

AGENDA
COMMITTEE OF THE WHOLE MEETING
Wednesday, June 12, 2024 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB

	Page
1. CALL TO ORDER	
2. CONFIRMATION OF AGENDA	
3. CLOSED MEETING	
3.1. Advocacy Update – Advice from officials – FOIP S. 24(1)(a)	
3.2. Council/CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)	
4. DELEGATIONS	
Members of the public and community organizations are welcome to attend a Committee of the Whole Meeting as a delegation to present an item to Town Council for consideration. If you are interested in attending as a delegation please fill out the Delegation Request form that can be located on the Town's website and submit it to: lsadmin@strathmore.ca by noon, seven (7) days before a Committee of the Whole Meeting.	
4.1. Delegation – EPCOR Utilities	2 - 19
Request for Decision - RFD-24-120 - Pdf	
5. CONFIRMATION OF MINUTES	
5.1. Committee of the Whole Meeting Minutes – May 8, 2024	20 - 26
Request for Decision - RFD-24-118 - Pdf	
6. BUSINESS	
6.1. Taxi Bylaw No. 16-14	27 - 73
Request for Decision - RFD-24-029 - Pdf	
6.2. Fire Services Bylaw Update	74 - 108
Request for Decision - RFD-24-117 - Pdf	
7. QUESTION AND ANSWER PERIOD	
8. ADJOURNMENT	



Request for Decision

To: Council

Staff Contact: Ethan Wilson, Manager of Infrastructure

Date Prepared: June 3, 2024

Meeting Date: June 12, 2024

SUBJECT: Delegation - EPCOR Utilities

RECOMMENDATION: Information for Council

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Members of the public and community organizations are welcome to attend a Regular Council Meeting as a delegation to present an item to Town Council for consideration. Those interested can fill out the Request to Speak at a Council Meeting form that can be located on the Town's website and submit it to: lsadmin@strathmore.ca by noon the Wednesday before a Regular Council Meeting.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Andrew Reid and Kevin Visser have requested to come speak to Council, they will give an update on the first four years of the contract with EPCOR.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

KEY ISSUE(S)/CONCEPT(S):

Information for Council.

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Delegation Request EPCOR Utilities](#)

[Attachment II: 2020-23 Mid term Strathmore Performance Presentation](#)

Ethan Wilson, Manager of Infrastructure

Approved
- 05 Jun
2024

Jamie Dugdale, Director of Infrastructure, Operations, and Development
Services

Approved
- 05 Jun
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 07 Jun
2024

Veronica Anderson

From: noreply@esolutionsgroup.ca
Sent: June 4, 2024 2:27 PM
To: LegServ Admin
Subject: New Response Completed for Delegation Request Form
Attachments: 2020-23 Mid term Strathmore Performance Presentation Final.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

Please note the following response to Delegation Request Form has been submitted at Tuesday June 4th 2024 2:26 PM with reference number 2024-06-04-005.

- **Applicants Name**
Andrew Reid
- **Organization Name (If Applicable)**
EPCOR Utilities
- **Meeting date requested (day/month/year)**
12/6/2024
- **Applicant's phone number**
Sec. 17, FOIP
- **Applicant's email address**
Sec. 17, FOIP
- **Applicant's Address**
100 Huxted Way
- **Please list the name and title of the individuals that will be presenting to Council in the space provided.**
Andrew Reid
Kevin Visser
- **Please select the purpose of your presentation.**
Information Only
- **Please provide a brief summary regarding your delegation in the space provided.**
Summary of the first four years of the contract with EPCOR

- **All supporting documentation must be submitted with the delegation request form. Please attach documentation here or email relevant items to lsadmin@strathmore.ca.**
 1. [2020-23 Mid term Strathmore Performance Presentation Final.pdf \[1.5 MB\]](#)
- **Is/has this matter gone before an appeal board?**
No
- **The Town of Strathmore endeavours to provide equal opportunities to individuals and groups to appear before Council as a delegation. As a result, please indicate if you have you spoken on this topic before.**
Yes

[This is an automated email notification -- please do not respond]



EPCOR Strathmore Mid-Term Performance Review

2020-2023 by the Numbers

Performance Standards

10 Key Performance Indicators
measured annually

- 1-5 are cumulative, 25% per year for each 4-year term
- 6-10 are annual requirements related to Customer Service, Capital Planning, Safety and Quality



EPCOR Strathmore 4-Year PM KPIs

Metric Name	% Completed	KPI Status	4 Year Target (%)
Catch Basin Inspection	162.22%	● +116.29 %	75.00%
Hydrant Maintenance	804.18%	● +704.18 %	100.00%
Sanitary Manhole Inspection	104.87%	● +4.87 %	100.00%
Sewer Line CCTV	96.29%	▲ -3.71 %	100.00%
Sewer Line Cleaning	105.69%	● +5.69 %	100.00%
Storm Manhole Inspection	56.96%	● +13.92 %	50.00%
Uni-Directional Flushing (UDF)	73.67%	◆ -26.33 %	100.00%
Valve Maintenance	159.49%	● +59.49 %	100.00%

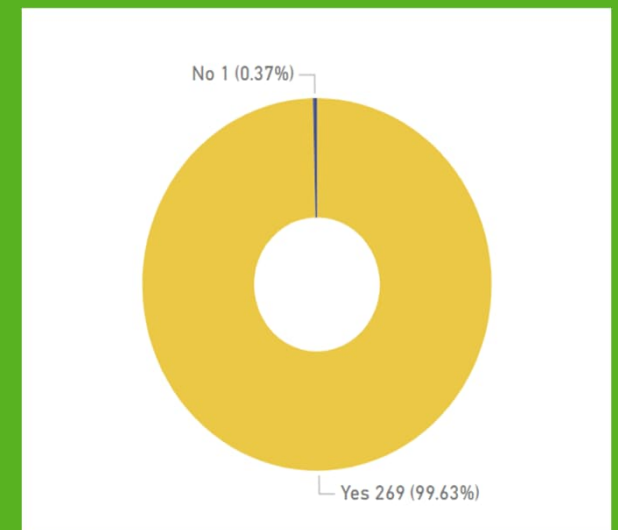
- Initially 10 KPIs with storm manhole and catch basin inspections added in 2022
- CCTV not a KPI but important
- UDF goal unmet due to water conservation efforts

KPI 6: Operator Call Outs

Response time must be within
60 minutes

- Water quality or quantity issues
- Sewer backup
- Frozen service
- Fire calls

Response Time Requirement Met



KPI 7: Stakeholder Engagement

EPCOR's documented
stakeholder engagement
hours – 10 hours per year
(Average 21.5 hours)

Date	Event Information
September 11, 2021	Tree Planting
July 1, 2022	Strathmore Fire Department Pancake Breakfast
July 1, 2023	Pancake Breakfast
July 30, 2021	Mount TV's and build BBQ at Wheatland Crisis Society
March 18, 2023	Lead by example Powwow
March 19, 2023	Lead by example Powwow
September 18, 2023	Culture Days
July 1, 2020	5 team members for 3 hours each at the Fire Dept. Pancake breakfast



EPCOR

KPI 8: Capital Projects

Meet Council-approved budget

EPCOR

Year	Project Name	Capital Budget	Invoiced	% Invoiced
2020	WWTP Aeration System	\$ 150,000.00	\$ 129,019.80	86%
2020	Strathaven Lift Station EoS	\$ 40,000.00	\$ 37,195.00	93%
2020	Lift Station Radio Communication Upgrades	\$ 200,000.00	\$ 129,172.00	65%
2020	Lift Station PLC Upgrades	\$ 355,000.00	\$ 351,326.00	99%
2020	6th Avenue Water Loop	\$ 42,000.00	\$ 42,619.00	101%
2021	EQ Cell Sludge Survey	\$ 37,752.00	\$ 32,876.00	87%
2021	Lab Equipment Replacement	\$ 20,000.00	\$ 11,411.00	57%
2021	Instrumentation Replacement	\$ 95,160.00	\$ 72,968.00	77%
2021	Aeration System Upgrades	\$ 191,256.00	\$ 133,062.00	70%
2021	Lift Station Upgrades	\$ 82,160.00	\$ 20,772.00	25%
2022	Aeration system upgrades	\$ 30,000.00	\$ 37,428.00	125%
2022	Lab Equipment Replacement	\$ 20,000.00	\$ 7,479.00	37%
2022	WWTP Alum Tank Inspection	\$ 8,000.00	\$ -	0%
2022	Lift Station Upgrades	\$ 45,000.00	\$ 26,586.00	59%
2022	WWTP Upgrade	\$ 83,000.00	\$ 46,179.00	56%
2022	WWTP PLC Upgrades	\$ 315,000.00	\$ 103,175.00	33%
2022	Equipment Storage Area (Flushing Truck Storage)	\$ 267,000.00	\$ 146,085.00	55%
2023	Strathmore WWTP PLC Upgrades	\$ 250,000.00	\$ 80,427.00	32%
2023	WWTP General Upgrades	\$ 80,000.00	\$ 82,884.00	104%
2023	Lift Station Upgrades	\$ 50,000.00	\$ 48,750.00	98%
2023	Lab Equipment Replacement	\$ 20,000.00	\$ 8,113.00	41%
		\$ 2,381,328.00	\$ 1,547,526.80	65%





KPI 9: Safety

Safety Index	EPCOR	WCB Reportable Claims:	Calendar Year
	Strathmore Site WCB Reportable Claims	0 = 100% 1 = 75% 2 = 50% 2+ = 0%	

2020 – One injury, Score = 1

2021 – One injury, Score = 1

2022 – No Injuries, Score = 0

2023 – No Injuries, Score = 0

- Each injury investigated and learnings shared company wide
- 6+ years without recordable incident 2014-2020
- 972 days (2021) since last recordable injury
- All team members must meet 95% of training requirements annually

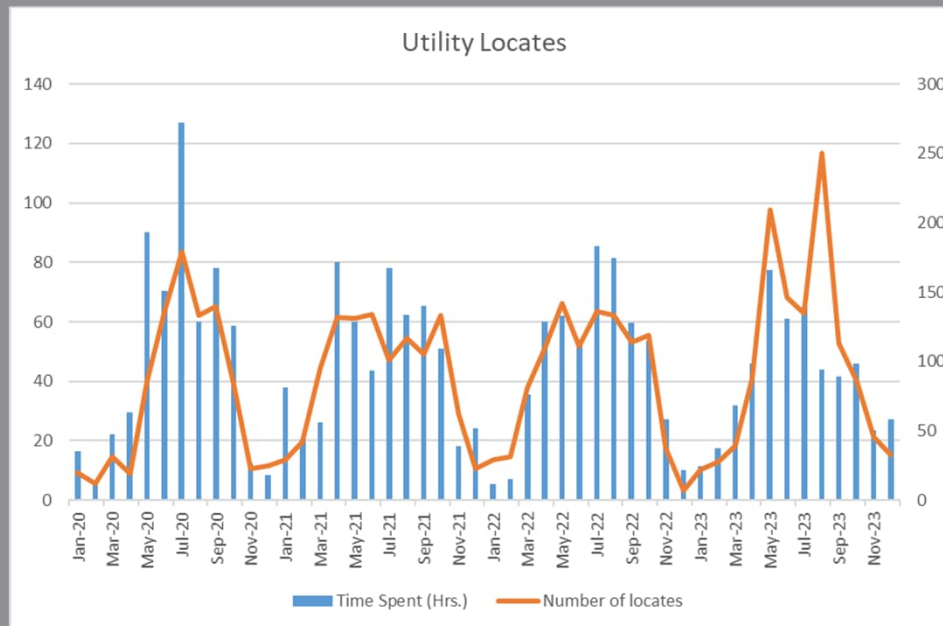
KPI 10: Approval Compliance

	Approval Limits			
	2020	2021	2022	2023
WWTP Effluent				
Total Suspended Solids	✓	✓	✓	✓
cBOD	✓	✓	✓	✓
Total Phosphorus	✓	✓	✓	✓
Total Ammonia Nitrates	✓	✓	✓	✓
pH	✓	✓	✓	✓
WWTP Bacteriological				
Treated Effluent	✓	✓	✓	✓
Pump House	✓	✓	✓	✓
Approval Limits Met	✓	✓	✓	✓



Utility Locates

- 4,237 utility locates within Strathmore's Utility Infrastructure
- 2,181 Labour hours



EPCOR Strathmore Team



First Aid Training

EPCOR Strathmore Team

Team Member	Position	Time With EPCOR
Jenny Metz	WWTP Operator	18 Years
Cam Bruce	WWTP Operator	17 Years
Derick Luck	D&C Lead Hand	15 Years
Manpreet Randhawa	WWTP Lead Hand	12 Years
Kyle Mywaart	D&C Operator	8 Years
Andrew Reid	Manager	6 years
Kelly Morrison	Administrative Assistant	6 Years
Jade Streliev	WWTP Operator	6 Years
Eric Spencer	D&C Operator	5 Years
Gurjot Ubhi	D&C Operator	5 Years

Next Four Years



- Continue to exceed expectations in KPI's
- Build on successes and improve
- Reduce overall chemical costs
 - Adding sludge blending in 2023 increased capacity and reduced dewatering, reducing chemical use, sludge hauling and power
 - Combined with a change in polymer supplier in 2024, we reduced Q1 chemical invoice by 30% over 2023
- Achieve second 5-year span without a recordable injury milestone in 2026
- Strong focus on Customer Service and Community Outreach
- Retain the amazing staff

Questions?



Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: June 3, 2024

Meeting Date: June 12, 2024

SUBJECT: Committee of the Whole Meeting Minutes - May 8, 2024

RECOMMENDATION: THAT Council adopt the May 8, 2024 Committee of the Whole Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the May 8, 2024 Committee of the Whole Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the May 8, 2024 Committee of the Whole Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

2. Council may provide further direction regarding the Committee of the Whole Meeting Minutes.

ATTACHMENTS:

[Attachment I: COMMITTEE OF THE WHOLE - 08 May 2024 - Meeting Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 04 Jun
2024

Veronica Anderson, Legislative Services Officer

Approved
- 04 Jun
2024



MINUTES COMMITTEE OF THE WHOLE MEETING

5:30 PM - Wednesday, May 8, 2024

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

Mayor Pat Fule, Deputy Mayor Melissa Langmaid, Councillor Debbie Mitzner, Councillor Jason Montgomery (virtual), Councillor Denise Peterson, Councillor Richard Wegener, and Councillor Brent Wiley

STAFF PRESENT:

Kevin Scoble (Chief Administrative Officer), Jamie Dugdale (Director of Infrastructure, Operations, and Development Services), Mark Pretzlaff (Director of Community and Protective Services), Kara Rusk (Director of Strategic, Administrative, and Financial Services), and Johnathan Strathee (Manager of Legislative Services)

1. CALL TO ORDER

Mayor Fule called the May 8, 2024 Committee of the Whole Meeting to order at 5:37 p.m.

1.1. Economic Developers Alberta Award

2. CONFIRMATION OF AGENDA

Resolution No. 023.05.24A

Moved by Councillor Wiley

THAT Council adopt the May 8, 2024 Committee of the Whole Meeting Agenda as amended:

Move:

6.1 Property Tax Rate Strategy – Advice from officials – FOIP S. 24(1)(b)(i)

to be discussed following 5.1, Cemetery Bylaw, creating a new Closed Meeting section.
Add:

9.1. WADEMSA Report – Advice from officials – FOIP S. 24(1)(b)(i)

FOR: Mayor Fule, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

3. **DELEGATIONS**

None.

4. **CONFIRMATION OF MINUTES**

4.1. **Committee of the Whole Meeting Minutes – April 10, 2024**

Resolution No. 024.05.24A

Moved by Councillor Wiley

THAT Council adopt the April 10, 2024 Committee of the Whole Meeting Minutes as presented in Attachment I.

FOR: Mayor Fule, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

5. **BUSINESS**

5.1. **Cemetery Bylaw No. 23-31**

Councillor Mitzner joined the Committee of the Whole meeting at 5:48 p.m.

6. **CLOSED MEETING**

Resolution No. 025.05.24A

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to section 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 7:35 p.m.

FOR: Mayor Fule, Councillor Langmaid, Councillor Mitzner, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

6.1. **Property Tax Rate Strategy – Advice from officials – FOIP S. 24(1)(b)(i)**

Resolution No. 026.05.24A

Moved by Councillor Peterson

THAT Council move out of Camera at 9:34 p.m.

FOR: Mayor Fule, Councillor Langmaid, Councillor Mitzner, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

Councillor Montgomery left the Committee of the Whole Meeting at 9:40 p.m.

Resolution No. 027.05.24A

Moved by Councillor Wiley

THAT Council defer the Garden and Garage Suites Bylaw to a future Regular Council Meeting.

