



# AGENDA

Monday, September 18, 2023, at 7:00 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2<sup>nd</sup> Floor, 2122 – 18 Street

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## REGULAR COUNCIL MEETING

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### 1. CALL TO ORDER & ADOPTION OF AGENDA:

### 2. PUBLIC HEARING:

- 2.1 Bylaw #1375/23 – Amend Land Use Bylaw #1246/13 to redesignate lands, and  
Bylaw #1376/23 – Repeal of Lancaster Landing Area Structure Plan Bylaw #1235/11

### 3. REPORTS:

#### 3.1 CHIEF ADMINISTRATIVE OFFICER:

- 3.1.1 Status Report – E  
3.1.2 Monthly Report - E

#### 3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports to August 31, 2023

#### 3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager - E  
3.3.2 Operations Manager - E  
3.3.3 Planning & Development Officer - E  
3.3.4 Fire Chief – no report  
3.3.5 Peace Officer - E

#### 3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY  
(a) Proclamation of Legion Week, September 17 to 23, 2023 - E
- 3.4.2 COUNCILLOR VICTOR CZOP July & August – E
- 3.4.6 COUNCILLOR KEVIN TODD  
(a) Alberta SouthWest Board Minutes Aug 2/23 – E  
(b) Alberta SouthWest Sept. Bulletin – E  
(c) Nanton Quality of Life Foundation – request for support for FCSS - E

### 4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

#### 4.1 ADOPTION:

- 4.1.1 Council Regular Meeting September 5, 2023 – E  
4.1.2 Council Special Meeting September 11, 2023 - E

**5. NEW & UNFINISHED BUSINESS (Requests for Decision):**

- 5.1 Proposed Gopher Control Policy – E
- 5.2 Amendment for Dust Suppression Policy #32-20-23/01/16 – E
- 5.3 Animal Bylaw #1352/21 update – E

**6. CORRESPONDENCE:**

**6.1 FOR ACTION:**

- 6.1.1 Alberta Food Rescue and Distribution Warehouse – E

**6.2 FOR INFORMATION:**

- 6.2.1 Nanton Animal Protection Society September 30, 2023 event - E

**7. CLOSED CONFIDENTIAL SESSION:**

- 7.1 Alberta Municipalities Meetings – FOIP Section 21 (Harmful to Intergovernmental Relations)

**8. ADJOURNMENT:**





# STATUS REPORT

Meeting: September 18, 2023  
 Agenda Item: 3.1.1

**Completed = C Under Review = UR In Progress = IP No Further Action = NFA On Hold - HOLD**

**CAO** = Chief Administrative Officer  
**DO** = Development Officer

**CS** = Corporate Services  
**LS** = Legislative Services

**OP** = Operations Manager  
**OTHER** = Staff/Contractor/etc.

**COMMITTEES:** **GOV** = Governance **FIN** = Finance **SERV** = Services **REC** = Recreation & Culture  
**ECD** = Economic & Community Develop **CW** = Committee of the Whole

Items will move to "DEPARTMENT" or "COMMITTEE" after first reporting to Council.

## COUNCIL

Res #	Description	Notes	Status	FWD
<b>Regular Meeting August 14, 2023</b>				
215 – 23/09/05	Add item 3.1.2 Legislative Employment as 7.7	closed	C	
219 – 23/09/05	CAO to draft Gopher Control policy (199-23/07/10)	1-23/08/30 S	IP	
220 – 23/09/05	CAO amend Dust Suppression Policy 32-20-23/01/16 to include provisions for additional opportunities	2-23/08/30 S	IP	
221 - 23/09/05	Closure of yard waste depot Oct 31/23 – contingent (68-23/03/06 Air option for Q4 2023 planning)	3-23/08/30 S	IP	
222 - 23/09/05	Purchase skid-mounted flusher in 2024 budget process	4-23/08/30	IP	
223 - 23/09/05	Pool Assessment Report – further info req'd from Salas O'Brien, Stephenson Engineering	5-23/08/30	IP	
224 - 23/09/05	Special Council meeting scheduled September 11/23		C	
225 - 23/09/05	Policy #44-23-16/02/01 Recycling Depot	REPEAL	C	LS
226 - 23/09/05	Policy #14-92-20/04/06 Covid 19 Employee Arrangement	REPEAL	C	LS
227 - 23/09/05	Policy #12-101-21/04/19 3 <sup>rd</sup> Party Uses Schedule B only	REPEAL	C	LS
228 - 23/09/05	Policy # 283 – 04/06/07 – Pavement Repair	REPEAL	C	LS
229 – 23/09/05	Policy #183 – 10/06/07 – Entrance Sign	REPEAL/ REPLACE	IP	LS
230 – 23/09/05	Bylaw #1377/23 Road Closure – 1 <sup>st</sup> reading – signature (Res #209-23/08/14)	AB TSP	IP	DO
231 – 23/09/05	Public Hearing Bylaw #1377/23 Oct 2/23 Regular mtg.		IP	DO/CAO
6.1.1 23/09/05	Request from MADD for advertising funds – No action	Email response	C	LS
6.1.3 23/09/05	Request for Disability Employment Awareness Month – Provincial & Federal Proclamations – No action	Email response	C	LS

## COMMITTEE

Res #	Description	Notes	Status	FWD
<b>For Future Discussion</b>				

## DEPARTMENTS

Res #	Description	Notes	ST	fw
243-21/09/07	Heraldic emblem project updated – waiting for 2 <sup>nd</sup> draft	Preview 23/09/05	IP	LS
149-22/05/02	RFD re: STARS \$2/capita request	Deferred for new reserve 2024	IP	CS
174-22/05/16 250-22/08/15	CAO to draft lease agreement for the Canadian Grain Elevator Discovery Center	Ready for finalization 06/05	IP	CAO
394 - 22/12/12	Defer off-site levy in lieu of legal advice		IP	CAO
67 - 23/03/06	CAO to review Bylaw 1160/04, (Development Levy Bylaw) for off-site levy and utility fee discussions.	May 15th	IP	CAO
76 - 23/03/06	CAO find options re: pension programs and planning.		IP	CAO

66 - 23/03/06	2023 dewatering pilot project for WWTP before larger scale dewatering project to reduce liquids in sludge.	\$10,000 est -pilot proceeding	C	OP
139-23/05/01	Chamber support of Economic Development Officer - RFD for financial implications to be brought forward	Res #208-23/08/14 \$20K 2024 & 2025	C	CAO/CS
148-23/05/15	Wastewater Plant upgrade – Town funding \$581,900 borrowing & \$581,900 reserves	Borrow bylaw req'd	IP	CS
162-23/06/05	Proceed w/ Wastewater sludge dewatering \$65,350	Rental July	C	OPS
163-23/06/05	Discuss Visitor Information potential with Canadian Grain Elevators Discovery Centre	Discussions ongoing	IP	CAO
185-23/06/19	Off-site levy bylaw to be re-drafted eliminating Lancaster Landing future densities from calculation		IP	CAO/CS
178 –23/06/19	Consideration for Bare lot utility fees for Fees/Rates (143-23/05/15 Item 5.1 Bare Lot & Servicing to June 5)	Fall 2023	IP	CAO/CS
184-23/06/19 195-23/07/10	CAO to draft bylaw to re-district R3 of Lancaster Landing – First Reading	Bylaw #1375/23	C	DO
196– 23/07/10 198-23/07/10	Public Hearing re: Bylaw #1375/23 & #1376 Aug 14/23 Resolution #204-23/08/14 moved to Sept 18 Reg Mtg		IP	DO
183-23/06/19 197–23/07/10	CAO to draft Lancaster Landing ASP repeal – notification to landowner – First reading 07/10	Bylaw #1376/23	C	CAO
210 – 23/08/14	Land Use Bylaw update process – include letter of opposition to secondary suites - J. Cooper & petitioners		IP	DO
207- 23/08/14	Council to adopt formal approach to pursue treated water supply via pipeline from High River next 4-8 yrs		IP	CAO

#### ITEMS ON HOLD FOR FUTURE SCHEDULING

Res #	Description	Notes
CW 1-22/11/28	Pursue a Community Designation under the Alberta Advantage Immigration Program	Entrepreneur Stream secured - CAO
90 -23/03/20	Collaborate w/ Nanton Fire Chief to review number of firefighters for required level of service	Fire Chief/CAL
135-23/05/01	Application for a solar feasibility assessment for Town's facilities or unserved industrial lands	For future consideration contingent on Climate Action Centre funding – CS

## CAPITAL PLAN STATUS

Roadway Infrastructure	Lead: Public Works	BUDGET	SOURCE
Road rehab & repairs - various locations	<b>COMPLETE</b>	\$150,000	Gas Tax
Sidewalk rehab & replacement - <i>various locations</i>		\$75,000	Gas Tax
<i>Notes:</i>			
<ul style="list-style-type: none"> <li>• <i>Sidewalk: HWY 2 Circle 'K' Location is priority ahead of Tim Horton's area (defer latter to 2024);</i></li> <li>• <i>Curb replacement: SWL area of 20<sup>th</sup> conversion to angle parking will be a 2024 project – some underground services need to first be addressed.</i></li> </ul>			

Water, Wastewater & Stormwater Infrastructure	Lead: Manager of Operations	BUDGET	SOURCE
WWTP (FOG Digester)	<b>COMPLETE</b>	\$75,000	MSI/LGFF
Sewer collection re-lining (remainder of 19 <sup>th</sup> Street), <b>incorporating manhole chamber renewal(s)</b>	<b>COMPLETE</b>	\$150,000	Gas Tax
<i>Flusher (for sewer collection mains) Modifying the 2009 flusher is not an option, therefore a whole new unit is required as a 2024 project.</i>			
		\$20,000	MSI/LGFF
WWTP Equipment (chemical pump and metering)		\$25,000	MSI/LGFF
Water Valve Replacement (12 planned)		\$100,000	Gas Tax
Catch Basin/ swale (Ranchland Motel corner) project : <i>further discussion</i>		\$20,000	MSI/LGFF
Raw water reservoir aeration project		\$1,370,000	AWWMP
		38.46% Reserves; 61.54%	Province
<i>Notes:</i>			
<ul style="list-style-type: none"> <li>• <b>Water valve replacement will resume in the Fall (20<sup>th</sup> Street)</b></li> <li>• <i>A decision on the catch basin/ how to address stormwater needs to be made asap, project has additional complexities.</i></li> <li>• <i>Raw water reserve aeration project: PAC system awarded; aeration system awarded</i></li> <li>• <i>WTP has finally gotten its "last mile" fiber connection from Telus. This is good news for plant monitoring and operation.</i></li> </ul>			

Parks & Trails	Lead: Rec Facility Supervisor	BUDGET	SOURCE
Picnic Shelter/ Gazebo modifications (Lions Grove Park)	<b>COMPLETE</b>	\$15,000	MSI/LGFF
Pathway Rehab (Ball Diamond area)	<b>COMPLETE</b>	\$20,000	MSI/LGFF
Playground updates (handicap accessible swings and groundwork): deferred – linked to Boards project delays at THRC		\$25,000	MSI/LGFF
VIC washroom completion	<b>COMPLETE</b>	\$10,000	<b>Reserves</b>
<i>Notes:</i>			
<ul style="list-style-type: none"> <li>• <i>Shelter: water line condition (assess for leakage)</i></li> </ul>			

- playground groundwork may be 2024;

<b>Buildings</b>	<b>Lead: Various</b>	<b>BUDGET</b>	<b>SOURCE</b>
THRC - front curtainwall façade, roof & elevator (grant dependent) Grant application submitted – unlikely a 2024 project		\$300,000	program
Arena – partial board replacement/ updates		\$75,000	MSI/LGFF
Public Works Shop – Heating, A/C, ventilation, lighting and structural, electrical, fiber, sewer, water Most aspects complete		\$75,000	MSI/LGFF
Firehall – Heating updates <b>COMPLETE</b>		\$50,000	MSI/LGFF
Fencing - recycling/branch pile yard In development		\$25,000	Taxation

*Notes:*

*Board replacement project has faced some unexpected challenges. Will likely be discussed by finance committee.*

<b>Vehicles &amp; Equipment</b>	<b>Lead: Public Works/ Rec/Bylaw</b>	<b>BUDGET</b>	<b>SOURCE</b>
PW equipment - sander and plow <b>COMPLETE</b>		\$50,000	Taxation
Backhoe replacement <b>COMPLETE (ORDERED)</b>		\$202,000	MSI/LGFF
Vehicles (PW pickup trucks) <b>COMPLETE</b>		\$75,000	Reserves
Parks - tractor replacement <b>COMPLETE</b>		\$40,000	MSI/LGFF
Bylaw equipment - speed signage & upgraded crosswalk illumination <b>COMPLETE (not crosswalks)</b>		\$25,000	Gas Tax

*Notes:*

- Sander and Plow will be executed this summer.
- Backhoe ordered – receipt in 2024
- A fleet program for next year may be being examined. What best fits the budget?
- Electric traffic signs received. Model that will allow traffic count on HWY2.
- Pedestrian crossing upgrades could be deferred due to challenges around cost-effective upgrading. Inquiries continue..

Public Realm & Development	BUDGET	SOURCE
Library Raingarden ( <i>grant dependent</i> )	\$56,500	program
VIC Raingarden/secondary phase ( <i>grant dependent</i> )	\$567,500	program
Gateway Signage	\$25,000	MSI/LGFF

*Notes:*

- *Some capital renewal around technology undertaken for the LED gateway signs.*
- *Digital Kiosk project has been initiated – hopefully executed by mid September.*
- *Library or VIC project grant application success would mean considerable reserve decisions for match or partnering amounts.*

Other notes:

Fortis streetlight at HWY 533 campground is deferred due to estimate inflation. Will be discussed for 2024 budget.



# REPORT FROM ADMINISTRATION

Meeting: September 18<sup>th</sup> 2023

Agenda Item: 3.1.2

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## Chief Administrative Officer

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### Succession Planning - Governance and Corporate Services Priority

An opportunity for a full time Legislative and Communications Coordinator position has been posted with a deadline of October 6<sup>th</sup>.

A new CUPE 37 Rep has been appointed, Ms. Deena Kapacila. As we move closer to collective agreement expiry, we will likely engage on how to consider implementing LAPP and other succession initiatives.

### Enhance Public Participation - Governance and Corporate Services Priority

Our new electronic sign is almost ready to begin operations.. Our hope is to boost public participation awareness through a different dissemination medium. A consolidation of electronic sign use policies shall likely follow in the coming months.

### Advocacy Briefs for Alberta Municipalities

Work is underway in preparing for at least three minister meetings during the convention.

### Marketing Video – Community and Economic Development Priority

The video is at a 'rough cut' stage and staff are fairly impressed with it.

### Land Use Bylaw – Planning and Development Priority

We are fast approaching the time where a community open house for a draft bylaw will likely be scheduled.

### Strategic Planning – actions

A future COW meeting required to facilitate decisions on some delayed or paused items within the strategic plan. Alternatively, administration could bring an RFD forward dealing with the specific matters.

### Public Notices/ Public Participation

A public hearing is scheduled for this evening.

Public notices page: [Public Notices | Nanton, AB - Official Website](#)

Public Participation Page: [Public Participation | Nanton, AB - Official Website](#)

### Personnel and Professional Development

NEW BUSINESS LICENCES THIS MONTH
None additional in July
Approved new Business Licence information can be followed here: <a href="#">Planning &amp; Development   Nanton, AB - Official Website</a>

**The following reports are enclosed:**

**3.2 FINANCIAL:**

3.2.1 Accounts Payable Reports previous month end

**3.3 DEPARTMENT:**

3.3.1 Corporate Services Manager

3.3.2 Operations Manager

3.3.3 Planning & Development Officer

3.3.4 Fire Chief

3.3.5 Peace Officer

Respectfully submitted,



**NANTON**

Neil Smith, RFP 1903  
Chief Administrative Officer

Town of Nanton  
 Vendor Cheque Register Report  
 Range: August 1 - August 31, 2023  
 Sorted by: Cheque Date



Cheque Number	Vendor Cheque Name	Cheque Date	Amount	Cheque Details
EFT000000004727	888351 Alberta Ltd o/a Wild Rose	8/10/2023	\$14,916.00	Sludge hauling & disposal
EFT000000004728	Alberta Elevating Devices	8/10/2023	\$270.90	Community Hall elevator inspection
EFT000000004729	Big Hill Services	8/10/2023	\$1,873.53	Arena ice paint, cloth kit & post prot.
EFT000000004730	Canadian Linen & Uniform	8/10/2023	\$68.47	Office mat cleaning
EFT000000004731	Canoe Procurement Group of Canada	8/10/2023	\$7,416.61	Signs
EFT000000004732	CARO Analytical Services	8/10/2023	\$2,230.73	Water testing
EFT000000004733	Cattlemens Corner	8/10/2023	\$230.04	Freight costs
EFT000000004734	Chris Almond Plumbing	8/10/2023	\$5,538.75	Arena heater purchase & install
EFT000000004735	Ecco Recycling and Energy Corp	8/10/2023	\$1,285.74	Recycling fees
EFT000000004736	Enfield, Tracy	8/10/2023	\$890.00	Office & council meeting room cleaning
EFT000000004737	GCS Automotive Repairs	8/10/2023	\$136.31	PW truck servicing
EFT000000004738	G & JD Construction	8/10/2023	\$500.00	Security deposit refund
EFT000000004739	Hifab Holdings Ltd	8/10/2023	\$343.94	Freight costs
EFT000000004740	Inspiris	8/10/2023	\$5,449.46	IT services
EFT000000004741	ISL Engineering & Land Service	8/10/2023	\$9,363.38	LUB Consultant fees
EFT000000004743	Joe Johnson Equipment	8/10/2023	\$787.89	Street sweeper parts
EFT000000004744	Klearwater Equipment	8/10/2023	\$2,984.94	Water plant chemical (isofloc)
EFT000000004745	Linde Canada Inc.	8/10/2023	\$1,335.83	Water plant chemical (carbon dioxide)
EFT000000004746	Motion Industries (Canada) Inc	8/10/2023	\$196.93	Miscellaneous parts
EFT000000004747	Nanton Home Hardware Building	8/10/2023	\$456.92	Miscellaneous supplies
EFT000000004748	New-Alta Electric	8/10/2023	\$2,798.25	VIC washroom electrical
EFT000000004749	NL Smith & Sons Const Ltd	8/10/2023	\$3,142.15	PW truck servicing & repairs
EFT000000004752	Integrated Sustainability Constructors	8/10/2023	\$157.50	WTP software
EFT000000004753	Reynolds, Mirth, Richards & Farmer	8/10/2023	\$586.25	Legal services
EFT000000004754	Rocky Mountain Phoenix	8/10/2023	\$866.25	Fire equipment servicing
EFT000000004755	Shawne Excavating	8/10/2023	\$17,988.20	Water line repairs

EFT0000000004756	Signcraft Digital (1978) Inc.	8/10/2023	\$525.00	Banner replacement
EFT0000000004757	Super Save Disposal (AB) Ltd	8/10/2023	\$1,553.38	Waste management fees
EFT0000000004758	T & T Disposal Services	8/10/2023	\$6,049.54	Waste management fees
EFT0000000004759	TransAlta Energy Marketing	8/10/2023	\$45,615.07	Power & gas fees
EFT0000000004760	Train's Lawn Care Services Ltd	8/10/2023	\$1,529.96	Weed & gopher control
20111	Alberta Marine	8/25/2023	\$379.64	Miscellaneous supplies
20112	Alberta Registries	8/25/2023	\$30.10	Vehicle registration
20113	B & B Energy Services Ltd.	8/25/2023	\$1,906.80	Gutter covers
20115	Brandt Tractor Ltd.	8/25/2023	\$207,611.25	New backhoe (Capital)
20116	Canadian Association of Municipal	8/25/2023	\$325.50	Membership fees
20117	Chubb Life Insurance Company	8/25/2023	\$135.49	Employee benefits
20118	Derek McNiece Promotions	8/25/2023	\$689.60	Fire department apparel
20119	Emco Corporation	8/25/2023	\$101.44	Flow meter adapter parts
20120	Genoptic Smart Displays Inc.	8/25/2023	\$157.50	LED sign troubleshooting
20121	Georgie's Cafe	8/25/2023	\$176.40	Physician recruitment lunch
20123	McNally Contractors Ltd	8/25/2023	\$8,094.79	Paving (Capital)
20124	Read on Roads Incorporated	8/25/2023	\$30,975.00	Road rehab (capital)
20125	Savaria Lifts Ltd.	8/25/2023	\$385.00	Community Hall elevator repairs
20126	Stephenson Engineering Limited	8/25/2023	\$4,998.00	Pool assessment consultant fees
20127	Tractorland (High River)	8/25/2023	\$874.98	Parks equipment - parts & servicing
20128	Trojan Technologies Goup ULC	8/25/2023	\$9,578.48	WWTP mesh filters
20129	Utility Safety Partners	8/25/2023	\$510.30	First call fees
20130	Velocity Dynamics LLC	8/25/2023	\$20,141.10	Aeration project (capital)
EFT0000000004761	Big Hill Services	8/25/2023	\$229.32	Arena glass parts
EFT0000000004762	Canadian Linen & Uniform	8/25/2023	\$68.47	Office mat cleaning
EFT0000000004763	Canoe Procurement Group of Canada	8/25/2023	\$2,526.70	Miscellaneous supplies
EFT0000000004764	CARO Analytical Services	8/25/2023	\$230.02	Water testing
EFT0000000004765	Cattlemens Corner	8/25/2023	\$148.69	Miscellaneous supplies
EFT0000000004766	Coyote Courier Ltd	8/25/2023	\$1,403.41	Freight costs
EFT0000000004767	CUPE	8/25/2023	\$1,286.26	Employee union fees
EFT0000000004768	Foothills Regional Services Commisison	8/25/2023	\$3,190.00	Landfill fees
EFT0000000004770	GM Mechanical Ltd	8/25/2023	\$1,228.84	Quarterly maintenance
EFT0000000004771	Hifab Holdings Ltd	8/25/2023	\$340.02	Freight costs
EFT0000000004772	iA Financial Group	8/25/2023	\$74.39	Employee benefits

EFT0000000004773	Inspiris	8/25/2023	\$7,233.41	IT services
EFT0000000004774	Klearwater Equipment	8/25/2023	\$15,947.68	Water plant chemical (isofloc)
EFT0000000004775	Linde Canada Inc.	8/25/2023	\$655.50	water plant chemical
EFT0000000004776	Metercor Inc.	8/25/2023	\$5,385.74	Water meters
EFT0000000004777	MPE Engineering Ltd	8/25/2023	\$39,619.07	Reservoir aeration project engineering
EFT0000000004778	Nanton Auto Parts Ltd.	8/25/2023	\$392.25	Miscellaneous parts
EFT0000000004779	Nanton Home Hardware Building	8/25/2023	\$529.46	Miscellaneous supplies
EFT0000000004780	Pinnacle Aquatic Group	8/25/2023	\$1,346.25	Pool chemical
EFT0000000004781	Purolator Inc.	8/25/2023	\$118.69	Freight costs
EFT0000000004782	RecordXpress StorageVault Canada	8/25/2023	\$27.05	Office paper shredding services
EFT0000000004784	Shawne Excavating	8/25/2023	\$509.25	Hydrovac services
EFT0000000004785	Somerset Tree Service Ltd	8/25/2023	\$4,854.15	Tree maintenance
EFT0000000004787	Superior Safety Codes	8/25/2023	\$282.98	Safety code fees
EFT0000000004788	TransAlta Energy Marketing	8/25/2023	\$47,291.73	Power & gas fees
EFT0000000004789	Train's Lawn Care Services Ltd	8/25/2023	\$436.80	Weed control
EFT0000000004790	UFA Co-operative Ltd	8/25/2023	\$3,926.16	Fuel
EFT0000000004791	Uline Canada Corporation	8/25/2023	\$392.63	Miscellaneous supplies
Total Cheques: 77			<u>\$563,834.21</u>	



# MONTHLY REPORT

Meeting: September 18, 2023  
Agenda Item: 3.3.1

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## Clayton Gillespie, Corporate Services Manager

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Report Period: August 14, 2023 to September 7, 2023

### **ACTIVITIES:**

2024 Insurance renewal documents/applications completed – will now wait for actual renewal later in October for 2024 rates.

Nanton Health Centre meeting with AHS on September 7 & upcoming on September 21.

Work with concession operator on a new lease for upcoming season for the warm room space.

Completed the benefits plan mid-year review with Hillcrest. Based on information, health care premiums should decrease in the new year while dental premiums will increase. Overall though the change should be minimal.

July/August utility billing completed – revenues are very close to the 66% that were budgeted.

Preliminary work started on NR subclass for 2024 – letters will go out at the end of September of business owners.

COPTER notices sent to groups with a September 30 deadline for submittal of applications and accompanying documents.

### **PROGRESS ON MAJOR PROJECTS & PROGRAMS:**

Arena board project – majority of work now complete.

LED Outdoor kiosk project – completed on September 13. Staff now learning the content management system.

### ***Parks & Recreation Report:***

Arena staff have been busy getting ice prepared for September 18<sup>th</sup> start.

Continued ongoing maintenance work at the arena and pool closure on September 4.

Tree maintenance along with limited mowing as required.

Pool stats - August generated \$10,710 in revenue, 85% of users being from Nanton. Revenue for the year in total was \$37,234 – in comparison, 2022 revenue was \$37,636. Budgeted revenue was \$33,500 so a good year overall.

In terms of users, the season total is down about 15% compared to 2022.

	August	2023 Season total
Lane Swim -	217	
Open Swim -	1125	<b>646</b>
Lesson Total -	123	<b>3141</b>
Aquafit Total -	166	<b>265</b>
Rental Total -	113	<b>459</b>
		<b>395</b>
Total =	1744	<b>4906</b>

**MARKETING AND COMMUNICATIONS:**

**TRAINING/EDUCATIONAL SESSIONS ATTENDED:**

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

Finance committee meeting on September 21

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: September 14, 2023





# MONTHLY REPORT

Meeting: September 18, 2023  
Agenda Item: 3.3.2

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## Operations Department

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Report Period: (August 2023)

### ACTIVITIES:

- WASTEWATER OPERATIONS

- 30881 m3 of treated wastewater effluent was released to Mosquito Creek.
- 6-channel sludge dewatering unit arrived on site on August 14, sludge dewatering operations began on August 15. Results from sludge dewatering activities have been encouraging, as WWTP performance has been steadily improving. Dewatering unit will remain on-site until September 29.
- Annual laboratory instrument calibration for WTP/WWTP equipment was completed.
- Sewer line re-lining activities on 19<sup>th</sup> Street between 22<sup>nd</sup> and 23<sup>rd</sup> Ave was completed on August 21. This section of line was prone to relatively frequent blockages due to root intrusion.

- WATER OPERATIONS

- 36506 m3 of treated water was sent to the Town's distribution system
- Continuing to top off the raw water reservoir until the Women's Coulee diversion is closed for the year (expected on September 30)
- Telus installed drop box for the fiber optic line from the road to WTP. Awaiting Telus to install the line from WTP to modem
- Raw water reservoir aeration building construction is ongoing. Building foundation is poured and building envelope is complete.
- Geosmin and MIB concentrations in raw and treated water distribution system were below detectable limits, based on the August samples submitted for laboratory analysis. This is down from concentrations of 14 nanograms/L for both parameters in June and July, and is likely due to the July 24 addition of algaecide in the raw water reservoir.

- ROADS

- Fenco contracting finished all pavement patches and pathway on 22 Ave
- Repaired potholes
- Road patching will continue into September with Sonic patching.

- SIDEWALKS/PATHWAYS

- Completed 95% of all sidewalk projects. Finishing at Circle K and will continue into September at THRC.
- Completed bump out at the Candy store with plate installed.

