



**Town of Fort Macleod  
Committee of the Whole Meeting Agenda**

**Tuesday, November 21, 2023**

**7:00 pm**

**Conference Room**

**G.R. Davis Administration Building**

**410 20th Street**

**Fort Macleod, AB T0L 0Z0**

*Mayor Brent Feyter, Deputy Mayor Marco Van Huigenbos*

---

	<b>Pages</b>
<b>A. CALL TO ORDER</b>	
<b>B. APPROVAL OF AGENDA</b>	
<b>C. UNFINISHED BUSINESS</b>	
C.1 Jumbo Solar Project <i>Anthony Burdett, CAO</i>	2
<b>D. NEW BUSINESS</b>	
D.1 Animal Control Bylaw <i>Liisa Gillingham, Director of Community &amp; Protective Services</i>	22
D.2 Horse Paddock - Electricity Request <i>Anthony Burdett, CAO</i>	40
D.3 AHS Helipad <i>Anthony Burdett, CAO</i>	
<b>E. IN CAMERA</b>	
E.1 Land Sale <i>FOIP Section 16</i>	
<b>F. ADJOURNMENT</b>	

# JUMBO SOLAR WITH STORAGE PROJECT

**AUGUST 2023  
NEWSLETTER #1**

**Neoen is developing the Jumbo Solar with Storage Project in your area. We are committed to engaging landowners, public stakeholders and members of the local community and we look forward to discussing the Project with you.**

## ABOUT NEOEN



Neoen is the leading French Independent Power Producer developing, financing, constructing and operating renewable energy power plants. Neoen is a long-term owner-operator, specializing in wind, solar and energy storage, with an experienced staff of 360 employees and a presence in 17 countries worldwide. As of today, Neoen has 6.6 GW of assets under operation and/or late-stage construction. In April 2023, Neoen started the construction of the Fox Coulee Project (75MWac / 93MWp), its first project in Alberta, located in Starland County.

## ABOUT THE PROJECT

The Jumbo Solar with Storage Project (the Project) is being developed by Neoen Renewables Canada Inc. (Neoen or the Proponent). The Project began development in 2022 and includes approximately 1,500 acres of land located approximately 1.6 km south west of the Town of Fort Macleod, Alberta, in the Municipal District of Willow Creek No. 26. The Project is located within Township 8, Range 26, West of the Fourth Meridian, on privately owned, cultivated land (as shown on the enclosed map). The Project area has a strong solar resource, characteristic of Alberta, and will generate clean energy over its 30+ year lifetime.

The Project is located on cultivated land and will consist of up to 218 megawatts ac (MWac) of solar capacity with a 71MW/144 megawatt-hour (MWh) battery energy storage system (BESS), charging from the solar facility. Based on the preliminary design, the Project includes approximately 405,000 solar photovoltaic modules installed on a single-axis tracking system, 45 inverter/transformer stations, an electrical collection system, internal access roads and the construction of a Project substation to connect to the Alberta Interconnected Electric System (AIES).

## IN THIS NEWSLETTER:

- [About Neoen](#)
- [About the Project](#)
- [Project Location](#)
- [Project Benefits](#)
- [Project Infrastructure](#)
- [Project Studies](#)
- [Who is the AUC?](#)
- [Preliminary Project Schedule](#)
- [Next Steps](#)
- [BESS Information](#)
- [BESS FAQ](#)
- [Contact Us](#)

## INSERTS:

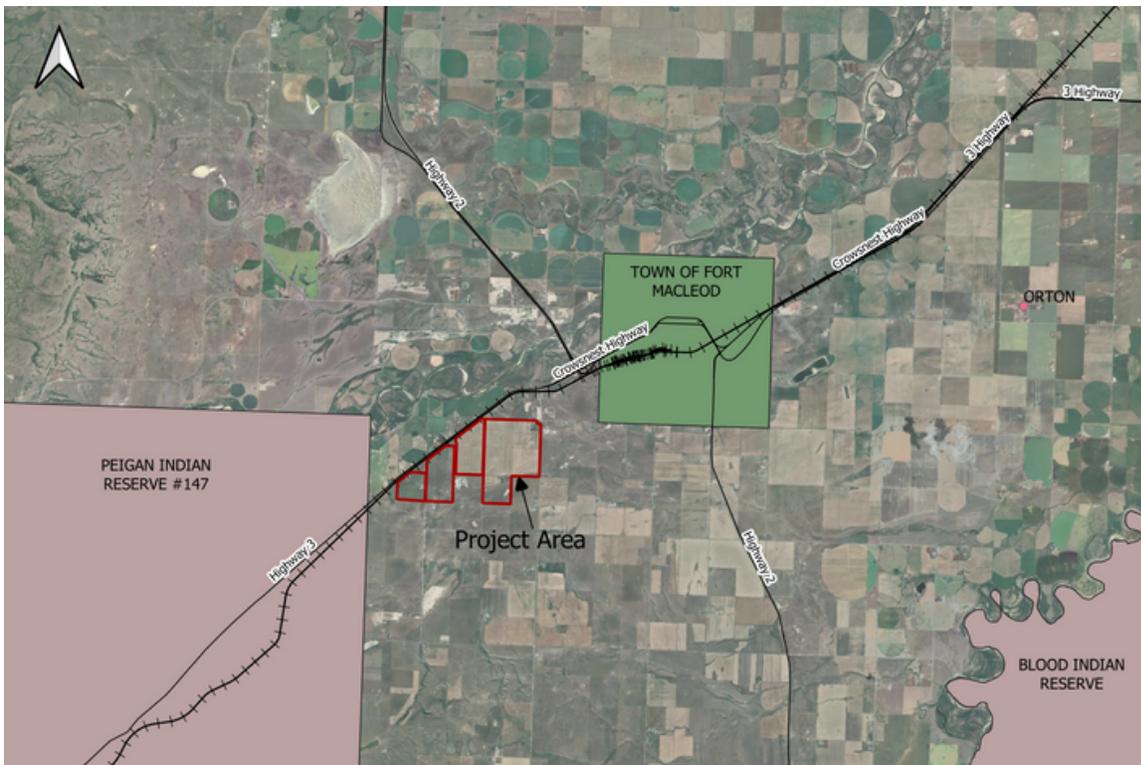
- [Preliminary Project Layout](#)
- [Glare Map](#)
- [AUC Brochure](#)

## PRIVACY STATEMENT

Collected personal information will be protected under the provincial *Personal Information Protection Act*. As part of the regulatory process for new generation projects and transmission lines, the Proponent may be required to provide your personal information to the Alberta Utilities Commission (AUC).

## PROJECT LOCATION

The proposed Project is located approximately 1.6 km south west of the Town of Fort Macleod, as shown below.

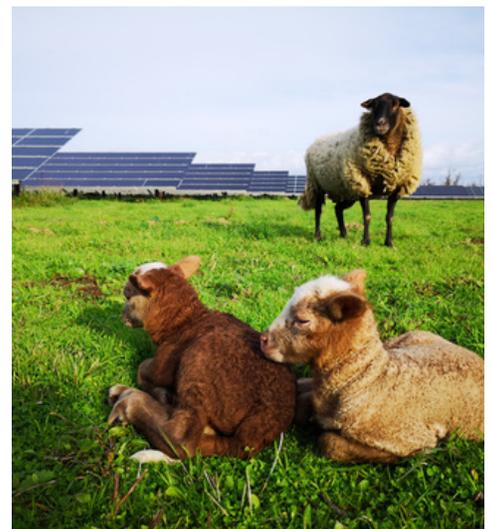


## PROJECT BENEFITS

Neoen is committed to making a positive social impact for the communities in which we work. We strive to be a good neighbour, and work closely with the community to identify areas of opportunity and concern. Our community engagement will continue throughout the Project phases, including construction and operation.

The Project will have many community benefits, including the following:

- **Local Employment:** The Project will create up to 350 full-time jobs during construction, creating opportunities for local individuals and businesses. During operations, the Project will provide five permanent full-time jobs.
- **Local Economic Boost:** Local businesses will experience increased activity due to the spin-off opportunities created by the Project during development, construction, and operations.
- **Property Taxes:** The Project will pay annual property taxes to the County, resulting in financial benefits to the community.
- **Clean Energy Generation:** The Project will generate emissions-free electricity for approximately 70,000 homes.



## PROJECT INFRASTRUCTURE

### SOLAR PV MODULES

Bifacial PV modules have been proposed for installation at the Project. A bifacial module is a double-sided module that transforms sunlight into electrical energy on both its top and bottom sides. They are different from mono-facial modules which only use one side for solar energy production. Bifacial modules are capable of producing more power per module and typically have higher efficiency than mono-facial modules, resulting in less land usage for the same or greater power output. Local weather conditions in Alberta are well suited to bifacial technology as there is substantial snow cover on the ground, which will boost production during the winter months. One of the benefits of using bifacial modules in Alberta is that sunlight is reflected from the surface of snow-covered land, which can generate electricity from the underside of the panel.

### BATTERY ENERGY STORAGE SYSTEM

The BESS will be located adjacent to the Project substation. The collocated battery storage configuration will store energy and enable increased integration of renewables with the electric grid. Neoen expects a total of 72 BESS containers and 18 inverter/transformer skids. Please refer to the BESS Frequently Asked Questions page and enclosed site layout for additional details.

### GROUND MOUNTING SYSTEMS

The Proponent intends to install the PV modules on single-axis tracker systems which follow the path of the sun to produce additional electricity.

### INVERTER/TRANSFORMER STATIONS

Inverters are electrical devices that change direct current (dc) to alternating current (ac). Transformers are electrical equipment that increase or decrease the voltage of electricity. The Project will use inverter/transformer stations to change the dc electricity from the solar PV modules to ac electricity and increase the voltage.

### INTERCONNECTION

The Proponent proposes connecting the Project to the AIES through an existing 240-kilovolt (kV) transmission line located directly on the Project lands. AltaLink Management Ltd. (AltaLink) will construct the interconnection facilities to connect the Project to the grid, subject to a separate regulatory process with the Alberta Electric System Operator (AESO).

### OTHER INFRASTRUCTURE

The inverter/transformer stations in the Project will be connected through 34.5 kV underground collector lines that connect to the Project substation. The Project substation will contain one high voltage transformer. In order to transport materials during the construction stage and to access the Project equipment for regular maintenance during operations, the Project will require the construction of new access paths, and where possible, the upgrade of existing roads in the area to minimize disturbance.



### PROJECT STUDIES

#### **Environment:**

The Proponent initiated field studies in March 2023 which included the following:

- Wildlife surveys, including breeding bird, spring and fall bird migration, raptor, burrowing owl and sharp-tailed grouse
- Vegetation studies
- Desktop wetland delineation and field verification
- Habitat mapping

The results of these field studies were compiled and analyzed in a third-party report. The report will be provided to Alberta Environment and Protected Areas (AEPA) for review in October 2023. AEPA will issue a Renewable Energy Wildlife Referral Report following their review (anticipated in Q1 2024). The Proponent is committed to consulting with AEPA to understand any potential concerns it may have, and will incorporate AEPA's feedback. The Proponent will continue to work with AEPA throughout the development, construction, and operations of the Project, and ensure that environmental surveys are kept up to date per AEPA guidelines.

#### **Historical resources:**

The Project expects to receive *Historical Resources Act* approval in March 2024 from Alberta Culture.

#### **Noise:**

The Project is completing a noise impact assessment (NIA) for the proposed layout as per AUC Rule 012, Noise Control. This detailed NIA shall confirm that the Project is noise compliant for all evaluated residences within 1.5km of the Project. A copy of the NIA will also be included in the application for the AUC.

**Glare:** A glare assessment has been completed for the Project to assess potential for glare at aerodromes, nearby residences and along local roads. The assessment modeled three ground transportation route paths (Highway 3, Highway 810, and one railway) and twenty residences within 800m of the Project. In addition, the two Fort MacLeod Airport flight paths within 4km of the Project were modeled. The glare assessment determined that with mitigation via backtracking angle limits, no assessed receptors are expected to receive hazardous yellow glare. Backtracking angle limitation is a common and easy to implement mitigation method. With this method, yellow glare risk is eliminated on the flight paths and the Project is not likely to have the potential to create hazardous glare conditions on the assessed receptors. A glare impact map outlining the assessment results is included in this package and a copy of the Solar Glare Hazard Analysis Report will be included in the application to the AUC.

**Emissions Modelling:** As part of the Project's emergency response plan, air emissions modelling will be undertaken for the BESS equipment. A copy of this assessment will be available upon request.

### WHO IS THE AUC?

The Alberta Utilities Commission (AUC) is a quasi-judicial independent agency established by the Government of Alberta, responsible to ensure that the delivery of Alberta's utility service takes place in a manner that is fair, responsible and in the public interest.

