



**TOWN OF BLACKFALDS  
BYLAW 1219/17**

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**A BYLAW OF THE TOWN OF BLACKFALDS, IN THE PROVINCE OF ALBERTA, TO  
CONTROL SECURITY ALARM SYSTEMS SO AS TO REDUCE FALSE ALARMS  
REQUIRING PROTECTIVE SERVICES DEPARTMENT RESPONSE**

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**WHEREAS** Council of the Town of Blackfalds has the authority to enact bylaws under the *Municipal Government Act*, RSA c. M-26, respecting the safety, health and welfare of people and the protection of people and property; and

**WHEREAS** False alarms requiring unnecessary emergency responses pose a threat to the safety of law enforcement personnel and the public by creating unnecessary hazards and delaying attendance at genuine emergencies, and result in considerable unnecessary expense; and

**WHEREAS** Council of the Town of Blackfalds deems it desirable and necessary in order to protect and preserve the safety and welfare of all its citizens that alarm systems be controlled so as to minimize false alarms.

**NOW THEREFORE**, Council of the Town of Blackfalds, in the Province of Alberta, duly assembled, enacts the following:

**PART 1 - TITLE**

1. That this Bylaw shall be known as the **“Security Alarm System Bylaw”**.

**PART 2 - DEFINITIONS**

2. In this Bylaw the following definitions shall apply:
  - 2.1 **“Alarm Company”** means a business whether carried on by an individual, partnership, or corporation or other entity and engaged in the selling, leasing, maintaining, servicing, repairing, altering, moving, installing or monitoring of a Security Alarm System;
  - 2.2 **“Alarm Coordinator”** means the person assigned by the Town to administer the provisions of this bylaw;
  - 2.3 **“Alarm Dispatch Request”** means a notification to a law enforcement agency that an alarm, either manual or automatic or electronic has been activated at a particular Alarm Site;
  - 2.4 **“Alarm Permit Application”** means the application form completed by the Alarm User or Alarm Company providing the required information for the Town to ensure compliance;
  - 2.5 **“Alarm Permit”** means a permit for the operation of an Alarm System issued by the Town pursuant to this bylaw;
  - 2.6 **“Alarm Registration”** means the formal notification process by an Alarm Company or an Alarm User to the Alarm Coordinator that an Alarm System has been installed and is in use, through the registration process of that system in accordance with Part 3 of this bylaw;
  - 2.7 **“Alarm Site”** means all property, including residential and non-residential property, within a single fixed premises or location served by an Alarm System or systems;
  - 2.8 **“Alarm System”** means any device designed to detect an unauthorized entry, other illegal act or emergency at an Alarm Site, which, when activated, emits or transmits a signal intended to summon the Peace Officer or Blackfalds’ Fire Department whether monitored by an Alarm Company or not, but excludes a device installed in a vehicle;
  - 2.9 **“Alarm User”** means any person, firm, partnership, corporation or other entity who uses, and is responsible for, the control of any Alarm System at its Alarm Site. There may be more than one Alarm User at any one Alarm Site;



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- 2.10 **“Automatic Calling Device”** means any device, or combination of devices, that will upon activation, either mechanically, electronically or by any other automatic means, initiate a telephone or recorded message or any other signal intended to alert another person of a security occurrence or the existence of an emergency situation and which is designated to be transmitted over regular telephone lines but does not include a device commonly referred to as a telephone;
- 2.11 **“False Alarm”** means any activation of an Alarm System which results in a response and attendance by the RCMP or Blackfalds’ Fire Department at an Alarm Site, where no unauthorized entry to the alarmed premises or other illegal act or emergency has occurred and no similar emergency exists, no matter how that request for service is received and includes, but is not limited to an Alarm System that:
- a) is being tested without prior notice to the RCMP and Blackfalds’ Fire Department;
  - b) is activated by a mechanical failure or malfunction, or faulty equipment;
  - c) is activated by the presence or movement of pets, or any other interior movement, at the Alarm Site;
  - d) which is activated by any act of negligence, error or omission; or
  - e) is activated by atmospheric conditions, excessive vibrations, power failure or communications failure, unless it is shown by the owner of the Alarm Site that the False Alarm was caused by a storm, lightning, fire, earthquake or act of God;
- 2.12 **“Keyholder”** means an individual designated by the Alarm User who can be contacted in the event of an alarm condition, and who must have access to the Alarm Site and be able to operate the Alarm System;
- 2.13 **“Local Alarm”** means an alarm which generates an audible sound only in or about the premises where it is located when it is activated;
- 2.14 **“Local Alarm System”** means any Alarm System that annunciates an alarm only by a Local Alarm;
- 2.15 **“Malicious False Alarm”** means when a person, or persons unknown, with intent to misuse and cause disruption, has activated a pull station or a detection device causing an Alarm System to activate;
- 2.16 **“Monitored Alarm System”** means an Alarm System, excluding a Local Alarm, which when activated transmits a sound, signal, or message to a location where personnel are in attendance at all times and one of whose functions is to notify the RCMP of the Alarm System being activated;
- 2.17 **“Municipal Ticket”** means a municipal ticket issued in the form prescribed by the Chief Administrative Officer on behalf of the Town for a violation under this Bylaw;
- 2.18 **“Peace Officer”** means any member of the RCMP, a Community Peace Officer or a Bylaw Enforcement Officer for the Town;
- 2.19 **“Transfer”** means the transaction or process by which an Alarm User takes over control of an existing Alarm System, which was previously controlled by another Alarm User;
- 2.20 **“Violation Ticket”** means as defined by the Provincial Offences Procedures Act, R.S.A. 2000, c. P-34.