- MISCELLANEOUS

CAO: Condition of WWTP membrane units should be known by next Council meeting as dewatering progresses. Planning for either membrane replacement or enhancement likely needs to occur in 2025 for preferred pricing.

- Completed Line painting with water based paint which did not to last. Researching solvent based paint and will continue crosswalks in the spring.
  - Will continue to paint yellow curbs and parking lot lines in September.
  - Blue sign replacement and sign repair scheduled for September.
  - Delivered barricades to various town events.
- **CEMETERY**
    - urn burials
    - casket burial
- **RECYCLING**
    - Mulch pile remains and will be offered but not advertised to town residents.
    - Waiting for price from Shawne for removal of concrete and asphalt pile.
    - Hauling mulch and old compost to ditch east of Vet clinic
    - Moving mulch pile to the back of the yard to open up the area and turning compost pile.
    - Received quote for fencing – will source for one more quote for comparison

**EMERGENCY MANAGEMENT:**

- Attended a DEM meeting at the MD of Willow Creek and learned of the upcoming training from AEMA to start this fall.
- Working on Emergency management plan
- Table Top Exercise – scheduling for September 2023

**TRAINING/EDUCATIONAL SESSIONS ATTENDED:**

- AWWOA water level 1 Prep course – Steve and Shellah

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

**PROGRESS ON MAJOR PROJECTS & PROGRAMS:**

Strategic Priority	Objective	Approach	Measure	Progress YTD
1.				
2.				
3.				

Operating Project	Objective	Approach	Measure	Progress YTD
1. Backhoe	Purchase – New	Ordered		Received
2. Yard Waste Fence	Fence west/north/south area	Contacted fencing companies		Received 1 quote will source for second quote.
3. Pick-up Truck	Purchase - Used	Searching dealerships		Purchased and Received
4. Sander/Plow	Purchase - New	Alberta Purchasing Connection	Request for Quotes	Purchased from Industrial Machine. Plow install will be in Sept.
5. Pavement Patching	Request for Quote	Measure and mark		Complete
6. Sidewalk	Repair and Replace	Inspect sidewalks /Measure and mark		Completed 95% PW projects and working at THRC project

7. Utility Patches	Patching	Use cold mix to cover patch		Completed
8. Potholes	Pothole Fixing	Sonic Patching	Quotes	Bringing back in Sept for 2 loads
9. Dust Abatement	Apply dust abatement	Read on Roads		Completed in June
10. Tree Pile	Removal	Grind/Mulch		Completed June 13
11. 18 Street	CRF Sealant	Apply sand sealant to road		Completed July 19-20





# MONTHLY DEPARTMENT REPORT

Regular Meeting: September 18, 2023  
Agenda Item: 3.3.3

## Georgina Sharpe, Planning and Development

Report Period: August 2023

### ACTIVITIES:

Development Permit Approvals & Lot Sales		
	August 2023	July 2023
Residential	\$30K	\$1,000K
Comm/Ind	\$300K	\$600K
Public	\$0K	\$0K
Other	Signs = 0	Signs = 0
WV III Sales* (Total = 68/85)	0 lot	0 lot
	YTD2023	YTD2022
TOTAL	\$4,159K	\$2,011K
		YE2022
Housing Starts	6	7

\*by date of sale

- Municipal Planning Commission Meeting – August 21 @ 7 pm

### August Permits Issued:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description
D26-23	22-Aug-23	2004 31 Avenue	37	84	171 1785	R2	Pre-built shed setback variance
D27-23	22-Aug-23	2419 21 Street	10	15	2325P	R1	Garage with roof mount solar
D28-23	21-Jul-23	123 Westview Drive	1	85	0715724	R1	Secondary front yard setback
D29-23	22-Aug-23	1916 & 1918 21 Street	23, 24	28	3163L	IN	Shop and impound yard
D30-23	22-Aug-23	3001 23 Street	6	83	0715724	R1	Secondary front yard fence
D31-23	1-Aug-23	2127 19 Street	Unit 7		9911009	C1	Change of use from Restaurant to Retail (grocery)
D33-23	9-Aug-23	2405 25 Street	3	56	7611033	R1	Shed

### PROGRESS ON PROJECTS & PROGRAMS:

- Land Use Bylaw Update Project –
  - Phase II Drafting Section by Section – July and August
  - Advisory Group meeting held August 28
  - Communication updates released (newsletter, website, social media)
  - Next presentation to Council proposed for late September

**TRAINING/EDUCATIONAL SESSIONS ATTENDED:** None

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

- Municipal Planning Commission Meeting – September 11 @ 7 pm
- Public Hearing – for Bylaw #1375-23 and #1376-23 regarding the repeal of Lancaster Landing Area Structure Plan postponed from August 14 to September 18, 2023 @ 7 pm
- ADOA (Alberta Development Officers Association) conference September 19-22 (Leduc, AB)





# MONTHLY DEPARTMENT REPORT

Meeting:  
Agenda Item: 3.3.5

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Peace Officer Jesse Steele #19091

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Report Period: August 2023

## ACTIVITIES:

- August 4<sup>th</sup>-7<sup>th</sup>: Nanton Roundup Days. Parade August 7<sup>th</sup>.
- August 24<sup>th</sup> – Joint Force Operation (JFO) w/ RCMP Traffic Services and Alberta Sheriffs; Commercial Vehicle/Passenger Vehicle Safety Check Hwy 2N, and Hwy 533 W. 15 total checks conducted, with 1 out-of-service violation; no driver impairments found by RCMP.

## TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- August 17<sup>th</sup>: Unsafe Vehicle Safety Course/ Presentation, Beaumont, Alberta.

## UPCOMING EVENTS / ADDITIONAL INFORMATION:

### How did the month go?

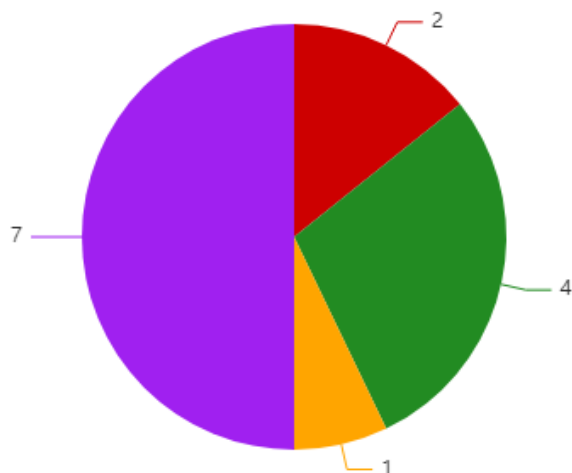
Traffic enforcement continued to be steady with heavy summer traffic around the weekends. An increase of speed violations was found, and an increase in Unsightly Premises complaints. Municipal Enforcement received the 1<sup>st</sup> complaint regarding cameras on private property, which was an unfounded complaint.

### Monthly Occurrences snapshot:

In August 2023, 17 reports were opened for received complaints for services or officer observed investigations. Therein the complaints from residents consisted of 2 animal bylaw, 4 Community bylaw, 1 Fire Protection bylaw and 7 Unsightly Properties.

*\* Pie chart does not show 3 officer generated reports for parking(2) and Joint Force Operation(1) files\**

Count of Incident Types Total:14 | 100.0%



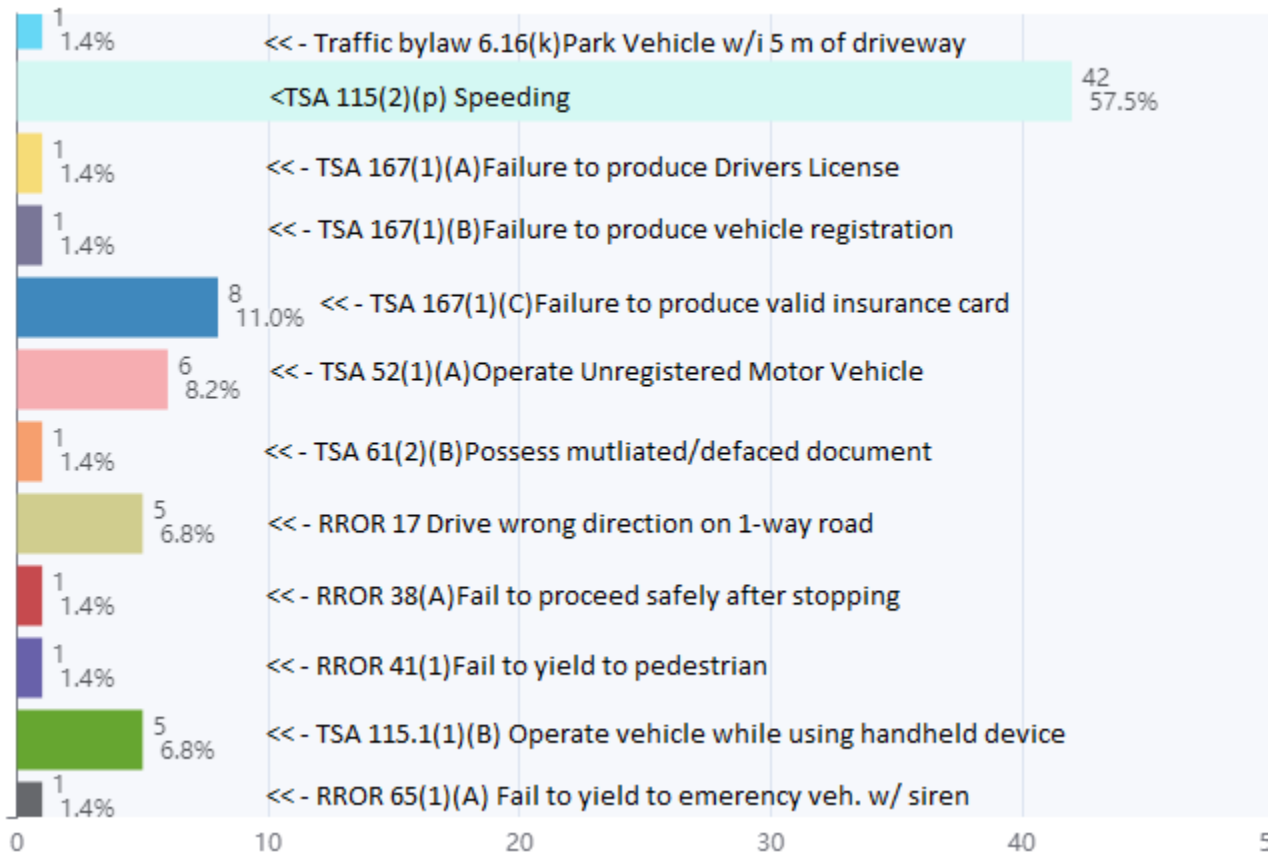
### Municipal Types

ANIMAL BYLAW	2	14.3%
COMMUNITY BYLAW	4	28.6%
FIRE PROTECTION BY-LAW	1	7.1%
UNSIGHTLY PROPERTY	7	50.0%

**Monthly ticket stats:**

For August 2023 a total of warnings and tickets added up to 74 violations identified totaling an approximate amount of \$10661 from violation tickets. **\*1 violation ticket was a handwritten ticket for Registered Owner contravention – Operate Unregistered Motor Vehicle (is not included in chart)\***

**Count of E-Tickets Completed: Total: 73 | 100.0%**





**Branch 80  
Nanton**

**The Royal Canadian Legion  
Nanton Branch #80**

PO Box 299  
Nanton, AB T0L 1R0  
Phone: 1-403-646-2535  
Email: nanton.br80@gmail.com

The Town of Nanton,  
PO Box 609,  
Nanton, AB T0L 1R0



September 6, 2023

Dear Sir or Madam,

The Royal Canadian Legion, Nanton Branch 80 wish to request that the week of September 17 to 23, 2023 be declared as "National Legion Week" in Nanton and surrounding area by Mayor Handley. The rest of the country will also be celebrating.

We would also appreciate having this announcement posted on the town electronic signage on the north and south highway as well as The Town of Nanton Facebook page.

Our mission is to serve Veterans, serving military and RCMP members; to promote Remembrance; and to serve our community and our country. Our members care deeply about supporting the men and women who serve and have served this country.

The Legion is a democratic, non-partisan, member-based organization. We endeavour to make a difference in the lives of Veterans, including military & RCMP members AND their families; to support our community and our country; and to always remember the men and women who made the ultimate sacrifice for Canada and Alberta.

Yours truly,

Marylou Slumskie,  
Secretary-Treasurer,  
Nanton, Branch 80

## **National Legion Week: Sept 17-23**

Our mission is to serve Veterans, including serving military and RCMP members and their families, to promote Remembrance, and to serve our communities and our country.

With close to 250,000 members in 1,350 branches, The Royal Canadian Legion reaches across our vast country and abroad and connects us to our past, our present and our future. Our members care deeply about supporting the men and women who serve and have served this country, and strive to make a difference.

The Legion is Canada's largest Veteran and community service organization. Our membership includes currently serving and retired Canadian Armed Forces and Royal Canadian Mounted Police members, as well as the mothers and fathers, wives and husbands, sons and daughters, and grandchildren of Veterans. Each of these individuals is impacted by the care our Veterans receive and the issues affecting them.

We also welcome into our membership those without military affiliation who support Canada's Veterans. Legion members, whether they have served or not, help Veterans and their families, promote Remembrance, support Legion programs, and volunteer their time to provide essential services within their communities. Without Legion volunteers, the tremendous programs, and services the Legion provides to our Veterans and their families would disappear.

We are proud and honoured by the work our members do for Veterans, and we welcome all Canadians to join and stand with us to honour and help those who serve and have served.

At The Royal Canadian Legion, we believe in the power of people working together. Established in 1926, The Royal Canadian Legion is Canada's largest Veteran support and community service organization.

The Legion is a democratic, non-partisan, member-based organization. We endeavour to make a difference in the lives of Veterans, including military and RCMP members and their families; to support our communities and our country, and to always remember the men and women who made the ultimate sacrifice for our country.

The Royal Canadian Legion  
Nanton, Branch 80

"Act of Remembrance"

They shall grow not old;  
As we that are left grow old.  
Age shall not weary them,  
Nor the years condemn.  
At the going down of the sun,  
And in the morning,  
We will remember them.



## PROCLAMATION

Meeting: September 18, 2023  
Agenda Item: 3.4.1

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### LEGION WEEK

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IN RECOGNITION OF THE REQUEST FROM  
THE ROYAL CANADIAN LEGION, NANTON BRANCH # 80, and

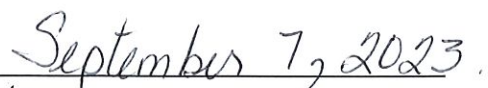
IN CONJUNCTION WITH THE PROCLAMATION OF THE  
DOMINION EXECUTIVE COMMITTEE OF THE ROYAL CANADIAN LEGION FOR  
NATIONAL LEGION WEEK IN CANADA.

I, Jennifer Handley, Mayor of the Town of Nanton,  
do hereby proclaim  
September 17 to 23, 2023 as  
**LEGION WEEK**  
in the Town of Nanton.

This proclamation celebrates the Nanton Legion in its service to  
Our community Veterans, serving Canadian Armed Forces, RCMP  
and their families.

Town of Nanton

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Date



# MONTHLY COUNCIL REPORT

Meeting: August , 2023  
Agenda Item: 3.4.2

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## Councillor Victor Czop:

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Deputy Mayor November 1, 2021 to February 28, 2022 and November 1, 2023 to February 28, 2024

Report Period: July 2023

### APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

#### UPCOMING EVENTS / ADDITIONAL INFORMATION:

Attend Council meetings  
Attend MPC meeting  
Attend Committee of Whole meeting  
Attend RCMO Open House

*VR Czop*



# MONTHLY COUNCIL REPORT

Meeting: September , 2023  
Agenda Item: 3.4.2

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## Councillor Victor Czop:

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Deputy Mayor November 1, 2021 to February 28, 2022 and November 1, 2023 to February 28, 2024

Report Period: August 2023

### **APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:**

### **UPCOMING EVENTS / ADDITIONAL INFORMATION:**

Attend Council meeting  
Attend MPC meeting

*VR Czop*

# Alberta SouthWest Regional Alliance

## Minutes of the Board of Directors Meeting

Wednesday, August 2, 2023 – Municipal Offices, MD Ranchland



### Board Representatives

Brent Feyter, Fort Macleod  
Sahra Nodge, Pincher Creek  
Barbara Burnett, Cowley  
Cam Francis, Cardston County  
Blair Painter, Crowsnest Pass  
Kevin Todd, Nanton  
John Van Driesten, MD Willow Creek  
Ron Davis, MD Ranchland  
Doral Lybbert, Glenwood

### Resource Staff and Guests

Robert Strauss, MD Ranchland  
Nikki Funk, MD Ranchland  
Scott Barton, ID Waterton  
Tony Walker, CFABSW  
Julie Webb, CFABSW  
Linda Erickson, PrairiesCan  
Bev Thornton, AlbertaSW

- 1 Call to Order/ Chair Brent Feyter called the meeting to order.
- 2 Approval of Agenda Moved by John Van Driesten THAT the agenda be approved as presented.  
**Carried.** [2023-08-854]
- 3 Approval of Minutes Moved by Cam Francis THAT the Minutes of May 3, 2023, be approved as presented.  
**Carried.** [2023-08-855]
- 4 Approval of Cheque Register Moved by Blair Painter THAT cheques #3212 to #3251 be approved as presented.  
**Carried.** [2023-08-850]
- 5 Executive Meeting Notes Moved by Blair Painter THAT the Executive Meeting Notes of July 13, 2023 be accepted as information.  
**Carried.** [2023-08-851]
- 6 Request from SouthGrow: Economic Summit 2024 Moved by Cam Francis THAT the Board approve a \$1,000 partnership contribution to the Economic Summit planned for late March 2024. AlbertaSW will also participate in the planning.  
**Carried.** [2023-08-852]
- 7 Destination Canada Pilot Project Destination Canada is launching 3 tourism corridor pilot projects. The “Sustainable Journey from Prairies to Pacific” will focus on the Highway 3 corridor. Travel Alberta will be providing more details in September.
- 8 Meetings with provincial officials A letter to Minister Matt Jones has been drafted to request a meeting with the REDA Chairs to discuss proposal for a multi-year, ongoing agreement with the department of Jobs, Economy, and Trade (JET).
- 9 Website tools and updates Localintel data tool is available to region and communities.  
Connect4Commerce tool still to be fully deployed.
- 10 Executive Director Report Moved by Cam Francis THAT the report be received as information.  
**Carried.** [2023-08-853]
- 11 Round Table Received as information.
- 12 Upcoming Board Meetings
  - September 6, 2023-Nanton
  - October 4, 2023
  - November 1, 2023-
- 13 Adjourn Moved by Kevin Todd THAT the meeting be adjourned.  
**Carried.** [2023-08-854]

Approved September 6, 2023

## Executive Director Report August 2023

### MEETINGS and PRESENTATIONS

Aug 1: sit in on Blackfoot Signage project meeting with SouthGrow and Community Futures Lethbridge Region

Aug 2: AlbertaSW Board meeting, MD Ranchland

Aug 8: Sustainable Ag grant working group, U of L

Aug 9: MOU signing ceremony, US National Parks and Parks Canada, Waterton (news article below)

Aug 9: Meetings with Laura Hodge, Geotourism Council Coordinator and other stakeholders, Waterton

Aug 10: Meeting with Yvonne, Travel Alberta, Zoom

Aug 10: AEDO Accreditation Committee meeting (regrets)

Aug 10: Memorial Service for Barney Reeves, Waterton

Aug 13-19: travel to St. John's NL

Aug 23: Meeting with William Wang, Director Alberta-China Offices, Alberta Intergovernmental Affairs

Aug 23: Meeting with delegation from Red Deer (college, chamber, city) at Tecconnect, Lethbridge

Aug 24: AEDO Accreditation Committee Meeting, Zoom

Aug 24: Food Journey VIP event, Exhibition Centre, Lethbridge

Aug 28: Planning meeting with SouthGrow, Lethbridge

Aug 28: Planning meeting with InnoVisions, Zoom

Aug 29: Planning meeting with Manuelle, Green Destinations, Zoom

Aug 29: meeting with Evan Wilson, Sr Director CanREA, SouthGrow, EDL and Lethbridge County, Lethbridge

Aug 30: RINSA planning meeting (regrets)

### PROJECT MANAGEMENT and REPORTING

- Board Agenda, Minutes, Bulletin
- Submit documents for renewal of Directors and Officers Insurance Policy
- AND Villages Ltd.: next steps for communication and presentations
- Itinerary planning for Green Destinations Audit
- Commitment to partnering/planning upcoming Economic Development Summit, end of March 2024
- Contribute to drafting documents for REDA Chairs meeting with the Minister (possibly end of September)
- Request for documentation from Alberta Infrastructure re: terms of new rental agreement for office

### INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Joint project with SouthGrow (CanExport Grant) to create community investment profile for all 41 communities.
- Respond to investor inquiries/referrals received on website, from Alberta Ag and Invest Alberta
- Receive new supply of *National Geographic* maps
- Provide Peaks to Prairies quarterly report to Travel Alberta

# Alberta SouthWest Bulletin September 2023

## Regional Economic Development Alliance (REDA) Update

### ❖ Meeting with Alberta Jobs, Economy, and Trade (JET)

AlbertaSW and SouthGrow Chairs and Executive Directors met with the new Minister and Chief of staff for JET. REDA Chairs from across the province are scheduled to meet with the Minister in late September, prior to the Alberta Municipalities convention; the purpose is to discuss strategies and priorities to strengthen collaboration and support investment attraction.



[L-R] Jim Willett, SouthGrow Chair; Jerry Bellika, Chief of Staff; The Hon. Matt Jones, Minister of Jobs, Economy, and Trade; Brent Feyter, AlbertaSW Chair; The Hon. Nathan Neudorf, Minister of Affordability and Utilities and Vice Chair of Treasury Board



### ❖ Manufacturing, Energy, Construction, Ag Processing

Beginning in October, the MECAP project will bring together industry influencers and innovators to participate in “think tank” sessions to identify trends, labour market needs, supply chain issues and opportunities. Contact [bev@albertasouthwest.com](mailto:bev@albertasouthwest.com) for more details!

### ❖ Raising the Roof: Southern Alberta Regional Solution for Housing Supply (RS4HS)

Since beginning the conversation with AND Villages Ltd. in early February, ongoing meetings with CAOs and planners have further defined and refined a proposal for a 2-phase approach for proof of concept and implementation of a collaborative housing strategy. Presentations to agencies and all levels of government are gaining interest.

### ❖ “Sustainable Journey from Prairies to Pacific”-A Destination Canada Pilot Project

Based on outcomes of extensive consultations, southwest Alberta has been chosen by Destination Canada to be included in one of only 3 national tourism corridor pilot projects. Yvonne Chau, Travel Alberta Destination Development Manager, explained that “Prairies to Pacific” will be led jointly by Travel Alberta and Destination BC. Outcomes include stakeholder engagement, developing a corridor strategy, implementing the plan and identifying investment opportunities. Workshops and consultations begin late September.



### ❖ Global Top 100 Award: formal presentation!

Manuelle Prunier, Canadian representative for Green Destinations International, is in the region conducting an extensive audit, evaluating effectiveness in meeting 100 criteria related to United Nations sustainability standards. This award encourages best practices aimed at continuous improvement in valuing our landscapes, people, culture, and history. The award certificate was formally presented at the AlbertaSW Board meeting, reflecting the excellent work of industry, municipalities, organizations, and individuals.

Alberta SouthWest Regional Economic Development Alliance

Box 1041 Pincher Creek AB T0K 1W0  
403-627-0244 (cell)  
[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)  
[www.albertasouthwest.com](http://www.albertasouthwest.com)





A Report Prepared for the Rural Municipalities of Alberta by the Alberta Centre for Sustainable Rural Communities at the University of Alberta

# Understanding and Responding to the Challenges Faced by FCSS Programs in Rural Alberta

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## Authors

**Clark Banack, PhD**  
*Director, Alberta Centre for Sustainable Rural Communities*  
University of Alberta

**Laticia Chapman, PhD Candidate**  
*Senior Research Associate, Alberta Centre for Sustainable Rural Communities*  
University of Alberta

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## \* ABOUT THE ALBERTA CENTRE FOR SUSTAINABLE RURAL COMMUNITIES

The Alberta Centre for Sustainable Rural Communities (ACSRC), located at the Augustana Campus of the University of Alberta in Camrose, has, since its founding in 2009, assisted rural communities in meeting diverse challenges across many areas of public policy through fostering constructive dialogue, promoting interdisciplinary and collaborative research, and developing partnerships. The ACSRC's mission is to link the research, outreach, and educational capacity of the University of Alberta with students, researchers, rural communities, rural community organizations, and policy makers at multiple levels across the province, nationally, and internationally in order to support the improved sustainability of rural communities and populations.

Thinking respectfully and reciprocally with, not just for, rural communities is a main objective of the ACSRC. Through dialogue and collaboration, the ACSRC operates an outreach program that provides direction and stimulates innovation in the development of rural communities. This is built around various collaborations with educational institutions, municipalities, and not-for-profit organizations on research projects that seek to create resilient rural communities across Alberta.

Recently, the ACSRC has been engaged in rural-focused projects related to substantiable economic development opportunities, community mental health, the delivery of social services, enhancing inclusivity, advancing the transition to renewable energy, aiding municipal collaboration, and better understanding both rural public opinion and rural-based populism. To read more about the ACSRC and the work it does, please visit: [www.acsrc.ca](http://www.acsrc.ca).

## \* ABOUT THE RURAL MUNICIPALITIES OF ALBERTA (RMA) & THE PROJECT

The Rural Municipalities of Alberta (RMA) advocates on behalf of Alberta's rural municipalities. The RMA's members consist of 63 municipal districts and counties, five specialized municipalities, and the Special Areas Board. The RMA's 69 members have several common traits: large land masses, small populations, and a lack of a traditional "population centre." RMA members provide municipal governance to approximately 85% of Alberta's land mass; Alberta is unique in Canada in that municipalities govern land throughout the entire province, from border to border.

Because Alberta's rural municipalities provide municipal governance to large, sparsely populated, and often isolated areas, efficient and high-quality delivery of municipal services is an ongoing challenge that often requires innovative solutions and partnerships with neighbouring towns and villages. It also means that provincial services readily available in urban areas are limited or inaccessible to rural residents, especially those without access to a personal vehicle.

For several years, the RMA has heard from members that reductions in provincial social service availability in rural communities combined with stagnation in provincial funding for municipally-operated family and community support services (FCSS) has led to unprecedented pressure on FCSS agencies to act as a catch-all for a range of social needs in rural communities, including many beyond their mandates. Similar pressure has been put on rural municipalities to contribute funding to FCSS services well beyond their formal requirement under the *Family and Community Support Services Act*.

As social challenges are often overlooked and under-reported in rural Alberta, the RMA prioritized the need to "dig deeper" on this issue to determine whether these concerns were as serious as members described, and whether they were widespread across the province. The work undertaken by the ACSRC provides some powerful evidence as to the reality of this issue in rural Alberta and will allow the RMA to continue to advocate for improved delivery of provincial social services and adequate funding of FCSS programs in rural communities.

# \* EXECUTIVE SUMMARY

Family and community support service (FCSS) programs have provided vitally important “preventative” social service programming to vulnerable Albertans for several decades. FCSS programs remain a critical staple of community life in rural Alberta in particular, often existing as the “only place in town” for rural Albertans in need to seek assistance face-to-face. However, these rural-based programs are facing increasing pressures that are negatively impacting their capacity to serve those in need. This report highlights three key challenges faced by rural FCSS programs in Alberta and responds with four policy recommendations.

## Key Challenges

### 1. Insufficient Provincial Funding

FCSS program costs have been rapidly increasing in the past five years, placing significant stress on their operations. Government of Alberta (GOA) funding (meant to equate to 80% of FCSS’s core funding) has remained largely stagnant since 2015. The majority of rural FCSS offices are increasingly reliant on municipal contributions well above their required twenty percent. However, rural municipalities do not have unlimited budgets, and are only able to make up so much of the shortfall created by the province refusing to meaningfully increase FCSS funding.

