

TRAFFIC SAFETY BYLAW

BYLAW NO. 1160-99

Office Consolidation August 25, 2009
Revised June 9, 2015; February 11, 2020

Prepared by:

**Executive Assistant
Town of Bonnyville**

Bylaw No. 1160-99, as amended, was adopted by Town Council on April 13, 1999. In August, 2009, this document was consolidated by virtue of the incorporation of the following bylaws, which were amendments to the original bylaw.

Bylaw No. 1180-00 Approved November 14, 2000, repealed by Bylaw 1279-06, except for Schedule "C" of this bylaw, which is still current

Inserting the following in Section 4.10

Jaywalking (4) No pedestrian, except as permitted by this Bylaw, shall cross any highway at any point other than a crosswalk The driver of a vehicle is not relieved from exercising due care

(5) No person shall cross at an intersection if a traffic control device thereat prohibits the crossing

2. Replace Schedule "C" with the attached schedule

Bylaw No. 1279-06 Approved April 25, 2006; Schedule "C" of Bylaw 1180-00 is still current

That the Traffic Safety Bylaw 1160-99 be amended by:

1. Inserting the following in Section 4.10

Jaywalking (4) No pedestrian, except as permitted by this Bylaw, shall cross any highway at any point other than a crosswalk. No person shall encourage, instruct, assist, or direct a child to access any highway within a school zone at any point other than a crosswalk or designated pedestrian crossing. The driver

of a vehicle is not relieved from exercising due care.

- (5) No person shall cross at an intersection if a traffic control device thereat prohibits the crossing.

This bylaw repeals Bylaw 1180-00, except for Schedule "C" and comes into force after third and final reading.

Bylaw No. 1346-09

Approved August 25, 2009

Schedule "C" of repealed Bylaw 1180-00 still current

That Bylaw No. 1160-99 be hereby amended as follows:

Add to Section 3.6 (2) the following:

3.6 (2) (d) School buses, between the hours of 8:30 a.m. and 3:30 p.m. on days when school is in session.

2. That Bylaw No. 1160-99 and this Bylaw and any future amending Bylaws be consolidated.

Bylaw No. 1438-15

Approved June 9, 2015

Section 5.1 "OPERATION"

Insert after Section 5.1(7) the following:

(7.1) Persons operating an off-highway vehicle may enter and exit to commercial and industrial zoned districts for the purpose of obtaining food, fuel, lodging, and repairs, according to the designated access routes outlined in Schedule "A-1".

That Schedule "A-1" as attached to this Bylaw also be added as Schedule "A-1" after Schedule "A" in Traffic Safety Bylaw No. 1160-99

That Schedule "A-1" of this Bylaw and Schedule "A'1" of Traffic Safety Bylaw 1160-90 may be amended by Resolution of Council.

Bylaw No. 1492-20

Approved February 11, 2020

Amend Section 2.3 "PARADES/CHARITY RUNS" as follows:

- 2.3 (1) No person shall hold any parade or procession without first obtaining a permit and written permission from the Chief Administrative Officer, subject to such terms and conditions as the Chief Administrative Officer deems advisable.

2.3 (3) Any person desiring to hold a parade or procession within the Town shall apply at least four (4) weeks prior to the time they desire to hold the same, make and application in writing to the Chief Administrative Officer and in such application shall furnish the following information:

- (a) the name and address of the applicant; if such application is an organization, the names, addresses and occupations of the executive thereof,
- (b) the nature and object of such parade or procession,
- (c) the day, date and hours during which same will be held,
- (d) the intended route thereof,
- (e) the approximate number of persons and vehicles taking part therein.

2.3 (6) No throwing of candies or novelties from floats or vehicles. Candies or novelties are to be distributed by members of the parade walking to curb side spectators

Editor's Note:

This is an office consolidation edition of Bylaw 1160-99 – Traffic Safety Bylaw, as approved by Council on April 13, 1999. This edition contains all amendments and additions to Bylaw 1160-99. For the sake of clarity, only those schedules which are current are included. All reasonable attempts were made to accurately reflect the original Bylaw and its amendments.

This office consolidation is intended for convenience only. In case of uncertainty, the reader is advised to consult the original Bylaws, available at the office of the Executive Assistant.

Executive Assistant's Office
Town of Bonnyville

1.0 GENERAL - DEFINITIONS

BYLAW NO. 1160-99

WHEREAS the *Highway Traffic Act, R.S.A. 1980, c. H-7* authorizes a Municipal Council to pass Bylaws for the regulation and control of vehicle, animal, and pedestrian traffic; and

WHEREAS the *Off-Highway Vehicle Act, R.S.A. 1980, c. O-4* authorizes a Municipal Council to pass Bylaws to regulate the operation of off-highway vehicles within the corporate limits of the municipality; and

WHEREAS the *Municipal Government Act, S.A. 1994, c. M-26.1* empowers a Municipal Council to impose a fine for infractions of a Bylaw.

NOW THEREFORE, the Council of the Town of Bonnyville, in the Province of Alberta, duly assembled enacts as follows:

1.1 TITLE

This Bylaw may be cited as the "Town of Bonnyville Traffic Safety Bylaw".

1.2 DEFINITIONS AND INTERPRETATIONS

- (1) In this Bylaw, the following definitions shall apply.
- (2) All definitions and interpretations of The Highway Traffic Act and The Motor Vehicle Administration Act, and The Off-Highway Vehicle Act shall apply, and
 - (a) **"Alley"** means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land.
 - (b) **"Chief Administrative Officer"** means the Chief Administrative Officer for the Town of Bonnyville appointed by the Council of the Town of Bonnyville or his designate.
 - (c) **"Commercial Vehicle"**
 - (i) means a truck, trailer or semi-trailer, except
 1. a truck, trailer or semi-trailer that is a public service vehicle, or
 2. a truck, trailer or semi-trailer or any class of vehicle that by the regulations or by an order of the Alberta Motor Transport Board is exempted from being classified as a commercial vehicle, and

- (ii) includes:
 - 1. a motor vehicle from which sales are made of goods, wares, merchandise or commodity, and
 - 2. a motor vehicle by means of which delivery is made of goods, wares, merchandise or commodity to a purchaser or consignee thereof.
- (d) **“Council”** means the Council of the Town of Bonnyville.
- (e) **“Curb”** means the actual curb if there is one; if there is no curb in existence, it shall mean the division of a highway between the roadway and the sidewalk or boulevard, as the case may be.
- (f) **“Dangerous Goods”** means dangerous goods for which placards are required by the Transportation of Dangerous Goods Control Act and Regulations.
- (g) **“Emergency Vehicle”** means fire fighting vehicles, public utility vehicles while actually being used in any emergency, police vehicles, ambulances, or a vehicle being used by a member of the Town work force or a medical doctor responding to an emergency call.
- (h) **“Heavy Vehicle”** means a vehicle or a vehicle with a trailer attached, with or without a load, of 5500 kgs. gross vehicle weight or more, or exceeding 6.3 m. (20.7') in overall length, recreation vehicles excepted.
- (i) **“Highway”** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and
 - (i) includes:
 - 1. a sidewalk (including the boulevard portion of the sidewalk),
 - 2. if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - 3. if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be,
 - but
 - (ii) does not include a place declared by the Lieutenant Governor in Council not to be a highway.
- (j) **“Holiday”** means any day officially proclaimed a holiday by any Federal, Provincial or Municipal authority, and which is in effect in the Town of

Bonnyville.

- (k) **“Land Use Bylaw”** means “Land Use Bylaw **as amended from time to time**” for the Town of Bonnyville.
- (l) **“Off-Highway Vehicle”** means an off-highway vehicle as defined in the *Off-Highway Vehicle Act, R.S.A. 1980, c. O-4*.
- (m) **“Parkland”** shall mean every recreational area owned or controlled by the Town that lies within the limits of the Town whether such parkland is improved in whole or in part or remains in its natural state but shall include other neighborhood beautification areas and publicly maintained areas administered by the Town.
- (n) **“Parade” or “Procession”**, with the exception of a military parade or funeral procession, means any group numbering more than twenty (20) marching or walking in the street, or any group of vehicles or combination of pedestrians and vehicles which together exceed more than ten (10).
- (o) **“Peace Officer”** means a member of the Town of Bonnyville Special Constable Force, a member of the Royal Canadian Mounted Police, or a Bylaw Enforcement Officer.
- (p) **“Permitted Areas”** shall mean any area outside of the Town limits where an off-highway vehicle may be operated.
- (q) **“Recreation Vehicle”** means a vehicle used or intended for use as a shelter, and without restricting the generality of the foregoing, includes any motor home, holiday trailer, camper, tent trailer or any bus or truck converted for use as a recreation vehicle.
- (r) **“Time”** means either Mountain Standard Time or Mountain Daylight Saving Time, whichever is proclaimed to be in effect by the Province of Alberta.
- (s) **“Town”** means the Town of Bonnyville, a Municipal Corporation of the Province of Alberta, or the corporate limits of the Town of Bonnyville, as the context requires.
- (t) **“Tractor”** means a truck with a short chassis and no body used in combination with a trailer for the highway hauling of freight.

2.0 RULES FOR OPERATION OF VEHICLES

2.1 UNINSURED VEHICLES

Any vehicle parked on a highway must be registered and insured, as per the *Highway Traffic Act*, and the *Motor Vehicle Administration Act*, R.S.A. 1980, c. M-22.

2.2 FUNERAL PROCESSION

Despite Sections 95, 97 to 101, 108 and 109 of the *Highway Traffic Act*, any vehicle in a funeral procession, except the lead vehicle, may during daytime hours, enter an intersection without stopping if:

- (a) the headlamps of the vehicle are alight, and the four-way "Hazards Lamps" are activated, and
- (b) the vehicle is traveling immediately behind the vehicle in front of it so as to form a continuous line of traffic,
- (c) the passage into the intersection can be made in safety.

2.3 RULES FOR PARADES/CHARITY RUNS

- (1) No person shall hold any parade or procession without first obtaining a **permit and written** permission from the Chief Administrative Officer, subject to such terms and conditions as the Chief Administrative Officer deems advisable.
- (2) Every member of a parade or procession and the organization and leaders thereof shall be guilty of an offence for each and every violation of this section.
- (3) Any person desiring to hold a parade or procession within the Town shall apply at least **four (4) weeks** prior to the time they desire to hold the same, make application in writing to the Chief Administrative Officer and in such application shall furnish the following information:
 - (a) the name and address of the applicant; if such application is an organization, the names, addresses, and occupations of the executive thereof,
 - (b) the nature and object of such parade or procession,
 - (c) the day, date, and hours during which same will be held,
 - (d) the intended route thereof,
 - (e) the approximate number of persons and vehicles taking part therein,

- (4) PEDESTRIANS WATCHING - During such parade or procession all pedestrians not taking part therein shall be restricted to the use of the sidewalk area;
- (5) NOT TO OBSTRUCT - No parade or procession shall obstruct any highway for a longer period than is reasonably necessary.
- (6) No throwing of candies or novelties from floats or vehicles. Candies or novelties are to be distributed by members of the parade walking to curbside spectators

2.4 SPEEDING ON TOWN OWNED LAND

No person shall drive a vehicle upon any part of the lands, parking lots and driving areas associated with the Agriplex - R.J. Lalonde Arena, Bonnyville Soccer Park, Lions Park, Caouette Park, Kinsmen Park, Kushnir Ball Park, Slawuta Pond area and any other lands owned by the Town at a speed in excess of twenty (20) kilometers per hour, or in excess of any speed limit sign posted upon the above properties.

2.5 SCHOOL BUS FLASHING LIGHTS PROHIBITED

A driver of a school bus shall be prohibited from activating the flashing warning lights when loading and unloading passengers in the School Bus Loading Zones located at the following locations:

- (1) On 49 Avenue between 49 Street and 50 Street (BCHS)
- (1) On 49 Avenue between 50 Street and 51 Street (Notre Dame Elementary/Parent Child Centre)
- (2) On 52 Avenue between 48 Street and 49 Street (Duclos School)
- (3) On 38 Street between 42 Avenue and 43 Avenue (Dr. Bernard Brosseau)
- (4) On 39 Street between 43 Avenue and 44 Avenue (H.E. Bourgoin)
- (5) On 48 Street between 47 Avenue and 49 Avenue (Notre Dame Junior/Senior High)
- (6) On 51 Avenue between 47 Street and 48 Street (Headstart School)

2.6 TRUCK ROUTE

No person shall operate a heavy vehicle on any residential highway in the Town.

2.7 EXEMPTIONS

Despite Section 2.6, the following heavy vehicles are authorized to be operated on highways in residential areas:

- (a) BUSES - Public Passenger vehicles being operated for the purpose of receiving or delivering passengers.
- (b) EMERGENCY VEHICLES - Any emergency vehicles being operated in the

service of public interest, or during an emergency.

- (c) UTILITY VEHICLES - Public Utility vehicles being operated for the purpose of installing, servicing, or repairing public utilities.
- (d) TOWN VEHICLES - Town owned vehicles being operated in the service of the Town.
- (e) DELIVERIES - Commercial vehicles delivering or collecting goods, provided that the most direct route, from a truck route, is used and such deliveries or collections are made between the hours of 7:00 a.m. and 10:00 p.m. on any one day.

2.8 ENGINE RETARDER BRAKES

No person shall operate engine retarder brakes on diesel powered vehicles within the Town limits.

3.0 PARKING

3.1 PARKING WITHIN SPACES

Every person who parks a vehicle upon any highway, where parking spaces are marked out for angle, perpendicular, or parallel parking shall park wholly within the marked parking space.

3.2 PARKING RESTRICTIONS

Unless required or permitted by this Bylaw or the *Highway Traffic Act*, or by a traffic control device, or in compliance with the directions of a peace officer or other authorized person, or to avoid conflict with other traffic, a driver shall not stop or park his vehicle:

- (a) On a highway adjacent to a curb or sidewalk that has been marked by being painted a solid color (PAINTED CURB);
- (b) On a sidewalk or boulevard (SIDEWALK);
- (c) On a crosswalk or on any part of a crosswalk (CROSSWALK);
- (d) In any driveway or lane designated for use by ambulances, fire fighting vehicles, or other emergency response vehicles (AMBULANCE, FIRE, and EMERGENCY SERVICE DRIVEWAYS or LANES);
- (e) Where such vehicle will obstruct, or in any way interfere with, the use of any doorway intended to be used as a fire or emergency exit from any building, provided that such doorway is marked by a sign, indicating an Emergency Exit or Fire Exit (EMERGENCY EXIT);
- (f) Within an intersection other than immediately next to the curb in "T" intersection (INTERSECTIONS);
- (g) At an intersection nearer than five (5) meters (16.4 feet) to the projection of the corner line immediately ahead or immediately to the rear except when the vehicle is parked in a space where a parking meter or other traffic control device indicates parking is permitted (INTERSECTIONS);
- (h) Within five (5) meters (16.4 feet) upon any approach to any stop or yield sign (STOP/YIELD);
- (i) Within five (5) meters (16.4 feet) of any fire hydrant, or when the hydrant is not located at the curb, within five (5) meters (16.4 feet) of the point on the curb nearest to the hydrant; except in those locations where parking has been authorized by the Chief Administrative Officer (FIRE HYDRANT);
- (j) Within five (5) meters (16.4 feet) of the near side of a marked crosswalk (CROSSWALK);
- (k) Alongside or opposite any street excavation or obstruction when stopping or

parking would obstruct traffic (STREET EXCAVATION);

- (l) At any other place where a traffic control device prohibits stopping or parking, during such times as stopping or parking is so prohibited (NO PARKING ZONE);
- (m) On the roadway side of a vehicle parked or stopped at the curb or edge of a highway (DOUBLE PARKING);
- (n) In such a manner as to obstruct access to a garage, private road, or driveway (OBSTRUCTIONS);
- (o) At any angle to the curb in a cul-de-sac unless that vehicle is parked in such a manner as not to interfere with the free flow of traffic in the cul-de-sac (CUL-DE-SAC);

3.3 TIME LIMIT PARKING

No person shall park a vehicle for a longer period of time than that indicated on any sign placed in a parking area by authority of the Chief Administrative Officer. Where signs are not posted, the parking time limit shall be 72 hours.

- (1) **SECOND OFFENCE** - After the issuance of a traffic tag concerning a vehicle for a first violation and where that vehicle remains parked in excess of the time permitted on the sign or in contravention of any sign for a further period, then a second offence shall be deemed to have occurred.
- (2) **FINE AND TOWED** - Any person who has not moved their vehicle after a second offence has occurred, will be fined and the vehicle may be immediately towed at the owner's expense.
- (3) **REPEAT OFFENDERS** - Any person who has been served with 4 (four) violation tags for a repeated violation, will be towed at the owner's expense. This does not preclude a peace officer from towing a vehicle in accordance with his authority under Section 7.1.
- (4) **EXEMPTIONS** - This section shall not apply where an exemption has been given in writing by the Chief Administrative Officer.

3.4 HANDICAP PARKING

No person shall park a vehicle in a parking space where a sign indicates that it is for the exclusive use of persons with disabilities who display on their vehicles a handicap placard or license plate that is issued or recognized by the Province of Alberta.

3.5 OBSTRUCTING ALLEY

No driver shall park in any alley, except a commercial vehicle engaged in the loading or unloading of goods.

3.6 PARKING HEAVY VEHICLE IN RESIDENTIAL AREA

1. No person shall park a heavy vehicle, a tractor with or without a trailer of any type, or any type of construction equipment:
 - (a) within or abutting any area of the Town designated as a residential area in the Land Use Bylaw (as amended from time to time), or
 - (b) on any highway other than that designated by the Chief Administrative Officer for parking of such vehicles.
- (2) EXCEPTIONS - This section shall not apply to:
 - (a) commercial vehicles while actually loading or unloading goods, or
 - (b) construction equipment being used during construction or improvement of property, provided that such equipment is parked adjacent to the property where such work is being done.
 - (c) recreation vehicles, from May 1 to September 30 remaining parked not exceeding 5 days continuously.
 - (d) school buses, between the hours of 8:30 a.m. and 3:30 p.m. on days when school is in session

3.7 PARKING ON A HIGHWAY

When parking on a highway, a driver shall park his vehicle with the sides parallel to the curb edge of the highway, and

- (a) with the right hand wheel thereof not more than 500 mm (19.7 in.) from the right hand curb or edge of the highway, or
- (b) in the case of one-way highway where parking on either side is permitted, the wheels closest to the curb edge of the highway shall not be more than 500 mm (19.7 in.) from the curb or edge and with the vehicle facing the direction of travel authorized for that highway.
- (c) this section does not apply where angle parking is permitted or required.

3.8 LOAD/UNLOAD COMMERCIAL VEHICLE ON HIGHWAY

No driver may load or unload a commercial vehicle while parked on a town highway unless they are in possession of a valid Load/Unload Permit issued by the Town of Bonnyville. The permit must be authorized by the Chief Administrative Officer or his designate and has a fee as designated in Schedule "C". The terms and conditions of the Permit will be determined by the Chief Administrative Officer based on the proposed use, frequency, and location.

3.9 ABANDONING A VEHICLE

- (1) No person shall abandon a vehicle on a highway;
- (2) No person shall abandon a vehicle on public or private property without the express or implied consent of the owner or person in lawful possession or control of the property.
- (3) A vehicle left standing, at a location referred to in Subsection (1) or (2), for more than 72 consecutive hours shall be deemed to have been abandoned at that location for the purposes of Section 93 of the *Motor Vehicle Administration Act*, and as specified in Section 3.3.
- (4) Where the abandonment or obstruction is unavoidable due to mechanical failure the operator will not be in breach of this section provided he promptly takes measure to clear the faulty vehicle from the highway.
- (5) Nothing in this section shall be construed as to allow parking contrary to other provisions of this Bylaw.

3.10 PARKING ON TOWN OWNED LAND

No person shall park or drive any vehicle upon any land owned by the Town of Bonnyville which the Town uses or permits to be used as a playground, recreation area, utility or public park, buffer strip, land held for resale, or any land in reserve, or on any boulevard unless permission has been obtained in writing from the Town's Chief Administrative Officer or his appointed designate.

3.11 TOWN EMPLOYEE PARKING

No person shall park any vehicle in any parking space upon Town owned or controlled property where such property or space has been allocated or reserved for a vehicle operated by a Town employee or allocated to a person or company contracted to the Town of Bonnyville, or any other person designated by the Chief Administrative Officer.

3.12 PROHIBITED PARKING

The Chief Administrative Officer or his designate is authorized to designate those portions of highways upon which parking is prohibited.

3.13 NO PARKING STREET MAINTENANCE

- (6) Despite any other provision in the Bylaw, the Chief Administrative Officer or his appointed designate may cause "No Parking Signs" to be placed on or near a roadway for roadway maintenance or construction purposes. The signs shall be erected 24 hours prior to the work being done.

- (7) When emergency snow removal, street cleaning or other work commences on the signed portion of the highway, then the owner of any vehicle parked 24 hours after the placement of the appropriate signs, shall be in contravention of this section. Vehicles remaining stationary during the 24 hour period mentioned in Section (1) shall also be in contravention of this section. Vehicles in contravention may be towed at the owners' expense.

3.14 TRAILERS

- (1) For the purposes of this Section, "mobile unit" shall mean:
 - (a) any vacation trailer, house trailer, motor home or relocation trailer, or
 - (b) any structure, whether ordinarily equipped with wheels or not, that is constructed or manufactured to be moved from one point to another by being towed or carried and to provide living accommodation for or other use by one or more persons.
- (2) UNATTACHED TRAILERS - No person shall park any trailer upon any highway unless the said trailer is attached to a vehicle by which it may be propelled or drawn, and when so attached to the trailer shall be deemed part of the vehicle and subject to the regulations pertaining to vehicles unless otherwise authorized by order of the Chief Administrative Officer.
- (3) No person shall occupy or suffer or permit any other person to occupy a mobile unit upon a highway or upon public property unless such property has been designated for use as a mobile unit park or trailer court.

3.15 UNATTENDED VEHICLES

No person shall leave a vehicle unattended on a highway if the vehicle has been placed on a jack or similar device; and

- (1) One or more of the wheels have been removed from the vehicle, or
- (2) Part of the vehicle is raised.

3.16 DANGEROUS GOODS

- (1) The operation of a vehicle or trailer used in the conveyance of dangerous goods shall be restricted to the Dangerous Goods Route designated in Bylaw No. 999-88, the Dangerous Goods Bylaw.
- (2) EXEMPTION - This section shall not apply where a vehicle is obliged to be parked for purposes of loading or unloading its cargo and such vehicle is clearly marked with a warning notice identifying the nature of the cargo and has obtained a Permit approving the vehicle being off the Dangerous Goods Route in accordance with the Dangerous Goods Bylaw No. 999-88.

3.17 SERVICING

No person being in charge or control of a garage, service station, radio shop or other premises where repairs or installations are made on vehicles for compensation shall leave or cause or permit to be left on any street a vehicle which is left in his possession for carrying out the repairs or making installations or for any other purpose whatsoever.

3.18 CHALKING TIRES

- (1) For the purposes of this Part, it shall be lawful for any person authorized to enforce this Bylaw to place an erasable chalk mark on a tire on any vehicle found parked on any highway or Town owned parking lot.
- (2) A Peace Officer shall cause an erasable mark to be placed across the tire in order to establish the amount of time the vehicle has remained stationary.

4.0 STREETS, SIDEWALKS, AND PUBLIC PLACES

4.1 LITTERING

- (1) No person shall place, permit to be placed, or throw any substance or thing of any kind, including cement from construction sites, on any highway, boulevard, sidewalk, or public place.
- (2) Cover Loads
 - (a) No person shall drive or pull onto or upon a highway a vehicle containing a load unless such load is completely covered by a tarpaulin or other covering device secured in such a manner that no portion of the said load can escape, blow, drop, spill or fall onto a highway or land adjacent thereto.
 - (b) In the event that any load or any portion thereof becomes loose or detached or blows, drops, spills, or falls from any vehicle onto any highway, it shall be the duty of the driver of the vehicle forthwith to safeguard traffic and also to remove such material from such highway.
- (3) Tracking
 - (a) No person shall drive, operate or permit to be driven or operated, any vehicle or equipment of any nature or kind in such a manner as to track upon a highway.
 - (b) Any person who tracks upon a highway; shall, in addition to the penalty specified, be liable to cleanup or remove the substance or material, tracked upon the highway in default of which the Town may cleanup or remove such substance or material at the expense of the person tracking.

4.2 SIGNS, NOTICES, OTHER OBJECTS

Any sign, notice or other object placed on or beside a Town Highway or upon abutting public lands, including boulevards and sidewalks shall be liable to a fine, removal and immediate disposal by the Town without any notice or warning to the owner thereof.

- (1) Except those signs authorized by the Chief Administrative Officer in accordance with the policies and procedures of the Town of Bonnyville.
- (2) GARAGE SALE - No one shall place "Garage Sale" signs upon Town boulevards, except in residential districts as defined in the Land-Use Bylaw (as amended from time to time); otherwise, they shall be placed only on the site of the sale and/or on the Community Bulletin Boards. All signs shall be sized in accordance with the policies and procedures approved by the Town of Bonnyville.

4.3 VEHICLE FLUIDS

No person shall drain lubricating oils or any fluids associated with the operation of a motor vehicle upon a highway.

4.4 ELECTRICAL EXTENSION CORD

No person shall place, or permit to be placed an electrical extension cord across or hung above a sidewalk, except where authorized by the Chief Administrative Officer in conformance with the Policy and Procedures of the Town.

4.5 SNOW, ICE, DEBRIS

All persons within the Town shall remove or cause to be removed any snow, ice, debris or other materials from any sidewalk adjoining the property owned or occupied by them; such removal is to be completed within 48 hours of the time when the snow, ice, dirt or other obstruction was formed or deposited thereon.

- (1) COMMERCIAL AREA EXCEPTION - Core commercial businesses may remove snow, ice, dirt, debris or other material and place it upon any portion of the highway in coordination with the Town Public Works Department.
- (2) No person shall place or be permitted to place any snow, ice, dirt, debris or other material removed from private property onto the highways or other public places of the Town.
- (3) ICE BUILD-UP - If water drips from an awning, eaves trough or any other area of a building and depositing upon a highway or sidewalk, the owner or occupier of the premises shall clean the sidewalk or highway portion thereof to prevent ice from forming.

4.6 EXPENSES CHARGED

The Town may, after the 48 hours, remove and clear away all snow, dirt, debris and any other material required to be removed by Section 4.5 and recover the expense thereof to the owner or occupant under the provisions of the *Municipal Government Act*, including:

- (1) An administration fee as designated in attached Schedule "C".
- (2) Labor equipment rental fees and contract fees as required.

4.7 AT AN EMERGENCY

No person shall pass beyond a point designated by a Peace Officer, a member of the Fire Department, or any other emergency personnel at a location near a fire, motor vehicle accident or other emergency occurrence.

4.8 SELL BY AUCTION

No person shall sell by auction upon any of the highways or sidewalks within the Town, any article or thing whatsoever, except as authorized by the Chief Administrative Officer in accordance with the Policy and Procedures of the Town.

4.9 SIDEWALK OBSTRUCTIONS

- (1) No person shall place any goods, wares, merchandise, or any other articles upon a sidewalk or highway outside of a shop, warehouse, building, or residence which may obstruct pedestrian or vehicular traffic. This includes the placement of metal plates where driveways intersect with the street.
- (2) No person shall sell any goods, wares, merchandise, or any other articles from a highway van or trailer which is parked on a highway, sidewalk, parkland, or town property.
- (3) EXEMPTIONS - The provisions of this Section shall not be construed to interfere with a moderate use of a portion of such highway or sidewalk for a reasonable time, during the taking in or delivering of goods, wares, merchandise or articles, or any sale, sidewalk sale, promotion approved by the Chief Administrative Officer in accordance with the policies and procedures of the Town of Bonnyville.

4.10 PEDESTRIANS

- (1) No person shall stand in a group of 3 or more persons or so near to each other on any highway as to obstruct the entrance to buildings or to obstruct or prevent other persons using such highway; and forthwith, after a request has been made by a Peace Officer or other person duly authorized so to do, the persons shall disperse and move away.
- (2) No person shall conduct himself or otherwise position himself on a highway in such a manner as to obstruct vehicular or pedestrian traffic or inconvenience any other person upon the highway.
- (3) HITCH-HIKING - No person shall stand upon or walk along a roadway for the purpose of soliciting a ride from the driver of any vehicle.
- (4) JAYWALKING – No pedestrian, except as permitted by this Bylaw, shall cross any highway at any point other than a crosswalk. No person shall encourage, instruct, assist, or direct a child to access any highway within a school zone at any point other than a crosswalk or designated pedestrian crossing. The driver of a vehicle is not relieved from exercising due care.
- (5) JAYWALKING - No person shall cross at an intersection if a traffic control device thereat prohibits the crossing.

4.11 HANDBILLS

- (1) No person shall place or cause to be placed any hand bill or other advertising matter on or in a vehicle without the permission of the owner or the person in charge of the vehicle.
- (2) Subsection (1) applies whether the vehicle is on a highway or on any public or privately owned property.
- (3) No person shall place or cause to be placed any sign or other advertising matter on a highway.

4.12 VANDALISM

- (1) No person shall climb, deface or interfere with any street furniture, public structure, trees, protection system or any other utility system of the Town.
- (2) No person shall wilfully remove, throw down, deface or alter, damage or destroy a traffic control device placed, marked or erected on a highway.

4.13 OBSTRUCTION OF TRAFFIC CONTROL DEVICE

No person shall erect, build or allow the growth of trees, shrubs or of anything that shall in any way obstruct the visibility of a traffic control device.

4.14 OVERHANGING TREES, SHRUBS

The owner, tenant or occupier of any land adjoining any highway or public place in the Town of Bonnyville shall cause all trees, shrubs and bushes which overhang on the sidewalk of the street, lane or public place to be properly trimmed and cut back, so as to prevent obstruction on the sidewalk, highway or public place to pedestrians or vehicles.

4.15 BICYCLES

Every person operating a bicycle on a highway shall in so far as they are applicable, comply with the provisions and requirements of the *Highway Traffic Act* except:

- (1) When otherwise instructed by any applicable traffic control device or,
- (2) When otherwise directed by a Peace Officer.

4.16 BICYCLES ON SIDEWALKS

No person shall ride a bicycle in an unsafe manner on any sidewalk or highway within the Town, and shall yield to pedestrian traffic.

4.17 RESTRICTED AREAS

No person shall ride, coast or propel any cart, sled, toboggan, skis, ice skates, roller skates, roller blades or skateboards or any other similar device in an unsafe manner on any sidewalk or highway within the Town of Bonnyville.

4.18 SEIZE/IMPOUND

A Peace Officer may seize any bicycle or skateboard that is operated, parked or left in contravention of this Bylaw and such bicycle or skateboard may be impounded for a period of sixty (60) days. Early release may be granted by the Chief Administrative Officer.

4.19 STORAGE FEE

- (1) A bicycle or skateboard that has been impounded may be redeemed by the owner at the end of the impound period upon payment to the Town a storage fee as attached on Schedule "C". This fee still applies even when item is released early.

- (2) Subsection (1) shall not apply when a bicycle or skateboard has been stolen and is being claimed by the owner.

4.20 UNCLAIMED BICYCLES, SKATEBOARDS

Any bicycle or skateboard which has been impounded and not redeemed by the owner within sixty (60) days of the expiration of the period of impoundment shall become the property of the Town.

4.21 WEAPONS

- (1) No person, unless lawfully authorized, shall carry any loaded weapon of any kind or description, including but not limited to a rifle, shotgun, pistol, target pistol, air rifle, pellet gun, hunting bow, sling shots, paint ball or potato guns upon any highway, public place, parkland, or any land owned by the Town.
- (2) No person, unless lawfully authorized, shall discharge any rifle, shotgun, pistol, target pistol, air rifle, pellet gun, hunting bow, sling shots, paint ball or potato guns, or weapon of any other description, within the corporate limits of the Town of Bonnyville.
- (3) EXCEPT, where a business, an organization, or a group exists which has received official approval to operate a facility or program and is in possession of a valid permit approved or recognized by the Town of Bonnyville.

5.0 OFF-HIGHWAY VEHICLES

5.1 OPERATION

- (1) No person shall operate an off-highway vehicle within the Town except as provided in this section.
- (2) Off-highway vehicles are permitted to operate on a highway solely for the purpose of loading or unloading an off-highway vehicle from or onto a trailer or into a building or property.
- (3) Peace Officers, or employees of the Town are authorized to operate off-highway vehicles on any highway within the Town while performing their official duties.
- (4) A person who is granted permission by the Chief Administrative Officer is authorized to operate an off-highway vehicle within a route and period of time specified.
- (5) No person shall operate an off-highway vehicle in the Town of Bonnyville except for the purpose of proceeding from his residence to a permitted area and back to his residence by the most direct route possible.
- (6) In proceeding to a permitted area or returning to his residence the operator of an off-highway vehicle shall use the alleys and lanes of the Town only, except as otherwise provided in this Bylaw.
- (7) No person shall operate an off-highway vehicle upon any parkland within the Town of Bonnyville except where permission for access is posted.
 - (7.1) Persons operating an off-highway vehicle may enter and exit to commercial and industrial zoned districts for the purpose of obtaining food, fuel, lodging, and repairs according to the designated access routes outlined in Schedule "A-1".
- (8) No person shall operate an off-highway vehicle on a street or avenue in the Town of Bonnyville except to cross a street or avenue if necessary, and if
 - (a) the operator stops the off-highway vehicle before entering onto the highway or portion of the highway to be crossed; and
 - (b) all passengers disembark from the off-highway vehicle and any vehicle or thing attached to it before he commences to cross; and
 - (c) the operator yields the right of way to all other vehicles and persons on the highway; and
 - (d) the operator crosses over the highway or portion of the highway to be crossed by the most direct and shortest route of travel available to him.
- (9) Notwithstanding Section (8) a, b, c, and d of this Bylaw the Council may, by

resolution grant permission for the operation of off-highway vehicles in any designated area within the Town for a designated time or event.

- (10) No person shall operate an off-highway vehicle within three hundred (300) feet from the Bonnyville Health Centre, Bonny Lodge or the Nursing Home.
- (11) No off-highway vehicle shall be operated within the Town Limits between the hours of 11:00 p.m. of one day and 8:00 a.m. of the following day.
- (12) No person shall operate an off-highway vehicle at a speed in excess of sixteen (16) kilometers (10 miles) per hour within the Corporate Limits of the Town of Bonnyville.
- (13) No person who is the owner or operator of an off-highway vehicle may operate or permit any other person to operate the off-highway vehicle when there is not a subsisting certificate of registration and/or a financial responsibility card indicating valid insurance issued pursuant to the *Off-Highway Vehicle Act*.
- (14) During winter snowmobile season parkland between the South Service road and 50 Avenue from 58 Street to the West of the Town Limits.

5.2 JESSIE LAKE ACCESS

- (1) Entrances and exits of off-highway vehicles onto and from Jessie Lake shall be made directly and by the shortest route from the immediate sign-posted areas. The location of these areas is listed in Schedule "A".
- (2) During the non-snow seasons the use of these approaches by off-highway vehicles is prohibited.

6.0 AUTHORITY OF MUNICIPAL OFFICIALS

6.1 TRAFFIC CONTROL DEVICES

The Chief Administrative Officer is hereby authorized to:

- (1) Prescribe the location and placement of every traffic control device and traffic signal in the Town and shall keep a record of such locations and placements and such records shall be available to the public for inspection during normal business hours.
- (2) Designate crosswalks upon any highway and to cause same to be marked with signs or lines to be painted on the surface of the highway.
- (3) Designate any highway intersection or other place on a highway as a place at which no left hand or no right hand turn or both, shall be made, and shall cause the said place to be signed, barricaded, or otherwise restricted.
- (4) Designate any intersection or place on a highway, including a place where a railway right-of-way crosses a highway, as a place where U-turns are prohibited and shall cause same to be marked with signs prohibiting U-turns.
- (5) Designate any area as one in which parking privileges are temporarily suspended in whole or in part to traffic and shall cause such areas to be marked with signs.
- (6) Designate any roadway as one to be divided into traffic lanes of such number as is considered proper and shall cause such lanes to be marked with solid and/or broken lines painted on the road surface.
- (7) Designate "School Zones" and "Playground Zones" and shall cause such zones to be marked by signs posted along the highway, or by markings on the pavement or by signs or lights or both, posted or suspended over the highway.
- (8) Is hereby authorized to designate any boulevard upon which parking is permitted and shall cause signs permitting such parking, to be erected thereon.
- (9) Determine the format of the traffic tags, notices, and other forms required to administer the Bylaw.

6.2 ONE WAY TRAFFIC

When Council has approved of any highway or a part of a highway being designated for one way traffic, the Chief Administrative Officer shall cause the same to be marked with signs.

6.3 MOVEABLE SIGNS

Despite any other provision in this Bylaw, the Chief Administrative Officer may cause moveable signs to be placed on or near a highway.

7.0 AUTHORITY OF PEACE OFFICERS

7.1 TOWING

Any Peace Officer of the Town is hereby authorized to remove and impound, or cause to be removed and impounded, any vehicle or trailer, parked on any highway when in contravention of any provision of this Bylaw, and when interfering with snow removal or other public works being carried on by the Town.

7.2 IMPOUNDMENT AND RELEASE OF VEHICLES

Any vehicle impounded under this Section may be released to the owner or agent upon proof that any traffic tag charges or costs imposed for towing and/or storage have been paid.

7.3 TRAFFIC TAG

A Notice of Form commonly called a Traffic Tag may be issued by a Peace Officer to any person who contravenes any provision of this Bylaw, and served as per Section 7.4, and the Tag shall require the payment to the Town for the specified amount for that particular breach of this Bylaw. The format of this Traffic Tag is in Schedules "B", "1" and "2".

7.4 DEEMED SERVED

- (1) A Traffic Tag shall be deemed to be sufficiently served:
 - (a) if served personally on the accused, or
 - (b) if mailed to the address of the registered owner of the vehicle concerned, or the person concerned, or
 - (c) if attached to or left upon the vehicle in respect of which the offence is alleged to have been committed.
- 2) Nothing in this Bylaw shall prevent any person from defending a charge of committing a breach of this Bylaw.
- 3) Where a person had paid a Traffic Tag and has been prosecuted for the offence in respect of which the tag was issued, then that person shall be entitled to a refund of the Traffic Tag payment.

7.5 PEACE OFFICER ON DUTY

A Peace Officer, while in the performance of his duty, may contravene Sections 2, 3, 4, and 5 of this Bylaw, in a manner that, considering the circumstances, is not negligent.

8.0 PENALTIES

8.1 GENERAL PENALTY

Except as otherwise provided herein, every person who contravenes any provisions of this Bylaw is guilty of an offence, and shall be liable on Summary Conviction to a fine of not less than thirty-five (\$35.00) dollars or more than five hundred (\$500.00) dollars.

8.2 SPECIFIED PENALTIES

Every person who contravenes any provisions of this Bylaw, as enumerated in Schedule "C" herein, is guilty of an offence and shall be liable on Summary Conviction to the penalty specified therein for such offence.

8.3 PAYMENT RECEIVED

Where payment of a penalty for a Traffic Tag is received within 15 days from the date of issue, the voluntary payment shall be reduced by ten (\$10.00) dollars.

8.4 LATE PAYMENT

If at any time after the expiration of the fifteenth (15th) day from the service of a Traffic Tag, a person pays for a Traffic Tag issued, the Town shall accept payment of the appropriate penalty as provided in Schedule "C", and the payment will be accepted in lieu of prosecution.

8.5 VOLUNTARY PAYMENT

When a voluntary penalty ticket is issued by a Peace Officer for an offence which is not enumerated in Schedule "C" herein, the monetary penalty shall be the minimum fine that may be imposed under Section 8.1 of this Bylaw.

9.0 GENERAL

- 9.1** It is the intention of Council, that each separate provision of this Bylaw shall be deemed independent of all other provisions, and if any provision of this Bylaw be declared invalid, all other provisions shall remain valid and enforceable.

- 9.2** Schedules "A", "B1", "B2", and "C" attached hereto do not form part of this Bylaw and may be amended by resolution of Council.

- 9.3** Town of Bonnyville Traffic Bylaw being No. 760, the Highways Bylaw No. 928, the Flashing Lights in School Zone Bylaw No. 948-86, and the Off-Highway Vehicle Bylaw No. 959-87 including all amendments thereto, are hereby repealed.

- 9.4** This Bylaw shall come into full force and effect on the date of third and final reading by Council.

INTRODUCED AND GIVEN first reading this _____ day of _____, 1999.

GIVEN second reading this _____ day of _____, 1999.

GIVEN third and final reading this _____ day of _____, 1999.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Schedule "A"

CROSSINGS

LAKESHORE DRIVE CROSSING POINTS TO JESSIE LAKE:

- (1) Lane East of 53A Street
- (3) Lane East of 52 Street
- (4) 48 Street
- (5) 44 Street
- (6) 42 Street
- (7) 40 Street
- (8) 39 Street
- (9) 58 Street

Permitted Access Routes
 Schedule 'A-1' Bylaw 1438-15



- No cutting across private property or parks.
- Off Highway Vehicles are not permitted in any park.
- Speed limit for Off Highway Vehicles within Town limits is 16 km/h.
- Off Highway Vehicles must be insured and registered, with License plate attached, to be operated in Bonnyville.

Schedule "B" - 1

Traffic Tag

SER#

**TOWN OF BONNYVILLE
PARKING VIOLATION TICKET**

1452

LICENCE	VEHICLE	PROVINCE	YEAR
---------	---------	----------	------

PLACE	TIME AM/PM
-------	-------------------

VIOLATION	PENALTY
-----------	---------

ISSUED BY

(Signature) (Print Name) (No.) (Force)

**FAILURE TO PAY THIS PENALTY WITHIN 15 DAYS MAY RESULT IN A SUMMONS BEING
ISSUED REQUIRING YOU TO APPEAR IN PROVINCIAL COURT**

PAYMENT OPTIONS ARE LISTED ON THE REAR OF THIS TICKET

Schedule "B" - 2

Traffic Tag

1177

**BYLAW VIOLATION TAG
TOWN OF BONNYVILLE**

On or about the _____ day of _____, _____ at **BONNYVILLE**, Alberta

NAME _____
(Last) (First) (Middle)

ADDRESS _____
(Street/Box)

(City, Town, Village) (Province) (Postal Code)

DID CONTRAVENE SECTION _____, of the _____ Bylaw No. _____

SPECIFIED PENALTY _____

Place of Offence _____

Offence Time _____ AM/PM Sex ___ M/F

Operator Lic No. _____ Prov _____ Birth Date _____

Particulars of Offence

Vehicle Make _____ Color _____ Vehicle Year _____

Vehicle Lic No. _____ Lic Year _____ Prov _____

Issued by _____
(Signature) (Print Name) (No.) (Force)

**FAILURE TO PAY THIS PENALTY WITHIN 15 DAYS MAY RESULT IN A SUMMONS BEING
ISSUED REQUIRING YOU TO APPEAR IN PROVINCIAL COURT**

PAYMENT OPTIONS ARE LISTED ON THE REAR OF THIS TICKET

Bylaw No. 1160-99 (Amended by Bylaw 1180-00 and Bylaw 1279-06)
Schedule "C" Penalties and Fees
Amended April 25, 2006 (Council Motion #166)

OFFENCES	SECTION	SPECIFIED PENALTY
2.0 RULES FOR OPERATION OF VEHICLES		
Park Uninsured Vehicle on Highway	2.1	\$40.00
Speed on Town Owned Land	2.4	\$50.00
Truck Route	2.6	\$50.00
Engine Retarder Brakes	2.8	\$100.00
3.0 PARKING		
Parking Within Space Allotted	3.1	\$40.00
Painted Curb	3.2(a)	\$40.00
Parking on Boulevard/Sidewalk	3.2(b)	\$40.00
On Crosswalk	3.2(c)	\$50.00
Ambulance & Fire Driveways	3.2(d)	\$50.00
Emergency Exits	3.2(e)	\$50.00
Next to Curb in AT@ Intersection	3.2(f)	\$50.00
Less Than 5 Metres from Intersection	3.2(g)	\$50.00
Within 5 Metres from Stop/Yield	3.2(h)	\$50.00
Fire Hydrant	3.2(i)	\$50.00
Crosswalk	3.2(j)	\$50.00
Street Excavation	3.2(k)	\$40.00
No Parking Zone	3.2(l)	\$40.00
Double Parking	3.2(m)	\$40.00
Obstructing	3.2(n)	\$40.00
Cul-De-Sac	3.2(o)	\$40.00

Exceed Parking Time Limit	3.3	\$40.00
Second Parking Offence	3.3	\$40.00
Handicap Parking - No Placard	3.4	\$50.00
Obstruct in Alley	3.5	\$40.00
OFFENCES	SECTION	SPECIFIED PENALTY
Heavy Vehicle in Residential Area	3.6(1)	\$50.00
Park Vehicle Improperly	3.7	\$40.00
Administration Fee	3.8	\$50.00
Load/Unload Commercial Vehicle on Highway	3.8	\$40.00
Abandoning a Vehicle	3.9(1)	\$40.00
Parking on Town Owned Land	3.10	\$40.00
Town Employee Parking	3.11	\$40.00
No Parking - Street Maintenance	3.13(2)	\$40.00
Unattached Trailer	3.14(2)	\$40.00
Occupy Mobile Unit	3.14(3)	\$40.00
Vehicle on a Jack	3.15(1)	\$50.00
Vehicle Raised	3.15(2)	\$50.00
Parked Vehicles Left for Servicing	3.17	\$40.00
4.0 STREETS, SIDEWALKS, AND PUBLIC PLACES		
Littering	4.1(1)	\$100.00
Cover Load	4.1(2)(a)	\$50.00
Loose Load	4.1(2)(b)	\$100.00
Track Substance on Highway	4.1(3)(a)	\$100.00
Sign on Highway	4.2	\$40.00
Vehicle Fluids on Highway	4.3	\$100.00
Extension Cords Across Sidewalks	4.4	\$40.00
Snow, Ice, Debris on Sidewalk	4.5	\$40.00
Administration Fee	4.6(1)	\$100.00

At a Fire	4.7	\$500.00
Sidewalk Obstructions	4.9(1)	\$40.00
Jaywalking/Pedestrian Offences	4.10	\$40.00
Jaywalking School Zones	4.10	\$75.00
Hand Bills on Vehicles	4.11(1)	\$40.00
OFFENCES	SECTION	SPECIFIED PENALTY
Advertising on Highways	4.11(3)	\$40.00
Obstruction of Traffic Control Device	4.13	\$50.00
Overhanging Trees, Shrubs	4.14	\$50.00
Bicycles on Sidewalks	4.16	\$50.00
Unsafe Riding	4.17	\$50.00
Storage Fee (Bicycle/Skateboard)	4.19	\$20.00
Carrying Loaded Weapon	4.21(1)	\$100.00
Discharge of Weapon	4.21(2)	\$100.00
5.0 OFF HIGHWAY VEHICLES		
Prohibited Operation of Off-Highway Vehicles (All Sections)	5.0	\$50.00

Bylaw No. 1160-99

Policy No. PD9902001

Town of Bonnyville
Planning and Development
Bylaw Section

THE TRAFFIC SAFETY POLICY

Objectives:

In accordance with the Traffic Safety Bylaw No. 1160-99:

1. To establish the regulations and control of vehicles, animal and pedestrian traffic, and
2. To regulate the operation of off-highway vehicles within the Town limits, and
3. To impose fines, fees, and permits under the Traffic Safety Bylaw, and
4. To establish procedures for administration and enforcement of the Traffic Safety Bylaw, and

Responsibilities:

Property Owner and/or Occupant

1. Shall comply with property maintenance requirements of the Traffic Safety Bylaw.

Vehicle Owner and/or Operator

1. Shall comply with requirements and regulations of the Traffic Safety Bylaw.

Special Constable/Bylaw Enforcement Officer/Peace Officer

1. Shall enforce the Traffic Safety Bylaw under the direction of the Director of Planning and Development.
2. Shall ensure permits and fees are obtained where required.
3. Shall assist the Director of Planning and Development in administration of the Traffic Safety Bylaw.

Bylaw No. 1160-99

Policy No. PD9902001

Town of Bonnyville
Planning and Development
Bylaw Section

THE TRAFFIC SAFETY POLICY

**Director, Planning and
Development**

1. Shall supervise administration of permits, fees and Bylaw amendments.
2. Shall inform Chief Administrative Officer where required under the Traffic Safety Bylaw.
3. Shall administer and supervise actions under the Traffic Safety Bylaw subject to direction of the Chief Administrative Officer.
4. Shall prepare reports to Chief Administrative Officer and Council as required.

Chief Administrative Officer

1. Shall report actions under the Traffic Safety Bylaw to Council as required.
2. Shall authorize actions under the Traffic Safety Bylaw or designate authority to Director, Planning and Development for action.
3. Shall approve policy and procedure for Bylaw administration.

Council

1. Shall periodically review the Traffic Safety Bylaw.
2. Shall review and approve amendments to the Traffic Safety Bylaw.

Bylaw No. 1160-99

THE TRAFFIC SAFETY POLICY

Guidelines:

The Traffic Safety Bylaw provides for:

1. Permits to Load/Unload Commercial Vehicle on Town highways subject to consideration of:
 - a) location
 - b) frequency of use of street for loading/unloading
 - c) type of goods
 - d) type of Commercial Vehicles
 - e) time of vehicle loading/unloading
 - f) priority use of highway to be used for loading/unloading
 - g) input from Emergency Services
 - h) availability of on-site loading zone or alternate on-site loading zone.

The permit will be processed in accordance with Procedure No. PD9902001.

2. Enforced removal of snow, ice, and debris from public sidewalks or private property in accordance with Procedure No. PD9902002.
3. Obtaining permission to hold a parade or procession.
4. Authorized parking adjacent to a fire hydrant.
5. Authorization for placing of traffic control devices.
6. Authorization of exemption from traffic control devices.
7. Authority to drive or park on Town owned or controlled land.
8. Placement of "No Parking" signs for construction or maintenance purposes.

Bylaw No. 1160-99

THE TRAFFIC SAFETY POLICY

- 9. Authorization to place signs, notices or other objects on or beside Town highways, boulevards, sidewalks or other public lands.
- 10. Authority to hold a sale, auction sale, or promotional event on a public sidewalk, highway, boulevard or public land.
- 11. Authorization of early release of an impounded bicycle or skateboard, all in accordance with Procedure No. PD9902003.

Prepared by: _____

Approved by: _____

Date Approved: _____

**LOAD-UNLOAD COMMERCIAL VEHICLE
ON TOWN HIGHWAY PERMIT**

Objective:

To establish a procedure to issue permits which will regulate the loading and off loading of commercial vehicles on Town streets.

Procedure:

- 4) Applicant (property/business owner) will attend the Town Office and complete a permit application form including the application fee.
- 5) Permit application will be circulated for review by the Director of Public Works, Town Constable, Emergency Services, and Director of Planning and Development, checking for:
 - (10) location
 - (11) frequency of load/unload
 - (12) type of goods
 - (13) type of commercial vehicles
 - (14) time of loading/unloading
 - (15) priority use of Highway
 - (16) input from Emergency Services and property owners
- 6) Permit will be approved or refused by the Director of Planning and Development or the Chief Administrative Officer.
- 7) On approval, the permit will be issued to the applicant with or without conditions;
or
- 8) On denial, the permit application will be reviewed by the applicant and Town Constable. Suggestions and advice will be offered by the Town Constable on adjusting the permit application to meet the Towns' requirements and may be resubmitted for approval procedure.

Prepared by: _____

Approved by: _____

Date Approved: _____

Procedure No. PD9902002

SNOW, ICE, DEBRIS REMOVAL PROCEDURE

Objective:

To establish a procedure to remove snow, ice, debris from property where the owner has not done so within 48 hours.

Procedure:

- 9) Special Constable/Bylaw Enforcement Officer will inspect area and issue a warning, either verbally or in writing to the property owner.
- 10) Special Constable/Bylaw Enforcement Officer will re-check the property and if required, issue a Bylaw Ticket to the property owner and in an emergency, inform the Town Public Works Department of the location and work to be performed or will contract the work to a contractor.
- 11) In an emergency, Public Works will clean off the property using Town equipment and the Public Works Department will compile an Accounts Payable Input Sheet to be sent to Administration with the cost of the snow, ice, debris removal, including labour, equipment rental fees, and/or contract fees, and an administration fee as per Schedule "C".
- 12) Under normal conditions the Special Constable/Bylaw Enforcement Officer will contract the work to a contractor and will provide Administration an Accounts Payable Input Sheet inclusive of contract costs and administration fees in accordance with Schedule "C".
- 13) Administration will send the property owner an invoice for the amount indicated on the Accounts Payable Input Sheet.
- 14) Should the property owner fail to pay the invoice, Administration will transfer the amount to the property taxes.

Prepared by: _____

Approved by: _____

Date Approved: _____

Procedure No. PD9902003

**VARIOUS AUTHORIZATIONS UNDER THE
TRAFFIC SAFETY BYLAW NO. 1160-99**

Objective:

To establish a procedure to issue authorities for various exemptions under the Traffic Safety Bylaw No. 1160-99 by the Chief Administrative Officer.

Procedure:

1. An applicant shall in writing request exemption from the Traffic Safety Bylaw No. 1160-99 or authority for:
 - a) obtaining permission to hold a parade or procession
 - b) authorized parking adjacent to a fire hydrant
 - c) authorization for placing of traffic control devices
 - d) authorization of exemption from traffic control devices
 - e) authority to drive or park on Town owned or controlled land
 - f) placement of "No Parking" signs for construction or maintenance purposes
 - g) authorized to place signs, notices, or other objects on or beside Town highways, boulevards, sidewalks, or other public lands
 - h) authority to hold a sale, auction sale, or promotional event on a public sidewalk, highway, boulevard, or public land
 - i) authorization of early release of an impounded bicycle or skateboard

2. The applicant shall provide adequate information to allow for a decision to be rendered including:
 - (17) location
 - (18) reason for request
 - (19) name, address, and phone number of organization or business, and a contact person
 - (20) any other information requested by the Town

- 15) The decision of the Chief Administrative Officer or his designate will be returned in writing and any costs associated with the request will be identified.

- 16) The decision will provide any conditions of approval.

- 17) Any application may be referred to Council for a decision.

Prepared by: _____

Approved by: _____

Date Approved: _____