

**BYLAW NO. 948-14
MACKENZIE COUNTY**

**A BYLAW OF THE MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
PROVIDING FOR THE REGULATION OF MUNICIPAL ADDRESSING**

WHEREAS under the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Section 58, Council may:

- a) Name roads or areas within its boundaries and to assign a number or other means of identification to the buildings or parcels of land;
- b) Require an owner or occupant of a building or parcel of land to display the identification in a certain manner

AND WHEREAS under the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Council may:

- a) provide for the revision of the numbers assigned and require the owners or occupant to display the numbers so revised,
- b) delegate any of its powers or duties under this section to one or more officials or employees of the Municipality.

AND WHEREAS Council deems it desirable to revise the municipal addressing system which is utilized by emergency service providers and for way finding purposes

NOW THEREFORE, THE COUNCIL OF MACKENZIE COUNTY ENACTS AS FOLLOWS:

1. GENERAL

1.1 This Bylaw shall be cited as the Addressing Bylaw.

2. DEFINITIONS

2.1 In this Bylaw, unless the context otherwise requires, the term

- a) "Addressing Authority" means the County Administrator and such employees deemed necessary to carry out the functions of this bylaw;
- b) "Building" means any structure constructed or placed on, in, over or under land, whether permanent or temporary, into which a person could enter;

- c) "County Administrator" means the person designated by Council as the County's Chief Administrative Officer or his/her designate;
- d) "County" means the municipal corporation of the Mackenzie County;
- e) "Civic Address" means the address that is designated by the Addressing Authority, which includes a combination of number and/or words;
- f) "Enforcement Officer" means County Administrator, an enhanced policeman, or any employee of the County that is designated by the County Administrator to carry out enforcement powers under this bylaw;
- g) "Hamlets" means the Hamlets of Fort Vermilion, La Crete and Zama;
- h) "Owner" means:
 - i) A Person who is registered under the Land Titles Act as the owner of the land;
 - ii) A Person who is recorded as the owner of the property on the assessment roll of the County;
 - iii) A Person holding himself out as the person having the powers and authority of ownership or who for the time being exercises the powers and authority of ownership;
 - iv) A Person controlling the property under construction, or;
 - v) A Person who is the occupant of the property under a lease, license or permit;
- i) "Property" means a parcel of land within the County;
- j) "Road" means any thoroughfare, street or highway, whether privately or publicly owned, that the public is ordinarily permitted to use for the passage or parking of vehicles;
- k) "Street Name" means the name assigned to a road by the County;
- l) In this bylaw, whenever the male gender is specified, it shall be interpreted as meaning both male and female as applicable.

3. APPLICATION

- 3.1 The Addressing Authority shall administer the civic addressing system for the County and may, subject to the provisions of this bylaw:

- a) assign a name to all new streets and development areas;
 - b) establish a system of address numbering for properties;
 - c) assign a Civic Address to every property;
 - d) change an address number or street name, in accordance with the provisions hereto.
- 3.2 All property within County Hamlets shall be designated a Civic Address by the Addressing Authority as soon as possible, after the access location has been confirmed;
- 3.3 Upon written request by an Owner, the Addressing Authority will consider applications to change a Civic Address; in all cases, service delivery and public safety shall prevail;
- 3.4 The Addressing Authority may change a Civic Address or Street Name if in their opinion such change is required:
- a) To allow the safe and reliable delivery of services to the Property;
 - b) To minimize confusion;
 - c) To accommodate an adopted statutory plan for the area in which the property is located.
- 3.5 Notwithstanding the foregoing, once the Addressing Authority has assigned a Street Name, that name may not subsequently be changed except by resolution of Council;
- 3.6 No person shall remove, deface, or obliterate or destroy the Civic Address placed upon or affixed to any Property in accordance with this bylaw, except during the demolition or removal of the building;
- 3.7 Notwithstanding the foregoing, the Civic Address shall be displayed by the Owner at all times, either permanently or temporarily during construction.