**PART 3 - ALARM SYSTEMS**

3. No person shall install an Alarm System that does not meet all applicable federal, provincial and municipal codes, standards and regulations.
4. No person shall provide, install, maintain or use any Automatic Calling Device which is programmed to access the emergency telephone number “911” or any



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other telephone number used by the RCMP or Blackfalds' Fire Department.

5. No person shall test or maintain an Alarm System without first placing the Alarm System "out of service" to prevent a False Alarm from occurring.

**PART 4 - REGISTRATION & PERMIT**

6. An Alarm User must register an Alarm System through the Alarm Permit Application process. Each individual unit or portion of a property or building, which has an independent Alarm System, shall be considered a separate Alarm Site and a separate Alarm Permit is required for each Alarm Site.
7. All Alarm Permits will require the payment of a onetime *Alarm Permit* fee as set out in "**Schedule A**" to this Bylaw. The Alarm Permit Application and payment of fees must be made to the Alarm Coordinator within ten (10) business days after the date the Alarm System was installed.
8. An Alarm Permit may be refused if the applicant:
  - (a) refuses to pay the applicable fees as set out in Schedule "A" of this Bylaw;
  - (b) provides false information on the Alarm Permit Application; or,
  - (c) has had an Alarm Permit revoked or suspended due to a violation that has not been corrected.
9. Each Alarm Permit Application in the form set out in Schedule "B" to this Bylaw must be completed in its entirety and signed by the applicant.
10. No person shall provide false information on an Alarm Permit Application.
11. An Alarm Permit cannot be assigned or transferred to another person or Alarm Site without written permission from the Alarm Coordinator. A new Alarm Permit will be required for each Alarm Site.
12. An Alarm User shall inform the Alarm Coordinator of any change that alters any information contained in the Alarm Permit Application within ten (10) business days of any change.
13. No person shall install or use, or permit to be installed or used, an Alarm System in, or on, any building or property without applying for and obtaining an Alarm Permit from the Town.

**PART 5 - FALSE ALARM RESPONSE FEES**

14. When the Peace Officer or Blackfalds Fire Department are called out to respond to a False Alarm from an Alarm System within a residential property, the Alarm User shall pay the applicable fee amount set out in Schedule "A" to this Bylaw.
15. When the Peace Officer or Blackfalds Fire Department are called out to respond to a False Alarm from an Alarm System within a non-residential property, the Alarm User shall pay the applicable fee amount set out in Schedule "A" to this Bylaw.
16. When the Peace Officer or Blackfalds Fire Department respond to an Alarm Site where a Malicious False Alarm has occurred, the Alarm User shall pay the applicable fee amount set out in Schedule "A" to this Bylaw.
17. The following shall not be included when computing the number of False Alarms which have occurred pursuant to Section 14 and 15 of this Bylaw:
  - (a) any False Alarm which the owner can demonstrate was caused by a storm, lightning, fire, earthquake, or other act of God;
  - (b) any False Alarm where cancellation has occurred prior to RCMP arrival and within five minutes from the time of the dispatch to RCMP patrol unit;
  - (c) any False Alarm caused by communication network disruptions beyond the control of the alarm owner, employee or designate; and
  - (d) any False Alarm that occurs during the first seven (7) days after the initial installation of an Alarm System.



