2. The Municipal Planning Commission is the Development Authority for "Chicken Coops", with no variance granting capabilities for "Chicken Coop" development standards;
3. Allowed as a discretionary use in the Low Density Residential (R1), General Residential (R2), General Residential Narrow Lot (R2N), Medium Density Residential (R3), Country Residential (R5), Country Residential A (R5A), Direct Control District 2 (DC2), Direct Control District 3 (DC3), Direct Control District 5 (DC5) and Urban Reserve (UR) districts;
4. "Chicken Coops" will be restricted to parcels with either a detached dwelling or a duplex as the principal use;
5. "Chicken Coops" will be limited to one (1) per parcel;

6. "Chicken Coops" cannot be placed in the front yard of a parcel;
7. "Chicken Coops" will be subject to the same setbacks as accessory buildings, being 1 m from side and rear parcel boundaries and not be closer to a street than a principal building;
8. "Chicken Coops" will also be included in the maximum area provisions for accessory buildings;
9. A "Chicken Coop" development permit will require a valid Urban Hen License issued under the Community Standards Bylaw;
10. After a "Chicken Coop" has been approved, the coop may be moved to other areas on the same parcel, as long as they meet the required yards and setbacks.

The proposed bylaw would be strictly for the development and placement of the "Chicken Coop", with the number of chickens and their keeping addressed in the Community Standards Bylaw. The decision of Municipal Planning Commission on the permit may be appealed by the applicant and other affected parties. Notice of the decision would appear in the newspaper.

## **ATTACHMENTS**

Draft Bylaw No. 2021-02



**TOWN OF OLDS  
BYLAW NO. 2021-02**

A bylaw of the Town of Olds, in the Province of Alberta, pursuant to provisions of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, to provide for the amendment of Land Use Bylaw No. 01-23

**WHEREAS** Section 639 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that every municipality must pass a land use bylaw; and

**WHEREAS** the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, permit a Council by bylaw to amend the Land Use Bylaw; and

**WHEREAS** the Council of the Town of Olds deems it necessary and expedient to amend Land Use Bylaw No. 01-23

**NOW THEREFORE, the Council of the Town of Olds duly assembled enacts as follows:**

1. That Section 1.3 Definitions is amended by adding the following definition of “*chicken coop*” where it would appear in alphabetical order:  
  

“**chicken coop**” means a fully enclosed weather proof structure and attached outdoor enclosure used for the keeping of urban hens, that is no larger than 10 m<sup>2</sup> (107.63 ft<sup>2</sup>) in floor area, and no more than 2 m (6.56 ft.) in height;”
2. That Section 2.3 Permission for Development is amended by including the following text at the end of subsection (4):  
  

“, with the exception of:

  - (a) Development standards and requirements for chicken coops which shall not be relaxed or varied.”
3. That Schedule B: Supplementary Regulations Section 6.0 Miscellaneous is amended by adding the following text as a new subsection 6.0(19) Chicken Coops:

**6(19) Chicken Coops**

- (a) Chicken coops shall be restricted to a site occupied by a detached dwelling or a duplex within a residential land use district.
- (b) One chicken coop may be allowed per lot containing a detached dwelling or duplex in a residential district.
- (c) Chicken coops shall not be erected or placed in the front yard of a parcel.
- (d) A chicken coop on an interior parcel shall be situated so that the exterior wall is at least 1 m (3.3 ft.) from the side and rear boundaries of the parcel.

- (e) A chicken coop on a corner parcel shall not be situated closer to the street than the main building. It shall not be closer than 1 m (3.3 ft.) to the other side parcel boundary or the rear parcel boundary.
  - (f) Chicken coops shall be included in all maximum total area provisions contained within Schedule B: Supplementary Regulations Section 1(1) Accessory Buildings subsections (vi) and (vii).
  - (g) A chicken coop shall not be developed without a valid license issued by the municipality under the Community Standards Bylaw.
  - (h) An approved chicken coop may be moved to a new location on the same parcel as long as the siting of the chicken coop meets all required yards and setbacks and remains on the same approved parcel.
4. That Schedule C: Land Use District Regulations is amended by adding "Chicken coops" to the list of discretionary uses where it would appear in alphabetical order in the following Districts:
- Low Density Residential R1
  - General Residential R2
  - General Residential Narrow Lot R2N
  - Medium Density Residential (R3)
  - Country Residential R5
  - Country Residential A R5A
  - Direct Control District 2 (DC2)
  - Direct Control District 3 (DC3)
  - Direct Control District 5 (DC5)
  - Urban Reserve (UR)
5. This Bylaw comes into force on the date it is passed.

Read for a first time on the \_\_\_\_ day of \_\_\_\_\_, 2021

Public Hearing held on the \_\_\_\_ day of \_\_\_\_\_, 2021

Read a second time on the \_\_\_\_ day of \_\_\_\_\_, 2021

Read a third and final time on the \_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Michael Muzychka, Mayor

\_\_\_\_\_  
Michael Merritt, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_ 2021.





## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: March 1, 2021

Author: Doug Wagstaff, Director of Community Services

Department: Community Services

SUBJECT: Draft Bylaw No. 2021-04 Community Standards Bylaw Amendment

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### **COUNCIL DIRECTION**

Accept for information and provide direction to administration and bring back to a future regular council meeting.

### **BACKGROUND**

The Community Standards Bylaw came into effect July 4th, 2016 and was amended and consolidated October 10, 2017, January 14, 2019, and January 27, 2020. It only regulates dogs and cats. Other animals are only interpreted under nuisance (at-large), unsightly, noise, or odour concerns. In October 2020, Council reviewed the results of a community survey and engagement about animal control. Administration was directed to prepare amendments to the Land Use Bylaw and Community Standards for Council consideration.

The attached Draft Bylaw No. 2021-04 contains proposed changes to the Community Standards Bylaw incorporating regulations on the keeping of urban hens. Other amendments regarding animals and other sections are to be presented to Council at a later date.

General concept for urban chickens is to keep it simple and enforceable.

- Only Hens will be allowed.
- Roosters are not allowed.
- No more than 6 Hens can be kept on a single property.
- Coops are regulated per the Land Use Bylaw.
- Provisions for Hen care sufficient to maintain good health.
- Provisions for the Coop to be kept in good shape and sanitary condition.
- No Hen shall be slaughtered on the property.
- Keeping of Hens for personal use only, no sale of eggs, manure, meat, or other products derived from the chickens.

The main elements of the approach that Bylaw No. 2021-04 would put in place are as follows:

- Add definitions: Coop; Hen; Rooster; Urban Area; Urban Hen; Urban Hen Licence
- Amend definitions: Owner and Licence to include Urban Hens
- Part Six: Dogs and Cats retitled Responsible Ownership of Dogs, Cats, and Chickens
- Add Urban Chicken Section
- Amend: Appeal process to include Urban Hen Licence sections
- Add: Schedule A Charges

The Land Use Bylaw will regulate the development permit for Coops and district control, while the Community Standards Bylaw will regulate the licensing and responsible keeping of chickens.

### **ATTACHMENTS**

Draft Amendment Bylaw No. 2021-04

Draft Consolidated Bylaw 2015-08 with proposed revisions



**TOWN OF OLDS  
BYLAW 2021-04**

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**Community Standards Amendment Bylaw**

A bylaw of the Town of Olds, in the Province of Alberta, pursuant to provisions of the Municipal Government Act, being Chapter M-26 of the revised statutes of Alberta 2000 and amendments thereto, to provide for the amendment of the Community Standards Bylaw No. 2015-08.

**WHEREAS** it is desirable for regulations which influence neighbourhood liveability to be located, as much as possible, in one bylaw; notwithstanding, Council has adopted various specific bylaws establishing community living standards,

**WHEREAS** community standards are intended to be reviewed regularly and amended as Council deems appropriate. Council's desire is to influence respect for each other as neighbours and balance enforcement with the liveability of neighbours and neighbourhoods;

**AND WHEREAS** the Council of the Town of Olds deems it necessary and expedient to amend the Community Standards Bylaw No. 2015-08,

**NOW, THEREFORE**, the Council of the Town of Olds, in the province of Alberta, duly assembled, enacts as follows:

**That the Community Standards Bylaw 2015-08 be amended to change the wording as follows:**

**Numeric order corresponding with any amendments herein.**

**Page 6 (amendment/add to definitions)**

"Coop" means a fully enclosed outdoor weather proof structure used for the keeping of Urban Chickens, that is no larger than 10 m<sup>2</sup> in floor area, and no more than 2.4m in height and meeting required structural specifications in the Land Use Bylaw.

**Page 8 (amendment/add to definitions)**

"Hen" means a domesticated female chicken;

**Page 8 (amendment/deletion to wording/ add to definitions)**

"Licence" means a Dog, Cat, or Urban Hen License issued by the Town to the Owner of a Dog, a Cat, or Urban Hen.

**Page 10 (amendment/deletion to wording/ add to definitions)**

"Owner" or "Owners" in respect to a Dog, Cat, Hen, or Rooster means:

- a. a Person, partnership, association or corporation owning, possessing or having control over a Dog, Cat, Hen, or Rooster;
- b. a Person permitting any Dog or Cat, to remain about his/her house or Premises;
- c. a Person whom a Dog, Cat, or Urban Hen License has been issued; or

a Person who collects or assumes responsibility for a Dog, Cat, Hen, or Rooster that has been seized pursuant to the provisions of this Bylaw

**Page 11 (amendment/add to definitions)**

“Rooster” means a domesticated male chicken.

**Page 12 (amendment/add to definitions)**

“Urban area” means lands located within the Town on which agricultural operations, including but not limited to the keeping of livestock, are neither a permitted or a discretionary use under Bylaws of the Town.

“Urban Hen” means a hen that is at least sixteen (16) weeks of age.

“Urban Hen Licence” means a licence issued pursuant to this bylaw which authorizes the holder to keep urban hens on a specific property within the Town.

**Page 22 (amendment to wording)**

**PART SIX: RESPONSIBLE OWNERSHIP OF DOGS, CATS, AND CHICKENS**

**Page 22 (amendment add)**

**Keeping of Chickens**

6.51 No person in an urban area shall keep:

- a. a Rooster;
- b. a hen, other than an Urban Hen for which a valid Chicken Licence has been issued;  
or
- c. more than six (6) Urban Hens.

6.52 A person may keep up to six (6) Urban Hens upon:

- a. Issuance of Development Permit for a Coop;
- b. Approval of an Urban Hen Licence application; and
- c. Paid an annual Urban Hen Licence fee as set out in the Town of Olds Rate Bylaw.

6.53 An Urban Hen Licence may be issued or renewed if the Town is satisfied that:

- a. the applicant is the owner of the property on which the Urban Hens will be kept; or that the owner of the property has provided written consent to the applicant;
- b. the land use designation of the property on which the Urban Hens will be kept allows the placement of a Coop for the keeping of Urban Hens;
- c. the applicant resides on the property on which the Urban Hens will be kept;
- d. all required information has been provided; and
- e. the applicable licence fee has been paid.

6.54 An Urban Hen Licence is valid for the period of January 1 to December 31 of the year in which it is issued and must be renewed annually prior to January 31 of each subsequent year:

- a. Urban Hen Licence fees shall not be reduced or prorated no matter the month of purchase;



- b. Urban Hen Licence fees shall not be refunded or rebated.

6.55 An Urban Hen Licence is not transferable from one person to another.

6.56 An Urban Hen Licence is not transferable from one property to another except:

- a. when a licence holder has moved to a new property within the Town, then:
  - i. the licence holder may apply to transfer the licence; and
  - ii. an inspection of the new property must be carried out to determine the licence holder is still able to meet all requirements for an Urban Hen Licence at such a property.

6.57 A person to whom an urban hen licence has been issued shall produce the licence upon the demand of a Peace Officer.

6.58 An Urban Hen Licence may be revoked or may not be renewed by the Town if:

- a. the applicant or licence holder does not meet or no longer meets the requirements for an Urban Hen Licence as set out in this Bylaw;
- b. the applicant or licence holder furnishes false information or misrepresents any Bylaw, fact or circumstance required pursuant to this Bylaw;
- c. the applicant or licence holder has, in the opinion of the CAO or designate, based on reasonable grounds, contravened any part of this Bylaw whether or not the contravention has been prosecuted;
- d. the applicant or licence holder fails to pay a fine imposed by a court for a contravention of this Bylaw or any other applicable Bylaw related to the keeping of animals/livestock;
- e. the applicant or licence holder fails to pay any fee required by this Bylaw;
- f. the applicant fails to comply with any applicable Provincial and Federal Regulations for the keeping of chickens; or
- g. in the opinion of the Town based on reasonable grounds, it is in the public interest to do so.

6.59 In the case of a refusal or revocation of an Urban Hen License, the applicant will be given the reasons, in writing, within ten (10) days of the refusal. The revocation or refusal may be appealed pursuant to the provisions of this Bylaw.

### **Responsibilities of Owners Keeping of Urban Hens**

6.60 A person who keeps Urban Hens must:

- a. must ensure that Coop size meets the Land Use Bylaw;
- b. ensure that each Coop is located as a structure within the Land Use Bylaw;
- c. keep each Urban Hen in a Coop or pen at all times, and shall not be free range in the yard;

- d. provide each Urban Hen with food, water, shelter, light, ventilation, care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, all sufficient to maintain the urban hen in good health;
  - e. maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances;
  - f. construct and maintain the Coop to prevent any rodent from harbouring underneath, within, or within its walls, and to prevent entrance by any other animal;
  - g. keep a food container and water container in the Coop;
  - h. keep the Coop and pen secured at all times;
  - i. remove leftover feed, trash, and manure in a timely manner;
  - j. store feed within a fully enclosed container;
  - k. store manure within a fully enclosed container, and store no more than 85 litres (3 cubic feet) of manure at any time;
  - l. remove all other manure not used for composting or fertilizing and dispose of such in accordance with Town Bylaws;
  - m. follow biosecurity procedures outlined by the Canadian Food Inspection Agency to reduce potential for disease outbreak; and
  - n. keep Urban Hens for personal use only.
- 6.61 No person who keeps Urban Hens shall:
- a. sell eggs, manure, meat, or other products derived from an Urban Hen;
  - b. slaughter any Urban Hen on the property;
  - c. dispose of an Urban Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of such; and
  - d. keep an Urban Hen in a cage, kennel, or any other form of shelter other than a Coop as designated by the Land Use Bylaw.

**Page 33 (amendment to wording)**

- 7.9 The Owner of an Animal who has received a notice that their Dog is declared a Vicious Dog pursuant to section 6.16 or their Licence has been refused or revoked pursuant to sections 6.7, 6.35, or 6.59 of this Bylaw within fourteen (14) days after the date the decision was communicated to the Person or Owner respectively, may by written notice request the Chief Administrative Officer review the decision. After reviewing the decision, the Chief Administrative Officer may confirm, contrast, add to, or cancel the decision.