FOR: Mayor Fule, Councillor Langmaid, Councillor Mitzner, Councillor Peterson, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

7. BUSINESS

7.1. Garden and Garage Suites Discussion

7.2. 2025 Capital and Operating Budget Timelines

8. QUESTION AND ANSWER PERIOD

8.1. Letter regarding WHMB – Councillor Peterson

Resolution No. 028.05.24A

Moved by Councillor Peterson

THAT Council extend the May 8, 2024 Committee of the Whole Meeting to 10:30 p.m.

FOR: Mayor Fule, Councillor Langmaid, Councillor Mitzner, Councillor Peterson, and Councillor Wegener

AGAINST: Councillor Wiley

CARRIED

9. CLOSED MEETING**Resolution No. 029.05.24A**

Moved by Council Peterson

THAT Council move In Camera to discuss items related to section 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 10:03 p.m.

FOR: Mayor Fule, Councillor Langmaid, Councillor Mitzner, Councillor Peterson, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

9.1. WADEMSA Report – Advice from officials – FOIP S. 24(1)(b)(i)**9.2. Council/CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)****Resolution No. 030.05.24A**

Moved by Councillor Langmaid

THAT Council move out of Camera at 10:13 p.m.

FOR: Mayor Fule, Councillor Langmaid, Councillor Mitzner, Councillor Peterson, Councillor Wegener, and Councillor Wiley.

AGAINST: None.

CARRIED

10. ADJOURNMENT

Mayor Fule adjourned the May 8, 2024 Committee of the Whole Meeting at 10:13 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Request for Decision

To: Council

Staff Contact: Mark Pretzlaff, Director of Community and Protective Services

Date Prepared: June 3, 2024

Meeting Date: June 12, 2024

SUBJECT: Taxi Bylaw No. 16-14

RECOMMENDATION: For Information

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

As part of its Strategic Plan, Council has prioritized the maintenance, protection, and improvement of Community Wellness services that support optimum lifestyles for residents of Strathmore. Updating the Taxi Bylaw is necessary to ensure it complies with current practices and eliminates any ambiguity within the bylaw.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

This bylaw has been in place since Fall 2016 and was set to be reviewed by Administration, as per the current practice.

Administration had identified several grammatical changes that would provide greater clarity for taxi operators and staff regarding the regulation of this bylaw.

ORGANIZATIONAL:

There should be minimal impact to Administration as the proposed changes are grammatical in nature and would provide better clarity for the regulation of this bylaw.

OPERATIONAL:

Administration has identified changes to the bylaw to eliminate any ambiguity within the bylaw for the taxi operators as well as staff. Even so, Administration feels there will be minimal impact based on the proposed changes.

FINANCIAL:

There are no financial implications at this time, but additional costs may arise in the future.

POLICY:

Moving forward, this bylaw should be reviewed as per the current practice (3-5 years) or as necessary. The proposed changes would ensure alignment current practices.

IMPLEMENTATION:

Should Council approve the changes to this bylaw, Administration will ensure internal and external stakeholders (i.e. taxi companies) are aware of the updated bylaw.

BACKGROUND:

The Taxi Bylaw was approved by Council in 2016 and as part of the current practice on reviewing policies and bylaws, Administration has identified this policy as it no longer aligns with current practices and provides clarity to the public, operators, and staff.

Administration met with representatives from Strathmore Taxi and Wheatland Taxi to discuss the proposed changes to the bylaw. While both companies agreed with most of the proposed

changes, both expressed concerns with the requirement for First Aid and CPR training for drivers (section 4.4), as this requirement is unique to Strathmore.

In November 2022, representatives from Strathmore Taxi and Wheatland Taxi appeared as a delegation to discuss the Taxi Bylaw and the possibility of establishing a moratorium on new taxi licenses.

Some of the changes to the bylaw include:

- New definitions for caregiver and Peace Officer.
- Revisions to Broker License section – grammatical change
- Revisions to the Chauffeur License section – giving more clarity and requiring certification approval for First Aid/CPR.
- Revisions to Mechanical Inspections section – to ensure regular inspections

*Please see Attachment I for a summary of all the changes to the bylaw.

KEY ISSUE(S)/CONCEPT(S):

This bylaw is outdated and needs revisions to align with current practices.

DESIRED OUTCOMES:

The updated Taxi Bylaw would provide clear and concise regulations for the public, current and future taxi operators, and staff.

COMMUNICATIONS:

None at this time

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Taxi Bylaw Summary](#)
[Attachment II: Taxi Bylaw 24-xx - Revised](#)
[Attachment II: Taxi Bylaw 16-14](#)

Kara Rusk, Director of Strategic, Administrative, and Financial Services

Approved
- 06 Jun
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 07 Jun

2024

Taxi Bylaw Review

The Taxi Bylaw has not been reviewed since its adoption in 2016. The revisions are necessary to bring the bylaw to reflect current practices and terminology. Below is a quick reference to the changes to the existing bylaw and proposed changes outlined in the chart below.

Summary of Changes:

- **Policy Statement**
- **Definitions section:** The table below illustrates the specific definitions that have been revised.
- **Responsibilities:** The table below illustrates the specific definitions that have been revised.
- **Services Provided:** Removes outdated information, the addition of specific dates when the policy is in effect, and updates to the capture of "non-domestic" animals.
- **Disposal of Animals:** Replace "Enforcement Officer" with "Peace Officer", update the appropriate section in the Responsible Animal Control bylaw, and grammatical changes.

Bylaw Section	Proposed New Wording (or description of change)	Replaces (or Deletes)	Rationale for Changes
Definitions: Caregiver	"Caregiver" means an individual who provides care or support to another individual, in return for compensation, which may include transportation to and from medical appointments and shopping assistance.	New addition	This change clarifies the meaning of caregiver.
Definitions: Peace Officer	"Peace Officer" means a police officer or member of a police service under the Police Act, R.S.A. 2000, c. P-17, or a Peace Officer appointed pursuant to the Peace Officer Act, S.A. 2006, c. P-3.5; or a person appointed as a Bylaw enforcement officer pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26.	"Peace Officer" means any member of the Royal Canadian Mounted Police, a Peace Officer, a Community Peace Officer and a Bylaw Enforcement Officer of the Town.	This change brings consistency throughout all bylaws.

Taxi Bylaw Review

Bylaw Section	Proposed New Wording (or description of change)	Replaces (or Deletes)	Rationale for Changes
Broker License: Section 3.7	Every Broker shall, no later than the 3 rd day of each month, deliver to the Chief License Inspector a list of Chauffeurs employed by that person as of the last day of the preceding month.	Every Broker shall, not later than the 3 rd day of each month, deliver to the Chief License Inspector a list of Chauffeurs employed by that person as of the last day of the preceding month.	Grammatical change.
Chauffeur License: Section 4.3	Every Broker shall, ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Class 4 Alberta driver's license and a Chauffeur license. In the event the Alberta provincial license is suspended or voided, the Chief License Inspector must be informed within five (5) working days and the Chauffeur license is also suspended or voided. The onus is on the Broker to produce updated licenses upon expiration or suspension to the Chief License Inspector.	Every Broker shall, ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Class 4 Alberta driver's license and a Chauffeur license. In the event the Alberta provincial license is suspended or voided, the Chief License Inspector must be informed within five (5) working days and the Chauffeur license is also suspended or voided.	This change puts the responsibility on the Broker to ensure that expired or suspended licenses are brought to the attention of the Chief License Inspector; reminders will not be provided.
Chauffeur License: Section 4.4	Every Broker shall ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Standard First Aid and CPR Certificate by a company approved by the Chief Licensing Inspector.	Every Broker shall ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Standard First Aid/CPR Certificate.	This change ensures that certifications are issued by a reputable company.

Taxi Bylaw Review

Bylaw Section	Proposed New Wording (or description of change)	Replaces (or Deletes)	Rationale for Changes
Chauffeur License: Section 4.7	If a Chauffeur License is lost, misplaced, or stolen, the Chauffeur must report this to the Chief License Inspector within five (5) working days.	If a Chauffeur License is lost, misplaced, or stolen, the Chauffeur must report this to the Chief License Inspector within five (5) working days. In order to obtain a replacement, the person must re-apply with a current driver's abstract and Criminal Record Check.	Removes the need for Chauffeurs to re-apply and supply documents.
Mechanical Inspections: Section 10.2	Failure of the Broker to obtain a valid Mechanical Inspection Certificate for a Public Conveyance causing the taxi license to expire, the taxi will be taken out of service immediately.	Failure of the Owner to obtain a valid Mechanical Inspection Certificate for a Public Conveyance may result in a suspension or cancellation of a Public Conveyance	Ensures compliance with vehicle inspections.
Mechanical Inspections: Section 10.4	The Licensee shall ensure that each Public Conveyance is inspected by the Chief License Inspector within the first seven days of February for compliance with this Bylaw and the requirements established by the Chief License Inspector from time to time.	The Licensee shall ensure that each Public Conveyance is inspected by a Peace Officer every six (6) months for compliance with this Bylaw and the requirements established by the Chief License Inspector from time to time.	Ensures that vehicles are inspected annually.
Mechanical Inspections: Section 10.7	Failure to complete a vehicle inspection or attend to have a vehicle inspection conducted will result in suspension or cancellation of the Taxi License of the Motor Vehicle in question.	Failure to complete a vehicle inspection or attend to have a vehicle inspection conducted may result in suspension or cancellation of the Taxi License of the Motor Vehicle in question.	Ensures compliance with vehicle inspections.



**BYLAW NO. 24-XX
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BYLAW NO. 24-XX
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW TO PROVIDE FOR MUNICIPAL ELECTIONS IN THE TOWN OF STRATHMORE.

WHEREAS the *Local Authorities Election Act*, RSA 2000, Chapter L-21, as amended (the "Act"), provides for the holding of local elections by municipalities;

AND WHEREAS pursuant to Sections 7 and 8 of the Municipal Government Act, R.S.A. c.M-26, Council may pass bylaws for municipal purposes that regulate matters affecting the safety, health and welfare of people and the protection of people and property, or in relation to people, activities and things in, on or near a public place that is open to the public;

NOW THEREFORE, the Municipal Council of the Town of Strathmore, in the Province of Alberta, duly assembled, **ENACTS AS FOLLOWS:**

1. SHORT TITLE

1.1 This bylaw may be cited as the "Taxi Bylaw".

2. DEFINITIONS

2.1 In this Bylaw:

- a) **"Application"** means a written application for a Broker License, Taxi License, or Chauffeur License and includes an application to renew, transfer or amend any of the above-noted licenses;
- b) **"Broker"** means an individual or company who owns and operates a business providing Taxi or Limousine service;
- c) **"Broker License"** means a license issued to a Broker;
- d) **"Business"** means a person, partnership or corporation involved in the provision of goods or services to consumers in exchange for other goods, services, or money;

- e) **"Business Location"** means the premises used or occupied by any person in the conduct of a business;
- e) **"Caregiver"** means an individual who provides care or support to another individual, in return for compensation, which may include transportation to and from medical appointments and shopping assistance.
- f) **"Chauffeur"** means a person who is licensed to drive a Taxi or Limousine;
- g) **"Chief License Inspector"** means the Senior Peace Officer, or the designate of that person;
- h) **"Criminal Record Check"** means a criminal record check obtained from the Royal Canadian Mounted Police or another Police Services in the Province of Alberta;
- i) **"Driving Record"** means the driving record of a motor vehicle driver issued by or under the authority of the Province of Alberta;
- j) **"Garage"** means a facility licensed to repair motor vehicles that has been certified by the Chief License Inspector for the purposes of this Bylaw;
- k) **"Limousine"** means a vehicle used in the operation of a Limousine Service;
- l) **"Limousine Service"** means a vehicle used to convey persons for a fee, where such vehicle is a full size luxury class vehicle with at least four doors and having standard seating capacity for at least five (5) adult persons excluding the Chauffeur (excluding vehicles being used in respect of Registered Non-Profit Programs and Services);
- m) ~~**"Peace Officer"** means any member of the Royal Canadian Mounted Police, a Peace Officer, a Community Peace Officer and a Bylaw Enforcement Officer of the Town.~~
- m) **"Peace Officer"** means a police officer or member of a police service under the Police Act, R.S.A. 2000, c. P-17, or a Peace Officer appointed pursuant to the Peace Officer Act, S.A. 2006, c. P-3.5; or a person appointed as a Bylaw enforcement officer pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26.

- n) **"Person"** means a natural person or a body corporate and includes a partnership, a group of persons acting in concert, or an association, unless the context explicitly or by necessary implication otherwise requires;
- o) **"Public Conveyance"** means a Taxi, Limousine or any other service (excluding Registered Non-Profit Programs and Services) that is used to convey persons for a fee;
- p) **"Public Conveyance License Inspector"** means a License Inspector employed by the Town, a Peace Officer and, where the context permits, includes the Chief License Inspector;
- q) **"Registered Non-Profit Programs and Services"** means
 - (i) a program or service operated by a non-profit company for a purpose other than the acquisition of gain pursuant to the *Societies Act (Alberta)* or the *Canada Not for Profit Corporations Act*;
 - (ii) a program or service operated by a non-profit company for a purpose other than the acquisition of gain pursuant to the *Charitable Fund-raising Act (Alberta)* or a federally registered charity; or
 - (iii) a program or service providing care to persons who require personal assistance and:
 - (A) the provision of transportation is not the primary business of the person providing the service; and
 - (B) no compensation is directly charged or collected for the transportation portion of the service, excepting reimbursement for out-of-pocket expenses.
- r) **"Service Animal"** means an animal that has been trained and certified to assist a person with disabilities;
- s) **"Taxi"** means a vehicle used to convey persons for a fee (excluding vehicles being used in respect of Registered Non-Profit Programs and Services);

- t) **"Taxi License"** means a license issued pursuant to the provisions of this Bylaw;
- u) **"Town"** means The Town of Strathmore, a municipal corporation in the Province of Alberta and includes the area contained within the boundaries of the municipality where the context requires;
- v) **"Violation Ticket"** means a violation ticket as defined in the Provincial Offenses Procedures Act (Alberta).
- w) **"Wheelchair Accessible Vehicle"** means a vehicle that has been modified so that individuals in wheelchairs can get into the vehicle without having to get out of the chair.

3. **BROKER LICENSE**

- 3.1 No Broker shall operate a Public Conveyance service in the Town unless that Broker is in possession of a valid Town business license.
- 3.2 No Broker shall operate a Public Conveyance service in the Town unless that Broker is in possession of a valid Town Broker License.
- 3.3 All Broker Licenses shall expire at midnight on January 31st of each year.
- 3.4 An applicant for a Broker License, shall provide to the Chief License Inspector:
 - (a) a list of the motor vehicles to be used by the applicant;
 - (b) a list of all Chauffeurs to be employed or engaged by the applicant or otherwise used in the applicant's business, including their full names, addresses and Alberta driver's license numbers;
 - (c) the Broker License fee as set out in Schedule "I" of the Town of Strathmore Fees Bylaw No. 13-21 and amendments thereto; and
 - (d) any other information required by the Chief License Inspector.
- 3.5 A Broker shall inform the Chief License Inspector within seventy-two (72) hours of any addition to or deletion from either list furnished as defined in Section 3.4(a) and (b) of this bylaw.
- 3.6 No Chauffeur's licenses will be issued to drivers unless the Chief Inspector has been made aware of changes to the list of chauffeurs as defined in section 3.4(b) of this bylaw.

- 3.7 Every Broker shall, not later ~~that~~than the 3rd day of each month, deliver to the Chief License Inspector a list of Chauffeurs employed by that person as of the last day of the preceding month.
- 3.8 Each Broker shall maintain and provide a dispatch system, which:
- (a) ensures a staffed twenty-four (24) hour a day on each day in a year providing prompt service except where adverse weather or road conditions or extreme workloads preclude the supply of service; and
 - (b) maintains a two-way radio communications network between all taxis used in the business that are on duty for as long as those taxis remain on duty.
- 3.9 No Broker shall charge a fee over and above their set rate to any person solely because of his/her race, colour, creed, sexual orientation or disability as indicated within the *Canadian Charter of Rights and Freedoms*.
- 3.10 A Broker shall at all times ensure that all Public Conveyances owned by or affiliated with that person's business are smoke free, clean, in good condition, and mechanically maintained so as to be safe and suitable for use by the public.

4. CHAUFFEUR LICENSE

- 4.1 No Person shall operate a Public Conveyance in the Town of Strathmore unless that person is in Possession of a valid Chauffeur License issued by the Town.
- 4.2 All Chauffeur Licenses shall expire at midnight of January 31st of each year.
- 4.3 Every Broker shall, ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Class 4 Alberta driver's license and a Chauffeur license. In the event the Alberta provincial license is suspended or voided, the Chief License Inspector must be informed within five (5) working days and the Chauffeur license is also suspended or voided. The onus is on the Broker to produce updated licenses upon expiration or suspension to the Chief License Inspector.
- 4.4 Every Broker shall ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Standard First Aid/CPR Certificate by a company approved by the Chief Licensing Inspector.