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18. Any person who is charged a response fee pursuant to this Bylaw must pay the fee within the time and manner specified on the invoice from the Town setting out the response fee amount. An invoice sent by the Town to the address set out in the Application Permit Application is deemed to be received by the Alarm User 7 days after mailing.
19. No response fee will be charged for the first False Alarm at an Alarm Site after this Bylaw is passed.
20. If a False Alarm occurs at any residential or non-residential property, the Alarm User is guilty of an offence.
21. An Alarm Permit may be revoked, at the discretion of the Alarm Coordinator, if more than three (3) False Alarms take place at the same address within a six (6) month period. A permit cost as set out in Schedule "A" will be required to reinstate the Alarm Permit.
22. No person shall cause a Malicious False Alarm.

### PART 6 - DUTIES OF ALARM COMPANIES

23. An Alarm Company shall ensure all necessary employees or contractors and the customer are aware of the provisions of this Bylaw, and shall provide current and accurate information to the Town as required by the provisions of this Bylaw.
24. Upon completion of an installation, or following any inspection of an Alarm System pursuant to this bylaw, an Alarm Company employee shall:
  - (a) offer a training period to customers upon installation of alarm;
  - (b) ensure that all new customers have in possession a copy of the Alarm Permit Application as set out in Schedule "B" to this Bylaw.
25. An Alarm Company performing monitoring services shall attempt to verify every alarm signal before requesting a Peace Officer or Blackfalds Fire Department response to an Alarm System signal.
26. An Alarm Company performing monitoring services shall communicate alarm dispatch requests and cancellations to the Peace Officer and Blackfalds Fire Department in the manner and form determined by the Town.

### PART 7 - DUTIES OF THE ALARM USER

27. An Alarm User shall:
  - a) maintain the applicable premises and the Alarm System in a manner that will minimize or eliminate False Alarms;
  - b) make every reasonable effort to attend at the Alarm Site as an owner or by a Keyholder within twenty (20) minutes of being notified in order to deactivate a malfunctioning Alarm System;
  - c) provide Peace Officer and the Blackfalds Fire Department access to the premises when an Alarm Dispatch Request is made, and where necessary, ensure security for the premises such that Peace Officer and Blackfalds Fire Department resources may be released as soon as possible after responding to such a request;
  - d) not manually activate an Alarm for any reason other than an occurrence of an event that the Alarm System was intended to report.
28. An Alarm User shall adjust the mechanism or cause the mechanism to be adjusted so that an alarm signal audible on the exterior of an Alarm Site will sound for no longer than five (5) minutes after being activated.

### PART 8 - GENERAL

29. Schedule "A", Schedule "B" and Schedule "C" as attached form part of this Bylaw.
30. Peace Officers and Blackfalds Fire Department will monitor and record False Alarms which will then be submitted to the Alarm Coordinator and Senior Peace



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Officer for the Town of Blackfalds enforcement action.

- 31. Any person who contravenes any section of this Bylaw is guilty of an offense.
- 32. In any prosecution for an offense, where any question arises as to whether a person had a valid and subsisting Alarm Permit, the burden is on that person to establish that an Alarm Permit was valid and subsisting.
- 33. Where the Alarm Coordinator or Peace Officer has reasonable grounds to believe that a person has contravened any provisions of this Bylaw:
  - (a) they may serve a Municipal Ticket allowing payment of the specified fine as set out in this Bylaw, which payment will be accepted by the Town, in lieu of prosecution for the offence; or
  - (b) they may issue and serve a Violation Ticket in accordance with the Provincial Offences Procedure Act RSA 2000, c. P-34 and amendments thereto, allowing a voluntary payment of the specified fine as set out in this Bylaw, or requiring a person to appear in court, without the alternative of making a voluntary payment.
- 34. Nothing prevents a Peace Officer from issuing a Violation Ticket without having first issued a Municipal Ticket.
- 35. If any provision of this Bylaw is found to be void or unenforceable, it shall not affect the validity of the remainder of the Bylaw.

**PART 9 REPEAL**

- 36. That Bylaw 1191/15 and amendments thereto are hereby rescinded.

**PART 10 - DATE OF FORCE**

- 37. That this Bylaw shall come into full force and effect upon the date on which it is finally read and passed.