**Pages 34-36 (amendment/add)**

Rooster on premises	6.51 a.	125.00	250.00	500.00	1000.00
Unlicensed Hens on premises	6.51 b.	125.00	250.00	500.00	1000.00
Keeping more than 6 Hens	6.51 c.	125.00	250.00	500.00	1000.00
Fail to obtain Coop Development Permit	6.52 a.	125.00	250.00	500.00	1000.00
Fail to obtain an Urban Hen Licence	6.52 b.	125.00	250.00	500.00	1000.00



Fail to purchase an annual Urban Hen Licence	6.52 c.	125.00	250.00	500.00	1000.00
Fail to produce a valid Urban Hen Licence	6.57	125.00	250.00	500.00	1000.00
Fail to follow regulations for Keeping of Urban Hens	6.60 a.- l. & 6.61 d.	125.00	250.00	500.00	1000.00
Sale of products derived from an Urban Hen	6.61 a.	125.00	250.00	500.00	1000.00
Slaughter Urban Hen on property	6.61 b.	300.00	500.00	1000.00	1500.00
Fail of proper disposal of a deceased Hen	6.61 c.	300.00	500.00	1000.00	1500.00

Read for a first time on the \_\_\_\_ day of \_\_\_\_\_, 2021

Read a second time on the \_\_\_\_ day of \_\_\_\_\_, 2021

Read a third and final time on the \_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Michael Muzychka  
Mayor

\_\_\_\_\_  
Michael Merritt,  
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_ 2021.



**TOWN OF OLDS  
COMMUNITY STANDARDS  
BYLAW 2015-08**  
(This Bylaw came into effect July 4, 2016.)

**This document represents a compilation of the Town of Olds Community Standards Bylaw 2015-08, Community Standards Amendment Bylaw 2017-18, Community Standards Amendment Bylaw 2019-01, and Community Standards Amendment Bylaw 2019-30 up to January 27, 2020.**

**To obtain true copies of the original bylaw and/or all successive amending bylaws, please contact the Town of Olds.**

**CONSOLIDATED TO JANUARY 27, 2020** (Municipal Government Act RSA 2000 Chapter M-26, Part 3, Division 7, Section 69 (1), (2), (3))



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**WHEREAS** the Municipal Government Act authorizes a municipality to pass bylaws respecting the safety, health and welfare of people and protection of people and property;

**AND WHEREAS** the Municipal Government Act authorizes a municipality to pass bylaws regarding the remedying of contraventions of bylaws;

**AND WHEREAS** the Municipal Government Act authorizes a municipality to pass bylaws respecting nuisances, including unsightly property;

**AND WHEREAS** the Municipal Government Act authorizes a municipality to pass bylaws respecting wild and domestic animals and activities in relation to them;

**AND WHEREAS** the Traffic Safety Act authorizes a municipality to pass bylaws with respect to Highways under its direction, control and management and the parking of vehicles on public and private property;

**AND WHEREAS** public engagement with Town of Olds citizens identified four primary themes which influence neighbourhood liveability, being: Public Behaviours and Nuisances; Care of Property; Traffic and Parking; and, Pets;

**AND WHEREAS** community standards are intended to be reviewed regularly and amended as Council deems appropriate. Council's desire is to influence respect for each other as neighbours and balance enforcement with the liveability of neighbours and neighbourhoods;

**AND WHEREAS** it is desirable for regulations which influence neighbourhood liveability to be located, as much as possible, in one bylaw; notwithstanding, Council has adopted various specific bylaws establishing community living standards.

**NOW THEREFORE THE COUNCIL OF THE TOWN OF OLDS ENACTS AS FOLLOWS:**

**PART ONE: INTERPRETATION**

- 1.1. Nothing in this Bylaw shall be interpreted as conflicting with any Provincial or Federal legislation.
- 1.2. Where any provision of this Bylaw conflicts with any Provincial or Federal legislation, the Provincial or Federal legislation shall take precedence.
- 1.3. Each provision of this Bylaw is independent of all other provisions and if any provision is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw remain valid and in force.

- 1.4. Nothing in this Bylaw relieves a Person from complying with any provisions of any Provincial or Federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or license.
- 1.5. Any headings, sub-headings, or tables of contents in this Bylaw are included for guidance purposes and convenience only and shall not form part of this Bylaw.
- 1.6. All of the schedules attached to this Bylaw form a part of this Bylaw.

## **PART TWO: DEFINITIONS**

NOTE: Throughout the Bylaw all definitions appear with the capitalization of each word, as shown below.

"Animal" means any domesticated animal.

"Animal Material" means any excrement and includes all material accumulated on Property from pet pens or pet yards, stables, veterinary clinics, animal hospitals, kennels or feed lots.

"Accessory Parking Pad" means an area providing for the parking of Vehicles and Utility Trailers but does not include a Driveway and is located on the same parcel of land.

"At Large" means a Dog or Cat that is not on a Leash, except:

- a. when the Dog or Cat is fully contained upon and within private Property with the consent of the Owner or Person in control of the Property;
- b. when the Dog is under control of the Owner or of a Competent Person and upon the Property of the Owner or within an Off Leash Area, or
- c. while the Dog is participating in an organized Dog show or competition and under the control of a Competent Person.

"Attack" means any application of force by an animal causing an injury (minor or severe).

"Biological Waste" means the carcass and offal of an animal in whole or in part, and includes, animal or human excrement or manure.

"Bite" means an injury by teeth, including but not limited, to a bruise, a laceration, a puncture, or a bone break.

"Building" includes anything constructed or placed on, in, over or under land but does not include a highway or road or a bridge forming part of a highway or public road;

"Building Material" means material or debris which may result from the construction, renovation or demolition of any Building and includes, but is not limited to, wood, gypsum board, roofing, vinyl siding, metal, packaging material and containers of Building Material, gravel, concrete and asphalt and any earth, rocks and vegetation displaced during such construction, renovation or demolition of any Building or other structure.



“Business Day” means the regular business days of the Town of Olds Office, excluding Statutory Holidays.

“Camper” means any portable structure designed to be loaded onto, or affixed to, the bed or chassis of a truck, capable of providing temporary accommodation for travel, vacation, or recreational use, includes but not limited to: slide in campers, chassis-mounted campers, camper-van conversions, campers which are mounted on trucks, and trailers to carry them.

“Cat” means any domestic member of the felidae family.

“Chief Administrative Officer” means the Chief Administrative Officer (CAO) of the Town appointed by Council in accordance with the provision of the Municipal Government Act., or his/her designate.

“Community Container” or community bin means a large metal bin of a standard design and size for compostable purposes.

“Competent Person” means a Person who is physically and mentally capable of restraining and controlling a Dog or a Cat to an extent that the Dog or a Cat cannot interfere with other Persons or animals or cause Damage To Property.

“Coop” means a fully enclosed outdoor weather proof structure used for the keeping of Urban Chickens, that is no larger than 10 m<sup>2</sup> in floor area, and no more than 2.4m in height and meeting required structural specifications in the Land Use Bylaw.

“Council” means the Council of the Town of Olds.

“Damage To Property” means Damage To Property other than the Owner’s Property, and includes Defecating or Urinating on such Property.

“Defecate” means to discharge waste matter from the bowels.

“Development Authority” means the Person, commission or organization authorized to exercise development powers and perform duties on behalf of the Town as referred to in Division 3 of the Municipal Government Act.

“Disabled Parking Zone” means a space or portion of a Highway or parking lot set apart and designated exclusively for the parking of a Vehicle bearing a valid disabled placard or license plate issued or recognized by the Registrar of Motor Vehicle Services, and so marked with a sign or other marking authorized by the Chief Administrative Officer.

“Driveway” means a vehicle access route used on a parcel between the access point of a public roadway that leads to a garage or accessory parking area.

“Dwelling” means any Building or place including the land upon which the Building is located, which is occupied or used as a place of abode other than a hotel, restaurant or apartment house.

“Dog” means a domestic member of the canidae family.

“Façade” means the front of a dwelling, generally parallel to the street and usually includes the front entrance. The front Facade may be a different depth from the front property line on each side of the house, depending on the house design.

“False Alarm” means an alarm signal necessitating response where an emergency situation does not exist.

“Fight” means any confrontation involving violent physical contact between two or more people.

“Front Yard” means a yard extending across the full width of a parcel measured perpendicularly from the front boundary of the parcel to the front wall(s) of the main building situated on the parcel [see sketch in Schedule B].

“General Waste” means ceramic, rags, cast-off clothing, food containers, packaging, wood, ashes excepting those generated from incinerators, and other non-decaying materials not exceeding ten pounds in weight or four feet in any dimension.

“Garage” means an accessory building or part of a principal building designed and intended to be used for the storage of motor vehicles.

“Garbage” means any household or commercial rubbish including, but not limited to, boxes, cartons, bottles, cans, containers, packaging, wrapping material, paper, cardboard, food, discarded clothing or fabric and discarded household items.

“Graffiti” means the defacement or disfigurement of any Property or object, through the performance of any of the following acts:

- a. the application of any substance, including paint, ink, stain or whitewash to any surface;
- b. the affixing of any form of adhesion that does not remove cleanly when pulled away from the applied surface; or
- c. the marking, scratching, etching or other alteration or disfigurement of any surface.

“Heavy Vehicle” means a Motor Vehicle, alone or together with any Trailer or other Vehicle being towed by the Motor Vehicle, exceeding any of the following:

- i. 2 axels (excluding trailer);
- ii. 6.5 metres length (excluding trailer);
- iii. 9 metres in total length; or
- iv. a gross Vehicle weight of 4,540 kg.



**"Hen" means a domesticated female chicken.**

"Highway" means a highway as defined by the Traffic Safety Act, RSA 2000, c. T-6 as amended Including but not limited to:

- a. thoroughfare, street, road, trail, avenue, parkway, driveway, lane, alley, square, or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use;
- b. a sidewalk, including a boulevard adjacent to the sidewalk;
- c. if a ditch lies adjacent to and parallel with the Roadway, the ditch; and
- d. if a highway right of way is contained between fences or between a fence and one side of the Roadway, all the land between the fences, or all the land between the fence and the edge of the Roadway, as the case may be.

"Impound" means to take possession of and arrange for the lodging of and caring for a Dog, or a Cat, at a facility contracted to the Town for that purpose.

"Including" means that when introducing a list of items, does not limit the meaning of the words to those items or to items of a similar kind.

"Landscaped Area" means an area of land made attractive and desirable by the use of any or all of the following: grass, trees, shrubs, ornamental plantings, fences, walls and associated earthworks; however, it shall not include areas occupied by garbage containers, storage, parking areas, or driveways;

"Land Use Bylaw" means the Town of Olds Land Use Bylaw and any amendment to the Land Use Bylaw.

"Leash" means a chain or other material capable of humanely restraining a Dog, or a Cat.

"License" means a Dog, ~~or a Cat~~, or Urban Hen License issued by the Town to the Owner of a Dog, ~~or a Cat~~, or Urban Hen.

"Load" means any Vehicle with anything put in, on, connected to, or hitched to the Vehicle for conveyance or transportation.

"Loiter" means to stand around or move slowly about without apparent purpose or action in a Public Place.

"Minor Injury" means any physical injury to another domestic animal or a person, caused by a Dog, that results in bleeding, bruising, tearing of skin or any other injury that is not life-threatening, disfiguring or debilitating.

"Median" means a physical barrier or area that separates lanes of traffic traveling on a Highway.

“Motor Vehicle” means

- a. a Vehicle propelled by any power other than muscular power; or
- b. a moped,

but does not include a bicycle, a power bicycle, an aircraft, an implement of husbandry or a Motor Vehicle that runs only on rails.

“Noise” means sound which in the opinion of the Peace Officer, having regard for all circumstances, including the time of day and the nature of the activity generating the sound, is likely to unreasonably annoy or disturb persons or to injure, endanger or detract from the comfort, repose, health, peace or safety of persons within the boundary of the Town.

“Nuisance” means, in the opinion of the Peace Officer, any act or deed, or omission, or thing, which is, or could reasonably be expected to be annoying, or troublesome, or destructive, or harmful, or inconvenient, or injurious to another Person and/or their Property, but does not include Noise or inconvenience which results from commercial or municipal activities, reasonably conducted, which provides service to the community such as snow clearing or construction activities.

“Off Leash Area” means an area established, by resolution of Council, as being an area where a Dog, that is under the control of a Competent Person, is permitted with such Dog being off a Leash.

“Other Premises” means any Building or place, including the land upon which the Premises is located, which is occupied or used for:

- a. commercial or industrial purposes;
- b. government or institutional purposes; or
- c. an apartment house containing more than four Dwelling units.

“Owner” or “Owners” in respect to a Parcel of land means:

- a. a Person who is registered under the Land Titles Act as the Owner of a Parcel of land;
- b. a Person who is recorded as the Owner of a Property on the tax assessment roll of the Town,
- c. a Person who has purchased or otherwise acquired a Parcel of land, whether he has purchased or otherwise acquired the land directly from the Owner or from another purchaser, and has not yet become the registered Owner thereof;
- d. a Person holding himself out as the Person having the powers and authority of ownership of a Property or Premises or who for the time being exercises the powers and authority of ownership;
- e. a Person controlling a Property or Premises under construction; or
- f. a Person who is the occupant of a Property or Premises pursuant to a rental or lease agreement, license or permit.

“Owner” or “Owners” in respect to a Dog, ~~or a~~ Cat, Hen, or Rooster means:

- a. a Person, partnership, association or corporation owning, possessing or having control over a Dog, ~~or a~~ Cat, Hen, or Rooster;
- b. a Person permitting any Dog or Cat, to remain about his/her house or Premises;
- c. a Person whom a D Dog, ~~or a~~ Cat, or Urban Hen License has been issued; or
- d. a Person who collects or assumes responsibility for a Dog, ~~or a~~ Cat, Hen, or Rooster that has been seized pursuant to the provisions of this Bylaw.

“Parcel” means the aggregate of the one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office.

“Park” means allowing a Vehicle to remain stationary in one place, except:

- a. while actually engaged in loading or unloading passengers; or
- b. when complying with a direction given by a Peace Officer or traffic control device.

“Peace Officer” means:

- a. a member of the Royal Canadian Mounted Police;
- b. a Community Peace Officer appointed by the Solicitor General of Alberta; or
- c. a Bylaw Enforcement Officer employed by the Town.

“Person” means any individual, firm, partnership, association, corporation, company or society but unless the context otherwise requires, does not include the Town.

“Premises” means any land situated in whole or in part within the Town, including external surfaces of all Buildings and land immediately adjacent to any Building or Buildings and includes any land or Buildings owned or leased by the Town.