### 2. The Increasing Inaccessibility of Provincial Social Services in Rural Alberta

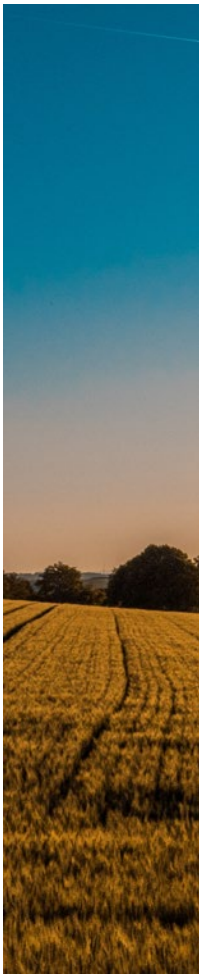
The ongoing centralization of social support services in Alberta has generated challenges for rural FCSS programs; challenges that have only multiplied with recent GOA decisions to transition to “1-800” intake lines and online web portals for several social service supports. As rural FCSS offices are often “the only shop in town,” they face a disproportionate burden compared to most of their urban counterparts, as more and more community members approach FCSS offices for help. This places additional pressure on rural FCSS offices to go beyond their mandate and provide intervention-type services, incurring the extra cost this entails with no hope of being reimbursed.

### 3. Changing and Increasing Social Needs in Rural Communities

In the wake of the COVID-19 pandemic and the recent period of inflation, FCSS programs across rural Alberta are encountering far more community members with more complex social needs than ever before. The number of people who are walking through the doors of rural FCSS offices in crisis has increased dramatically in the past few years, placing additional burdens on these offices to provide intervention-type services and incur the extra cost and effort this entails with no hope of being reimbursed.

## Policy Recommendations:

1. Increase core funding from the Government of Alberta.
2. Increase the accessibility of provincial social support services for rural Albertans.
3. Ensure that future public policy related to social service delivery in Alberta is approached via a rural lens.
4. Ensure that social service policy in Alberta is designed with meaningful contributions from rural FCSS programs.



## \* SECTION 1: INTRODUCTION

Family and community support service (FCSS) programs provide effective and vitally important “preventative” social service programming to vulnerable community members of all ages throughout Alberta. In an era of ongoing centralization of social service supports in the province, FCSS programs remain a staple of rural community life, often existing as the only physical location where rural Albertans in need can seek assistance face-to-face. These offices are staffed with hardworking and caring individuals who go above and beyond in serving their communities.

However, these rural-based programs are facing increasing pressures related to stagnant provincial funding, the centralization of provincial social service supports, and enhanced social challenges faced by vulnerable community members in the wake of the COVID-19 pandemic and subsequent period of rapid inflation. These challenges are pushing many rural FCSS programs to the brink, negatively affecting some of the most vulnerable members of rural communities and placing pressure on rural municipalities to shoulder an ever-increasing share of the costs of FCSS programming — a share that is now routinely in excess of the 20% mandated by provincial legislation.

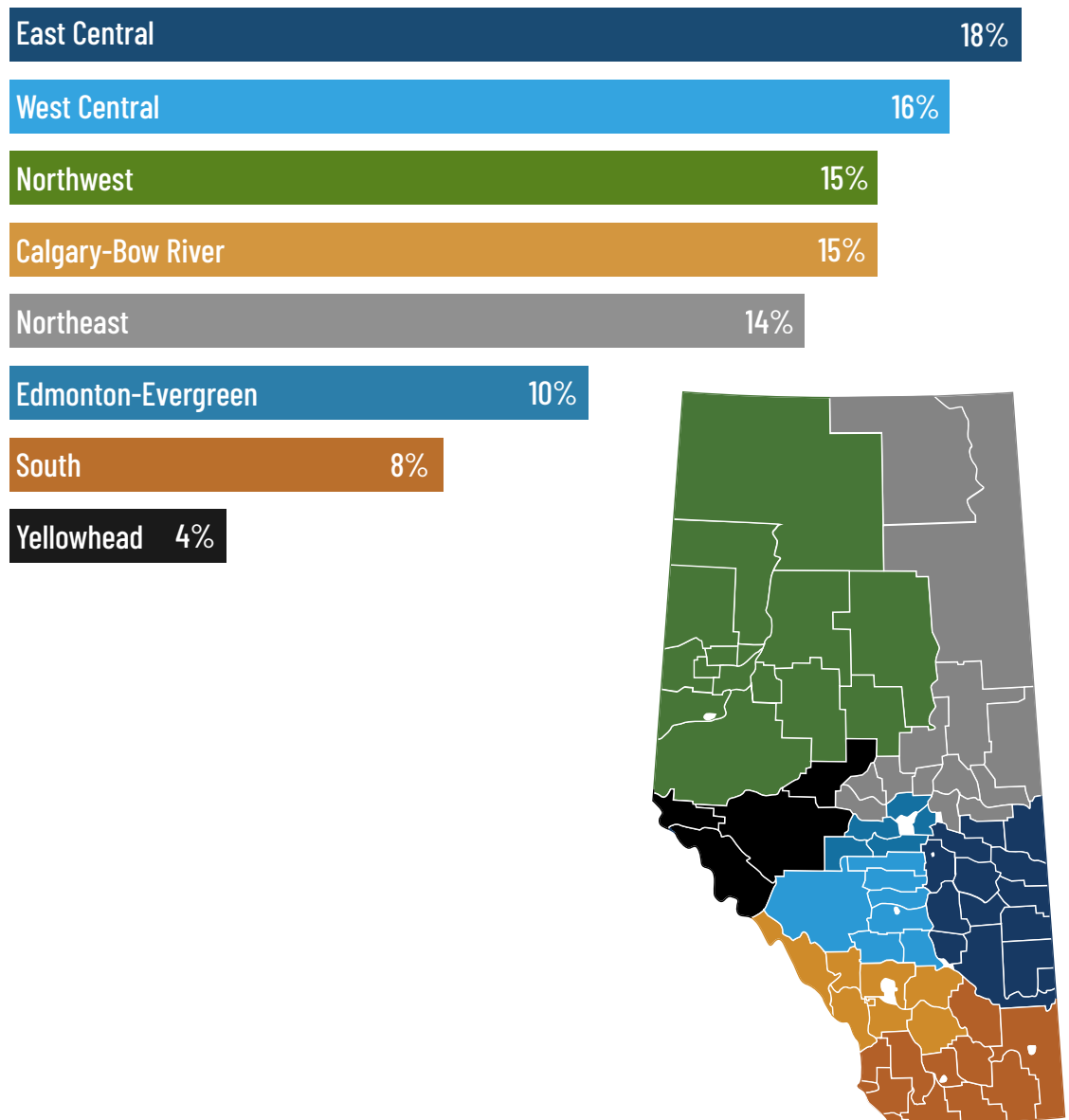
The Alberta Centre for Sustainable Rural Communities (ACSRC) at the University of Alberta was tasked by the Rural Municipalities of Alberta (RMA) to conduct a deep dive into the contemporary challenges faced by rural FCSS programs across Alberta and the subsequent burdens being placed on rural municipalities.

To complete this task, the research team utilized a mixed-method study design that was reviewed and approved by the research ethics board of the University of Alberta

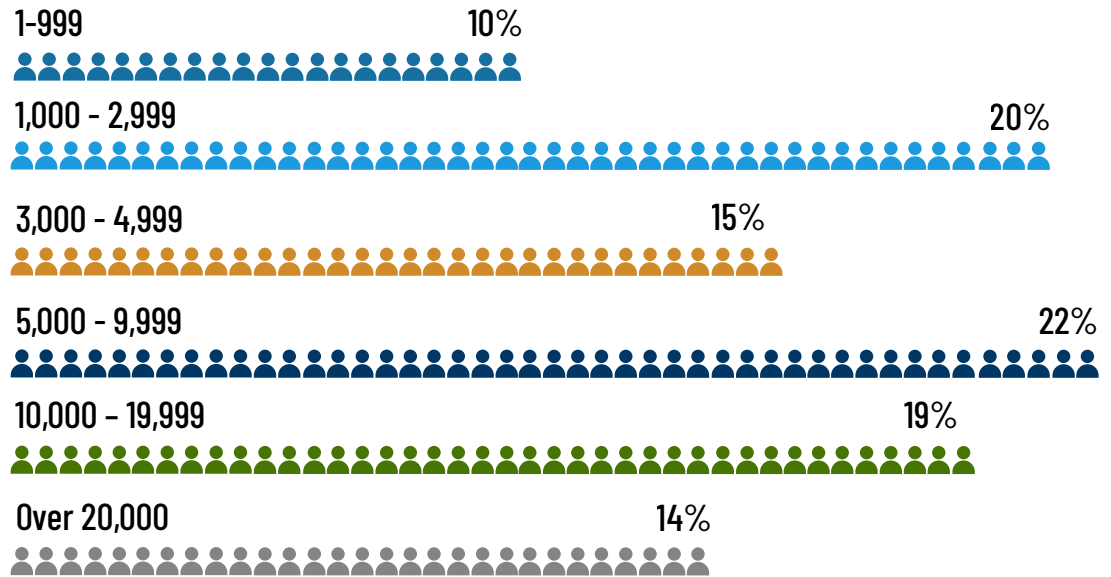
(Pro00124133). The research began by conducting 20 semi-structured, in-depth, one-on-one interviews with individuals deemed knowledgeable about this topic. Those interviewed included 16 different directors of rural and smalltown FCSS programs across Alberta, one member of the Family and Community Support Service Association of Alberta (FCSSAA), and three separate Government of Alberta employees with significant experience working with rural FCSS programs. Each interview lasted between 45 and 90 minutes, were conducted online using Zoom, and were transcribed for thematic analysis by the research team.

After completing all 20 interviews, the research team designed a 38-question survey to further explore the depth of the challenges faced by rural FCSS programs identified in the interviews. This survey was conducted online, was emailed to the directors of 158 FCSS programs scattered across rural and smalltown Alberta and received a total of 80 respondents. As Figure 1 and Figure 2, page 8 suggest, the survey respondents provided a representative sample of rural FCSS programs from across the province. Not only did the research team receive a good number of replies from each FCSS region, they also received responses from various sizes and structures of FCSS programs in Alberta.

**Figure 1: What FCSS region is your program located in?**



**Figure 2: How large is the population your FCSS program serves?**



The results of this study, discussed in detail throughout the report, were derived from an analysis of both the qualitative interview portion and the quantitative survey portion described above. In short, the research team found that rural FCSS offices are facing several important challenges that impact their capacity to address the social needs that are arising in their communities. After a brief description of the FCSS program in general (, page 9), the report delves into three specific and interlocking challenges and describe their implications for rural FCSS offices, rural Albertans in need, and rural municipalities in general (Section 3: Key Challenges, page 13). The report closes with four policy recommendations for the Government of Alberta (GOA) that would, if implemented, contribute to re-establishing the full capacities of rural FCSS offices, positively impact the lives of many of rural Alberta’s most vulnerable citizens who are currently being poorly served, and substantially relieve the additional FCSS-related fiscal load rural municipalities are being asked to shoulder in the current environment.



## \* SECTION 2: WHAT ARE FAMILY & COMMUNITY SUPPORT SERVICES?

Social service delivery in Alberta is a complex file stretching across a variety of provincial ministries, agencies, and organizations. Family and community support services (FCSS) sit amid this complicated web, currently existing within the Ministry of Seniors, Community and Social Services, but frequently collaborating with agencies from the ministries of Health, Education, Children’s Services, and Mental Health and Addiction, among others.

With a history stretching back to 1966, there are now 210 local FCSS programs across Alberta providing services to 316 municipalities and Métis Settlements, most of which can be designated as “rural” or “small town.”<sup>1</sup> All but a handful of FCSS programs are represented by the Family and Community Support Services Association of Alberta (FCSSAA), a member-driven organization that brings FCSS directors and staff together for educational and networking opportunities, while also representing FCSS programs to various stakeholders,

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1 Technically, FCSS does not make any formal distinction between rural vs. urban, although there do exist strong perceptions among FCSS directors that “rural” FCSS programs, however defined, face distinct challenges from “urban” programs. Although it is possible to select a formal measure to define rural from urban, there is little reason to do so in this context given that there exist many FCSS programming partnerships across Alberta between low population / low density rural counties or villages and higher population cities (for example, the partnership between the City of Camrose and Camrose County under the umbrella of Camrose and District Social Services) that make drawing a divide between rural and urban especially complicated when it comes to FCSS.



especially the Ministry of Seniors, Community and Social Services.

Fundamentally, the mandate of FCSS programs is to provide preventive social services, defined as “a proactive process that strengthens the protective factors of individuals, families, and communities to promote well-being, reduce vulnerabilities, enhance quality of life, and empowers them to meet the challenges of life.” More specifically, FCSS programs are meant to enhance “protective factors to improve well-being and prevent problems before they occur or at an early stage before they require crisis supports.”<sup>2</sup>

FCSS programs are governed by the provincial *Family and Community Support Services Act*, although both their creation and the structure and programming decisions they make are strongly rooted in their local communities. When a municipality or Métis Settlement council decides to establish an FCSS program, they enter into an agreement with the Government of Alberta to jointly fund projects, services, or both. Since 1966, the funding model has been set at an 80/20 split, with the province meant to provide 80% of the core funding for FCSS programming and the municipality providing the remaining 20%.<sup>3</sup> As of 2023, the total annual provincial funding for FCSS programs across Alberta is \$105 million. Importantly, the FCSS model also relies upon what was described to the research team as “the multiplier effect.” In essence, the funds contributed by the provincial and municipal governments are further buttressed by significant on-the-ground volunteer participation, especially from community organizations who partner with local FCSS offices on a variety of programming. This significantly extends the reach of FCSS programming. In 2021, FCSS programs across Alberta reported more than 47,850 volunteers contributing over 1,295,700 volunteer hours annually.



## The Importance of Local Autonomy

Since 1981, local FCSS offices have had considerable autonomy to structure their programs and design their day-to-day programming in ways that are best suited to meet the local conditions in their respective communities. Indeed, “local responsibility for decision-making” remains a key principle of the entire FCSS program. Although the GOA is meant to provide the bulk of program funding, municipalities and Métis Settlements must “decide how to allocate the funding to best meet the needs and priorities of the community — within the FCSS

- 2 “Family and Community Support Services Accountability Framework,” Government of Alberta, December 2022.
- 3 For a more detailed history of FCSS in Alberta, as well as more information of the variety of regulations FCSS programs must follow, see: “Understanding FCSS,” published by the *Family and Community Social Services Association of Alberta*. Available at: <https://fcssaa.org/wp-content/uploads/2022/10/FCSS-101-All-Modules-2021.pdf>



mandate”.<sup>4</sup> This concept was repeatedly highlighted as a strength of the FCSS model in our study, a conclusion that coincides with academic literature on rural community development, which frequently stresses the importance of local autonomy as a key ingredient in program success across issues<sup>5</sup>. Unsurprisingly, this autonomy has also ensured a good deal of variation across FCSS programs in Alberta — there is no standard FCSS model in the province.

At the municipal level, FCSS programs can be operated directly by single municipalities, as multi-municipal programs, or in partnerships. The single municipality structure is most common. In a multi-municipal program, two or more municipalities join as a “regional” or “district” FCSS program, and each participating municipality makes its 20% contribution to the program budget. In a partnering or “grant transfer” FCSS organization, neighbouring municipalities agree to give some or all of their FCSS funds to one of the municipalities to provide services to residents of the partnering municipalities.

In addition to these three possible program structures, FCSS also offers three different models of program administration: the FCSS department (or FCSS program), the community services department, or direct municipal management. An FCSS department has a designated FCSS program director and FCSS staff who are municipal employees and report to a manager or CAO. In a community services department arrangement, FCSS is part of a larger municipal department that provides other services like recreation. Under direct municipal management, the FCSS manager or CAO administers the FCSS program and reports directly to council, which has oversight over FCSS funding decisions. This model is more common in smaller communities with small FCSS budgets. The community services department model is common both in smaller communities and in larger cities, and the FCSS department model is popular in municipalities with medium-sized budgets.<sup>6</sup> There are also six FCSS non-profit societies. In these programs, FCSS staff are employees of the non-profit society, not municipal employees. Although they are independent of the municipality, non-profit FCSS programs are still mandated to provide programming that meets community needs and priorities.<sup>7</sup>

Day-to-day programming also varies across FCSS programs; several interview respondents spoke passionately about the importance of tailoring programming to specific community needs. The most frequently mentioned programs across all FCSS offices included parent and family support, early childhood development, and youth programs. FCSS directors also described programs to benefit seniors, including home support and organized opportunities for social interaction to combat isolation, as key components of their mandate. Annual volunteer appreciation events, providing welcoming services for newcomers to the community, and low-income tax clinics are three other examples of commonly provided services in small and rural FCSS programs. Helping connect community members in need to the provincial and federal benefit and support services they are entitled to also falls within FCSS’s mandate.

Certain types of support services fall outside of the FCSS mandate and are thus ineligible to be supported with FCSS funding. These include services that are primarily recreational or leisure-oriented in nature; services that offer direct assistance such as money, food, or

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4 See: “Understanding FCSS”

5 See: Yolande E. Chan, Jeffery A. Dixon, and Christine R. Dukelow, *Revitalizing Rural Economies*. Montreal and Kingston: McGill-Queen’s University Press, 2013

6 “FCSS Program Structure, Administration and Delivery,” published by the Family and Community Social Services Association of Alberta, p.2. Available at: <https://fcssaa.org/wp-content/uploads/2022/10/FCSS-101-All-Modules-2021.pdf>

7 “FCSS Program Structure, Administration and Deliver,” p.2

shelter; services which could be classified as intervention or rehabilitation; and services which duplicate programs that are the responsibility of a different ministry or government agency.<sup>8</sup>

## The Reality of FCSS Programs in Rural and Small Town Alberta

The research team heard repeatedly throughout this study that the FCSS office is often the only social service agency in rural communities. As this report will demonstrate, this is an important consideration that plays a central role in the challenges FCSS programs face across rural Alberta.

Given that they are often “the only shop in town,” rural FCSS programs are likely to spend a large portion of their funding on direct service delivery, including salaries for employees who provide direct service delivery. In general, this contrasts with larger urban FCSS programs, which tend to grant their funds to the myriad other community service organizations that exist to offer programming in urban centres rather than deliver programming themselves.

Where there are other social service agencies and community-based non-profits, rural FCSS offices often play a coordinating role. In addition to managing their own FCSS funds and outside grants, FCSS programs will often act as the banker or guarantor for community non-profits, helping them to write grants, manage funds, and fulfill reporting requirements. Several of the rural FCSS directors interviewed described this as a community development role: they want to reduce barriers for the community non-profit sector and see FCSS as having an important role in making funding accessible to local non-profit organizations.

Finally, while all the FCSS directors interviewed expressed their support for prevention as the core of FCSS services, it is also clear that provincial stipulations around funding only preventative programming frequently conflict with daily realities in rural communities. Many directors emphasized that rural FCSS programs serve as social service “catch-alls.” In the words of one director, “In rural communities, if you need help and you’re not sure where to go, you go to FCSS.” Rural FCSS offices are regularly approached by community members seeking assistance that often goes beyond prevention and FCSS staff are thus frequently placed in the largely untenable situation of “staying true to their mandate” and turning people in need away or providing some type of required intervention support, an action that not only goes beyond their mandate but also requires additional effort and resources that are not reimbursed by the GOA. Unfortunately, a variety of factors have pushed FCSS offices, especially those in rural communities, in this direction, placing significant additional stress on these programs.



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8 “Understanding FCSS,” p.4



## \* SECTION 3: KEY CHALLENGES

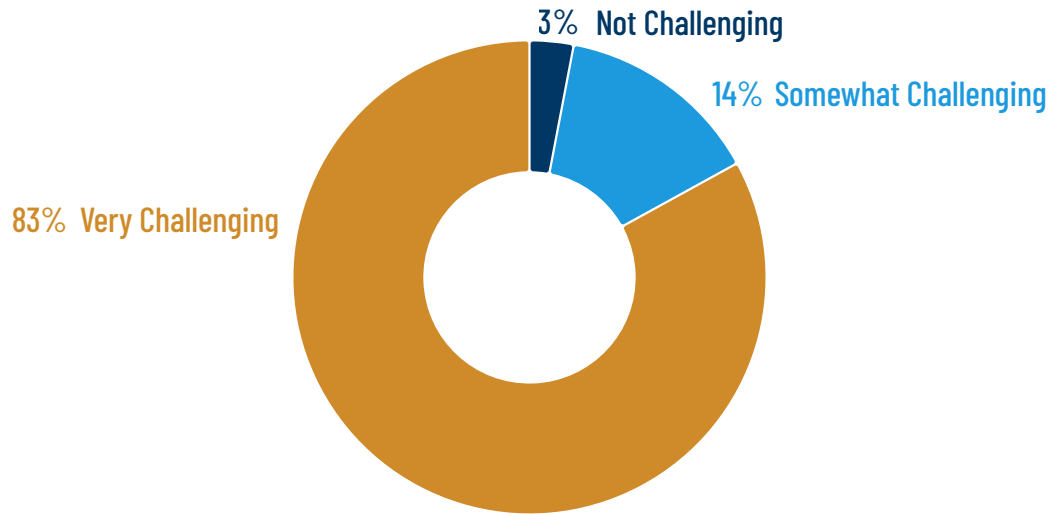
Over the course of this study the research team learned of a variety of challenges rural FCSS offices face, some specific to certain communities, others shared across the province. What follows is not a full account of all the challenges encountered, but rather a detailed consideration of three unique, complex, and often interlocking challenges that emerged as the most widespread and pressing for rural FCSS offices.

### Key Challenge 1: Insufficient Provincial Funding

The most significant challenge rural FCSS programs deal with is insufficient core funding. As mentioned in the introduction, the core programming of FCSS is meant to be funded by an 80% contribution from the GOA, with the remaining 20% from the FCSS's municipality (or municipalities). However, the overall contribution to the entire provincial FCSS program has remained stagnant at \$100 million since 2015, with a small increase of \$5 million in 2023. Given the very real challenges posed by the ongoing centralization of other social services, increasing need in the wake of the COVID-19 pandemic, and the inflationary pressures of the past few years, FCSS directors across rural Alberta were unanimous in their concerns that the failure by the GOA to meaningfully increase funding is tantamount to a funding cut. Indeed, within a series of survey questions, FCSS directors were asked to rate how challenging certain issues were to their operations. On a survey question asking about stagnation of provincial funding increase since 2015, over 83% of respondents suggested that this has been "very challenging" (see Figure 3, page 14), the highest scores among all challenges listed in the survey.



**Figure 3: How challenging has the lack of a funding increase since 2015 been to your FCSS program?<sup>9 10</sup>**

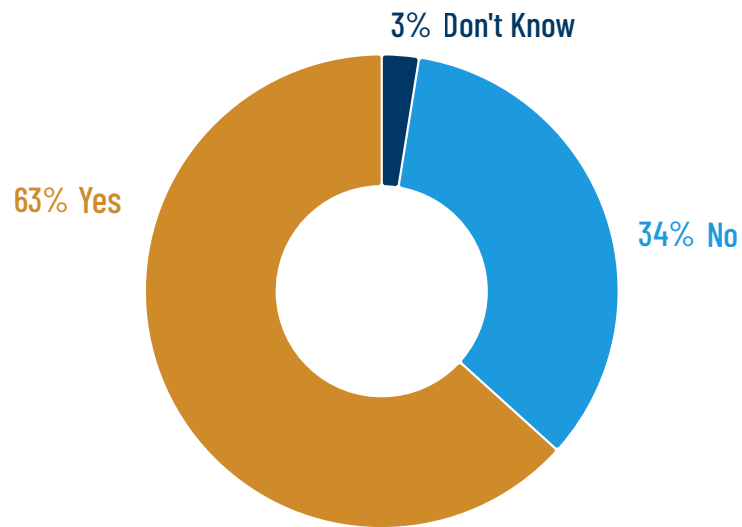


Although FCSS programs often supplement their core provincial and municipal funding with other government service contracts or grants, most rural FCSS offices increasingly rely on municipal contributions well over their required 20%. This municipal overcontribution often occurs because municipalities step in to fund programs which have become established in the community but have had provincial funding cut or are no longer affordable given rising costs of programming not being addressed with additional provincial funds. However, municipalities do not have unlimited budgets, and can make up only so much of the social service delivery shortfall created by the stagnation of provincial FCSS funding.

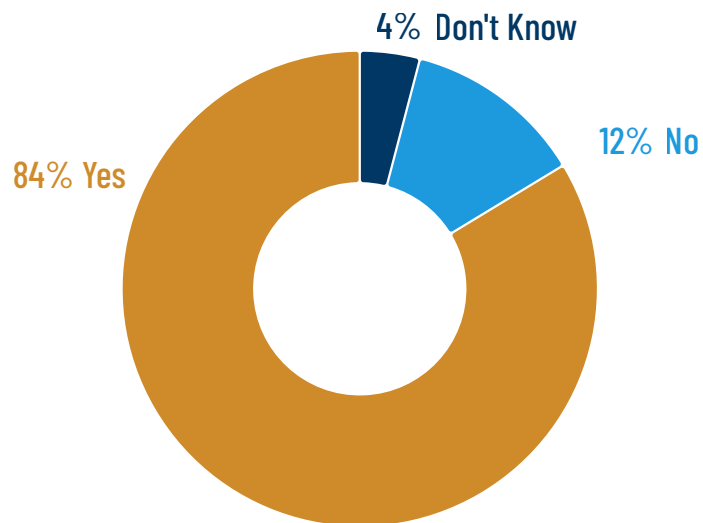
The survey results corroborated and expanded this information. Over 63% of survey respondents answered that their municipalities contribute more than the required 20% of FCSS funding (Figure 4, page 15). Almost 84% of survey respondents noticed an increase in the need for municipal overcontribution after 2018 (Figure 5, page 15). Of those respondents whose municipalities overcontribute, almost 43% estimated that the true contribution of their municipality is more than 35% of the FCSS program’s budget (Figure 6, page 16).

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- 9** For readability purposes, this data was collapsed from a survey question that employed a 10-point Likert Scale asking respondents to rate “how challenging” this was from 1 (not challenging) to 10 (extremely challenging). In this chart, scores from 1 – 3 were collapsed into “not challenging”, scores 4 – 6 were collapsed into “somewhat challenging”, and scores 7 – 10 were collapsed into “very challenging”.
- 10** This survey was completed in early 2023, before the increase in overall FCSS funding from \$100 million to \$105 million was announced by the GOA.

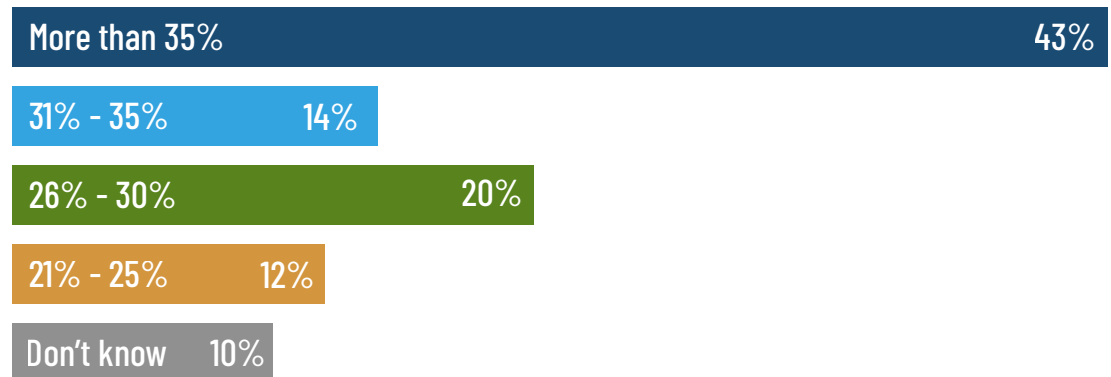
**Figure 4: Does your municipality (or municipalities) contribute more to your core funding than the required 20%?**



**Figure 5: Has the need for this municipal over-contribution increased since 2018?**



**Figure 6: If your municipality is contributing beyond 20% of your core funding, can you provide an estimate as to the true percentage that your municipality is contributing?**



Since “more than 35%” was the highest rate of overcontribution that survey respondents could choose, the survey did not capture the true rate of overcontribution in detail for municipalities with the highest rates of overcontribution. Indeed, within the interviews, the research team learned of one case wherein the municipality typically contributes about 50% of the FCSS program’s budget, but this year the contribution increased to 60%. Another director explained that their supporting municipalities will contribute more than the provincial amount this year.

