

MOUNTAIN VIEW COUNTY

BYLAW NO. 09/16

PUBLIC EVENTS BYLAW

**Mountain View County
Province of Alberta**

Bylaw No. 09/16

**A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE
REGULATION AND CONTROL OF PUBLIC EVENTS WITHIN MOUNTAIN VIEW COUNTY**

SECTION 1 - AUTHORITY

- 1.01 The Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 provides that Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; people, activities and things in, on or near a Public Place or place that is open to the public; and, provide for a system of licenses, permits or approvals.
- 1.02 This bylaw may be cited as the "Public Event(s) Bylaw".

SECTION 2 - DEFINITIONS

- 2.01 In this Bylaw, unless the context otherwise requires:
- a. "APPLICANT" means the person who applies for a Public Event Permit pursuant to this Bylaw;
 - b. "APPROVING AUTHORITY" means The County Chief Administrative Officer or designate in consultation with the Planning and Development Department.
 - c. "PEACE OFFICER" means a Community Peace Officer appointed by the Solicitor General of Alberta in accordance with the **Peace Officers Act S.A. 2006 Chapter P-3.5**, and a member of the Royal Canadian Mounted Police.;
 - d. "PERSON(S)" means an individual or corporation and the heirs, executors, administrators or other legal representatives of a Person(s) or corporation;
 - e. "PUBLIC EVENT" means and includes any music concert, concert, performance, amusement, dance, exhibition, entertainment, parade, assembly, game, athletic or sports contest and any event or function which is held at a public place in the County and to which members of the general public are invited or admitted for a fee or free of charge, but does not include a private gathering or event to which members of the public are not invited or admitted.
 - f. "PUBLIC PLACE" means any place to which the public has access as a right or by invitation, express or implied, and without restricting the foregoing to constitute a Public Place it is not necessary that all segments of the public have a right of access thereto;
 - g. "RESPONSIBLE PARTY" means every person who is an Applicant (if a corporation, all directors), Public Event promoter, Public Event manager, or provides entertainment or concessions for the Public Event;

- h. **"VIOLATION TICKET"** means a ticket issued pursuant to the **Provincial Offences Procedures Act R.S.A. 2000 Chapter P-34**, or as amended from time to time.

SECTION 3 – GENERAL PROHIBITION

- 3.01 No person(s) shall hold, conduct, manage, or allow to be held or organized a Public Event within the County unless that person(s) has first obtained a Public Event Permit from the Approving Authority.
- 3.02 No person shall hold, conduct, manage or allow to be held or organized a Public Event except in compliance with the terms of a Public Event Permit.
- 3.03 A Public Event Permit must not be issued to circumvent the need for a Development Permit or to exceed limitations contained within an existing Development Permit.
- 3.04 There may be specific circumstances where the ability to obtain a Public Event Permit is specified as a condition of an approved Development Permit. In such cases it is appropriate to consider issuing a Public Event Permit based on the merits of the application.

SECTION 4 – PUBLIC EVENT PERMIT EXCEPTIONS

- 4.01 The following organizations, clubs, groups or societies do not require a Public Event Permit to hold a Public Event unless, in the opinion of Approving Authority, the nature and scale of the event is such that a permit is required:
- a. Community Associations for events such as picnics, turkey suppers, Christmas concerts, pie socials, ball games, community dances, and other events which are held in or on the Community Association property ;
 - b. An agricultural society registered pursuant to the *Agricultural Societies Act*;
 - c. Religious or church organizations;
 - d. 4-H Clubs;
 - e. Scouts, cubs, brownies or guides, CGIT, Cadets and other similar organizations;
 - f. Schools or School Boards;
 - g. Families holding Public Events commonly referred to and recognized as "family reunions" or "weddings"
 - h. Service Groups that are active in the community, examples may include, but are not limited to Elks, Kiwanas, Rotary Club and Lions.
 - i. Any other club(s) or organization(s) determined by the Approving Authority to be similar in nature.