“Projectile” means any object projected into space (empty or not) by the exertion of a force.

“Property” means any public or private land or Building located within the Town.

“Public Place” means any place within the Town to which the public may have either express or implied access Including, but not limited to, areas such as streets, sidewalks, pathways, trails, and any fixture or sculpture located in such area.

“Qualified Service Dog” is defined as the Service Dogs Act, RSA 2000, c. S-7.5.

“Rear Yard” means a yard extending across the full width of a parcel measured perpendicularly from the rear wall(s) of the main building situated on the parcel to the rear property boundary of the parcel [see sketch in Schedule B].



“Recreation Vehicle” or “RV” means any vehicle or a trailer that is designed, constructed and equipped, either temporarily or permanently, as a temporary accommodation for travel, vacation, or recreational use, includes but not limited to: motor home, travel trailer, tent trailer, or fifth wheel trailer, and any bus or truck converted for use as a Recreational Vehicle.

“Residential Building” means a structure used as a residence containing one or more Dwelling units, including a detached and semi-detached Dwelling, multi-family Dwelling, apartment Building, lodging house, manufactured home.

“Residential District” means a district defined as such in the Land Use Bylaw.

“Residential Use” means the use of land or buildings for the purpose of a residential development such as a detached dwelling, duplex, or multiplex as defined in the Land Use Bylaw.

“Roadway” means that part of a Highway intended for use by vehicular traffic.

**“Rooster” means a domesticated male chicken.**

“Severe Injury” means any physical injury to another domestic animal or a person caused by a Dog that is life threatening or results in broken bones or lacerations requiring sutures or cosmetic surgery.

“Side Yard” means extending from the Front Yard to the Rear Yard between the side boundary of the Parcel and the wall of the main Building thereon [see sketch in Schedule B].

“Special Event” means any public or private event, gathering, celebration, festival, competition, contest, exposition or similar type of activity as defined in the Town of Olds Special Events Bylaw and any amendments to the Special Events Bylaw.

“Spit” means to eject phlegm, saliva, chewing tobacco juice or any other substance from the mouth.

“Statutory Holiday” means News Years Day, Alberta Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Heritage Day, Labour Day, Thanksgiving, Remembrance Day, Christmas Day and Boxing Day.

“Threatening Behaviour” means a behaviour that creates a reasonable apprehension of a threat of physical injury and may include growling, lunging, snarling or chasing in a menacing fashion.

“Town” means the Town of Olds, a municipal corporation in the Province of Alberta and where the context so requires, means the area contained within the corporate boundaries of the Town.

"Toxic Waste" means ashes generated by an incinerator and any other solid, liquid or gaseous substance defined by the Province of Alberta as toxic and/or hazardous.

"Truck Route" means a Highway/Roadway within the Town upon which the operation of Heavy Vehicles is permitted, and which has been designated as such.

"Unightly Premises" means any Property, or part of, which is characterized by visual evidence of a lack of general maintenance and upkeep by the excessive accumulation of:

- a. uncut grass, dust or excessive weeds;
- b. Garbage, Animal Material, General Waste, Biological Waste, Building Materials, Toxic Waste, Wood Waste, Yard Material, petroleum products, hazardous materials, disassembled equipment or machinery, broken household chattels or goods,
- c. the whole or any part of any Vehicle or Vehicles which are not registered with the Motor Vehicle Registry for the current year and which are inoperative by reason of disrepair, removed parts or missing equipment;
- d. equipment or machinery which has been rendered inoperative by reason of disassembly, age or mechanical condition, including household appliances; or
- e. any other form of scrap, litter, trash, or waste of any kind.

"Urban area" means lands located within the Town on which agricultural operations, including but not limited to the keeping of livestock, are neither a permitted or a discretionary use under Bylaws of the Town.

"Urban Hen" means a hen that is at least sixteen (16) weeks of age.

"Urban Hen Licence" means a licence issued pursuant to this bylaw which authorizes the holder to keep urban hens on a specific property within the Town.

"Urinate" means to discharge urine from the body.

"Utility Trailer" means a vehicle so designed that it may be attached to or drawn by a motor vehicle and intended to transport or store property or goods, includes but not limited to hauling: boats, jet skis, all-terrain vehicles, off road motor bikes, snowmobiles, and trailers to carry them.

"Vehicle" means a device in, on or by which a Person or thing may be transported or drawn on a Highway and includes a combination of Vehicles but does not include a mobility aid.

"Vicious Dog" means a Dog that, whether on public or private Property, has:

- a. bitten, attacked, chased, injured or caused injury to a Person or other animal;
- b. created the reasonable apprehension of a threat of physical injury to a Person or other Animals;
- c. in the opinion of a Peace Officer, based on-observation or on the basis of facts gathered through an investigation, or which in the opinion of a Judge or Justice of the Provincial

- Court who has entered a conviction in respect of the Dog for a contravention of this Bylaw, presents a threat of serious harm to a Person or persons or other animals; or
- d. been declared by a Court to be a “Dangerous Dog”, or declared pursuant to a Bylaw of another municipal jurisdiction to be a Vicious Dog or otherwise a danger or threat to persons or other animals.

“Veterinarian” means a registered Veterinarian as defined in the Veterinary Profession Act, R.S.A. 2000, c.V-2;

“Violation Tag” means a tag or similar document issued by the Town pursuant to the Municipal Government Act, R.S.A. 2000, c.M-26 as amended.

“Violation Ticket” means a ticket issued pursuant to Part II and/or Part III of the Provincial Offences Procedures Act, R.S.A. 2000.

“Wood Waste” means dry and burnable wood products.

“Xeriscape” means a creative, natural approach for constructing low maintenance, water efficient, and sustainable landscapes. It includes designing the landscape using native plants and drought-tolerant species which require less water and chemicals.

“Yard Material” means waste material of an organic nature formed as a result of gardening, horticultural pursuits, or agricultural activities and includes grass, tree and hedge cuttings, waste sod and decomposing plants, leaves and weeds.



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## **PART THREE: PUBLIC BEHAVIOURS and NUISANCES**

### **Cause a Disturbance**

- 3.1 No Person located in a Public Place shall disturb the peace and enjoyment of other members of the public by:
- screaming, shouting, or using loud, abusive or grossly insulting language;
  - being intoxicated by alcohol or other substances; or
  - openly exposing or exhibiting an indecent act.

### **Dangerous Practices**

- 3.2 No Person shall throw or propel an object that is reasonably likely to cause injury to another Person or Damage To Property. A Special Event held on public Property that uses a Projectile, or Projectiles, may require a Special Event permit.

### **Fighting**

- 3.3 No Person shall participate in a Fight in any Public Place or within the sight or hearing of the public on any Property.

### **Graffiti**

- 3.4 No Person shall place Graffiti or cause it to be placed on any Property.
- 3.5 No Owner shall cause, allow or permit Graffiti on their Premises:
- All Graffiti shall be removed, painted over, or otherwise permanently blocked from public view.
  - Within seventy-two (72) hours of becoming aware of the Graffiti, the Property Owner shall ensure that all reasonable steps are taken to minimize the duration and visual impact of Graffiti placed on their Property.

### **Interference with Property**

- 3.6 No Person shall damage, destroy, deface, tamper or otherwise interfere with any Property.

### **Loitering**

- 3.7 No Person shall Loiter in a Public Place and thereby obstruct the passage of any other Person.
- 3.8 No Person shall stand or put his/her feet on the top or surface of any table, bench, planter, sculpture or other fixture in a Public Place.

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**Noise**

3.9 No Person shall cause or permit Noise.

3.10 No Person shall permit Property that they own or control to be used so that Noise from the Property annoys or disturbs the peace of any other Person.

Noise: Exception

3.11 The regulation of Noise shall not apply to Special Event activities under the Town of Olds Special Events Bylaw.

Noise: Industrial

3.12 Nothing in this bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which is a permitted use or, an approved discretionary use under the Land Use Bylaw.

**Noise: Construction**

3.13 Unless permission from the Development Officer of the Town for such operation is first obtained:

- a. no Person shall carry on the construction of any type of structure which involves hammering, sawing or the use of any mechanical tools or equipment capable of creating a sound which may be heard outside the boundary of the site on which the activity is being carried on in any district other than one designated in the Land Use Bylaw as an industrial district after the hour of ten (10) o'clock in the evening and before the hour of seven (7) o'clock in the morning of any day.

**Noise: Construction: Exception**

3.14 Nothing in this Bylaw shall apply to work carried on by the Town, or by a contractor carrying out the instructions of the Town.

3.15 Nothing in this Bylaw shall prevent contractors carrying out snow removal from commercial or industrial sites which are not adjacent to Residential Districts.

Bylaw No. 2017-18 Amending:

3.16 In the case of snow removal from commercial or industrial sites located adjacent to Residential Districts and/or areas of Residential Use, and where in the reasonable opinion of the Community Peace Officer it is necessary to ensure the peace and quiet of residents, the Community Peace Officer may require Noise abatement practices including one or both of the following:

- a. a requirement that snow not be removed between 12:00 a.m. and 6:00 a.m.;
- b. a requirement that snow be removed from a site in a sequence which is least disruptive to the peace and quiet of residents.

### **Nuisance**

3.17 No Person shall cause a Nuisance.

### **Spitting**

3.18 No Person shall Spit in any Public Place or within the sight of the public on any Property.

3.19 No Person located in or on any Public Place shall Spit into or onto any other Property; with the exception of individuals participating in an organized sporting event on public Property wherein participants are governed by rules of conduct.

### **Urination & Defecation**

3.20 No Person shall Defecate or Urinate in or on a Public Place or within the sight of the public on any Property.

3.21 No Person located in or on any Public Place shall Defecate or Urinate into or onto any other Property.

## **PART FOUR: CARE OF PROPERTIES**

### **Grass, Trees and Weeds**

4.1 An Owner is required to control all Yard Material on their Property and on any boulevard which abuts or adjoins the Property, including up to the center of lanes or alleys at the rear or side of the Property.

4.2 An Owner is required to maintain or remove any and all trees on their Property that, due to deterioration of condition or for any other reason, are a public safety hazard.

4.3 All parts of a Parcel not covered by Buildings, driveways, parking areas, pedestrian circulation facilities, storage and display areas and not part of a minimum required landscaped area shall be seeded to grass, sodded, cultivated as a garden, Xeriscaped or left with its natural grass.

Bylaw No. 2017-18 Amending:

4.4 No Owner or occupant of private Property located at an intersection of Roadways, excluding an intersection with an alley, shall allow any vegetation within the triangular portion of the Property closest to the intersection, measured from the corner of the intersection to a distance of six (6) metres each direction along the edge of the curb or, in the absence of a sidewalk, the edge of the Roadway, to grow to height greater than one (1) metre or, in the case of trees or shrubs overhanging the said portion of the Property, to a height less than one (1) metre.



Bylaw No. 2017-18 Amending:

- 4.5 Any vegetation overhanging a boulevard, Roadway or alley must be more than four (4) metres above public sidewalk, boulevard, Roadway or alley.

Any vegetation overhanging a sidewalk, must be more than three (3) meters above public sidewalk.

### **Security / Intruder Alarms**

- 4.6 No Person shall cause nor allow the issuing of a False Alarm due to or resulting from faulty, damaged or malfunctioning alarm equipment.
- 4.7 Prior fines or warning letters shall be deemed to have not occurred if a one (1) year period has elapsed between the time of a previous warning letter or fine and a new alleged violation.

### **Snow on Sidewalk**

- 4.8 An Owner shall ensure the removal from any improved public sidewalk located adjacent to the Property, including private driveway crossings, all snow and ice deposited, whether from natural or unnatural means, within forty-eight (48) hours of deposit.
- 4.9 An Owner shall ensure that no snow is removed from their Property and placed on any public sidewalk, alley, Roadway, or street in the Town, with the exception of properties at the following locations:
- a. 50 Avenue from 46 Street (Hwy27) to 53 Street;
  - b. 51 Street from 50 Avenue to 51 Avenue;
  - c. 50 Street from 50<sup>th</sup> Avenue to 51 Avenue;
  - d. Commercial properties on the north side of the 5100 block of 50 Street, being 5102, 5110, 5113 and 5118 50 Street;
  - e. 49 Street from 50<sup>th</sup> Avenue to 51 Avenue;
  - f. South side of the 5000 block of 48 Street between 50 Avenue to the first alley access to the west of 50 Avenue;
  - g. East side of 49 Avenue from 46 Street (Hwy 27) to 52 Street; and
  - h. The following addresses on 50<sup>th</sup> Street, being 5001, 4919 and 4834.
- 4.10 Snow and ice will be considered removed when the sidewalk is cleaned for the entire width of the sidewalk to the sidewalk surface as completely and as reasonably possible.
- 4.11 Where an Owner is absent, the Owner must make arrangements to ensure the sidewalks are maintained in accordance with this Bylaw.

### **Unsightly Premises**

- 4.12 No Owner shall cause, allow or permit their Premises to become or to continue to be an Unsightly Premise.
- 4.13 Exterior storage of materials in an unsightly condition on a Parcel in any district, that is deemed to require screening by the Development Authority, has three (3) months to install screening to the satisfaction of the Development Authority.
- 4.14 An Owner shall ensure that Building Material on their Premises is removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the Property.
- 4.15 The provisions of this Bylaw shall not be interpreted to prevent bona fide and permitted commercial, industrial, agricultural, construction, demolition, renovation, landscaping, clean-up, storage or other related activities from being carried out on, or in relation to a Premises.
- 4.16 The Owner of a Premises that carries on or, permits the carrying on of any activities referred to in section 4.17 shall ensure that all reasonable steps are taken to minimize the duration and visual impact of any resulting untidiness or unsightliness of the Premises.

### **Waste Management**

- 4.17 As per Town of Olds Waste Management Bylaw 2005-21, the Owner or occupant of a Dwelling or Other Premises shall be responsible to:
- a. Prevent the accumulation of waste at a Dwelling or Other Premises to the point where an unsanitary, unsafe or unsightly condition develops.
  - b. Store all waste in such a manner as to prevent any material from being scattered, blown, spilled or otherwise dispersed, to prevent any odours from escaping or any Nuisance being caused.
  - c. Bag all General Waste and place it in the container or receptacle assigned.
  - d. Not overfill the container beyond its normal, lid closed capacity.
  - e. Keep that portion of the lane and street adjacent to the Dwelling or Other Premises from the Property line to the centerline of the lane or street, in a clean and tidy condition and free from waste.
  - f. Dispose in a proper manner, at an approved site, any waste for which the Town or its agent does or does not accept responsibility for collection and disposal.
  - g. Where directed, comply with any requirements to separate any materials for separate collection and disposal.
  - h. Place front street roll-out bins against the curb on the street and remove within twelve (12) hours of collection day.

- i. Place bins for alley pick up off of the driving portion of the alley as to allow room for the collection truck and other traffic.