They regulate investor-owned natural gas, electric and water utilities, and certain municipally owned electric utilities to ensure that customers receive safe and reliable service at just and reasonable rates. The AUC ensures that electric facilities are built, operated and decommissioned in an efficient and environmentally responsible way. The AUC also provides regulatory oversight of issues related to the development and operation of the wholesale electricity market in Alberta as well as the retail gas and electricity markets in the province. For more information visit [www.auc.ab.ca](http://www.auc.ab.ca) or refer to the enclosed brochure.

## PRELIMINARY PROJECT SCHEDULE

Notification to stakeholders – August 2023  
Public Consultation – Ongoing  
Tentative Public Open House - September 2023  
AEPA Submission - October 2023  
Anticipated AEPA Referral Report - Q1 2024  
Anticipated AUC Submission – March 2024  
Anticipated AUC Approval – August 2024  
Municipal Permitting - March 2024 to September 2024  
Construction Commencement (if approved) – Q3 2025  
Construction Completion - Q1 2027

**To learn more about the AUC application and review process, please contact:**

Alberta Utilities Commission (AUC)

Phone: (780) 427-4903

Toll-Free by dialing 310-000 before the number

Email: [consumer-relations@auc.ab.ca](mailto:consumer-relations@auc.ab.ca)



## NEXT STEPS

Neoen is committed to meaningful engagement with all stakeholders in the Project. Following this newsletter, we will be contacting nearby landowners, occupants and residents to gather feedback and hosting a community open house, expected in September 2023. We intend to file a solar power plant and battery storage application with the AUC in March 2024. We are committed to sharing information about the Project and working with the public to ensure that we hear and address stakeholder input and concerns. We encourage stakeholders to participate throughout this process and to contact us if you have any questions or concerns about the Project. We will incorporate a summary of stakeholder comments into the application that we submit to the AUC. We have included an AUC brochure titled "Participating in the AUC's independent review process" with this newsletter.



## CONTACT US

If you have any questions about the Project, or to arrange a personal consultation, please contact:



**Samantha Brown**

**SABR Energy Consulting Inc.**

**P: (587) 434-7547**

**E: [sbrown@sabreenergyconsulting.com](mailto:sbrown@sabreenergyconsulting.com)**

### BATTERY ENERGY STORAGE SYSTEM

The Project is designed to incorporate 71 MW/144 MWh of battery energy storage, charging from the solar facility. The collocated hybrid solar with storage project configuration enables the integration of renewables with the electric grid, maximizing the use of the transmission infrastructure and lowering the associated costs for consumers. The BESS will be located adjacent to the substation, as indicated on the enclosed site plan. The BESS includes inverters housed within the battery units, as well as medium voltage transformers, to change the current and voltage of electricity as needed. The BESS is a containerized solution designed to meet and exceed National Fire Protection Agency (NFPA) 855 requirements. Energy storage represents a safe and reliable application in the evolution of the energy mix in Alberta.

### BATTERY ENERGY STORAGE SYSTEM - FAQs

#### What is a Battery Energy Storage System?

A BESS stores energy and discharges it at times when it is most needed. Stored energy enables a more reliable grid and a greater supply of renewable energy to the grid.

#### What type of batteries are used?

The proposed BESS consists of lithium-ion batteries, which are the same batteries used to charge smart phones and electric cars. This battery technology has been proven to be stable and reliable.

#### What safety measures are in place for the batteries?

The proposed BESS will be self-contained units placed on concrete pads. Each battery contains internal temperature control, cooling systems, and electrical safety systems which enable it to automatically shut down if is not performing as expected. A BESS-specific emergency response plan will be included in the Project's site-specific emergency response plan.

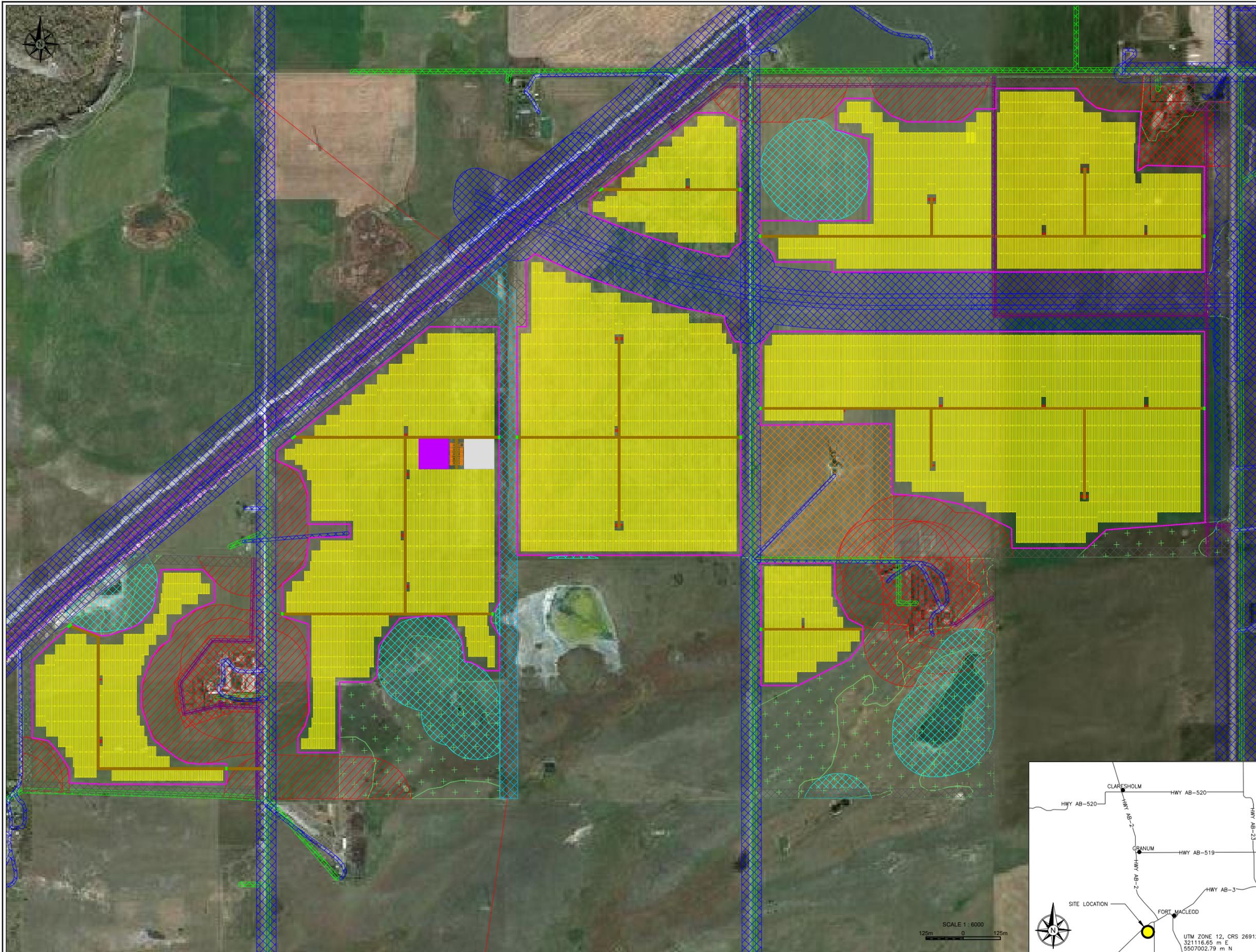
#### What happens to the batteries after operation ends?

Neoen will remove all above-ground infrastructure, and rehabilitate the site when the Project ceases to operate. After removal, most of the material in the batteries is reclaimed or recycled with over 60% recovered for re-use.

#### What will the BESS look like?

Each container is a standard 20 foot container (length 6.1m / width 2.5m / height 2.9m). For comparison, a regulation basketball hoop stands 10 feet tall. A total of 18 inverter/transformer skids are expected and each skid measures 10.3m x 6.0m. The overall footprint of the BESS area is 126m x 108.8m. The details of each BESS, including the number of storage units, the associated inverter/transformer stations, and arrangement of the components, are shown on the enclosed site layout.





**NOTES:**

SITE DETAILS	
FENCED AREA (ACRES)	~818
RACKING TYPE	1P
PITCH	5.0m
MODULES PER STRING	25
NO. 3 STRING TRACKERS	4446
NO. 2 STRING TRACKERS	890
NO. 1 STRING TRACKERS	1098
RATED MODULE OUTPUT	590
MODULE QUANTITY	405,400
INVERTER RATING (kVA)	4400
INVERTER QUANTITY	45
BESS CONTAINER STORAGE CAPACITY (MWh)	3
BESS CONTAINER QUANTITY	54
BESS PCS CAPACITY (MVA)	8.8
BESS PCS QUANTITY	9
BESS CAPACITY (MW/MWh)	71/144
DC CAPACITY (MW)	239.19
GRID CAPACITY (MW)	178.20
GRID OVERBUILD	1.208
GROUND COVERAGE RATIO	0.4344

**LEGEND:**

- SOLAR MODULES C/W TRACKER
- INVERTER / TRANSFORMER STATION
- SUBSTATION (100m x 100m)
- LAYDOWN AREA (100m x 100m)
- BESS (8.8MVA, 6x3MWh BESS CONTAINERS)
- BESS SUPPLEMENTARY SEA-CANS
- INTERNAL ACCESS ROADS (8m WIDTH)
- WETLAND SETBACK (100m)
- 240 kV TRANSMISSION LINE / ROW (60m)
- MUNICIPAL ROADS AND HIGHWAYS / SETBACK (ROAD 22.86m FROM ROW, HIGHWAY 70m)
- PRIVATE ROAD / SETBACK (5m)
- RESIDENCE PROPERTY / SETBACK (152.4m)
- RAILWAY / ROW (60m)
- LOW PRESSURE PIPELINE / ROW (13m)
- NON-PARTICIPATING NEIGHBOUR SETBACK (45.7m FRONTING ON OR ADJACENT TO MUNICIPAL ROADWAY, 30.5m OTHER)
- NATIVE PRAIRIE
- EXISTING TURBINE SETBACK
- DISTRIBUTION LINE / SETBACK (8m)
- FENCELINE
- GATE

ISSUED FOR REVIEW	MM	JC	SW	2023/07/18
REV: DESCRIPTION:		BY: CHR'DJAPP'DJ	DATE:	
STATUS: REVIEW				

**Green Cat Renewables Canada Corp.**  
 #855 - 401 9th AVE SW  
 CALGARY, AB, CANADA  
 T2P 3C5  
 +1(866) 216-2481  
 www.greencatrenewables.ca

CLIENT: **NEOEN**

PROJECT: **JUMBO SOLAR WITH STORAGE**  
 DRG TITLE: **SITE PLAN**

DATE:	2023/07/18	SCALE:	1:6000	PROJECT SHEET NUMBER:	23041-ELE-LAY-0001	REV:	A
ISSUED BY:	JMM	CHECKED BY:	JJC	DESIGNED BY:	SW	APPROVED BY:	

SCALE 1 : 6000  
 125m 0 125m

UTM ZONE 12, CRS 26912  
 321116.65 m E  
 5507002.79 m N

319000

322000

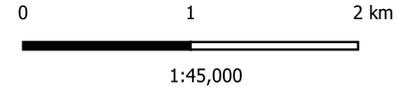
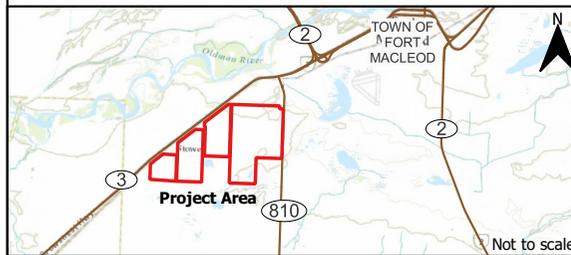
325000

# Jumbo Solar with Storage Project Glare Impact Map

## Legend

- Project Area
- Consultation Area (400m)
- Notification Area (800m)
- Road Route Assessed
- Railway Route Assessed
- Highway
- Municipal Road
- Railway
- ➔ Flight Path Direction

