

**WESTLOCK COUNTY**  
**PROVINCE OF ALBERTA**

**BYLAW NO. 60-2008**

**BEING A BYLAW** of Westlock County, IN THE PROVINCE OF ALBERTA, hereinafter referred to as the "**Rural Address Bylaw**", to provide for the orderly numbering of buildings and units and sub-units within buildings placed thereon in Westlock County.

**WHEREAS**, the Municipal Government Act, R.S.A., 2000 as amended provides Council of a Municipality may pass bylaws for municipal purposes respecting safety, health and welfare of people and the protection of people and property and;

**WHEREAS**, it is deemed desirable to put into effect a rural addressing system which can be utilized by emergency service providers and for other purposes;

**NOW THEREFORE**, the Council of Westlock County, duly assembled, and pursuant to the authority conferred upon it by the Municipal Government act, R.S.A. 2000, c.M-26, with amendments thereto, enacts as follows:

1. Definitions:

- (a) "County" means Westlock County and the area contained within it's boundaries as the context requires.
- (b) Council" shall mean the Council for Westlock County.
- (c) "Peace Officer" shall mean a Community Peace Officer or any other person so authorized to act on behalf of Council.
- (d) "Recreational Property" shall mean properties or buildings not occupied or used on a permanent basis. Some examples being summer cottages, garages or barns on land with no residences.
- (e) "Violation Tag" shall mean a tag or similar document used by the County pursuant to the Municipal Government Act. R.S.A. 2000, c. M-26, as amended.
- (f) "Violation Ticket" shall mean a ticket issued pursuant to Part II of the Provincial Offences Procedures Act, R.S.A. 2000. c. P-34 as amended, and regulations there under.

2. That all parcels of land supporting improvements with a primary access onto a developed public road right of way will be assigned a rural address by the County and such address must be posted, with the exception of oil and gas industry as regulated by the Alberta Energy and Utilities Board, in the manner deemed most appropriate by the Chief Administrative Officer or designate.

3. That the costs associated with the placement of signage at the primary access to the lands with supporting improvements, taking place after December 31, 2009 shall be the responsibility of the property owner or occupant. This cost will be collected at the Development Permit Stage, pursuant to the Westlock County's Policy-Development Permit & Subdivision Applications Fee Schedule as amended.

RURAL ADDRESS BYLAW NO. 60-2008

4. That the costs associated with the placement and provision of a subdivision sign(s), including individual lot signs in developments approved after December 31, 2009 shall be the responsibility of the developer. This cost will be collected at the Subdivision Stage, pursuant to the Westlock County's Policy-Development Permit & Subdivision Applications Fee Schedule as amended.
5. Should the landowner request a rural address sign where otherwise not required or provided for by this bylaw (e.g. recreational property with no residence), the landowner shall be responsible for costs of such signage pursuant to the fees bylaw. The signs will be installed during regularly scheduled sign installation programs as per Section 16 of this bylaw.
6. A subdivision consisting of 10 or more lots and may have more than once simple road plan will receive a Directional Map Sign at the main entrance and individual lot signs for each lot.
7. A subdivision requiring no subdivision plan signs and individual lots signs must fall into the grid system and have their own access to a township or range road. Each lot will receive their own individual Rural Address sign.
8. The cost for new signs effective January 1, 2010 will be as set out in Westlock County's Policy-Development Permit & Subdivision Applications Fee Schedule as amended.
9. The sign shall be manufactured on .080" sign grade aluminium and with 3M High Intensity sheeting using Alberta Transportation specifications. The signs will have White 4" 3M High Intensity Prismatic reflective numbers on a medium green 3M High Intensity Prismatic background sheeting.
10. Where practical signs should be installed 1 m outside property lines. If possible, signs should be 6m on the right side of the driveway as entering the property, and far enough away from the shoulder to minimize conflict with snow removal equipment and wide vehicles. The sign should be a minimum of 3 m above natural grown level in a location which is conspicuous from a travelled roadway. See Schedule "A"
11. The cost and responsibility for the replacement of signs in a no fault accident, like in the case of a motor vehicle crash, shall be that of the Westlock County and shall be performed to the standard and specifications of Westlock County of damages or missing rural addressing signs.
12. Once the rural address sign is installed it is the property owner's responsibility to maintain the area around the sign and keep it free of obstructions and legible from the road.
13. No person shall remove, deface, damage or destroy any sign placed under the authority of this Bylaw. Any person found responsible for removing, defacing, damaging or destroying a rural addressing sign will be subject to a fine under Schedule "B".
14. Any person who contravenes any section of this bylaw is guilty of an offence and is liable to a penalty as set out in Schedule "B" herein. A second offence shall be defined as occurring within one calendar year of the first offence and a third offence shall be defined as occurring within one calendar year of the second offence.