4.18 No Owner, occupant or employee of a Dwelling or Other Premises shall:

- a. dispose of any waste at a location not designated by the Town for disposal;
- b. place any waste at a Dwelling or Other Premises at which they are not the Owner, occupant or employee;
- c. place any waste into a container or receptacle that is not designated for that use; or
- d. overfill a container beyond its normal, lid closed capacity.

4.19 No Person shall burn or be responsible for the burning of any waste.

4.20 Notwithstanding section 4.21 the Town may permit controlled burning in accordance with the Town of Olds Fire Bylaw 2005-06.

4.21 No Person shall illegally dispose of toxic or Biological Waste within the corporate limits of the Town.

4.22 No Person shall place grass clippings from outside of Town boundaries in any Community Container or receptacle.

4.23 No Person shall have exterior storage of piles of wood or metal, or other salvage materials that are in an unsightly condition on a Parcel in any district, unless it is suitably housed or screened to the satisfaction of the Development Authority.

## **PART FIVE: PARKING AND TRAFFIC**

5.1 As per the Town of Olds Land Use Bylaw 01-23, no Person shall allow a Motor Vehicle that is unregistered or derelict to remain or to be parked on a Parcel in a Residential District, unless it is suitably housed or screened to the satisfaction of the Development Authority.

Bylaw No. 2017-18 Amending:

5.2 As per the Land Use Bylaw 01-23, a holiday trailer, motor home or camper parked in any land use district, excluding a designated campground or Recreational Facility district, may be used for living and sleeping accommodation for a maximum period of thirty (30) days per annum.

Bylaw No. 2017-18 Amending:

5.3 No Person shall Park on a Roadway in a Residential District any Vehicle of more than 4,540 kg. G.V.W. (as listed on the official Government registration certificate, regardless of the vehicle's actual weight at a specific time) including but not limited to: a truck, bus, trailer, or delivery van, except:



- a. when such Vehicle is actively engaged in bona fide delivery, transport, or other similar activities; or
- b. when such Heavy Vehicle does not exceed 6.75 metres in length, and does not have a Load and/or Trailer.

Bylaw No. 2017-18 Amending:

5.4 Heavy Vehicle Parking within residential areas by permit only. Unless authorized by special permit, no person shall allow any Vehicle over 4,540 kg (as listed on the official Government registration certificate, regardless of the vehicle's actual weight at a specific time) be parked or stored on an approved Parking Pad on a Parcel in a Residential District and/or area of Residential Use.

- a. A Heavy Vehicle Parking permit may be issued by the Town for the purpose of allowing Vehicles between 4,540 kg. and 11,500 kg. G.V.W. (as listed on the official Government registration certificate, regardless of the vehicle's actual weight at a specific time) to be parked or stored on an approved Parking Pad on a Parcel in a Residential District and/or area of Residential Use.
- b. No Heavy Vehicle exceeding the following is permitted:
  - i. 2 axels ;
  - ii. 9 metres length;
  - iii. 11,500 GVW.
- c. No person shall Park in excess of One (1) Heavy Vehicle per Parcel;
- d. A person may drive a Heavy Vehicle to and from the place where it is stored or parked, and in doing so, shall drive it on the Roadway forming the most direct accessible connection between the location where the Heavy Vehicle is permitted to be parked and the nearest Truck Route.

5.5 No Person shall allow any Vehicle of more than 11,500 kg. and/or a length of more than 9 metres and/or an overall height of 2.75 meters and/or an overall width of 2.25 meters, other than a Recreational Vehicle or Camper, to be parked or stored on a Parcel in a Residential District and/or area of Residential Use. A Vehicle is more than 11,500 kg. G.V.W. when a gross allowable maximum vehicle weight in excess of 11,500 kg. as listed on the official Government registration certificate, regardless of the vehicle's actual weight at a specific time.

5.6 No Person shall Park any trailer, whether designed for occupancy or for the carrying of goods and equipment, upon any Roadway or public parking lot unless said trailer is fully attached to a Vehicle by which it may safely and lawfully be drawn along a Roadway.

5.7 The operator or Owner of a Motor Vehicle that has a Camper shall not remove or leave the Camper on or extending over any sidewalk, boulevard, alley or any portion of a Roadway.

5.8 No Person shall Park any Vehicle on a Highway, Roadway, alley or public parking lot owned by or in the care, custody and control of the Town, unless otherwise provided for in this Bylaw, for a period exceeding seventy-two (72) hours.

For the purposes of this section, after exceeding the seventy-two (72) hour parking allowance, the Vehicle must be moved at least two hundred (200) meters from its original location for a period of at least forty-eight (48) hours.

5.9 Front Yard parking in a Residential District; Vehicles, Recreation Vehicles, and Utility Trailers must park on a Driveway or Accessory Parking Pad as approved by the Development Authority.

- a. An Accessory Parking Pad in the Front Yard shall require a Landscaped Area of a minimum 1.5 m from the Roadway to buffer access to sidewalk or Roadway, and no Vehicle shall park in the buffer area.
- b. No person shall park a RV on an Accessory Parking Pad in a Front Yard where the location of the RV blocks the view of the entrance of the dwelling from the street.
- c. No person shall park a RV on an Accessory Parking Pad in the Front Yard between the Façade and the front street property line, excluding an area in front of a Garage.

Exception: the regulation of Front Yard RV parking 5.9 (b) and (c) shall not apply to parcels defined in the Land Use Bylaw as UR, R5, and R5A.

5.10 Recreation Vehicles and Utility Trailers may be parked on a residential parcel:

- a. on an approved Driveway;
- b. in the Rear Yard of the residential property;
- c. in a Garage; or
- d. on a Side Yard on an approved Accessory Parking Area.

5.11 No Person shall Park a Recreation Vehicle, whether designed for occupancy or for the carrying of goods and equipment, on a Highway, Roadway, alley, or public parking lot owned by or in the care, custody and control of the Town, unless otherwise provided for in this Bylaw, for a period exceeding forty-eight (48) hours.

For the purposes of this section, a Recreation Vehicle shall be considered to have remained parked in a particular location until such time as the Vehicle has been moved at least two hundred (200) metres from its original location for a period of at least forty-eight (48) hours.

5.12 No Person shall Park a Vehicle on private Property with any part of the Vehicle extending over a sidewalk or Roadway.

5.13 The Chief Administrative Officer is hereby authorized to establish, sign or otherwise designate such parking stalls or zones within the Town as he/she deems necessary for the exclusive parking of Vehicles bearing a valid disabled placard or license plate issued or recognized by the Registrar of Motor Vehicle Services.

- 5.14 No Person shall Park or stop a Vehicle which does not display a disabled placard or license plate that is issued or recognized by the Registrar of Motor Vehicle Services in a parking space clearly signed or otherwise designated as a Disabled Parking Zone.
- 5.15 No Person shall allow the engine or motor of any stationary Vehicle to remain running for a period of time longer than twenty (20) minutes:
- a. in a residential area, or
  - b. in any other area where prohibited by traffic control device.
- 5.16 No Person shall place an electrical cord on or above a sidewalk, unless it is a minimum height of 2.5 metres above the sidewalk.
- 5.17 No Person shall damage a sidewalk.
- 5.18 No Person shall wash, service or repair a Vehicle on any Roadway, sidewalk, boulevard or Median within the Town.
- 5.19 All Persons shall take due care and attention when washing, servicing or repairing Vehicles on a property so that no Person shall permit to be discharged into any sewer, any liquid or liquids which would prejudicially affect the wastewater.
- 5.20 No Owner or occupant of Property shall Park a Vehicle or build, place, erect or continue the existence of a fence, wall, dirt pile, snow pile or other object adjacent to and within six (6) metres of the nearest corner of a street intersection where visibility is obstructed for safe traffic flow.
- 5.21 No Person shall place or deposit, or allow the placement or deposit, of any object, refuse, building or other materials, dumpsters, snow, earth, sand, gravel, sod, or any other matter on a Roadway, sidewalk, boulevard or Median, excepting Vehicles and materials for which specific permission has been granted by the Chief Administrative Officer.

## **PART SIX: ~~DOGS AND CATS~~ RESPONSIBLE OWNERSHIP OF DOGS, CATS, AND CHICKENS**

### **Dog Licensing**

Bylaw No. 2019-30 Amending:

- 6.1 An Owner of a Dog shall provide the necessary documentation, including, but not limited to, Veterinarian records, when requested by a Peace Officer.

Bylaw No. 2019-30 Amending:

- 6.2 The Owner and/or Person in care or control of a Dog is guilty of an offence, whether the Dog is leashed or at-large, if such Dog enters into or on to the immediate area of a green space, playground, sports field, cemetery, swimming area, splash park pad, recreational facility, or



any other area which a Dog is prohibited by posted Town signs or prohibited as directed by a Peace Officer.

6.3 An Owner of a Dog shall annually purchase a Dog License from the Town for each Dog owned at the annual fee as set out in the Town of Olds Rates Bylaw:

- a. on or before January 31 of the current License year;
- b. within thirty (30) days following the Dog having attained three (3) months of age;
- c. within thirty (30) days after acquiring possession of the Dog, whichever date is the latter.

6.4 Notwithstanding section 6.1 where the Town is satisfied that a Dog is being used as a Qualified Service Dog, the Dog must be licensed and no fee will be payable.

6.5 An Owner of a Dog shall not allow the Dog to leave the Premises of the Owner unless the Dog is wearing a collar and current License tag assigned for that Dog.

Bylaw No. 2019-30 Amending:

6.6 A Dog Licence may be refused or revoked because of substantiated complaints received from at least two (2) or more Persons residing in the Town, that the permitting of a Dog License would, in the opinion of the Peace Officer, be detrimental to residents of the Town. The documented concerns of an applicant/registered Owner and/or behavior of the Dog shall be a consideration in the sanctioning of a licence. The Town shall have seven (7) business days following the issuance of a Dog Licence to inform the applicant that a Dog Licence is refused/revoked. The revocation or refusal may be appealed pursuant to the provisions of this Bylaw.

Bylaw No. 2017-18 Amending:

6.7 In the case of a refusal or revocation of a Dog License, the applicant will be given the reasons, in writing, within ten (10) days of the refusal. The revocation or refusal may be appealed pursuant to the provisions of this Bylaw.

Bylaw No. 2019-30 Amending:

6.8 No Person shall keep in a Dwelling more than three (3) Dogs of an age more than three (3) months.

### **Dog Owner Responsibilities**

Bylaw No. 2017-18 Amending:

6.9 The Owner of a Dog shall:

- a. purchase an annual License;
- b. ensure that the Dog is not At Large;
- c. ensure that the Dog, when off the Owner's Property, is on a Leash and under the control of a Competent Person; and

- d. when the Dog Defecates on any Property other than the Property of the Owner, immediately remove all feces.

6.10 No Person shall leave a Dog inside an unattended Motor Vehicle, whether on public or private Property, unless:

- a. there is adequate ventilation and temperature control provided for the health and well-being of the Dog; and
- b. the Dog is restricted and restrained so as to prevent the Dog's escape from the Vehicle, or it's access to Persons or animals in the vicinity of the Vehicle.

6.11 The Owner of a Motor Vehicle involved in a contravention of section 6.9 of this Bylaw is guilty of an offence unless that Vehicle Owner satisfies the Court that the Vehicle was being driven or was parked by another Person that did not have the Vehicle Owner's express or implied consent to operate the Vehicle.

Bylaw No. 2019-30 Amending:

6.12 An Owner of a Dog shall ensure that the Dog:

- a. does not Attack, Bite, or cause injury (Minor or Severe Injury) to a Person or another Animal, whether on or off the Property of the Owner;
- b. does Threatening Behaviour that causes a Person to fear for their safety while on public or private Property, except where that Person is actually trespassing on the Property of the Dog Owner;
- c. does not chase another Animal, bicycle, Motor Vehicle or other Vehicle;
- d. does not engage in any other activity that causes injury to a Person or another Animal whether on the Property of the Owner or not;
- e. does not cause damage to public Property or private Property, not including the private Property owned or occupied by the Owner;
- f. does not do anything to cause Garbage retained in waste receptacles or other containers to be scattered on public or private Property;
- g. in the case of a female Dog in heat, is not kept at any location where the Dog is a source of attraction to other Dogs;
- h. does not enter a garden or floral area on public or private Property;
- i. does not enter into or upon the immediate area of a playground equipment area or a sand play area of a playground, or splash park pad; and
- j. does not habitually or excessively bark, howl or engage in any other activity that causes Noise. In determining what constitutes Noise, consideration may be given, but is not limited to:
  - i. Proximity of the property where the dog resides;
  - ii. Type, volume and duration of the noise or sound;
  - iii. Time of day or night and day of the week;
  - iv. Nature and use of the surrounding area;
  - v. Whether the noise or sound is recurrent or constant; and
  - vi. Any other relevant factor deemed reasonable by the Peace Officer.

Bylaw No. 2019-30 Amending

6.13 A Peace Officer may request any Person complaining about a Dog excessively barking, howling or engaging in any other activity that causes noise to keep a log of all occurrences for a period of time specified by the Peace Officer. Any Person complaining about a Dog excessively barking, howling or engaging in any other activity that causes noise, when requested shall submit a statement in writing to a Peace Officer of the Town, and agree to give testimony in any court proceeding that may arise.

6.14 An Owner or occupant of Premises where one (1) or more Dogs are kept shall not allow the Premises to become littered with Dog feces to an extent that the Premises becomes objectionable, either visually or because of foul odours, to residents of neighbouring properties.

6.15 Through a resolution of Council, the Town may designate areas as an Off Leash Area.

**Vicious Dog**

Bylaw No. 2019-30 Amending

6.16 A Dog may be declared by a Peace Officer to be a Vicious Dog pursuant to this Bylaw and will be licensed as such by the Town and subject to special provisions of this Bylaw pertaining to Vicious Dogs. A Peace Officer may declare an Animal of any age to be a Vicious if the Peace Officer has reasonable and probable grounds, based on their own observations or an investigation, to believe that the Animal has, on public or private property:

- a. Attacked, Bitten, caused injury (Minor or Severe Injury), or exhibited Threatening Behaviour to a Person;
- b. Attacked, Bitten, or caused injury (Minor or Severe Injury) to any Animal;
- c. chased any Animal, bicycle, Vehicle, or Person;
- d. caused damage to, or destroyed, any public or private property.

6.17 The Owner of a Dog declared to be a Vicious Dog pursuant to this Part shall be served with a Notice setting out the reasons therefore, the responsibilities of an Owner of a Vicious Dog pursuant to this Bylaw and the process of appeal available to the Owner of the Dog:

- e. The Owner of a Vicious Dog must be at least eighteen (18) years of age.
- f. The revocation or refusal may be appealed pursuant to the provisions of this Bylaw.
- g. Where a Notice has been served on the Owner of a Dog declared to be a Vicious Dog, for the purposes of this Bylaw, the Dog will be deemed to be a Vicious Dog throughout any appeal proceedings unless a decision arising from an appeal is rendered that the Dog is not a Vicious Dog.