READ for a First time this 12<sup>th</sup> day of DECEMBER, A.D., 2017

(RES NO. 280/17)

R Poole  
MAYOR RICHARD POOLE

[Signature]  
CAO MYRON THOMPSON

READ for a Second time this 12<sup>th</sup> day of DECEMBER, A.D., 2017

(RES NO. 281/17)

R Poole  
MAYOR RICHARD POOLE

[Signature]  
CAO MYRON THOMPSON

READ for a Third and Final time this 12<sup>th</sup> day of DECEMBER, A.D., 2017

(RES NO. 283/17)

R Poole  
MAYOR RICHARD POOLE

[Signature]  
CAO MYRON THOMPSON



**BYLAW 1219/17 - SCHEDULE "A"**  
**ALARM PERMIT COSTS AND RESPONSE FEES**

Part	Section	Description	Permit Cost
4	7	Alarm Permit (new) – Residential & Non-Residential	\$25.00 (one-time fee)
4	8	Alarm Permit (reinstatement) – Residential & Non-Residential	\$100.00
5	21	Reinstatement of Alarm Permit – after revocation	\$250.00

Part	Section	Description	Response Fee
5	14/15	Peace Officer or Blackfalds Fire Department Response to 1 <sup>st</sup> False Alarm (Residential and Non-Residential)	\$0.00
5	14	Peace Officer or Blackfalds Fire Department Response to 2 <sup>nd</sup> False Alarm (Residential)	\$250.00
5	15	Peace Officer or Blackfalds Fire Department Response to 2 <sup>nd</sup> False Alarm (Non-Residential)	\$300.00
5	14	Peace Officer or Blackfalds Fire Department Response to 3 <sup>rd</sup> and subsequent False Alarm (Residential)	\$500.00
5	15	Peace Officer or Blackfalds Fire Department Response to 3 <sup>rd</sup> and subsequent False Alarm (Non-Residential)	\$600.00
5	16	Peace Officer or Blackfalds Fire Department Response to a Malicious False Alarm (Residential or Non-Residential)	Court



TOWN OF BLACKFALDS  
 Box 220  
 5018 Waghorn Street  
 Blackfalds AB T0M 0J0

PERMIT NUMBER:

## SCHEDULE "B" ALARM PERMIT

### PREMISES INFORMATION (Please print legibly)

<b>RESIDENTIAL OCCUPANT</b> (Surname, First Name)		<b>Home Phone</b> <small>(Area Code)</small>	<b>Work</b> <small>(Area Code)</small>	<b>Cell</b> <small>(Area Code)</small>
1. MANDATORY		MANDATORY	MANDATORY	MANDATORY
2.		<b>Home Phone</b> <small>(Area Code)</small>	<b>Work</b> <small>(Area Code)</small>	<b>Cell</b> <small>(Area Code)</small>
<b>COMMERCIAL PREMISE</b> (Name)				___ New Business
<small>COMMERCIAL APPLICANT ONLY</small>				___ New Ownership
<b>Contact Name</b>		<b>Business Phone</b> <small>(Area Code)</small>		___ Update Only
MANDATORY		MANDATORY		
Business Hours:				
SUN:	MON:	TUES:	WED:	THURS:
				FRI:
				SAT:
<b>ADDRESS OF PROTECTED PREMISE</b>				Postal Code:
MANDATORY				MANDATORY
Mailing Address (If different than above)				Postal Code:
				MANDATORY

### ALARM INFORMATION (Please print legibly)

Name of INSTALLING OR MAINTENANCE AGENCY or ___ Self Installed		<b>Phone</b> <small>(Area Code)</small>	Bus. Licence #
MANDATORY		MANDATORY	MANDATORY
Name of Monitoring Alarm Agency or _____ Self-Monitoring		<b>Phone</b> <small>(Area Code)</small>	Bus. Licence #
MANDATORY		MANDATORY	MANDATORY

### KEYHOLDER INFORMATION (Keyholders must be able to attend address within 20 minutes)

Must be persons **NOT** living in premise address!

(Surname, First Name)		<b>Home Phone</b> <small>(Area Code)</small>	<b>Work</b> <small>(Area Code)</small>	<b>Cell</b> <small>(Area Code)</small>
1. MANDATORY		MANDATORY	MANDATORY	MANDATORY
(Surname, First Name)		<b>Home Phone</b> <small>(Area Code)</small>	<b>Work</b> <small>(Area Code)</small>	<b>Cell</b> <small>(Area Code)</small>
2. MANDATORY		MANDATORY	MANDATORY	MANDATORY

I CERTIFY THAT I HAVE READ AND UNDERSTAND THE TOWN OF BLACKFALDS ALARM BYLAW 1219.17 and THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT, TO THE BEST OF MY KNOWLEDGE.