**RURAL ADDRESS BYLAW NO. 60-2008**

- (a) A Peace Officer is hereby authorized and empowered to issue a violation tag to any person who he/she has reasonable and probable grounds to believe has contravened any provision of this bylaw.
- (b) A violation tag shall be served upon a person, personally, or in the case of a corporation, by serving the violation tag personally upon the manager, secretary, other executive officer of person apparently in charge of a branch office, or by mailing a copy to a person by registered mail
- (c) The violation tag shall be in the form approved by the Chief Administrative Officer and shall state:
  - (i) The name of the person;
  - (ii) The offence;
  - (iii) The appropriate specified penalty in lieu of prosecution as set out in Schedule "B";
  - (iv) That the penalty shall be pay within (30) days of the issuance of the violation tag, or a violation ticket may be issued against the person seeking the appropriate penalty or prosecution as set out in schedule "B"; and
  - (v) Any other information as may be required by the Chief Administrative Officer.
  - (vi) Where a violation tag is issued, pursuant to this bylaw, the person to whom the violation tag is issued may, in lieu of prosecution, pay to Westlock County the specified penalty.

15. In those cases where a violation tag has been issued and if the specified penalty in lieu of prosecution in the violation tag has not been paid within the prescribed time, the Peace Officer is hereby authorized to and empowered to issue a summons pursuant to Part II of the Provincial Offences Procedures Act.

- (a) Notwithstanding Section 14 of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a violation ticket to any person who the Peace Officer has reason able and probable grounds to believe has contravened any provision of this bylaw.

16. Westlock County will install all signs for new developments in as timely a manner as possible. Keeping in mind the timetable and restrictions from the manufacturer a supplier of the signs. Also taking in to account time to get all sites an Alberta-On-Call for safety.

17. This Bylaw rescinds Bylaw #27-2003.

18. This Bylaw comes into force upon final passing and proper signature thereof.

**RECEIVED FIRST AND SECOND READINGS** this Twelfth (12<sup>th</sup>) day of August A.D. 2008 and by unanimous vote and unanimous consent of Councillors present;

**RECEIVED THIRD READING AND WAS FINALLY PASSED** this Twelfth (12<sup>th</sup>) day of August A.D. 2008.

Aug 12/08  
Date

Aug 12/08

C. Smith  
Reeve

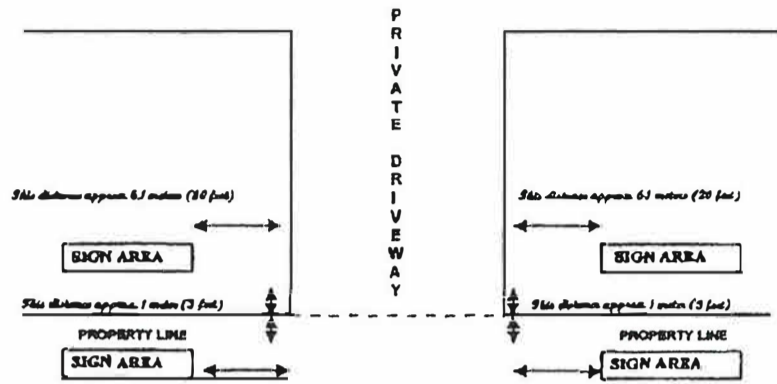
David Wilson

RURAL ADDRESS BYLAW NO. 60-2008

Schedule 'A'

SIGNAGE AT PRIMARY ACCESS TO RESIDENTIAL, COMMERCIAL AND INDUSTRIAL DEVELOPMENT

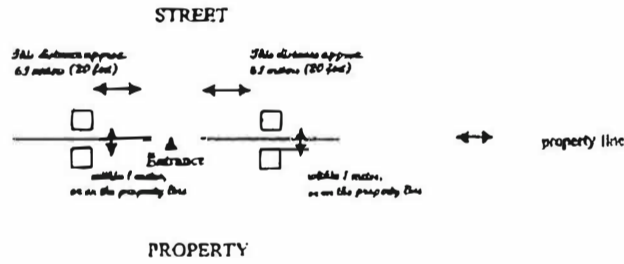
MUNICIPAL ROADWAY (Township, Range Road or Street)



Signs shall be placed within 6.1 meters (20 feet) on either side of the shoulder of the driveway (approach) and located 1 meter (3.3 feet) from the property boundary either within the property boundary or within the road right-of-way boundary. The sign shall be no lower than 1 meter (3.3 feet) from ground level (measured from bottom of sign) and no higher than 2 meters (6.6 feet) from ground level (measured from top of sign).

SUBDIVISIONS & HAMLETS – LOT SIGNS

Lot signs within subdivisions and hamlets must be placed either on the property line or 1 meter (3.3 feet) either side of the property line and within 6.1 meters (20 feet) on either side of the entrance to the property. In the case of a building which fronts the street within one meter (3.3 feet), the sign may be placed on the building. The sign shall be no lower than 1 meter (3.3 feet) from ground level (measured from bottom of sign) and no higher than 2 meters (6.6 feet) from ground level (measured from top of sign).





RURAL ADDRESS BYLAW NO. 60-2008

**Schedule "B"**

A person issued a violation tag or ticket pursuant to this bylaw shall be subject to the following fines:

First Offence	\$250.00 (Within 6 months)
Second Offence	\$500.00 (Within 6 months)
Third Offence	\$1000.00 (Within 6 months)

Where Westlock County has issued a violation tag to a person for a contravention of this bylaw, notwithstanding whether or not the fine imposed against that person on that violation tag is paid, Westlock County may also provide that person with fourteen (14) days within which to comply with the bylaw.

Where a person fails to comply with the bylaw within the specified time period provided within the violation tag, Westlock County may issue a violation ticket pursuant to Part II of the Provincial Offences Procedures Act, Statutes of Alberta 2000, P-34, as amended.