- 4.5 No person shall operate a Wheel Chair Accessible Vehicle without the required training as determined by the Chief License Inspector.
- 4.6 No person shall operate a Public Conveyance unless his or her Chauffeur License is openly and prominently displayed at all times in the vehicle in such a manner as to be visible to passengers.
- 4.7 If a Chauffeur License is lost, misplaced, or stolen, the Chauffeur must report this to the Chief License Inspector within five (5) working days. ~~In order to obtain a replacement, the person must re-apply with a current driver's abstract and Criminal Record Check.~~
- 4.8 In determining whether to issue a Chauffeur License, the Chief License Inspector shall request a Driver's Abstract and Criminal Records Check for each Chauffeur and any other information as determined by the Chief License Inspector.
- 4.9 In determining the suitability of an applicant to operate a Public Conveyance, the Chief License Inspector shall consider the driving record, criminal record, character and state of health of any applicant for a Chauffeur License and shall, in his sole discretion, approve, refuse or revoke the same.
- 4.10 No Chauffeur License or renewal shall be issued to any person who:
- (a) has been convicted under the *Criminal Code of Canada* within the five (5) year period immediately preceding the date of application of:
 - i) a sexual offence or offence relating to the corruption of public morals;
 - ii) an offence relating to homicide, assault, kidnapping, arson or abduction;
 - iii) an offence relating to robbery or extortion; and
 - iv) an offence of criminal negligence, dangerous driving, impaired driving, operating a motor vehicle with a blood alcohol content over eighty (80)mg per one hundred (100) ml of blood, refusing to provide samples of breath or driving whilst his or her driver's license is suspended.
 - (b) has been convicted under the *Criminal Code of Canada*, or the *Controlled Drugs and Substances Act* or any successor legislation within the five (5) year period immediately preceding the date of application, of any offence not described in subsection 4.7 (a);
 - (c) has been charged with any offence under the *Criminal Code of Canada* or the *Controlled Substances Act* until the charge has been withdrawn

or the matter is otherwise dealt with in a manner which does not result in a conviction;

- (d) in the opinion of the Chief License Inspector, has been convicted of an excessive number of offences under the Traffic Safety Act, or any successor legislation, and/or any Bylaw of the Town;
- (e) has received three (3) complaints that are in contravention of this bylaw and that have been determined justified by the Chief License Inspector in any twelve (12) month period.

4.11 When an individual with an existing Chauffeur License has been charged with an offence under the *Criminal Code of Canada* or the *Controlled Substances Act*:

- (a) the individual shall forthwith notify the Chief License Inspector of the charges;
- (b) upon receiving notification of the charges, the Chief License Inspector shall suspend the Chauffeur's License of the individual until the charge has been withdrawn or the matter is otherwise dealt with in a manner which does not result in a conviction.

4.12 A person applying for a Chauffeur License must have either resided within the Town for at least thirty (30) days or be able to demonstrate geographic knowledge of the Town to the satisfaction of the Chief License Inspector.

5. BROKER/CHAUFFEUR RESPONSIBILITIES

5.1 No Chauffeur License will be issued unless currently employed by a recognized licensed Broker in the Town. If the driver becomes unemployed by a licensed Broker, the license becomes void and he/she must surrender the Taxi license to the Chief License Inspector within five (5) days of unemployment.

5.2 The Chauffeur of each Public Conveyance in the Town shall:

- (a) have a reasonable knowledge of the Town;
- (b) be neat and clean in person and dress;
- (c) be civil and well behaved to any passenger being transported;

- (d) promptly keep all appointments or engagements and shall not knowingly accept any engagements that he or she is incapable of fulfilling;
- (e) maintain a log book showing:
 - i) time and date he/she starts operating the vehicle;
 - ii) time and date when each customer is picked up;
 - iii) the location at which each customer is picked up;
 - iv) the destination at which each customer is discharged;
 - v) total number of trips taken during each shift; and
 - vi) time his/her shift ends.
- (f) take proper care of all baggage and personal property delivered to him or her for conveyance and shall deliver such property as directed;
- (g) after delivering a passenger to his or her destination, inspect the vehicle to determine whether or not the passenger has left any property and, if property is found, take all reasonable steps to return it to the owner;
- (h) deliver to the local RCMP detachment within forty-eight (48) hours all property whose owner is unknown;
- (i) not transport a greater number of passengers than the vehicle manufacturer's recommended capacity;
- (j) not consume alcohol or drugs of any kind (besides those prescribed by a medical doctor) while on duty;
- (k) not knowingly, or negligently misinform or deceive any person as to:
 - i) the time, place, arrival or departure of any Public Conveyance;
or
 - ii) location of any place, structure or building;
- (l) drive all passengers (unless otherwise directed) to their destinations by the most direct route practicable;
- (m) whenever requested by a passenger, issue a receipt for the amount of the fare paid such passenger;
- (n) not refuse to serve any person solely because of his race, colour, creed, sexual orientation or disability;

- (o) be able to refuse service to a passenger if the passenger is impaired by alcohol or drugs; requests that the Chauffeur carry an animal in the Taxi, other than an animal that is a Service Animal; insists on smoking or persists in smoking in the Taxi; or is disorderly or abusive to the Chauffeur;
 - (p) working ability in the English language;
 - (q) transport passengers safely within the scope of the *Traffic Safety Act*; and
 - (r) in the case of an emergency call 911.
- 5.3 Every Broker or Chauffeur shall, upon being requested by a License Inspector, advise the address of any place to or from which any passenger has been driven.
- 5.4 Upon the request of a License Inspector, a Broker shall advise the name and address of the Chauffeur of any Taxi owned by him or her at any particular time.
- 5.5 No Broker or Chauffeur shall have or permit to be installed a radio scanner or similar device capable of monitoring the radio signals of any other Broker in a dispatch office or other location or carried in any Taxi.
- 5.6 Every Broker or Chauffeur shall report to the Chief License Inspector any collision causing damage to his or her vehicle no later than seventy-two (72) hours after the collision. In the event the vehicle is deemed to be unfit for service by the Chief License Inspector, the Taxi License shall be suspended until such time as any physical damage to the vehicle has been repaired and a mechanical inspection attesting to the roadworthiness of the vehicle has been provided to and accepted by the Chief License Inspector.
- 5.7 Notwithstanding any other provision of this Bylaw, a Public Conveyance in respect of which there is not a valid Taxi License, may be operated in the Town provided that:
- (a) the passenger or passengers in the Taxi are picked up at a location outside of the Town; and
 - (b) the operation of the Taxi carrying passengers in the Town is restricted to proceeding directly from the place where the Taxi enters the Town to the location(s) where all passengers are dropped off.

- 5.8 A Broker or Chauffeur of a Taxi may refuse service to any person who is known to habitually order taxi service and subsequently is unable to pay and who refuses to make payment in advance.

6. TAXI LICENSES

- 6.1 No Public Conveyance shall operate in the Town unless that Public Conveyance is in possession of a valid Town Taxi License.
- 6.2 All Taxi Licenses shall expire at midnight on January 31st of each year.
- 6.3 An applicant for a Taxi License shall provide to the Town:
- (a) the name of the registered owner and proof of registration of each vehicle to be licensed for use in the business;
 - (b) proof that each vehicle is insured as required by the Province of Alberta and carry a minimum amount of \$2,000,000.00 Liability Insurance;
 - (c) a mechanical fitness report with respect to each vehicle in the form prescribed by the Chief License Inspector, completed by a licensed mechanic at a licensed garage approved by the Chief License Inspector within the period of two (2) weeks prior to the date of the application;
 - (d) the Taxi License fee as set out in Schedule "I" of the Town of Strathmore Fees Bylaw No. 13-21" and amendments thereto; and
 - (e) any other information required by the Chief License Inspector.
- 6.4 A Taxi License shall be affixed to the Public Conveyance in the manner prescribed by the Chief License Inspector and no person shall use a Taxi License or allow it to be used by any other person or with respect to any vehicle other than the one for which the Taxi License was issued.
- 6.5 Sale of Vehicles to another Licensed Broker
- (a) Should a licensed Broker desire to purchase another vehicle (from another licensed Broker) previously licensed in the Town, the purchasing Broker shall deliver to the License Inspector, the identification tag number issued and the information concerning the vehicle to be substituted including:
 - i) Mechanical Fitness Report

- ii) Evidence of Registration
 - iii) Evidence of Insurance
 - iv) Such other information as the License Inspector may reasonably require to ensure conformity with this Bylaw.
- (b) When the Chief License Inspector is satisfied that the motor vehicle proposed to be added complies with this Bylaw and is safe, fit and suitable for use and that the above conditions have been met, she shall, upon payment by the Broker of the fee required in Schedule "I" of the Town of Strathmore Fees Bylaw No. 13-21 and amendments thereto, make changes to the vehicle record.

7. TAXI IDENTIFICATION

7.1

- (a) A Broker of a taxi service shall register with the Town, the company logo of the Taxis operated by that Broker; and
- (b) The Chief License Inspector may reject a logo, in his or her opinion, it would be likely to deceive any person or cause confusion because it is similar to a logo previously adopted by any other Broker of a taxi service.

7.2 Each Taxi shall:

- (a) prominently display on both sides of its exterior the name, phone number, and logo of the Broker which shall be permanently affixed;
- (b) prominently display on both sides of the exterior of the Taxi a Taxi identification number in lettering not less than five (5) centimetres in height;
- (c) display on its roof a permanently affixed illuminable dome light; and
- (d) display on each rear door window, in a format approved by the Chief License Inspector, the current Taxi fares and acceptable methods of payment.

7.3 No Person shall operate a Taxi in the Town with the logo of a Broker that such person does not work for or is not affiliated with.

7.4 If a vehicle licensed as a Taxi ceases to be licensed as a Taxi for any reason, its owner shall ensure that all markings of any kind upon or within it, which

serve to identify it as a Taxi, are removed within seven (7) days of the date on which it ceases to be licensed as a Taxi.

8. TAXI ADVERTISING

- 8.1 Advertising material on Taxis shall be restricted to roof top advertising display units or rear window advertising provided that:
- (a) signs must be standard manufactured units;
 - (b) illumination of advertising shall not exceed forty (40) watts of power and is non-flashing;
 - (c) advertising messages do not exceed forty (40) centimetres in height;
 - (d) advertising is appropriate and in good taste and approved by the Chief License Inspector; and
 - (e) perforated vinyl window film is used on the rear window and has the approval of the Chief License Inspector prior to installation of window film.

9. LIMOUSINES

- 9.1 No person operating a Limousine shall operate on a fixed or regularly recurring scheduled route (similar to one a bus would follow).
- 9.2 No Broker or Limousine Chauffeur shall:
- (a) park his or her Limousine in any taxi stand for the purpose of soliciting or obtaining passengers;
 - (b) cruise roads in the Town looking for passengers; or
 - (c) affix any advertising to the body of any Limousine.
- 9.3 The Chauffeur of a Limousine shall always have a current written contract that was previously arranged with a client and shall produce the contract upon demand of a License Inspector.

10. MECHANICAL INSPECTIONS

- 10.1 A Person shall not operate, cause or permit the Operation of a Public Conveyance unless a valid Mechanical Inspection Certificate has been issued for that Public Conveyance.

- 10.2 Failure of the Owner to obtain a valid Mechanical Inspection Certificate for a Public Conveyance ~~may result in a suspension or cancellation of a Public Conveyance, causing the taxi license to expire, the taxi will be taken out of service immediately.~~
- 10.3 Every Public Conveyance shall be inspected at least once every six (6) months by a Licensed Mechanic at a Licensed Garage that has been approved by the Chief Licence Inspector.
- (a) All costs associated with mechanical inspections shall be borne by the Owner of the Motor Vehicle.
- ~~10.4 The Licensee shall ensure that each Public Conveyance is inspected by a Peace Officer every six (6) months for compliance with this Bylaw and the requirements established by the Chief License Inspector from time to time.~~
- 10.4 The Licensee shall ensure that each Public Conveyance is inspected by the Chief License Inspector within the first seven days of February for compliance with this Bylaw and the requirements established by the Chief License Inspector from time to time.
- 10.5 The Licensee or Driver of a Public Conveyance must at all times at the request of a Peace Officer produce a satisfactory Vehicle Inspection Certificate, which certificate must show that such vehicle inspection was successfully completed within the six (6) months immediately preceding.
- 10.6 Upon the direction of a Peace Officer or the Chief License Inspector, the Licensee named on a Public Conveyance shall provide for inspection the Motor Vehicle for which the Public Conveyance was issued at the time and location specified by the Peace Officer or Chief License Inspector.
- 10.7 Failure to complete a vehicle inspection or attend to have a vehicle inspection conducted ~~may will~~ result in suspension or cancellation of the Taxi License of the Motor Vehicle in question.

11. VEHICLE PROVISIONS

- 11.1 Every Broker shall ensure that every vehicle is maintained in good repair in accordance with the following requirements:
- (a) the vehicle shall at all times be smoke free;

- (b) the interior of the vehicle shall be kept clean, dry, neat, in good repair and free of refuse, loose papers, noxious substances and other materials;
- (c) all vehicle upholstery including roof interior, door panels, floors and floor mats, shall be kept clean and free from all dust, dirt, grease, oil and any other item that can be transferred on the person, clothing or possessions of a passenger and be in good repair having no holes, rips or stains on the upholstery;
- (d) the interior of the vehicle trunk shall be kept clean, neat, free of refuse, loose papers and other materials, and free of hazards that may stain or tear passenger luggage;
- (e) the dashboard and rear window ledge shall be free of any item or material that may impair the Driver's vision or give the impression of an unkept appearance;
- (f) the vehicle exterior shall be kept in a clean condition at all times and free from all dust, dirt, grease, oil adhesive resin and any other item that can be transferred on the person, clothing or possessions of a passenger, except water or snow;
- (g) all exterior trim and moulding shall be intact and maintained as closely as possible to the original manufacturer's trim. Damaged or missing exterior vehicle trim shall be replaced;
- (h) all exterior vehicle body panels shall be free from damage and maintained as closely as possible to the original manufacturer's specifications. Dents and rust areas shall be repaired to match the Colour Scheme;
- (i) all wheels shall have, where equipped, appropriate and matching rims and hubcaps in good condition or alloy wheels;
- (j) front and rear bumpers and grill of the vehicle shall be in good condition and affixed properly;
- (k) the vehicle shall be equipped with a spare tire in good condition and all tools and equipment required to change a tire; and
- (l) all decals, licences and notices required by this Bylaw shall be properly placed, intact, clean and visible without obstruction.

- 11.2 Every Public Conveyance shall be equipped with tires specifically designed by the manufacturer for winter use, of a brand and model approved by the Chief Licence Inspector, from November 1 to April 30.
- 11.3 All Vehicles shall be equipped with a child car seat anchoring device that meets the specifications for child car safety seat anchoring devices as required by the Federal *Motor Vehicle Safety Regulations* and the *Motor Vehicle Restraint Systems and Booster Seat Safety Regulations*.
- (a) The anchoring device shall be:
- (i) installed in accordance with the manufacturer's instructions;
- and
- (ii) available for use at all times by a passenger.
- (b) Nothing in this Bylaw obligates a Driver to:
- (i) provide a passenger with a child car safety seat;
 - (ii) attach a child car safety seat to the anchoring device;
 - (iii) make any assessment of whether the child car safety seat is properly affixed to the anchoring device; or
 - (iv) make any assessment of whether a child safety seat used by a passenger meets the requirements for a seat, or is appropriate for a child being transported in it.
- 11.4 If a Public Conveyance makes available a child car safety seat to passengers, the child car safety seat must meet the Canadian Motor Vehicle Safety Standards (CMVSS213).

12. PUBLIC CONVEYANCE INSPECTIONS

- 12.1 A License Inspector may at any time inspect any Public Conveyance to determine the following:
- (a) the validity of the Taxi License;
 - (b) the validity of the driver's Chauffeur License;
 - (c) the mechanical or physical condition of the vehicle; or

- (d) standards of repair and cleanliness of the vehicle.
- 12.2 No Broker or Chauffer shall operate or permit the operation of a Public Conveyance that does not meet the standards for physical condition, repair and cleanliness prescribed by the Chief License Inspector.
- 12.3 A License Inspector may at any time issue an Order to Remedy to require a Public Conveyance be inspected by a garage designated by the Town, at such time and place as that License Inspector may designate and the vehicle owner shall deliver such Public Conveyance at the time and place so designated. All costs of the mechanical inspection shall be paid by the vehicle owner.
- 12.4 Where a Peace Officer believed, on reasonable and probable grounds, that an offence has been committed under this Bylaw in relation to a Public Conveyance, the Peace Officer may:
- (a) issue an Order to Remedy;
 - (b) seize the vehicle and cause it to be removed and stored at a suitable location; and
 - (c) suspend and seize the Chauffeur's License and Taxi License.
- 12.5 In the event that a Public Conveyance has been seized in accordance with Section 12.4, said Public Conveyance shall be held by the Town for a period of not more than fourteen (14) days unless the Public Conveyance must be released to a garage for repair.
- (a) If the offence has been remedied within the said fourteen (14) days, the Public Conveyance shall be returned to the Chauffer; and the Chauffer shall be responsible for any and all costs associated with the seizure of the Public Conveyance.
 - (b) If the offence has not been remedied within the said fourteen (14) days, the Town may dispose of said Public Conveyance in the manner deemed appropriate by the Chief License Inspector. Any proceeds received from the disposition of the Public Conveyance shall be applied firstly against any costs incurred by the Town with respect to the seizure and, secondly, to the Chauffeur.
- 12.6 In the event the Town uses a third party facility for the storage of a seized Public Conveyance, the Chauffer must satisfy the Chief License Inspector that all costs associated with said storage have been paid prior to the Chief License Inspector authorizing release of the Public Conveyance.