SECTION 5 – PERMIT REQUIREMENTS

- 5.01 A permit for a Public Event is valid for one occurrence only at one location for the date(s) specified on the Public Event Permit. A Public Event Permit will only be valid for a maximum of 24 hours.
- 5.02 A complete application for a Public Event Permit pursuant to this Bylaw must be made no later than Sixty (60) days before the proposed date of the Public Event. The Approving Authority may accept a complete application within 60 days of the proposed date of the Public Event if he/she is satisfied that the application can be properly evaluated within that time.
- 5.03 A complete application for a Public Event must include the following:
- a. Full name and address of the Applicant (If the Applicant is a corporation, the names and addresses of all corporate directors);
 - b. Full name and address of all responsible parties;
 - c. The legal description of the location of the proposed Public Event and a current copy of the Certificate of Title for the proposed location;
 - d. A letter of authorization from the registered landowner;
 - e. A letter from the registered landowner authorizing County personnel, personnel contracted by the County or Peace Officers to visit the proposed site prior to the Public Event and if required during the Public Event to ensure that this or any other Bylaw, permit conditions or other legislation are being complied with;
 - f. A non-refundable permit fee as determined by Council in the Fee Schedule Bylaw;
 - g. A Public Event proposal that addresses the following matters:
 - I. A written statement outlining the kind, character or type of Public Event proposed;
 - II. The date(s) of the proposed Public Event(s);
 - III. The times the Public Event will begin and end;
 - IV. An indication of the expected attendance and a statement of how higher than expected attendance will be handled;
 - V. The method by which tickets to the Public Event(s) will be sold and, where they will be available and the name(s) and address(s) of all ticket agents;
 - VI. A written statement detailing the type of beverages and food to be provided. (The Applicant must consult with the local health authority);
 - VII. A written statement detailing how the disposal of solid waste is to be addressed;
 - VIII. A detailed written plan setting out how water and sanitation facilities will be addressed for the proposed Public Event (The Applicant must consult with the local health authority);

- IX. A statement as to whether or not it is proposed that alcohol be sold at the Public Event; If applicable a copy of the Liquor License must be provided prior to the Public Event occurring.
 - X. A detailed written plan setting out how the Applicant intends to address security concerns. The security plan will address:
 - (a) how many security personnel will be in attendance at the Public Event;
 - (b) qualifications of security personnel;
 - (c) how security personnel will monitor the Public Event including arrivals and departures;
 - (d) proposed access to the Public Event by emergency medical or fire personnel; and
 - (e) the method of communication between security and Public Event personnel.
 - XI. A means of contacting the Applicant or Responsible Party during the proposed Public Event;
 - XII. A plan detailing ingress and egress for vehicular traffic and a proposed parking plan;
 - XIII. A detailed plan outlining any steps to be taken to ensure noise disturbance outside the Public Event location is minimized and any steps that will be taken to ensure noise is controlled within the Public Event.
 - XIV. A detailed written plan setting out how the Applicant intends to address emergency medical concerns, including how many medical personnel and equipment will be in attendance and the qualifications of the medical personnel
 - XV. Proof of insurance
 - XVI. Any other reasonable matter deemed appropriate by the Approving Authority.
- 5.04 The permit may be approved with or without conditions. Although not limited to, the following conditions may be imposed on any permit:
- a. The maximum number of persons that may attend the Public Event;
 - b. Specific requirements for access to and from the proposed location and parking;
 - c. Specific requirements for noise attenuation;
 - d. Specific requirements or procedures for any emergency medical personnel or equipment;
 - e. Specific requirements to confirm security personnel or policing has been retained;
 - f. Any other requirements that are deemed to be reasonably necessary by the Approving Authority to protect the safety, health, welfare, and property of the attendees of the Public Event or the adjacent landowners.

