

**TOWN OF SUNDRE  
BYLAW NO. 855**

**A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION AND CONTROL OF PUBLIC PLACES, PUBLIC EVENTS AND EXTENDED DANCE EVENTS WITHIN THE TOWN OF SUNDRE**

**WHEREAS** the Municipal Government Act RSA 2000 Chapter M-26.1 as amended 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 license, permits or approvals;

**NOW THEREFORE** the Council of the Town of Sundre enacts as follows:

- 1.0 This bylaw shall be know as the **“Event(s) Bylaw”**
  
- 2.0 **Definitions – for the purpose of this bylaw:**
  - 2.1 **“APPLICANT”** means the person who applies for an event license or permit pursuant to this bylaw
  
  - 2.2 **“DAY”** means the hours between 8:00 a.m. and 10:00 p.m. of the same calendar date
  
  - 2.3 **“EXTENDED DANCE EVENT”** means a gathering of people for the primary purpose of dancing to music which lasts for more than five (5) hours and includes events which may commonly be referred to as “raves”
  
  - 2.4 **“EVENT”** means a public event or extended event
  
  - 2.5 **“LICENSING AUTHORITY”** means Council or as may be delegated to the Municipal Planning Commission or other designated parties in accordance with Town bylaws
  
  - 2.6 **“NIGHT”** means the hours between 10:00 p.m. and 8:00 a.m. of two consecutive calendar days
  
  - 2.7 **“PEACE OFFICER”** means a constable of the Town of Sundre, a member of the Royal Canadian Mounted Police, members of the Enforcement Division, Alberta Infrastructure, or a conservation officer appointed under the Wildlife Act
  
  - 2.8 **“PERSONS”** means an individual or corporation and the heirs, executors, administrators or other legal representatives of a person(s) or corporation
  
  - 2.9 **“PUBLIC EVENT”** means an amusement, entertainment, parade, concert, athletic contest, sports contest, event or gathering and also includes assemblies, concerts and/or festivals in accordance with Land Use Bylaw No. 705
  
  - 2.10 **“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
  
  - 2.11 **“RECOGNIZED”** means a pre-existing, formally organized organization

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- 2.12 “**RESPONSIBLE PARTY**” means every person who is an applicant (if a corporation, all directors), event promoter, event manager, provides entertainment or concessions, or profits in any way from the event
- 2.13 “**SUMMARY CONVICTION**” means a summary conviction under and by virtue of Part XXIV of the Criminal Code

**3.0 Public Place or Park**

- 3.1 Any peace officer witnessing and believing, upon reasonable and probable grounds, that any person is conducting himself in a disorderly manner in a public place or park under the jurisdiction of the Town, may order that person to leave the public place or park
- 3.2 Any person who fails, neglects or refuses to leave the public place or park when ordered to do so by a peace officer is guilty of an offence punishable on summary conviction
- 3.3 In addition to prosecution, any person who fails, neglects or refuses to leave a public place or park when ordered to do so by a peace officer may be ejected, by force if necessary, from the said public place or park

**4.0 Public Event(s) and Extended Dance Event(s)**

- 4.1 No person(s) shall hold, conduct, manage or organize or allow to be held or organized a public event or an extended dance event within the Town unless that person(s) has first obtained a license from the licensing authority
- 4.2 A license is not required if approval has been granted through the issuance of a development permit for a public event or an extended dance event pursuant to the Town of Sundre Land Use Bylaw No. 705, as amended
- 4.3 A license or permit for a public event shall not be required pursuant to this bylaw if the event is organized by one of the following:
- 4.3.1 A recognized community organization(s)
  - 4.3.2 An agricultural society
  - 4.3.3 Religious or church functions where the event is located on a site with an approved development permit
  - 4.3.4 4-H clubs
  - 4.3.5 Scouts, Cubs, Brownies or Guides
  - 4.3.6 A recognized sporting organization(s)
  - 4.3.7 School or School Board events
  - 4.3.8 Family reunion, and
  - 4.3.9 Any other club(s) or organization(s) deemed by Council to be similar in nature

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- 4.4 A license or permit for an extended dance event shall not be required pursuant to this bylaw if the event is a wedding dance, community dance, school dance or similar event
- 4.5 A license for a public event or extended dance event is valid for one event only and one location for the date(s) specified on the license or permit
- 4.6 A complete application for a license or permit pursuant to this bylaw must be made no later than one hundred and twenty (120) days before the proposed date of the public event or extended dance event. The Development Officer however may accept a complete application within 120 days of the proposed date of the event if he/she is satisfied what the application can be properly evaluated within that time. A decision must be made by the Town no less than 60 days before the event
- 4.7 A complete application for a public event or extended dance event must include the following:
  - 4.7.1 Full name and address of the applicant (if the applicant is a corporation, the names and addresses of all corporate directors)
  - 4.7.2 Full name and address of all responsible parties
  - 4.7.3 The legal description of the location of the proposed public event or extended dance event and a current copy of the Certificate of Title for the proposed location
  - 4.7.4 A letter of authorization from the registered landowner
  - 4.7.5 A letter from the registered landowner authorizing Town personnel, personnel contracted by the Town or Peace Officers to visit the proposed site prior to the event and if required during the event to ensure that this or any other bylaw, license conditions or other legislation are being complied with
  - 4.7.6 A non-refundable license fee as determined by Council from time to time
  - 4.7.7 An event proposal that addresses the following matters:
    - 4.7.7.1 A written statement outlining the kind, character or type of public event or extended dance event proposed
    - 4.7.7.2 The date(s) of the proposed event(s)
    - 4.7.7.3 The times the event will begin and end
    - 4.7.7.4 An indication of the expected attendance and a statement of how higher than expected attendance will be handled
    - 4.7.7.5 The method by which tickets to the event(s) will be sold and, where they will be available and the name(s) of all ticket agents
    - 4.7.7.6 A written statement detailing the type of beverages and food to be provided (The applicant must consult with the local health authority)