13. ORDER TO REMEDY

- 13.1 Any decision of a License Inspector pursuant to this Bylaw may be appealed in writing firstly to the Chief License Inspector, who will render a decision with respect to the complaint within fourteen (14) days of receipt of the complaint.
- 13.2 A Peace Officer is hereby authorized and empowered to issue an Order to Remedy to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 13.3 If the person to whom an Order to Remedy has been issued fails to comply with the Order to Remedy within the time specified therein:
 - (a) the Town may take whatever steps are necessary to remedy the contravention of the Bylaw and the cost of doing so becomes a debt owing to the Town by the person to whom the order was issued;
 - (b) Any items removed pursuant to this section, if deemed of value by the Town, will be removed to a place of safe keeping and will:
 - (i) be assessed a daily fee for storage as may be determined from time to time by the Chief Administrative Officer; and
 - (ii) if unclaimed within thirty (30) days, be sold at public auction.
- 13.4 Nothing in this Bylaw shall prevent a Peace Officer from issuing a Voluntary Payment Tag or Violation Ticket for the mandatory Court appearance of any person who contravenes any provision of this Bylaw.

14. APPEAL PROCESS

- 14.1 Any decision (except one to issue a Voluntary Payment Tag or Violation Ticket) of the Chief License Inspector (in such cases where the authority is derived through delegation) pursuant to this Bylaw may be appealed to the CAO by filing a written notice of appeal with the Chief License Inspector within fourteen (14) days of the date of the Chief License Inspector's decision.
- 14.2 An appeal filed pursuant to this Section must be in the form determined by the Chief License Inspector and must be accompanied by the appropriate fee.

- 14.3 The CAO may confirm, revoke or modify the decision of the Chief License Inspector.

15. PENALTIES

- 15.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine of not less than Two Hundred Fifty (\$250.00) Dollars and not more than Ten Thousand (\$10,000.00) Dollars.
- 15.2 The specified fines for an offence committed pursuant to this Bylaw are set out in the attached Schedule "A".
- 15.3 In the case of an offence that is of a continuing nature, a contravention shall constitute a separate offence in respect of each day, or part of a day, on which that offence continues.

16. VOLUNTARY PAYMENT TAG

- 16.1 A Peace Officer is hereby authorized and empowered to issue a Voluntary Payment Tag to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 16.2 A municipal Voluntary Payment Tag may be issued to such person:
- (a) either personally; or
 - (b) by mailing a copy to such person at his last known address.
- 16.3 Where a contravention of this Bylaw is of a continuing nature, further Voluntary Payment Tags or Summons may be issued by a Peace Officer provided that no more than one (1) Voluntary Payment Tag or Summons shall be issued for each calendar day that the contravention continues.
- 16.4 Where a Voluntary Payment Tag is issued pursuant to this Bylaw, the person to whom the Voluntary Payment Tag is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the Voluntary Payment Tag.
- 16.5 Nothing in this Bylaw shall prevent a Peace Officer from issuing a Violation Ticket for the mandatory Court appearance of any person who contravenes any provision of this Bylaw.

17. VIOLATION TICKET

- 17.1 If the penalty specified on a Voluntary Payment Tag is not paid within the prescribed time period, then a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*.
- 17.2 Notwithstanding any other provision of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act* to any person who the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

18. MISCELLANEOUS

- 18.1 Nothing in this Bylaw relieves a person from complying with any federal or provincial law or regulation, other bylaw or any requirements of any lawful permit, order, consent or other direction.
- 18.2 Where this Bylaw refers to another Act, Regulation or agency, it includes reference to any Act, Regulation or agency that may be substituted therefor.

19. REPEALS

- 19.1 Bylaw No. 16-14 and any amendments thereto are hereby repealed.

20. EFFECTIVE DATE

- 20.1 This Bylaw shall come into full force and effect on _____

READ A FIRST TIME THIS ____ day of ____, 2024.

READ A SECOND TIME THIS ____ day of ____, 2024.

READ A THIRD AND FINAL TIME THIS ____ day of ____, 2024.

MAYOR

DIRECTOR OF STRATEGIC,
ADMINISTRATIVE, AND FINANCIAL SERVICES

Schedule "A"**PENALTIES**

<u>Section</u>	<u>Offence</u>	<u>Amount</u>
3.1	Operating without a Broker License	\$500.00
4.1	Operating without a Chauffeur License	\$500.00
5.7	Public conveyances picking up passengers within the Town of Strathmore when not licensed with the Town of Strathmore	\$500.00
6.1	Operating without a Taxi License	\$500.00
10 & 11	Failure to Ensure that all Public Conveyances are smoke free, clean, in good condition, and mechanically maintained.	\$500.00 and/or impoundment of Public Conveyance.

<u>OFFENCE</u>		<u>PENALTY</u>	
<u>Section</u>	<u>Description</u>	<u>Minimum</u>	<u>Specified</u>
3.1	Operating without a Broker License	\$300.00	\$500.00
4.1	Operating without a Chauffeur License	\$300.00	\$500.00
5.7	Public conveyances picking up passengers within the Town of Strathmore when not licensed with the Town of Strathmore	\$300.00	\$500.00
6.1	Operating without a Taxi License	\$300.00	\$500.00
10 & 11	Failure to Ensure that all Public Conveyances are smoke free, clean, in good condition, and mechanically maintained.	\$500.00	\$1,500.00

But does not include any vehicle or class of vehicle exempted by the Chief Administrative Officer



BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**
**BYLAW NO. 16-14
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**
**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF
ALBERTA TO PROVIDE FOR THE LICENSING OF TAXIS AND LIMOUSINES.**

WHEREAS under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, Town Council may pass bylaws respecting business, business activities and persons engaged in business;

AND WHEREAS under the authority and subject to the provision of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, Town Council may pass bylaws respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS Town Council may regulate or prohibit any business and provide for a system of licenses, permits or approvals;

AND WHEREAS Town Council deems it desirable to regulate taxis and limousines within the Town of Strathmore;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Town of Strathmore in the Province of Alberta duly assembled **HEREBY ENACTS AS FOLLOWS:**

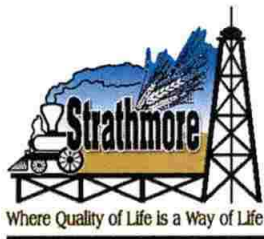
1. SHORT TITLE

1.1 This bylaw may be cited as the "Taxi Bylaw".

2. DEFINITIONS

2.1 In this Bylaw:

- (a) **"Application"** means a written application for a Broker License, Taxi License, or Chauffeur License and includes an application to renew, transfer or amend any of the above-noted licenses;
- (b) **"Broker"** means an individual or company who owns and operates a business providing Taxi or Limousine service;
- (c) **"Broker License"** means a license issued to a Broker;



BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- (d) **“Business”** means a person, partnership or corporation involved in the provision of goods or services to consumers in exchange for other goods, services, or money for the purpose of the acquisition of gain;
- (e) **“Business Location”** means the premises used or occupied by any person in the conduct of a business;
- (f) **“Chauffeur”** means a person who is licensed to drive a Taxi or Limousine;’
- (g) **“Chief License Inspector”** means the Senior Peace Officer, or the designate of that person;
- (h) **“Criminal Record Check”** means a criminal record check obtained from the Royal Canadian Mounted Police or another Police Services in the Province of Alberta;
- (i) **“Driving Record”** means the driving record of a motor vehicle driver issued by or under the authority of the Province of Alberta;
- (j) **“Garage”** means a facility licensed to repair motor vehicles that has been certified by the Chief License Inspector for the purposes of this Bylaw.
- (k) **“Limousine”** means a vehicle used in the operation of a Limousine Service;
- (l) **“Limousine Service”** means a vehicle used to convey persons for a fee, where such vehicle is a full size luxury class vehicle with at least four doors and having standard seating capacity for at least five (5) adult persons excluding the Chauffeur (excluding vehicles being used in respect of Registered Non-Profit Programs and Services);
- (m) **“Peace Officer”** means any member of the Royal Canadian Mounted Police, a Peace Officer, a Community Peace Officer and a Bylaw Enforcement Officer of the Town.
- (n) **“Person”** means a natural person or a body corporate and includes a partnership, a group of persons acting in concert, or an association, unless the context explicitly or by necessary implication otherwise requires;



BYLAW NO. 16-14

OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

- (o) **“Public Conveyance”** means a Taxi, Limousine or any other service (excluding Registered Non-Profit Programs and Services) that is used to convey persons for a fee;
- (p) **“Public Conveyance License Inspector”** means a License Inspector employed by the Town, a Peace Officer and, where the context permits, includes the Chief License Inspector;
- (q) **“Registered Non-Profit Programs and Services”** means
 - (i) a program or service operated by a non-profit company for a purpose other than the acquisition of gain pursuant to the *Societies Act (Alberta)* or the *Canada Not for Profit Corporations Act*;
 - (ii) a program or service operated by a non-profit company for a purpose other than the acquisition of gain pursuant to the *Charitable Fund-raising Act (Alberta)* or a federally registered charity; or
 - (iii) a program or service providing care to persons who require personal assistance and:
 - (A) the provision of transportation is not the primary business of the person providing the service; and
 - (B) no compensation is directly charged or collected for the transportation portion of the service, excepting reimbursement for out-of-pocket expenses.
- (r) **“Service Animal”** means an animal that has been trained and certified to assist a person with disabilities;
- (s) **“Taxi”** means a vehicle used to convey persons for a fee (excluding vehicles being used in respect of Registered Non-Profit Programs and Services);
- (t) **“Taxi License”** means a license issued pursuant to the provisions of this Bylaw;
- (u) **“Town”** means The Town of Strathmore, a municipal corporation in the Province of Alberta and includes the area contained within the boundaries of the municipality where the context requires;



BYLAW NO. 16-14

OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

- (v) **“Violation Ticket”** means a violation ticket as defined in the Provincial Offenses Procedures Act (Alberta).
- (w) **“Wheelchair Accessible Vehicle”** means a vehicle that has been modified so that individuals in wheelchairs can get into the vehicle without having to get out of the chair.

3. BROKER LICENSE

- 3.1 No Broker shall operate a Public Conveyance service in the Town unless that Broker is in possession of a valid Town business license.
- 3.2 No Broker shall operate a Public Conveyance service in the Town unless that Broker is in possession of a valid Town Broker License.
- 3.3 All Broker Licenses shall expire at midnight on January 31st of each year.
- 3.4 An applicant for a Broker License, shall provide to the Chief License Inspector:
 - (a) a list of the motor vehicles to be used by the applicant;
 - (b) a list of all Chauffeurs to be employed or engaged by the applicant or otherwise used in the applicant's business, including their full names, addresses and Alberta driver's license numbers;
 - (c) the Broker License fee as set out in Schedule “I” of the Town of Strathmore Fees Bylaw No. 13-21 and amendments thereto; and
 - (d) any other information required by the Chief License Inspector.
- 3.5 A Broker shall inform the Chief License Inspector within seventy-two (72) hours of any addition to or deletion from either list furnished as defined in Section 3.4(a) and (b) of this bylaw.
- 3.6 No Chauffeur's licenses will be issued to drivers unless the Chief Inspector has been made aware of changes to the list of chauffeurs as defined in section 3.4(b) of this bylaw.
- 3.7 Every Broker shall, not later than the 3rd day of each month, deliver to the Chief License Inspector a list of Chauffeurs employed by that person as of the last day of the preceding month.
- 3.8 Each Broker shall maintain and provide a dispatch system, which:



BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- (a) ensures a staffed twenty-four (24) hour a day on each day in a year providing prompt service except where adverse weather or road conditions or extreme workloads preclude the supply of service; and
 - (b) maintains a two-way radio communications network between all taxis used in the business that are on duty for as long as those taxis remain on duty.
- 3.9 No Broker shall charge a fee over and above their set rate to any person solely because of his/her race, colour, creed, sexual orientation or disability as indicated within the *Canadian Charter of Rights and Freedoms*.
- 3.10 A Broker shall at all times ensure that all Public Conveyances owned by or affiliated with that person's business are smoke free, clean, in good condition, and mechanically maintained so as to be safe and suitable for use by the public.

4. CHAUFFEUR LICENSE

- 4.1 No Person shall operate a Public Conveyance in the Town of Strathmore unless that person is in Possession of a valid Chauffeur License issued by the Town.
- 4.2 All Chauffeur Licenses shall expire at midnight of January 31st of each year.
- 4.3 Every Broker shall, ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Class 4 Alberta driver's license and a Chauffeur license. In the event the Alberta provincial license is suspended or voided, the Chief License Inspector must be informed within five (5) working days and the Chauffeur license is also suspended or voided.
- 4.4 Every Broker shall ensure that each Chauffeur employed in operating any Public Conveyance is in possession of a current Standard First Aid/CPR Certificate.
- 4.5 No person shall operate a Wheel Chair Accessible Vehicle without the required training as determined by the Chief License Inspector.
- 4.6 No person shall operate a Public Conveyance unless his or her Chauffeur License is openly and prominently displayed at all times in the vehicle in such a manner as to be visible to passengers.
- 4.7 If a Chauffeur License is lost, misplaced, or stolen, the Chauffeur must report this to the Chief License Inspector within five (5) working days. In order to obtain a replacement, the person must re-apply with a current driver's abstract and Criminal Record Check.



BYLAW NO. 16-14

OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

- 4.8 In determining whether to issue a Chauffeur License, the Chief License Inspector shall request a Driver's Abstract and Criminal Records Check for each Chauffeur and any other information as determined by the Chief License Inspector.
- 4.9 In determining the suitability of an applicant to operate a Public Conveyance, the Chief License Inspector shall consider the driving record, criminal record, character and state of health of any applicant for a Chauffeur License and shall, in his sole discretion, approve, refuse or revoke the same.
- 4.10 No Chauffeur License or renewal shall be issued to any person who:
- (a) has been convicted under the *Criminal Code of Canada* within the five (5) year period immediately preceding the date of application of:
 - i) a sexual offence or offence relating to the corruption of public morals;
 - ii) an offence relating to homicide, assault, kidnapping, arson or abduction;
 - iii) an offence relating to robbery or extortion; and
 - iv) an offence of criminal negligence, dangerous driving, impaired driving, operating a motor vehicle with a blood alcohol content over eighty (80)mg per one hundred (100) ml of blood, refusing to provide samples of breath or driving whilst his or her driver's license is suspended.
 - (b) has been convicted under the *Criminal Code of Canada*, or the *Controlled Drugs and Substances Act* or any successor legislation within the five (5) year period immediately preceding the date of application, of any offence not described in subsection 4.7 (a);
 - (c) has been charged with any offence under the *Criminal Code of Canada* or the *Controlled Substances Act* until the charge has been withdrawn or the matter is otherwise dealt with in a manner which does not result in a conviction;
 - (d) in the opinion of the Chief License Inspector, has been convicted of an excessive number of offences under the Traffic Safety Act, or any successor legislation, and/or any Bylaw of the Town;
 - (e) has received three (3) complaints that are in contravention of this bylaw and that have been determined justified by the Chief License Inspector in any twelve (12) month period.



BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- 4.11 When an individual with an existing Chauffeur License has been charged with an offence under the *Criminal Code of Canada* or the *Controlled Substances Act*:
- (a) the individual shall forthwith notify the Chief License Inspector of the charges;
 - (b) upon receiving notification of the charges, the Chief License Inspector shall suspend the Chauffeur's License of the individual until the charge has been withdrawn or the matter is otherwise dealt with in a manner which does not result in a conviction.
- 4.12 A person applying for a Chauffeur License must have either resided within the Town for at least thirty (30) days or be able to demonstrate geographic knowledge of the Town to the satisfaction of the Chief License Inspector.