Several FCSS programs are similarly growing more dependent upon outside grants for which FCSS directors must apply. Although outside grants (non-FCSS funding) make up a significant portion of some FCSS programs’ budgets, they make up very little or even none of other FCSS programs’ budgets. This is because accessing such funds depends on the capacity of individual FCSS programs. Directors and staff may or may not have the time or skillsets to identify, apply for, and manage external grants — a challenge that is especially acute for the smaller rural FCSS programs in Alberta.

Overall, the research team heard that insufficient funding is both a long-time concern and the result of recent events like the pandemic and some political decisions at the provincial level in 2019 – 2020 (to be discussed later). The funding challenges faced by rural FCSS programs can be broken down into four distinct components: insufficient operational funding, insufficient funding for staff, funding precarity / inattention to sustainability in funding, and, especially germane to this report, the funding challenges related to inattention to or lack of understanding of rurality on the part of the provincial government.



## Insufficient Operational Funding

Overall, rural FCSS programs do not feel they have the funds to adequately meet community needs. More specifically, respondents noted that there is a lack of funding to meet the operating costs for direct delivery of ongoing programs. Adequate and reliable program funding is extremely important because community members and service users come to rely on programs to support their own and their families' wellbeing. When a longstanding program is cut because of insufficient funding, this results in a loss of trust in the community and a decrease in individual and social wellbeing. As one director noted, "If we weren't seeking additional funding and partnerships, we would be offering a lot less to our communities."

As will be discussed later in the report, the COVID-19 pandemic and the subsequent inflationary period has resulted in several FCSS offices offering expanded or revised programming to meet emerging community needs, or simply being pulled in new directions to help those in need; this increased demand means higher staffing and material costs. Some FCSS directors interviewed seemed eager to respond to increasing and changing community needs by expanding their capacity to address a wider and more complex range of issues and taking on a larger social role in their communities. These directors noted, however, that they cannot expand their capacity without increased funding, infrastructure, training, and staffing.

It is also clear that the community-based non-profits many rural FCSS programs partner with have more financial need than the local FCSS program can meet. These groups have also been impacted by increasing community need and several rural FCSS programs are fielding increased requests for funding from these organizations, especially to fund mental health supports.

Rural FCSS directors also told us that their budgets are often too small to allow them to apply for many grants, largely because they lack the staffing capacity to do so. For similar reasons, many are unable to engage meaningfully

with evidence-based practice. Without the capacity to fund staff education, training, or research, rural FCSS programs perceive themselves to be at a disadvantage when it comes to understanding the impacts of their programming and designing more effective programs.

Ministerial-level changes to programming have also meant funding decreases for rural FCSS programs. In particular, the transition from Parent Link Centres to the Family Resource Network (FRN) model has seen FCSSs having to participate in a competitive process for a smaller pool of funding.

## The Ending of Parent Link and the Introduction of Family Resources Networks

In 2019, the Ministry of Children’s Services announced, with essentially no consultation with the rural FCSS directors we spoke with, that funding for the Parent Link program was being cancelled. This popular program, frequently administered and delivered by FCSS offices in rural communities, provided free play groups, classes, education, and social opportunities for parents of children ages six and under, in addition to early learning opportunities and developmental screening for these children. In its place, the ministry launched a funding competition for organizations to participate in local Family Resource Networks (FRNs), a program with similar goals as Parent Link, although the program was now designed to offer supports for parents and children from 0 – 18, and the total amount of funding was now smaller.

In our interviews, this shift from Parent Link to FRNs was often a flashpoint for frustration for rural FCSS directors. Not only was the loss of Parent Link problematic for many parents of young children across rural communities who benefitted from the program offerings (especially those who relied on the access to the development screening available for very young children), FCSS directors lamented the increased competition between communities in search of a smaller pool of children-focused preventative funding made available under the FRN program. Other concerns shared included the difficulty inherent in delivering programs, with less overall funding, for children aged 0 – 18, the subsequent necessity to lay off staff in certain FCSS offices, and a broader sense that the new model’s reporting structures are “a chaotic mess” compared to those that existed under Parent Link.

The FRNs are recognized by many FCSS programs as a significant funding cut to child and youth support in rural communities, and many FCSS directors also noted other problems with the FRNs including organizational structure (discussed in more detail below). As a result of the transition to the FRN model, some communities have lost early childhood services completely, and that the loss of funding because of the reorganization of children’s services is hurting rural communities.

Finally, several directors highlighted that there is an overlooked rural component to FCSS

funding needs. Basing funding on population does not consider the needs of communities with high transient populations (like tourism-based economies). More generally, population does not give an accurate picture of need in rural communities because of the added costs rural communities experience because of large, sparsely populated areas, challenging geography, often poor internet and cell phone service, and transportation costs.

Overall, several of our respondents told us that their FCSS capacity is “maxed out” — current programs have full caseloads, FCSS offices are facing increasing need in their community and increasing costs overall, provincial funding did not increase between 2015 – 2022, and municipalities are being asked to shoulder more of the load.





### Insufficient Funding for Staff

Insufficient staff funding presents several challenges for rural FCSS programs. Many rural FCSS programs have minimal staff (sometimes just one person) and many directors felt they could more effectively serve their communities if they had the funding to hire even one or two more staff. Limited funding also means that rural FCSS offices struggle to be competitive with salaries and benefits, which can make it difficult to attract and retain qualified staff. Several directors brought up the challenge of trying to maintain a balance between appropriate staffing levels — and adequate compensation for qualified staff — with program funding and grants to community-based organizations.

Putting more effort into seeking outside sources of funding (e.g., other provincial, federal, private, or charitable grants) is often not an adequate solution to funding shortfalls because applying for grants requires time and expertise that is already in short supply for minimally staffed rural FCSS programs. Outside grant funding can also come with stipulations about how the grant money is to be used (e.g., developing new programs) that pull FCSS staff away from delivering core and established programs. More than one director has had to turn down grant opportunities, or be very careful when applying for outside funding, because of a lack of capacity to administer grants. Many grants also do not include wages as an eligible use of funds.

The loss of Parent Link Centres and transition to the FRNs has also had an impact on staffing at some FCSS offices. Many directors admitted that losing their Parent Link Centre caused them to significantly restructure their FCSS program and resulted in a loss of hours and staff. Many FCSS programs that were successful in applying for FRN funding noted that the FRN funding is a significantly smaller amount of money than they had received with the Parent Link program.

### Funding Precarity and the Lack of Sustainability in Funding

One of the significant stresses FCSS directors and staff experience is a sense of precarity over the future of FCSS. One respondent stated that “it seems to be this [feeling] ... always that FCSS is going to be gutted.” The people interviewed partially attribute this precarity and uncertainty to a sense of political instability in Alberta. The research team heard that there is a lack of clear signalling from the GOA that FCSS funding is secure. One director described waiting for FCSS’s next three-year agreement, which was overdue at the time of the interview, as a “nerve-wracking situation”.

Respondents also noted that formerly secure and reliable contracts are increasingly being put up for bid. One director said “We don’t know what’s going to happen” with a home care contract their FCSS has held for more than ten years. The team also heard that funding and support for FCSS programming or programs administered by FCSS is often piecemeal and short-term, with a lack of attention given to program sustainability in the face of unreliable funding.

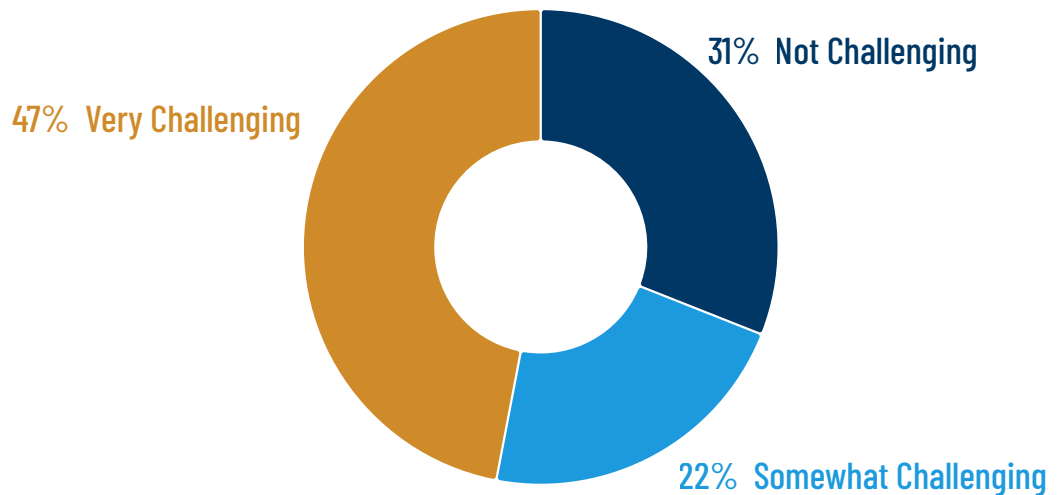
FCSS directors experience provincial funding for social services as episodic and identified the inconsistency of provincial funding and support for FCSS as a long-term problem. Several interviewees noted a pattern where the GOA will introduce a pilot program for social services

with limited-term funding (one to three years is common). In many cases, just when the program is starting to show results, the funding is inexplicitly dropped. Unexpected program restructuring and shifting government priorities contribute to challenges both in meeting government targets and in serving community members in a consistent, reliable way. From the perspective of FCSS, when funding for a program is ended, the reasons for the cut can be much better explained by a bias towards political novelty than by evidence of a need to revise policies.

The result of this sense of scarcity and instability, we were told, is increased territorialism between social service agencies. Organizations that could partner with each other instead may find themselves competing for funding. Many directors also pointed out that underfunding preventive social services ultimately results in increased social service costs. One director explained that “We put all of these dollars in ... intervention work, but if we put more money in ... prevention work ... we wouldn’t need as many dollars in intervention”.

The ending of the Parent Link program in late 2019 and early 2020 is an important example of this kind of unexpected program restructuring and funding instability. Results from the research team’s survey on this topic require some interpretation and possibly further research. In simplest terms, the survey results seem to show that the ending of the Parent Link program and its replacement with the Family Resource Network model (FRN) was either experienced as extremely challenging, or as not at all challenging. Roughly 31% of survey respondents rated the replacement of Parent Link by the FRN model as “not challenging,” while roughly 47% rated the replacement as “very challenging” (Figure 7, page 20). These two answers at opposite ends of the scale received the highest number of responses.

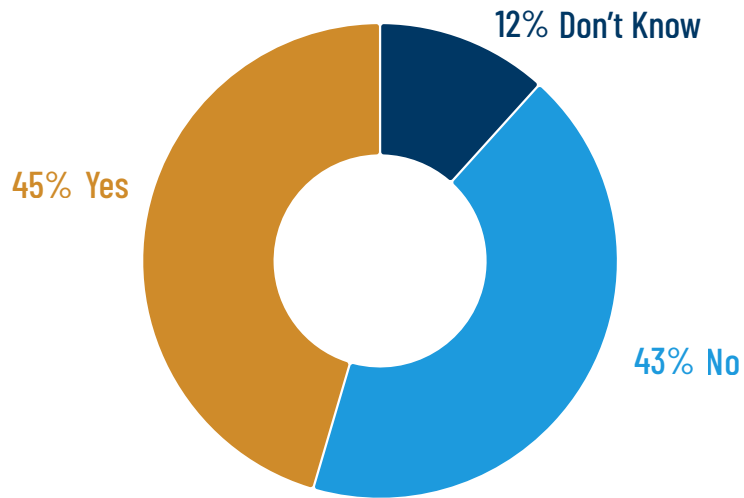
**Figure 7: How challenging was the replacement of Parent Link Centres by Family Resource Networks for your FCSS program?<sup>11</sup>**



Similarly, respondents were evenly split on the effects of ending Parent Link. Just over 45% of respondents said that their FCSS program was negatively affected by the ending of the Parent Link program, while almost 43% of respondents indicated that the ending of Parent Link did not negatively affect their program (Figure 8, page 21).

<sup>11</sup> For readability purposes, this data was collapsed from a survey question that employed a 10-point Likert Scale asking respondents to rate “how challenging” this was from 1 (not challenging) to 10 (extremely challenging). In this chart, scores from 1 – 3 were collapsed into “not challenging”, scores 4 – 6 were collapsed into “somewhat challenging” and scores 7 – 10 were collapsed into “very challenging”.

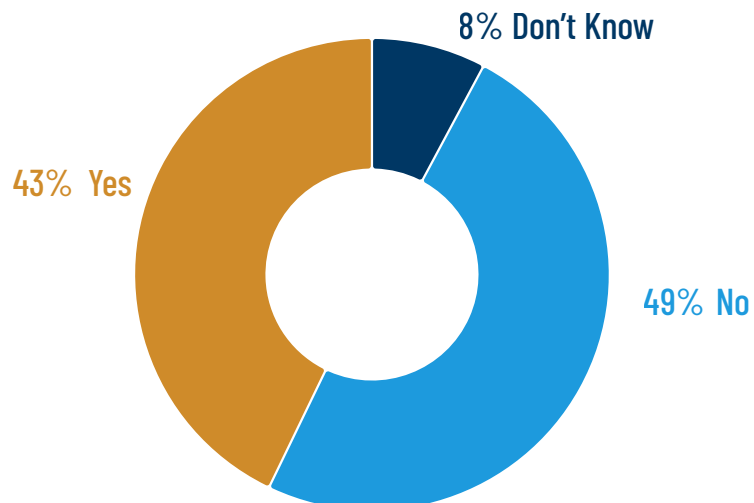
**Figure 8: Was your FCSS program negatively affected by the ending of the Parent Link program?**



Evidence given by interview participants was stronger and more clear-cut about the negative impacts of the ending of the Parent Link program and the transition to FRNs. Participants variously described the loss of Parent Link as “dramatic” and a “traumatic loss.” They described the transition to the FRNs as “abysmal” and “a chaotic mess” which introduced “a lack of clarity” about the role of FCSS in supporting child and youth development. Directors stated that the ending of Parent Link and transition to the FRN model was not just about funding. Many also expressed concerns related to a lack of clarity from the government about reporting expectations, goals and outcomes, and communication more generally.

Almost 59% of survey respondents answered that FRN funding was insufficient to adequately meet the needs of community members who had formerly attended Parent Link programming (Figure 9, page 21).

**Figure 9: Has FRN funding allowed you to adequately meet the needs of community members who formerly attended Parent Link programming?**





More than one director said that, under the FRN structure, they received about one-third of the funding they had received with Parent Link. As difficult to navigate as a two-thirds funding cut for early childhood programming must have been, the FRNs also imposed a requirement to expand the amount and type of services provided. Parent Link programs served families with children aged 0 – 6 years, while the FRNs cover ages 0 – 18. This means that FCSS programs which were successful in receiving FRN funding took on responsibility for providing services that meet the needs of families, children, and youth across a much wider range of developmental stages. Several directors expressed concern that the funding and administrative structure for the FRNs forced communities within the same region to compete for funding — something that has strained relationships between communities in certain cases.

Directors told us that in some cases their municipalities have stepped in to fund the programs that were formerly funded through Parent Link, while in other cases the loss of Parent Link and its funding had resulted in a loss of programming, jobs, and services. Directors agreed that programming for 0- to 18-year-olds was important but said that the expansion could have happened within the model already established by Parent Link. Directors agreed that the Parent Link model was much more functional, consistent, and easy to coordinate than the FRN model.

### **Rural-Specific Funding Challenges for FCSS Programs**

Being rural significantly shapes the financial needs of FCSS programs. Many of the directors interviewed feel the GOA does not understand or appreciate the unique cost-of-living and opportunity constraints faced by rural communities. In particular, the research team heard about issues related to transportation and limited access to social services in rural communities. The team also heard from northern FCSS programs about the isolation their communities face and about how a recent economic downturn due to changes in the oil and gas industry is putting strain on residents and social programs. These and similar stories suggest that it is important to pay attention not only to ruralness as a factor in the social needs of Albertans but also to variation within rural Alberta, and to the geographic, socio-cultural, and economic reasons for this variation.

Many of the issues faced by rural FCSS programs can also be framed in terms of an urban-rural divide. FCSS directors were quick to tell us that they do not measure themselves against urban FCSS programs and that there is generally open communication and sympathy within FCSSAA and between rural and urban programs. Nevertheless, urban FCSS programs have significantly greater access to both financial and human resources. The research team heard several times that resources are more likely to go to Alberta’s urban centres, and that grants tend to be geared more towards urban organizations with administrative, data collection, and analytical capacity. The knowledge that funding is more accessible to urban FCSS programs which already have larger budgets and greater personnel capacity is experienced by rural FCSS directors as a kind of arbitrary punishment: one director told us that rural communities are “penalized for being small” when it comes to accessing social service funding.

Almost every director noted that rural FCSS programs are incredibly important because there often are no other social services available in small communities. Rural FCSS directors feel that decision-makers in urban settings do not realize how few social services there are in rural



communities, which leads to underestimating the needs of rural communities and the complexity of the situations to which rural FCSS programs must respond. The research team was told that, in rural communities, FCSS programs cannot be specialized because there often are no other social service agencies, and that rural FCSS staff must be similarly flexible, adaptable, and able to wear “many different hats.” There is a strong perception on the part of rural FCSS directors that urban FCSS programs have a narrower social focus and more internal specialization due to their

proximity to other social service agencies and greater ease of access to outside professionals such as mental health counsellors. Rural FCSS directors count their flexibility and “jack of all trades” pragmatism as a strength, in part because it means that they feel connected to and knowledgeable about the social wellbeing of their communities. However, directors are aware that the flip side of being a “jack of all trades” means that there is no one else around that one can consult or bring in to offer specialized knowledge or support for complex social issues.

Directors repeatedly raised transportation as a significant barrier for rural residents. Simply put, there is a lack of public transportation or other affordable and reliable transportation options serving rural communities. Residents often live long distances from neighbours and from municipal centres wherein so many social and health support offices are located. Lack of access to transportation is particularly acute for people living on low or fixed incomes. One of FCSS’s important preventive roles is guarding against isolation and increasing social connection. If people are unable to travel to programming, FCSS’s capacity to reach people is limited.

Transportation is also an issue for more acute social and personal needs, such as attending medical appointments or appointments with other social service agencies, either locally or in the city. FCSS programs are generally prohibited from using designated governmental funding to offer transportation service. At least one director told the research team that their FCSS provides a transportation service that they pay for with non-FCSS funding because reducing barriers to participation is a core FCSS goal. Directors also emphasized the need to provide outreach services and to meet people where they live in cases where an individual is housebound or unable to travel.

Another infrastructure issue rural FCSS directors raised concerned lack of available, appropriate, and affordable space for programming. Rural communities often have a limited stock of buildings suitable to rent or borrow for events, and building new infrastructure is for the most part prohibitively expensive for FCSS programs with limited budgets.

One final significant piece the research team heard regarding rural FCSS programs’ funding challenges is that some rural communities have experienced population growth or economic development and have increased in importance as regional hubs. While this shift may suggest an important corrective to assumptions of rural decline, the team was told that provincial FCSS funding has not kept pace with, or has not yet recognized, this growth. FCSS programs in these communities now have more clients, but in at least some cases, have had to cut programming to shift resources to “maxed-out” programs.

## Key Challenge 2: The Increasing Inaccessibility of Provincial Social Services in Rural Alberta

It is increasingly difficult for both rural residents and rural FCSS offices to access provincial government support services. This is partly the result of a long-running trend of the centralization of public services that has occurred in Alberta and elsewhere. In general, the story has been the same across Canada for more than three decades: stagnant populations in rural areas, combined with the ever-present search for “efficiencies” among cost-conscious provincial governments has led to a “retreat of the state” from rural areas. As one rural FCSS director noted, to the extent that services still exist in small communities, they are often “a shell of what they used to be.”

Nearly all FCSS directors who took part in this study highlighted the ongoing process of centralization of social services. They noted that, not only did these processes often unfold with little consultation or communication with key community stakeholders (including FCSS offices), this decline of services has significantly impacted rural community members who are dependent on government services but are now being asked to travel much farther at their own expense to a government office or healthcare facility for assistance. This presents a very real barrier for many community members for whom financial insecurity or health concerns make such travel difficult, if not impossible.

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*“For a long time, we have been talking with Alberta Supports and Alberta Works... We have been requesting that they provide a person on a regular basis, like once a month, to come to our office ... and there is an absolute refusal. There was zero interest in them being accessible out here. Their solution was that, if there are clients that need help, they can call their office and book an appointment to meet with those clients. But it still required a person to travel that 45 plus minutes.”*

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This is not a new observation with respect to the delivery of rural public services. However, what is increasingly evident for FCSS offices across rural Alberta is that, given that they are now very often “the only place in town” that is understood to offer social supports to community members in need, FCSS offices are often shouldered with additional requests for help from residents.

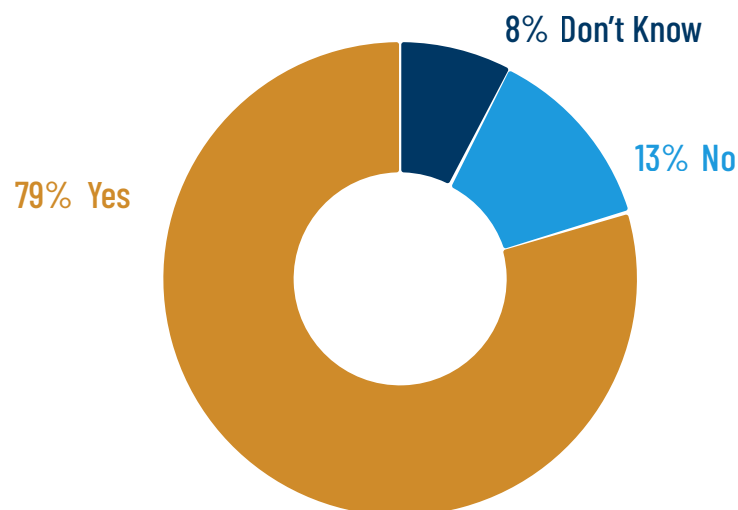
Part of this trend seems to have been by design on the part of the GOA. A significant concern raised frequently by FCSS directors is the ongoing “downloading” of additional responsibilities that were once within the purview of other provincial agencies onto FCSS offices, often without additional financial support or meaningful training. One FCSS director recounted a time wherein a designated provincial support worker would routinely visit the office to help local seniors with applications required to access certain supports or benefits. That worker eventually stopped coming and instead, “Our office got a PowerPoint and my staff are expected to go out and share the information on their services and benefits to the community.”

This may seem like an insignificant anecdote, but the research team heard a version of this story repeatedly during the study. The consistent downloading of tasks is further stressing FCSS programs across rural communities by increasing their workload without access to additional provincial funding.

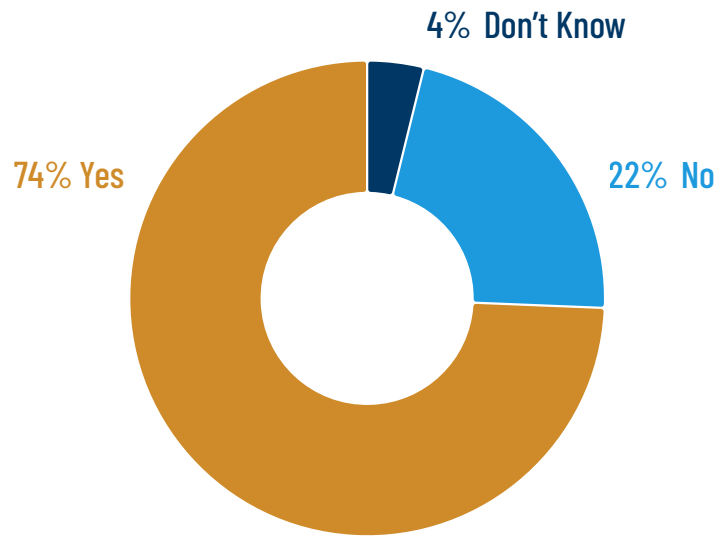
A related outcome of centralization of support services is, even if rural FCSS programs are not technically being asked to “take on” additional responsibilities, because they are often “the only place in town” offering any type of supports, community members requiring help will frequently show up at FCSS offices with requests for assistance. However, such requests are often beyond the FCSS’s legislated mandate of providing preventative services and thus, technically, meant to be addressed by other agencies who, in many cases, no longer have a physical presence in the community.

As Figure 10, page 25 and Figure 11, page 26 show, the overwhelming majority of rural FCSS directors are being forced to extend their mandate and completing additional work beyond what they are funded to do. Importantly, there is a strong sense that these requirements have significantly increased since 2018 (Figure 12, page 26).

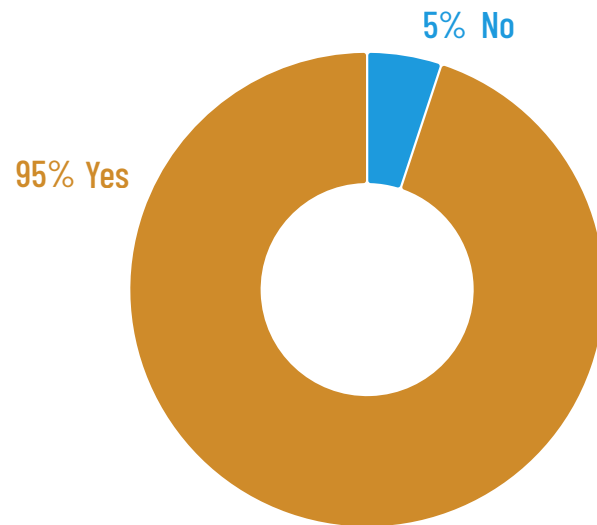
**Figure 10: Do you feel your FCSS program is having to take on responsibilities that are meant to be the mandate of other provincial ministries or agencies?**



**Figure 11: Does your FCSS program occasionally provide services to community members beyond those you understand to fall under the mandate of “prevention”?**



**Figure 12: Has this pressure to provide services beyond “prevention” increased since 2018?**



### **The Relational Realities of Rural Life**

Pressure for FCSS offices to complete work beyond their mandate is amplified by the “relational reality” of small-town life. Compared to urban centres, there is a higher likelihood that members of a rural FCSS office have some personal connection or familiarity to the community member in need and thus feel an additional responsibility to help, even when the request is well outside FCSS’s mandate. Even if this relational component is not part of the equation in a given request for help from a community member, the fact that rural FCSS offices are more likely to provide direct services compared to urban FCSS offices (who are more likely to “grant-out” their funding to other organizations), make them more prone to being approached for this kind of help.

