

A Regular Council Meeting of the Town of Bowden to be held in Council Chambers,
at 2101 – 20 Avenue, Bowden, on March 27, 2023, commencing 7:00pm.

- | | |
|--|------------------------------|
| 1. CALL TO ORDER | |
| 2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA | |
| 3. ADOPTION OF PREVIOUS MINUTES
March 13, 2023, Regular Council Meeting | Pages
2 - 5 |
| 4. PUBLIC HEARING
None scheduled | |
| 5. DELEGATIONS
None scheduled. | |
| 6. BUSINESS ARISING FROM PREVIOUS MINUTES
6.a Bowden Hotel
6.b Policing Priorities
6.c Council Open House | 6 - 7 |
| 7. BYLAWS & POLICIES
Community Standards Bylaw 04 / 2023 | 8 - 44 |
| 8. NEW BUSINESS
None Scheduled | |
| 9. FINANCIAL
No item submitted | |
| 10. CORRESPONDENCE
RDC Protective Services (February Enforcement Contract) | 45 - 46 |
| 11. REPORTS
11.a CAO's Report
Town Bylaw Officer's Report
2022 FCSS Report
11.b Council Committee Reports
11.c Society & Other Reports | 47 - 61 |
| 12. CLOSED SESSION OF COUNCIL ("in camera")
No Items submitted | |
| 13. MEETING ADJOURNMENT | |



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**Town of Bowden – Regular Council Meeting
held on Monday March 13, 2023
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 7:01pm.

PRESENT	Mayor Robb Stuart (Chair)
	Councillor Deb Coombes
	Councillor Paul Webb
	Councillor Sandy Gamble
	Councillor Randy Brown
	Councillor Marie Flowers
	Councillor Wayne Milaney

STAFF	CAO Rudy Friesen
	Recorder Arno Glover

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

Moved by Councillor Randy Brown that Council adopts the agenda, as presented.

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Deb Coombes that Council adopts the February 24, 2023, Special Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

4. ADOPTION OF PREVIOUS MINUTES

Motion 4.a.

Moved by Councillor Randy Brown that Council adopts the February 27, 2023, Regular Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

5. PUBLIC HEARINGS

There were no public hearings.

6. DELEGATIONS

There were no delegations.

7. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 7.a Bowden Hotel

There was no update on this matter.

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Agenda item 7.b Alberta Municipalities – Spring Municipal Leaders Caucus

CAO Rudy Friesen stated that Mayor Robb Stuart and himself were registered for the caucus. It was restated that as per motion 8.a of the RCM of 13 February up to two Councillors may attend this caucus.

Councillors have until Friday 17th March to submit their intentions to the CAO.

There was no motion made regarding agenda item 7.b

Agenda item 7.c RCMP Municipal Policing Priorities for 2023

Reference the letter dated January 31, 2023, received from S/Sgt Warren Wright, Council are to provide the RCMP with the policing priorities for 2023 / 2024.

Council reviewed and discussed the options submitted by S/Sgt Warren Wright.

Motion 7.a.

Moved by Councillor Randy Brown that the policing priorities for 2023 / 2024 are as follows:

1 Police Visibility, 2 Crime Reduction, 3 Traffic Safety.

MOTION CARRIED UNANIMOUSLY

Agenda item 7.d Council Open House

Council discussed and set a date and venue for a Council Open House event.

Motion 7.b.

Moved by Councillor Wayne Milaney that the 2023 Council Open House is to take place on Thursday April 13, 2023 at 7:00pm at the Bowden Event Centre (formerly Bowden Friendship Centre).

MOTION CARRIED UNANIMOUSLY

8. NEW BUSINESS**Agenda item 8.a Reports in Council Agendas**

Council reviewed and discussed the matter of how reports received from societies and organizations (that are not Council Committee Reports) should be presented during Council meetings. The concern was whether the content of these reports should be made public by the Town.

Council instructed Administration to implement a revised procedure regarding the submission of reports to Council.

There was no motion made regarding agenda item 8.a.

Agenda item 8.b Red Deer Regional Emergency Management Partnership Agreement

Administration provided Council with a copy of the Red Deer Regional Emergency Management Partnership Agreement.

The partnership allows members to streamline emergency resources through a coordinated emergency response plan. In addition, it allows members to collaborate on training programs and exercises so strengthening all of the municipalities' emergency preparedness and response abilities.

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Motion 8.a by Councillor Paul Webb that Council approves membership of the Red Deer Regional Emergency Management Partnership and thereby instructs Mayor Robb Stuart and the CAO to formalize the arrangement through signature on the partnership agreement.

MOTION CARRIED UNANIMOUSLY

BYLAWS & POLICIES

Agenda item 9.a Municipal Emergency Management Bylaw 03 / 2023

Administration submitted a revised emergency management bylaw to encompass the Red Deer Regional Emergency Management Partnership Agreement.

Motion 9.a by Councillor Sandy Gamble that Council give first reading to Municipal Emergency Management Bylaw 03 / 2023.

MOTION CARRIED UNANIMOUSLY

Motion 9.b by Councillor Deb Coombes that Council give second reading to Municipal Emergency Management Bylaw 03 / 2023

MOTION CARRIED UNANIMOUSLY

Motion 9.c by Councillor Paul Webb that Council unanimously give consideration to a third reading of Municipal Emergency Management Bylaw 03 / 2023.

MOTION CARRIED UNANIMOUSLY

Motion 9.d by Councillor Deb Coombes that Council give third and final reading to Municipal Emergency Management Bylaw 03 / 2023.

MOTION CARRIED UNANIMOUSLY

Municipal Emergency Management Bylaw 03 / 2023 received third reading of Council and was passed accordingly.

9. FINANCIAL

There was no item submitted.

10. CORRESPONDENCE

There was no item submitted.

11. REPORTS

Agenda item 12.a CAO's Report

CAO Rudy Friesen submitted his report to Council.

Agenda item 12.b Council Committee Reports

No reports submitted.

Agenda item 12.c Society & Other Reports

No reports submitted.

Motion 12.a. Moved by Councillor Randy Brown that Council accepts the submitted report as information.

MOTION CARRIED UNANIMOUSLY

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13. CLOSED SESSION OF COUNCIL ("in camera")**Agenda Item 13.a (Planning & Development)**

Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 27 "is deemed to be privileged information".

Motion 13.a Moved by Councillor Paul Webb at 7:58pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

Motion 13.b Moved by Councillor Deb Coombes at 8:37pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

There was no motion made regarding agenda item 13.a.

14. MEETING ADJOURNMENT

Motion 14.a Moved by Councillor Marie Flowers at 8:39pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:

Mayor
Robb Stuart

CAO
Rudy Friesen

Regular Council Meeting: March 27, 2023.	Agenda Item: 6.a / 6.b / 6.c
Prepared by: Melissa Christoffersen	Approved By: CAO
Report Type: Information / RFD	Attachment(s): 1 Town of Bowden Letter dated March 17th, 2023

Matters arising from past minutes are provided below – updates are highlighted in **red**.

Content:

6.a Bowden Hotel

There is no further update on this matter.

6.b RCMP Municipal Policing Priorities for 2023

Reference the attached letter dated March 17, 2023.

No motion required.

6.c Council Open House

At its RCM March 13th, Council confirmed April 13th, 2023 at the date of the public open house, located at the Friendship Centre.

Administration requests that Council confirm its agenda for the open house.

Recommended Motion

Motion by Councillor _____ that the 2023 Council Open House agenda is as follows:

_____ at _____.



000007
Town of Bowden
Box 338, 2101 20th Ave
Bowden, Alberta, T0M 0K0

March 17th, 2023

Staff Sargent Warren Wright
Olds RCMP Detachment
5110 65 Avenue
Olds, AB

Staff Sargent Wright,

RE: Bowden Policing Priorities – 2023

Thank you for your letter of January 31, 2023 requesting Bowden's policing priorities for 2023/2024.

At it's regular meeting March 13th, 2023, Council approved the following, in no particular order:

1 Police Visibility

2 Crime Reduction

3 Traffic Safety

In approving the priorities, Council recognized the positive impact seen to date from community engagement, and looked forward to continued results from your efforts in this area.

If you have any questions or require any additional information, please fee free to contact me at your convenience.

Yours truly,

A handwritten signature in blue ink, appearing to read "Rudy Friesen".

Rudy Friesen
CAO

Regular Council Meeting: March 27, 2023.	Agenda Item: 7
Prepared by: Arno Glover	Approved By: CAO
Report Type: RFD	Attachment(s): Community Standards Bylaw 04 / 2023 (1 st draft)

1 Background:

The attached draft bylaw is submitted to Council as a Request for Decision.

This Bylaw consolidates the Nuisance Bylaw (04-2014) and the Noise Control Bylaw (12-2001).

All bylaws over time require review and amendment in order to maintain consistency and relevancy and should be drafted in good faith, in the public interest as a whole and should be concise, enforceable, and without ambiguity.

Community standards bylaws should be reviewed periodically to ensure that they satisfy the changing needs of residents, respond to emerging issues, and continue to meet community expectations.

2 Justification:

The existing Nuisance Bylaw and Noise Control Bylaw (passed in 2014 and 2001 respectively) need to be updated in order to reflect current requirements and to:

- i. ensure that the bylaws remain appropriate, relevant, and meaningful,
- ii. create effective documents with improved provisions, and clarity of terms and definitions.

An effective bylaw provides the means for the Bylaw Enforcement Officer to educate, maintain and enforce community standards.

Furthermore, an effective bylaw also provides other agencies (RDC Community Peace Officers and the RCMP) with a means to enforce a ticketed penalty (or re-educate a person) without having to lay a Criminal Code charge.

3 Summary of significant inclusions in the new bylaw:

Definitions

These have been significantly revised and expanded with more clarity in order to maintain a consistent approach with other recently passed bylaws and to include for example the addition for the first time of definitions for: civil disturbance, public health guidance, reasonable (behaviour), unacceptable (behaviour), unlawful assembly, and unsightly property.

Section 4.1.1 to 4.1.6 Public Behaviour

The bylaw includes new provisions to cover, amongst things inciting hate, unlawful assembly, public health directives and trespass. This provides additional enforcement powers that provides powers to cover local community behaviours that relate matters such as hate protests, non-observance of pandemic measures, and contentious (illegal) events.

Section 4.1.11 Panhandling

This is a new addition.

Sections 4.1.13 to 4.1.18 Cold Calling, Flyers & Debris

These provisions within the new bylaw are significantly expanded.

Section 4.1.23 to 4.1.27 Garage Sales

These are new provisions not included in current Nuisance Bylaw.

Section 4.1.28 to 4.1.32 Disposal of Waste

This draws on provision and content included within the current Solid Waste Bylaw but is also included in this bylaw for purposes of completeness with regard to nuisance activity.

Section 4.1.33 and 4.1.34 Activities Generating Emissions

These are significantly redefined and add new content not included within the current Nuisance Bylaw (including cannabis odours).

Section 4.1.35 Activities in Parks & Public Places

This is a new addition not included in current bylaws.

Section 4.1.41 Hate

This is a new addition not included within the current Nuisance Bylaw.

Part 2 Noise

Specific measurements like decibel levels are not included in this bylaw as there are many factors that might need to be considered when accessing whether a noise is deemed to be a nuisance. Reports of unreasonable noise will be assessed on a case-by-case basis based on factors listed in section 4.2.3 of this bylaw.

Part 3 Property & Property Maintenance

This is largely all new content not included in any great detail within the current Nuisance Bylaw.

Section 4.3.27 Buffering

This is a new addition not included in the current Nuisance Bylaw.

Section 4.3.28 Light Pollution

This is a new addition not included in the current Nuisance Bylaw.

Section 4.4.13 Weeds and Invasive Plants

This is largely all new content not included in any great detail within the current Nuisance Bylaw.

Part 5 Motor Vehicles

This does not replace aim to replace the provisions within the current Traffic Bylaw but includes provisions specific to nuisance type motor vehicle activities.

Note: The Traffic Bylaw was passed in 2012 and requires updating in due course.

Part 6 Firearms and Weapons

This is new content not included within the current Nuisance Bylaw.

Part 7 Fire

This does not replace the Fire Bylaw (which is currently under review) but includes provisions appropriate to community standards.

Part 8 Aerial Activities

This is new content not included within the current Nuisance Bylaw.

4 Significant enhancements in the revised bylaw:

The designation of authority empowered to the CAO has been significantly enhanced in order to ensure that enforcement and control of this bylaw can be achieved without potential disputes arising from any misunderstanding or lack of clarity of terms or levels of empowerment,

The delegation of authority provided to Red Deer County in regard to the Municipal Services Agreement is now included within this bylaw.

This bylaw provides specific reference to other relevant provincial acts and regulations to provide an indication of the full scope of legislation available to deal with nuisance type activities.

5 Penalties:

Specific penalties have been reduced in number and complexity as a long list of specific penalties is deemed to be impractical to interpret and enforce.

Therefore, the inclusion of nonspecific penalties (discretionary) determined by the CAO based on the context and severity of an offence provides a more pragmatic means of dealing with enforcement matters.

Included within this bylaw and the penalties schedule is provision that allows the Town to recoup any costs incurred in meeting the requirements of the bylaw.

Also included within this bylaw is reference to Remedial Orders as an additional means of redress as provided for in the MGA.

6 Enforcement policy:

Responsible residents (or visitors to the Town) who are considerate of neighbourhood needs or who actively work in conjunction with the Bylaw Enforcement Officer to resolve a matter will not necessarily be issued with a penalty ticket.

As stated on the Town of Bowden web site:

"Whilst the Town actively pursues a diligent program of Bylaw enforcement, our policy in the first instance is to warn residents of any misdemeanor through the issue of a verbal warning, or warning letter.

Our philosophy is to resolve issues or complaints received through a process of community engagement and education.

The overall aim however is to ensure that Bylaws are followed by everyone for the benefit of all residents within our community".

7 Strategic plan alignment:

This bylaw has no impact on the goals or aims stated within the Town's Strategic Plan 2022-2025.

8 Service level impacts:

An effective and relevant bylaw is necessary in order to support the role of the Bylaw Enforcement Officer particularly in response to:

- i. observations made of recent changes in community behaviours,
- ii. past experiences where the current bylaws have not proved to be effective in dealing with an issue or matter in hand,
- iii. realignment with current day beliefs as to what is deemed to be socially acceptable behaviour.

9 Financial impacts:

Not significant - costs are within normal operational expenditures of Council and Administration.

10 Recommended actions:**10.1**

That Council grants first reading (only) to Community Standards Bylaw 04 / 2023.

10.2

Upon giving first reading Administration to publish a copy of the draft bylaw on the Towns' website and via other public communications media.

10.3

Public Engagement

- i. Council to encourage and receive public discussion on the proposed bylaw during the Council Open House proceedings of 13th April, and / or,
- ii. Council to hold a formal public hearing in accordance with section 230 of the MGA and section 8 of the Council Procedural Bylaw (Public Hearings).

10.4

Administration to submit the Community Standards Bylaw to Council for second reading at a future Regular Council Meeting.

Council to table the Community Standards Bylaw and make recommendations to Administration for amendments required to the Community Standards Bylaw

10.5

Administration to resubmit the revised Community Standards Bylaw to Council for second reading at a future Regular Council Meeting.

11 Recommended motion:

Motion by Councillor _____ that Council gives first reading to Community Standards Bylaw 04 / 2023.



Town of Bowden
Box 338, 2101 20th Ave
Bowden, Alberta, T0M 0K0

Town of Bowden – Province of Alberta

COMMUNITY STANDARDS BYLAW

04 / 2023

Whereas the Municipal Government Act, RSA2000, Chapter M-26 provides that Council may pass bylaws for municipal purposes respecting the following matters:

- i. safety, health and welfare of people, and the protection of people & property,
- ii. people, activities, and things in, on or near a public place or place that is open to the public,
- iii. nuisance including unsightly premises,
- iv. transport and transportation systems,

And whereas the Municipal Government Act authorizes a municipality to pass enactments that:

- i. provide for the enforcement of bylaws,
- ii. impose penalties, fees, and charges,
- iii. allow for the remedying of contraventions of bylaws,
- iv. provide for inspections to determine if bylaws are being complied with,
- v. provide for a system of licences, permits or approvals (including the imposition of terms and conditions that must be satisfied in order to receive or keep such licences, permits or approvals).

And whereas the Traffic Safety Act, RSA2000, Chapter T-6 provides that the Council of a Municipality may pass bylaws with respect to highways under its direction, control, and management including but not limited to:

- i. use of highways,
- ii. parking of vehicles,
- iii. vehicle noise,
- iv. impounding vehicles.

And whereas it is deemed expedient and desirable for the Town of Bowden to prohibit certain activities in order to maintain standards of public order within the Municipality:

Now therefore, the Municipal Council of the Town of Bowden hereby enacts as follows:

1 SHORT TITLE

This bylaw may be known as, and cited as, the "Community Standards Bylaw".

2 PURPOSE

To promote responsible neighbourly behaviour and to provide and establish by bylaw regulations for the control of noise, nuisances, unsightly premises, unacceptable behaviour, and other matters that may adversely affect reasonable standards of community living.

3 DEFINITIONS

In this bylaw (and the attached Schedule) the following definitions apply:

Abandoned Property

Means,

- a) any building, structure, or improvement where the owner has or appears to have relinquished rights or possession, for example, including but not limited to, property in a derelict or uninhabitable state, or an empty property that poses a health risk or danger to the public.
- b) any building, structure, or improvement where the owner has or appears to have no intention to maintain or ensure that the property remains fit for purpose or where the property becomes unacceptable in terms of appearance (unsightly) or code or standard.
- c) any building, structure, or improvement where the owner has forfeited the rights to ownership.

Acceptable

Means to satisfy a tolerable, satisfactory, or socially agreeable requirement or standard.

Adjoining Neighbour

Means an owner or occupant of a property that is contiguous to a subject property along a common property line (and may include any property close by or across a street). Where the subject property is located on a corner lot, an adjoining neighbour includes an owner or occupant of property that is adjacent to the subject property across a lane or alleyway.

Authorized Person

Means any person appointed to act on behalf of the Town of Bowden.

Bullying

Means repeated verbal or physical abuse, threats, taunts, teasing, name calling or abusive communication, either directly or through any indirect medium or means, including social media.

Burning Hazard

Means an actual or potential occurrence of fire that could endanger another person or property.

Bylaw

Means this bylaw, and all other Town bylaws made pursuant to the authority of the MGA, and includes any regulation, enactment or policy made pursuant to the authority of this or any other Town bylaw.

CAO (Chief Administrative Officer)

Is the person appointed by Council into the position of Chief Administrative Officer for the Town of Bowden in accordance with the MGA and is the administrative head of the Municipality (and includes any person given designated responsibilities by the CAO).

Civil Disturbance

Means any act of violence or disorder or unacceptable behaviour prejudicial to public law and order, including but not limited to, riots, acts of violence, insurrections, or unlawful obstructions, gatherings, and assemblies.

Damage

Means destruction, impairment, or physical harm to either property or personal effects, in such a way as to spoil its visual aesthetics, value, usefulness or normal function.

Derelict Vehicle

Means a vehicle that is not roadworthy, not properly licensed, not insured, or equipped for use on a public road, including, but not limited to, has missing parts, has missing licence plates, has been abandoned or is unsightly (dilapidated).

Designated Officer

Means a person to whom the CAO has delegated powers, duties or functions as permitted under the authority of the MGA or any other person with powers enabled under any other order or enactment, including but not limited to:

- a) any person appointed by the Town as a Bylaw Enforcement Officer,
- b) a Red Deer County Inspector or Officer empowered under an intermunicipal collaboration agreement,
- c) any Inspector appointed by a Minister with responsibilities defined or authorized under enactment,
- d) any person by virtue of appointment to another office, including but not limited to, RCMP Officers, Customs & Excise Officers, a Peace Officer (contracted or otherwise), a Sheriff or Fish & Wildlife Officer.

Discharge (fireworks or firearms)

Means to fire or attempt to: ignite, explode, set off, or cause to be fired.

Dispose of (disposal)

Includes, discharge, deposit, dump, throw, drop, discard, abandon, spill, leak, pour, emit, or empty.

Drone

Means an Unmanned Aerial Vehicle (UAV) or Remotely Piloted Aircraft (RPA).

Easement

Means land where there is a nonpossessory right of use / or right to enter upon / or enactment preventing it from being used for certain purposes, including but not limited to:

- a) access, rights of way, and driveway easements,
- b) utility & telecommunications easements,
- c) parking,
- d) access to recreational land easements,
- e) facility repair & maintenance easements,
- f) fires escape or fire equipment easements.

Excessive

Means an amount too great to be considered reasonable or acceptable, ie: exceeding what is usual, proper, necessary, or normal.

Fight

Means any confrontation, disagreement or struggle involving violent, verbal, or physical contact between two or more people.

Firearm

Means a barrelled device from which any shot, bullet or other projectile can be discharged and that is capable of causing bodily injury or death to a person and includes any frame or receiver of such a barrelled device and anything that can be adapted for use as a firearm.

Fire Hazard

Means an accumulation of material, that through its location, condition or arrangement may be (accidentally or intentionally) ignited and if ignited create a burning hazard.

Fireworks

Includes consumer fireworks, display fireworks, special effects pyrotechnics, and firecrackers.

Graffiti

Means means the defacement or disfigurement of any property or object, through carrying out any of the following acts:

- a) the application of any substance, including paint, ink, stain, or whitewash to any surface,
- b) the affixing of any form of adhesion that does not remove cleanly when pulled away from the applied surface,
- c) the marking, scratching, etching or other alteration or disfigurement of any surface or object.

Harassment

Means any communicating with another person or groups of persons in a manner that could reasonably cause offence or humiliation, including conduct, comment, or actions, and includes references to a person's race, religious beliefs, disability, age, marital status, source of income, family status, gender, sexual orientation; and includes a sexual solicitation or advance.

Hate

Means any communication or attack on a person's fundamental rights and freedoms and on acceptable values of respect, equality, and inclusion.

Highway

Means means a highway as defined by the Traffic Safety Act, RSA2000, c. T-6 including, but not limited to:

- a) a thoroughfare, street, road, service road, trail, avenue, parkway, driveway, lane, alley, square, or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use,
- b) a sidewalk, including a boulevard or easement adjacent to the sidewalk,
- c) any ditch or culvert that lies adjacent to and parallel with the highway.

Loiter (loitering)

Means to stand or wait around or move slowly about without apparent purpose or action.

Matter

Means any solid, liquid or gas material or product.

MGA

Means the Municipal Government Act, RSA2000, Chapter M-26, (as amended over time).

Municipality

Means the Town of Bowden.

Negligent (negligence)

Means a failure to exercise a degree of care that would be taken by another reasonable person in the same circumstances.

Noise

Means sound, which in the opinion of the CAO or a Designated Officer of the Town, with regard to all contributing factors and circumstances including the time of day and the nature of the activity

generating the sound, is likely to unreasonably annoy or disturb a person(s) or to injure, endanger or detract from the comfort, health, peace, or safety of other persons within the Town.

Nuisance

Means any act or deed, or omission, or thing, which in the opinion of the CAO, or Designated Officer is, or could reasonably be expected to be annoying, harassing, unpleasant, troublesome, destructive, harmful, inconvenient, or injurious to another person and / or their property, including but not limited to:

- a) any activity that unreasonably interferes with the use and enjoyment of any public place, building, park, or highway,
- b) any activity that unreasonably interferes with the use and enjoyment of a private property,
- c) any activity that causes injury or harm to the health, comfort, or convenience of an occupier of a public or private property.

Occupant

A person (other than an owner) occupying or exercising control over, or having right to occupy or exercise control over, land or property or buildings either as a tenant or lessee for the purpose of residential or commercial activity under agreement with the owner of the land or property or buildings.

Off Highway Vehicle (OHV)

Means any motorized form of transportation built and designed for cross country travel on land, water, snow, ice, or on other natural terrain including, but not limited to, quads, all-terrain vehicles (ATV's), side by sides, four wheel drive off road vehicles, golf carts, and motorcycles or any vehicle that does not satisfy the Vehicle Equipment Regulation 122/2009.

Owner (of a Property / Premise)

Means the person who is:

- a) the registered / legal owner of a property or premise,
- b) an authorized occupier of a property or premise,
- c) the person who has lawful possession of a property or premise,
- d) the person who has the right to exercise control over a property or premise,
- e) in control or development of a property or premise under construction.

Panhandling

Means any request for or act of solicitation of an immediate or gratuitous donation of money, food, or other goods, excluding any approved organization or individual permitted to solicit for charitable donations either by consent of the CAO or pursuant to the Charitable Fund-Raising Act.

Person

A person occupying or exercising control over, or having right to occupy or exercise control over, land or property or buildings or an animal or a vehicle and includes:

- a) an individual (resident / non-resident or visitor),
- b) a legal entity or business entity, including a firm, developer, contractor, association, partnership, society, or corporation,
- c) unless the context otherwise requires, this does not include the Town.

Pest

Means any animal (living organism or species, specifically excluding human beings), which causes or could reasonably be expected to cause annoyance, damage, or injury to another animal, person, or property.

Power Tool

Includes any tool powered by an engine, or motor or battery or compressed air.

Premise

Means any building or structure or any part or portion of a building or structure, including any land used in connection with that building or structure for the purposes of:

- a) providing parking for vehicles,
- b) displaying or storing vehicles, equipment or other articles or things,
- c) enhancing the appearance or use of the building or structure,
- d) carrying out activities that are ancillary to the activities carried in or on that building or structure.

Prohibited Debris

Means any material that when burned will result in the release into the atmosphere of dense smoke or toxic air contaminants.

Property

Means:

- a) any public or private land,
 - b) any building or structure (either residential or non-residential / occupied or unoccupied),
 - c) both or part of a) & b),
- situated within the Municipality.

Provincial Offences Procedure Act

Means the Provincial Offences Procedure Act, RSA2000, Chapter P-34.

Public Health Guidance

Means any advice, recommendations, directives, orders, or instructions given or made in respect of public health, by any of the following:

- a) the Government of Canada, or an officer or employee of the Government of Canada including the Chief Public Health Officer,
- b) a Minister or a department of the Government of Alberta or an officer or employee of the Government of Alberta including the Chief Medical Officer of Health,
- c) a regional health authority, or a member, employee, or agent of a regional health authority,
- d) the Alberta Emergency Management Agency,
- e) the CAO, or a Designated Officer of the municipality,
- f) the Town of Bowden Emergency Management Committee as established under the requirement of the Emergency Management Act, RSA 2000 Chapter E-6.8.

Public Property (or Place or Land)

Means any place within the Town to which the public may have either express or implied public access including, but not limited to, a highway, street, road, trail, lane, alley, sidewalk, boulevard, school, playing field, park, playground, public building and / or any fixture or object located in a public place.

Pursuant to

Means to execute, carry out or investigate an activity in accordance with the requirements of a statute, ruling, policy, order, or request.

Rates & Fees Bylaw

A bylaw passed by the Town to allow Town Administration to set fees, rates, and charges for the provision of services and the enforcement of penalties within the Municipality.

Reasonable (unreasonable)

Means to satisfy a tolerable, satisfactory, or agreeable requirement or standard or to satisfy the time by which an action must be carried out.

Reasonably Practicable

Means fulfilling a legislative or practical obligation in a way that:

- a) is feasible given the circumstances and,
- b) would be considered appropriate by a reasonable person in similar circumstances.

Red Deer County

Means the municipal corporation of Red Deer County in the Province of Alberta.

Remedial Order (or order)

An order to remedy contraventions issued in accordance with section 545 of the MGA.

Residential District

Means an area (as defined by the Town of Bowden Land Use Bylaw) zoned as R1, R1A, R2, R3, R4 and PFR.

Specific Penalty

Means an amount payable in respect of offences in accordance with this bylaw.

Signs

Includes posters, banners, advertising signage, business signage, signboards, temporary signs, election signs.

Sound Equipment

Means any sound amplification device, (including but not limited to, radio, television, music system, public address system).

Smoking or Vaping Activity

Means the use of any solid, liquid or gas substance or manufactured smoking or vaping product (including electronic cigarettes, vapourizers, bongs) containing either controlled / uncontrolled or legal / illegal material.

Town

Means the municipal corporation of the Town of Bowden in the Province of Alberta.

Trespass

Means a trespass committed under the Trespass to Premises Act RSA2000, Chapter T-7.

Unacceptable

Means to not satisfy a tolerable, satisfactory, or socially agreeable requirement or standard.

Unlawful Assembly

Is a group of people who assemble in such a manner as to cause, or fear to cause,

- a) a nuisance,
- b) a disturbance of the peace, a disorderly commotion, or a civil disorder,
- c) by their activity and without reasonable cause the provocation of other persons to disturb the peace.

Unightly Property / Premise

Means any property or premise, or part of, which displays evidence of a disregard for general maintenance or upkeep, as a result of, including but not limited to:

- a) an accumulation of animal waste, or animal material, or the accumulation of material contaminated by animal waste,
- b) an unacceptable form of containment device, structure, or animal shelter,

- c) solid waste, commercial waste, construction waste, electronic waste, hazardous waste, oversize waste, recyclable waste, residential waste, yard waste as set out and defined within the provisions of the Town of Bowden Solid Waste Bylaw,
- d) uncut grass, dust, or weeds,
- e) the whole or any part of any vehicle, or any vehicle that is not registered with the Motor Vehicle Registry for the current year, or a vehicle (or part of) which is inoperative by reason of disrepair, removed parts or missing equipment,
- f) equipment or machinery which has been rendered inoperative by reason of disassembly, age, or mechanical condition, including any household equipment or appliance,
- g) anything which is deemed to have a detrimental or adverse visual impact to an adjoining neighbour, the surrounding area, or anything which may lead to the decline of the market value of another property within the surrounding area.

Unused Vehicle

Means a vehicle that is roadworthy and registered but is not currently in use by the owner or keeper.

Vehicle

Means any device in, on or by which a person or thing may be transported or drawn on a highway, including, but not limited to, passenger cars, commercial vehicles, recreational vehicles, trailers, all-terrain vehicles, off highway vehicles, motorcycles, motor scooters, electric scooter, bicycles, and construction equipment (wheeled or tracked).

Waste (Solid Waste / Litter / Refuse)

Means, any matter, or combination of matter, including, but not limited to,

- a) domestic household material, recyclable materials, trade, construction, renovation and demolition material, hazardous material, and oversize (bulky) items
- b) organic material including tree stumps, tree trunks, branches, roots, turf, and other non-putrescence material,
- c) anything designated as waste in the Environmental Protection and Enhancement Act including hazardous material & non-acceptable material.

Weapon

Means, anything used, designed to be used or intended for use,

- a) in causing death, harm or injury to another person or property,
- b) for the purpose of threatening or intimidating any person.

Words (interpretation)

- i. "may" is to be interpreted as permissive (allowed but not obligatory, optional).
- ii. "must" is to be interpreted as imperative (obligatory, mandatory, required, unavoidable).
- iii. "shall" is to be interpreted as "must".
- iv. "should" is to be interpreted as a recommended (desirable, not required to conform).
- v. "including but not limited to" means when listing a number of items, does not limit the bylaw term to only those words or those items listed.

Yard Waste

Means, waste material of an organic matter formed as a result of gardening or horticultural activities including but not limited to, grass, tree & hedge cuttings, sod, decomposing plants, weeds & leaves.

4 GENERAL PROVISIONS, REGULATION & PROHIBITIONS

PART 1 GENERAL BEHAVIOURS

Public Behaviour

4.1.1

No person shall behave in an unacceptable manner when assembled in a group in or near a public place, including but not limited to:

- i. inciting hatred, harassment, or discrimination against another person or group of persons,
- ii. causing a civil disturbance,
- iii. in contravention of any public health guidance, recommendation, or directive.

4.1.2

No person or groups of persons shall congregate, meet, or gather in an unlawful assembly.

4.1.3

No person shall conduct any unacceptable activity or unreasonable behaviour in, on, near to, or in view of, any public property, public place or a private property that is not their own, that in doing so creates a nuisance, including but not limited to:

- i. harassment,
- ii. bullying,
- iii. shouting, yelling, and singing,
- iv. using insulting or obscene language,
- v. being intoxicated,
- vi. acting in a disorderly manner, exposing, or exhibiting an indecent act,
- vii. obstructing, impeding, threatening, intimidating, bullying, hazing, or harassing another person,
- viii. making physical contact with another person,
- ix. loitering or assembling with other persons while intoxicated by alcohol or under the influence of cannabis or any other illicit drug,
- x. loitering or assembling with other persons where there are reasonable grounds to believe the assembly will disturb the peace, create a nuisance, or result in unacceptable behaviour,
- xi. urinating or defecating other than an intended facility for such use,
- xii. vomiting, spitting of saliva or other material from the mouth,
- xiii. throwing or propelling an object that is likely to cause injury to another person or damage to property.

4.1.4

No person shall enter or trespass on any property, premise, or land without the permission of the owner and must leave the property premise or land if directed to do so by notice, either verbally, in writing or by signage.

4.1.5

No person shall participate, or aid or abet another person, in a fight or physical confrontation in any public place.

4.1.6

No person shall bully any person in a public place or where interactions are neighbour to neighbour or face to face.

No person shall participate in or encourage by any means (including social media) the bullying of another person in any public place.

Graffiti

4.1.7

No person shall cause or permit graffiti to be placed on any property or premise.

4.1.8

No owner or occupant of a property shall cause, allow, or permit graffiti on their property so as to be visible from another property or public place.

4.1.9

Within 72 hours the owner of a property must take reasonable steps to minimize the visual impact of the graffiti on their property.

4.1.10

The owner of a property or premise is responsible for removing, painting over, or covering all graffiti from public view within 14 days or in a time frame agreed by the CAO or Designated Officer of the Town.

Panhandling**4.1.11**

No person shall engage in panhandling activity in any public place, using spoken, written, or printed word, bodily gestures, signs.

Any activity, deemed as being either panhandling or the permitted soliciting for charitable donations must not:

- i. take place between the hours of 7:00pm and 8:00am,
- ii. be in a manner that obstructs or impedes the passage of another person or pedestrian or vehicle,
- iii. be in a manner which insults, threatens, coerces, or intimidates another person,
- iv. be made to any person who is an occupant within a motor vehicle,
- v. be to a person who has already refused or declined the solicitation.

4.1.12

The provisions within section 4.1.11 of this bylaw do not include the solicitation of charitable donations allowed or authorized pursuant to the Charitable Fundraising Act, RSA 2000, Chapter C-9 or persons or organizations acting under the authority or permit of the CAO.

Cold Calling, Flyers & Debris**4.1.13**

No person shall make an unsolicited business call on someone in an attempt to sell goods or services unless permitted to do so (by Town licence or enactment).

4.1.14

All commercial businesses operating on a temporary basis within the Town must have a current business licence prior to commencing any form of cold calling or marketing activities.

4.1.15

No person shall deposit, place, or dispose of papers, flyers, or commercial literature on any property or premise where the property owner or occupant has placed a sign or notice indicating that the material is not wanted with the exception of permitted Federal, Provincial, or Municipal Government information or material, including but not limited to, election information, official town notices etc.

4.4.16

No person shall deposit, place, or dispose of any leaflet, pamphlet, poster, handbill, flyer, or paper, on any motor vehicle parked on any street, lane, parking lot or other public place.

4.1.17

The owner of a property or premise is responsible for papers and flyers placed on their property whether or not they solicited for the delivery of such material.

The owner of a property or premise is therefore responsible for ensuring that matter such as papers, flyers, litter debris and other types of loose material are adequately contained so that they do not reach, or settle in, an adjacent or neighbouring property.

4.1.18

A Designated Officer is authorized to remove and destroy anything, including but not limited to handbills, flyers, notices, placed or posted on a motor vehicle, public building, public notice board, or public place or private property if deemed to be a nuisance, unauthorized, unsightly, offensive, or hate motivated.

Littering & Garbage**4.1.19**

No person shall dispose of any item or waste (garbage, litter, or refuse) in a public place except in a receptable designated and intended for the collection of waste.

4.1.20

No person shall dispose of any item or waste (garbage, litter, or refuse) in a charity collection site or a recycling collection site other than items intended for collection at that site.

4.1.21

No person shall scavenge, or disturb, or empty any item from:

- i. any receptable or container designated and intended for the collection of garbage, litter, or refuse,
- ii. a recycling collection site or container,
- iii. a charity collection site,

4.1.22

No person shall dispose of any item or waste from a vehicle in a public place except in a receptable designated and intended for such use.

Garage Sales / Yard Sales**4.1.23**

No owner or occupant of a property or premise shall hold or permit a garage sale / yard sale to be held for more than three consecutive days.

4.1.24

Garage sales / yard sales are not permitted on public property unless specifically authorized by the CAO.

4.1.25

Garage sales / yard sales are not permitted to take place between the hours of 10.00pm and 8.00am. Items for sale must be removed from sight during these restricted hours.

4.1.26

Items displayed for sale must be kept in a tidy and orderly condition and must not create a nuisance to a neighbouring property.

4.1.27

Garage sales / yard sales signs must not be placed on public land or attached to any public infrastructure. Signs must be removed promptly at the end of the period of the garage sale / yard sale.

Disposal of Waste**4.1.28**

A person must not illegally or without consent or without license dispose of any matter or waste in a public place or private property so as to avoid disposal costs, create a nuisance or an unsightly premise, (unless in an approved waste collection container, curbside container, authorized dump, or collection point).

4.1.29

No person, owner or occupant shall carry out any act which contravenes any approval, requirement, direction, or order issued by Alberta Environment, or any other enforcement agency, or the CAO, with respect to the disposal of waste.

4.1.30

All non-residential waste, namely construction waste, hazardous waste, retail waste, agricultural waste, and commercial waste must be disposed of in compliance with the Environmental Protection & Enhancement Act, or any other enactment, regulation, or order made under the provisions of this bylaw, the Town's Solid Waste Bylaw, or any other regulatory body.

4.1.31

No person, owner or occupant shall allow a dilapidated appliance to remain on a property (for a period greater than 3 days) such that the appliance is:

- i. unsightly,
- ii. a fire hazard,
- iii. a health & safety risk

4.1.32

Persons using the RV Sani Dump must not use the facility when notified as being closed, in subzero temperatures, or in contravention of any notice or order placed on site.

Activities Generating Emissions**4.1.33**

No person shall engage in, or allow any activity that produces, excessive smoke, steam, dust, noxious emissions, offensive odours or smell (including cannabis and other recreational products), waste material or airborne matter that:

- i. creates a nuisance,
- ii. creates a toxic, noxious, or harmful hazard,
- iii. damages property,
- iv. affects the health and safety of another person.

4.1.34

Nothing in this bylaw prohibits a person from engaging in any smoking or vaping activity where permitted by Federal or Provincial enactment, with the exception that, no person shall engage in or allow any smoking or vaping activity that produces an unacceptable smell, vapour, odour, emission, or residue that creates a:

- i. nuisance in a public place
- ii. nuisance in an area to which members of the public have access as of right or by express or implied invitation,
- iii. nuisance to persons in a neighbouring property,
- iv. health or safety hazard to another person,
- v. or which contravenes the provisions of the Town's Cannabis Consumption Bylaw or any Town policy.

Activities in Parks & Public Places

4.1.35

No person shall provide, engage in, or be present in any event, performance, concert, or exhibition without the permit or authority of the CAO.

4.1.36

No person shall install or use a loudspeaker system, public address system or any other device for the transmission of sound in any open public place without the permit or authority of the CAO.

4.1.37

No person shall remove, damage, deface or tamper with anything in a public park, recreational area, or public place including but not limited to, lawns, trees, shrubs and other foliage, signs, fixtures, structures, playground equipment, benches, waste bins and enclosures.

4.1.38

No person shall allow any animal to defecate in a public park, recreational area, or public place. If this occurs the owner or person in control of the animal shall immediately remove the feces and dispose of it in an acceptable and sanitary manner.

4.1.39

No person while in a public park, recreational area, or public place shall:

- i. sell, display, or distribute any goods or services or conduct any business, retail, or commercial activity,
- ii. provide, engage in, or be in present in any event, performance, concert, or exhibition
- iii. interfere with the exclusive use of any area granted to another person or group,
- iv. operate or park a motor vehicle, off-road vehicle, or recreational vehicle,
- v. build a structure, erect equipment, set up a camp or any form of abode, or light a fire,
- vi. play any sport, contest or recreational activity that causes a safety hazard including but not limited to archery, golf, or disk golf,
- vii. enter any area to which access has been prohibited or regulated by signage or fencing,
- viii. conduct any activity that has been prohibited or regulated by signage or notice.

4.1.40

The provisions within section 4.1.39 of this bylaw do not apply to persons or organizations acting under the authority or permit of the CAO.

Hate

4.1.41

No person may conduct any activity, including but not limited to verbal or written communication, signage, or visible representation, that advocates or promotes hatred against another person, identifiable group, or the community at large.

Visual Surveillance Cameras

4.1.42

No person shall install visual surveillance equipment, including video cameras, night vision devices, or electronic listening devices capable of permitting either:

- stationary images,
- scanned / moving images,
- real time viewing,
- listening and recording (images or conversation),
- that are designed, implemented, or operated so as to listen or view or record persons or property beyond the perimeter of the land or property or premise owned, leased, or rented by the occupant and / or which exceeds any reasonable expectation of privacy.

4.1.43

No person shall hide or disguise visual surveillance equipment so as to prevent observation of the direction in which they are aimed.

4.1.44

Security cameras in nonresidential areas are permitted subject to any reasonable expectations of privacy and providing that do not create a nuisance.

PART 2 NOISE**4.2.1**

No person shall make, continue to make, cause, permit, or allow to any unacceptable or excessive noise to be made likely to unreasonably annoy or disturb a person(s) or to injure, endanger or detract from the comfort, health, peace, or safety of other persons within the Town.

This includes, recreational, occupational, promotional, DIY, construction, industrial and vehicle noise except where temporarily approved, relaxed, or permitted by the CAO or a Designated Officer.

4.2.2

No person, either owner or occupant, shall permit a property to be used (that they own or occupy) so that an unacceptable or excessive noise is created that would create a nuisance.

4.2.3

Consideration on what determines unacceptable or excessive noise includes:

- i. the type, volume, and duration of the sound / noise,
- ii. the time of the day and day of the week,
- iii. proximity of the sound to other sleeping facilities, whether residential or commercial,
- iv. the nature and use of the surrounding area,
- v. whether the sound is recurrent, intermittent, or constant,
- vi. any other relevant factor.

4.2.4

No person shall use, operate, permit, or allow to be used any hand tool, power tool, garden tool (including but not limited to, lawnmowers, tillers, leaf blowers,) machinery, or equipment (including but not limited to, snow blowers, compressors, and generators), so as to create an unacceptable or excessive noise or disturbance during the hours of 11.00pm until 7.30am during any day.

4.2.5

No person shall use, operate, permit, or allow to be used any sound equipment or other broadcasting system so as to create an unacceptable or excessive noise or disturbance, or nuisance, whether indoor, outdoors or on private or public property.

4.2.6

No person shall use, operate, permit, or allow to be used any vehicle so as to create an unacceptable or excessive noise or disturbance whether on private or public property, including but not limited to, repair / maintenance work, revving the engine, engine retarder brakes, or from sound equipment installed within the vehicle.

4.2.7

Private contractors carrying out snow removal must ensure that noise abatement practices are followed between the hours 11.00pm and 7.30am in a manner that is least disruptive to residents.

Snow removal between the hours of 6.00am and 7.30am is allowed in Commercial and Industrial designated land use districts (ie: nonresidential areas).

4.2.8

Animal noise restrictions are addressed through the provisions of the Town's Animal Control Bylaw.

Exceptions**4.2.9**

The regulation of noise, does not apply to:

- i. Town approved activities, (for example the firehall siren),
- ii. the temporary relaxation of any provision of this bylaw authorized by the CAO or a Designated Officer due to special circumstances, (for example, the operation of snow removal equipment within a 48-hour period following a snowfall, etc),
- iii. the temporary relaxation of any provision of this bylaw by the CAO or a Designated Officer for approved special events, (including but not limited to, parades, firework displays, concerts, rodeo events, etc),
- iv. normal or emergency work carried out by the Town or contractors employed by the Town,
- v. emergency service vehicles, (whether responding to an emergency or training),
- vi. the carrying on of a commercial, industrial, or farming activity where the activity is a permitted use, or an approved discretionary use under the Land Use Bylaw (providing noise levels are not greater than what is necessary or customary in the normal method or process of performing or carrying on of that activity), and, all necessary permits, licences, approvals have been obtained in accordance with any other enactment or Town bylaw.

4.2.10

The regulation of noise, by the provisions of this bylaw, does not apply to:

- i. Federal or Provincial agencies,
- ii. noise created by vehicle through traffic on Provincial highways,
- iii. railway related noise created by Canadian Pacific Railway (and their sub-contractors).

PART 3 PROPERTY & PROPERTY MAINTENANCE**General****4.3.1**

The owner of a property is responsible for the actions and responsibilities of an occupant of their property.

Interference**4.3.2**

No person shall:

- i. damage, destroy, deface, tamper, or interfere with any private or public property that they do not own,
- ii. remove, move, alter, deface, conceal, or destroy any Town sign, road sign or notice.

General Owner / Occupant Responsibilities**4.3.3**

The owner or occupant of a property or premise or vacant lot:

- i. shall not conduct any activity upon the property or premise which creates a nuisance or a hazard or which allow the property to become an unsightly property,
- ii. shall maintain the property structure, yard, enclosures, and landscaped areas, in an acceptable state of upkeep so as not to create a nuisance, or hazard or allow the property to become an unsightly property,
- iii. is responsible for not creating or doing anything which is deemed to have a detrimental or adverse visual impact to an adjoining neighbour, the surrounding area, or anything which may lead to the decline of the market value of another property within the surrounding area.

Privacy screening may be allowed (at the discretion of, to the satisfaction of and with the permission of the CAO) as a feature to obstruct all or part of an unsightly property provided that the screen does not create a nuisance or impede sightlines or falls outside of a permitted structure according to the provisions of the Town of Bowden Land Use Bylaw.

4.3.4

The owner or occupant of a property or premise or vacant lot shall maintain any boulevard or alley adjacent to the land they own or occupy in an acceptable state of upkeep so as not to create a nuisance or hazard or allow the boulevard or alley to become unsightly.

4.3.5

The owner or occupant of a property or premise must secure all vacant or unoccupied buildings or structures so as to prevent unauthorized access, occupation, damage, vandalism and to prevent a health, safety, or fire hazard.

Abandoned Properties**4.3.6**

The owner of a property that has or will become an abandoned property shall ensure that the property is made secure against unauthorized entry or occupation, vandalism or other intentional damage or fire hazard by means or material standards or specifications that are acceptable to the CAO (or designate) or Designated Officer, including but not limited to, securing all entries, or installing fencing or other perimeter barriers.

4.3.7

The owner of an abandoned property must put into effect any repairs or remedial work within the timescales and standards as notified to the owner by the CAO or Designated Officer.

4.3.8

If an abandoned property has not been secured or repaired in accordance with this bylaw, the owner of the abandoned property shall be responsible for payment of any invoice from the Municipality for any actual or material costs incurred by the Municipality, including but not limited to, the costs of attendance of the CAO or Designated Officer, or Building Inspector or Fire Department Inspector.

4.3.9

Any costs not paid by the owner in accordance with section 4.3.8 of this bylaw that remain unpaid by 31 December in any calendar year will be added to the tax roll as an additional tax against the subject property and collected in the same manner as property taxes in the Municipality.

Enclosures**4.3.10**

The owner or occupant of a property or premise or vacant lot:

- i. must ensure that all fences, screens, retaining walls, structural members, and other enclosure types are maintained in a structurally sound condition, in good repair, and free from safety hazards,
- ii. must not construct a fence within any residential area wholly or partly of barbed wire or any other material or matter that may cause injury or pose an unacceptable risk to health and safety,
- iii. notwithstanding provision 4.3.10 (ii) a fence within a commercial, or industrial district may be partly constructed of barbed wire or some other approved type of entry protection material provided that this is no closer to the ground than 2.0 meters.

Excavations**4.3.11**

The owner or occupant of a property or premise must not allow an excavation, drain, ditch, or other form of groundworks to become or remain a danger to public safety.

Excavations must not lead to the ponding of water, unstable soil conditions or an adverse diversion of water flows.

Excavations that affect or damage an easement, boulevard, back alley, lane, sidewalk, utility right of way, access right of way or Town utility must be made good, graded, and landscaped to the satisfaction of the Town.

Signs**4.3.12**

The owner or occupant of a property or premise:

- i. must ensure that all signs, supporting structures, and fastenings that are damaged, broken, excessively faded, or worn are removed, refinished, or repaired,
- ii. must ensure that the sign is relevant for the purpose intended or permitted,
- iii. must ensure that the sign is free from misinformation or offensive wording, symbols, or graphics.

Signs may be allowed (at the discretion of, to the satisfaction of and with the permission of the CAO) provided that the sign does not create a nuisance or impede sightlines or falls outside of a permitted structure according to the provisions of the Town of Bowden Land Use Bylaw.

Civic Address**4.3.13**

The owner or occupant of a property or premise must display the civic number assigned to the property plainly visible in a location where the number can be viewed from the street in front of the property.

Accumulation of Materials**4.3.14**

The owner or occupant of a property or premise or vacant lot:

- i. must ensure that all parts of a property or premise are kept free from the accumulation of matter, including but not limited to, junk, garbage, refuse, furniture, household goods, appliances, yard waste, animal remains, animal waste, metal, lumber, and any other waste material, manmade or natural,
- ii. must ensure that all parts of a property or premise are kept free from the accumulation of any other matter that creates unpleasant odours, or is likely to attract pests, or which may create a fire hazard or a health and safety risk,
- iii. must ensure that all parts of a property or premise are kept free from dilapidated, collapsed, unsafe or unfinished structures,
- iv. must ensure that no vehicle, trailer, boat, machinery, or any other mechanical equipment, (or remnant or part or disassembly of such items) are parked, stored, or kept on a property in a dilapidated, unsafe, discarded, dismantled or inoperative condition.

4.3.15

The owner or occupant of an outdoor salvage yard, auto wreckers, or any other business storing materials or matter on the property must not allow the property to become unsightly or unprepossessing. An approved screening enclosure is required to obscure the property and its content from public view.

4.3.16

The owner or occupant of a property or premise or vacant lot must not allow the accumulation of building or construction materials, whether new or used, unless it can be established that a construction or renovation undertaking is being carried out at that site.

Snow & Ice & Other Debris Removal**4.3.17**

The owner or occupant of a property or premise or vacant land:

- i. shall ensure that snow, ice and / or other debris is removed from any public sidewalk located adjacent to the property or vacant land whether from natural or manmade means within 24 hours of occurrence or deposit,
- ii. should clear the snow, ice, or debris from the entire width of the sidewalk, as far as reasonably possible, to the extent that walking on the sidewalk is safe and unobstructed,
- iii. shall make arrangements to ensure that the sidewalks are cleared if absent from the property for an extended period of time,

4.3.18

Snow removal operations should not take place in residential districts between the hours of 11.00pm and 7.30am where noise from that activity may create a nuisance.

4.3.19

No person shall place, dispose of, or permit to be placed, snow, ice, dirt, debris or other material on any road, boulevard, back alley, lane, sidewalk, utility right of way, or access right of way.

4.3.20

No person must damage any sidewalk, pavement, curb, hydrant, sign or other form of Town or utility company infrastructure while engaged in snow, ice, or debris removal. Every person must take due care and precaution for the warning and safety of persons passing.

4.3.21

No person shall place an electrical cord (plug in) across a sidewalk so as to create an unacceptable safety hazard.

4.3.22

All persons:

- i. must ensure that vehicles (and any other form of obstruction including driveway ramps) are removed from public streets or alleyways when required and in accordance with any Town instructions or notices, as required so as to allow for safe and efficient snow removal operations,
- ii. must not willfully obstruct or hinder any Designated Officer, Town employee or Town contractor during snow removal operations.

Water Structures & Sump Pumps**4.3.22**

The owner or occupant of a property or premise:

- i. shall ensure that catch basins, storm drains ditches and swales are not obstructed by material or property disposed of or stored by the owner or occupant,
- ii. shall ensure that downspouts be installed so as to be directed to the front and the rear of a property only, unless permitted otherwise, and that they are wholly contained within the property boundaries,
- iii. must ensure that sump pumps:
 - a) do not discharge water into the Town's Wastewater System by direct connection to either the premise's service line or to the wastewater main,

- b) do not discharge water into Town's Wastewater System indirectly by way of a floor drain, laundry drain or any other connection to the wastewater system,
- c) only discharge water from the sump or dry well onto the surface of the ground outside the building,
- iv. must ensure that weeping tiles are not installed in a manner that drains sub surface or groundwater via a direct or indirect connection to the Town's Wastewater System.

4.3.23

No person shall make any direct or indirect discharge of water (or other material) or make any connection for either stormwater or surface water collected by drainage in weeping tiles, eavestroughs, downspouts, sumps, sump pumps or roof spouts, into the Municipal Wastewater System.

4.3.24

No person shall create or allow a water course, pond, pool of water / surface water that becomes or remains a nuisance or that poses a danger or health & safety risk.

4.3.25

No person shall construct, place, install (or allow) a water structure in the front of a property or premise including but not limited to, a swimming pool, hot tub, whirlpool, paddling pool, or water slide.

4.3.26

All persons are responsible for ensuring that any water structure satisfies the requirements of the Alberta Building Codes regulation, and for ensuring that all necessary permits, licences, approvals have been obtained in accordance with any other enactment or Town bylaw.

Buffering**4.3.27**

Property that, because of its use, occupancy, or other reasons, creates a nuisance to other properties in the neighbourhood shall be buffered from these properties so as to minimize the effect of the nuisance by the provision and maintenance of:

- i. a barrier or deflectors to prevent lighting and vehicle headlights from shining directly into a dwelling unit,
- ii. a barrier to prevent wind-blown waste, wrappings, debris, and similar things from littering or settling on adjacent properties,
- iii. a visual screen or fence, of uniform construction and appropriate to the nature of the adjacent use, to minimize the visual impact of nuisances to persons at grade on adjacent properties or a public highway; and
- iv. the provision and maintenance of a barrier of sufficient size and strength to prevent the dumping of debris or refuse in yards or vacant property.

Light Pollution**4.3.28**

The owner or occupant of a property or premise must ensure that all onsite lighting, including lighting on the exterior of a building and landscaping lighting, shall not:

- i. create a nuisance or unnecessary glare, or light trespass on adjacent or neighbouring properties,
- ii. create glare or interfere with motorists, the safe operation of motor vehicles or interfere with the visibility of traffic signs or signals.

Pest Control**4.3.29**

The owner or occupant of a property or premise must ensure that the property or premise is kept free of rodents, vermin, insects, wildlife, and other pests and kept free of conditions that may encourage infestation by rodents, vermin, insects, wildlife, and other pests,

4.3.30

A person shall not feed, attempt to feed, deposit, or dispose of food on a private property or in a public place for consumption by wildlife.

PART 4 TREES, SHRUBS, GREEN WASTE**General Conditions****4.4.1**

No person shall cut down, remove, damage, or attach any device to a tree in a boulevard or public place including parks, the cemetery, or other natural areas,

4.4.2

The Town has the right to remove, trim or prune, any tree on public or private land which in anyway interferes with, or endangers any municipal or public utility, or which creates a hazard to vehicle or pedestrian traffic.

4.4.3

Any tree on private land that is deemed to be:

- i. a nuisance must be removed or trimmed,
- ii. unsafe must be removed or trimmed to make safe.

The Town will take any action deemed necessary for a tree that is not removed or trimmed by the owner or occupant of a property or premise within a reasonable time period. This may result in a cost recovery charge being made against the owner or occupant.

4.4.4

A public utility may perform any pruning activity as necessary to comply with safety regulations or to ensure the operation of the facility providing that prior notice is given to the CAO and that the work is carried out in accordance with accepted arboricultural practices and at no cost to the Town.

Composting**4.4.5**

Residential yard waste and compost material disposed of on residential properties for residential pick up and collection by the Town must be done in accordance with the provisions of this bylaw, the Town's Solid Waste Bylaw, or any Town policy.

4.4.6

No person shall dispose of any waste or compost material at the Town's compost collection sites which are deemed to be non-acceptable waste items as per the provisions of the Town's Solid Waste Bylaw or as indicated on any notice or notice board at the collection site.

4.4.7

No person shall dispose of any waste or compost material at the Town's burn pit collection site which are deemed to be non-acceptable waste items as per the provisions of the Town's Solid Waste Bylaw or as indicated on any notice or notice board at the collection site.

4.4.8

Every owner or occupier who allows a composting container or compost pile to be kept on a residential property must ensure that it is maintained in such a manner that it does not become a nuisance by:

- i. creating offensive odours,
- ii. attracting pest and other wild animals.

Yard Waste Pickup**4.4.9**

The Town will pick up yard waste (tree branches, shrubs, and herbaceous plants) in accordance with the provisions of the Solid Waste Bylaw or any other Town policy effective at that time.

The owner or occupant of a property or premise is responsible for ensuring that pick up yard waste complies with the stated requirements. Items not placed in compliance with these requirements will become the responsibility of owner or occupant for disposal.

4.4.10

Yard waste must not be placed or left uncollected in any area where in doing so it becomes a hazard or a nuisance.

Grass, and other Vegetation**4.4.11**

The owner or occupant of a property or premise is required to control all grass, vegetation, or other herbaceous matter on their property and on any boulevard or easement which abuts or joins the property including up to the centre of lanes or alleys at the rear or side of a property.

4.4.12

The owner or occupant of a property or premise:

- i. shall ensure that lawns, shrubs, hedges, and trees do not become overgrown, and ensure that yards are kept free of heavy undergrowth and weeds,
- ii. shall safely remove any dead, diseased, dying, or dangerous trees, shrubs, vegetation, or herbaceous matter,
- iii. shall not allow grass, vegetation, or other herbaceous matter to exceed a height of 15 centimeters,
- iv. is responsible for removing, trimming, pruning all trees, shrubs, grass, vegetation, or herbaceous matter adjacent to / abutting to / overhanging from their property which encroaches on a road, boulevard, back alley, lane, sidewalk, utility right of way, access right of way, Town utility, utility company pole / line, fire hydrant, sight line, or traffic control device / sign.
- v. must remove all trees or shrubs or herbaceous matter that conceal, damage, interfere or could interfere (either wholly or partly), with a Town utility, utility company pole / line, fire hydrant, or which interferes or could interfere with any person or vehicle that has use of a public road, boulevard, back alley, lane, sidewalk, access right of way, or utility right of way.
- vi. must remove all trees or shrubs or herbaceous matter that due to deterioration or unsafe condition are a hazard or which,
 - a) obstruct the safety of the public,
 - b) could interfere or affect the safety of vehicle traffic or pedestrian movement,
 - c) obstruct a vehicle sight line or traffic control device,

Weeds and Invasive Plants**4.4.13**

The owner or occupant of a property or premise:

- i. is required to act so as to prevent or inhibit any infestation of noxious weeds and invasive plants on a property,

- ii. is required to remove all noxious weeds and invasive plants from the property including adjacent / abutting boulevards, easements, lanes, and alleyways,
- iii. shall remove and destroy any noxious weed or invasive plant (including the seed) in accordance with the Weed Control Act, RSA2000, Chapter W-5.1,
- iv. shall not use any unapproved or prohibited poison, chemical, pesticide or herbicide,
- v. shall only use an approved poison, chemical, pesticide or herbicide in accordance with the manufacturers label recommendations and in a manner so as not to create a nuisance or damage to adjacent properties and so as not to create a health and safety risk,
- vi. shall not willfully obstruct or hinder any Designated Officer to enter private land or private property to make enquiries, take samples, enforce a notice or that prevents the Designated Officer to enforce and monitor compliance with the Weed Control Act, this bylaw, or any other enactment.

Exceptions

4.4.14

The provisions within Part 4 of this bylaw where relevant, do not apply to:

- i. parks, natural areas, or municipal reserves, under the direction and control of the Town,
- ii. agricultural farmland, open natural spaces, or areas subject to naturalization programs,

PART 5 MOTOR VEHICLES

4.5.1

No person shall allow a motor vehicle or off-highway vehicle to become a nuisance through excessive noise, or excessive or unacceptable use or operation.

4.5.2

No person shall operate an off-highway vehicle within the Town on a highway unless it is licensed, registered, insured, and meets all of the provisions of the Alberta Traffic Safety Act.

4.5.3

No person shall park a vehicle on any land owned by the Municipality, including but not limited to, boulevards, playgrounds, parks & recreation areas, alleyways, or utility rights of way, except in such places designated for lawful parking.

4.5.4

No person shall park a vehicle on or in any place restricted, prohibited or limited by a traffic control device or some other form of warning sign or notification or pavement marking.

4.5.5

No vehicle shall be parked on either public or private property without the consent (implied or given) of the owner or person in lawful possession or control of the property.

4.5.6

No person shall wash, or power wash a motor vehicle or off-road vehicle in a public street or place.

4.5.7

No person shall wash, or power wash a motor vehicle or off-road vehicle on a private property which results in debris or loose material, or wastewater to settle in an adjacent or neighbouring property, or which creates a nuisance or a hazard.

4.5.8

A person who owns, occupies, or who has control of a vehicle must not at any time allow the vehicle to remain continuously running for longer than 20 minutes when it is stationary in a residential district.

Vehicle Repair**4.5.9**

No person may conduct any repair work on a motor vehicle, off-road vehicle, hobby vehicle or dilapidated vehicle, including but not limited to mechanical repairs, body work, paintwork, oil changes or modifications in a residential district so that it:

- i. becomes unsightly,
- ii. creates a nuisance or unacceptable noise,
- iii. creates unacceptable odours, fumes, smoke, or chemical pollution,
- iv. creates a health and safety hazard.

Vehicles under repair as a commercial trading activity are not permitted in residential areas.

4.5.10

All vehicle fluids, paint products and other hazardous material must be properly disposed of and must not be flushed in either the Town's storm water or wastewater systems.

4.5.11

All automobile parts, materials, and equipment (either new or discarded) must be properly stored and must not be allowed to become unsightly or have a detrimental or adverse visual impact to an adjoining neighbour.

Derelict and Unused Vehicles**4.5.12**

Derelict vehicles are not permitted to be parked on any Town street, alleyway, or public place including places designated for public vehicle parking.

4.5.13

Unused vehicles may be parked on a Town street adjacent to the owner's property providing they are roadworthy and registered and do not create a nuisance.

Unused vehicles must be capable of being moved (legally) at times when notification is given by the Town for winter roads maintenance operations or for any other reasonable request, including for example, but not limited to, repairs to a water main or the resurfacing of the road.

4.5.14

Derelict vehicles (abandoned, dilapidated, unroadworthy, or unregistered) may be impounded after a period of 72 hours (vehicles with missing plates are deemed to be unregistered).

4.5.15

Any vehicle which is illegally parked, or which creates a public safety risk, or which adversely affects traffic flows, or which obstructs Town operations, emergency vehicles or utility servicing can be removed and impounded without notice.

4.5.16

Any fees for impoundment, storage, recovery, or disposal remain with the owner of the vehicle.

4.5.17

Liability for any loss of personal effects from within the vehicle while being impounded or in storage remain with the owner of the vehicle.

4.5.18

A dilapidated vehicle must not be stored on the front of a property so as to become unsightly or have a detrimental or adverse visual impact.

4.5.19

All persons must fulfill the responsibilities and duties legislated under any statutory enactment. All vehicles must be operated in accordance with the provisions of the Road Traffic Act, and any other enactment, regulation, or order, the provisions of this bylaw and any other Town Bylaw.

Exceptions**4.5.20**

The provisions within Part 5 (Motor Vehicles) of this bylaw do not apply to:

- i. Town operations or emergency work carried out by the Town or contractors employed by the Town,
- ii. the temporary relaxation of any provision authorized by the CAO due to special circumstances, or for approved special events,
- iii. commercial equipment, including but not limited to, excavators or bobcats while operating in the normal course of their work or bona fide activity,
- iv. the loading of off-highway vehicles for transportation purposes,
- v. an emergency or situation of a serious nature,
- vi. Red Deer County Fire Department either as part of fire service operations or training.

PART 6 FIREARMS & WEAPONS**4.6.1**

No person, other than those persons authorized by Federal or Provincial legislation, shall carry on person, or transport or use or intend to use, a prohibited firearm, prohibited ammunition, a prohibited weapon or a prohibited device within any public property or area or place within the Town.

4.6.2

No person, other than those persons authorized by Federal or Provincial legislation, shall carry on person, or transport a loaded firearm or any other device that is capable of discharging a projectile within any public property or area or place within the Town.

4.6.3

No person other than those persons authorized by Federal or Provincial legislation, shall discharge a firearm, or any other device that is capable of discharging a projectile within the limits of the Town (either on private property or a public place, area or land) including but not limited to, a rifle, shotgun, handgun, black powder gun, antique gun, air gun (all types), CO² gun (all types), bow, crossbow, flare gun, replica gun, kit gun or homemade / converted gun.

4.6.4

All persons are deemed to have committed an offence under the provisions of this bylaw, who without lawful excuse, fail to adhere to a condition of a licence, a registration requirement, a permit, a prohibition, or contravene any legal enactment including the Federal Firearms Act & Regulations and the Criminal Code of Canada.

4.6.5

No person shall use a firearm, or any other device that is capable of discharging a projectile for the purpose of hunting, including but not limited to, killing, injuring, harassing, flushing, or capturing an animal within the Town.

4.6.6

The use or discharge of a tranquilizer gun or device by a competent or licensed person, including but not limited to, a Veterinarian, Fish & Wildlife Officer, or Animal Control Officer in the performance of their duties is exempted from the provisions of this bylaw.

4.6.7

No person shall carry on person, or use, or intend to use any weapon that may harm or injure another person or property or for the purpose of threatening or intimidating any person.

PART 7 FIRE**4.7.1.**

Except where allowed by permit no person shall burn, or allow to be burned, a fire on any property or premise, or public place or park.

4.7.2

No person shall burn, or allow to be burned, a fire on any property or premise that violates any condition of a Fire Ban Order issued by Red Deer County.

4.7.2

No person shall burn, or allow to be burned, a fire on any property or premise that violates any condition of a Restricted Fire Order issued by Red Deer County.

4.7.3

Where a fire is permitted every person who builds, ignites, or allows a fire on a property or premise must ensure that the fire is under control and is not left unsupervised at any time.

4.7.4

An outdoor fire is not permitted to burn on a property or premise between the hours of 12.00am (midnight) and 9.00am on any day of the week.

4.7.5

No fire is permitted at any time on any property or premise of materials, including but not limited to:

- i. treated or painted lumber with preservatives including oils, glues, and resins,
- ii. rubber, (including tires), plastic, paint,
- iii. chemicals, toxic substances,
- iv. wet or unseasoned wood,
- v. yard waste,
- vi. garbage,
- vii. animal carcasses / cadavers,
- viii. combustible / explosive material (fuels, oils, propane)

4.7.6

No fire is permitted that creates any prohibited debris or such that the smoke emitted from the fire causes a nuisance, or a safety concern or which impairs visibility on a public highway or street.

4.7.7

Fires in firepits are subject to the Town's Fire Bylaw or any order issued by Red Deer County.

4.7.8

Fire permits are issued in accordance with Red Deer County Fire Department procedures and regulations and the provisions of the Town's Fire Bylaw.

4.7.9

No person shall discharge fireworks unless prior approval is given either by the CAO or the Fire Chief and must be in accordance with any conditions of any permit issued or stated terms as given either by the Town or Red Deer County Fire Department.

4.7.10

If, in the opinion of the CAO or any member of Red Deer County Fire Department:

- i. material, if ignited could create a fire hazard,
 - ii. a fire (or fireworks) creates a burning hazard,
 - iii. a fire poses a health & safety risk,
 - iv. a person does not comply with the requirements of this bylaw,
- appropriate action may be taken to ensure that the hazard or fire (or fireworks) no longer pose a risk to any other person or property.

4.7.11

Notwithstanding any permission or permit given or any provision within this or any other Town bylaw the CAO or the Fire Chief may at any time issue an order that prohibits any person from building or igniting a fire (or setting off fireworks) at any time on any property or premise.

4.7.12

No person may obstruct, interfere with, or hinder the CAO, Fire Chief, or a Fire Safety Codes Officer in the carrying out of their duties and responsibilities under this bylaw, or any other enactment, order, or Town bylaw.

4.7.13 Exceptions

The provisions within Part 7 (Fire) of this Bylaw do not apply to:

- i. Town operations or emergency work carried out by the Town or contractors employed by the Town,
- ii. the temporary relaxation of any provision authorized by the CAO or the Fire Chief due to special circumstances, or for approved special events,
- iii. Red Deer County Fire Department either as part of fire service operations or training.

PART 8 AERIAL ACTIVITIES**4.8.1**

No person shall fly, or permit to fly, a drone unless this is carried out in accordance with Transport Canada regulations including licensing, certification, airworthiness, pilot training, insurance liability and operating rules, (conditions as regulated in the Transport Canada Aeronautical Information Manual).

4.8.2

No person shall fly, or permit to fly, a drone overhead a neighbouring property, or within 30 meters of other persons or animals.

4.8.3

No person shall fly, or permit to fly, a drone in a manner so as to create a nuisance, or unacceptable noise, or in a way that might injure or endanger another person, animal, property, or critical infrastructure.

4.8.4

Any person operating a drone must immediately cease operations in the event of any malfunction of any command or control links that affects the performance or flight characteristics of the drone.

4.8.5

In the event of an incident or accident to public or private property this must be reported to the Town Administration Office (and in accordance with the provisions of Transport Canada regulations).

4.8.6

No person shall possess or operate a handheld laser (over 1 milliwatt) at any time.

4.8.7

No person shall operate a laser light show unless permitted to do so by the CAO and in accordance with Transport Canada regulations.

4.8.8

The provisions within Part 8 (Aerial Activities) of this bylaw apply regardless of the purpose of use, including but not limited to, recreational, commercial, and research use.

4.8.9 Exceptions

The provisions within Part 8 (Aerial Activities) of this bylaw do not apply to:

- i. the temporary relaxation of any provision as authorized by the CAO, including but not limited to, Town operations, special circumstances, or for approved special events,
- ii. any Designated Officer acting under authority, or agreement or in the normal course of their duties (either operational or training) including but not limited to, Peace Officers, RCMP, Red Deer County Fire Department.

5 DESIGNATION OF AUTHORITY**5.1**

Council authorizes the CAO to conduct all actions necessary in order to fulfill the responsibilities and duties legislated under any statutory enactment, regulation, order, this bylaw, or any other Town bylaw.

5.2

Without limitation, the CAO is empowered to provide for:

- i. administering or enforcing the provisions of this bylaw,
- ii. granting licenses, approvals and permissions as set out in this bylaw,
- iii. approving exemptions to this bylaw
- iv. imposing penalties or waiving penalties where appropriate or necessary
- v. imposing additional restrictions as deemed necessary in the public interest.
- vi. any action or decision deemed as being reasonably practicable.

The provisions within any section of this bylaw where relevant, do not apply in cases where there is a temporary relaxation of any provision made by the CAO or a Designated Officer due to special circumstances or other special arrangements.

5.3

The CAO may establish rates, charges, penalties, or fees for any costs incurred or material used for remedial purposes including, but not limited to,

- i. the cleanup and removal of any waste or yard waste
- ii. the removal and storage cost of impounded vehicle or unused vehicle,
- iii. the maintenance and repair of any unsightly property / premise or abandoned property,
- iv. non-specific infractions of any part of this bylaw

5.4

The CAO may delegate powers to Designated Officers as deemed appropriate or necessary.

5.5

No person may obstruct, interfere with, or hinder the CAO, or a Designated Officer of the Town, in the carrying out of their duties and responsibilities under this bylaw, or any other enactment, order, or Town bylaw.

5.6

A Designated Officer may conduct patrols within the Town for the purposes of enforcing the provisions of this bylaw.

5.7

The CAO may declare any activity to be deemed as being:

- i. dangerous,
- ii. nuisance,
- iii. unacceptable,
- iv. excessive,
- v. unreasonable,
- vi. unsightly,

as necessary; or appropriate, in order to fulfill the provisions of this bylaw or to act responsibly in the best interests of the community.

5.8

The CAO may, upon giving reasonable notice of time to a person or owner or occupant, may enter any private, retail, or commercial premise to carry out an inspection, enforcement, remedy, or any action authorized or required by either, order, enactment, or this bylaw (as provided for in Part 13, Division 4, Enforcement of Municipal Law of the MGA).

5.9

The CAO or Designated Officer may in certain circumstances seize and confiscate any noise making equipment, devices, or items dependent upon the context, nature, and severity of the matter.

5.10

The CAO may issue a written warning that:

- i. directs a person to take action to remedy any contravention of this bylaw,
- ii. states the action the Town will take to remedy the contravention.

This may lead to the issue of:

- i. a specific penalty for contravention of a provision or for an offence as identified within this or any other Town bylaw,
- ii. an unspecified penalty for infractions of any part of provision of this bylaw,
- iii. the issue of a remedial order to remedy the infraction (in accordance with Part 13, Division 4, Enforcement of Municipal Law of the MGA),
- iv. any or all of i) to iii) above.

5.11

Not every matter can be addressed through regulation within this bylaw. In the interest of minimizing any misunderstanding and maintaining harmonious community relationships, all persons should liaise directly with the Town on any matter that may adversely affect community living.

6 DELEGATION OF AUTHORITY

Section 708 of the MGA allows for an Intermunicipal Collaboration to provide for the delivery and funding of intermunicipal services.

The Town of Bowden and Red Deer County have entered into a Municipal Services Agreement that allows Red Deer County to provide the following services:

- i. Fire & Rescue,
- ii. Weed Control,
- iii. Road Maintenance,
- iv. Road Traffic Enforcement,
- v. Bylaw Enforcement,
- vi. Safety Codes.

Red Deer County Officers are empowered under the joint Municipal Services Agreement and this bylaw to conduct all actions necessary in order to fulfill the responsibilities and duties legislated under any statutory enactment, regulation, order, this bylaw, or any other Town bylaw or Town policy where applicable or relevant within the Town of Bowden municipal boundaries.

7 LIABILITY & APPEAL

7.1

No action for damages shall be taken against the Town or any Designated Officer acting under the authority of this bylaw or the enforcement of the provisions of this bylaw or any other statutory enactment or order.

7.2

Any penalty or order issued under this bylaw shall not affect or remove in full or part any liability for claims or damages that may arise under a civil action brought to a Court in relation to an offence committed under this bylaw or any other enactment.

7.3 Right of Appeal

Any person who considers themselves to be aggrieved by a decision of the CAO (or a Designated Officer of the Town) made under this bylaw may appeal the decision to Council, in accordance with the procedures outlined in the Council Procedural Bylaw 08 / 2020 (as amended over time).

The Council's decision in respect of an appeal will be final and binding.

8 APPLICABILITY

8.1

This bylaw applies to all persons present within the Town.

8.2

No person shall obstruct, hinder, or interfere with any person while exercising or performing their duties or powers pursuant to the provisions of this bylaw, or any other enactment.

8.3

Exceptions (either permanent or temporary) to any provision within this bylaw:

- i. are at the discretion of the CAO, due to special circumstances, arrangements or need,
- ii. are as stated in this bylaw,
- iii. may apply to any Designated Officer or person acting under authority, or agreement or in the normal course of their official duties, for example: Peace Officers, RCMP, Fire Department.

8.4

Any person who contravenes any provision of this bylaw, by negligence, or by doing any act or thing which is prohibited, or by failing to do any act or thing that is required, is guilty of an offence in accordance with this bylaw or any other enactment.

8.5

Under Provincial legislation (Provincial Offences Procedures Act), the provision of the Criminal Code extends liability beyond the person who committed the offence as follows:

Persons are deemed party to an offence who:

- i. actually commit the offence,
- ii. do anything for the purpose of aiding a person to commit an offence, or,
- iii. abet any person in committing an offence.

8.6 Proof of Exception

In cases where a person alleges that an exception to the provisions of this bylaw applies, the burden of proof remains with that person, on a balance of probability.

8.7

Nothing in this bylaw (either by inclusion or omission) exempts any person from any statutory enactment, regulation, or Ministerial Order, including but not limited to the:

- i. Criminal Code of Canada,
- ii. Municipal Government Act, RSA2000, Chapter M-26,
- iii. Trespass to Premises Act, RSA2000, Chapter T-7,
- iv. Petty Trespass Act, RSA2000, Chapter P-11,
- v. Public Health Act (and Regulation), RSA2000, Chapter P-37,
- vi. Traffic Safety Act, RSA2000, Chapter T-6, (and all Regulations part of),
- vii. Alberta Safety Codes Act, RSA2000, Chapter S-1 and the Alberta Fire Code Regulation,
- viii. Weed Control Act, RSA2000, Chapter W-5.1,
- ix. Tobacco and Smoking Reduction Act, RSA 2005, Chapter T-3.8,
- x. Gaming, Liquor & Cannabis Act, RSA2000, G-1,
- xi. Environmental Protection and Enhancement Act, RSA2000, Chapter E-12,
- xii. Charitable Fund-raising Act, RSA 2000, Chapter C-9,
- xiii. any other applicable or relevant Town of Bowden Bylaw.

8.8

All references in this bylaw to an act, statute, regulation, or other bylaw refer to the current version of that enactment, as amended or replaced from time to time including all successor legislation.

8.9

All schedules attached to this bylaw form part of this bylaw.

9 SEVERABILITY

Every provision of this bylaw is independent of all other provisions. If any provision of this bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.

10 BYLAW PRECEDENCE

This bylaw supersedes and takes precedence over all previously passed bylaws that make reference to matters of nuisance, noise or community standards.

Bylaw **04-2014** and all amendments thereto are hereby repealed (Nuisance Bylaw).
Bylaw **12-2001** and all amendments thereto are hereby repealed (Noise Control Bylaw).

This bylaw will come into effect on the final day of passing and signature thereof.

Read a first time in open council this __ day of __ 2023__,

Read a second time in open council this __ day of __ 2023__,

and finally passed by unanimous consent of the Councillor's present.

Read a third time in open council this __ day of __ 2023__,

Robb Stuart, Mayor

Rudy Friesen, Chief Administrative Officer

Community Standards Bylaw

SCHEDULE A Penalties

A1

Any contravention of any provision of this bylaw may be enforced by the provisions contained within the Municipal Government Act (Division 4, Enforcement of Municipal Law), the Provincial Offences Procedures Act, R.S.A. 2000 Chapter P-24 or any other Provincial enactment or order where valid and enforceable.

A2

Any person who:

- i. contravenes a provision of this bylaw is guilty of an offence,
- ii. fails to do any act or thing a person is required to do, is guilty of an offence.

A3

This may lead to the issue of:

- i. a verbal or written warning,
- ii. a violation ticket for a specific penalty for the contravention of a provision of this Bylaw in accordance with the Provincial Offences Procedures Act,
- iii. an unspecified penalty of a variable amount of not less than \$250 up to a maximum of \$15000 for any general contravention of this bylaw as either a penalty fee, surcharge, late payment charge and / or for the compensation for damages or the recovery of costs,
- iv. the issue of a Remedial Order to remedy the infraction in accordance with section 545 and 546 of the Municipal Government Act,
- v. any or all of i) to iv) above.

A4

This bylaw is enforceable either by the CAO or a Designated Officer.

A5 Specific Penalties

Bylaw Reference	1 st offence	repeat offence(s)
Part 1 General Behaviours	\$150.00	\$300.00
except Disposal of Waste 4.1.28	\$250.00	\$500.00
Part 2 Noise	\$150.00	\$300.00
Part 3 Property & Property Maintenance	\$150.00	\$300.00
Part 4 Trees, Shrubs, Green Waste	\$100.00	\$250.00
Part 5 Motor Vehicles	\$250.00	\$500.00
Part 6 Firearms & Weapons	\$500.00	\$1000.00
Part 7 Fire	\$250.00	\$500.00
Part 8 Aerial Activities	\$250.00	\$500.00

A6

All persons must rectify the circumstances which give rise to an offence within the stipulated time period. Any continuance thereafter shall be deemed to be a new (subsequent) offence incurring further additional penalties.

A7 Non-Specific Penalties

Any person who contravenes any provision of this bylaw (other than those specific penalties listed in A5) will be subject to an unspecified penalty (as stated in A3 iii) the actual amount of which will be determined and applied at the discretion of the CAO dependent upon the context, nature, and severity of the offence.

A8

All persons are responsible for all costs associated with the implementation of any measures taken, or required to be taken, by the Town (or any other regulatory body) to meet the provisions of this bylaw or for any,

- i. remedial action,
- ii. repair to property, or personal effects,
- iii. recovery of costs.

A9

Any penalty issued under this bylaw does not affect or remove in full or part any liability for damages that may arise under a civil action brought to Court in relation to an offence committed under this bylaw or any other enactment.

Regular Council Meeting: March 27, 2023.	Agenda Item: 10
Prepared by: Melissa Christoffersen	Approved By: CAO
Report Type: Information	Attachment(s): 1. RDC Protective Services Enforcement Letter

Content:**10.**

Please see attached Red Deer County Protective Services – February Enforcement Letter

Recommended Motion:

Motion by Councillor _____ that Council accepts the submitted correspondence as information.



000046

PROTECTIVE SERVICES
38106 Range Road 275
Red Deer County, AB T4S 2L9
Phone: 403.343.6301
Fax: 403.347.0572

March 8, 2023

Town of Bowden
2101 – 20 Avenue,
Box 388
Bowden, AB T0M 0K0

Sent Via Email to: cfo@bowden.ca

Attention: Chief Administrative Officer

Dear Sir/Madam:

Re: February Enforcement Contract

Please be advised for the month of February, Red Deer County Patrol Officers spent 10 hours and 17 minutes in the Town of Bowden.

The following tickets were issued during patrols conducted between 0600-2100:

- 2023.02.24 at 0829 – Speeding; and
- 2023.02.24 at 0833 – Speeding.

I trust you will find the foregoing satisfactory, if you have any questions please feel free to contact our office.

Sincerely,

Sgt. Irv Heide
Patrol Manager,
Red Deer County, Protective Services

Regular Council Meeting: March 27, 2023.	Agenda Item: 11.a/11.b/11.c
Prepared by: Melissa Christoffersen	Approved By: CAO
Report Type: Information	Attachment(s): As per content

Content:

11

- a. **CAO's Report**
 - 2022 Bylaw Review Report (submitted by Tammy Cocke)
 - 2022 Bowden FCSS Year in Review Report (submitted by Jade Prefontaine)
- b. **Council Committee Reports**
 - Mountain View Regional Water Services Commission (meeting notes Mar 8, 2023)
(report submitted by Mayor Robb Stuart)
- c. **Society & Other Reports**
 - Submitted for Information*

Alternative Motions:

Motion by Councillor _____ that Council accepts the submitted reports as information.

or

Motion by Councillor _____ that Council directs Administration to _____.

Regular Council Meeting: March 27 th , 2023	Agenda Item: 11
Prepared by: Rudy Friesen	Approved By: n/a
Report Type: Information	Attachment(s):

- 1. RMA Spring Convention** – Mayor Stuartt and I attended the Rural Municipalities Convention March 21st, and 22nd in Edmonton. It was a great opportunity to network with colleagues from around the province, as well as elected officials. Among the highlights was a session on economic development. The information learned is being incorporated into our economic development strategy.
- 2. Rural Renewal Stream** – Bowden is now officially included in the Rural Renewal Stream under Innisfail's designation. Official word was received from the Province last week. We held a launch meeting March 20th including Innisfail and Olds, and we are already working with two new Canadians to confirm job placements in Bowden.
- 3. County Enforcement** – I met with Irv Heide March 14th to review their service contract and to consider the possibility of expanded presence in Bowden. I will prepare a proposal in the coming weeks for Council's consideration. The County has the capability to expand its role if requested.
- 4. ICS 300** – As a component of my role as Director of Emergency Management for the Town, I am registered for additional training. The Incident Command System (ICS) 300 is being provided April 4th, 5th, and 6th in Sundre.
- 5. Emergency Management Requirements** – I met on March 22nd with Brian Boutin of the Alberta Emergency Management Agency to review compliance with our Annual Community Emergency Management Plan (CEMP). We have some outstanding items that need to be addressed in order to maintain compliance. Emergency Advisory Committee and Agency Committee meetings need to be held in the near future. Additional details will be shared with Council in the coming weeks.

Town of Bowden

Bylaw Enforcement
Tammy Cocke

2022 Year in Review

Town of Bowden

PREPARED FOR

Jan 2022-Dec2022

Rudy Friesen CAO
Bowden Council

Objectives of Bylaw Officer:

The Town of Bowden Bylaw Officer is responsible for enforcing municipal bylaws. This is done by providing public education and awareness to help our residents better understand the importance of bylaw compliance. In keeping with this approach, the first course of action in a situation of potential non-compliance is to contact the resident to direct their attention to the bylaw in question, this is done through a phone call or a friendly reminder in the mail.

If this course of action doesn't work, they are given a notice, and the next step would be a written warning. For the most part, we truly do have amazing residents in our community, and they do want to do what is right, so we typically experience 95% compliance.

There are situations where a violation ticket is issued. While issuing violation tickets can be an effective way to enforce bylaws and promote compliance, there may be situations where it is not appropriate or necessary to issue a violation ticket, such as the following:

First-time offence:

If a resident is in violation of a bylaw for the first time and it's a minor offence, it may be more appropriate to provide a verbal warning or a written notice before issuing a violation ticket. This can help to educate the resident due to a lack of knowledge and promote compliance without resorting to a ticket.

Extenuating circumstances:

If there are extenuating circumstances that led to the violation, such as a medical emergency or a natural disaster, it may not be appropriate to issue a violation ticket. In these situations, it's important to consider the circumstances and use discretion when enforcing the bylaws.

Lack of evidence:

If there is insufficient evidence to support a violation, it may not be appropriate to issue a ticket. It's important to have clear and objective evidence of the violation before issuing a ticket to avoid disputes or challenges.

Resolution through mediation:

If the violation is related to a conflict between neighbours or residents within the community, it may be more appropriate to seek resolution through mediation or other forms of conflict resolution rather than issuing a ticket.

Overall, it's important to use discretion and judgement when enforcing bylaws and issuing violation tickets. While violation tickets can be an effective tool for promoting compliance, they should be used appropriately and in a way that is fair and reasonable.

Education for our residents and others in our community is the most effective way to ensure they comply with our bylaws. This is accomplished in various ways: by a brochure, friendly reminders or even just a phone call to discuss the situation at hand and seek a collective resolution. The big picture is to make our community look amazing which in turn draws new residents to our community.

Overview**2022**

Complaints

11

Property Issues

Verbal and Written communication with Residents regarding a

- yard clean up,
- grass issues or
- sidewalk clearing
- appliances clean up.

190

Vehicle Issues

Verbal and Written communication regarding

- parking issues,
- parking on grass,
- not moving for the snow plough
- vehicle parked illegally on the street.

128

Animal Bylaw (Dog Issues)

54

Fire Bylaw

4

Networking:

Bylaw endeavours to network and communicate with our neighbouring towns, which helps provide perspective and new and effective ways to defuse a situation.

Red Deer County Peace Officers are utilized when the situation forces me to have traffic violation tickets issued.

The Olds RCMP Officers are an incredible resource for Bowden. There have been a few situations where help was needed with residential disputes, cannabis use or stolen vehicles. Thank you to Olds RCMP for their assistance.

Also, Red Deer County Development office is a key resource regarding permits or discussion on items such as the soft sided shelter issue. They provide great support in this area.

Reaching Beyond Residents

An important role in bylaw enforcement can also involve non-residential stakeholder engagement in our community. In the summer of 2022, a complaint was received from Chinook's Edge School Division regarding visibility issues at the rail crossing in town; it became an immediate issue that needed to be addressed. After our investigation and multiple challenges, we needed to find the correct personnel and/or department within CP Rail. Following a site visit to determine boundary lines and to confirm area of responsibility for keeping a clear sightline at this intersection, successful contact was made with CN Personnel. After many calls and meetings, the situation was successfully resolved. This was an important safety initiative undertaken by Bylaw enforcement for the benefit of our residents, and all rail crossing users.

Prepared by:

Tammy Cocke

Bylaw Officer

March 2022

- Attend Red Deer County Interagency for child, youth & family community partners.
- Volunteer Appreciation Supper planning.
- Vision for Non-Violence 2023 Conference planning meeting (regional partnership)
- Paint Nite at the School weekly.
- Shoveling at the Olde Library.
- Vision Board Workshop planning
- CVITP Bookings & 1st session.
- Community Garden planning, poster & advertisement.
- Dry Pantry pick up & sort.
- "Bakeology" (kids baking club) planning with YES Coordinator
- FCSS Workers Meeting in Red Deer.
- Shop for Bakeology at BGS Weekly
- Update "Centre for Positive Relationships" resources in Olde Library
- Bowden Daze Parade planning meeting.
- Innisfail Interagency attend "The Great Disconnect" presentation.
- Year of the Garden planning.
- Planning for Seniors Week June 2022
- Help set up and host "Y.O.U. Day" youth event with Innisfail FRN at the Paterson Hall.
- Update bulletin board.
- Planning & Host "Craft Club" with YES at BGS.
- **Drop In's & Referrals = 27**
- **Dry Pantry/Food Security = 13** (Not including afterhours facility users who may access pantry)

April 2022

- CVITP Bookings for April Sessions.
- Bakeology kids cooking weekly at BGS with YES
- Craft Club weekly with YES at BGS.
- BGS Council meeting.
- Meet with Cemetery Society Volunteer to discuss mapping system.
- Vision Board Planning.
- Sort school sports uniforms with volunteer to determine need for replacements.
- Volunteer Appreciation Supper invitations (60+ sent to local organizations and persons)
- Assist Community Lending Shelf volunteers with orders for residents.
- "Coordinated Community Response (CCR) to Elder Abuse" meeting with regional partners.
- Volunteer Appreciation Supper shopping for décor, door prizes, food planning etc.
- Set up and host Volunteer Appreciation Supper (Approximately 150 attendees)
- Week vacation over Easter Break
- Dry pantry inventory sort and update.
- Host Kindergarten field trip at Olde Library/Centerinial Park.
- **Dry Pantry/Food Security = 6** (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals = 17**

May 2022

- AHS Rural Outreach meeting with 2 local workers
- Vision Board planning with Town Staff (Alison)
- Participate in staff vs. students basketball game at BGS
- Attend Council Meeting (cover administrator) for meeting minutes.
- Cover at Town Office.
- Vision Board Workshop – set up and host.
- Good Food Box program pick up & delivery.
- Bowden Daze Parade meeting.
- Assist local resident with moving a television to electronics recycling.
- Dry Pantry - pick up items, stock & sort.
- Park date planning with BGS
- Seniors Week Retro Bingo & Brunch planning.
- School Council meeting BGS
- Summer Fun Program planning with YES.
- "Board at School" with YES at BGS
- CCR Newsletter Article
- "Minute to Win it" club with YES at BGS
- Community Garden – Coordinate 2022 Garden users, Waiver & rules update and distribute, Hand Till raised beds & clear debris for new garden season. Planning with Eagle Creek Farms for donation of seed potatoes & starter tomatoes for each gardener. Plant and prep annual beds & flower planters around Olde Library.
- **Dry Pantry/Food Security = 13** (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals = 24**

June 2022

- Seniors Week Planning & preparation.
- Dry Pantry, donations, sort & stock.
- Plant annuals in flower beds and planters (continued)
- Rake Mulch at Olde Library front patio.
- "Minute to Win it" Club at BGS with YES
- "Board at School" with YES at BGS.
- FCSS Workers Meeting in Springbrook
- Good Food Box program
- Support to FRN park programming.
- Weeding around Community Garden in pathways, gravel etc.
- Sort event supplies.
- Olds BGC/BGS & FCSS Meeting to plan Before & After School care program start in Bowden.
- Seniors Retro Bingo & Brunch event.
- West Red Deer County Early Years Coalition – dissolve event supplies (sort & donate).
- Event storage supply shack – discovered roof leak and flooding, help to prevent further damage to items (tarps, bins etc) with public works.
- Playschool Wind-up – host at BGS, FCSS provided games and face painting to the kids.

- Bowden Daze Parade planning – Gather items for Dignitary bags and Pancake breakfast.
- Grade 3, 4 & 5 (60+ kids) attended Olde Library and Centennial Park. FCSS provided Park Splash water fight and bonfire as year-end wrap up party.
- Summer Fun Programming registration.
- Kindergarten wind up – FCSS at BGS for face painting 2 days in a row.
- Grade 7 – host water fight at Olde Library (year-end wind-up)
- Co-Host/supervise “pop-up spray park” at BGS (Hosted by Red Deer County Recreation and Innisfail FRN)
- **Dry Pantry/Food Security** = 12 (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals** = 25

July 2022

- Week vacation at beginning of July
- July Summer Fun Program with YES
 - 12- 15 Kids daily 10:00 a.m. to 3:00 p.m.
 - Day 1 – Tie Dye Day
 - Day 2 – Park Splash Day
 - Day 3 – Movie Day
 - Day 4 – Paint Day
 - Other activities included Wide/Yard Games, Board Games (to escape heat), daily snack provided, colouring & crafts.
- Good Food Box Delivery
- Dry Pantry pick-up/sort/stock.
- Decorate Golf Cart for Bowden Daze Parade (pick up and bring home the day before)
- Marshal & help organize Bowden Daze Parade at the school. (Saturday, July 16)
- Prepare & plan to host Practicum Student for 100 hours (Reeves College student)
- Meeting with local seniors to discuss concerns at Bowden Seniors lodges.
- August Summer Fun Camp planning
- Care for Community Garden & flower planters, weed, water etc.
- Bike Rodeo planning with Olds RCMP & Red Deer County Protective Services.
- **Dry Pantry/Food Security** = 6 (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals** = 15

August 2022

- Week vacation at beginning of August
- Practicum Student start.
- Planning for Family Fun Day Scavenger hunt.
- Ads created for Bike Rodeo
- Community Garden care including extended weeding & watering.
- Good Food Box program
- Dry Goods Pantry items pick up, stock & sort.

- August Summer Fun Program with YES
 - Day 1 – Family Fun Day: scavenger hunt, free BBQ, crafts with FRN, Park splash & yard games (60 people attended)
 - Day 2 – Tie Dye Day (12- 15 Kids daily 10:00 a.m. to 3:00 p.m.)
 - Day 3 – Movie Day
 - Day 4 – Park Splash Day
- Plant 20 lilies from PW in garden bed
- Practicum student reporting.
- Planning, invitations & Ad creation for Community Registration Night.
- FCSS Workers meeting in Red Deer
- Bike Rodeo with Red Deer County Protective Services & Olds RCMP– 15 kids attended with their parents.
- **Dry Pantry/Food Security = 12** (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals = 22**

September 2022

- Booking & Registration for Community Night
- Summer Fun supply – sort and to storage.
- Practicum Student #2 start.
- IMPACT Vision for Non-Violence regional meeting (conference planning)
- FCSS Regional Project meeting in Springbrook
- Attend Olds Interagency meeting.
- CCR Meeting Innisfail.
- Good Food Box Delivery
- Make 180 bags of cotton candy for registration night.
- Attend Innisfail Interagency meeting.
- Community Registration Night at BGS – host 24 local organization/vendors tables & nearly 300+ people attended.
- BGS Advisory Council Meeting
- Community Garden fall clean-up before frost.
- Final reporting for Practicum Student.
- Planning with Red Deer County and Innisfail FRN for school/community activities.
- Attend Seniors Information Fair in Red Deer. Many Bowden serving agencies in attendance.
- **Dry Pantry/Food Security = 11** (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals = 21**

October 2022

- Red Deer County Recreation partnership planning for 2023 Yoga Sessions.
- Community Garden fall clean-up continued.
- Meeting with new YES Coordinator for fall program planning.
- Co-Host "DIY Day" Afterschool programming weekly with YES
- Donation of 30 spaghetti squash shared to community.
- GFB Program
- FCSS Workers Meeting in Delburne.
- Fun Fridays with YES at BGS – make popcorn for kiddos.

- BGS Advisory Council meeting
- Hiking with High School Outdoor Education & Foods class (chaperone) to Powderface Creek.
- Attend Innisfail Interagency.
- "Movie Masters" at Olde Library with YES – Halloween themed day & 2 movies with 7 youth.
- Walk With Mayors in Penhold – in support to FCSS Regional partners, and to build awareness for seniors falls. Penguin walk posters for around town.
- IMPACT Vision for non-violence meeting & conference planning.
- Life Skills Class - Garden Clean up and Slurpee reward.
- Presentation to Life Skills teachers/EA's about how the students can get involved in our community through volunteerism.
- Planning with AA group to start up Bowden Sunday Nights again.
- **Dry Pantry/Food Security = 15** (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals = 31**

November 2022

- Snow Buddies – initiate program, recruit volunteers, connect shovelers to those in need, ad poster create.
- FCSS Workers meeting in Springbrook
- IMPACT Vision for Non-Violence conference in Innisfail (set up & attend)
- Sick with COVID for a week.
- Golden Circle information sharing to recruit "Brokered Workers" to serve Bowden & Area.
- Good Food Box Program
- Regional Project Planning submitted to Red Deer. "Random Acts of Kindness" (RAK)
- Dry Pantry, pick up, stock & sort.
- Innisfail Interagency meeting
- Attended "Helpers Need Help too" session in Innisfail.
- Shoveling at Olde Library
- Decorate Olde Library for Christmas
- Host DIY Day with YES at BGS Weekly
- CCR Meeting in Innisfail
- Prepare for Mini Christmas parties & Regional Project start-up at BGS.
- Christmas Club starts with YES at BGS
-Included fundraising/supply drive for Olds & Area Adopt a Grandparent program (serving Bowden Seniors)
- Confirm Vulnerable sector check with CVITP members & organization.
- **Dry Pantry/Food Security = 5** (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals = 20**

December 2022

- RAK Planning & partner with YES at BGS for "Mini Christmas Parties"
- Host individual Mini Christmas parties for each grade (1 – 12) at BGS> FCSS provided each class with hot chocolate & marshmallows, cookies, fun holiday pencils and conversation around caring, empathy, paying it forward. Younger grades were given RAK Bingo to play & RAK cards to share around the community during the holiday break. Around 500 cups of hot chocolate served at the school through December initiatives!
- Fun Fridays & popcorn at BGS with YES.
- Submit Employee Self Appraisal
- Help at "Little Shoppers" at BGS library with younger grades. Also clean up after project.
- CVITP 2023 Date planning with volunteers.
- Snow Buddies coordination with residents.
- Good Food Box program delivery.
- Dry Pantry, stock, sort & pick up items.
- Provide Cotton Candy machine to Grade 7 "Farmers Market" for student project & fundraiser.
- Provide fun lighting & Hot Chocolate/Cookies for Grade 2-6 dance at BGS.
- Help prepare supplies, cook hot dogs & hot chocolate at Community Christmas event at the Igloo.
- Coordinate anonymous donation for residents (\$400 to families in need in our community)
- Shovel at Olde Library
- Week Off for Christmas Holidays.
- **Dry Pantry/Food Security = 6** (Not including afterhours facility users who may access pantry)
- **Drop In's & Referrals = 17**

Referrals, Drop-in's and FCSS assistance in 2022 Included, but not limited to:

- Food Security (beyond Dry Pantry) to local food banks.
- Busy moms needing support and place to talk.
- Personal care for seniors, home care etc. (many referrals)
- **Transportation** to appointments (many referrals)
- Family Violence
- Support for domestic abuse.
- Seniors' benefits
- Office of the Public Guardian
- Support to individuals through mask protests at BGS.
- Isolated seniors.
- Support to woman leaving abusive relationship.
- Meals on wheels/Meal delivery programs.
- Seniors' assistance with on-line applications.
- Seniors' tech support.
- Family School Wellness mutual case discussions.
- Financial supports including Alberta Emergency Funding & long term supports.
- Seniors needing help with moving furniture.
- Low income moving & cleaning supports.
- Healthy Families.
- Assist mobility challenged individual get old TV to electronics recycling.
- AHS partner to support local resident.
- Clothing security through Community Lending Shelf
- Coats for Everyone referrals.
- Senior's assault/abuse support after incident.
- Seniors Housing
- Before & After School Care
- Concerns at Seniors Manor/Lodge from several seniors (ongoing)
- Rental Tenancy Dispute Resolution Service

Groups that used the Olde Library Community Centre in 2022

- Innisfail Family Resource Network
- Alberta Health Services (Social Services)
- Community Volunteer Income Tax Program
- Tops Women's Group
- Bowden Agricultural Society
- Bowden Figure Skating
- Bowden Minor Hockey
- Youth Empowerment Supports (YES)

Groups that are using the Olde Library Community Centre in 2023:

- Innisfail Family Resource Network
- Alberta Health Services (Social Services)
- Community Volunteer Income Tax Program
- Tops Women's Group
- Bowden Agricultural Society
- Bowden Figure Skating
- Bowden Minor Hockey
- Youth Empowerment Supports (YES)
- Youth HQ – Keystone Youth
- Alcoholics Anonymous (AA Sunday Night Bowden)
- AHS – Mental Health Support Group

Note* FCSS Worker is responsible for managing & booking the Olde Library Community Centre and all its users and Keyholders in addition to its own programs.

Community involvement on my own time in 2022

- Bowden Expanding Horizons Cultural Enhancement Society (member)
- Dinner theatre fundraiser -Role in performance (many months of rehearsal leading up)
- Bowden Daze Market – help where needed.
- Kostumes & karaoke – BEHCES Halloween Fundraiser – set up/decorate & prepare refreshments for extra fundraising, clean up afterwards.
- Rustic Country Christmas Market – Planning, set up and supervision, clean up.
- Support to school as volunteer driver - Sports teams etc.

MOUNTAIN VIEW REGIONAL WATER SERVICES COMMISSION

March 8, 2023

- Meeting held via zoom. All members in attendance.
- Chairman's, Operations Director's, CAO's, Technical Manager's, and Financial Reports presented, discussed and approved.
- Staff working on: Emergency Response Plan Update, Staff safety protocols (hearing, hearing protection, Self Contained Breathing Apparatus ,etc.).
- Presentation by auditors of the draft of the 2022 Audited Financial Statements. Directors had some questions for the auditor and administration. Motion to approve the draft audit was carried. Final audit will be presented at the Annual General Meeting which will be held April 12th at the Innisfail Legion.
- Administration presented their recommendation for the awarding of the energy contract (natural gas and electricity) to Enmax for a five year term. A motion was carried for administration to check with Atco for a better rate and (if not) to award the energy contract to Enmax.
- Member water consumption income statement attached.

Mountain View Regional Water Services Commission
Comparative Income Statement
At February 28, 2023

Actual February 1 to February 28, 2023	Year to Date	% YTD to YTD Budget	YTD Budget	Budget Jan 1, 2023 to Dec. 31, 2023
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REVENUE**Sales Revenue**

Water Sales - Town of Innisfail
 Water Sales - Bowden Institution
 Water Sales - Town of Bowden
 Water Sales - Town of Olds
 Water Sales - Town of Didsbury
 Water Sales - Town of Carstairs
 Water Sales - Town of Crossfield

\$ 127,119.84	\$ 287,559.72	0.96	\$ 300,869.16	\$ 1,769,818.58
16,300.10	35,838.60	1.04	34,363.39	202,137.59
23,930.76	44,792.52	1.17	38,150.24	224,413.19
206,380.02	447,502.98	1.11	404,292.45	2,378,190.86
79,501.98	188,032.98	1.06	176,684.71	1,039,321.80
55,653.06	132,175.32	1.00	131,844.77	775,557.45
57,358.68	135,861.84	0.86	158,142.36	930,249.19