**Signature** **Date**

Personal information collected on this Alarm Permit Application Form is being collected under the authority of Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act (FOIP) and will be used to process and administer your alarm permit. Questions about the use or collection of this information should be directed to the Town of Blackfalds FOIP Coordinator at 403-885-6248 or [foip@blackfalds.com](mailto:foip@blackfalds.com)

### ALL PERMITS ARE NON TRANSFERABLE

#### FOR OFFICE USE ONLY

Permit Fee Charged	Method of Payment	Clerk Initials	PERMIT NUMBER:
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In accordance with the Town of Blackfalds Bylaw 1219.17 and subject to all provisions and regulations stated therein, including suspension or termination, this permit authorizes the installation and use of the alarm system as described in the application above.

Not valid until endorsed by Town of Blackfalds

## **An Alarm Permit is required to operate an alarm system in the Town of Blackfalds, for both residents and businesses.**

### **Why does the Town have an Alarm Bylaw?**

- Town Council has the authority under the Municipal Government Act to enact bylaws that respect the health and welfare of the people and protect property. Council deems it necessary to regulate alarm systems in buildings and residences in order to minimize false alarms and to protect and preserve the well-being of its citizens.

### **Do I require an Alarm Permit?**

- An Alarm Permit is required to operate an alarm system in the Town of Blackfalds.
- Permits are available at the Town Office at 5018 Waghorn Street, <https://www.blackfalds.com/town-services/contact-us>
- The **cost is \$25** for either residential or business. Permits are non-transferrable to a new building or to a new owner. The new owner must apply for a new permit. A change in residence or buildings requires a new permit.

### **Is there a penalty if I do not have an Alarm Permit?**

- Yes, a fine of **\$100** will be charged for failure to register and obtain a permit for an alarm system.

### **Can an alarm company install an alarm system before I receive my Alarm Permit?**

- No - An alarm company or its employees cannot install an alarm system unless the owner or occupant has a valid Alarm Permit. Should this occur, a fine of **\$100** will result.

### **Is there a false alarm response fee if the RCMP are dispatched to my home or business?**

- Yes, the Town of Blackfalds charges a response fee of **\$250** for a second false alarm response to a residence and **\$500** for a third response. Second response to a non-residence is **\$300** with a fee of **\$600** for a third response. There is no false alarm fee levied for a first response to a residence or non-residence.

### **Is there a penalty if I have too many false alarms?**

- Yes - If you have more than three (3) false alarms in any six (6) month period, to the same address, your permit will be revoked and use of your alarm system prohibited. Payment of a fee of **\$100** is required to reinstate your permit.

### **Do I need key holders?**

- After an alarm, it is desirable to inspect the premises as soon as possible to determine if unlawful entry has occurred. Owners, or their designates, are required to attend the premise within twenty (20) minutes. Key holder lists should be reviewed regularly, with any changes reported to your alarm monitoring company.

### **Where can I get more information?**

- View the Security Alarm System Bylaw #1219/17 at <https://www.blackfalds.com/government/bylaws>
- or contact the Town Office at 403.885.4677





**BYLAW 1219/17 - SCHEDULE "C"**

			<b>Specified Penalties</b>		
<b>Part</b>	<b>Section</b>	<b>Offence Description</b>	<b>First</b>	<b>Second</b>	<b>Third and Subsequent</b>
3	3	Install non-compliant Alarm System	250	300	500
3	3	Install/provide/use an Automatic Calling Device	250	300	500
3	3	Test/maintain Alarm System without first disabling it	250	300	500
4	7	Fail to pay Alarm Permit fee	250	300	500
4	9	Fail to complete or sign Alarm Permit Application	250	300	500
4	10	Provide false information on Alarm Permit Application	250	300	500
4	11	Assign or Transfer Alarm Permit without written permission from Alarm Coordinator	250	300	500
4	12	Fail to update information with Alarm Coordinator	250	300	500
4	13	Fail to apply for and obtain Alarm Permit for Alarm System	250	300	500
5	22	Cause a Malicious False Alarm	Court	Court	Court
6	23	Alarm Company fail to ensure customer aware of Bylaw provisions	250	300	500
6	24(a)/(b)	Alarm Company fail to train and provide Alarm Permit Application	250	300	500
7	25	Alarm Company fail to verify alarm before contacting Peace Officer	250	300	500
7	26	Alarm Company fail to communicate dispatch and cancellations to Peace Officer in prescribed manner	250	300	500
7	27(a)	Fail to maintain premises/Alarm System to minimize/eliminate False Alarms	250	300	500

7	27(b)	Fail to attend Alarm Site in a timely manner to deactivate Alarm System	250	300	500
7	27(c)	Fail to provide access to premises to Peace Officer/Fire Dept. and secure premises at Alarm Site	250	300	500
7	29(d)	Manually activate Alarm System for improper event	250	300	500
7	28	Fail to set audible alarm signal to sound for no more than 5 minutes	250	300	500