

BY-LAW NO. 1421 GOVERNING FILMING PERMITS

ADOPTION PROCEDURE SUMMARY	
NOTICE OF MOTION:	SEPTEMBER 26, 2011
ADOPTION OF BY-LAW:	OCTOBER 24, 2011
COMING INTO EFFECT:	OCTOBER 26, 2011

WHEREAS notice of motion was given on September 26, 2011;

ON OCTOBER 24, 2011, COUNCIL ENACTED THE FOLLOWING:

1. In this by-law, unless the context indicates otherwise, the following words shall have the following meanings:

“**Category 1 Filming Project**” : a professional photography project or a commercial filming project of which to personnel is 10 persons or less;

“**Category 2 Filming Project**” : a professional photography project or a commercial filming project of which to personnel is more than 10 persons;

2. No person shall make or carry out a filming project within the City without having obtained the required permit as approved and issued by the Town Manager.
3. Application for a filming permit under the conditions of this by-law must be made in writing to the Town Manager at least 10 working days prior to the proposed starting date of the filming project.

4. Permit fees:

Category 1 Filming Project: \$800 / day

Category 2 Filming Project: \$1 500 / day

No fee or deposit will be required for school projects or wedding photo sessions.

5. Throughout the Town, all filming and all activity related to that filming must be carried out between 7:00 and 22:00, Monday through Friday, except statutory holidays on which filming is prohibited at all time, and between 9:00 and 17:00 on Saturday and Sunday.

Any filming outside the hours specified must receive the prior approval of the Town Manager.

6. Prior to the issuance of a permit, a deposit in the form of a certified cheque shall be made with the City:

a) Category 1 : \$2,000;

b) Category 2 : \$10,000.

7. The City Shall deduct from said deposit compensation for all costs incurred for services and materials provided related to the filming project, including but not limited to:

- a) site supervision;
- b) traffic and parking control;
- c) electric and water consumption;
- d) cleaning up of the Town property;
- e) all other related activities.

The applicant shall be responsible for all costs incurred by the City in excess of the deposit made.

Any balance of the deposit, after deduction of costs incurred, shall be reimbursed to the applicant within 10 working days after completion if the filming project. No interest shall be applicable to any balance of deposit returned.

8. For all the filming projects, the Town manager may require that a survey of residents who could be implicated or affected by the proposed filming project be carried out.

The households in the affected area as determined by the Town Manager shall be surveyed.

Of the households surveyed, two-thirds or more must support the proposed filming project or the permit application will be rejected.

9. Where moving traffic is being affected, no traffic shall be halted for more than 5 minutes. Traffic must be free to flow for 10 minutes before another 5 minutes closure can be imposed.

All blockage of traffic must be immediately removed in cases of emergency.

The Town may establish parking regulations as deemed necessary.

10. The applicant shall submit to then Town Manager confirmation of a valid insurance policy, which provides for a minimum of \$ 1 000 000 in civil liability coverage.

11. Prior to the issuance of a permit, the Town manager can impose any condition considered relevant. The Town manager can refuse to approve or issue for reasons of sanitation, security or public order.

12. Upon approval and issuance of a permit, no changes or modifications to the approved terms and conditions of the filming project will be permitted without the prior approval of the Town manager.

In the event of any unauthorized modifications to the approved terms and conditions of the filming project, the Town Manager shall have the authority to immediately revoke the permit and apply the penalties as outlined in section 13 of this by-law

13. Commits an infraction to this by-law, any person who does not comply to the requirements and obligations provided at any provision of this by-law.

14. Any person who contravenes any of the provisions of this by-law shall be liable to:

(1) if the offender is a natural person:

- a) in the case of a first offence, a fine of \$500 to \$1,000;
- b) in the case of a subsequent offence, a fine of \$1,000 to \$2,000;

(2) if the offender is a moral person:

- a) in the case of a first offence, a fine of \$1,000 to \$2,000;
- b) in the case of a subsequent offence, a fine of \$2,000 to \$4,000;

15. This by-law shall come into effect according to law.

Philippe Roy
Mayor

Alexandre Verdy
Town clerk