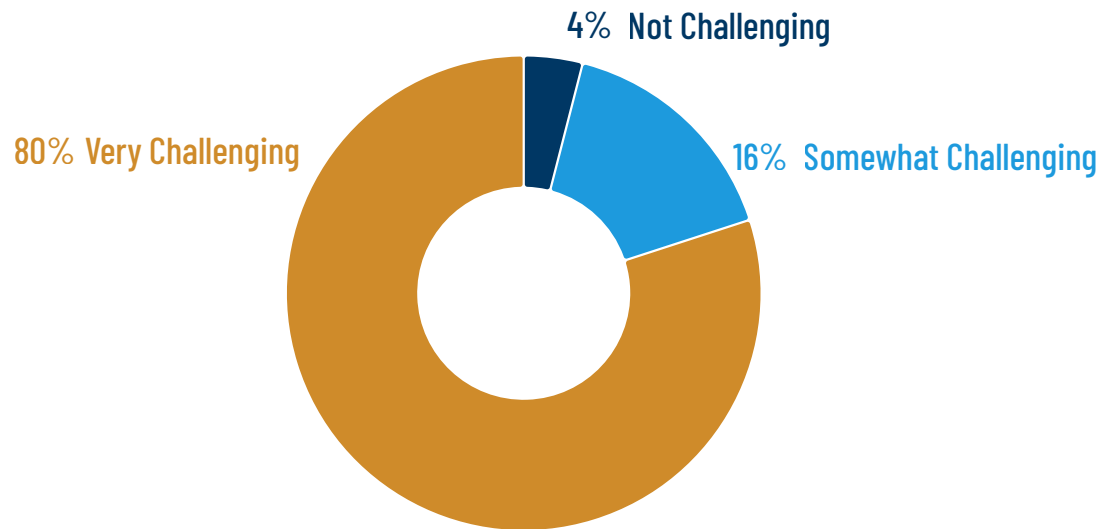
In either case, that rural FCSS offices have essentially become one of the last physical places (if not the only place) where people in need of social services can seek help, they are automatically placed in the unfair and untenable situation of having to go beyond their

mandate and provide intervention-type services (incurring the extra cost and effort this entails with no hope of being reimbursed) or turning away a community member in need, who may be someone they know personally, or at least someone they have a high likelihood of encountering again.

### The COVID-19 Pandemic and the Shuttering of Additional In-person Support Services

This reality of rural FCSS offices as the only local site of social supports has intensified in the wake of the COVID-19 pandemic and the subsequent decision by the GOA to shutter or reduce in-person services across several social service agencies (conversely, almost all rural FCSS offices remained open throughout the pandemic). Alberta Supports was the service most frequently mentioned in this context by FCSS directors, but it certainly is not the only example of social services offices closing. In place of provincial in-person services, those in need of assistance on a range of issues, such as mental health supports, victim services, senior supports, and AISH applications are increasingly required to call a “1-800” line or seek assistance via an online web platform or email. Every FCSS director interviewed for this study highlighted the negative impact of this change on their operational capacity. FCSS directors were asked about the severity of this challenge (Figure 13, page 27) and roughly 80% of respondents rated this as “very challenging.”

**Figure 13: How challenging have increased community member requests due to the centralization of provincial services like Alberta Supports, Mental Health and Addictions, and Children’s Services, been for your FCSS program?<sup>12</sup>**

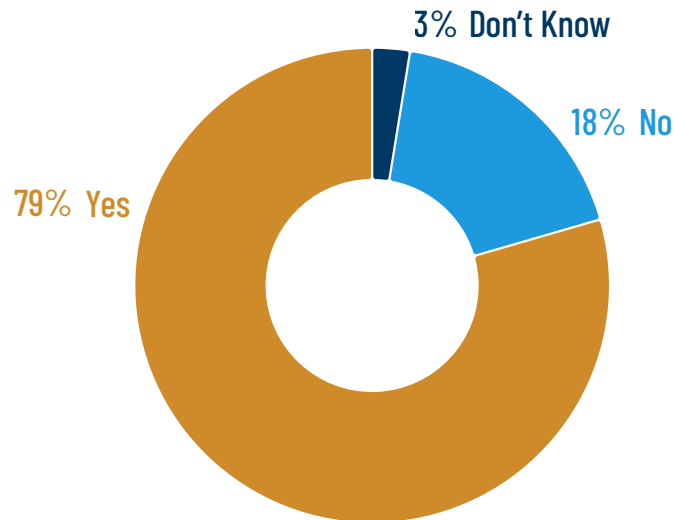


Online and telephone services have severe limitations for vulnerable people in rural communities. Several FCSS directors noted how difficult it can be for community members in need to navigate this new impersonal system. Stories of community members being left on hold for hours on end, of running out of minutes on their “pay as you go” cell phone plans while waiting for help, of attempting to navigate confusing web portals with poor internet service, and of seniors without email addresses being asked to “sign-in online” were very

<sup>12</sup> For readability purposes, this data was collapsed from a survey question that employed a 10-point Likert Scale asking respondents to rate “how challenging” this was from 1 (not challenging) to 10 (extremely challenging). In this chart, scores from 1 – 3 were collapsed into “not challenging”, scores 4 – 6 were collapsed into “somewhat challenging” and scores 7 – 10 were collapsed into “very challenging”.

common. For rural FCSS offices, this has led to a significant influx in community members seeking help. As noted in Figure 14, page 28, this has resulted in an increase in the amount of time FCSS staff must spend one-on-one with community members — time that is now no longer available for traditional preventative programming that is central to FCSS’s mandate.

**Figure 14: Are your FCSS staff spending more time working with community members one-on-one since 2018?**



This new reality is captured well in this extended quote from a long-time rural FCSS director:

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*“The lack of foresight when it comes to centralization of services, the 1-800 numbers, the online portals; these do not work for all people in our community, particularly those that are illiterate, that don’t have telephones, and that don’t have computer skills. And my growing concern is that we are skewing statistics to look like rural communities do not need services because they’re not able to access them.*

*When you look at seniors’ programs, seniors’ benefits, when you look at income support, when you look at even victim services, mental health services, continuing care, all of that has become a ‘1-800’ intake. So you take somebody who has mental health concerns, they’re on the line waiting for sometimes two, three hours, only to be cut off. And still not get to an actual appointment.*

*This is something that my staff experience on a daily basis with folks. Some days, we have five, six people in need come who come in here at their wit’s end, they have no money, no phone, no internet access, no ID, and we are the only ones that try to maneuver through the system with them.*

*And this is what’s happening in all of our rural communities. And we need a voice to say ‘no, this isn’t working.’ And my fear is that the provincial government is swinging the pendulum to a fully centralized intake system because it’s saving money, it’s efficient...*

*These things pull us away from what the true mandate of FCSS is. And so it does cause a lot of stress on the staff, a lot of burnout, and a lot of feelings of helplessness, almost because there’s nothing they can do.*

*And I would say everybody in (our office) has thought about walking away. But their sense of responsibility won’t let them because they’re also the ones that look people in the eye, as opposed to the person on the other end of a ‘1-800’ call.”*

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## Negative Impacts on Rural Clients

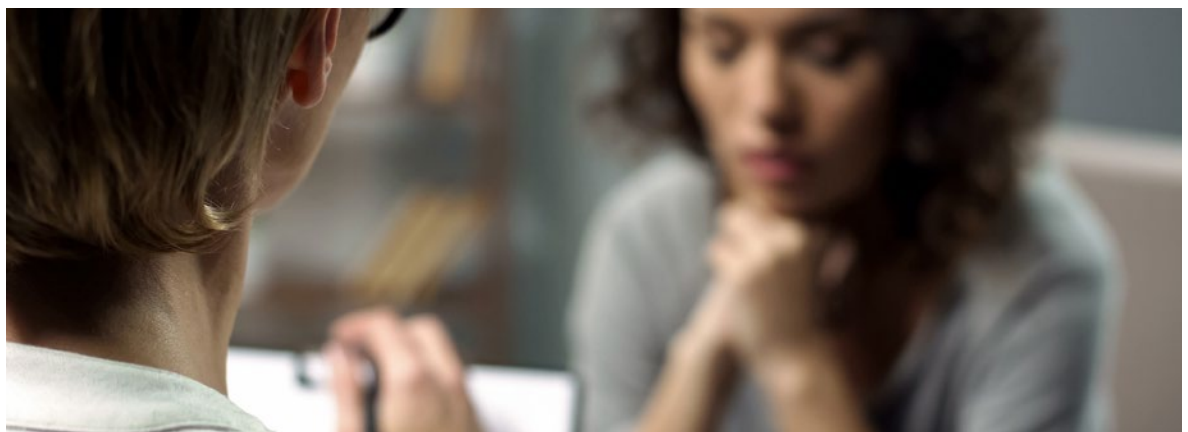
Unsurprisingly, not only has the recent move towards “1-800” lines and online platforms stressed rural FCSS offices, these changes have also resulted in noticeable negative impacts on rural citizens in need. Several rural FCSS directors spoke passionately about the reality of more vulnerable community members simply “falling through the cracks” and not receiving the help they require, and are entitled to, because the system has become far too inaccessible. Several FCSS directors recounted stories of people simply “giving up” and not pursuing the help they need. As the quote above suggests, there are legitimate fears that the true volume of “need” in rural communities is much more significant than what appears in provincial statistics because so many rural citizens either fail to navigate the new virtual reality of provincial supports or they have stopped trying. This was precisely the moral of one of the more dramatic (although not unique) stories shared with the research team:

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*“We had an individual that was threatening to commit suicide, or even take other people out because he was so frustrated with trying to navigate the provincial social services system. And so we did a bit of an intervention with him, and we were able to develop some supports that we could offer to him and support him, and help navigating some of those services. But I mean it, it was so bad that he was very serious about taking his own life. So, that’s just one example of where what happens when you have people that are already in challenging situations, and they just are getting the runaround from agencies and governments, and when there aren’t really clear lines about who is supposed to be doing what. I know there’s a lot of discussion in the FCSS world around the centralization of Alberta Supports. And I feel like we haven’t received as many clients requesting this type of help recently, and it’s mostly because people have given up.”*

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Even in cases where individuals are able to connect with support workers online or over the phone, many FCSS directors noted that such impersonal “virtual intakes” frequently fail to uncover the full range of services vulnerable people need. The result is “the loss of a continuum of service” wherein the social support system can “wrap around the entire client” and ensure they are both properly taken care of and receive the full multitude of supports they need. Further, clients no longer have a consistent contact person to follow up in this environment, leading to additional challenges accessing the required supports. Ultimately, as one rural FCSS director explained, “The actions of the provincial government [in transitioning to ‘1-800’ lines or online web portals for intakes and assistance] ... summarily dismissed people who are already disenfranchised.”



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In summary, the ongoing centralization of social services in Alberta has generated significant challenges for rural FCSS programs and rural citizens — challenges that have only multiplied with the recent decision to fast-track a transition to telephone intake lines and online web portals for a variety of provincial social service supports (especially Alberta Supports) in the wake of the COVID-19 pandemic. Because rural FCSS offices are often “the only shop in town,” they face a disproportionate burden compared to most of their urban counterparts. Indeed, this issue raises a serious equity concern. Multiple provincial agencies mandated to deliver supports to all Alberta citizens have increasingly reduced their in-person supports to rural Albertans. Rural FCSS offices are subsequently faced with helping vulnerable community members navigate this new system — a considerable task for offices already facing funding and capacity pressures. This in turn intensifies pressure on rural municipalities to increase funding to local FCSS programs, which has resulted in a significant increase in municipal overcontribution to FCSS programs across rural Alberta.

### **Key Challenge 3: Changing and Increasing Social Needs in Rural Communities**

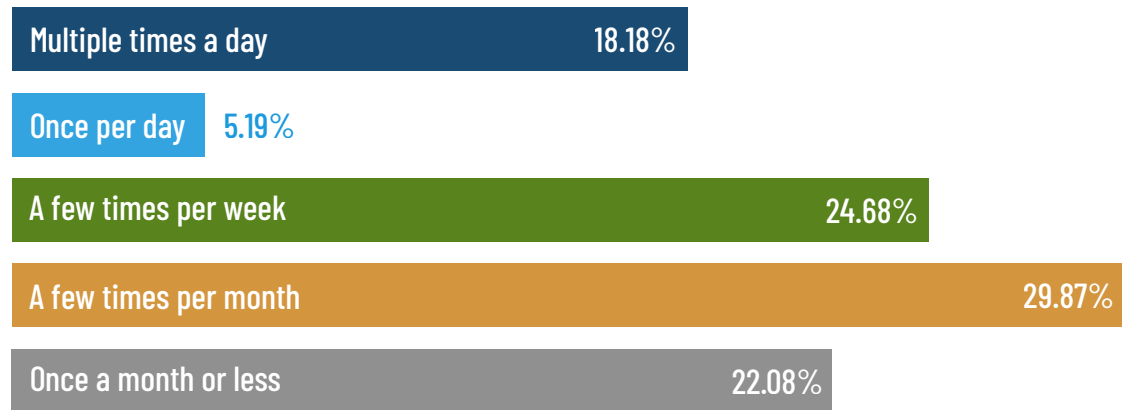
Rural FCSS directors were essentially unanimous in highlighting the changing nature and the overall increase of social service needs in their communities — two trends that have also placed new stresses on already taxed FCSS programs in rural Alberta. Although tracing precise causes of such complex trends is difficult, the FCSS directors we spoke with were adamant that both the COVID-19 pandemic and recent inflation are key drivers of changing and increasing client needs.

The COVID-19 pandemic presented unique and difficult challenges for all Albertans. Rural FCSS directors spoke at length about a clear decline in the mental health of many of their clients, of the impacts of social isolation (especially for children and seniors), and increased anxiety related to both physical health and financial wellbeing. In addition, directors noticed new patterns of division within communities, decreased comfort levels in group settings, and declining levels of healthy behaviours in the wake of basically losing two years of FCSS group programming.

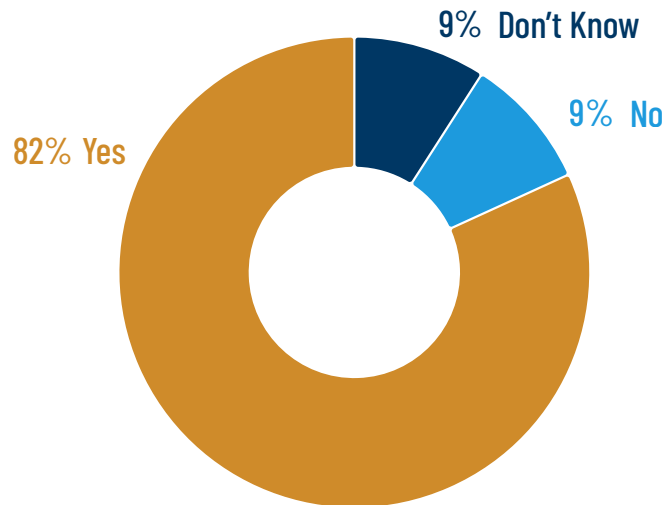
The current period of inflation has added more stress on many of the most vulnerable in our communities. Multiple FCSS directors spoke of “unprecedented demand” for the services of local food banks, of noticing more and more people “not eating,” and of a more general decline in the mental health of many given the overarching anxiety fast-rising prices of all key staples can cause in those populations without the means to absorb significantly higher costs. Several rural FCSS directors also noted increasing levels of homelessness in their communities, a trend that was already emerging prior to the pandemic, and has grown worse in the past few years.

Overall, rural FCSS directors are receiving more requests for assistance than previous years and are encountering more complex cases involving serious mental health issues, addictions, domestic abuse, crime, and individuals and families in serious financial distress. In short, the number of people who are walking through the doors of rural FCSS offices in crisis has increased dramatically in the past few years (See Figure 15, page 31 and Figure 16, page 31).

**Figure 15: How often do your FCSS staff encounter community members who are in a state of crisis?**

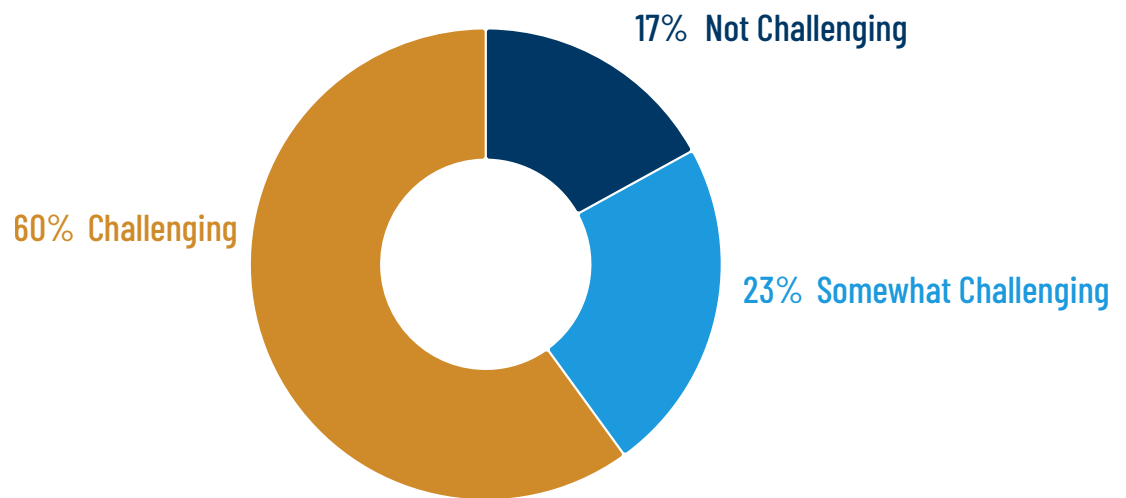


**Figure 16: Have your FCSS staff experienced an increase in community members who are in a state of crisis since 2018?**



These trends are especially problematic for rural FCSS offices because such cases clearly fall within the range of “intervention” rather than “prevention,” thus often pushing FCSS staff further beyond their legislated mandate. As discussed earlier, the “relational realities” of rural life make it especially difficult for rural FCSS staff to simply turn people in need of intervention away. Indeed, one clear outcome of this increased pressure that several rural FCSS directors noted was a noticeable rise in both workload and levels of personal stress among both FCSS staff and members of community organizations who partner with FCSS on local programming, often leading to what many respondents labelled as “staff burnout” (see Figure 17, page 32).

**Figure 17: How challenging has the problem of staff burnout been in your FCSS office?<sup>13</sup>**

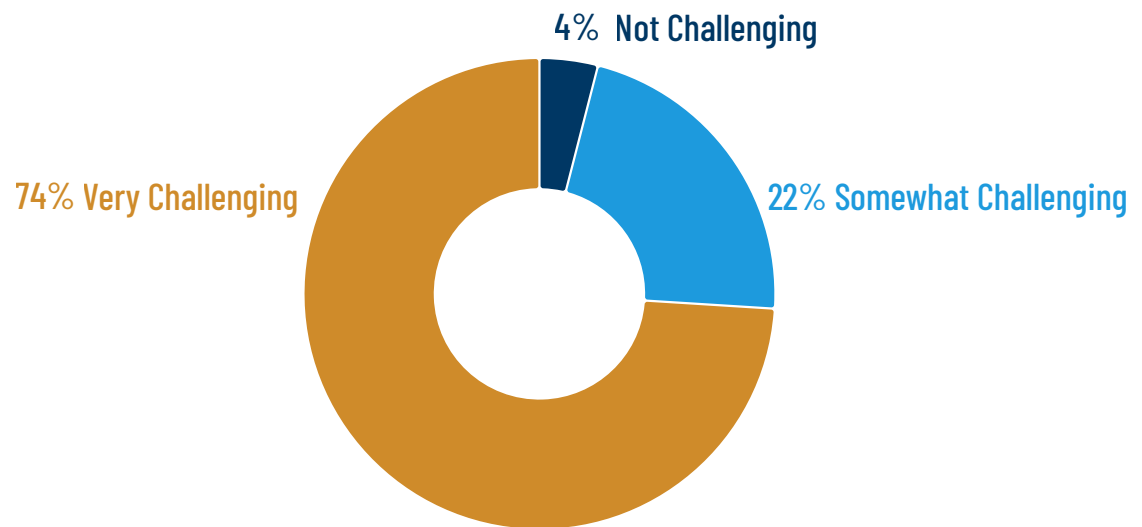


FCSS directors have faced increasing anxiety related to both the wellbeing of their staff and clientele, but also awareness that these patterns place even more fiscal pressure on their underfunded offices. In addition, many directors demonstrated a fair amount of despair in their conversations with us in response to their growing sense that provincial officials are simply unconvinced by their pleas regarding the increasingly dire situation facing both vulnerable individuals and rural FCSS offices.

Granted, the changing nature and increasing frequency of these social service needs are not localized to rural communities. It is likely that most urban social service providers across Alberta (if not North America and beyond) have noted similar patterns in the wake of the pandemic and the subsequent period of inflation. However, due to existing funding shortfalls and increasing client loads, these new challenges are pushing already taxed rural FCSS offices to the brink. FCSS directors were asked about the severity of this challenge (Figure 18, page 33) and roughly 74% of respondents deemed this to be “very challenging.”

<sup>13</sup> For readability purposes, this data was collapsed from a survey question that employed a 10-point Likert Scale asking respondents to rate “how challenging” this was from 1 (not challenging) to 10 (extremely challenging). In this chart, scores from 1 – 3 were collapsed into “not challenging”, scores 4 – 6 were collapsed into “somewhat challenging” and scores 7 – 10 were collapsed into “very challenging”.

**Figure 18: How challenging has increased demand for intervention-type services due to recent challenges like the COVID-19 pandemic or cost-of-living inflation to your FCSS program?<sup>14</sup>**



## Policy Recommendations

### 1. Increase Core Funding from the Province

The most commonly mentioned policy recommendation made by rural FCSS directors who participated in this study was simple: the provincial government must increase core funding for FCSS programs across the province. As mentioned earlier, provincial funding for FCSS programming remained capped at \$100 million from 2015 – 2022. In the meantime, several standard FCSS costs, from staff salaries to space rental to materials required for various on-the-ground programming have risen considerably. In this environment, many municipalities across rural Alberta have been forced to increase funding beyond their required 20% to prop up FCSS programs in their communities. Even with municipal overcontributions, the research team repeatedly heard about FCSS programs across rural Alberta facing significant fiscal pressure, often being forced to curtail programming, make smaller contributions to partnering community organizations, and reduce staff hours. Although the province increased overall funding to FCSS programs across the province by \$5 million in 2023, it is a near certainty that this amount will not be enough to address the key fiscal issues rural FCSS offices are facing.

A number of different ideas for ensuring more funds flow to rural FCSS offices were shared over the course of this study but, at minimum, it would be prudent for the provincial ministry to ensure annual increases in core funding are indexed to inflation. Given the emerging patterns of need discussed in the previous section, and the significant pressures the centralization of other social services puts on rural FCSS offices, there is an urgent need not only for funding to index with inflation but to increase significantly overall. Therefore, a significant increase to core funding that acknowledges the rising

<sup>14</sup> For readability purposes, this data was collapsed from a survey question that employed a 10-point Likert Scale asking respondents to rate “how challenging” this was from 1 (not challenging) to 10 (extremely challenging). In this chart, scores from 1 – 3 were collapsed into “not challenging”, scores 4 – 6 were collapsed into “somewhat challenging” and scores 7 – 10 were collapsed into “very challenging”.



need for the types of vital services and programs FCSS offices provide to their community members is also recommended. Widespread municipal overcontribution essentially means that the provincial government is failing to uphold the funding parameters that govern FCSS operations in Alberta: 80% from the province and 20% from the municipality. A meaningful increase to core funding would help to return the provincial-municipal funding balance to what is demanded by the terms of the FCSS Regulation. In an environment wherein the provincial government is basking in significant budget surpluses and has made several large spending announcements across different jurisdictions in the past year, a serious increase to the core funding of FCSS programs in Alberta seems imminently doable.

In addition, the provincial government must do more to ensure the sustainability of core funding for FCSS programming. Several FCSS directors noted that the current practice of signing three-year funding contracts with individual FCSS programs creates an unnecessary level of anxiety, and even program inertia, for directors and staff, especially when these contracts are frequently renewed at “the very last moment.” Similar concerns were shared in relation to “pilot programs” the provincial government decides to fund. These should be funded for at least three (if not five) years, and should not be abruptly ended without significant consultation with FCSS directors. The degree of precarity faced by FCSS offices on both these fronts adds additional stress to programs that are already “maxed out”.

## **2. Increase the Accessibility of Provincial Social Support Services for Rural Albertans**

In accordance with the second key challenge discussed above, the GOA must do more to ensure certain provincial social services remain or are returned to rural communities. No rural FCSS director we spoke with expected a full return of social services that once existed in rural Alberta decades ago. However, there are actions the GOA can take to lessen the load rural FCSS offices face in terms of the increased demand from community members given that they are often “the last shop in town” offering some social supports.

At a minimum, the province must revisit the decision to transition so many support services and client intakes to “1-800” lines and online web portals. Not only has this decision placed incredible stress on rural FCSS offices, it has also proven to have significantly negative impacts on vulnerable people throughout rural Alberta who find it very difficult, if not impossible, to navigate this new system. Re-opening the Alberta Supports offices that were shuttered over the pandemic would be the most appropriate first step in this direction.

More generally, a serious commitment from the GOA to ensure that more in-person social service supports are made available across a wider cross section of Albertan communities is required. While it is unrealistic to insist that every town and village across Alberta contain a selection of social service offices covering multiple issues, the province must ensure that there are physical offices within reasonable distances to all Alberta communities so rural Albertans can seek assistance in-person. Some additional assistance with transportation costs must also be included in such plans.

In addition, the GOA must reinvest in ensuring that social service workers who possess the capacity to truly help community members in need with various supports they are entitled to are travelling to and spending time in rural Alberta. The slow erosion of this practice has negatively impacted rural FCSS offices and vulnerable rural citizens. The principle of equitable treatment for all Albertans, urban and rural, requires revisiting this model.

### **3. Ensure that Future Public Policy Related to Social Service Delivery in Alberta is Approached via a Rural Lens**

The practice of applying a “rural lens” to public policy decisions refers to an assessment that specifically considers how a proposed policy change will impact rural regions and peoples. To apply a “rural lens” to public policy decisions related to social service delivery in Alberta would require a careful and systematic consideration of the impact that any policy change in this area would have on rural Albertan communities and citizens.



Having outlined the challenges rural FCSS programs face, many recent decisions related to social service delivery in Alberta were not considered through a “rural lens.” Although FCSS programs across Alberta are facing increasing pressures in response to similar challenges, impacts are often felt most acutely by rural FCSS programs that bear most of the burden generated by the ongoing centralization of broader social service delivery. On a more technical note, the transition to the use of telephone and web portals by many social service agencies discounts the reality of both poor internet and spotty cellular service in rural regions. Although the past cannot be altered, future policy decisions related to provincial social services must more seriously engage with questions related to impacts on rural communities and citizens.

Throughout this study the team heard many ways in which ministries responsible for social service delivery could better anticipate the impacts of policy changes on rural Alberta. Several rural FCSS directors noted the current funding calculation that determines the provincial contribution to each FCSS program should take into account that the size and sparseness of rural communities leads to higher costs for offering different FCSS programs, and of sharing important information with community members. Similarly, although some consolidation and centralization of social services may be inevitable, rural FCSS directors insisted that, when relocating services, more must be done to understand the actual travel patterns that rural residents follow, rather than assuming that travelling to a location pre-determined by an Edmonton-based bureaucrat will be realistic for rural citizens from a specific community.

Several directors (although not all) were open to being more creative (and even somewhat radical) in terms of what rural FCSS programs can and should accomplish, given the realities they face. Rural FCSS offices are consistently “doing more with less” given the centralization of social service supports and the increasingly complex social challenges many rural Albertans are now facing. In such circumstances, more and more rural FCSS directors are asking whether they should take on an enlarged mandate capable of providing traditional “preventative” programming and additional “intervention-type” services and supports to community members in crisis given that no

local alternatives exist. Any such move in this direction would require careful planning, consultation, and enhanced resources from the GOA. Such an idea was not unanimously supported by the FCSS directors we spoke with. However, to even discuss it in a way that considers the impacts such a move would have on rural FCSS programs and community members is an example of applying a “rural lens” to an important debate about a large change in policy direction in rural Alberta. Evidence suggests that the time is now to have these conversations to ensure that social service delivery truly works for rural Albertans. The team heard too many examples that speak to the ways it currently does not.

