

TOWN OF PINCHER CREEK

Approved by:
Council

Date:
October 28, 2002

Policy Number:
142-15

Reference:
Motion #02-425
Motion #15-104

Revision Date/by: 2025

Title: **SURVEILLANCE CAMERA**

Policy Statement

The Town of Pincher Creek will provide guidelines for the placement of the cameras and viewing of footage.

1. Definitions

- 1.1 COUNCIL shall mean Council of the Municipality of the Town of Pincher Creek and shall include the Mayor.
- 1.2 CAO shall mean the Chief Administrative Officer as appointed pursuant to the MGA, Section 150.
- 1.3 DIRECTORS shall mean the Directors of Community Services, Finance and Operational Services.
- 1.4 BYLAW OFFICER/COMMUNITY PEACE OFFICER shall mean the bylaw officer appointed pursuant to Bylaw #1476 and the Peace Officer Act.
- 1.5 NCO I/C OF THE LOCAL RCMP DETACHMENT shall mean the RCMP Officer in charge of the RCMP detachment in Pincher Creek.

2. Procedure

- 2.1 Placement of Video Surveillance Cameras:
 - 2.1.1 The CAO, in consultation with the Directors and/or the NCO i/c of the Local RCMP Detachment, shall determine the locations for placement of the surveillance cameras.
- 2.2 Viewing of Footage
 - 2.2.1 Footage from the Surveillance Camera shall be stored for a 30 day period before being recorded over.

2.2.2 Footage from the Surveillance Camera shall not be viewed unless there is suspicion of a crime or incident, or a crime or incident is believed to have been committed.

2.2.3 Footage to be viewed shall only be viewed by the CAO and Bylaw Officer/Community Peace Officer. The CAO may, at his/her discretion, include the Directors and/or authorized employees to view the footage as required.

2.2.4 A copy of the footage will be turned over to the RCMP upon request.

2.3 Signage

2.3.1 Signage shall be placed at all entrances into the Town of Pincher Creek advising that public locations in Town may be under surveillance by video cameras.

4. End of Policy