

Bylaw No 556-17
A Bylaw of the Village of Marwayne in the Province of Alberta
The Addressing Bylaw

WHEREAS the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Part 3, Division 6, Section 58(1) and (2) provides that a Municipality may establish Road names and assign a number to buildings or Parcels of land; and may require an Owner or occupant of a building of a Parcel of land to display the number or other identification in a certain manner,

NOW THEREFORE, the Council of the Village of Marwayne duly assembled, hereby enacts as follows:

Purpose

1. The purpose of this bylaw is to establish a civic addressing system and to regulate the display of civic addresses in order to identify properties and to accommodate the delivery of municipal and emergency services.

Definitions

2. Definitions in this Bylaw:

- a. Address Number – means the numeric portion of a Civic Address, which may include a number or letter as a prefix or suffix
- b. Authority – means the Municipal Naming and Addressing Authority of the Village
- c. CAO – means the Chief Administrative Officer of the Village of Marwayne
- d. Civic Address or Address – means a locational description assigned by the Village consisting of an Address Number and a Street Name
- e. Designated Officer – means the Chief Administrative Officer, or an individual appointed by the Chief Administrative Officer, or a Bylaw Enforcement Officer or a Peace Officer
- f. Owner – means
 - i. In respect of land, the person who is registered under the Land Titles Act R.S.A. 2000 cL-4, as amended, as the Owner of the fee simple estate in the land, and
 - ii. In respect of a Structure, the Owner of the Structure, and
 - iii. In respect of land or a Structure where the Owner is not able to be reached, the person in lawful possession of the land or Structure, if any.
- g. Parcel – means the aggregate of one or more contiguous areas of land described in a certificate of title.
- h. Property – means a Parcel of land in the village
- i. Road – means any thoroughfare, street, land or highway, whether privately or publicly owned, that the public is ordinarily permitted to use for the passage of parking of vehicles
- j. Street Name – means the name assigned to a Road by the Village

- k. Structure – means any building or structure intended for use of occupancy by one or more persons
- l. Unit – means a portion of a building which is designed for or which forms a separate occupancy, including suites, bays, condominium Units or apartments.
- m. Village – means the Village of Marwayne
- n. Village Council – means the municipal council of the Village

Assigning of Addresses

- 3. The CAO has the authority to administer the civic addressing system for the Village and may, subject to the provision of this bylaw:
 - a. Assign a name to all new streets and development areas;
 - b. Assign addresses to parcels of land, buildings, units and internal suites.
- 4. Notwithstanding the foregoing, once the CAO has assigned a Street Name, that name may not subsequently be changed except by resolution of Council.

Address Display

- 5. The Owner of any Property in the Village shall ensure:
 - a. The Address Number assigned to a Property on which a Structure has been erected shall be affixed to the Structure in a position which is plainly visible from the Road to which the Property is addressed.
 - b. Where the Address Number is not visible from the Road when mounted on the Structure, the Address Number is displayed in a manner in which it is plainly visible from the Road from which the Property is accessed.
 - c. When there is more than one Unit within a Structure, the Address Number assigned to each Unit is displayed on or beside the front door to each Unit.
 - d. That the Address Numbers are not less than 10 cm (4") in height.
 - e. That the Address Numbers are in a color that contrasts with the color of the surface on which they are displayed.
 - f. That the Address Numbers are not obscured by landscaping, fencing, additions, etc and remain plainly visible from the Road at all times.
- 6. Any person required to display an Address Number shall display, install and maintain the Address Numbers in accordance with Section 5.
- 7. Every person taking out a development permit for the construction of a new building shall be required to have the number placed on the said building immediately upon completion of the building.

No Alteration Without Permission

- 8. No person shall alter, renumber or change any street Address without first receiving permission from Council pursuant to this bylaw.

Notification of New Addresses/Change of Address

9. The CAO shall be responsible for notifying the land Owner, local utility companies and the Village departments of new Civic Addresses or changes to existing Civic Addresses.
10. The Property Owner shall be responsible for confirming that all utility providers are using the correct Civic Address.

Authority of Council

11. Nothing in this Bylaw precludes Village Council in its discretion from changing the Street Name or Civic Address, or both, of a Property. The Village shall not be liable to the Owner for any costs, damages or loss resulting from the change.
12. An owner may apply to Council for change of address in order to eliminate confusion or correct an addressing error.

Violations

13. A person who contravenes any provision of this bylaw is guilty of an offence and liable upon summary conviction to a fine of \$100.
14. Where the Designated Officer believes that any person has committed a breach of any provision of this Bylaw the Designated Officer may serve upon such persons a Municipal Tag or the Designated Officer may commence proceedings by issuing a summons by means of a Violation Ticket in accordance with the "Provincial Offences Procedure Act" Alberta.
15. A Municipal Tag or Violation Ticket shall be deemed to have been sufficiently served if:
 - a. Served in person; or
 - b. Served by registered mail; or
 - c. Left at the usual place of abode or business with an occupant or employee who appears to be at least eighteen (18) years of age.
16. Upon production of any Municipal Tag or Violation Ticket within twenty-one (21) days from the date of service of such notice, together with the payment of \$100 to a person authorized by the Village of Marwayne or Province of Alberta to receive such payment, an official receipt for such payment shall be issued, and subject to the provisions of this Section, such payment shall be accepted in lieu of prosecution. If the person upon whom any such Municipal Tag or Violation Ticket is served fails to pay the said sum within the time allotted, the provisions of this Section shall no longer apply.
17. Any person who contravenes any provision of the bylaw is guilty of an offence and is liable on summary conviction to a fine of no more than one thousand (\$1,000) dollars and in default of the payment is liable to imprisonment for a term not exceeding three (3) months.

General

18. Should any provision of this Bylaw be invalid, then such provision shall be severed and the remaining Bylaw shall be maintained.

19. This bylaw shall come into effect upon being passed.

Read a first time this 25th day of September 2017.

Read a second time this 25th day September 2017.

Read a third and final time this 25th day of September 2017.

Signed and passed this 25th day of September 2017.

Mayor

Chief Administrative Officer