6.18 Within five (5) days of a Dog being declared a Vicious Dog pursuant to this Bylaw, the Owner shall:

- a. arrange to have the Dog tattooed or implanted with an electronic identification microchip by a licensed veterinarian and provide the Town with documentary proof of doing so immediately thereafter; and
- b. license the Dog as a Vicious Dog with the Town.

6.19 The Owner of a Vicious Dog shall:

- a. Ensure adherence to Dog Owner responsibilities pursuant to this Part.
- b. When selling or otherwise giving the Dog to a new Owner, fully inform the new Owner that the Dog has been declared a Vicious Dog by the Town.
- c. Notify the Town of a change in ownership of the Dog or the death of the Dog within three (3) Business Days of the date of change in ownership or death.
- d. When becoming a new Owner of a Dog known to be declared a Vicious Dog pursuant to this Bylaw, license the Dog with the Town within three (3) Business Days, excluding weekends and Statutory Holidays of acquiring the Dog.
- e. Obtain an annual Vicious Dog License from the Town as required by this Bylaw.
- f. Ensure that the Dog is wearing a collar and current License tag assigned for that Dog whenever the Dog is off the Property of the Owner.

6.20 When a Vicious Dog is on the Premises of the Owner, the Owner shall ensure that:

- a. the Dog is confined indoors; or
- b. when the Dog is not confined indoors, it is confined in a locked pen or other structure that complies with the provisions of Section 6.19 of this Bylaw, and which is constructed so as to prevent the escape of the Dog and the entry of any Person not in possession or control of the Dog.

6.21 A locked pen or other structure required pursuant to Section 6.18 shall:

- a. be of minimum dimensions of one and one half (1.5) metres by three (3) metres, and three (3) metres in height;
- b. have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded into the ground to a minimum depth of thirty (30) centimetres; and
- c. not be located within one (1) metre of the Property line of the Owner of the Dog or within five (5) metres of a neighbouring residential Dwelling.

6.22 When a Vicious Dog is off the Property of the Owner, the Owner shall ensure that the Dog:

- a. is securely muzzled;
- b. is secured in a harness or Leash which shall not exceed one (1) metre in length and is adequate to control the Dog;
- c. is under the control of a Competent Person who is at least eighteen (18) years of age; and

- d. when the Dog is At Large, the Town is notified immediately.

### **Dog Impound**

- 6.23 A Peace Officer may capture and Impound any Dog which is not adequately confined or restrained so as to prevent it from being At Large.
- 6.24 A Peace Officer may enter onto the land surrounding any Building for the purpose of impounding a Dog on private or public Property.
- 6.25 A Peace Officer may use any humane method, including, but not limited to, the use of capture devices or tranquilizer equipment to capture a Dog that is subject to impoundment.
- 6.26 An impounded Dog may be reclaimed by or on behalf of the Owner after payment is first made to the Town during normal office hours for:
  - a. any required Dog License fee;
  - b. other fees as set out in the Town of Olds Rates Bylaw relating to the Dog's capture, impoundment, care and subsistence; and
  - c. costs paid directly to a veterinary clinic for any required veterinary services provided while impounded.
- 6.27 An impounded Dog will be retained for a minimum of three (3) Business Days where the identity of the Owner is not determined within that time, or a minimum of five (5) Business Days where the identity of the Owner is known and the Dog is not claimed within that time by the Owner by either taking possession of the Dog or by making arrangements through the Town for further retention of the Dog.
- 6.28 A Peace Officer may retain a Dog for a longer period than provided in section 6.27 of this Bylaw, if it is determined that the circumstances warrant the extension. The decision to allow such an extension is at the discretion of the Peace Officer and all additional expenses are the responsibility of the Owner.

An impounded Dog that is not claimed within the applicable time period and in accordance with the provisions this Bylaw, may be disposed of under the authorization of a Peace Officer by:

- a. adopting the Dog out; or
- b. euthanization by a qualified veterinarian when the Peace Officer is satisfied, through consultation with a qualified veterinarian, that the Dog is ill or injured to an extent that medical treatment is not practical, and under the circumstances, such measure is appropriate for humane purposes.

When an impounded Dog is disposed of in accordance with section 6.28 of this Bylaw, the owner of the Dog at the time of impoundment shall cease to have any right or title to the Dog. If the Dog is adopted, the ownership shall transfer to the Person(s) adopting the Dog.

When in the judgement of a licensed veterinarian, a Dog should be euthanized for humane reasons; such Dog may not be redeemed by the owner of the Dog at the time of impoundment.

6.29 In the case of a Dog that is obviously in extreme distress due to injury, a Peace Officer may perform, or cause to be performed, euthanization in a humane manner without consultation with a qualified veterinarian when such consultation cannot be done in a timely manner.

6.30 The regulation of Dogs in this Bylaw shall not apply to Special Event activities under the Town of Olds Special Events Bylaw.

### **Interference with a Dog**

6.31 No Person shall:

- a. untie, loosen or otherwise free a Dog which has been tied up or otherwise restrained, or willfully or negligently open a gate, door or other opening in a fence, pen or other enclosure in which a Dog has been confined and thereby allow the Dog to be At Large; or
- b. abuse, tease, torment or annoy a Dog.

### **Cat Licensing**

6.32 An Owner of a Cat shall annually purchase a License from the Town for each Cat owned at the annual fee as set out in the Town of Olds Rates Bylaw:

- a. on or before January 31 of the current License year; or
- b. within thirty (30) days following the Cat having attained three (3) months of age; or
- c. within thirty (30) days after acquiring possession of the Cat; whichever date is the latter.

6.33 An Owner of a Cat shall not allow the Cat to leave the Premises of the Owner unless the Cat is wearing a collar and current License tag assigned for that Cat.

Bylaw No. 2017-18 Amending:

6.34 A Cat License may be refused or revoked because of substantiated complaints received from at least two (2) or more persons residing in the Town that the granting of the Hobby License would be detrimental to other residents of the Town.

Bylaw No. 2017-18 Amending:

6.35 In the case of a refusal or revocation of a Cat License, the applicant will be given the reasons, in writing, within ten (10) days of the refusal. The revocation or refusal may be appealed pursuant to the provisions of this Bylaw.



Bylaw No. 2017-18 Amending:

- 6.36 No Person shall keep in a household more than six (6) Cats of an age more than three (3) months unless that Person has obtained a valid business license from the Town.

### **Cat Owner Responsibilities**

Bylaw No. 2017-18 Amending:

- 6.37 An Owner of a Cat shall:
- a. purchase an annual License;
  - b. ensure that the Cat is not At Large;
  - c. ensure that the Cat, when off the Owner's Property, is on a Leash and under the control of a Competent Person;
  - d. restrict their Cat from defecating on any Property other than the Property of the Owner;
  - e. when the Cat Defecates on any Property other than the Property of the Owner, immediately remove all feces; and
  - f. ensure that the Cat is wearing a collar and current License tag assigned for that Cat whenever the Cat is off the Property of the Owner.
- 6.38 No person shall leave a Cat inside an unattended motor vehicle, whether on public or private property, unless:
- a. there is adequate ventilation and temperature control provided for the health and well-being of the Cat; and
  - b. the Cat is restricted and restrained so as to prevent the cat's escape from the vehicle, or it's access to persons or animals in the vicinity of the vehicle.
- 6.39 The owner of a motor vehicle involved in a contravention of section 6.39 of this Bylaw is guilty of an offence unless that vehicle owner satisfies the Court that the vehicle was being driven or was parked by another person that did not have the vehicle owner's express or implied consent to operate the vehicle.
- 6.40 An owner of a Cat shall ensure that the Cat:
- a. does not attack or bite a Person or another animal, whether on or off the Property of the Owner;
  - b. does not engage in any activity that causes injury to a person or another animal whether on the property of the owner or not;
  - c. does not cause damage to public property or private property, not including the private property owned or occupied by the owner;
  - d. does not do anything to cause garbage retained in waste receptacles or other containers to be scattered on public or private property;
  - e. in the case of a female Cat in heat, is not kept at any location where the Cat is a source of attraction to other Cats;
  - f. does not enter a garden or floral area on public or private property;

- g. does not enter into or upon the immediate area of a playground equipment area or a sand play area of a playground; and
- h. does not habitually or excessively engage in any activity that causes noise.

### **Cat Impound**

#### **6.41 A Peace Officer:**

- a. May seize and Impound any Cat which is not adequately confined or restrained so as to prevent it from being At Large.
- b. Will not pursue a Cat At Large.
- c. May enter onto the land surrounding any Building for the purpose of impounding a Cat on private or public Property.

#### **6.42 To assist in the seizure or capture of Cats, the Peace Officer may utilize live traps. Traps shall be used in a humane manner and shall be setup and monitored with authorization by the Peace Officer.**

#### **6.43 A Town of Olds resident may contact the Peace Officer for the authorization to obtain a live cat trap from the Town. Live traps shall be used in a humane manner and shall be setup and monitored with authorization from the Peace Officer.**

#### **6.44 An impounded Cat may be reclaimed by or on behalf of the Owner after payment is first made to the Town during normal office hours for:**

- a. any required Cat License fee;
- b. other fees as set out in the Town of Olds Rates Bylaw relating to the Cat's capture, impoundment, care and subsistence; and
- c. costs paid directly to a veterinary clinic for any required veterinary services provided while impounded.

#### **6.45 An impounded Cat will be retained for a minimum of three (3) Business Days where the identity of the Owner is not determined within that time, or a minimum of five (5) Business Days where the identity of the Owner is known and the Cat is not claimed within that time by the Owner by either taking possession of the Cat or by making arrangements through the Town for further retention of the Cat. During this period any healthy cat may be redeemed by its owner or agent of the owner upon payment per section 6.45 for the costs of impoundment.**

#### **6.46 A Peace Officer may retain a Cat for a longer period than provided in section 6.46 of this Bylaw, if it is determined that the circumstances warrant the extension. The decision to allow such an extension is at the discretion of the Peace Officer and all additional expenses are the responsibility of the Owner.**

- 6.47 An impounded Cat that is not claimed within the applicable time period and in accordance with the provisions this Bylaw, may be disposed of under the authorization of a Peace Officer by:
- adopting the Cat out; or
  - euthanization by a qualified veterinarian when the Peace Officer is satisfied, through consultation with a qualified veterinarian, that the Cat is ill or injured to an extent that medical treatment is not practical, and under the circumstances, such measure is appropriate for humane purpose,
- 6.48 When an impounded Cat is disposed of in accordance with section 6.50 of this Bylaw, the owner of the Cat at the time of impoundment shall cease to have any right or title to the Cat. If the Cat is adopted, the ownership shall transfer to the Person(s) adopting the Cat.
- 6.49 When in the judgement of a licensed veterinarian, a Cat should be euthanized for humane reasons; such Cat may not be redeemed by the owner of the Cat at the time of impoundment.
- 6.50 In the case of a Cat that is obviously in extreme distress due to injury, a Peace Officer may perform, or cause to be performed, euthanization in a humane manner without consultation with a qualified veterinarian when such consultation cannot be done in a timely manner.

**Bylaw No. 2021-04 Amending:**

**Keeping of Chickens**

- 6.51 No person in an urban area shall keep:
- a Rooster;
  - a hen, other than an Urban Hen for which a valid Chicken Licence has been issued; or
  - more than six (6) Urban Hens.
- 6.52 A person may keep up to six (6) Urban Hens upon:
- Issuance of Development Permit for a Coop;
  - Approval of an Urban Hen Licence application; and
  - Paid an annual Urban Hen Licence fee as set out in the Town of Olds Rate Bylaw.
- 6.53 An Urban Hen Licence may be issued or renewed if the Town is satisfied that:
- the applicant is the owner of the property on which the Urban Hens will be kept; or that the owner of the property has provided written consent to the applicant;
  - the land use designation of the property on which the Urban Hens will be kept allows the placement of a Coop for the keeping of Urban Hens;
  - the applicant resides on the property on which the Urban Hens will be kept;
  - all required information has been provided; and
  - the applicable licence fee has been paid.



6.54 An Urban Hen Licence is valid for the period of January 1 to December 31 of the year in which it is issued and must be renewed annually prior to January 31 of each subsequent year:

- a. Urban Hen Licence fees shall not be refunded or rebated.

6.55 An Urban Hen Licence is not transferable from one person to another.

6.56 An Urban Hen Licence is not transferable from one property to another except:

- a. when a licence holder has moved to a new property within the Town, then:
  - i. the licence holder may apply to transfer the licence; and
  - ii. an inspection of the new property must be carried out to determine the licence holder is still able to meet all requirements for an Urban Hen Licence at such a property.

6.57 A person to whom an urban hen licence has been issued shall produce the licence upon the demand of a Peace Officer.

6.58 An Urban Hen Licence may be revoked or may not be renewed by the Town if:

- a. the applicant or licence holder does not meet or no longer meets the requirements for an Urban Hen Licence as set out in this Bylaw;
- b. the applicant or licence holder furnishes false information or misrepresents any Bylaw, fact or circumstance required pursuant to this Bylaw;
- c. the applicant or licence holder has, in the opinion of the CAO or designate, based on reasonable grounds, contravened any part of this Bylaw whether or not the contravention has been prosecuted;
- d. the applicant or licence holder fails to pay a fine imposed by a court for a contravention of this Bylaw or any other applicable Bylaw related to the keeping of animals/livestock;
- e. the applicant or licence holder fails to pay any fee required by this Bylaw;
- f. the applicant fails to comply with any applicable Provincial and Federal Regulations for the keeping of chickens; or
- g. in the opinion of the Town based on reasonable grounds, it is in the public interest to do so.

6.59 In the case of a refusal or revocation of an Urban Hen License, the applicant will be given the reasons, in writing, within ten (10) days of the refusal. The revocation or refusal may be appealed pursuant to the provisions of this Bylaw.