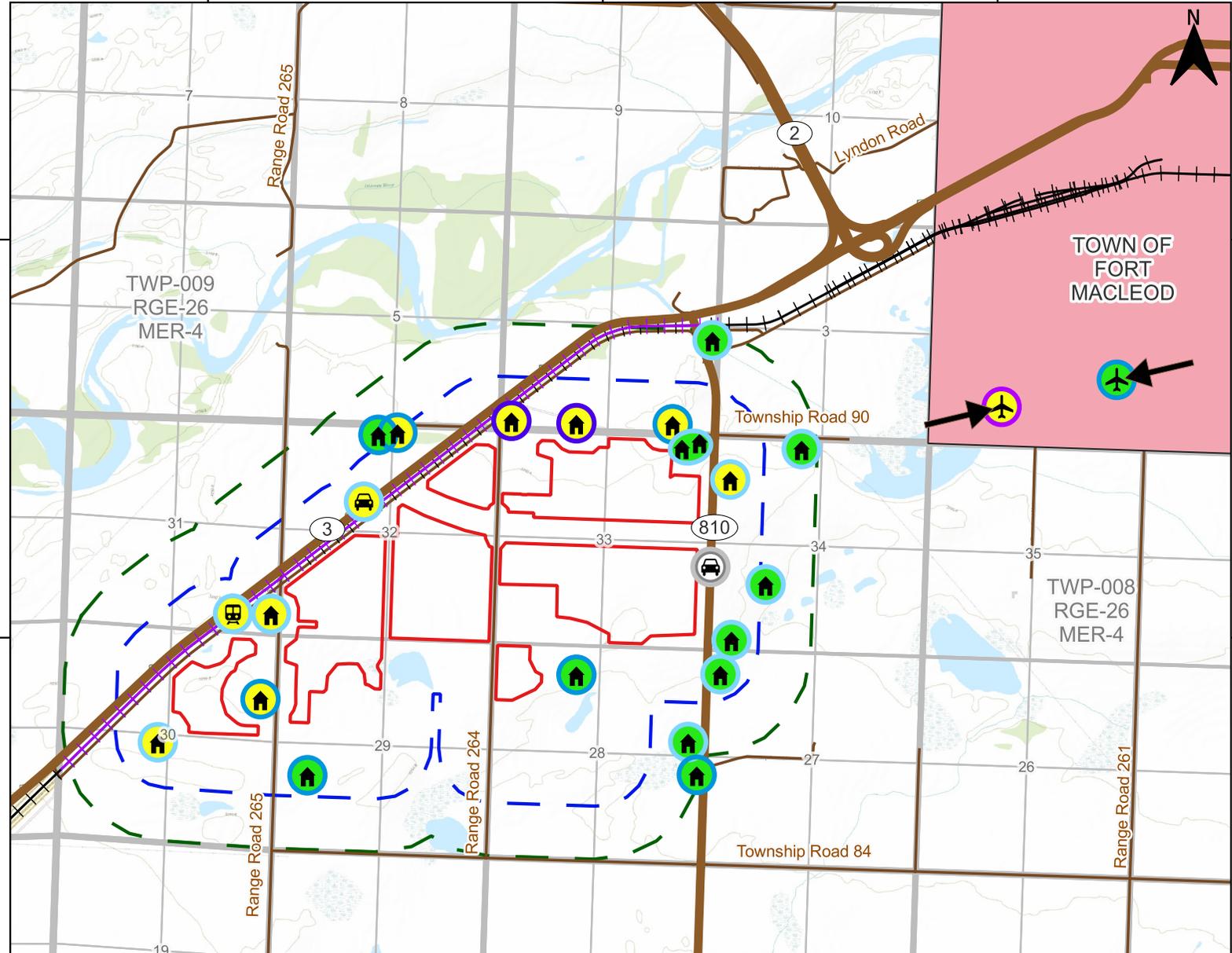
Notes: Glare impacts depicted in this map represent the worst-case scenario for most receptors when arrays are allowed to backtrack to angles as shallow as 1°. Notably, the flight paths experience more glare at some steeper backtracking angles above 1°, but mitigation methods will be used to eliminate any yellow glare in the assessed fields of view on these flight paths.



Coordinate System: EPSG:26912 - NAD83 / UTM zone 12N  
 Data Credits: Neoen Renewables Canada Inc., Green Cat Renewables Canada Corp., AltaLIS, ESRI, NRN

Client: **NEOEN**

Drawing by: Green Cat Renewables Canada Corp.  
 Doc Number: Jumbo\_GlareImpactMap  
 Version: 1.0  
 Author: BK  
 Checked by: JM  
 Approved by: JS  
 Date: 2023-07-25



<b>Glare Receptors</b>			<b>Glare Intensity</b>		<b>Max Minutes/Day**</b>	
Dwelling	Green Glare	0 min/day	1-15 min/day	31-60 min/day	16-30 min/day	155 min/day
Passenger/Truck/Commercial*	Yellow Glare	1-15 min/day	16-30 min/day			
Train						
Flight Path*						

\* Assessed as routes (not point locations).  
 \*\* ±15° field of view (FOV) for the ground based transportation routes. ±25° FOV for flight paths. Glare does not necessarily occur every day of the year. The max minutes/day accounts for both green and yellow glare.

319000

322000

325000

5509500

5506500

5503500

5509500

5506500

5503500

## Step 5: Consultation and negotiation (if applicable)\*

The Commission supports ongoing efforts to reach an agreeable outcome for the applicant and all affected parties. The Commission encourages the applicant and those who have filed a statement to continue to attempt to resolve any outstanding issues. If all concerns can be satisfactorily resolved this may eliminate the need for a formal hearing. However, if there continues to be unresolved issues, those matters will typically be addressed at an AUC hearing.

## Step 6: The public hearing process\*

The AUC will issue a notice of hearing if there continues to be legitimate unresolved concerns with the application. The notice of hearing will provide a hearing date and location in addition to a process schedule. The AUC conducts public hearings in its Edmonton and Calgary hearing rooms and, where suitable venues exist, in communities closer to the proposed project area.

The public hearing process allows persons with standing that have unresolved concerns about the application, to express their views directly to a panel of Commission members.

An AUC hearing is a formal, evidence-based, court-like proceeding. The public can attend the hearing in person or listen to hearings online through the AUC's website.

Participants in a hearing can either represent themselves or be represented by a lawyer. In addition, participants may hire experts to assist in preparing and presenting evidence to support their position.

## Cost assistance

A person determined by the Commission to be a local intervener can apply for reimbursement of reasonable costs. Those who hire a lawyer or technical experts must be aware that while reimbursement for the costs of legal and technical assistance is available under AUC Rule 009: *Local Intervener Funding*, recovery of costs is subject to the Commission assessing the value of the

contribution provided by the lawyer and technical experts. People with similar interests and positions are expected to work together to ensure that expenditures for legal or technical assistance are minimized and costs are not duplicated.

## Step 7: The decision

The AUC's goal is to issue its written application decision no more than 90 days after the hearing is complete. The Commission can approve, or deny an application and can also make its approval conditional upon terms or conditions. All AUC decision reports are available to any member of the public on the AUC's website or by obtaining a printed copy from the AUC.

## Step 8: Opportunity to appeal

An applicant or dissatisfied participant may formally ask the Court of Appeal of Alberta for permission to appeal a Commission decision. An application for permission to appeal must be filed within 30 days from the date the decision is issued.

An applicant or dissatisfied participant can also ask the Commission to review its decision. An application to review a Commission decision must be filed within 60 days from the date the decision is issued and satisfy the limited grounds described in AUC Rule 016: *Review and Variance of Commission Decisions*.

## Step 9: Construction, operation and compliance

An applicant that receives approval to build and operate a facility from the Commission must adhere to any conditions that were set out in that approval. If concerns about compliance with approval conditions and post-construction operations cannot be resolved with the applicant, they can be brought to the AUC's attention for consideration. The AUC has significant compliance and enforcement powers for all approved applications. Additional information is available on the AUC website under "Compliance and enforcement."

## \*Opportunity for public involvement

The Alberta Utilities Commission is an independent, quasi-judicial agency of the Government of Alberta that ensures the delivery of Alberta's utility services take place in a manner that is fair, responsible and in the public interest.

## Contact us

Phone: 310-4AUC (310-4282 in Alberta)  
1-833-511-4AUC (1-833-511-4282 outside Alberta)  
Email: [info@auc.ab.ca](mailto:info@auc.ab.ca)

Eau Claire Tower                      106 Street Building  
1400, 600 Third Avenue S.W.      10th Floor, 10055 106 Street  
Calgary, Alberta T2P 0G5            Edmonton, Alberta T5J 2Y2

The Alberta Utilities Commission is committed to ensuring that Albertans whose rights may be directly and adversely affected by a utility development project are informed of the application and have the opportunity to have their concerns heard, understood and considered.



**Participating  
in the AUC's  
independent  
review process**

# Application review process

**Step 1: Public consultation prior to application by proponent**

**Step 2: Application filed with the AUC**

**Step 3: Public notice issued by the AUC**

**Step 4: Public submissions to the AUC**

**Step 5: Consultation and negotiation**

**Step 6: The public hearing process**

**Step 7: The decision**

**Step 8: Opportunity to appeal**

**Step 9: Construction, operation and compliance**

## The AUC's regulatory role in needs and facility applications and its independent review and hearing process:

The AUC uses an established process, outlined in this brochure, to review social, economic and environmental impacts of facility projects to decide if approval is in the public interest. Approvals from the AUC are required for the construction, operation, alteration and decommissioning of transmission lines and electric substations.

Approvals are required for:

- The need for transmission upgrades.
- The route and location of transmission facilities.
- The siting of power plants, including renewables such as wind and solar more than five megawatts.

Sometimes a needs application is considered together with a facility application in a single hearing; sometimes separate hearings may be held to consider each application.

### Step 1: Public consultation prior to application\*

Prior to filing an application with the AUC for the approval of a proposed utility development, the applicant must engage in a public consultation program in the area of the proposed project, so that concerns may be raised, addressed and, if possible, resolved.

The application guidelines and requirements for facility applications can be found in AUC Rule 007: *Applications for Power Plants, Substations, Transmission Lines, Industrial System Designations and Hydro Developments*, and AUC Rule 020: *Rules Respecting Gas Utility Pipelines*.

Potentially affected parties are strongly encouraged to participate in the initial public consultation, as early involvement in discussions with an applicant may lead to greater influence on project planning and what is submitted to the AUC for approval.

The Alberta Electric System Operator, as the system planner, will notify potentially affected stakeholders of applications on the need for transmission development.

### Step 2: Application filed with the AUC

When the participant involvement requirements have been completed, the applicant files its application with the AUC through a public filing system, called the eFiling System, on the AUC website.

The application is then reviewed to ensure the information required by the Commission is included. If the required information is not provided, the AUC may close the application or request more

information from the applicant. In the application, any issues that were raised during the public consultation and any related amendments to the proposal should be identified. All unresolved objections or concerns identified during the public consultation must be described in the application.

### Step 3: Public notice

The AUC generally issues a notice by mail directly to those who live, operate a business or occupy land in the project area who may be affected by the Commission's decision on the proposed project. The notice for larger facility projects with potentially greater impacts may also be published in local newspapers.

The notice will specify a submission deadline. The information required by this deadline is general in nature as outlined in Step 4. Additional opportunities to provide evidence and additional information will arise after this deadline.

### Step 4: Public submissions to the AUC\*

The AUC review process is referred to as a proceeding. Anyone with unresolved objections or concerns about the application can file a brief written statement with the AUC on the proceeding. The easiest way to file a statement is to fill out the form through the eFiling System found on the AUC website. The statement must include your contact information, where you reside or own property in relation to the proposed facility, your concern or interest in the application, an explanation of your position and what you feel the AUC should decide.

The AUC uses the information it gathers through the forms to decide whether to hold a hearing on the application(s). The Commission must hold a hearing if a person can demonstrate that he or she has rights that may be directly or adversely affected by the Commission's decision on the application. Such a person is said to have standing before the Commission. If the AUC decides to hold a hearing, the AUC will provide further opportunities for participants with standing to understand the application and present their position on the application either in writing or in person.

Subject to some limited exceptions, all information and materials provided as part of an AUC proceeding will become part of the public record and will be available through the eFiling System. The AUC's treatment of some types of information as confidential is rare and only available under limited circumstances to ensure that the AUC's process is open and transparent.

### AUC eFiling System

The eFiling System is the tool that the AUC uses to manage applications and submissions in its proceeding-based review. The eFiling System gives access to all public documents associated with an application and is how to provide your input to the AUC and monitor the related proceeding filings. Those who do not have access to the internet can send submissions, evidence and other material by mail and the AUC will upload the submission on their behalf.

### \*Opportunity for public involvement

# Comment matrix for inquiry submissions

The AUC has prepared a comment matrix for inquiry submissions, organized by key issue, to guide parties in their submissions. Interested stakeholders are encouraged to complete the comment matrix by November 22, 2023.

Step 1 of 5

Name \*

First

Last

Organization

## 1. Reclamation security

1.1 Should Alberta impose mandatory reclamation security requirements on all types of power plants?

1.2 Do private contracts between project owners and landowners provide a sufficient level of reclamation security? Should private contracts between project owners and landowners regarding reclamation security be standardized?