#### **4. Ensure that Social Service Policy in Alberta is Designed with Meaningful Contributions from Rural FCSS Programs**

Building upon the previous point, “applying a rural lens” to policy discussions amounts to more than a study conducted from afar by urban-based policy makers. To apply a rural lens is to meaningfully engage, consult, and listen to the true “experts” in this field: the directors and staff in rural FCSS offices who are living the realities described in this report. Most recent social service-related policy decisions have been made without this type of engagement — a process that goes some way towards understanding how Alberta has ended up in this situation. In fairness, recent work around the creation of a new FCSS Accountability Framework engaged a wide cross section of rural FCSS directors, and one of the goals of the process was to better plot ways to improve coordination with social service agencies located in other ministries. But more must be done by the GOA to intentionally engage rural FCSS offices when making broader social service delivery decisions that will inevitably impact rural communities and, of course, the rural FCSS programs that are actually in the community and will be tasked, formally or informally, with dealing with the on-the-ground consequences.





## \* CONCLUSION

FCSS is a crucial service in towns, villages, and rural communities across Alberta. Relying on the efforts of dedicated staff and supported by municipal decision-makers, FCSS offices in every corner of the province support strong families, connected seniors, and healthy children. In other words, FCSS is a massive part of what makes Alberta's rural communities great.

This report shows that the efforts and passion of FCSS leaders in doing whatever it takes to support everyone in their communities, even the most vulnerable, has been compromised by systematic provincial downloading of responsibility and underfunding of FCSS services. FCSS services are doing more than ever before without the requisite training, funding, and capacity support. This situation leads to unfair pressure on municipalities, unreasonable expectations on FCSS staff, and additional stress to vulnerable rural Albertans.

The RMA will continue to advocate to government for proper funding of FCSS services, and adequate local availability of social services that are the responsibility of the province to deliver. This report tells an indisputable story: FCSS offices are going above and beyond to soften the local impacts of provincial underfunding and service level reductions.



# MINUTES

Tuesday, September 5, 2023 at 7:00 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2122 – 18 Street

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## REGULAR COUNCIL MEETING

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**COUNCIL PRESENT:** Mayor Jennifer Handley and Councillors Victor Czop, John Dozeman, Dave Mitchell and Kevin Todd.  
Absent: Councillors Roger Miller and Ken Sorenson

**OTHERS PRESENT:** Neil Smith Chief Administrative Officer  
Lisa Lockton Legislative Services Manager  
Georgina Sharpe Planning & Development Officer

### 1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Regular Meeting was called to order by Mayor Handley at 7:00 p.m.

#### RESOLUTION # 214 – 23/09/05 - Dozeman

The Regular Council agenda for September 5, 2023, was accepted as presented. CARRIED

### 2. PRESENTATIONS:

2.1 Nanton RCMP Corporal Tom Nairn, April – June 2023 Report – 7:02 – 7:15 p.m.

Corporal Nairn left the meeting after his report summary.

### 3. REPORTS:

#### **3.1 CHIEF ADMINISTRATIVE OFFICER:**

##### **3.1.1 Status Report – E**

##### **3.1.2 Employment Opportunity for Legislative Services – E**

#### RESOLUTION # 215 - 23/09/05 - Dozeman

Moved to add agenda item 3.1.2 to the Closed Confidential session as item 7.7. CARRIED  
UNANIMOUSLY

#### RESOLUTION # 216 - 23/09/05 - Mitchell

Moved that all written reports, as recorded on the agenda for September 5, 2023, be received for information and filing. CARRIED

### 4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

#### **4.1 ADOPTION:**

##### **4.1.1 Regular Council Meeting August 14, 2023 Minutes – E**

**RESOLUTION # 217 - 23/09/05 - Todd**

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Regular Meeting of the Council of the Town of Nanton held August 14, 2023, were accepted as distributed. CARRIED

**4.1.2 Services Committee Meeting August 30, 2023 Minutes - E**

**RESOLUTION # 218 - 23/09/05 - Czop**

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Services Committee Meeting of the Town of Nanton held August 30, 2023, were accepted as distributed. CARRIED

**4.2 BUSINESS ARISING FROM THE MINUTES:**

**4.2.1 Administrative follow up to Services Committee Recommendations – E**

- **RECOMMENDATION # 1 - 23/08/30 – 20/30 - Miller**

**RESOLUTION # 219 - 23/09/05 – Dozeman**

Moved to direct the Chief Administrative Officer to bring forward a policy regarding gopher control within the Town of Nanton which utilizes the Alberta Government Agri-facts document, “Managing Richardson’s Ground Squirrels” for the guidelines, and include information regarding;

- options for control,
- parameters for cost controls,
- management on Town owned residential lots for sale,
- management for the cemetery and parks.

CARRIED

- **RECOMMENDATION # 2 - 23/08/30 – 20/30 - Miller**

**RESOLUTION # 220 - 23/09/05 - Todd**

Moved to direct the Chief Administrative Officer to bring forward policy amendments to Dust Suppression Policy # 32-20-23/01/16 to include the opportunity for property owners and businesses to be included in the Town’s program, on a cost-recovery basis, provided that:

- a Minimum linear frontage be met for cost effectiveness, and
- a deadline date or time frame for inclusion in the annual program is stated, be included in the parameters for the addition. CARRIED

- **RECOMMENDATION # 3 - 23/08/30 – 20/30 - Dozeman**

Councillor Czop 7:21 declared a possible conflict of pecuniary interest as his business utilizes the recycling yard for his customers – he left the Council Chambers at 7:21 p.m.

**RESOLUTION # 221 - 23/09/05 - Dozeman**

Moved to approve the potentially permanent closure of the Town of Nanton yard waste/compost/branch recycling facility as of October 31, 2023, and that clear messaging be relayed to the public that re-opening would only be contingent on Council’s direction upon:

- further research into alternate solutions and clear level of service for management of the facility;
- research and consideration of inclusion of green bins for compost and yard materials;
- budget consideration for the removal of the branch pile and compost accumulated to October 31, 2023.

CARRIED

Councillor Czop returned to the meeting at 7:26 p.m.

- **RECOMMENDATION # 4 - 23/08/30 – 20/30 - Handley**

**RESOLUTION # 222 - 23/09/05 - Mitchell**

Moved to approve the recommendation of the Operations Manager to upgrade the current flusher unit with the purchase of a skid-mounted flusher with hot water heating capacity and approximately 800' of hose within the 2024 budget process. CARRIED

- **RECOMMENDATION # 5 - 23/08/30 – 20/30 – Miller**

**RESOLUTION # 223 - 23/09/05 - Todd**

Moved to direct the Chief Administrative Officer to arrange a meeting with representatives of the Salas O'Brien Company and its sub-consultants, including Stephenson Engineering, regarding the Tom Hornecker Recreation Centre Swimming Pool Condition Assessment Draft Report to review the life cycle capital costs stated within the spreadsheets and the stated capital priorities within the document, at a Committee of the Whole of Council meeting. CARRIED

**5. NEW & UNFINISHED BUSINESS:**

**5.1 Mayor's Request for Special Meeting of Council September 11, 2023.**

**RESOLUTION # 224 - 23/09/05 - Todd**

Moved to hold a Special Meeting of Council on Monday, September 11, 2023 at 11:00 a.m. for the purpose of a Closed Confidential Session for a Council Review Session in accordance with the Freedom of Information and Protection of Privacy Act, Section 24(1) (a) (d) – Advice from Officials. CARRIED

**5.2 Policy Manual updates - E**

**1. RESOLUTION # 225 - 23/09/05 - Mitchell**

Moved to repeal Policy No. 44 – 23 – 16/02/01 – Nanton Recycling Depot, as the policy is no longer relevant with the current lease contract for the depot with Dump Gump. CARRIED

**2. RESOLUTION # 226 - 23/09/05 - Dozeman**

Moved to repeal Policy No. 14 – 92 – 20/04/06 - Covid-19 Situation Employee Arrangements, Temporary, which automatically expired as of July 31, 2022. CARRIED

**3. RESOLUTION # 227 - 23/09/05 - Czop**

Moved to repeal Policy No. 12 – 101 21/04/19 – Third Party Uses of Municipal Land and Improvements, Schedule "B" only, which automatically expired as of October 21, 2021. CARRIED

**4. RESOLUTION # 228 - 23/09/05 - Todd**

Moved to repeal Policy No. 283 – 04/06/07 – Pavement Repair as the process is outdated – now included with Policy #13 – 152 – 19/04/15 Preventative Maintenance & Asset Management. CARRIED

**5. RESOLUTION # 229 - 23/09/05 - Dozeman**

Moved to repeal and replace Policy No. 183 – 10/06/07 – Entrance Signs Policy as it was outdated with the installation of the north and south bound highway digital entrance signs.  
CARRIED

### **5.3 Proposed Road Closure Bylaw #1377/23 – E**

Councillor Czap declared a potential pecuniary conflict of interest due to a family member's involvement with the subject property – he left Chambers at 7:37 p.m.

#### **RESOLUTION # 230 - 23/09/05 - Mitchell**

Moved to read Town of Nanton Bylaw #1377/23, a bylaw to close to public travel for the purpose of disposing of the following described roadway, subject to rights of access granted by other legislation;  
PLAN 3163L

BLOCK 28

ALL THAT PORTION OF THE LANE WHICH LIES BETWEEN THE SOUTHERLY LIMIT OF LOTS 11 AND 12, AND THE NORTHERLY LIMIT OF LOTS 23 AND 24, for the first time.

CARRIED

Councillor Czap returned to Chambers at 7:39 p.m.

#### **RESOLUTION # 231 - 23/09/05 – Dozeman**

Moved that a Public Hearing regarding Town of Nanton Road Closure Bylaw #1377/23, be held on Monday, October 2, 2023 at 7:00 p.m. within the Regular Meeting of Council. CARRIED

## **6. CORRESPONDENCE:**

### **6.1 FOR ACTION:**

#### **6.1.1 Mothers Against Drunk Driving (MADD) Advertising Support Request – E**

No funding provisions; however, the Town of Nanton will continue to partner for advertising on its website and social media as requested.

#### **6.1.2 Livingstone Range School Division – School Bus Parking – E**

Information noted for the designation of 24<sup>th</sup> Avenue from 22 Street to 24<sup>th</sup> Street exclusively for school bus parking Monday to Friday, 8:00 am to 4 pm throughout the school year by the Chief Administrative Officer, as per Bylaw #1327/19.

#### **6.1.3 Request for Proclamation of “Disability Employment Awareness Month” for October – E**

This event is already proclaimed by the Government of Alberta and the Federal Government. No further action to be taken.

### **6.2 FOR INFORMATION:**

6.2.1 High River District Health Care Foundation MASH Bash 2.0 Information for attendance - E

6.2.2 Chinook Arch Regional Library System August 3, 2023 newsletter – E

6.2.3 Livingstone Range School Division – Nanton Schools Advisory Committee

**7. CLOSED CONFIDENTIAL SESSION:**

**RESOLUTION # 232 - 23/09/05 - Czop**

IT WAS MOVED to recess the Regular Meeting at 7:44 p.m. in order to hold "Closed Confidential Sessions" pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Freedom of Information and Protection of Privacy Act, as follows:

- 7.1 Annual Insurance Report – FOIP Section 27(b) Privileged information
- 7.2 Park Asset Investment - FOIP Section 25(1)(c) Disclosure harmful to economic and other interests of a public body
- 7.3 Town of Nanton Employee Benefits – FOIP Section 17(4)(c) Disclosure harmful to personal privacy and 24(1) Advice from officials
- 7.4 Nanton Heraldry and Legacy Wall – FOIP Section 24(1) Advice from Officials
- 7.5 Nanton Health Centre – FOIP Section 21 Disclosure harmful to Intergovernmental Relations
- 7.6 D2S Farms Ltd. Correspondence – FOIP Section 24 (1) Advice from Officials
- 7.7 Added - Legislative Services Employment Opportunity – FOIP Section 24(1)(d) Advice from Officials

CARRIED

Georgina Sharpe left the meeting prior to discussions regarding Item 7.7. at 9:10 p.m.

**RESOLUTION # 233 - 23/09/05 - Todd**

IT WAS MOVED to reconvene the Regular Meeting at 9:39 p.m. CARRIED

**8. ADJOURNMENT:**

**RESOLUTION # 234 - 23/09/05 - Dozeman**

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:39 p.m.

**TOWN OF NANTON**

\_\_\_\_\_  
CHIEF ELECTED OFFICIAL

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

NS:ll



These minutes accepted and signed this 18<sup>th</sup> day of September, 2023.

Not Yet Approved





# MINUTES

Monday, September 11, 2023 at 11:00 a.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2122 – 18 Street

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## SPECIAL COUNCIL MEETING

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**COUNCIL PRESENT:** Mayor Jennifer Handley and Councillors Victor Czop, John Dozeman, Roger Miller, Dave Mitchell, Ken Sorenson and Kevin Todd.

**OTHERS PRESENT:** Neil Smith                      Chief Administrative Officer  
Clayton Gillespie                      Corporate Services Manager

### 1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Special Meeting of Council was called to order by Mayor Handley at 11:01 a.m.

#### RESOLUTION # 235 – 23/09/11 - Todd

The Special Council meeting agenda for September 11, 2023 was accepted as presented. CARRIED

### 2. CLOSED CONFIDENTIAL SESSION:

#### RESOLUTION # 236 – 23/09/11 - Czop

IT WAS MOVED to recess the Special Meeting at 11:02 a.m. in order to hold “Closed Confidential Sessions” pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Freedom of Information and Protection of Privacy Act, as follows:

- 2.1 Nanton Heraldry – FOIP Section 24(1) Advice from officials
- 2.2 Council Review – FOIP Section 24(1)(a)(d) – Advice from officials

CARRIED

#### RESOLUTION # 237 – 23/09/11 - Miller

IT WAS MOVED to reconvene the Special Meeting at 2:11 p.m. CARRIED

### 3. ADJOURNMENT:

#### RESOLUTION # 238 – 23/09/11 - Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 2:12 p.m.

**TOWN OF NANTON**

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**CHIEF ELECTED OFFICIAL**

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**CHIEF ADMINISTRATIVE OFFICER**

NS:ll

These minutes accepted and signed this 18<sup>th</sup> day of September, 2023.



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## GOPHER CONTROL

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### PURPOSE:

To formalize the Town's approach to pest control with respect to the Richardson Ground Squirrel/ pocket gopher.

### POLICY:

1. Gophers are primarily a nuisance through their creation of holes in public spaces or recreational areas that cause safety issues for people and pets.
2. This is a Town within an agricultural region, surrounded by farmers' fields. The impacts of gophers as pests can only be temporarily mitigated, not eradicated.
3. The Town does not conduct gopher control on private property, public institution lands or public land leased to or held by third parties – that is the responsibility of the owner/ holder.
4. The Town does not generally treat municipally-owned public spaces that have not been developed for residential, institutional or recreational uses from a standpoint of fiscal responsibility.
5. Areas that are annually treated each spring (represented on schedule 'A' include:
  - Cemetery;
  - Dave Wallace Park;
  - Lions Grove Park;
  - Westview Dry Pond on 27<sup>th</sup> Avenue;
  - Westview Dog Park (external perimeter only)
  - Westview Wet Pond;
  - Mile 56 Rest Area (if required in the view of management or designated supervisor).
  - Baseball diamonds (if required in the view of management of designated supervisor).
  - Westview west perimeter municipally owned lots for sale (if required in the view of management or designated supervisor).
6. Management may select other municipal locations on an as-needed basis and if there are sufficient operational funds.

### PROCEDURE:

1. The Town will utilize licensed or certified pest control contracted service providers, using appropriate products approved by Health Canada (e.g. Rozol RTU).
2. The Town will endeavour to have Contractors undertake the applications in the months of March or April annually.
3. Through the Town website, social media, and advisory signage, residents are encouraged to take precautions and avoid treated areas, particularly with small children and pets, urging the public to keep their dogs on a leash in line with bylaws when passing through these areas or avoiding them entirely for 2-3 weeks.

### REFERENCE:

REPLACES POLICY: N/A

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
Date

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

\_\_\_\_\_  
Date

  
**NANTON**  
EST  1903  
CHIEF ADMINISTRATIVE OFFICER

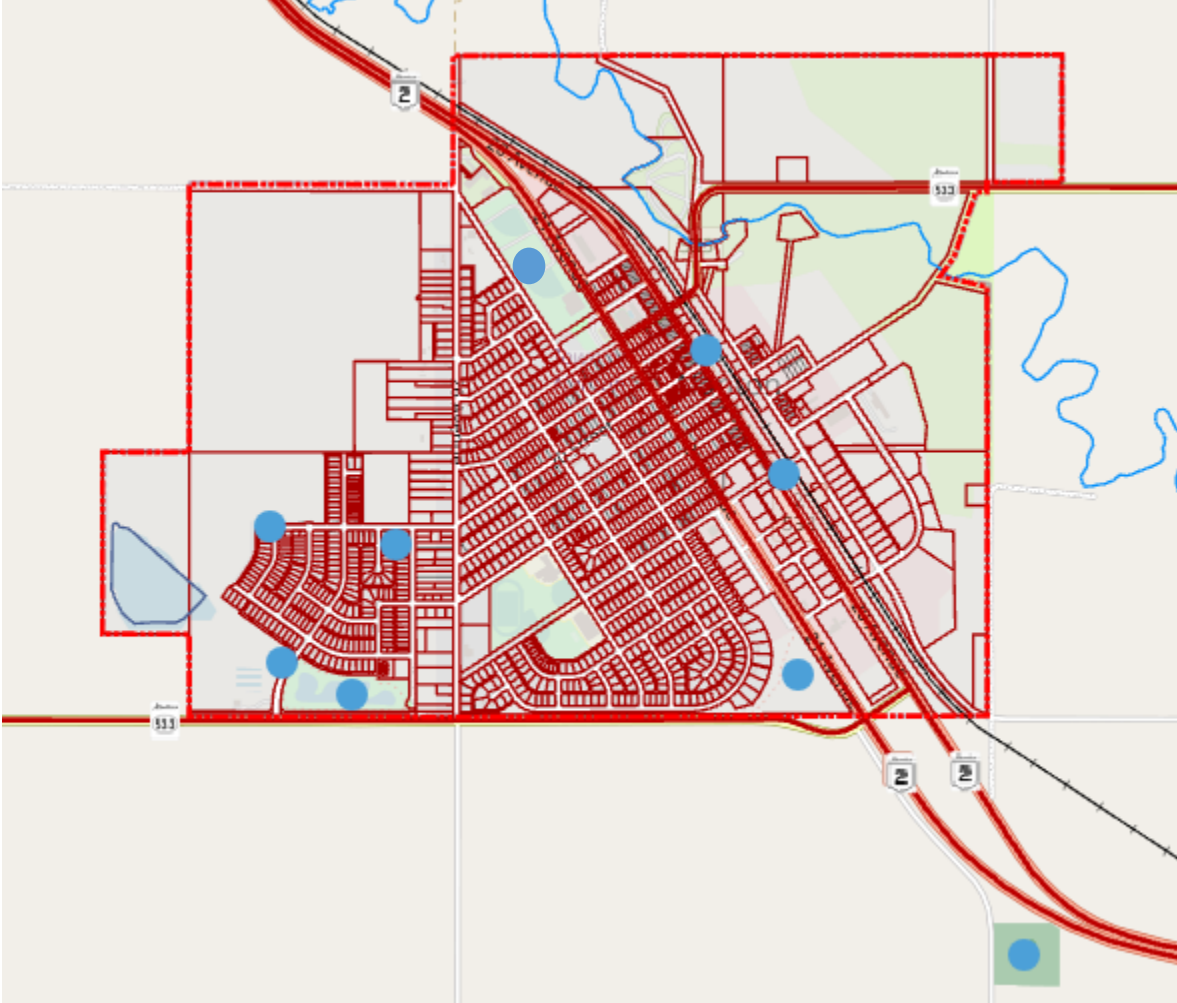
DRAFT



REFERENCE NUMBER:  
REPLACES POLICY DATED: N/A

Schedule 'A'

# Gopher Treatment Areas



REFERENCE NUMBER:  
REPLACES POLICY DATED: N/A



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## DUST SUPPRESSION

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**PURPOSE:**

To formalize the Town's approach to annual dust suppression provided to select unpaved road surfaces within town limits.

**POLICY:**

1. Unabated dust from gravel roads may pose safety and nuisance concerns, with the Town identifying critical areas for annual treatment from the Operations budget.
2. The Town cannot accommodate requests for additional areas or treatments of dust suppression (at cost as a sale of service) at this time.
3. While nuisance concerns are sympathized with, the Town has a limited annual budget available for dust suppression and prioritizes this work accordingly in line with this policy.
4. This policy represents a formalised 'baseline' to enable better understanding by the public and an easier, more transparent, starting place for discussing levels of service and value for money in future.

**PROCEDURE:**

1. The Town will implement the use of products that meet environmental standards and its discretionary needs, while always reviewing and exploring different options.
2. The Town will apply dust suppression annually in front of the properties and lands identified in Schedule 'A'.
3. Property owners and businesses can be included in the Town's annual program, on an invoiced cost-recovery basis, provided that:
  - a. a Minimum linear frontage be met for cost effectiveness, and
  - b. a deadline date or time frame for inclusion in the annual program is stated, be included in the parameters for the addition.
4. Property owners or residents who wish to independently arrange and pay for additional or repeat applications of dust suppression on any unpaved municipal streets, avenues or alleys privately from contracted service providers may do so as long as the Operations Department have an opportunity to first review and approve the proposed location(s), product and application methodology.

\_\_\_\_\_  
MAYOR

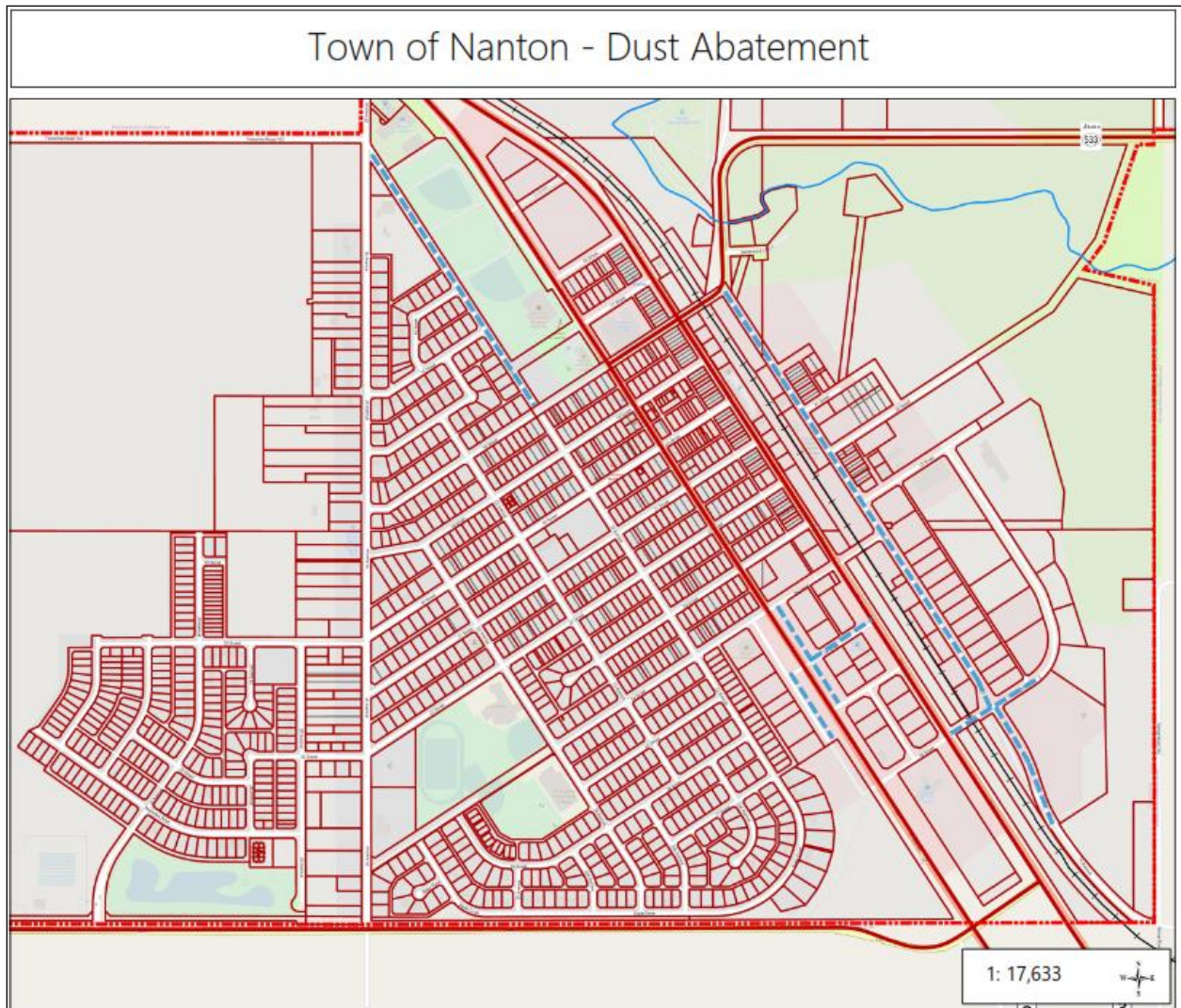
\_\_\_\_\_  
Date

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

\_\_\_\_\_  
Date

**REFERENCE:**  
**REPLACES POLICY: N/A**

**Schedule 'A'**  
**Dust Suppression Areas**



REFERENCE NUMBER:  
REPLACES POLICY DATED: N/A



# REQUEST FOR DECISION

Meeting: September 18, 2023

Agenda Item: 5.3

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## ANIMAL BYLAW #1352/21 UPDATES

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### PURPOSE:

To update Bylaw #1352/21 to clarify fines regarding Dangerous Dogs and minor editing for enforceability.

### BACKGROUND / IMPLICATIONS:

The changes proposed regarding enforceability were initiated by a review of Bylaw #1352/21 by Peace Officer Jesse Steele. Together with the Peace Officer, Legislative Services has proposed the following minor changes to update the Bylaw:

- Section 14.4 and 14.9 – edited to utilize the term “Animal” versus limiting to “Dog”
- Penalty schedules required adjustment to ensure numerical order and descriptor alignment with Sections
- Penalties for Sections 10 & 15 divided for clarity and severity of contravention
- Section 12.12 added specifically for Dangerous Dogs to mirror 10.1 for other Animals – noted by Peace Officer Jesse Steele to distinguish severity of fines
- Edited 10.1 to reduce specific cases by generalizing as per proposed 10.1 (a) – reflected in 12.12 as well
- Combined 10.1 (f) with 10.2 which addressed barking and noise to keep concepts together

### ADMINISTRATIVE RECOMMENDATION:

The changes proposed to this Bylaw are generally minor edits and clarification of the existing Bylaw and schedules without changing the content. Council may choose to proceed with all readings of the bylaw at this meeting as the content and intent of the original Bylaw #1352/21 are not changed with the updates.

### DECISION OPTIONS:

- #1 – Move to read Town of Nanton Bylaw #1378/23, a bylaw for the licensing, control and regulation of Animals, for a first time.
- #2 – Consider any further amendments / table further readings to next Council meeting /or proceed: Move to read Town of Nanton Bylaw #1378/23 for a second time
- #3 – Unanimous consent to read Town of Nanton Bylaw #1378/23 for a third time was granted by Council present.
- #4 – Move to read Town of Nanton Bylaw #1378/23 for a third and final time.