### **Responsibilities of Owners Keeping of Urban Hens**

6.60 A person who keeps Urban Hens must:

- a. must ensure that Coop size meets the Land Use Bylaw;
- b. ensure that each Coop is located as a structure within the Land Use Bylaw;

- c. keep each Urban Hen in a Coop or pen at all times, and shall not be free range in the yard;
  - d. provide each Urban Hen with food, water, shelter, light, ventilation, care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, all sufficient to maintain the urban hen in good health;
  - e. maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances;
  - f. construct and maintain the Coop to prevent any rodent from harbouring underneath, within, or within its walls, and to prevent entrance by any other animal;
  - g. keep a food container and water container in the Coop;
  - h. keep the Coop and pen secured at all times;
  - i. remove leftover feed, trash, and manure in a timely manner;
  - j. store feed within a fully enclosed container;
  - k. store manure within a fully enclosed container, and store no more than 85 litres (3 cubic feet) of manure at any time;
  - l. remove all other manure not used for composting or fertilizing and dispose of such in accordance with Town Bylaws;
  - m. follow biosecurity procedures outlined by the Canadian Food Inspection Agency to reduce potential for disease outbreak; and
  - n. keep Urban Hens for personal use only.
- 6.61 No person who keeps Urban Hens shall:
- a. sell eggs, manure, meat, or other products derived from an Urban Hen;
  - b. slaughter any Urban Hen on the property;
  - c. dispose of an Urban Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of such; and
  - d. keep an Urban Hen in a cage, kennel, or any other form of shelter other than a Coop as designated by the Land Use Bylaw.

## **PART SEVEN: OFFENCES AND ENFORCEMENT**

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

- (i) A Person who is guilty of an offence is liable to a fine in an amount not less than that established in this Bylaw, and not exceeding \$10,000, and it imprisonment for not more than six (6) months for non-payment of a fine, and
- (ii) Without restricting the generality of subsection (i) the fine amount established are as set out in Schedule 'A'.

### **Powers of the Chief Administrative Officer (CAO)**

- 7.1 Without restricting any other power, duty or function granted by this Bylaw, the CAO may:
- a. carry out any inspections to determine compliance with this Bylaw;
  - b. take any steps or carry out any actions required to enforce this Bylaw;

- c. take any steps or carry out any actions required to remedy a contravention of this Bylaw;
- d. establish investigation and enforcement procedures with respect to residential, commercial, industrial or other types of Property and such procedures may differ depending on the type of Property in question;
- e. establish areas where activities restricted by this Bylaw are permitted;
- f. establish forms for the purposes of this Bylaw;
- g. issue permits with such terms and conditions as are deemed appropriate;
- h. establish the criteria to be met for a permit pursuant to this Bylaw; and
- i. delegate any powers, duties or functions under this Bylaw to an employee of the Town.

## **Enforcement**

- 7.2 A Person to whom a permit or License has been issued pursuant to this Bylaw and any Person carrying out an activity otherwise regulated, restricted or prohibited by this Bylaw pursuant to such permit or License, shall comply with any terms or conditions forming part of the permit or License.
- 7.3 A Person shall not make any false or misleading statement or provide any false or misleading information to obtain a permit or License pursuant to this Bylaw.
- 7.4 The onus of proving a permit or License has been issued in relation to any activity otherwise regulated, restricted or prohibited by this Bylaw is on the Person alleging the existence of such a permit or License on a balance of probabilities.
- 7.5 A Peace Officer is hereby authorized and empowered to issue a Notice, Violation Tag, or Ticket to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw. The Peace Officer may commence proceedings against such Person by:
- a. issuing the Person a Violation Ticket pursuant to the provisions of Part 2 of the Provincial Offences Procedure Act;
  - b. swearing out an Information and complaint against the Person; or
  - c. in lieu of prosecution, issuing the Person a Bylaw Violation Tag.
- 7.6 Where a Peace Officer issues a Person a Notice, Violation Tag, or Ticket in accordance of this Bylaw, the Officer may either:
- a. allow the Person to pay the specified penalty indicating such specified penalty on the Violation Tag or Ticket; or
  - b. require a Court appearance of the Person where the Peace Officer believes that such appearance is in the public interest, pursuant to the provisions of Part 2 of the Provincial Offences Procedure Act.



- 7.7 Where a Bylaw Violation Tag issued to a Person is not paid within fourteen (14) days of the date of issue, the Peace Officer may proceed by way of prosecution in accordance with section 7.6 of this Bylaw.
- 7.8 No provision of this Bylaw nor any action taken pursuant to any provision of this Bylaw shall restrict, limit, prevent or preclude the Town from pursuing any other remedy in relation to a Premises, Property or Person provided by the Municipal Government Act, or any other law of the Province of Alberta.

### **Appeal**

Bylaw No. ~~2019-30~~ 2021-04 Amending

- 7.9 The Owner of an Animal who has received a notice that their Dog is declared a Vicious Dog pursuant to section 6.~~44~~16 or their Licence has been refused or revoked pursuant to sections 6.~~57~~ ~~or~~, 6.35, or 6.59 of this Bylaw within fourteen (14) days after the date the decision was communicated to the Person or Owner respectively, may by written notice request the Chief Administrative Officer review the decision. After reviewing the decision, the Chief Administrative Officer may confirm, contrast, add to, or cancel the decision.

## **PART EIGHT: GENERAL PROVISIONS**

### **Severability**

If any provision of these bylaws shall be held invalid or unenforceable, the invalidity or unenforceability shall attach only to that provision and shall not in any manner affect or render invalid or unenforceable any other provision, and these bylaws shall be interpreted and enforced as if the invalid or unenforceable provision were not contained herein.

**SCHEDULE 'A'**

<b>Charge Description</b>	<b>Section</b>	<b>Penalty in lieu of Prosecution</b>	<b>1<sup>st</sup> Offence</b>	<b>Subsequent Offences within 365 days/2<sup>nd</sup> Offence</b>	<b>3<sup>rd</sup> Offence</b>
Cause a Disturbance	3.1		250.00	500.00	500.00
Dangerous Practices	3.2		250.00	500.00	500.00
Fighting in Public	3.3		250.00	500.00	500.00
Place or Cause Graffiti	3.4		500.00	750.00	750.00
Failure to Remove Graffiti	3.5		100.00	200.00	300.00
Interference with Property	3.6		250.00	500.00	500.00
Loitering	3.7 & 3.8		250.00	500.00	500.00
Noise	3.9 - 3.16		250.00	500.00	1000.00
Causing a Nuisance	3.17		250.00	500.00	500.00
Spitting	3.18 & 3.19		250.00	500.00	500.00
Urination & Defecation	3.20 & 3.21		250.00	500.00	500.00
Yard Maintenance	4.1 - 4.5	50%	250.00	500.00	500.00
False Alarm	4.6 & 4.7		100.00	500.00	1000.00
Snow on Sidewalk	4.8 - 4.11	250.00	300.00	500.00	1000.00
Unsightly Premises	4.12 - 4.16	250.00	300.00	500.00	1000.00
Waste Management	4.17 - 4.23		100.00	200.00	200.00
Failure to house or screen unregistered or derelict motor vehicle in residential district	5.1	125.00	250.00	500.00	500.00
Exceeding the maximum days for living and sleeping accommodation in a holiday trailer, motor home or camper	5.2	125.00	250.00	500.00	500.00

Parking a commercial Vehicle exceeding 4540 kg. G.V.W. on a Roadway in an area of Residential Use	5.3	125.00	250.00	500.00	500.00
Parking or storing a Vehicle of more than 4540 kg. G.V.W. and/or a length of more than 9 m in an area of Residential Use without a permit	5.4a	125.00	250.00	500.00	500.00
Parking or storing a Vehicle of more than 11,000 kg. G.V.W. and/or a length of more than 9 m in an area of Residential Use	5.4b	125.00	250.00	500.00	500.00
Parking or storing in excess of one (1) a Heavy Vehicle on a parcel	5.4b	125.00	250.00	500.00	500.00
Driving a Heavy Vehicle off a designated truck route	5.4c	125.00	250.00	500.00	500.00
Parking or storing a vehicle of more than 11000kg G.V.W. and/or a length of more than 9 m in an area of Residential Use	5.5	125.00	250.00	500.00	500.00
Trailer not attached to a vehicle while parked on a roadway or public parking lot	5.6	125.00	250.00	500.00	500.00
Camping accommodation extending over a sidewalk, boulevard, alley or any portion of roadway	5.7	125.00	250.00	500.00	500.00
Parked exceeding 72 hours	5.8	125.00	250.00	500.00	500.00
Failure to abide by Front Yard parking in a Residential District on a Driveway or Accessory Parking Pad	5.9	125.00	250.00	500.00	500.00
Parking of RV exceeding 48 hours	5.11	125.00	250.00	500.00	500.00
Vehicle extending over a sidewalk or roadway	5.12	125.00	250.00	500.00	500.00
Failure to display disabled identification	5.14	125.00	250.00	500.00	500.00
Run engine (a) in a residential area (b) where prohibited by traffic control device longer than 20 minutes	5.15	125.00	250.00	500.00	500.00
Electrical cord less than 2.5 metres above a sidewalk	5.16	125.00	250.00	500.00	500.00
Damage sidewalk	5.17	125.00	250.00	500.00	500.00



Wash, service or repair a vehicle on a roadway, sidewalk, boulevard or median	5.18	125.00	250.00	500.00	500.00
Permit to be discharged into any sewer, any liquid or liquids which would prejudicially affect the wastewater	5.19	125.00	250.00	500.00	500.00
Interference with safe traffic flow due to existence of a visual obstruction within eight metres of the nearest corner of a street intersection	5.20	125.00	250.00	500.00	500.00
Place objects or material on roadway, sidewalk boulevard or median without specific permission	5.21	125.00	250.00	500.00	500.00
Fail to provide documentation when requested by a Peace Officer.	6.1	125.00	250.00	500.00	500.00
Animal in prohibited area by posted Town signs or prohibited as directed by a Peace Officer.	6.2	125.00	250.00	500.00	500.00
Fail to obtain an annual dog license	6.3, 6.4 & 6.9.a.	125.00	250.00	500.00	500.00
Fail to ensure dog wears a license tag when off property of the owner	6.5	125.00	250.00	500.00	500.00
Keeping more than 3 dogs per dwelling	6.8	125.00	250.00	500.00	1000.00
Fail to ensure dog is not at large – licensed dog	6.9.b.	125.00	250.00	500.00	1000.00
Fail to ensure dog is not at large – unlicensed dog	6.9.b.	250.00	500.00	750.00	1000.00
Fail to ensure a licensed dog is on leash & under the control of a competent person	6.9.c.	125.00	250.00	300.00	1000.00
Fail to ensure an unlicensed dog is on leash & under the control of a competent person	6.9.c.	250.00	500.00	750.00	1000.00
Fail to ensure a vicious dog is on leash & under the control of a competent person	6.22.b. & c.	500.00	1000.00	2000.00	2500.00
Fail to immediately remove feces from any property other than the property of the owner	6.9.d.	125.00	250.00	500.00	1000.00
Leave dog in unattended motor vehicle without adequate ventilation	6.10.a. & 6.11	250.00	500.00	1000.00	1500.00

Leave dog in unattended motor vehicle without required restraints	6.10.b. & 6.11	125.00	250.00	500.00	1000.00
Dog attacks, bites, or causes injury to a person or animal (Minor Injury)	6.12.a.	300.00	500.00	1000.00	1500.00
Dog attacks, bites, or causes injury to a person or animal (Severe Injury)	6.12.a.	600.00	1000.00	2000.00	3000.00
Vicious dog attacks, bites, or causes injury to a person or animal (Minor Injury)	6.12.a.	1000.00	2000.00	2500.00	5000.00
Vicious dog attacks, bites, or causes injury to a person or animal (Severe Injury)	6.12.a.	2000.00	4000.00	5000.00	10000.00
Dog exhibits threatening behavior	6.12.b.	200.00	400.00	800.00	1200.00
Vicious dog exhibits threatening behavior	6.12.b.	1000.00	1500.00	2500.00	2500.00
Dog chases an animal, bicycle or vehicle	6.12.c.	200.00	400.00	800.00	1200.00
Vicious dog chases an animal, bicycle or vehicle	6.12.c.	1000.00	1500.00	2500.00	2500.00
Dog causes minor injury to a person or animal	6.12.d.	300.00	500.00	1000.00	1500.00
Dog causes severe injury to a person or animal	6.12.d.	500.00	100.00	2500.00	5000.00
Vicious dog causes minor injury to a person or animal	6.12.d.	1000.00	2000.00	2500.00	2500.00
Vicious dog causes severe injury to a person or animal	6.12.d.	2000.00	4000.00	5000.00	10000.00
Dog causes damage to public or private property	6.12.e.	300.00	500.00	800.00	1000.00
Vicious dog causes damage to public or private property	6.12.e.	1000.00	500.00	1000.00	1500.00
Dog causes garbage to be scattered	6.12.f.	125.00	500.00	1000.00	1000.00
Dog in heat, is kept where it is an attraction to other dogs	6.12.g.	125.00	250.00	500.00	1000.00
Dog enters a garden or floral area	6.12.h.	125.00	250.00	500.00	1000.00
Dog enters into or upon playground equipment area, sand play area in playground, or splash park pad	6.12.i.	125.00	250.00	500.00	1000.00
Dog habitually or excessively barks, howls, or other activity that causes noise	6.12.j.	125.00	250.00	500.00	1000.00
Owner/occupant of premises allows excessive accumulation of dog feces	6.14	125.00	250.00	500.00	1000.00