1.3 If new security requirements are imposed, should they only apply on a go-forward basis to new projects, or should they also apply to existing and approved projects?

1.4 What type of security should be required (e.g., cash, letter of credit, surety bond, insurance, etc.)?

1.5 How should the amount of security be determined?

1.6 When in the project lifespan should the security be required?

1.7 Should the security be independently reviewed and updated during the life of a project to ensure it is adequate, and if so, how often should that be done?

1.8 How should the power plant owner demonstrate security is in place?

1.9 How should the security be structured to address the risk of bankruptcy or default by the power plant owner?

1.10 Who should hold and have oversight of the reclamation security program and the disbursement of funds in the event of a default (e.g., Alberta government, municipality, landowner, AUC, other)?

1.11 Are there Alberta reclamation security programs in place for other sectors that could be adopted for power plants?

1.12 Are there other jurisdictions that have reclamation security in place for power plants that should be considered in Alberta?

## **2. Development on agricultural and environmental lands**

2.1 Are there certain categories of agricultural land or environmentally sensitive lands where power plant development should not be permitted?

2.2 Are there land or soil classifications/classes where power plant development should not be permitted?

2.3 Should certain lands be set aside in Alberta for only agriculture uses now and in the future? If so, how should these lands be identified?

2.4 Should there be a streamlined and/or prioritized approval process for power plant development on certain types of lands, provided there are no outstanding concerns related to reclamation security, viewsapes, valued environmental features, compliance with existing rules, etc.? For example: a) Lands owned or controlled by a government or government agency (provincial or municipal). b) Land zoned by a municipality for commercial or industrial development. c) Land already disturbed or with development already in place.

2.5 What municipal planning information should the AUC review when considering a power plant development?

2.6 For power plants that do not align with approved municipal land use plans or zoning, how should the AUC consider this within its public interest determination?

2.7 The AUC requires power plant developers to provide a summary of their consultation with local jurisdictions (e.g., municipal districts, counties). Should the requirement to consult with local jurisdictions be enhanced, and if so, how?

## **3. Development on provincial Crown land**

3.1 Should there be development of power plants on Crown land? Should there be limitations or special constraints on the amount or types of Crown land available for development?

3.2 What considerations should factor into the Commission’s public interest determination? For example, how should impacts to existing Crown leaseholders, permit holders, or license holders etc. (e.g., grazing leaseholders, timber permit holders) be considered? How should impacts to recreational users be considered?

#### 4. Pristine viewscales

4.1 How should “pristine viewscale” be defined?

4.2 What criteria, if any, should be used to assess the impact of a power plant development on a “pristine viewscale”?

4.3 How should the impact on viewscales be balanced against other impacts (positive and negative) when assessing the public interest of a power plant? Does the response differ depending on the type or characteristics of the viewscale?

4.4 Do wind and solar power plants have the same impact on viewscales? How do they compare to the impact on viewscales from non-renewable power plants?

You are about to submit information directly to the public record of an Alberta Utilities Commission (AUC) proceeding, which will be accessible to the public through a variety of means, including our proceeding search system available on the AUC’s website. We require you to acknowledge and agree to the AUC privacy policy, a portion of which is reproduced below, before uploading your material. \*

- I agree to the terms of the AUC's Privacy Policy
- 

The Commission’s policy is that its hearings and proceedings should be open and transparent. The Commission therefore places all material it receives in the course of a proceeding on the public record so that all affected parties can have access to it. Submissions, however, are not generally accessible through Internet search engines. If you submit comments or any other material, in any format (for example, email, fax or regular mail), related to an AUC proceeding, either written or oral, such as a facility hearing or a rate hearing, those comments will be filed in the relevant proceeding and will be available to the public through the AUC’s electronic filing services available on our publicly accessible website. Due to the nature of AUC proceedings your submission may contain personal information. Personal information may include your name, email address, financial information or health information, for example, or any other personal information you choose to provide. If you do not want your personal information on the public record, you may contact us to determine how the personal information contained in your submission may be treated in confidence. No formal application under our confidentiality rules is required in relation to such personal information. Requests for confidentiality can be made by emailing foip@auc.ab.ca or by calling 310-4282 (in Alberta) or 1-833-511-4282 (outside Alberta). Where practicable, we will facilitate your participation by redacting any such personal information from your submission prior to placing it on the public record. However, the Commission will require a confidential, un-redacted, version of your submission for its use and for the use of others registered in the proceeding to prepare their cases. You should also be aware that parties to an AUC proceeding are able to challenge requests for confidentiality. Oral public hearings of the AUC are open to the public and any information filed by you as part of the record, including personal information, may be presented, discussed or

challenged in public. This information may also be disclosed by those in attendance to other parties or used by the media. The audio component of most AUC hearings is broadcast live on the AUC public website and this audio record, as well as a written transcript, is also subsequently publicly available for a certain period of time. Additionally, following a hearing or other proceeding the Commission may publish a decision which refers to any evidence on the public record, or to the parties themselves.

## Scope of the AUC's inquiry

The inquiry will be separated into two modules (Module A and Module B) to explore the key issues identified in the Alberta government's order-in-council. The AUC issued a [notice](#) on October 3, 2023, outlining the process for Module A.

Module A will explore the land impact issues identified in the Alberta government's order-in-council, including the role of municipal governments and more specifically the following:

1. Considerations on development of power plants on specific types or classes of agricultural or environmental land.
2. Considerations of the impact of power plant development on Alberta's pristine viewscapes.
3. Considerations of implementing mandatory reclamation security requirements for power plants.
4. Considerations for development of power plants on lands held by the Crown in Right of Alberta.

Module B will consider the impact the increasing growth of renewables has to both generation supply mix and electricity system reliability.

## Participation

There are a number of options available for parties to participate in the inquiry (Proceeding 28501). Interested parties will be able to participate by completing a written comment matrix, providing written submissions through the AUC's [eFiling System](#), or registering to make a virtual oral submission to the AUC. The AUC will be hosting open houses in select locations where AUC staff will be available to answer questions about the inquiry process and how to participate. First Nations and Métis communities will also have an opportunity to participate in engagement workshops.

Interested parties may choose their preferred means of participating in the inquiry and are not required to participate in all elements to have their submissions considered.

## Comment matrix due November 22, 2023

The AUC has prepared a [comment matrix](#), organized by key issue, which can be used as a template to assist parties who wish to prepare written submissions. The comment matrix is available as a web form on the AUC's website and does not require users to

have an eFiling account. A Microsoft Word version of the comment matrix is also available for parties who prefer to submit a completed version through the AUC's eFiling System.

## Written submissions November 22, 2023

In addition to the comment matrix, parties may provide written submissions in their preferred format on the AUC's eFiling System. To provide written submissions for the inquiry, please visit our website and log in to the AUC's eFiling System, go to Proceeding 28501, and register to participate under the "registered parties" tab. Instructions for how to register an eFiling System account and submit a document can be found in the AUC's [eFiling System basics brochure](#).

The AUC requests that written submissions from interested stakeholders be limited to the scope of the inquiry. Please note that all submissions, including completed comment matrices, will be publicly available.

## In-person open-house sessions

The AUC will be holding open-house sessions in three locations in November. Each session will consist of an open house to share information about the AUC, the inquiry process, and how to participate in the inquiry with AUC staff available to answer questions. The timing and location of the open houses are set out in the table below.

<b>City</b>	<b>Dates and times</b>	<b>Location</b>
Red Deer	November 2, 3-8 p.m.	Radisson Hotel Red Deer 6500 67 St, Red Deer, AB
Medicine Hat	November 7, 3-8 p.m.	Wyndham Garden Medicine Hat Conference Center  954 7th St SW, Medicine Hat, AB

Pincher  
Creek

November 8, 3-8 p.m.

Heritage Inn Hotel & Convention  
Centre  
919 Waterton Ave, Pincher Creek,  
AB

## Expert reports

The AUC has commissioned a number of expert reports related to the land impact issues covered in Module A. These reports will be made publicly available on the AUC's [eFiling System](#) in Proceeding 28501 no later than November 10, 2023. The list of expert reports to be submitted is set out below.

<b>Expert</b>	<b>Scope of report</b>
Ecoventure Inc.	<ul style="list-style-type: none"><li>• To review the decommissioning and reclamation practices and costs from completed projects and models for liability management and end of life security programs in Alberta and other jurisdictions.</li><li>• To review reclamation closure requirements and provide recommendations and a framework for closure endpoints.</li><li>• To develop cost estimates for decommissioning and reclamation based on metrics such as land use, location, area, type of disturbance, etc.</li></ul>
Tannas Conservation Services Ltd.	<ul style="list-style-type: none"><li>• To provide an inventory of agricultural land in Alberta, including its classification and location within the province and what that means from a productivity perspective.</li><li>• To examine the impact of power plant development on agricultural land.</li><li>• To discuss required physical reclamation work to achieve equivalent land capability.</li></ul>
Dr. Colin Mackie	<ul style="list-style-type: none"><li>• To explore and make recommendations around best practices for the design of a reclamation security</li></ul>

program, including a discussion of specific components and their implications.

Nichols Applied  
Management  
Inc.

- To provide a review and discussion of the impact of power plant development on Alberta's pristine views.

## Questions from the AUC (if necessary) and oral submissions

The AUC has reserved December 4-8 and 11-15, 2023, for oral questions from the AUC (if any) and oral submissions from interested parties. These sessions will be conducted virtually.

The AUC may pose questions to parties on their written submissions. The AUC will determine whether it needs to ask questions and notify any party it wishes to question through the AUC's [eFiling System](#) no later than December 4, 2023. Any questions are expected to be directed towards organizations and municipalities, or experts who authored reports, rather than individual members of the public.

The AUC will also provide the opportunity for interested parties to make oral submissions to the Commission panel on the inquiry topics.. At this time, the AUC anticipates that submissions from members of the public will be scheduled during the week of December 4-8, 2023. Submissions from municipalities and other organizations will be scheduled during the week of December 11-15, 2023. The exact dates and details on how interested parties can register to make an oral submission will be announced in due course.

To ensure transparency and accessibility, oral questions from the AUC (if any) and oral submissions from interested parties will be transcribed and made publicly available on the AUC's eFiling System.

## Limited participant funding available

The AUC will make limited funding available to parties to assist with the preparation of expert reports in support of their filed submissions. Parties seeking to recover some or all of their costs for the preparation of expert reports are required to file a budget with the AUC by no later than October 13, 2023. The budget must:

- Provide a detailed estimate of the fees for the preparation of the expert report.

- Briefly describe the issues that will be addressed and the relevance of those issues to the terms of reference for Module A of the inquiry.
- Describe why the party requires financial assistance to participate in the inquiry.

Funding will be available for expert fees only. No funding is available for legal or other fees or disbursements.

The AUC will review the budgets immediately thereafter and advise funding applicants of the availability of full or partial funding, and the amount awarded. The AUC may approve or deny funding requests and may grant full or partial funding. Approved funding will be final, provided at the time of the funding decision and not be subject to post-inquiry review.

## Module A process steps

The AUC has established the following process schedule for Module A:

<b>Process step</b>	<b>Date</b>
Deadline for budgets for expert reports	October 13, 2023
Open house sessions	Various locations and dates from November 2 to November 8, 2023
AUC to release independent expert reports	No later than November 10, 2023
Comment matrix and written submissions due	November 22, 2023

AUC to identify parties and issues for oral questioning (if any)

No later than December 4, 2023

Dates reserved for oral questioning from the AUC (if any) and oral submissions from interested parties

December 4-8 and 11-15, 2023

## Privacy

To support an open and transparent process, information you send to the AUC will be publicly available through the AUC's eFiling System. If there is confidential information you would like to file, a request must be made in advance of filing your submission.

Please contact us at 310-4AUC (310-4282) in Alberta or [info@auc.ab.ca](mailto:info@auc.ab.ca) for more information or assistance.



## COUNCIL SUBMISSION

New Business  
November 21, 2023

---

### Animal Control Bylaw Discussion

#### **RECOMMENDATION:**

None, discussion purposes only.

#### **DETAILS:**

With the new LUB being developed, the recommendation was to remove the animal units' section and add it to a specific animal control bylaw. The Dog Control bylaw would remain as is and create the animal control bylaw to designate animal control as per zoning areas.

#### **PURPOSE:**

The thought behind this is that it is more reasonable for the enforcement officer to manage the animal control aspect than the development officer. All the while maintaining setbacks, and such as required in the LUB for accessory structures. There would be some oversight by the Planning and Development Officer for certain developments/accessory structures for animals.