**Financial (GL# / Amount) :** N/A      **Communications/PR:** Web posting of revised bylaw

**Applicable Legislation:** former Bylaw #1352/21      **Attachments:** Proposed Bylaw #1378/23

**Prepared By:** Lisa Lockton, Legislative Services Manager

**Date:** Sept. 12/23

APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input checked="" type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC
<input checked="" type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION: review of existing bylaw & update			





# BYLAW

BYLAW NO. 1378 / 23

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**A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA FOR THE LICENSING, CONTROL, AND REGULATION OF ANIMALS WITHIN THE TOWN OF NANTON TO PROMOTE RESPONSIBLE OWNERSHIP.**

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**WHEREAS** pursuant to Section 7 (a) of the *Municipal Government Act*, R.S.A 2000 c M-26, and amendments thereto, a council may pass bylaws respecting the safety, health and welfare of people and the protection of people and property;

**WHEREAS** pursuant to Section 7(h) of the *Municipal Government Act*, a council may pass bylaws respecting wild and domestic animals and activities in relation to them;

**WHEREAS** pursuant to Section 7(i) of the *Municipal Government Act*, a council may pass bylaws respecting the enforcement of bylaws made under the Act or any other enactment including any or all of the matters listed therein; and

**WHEREAS** pursuant to Section 8 of the *Municipal Government Act*, a council may in a bylaw regulate or prohibit, and provide for a system of licences, permits or approvals including any or all of the matters listed therein; and

**WHEREAS** the Council of the Town of Nanton considers it expedient to promote responsible animal ownership and to control, regulate, and license animals within the Town of Nanton;

**NOW THEREFORE** THE COUNCIL OF THE TOWN OF NANTON, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

**PART 1 – PURPOSE, DEFINITIONS AND INTERPRETATION**

**1. PURPOSE:**

1.1 The purpose of this Bylaw is to promote responsible Animal ownership and to control, regulate and license Animals within the Town.

**2. CITATION:**

2.1 This Bylaw may be cited as the “Animal Bylaw”.

**3. DEFINITIONS:**

3.1 In this Bylaw, unless the context otherwise requires:

- a) “**Animal**” means any live creature, both domestic and wild, and includes fowl, fish, and reptiles, but does not include a human;
- b) “**Animal Control Officer**” means any Person, or their designate, in charge of the administration and enforcement of this Bylaw in conjunction with the operation of an Animal Services Centre, and

includes a Bylaw Enforcement Officer, Peace Officer, an employee of the Town of Nanton or an independent contractor appointed by the Town to enforce the provisions of the Town bylaws;

- c) **“Animal License Officer”** means either an employee of the Town of Nanton authorized to issue Licenses in respect to this Bylaw, or an employee of an Animal Services Centre under the direct management of the Animal Control Officer;
- d) **“Animal Services Centre”** means a facility that adheres to all Provincial, Federal and applicable registered animal humane and protection society regulations in accordance with best practices and standards for animal welfare designated by the Town of Nanton for the impoundment or seizure, confinement and care of Animals and includes a facility that may be supplied by an independent contractor, under contract with the Town to provide such facility;
- e) **“At Large”** means an Animal that is present at any place other than the Owner’s Property which is not being carried by a person or which is not otherwise restrained or under physical control of a Person by means of some form of restraining device securely holding that Animal.
- f) **“Attack”** means an assault by an Animal upon a Person or other Animal resulting in bleeding, bone breakage, sprains, abrasions, bruising, or multiple injuries;
- g) **“Bee”** means the insect *Apis mellifera*, commonly referred to as “honeybees”;
- h) **“Cat”** means any Animal of the domesticated feline species;
- i) **“Chickens”** means domesticated chickens and refers to both hens and roosters;
- j) **“Chief Administrative Officer”** or **“CAO”** means the Person designated by Council as the chief administrative officer of the Town or his/her designate;
- k) **“Contractor”** means a Person that carries out work for the Town of Nanton under a written agreement for an independent business-contractor relationship for services;
- l) **“Court”** means a court of competent jurisdiction in the Province of Alberta;
- m) **“Dangerous Dog”** means:
  - (i) any Dog designated as such in accordance with Section 12 of this Bylaw;
  - (ii) any Dog designated as such pursuant to the *Dangerous Dogs Act*
- n) **“Dog”** means either a male or female member of the domestic canine family, either intact, neutered or spayed;
- o) **“Impounded”** means an Animal that has been apprehended, caught, trapped in a live trap, or is otherwise caused to come into the care and custody of an Animal Control Officer pursuant to an investigation or apparent breach of this Bylaw or other Federal or Provincial Legislation concerning Animals;
- p) **“Livestock”** includes, but is not limited to:
  - (i) a horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep, or goat,
  - (ii) domestically reared or kept deer, reindeer, moose, elk, or bison,
  - (iii) farm bred fur bearing Animals including foxes or mink,
  - (iv) Animals of the bovine species,



- (v) rabbits raised for meat,
- (vi) Animals of the avian species intended for human consumption, including chickens, turkeys, ducks, geese, or pheasants, and
- (vii) all other Animals or insects that are kept for agricultural purposes;

excepting specific livestock that may be permitted by Town of Nanton bylaw;

- q) **“Municipal Tag”** means a tag or similar document issued by the Town under the Municipal Government Act that alleges a bylaw offence and provides a Person with the opportunity to pay an amount to the Town in lieu of prosecution for the offence;
- r) **“Off Leash”** means a public area or Park designated by the Town where Dogs are permitted to have the Dog’s restraining device removed while in that area, subject to the provisions of this Bylaw.
- s) **“Owner”** means any Person;
  - Who has legal title to the Animal; or
  - Who has possession or custody, or care and control of the animal, either temporarily or permanently, or
  - Who claims and receives an Animal from the custody of the Animal Services Centre; or
  - To whom a license tag was issued for an Animal in accordance with this Bylaw; or
  - Who harbours the Animal, or allows the Animal to remain on his premises; or
  - Who is the registered owner of a motor vehicle in which the animal is found or any motor vehicle that is transporting an Animal in or on;
- t) **“Park”** means a public space controlled by the Town and set aside as a park to be used by the public for rest, recreation, exercise, pleasure, amusement, and enjoyment and includes:
  - playgrounds,
  - cemeteries,
  - natural areas,
  - Sports Fields, and
  - pathways and trails;
- u) **“Peace Officer”** has the meaning provided in the *Provincial Offences Procedure Act*;
- v) **“Person”** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative;
- w) **“Provincial Offences Procedure Act”** means the *Provincial Offences Procedure Act*, RSA 2000, Chapter P-34 and the regulations thereunder;
- x) **“Restraining Device”** means a leash, tether, line, strap or other material of sufficient length and strength capable of restraining, without breaking, the Animal on which it is being used;
- y) **“Service Dog”** has the same meaning as in the *Service Dogs Act*, SA 2007, Chapter S-7.5 and regulations thereunder;
- z) **“Sports Field” means an outdoor area which is set apart and used for general fitness or the playing of sporting activities, including:**
  - a) courts (for example, basketball, tennis, or pickleball courts),
  - b) fields, meaning land within and controlled by Town which is set apart and used for the playing of a sport, whether formal or informal or competitive or recreational, including baseball diamonds, field hockey or cricket pitches, and rugby, soccer or football fields;
  - c) running tracks,



- d) fitness parks, where outdoor fitness equipment has been installed for public use, and
  - e) a playground; an outdoor area upon which apparatus such as swings, slides, and other children's play equipment are placed,
  - f) outdoor skating rink,
  - g) skate or bike park; an outdoor area which is designed and intended specifically for the use of skateboards, in-line skates, bicycles, scooter, or other similar devices,
  - h) spray park; an outdoor water park or splash pad, or
  - i) any similar outdoor play spaces;
- aa) **"Tag"** means the physical tag issued by the Animal License Officer as a means of identification of an Animal licensed pursuant to this Bylaw;
- bb) **"Town"** means the municipal corporation of the Town of Nanton or the area contained within the boundary thereof as the context requires;
- cc) **"Violation Ticket"** has the same meaning as in the *Provincial Offences Procedure Act*.
- dd) **"Wildlife"** means big game, birds of prey, fur-bearing Animals, migratory game birds, non-game Animals, non-license Animals and upland game birds as defined within the *Alberta Wildlife Act*;

#### **4. INTERPRETATION**

- 4.1 The use of nouns and pronouns within this Bylaw are gender neutral and, accordingly, any reference to one gender includes the other. Also, words in the singular include the plural and conversely, words in the plural include the singular.
- 4.2 Any heading, sub-headings, or tables of contents in this Bylaw are included for guidance purposes and convenience only and shall not form part of this Bylaw.

### **PART 2 - PERMITTED AND PROHIBITED**

#### **5. OWNERSHIP AND EXCEPTIONS**

- 5.1 Subject to the provisions of this Bylaw, Animals that may be kept within the Town of Nanton include domestic pets, such as Dogs and Cats.
- 5.2 It is not the intention of this Bylaw to prohibit other domestic pets such as small, caged pets or birds that fall within provincial and federal guidelines; however, licensing requirements, as per this Bylaw, do not apply to such domestic pets.
- 5.3 No person shall keep or have any of the following within the Town:
- (a) Livestock;
  - (b) Wildlife;
  - (c) poultry;
  - (d) Bees; or
  - (e) poisonous snakes, reptiles or insects,
- excepting where expressly permitted by an applicable Town of Nanton bylaw.
- 5.4 Exceptions to Subsection 5.3 include:
- (a) facilities where Livestock are temporarily housed for educational, veterinary, scientific, or civic purposes;



- (b) for permitted Special Events, such as parades or filming, and
  - (c) specific areas as designated within the Town of Nanton Land Use Bylaw, or any other current bylaw.
- 5.5 The Owners of any Livestock temporarily entering the Town of Nanton as permitted by the provisions of this Bylaw must hygienically dispose of any feces produced by such Livestock in accordance with the *Environmental Protection and Enhancement Act*, RSA 2000 c E-12, as amended from time to time.
- 5.6 No more than three (3) Dogs shall be harboured, suffered or permitted to remain upon or in any land, house, shelter, room or place, building structure, or property within the Town; and
- (a) notwithstanding the three Dog limit, no more than one (1) Dangerous Dog shall be harboured, suffered or permitted to remain upon or in any land, house, shelter, room or place, building structure, or property within the Town.
- 5.7 The restrictions in subsection 5.6 shall not apply where:
- (a) the property is lawfully used for the care and treatment of Animals, operated by or under the charge of a licensed veterinarian;
  - (b) the Owner is the holder of a valid and subsisting development permit which authorizes the keeping of Dogs in excess of the applicable limit established in 5.6;
  - (c) the Dogs in excess of the limit are under three (3) months of age and are the offspring of a licensed Dog residing at the same location;
  - (d) the Owner is a not-for-profit association, not-for-profit corporation or government organization engaged in the provision of specialized Dog services, including but not limited to guide or assistance Dogs, police Dogs, and search and rescue Dogs; or
  - (e) the Owner whose Dog is in excess of the limit is temporarily visiting a resident of the Town for a period not exceeding four (4) consecutive weeks.
- 5.8 The CAO may impose terms and conditions on a License issued pursuant to this section, including but not limited to terms and conditions regulating:
- (a) the location where the animals are to be kept;
  - (b) the maximum number of animals that may be kept;
  - (c) the manner in which the animals must be kept;
  - (d) restrictions on the sale or use of animal products;
  - (e) the term of the License;
  - (f) mandatory husbandry training; or
  - (g) any other matter the CAO determines is in the public interest.

### **PART 3: LICENSING**



## **6. LICENSING OF DOGS**

### **Requirement to License**

- 6.1 Every Person who resides within the Town and who is the Owner of a Dog that is over the age of three (3) months shall apply for a licence as set out in this Part, by:
- (a) paying the required license fee as set out in Schedule “A” of this Bylaw; and
  - (b) providing the following information:
    - (i) the name, telephone number and Street and rural address of the Owner;
    - (ii) the name of the Animal to be licensed;
    - (iii) a description of the Animal to be licensed;
    - (iv) the breed or breeds of the Animal to be licensed; and
    - (v) such further information as may be required by the Town.
- 6.2 Every Person who resides in the Town who becomes an Owner of a Dog that is over the age of three (3) months, or who takes up residence within the Town and who is the Owner of a Dog that is over the age of three (3) months, shall apply for a licence as set out in this Part, within thirty (30) days of becoming the Owner of such Dog or of taking up residence in the Town.
- 6.3 Upon payment of the required licence fee as set out in Schedule “A” to this Bylaw and providing the information required pursuant to section 6(1)(b), the Owner will be supplied with a Licence Tag having a number which will remain registered to that Dog.
- 6.4 Upon receipt of the completed application and payment of the prescribed fee as per Schedule “A” of this Bylaw, the Animal License Officer may issue a receipt that is deemed to be the license, and a corresponding license Tag for the Dog, which will be applicable for that calendar year.
- 6.5 Every license shall expire on December 31<sup>st</sup> in the year in which it was issued
- 6.6 The Owner shall pay the license fee by January 31<sup>st</sup> of each year, or a late fee may be applied in addition to the annual license fee. Any Person who fails to renew a license within this time limit is guilty of an offence.
- 6.7 The Owner of a Dog that has been duly licensed under this Bylaw may obtain a replacement Licence Tag for one that has been lost or damaged upon payment of the replacement licence Tag fee as set out in Schedule “A” of this Bylaw.
- 6.8 The onus of proving a Person has a valid and subsisting licence tag is on the Person alleging its existence.
- 6.9 No Person is entitled to a refund or a rebate for any licence fee.
- 6.10 An Owner of an unlicensed Dog is guilty of an offence.

### **Transferability, Possession of Licence Tag**



- 6.11 A licence issued under this Bylaw is not transferable from one Dog to another, nor from one Owner to another.
- 6.12 Every Owner shall ensure that the licence Tag is securely fastened to a collar or Harness worn by the Dog at all times while the Dog is off of the Owner's Property.
- 6.13 An Owner of a licensed Dog is guilty of an offence if the Dog is not wearing a licence Tag while off the Owner's Property.

### **Exemptions from Licensing Requirement**

- 6.14 The provisions of this Part shall not apply to the following:
- (a) Owners of Dogs temporarily visiting the Town for a period not exceeding four (4) consecutive weeks;
  - (b) Not-for-profit associations, not-for-profit corporations and government organizations engaged in the provision of specialized Dog services, including but not limited to, Service Dogs, police Dogs, or search and rescue Dogs;
  - (c) Persons holding an identification card proving ownership of a Service Dog for their use; and
  - (d) Dogs under three (3) months in age.
- 6.15 No Person shall give false or misleading information when applying for a license pursuant to this Bylaw.
- 6.16 The Owner applying for a Dog license must be at least eighteen (18) years of age. A license must not be issued to, or in the name of, any Person under the age of 18 years.
- 6.17 Where a license is required pursuant to this Bylaw and has been paid by the tender of an uncertified cheque, the license is issued subject to the cheque being accepted and cashed by the bank without any mention of this condition being made on the License, and is automatically revoked if the cheque is not accepted and cashed by the bank on which it is issued.
- 6.18 The Animal License Officer may revoke a licence if:
- a) the license was issued on the basis of incorrect information or misrepresentation by the applicant;
  - b) the license was issued in error; or
  - c) the Owner contravenes any provision of this Bylaw or of the Dangerous Dogs Act of Alberta.
- 6.19 Notwithstanding the foregoing, the Animal License Officer may refuse to issue a license where a reasonable belief exists that issuing the license will exceed the maximum number of Dogs permitted, as set out in Section 5.6 of this Bylaw.
- 6.20 The act of engaging in dog breeding and/or having a dog breeding facility must comply with the Town of Nanton Land Use Bylaw and Business License Bylaw.

### **PART 4 – RESPONSIBLE OWNERSHIP**



## **7. GENERAL**

- 7.1 An Owner of an Animal is responsible for the behaviour of their Animal on private and public property.
- 7.2 An Owner of an Animal is responsible for the necessary care, shelter and welfare of the Animal.
- 7.3 The Owner of any Animal shall:
- a) ensure that such Animal is kept in a safe, clean and healthy environment according to Provincial, Federal and any Agency provisions or regulations in accordance with best practices
  - b) ensure that the Animal is not At Large;
  - c) ensure that the Animal does not trespass on any private property;
  - d) ensure that defecation apparently left by such Animal on the property of the Owner does not accumulate to such an extent that it is reasonably likely to annoy or pose a health risk to others;
  - e) when the Animal defecates on any public or private property other than the property of the Owner, immediately remove all feces;
  - f) carry a suitable means of removing feces at all times while the Animal is in the custody of the Owner on property other than the Owner's property;
- 7.4 No Person who has removed Animal excrement may deposit same into a public litter receptacle except where the excrement is securely contained in an impermeable bag or other impermeable container so as not to ooze, leak or fall out in the in public litter receptacle.

## **8. OFF LEASH AREAS**

- 8.1 The CAO is hereby delegated the power to:
- a) designate the location, placement and regulations regarding the use for any Off Leash Area for Dogs on Town owned lands; and
  - b) designate any locations on Town owned lands that Dogs are prohibited; and
  - c) to keep or cause to be kept a record of such locations and placement and ensure adequate signage is posted advising the public of the designations.
- 8.2 In a designated Off Leash Area, the Owner of a Dog is not required to have the Dog on a leash or other restraining device, provided the Dog is under effective control of a Person such that the Dog will obey verbal or hand commands and ensure that such Dog is under control at all times, in particular, to come when directed to do so. The Owner must; however, have a leash or restraining device in hand for immediate use if required.
- 8.3 The Owner in charge of a Dog utilizing an Off Leash Area shall have in their possession a suitable means of facilitating the removal of the Animal's feces.



- 8.4 No Person shall allow an Animal other than a Dog to enter or remain in an area that has been designated by the CAO as an Off Leash Area.
- 8.5 A Dog is not permitted to be in an Off Leash Area if that Dog:
- a) Is in heat,
  - b) Is suffering from a communicable disease, or
  - c) Has been designated a Dangerous Dog.
- 8.6 An Animal Control Officer may:
- a) order that a Dog be put on a leash; and
  - b) order that a Dog be removed from an Off Leash Area;
- should the Animal Control Officer have reasonable belief that a Dog is not under effective control by the Owner or Person in charge of the Dog in the Off Leash Area.
- 8.7 The Animal Control Officer or the Court shall consider the following factors when determining whether a Dog is under sufficient control in an Off Leash Area:
- a) whether the Dog is at such a distance from its owner so as to be incapable of responding to voice, sound or sight commands;
  - b) whether the Dog has responded to voice, sound or sight commands from the Owner;
  - c) whether the Dog has bitten, attacked or done any act that injured a person or another Dog;
  - d) whether the Dog has chased or otherwise threatened a person; or
  - e) whether the Dog caused damage to property.
- 8.8 An Owner who fails to immediately restrain and remove the Dog from the Off Leash Area upon it engaging in any of the activities listed in Section 10.1, by restraining the Dog with a restraining device and removing the Dog from the Off Leash Area, is guilty of an offence.
- 8.9 Nothing in this Section relieves a Person from complying with any other provisions of this Bylaw.

## **9. DOGS IN PROHIBITED AREAS:**

- 9.1 The Owner of a Dog shall ensure that such Dog does not enter or remain in a Park or any part of a Park which has been designated by the CAO as an area where Dogs are prohibited.
- 9.2 The Owner of a Dog shall ensure that such Dog does not enter or remain in or on:
- a) any Sports Field;
  - b) Cemetery spaces;
  - c) Within 5 metres of play structures within a park;
  - d) Within 5 metres of any shelter or ornamental structure with a park; or
  - e) any other area where Dogs are prohibited by posted signs.
- 9.3 The Owner of a Dog shall ensure that such Dog does not enter or swim in any body of water within a Park where the Dog disturbs or is likely to disturb any Wildlife.

## **10. ANIMAL BEHAVIOURS:**

- 10.1 The Owner of any Animal, including a Dog deemed as a Dangerous Dog, shall not permit such Animal to:
- a) cause damage to public or private property;
  - b) chase or otherwise threaten any Person, whether on the property of the Owner or not, unless the person chased or threatened is a trespasser on the property of the Owner;
  - c) bite, bark at, chase or otherwise molest in any way, Animals, bicycles, automobiles, or other vehicles;
  - d) bite, attack or do any other act that injures a Person whether on the property of the Owner or not;
  - e) cause death to another Animal;
- 10.2 The Owner of any Animal must ensure that such Animal shall not cause noise (such as barking, howling, yowling, etc.) in a manner or unreasonable amount of time that is reasonably likely to annoy or disturb the peace or the quality of life for others. When an Animal Control Officer is determining whether the noise is reasonably likely to annoy or disturb the peace or the quality of life for others consideration may be given to, but is not limited to:
- a) proximity of the property where the Animal resides;
  - b) duration of the noise;
  - c) time of day and day of the week;
  - d) nature and use of the surrounding area.
- 10.3 The Owner of a female Animal that is in heat shall ensure such Animal is not allowed in any location where it is a source of attraction to male Animals of the same species.
- 10.4 Any Animal that an Owner, or any other Person, suspects may have contracted, or have been exposed to, a communicable disease such as rabies, parvovirus, distemper or other similar serious contagious infection shall take all reasonable measures to confine or isolate the Animal, in such a manner as prescribed so as to prevent further spread of the disease.

## **11. GUARD DOGS:**

- 11.1 Every Owner of a Dog that is kept at a specific location within the Town for the purpose of guarding that location against unauthorized entry or theft, must:
- a) ensure that the guard Dog is securely confined in an area within the Owner's property, or the premises being guarded, that is adequate to ensure the guard Dog cannot escape; and
  - b) ensure that the property or the premises being guarded are reasonably secure against unauthorized entry where the guard Dog is outdoors, this includes:
    - i) completely enclosing the area where the guard Dog will be kept by means of a 2-metre high fence constructed in accordance with Town bylaws and ensuring any gates in that fence are reasonably secured against unauthorized entry;

- c) post warning signs on the property or the premises being guarded, at each driveway or entranceway and all exterior doors, advising of the presence of a guard Dog, with lettering clearly visible from the lesser of the curb line or 15 metres from the Owner's property or premises; and
- d) notify the Animal License Officer of the address of the property which the guard Dog will be guarding, the approximate hours during which the guard Dog will be performing guard duties, the breed, age, sex and license number of the guard Dog and the full names, address and telephone numbers of the Owner and any other individual who will be responsible for the guard Dog while it is on guard duty.

## **PART 5 – DANGEROUS DOGS:**

### **12. DECLARATION OF DANGEROUS DOG**

- 12.1 The Chief Administrative Officer may declare a Dog to be a Dangerous Dog if the Chief Administrative Officer has reasonable grounds to believe, either through personal observation or on the basis of facts determined after an investigation of a complaint, that the Dog:
- (a) has a known propensity, tendency, or disposition to threaten, attack, chase or bite, without provocation, other Animals or humans;
  - (b) has, inflicted a Serious Wound upon another Animal or human;
  - (c) has been the subject of an order or direction of a Justice or Judge, pursuant to the *Dangerous Dogs Act*; or
  - (d) is a continuing threat of serious harm to any human or other Animal.
- 12.2 Where the Chief Administrative Officer determines that a Dog is a Dangerous Dog, he or she shall:
- (a) serve the Owner with a written notice that the Dog has been declared to be a Dangerous Dog;
  - (b) direct the Owner to keep the Dangerous Dog in accordance with the provisions of section 12.11 of this Bylaw, and provide the Owner with a time limit for compliance; and
  - (c) inform the Owner that, if the Dangerous Dog is not kept in accordance with section 12.1 of this Bylaw, the Owner may be fined, or subject to enforcement action pursuant to this Bylaw.
- 12.3 A written notice under subsection (2) above shall include a summary of the applicable provisions regulating Dangerous Dogs under this Bylaw.
- 12.4 The Owner of a Dog declared a Dangerous Dog pursuant to section 12.1 may, within fourteen (14) days of receiving written notice of the declaration, request in writing and upon payment of the fee as set out in Schedule "B" to this Bylaw that the declaration be reviewed by Council. Council is not obligated to conduct an oral hearing of the review and may instead conduct the review based on written material provided by the Chief Administrative Officer and the Owner.
- 12.5 Upon a request to review pursuant to 12.1, Council may:
- (a) uphold the declaration of the Dog as a Dangerous Dog;

- (b) reverse the decision of the Chief Administrative Officer and deem that the Dog is not a Dangerous Dog; or
- (c) uphold the declaration of the Dog as a Dangerous Dog and vary the conditions of harbouring the Dog within the Town.

The decision of Council shall be provided to the Owner in writing within fourteen (14) days of Council conducting the review and may be served personally or by registered mail on the Owner, at the address appearing on the Town's assessment roll for the Owner's Property.

- 12.6 The Owner of a Dangerous Dog shall within ten (10) Days after the Dog has been declared a Dangerous Dog register the Dangerous Dog with the Animal License Officer and pay the fee, in addition to a regular License fee to the Town, as per Schedule "A" of this Bylaw.
- 12.7 No Person shall own or keep any Dangerous Dog within the Town unless such Dog is licensed and registered as provided in this Bylaw.
- 12.8 No Person shall permit any Dangerous Dog to be At Large.
- 12.9 Any Owner of a Dangerous Dog shall immediately notify the Town if such Dangerous Dog is At Large
- 12.10 In addition to the requirements of Subsection 12.1, an Owner of a Dangerous Dog shall supply the following documentation to the Town when first registering a Dangerous Dog:
  - (a) written confirmation from a licensed veterinarian that the Dog has been neutered or spayed as is required,
  - (b) proof that the Dog has permanent identification, with the details of the permanent identification outlined on the application
  - (c) full body color photos of the Dog; and
  - (d) payment of the Dangerous Dog License fee as outlined in Schedule "A" of this Bylaw.
- 12.11 The Owner of a Dangerous Dog shall ensure that:
  - (a) when such Dog is on the property of the Owner:
    - i) either such Dog is confined indoors and under the control of a Person over the age of eighteen (18) years, or
    - ii) when the Dog is outdoors, it is in a locked pen or other structure constructed to prevent the escape of the Dangerous Dog and capable of preventing the entry of any Person not in control of the Dog. Such locked pen shall:
      - have secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of thirty (30) centimeters;
      - provide the Dangerous Dog with shelter from the elements and be of the minimum dimensions of one and one-half (1.5) metres by three (3) metres and be a minimum one and one-half (1.5) metres in height; and
      - be within one (1) metre of the property line or within five (5) metres of a neighbouring dwelling unit.
  - (b) when such Dog is off the property of the Owner, such Dog is, at all times securely:



- i) muzzled;
  - ii) harnessed or Leashed on a lead which length shall not exceed one (1) metre in a manner that prevents it from chasing, injuring or biting other domestic Animals or humans as well as preventing damage to public or private property; and
  - iii) under the control of a Person over the age of eighteen (18) years.
- (c) if the Dog is in an unaltered state, the Dog is neutered or spayed within thirty (30) days of being declared a Dangerous Dog.

**12.12 The Owner of a Dog deemed as a Dangerous Dog, shall not permit such Animal to:**

- iv) cause damage to public or private property;
- v) chase or otherwise threaten any Person, whether on the property of the Owner or not, unless the person chased or threatened is a trespasser on the property of the Owner;
- vi) bite, bark at, chase or otherwise molest in any way, Animals, bicycles, automobiles, or other vehicles;
- vii) bite, attack or do any other act that injures a Person whether on the property of the Owner or not;
- viii) cause death to another Animal;

**12.13 The Owner of a Dangerous Dog must, within ten (10) days of the date of the order declaring the Dog to be Dangerous, display a sign on their premises warning of the presence of the Dangerous Dog in the form illustrated in Schedule "E".**

- (a) The sign must be placed at each entrance to the premises where the Dangerous Dog is kept and, on the pen, or other structure in which the Dangerous Dog is confined.
- (b) The sign must be posted to be clearly visible and capable of being seen by any person accessing the premises.
- (c) This sign must not be altered, removed or tampered with in any way.