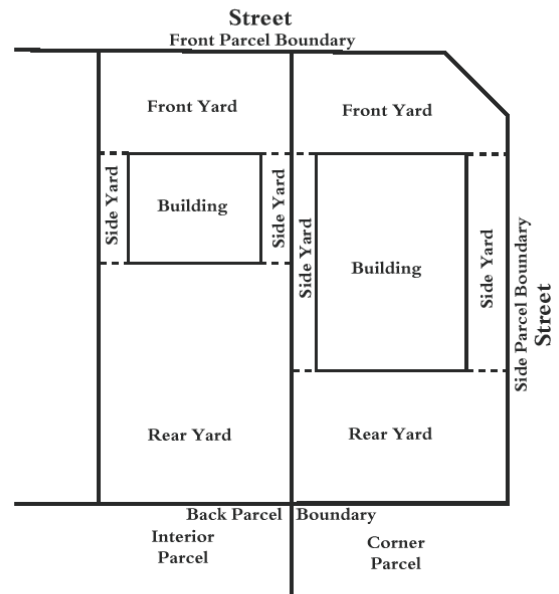
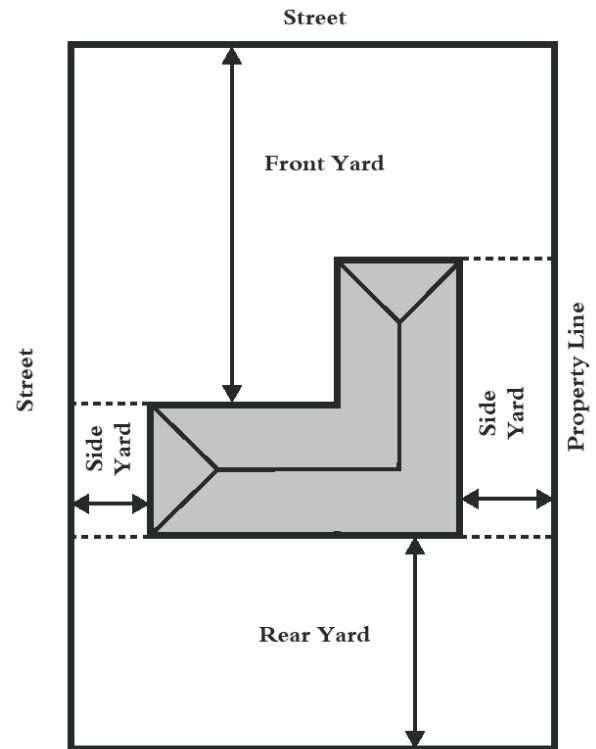
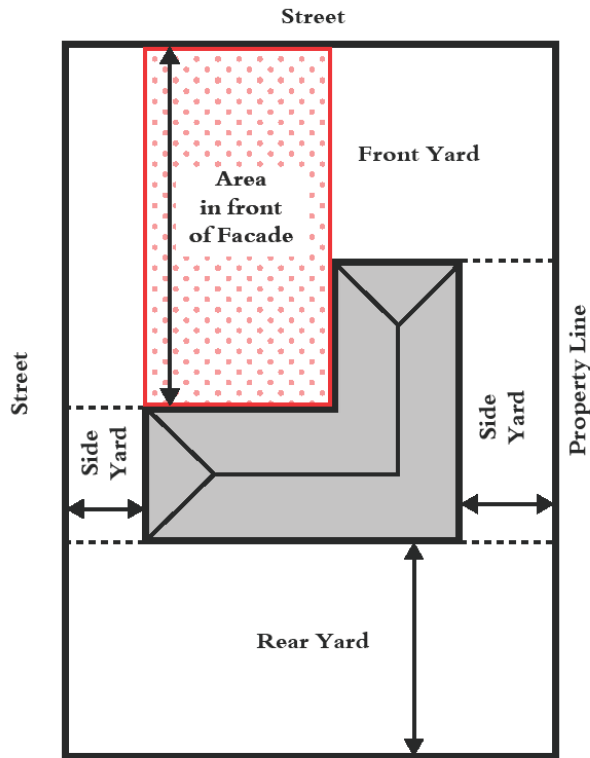
Fail to license, tattoo/microchip or identify a vicious dog	6.18.a., 6.18.b. & 6.19.e.	500.00	1000.00	2000.00	2500.00
Failure to ensure adherence to responsibilities of owning a vicious dog	6.19 & 6.22	500.00	1000.00	2000.00	2500.00
Fail to ensure vicious dog wears a collar and license tag when off property of the owner	6.19.f.	500.00	1000.00	2000.00	2500.00
Fail to confine vicious dog indoors or in locked pen outdoors	6.20 & 6.21	500.00	1000.00	2000.00	2500.00
Fail to follow regulations for a locked pen or structure	6.21	500.00	1000.00	2000.00	2500.00
Fail to follow regulations to control a vicious dog when off the property of the owner	6.22	500.00	1000.00	2000.00	2500.00
Interference with a dog	6.32	300.00	500.00	1000.00	1500.00
(Bylaw No. 2017-18 Amending) Fail to purchase an annual cat license	6.32 & 6.37	125.00	250.00	500.00	500.00
(Bylaw No. 2017-18 Amending) Keeping more than 6 cats per household	6.36	125.00	250.00	500.00	1000.00
Fail to ensure cat is not at large – licensed cat	6.38 b.	125.00	250.00	500.00	1000.00
Fail to ensure cat is not at large – unlicensed cat	6.38 b.	250.00	500.00	750.00	1000.00
Fail to ensure a cat is on leash & under the control of a competent person - licensed cat	6.38 c.	125.00	250.00	300.00	1000.00
Fail to ensure cat is on leash & under the control of a competent person - unlicensed cat	6.38 c.	250.00	500.00	750.00	1000.00
Fail to restrict cat from defecating on any property, other than the property of the cat owner	6.38 e.	125.00	250.00	500.00	1000.00
Fail to immediately remove feces from any property other than the property of the owner	6.38 f.	125.00	250.00	500.00	1000.00
Fail to ensure cat wears a license tag when off property of the owner	6.38 g.				

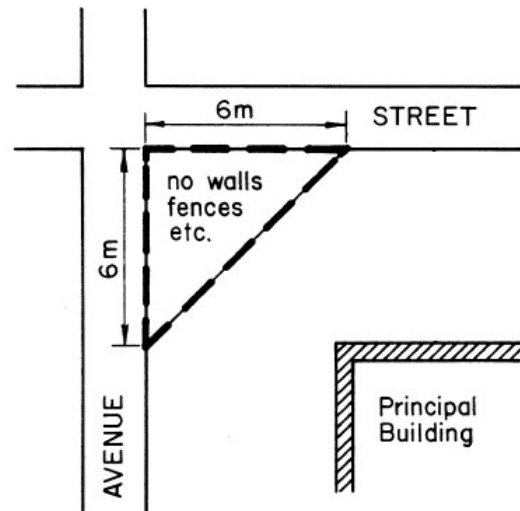
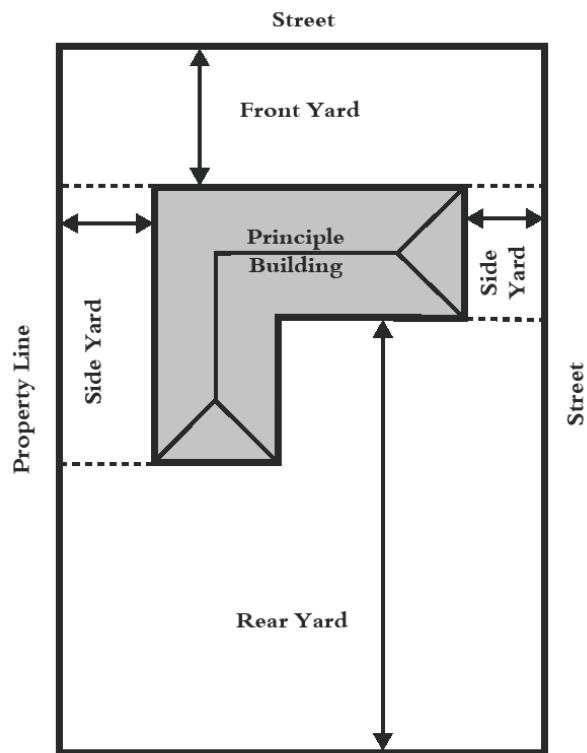


Leave cat in unattended motor vehicle without adequate ventilation	6.39 a. & 6.40	250.00	500.00	1000.00	1500.00
Leave cat in unattended motor vehicle without required restraints	6.39 b.	125.00	250.00	500.00	1000.00
Cat bites or attacks a person or animal	6.41 a.	300.00	500.00	1000.00	1500.00
Cat causes injury to a person or animal	6.41 b.	300.00	500.00	1000.00	1500.00
Cat causes damage to property other than the owners property	6.41 c.	125.00	500.00	1000.00	1000.00
Cat causes garbage to be scattered	6.41 d.	125.00	500.00	1000.00	1000.00
Cat in heat is kept where it is an attraction to other cats	6.41 e.	125.00	250.00	500.00	1000.00
Cat enters a garden or floral area	6.41 f.	125.00	250.00	500.00	1000.00
Cat enters into or upon playground equipment area or sand play area in playground	6.41 g.	125.00	250.00	500.00	1000.00
Fail to ensure cat is not causing noise	6.41 h.	125.00	250.00	500.00	1000.00
Rooster on premises	6.51 a.	125.00	250.00	500.00	1000.00
Unlicensed Hens on premises	6.51 b.	125.00	250.00	500.00	1000.00
Keeping more than 6 Hens	6.51 c.	125.00	250.00	500.00	1000.00
Fail to obtain Coop Development Permit	6.52 a.	125.00	250.00	500.00	1000.00
Fail to obtain an Urban Hen Licence	6.52 b.	125.00	250.00	500.00	1000.00
Fail to purchase an annual Urban Hen Licence	6.52 c.	125.00	250.00	500.00	1000.00
Fail to produce a valid Urban Hen Licence	6.57	125.00	250.00	500.00	1000.00
Fail to follow regulations for Keeping of Urban Hens	6.60 a.-m. & 6.61 d.	125.00	250.00	500.00	1000.00
Sale of products derived from an Urban Hen	6.61 a.	125.00	250.00	500.00	1000.00
Slaughter Urban Hen on property	6.61 b.	300.00	500.00	1000.00	1500.00
Fail of proper disposal of a deceased Hen	6.61 c.	300.00	500.00	1000.00	1500.00

Note: Not all Penalties are reduced in lieu of Prosecution.

**SCHEDULE 'B' YARD DEFINITIONS**







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**2015-08 Bylaw came into force the 4<sup>th</sup> day of July 2016**

Read for a first time on the 29<sup>th</sup> day of March 2016.

Read for a second time on the 29<sup>th</sup> day of March 2016.

Read for a third and final time on the 24<sup>th</sup> day of May 2016.

**2017-18 Amendment Bylaw**

Read for a first time on the 10<sup>th</sup> day of October, 2017.

Read for a second time on the 10<sup>th</sup> day of October, 2017.

Received Unanimous Consent for presentation of third reading the 10<sup>th</sup> day of October, 2017.

Read for a third and final time on the 10<sup>th</sup> day of October, 2017.

**2019-01 Amendment Bylaw**

Read for a first time on the 14<sup>th</sup> day of January, 2019.

Read for a second time on the 14<sup>th</sup> day of January, 2019.

Received Unanimous Consent for presentation of third reading the 14<sup>th</sup> day of January, 2019.

Read for a third and final time on the 14<sup>th</sup> day of January, 2019.

**2019-30 Amendment Bylaw**

Read for a first time on the 9<sup>th</sup> day of December, 2019.

Read for a second time on the 27<sup>th</sup> day of January, 2020.

Read for a third and final time on 27<sup>th</sup> day of January, 2020.

**2021-04 Amendment Bylaw**

Read for a first time on the XX day of XXXXXX, 2021.

Read for a second time on the XX day of XXXXXX, 2021.

Read for a third and final time on XX day of XXXXXX, 2021.

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Michael Muzychka, Mayor

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Michael Merritt, Chief Administrative Officer

Signed by the Mayor and Chief Administrative Officer this XX day of XXXXXXXXX.



## POLICIES AND PRIORITIES COMMITTEE REPORT

Date: March 1, 2021

Author: Kelly Lloyd, Policy Advisory Team

Department: Office of the CAO

SUBJECT: Code of Conduct Ad Hoc Review Committee Bylaw

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### **COUNCIL DIRECTION**

Accept for information and/or provide direction to administration and bring back to a future regular council meeting.

### **BACKGROUND**

As a result of the revised Municipal Government Act in October 2017, all municipalities were mandated to draft a Code of Conduct Bylaw.

As such, an Ad Hoc Committee was formed at the March 26, 2018 regular council meeting. Moved by Councillor Harper, "that Councillors Blatz, Bennett and Ryan, be appointed to form an Ad Hoc Committee in order to work with administration on the draft Council Code of Conduct Bylaw 2018-01 and affiliated policies." Motion Carried 18-108

The Mayor may also attend as ex-officio.

The term for this Committee regarding affiliated policies was considered complete October 15, 2018, as per the Ad Hoc Committees' Terms of Reference. As such, Council may wish to form a new Committee, to a maximum of three appointees. This Ad Hoc Committee, by definition in policy, has a beginning and an end. The Ad Hoc Committee intent is to complete the bylaw and affiliated policies by June 30<sup>th</sup>. Affiliated policies include: 103C Terms of Reference, 107C Elected Official Appointments and 113C Public at Large Appointments.

As the Code of Conduct Bylaw was used for the first time in 2020, Council wishes to make revisions to this Bylaw. In tandem, the Code of Conduct Bylaw would be reviewed with affiliated policies that speak to council and council committees.

### **ATTACHMENTS**

1. Draft Code of Conduct Ad Hoc Review Committee Bylaw

# TOWN OF OLDS

## Bylaw 2021-05

117

### BEING A BYLAW OF THE TOWN OF OLDS ESTABLISHING AN ADHOC COUNCIL COMMITTEE to Review the Code of Conduct Bylaw

**WHEREAS** section 145 of the *Municipal Government Act*, RSA 2000, c. M-26 (the MGA) provides that a council may pass bylaws in relation to the establishment and functions of council committees and the procedures to be followed by council committees;

**WHEREAS** section 146(a) of the MGA provides that a council committee may consist entirely of councillors;

**WHEREAS** Council wishes to establish an Ad Hoc Council Committee to review the Code of Conduct Bylaw 2018-01; and

**NOW THEREFORE** the Council of the Town of Olds, in the Province of Alberta, in open meeting assembled, enacts as follows:

**TITLE:** This Bylaw may be referred to as the, '**Code of Conduct Review Ad Hoc Committee Bylaw.**'

#### **Name and Composition:**

1. (1) The '**Code of Conduct Review Ad Hoc Committee**' (the Committee) is established as a council committee and shall be comprised of the Mayor and those members of the Town of Olds Council who were appointed to the Code of Conduct Ad Hoc Committee as per Council minutes dated March 26, 2018, Regular Meeting of Council.
- (2) There shall be a maximum of three elected officials appointed to the Code of Conduct Review Ad Hoc Committee.

#### **Staff Support:**

2. (1) The Chief Administrative Officer (CAO), or their designate, is the principal advisor to the Code of Conduct Review Ad Hoc Committee. Attendance of specific municipal staff at meetings of the Committee is at the discretion of the CAO.

#### **Authority:**

3. (1) The Code of Conduct Review Ad Hoc Committee is advisory in nature, making recommendations to Council by way of motion/resolution to Council at a regular or special council meeting on matters related to the Town of Olds Code of Conduct Bylaw and affiliated policies.

#### **Frequency of meetings:**

4. (1) Meetings will be held at the call of the Chair.
- (2) The Code of Conduct Review Ad Hoc Committee shall complete the review by June 30<sup>th</sup>, 2021.

#### **Chairperson:**

5. (1) Meetings will be chaired by the Mayor (Chief Elected Official) of the Town of Olds.



**Regulations:**

6. (1) Committee meetings are to comply with the provisions that are applicable to council committee meetings as prescribed in the MGA, as well as adhere to the Town of Olds Council and Committee Procedural Bylaw.
6. (2) The Code of Conduct Review Ad Hoc Committee meetings shall be open to the public, subject to the right of the Committee to close all or part of their meetings to the public in accordance with section 197 of the MGA.
6. (3) Delegations may make presentations to this Committee by appointment only.
6. (4) Minute recording will take place at each meeting of the Code of Conduct Review Ad Hoc Committee and will be maintained as an official record of the Town of Olds.