#### **ANALYSIS & OPTIONS:**

Considerations when developing this bylaw should include:

1. Hens
2. Bees
3. Number of Animal units allowable in residential areas, should there only be a certain number of properties able to have chickens and or bees ie: 4 properties per block, or 20 residences throughout the Town.
4. Which animals, if any outside of hens and bees, would be considered appropriate for regular residential or only Country Residential
5. Other items as deemed appropriate by council.
6. Application fees, enforcement, and fine amounts.

#### **FINANCIAL IMPLICATIONS:**

Minimal financial implications

#### **ATTACHMENTS:**

Examples of Community Animal Control Bylaws/Policies  
Examples of Application Forms  
Current Animal Units Schedule from Existing LUB

---

**PREPARED BY:** Liisa Gillingham, Director Community & Protective Services

**APPROVED BY:** Anthony Burdett, CAO



## Claresholm

TOWN OF CLARESHOLM  
PROVINCE OF ALBERTA  
BYLAW # 1747

A Bylaw of the Town of Claresholm, in the Province of Alberta, for the provision of regulating and controlling animals.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, s. 7, Council of the Town of Claresholm (hereafter called Council) may pass bylaws for municipal purposes respecting wild and domestic animals and activities in relation to them;

AND WHEREAS the Council of the Town of Claresholm, in the Province of Alberta, deems it expedient to pass such a Bylaw.

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, Council duly assembled, hereby enact the following:

This Bylaw may be referred to as the **Livestock Bylaw**.

### 1. DEFINITIONS

For the purposes of this Bylaw the following definitions shall apply:

**CAO** means the person appointed to the position of Chief Administrative Officer for the Town of Claresholm within the meaning of the *Municipal Government Act* or designate.

**Coop** means a fully enclosed weatherproof structure and attached Outdoor Enclosure used for the keeping of Hens, that complies with the Town of Claresholm Land Use Bylaw regulations applicable to Accessory Buildings.

**Council** means the Mayor and Councilors duly elected pursuant to the provisions of the *Local Authorities Election Act*.

**Enforcement Officer** means:

- (i) a Bylaw Enforcement Officer appointed under the *Municipal Government Act*;
- (ii) a Peace Officer;
- (iii) a member of the Royal Canadian Mounted Police (RCMP); or
- (iv) a Public Health Inspector.

**Hen** means a domesticated female chicken.

**Highway** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, square, bridge, causeway, or other place whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:

- (v) a sidewalk and/or boulevard;
- (vi) where a ditch lies adjacent to and parallel with a roadway, the ditch; and
- (vii) where a Highway right of way is contained within fences or between a fence and one side of a roadway all the land between the fences or all land between the fence and edge of the roadway as the case may be.

**Livestock** includes, but is not limited to:

- (viii) a horse, mule, ass, swine, emu, ostrich, camel, llama, alpaca, sheep or goat;
- (ix) domestically reared or kept deer, reindeer, moose, elk, or bison;
- (x) farm bred fur bearing animals including foxes or mink;
- (xi) animals of the bovine species;

1  
X.T

- (xii) rabbits raised for meat;
- (xiii) animals of the avian species intended for human consumption, including chickens, turkeys, ducks, geese, quails or pheasant; and
- (xiv) all other animals or insects that are kept for agricultural purposes.

**Outdoor Enclosure** means a securely enclosed, roofed outdoor area attached to and forming part of a Coop having a bare earth or vegetated floor for Hens to roam.

**Rooster** means a domesticated male chicken.

**Town** means the Town of Claresholm, a municipal corporation in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.

**Wildlife** means big game, game birds, birds of prey, fur bearing animals, fur bearing carnivores and any other species of vertebrates designated as Wildlife under the *Wildlife Act* and the regulations passed pursuant hereto.

**2. PERMITTED & PROHIBITED**

- 2.1 Subject to the provisions of this Bylaw, and any other Bylaw of the Town of Claresholm, animals that may be kept within the Town of Claresholm include domestic pets, such as dogs and cats.
- 2.2 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.
- 2.3 No person shall keep or have any of the following within the Town:
  - a. Roosters;
  - b. Hens, except those Hens for which a valid license has been issued under this Bylaw;
  - c. Livestock, except that Livestock which is kept in compliance with an exemption provided for in s. 6 of this Bylaw;
  - d. Wildlife;
  - e. Bees; or,
  - f. Poisonous snakes, reptiles, or insects.

**3. CONTROL AND CARE OF LIVESTOCK**

- 3.1 All Livestock in the Town of Claresholm not under the direct control of a person shall be placed in a fenced or other secure area which will prevent the free roaming of such Livestock.
- 3.2 An Enforcement Officer may capture and confine Livestock which trespasses within the Town of Claresholm on any:
  - a. Public lands owned and controlled by the Town, including Highways;
  - b. Public lands owned by the Crown; or
  - c. Privately owned land without the consent of the owner of those lands.
- 3.3 The owner of all Livestock in compliance with the provisions of this Bylaw must hygienically dispose of any feces produced by such Livestock on or off the owner's property in accordance with the *Environmental Protection and Enhancement Act*.
- 3.4 The owner of any Livestock in the Town of Claresholm must adhere to any and all applicable local, provincial and federal rules, acts, regulations, and associated certification, approval and permitting processes that are in addition to the following requirements shall be adhered to at all times and include but are not limited to the *Animal Protection Act*, *Environmental Protection and Enhancement Act*, the *Agricultural Operation Practices Act*, and all associated regulations.

**4. URBAN HEN LICENCES**

- 4.1 A person may keep up to five (5) Hens within the Agricultural/Transitional (A/T) land use district, and a person may keep up to three (3) Hens within the Country Residential (R3) & Single Detached Residential (R1), as defined in the Town of Claresholm Land Use Bylaw, with an Urban Hen Coop License, which may be applied for by:

2 

- a. Submitting a completed Urban Hen Coop Licence Application;
- b. Obtaining a Premises Identification (PID) under the *Animal Health Act* and its regulations; and
- c. Paying an annual fee for the Urban Hen Coop Licence as outlined in this Bylaw.

4.2 Urban Hen Coop Licenses may be issued if the CAO and/or designate is satisfied that:

- a. The applicant is the owner of the property on which the Hens will be kept, or that the owner of the property has provided written consent to the applicant;
- b. The applicant resides on the property on which the Hens will be kept and:
  - (i) All required information has been provided;
  - (ii) An inspection has been completed;
  - (iii) The applicable license fee of \$50.00 per year has been paid; and,
  - (iv) The applicant has complied with all other Provincial and Federal regulations for the keeping of Hens.

4.3 Urban Hen Coop Licenses may be refused or revoked by the CAO and/or designate if:

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

4.4 Urban Hen Coop Licenses are not transferable from one person to another.

4.5 Urban Hen Coop Licenses are not transferable from one property to another except:

- a. When a licence holder has moved to a new property within the Town, then:
  - (i) The licence holder may apply to transfer the licence; and
  - (ii) An inspection of the new property must be carried out to determine the licence holder is still able to meet all requirements for an Urban Hen Coop Licence as set out in this Bylaw and the Town of Claresholm Land Use Bylaw at such property.

4.6 Urban Hen Coop Licence Fees:

- a. \$50.00 per year is to be paid prior to the 31st of January of every year and expires on December 31<sup>st</sup>;
- b. Shall not be reduced or prorated no matter the month of purchase; and,
- c. Shall not be refunded or rebated if revoked or otherwise terminated.

4.7 If the CAO and/or designate revokes, or refuses to issue an Urban Hen Coop Licence, the applicant may appeal the decision to Council within 21 days.

**5. KEEPING OF HENS**

5.1 A person who keeps Hens must:

- a. Ensure that each Coop is:
  - (i) Located in the rear of the property;
  - (ii) Meets the setback requirements for Accessory Buildings and structures as outlined in the Town's current Land Use Bylaw.
- b. Provide and maintain, in the Coop, at least one nest box per Coop and one perch per Hen;
- c. Keep each Hen in the Coop at all times;

- d. Provide each Hen with appropriate food, water, shelter, light, warmth, ventilation, veterinary care, and opportunities for essential behaviours such as scratching, dust bathing, and roosting, all sufficient to maintain the Hen in good health;
- e. Maintain the Coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances;
- f. Follow biosecurity procedures outlined by the Canadian Food Inspection Agency to reduce the potential for a disease outbreak;
- g. Keep Hens for personal use only; and,
- h. Inform the Town immediately of any disease or welfare issues that may affect the public, and of the steps taken to rectify the situation.

5.2 No person who keeps Hens shall:

- a. Sell eggs, manure, meat, or other products derived from a Hen;
- b. Slaughter any Hen on the property;
- c. Dispose of any Hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of such; and,
- d. Keep a Hen in a cage, kennel, or any other form of shelter other than a Coop, except for the purpose of temporary transport.

**6. EXEMPTIONS**

6.1 Exceptions to Section 2.3 include:

- a. Facilities where Livestock are temporarily housed for educational, veterinary, scientific, or civic purposes;
- b. Facilities where Livestock are temporarily housed for industrial or commercial purposes, such as slaughterhouses or auction markets, subject to requirements and restrictions by an applicable Town of Claresholm Bylaw, which may include, but is not limited to, the Land Use Bylaw and Business License Bylaw;
- c. For approved special events, such as parades or filming; and
- d. Specific areas as designated within the Town of Claresholm Land Use Bylaw, or any other current bylaw, subject to such restrictions and conditions stated therein.

6.2 Where the property is designated by the Land Use Bylaw as Agricultural Transitional (A/T), Single Detached Residential (R1) or Country Residential (R3) it is exempt from Subsection 2.3 (c), with regards to Equine species only, with the following restrictions on number of animals kept:

- a. 0.00 to 1.49 acres – none
- b. 1.50 to 2.49 acres – maximum of two animals
- c. 2.50 to 3.49 acres – maximum of three animals
- d. 3.50 and greater - maximum of four animals
- e. No person shall keep any Livestock in any place used for a dwelling house, or in any building or shed attached thereto or connected therewith.

6.3 Where exemptions apply as per Sections 6.1 & 6.2, an owner shall not create, establish, or maintain:

- a. A stable or other building in which Livestock are kept in such a manner or in such numbers as to be injurious or dangerous to health or which may hinder in any manner the prevention or suppression of disease; or
- b. An accumulation or deposit of offensive matter, refuse, offal or manure, wherever situated excepting a Highway, which:
  - (i) is injurious or dangerous to health;
  - (ii) may hinder in any manner the prevention or suppression of disease; or
  - (iii) may provide a breeding place for flies or creation of odors;
- c. Any accumulation or deposit of offensive matter, refuse, offal or manure on a Highway.

6.4 No horses or cattle of any kind shall be kept in any shed, stable, pen, byre, yard or other enclosure situated at less distance than seventy-five (75) feet from the nearest dwelling house nor twenty-five (25) feet from any public Highway not being a lane or recreational park. If more than one animal is kept the distance shall be at least one hundred (100) feet from the nearest dwelling.

- 6.5 No person shall keep any poultry in any shed, stable, Coop, pen, yard or other enclosure situated at a distance less than twenty (20) feet from any occupied building on the same lot, thirty (30) feet from any occupied building on an adjacent lot or twenty five (25) feet from any public Highway not being a lane or recreational park except in the case of lots having a frontage on two Highways, the minimum distance shall be twenty five (25) feet from the Highway on which the occupied building on the lot fronts and ten (10) feet from any Highway at the side or rear of the lot. For the purpose of this section a lane shall not be considered a Highway.
- 6.6 All sheds, stables, pens, byres, yards, or enclosures where Livestock are kept shall be properly constricted, drained, ventilated and lighted and kept clean to the satisfaction of the Medical Officer of Health or such Health Inspector as may be appointed from time to time and shall be open to the subject of inspection by any Health Inspector at all reasonable times.
- 6.7 Any unclean, leaking, foul, dangerous, defective, or filthy drain, ditch, tank or gutter or any leaking or broken slop garbage, manure box or receptacle of like character whenever or wherever found in the limits of the Town of Claresholm shall be deemed a nuisance.
- 6.9 The Health Officer may order the relocation, alteration or removal of any existing sheds, Coops, runways or enclosures in which poultry are kept which do not comply with the provisions of this Bylaw.

#### **7. PENALTIES AND ENFORCEMENT**

- 7.1 No person shall willfully obstruct, hinder, or interfere with an Enforcement Officer or any other person authorized to enforce and engage in the enforcement of this Bylaw.
- 7.2 Any person who contravenes any provision of this Bylaw is guilty of an offence and liable to a fine of:
- a. \$250.00 – First (1<sup>st</sup>) offense;
  - b. \$500.00 – Second (2<sup>nd</sup>) and subsequent offences.