5. BROKER/CHAUFFEUR RESPONSIBILITIES

- 5.1 No Chauffeur License will be issued unless currently employed by a recognized licensed Broker in the Town. If the driver becomes unemployed by a licensed Broker, the license becomes void and he/she must surrender the Taxi license to the Chief License Inspector within five (5) days of unemployment.
- 5.2 The Chauffeur of each Public Conveyance in the Town shall:
- (a) have a reasonable knowledge of the Town;
 - (b) be neat and clean in person and dress;
 - (c) be civil and well behaved to any passenger being transported;
 - (d) promptly keep all appointments or engagements and shall not knowingly accept any engagements that he or she is incapable of fulfilling;
 - (e) maintain a log book showing:
 - i) time and date he/she starts operating the vehicle;
 - ii) time and date when each customer is picked up;
 - iii) the location at which each customer is picked up;
 - iv) the destination at which each customer is discharged;
 - v) total number of trips taken during each shift; and
 - vi) time his/her shift ends.
 - (f) take proper care of all baggage and personal property delivered to him or her for conveyance and shall deliver such property as directed;



BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- (g) after delivering a passenger to his or her destination, inspect the vehicle to determine whether or not the passenger has left any property and, if property is found, take all reasonable steps to return it to the owner;
- (h) deliver to the local RCMP detachment within forty-eight (48) hours all property whose owner is unknown;
- (i) not transport a greater number of passengers than the vehicle manufacturer's recommended capacity;
- (j) not consume alcohol or drugs of any kind (besides those prescribed by a medical doctor) while on duty;
- (k) not knowingly, or negligently misinform or deceive any person as to:
 - i) the time, place, arrival or departure of any Public Conveyance; or
 - ii) location of any place, structure or building;
- (l) drive all passengers (unless otherwise directed) to their destinations by the most direct route practicable;
- (m) whenever requested by a passenger, issue a receipt for the amount of the fare paid such passenger;
- (n) not refuse to serve any person solely because of his race, colour, creed, sexual orientation or disability;
- (o) be able to refuse service to a passenger if the passenger is impaired by alcohol or drugs; requests that the Chauffeur carry an animal in the Taxi, other than an animal that is a Service Animal; insists on smoking or persists in smoking in the Taxi; or is disorderly or abusive to the Chauffeur;
- (p) working ability in the English language;
- (q) transport passengers safely within the scope of the *Traffic Safety Act*; and
- (r) in the case of an emergency call 911.

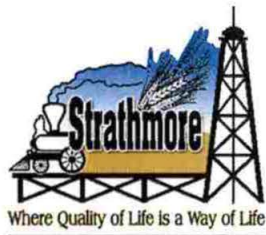
5.3 Every Broker or Chauffeur shall, upon being requested by a License Inspector, advise the address of any place to or from which any passenger has been driven.

**BYLAW NO. 16-14****OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- 5.4 Upon the request of a License Inspector, a Broker shall advise the name and address of the Chauffeur of any Taxi owned by him or her at any particular time.
- 5.5 No Broker or Chauffeur shall have or permit to be installed a radio scanner or similar device capable of monitoring the radio signals of any other Broker in a dispatch office or other location or carried in any Taxi.
- 5.6 Every Broker or Chauffeur shall report to the Chief License Inspector any collision causing damage to his or her vehicle no later than seventy-two (72) hours after the collision. In the event the vehicle is deemed to be unfit for service by the Chief License Inspector, the Taxi License shall be suspended until such time as any physical damage to the vehicle has been repaired and a mechanical inspection attesting to the roadworthiness of the vehicle has been provided to and accepted by the Chief License Inspector.
- 5.7 Notwithstanding any other provision of this Bylaw, a Public Conveyance in respect of which there is not a valid Taxi License, may be operated in the Town provided that:
 - (a) the passenger or passengers in the Taxi are picked up at a location outside of the Town; and
 - (b) the operation of the Taxi carrying passengers in the Town is restricted to proceeding directly from the place where the Taxi enters the Town to the location(s) where all passengers are dropped off.
- 5.8 A Broker or Chauffeur of a Taxi may refuse service to any person who is known to habitually order taxi service and subsequently is unable to pay and who refuses to make payment in advance.

6. TAXI LICENSES

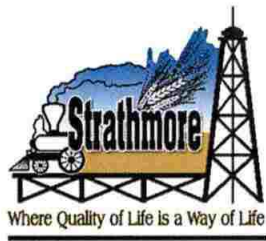
- 6.1 No Public Conveyance shall operate in the Town unless that Public Conveyance is in possession of a valid Town Taxi License.
- 6.2 All Taxi Licenses shall expire at midnight on January 31st of each year.
- 6.3 An applicant for a Taxi License shall provide to the Town:
 - (a) the name of the registered owner and proof of registration of each vehicle to be licensed for use in the business;

**BYLAW NO. 16-14****OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- (b) proof that each vehicle is insured as required by the Province of Alberta and carry a minimum amount of \$2,000,000.00 Liability Insurance;
 - (c) a mechanical fitness report with respect to each vehicle in the form prescribed by the Chief License Inspector, completed by a licensed mechanic at a licensed garage approved by the Chief License Inspector within the period of two (2) weeks prior to the date of the application;
 - (d) the Taxi License fee as set out in Schedule "I" of the Town of Strathmore Fees Bylaw No. 13-21" and amendments thereto; and
 - (e) any other information required by the Chief License Inspector.
- 6.4 A Taxi License shall be affixed to the Public Conveyance in the manner prescribed by the Chief License Inspector and no person shall use a Taxi License or allow it to be used by any other person or with respect to any vehicle other than the one for which the Taxi License was issued.
- 6.5 Sale of Vehicles to another Licensed Broker
- (a) Should a licensed Broker desire to purchase another vehicle (from another licensed Broker) previously licensed in the Town, the purchasing Broker shall deliver to the License Inspector, the identification tag number issued and the information concerning the vehicle to be substituted including:
 - i) Mechanical Fitness Report
 - ii) Evidence of Registration
 - iii) Evidence of Insurance
 - iv) Such other information as the License Inspector may reasonably require to ensure conformity with this Bylaw.
 - (b) When the Chief License Inspector is satisfied that the motor vehicle proposed to be added complies with this Bylaw and is safe, fit and suitable for use and that the above conditions have been met, she shall, upon payment by the Broker of the fee required in Schedule "I" of the Town of Strathmore Fees Bylaw No. 13-21 and amendments thereto, make changes to the vehicle record.

7. TAXI IDENTIFICATION

- 7.1
- (a) A Broker of a taxi service shall register with the Town, the company logo of the Taxis operated by that Broker; and



BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- (b) The Chief License Inspector may reject a logo, in his or her opinion, it would be likely to deceive any person or cause confusion because it is similar to a logo previously adopted by any other Broker of a taxi service.

7.2 Each Taxi shall:

- (a) prominently display on both sides of its exterior the name, phone number, and logo of the Broker which shall be permanently affixed;
- (b) prominently display on both sides of the exterior of the Taxi a Taxi identification number in lettering not less than five (5) centimetres in height;
- (c) display on its roof a permanently affixed illuminable dome light; and
- (d) display on each rear door window, in a format approved by the Chief License Inspector, the current Taxi fares and acceptable methods of payment.

7.3 No Person shall operate a Taxi in the Town with the logo of a Broker that such person does not work for or is not affiliated with.

7.4 If a vehicle licensed as a Taxi ceases to be licensed as a Taxi for any reason, its owner shall ensure that all markings of any kind upon or within it, which serve to identify it as a Taxi, are removed within seven (7) days of the date on which it ceases to be licensed as a Taxi.

8. TAXI ADVERTISING

8.1 Advertising material on Taxis shall be restricted to roof top advertising display units or rear window advertising provided that:

- (a) signs must be standard manufactured units;
- (b) illumination of advertising shall not exceed forty (40) watts of power and is non-flashing;
- (c) advertising messages do not exceed forty (40) centimetres in height;
- (d) advertising is appropriate and in good taste and approved by the Chief License Inspector; and

**BYLAW NO. 16-14****OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- (e) perforated vinyl window film is used on the rear window and has the approval of the Chief License Inspector prior to installation of window film.

9. LIMOUSINES

- 9.1 No person operating a Limousine shall operate on a fixed or regularly recurring scheduled route (similar to one a bus would follow).
- 9.2 No Broker or Limousine Chauffeur shall:
 - (a) park his or her Limousine in any taxi stand for the purpose of soliciting or obtaining passengers;
 - (b) cruise roads in the Town looking for passengers; or
 - (c) affix any advertising to the body of any Limousine.
- 9.3 The Chauffeur of a Limousine shall always have a current written contract that was previously arranged with a client and shall produce the contract upon demand of a License Inspector.

10. MECHANICAL INSPECTIONS

- 10.1 A Person shall not operate, cause or permit the Operation of a Public Conveyance unless a valid Mechanical Inspection Certificate has been issued for that Public Conveyance.
- 10.2 Failure of the Owner to obtain a valid Mechanical Inspection Certificate for a Public Conveyance may result in a suspension or cancellation of a Public Conveyance.
- 10.3 Every Public Conveyance shall be inspected at least once every six (6) months by a Licensed Mechanic at a Licensed Garage that has been approved by the Chief Licence Inspector.
 - (a) All costs associated with mechanical inspections shall be borne by the Owner of the Motor Vehicle.
- 10.4 The Licensee shall ensure that each Public Conveyance is inspected by a Peace Officer every six (6) months for compliance with this Bylaw and the requirements established by the Chief License Inspector from time to time.

**BYLAW NO. 16-14****OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- 10.5 The Licensee or Driver of a Public Conveyance must at all times at the request of a Peace Officer produce a satisfactory Vehicle Inspection Certificate, which certificate must show that such vehicle inspection was successfully completed within the six (6) months immediately preceding.
- 10.6 Upon the direction of a Peace Officer or the Chief License Inspector, the Licensee named on a Public Conveyance shall provide for inspection the Motor Vehicle for which the Public Conveyance was issued at the time and location specified by the Peace Officer or Chief License Inspector.
- 10.7 Failure to complete a vehicle inspection or attend to have a vehicle inspection conducted may result in suspension or cancellation of the Taxi License of the Motor Vehicle in question.

11. VEHICLE PROVISIONS

- 11.1 Every Broker shall ensure that every vehicle is maintained in good repair in accordance with the following requirements:
- (a) the vehicle shall at all times be smoke free;
 - (b) the interior of the vehicle shall be kept clean, dry, neat, in good repair and free of refuse, loose papers, noxious substances and other materials;
 - (c) all vehicle upholstery including roof interior, door panels, floors and floor mats, shall be kept clean and free from all dust, dirt, grease, oil and any other item that can be transferred on the person, clothing or possessions of a passenger and be in good repair having no holes, rips or stains on the upholstery;
 - (d) the interior of the vehicle trunk shall be kept clean, neat, free of refuse, loose papers and other materials, and free of hazards that may stain or tear passenger luggage;
 - (e) the dashboard and rear window ledge shall be free of any item or material that may impair the Driver's vision or give the impression of an unkept appearance;
 - (f) the vehicle exterior shall be kept in a clean condition at all times and free from all dust, dirt, grease, oil adhesive resin and any other item that can be transferred on the person, clothing or possessions of a passenger, except water or snow;



BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- (g) all exterior trim and moulding shall be intact and maintained as closely as possible to the original manufacturer's trim. Damaged or missing exterior vehicle trim shall be replaced;
 - (h) all exterior vehicle body panels shall be free from damage and maintained as closely as possible to the original manufacturer's specifications. Dents and rust areas shall be repaired to match the Colour Scheme;
 - (i) all wheels shall have, where equipped, appropriate and matching rims and hubcaps in good condition or alloy wheels;
 - (j) front and rear bumpers and grill of the vehicle shall be in good condition and affixed properly;
 - (k) the vehicle shall be equipped with a spare tire in good condition and all tools and equipment required to change a tire; and
 - (l) all decals, licences and notices required by this Bylaw shall be properly placed, intact, clean and visible without obstruction.
- 11.2 Every Public Conveyance shall be equipped with tires specifically designed by the manufacturer for winter use, of a brand and model approved by the Chief Licence Inspector, from November 1 to April 30.
- 11.3 All Vehicles shall be equipped with a child car seat anchoring device that meets the specifications for child car safety seat anchoring devices as required by the Federal *Motor Vehicle Safety Regulations* and the *Motor Vehicle Restraint Systems and Booster Seat Safety Regulations*.
- (a) The anchoring device shall be:
 - (i) installed in accordance with the manufacturer's instructions; and
 - (ii) available for use at all times by a passenger.
 - (b) Nothing in this Bylaw obligates a Driver to:
 - (i) provide a passenger with a child car safety seat;
 - (ii) attach a child car safety seat to the anchoring device;
 - (iii) make any assessment of whether the child car safety seat is properly affixed to the anchoring device; or



BYLAW NO. 16-14

OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

- (iv) make any assessment of whether a child safety seat used by a passenger meets the requirements for a seat, or is appropriate for a child being transported in it.

11.4 If a Public Conveyance makes available a child car safety seat to passengers, the child car safety seat must meet the *Canadian Motor Vehicle Safety Standards (CMVSS213)*.

12. PUBLIC CONVEYANCE INSPECTIONS

12.1 A License Inspector may at any time inspect any Public Conveyance to determine the following:

- (a) the validity of the Taxi License;
- (b) the validity of the driver's Chauffeur License;
- (c) the mechanical or physical condition of the vehicle; or
- (d) standards of repair and cleanliness of the vehicle.

12.2 No Broker or Chauffer shall operate or permit the operation of a Public Conveyance that does not meet the standards for physical condition, repair and cleanliness prescribed by the Chief License Inspector.

12.3 A License Inspector may at any time issue an Order to Remedy to require a Public Conveyance be inspected by a garage designated by the Town, at such time and place as that License Inspector may designate and the vehicle owner shall deliver such Public Conveyance at the time and place so designated. All costs of the mechanical inspection shall be paid by the vehicle owner.

12.4 Where a Peace Officer believed, on reasonable and probable grounds, that an offence has been committed under this Bylaw in relation to a Public Conveyance, the Peace Officer may:

- (a) issue an Order to Remedy;
- (b) seize the vehicle and cause it to be removed and stored at a suitable location; and
- (c) suspend and seize the Chauffeur's License and Taxi License.

12.5 In the event that a Public Conveyance has been seized in accordance with Section 12.4, said Public Conveyance shall be held by the Town for a period of not more

**BYLAW NO. 16-14****OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

than fourteen (14) days unless the Public Conveyance must be released to a garage for repair.

- (a) If the offence has been remedied within the said fourteen (14) days, the Public Conveyance shall be returned to the Chauffer; and the Chauffer shall be responsible for any and all costs associated with the seizure of the Public Conveyance.
- (b) If the offence has not been remedied within the said fourteen (14) days, the Town may dispose of said Public Conveyance in the manner deemed appropriate by the Chief License Inspector. Any proceeds received from the disposition of the Public Conveyance shall be applied firstly against any costs incurred by the Town with respect to the seizure and, secondly, to the Chauffeur.

12.6 In the event the Town uses a third party facility for the storage of a seized Public Conveyance, the Chauffer must satisfy the Chief License Inspector that all costs associated with said storage have been paid prior to the Chief License Inspector authorizing release of the Public Conveyance.

13. ORDER TO REMEDY

13.1 Any decision of a License Inspector pursuant to this Bylaw may be appealed in writing firstly to the Chief License Inspector, who will render a decision with respect to the complaint within fourteen (14) days of receipt of the complaint.

13.2 A Peace Officer is hereby authorized and empowered to issue an Order to Remedy to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

13.3 If the person to whom an Order to Remedy has been issued fails to comply with the Order to Remedy within the time specified therein:

- (a) the Town may take whatever steps are necessary to remedy the contravention of the Bylaw and the cost of doing so becomes a debt owing to the Town by the person to whom the order was issued;
- (b) Any items removed pursuant to this section, if deemed of value by the Town, will be removed to a place of safe keeping and will:
 - (i) be assessed a daily fee for storage as may be determined from time to time by the Chief Administrative Officer; and
 - (ii) if unclaimed within thirty (30) days, be sold at public auction.

**BYLAW NO. 16-14****OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- 13.4 Nothing in this Bylaw shall prevent a Peace Officer from issuing a Voluntary Payment Tag or Violation Ticket for the mandatory Court appearance of any person who contravenes any provision of this Bylaw.

14. APPEAL PROCESS

- 14.1 Any decision (except one to issue a Voluntary Payment Tag or Violation Ticket) of the Chief License Inspector (in such cases where the authority is derived through delegation) pursuant to this Bylaw may be appealed to the CAO by filing a written notice of appeal with the Chief License Inspector within fourteen (14) days of the date of the Chief License Inspector's decision.
- 14.2 An appeal filed pursuant to this Section must be in the form determined by the Chief License Inspector and must be accompanied by the appropriate fee.
- 14.3 The CAO may confirm, revoke or modify the decision of the Chief License Inspector.