- 5.05 In addition to the above requirements, the following additional conditions may be imposed:
- a. That the Applicant obtain a Development Permit from the County if they wish to repeat similar Public Events on the same Property in the future;
 - b. That the Applicant provide the County with an irrevocable letter of credit or a cash deposit, in an amount specified by the Approving Authority, to be disposed of by the Approving Authority in amounts deemed appropriate to provide adequate security for compliance with the conditions of the Special Events Permit, on the basis of legitimate claims.
- 5.06 All costs and expenses incurred in meeting the requirements of this Bylaw or any conditions attached to the Special Events Permit or by reason of breach of this Bylaw shall be borne by the Applicant or the Person(s) in breach and are a debt owed to the County. This may include, but is not limited to all costs incurred by the County in regards to policing, emergency fire or medical expenses. The County may utilize and draw upon any security held by the County to pay any or all of the costs incurred by the County.
- 5.07 Where an irrevocable letter of credit is required, as a condition of a Public Event Permit, failure to provide the letter of credit within a time period stipulated by the Approving Authority shall render the permit to hold the Public Event as null and void
- 5.08 The Approving Authority may, when evaluating an application for a Public Event Permit, consult with any appropriate agency or authority such as the local health authority, the Royal Canadian Mounted Police and any provincial or federal agency.
- 5.09 Any permit approved pursuant to this Bylaw does not relieve the Applicant of complying with any other municipal, provincial or federal legislation.
- 5.10 Failure to submit proof that all statutory obligations or requirements of the Public Event Permit application have been satisfied by the Applicant or evidence of previous mismanagement of similar Public Events shall be good and ample reason for the Approving Authority to refuse to issue a permit for the Public Event.
- 5.11 The Approving Authority may refuse to issue a Public Event Permit if:
- a. The Applicant or other Responsible Party have previously held an Public Event and breached any of the conditions of the permit for that Public Event;
 - b. In the opinion of the Approving Authority the potential noise impact of the Public Event would create a nuisance for the community;
 - c. In the opinion of the Approving Authority, the proposed Public Event cannot be conducted in a safe manner due to the proposed location or the proposals for security, access and egress for vehicle traffic, or emergency management; or
 - d. In the opinion of the Approving Authority, the proposed Public Event is not an appropriate Public Event for the proposed location.
- 5.12 A Peace Officer, believing upon reasonable and probable grounds that a Public Event has become disorderly, may stop the Public Event by any reasonable means.

- 5.13 Failure by the Applicant or Responsible Parties to stop the Public Event when requested to do so by a Peace Officer is a breach of this bylaw.

SECTION 6 - ENFORCEMENT

- 6.01 Any person who contravenes Sections 3.01, 3.02 or 5.13 of this Bylaw is guilty of an offence and is liable on summary conviction to a fine of One Thousand (\$1,000.00) DOLLARS and in default of payment is liable to imprisonment for a term not exceeding six (6) months.
- 6.02 Any person who contravenes any other provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine of not more than Ten Thousand (\$10,000) DOLLARS and not less than One Thousand (\$1,000.00) DOLLARS and in default of payment is liable to imprisonment for a term not exceeding six (6) months.
- 6.03 Where a Peace Officer believes that a person has contravened any provision of this Bylaw, he may serve upon such person a Violation Ticket in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2002 c. P-34.
- 6.04 Where any person has been convicted of breaching Sections 3.01, 3.02 or 5.13 of this Bylaw within a TWENTY-FOUR (24) month period of a conviction under the same section, the specified penalty payable in respect of the second contravention shall be double the amount indicated in section 6.01.

Where any person has been convicted of breaching the same section of this Bylaw two or more times within a TWENTY-FOUR (24) month period, the specified penalty payable in respect of the third or subsequent contravention shall be quadruple the amount indicated in section 6.01.

SECTION 7 - SEVERABILITY

- 7.01 Each provision of this bylaw is independent of all other provisions. If any such provision is declared invalid by a Court of competent jurisdiction, all other provisions of this bylaw will remain valid and enforceable.

SECTION 8 - RESCINDED BYLAWS

- 8.01 Bylaw No. 08/11 is hereby rescinded

SECTION 9 - EFFECTIVE DATE

9.01 This Bylaw shall come into effect at such time as it has received third (3rd) reading and has been signed in accordance with the *Municipal Government Act*.

Read the first time this 8th Day of June 2016

Read the second time this 8th Day of June 2016

Read the third time this 22nd Day of June 2016



Reeve



Chief Administrative Officer

June 22 2016
Date of Signing