#### **8. GENERAL**

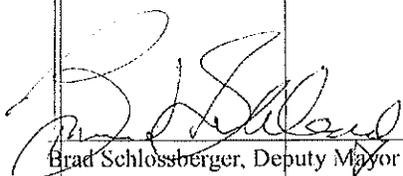
- 8.1 It is the intention of the Council of the Town that each provision of this Bylaw should be considered as being separate and severable from all other provisions, should any section or provision of this Bylaw be found to have been improperly enacted then such section or provision shall be regarded as being severable from the rest of this Bylaw and that the Bylaw remaining after such severance shall remain effective and enforceable.
- 8.2 It is the intention of the Council of the Town that all offences created pursuant to this Bylaw be construed and considered as being Strict Liability Offences.
- 8.3 Whenever the singular and masculine gender is used in this Bylaw it shall include the plural, feminine and neutral gender whenever the context so requires.

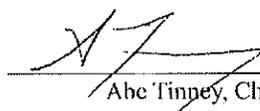
This Bylaw shall take effect on the date of final passage.

Read a first time in Council this 8<sup>th</sup> day of May 2023 A.D.

Read a second time in Council this 23<sup>rd</sup> day of May 2023 A.D.

Read a third time in Council and finally passed in Council this 23<sup>rd</sup> day of May 2023 A.D.

  
Brad Schlossberger, Deputy Mayor

  
Abe Tinney, Chief Administrative Officer

Schedule "A"



URBAN HEN COOP LICENSE APPLICATION

111 -55 Avenue W, Box 1000  
 Claresholm, AB T0L 0T0  
 P 1.403.625.3381 F 1.403.625.3869  
[www.claresholm.ca](http://www.claresholm.ca)

Applicants must fill in the following application form and submit photographs and a site plan.

APPLICANT/AGENT INFORMATION	
Applicant Name:	
Mailing Address:	
Email:	
Phone:	
PROPERTY INFORMATION	
Property Owner(s):	
Civic Address:	
Legal Description:	Lot:                      Block:                      Plan:
Premises Identification Number through Alberta Agriculture and Rural Development:	
PROPERTY OWNER SIGNATURE/PERMISSION LETTER	
You must provide either a property owner signature OR a permission letter from the property owner authorizing the agent to sign the application form.	
Property owner signature _____	OR <input type="checkbox"/> Permission letter is attached
Date: _____	
RIGHT OF ENTRY	
In accordance with the <i>Municipal Government Act</i> , I hereby authorize the Town of Claresholm to enter the above property for the purpose of conducting site inspection(s) pursuant to bylaw regulation.	
Property owner signature: _____	
FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT	
The information collected via this form is being collected by the Town of Claresholm pursuant to legislation governing the information handling practices of the Town of Claresholm, specifically Sections 33(a) and (c) of the <i>Freedom of Information and Protection of Privacy Act (Alberta)</i> , and other legislation or bylaws governing the municipality, as may be applicable. By signing this document, you acknowledge that, in accordance with Section 17(2)(g) of the <i>Freedom of Information and Protection of Privacy Act</i> your name, address and other details related to your permit may be made available to the public. Should you have any questions related to the collection or disclosure of your personal information, please contact the Chief Administrative Officer at the Town Office.	
Applicant/Agent signature _____	
Date: _____	
FOR OFFICE USE ONLY	
Roll #:	Land Use District:
Lot Size:	Approval Date:
Date Received:	
Fee Paid (\$50.00):	

**Town of Diamond Valley**

Box 10, Diamond Valley, AB T0L 0H0

403-933-4348

Info@diamondvalley.town

www.diamondvalley.town

**Backyard Hens  
Program Application**

Licence #
Roll #
Application Date

**Applicant Information**

Applicant Name(s)			
Phone		Alt. Phone	
Mailing Address			Postal Code
Residential Address			Email
Do you rent or own your home? Rent <input type="checkbox"/> Own <input type="checkbox"/>			
If renting, a signed letter of permission from your Landlord is required. Letter attached? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>			
PID submitted to Alberta Agriculture Yes <input type="checkbox"/> No <input type="checkbox"/>		Copy of PID Form included Yes <input type="checkbox"/> No <input type="checkbox"/>	
Residential Lot size	ft <sup>2</sup> <input type="checkbox"/> or m <sup>2</sup> <input type="checkbox"/>	Yard Fenced	Yes <input type="checkbox"/> No <input type="checkbox"/> Fence Height
			ft <input type="checkbox"/> or m <input type="checkbox"/>

**Coop Design**

Coop Length	ft <input type="checkbox"/> or m <input type="checkbox"/>	Coop Width	ft <input type="checkbox"/> or m <input type="checkbox"/>	Total Coop Area	ft <sup>2</sup> <input type="checkbox"/> or m <sup>2</sup> <input type="checkbox"/>
Run Length	ft <input type="checkbox"/> or m <input type="checkbox"/>	Run Width	ft <input type="checkbox"/> or m <input type="checkbox"/>	Total Run Area	ft <sup>2</sup> <input type="checkbox"/> or m <sup>2</sup> <input type="checkbox"/>

Provide a description of your intended coop design, including the size of the coop and run:

Describe provisions you are making for perches, nesting boxes, dust bathing, ventilation and environmental protection:

Describe the intended location within your yard:

Please attach a photo or drawing of your intended coop design. Photo or Drawing Attached: Yes  No

*Please complete and sign the application on Page 2*

## Annual Fee

### Backyard Hen Program Initial Registration and Annual Licensing Fee \$30.00

Animal Licenses are valid until December 31 of each year, and must be renewed by January 31.

## Information and Agreement

I / We hereby make application for a Backyard Hens Licence under the provisions of the Animal Control Bylaw.

- I have read and agree to adhere to the Animal Control Bylaw *Backyard Hens Program Requirements and Best Practices*.
- I certify that I am at least 18 years of age.
- I am aware that a municipal representative or Peace Officer will pre-arrange a meeting to attend my home after receiving notice that my coop has been installed and *prior to my hens being installed in the coop*. This inspection is undertaken to observe my hen enclosure and confirm that I am in compliance with the *Backyard Hens Program Requirements and Best Practices*.
- I understand that I will only be permitted to install my hens in their coop after authorization has been granted by the Town following an initial inspection.
- I understand that if a complaint is registered with the Town, a Peace Officer may attend my residence at their own discretion, and that an appointment is not required in such cases.
- I understand that the maximum number of hens permitted is six (6) and that roosters are not permitted.
- I acknowledge that the keeping of hens is for personal use only, and that the selling of eggs, manure or other products derived from hens is prohibited.

I confirm that the information contained in this form is true and correct to the best of my knowledge.

Applicant Signature:

Date:

Co-Applicant Signature:

Date:

**Submit Form**

## Internal Use Only

Fee Paid:

Receipt #

Date Paid:

Application Received:

Application Approved: Yes  No

Date:

Comments:

Application Approval Letter sent:

Yes  No

Date Sent:

Coop Inspection Requested (date):

Coop Inspection Conducted (date):

Inspector Name:

Inspection Approved, Hens Permitted Yes  No

Comments:

Inspector Signature:

Date:

Final Acceptance Letter Sent:

Yes  No

Date:

Animal Licence created in Muniware:

Yes  No

Date:

Personal information will be used in accordance with the Freedom of Information and Protection of Privacy Act (FOIP).

## Town of Diamond Valley

Box 10, Diamond Valley, AB T0L 0H0  
403-933-4348  
[info@diamondvalley.town](mailto:info@diamondvalley.town)  
[www.diamondvalley.town](http://www.diamondvalley.town)

# Backyard Hens Program REQUIREMENTS and BEST PRACTICES

## RULES

1. Applicants must be 18 years of age or older.
2. For the purposes of this program a hen must be a female chicken. Baby chicks as well as pullets and full-grown hens are allowed.
3. Roosters are not permitted. If a male bird is identified, it must be disposed of. Contact CLUCK for help with humane disposal.
4. It is unlawful to slaughter hens within Town limits.
5. All hens must have one wing clipped.
6. A maximum number of six (6) hens is allowed per household.
7. Yards must be securely fenced. There is no minimum fence height requirement, however higher fencing will protect against predators.
8. Eggs, meat, and manure cannot be used for commercial purposes
9. Participants will be warned once of any infraction. Any repeat infraction will be cause for fines in accordance with the Bylaw, and may be cause for disqualification from the program.

## HENHOUSE / COOP

1. Coop size cannot exceed 100 square feet without a building permit for an accessory building.
2. Coops must be designed to provide a minimum of 3 square feet per hen.
3. All chicken coops shall be located only in the rear yard and must fully enclose the chickens and prevent them from escaping.
4. Hens must have access to outdoor "run" space which must fully enclose the chickens and prevent them from escaping.
5. Minimum lot size is 5500 square feet; coops may be established at single family dwellings only.
6. Coops must be in the rear yard, at least 1 metre from a property line where there is an adjacent neighbour. Where there is no adjacent neighbouring property (i.e. lane or roadway fence line) coops are permitted to align with the zero "0" setbacks that apply to the construction of accessory buildings.
7. Locate the coop in a place that will be mindful and considerate of your neighbours.
8. The chicken coop shall be designed and constructed to ensure proper ventilation and sufficient space for the chickens and be maintained in accordance with good animal husbandry practices and shall keep all vermin out.
9. The applicant must provide and maintain, in each coop, at least one perch for each hen, that is at least 15 cm long, and one nest box; and adequate environmental protection as to shelter the hens from heat and cold injury.
10. Coops shall be maintained in good repair, kept in clean and sanitary condition, free of vermin and obnoxious smells and substances.
11. Backyard hens must not create a nuisance or disturbance to neighboring residents due to noise, odor, damage or threats to public health.

## CARE & FEEDING

1. Do your research on the care of hens - CLUCK, education online, or in the community.
2. Follow biosecurity procedures recommended by the Canadian Food Inspection Agency, referring especially to Biosecurity for Backyard Flock and Small Bird Owners.
3. Proper care and feeding practices must be followed to ensure the well-being of the hens. This includes providing each hen with food, water, shelter, light, ventilation, veterinary care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, all sufficient to maintain the hens in good health; participants must not keep a hen in a cage.
4. Food must be stored in a way to discourage predators.
5. You must enlist a hen "caregiver" when you plan to be away from home.
6. Disposing of hens: If a hen dies of an unknown cause, it is recommended that it be checked by a veterinarian to protect the health of the other hens. Otherwise it can be disposed of in the garbage in a sealed waste bag.

## APPROVAL / REGISTRATION PROCESS

1. Once you are comfortable with the basic care of Backyard Hens, please apply by filling out the Backyard Hens Program Application available at on the Town website or by calling the Municipal Office.
2. Please ensure the following accompanies your Application:
  - a. A copy of the premises identification form (PID) submitted to the Province of Alberta.  
Located: [http://www1.agric.gov.ab.ca/\\$department/deptdocs.nsf/all/trace12354](http://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/trace12354)
  - b. A drawing or description or photo of your planned coop and its location within the yard.
  - c. The \$30 annual Backyard Hens Licencing fee.
  - d. If applicable, a signed permission letter from your landlord.
3. Applications will be reviewed by administration, and you will be contacted within a week of receipt of the application.
4. After the application is approved, you may commence with the construction of the coop.
5. Once the coop is built, you must call the Town to arrange for town staff and / or Animal Control / Municipal Enforcement Officers to meet you at your residence to inspect the coop. At the time of the inspection, the coop must be approved as being adequately outfitted for the care of hens.
6. After inspection approval, the applicant will be contacted by administration within one week, at which time the applicant may obtain their hens.
7. The \$30 Backyard Hens Licensing fee is annually renewable each January.

## COMPLIANCE

1. If a complaint is registered with the Town, Animal Control or Municipal Enforcement / Peace Officers may attend the residence at their own discretion. An appointment with the owner of the hens is not required in such cases.
2. Participants may be fined for various infractions including:
  - a. Exceeding the maximum number of hens permitted
  - b. Failing to maintain the coop in sanitary condition
  - c. Keeping hens while not permitted
  - d. Prohibited sale of eggs, manure, meat or other products derived from hens.
  - e. Slaughtering hens within Town limits
  - f. Allowing hens to escape or run at large.
3. Participants may be disqualified from the Program for cause including, but not limited to, mistreatment of hens or repeated violations of the Animal Control Bylaw.
4. If so notified, participants must dispose of or remove all hens within 30 days of notification.
5. We may continue to ask participants and neighbours to complete surveys regarding the Backyard Hens Program.
6. The Backyard Hens Program may be terminated at any time by the Town, for any cause.