4. STREET NAMING

- 4.1 Where named streets are required, Council shall be consulted and shall make a recommendation to the Addressing Authority in regards to the street name, based on the criteria below for each Hamlet.
- 4.2 Street Name Selection – Hamlet of La Crete

- a) In selecting names for streets, the Addressing Authority shall assign, for all roads that align appropriately with the established grid system, a numbered Street or Avenue that corresponds with the grid;
- b) For all streets that do not conform to the grid, a name shall be given. Names shall be selected based on significant historic events, noteworthy features, and historic context. The Addressing Authority shall ensure that the local historical society is consulted prior to assigning such street name.

4.3 Street Name Selection – Hamlet of Fort Vermilion

- a) In selecting names for streets, the Addressing Authority shall assign, for all roads that align appropriately with the established grid system, a numbered Street or Avenue that corresponds with the grid;
- b) For all streets that do not conform to the grid, a name shall be given. Names shall be selected based on significant historic events, noteworthy features, and historic context. The County Administrator shall ensure that the local historical society is consulted prior to assigning such street name;
- c) The grid that shall be used is the actual north/south grid, and not the modified northerly/southerly grid that reflects the trajectory of the Peace River.

4.4 Street Name Selection – Hamlet of Zama

- a) In selecting names for streets, the Addressing Authority shall assign a street name, based on the context of the existing street names within the Hamlet. The residents of Zama shall be consulted prior to naming a street, either through a school competition or other informal means.

5. **DISPLAY OF ADDRESS**

- 5.1 The Civic Address assigned by the County shall be displayed by the Owner at all times, in a location that is plainly visible from the Street using contrasting colors with characters no less than four (4) inches in height;
- 5.2 The Civic Address shall be plainly visible and not higher than the first story of a Building or at an equivalent height in the case of other structures;
- 5.3 The Civic Address shall be displayed, either permanently or temporarily during construction, upon commencement of a Building or portion thereof;

- 5.4 In all cases where there are multiple Buildings on a Property, the Civic Address shall be plainly visible at the property line and at the entrance to each Building or Unit;
- 5.5 The Owner shall ensure that the posted Civic Address is properly maintained and visible.

6. ADDRESSING SYSTEM

- 6.1 In all Hamlets, an even Civic Address number shall be assigned to all properties located on the North and West sides of the adjacent road, and an odd Civic Address number shall be assigned to properties located on the South and East sides of the adjacent road;
- 6.2 All multi-unit Buildings shall be assigned a single Civic Address, with each unit assigned a unique unit number. The unit number shall be displayed on or beside the front door to the unit;
 - a) Units shall be assigned numbers, and they shall increase in number in the same direction as the street addresses increase.

7. PENALTIES

- 7.1 Any person who contravenes any of the provisions of this bylaw is guilty of an offence and liable for a penalty in the amount as designated in the Fee Schedule Bylaw;

8. ENFORCEMENT

- 8.1 This bylaw shall be enforceable upon notice of any contravention of any provisions of this bylaw having been delivered to the Owner of the land in respect to which the contravention has occurred. Such violation ticket shall state the following:
 - a) Nature of infraction of the bylaw;
 - b) Corrective measures required to comply with this bylaw;
 - c) The time within which such corrective actions must be performed
- 8.2 Where an Enforcement Officer issues a person a violation ticket in accordance with this bylaw, the officer may either:

- a) Allow the person to pay the specified penalty as provided for the offence as set out in the Fee Schedule Bylaw by including such specified penalty on the violation ticket; or
- b) require a court appearance of the person where the Enforcement Officer believes that such appearance is in the public interest, pursuant to Part 2 of the *Provincial Offenses Procedures Act*.

9. REPEAL

9.1 This Bylaw shall come into force and effect upon receiving third reading and shall repeal Bylaw 045/96.

READ a first time this 26th day of March, 2014.

PUBLIC HEARING held this 10th day of March, 2015.

READ a second time this 10th day of March, 2015.

READ a third time and finally passed this 10th day of March, 2015.

(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer