SUMMER VILLAGE OF NORGLENWOLD
USE OF RESERVES, PARKS, AND PATHWAYS
BY-LAW 292-26

WHEREAS the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, Part 2, Section 7 and 8 and amendments thereto, authorizes the Council of a municipality to pass bylaws pertaining to the protection of people, property, and transportation systems, and

WHEREAS within the corporate limits of the Summer Village of Norglenwold there are reserves, public parks, and pathways under the ownership, control, and management of the Summer Village of Norglenwold, and

WHEREAS it is deemed desirable and expedient to provide for the control and use of these reserves, parks, and pathways, and

WHEREAS the Alberta Traffic Safety Act, and amendments thereto, authorizes the Council of a municipality, with respect to highways under its direction, to control, manage and pass bylaws authorizing persons to operate vehicles on any portion of such highways, and

WHEREAS the Council of the Summer Village of Norglenwold considers it desirable and expedient to do so.

NOW THEREFORE the Council of the Summer Village of Norglenwold, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

1. This Bylaw may be referred to as the “Use of Reserves, Parks and Pathways Bylaw”

PURPOSE

2. The Summer Village of Norglenwold wishes to preserve the integrity of its Municipal Reserves, parks, and pathways for the future. The purpose of this bylaw is as follows:

    (a) To set forth the objectives of the Village Municipal Reserves, Parks, and Pathways

    (b) To set forth restrictions on Village Municipal Reserves, Parks, and Pathways

    (c) To outline action which may be taken in cases of contravention of the Municipal Reserve, Parks, and Pathways bylaw

DEFINITIONS

3. In this Bylaw, words have the meanings set out in the Act, except that:

    (a) **“Act”** means the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended.

    (b) **“Chief Administrative Officer”** or **“CAO”** means the Chief Administrative Officer of the Summer Village or the Chief Administrative Officer’s delegate;

(c) **"Council"** means the Council of the Summer Village of Norglenwold.

(d) **"Designated Officer"** means any position, as appointed by the Village, to carry out the powers, duties, or functions of a designated officer under this or any other enactment or bylaw.

(e) **"Development Authority"** means:
(a) a person appointed as a Development Officer under this Bylaw, and/or
(b) the Municipal Planning Commission, and/or
(c) Council; and/or
(d) Any other person or body appointed by appropriate Council Bylaw, as amended.

(f) **"Environmental Reserve"** or **"ER"** means:

i. a parcel of land designated as an environmental reserve under the Act;

ii. or an environmental reserve easement as defined under the Act; or

iii. any Summer Village owned land which has a reserve designation on the certificate of title for the land pursuant to a former enactment (for example, R- Reserve) and which bears the traits of an environmental reserve as defined in the Act.

(g) **"Firearms"** means any weapon from which any shot, bullet or other projectile capable of causing bodily injury or death can be discharged and includes air guns, air rifles, air pistols, B.B. guns, sling shots, all types of archery equipment, and gas-powered guns.

(h) **"Highway"** means a highway as defined in the Alberta Traffic Safety Act, and amendments thereto and excludes pathways defined in h) below. In this Bylaw the term "road" is synonymous with the term "highway".

(i) **"Off-highway Vehicle"** means an off-highway vehicle as defined in the Alberta Traffic Safety Act.

(j) **"Operator"** means a person who drives or is in actual physical control of any vehicle.

(k) **"Order"** means any directive, notice, or instruction issued by a Development Authority, Designated Officer, Peace Officer, or Council delegate under this Bylaw or the Municipal Government Act, R.S.A. 2000, Chapter M-26, requiring a person to take or refrain from a specific action to ensure compliance with this Bylaw.

(l) **"Owner"** includes a person renting any vehicle or having exclusive use of that vehicle for a period of more than thirty days.

(m) **"Pathway"** means any paved, graveled, or natural walkway used by pedestrians and people using mobility aids, such as wheelchairs, and people using bicycles within the Summer Village.

(n) **"Peace Officer"** means a member of the Royal Canadian Mounted Police, a Peace Officer, or a Bylaw Enforcement Officer.

(o) **"Person"** means any person, individual, owner, public body, society, firm, or partnership.

(p) **"Reserve"** means any area designated as a public reserve, environmental reserve, community reserve, or park, title to which is vested in the Summer Village of Norglenwold.

(q) **"Structure"** means buildings, sheds, fences, tree houses, swings, and similar installations.

(r) **"Summer Village"** means the Summer Village of Norglenwold.

(s) **"Trailer"** means a vehicle so designated that it may be attached to or drawn by a motor vehicle and intended to transport property or persons and includes any trailer that is designed, constructed, and equipped as a dwelling, sleeping, or living place.

(t) **"Vehicle**" means a motor vehicle as defined in the Alberta Traffic Safety Act.

RESERVES, PARKS, AND PATHWAYS – GOALS

4. The Summer Village of Norglenwold is fortunate to have a rich resource in open space areas. These areas are largely undeveloped and enhance the rural setting of the Village. The open space goals listed in the Municipal Development Plan and Open Space Plan are:

    (a) To conserve natural areas so they remain an integral part of the community fabric.

    (b) To provide recreation opportunities.

    (c) To link open spaces.

    (d) To establish policies for the dedication of reserve lands and cash in lieu of land dedication.

    (e) Implement the environmental policies identified in the Summer Village's statutory plans, bylaws, and strategic planning documents.

(f) Inform future use and development (and redevelopment) of recreational spaces and amenity areas in the Summer Village.

(g) Identify the potential future land use of open spaces within the Summer Village to guide future land management practices and municipal investments in these areas.

(h) Inform future docking and mooring policies and decision-making for the Summer Village.

RESERVES, PARKS, AND PATHWAYS - RESTRICTIONS

5. On Summer Village Reserves no person or persons shall:

(a) Light a fire;

(b) Abandon any garbage or refuse of any kind including animal droppings;

(c) Cause or permit any noise that annoys or disturbs the peace of any other person, or cause any nuisance, as listed in Norglenwold's Community Standards Bylaw;

(d) Be in possession of a firearm or other weapon;

(e) Use off-highway vehicles on municipal reserve and environmental reserve areas.

(f) Cut or remove vegetation without Summer Village approval;

(g) Store any private property of any kind on Reserve land. Any private property found on Reserve land may result in the removal of the property at the owner's expense.

6. Notwithstanding Section 5(g), an Environmental Reserve may be used for the following purposes if authorized by Council:

(a) construction of stairways and platforms for safe pedestrian access, and to directly connect private property to the shores of Sylvan Lake;
(b) Retaining walls where required, by a geotechnical report; and
(c) Trails and walkways; PROVIDED THAT:

(i) the owner of the private property has entered into and complies with the Summer Village's form of Encroachment Agreement, the terms and conditions of which shall include, without limitation:

A. that the owner must, at its sole cost, construct and maintain stairways in accordance with Summer Village policies, as

established by the Summer Village, and modified from time to time; and

B. that the owner must pay all applicable fees imposed by the Summer Village; and

(d) the temporary storage of dock pieces only (no boat lifts or hoists); PROVIDED THAT:

(i) the owner of the private property has entered into and complies with the Summer Village's form of Encroachment Agreement, the terms and conditions of which shall include, without limitation:

A. that the owner must, at its sole cost, store and maintain the dock pieces in accordance with Summer Village policies, as established by the Summer Village from time; and

B. that the owner must pay all applicable fees imposed by the Summer Village.

7. No Encroachment Agreement shall grant any person the exclusive right to use or occupy any portion of Environmental Reserve.

8. Except where permitted by this Bylaw, or a previously approved development permit or encroachment agreement, all encroachments on Environmental Reserve are prohibited, regardless of whether or not such encroachment predates this Bylaw coming into force. All existing encroachments shall be brought into compliance in accordance with this Bylaw.

9. Landowners with existing encroachments on Environmental Reserve shall, within one year of this Bylaw coming into force, either remove unauthorized encroachments and restore the Environmental Reserve or request an authorization from the Summer Village.

10. All authorizations and agreements required under this Bylaw with respect to encroachments on Environmental Reserve shall be approved by Council, or its delegate, upon payment of applicable fees, if any

11. All expenses, cost, liabilities, or other risks associated with bringing an unauthorized encroachment into compliance with this Bylaw shall be the responsibility of the landowner.

12. The provisions of this Bylaw do not apply to actions and operations of the Summer Village or persons acting upon the instructions of the Summer Village in respect to any activities within Environmental Reserve.

15. No vehicles, off-highway vehicles or trailers are allowed in any reserve or park at any time except for the following:

    (a) Vehicles, off-highway vehicles, or trailers owned by utility companies who require access to their installations for construction, repair, or maintenance purposes,

    (b) Any vehicle, off-highway vehicle or trailer authorized by Council, or the Administrator of the Summer Village, for the construction, repair, or maintenance of any structures or for any community event approved by Council,

    (c) Any emergency response vehicle such as those used by Police, fire departments or ambulance services,

    In addition:

    15.1.

    (a) Operators of all vehicles and off-highway vehicles shall be responsible for all damage incurred by operation of their vehicles in any reserve or park.

    (b) Off-highway vehicles shall be fitted with a forestry approved spark arrester and muffler that meets OEM noise reduction specifications.

LIABILITIES

16. Notwithstanding anything in this Bylaw, the Summer Village shall not be liable for any injury, loss, or damage whatsoever, to any person or property arising out of or in connection with:

    (a) the use of any Reserve, Environmental Reserve, park, or pathway;

    (b) any encroachment, structure, improvement, or vehicle located on or within such lands; or

    (c) any authorization or agreement granted under this Bylaw.

SEVERABILITY

17. Should any section or part of the Bylaw be found to have been improperly enacted, then such section or part shall be regarded as being severable from the rest of this Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

CONTRAVENTIONS

18. Any person who:
    (a) Contravenes any provisions of this Bylaw;
    (b) Uses reserves, parks, or pathways in a manner not authorized under this Bylaw;
    (c) Fails to comply with any written order issued under this Bylaw; or
    (d) Causes or permits damage, encroachment, or obstruction on reserve lands, parks or pathways,

    is guilty of an offence and liable to penalties as set out in Schedule "A" – Fines, and may also be assessed the cost of repair, restoration, or removal of unauthorized items.

AUTHORITY TO ENFORCE

19. The following are hereby authorized to enforce this Bylaw:
    - Development Authority
    - Designated Officer
    - Peace Officer
    - Council or Council delegate

    Authorized persons may, within the scope of their authority, issue:
    (a) Written Orders – directing a person to stop a contravention, remove encroachments, or restore municipal property;
    (b) Municipal Tags – allowing payment of a specified penalty to the Summer Village in lieu of prosecution;
    (c) Part 2 Violation Tickets – under the Provincial Offences Procedure Act, R.S.A. 2000, Chapter P-34, requiring payment or court appearance.

WRITTEN ORDERS

20. When a Designated Officer, Development Authority or Peace Officer has reasonable and probable grounds to believe a person is contravening this Bylaw, they may issue a written order specifying:
    (a) The nature of the contravention;
    (b) Steps required to remedy the contravention; and
    (c) A timeline for compliance.

    If the order is not complied with within the specified timeframe, the Summer Village may:
    (a) Enter the land or property to carry out the order;
    (b) Recover any costs incurred in carrying out the order as an additional tax against the property; and/or
    (c) Issue a municipal tag or violation ticket in accordance with Schedule "A".

RIGHT OF ENTRY

21. For the purposes of inspection or enforcement under this Bylaw, a Designated Officer, Development Authority or Peace Officer may enter onto reserves, parks, pathways, or Environmental Reserve lands:
    (a) To ascertain whether a contravention has occurred;
    (b) To inspect, repair, remove, or restore municipal property;
    (c) To enforce compliance with a written order.

Entry shall be done with reasonable notice whenever possible, except in emergencies or where immediate action is required to prevent damage or danger.

ESCALATION AND REPEAT OFFENCES

22. Fines shall escalate for repeat offences as set out in Schedule “A”.
    (a) Costs for repair, removal, or restoration of damaged or encroached property may be added in addition to fines.
    (b) The Summer Village may also implement physical barriers or other preventive measures to protect reserves, parks and pathways.

ENFORCEMENT COOPERATION

23. In situations where enforcement involves overlapping authority with the Provincial or Federal Government, the Summer Village may coordinate enforcement, and penalties may be escalated according to applicable regulations. Authorized officers may consult, request assistance, or defer to provincial or federal agencies where appropriate.

READ a first time this 24th day of April 2026.

_____
Rod Miller, Mayor

_____
Tanner Evans, C.A.O.

Public Hearing held May 29th, 2026.

READ a second time this 26th day of June 2026.

READ a third and final time this 26th day of June 2026.

_____
Rod Miller, Mayor

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Tanner Evans, C.A.O.

Schedule A

Section	Particulars	1st Offence	2nd Offence	3rd or Subsequent Offence
5(a)	Lighting fires in reserves, parks, or pathways without authorization.	$500	$750	$1000
5(b)	Littering, dumping or abandoning garbage, refuse, or animal waste in reserves, parks, or pathways	$500	$750	$1000
5(c)	Making noise or causing a nuisance in reserves, parks, or pathways contrary to the Community Standards Bylaw	$150	$250	$350
5(d)	Possession of firearms, weapons, or other dangerous items in reserves, parks or pathways.	$500	$750	$1000
5(e)	Operating off-highway vehicles (OHVs) in reserves, parks, or pathways without authorization	$250	$500	$750
5(f)	Cutting, removing, or altering vegetation on reserves, parks, or pathways without Village approval	$1000	$1500	$2000
5(g)	Storing private property on reserves, parks, or pathways without Village approval	$250	$500	$750
6(a)	Constructing stairways or platforms on Environmental Reserve without authorization	$1000	$1500	$2000
6(b)	Constructing retaining walls on Environmental Reserve without geotechnical approval and authorization	$1000	$1500	$2000
6(c)	Constructing trails or walkways on Environmental Reserve without authorization	$1000	$1500	$2000
9	Failure to remove unauthorized encroachments on Environmental Reserve within the required timeframe	$500	$750	$1000
15(a)	Operating vehicles, OHVs, or trailers in reserves or parks without utility company authorization	$250	$500	$750
15(b)	Operating vehicles, OHVs, or trailers in reserves or parks without Council or Administration authorization	$250	$500	$750
18	Failure to comply with a written order issued by a Development Authority, Designated Officer or Peace Officer, including restoration or encroachment removal	$500	$750	$1000
19	Contravening any other section of this bylaw not specifically listed above	$500	$750	$1000