15. PENALTIES

- 15.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine of not less than Two Hundred Fifty (\$250.00) Dollars and not more than Ten Thousand (\$10,000.00) Dollars.
- 15.2 The specified fines for an offence committed pursuant to this Bylaw are set out in the attached Schedule "A".
- 15.3 In the case of an offence that is of a continuing nature, a contravention shall constitute a separate offence in respect of each day, or part of a day, on which that offence continues.

16. VOLUNTARY PAYMENT TAG

- 16.1 A Peace Officer is hereby authorized and empowered to issue a Voluntary Payment Tag to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 16.2 A municipal Voluntary Payment Tag may be issued to such person:
- (a) either personally; or
 - (b) by mailing a copy to such person at his last known address.

**BYLAW NO. 16-14****OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

- 16.3 Where a contravention of this Bylaw is of a continuing nature, further Voluntary Payment Tags or Summons may be issued by a Peace Officer provided that no more than one (1) Voluntary Payment Tag or Summons shall be issued for each calendar day that the contravention continues.
- 16.4 Where a Voluntary Payment Tag is issued pursuant to this Bylaw, the person to whom the Voluntary Payment Tag is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the Voluntary Payment Tag.
- 16.5 Nothing in this Bylaw shall prevent a Peace Officer from issuing a Violation Ticket for the mandatory Court appearance of any person who contravenes any provision of this Bylaw.

17. VIOLATION TICKET

- 17.1 If the penalty specified on a Voluntary Payment Tag is not paid within the prescribed time period, then a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*.
- 17.2 Notwithstanding any other provision of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act* to any person who the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

18. MISCELLANEOUS

- 18.1 Nothing in this Bylaw relieves a person from complying with any federal or provincial law or regulation, other bylaw or any requirements of any lawful permit, order, consent or other direction.
- 18.2 Where this Bylaw refers to another Act, Regulation or agency, it includes reference to any Act, Regulation or agency that may be substituted therefor.

19. REPEALS

- 19.1 Bylaw No. 08-25 and any amendments thereto are hereby repealed.

20. EFFECTIVE DATE

- 20.1 This Bylaw shall come into full force and effect on January 31, 2017.

READ a first time this 21st day of September, 2016.



BYLAW NO. 16-14

OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

READ a second time this 21st day of September, 2016.

READ a third and final time this 19th of October, 2016.



Mayor



Chief Administrative Officer





BYLAW NO. 16-14

**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**
Schedule "A"**Voluntary Payment Tag**

<u>Section</u>	<u>Offence</u>	<u>Amount</u>
3.1	Operating without a Broker License	\$500.00
10 11	Failure to Ensure that all Public Conveyances are smoke free, clean, in good condition, and mechanically maintained.	\$500.00 and/or impoundment of Public Conveyance.
4.1	Operating without a Chauffeur License	\$500.00
5.7	Public conveyances picking up passengers within the Town of Strathmore when not licensed with the Town of Strathmore	\$500.00
6.1	Operating without a Taxi License	\$500.00



Request for Decision

To: Council

Staff Contact: David Sturgeon, Fire Chief

Date Prepared: April 2, 2024

Meeting Date: June 12, 2024

SUBJECT: Fire Services Bylaw - Update

RECOMMENDATION: For Information

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Updating the Fire Services Bylaw will enable the Fire Department to provide efficient community service and will ensure the expectations of the public and department are clear and concise.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The Fire Services Bylaw has not been reviewed since 2018 and a major review (rewrite) was necessary to update fire protection and emergency response for the community. It also provides guidelines for fire prevention and outlines the responsibilities of individuals and property owners for fire safety.

ORGANIZATIONAL:

The Fire Services Bylaw establishes the authority and responsibilities for the Strathmore Fire Department, defines the roles and powers of the Chief and department members, and empowers the Fire Chief to establish rules and regulations for the operations of the department, with Council approval.

These proposed changes would bring the Fire Services Bylaw in line with the current practices and operations of the fire department.

OPERATIONAL:

The Bylaw would reflect the current practices and legitimize the Fire Chief and other designated individuals to take necessary actions at the scene of an incident. The proposed changes would reflect the current practices of the department and how it responds to fires, emergencies, and incidents involving dangerous goods. It would also establish guidance on the issuing permits, conducting inspections, and managing alarm systems.

FINANCIAL:

There are no financial implications but the proposed changes will include penalties associated with fire-related offenses, which was not included in the previous bylaw.

POLICY:

The updated Fire Services Bylaw enforces specific elements related to open burning, fireworks, fire bans, and fire restrictions. It also discussed the enforcement of environmental protection regulations, as it restricts the burning of prohibited debris and necessary permits.

IMPLEMENTATION:

The Fire Department will ensure residents understand the changes to the Fire Services Bylaw and will work with the Communications department to ensure the messaging is communicated to the Town.

BACKGROUND:

Fire Services Bylaw No. 18-02 was approved by Council in 2018. As part of the current practice of reviewing policies and bylaws, Administration has identified this bylaw as it no longer aligns with current practices.

The Bylaw is designed to ensure the safety of the residents of Strathmore and protect properties from fires and other emergencies. It also governs the use of alarm systems, permits for open burning and fireworks, and the enforcement of fire protection measures. The Bylaw seeks to establish guidelines and regulations for the proper functioning of the Strathmore Fire Department and the prevention and management of fires and other incidents.

A draft of the proposed Fire Services Bylaw No. 24-10 is included as Attachment I.

KEY ISSUE(S)/CONCEPT(S):

There are several items this updated Fire Services Bylaw would address. First, it would focus on fire prevention, emphasizing fire prevention by addressing open burnings/fire permits, fire bans/restrictions (based on environmental conditions), fireworks use in the town, alarm systems, and lastly, it would emphasize the importance of public awareness and education regarding fire safety through programs and inspections.

Second, it would establish fines/penalties, currently missing within the existing bylaw, for fire protection services, response to false alarms, enforcement of regulations, and the process for the collection of fines. It would also outline the responsibilities of the department, including their specific powers at the scene of an incident.

Altogether, the new Fire Services Bylaw addresses any inconsistencies or ambiguities in the existing bylaw by adding clarity and enforceability. It addresses emerging fire safety concerns and ensures the bylaw continues to meet the needs of the community.

Lastly, the updated bylaw is necessary to ensure that it aligns with any changes in provincial or federal legislation.

DESIRED OUTCOMES:

The updated Fire Services Bylaw would provide clear and concise regulations to residents regarding fire services and ensure the fire department has a clear direction pertaining to fire protection and emergency response.

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Fire Services Bylaw 24-10 - Draft](#)

[Attachment II: Fire Services Bylaw 18-02](#)

[Attachment III: Fireworks-Bylaw-15-16](#)

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 04 Jun
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 07 Jun
2024

BYLAW NO. 24-10**OF THE TOWN OF STRATHMORE****IN THE PROVINCE OF ALBERTA****BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA REGARDING THE OPERATION OF THE STRATHMORE FIRE DEPARTMENT.**

WHEREAS the *Municipal Government Act* allows Council to pass bylaws respecting the safety, health, and welfare of people and the protection of people and property and services provided by or on the behalf of the municipality;

AND WHEREAS the Town of Strathmore has been accredited by the Safety Codes Council pursuant to the Safety Codes Act in the fire discipline and is authorized to perform services and enforce the provisions of the Safety Codes Act;

AND WHEREAS the Council of the Town of Strathmore wishes to provide efficient emergency services to the citizens of the Town.

AND WHEREAS it is desirable that the Fire Department provide certain non-emergency services and that the people for whom non-emergency services are provided be responsible for offsetting the cost of providing those services;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Town of Strathmore, in the Province of Alberta duly assembled **HEREBY ENACTS AS FOLLOWS:**

1.0. SHORT TITLE

- 1.1 This Bylaw may be cited as the "Fire Services Bylaw."

2.0. DEFINITIONS

- 2.1 Words used in this Bylaw have the same meaning as defined in the Municipal Government Act, with the following changes or additions:

- a) "Alarm System" means any fire, heat or smoke alarm system, alert system or other electronic means installed in any building or premises for the purpose of alerting the Fire Department of a Fire;
- b) "Apparatus" means any vehicle operated by or for the Fire Department, whether that vehicle operates on land, in the air or on water and which is provided with machinery, devices, equipment or materials for Fire Protection, as well as any

vehicles used for transporting Firefighters, Equipment or other supplies;

- c) "Authority Having Jurisdiction" (AHJ) means an individual, organization, or government entity responsible for enforcing and overseeing compliance with specific codes, standards, regulations, or laws within a particular jurisdiction;
- d) "Building" means a structure that is used or intended to be used for supporting or sheltering persons, animals, vehicles, equipment, machinery, goods, articles or other Property, except those prescribed by regulation as exempted from the National Codes - Alberta Editions;
- e) "Bylaw" means the Fire Services Bylaw;
- f) "CAO" means the Chief Administrative Officer for the Town or their delegate;
- g) "Council" means the governing body of the Town;
- h) "Dangerous Goods" means any material or substance that may cause an immediate or long-term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances or organisms included in any of the classes listed in the Schedule to the Dangerous Goods Transportation and Handling Act or in any regulations passed thereunder;
- i) "Designate" means that person appointed by the Fire Chief from time to time to act in their capacity during their absence in accordance with the Standard Operating Guidelines;
- j) "Emergency" means a sudden unexpected happening or unexpected occasion for action, including a Fire or other Incident requiring First Aid or events and occasions requiring Firefighters and associated apparatus and equipment to respond;
- k) "Equipment" means any tools, contrivances, devices, or materials used by the Fire Department to respond to an Incident;
- l) "False Alarm" means any notification to the Fire Department or any Member, including but not limited to an Alarm signal,

indicating the existence of an Emergency situation where an Emergency situation does not, in fact, exist;

- m) "Fire" means any combustible material in a state of combustion;
- n) "Fire Ban" means any order from the Province of Alberta or the Fire Chief or Designate in accordance with Section 13 through 14 of this bylaw which prohibits or restricts Fires in all or part of the Town;
- o) "Fire Call" means a call for assistance requiring the provision of Fire Protection Services;
- p) "Fire Chief" means the person appointed as head of the Fire Department or their Designate;
- q) "Fire Code" means the current fire code as may be amended or replaced from time to time;
- r) "Fire Department" means the Town of Strathmore's fire department;
- s) "Fire Department Property" means all property owned by the Town of Strathmore operated or designated for use by the Fire Department, regardless of the source of the property, including but not limited to, Apparatus and Equipment;
- t) "Fire Hazard" means any condition, circumstance, or event where the possibility of Fire is increased;
- u) "Fire Restriction" is an order issued pursuant to this bylaw for the purpose of fire prevention and cessation of Fire and Fireworks Permits for duration of the restriction;
- v) "Officer" means a senior member in command of the Fire Department and fire hall who is assigned by the Fire Chief to be responsible for supervising fire suppression and rescue, emergency medical services, fire prevention, training and records of the fire department on an assigned shift, and/or to serve as a staff specialist in any designated aspect of fire operations and to do related work as required in accordance with the Standard Operating Guidelines;
- w) "Peace Officer" means a police officer or member of a police service under the Police Act, R.S.A. 2000, c. P-17, or a Peace Officer appointed pursuant to the Peace Officer Act, S.A. 2006, c. P-3.5; or a person appointed as a Bylaw Peace Officer

pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26.

3.0. INTERPRETATION

- 3.1 The following rules apply to the interpretation of this bylaw:
- a) Headings, titles, and margin notes in this bylaw are for ease of reference only;
 - b) Gender specific words, phrases, and references are intended to be gender-neutral, and the singular includes the plural as the context requires;
 - c) Every provision of this bylaw is independent of all other provisions and if any provision of this bylaw is declared invalid and enforceable; and
 - d) References to bylaws and enactments in this bylaw include amendments and replacement bylaws and enactments, and regulations and orders thereunder.

4.0. FIRE DEPARTMENT

- 4.1 Council hereby establishes the Town of Strathmore Fire Department for the purpose of:
- a) Providing Fire Protection Services;
 - b) Preserving life and Property and protection of Persons and Property from injury or destruction by Fire and other Emergencies;
 - c) Providing vehicle extrication services;
 - d) Providing First Aid;
 - e) Providing response to Incidents requiring Emergency rescue;
 - f) Providing response to Incidents involving Dangerous Goods;
 - g) Responding to Fire Calls;
 - h) Preventing, combating, and extinguishing Fires;
 - i) Preventing and extinguishing Running Fires;

- j) Investigating the cause and origin of Fires in accordance with the Quality Management Plan;
 - k) Carrying out fire prevention patrols, pre-fire, and Emergency planning;
 - l) Performing Fire Safety inspections;
 - m) Enforcing the provisions of the Safety Codes Act, the Fire Code and all STANDARDS;
 - n) Entering into agreements or partnerships with other Fire Service Organizations for the joint use, control, and management of Apparatus and Emergency Equipment including Fire Protection Agreements;
 - o) Fulfilling obligations under Fire Protection Agreements; and
 - p) Operating Apparatus and Equipment for the purpose of providing Fire Protection Services.
- 4.2 The Fire Department shall consist of such Members, personnel, Buildings, Apparatus and Equipment as deemed appropriate by Council given the resources available to Council for the protection of Persons and Property within the Town from Fire and other Emergencies.
- 4.3 Fire Department, Apparatus or Equipment shall not be used beyond the boundaries of the Town without the express authorization by way of a Fire Protection Agreement or other written agreement or contract authorized by Council.
- 4.4 The Chief Administrative Officer in consultation with the Fire Chief or Designate may authorize Fire Department Responses outside of any written agreement or contracted areas.
- 4.5 Council shall establish Levels of Service for defined Response Areas within the Town for any service provided by the Fire Department.

5.0. FIRE CHIEF

- 5.1 The CAO shall appoint the Fire Chief.
- 5.2 The Fire Chief has the authority, duties, and responsibilities as established under this Bylaw, the Standard Operating Procedures, Standard Operating Guidelines, Safety Codes Act, Fire Code and

any other applicable Federal, Provincial or Municipal legislation, Bylaws, policies or procedures or as may be directed by the CAO from time to time.

- 5.3 The Fire Chief shall comply with the Town of Strathmore Quality Management Plan as approved by the Town of Strathmore Council and the Safety Codes Council.
- 5.4 The Fire Chief has complete responsibility and authority over the Fire Department, subject to the direction and control of the CAO, to whom they will be responsible, and in particular, may carry out all Fire Protection activities and such other activities as including, but not limited to:
 - a) Firefighting and Fire Suppression;
 - b) Rescue;
 - c) Emergency medical services;
 - d) Pre-Fire planning;
 - e) Disaster planning;
 - f) Fire Prevention patrols;
 - g) Public education activities;
 - h) Members training and other staff development;
 - i) First Aid training
- 5.5 Regulations, rules, or procedures made pursuant to Section 5.5 of this Bylaw shall not be inconsistent with this Bylaw, the Level of Service or any legislation or regulations of the Province of Alberta including the Safety Codes Act and the Fire Code.
- 5.6 The Fire Chief is the Authority Having Jurisdiction for purposes of this Bylaw. The Fire Chief may delegate all or any of their authority under this Bylaw to a Deputy Fire Chief or Fire Officer who also holds qualification as an Authority Having Jurisdiction. Any action or decision made by such delegate may be reviewed, altered, or rescinded by the Fire Chief.
- 5.7 The Fire Chief, or Designate, shall have control, direction and management of any Fire Department Apparatus, Equipment or personnel assigned to an Incident and, where the Incident Commander is in charge, they shall continue to act until relieved by an Officer authorized to do so.

- 5.8 The Fire Chief, or Designate, at an Incident may at their discretion establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Fire Chief or Designate.
- 5.9 The Fire Chief or Designate at an Incident may request a Peace Officer to enforce restrictions on persons entering within the boundaries or limits.
- 5.10 The Fire Chief or Designate at an Incident is empowered to enter and to take all steps they deem necessary in order to directly or indirectly combat, control or deal with an Incident, including:
- a) passing through or over buildings or Property adjacent to an Incident and to cause Members of the Fire Department and the Apparatus and Equipment of the Fire Department to enter or pass through or over the building or Property;
 - b) causing a building, structure or thing to be pulled down, demolished or otherwise removed.
- 5.11 The Fire Chief or Designate at an Incident may obtain assistance from other officials of the Town as they deem necessary in order to discharge their duties and responsibilities under this Bylaw.
- 5.12 The Fire Chief or Designate may order the evacuation of any building or area which is directly or indirectly involved in an Incident.
- 5.13 The Fire Chief or Designate at any Incident is hereby empowered to employ or commandeer privately owned equipment, or to conscript persons to assist at an Incident, which they consider necessary to deal with an Incident and, authorize payment for the possession or use of any such equipment necessary for the purpose of mitigating an Incident as permitted in accordance with the *Municipal Government Act*.