## Town of Diamond Valley

Box 10, Diamond Valley, AB T0L 0H0

403-933-4348

[info@diamondvalley.town](mailto:info@diamondvalley.town)

[www.diamondvalley.town](http://www.diamondvalley.town)

# Backyard Hens Program REQUIREMENTS and BEST PRACTICES

## RULES

1. Applicants must be 18 years of age or older.
2. For the purposes of this program a hen must be a female chicken. Baby chicks as well as pullets and full-grown hens are allowed.
3. Roosters are not permitted. If a male bird is identified, it must be disposed of. Contact CLUCK for help with humane disposal.
4. It is unlawful to slaughter hens within Town limits.
5. All hens must have one wing clipped.
6. A maximum number of six (6) hens is allowed per household.
7. Yards must be securely fenced. There is no minimum fence height requirement, however higher fencing will protect against predators.
8. Eggs, meat, and manure cannot be used for commercial purposes
9. Participants will be warned once of any infraction. Any repeat infraction will be cause for fines in accordance with the Bylaw, and may be cause for disqualification from the program.

## HENHOUSE / COOP

1. Coop size cannot exceed 100 square feet without a building permit for an accessory building.
2. Coops must be designed to provide a minimum of 3 square feet per hen.
3. All chicken coops shall be located only in the rear yard and must fully enclose the chickens and prevent them from escaping.
4. Hens must have access to outdoor "run" space which must fully enclose the chickens and prevent them from escaping.
5. Minimum lot size is 5500 square feet; coops may be established at single family dwellings only.
6. Coops must be in the rear yard, at least 1 metre from a property line where there is an adjacent neighbour. Where there is no adjacent neighbouring property (i.e. lane or roadway fence line) coops are permitted to align with the zero "0" setbacks that apply to the construction of accessory buildings.
7. Locate the coop in a place that will be mindful and considerate of your neighbours.
8. The chicken coop shall be designed and constructed to ensure proper ventilation and sufficient space for the chickens and be maintained in accordance with good animal husbandry practices and shall keep all vermin out.
9. The applicant must provide and maintain, in each coop, at least one perch for each hen, that is at least 15 cm long, and one nest box; and adequate environmental protection as to shelter the hens from heat and cold injury.
10. Coops shall be maintained in good repair, kept in clean and sanitary condition, free of vermin and obnoxious smells and substances.
11. Backyard hens must not create a nuisance or disturbance to neighboring residents due to noise, odor, damage or threats to public health.

## CARE & FEEDING

1. Do your research on the care of hens - CLUCK, education online, or in the community.
2. Follow biosecurity procedures recommended by the Canadian Food Inspection Agency, referring especially to Biosecurity for Backyard Flock and Small Bird Owners.
3. Proper care and feeding practices must be followed to ensure the well-being of the hens. This includes providing each hen with food, water, shelter, light, ventilation, veterinary care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, all sufficient to maintain the hens in good health; participants must not keep a hen in a cage.
4. Food must be stored in a way to discourage predators.
5. You must enlist a hen "caregiver" when you plan to be away from home.
6. Disposing of hens: If a hen dies of an unknown cause, it is recommended that it be checked by a veterinarian to protect the health of the other hens. Otherwise it can be disposed of in the garbage in a sealed waste bag.

## APPROVAL / REGISTRATION PROCESS

1. Once you are comfortable with the basic care of Backyard Hens, please apply by filling out the Backyard Hens Program Application available at on the Town website or by calling the Municipal Office.
2. Please ensure the following accompanies your Application:
  - a. A copy of the premises identification form (PID) submitted to the Province of Alberta.  
Located: [http://www1.agric.gov.ab.ca/\\$department/deptdocs.nsf/all/trace12354](http://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/trace12354)
  - b. A drawing or description or photo of your planned coop and its location within the yard.
  - c. The \$30 annual Backyard Hens Licencing fee.
  - d. If applicable, a signed permission letter from your landlord.
3. Applications will be reviewed by administration, and you will be contacted within a week of receipt of the application.
4. After the application is approved, you may commence with the construction of the coop.
5. Once the coop is built, you must call the Town to arrange for town staff and / or Animal Control / Municipal Enforcement Officers to meet you at your residence to inspect the coop. At the time of the inspection, the coop must be approved as being adequately outfitted for the care of hens.
6. After inspection approval, the applicant will be contacted by administration within one week, at which time the applicant may obtain their hens.
7. The \$30 Backyard Hens Licensing fee is annually renewable each January.

## COMPLIANCE

1. If a complaint is registered with the Town, Animal Control or Municipal Enforcement / Peace Officers may attend the residence at their own discretion. An appointment with the owner of the hens is not required in such cases.
2. Participants may be fined for various infractions including:
  - a. Exceeding the maximum number of hens permitted
  - b. Failing to maintain the coop in sanitary condition
  - c. Keeping hens while not permitted
  - d. Prohibited sale of eggs, manure, meat or other products derived from hens.
  - e. Slaughtering hens within Town limits
  - f. Allowing hens to escape or run at large.
3. Participants may be disqualified from the Program for cause including, but not limited to, mistreatment of hens or repeated violations of the Animal Control Bylaw.
4. If so notified, participants must dispose of or remove all hens within 30 days of notification.
5. We may continue to ask participants and neighbours to complete surveys regarding the Backyard Hens Program.
6. The Backyard Hens Program may be terminated at any time by the Town, for any cause.

Excerpt from Peace River Animal Control Bylaw

PART IV -OTHER ANIMALS/BIRDS

1. No person shall keep or cause or suffer to be kept any bovine, equine, porcine or ruminant animal within the corporate limits of the Town.

2. No person shall keep or cause or suffer to be kept any bird, other than a caged bird as defined in this bylaw, within the corporate limits of the Town. Town of Peace River Bylaw No. 1832 Pages

3. Notwithstanding Section 2, a person may keep up to a maximum of six (6) hens on residential property. The keeping of these shall be based on a "Best Management Practices" model, having due regard for concerns relating to sanitation, noise, vermin and other nuisances.

a) Roosters are not permitted.

b) Coops and runs shall be located only in back or side yards, and shall be in good repair capable of being maintained in a clean and sanitary condition, free of vermin, obnoxious smells and substances and not create a nuisance or disturbance to neighboring residents due to noise, odor, damage or threats to public health.

4. The keeping of hens shall be subject to a fee, as established from time to time by Council. 5. Notwithstanding Section 2, a person may keep up to a maximum of six (6) pigeons on residential property. a) Coops and roosts shall be constructed to the same standard as that established for hens in the "Best Management Practices" model. The keeping of pigeons shall be subject to a fee, as established from time to time by Council. 6. No person shall keep rabbits on any property within the corporate limits of the Town, unless confined to a secure enclosure.

The slaughtering of hens on the owner's property is not permitted

FINES AND PENALTIES

PART IV (OTHER ANIMALS)

Section 1 Keep prohibited animal within corporate limits 150.00

Section 2 Keep prohibited birds 150.00

Section 3 Exceed maximum number of permitted hens 150.00

Section 43(b) Fail to maintain coops/runs in a sanitary condition 150.00

Section 4.4 Fail to license hens 150.00

Section 4.5 Exceed maximum number of pigeons/ fail to license pigeons 15000

Section 4.5(a) Fail to maintain coops in a sanitary condition 150.00

Section 4.6 Keep rabbits not confined to secure enclosure 150.00 within corporate limits

PART V -SALE OR DESTRUCTION

Section 2 Slaughter hens on property 100.00

## **Best Practices for Backyard Chicken Keeping in the Town of Peace River**

### **Definitions:**

**Chicken** = hen (female chicken) except where stated otherwise eg rooster (male chicken), chick (baby chicken)

**Henhouse** = structure that houses the hens at night and includes place for laying eggs and eating

**Run** = attached open area that chickens can range in

**Coop** = henhouse and run

### **Noise**

**Concern:** chickens are noisy

#### **Context:**

- Roosters have a loud crow at any hour of the day and can be 85-90 decibels
- Chickens are quiet at night (dusk to dawn) when roosting
- Hens have a gentle cluck when they get a bug or worm, or when being social
- Hens have a loud but short (less than 5 minutes) cackle when they lay an egg
- Chickens have a loud alarm call/squawk when a predator (eg dog, cat, hawk) is close by
- The loudest noise of a hen (alarm call, or egg laying song) is 70 decibels, compared to a human conversation of 60 decibels, car traffic at 85 decibels, a lawnmower at 90 decibels, barking dog at 90-100 decibels, and a baby crying of 110 decibels.

#### **Strategies:**

- No roosters (they are not needed for a hen to produce eggs)
- When adding chicks to flock, purchase sexed female chicks
- Small flock size (enough to fulfill social need of chickens, meet physical needs for warmth and comfort and provide enough eggs to feed a family)
- Provide protection from predators eg. Shrubs or tree cover provides shelter from airborne predators, secure fencing protects from straying dogs and cats, fenced yard provides “double protection” from stray predators
- Locate coop to minimize noise disturbance to neighbors

### **Odor**

#### **Concern:**

- Chicken waste can smell if accumulated especially in the run and henhouse
- Chicken food can smell if it gets wet or left uneaten
- Chickens can smell if housed in cramped conditions

#### **Context:**

- Any pet waste, food or house can smell

#### **Strategies:**

- Regular cleaning of run and henhouse
- Use deep litter method in henhouse ie put dry wood shavings/sawdust on floor, and keep adding to it to cover the waste, creating a good compost ratio

#### **Panel of 5**

- If using a static run, spread organic matter like leaves or straw on the dirt so that the chickens will turn it over with any waste. They are natural compost turners. Periodically rake up and compost this mix
- Use movable chicken tractor system so that chickens on fresh grass every day or two
- Allow to free range in yard when possible. Make sure yard is secure and any garden beds you don't want scratched up are protected as chickens can make a mess with their scratching very quickly
- Locate coop to minimize odor disturbance to neighbors and owners

- Good coop design to allow easy and regular cleaning and waste removal
- Feed undercover
- Keep dry feed in waterproof containers
- Cleanup leftover food scraps regularly and put in compost pile
- Don't overfeed
- Promote scratching of area by scattering small amounts of grains and seeds in run or henhouse
- If feeding meat scraps, clean uneaten bits up (compost or bury) by days end
- Coops need to be designed with good ventilation. This is very important in Winter as moisture buildup can be more harmful to the chickens than cold temperatures, and in Summer it is important as ammonia buildup can kill the chickens.

## **Manure Management**

**Concen: chicken waste accumulation can smell**

### **Context:**

- Chicken waste is excellent fertilizer for gardens and lawns
- An average dog produces more waste than a chicken flock of 6-10 hens, and chicken waste can be composted safely. whereas dog waste can't
- Adding inputs high in nitrogen is the only way to create high quality compost. Dried chicken waste is one of the best additives for this purpose.

### **Strategies:**

- Chicken waste mixed with a dry organic matter source (like wood shavings or dry leaves) is an excellent compost ratio of 1:10
- Regular removal of waste from henhouse and run
- If using deep litter method and spreading organic matter in the run, the chickens partially turn and compost it for you
- If using movable chicken tractor, the manure can stay in place. Eg. Of using chickens to scratch up garden bed prior to planting, the waste can stay in the garden bed ready to fertilize the plants
- Small flock size decreases the amount of waste and is very manageable, compared with commercial flocks of thousands of birds and farm flocks of dozens of birds
- Keep waste covered and able to be absorbed by a dry material eg leaves, sawdust, dirt  
Pests

### **Concern:**

- **Leftover chicken food can attract pests, vermin and predators (flies, mice, wild birds, foxes, coyotes, stray dogs and cats)**

### **Context:**

- Pet food (dog and cat) and wild bird seed attracts pests
- Other small pets like small dogs, rabbits, cats, birds attract predators

### **Strategies:**

- Keep food in pest proof containers
- Feed undercover. Eg in henhouse, or caged run
- If scattering seed for scratch, only use small amounts
- Regularly remove uneaten food scraps and put in compost
- Protect flock with predator-proof coop design. The henhouse design is especially important as chickens are very vulnerable at night when they are asleep and this is when many predators are most active
- Keep chickens in protected areas eg. Fenced yard, fenced coop

## **Diseases**

**Concern: chickens can carry diseases like avian flu and salmonella that may harm humans**

### **Avian Flu**

#### **Context:**

- Small backyard chicken flocks are not the problem. Rather large crowded commercial flocks are susceptible
- Small backyard flocks in an urban area are scattered and the population density of chickens is not sufficient to allow rapid disease explosion
- Wild birds carry the disease, so having chickens does not introduce a new vector that is not already present
- WHO, CFIA and BC Center for Disease Control don't view small backyard chicken flocks as a concern

#### **Strategies:**

- Small flock size reduces the population of chickens in one area
- Regular cleaning of run and henhouse
- Careful visitor practices, especially if visitors have been on another farmyard with chickens
- Isolate new chickens for 30 days before introducing them to the flock
- Locate bird feeds and baths away from chickens to reduce wild bird and chicken interactions
- Watch flock for signs of illness and contact vet if concerns

## **Salmonella**

#### **Context:**

- Other pets like reptiles, amphibians, and pet birds can have salmonella
- Common pets like cats and dogs have many more diseases that can be transferred to humans such as worms, parasites, toxoplasmosis.