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- 4.7.7.7 A written statement detailing how this disposal of solid waste is to be addressed
  - 4.7.7.8 A detailed written plan setting out how water and sanitation facilities will be addressed for the proposed event (The applicant must consult with the local health authority)
  - 4.7.7.9 A statement as to whether or not it is proposed that alcohol be sold at the event
  - 4.7.7.10 A detailed written plan setting out how the applicant intends to address security concerns. The security plan will address:
    - 4.7.7.10.1 How many security personnel will be in attendance at the event
    - 4.7.7.10.2 Qualifications of security personnel
    - 4.7.7.10.3 How security personnel will monitor the event including arrivals and departures
    - 4.7.7.10.4 Proposed access to the event by emergency, medical or fire personnel
    - 4.7.7.10.5 The method of communication between security and event personnel
  - 4.7.7.11 A means of contacting the applicant or responsible party during the proposed public event or extended dance event
  - 4.7.7.12 A plan detailing entrance and exit for vehicular traffic and a proposed parking plan
  - 4.7.7.13 If sound equipment and/or amplification is to be used a detailed plan outlining any steps to be taken to ensure noise disturbance outside the event location is minimized and any steps that will be taken to ensure noise is controlled within the event
  - 4.7.7.14 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
  - 4.7.7.15 Any other reasonable matter deemed appropriate by the licensing authority
- 4.8 The license or permit may be approved with or without conditions. Although not limited to, the following conditions may be imposed on any license or permit:
- 4.8.1 The maximum number of persons that may attend the event

- 4.8.2 Specific requirements for access to and from the proposed location and parking
  - 4.8.3 Specific requirements for noise reduction
  - 4.8.4 Specific requirements or procedures for any emergency medical personnel or equipment
  - 4.8.5 Any other requirements that are deemed to be reasonably necessary by the licensing authority to protect the safety, health, welfare, and property of the attendees of the event or the adjacent landowners
- 4.9 In addition to the above requirements, the following additional conditions may be imposed:
- 4.9.1 That the applicant enter into a development agreement with the Town
  - 4.9.2 That the applicant provide the Town with an irrevocable letter of credit or a cash deposit, in an amount specified by the licensing authority, to be disposed of by the licensing authority in amounts deemed appropriate on the basis of legitimate claims
- 4.10 All costs and expenses incurred in meeting the requirements of this bylaw or any conditions attached to the license or permit or by reason of breach of this bylaw shall be borne by the applicant or the person(s) in breach. This may include, but is not limited to all costs incurred by the County in regards to policing, emergency fire or medical expenses
- 4.11 Where an irrevocable letter of credit is required, failure to provide the letter of credit within a time period stipulated by the licensing authority shall render any license or permit to hold the event as null and void
- 4.12 The Town may consult with any appropriate agency or authority such as the local health authority, the Royal Canadian Mounted Police and any provincial or federal agency
- 4.13 Any license or permit approved pursuant to this bylaw does not relieve the applicant of complying with any other municipal, provincial or federal legislation
- 4.14 Failure to submit proof that all statutory obligations or conditions of permit approval have been satisfied by the applicant or evidence of previous mismanagement of similar events shall be good and ample reason for the licensing authority to refuse to issue a license or permit for the event
- 4.15 The licensing authority may refuse to issue a license or permit if:
- 4.15.1 The applicant or other responsible person(s) have previously held an event and breached any of the conditions of the license or permit
  - 4.15.2 In the opinion of the licensing authority the potential noise impact of the event would create a nuisance for the community

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- 4.15.3 In the opinion of the licensing authority, the proposed event cannot be conducted in a safe manner due to the proposed location; or
- 4.15.4 In the opinion of the licensing authority, the proposed public event or extended dance event is not an appropriate event for the proposed location
- 4.16 A development permit application required pursuant to the Land Use Bylaw No. 705 shall also address all requirements contained within Section 4.7 above
- 4.17 A peace officer, believing upon reasonable and probable grounds that a public event or extended dance event has become disorderly, may stop the event by any reasonable means

5.0 **Enforcement**

- 5.1 Any person who contravenes this bylaw is guilty of an offence
- 5.2 Any person who provides false or misleading information in an application for a license for a public event or extended dance event commits an offense
- 5.3 Except where otherwise expressly provided everyone who is convicted of an offence under this bylaw is liable to a fine of not more than ten thousand dollars (\$10,000) or to imprisonment for not more than one (1) year, or to both fine and imprisonment
- 5.4 The Council hereby prescribes that in respect of offenses against this bylaw and person(s) served notice of an offense by a peace officer(s) may pay the Town the following penalties, out of court and in lieu of appearing in answer to charge or information
  - 5.4.1 For an offense a fine of ten thousand dollars (\$10,000)


6.0 This bylaw shall come into force and effect on third and final reading thereof

Read a first time this 9<sup>th</sup> day of October, 2007.

Read a second time this 9<sup>th</sup> day of October, 2007.

Read a third and final time this 9<sup>th</sup> day of October, 2007.

  
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Mayor

  
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Chief Administrative Officer