6.0. POWERS OF MEMBERS

- 6.1 Each Member, under the direction of an Officer of the Fire Department, shall have the authority and power to:
- a) extinguish or control the Fire or the operations to preserve life and Property and enter onto any Property for the purpose of extinguishing or controlling the Fire;

- b) prevent interference with the efforts of persons engaged in the extinguishing of Fires or preventing the spread thereof by regulating the conduct of the public at or in the vicinity of any Fire;
- c) Members shall have all the authority, duties and responsibilities as established under this Bylaw, the Standard Operating Guidelines, Standard Operating Procedures and any other applicable Federal, Provincial, or municipal legislation, Bylaws, policies, or procedures.

7.0. ALARM SYSTEMS

- 7.1 No Person shall cause or allow the issuing of a False Alarm due to or resulting from faulty, damaged, or malfunctioning Alarm Equipment.
- 7.2 No Person shall, by the use of an Alarm System or any other method, make or cause to be made any False Alarm.

8.0. FIRE PREVENTION

- 8.1 The Fire Chief will, establish a Fire prevention program including but not limited to:
 - a) Preventative inspections of properties, Buildings, or structures in accordance with the Quality Management Plan;
 - b) Review of designs, plans, specifications, and processes to ensure conformance with the Fire Code;
 - c) Preparation of pre-Fire plans for high hazard occupancies;
 - d) Dissemination of Fire prevention information to the general public.

9.0. INSPECTIONS/INVESTIGATIONS

- 9.1 All Inspections and investigations will be conducted as per the *Safety Codes Act* of Alberta as amended from time to time.

10.0. FIRE PERMITS

- 10.1 A Fire Permit is not required under this Bylaw for the following;
- a) A Recreational Fire providing that the Fire:
 - i. Is contained in a pit with a non-combustible bottom that has a ring of cement or steel that is a minimum of 30cm high;
 - ii. Is located at least three (3) meters from any Property line, Building, other structure;
 - iii. Is clear from flammable fuels, including but not limited to grass, trees, and bushes;
 - iv. Is supervised at all times by a responsible adult Person until such time that the fire has been extinguished. A Fire shall be deemed to include hot ashes and smoldering embers resulting from the Fire;
 - v. Flame height does not exceed 90 cm (3.28) feet above the Fire Pit;
 - vi. Is covered with a 3mm wire mesh; and
 - vii. Is not used to burn Prohibited Debris.
 - b) Fires that are set for the purpose of training Firefighters;
 - c) Town of Strathmore events;
 - d) Fire Pit Fires in a public Campground; and
 - e) Any industrial or commercial Incinerator that is required to be licensed under the Environmental Protection and Enhancement Act and its regulations.

11.0. FIREWORKS

- 11.1 No Person shall sell, possess, or discharge Fireworks in the Town unless they have the appropriate Permits, insurance, and licensing for display Fireworks. A Fireworks Permit is required for the discharge of Fireworks. Fireworks must be purchased from a recognized company that meets all current provincial or federal regulations and standards. The Fire Chief may impose any conditions on a Fireworks Permit issued for discharge of Fireworks in the Town as deemed necessary.

- 11.2 Fireworks considered consumer Fireworks are banned in the Town. Possession, sale, discharge or storage of consumer Fireworks or Firecrackers is prohibited.

12.0. OPEN BURNING

- 12.1 No Person shall cause or allow Open Burning of any Fire unless they have applied for and been issued a Fire Permit by the Fire Chief or Designate.

13.0. FIRE RESTRICTION

- 13.1 The Fire Chief or Designate may, from time to time, prohibit the issuance of any new Fire or Firework Permits and suspend all active Permits when, in the opinion the Fire Chief or Designate, the prevailing environmental conditions give rise to an increased risk of Fire.
- 13.2 A Fire Restriction imposed shall remain in force until either the date provided in the notice of the Fire Restriction or until such time the Fire Chief or Designate provides notice to the public that the Fire Restriction is no longer in effect.
- 13.3 Notice of a Fire Restriction shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, newspaper advertisement, social media, or by any means, which the Fire Chief or Designate determines is appropriate for the purpose of informing the public of the Fire Restriction.
- 13.4 When a Fire Restriction is in place:
- a) No Fire Permits will be issued; and
 - b) No Fireworks Permits will be issued from the date of issuance of the Fire Restriction.
 - c) When a Fire Restriction is in place, no Person shall ignite a Fire unless the Fire is exempt from requiring a Fire Permit.

14.0. Fire Bans

- 14.1 Notwithstanding any provisions of this or any other Bylaw, when, in the opinion of the Fire Chief or Designate, there is a necessity to do so, they may:
- a) Declare a partial ban for specified areas of the Town; or
 - b) Declare a complete Fire Ban of any kind of burning for all areas of the Town.
- 14.2 When a Fire Ban is in effect, all Fire and Firework Permits are suspended unless otherwise directed by the Fire Chief or Designate.
- 14.3 Any Fire Ban issued by the Fire Chief or Designate shall be in force until the Fire Ban is lifted by the Fire Chief or Designate.
- 14.4 When determining whether to declare a Fire Ban, the Fire Chief or Designate will take into consideration any or all of the following:
- a) The air quality index;
 - b) Recent levels of precipitation;
 - c) The overall Fire danger at the location of the Fire;
 - d) The availability of Fire Services to respond to additional calls for service; and
 - e) Regional or provincial conditions and resource deployment.
- 14.5 The Fire Chief or Designate shall give public notice of any Fire Bans issued through a public service message on the local radio stations, signage, social media, or any other methods deemed necessary.
- 14.6 No Person shall cause or allow Open Burning, nor have a contained Fire or Recreational Fire of any size when a Fire Ban has been declared.

15.0. REQUIREMENTS TO REPORT/INSPECTIONS

- 15.1 The owner or authorized agent of any Property damaged by Fire, shall immediately report to the Fire Department, the particulars of the Fire or Incident, in a form which is satisfactory to the Fire Chief or Designate.
- 15.2 The owner or occupant of any Property, real or personal, in or on which Dangerous Goods are stored shall forthwith notify the Fire

Department of any Incident in which any part of such goods are burned, spilled, leaked or otherwise released from their normal use, handling, storage or transportation environment with full particulars of the goods in question and circumstances of the Incident, in a form satisfactory to the Fire Chief or Designate.

16.0. FIRE PROTECTION CHARGES

- 16.1 Upon providing Fire Protection within or outside the Town's boundaries, including but not limited to the Fire Department's response to False Alarms, the Town may in its sole and absolute discretion charge:
- a) the person causing or contributing to the Fire or False Alarm;
or
 - b) the owner or occupant of the Property;
 - c) a Fire Protection Charge—all individuals charged are jointly and severally responsible for the Fire Protection Charge.
- 16.2 The schedule of fees for Fire Protection Charges shall be as set out in schedule "A" of this bylaw as amended from time to time.
- 16.3 Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien that the Town is entitled to on the Property in respect of which the indebtedness is incurred.
- 16.4 The owner of a parcel to which Fire Protection is provided is liable for Fire Protection Charges incurred, and the Town may add to the tax roll of a parcel of land all unpaid Fire Protection Charges.
- 16.5 Fire Protection Charges may be appealed to the Chief Administrative Officer in writing within 14 days of the charge being levied. The appeal must include the reasons why the Fire Protection Charge should be reviewed.
- 16.6 Upon receipt of the appeal submitted pursuant to Section 16.5, the CAO will review the written appeal and may decide to uphold, vary, or revoke the Fire Protection Charges and will communicate such decision with the appellant in writing within 14 days of receipt of the appeal.

17.0. OFFENCES

17.1 Any Person who:

- a) Violates any provision of this Bylaw,
- b) Suffers or permits any act or thing to be done in violation of any provision of this Bylaw,
- c) Neglects or fails to do anything required to be done by the provisions of this Bylaw,

Is guilty of an offence under this Bylaw and, upon conviction, is liable to a fine as set out in Schedule A.

17.2 No Person shall:

- a) Contravene any provision of this Bylaw;
- b) Obstruct the Fire Chief or Safety Codes Officer from inspecting Property or from performing any work necessary to remedy a Fire Hazard;
- c) Obstruct a Member from performing their duties under this Bylaw;
- d) Impede, obstruct, or hinder a Member or other Person assisting or acting under the direction of the Fire Chief, the Incident Commander or other Member;
- e) At an Incident, drive a vehicle over any Equipment without permission of the Fire Chief, Member in Charge, or Incident Commander;
- f) At an Incident, enter the boundaries or limits of an area prescribed in accordance with Section 5 unless they have been authorized to enter by the Fire Chief, Member in Charge or the Incident Commander;
- g) Obstruct a Member from carrying out any function or activity related in any way to Fire Protection Services;
- h) Falsely represent themselves as a Member or wear or display any Fire Department badge, cap, button, insignia, or other paraphernalia for the purpose of such false representation;
- i) Obstruct or otherwise interfere with access roads or streets or other approaches to any Fire Alarm, Fire hydrant, cistern or body of water designated for Fire-fighting purposes or any

connections provided to a Fire main, pipe, stand pipe, sprinkler system, cistern, or other body of water designated for Fire-fighting purposes;

- j) Light any Fire including an Outdoor Fire unless that Person is the holder of a valid Fire Permit, unless the Fire is specifically exempted from requiring a Fire Permit under Section 10 or 13 of this Bylaw;
- k) Permit a Fire to be lit upon lands that is owned or occupied by that Person, or under that Person's control except when such Fire is allowed under this Bylaw;
- l) Create or permit to be created a Fire Hazard upon lands that are owned or occupied by that Person or under that Person's control;
- m) Cause or permit a Fire to be lit during a Fire Ban;
- n) Permit a Fire to be lit upon lands that are owned or occupied by that Person, or under that Person's control during a Fire Ban;
- o) Either directly, or indirectly, personally or through an agent, servant, or employee light a Fire on any land which is not their own Property without the permission of the Owner or Occupant of that land;
- p) Knowingly allow a Fire to become a Running Fire;
- q) Knowingly allow a Running Fire to pass from Property which they own or occupy to the Property owned or occupied by another Person;
- r) Light a Fire without first taking sufficient precautions to ensure that the Fire can be kept under control at all times;
- s) Light a Fire when the weather conditions are conducive to creating a Running Fire, notwithstanding that a Fire Ban may not be in place;
- t) Fail to take reasonable steps to control a Fire for the purpose of preventing it from becoming a Running Fire or from spreading onto Property not owned or occupied by them;
- u) Deposit, discard or leave any burning matter or substance where it might ignite other materials and cause a Fire;

- v) Conduct any activity that involves the use of flame or heated materials that might reasonably be expected to cause a Fire unless that Person exercises reasonable care to prevent the Fire from occurring;
- w) Knowingly make a false statement in a Permit application;
- x) Provide false, incomplete, or misleading information to the Fire Department or any Member or Safety Codes Officer with respect to a Fire;
- y) Use a Fire to burn Prohibited Debris that when burned will result in the release of dense smoke or toxic air contaminants to the atmosphere as outlined in any statute or bylaw written to protect and enhance the environment.
- z) Conduct any activity that involves the use of a Fire, where smoke from the Fire will impede visibility of the vehicular traffic and pedestrian traffic on any highway as defined in the Traffic Safety Act; and/or
- aa) Light a Fire on lands owned, occupied, or controlled by the Town except with a Fire Permit from the Fire Chief or Designate.

17.3 When a Fire is lit or set under any circumstances described in Section 14 Fire Restrictions or Section 15 Fire Bans, the Owner or Occupier of the land, and/or the Person having control of the Land upon which the Fire is lit or set and/or the Person who lit or set the Fire shall:

- a) Extinguish the Fire immediately; or
- b) If unable to extinguish the Fire immediately, report the Fire to the Fire Department as soon as possible.

18.0. ENFORCEMENT

18.1 Any Person who is convicted of an offence pursuant to this Bylaw is liable for every day or part thereof upon which such offence occurs or continues on summary conviction, to a fine not exceeding \$10,000.00 and in default of payment of any fine imposed, to a period of imprisonment not exceeding six (6) months.

- 18.2 Where a Peace Officer believes a Person has contravened any provision of this Bylaw, the Officer may issue a Violation Ticket to the Person.
- 18.3 Any offence created pursuant to this Bylaw is a strict liability offence for the purposes of prosecution under this Bylaw.
- 18.4 Where there is a specified penalty listed for an offence in Schedule A, that amount is the specified penalty for the offence.
- 18.5 Where there is a minimum penalty listed for an offence in Schedule A, that amount is the minimum penalty for the offence.
- 18.6 Notwithstanding specified and minimum penalties set out in Schedule A:
- a) Where a Person contravenes the same provision of this Bylaw twice within a twelve (12) month period, the specified penalty payable in respect of the second contravention shall be double the amount of the specified penalty for a first offence;
 - b) Where a Person contravenes the same provision of this Bylaw three (3) or more times within a twelve (12) month period, the specified penalty payable in respect of the third and subsequent contraventions shall be triple the amount of the specified penalty for a first offence.
- 18.7 This Section shall not prevent a Peace Officer from issuing a Violation Ticket requiring a court appearance of the defendant, pursuant to the provisions of the Provincial Offences Procedure Act, or from laying an information instead of issuing a Violation Ticket.
- 18.8 The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a Person from the necessity of paying any fees, charges or costs from which that Person is liable under the provisions of this Bylaw or any other bylaw.
- 18.9 Each occurrence of a contravention of this Bylaw, or in the case of continuous contraventions, each day a contravention occurs or continues, constitutes a separate offence, and may be prosecuted separately.
- 18.10 All False Alarms within a consecutive 48-hour period will be treated as a single Incident.



- 18.11 Where Property does not comply with this Bylaw or a person contravenes this Bylaw, the Town may pursue its enforcement alternatives in accordance with any Act, or common law right, including but not limited to the issuance of an order to remedy contravention by the Town, adding amounts to the tax roll, and pursuing injunctions pursuant to the *Municipal Government Act*, as amended from time to time.

19.0. NOTICE

- 19.1 Any Notice or Order provided for in this Bylaw shall be in writing.
- 19.2 Service of any Notice or Order provided for in this Bylaw may be made as follows:
- a) personally upon the person to be served; or
 - b) by mailing the copy to the person to be served by registered mail to the last known post office address of the person to be served, and service shall be deemed to be effected at the time the copy is delivered by an official of the post office to the person to be served or to any person receiving it on his or her behalf;
 - c) where the Property is not occupied, by mailing the notice by registered mail to the mailing address noted on the Town's tax roll for that Property, and service shall be deemed to be effected at the time the copy is delivered by an official of the post office to the person to be served or to any person receiving it on his or her behalf; or
 - d) as directed by the Court.

20.0. DELEGATION OF AUTHORITY

- 20.1 The Chief Administrative Officer and Fire Chief may delegate any power, duty, or function assigned to them under this Bylaw to another position within Town Administration.

21.0. SEVERABILITY

- 21.1 If any section or part of this Bylaw is found in any course of law to be illegal, or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or

parts of this Bylaw shall be deemed to be separate and independent there from and be enacted as such.

22.0. REPEAL AND EFFECTIVE DATE

- 22.1 Bylaw 18-02 is hereby repealed.
- 22.2 Bylaw 15-16 is hereby repealed.
- 22.3 This Bylaw shall become effective when it has received third and final reading and has been signed by the Mayor and Director of Strategic, Administrative & Financial Services.

READ A FIRST TIME THIS ____ day of _____, 2024.

READ A SECOND TIME THIS ____ day of _____, 2024.

READ A THIRD AND FINAL TIME THIS ____ day of _____, 2024.

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE,
AND FINANCIAL SERVICES

**SCHEDULE "A"**

Section	DESCRIPTION OF OFFENCE	Minimum Penalty	Specified Penalty
FIREWORKS PROHIBITION OFFENCES AND FINES			
11	First Offence	\$150	\$250
	Second Offence in a 12-month period	\$400	\$500
	Third & Subsequent Offence in a 12-month period	\$650	\$750
FIRE RESTRICTION			
13	No person shall ignite a fire during a Fire Restriction unless the fire is exempt pursuant to Section 10.	\$250	\$500
OFFENCES			
17.1 (a)	Contravene any provision of the Bylaw (where no specific fine is imposed)	\$200	\$250
17.2 (b)	Obstruct Fire Chief or Designate from inspecting or correcting a fire hazard	\$250	\$500
17.2 (c)	Obstructing a member carrying out duties under this Bylaw	\$250	\$500
17.2 (d)	Impede, obstruct, or hinder member assisting or directed by Fire Chief or Designate	\$250	\$500
17.2 (e)	Driving a vehicle over a hose	\$350	\$700
17.2 (f)	Entering limits/boundaries of an incident when not authorized to do so	\$250	\$500
17.2 (g)	Obstruct member from performing function related to fire protection	\$250	\$500

**BYLAW NO. 24-10**
**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

17.2 (h)	Falsely representing, wearing insignias, etc.	\$300	\$750
17.2 (i)	Interfering with access	\$250	\$500
17.2 (j)	Light a fire without a permit	\$250	\$500
17.2 (k)	Create or allow a fire on land owned/occupied or in control of	\$250	\$1000
17.2 (l)	Create or allow a fire hazard on land owned/occupied or in control of	\$250	\$1000
17.2 (m)	Cause or allow a fire to be lit during a fire ban	\$250	\$1000
17.2 (o)	Allow an outdoor or structure fire on land owned/occupied or in control of, during fire ban	\$250	\$1000
17.2 (w)	Make a false statement on a fire permit application	\$350	\$500
17.2 (x)	Provide false/incomplete/misleading information to Fire Department about a fire	\$500	\$1000
17.2 (y)	Burn prohibited materials	\$500	\$1000



**BYLAW NO. 18-02
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BYLAW NO. 18-02
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW OF THE TOWN OF STRATHMORE TO PROVIDE FIRE SERVICES

WHEREAS Section 7(a) of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, and any amendments thereto, provides that a Council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property and for services provided by or on behalf of the municipality; and

WHEREAS the municipal Council of the Town of Strathmore wishes to provide and maintain efficient fire services for the citizens of the Town of Strathmore; and

WHEREAS the municipal Council of the Town of Strathmore has been accredited by the Safety Codes Council in its respective municipality; and

NOW THEREFORE BE IT RESOLVED that the municipal Council of the Town of Strathmore, in the Province of Alberta, in Council duly assembled, hereby enacts the following:

1. TITLE

1.1 This Bylaw may be cited as the "Fire Services Bylaw".

2. DEFINITIONS

2.1 In this Bylaw:

- a) "Agreement" means any Agreement entered into by Town Council and another municipality or agency for the provision of Fire Protection or Emergency Services.
- b) "Apparatus" means any vehicle provided with machinery, devices, equipment or materials for Fire/Rescue services as well as vehicles used to transport fire service resources or supplies".
- c) "Building" means a structure that is used or intended to be used for supporting or sheltering persons, animals or Property, except those prescribed by regulation as exempted from the National/Alberta Building Code.
- d) "Chief Administrative Officer" means the person appointed to the position and title by Council, or their designate.

- e) "Council" means the Council of the Town of Strathmore.
- f) "Dangerous Goods" means any product, substance or organism specified in the regulations or included by its nature in any of the classes listed in the regulations under the *Transportation of Dangerous Goods Control Act*, R.S.A. 2000 Chapter D-4, and any amendments thereto.
- g) "Deputy Fire Chief" means a person hired or appointed to act as the Fire Chief from time to time during their absence.
- h) "Enforcement Officer" means any member of the R.C.M.P. or a Town of Strathmore Peace Officer, or Bylaw Enforcement Officer.
- i) "Equipment" means any tools, contrivances, devices or materials used by the Fire Department at an Incident or other emergency.
- j) "False Alarm" means any notification to the Fire Department or any Member thereof respecting the existence of a condition, circumstance or event presenting an imminent danger to persons or Property, wherein such a condition, circumstance or event is not in existence.
- k) "Fire" means any combustible material in a state of combustion.
- l) "Fire Chief" means that person, as head of the Fire Department, directed to ensure those services identified in this Bylaw are provided to the levels approved by Council in Policy 2301 and as amended from time to time.
- m) "Fire Department" means the department established by this Bylaw.
- n) "Fire Department Property" means all property owned or controlled by, and designated for use by, the Fire Department, regardless of the source of the property.
- o) "Fire Hazard" means any condition, circumstance or event where the possibility of Fire is increased.
- p) "Fire Permit" means a document issued by the Fire Department in the form approved by the Fire Chief.
- q) "Fire Pit" means outdoor fireplaces, stationary barbeques and non-combustible containers.
- r) "Fire Pit Permit" means a document issued by the Fire Department in the form approved by the Fire Chief.
- s) "Fire Protection" means those aspects of emergency response and Fire safety the Fire Department is authorized to perform, including but not limited to fire suppression, inspections/investigations, Motored vehicle collisions, Dangerous Goods incidents,

rescue, technical rescues, medical assistance, public education, public events, training and the dissemination of fire safety information. Reference Policy 2301

- t) "Fees for Service" refers to Town of Strathmore Bylaw#13-21 Schedule "M".
- u) "Fire Works" refers to Town of Strathmore Fireworks Bylaw#15-16.
- v) "Illegal Fire" means any Fire that is in contravention of this Bylaw.
- w) "Incident" means an emergency to which the Fire Department has sent a response or any other class of circumstance where the Fire Department has responded
- x) "Incident Commander" means the first responding officer of the Fire Department in attendance at an Incident who assumes command.
- y) "Member" means any person who is a duly appointed member in good standing of the Fire Department, including career, paid on call, part-time or volunteer.
- z) "Officer" means a member appointed by the Fire Chief to assist with management of the fire department
- aa) "Open Fire" means any Fire not contained within a building or structure and is not a fire pit or approved public park site.
- bb) "Property" means any real or personal Property, which without limiting the generality of the foregoing includes land, vehicles, and structures.
- cc) "Rescue" means those emergency response activities identified in the Fire Services Level Policy 2301 and to the levels as indicated and amended from time to time.
- dd) "Running Fire" means a Fire which has escaped its confinement, or which is burning without being under the control of any person.
- ee) "Recreational Fire" means a fire set in a controlled setting for the exclusive purpose of providing light, warmth, cooking or ceremonial purposes.
- ff) "Safety Codes Officer" for the purpose of this bylaw means a person duly appointed by the Town of Strathmore as a Safety Codes Officer in the Fire Discipline.
- gg) "Structure Fire" means a fire confined to and/or within any, structure which will, or is likely to cause the destruction of or damage to a structure.
- hh) "Town" means the Town of Strathmore in the Province of Alberta.
- ii) "Violation Ticket" means a Town of Strathmore Violation Ticket or a Violation Ticket as defined in the *Provincial Offences Procedure Act*, R.S.A. 2000, Chapter P-34

3. INTERPRETATION

- 3.1 Strathmore Fire Department is primarily a volunteer fire service with limitation, therefore, it is unreasonable for residents, builders and developers to expect levels of service as they would from a large metropolitan fire service. As growth occurs the Fire Chief will strive to improve fire services in terms of staffing, equipment, facilities, engineering and performance measures within the financial capacity of the Town.
- 3.2 Where there is any conflict between the provisions of this Bylaw and any other Bylaw of the Town, the more specific Bylaw shall prevail.

4. FIRE DEPARTMENT

- 4.1 Council hereby establishes Fire Services to:
- a) Prevent and extinguish fire to preserve Life, Property, Environment and Local Economy from the threat of fire.
 - b) Pre-Fire and Emergency Planning
 - c) Fire and Life Safety Inspections in accordance with the Quality Management Plan approved by Council and the Safety Codes Council;
 - d) Provide community outreach and education programs
 - e) Investigations to determine cause, origin and circumstance in accordance with the Quality Management Plan approved by Council and the Safety Codes Council;
 - f) Provide Rescue / Technical Rescue
 - g) Provide Medical First Responder Services
 - h) Enforce the provisions of the Safety Codes Act and its regulations – in the fire discipline.

5. FIRE CHIEF

- 5.1 The authority of the Fire Chief is granted by this Bylaw, Town Policy and the Safety Codes Act.
- 5.2 The Fire Chief shall be appointed and responsible to the CAO or designate.
- 5.3 The Fire Chief has complete responsibility and authority for the operations of the Fire Department and shall be responsible to ensure that all Fire Department activities are done safely and in the best interests of the Town of Strathmore.
- 5.4 The Fire Chief may establish rules, regulations, procedures, guidelines and committees necessary for the proper organization and administration of the Fire Department.
- 5.5 Rules, regulations, guidelines and procedures made pursuant to this Bylaw shall not be inconsistent with Council Policy and the legislation and regulations of the Province of Alberta.

- 5.6 The Fire Chief will, subject to budget approval by Council, purchase or otherwise acquire equipment, apparatus, materials and supplies necessary for the safe operation and maintenance of the Fire Department.
- 5.7 The Fire Chief or any other member in charge at an incident is empowered to cause a building, structure or anything to be pulled down, demolished or otherwise removed if they deem it necessary to prevent the spread of fire to other buildings, structures or things.
- 5.8 The Fire Chief or any other member in charge at an incident is empowered to cause Fire Services to enter on any land or premises, including adjacent land or premises, to combat, control, or deal with the incident in whatever manner they deem necessary.
- 5.9 Upon approval of the Chief Administrative Officer, the Fire Chief may negotiate on behalf of the Chief Administrative Officer with the Government of Alberta, other municipalities, and persons for the purpose of establishing mutual aid agreements and fire control agreements with recommendations and concerns regarding the establishing or renewing any mutual aid agreement or fire control agreement or amendments thereto.

6. JURISDICTION

- 6.1 The limits of the jurisdiction of the Fire Department will extend to the area and boundaries of the Town of Strathmore and no part of the Fire Department shall be used beyond the limits of the Town without:
 - (a) The express authorization of a written contract or agreement providing for the supply of fire & rescue protection outside the Town's boundaries; or
 - (b) Services made available at the request of the RCMP, Chief Officer of another Fire Department or Chief Administrative Officer of another Municipality.

7. ENFORCEMENT

- 7.1 Where a Property or Person does not comply with this Bylaw and or Regulations the Town may, pursue its enforcement alternatives in accordance with any Act, or common law right, including but not limited to the issuance of an order to remedy contravention by the Town, adding amounts to the tax roll, and pursuing injunctions pursuant to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended.

8. APPEAL

8.1 A person who considers themselves aggrieved by a Notice or Order given pursuant to this Bylaw may request a review of the Notice or Order by providing written notice of the request within 14 days of the receipt of the Notice or Order to the CAO.

After reviewing the Notice or Order the CAO may confirm, vary, substitute or cancel the Notice or Order.

9. REPEAL

9.1 Bylaw 05-02 "Fire Bylaw" is hereby repealed.

10. EFFECTIVE DATE

10.1 This Bylaw shall come into full force and effect upon third and final reading thereof.

READ A FIRST TIME this 20th day of June, 2018.

READ A SECOND TIME this 20th day of June, 2018.

READ A THIRD and FINAL TIME this 20th day of June, 2018.



MAYOR

CHIEF ADMINISTRATIVE OFFICER



**BYLAW NO 15-16
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BYLAW NO. 15-16
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW OF THE TOWN OF STRATHMORE, IN THE PROVINCE OF ALBERTA, TO PROHIBIT THE POSSESSION, SALE, STORAGE, PURCHASE, AND DISCHARGE OF FIREWORKS.

WHEREAS, The Town of Strathmore wishes to enact a Bylaw for the purpose of prohibiting the possession, sale, storage, purchase and discharge of fireworks by any person not in possession of a valid Fireworks Display Supervisor card issued pursuant to the Explosives Act of Canada, and its Regulations, by the Government of Canada.

AND WHEREAS, Section 7(a) of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000. As amended, provides for municipalities to enact Bylaws for the safety, health and welfare of people and the protection of people and property.

AND WHEREAS, Section 8(a) of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, provides for municipalities to enact Bylaws to regulate or prohibit.

AND WHEREAS, Section 8(c) of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, provides for Municipalities to enact Bylaws to provide for a system of licenses, permits and approvals.

THEREFORE, the Council of the Town of Strathmore recognizes that fireworks are explosive devices which are classified as Dangerous Goods under the Alberta Fire Code and which, when used improperly by untrained persons, can cause injury, damage, fire and death.

AND THEREFORE, the Council of the Town of Strathmore has determined that the sale, storage, purchase and discharge of fireworks by persons not in possession of a fireworks display supervisors card as creates an unacceptable level of risk to life, health, safety and property.

UNDER AUTHORITY of and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS**

TITLE

101. This Bylaw may be cited as the Town of Strathmore Fireworks Bylaw.



BYLAW NO 15-16 OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA

PURPOSE

201. The purpose of this Bylaw is to prohibit the possession, sale, storage, purchase and discharge of fireworks by any person not in possession of a valid fireworks display supervisors card.

DEFINITIONS

301. In this Bylaw, the definitions in the following enactment, as amended, in order of precedence, shall be used for the purpose of interpreting this bylaw and its application.
- a) *Municipal Government Act, (R.S.A. 2000, Chapter M-26)*
 - b) *Safety Codes Act (R.S.A. 2000, c. S-1)*
 - c) *Alberta Fire Code*
 - d) *Explosive Act (R.S.C. 1985, c. E-17)*
 - e) *Council means the municipal Council of the Town of Strathmore;*
 - f) *Town means the Town of Strathmore and all lands within its jurisdictional boundaries*
 - g) *For words not defined in the above, should reference the Canadian Oxford Dictionary*
 - h) *(2nd Edition), published by the Oxford University Press.*

PROHIBITIONS

401. No person (other than a display supervisor or wholesaler as authorized under the Explosive Act by the Explosive Regulatory Division of Natural Resources Canada) shall display for sale, offer for sale, sell, possess or store any fireworks within the Town of Strathmore.
402. No person, other than a fireworks supervisor, may obtain, purchase, handle, set-off, discharge or otherwise fireworks within the Town of Strathmore.
403. No person, other than an individual who has a valid pyro-technicians' card issued pursuant to the Explosive Act of Canada, shall set up, set off, operate or discharge a pyrotechnic display with the Town of Strathmore.

PERMISSIONS

501. A Display Supervisor or a Pyro-Technician, holding a valid authorization under the Explosive Act of Canada, may conduct a show after receiving authorization to do so in writing from the Fire Chief.



**BYLAW NO 15-16
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

502. A Display Supervisor or Pyro-Technician will apply in writing, a minimum of 28 calendar days prior to the event, to the Fire Chief for a written letter of authorization to conduct a display or show. The application in writing will cover all the information required by the Explosive Act and the Alberta Fire Code. It will include, but not limited to:
- 1) Date, Time and Location of the proposed event,
 - 2) Names, Addresses and Certification Numbers of all Display Supervisors or Pyro-technicians and assistants participating in the show,
 - 3) The name of the event sponsor,
 - 4) A full description of the planned event and a list of all materials to be fired, detonated, burnt or energized during the event.
 - 5) An emergency plan for the event.
 - 6) Verification of liability insurance, in the amount acceptable to the Town of Strathmore.
 - 7) Payment of designated application fee, and
 - 8) Any other information deemed necessary by the Town of Strathmore or the Fire Chief.
503. The Fire Chief may choose to issue to a Display Supervisor or Pyro-Technician, in the form of a signed letter on official letterhead, written permission for a show or display to take place.
504. The Fire Chief may choose not to issue written permission to anyone for a display or show if in their opinion, such a display or show may create a risk to life, safety or property.
505. The Fire Chief may attach any terms and conditions in a written letter of permission that they deem appropriate for the individual event.
506. The Fire Chief may choose to revoke any previously issued written letter of authorization for reasons of non-compliance with:
- 1) The Alberta Fire Code
 - 2) The Explosive Act
 - 3) The Letter of authorization, including any terms and conditions,
 - 4) Changes in the environmental conditions, and/or
 - 5) For any reasons of safety to life, limb, or property.



**BYLAW NO 15-16
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

PENALTIES

601. Breach of this Bylaw is an offence and upon conviction shall be subject to a penalty and fine of not less than \$100.00 and no more than \$5000.00.
602. Where an Enforcement Officer (Community Peace Officer, Bylaw Enforcement Officer or Police Officer with authority to enforce the bylaws of the Town of Strathmore) has reasonable grounds to believe that a person has violated any provision of this bylaw, the Enforcement Officer may commence Court proceedings against such persons by issuing the person a violation ticket pursuant to the provisions of the Provincial Offences Procedure Act.
603. The issuance of a violation ticket as noted shall require a Court appearance by the person pursuant to Part 2 of the Provincial Offences Procedure Act.
604. Where a Safety Codes Officer in the Fire Discipline, holding a Designation of Powers to the Town of Strathmore, or an enforcement Officer has reasonable grounds to believe that a person has violated any provision of the Alberta Fire Code, they may commence Court proceedings under the Safety Codes Act against such person by filing an information pursuant to the provisions of the Provincial Offences Procurement Act.

SEVERANCE

701. If any provision of this Bylaw is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of the Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

ENACTMENT

801. This Bylaw shall come into full force and effect upon the date of successful third reading and signing in accordance with Section 213 of the Municipal Government Act (R.S.A 2000, M-26) as amended.

READ A FIRST TIME THIS 5th day of August, 2015.

READ A SECOND TIME THIS 5th day of August, 2015.

READ A THIRD TIME and finally passed this 5th day of August, 2015.



BYLAW NO 15-16
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

MAYOR

CHIEF ADMINISTRATIVE OFFICER