**PART 6 – ENFORCEMENT & IMPOUNDMENT**

**13. AUTHORITY**

**13.1 Without restricting any other power, duty or function granted by this Bylaw, the Chief Administrative Officer may:**

- (a) establish investigation and enforcement procedures the purposes of this Bylaw;
- (b) establish forms for the purposes of this Bylaw;
- (c) delegate any powers, duties or functions under this Bylaw to an employee of the Town.

**13.2 A Bylaw Enforcement Officer is, in addition to any other powers or authority granted under this Bylaw or any enactment, authorized to:**



- (a) capture and impound in an Animal Shelter any Animal that is At Large;
  - (b) take any reasonable measures necessary to subdue any Animal that is At Large, including the use of traps and tranquilizer equipment and materials;
  - (c) enter onto lands surrounding any building in pursuit of an Animal while it is At Large; and
  - (d) if an Animal is in Distress, whether or not as a result of enforcement action taken pursuant to this Bylaw, to take the Animal to a Registered Veterinarian for treatment and, once treated, to transfer the Dog or Cat to an Animal Shelter.
- 13.3 The Animal License Officer will process registrations for Licenses and maintain records with respect to:
- (a) Name and municipal address of the Owner.
  - (b) Breed, color, sex and sterilization information for each Animal registered.
  - (c) Tag numbers assigned to each Licensed Animal.
- 13.3 The Animal License Officer will collect:
- (a) All fees for the Animal Licenses and fees for replacement Tags.
  - (b) All fees and charges levied pursuant to the provisions of this Bylaw for impoundment, care and sustenance, veterinary care and/or euthanasia.
- 13.4 The Town may establish one or more Animal Services Centre for the keeping and impounding of Dogs and other Animals.
- 13.5 The Town may employ or enter into an agreement with any Person, organization or Contractor to act as an Animal Control Officer for the establishment, maintenance, operation, and regulation of an Animal Control Centre and the enforcement of any of the provisions of this Bylaw, including licensing, and/or for the administration of a Cat identification program and/or the administration of a stray Cat control program.
- 13.6 An Animal Control Officer may:
- receive Animals into protective care pursuant to disasters such as fire, flood, or other reasons;
  - retain the Animals temporarily;
  - charge the Owner fees relating to costs of impoundment, or as set by the Animal Control Contractor, in accordance with the Town of Nanton fee schedule,
  - at the end of the protective care period, if no other arrangements are made between the Owner and the Animal Control Officer, treat such Animals as Impounded Animals;

## **14. IMPOUNDMENT**

- 14.1 Any Animal found At Large as defined within this Bylaw may be seized and Impounded by the Animal Control Officer.
- 14.2 A Person who finds and takes possession of an Animal At Large in the Town shall immediately provide the Animal Control Officer with a description and photo of the Animal, where possible, and provide that Person's name and address for contact purposes.
- 14.3 Any Animal seized or taken into the Town's possession by the Animal Control Officer shall be Impounded for a minimum period of five days from the time its is Impounded, exclusive of the day on which the Animal was Impounded, and days on which the Animal Control Centre is closed,



during which time the Owner shall be entitled to reclaim the Animal. Statutory holidays shall not be included in the computation of the five calendar days period.

- 14.4 Where an Animal seized and Impounded by the Animal Control Officer is injured or ill and received veterinary care necessary for the well-being of the Animal, the Animal Control Officer shall, in addition to any amount charged pursuant to Section 14.7, be entitled to charge the Person claiming the Animal under this article the cost of the veterinary care to the Animal Control Officer.
- 14.5 Where, in the opinion of the Animal Control Officer, an Animal seized and Impounded is injured or ill and should be euthanized without delay for humane reasons or the safety of persons, the Animal may be euthanized by the Animal Control Officer without permitting any person to reclaim the Animal.
- 14.6 If an Animal Control Officer knows or can ascertain the name of the Owner of any seized or Impounded Animal, the Officer shall serve the Owner with a copy of the Notice in Schedule "D" of this Bylaw, either personally or by leaving it, or by mailing it to the last known address of the Owner.
- 14.7 The Animal Control Centre may set fees in regards to Impounded Animals for:
- (a) Impoundment (intake) of Animals plus any additional fees for after hours intake;
  - (b) Release of Animals, plus any additional fees for after hours release;
  - (c) Care and Sustenance;
  - (d) Adoption fee;
  - (e) Recovery of any other fees or service charges including veterinary.
- 14.8 If all legal requirements have not been met under this Bylaw, or other provincial or federal Animal legislation, the Animal Control Officer will not be required to release the Animal to the Owner and may continue to impound the Animal for such further period of time as the Animal Control Officer deems necessary.
- 14.9 If an Animal is not reclaimed within the time period referred to in Section 14.3 the Animal shall become the property of the Town and the town may:
- (a) Provide for the adoption of the Animal for a fee in the amount specified in Schedule "A"
  - (b) Transfer ownership of the Animal; or
  - (c) Euthanize the Animal.
- 14.10 The Animal Control Officer may, before selling an unclaimed Animal, require that the Animal be spayed or neutered.
- 14.11 The purchaser of an Animal from the Animal Services Centre, pursuant to the provisions of this Bylaw, shall obtain full right and title to it and the right and title of the former Owner of the Animal (i.e., the Person who at the time of impoundment or seizure of the Animal was the Owner of the Animal) shall cease thereupon.
- 14.12 The Owner of any seized Animal or Dangerous Dog may reclaim the Animal by:
- (a) providing proof of Ownership of the Animal prior to release, and this proof of Ownership must be to the satisfaction of the Animal Control Officer,
  - (b) paying to the Town any costs of impoundment, any care, subsistence, or veterinary charges incurred as set out in Schedule "A" of this Bylaw,

- (c) where a License is required under this Bylaw, obtaining the License for the Animal or Dangerous Dog, or
- (d) complying with any and all provisions which may be imposed in accordance with this Bylaw.

## **15. OBSTRUCTION**

- 15.1 No Person shall interfere with or attempt to obstruct an Animal Control Officer who is, in accordance with this Bylaw:
- (a) attempting to capture, or who has captured any Animal, or
  - (b) conducting an investigation or an inspection regarding an Animal;
- 15.2 No Person shall:
- (a) act in a manner that assists an Animal in escaping or evading capture by an Animal Control Officer that is in pursuit of that Animal;
  - (b) falsely represent themselves as being in charge or control of an Animal so as to establish that the Animal is not At Large;
  - (c) Unlock, unlatch or otherwise open any vehicle or containment structure where Animals are kept in relation to being Impounded or attempt to allow any Animal to escape being Impounded,
  - (d) remove or attempt to remove any Animal from possession of the Animal Control Officer
- 15.3 No Person will untie, loosen or otherwise free an Animal that has been tied or otherwise restrained.
- 15.4 No Person will negligently or willfully open a gate, door or other opening in a fence or enclosure in which an Animal has been confined and thereby allow the Animal to be At Large within the Town.
- 15.5 A Person must not use, set or maintain a trap or device that is designed to capture an Animal by the foot, leg, or neck.
- 15.6 Notwithstanding any other provision of this Bylaw, no Person shall:
- (a) abandon any Animal;
  - (b) cause harm or injury by any method, including but not limited to poisoning, use of pellet guns, bows and arrows, firearms, sling shots, or similar on any Animal;
  - (c) tease, torment, beat, kick, choke, or provoke an Animal;
  - (d) cause, permit or allow an Animal to suffer; or
  - (e) train or allow any Animal to fight.

## **PART 7 - OFFENCES**



## **16 FINES AND PENALTIES**

- 16.1 A Person who is guilty of an offence is liable upon summary conviction to a fine in an amount:
- (a) not less than the specified penalty established in Schedule "B" and "C"; and
  - (b) not exceeding \$10,000.00.
- 16.2 Without restricting the generality of subsection (1) above the fine amounts set out in Schedules "B" and "C" are established as specified penalties for use on Municipal Tags and Violation Tickets, if a voluntary payment option is offered.
- 16.3 Notwithstanding 16.1 of this Bylaw, any Person who commits a second or subsequent offence under this Bylaw, within one (1) year of conviction of a first offence under this Bylaw, is liable on summary conviction to a fine not less than the increased amount set out in Schedules "B" and "C" to this Bylaw.
- 16.4 Under no circumstances shall any Person contravening any provision of this Bylaw be subject to a penalty of imprisonment.

## **17 MUNICIPAL TAGS**

- 17.1 An Animal Control Officer is hereby authorized and empowered to issue a Municipal Tag to any Person whom the Animal Control Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 17.2 A Municipal Tag shall be issued and served to a Person:
- (a) either personally; or
  - (b) by mailing a copy, via registered mail, to such Person at their last known postal address.
- 17.3 A Municipal Tag shall be in a form approved by the Chief Administrative Officer and shall state:
- (a) the name of the Person to whom the Municipal Tag is issued;
  - (b) particulars of the contravention under this Bylaw;
  - (c) the specified penalty for the offence as set out in Schedules "B" and "C" herein;
  - (d) that the specified penalty shall be paid within thirty (30) days of the issuance of the Municipal Tag to avoid prosecution; and
  - (e) any other information as may be required by the Chief Administrative Officer.
- 17.4 Where a Municipal Tag has been issued under this Bylaw, the Person to whom the Municipal Tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the Municipal Tag.
- 17.5 If a Municipal Tag has been issued and the specified penalty on the Municipal Tag has not been paid within the prescribed time, a Bylaw Enforcement Officer may issue a Violation Ticket to the Person to whom the Municipal Tag was issued.



- 17.6 Notwithstanding the above, a Bylaw Enforcement Officer may immediately issue a Violation Ticket to any Person whom the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

## **18. VIOLATION TICKETS**

- 18.1 An Animal Control Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act* to any Person who the Animal Control Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

- 18.2 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:

- (a) state the specified penalty for the offence as set out in Schedule "B" and "C" herein; or
- (b) require a Person to appear in Provincial Court without the alternative of making a voluntary payment.

- 18.3 A Person who commits an offence may:

- (a) if a Violation Ticket is issued in respect of the offence; and
- (b) if the Violation Ticket states the specified penalty established by this Bylaw for the offence, as set out in Schedule "B" and "C" herein;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

- 18.4 When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to 18.3 above and the *Provincial Offences Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

## **PART 8 – GENERAL PROVISIONS**

### **19. GENERAL**

- 19.1 An Animal Control Officer may pursue any and all remedies set out in this Bylaw, the *Municipal Government Act* and any other law in the Province of Alberta. Nothing in this Bylaw shall restrict, limit or preclude the Town from taking multiple steps to regulate Animals in the Town.

- 19.2 Each Section of this Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section or Part of this Bylaw be found to have been improperly enacted for any reason, then such Section or Part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

- 19.3 Nothing in this Bylaw relieves a Person from complying with any provision of any federal or provincial law or regulation, other bylaw or any requirement of any lawful permit, order or license.

- 19.4 The Town is not required to enforce every breach or contravention of this Bylaw. In deciding whether or not to enforce the Bylaw, the Town may take into account any practical concerns or



considerations, including but not limited to the nature and extent of the breach or contravention, any financial or budgetary considerations and the availability of personnel or human resources.

19.5 Where this Bylaw refers to another Act, Bylaw, regulation or agency, it includes reference to any Act, bylaw, regulation or agency that may amend or be substituted, therefore.

19.6 All the schedules attached to this Bylaw shall form a part of this Bylaw.

**20. READINGS AND REPEALS**

20.1 This Animal Bylaw No. 1352/21 shall take effect upon third and final reading.

20.2 The Animal Control Bylaw, being Bylaw #1237/11 is hereby repealed.

20.3 Agreement for use of Pound by Stavely, being Bylaw #1029/96, is hereby repealed.

**21. READINGS**

21.1 Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**TOWN OF NANTON**

\_\_\_\_\_  
**CHIEF ELECTED OFFICIAL**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**

21.2 Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**TOWN OF NANTON**

\_\_\_\_\_  
**CHIEF ELECTED OFFICIAL**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**

21.3 Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2023.



**TOWN OF NANTON**

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**CHIEF ELECTED OFFICIAL**

---

**CHIEF ADMINISTRATIVE OFFICER**



**Bylaw # 1352/21 - SCHEDULE 'A'**

Fee Schedule

**DOG LICENSES:**

The Owner of a dog, male or female, must pay the following annual license fee for each calendar year:

**PRIOR TO DEADLINE**  
**(before January 31<sup>st</sup>)**

Sterilized - \$20.00  
Unsterilized - \$35.00

**AFTER DEADLINE**  
**(after January 31<sup>st</sup>)**

Sterilized - \$30.00  
Unsterilized - \$45.00

Notwithstanding the foregoing, the license fee may be prorated as follows:

Newly Acquired Dog - License Purchase - After June 30:

Sterilized - \$15.00                      Unsterilized - \$25.00

New Acquired Dog - License Purchase - After September 30:

Sterilized - \$10.00                      Unsterilized - \$20.00

Service Dog (Sterilized) -              EXEMPT

**Registration fee for Dangerous Dog - \$250.00 in addition to applicable annual License fee**  
(Payable annually, prorated registration will not be considered)

**MISCELLANEOUS FEES:**

Replacement Tag -                      \$ 5.00  
Veterinary Fees -                      \$ Amount Expended by Animal Services Centre  
Euthanasia Fees -                      \$ Amount Expended by Animal Services Centre  
Impound Fees -                      \$ Amount Established by Animal Services Centre



**Bylaw # 1352/21 - SCHEDULE 'B'**

**Penalty Offence Fees**

<b><u>Section</u></b>	<b><u>Offence</u></b>	<b><u>1<sup>ST</sup> Offence</u></b>	<b><u>2<sup>nd</sup> Offence</u></b>	<b><u>3<sup>rd</sup>/Subsequent</u></b>
5.3	Keep or have Livestock or poultry	\$100.00	\$200.00	\$300.00
5.6	Exceed maximum number of Dogs per household	\$100.00	\$200.00	\$300.00
6.1	Unlicensed Dog	\$100.00	\$200.00	\$300.00
6.13	No Tag on collar	\$ 50.00	\$100.00	\$150.00
7.3(b)	At large	\$100.00	\$200.00	\$300.00
7.3 (f)	Failure to remove defecation	\$200.00	\$300.00	\$500.00
7.3(g)	Failure to provide means for removal of feces	\$100.00	\$200.00	\$300.00
10.1 (a)	Damage property	\$100.00	\$200.00	\$300.00
10.1 (b)	Chase or threaten	\$250.00	\$500.00	\$1000.00
10.1 (c)	Bite, bark at, Molest	\$250.00	\$500.00	\$1000.00
10.1 (d)	Injury to a Person	\$500.00	\$750.00	\$1500.00
10.1 (e)	Cause death to Animal	\$500.00	\$750.00	\$1500.00
10.3	Dog in heat nuisance	\$50.00	\$100.00	\$150.00
10.4	Communicable disease	\$100.00	\$200.00	\$350.00
15.1	Interference	\$200.00	\$300.00	\$500.00
15.2	Free a confined animal	\$100.00	\$200.00	\$300.00
15.4	Torment / tease an animal	\$100.00	\$200.00	\$300.00

Offences will be sequentially designated as 2<sup>nd</sup> or 3<sup>rd</sup>/subsequent if they occur within one year of the first offence.

Municipal Tag Fees will not exceed the amount stated for any stated Violation Ticket penalty.



**Bylaw # 1352/21 - SCHEDULE 'C'**

**Penalty Offence Fees for Dangerous Dogs**

<b>Section</b>	<b>Violation</b>	<b>1<sup>st</sup> Offence</b>	<b>2<sup>nd</sup> Offence</b>	<b>3<sup>rd</sup> Offence</b>
12.7	Fail to register as Dangerous Dog	\$500.00	\$1000.00	\$2000.00
12.8	At Large	\$1000.00	\$2000.00	\$3000.00
12.9	Fail to notify Town Dog At Large	\$250.00	\$500.00	\$1000.00
12.11(a)	Not properly confined on property	\$500.00	\$1000.00	\$2000.00
12.11(b)	Not securely controlled off property	\$500.00	\$1000.00	\$2000.00
12.12 (a)	Damage property	\$100.00	\$200.00	\$300.00
12.12 (b)	Chase or threaten	\$500.00	\$750.00	\$1000.00
12.12 (c)	Bite, bark at, Molest	\$500.00	\$750.00	\$1000.00
12.12 (d)	Injury to a Person	\$750.00	\$1500.00	\$2000.00
12.12 (e)	Cause death to Animal	\$750.00	\$1500.00	\$2000.00

Offences will be sequentially designated as 2<sup>nd</sup> or 3<sup>rd</sup>/subsequent if they occur within one year of the first offence.

Municipal Tag Fees will not exceed the amount stated for any stated Violation Ticket penalty.

\* Not applicable for Dogs not deemed as Dangerous Dogs – see Schedule “B”.



Schedule "D"

**Form of Notice of Animal Seizure and/or Impoundment**

**TO:** (Insert name of Owner and address of Owner as shown on the records of the Town of Nanton or designated Animal Services Centre)

**TAKE NOTICE** than an Animal bearing Town of Nanton Dog Tag Number / Cat Identification

number \_\_\_\_\_ registered under the above name and address was impounded on \_\_\_\_\_

\_\_\_\_\_, pursuant to the provisions of Bylaw No. 1352/21 of the Town of

Nanton (the "Animal Bylaw") and that, unless this Animal is reclaimed and all applicable fees are

paid on or before \_\_\_\_\_, the Animal may be sold, destroyed

or otherwise disposed of pursuant the Animal Bylaw without further notice to you.

The Animal may be reclaimed at the Animal Services Centre located at:

Name of Facility: \_\_\_\_\_

Physical location: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\_\_\_\_\_  
Town of Nanton Animal Control Officer

\_\_\_\_\_  
Date of Notice



**BEWARE !**

**DANGEROUS DOG**

**ON PROPERTY**



**Alberta Food Rescue and Distribution**  
**Warehouse at 760 12 Street Fort Macleod, Alberta**  
**Mailing address Box 551 Stavely, Alberta T0L 1Z0**  
**(nonprofit: 741523336RC0001)**

RECEIVED  
SEP 7 2023  
TOWN OF NANTON

We would like to formally introduce ourselves and express our excitement about our proposal to work with your business directly. Our organization, **Alberta Food Rescue and Distribution** (formerly known as Calgary Family Peer Connections). It was founded in the year 2020 during the COVID pandemic. It was started to help the most vulnerable people in our community that were faced with food and mental wellness vulnerabilities. We provide access to mental health support programs and food security. We work internally hosting many different types of public programs ranging in age from children to seniors. Over the past three years, we have grown exponentially. We currently feed over 25,000 homes each month and rescue over 20 million pounds of food from going to landfill. We are very proud to announce that we are now serving, the entire M.D. of Willow Creek and many other emergency programs and families in need throughout central and southern Alberta.

We are reaching out today and humbly asking for your support in our program, in hopes to secure additional funding. One big difference between a Food Rescue and Foodbank is that Food banks are government funded, whereas our non-profit organization unfortunately is not. We solely rely on our cherished and generous donors as well as our community, to keep our doors open and business running. Although we can apply for some private and government grants, they are more than often, not accepted.

With funding and financial support from your organization, it would go a long way and could be used for many expenses such as rent, electricity, transportation, refrigeration, and storage.

In appreciation of your generosity and support, we have worked hard to build a recognition program for our donors so we can show our gratitude. We would love to discuss further having your logo displayed on banners, flyers, and our company vehicles in the hope to promote your business as well, as many other ideas on how we could help each other and spread our appreciation.

We are very pleased to announce that we have a joint venture with ECSSSEN Career School, which has been a big part of our nonprofit as we are now able to issue official charity tax and in-kind receipts.

Thank you for your valuable time in reading this letter. We respectfully hope you consider our request and choose to be part of this majestic movement. We will be forever grateful and you will have our promise to spread our gratitude :)

Please feel free to reach out to me or my colleagues directly,, your response is greatly appreciated:).

Sincerely,

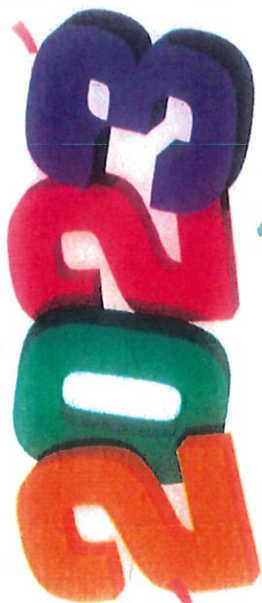


Founder and Director

Jaquie Duhacek

403 682 7729

# FOOD INSECURITY DROP-INS



Persons that rely on government or public funding

persons that are food insecure due to the rising costs of essential life sustaining bills

**Tuesday's  
Wednesdays  
1pm -2 pm**

Recipients can use the program once a week

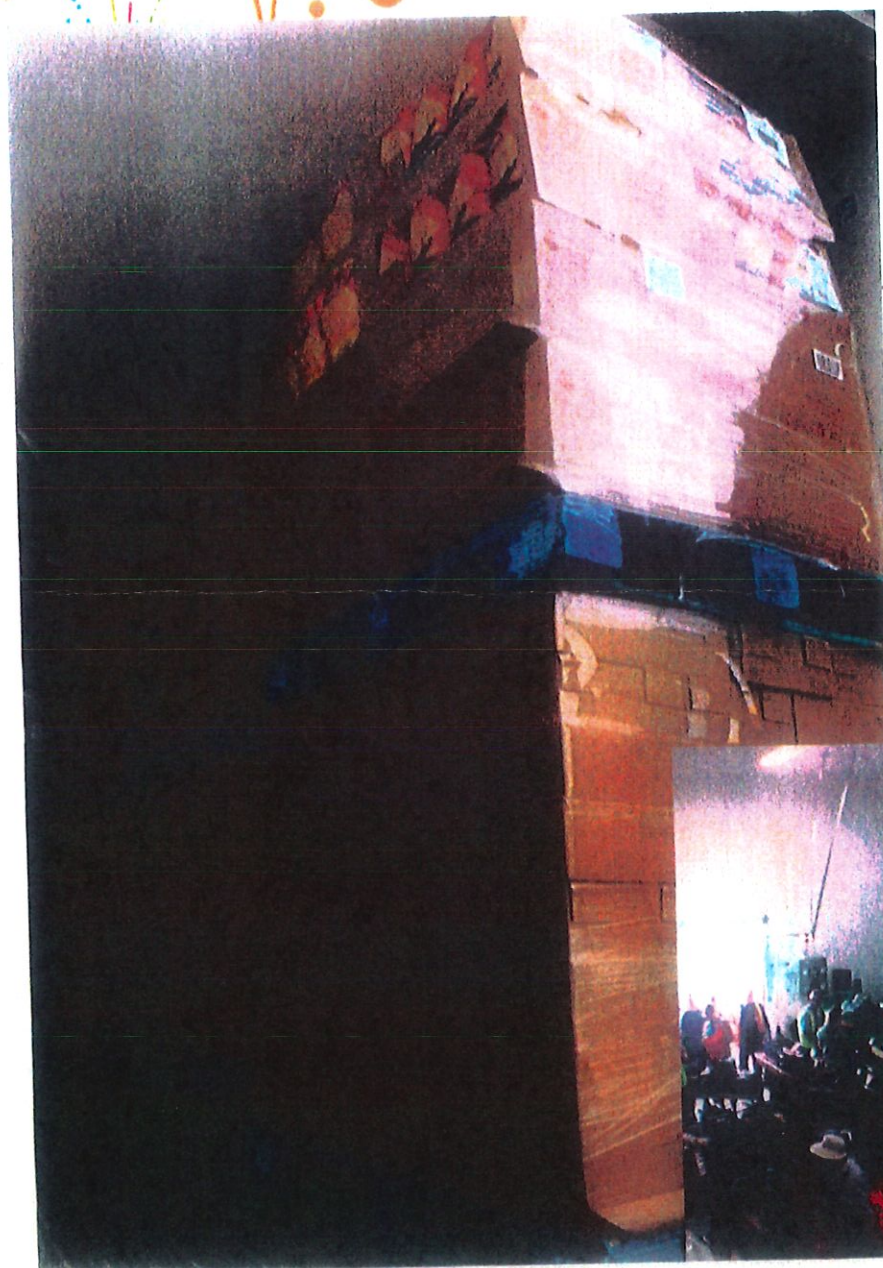
## Emergency Supports

An emergency is a situation that poses an immediate need where a person or persons are needing a basic need addressed and supports offered as they have no food to eat for their next meal

Access to an emergency food basket to get them by

## Food insecurity, also called household food insecurity

is not having enough money to buy food. Individuals and families living on low incomes struggle to pay the rent and bills AND food is sacrificed to pay for other costs of living. When a family or someone struggles to put food on the table, it is a sign of overall deprivation due to inadequate or unstable incomes. Food insecurity has severe negative impacts on physical and mental health as well as social well-being and costs our healthcare system considerably.



*Changing Lives. For Good.*



With funding from your organization, it would go a long way and could be used for many expenses such as rent, electricity, transportation, refrigeration and storage.



**YOUR DONATIONS MATTER** DROP OFF HERE

*There's power in giving*

**we are a proud Corporate Sponsor**

**2023**

Alberta food Rescue.com

- Investing in food rescue
- Supporting the process of saving food out of landfill
- Investing in local community food stability
- Putting food in the homes that need food supports the most

**ZERO WASTE**





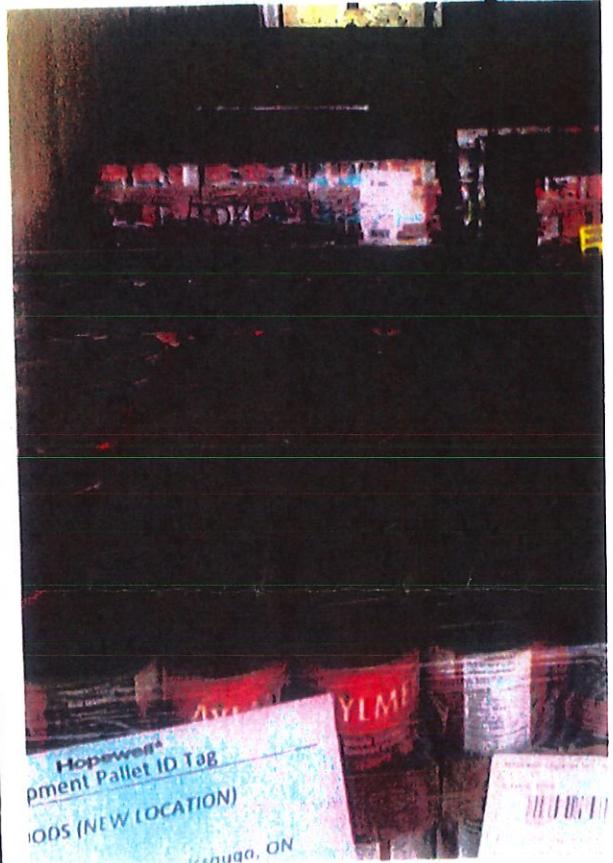
Alberta Food Rescue and Distribution  
Warehouse at 760 12 street Fort Macleod, Alber  
Mailing address Box 551 Stavelly, Alberta T0L 1Z0  
(non profit : 741523336RC0001)

NANTON  
STAVELY  
GRANUM  
CLARESHOLM  
FORT MACLEOUD  
SOUTHERN ALBERTA



HELLO

WE URGENTLY NEED YOUR HELP.  
we feed community and agencies feeding  
the community



*You're  
Invited!*

***This year marks five years  
in the new shelter and you  
are invited to come  
celebrate with us.***

***On Sept. 30, from 11am-  
3pm, we are hosting an  
open house at the shelter.  
Please come down and say  
"Hi".***

***One of the planned events  
will be the dedication of our  
memorial garden at 1pm.***

**2405 19th Ave  
Nanton, AB**



RECEIVED  
SEP 5 2023  
TOWN OF NANTON