**Mandate:**

7. The Committee shall review and make recommendations to Council in the following areas:
  - (a) matters related to the Town of Olds Code of Conduct Bylaw 2018-01; and
  - (b) matters related to the Town of Olds affiliated policies related to Council and Council Committees, namely, 103C Terms of Reference, 107C Elected Official Appointments and 113C Public at Large Appointments.

**Order of Business:**

8. The business of the Committee intended to be dealt with shall be stated in the agenda in the following order:
  1. Call to order
    - a) Added Items
    - b) Adoption of the agenda
  2. Adoption of Previous Minutes
  3. Presentations and Delegations
  4. Business Arising Out of the Minutes
  5. New Business
  6. Adjournment

**Quorum:**

9. MGA quorum requirements will prevail for the Code of Conduct Review Ad Hoc Committee.

**Review:**

10. The Code of Conduct Bylaw is to be reviewed at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Councillors.

**Effective Date:**

11. This Bylaw shall come into force and effect upon receipt of third reading and being duly signed.

Read a first time this                      day of                      , 2021.

Read a second time this                      day of                      , 2021.

Received Unanimous Consent for presentation of third reading this                      day of                      , 2021<sup>119</sup>

Read a third time this                      day of                      , 2021.

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Michael Muzychka, Mayor

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Michael Merritt, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this                      day of                      , 2021.



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: March 1, 2021  
Author: Kelly Lloyd, Coordinator of Strategic Affairs  
Department: Office of the CAO  
SUBJECT: Asset Management Strategy

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### **COUNCIL DIRECTION**

Accept for information and direct administration to bring back to a regular Council meeting.

### **BACKGROUND**

In Councils Strategic Plan for the 2017-2021 term, focus area one is Good Governance. The goal for this area is: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."*

Service Sustainability is another focus area that asset management falls under with a goal *"to provide safe, affordable and cost-effective service delivery to our community and region."*

Council has made the commitment to sustainable service delivery and as such, made possible through policy, to make decisions about the use and care of physical and natural assets in a way that considers current and future needs, manages risks and opportunities, and makes the best use of resources to support sustainable service delivery.

The first asset management strategy was presented to Council in 2016. The Asset Management Team has completed a revised strategy to identify and describe a set of planned actions that will support decisions to provide the desired levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost. This strategy will be the link between policy and technical asset management plans (or the day to day implementation) and links asset management to other corporate initiatives.

### **ATTACHMENTS**

1. Asset Management Strategy



# ASSET MANAGEMENT STRATEGY

2021

## What is Asset Management?

The Town of Olds has defined Asset Management as the process of making decisions about the use and care of physical and natural assets in a way that considers current and future needs, manages risks and opportunities, and makes the best use of resources to support sustainable service delivery.

## Why do we need an Asset Management Strategy?

As the quote to the right states, municipal governments own and operate a majority of core public infrastructure. Municipalities across the country provide services through physical assets such as water and sewer pipes, land and buildings, roads, etc. According to the 2016 and 2019 Infrastructure Report Card, “A concerning amount of municipal infrastructure in the country is poor or very poor condition, increasing the risk of service disruption”.

At the end of the day, asset management is about making the right infrastructure decisions and at the right time. It is a never ending area of continuous improvement.

Developing an asset management strategy will assist the Town in making better decisions about infrastructure and the service these assets provide. The strategy will be the link between policy and technical asset management plans (or the day to day implementation) and links asset management to other corporate initiatives. The strategy will identify and describe a set of planned actions that will support decisions to provide the desired levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost.

*“Almost 60% of Canada’s core public infrastructure is owned and maintained by municipal governments and is estimated at \$1.1 trillion dollars, or about \$80,000 per household”.*

– Canadian Infrastructure Report Card 2016



### In this document

- Sustainable Service Delivery
- Community Vision
- Council Priorities
- The Framework
- The Strategy



## Sustainable Service Delivery

Olds is committed to a sustainable service delivery model that evaluates current community service needs, and how those services are delivered (in a socially, economically and environmentally responsible manner), do not compromise the ability of future generations to meet their own needs.

Communities build and maintain infrastructure to provide services. These services support our quality of life, protect our health and safety, and promote social, economic and environmental well-being. Failure to care for our infrastructure, manage our natural resources and protect the benefits provided by nature, risks degrading, or even losing, the services communities enjoy, and that future generations may rely on.

Sound asset management practices support Sustainable Service Delivery by considering community priorities, informed by an understanding of the trade-offs between the available resources and the desired services.

*- Asset Management British Columbia (AMBC) Framework*

## Community Vision

“It is 2046 and the Town of Olds has surpassed a population of 18,000 residents and is now the City of Olds. Olds is known as the Connected City and is the gateway to the connected world. Residents appreciate Olds and regard it as a desirable community to call home offering a good balance between economic opportunities and high quality of life. Community facilities, amenities and social opportunities are part of the attraction along with Olds’ commitment to environmentally responsible growth and the creation of a sustainable community. Through its internationally recognized engagement policy, the City of Olds has worked alongside the community to accomplish a multitude of shared goals and achievements.”

*- Town of Olds Municipal Development Plan*

fiscal health **Service Sustainability**  
growth and expansion communication  
and engagement

## Council’s Role in Asset Management

Council is responsible for:

- Adopting an Asset Management Policy;
- Providing high level oversight of the delivery of the organization’s Asset Management Strategy; and
- Approving levels of service, risk allowance, and budget.

## Council Priorities

The Asset Management Strategy supports Council’s Goals for the 2017-2021 term.

*The Town of Olds will ensure responsible fiscal balance between community expectations and available revenues by providing safe, affordable and cost-effective service delivery to our community and region. The Town of Olds will lay the foundation to ensure responsible and sustainable growth and is committed to transparent and inclusive processes that are responsive and accountable.*

*- Corporate Strategic Plan  
2017-2021*

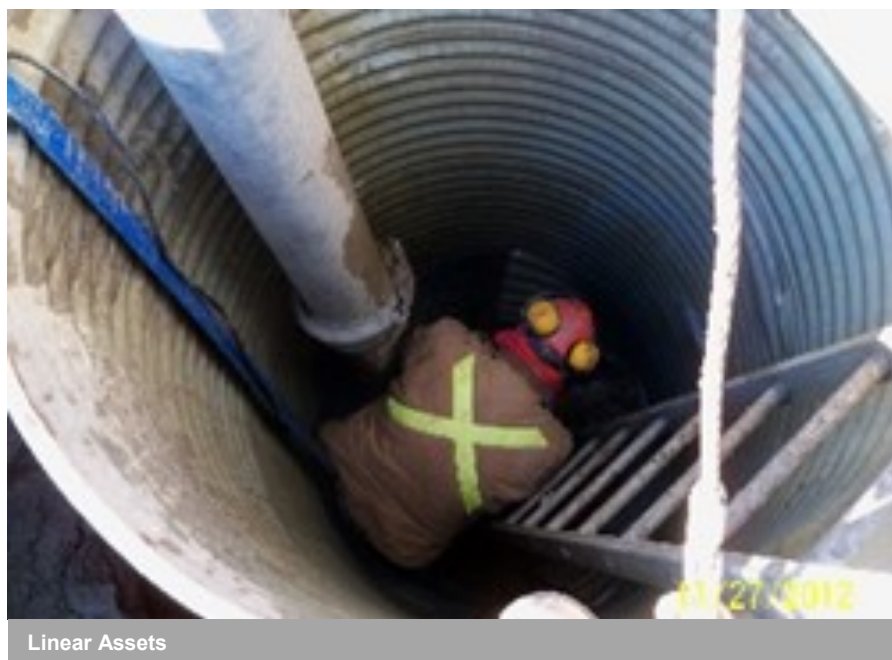
## Town of Olds Municipal Development Plan

*If we know what our capacities are, existing, future and fringe, then we can make informed decisions on where we should develop and what infrastructure requirements there are, for capital and operational budgets and long term financial plans.*

## Growing Together with Mountain View County

*Under the Inter-municipal Cooperation Committee and Intermunicipal Collaborative Framework required by the Province, Mountain View County and the Town of Olds have signed sub-agreements for shared facility use, fire services, FCSS, and cemetery. Both municipalities have also approved their second iteration of an Inter-municipal Development Plan.*

*There is the potential to develop a joint Asset Management Plan to ensure that both municipalities can provide and support the lifestyles our residents have grown to depend on.*



Linear Assets

## The Framework

Olds has chosen the British Columbia Asset Management Framework as it focuses on desired outcomes rather than prescribing specific methodologies. This approach allows for the tailoring of individual needs and capacity of our organization. This framework reflects current best practices and aligns with and is supported by ISO 55000 Standard for Asset Management and the International Infrastructure Management Manual.

**People, Information, Assets, and Finances** are the core elements necessary for sustainable service delivery. Success requires the integration of these four elements throughout the process of asset management.

### Assets (Physical Infrastructure to enable Service Delivery)

*Assessing the type of raw asset data available, the quality of the data, and the accessibility of the data.*

### Information (to support decision making for Sustainable Service Delivery)

*Assessing the translation of data into information and understanding of assets and the activities that are required.*

### Finances (Understanding Long Term Costs of Service Delivery)

*Assessing the state of financial information, plans, and resources required to meet future level of service requirements.*

### People (Culture and capacity for informed decision making)

*Assessing the awareness, capacities, and alignment of people to enable sustainable service delivery.*

- Asset Management British Columbia (AMBC) Framework

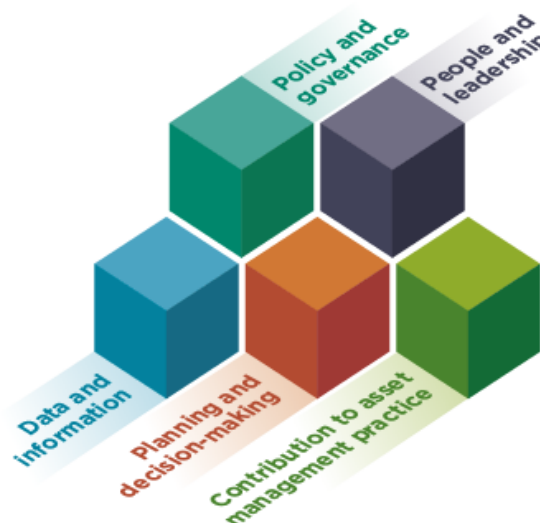




## The Strategy

The Town of Olds Asset Management Strategy supports Council's policy purpose to govern asset management practices taking into consideration the successful delivery of core services, long-term financial sustainability and continuous assessment and improvement.

The strategy will be based on the five competencies that are key for sustainable service delivery.



## How are we going to do it?

An Asset Management Team (AMT) has been created from various representatives from across departments. The AMT is comprised of representatives from Finance, Operations, Community Services and the Office of the CAO. This team will create the Asset Management Program for the Town of Olds that includes policy, strategy, asset plans, risk and condition methodologies, asset performance and financial planning scenarios.

## Key Questions

In order to begin developing an AMP, the Asset Management Team will answer the following questions:

- What do we own? (inventory)
- Where is it? (inventory)
- What is it worth? (costs/replacement rates)
- What condition is it in and what is its remaining service life? (condition and capability analysis)
- What is the level of service expectation and what needs to be done? (capital and operating plans)
- When do we need to do it ? (capital and operating plans)
- How much will it cost and what is the acceptable level of risk (s)? (short and long term financial plan?) Does it need to be prioritized or managed?
- What is our funding shortfall? Current plan to fund that gap?
- What are the funded and unfunded needs over the next 10 years for the total infrastructure?

We know that as we progress, asset management needs to be part of the way we do business. We know that infrastructure is very much linked to risk and service levels. Through the development of Asset Management Plans, we will answer the following questions:

- How do we find a way to ensure services provided will be there in the future?
- How do we fund depreciation to ensure dollars are there to replace critical infrastructure?
- How do we determine the trade offs between community expectations and the current reality of municipal government?
- How do assets support economic activity and impact quality of life?
- What can we do to make our asset reporting beneficial across the organization?

## Where are our Program Gaps?

The Asset Management Team has identified that the Town of Olds is at a level 2 competency (*out of the five on the previous page*) when it comes to asset management practices. This means there are areas for improvement to close the gap.

By following the competencies and aligning our strategy to these competencies, may allow for more success in federal and/or provincial funding opportunities.

## 3 year financial and 10 year capital plan

*Annually, a service level review is completed for the operating side of the municipality that feeds the newly required 3 year financial plan. Operating and maintenance budgets are an integral part of ensuring our assets continue to provide reliable and safe service to our residents and businesses. The capital plan is also reviewed from year to year and is adjusted according to need, risk and available dollars.*

## Infrastructure is tied to our quality of life.

At its core, Asset Management is about the physical assets and the services they provide to our community that are critical to the quality of life for our residents.

As such, and to determine advancement in the management of our assets, the following goals and strategies follow the five asset management maturity competencies. The approach will take place over a number of years, revisiting the strategy regularly.

**Goal 1:** The municipality's staff displays organizational alignment and commitment to asset management.

- Develop and present an educational component for staff. Staff understand the benefits and implications of what AM how it reflects their job
- Assign different roles of AM to specific departments
- An AMP is a living document and staffs ability to commit to the continual input and growth of the AM movement in our organization

**Goal 2:** Municipal staff and leadership understand their role and responsibility in implementing AM

- Roles and responsibilities defined from the AM team down to the boots on the ground
- Clearly identify which department roles affect which roles of AM through systemic thinking
- Understand and implementation of what training is necessary, either technical or strategic

**Goal 3:** Provide consistent means of collecting and capturing data, both quantitative and qualitative.

- Develop process and procedure and incorporate into daily activities
- Standardized way to identify condition
- Standardized way to identify risk
- Check Citywide parameters for data input

**Goal 4:** Sufficient resources are in place to support asset management (both the practice of asset management and the replacement and renewal of assets).

- Having a dedicated resource for collection of information
- Dedicated resource to input data into system to provide a holistic picture of our assets
- Have appropriate technological support/tools in place to support AM
- Financial data to support potential additional human resources

**Goal 5:** Strive to deliver services at approved level of service while minimizing lifecycle costs

- Develop replacement costs and determine our infrastructure gap
- Determine what the approved level of service is and the costs associated with it i.e. pothole costs
- Determine methods of minimizing life cycle costs

## Sustainable Olds

As communities grow, there is an increased demand for better roads, sidewalks, recreational facilities, lights and improved sewer and water systems. Balancing community expectation with the risk of aging infrastructure and potential service disruption along with limited funding available to municipalities requires us to be diligent in taking action to make our communities more sustainable and resilient.

The community of Olds has a vision for creating a sustainable future within each of the pillars of sustainability and collectively, supported by responsible management of Olds' natural and built assets, will contribute to the quality of life our residents have come to expect.



### Contact Us

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