#### **Context:**

- Pet food (dog and cat) and wild bird seed attracts pests
- Other small pets like small dogs, rabbits, cats, birds attract predators

#### **Strategies:**

- Keep food in pest proof containers
- Feed undercover. Eg in henhouse, or caged run
- If scattering seed for scratch, only use small amounts
- Regularly remove uneaten food scraps and put in compost
- Protect flock with predator-proof coop design. The henhouse design is especially important as chickens are very vulnerable at night when they are asleep and this is when many predators are most active
- Keep chickens in protected areas eg. Fenced yard, fenced coop

## **Diseases**

**Concern: chickens can carry diseases like avian flu and salmonella that may harm humans**

### **Avian Flu**

#### **Context:**

- Small backyard chicken flocks are not the problem. Rather large crowded commercial flocks are susceptible
- Small backyard flocks in an urban area are scattered and the population density of chickens is not sufficient to allow rapid disease explosion
- Wild birds carry the disease, so having chickens does not introduce a new vector that is not already present

- WHO, CFIA and BC Center for Disease Control don't view small backyard chicken flocks as a concern

Strategies:

- Small flock size reduces the population of chickens in one area
- Regular cleaning of run and henhouse
- Careful visitor practices, especially if visitors have been on another farmyard with chickens
- Isolate new chickens for 30 days before introducing them to the flock
- Locate bird feeds and baths away from chickens to reduce wild bird and chicken interactions
- Watch flock for signs of illness and contact vet if concerns

Salmonella

Context:

- Other pets like reptiles, amphibians, and pet birds can have salmonella
- Common pets like cats and dogs have many more diseases that can be transferred to humans such as worms, parasites, toxoplasmosis



---

# Horse Paddock Request

**RECOMMENDATION:**

Click or tap here to enter text.

**DETAILS:**

Horse paddock A1 is currently rented out, the renter says there was previously power to this pasture as it was the original homestead. Because of this there is existing infrastructure, the renter spoke with Fortis, they would need town approval as the landowner to re-install the power, Fortis says they would bill the renter directly.

**APPLICABLE LEGISLATION:**

Horse paddock lease agreement.

**ATTACHMENTS:**

Lease agreement.

---

**PREPARED BY:** Shantelle Burdett, Administrative Clerk

**APPROVED BY:** Anthony Burdett, CAO

THIS LEASE effective as of the \_\_\_ day of MONTH, 2022.

BETWEEN:

**TOWN OF FORT MACLEOD**  
**(hereinafter called the "Town")**  
**Box 1420, Fort Macleod, AB T0L 0Z0**  
**Phone: 403-553-4425/ Fax: 403-553-2426**

OF THE FIRST PART

- and -

**Name**  
**A resident of the Town of Fort Macleod**  
**(hereinafter called the "Lessee")**  
**Civic Address: \_\_\_\_\_**  
**Mailing Address: Box \_\_\_\_\_ Fort Macleod, AB T0L 0Z0**  
**Phone Numbers: \_\_\_\_\_**

OF THE SECOND PART

**TERM:       APRIL 1, 2023 –MARCH 31, 2024 - Month to month (not to exceed one year)**

**ANNUAL RENT:   \$600 + GST = \$630.00 (no adjustment for additional time)**

**PADDOCK:       Paddock # \_\_\_\_\_**

**PADDOCK AREA:   \_\_\_\_\_ Acres**

### **HORSE PADDOCK LEASE**

WHEREAS the Town is the registered owner of certain horse paddocks in the Town of Fort Macleod and the Lessee wishes to lease paddock number \_\_\_ (hereinafter the "Paddock") from the Town and the Town wishes to lease the Paddock to the Lessee, on a month to month basis, on the terms and conditions contained herein;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the conditions, covenants and agreements hereinafter set forth, the parties agree as follows:

1. **GRANT** - The Town does hereby lease to the Lessee the Paddock on an as is basis without any warranty or representation whatsoever.
2. **TERM** – This Lease shall automatically be renewed for consecutive month to month periods, unless one Party notifies the other prior to November 1st in each year that the Lease will not be renewed for the next calendar year, or unless the Lessee is in default of this Lease.
3. **RENTAL** - The Lessee shall pay to the Town the above mentioned Annual Rent in full on or before April 30<sup>th</sup> without deduction whatsoever.
4. **USE OF THE PADDOCK** - The Lessee agrees to use the Paddock on the following terms:
  - a. Paddock renters must be residents of the Town of Fort Macleod. Throughout the term, the Lessee shall remain a resident of the Town of Fort Macleod;
  - b. Only one horse paddock is allowed per household;
  - c. No livestock other than horses are to be kept in the paddock. One (1) horse per acre is allowed per paddock. Mare/colt pairs will be treated as one (1) unit until such time as the colt is weaned;
  - d. No commercial enterprises will be allowed (ie. money making);
  - e. Stallions (after the age of weaning off a mare) must be confined in a corral and/or stable that has been preapproved by the Horse Paddock Committee;
  - f. The Lessee is responsible to ensure that at all times they are following all municipal, provincial and federal bylaws, statutes and regulations;
  - g. If a waterline is provided to the Paddock, the Lessee is solely responsible to take necessary precautions to prevent freeze up of the water and waterline. The Lessee is responsible to maintain the waterline (including replacement) if needed up to the Town property line;
  - h. A Lessee who has concerns regarding distressed animals should contact the Horse Paddock Committee;

- i. Diseased animals must be under veterinary care and be reported to the Town Community Peace Officers, the Horse Paddock Committee and neighbouring paddock renters. The same applies in the case of the death of a diseased animal;
- j. The Lessee is solely responsible to maintain the Paddock's fences and to keep the Paddock neat and tidy in a prudent and responsible manner to the Town's satisfaction. This includes, but is not limited to, no stockpiling of manure or garbage, to avoid excessive growth of forage (keep Paddock grazed down) and no storage of vehicles or machinery, except those used in the care and maintenance of the horses (ie. horse trailers, water hauling trailers, low bed trailers and tractors);
- k. The Lessee shall not construct anything in the Paddock without the written consent of the Town's Development Officer.
- l. At the termination of the Lease, the Lessee may ask the Town's Assessor to assess the improvements on the paddock.
  - a. Persons on the waiting list will be notified in the order that their names appear. The first person to agree to purchase the buildings may rent the paddock;
  - b. All terms and provisions for payment for the improvements are to be made directly between the new and past Lessees and the Town is not responsible for collection of monies;
  - c. Adjustments for partial year lease cost reimbursements are also made directly between the new and past Lessees and the Town is not responsible for collection or payment of monies;
  - d. The Town will contact the past Lessee and ensure all monies owed between the two parties have been paid before the Town will allow the new Lessee to take over the paddock;
  - e. If there are no buyers for the improvements, the Town may give the Lessee one hundred and twenty (120) days' notice to remove the improvements. In the event the Lessee fails to remove the improvements within the 30 day period, the Lessee is in default of the lease.
- m. Upon termination of the Lease, at the end of the Term or otherwise, the Lessee shall remove all horses, vehicles, machinery and equipment from the Paddock within 30 days, and shall yield up and vacate the Paddock at the end of the said Term and leave the Paddock, as far as is possible, in the same condition as at the commencement of the said term;
- n. Any animal that has been left for more than 5 days after the expected retrieval time, or is found on the premises with respect to a tenancy agreement that has been terminated, will be taken into custody and subsequently be delivered to a caretaker.

- o. Any goods other than livestock remaining in the Paddock upon termination of the lease are considered abandoned goods. The Lessee will be given reasonable notice that the goods will be sold or disposed of if not removed. Unclaimed property coming into the possession of the Town will be held for 30 days. If not claimed within 30 days, the municipality may dispose of the property at public auction, or as council directs.
- p. The Lessee shall indemnify and save harmless the Town from any and all actions, causes of action, debts, demands, suits and claims that may be made against the Town in the future with respect to any matter, cause, or thing arising after the date hereof in relation to the occupation of the Paddock or the operations of the Lessee on or in relation to such Paddock;
- q. The Lessee hereby agrees further to maintain general public liability and property damage insurance, including personal injury liability, with respect to the use and occupancy of the Paddock with coverage including the activities and operations conducted by the Lessee and any other person performing work on behalf of the Lessee and those for whom the Lessee is in law responsible with inclusive limits of at least **ONE MILLION, (\$1,000,000) DOLLARS**;
- r. The Lessee hereby agrees that the Lessor is not responsible for any injury or liability in regards to the horse(s) in the Paddock.
- s. The Lessee shall be liable to the Town for, and shall indemnify and hold harmless the Town, from and against, any and all liability, loss, costs, claims or damage of any nature (including without limitation legal costs on a solicitor/client basis) suffered or incurred by the Town (whether directly or by virtue of any third party claim) as a result of the Lessee's breach of the terms of this agreement; and
- t. The Lessee shall not:
  - i. Be entitled to any top soil, sand, gravel, clay or any valuable stone or substance existing on or under the surface of the Paddock;
  - ii. Break up or convert to tillage any land in the Paddock; or
  - iii. Sublet, assign, mortgage, charge or encumber in any manner, to any person the leasehold estate and interest herein created, without the prior written consent of the Town.

5. **THE TOWN** – Throughout the Term the Town shall:

- a. Be entitled to inspect the Paddock, and the horses maintained in the Paddock, to ensure the Lessee's obligations herein are being met with sufficient notification to the Lessee and have the Lessee present at the time of inspection; and
- b. Not be required to provide new piped-in water services to the Paddocks.

6. **DEFAULT** – The following events shall be considered events of default under this Lease:
- a. The Lessee fails to perform any covenant or observe any term or condition contained herein after thirty (30) days written notice thereof;
  - b. The Lessee has not kept a horse on the Paddock for a period in excess of six (6) months during the calendar year;
  - c. The bankruptcy or insolvency or death of the Lessee;
  - d. Distress or execution against the Lessee or on any of its property; or
  - e. The Lessee abandons the Paddock pursuant to paragraph 4(m) herein.
7. **UPON DEFAULT** - If an event of default occurs then the Town may exercise any of the following remedies, or any other remedies available to it at law or equity, and the exercise of any right or remedy shall not preclude or prejudice the Town's exercise of any other right or remedy:
- a. the Lease herein created may forthwith be terminated by the Town, provided that the Lessee shall remain liable for any unpaid rent for the remainder of the Term;
  - b. the Town may forthwith enter the Paddock and take possession thereof;
  - c. the Town may distrain against any and all of the property of the Lessee on the Paddock, and the Lessee to the extent permitted by law, hereby waives any rights of exemption to distress that now or may hereafter exist.
- Any failure by the Town to enforce any rights under this Lease shall not be considered a waiver of those rights, and shall not operate to defeat or affect in any way the Town's ability to enforce its rights in the future.
8. **TERMINATION** – This Lease may be terminated by either party, for any reason whatsoever, upon one hundred and twenty (120) days written notice to the other or a reasonable time frame agreed to by the Parties.
9. **RETURN OF Paddock** – Notwithstanding how or why the Lease is terminated, if the Lessee fails or neglects to remove the Lessee's goods from the Paddock, or fails to return the Paddock to the Town in the same condition it was in at the beginning of the Lessee's occupation of same (excepting improvements approved above per 4(k)) then the Town may undertake the Lessee's obligations herein at the Lessee's expense. The Lessor will review the condition of each paddock at the beginning of the lease period.
10. **NOTICE** – Any notice to the Lessee shall be by registered mail to the address provided by the Lessee upon occupation of the Paddock. Any such notice shall be deemed to have been received on the first business day following the postmark, notwithstanding when the letter is actually received by the Lessee.

11. **HORSE PADDOCK COMMITTEE CONTACT INFORMATION** – Any communication to the Horse Paddock Committee will be to the following individuals representing the Lessees:
1. Dawn Lauder – 403-553-3632
  2. Louis Caldwell – 403-553-3392

**IN WITNESS WHEREOF** the parties hereto have duly executed this Lease effective on the day and year first above written.

**Town of Fort Macleod**

Per: \_\_\_\_\_

\_\_\_\_\_  
Witness to Lessee

\_\_\_\_\_  
**Lessee**