

TOWN OF CANMORE  
BYLAW 2-92  
PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF CANMORE TO PROVIDE THE ORDERLY NUMBERING OF PARCELS OF LAND AND BUILDINGS WITHIN THE TOWN; AND FOR THE VISUAL DISPLAY OF SAID NUMBERS

WHEREAS,

pursuant to the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 1980 as amended, a Council may pass bylaws to provide for the orderly numbering of parcels of land and buildings, and units and sub-units within buildings; and to require owners or occupants to display the numbers assigned to their land, building units, or sub-units.

AND WHEREAS,

Council for the Town of Canmore deems it advisable, for provision of emergency services to its residents, to require that municipal street addresses be visibly displayed on parcels of land and buildings;

NOW THEREFORE

the Municipal Council for the Town of Canmore in the Province of Alberta, duly assembled, hereby enacts as follows:

Section I: Title

1. This Bylaw shall be known as the Town of Canmore Addressing Bylaw.

Section II: Definitions

2. In this Bylaw, the following terms, phrases, words and their derivatives shall have the meanings given herein. When not inconsistent with the context, words used in the plural include the singular; and words in the singular include the plural.
  - (A) "address number" means the number of a property which is used, or intended to be used, as part of the municipal address for the property;
  - (B) "Council" means the Municipal Council of the Town of Canmore in the Province of Alberta, duly assembled.
  - (C) "Director" means the Municipal Treasurer, as appointed by Council pursuant to the Municipal Government Act;
  - (D) "Municipal Secretary" means the Town official with the title of Municipal Secretary as appointed by Council, pursuant to the Municipal Government Act;
  - (E) "Owner" means with respect to a property, the person who is registered under the Land Titles Act as owner of the property;
  - (F) "Property" means a parcel of land, a building or a unit or sub-unit within a building;
  - (G) "Structure" means any building or structure capable of being occupied by one or more persons;

RA

- (H) "Town" means the municipal corporation of The Town of Canmore in the Province of Alberta, or the land lying within the corporate limits of the Town, as the context requires.

Section III: Delegation of Authority

4. The Director is authorized:

- (A) to assign address numbers, in an orderly manner, to parcels of land and buildings and units and sub-units within buildings, for purposes of establishing municipal addresses; and
- (B) to revise such address numbers from time to time.

Section IV: Provisions

- 5.(1) The owner of a property on which a structure has been erected shall cause the address number assigned to the property, as the municipal address (pursuant to this Bylaw) to be displayed, at all times, at a location plainly visible from the roadway to which the property is addressed.
  - (2) All address numbers required to be displayed pursuant to this Bylaw shall be displayed, at all times, in a conspicuous manner so as to be plainly visible from the adjacent roadway.
  - (3) All individual address numbers required to be displayed pursuant to this Bylaw shall be at least thirteen centimetres (13cm) in height; and shall be of a width satisfactory to the Director.
6. Unless a shorter notice period is agreed to by the owner of the property, the Director shall give the owner of a property at least Sixty (60) days notice in writing of any address number to be assigned to the property, including any revisions thereof.

Such notice may be given:

- (A) by delivering the notice personally to the owner; or
  - (B) by sending the notice to the owner by ordinary mail at the address for such owner as shown on the Tax Roll.
- 7.(1) The owner of a property that is the subject of a decision of the Director made pursuant to Sub-Section 6 may, within Thirty (30) Days of having been given notice of such decision, appeal that decision to Council:

RA



- (A) by delivering a written notice of appeal personally to the Municipal Secretary; or
  - (B) By sending a written notice of appeal to the Municipal Secretary, by double registered mail.
- (2) On appeal, Council may confirm, vary, or reverse the decision of the Director.

Section V: Prohibitions

8. No person shall display, or permit the displaying of, any address number on a property other than the address number currently assigned pursuant to this Bylaw.

Section VI: Penalties

9. A person who contravenes any provisions of this Bylaw by:

- (A) doing something he is prohibited from doing;
- (B) failing to do something he is required to do; or
- (C) doing something in a manner different from that in which he is required or permitted to do so by this Bylaw,

is guilty of an offence and liable, upon Summary Conviction, to a fine of not less than Fifty Dollars (\$50.00) and not more than Five Hundred Dollars (\$500.00); and in default of payment, is liable to imprisonment for a time of not less than seven (7) days and not exceeding six (6) months.

10. Notwithstanding the provisions of Sub-Section 9, whenever a Bylaw Enforcement Officer has reason to believe that a person has contravened any of the section of this Bylaw, such Bylaw Enforcement Officer may serve upon such person a voluntary payment tag indicating that the Town will accept payment of Twenty-Five Dollars (\$25.00) in lieu of prosecution for such contravention.

The voluntary payment tag shall be in such form as may be prescribed from time to time by the Municipal Secretary.

11. If the person upon whom a voluntary payment tag is served fails to pay the required sum within the time specified on the Voluntary Payment Tag, the provisions of Sub-Section 10 regarding payment in lieu of prosecution do not apply.
12. Wherever, in this Bylaw, it is directed that a person shall do any matter or thing, then in default of its being done by such a person, the same may be done by the Town at the expense of such person; and the Town may recover the expenses thereof, with costs, in any Court of competent jurisdiction or in like manner as municipal taxes.

PA

Section VII: General

13. This Bylaw shall come into force upon receiving third reading.

FIRST READING: 28 January 1992

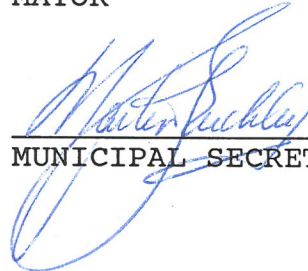
SECOND READING: 28 January 1992

THIRD READING: 28 January 1992



---

MAYOR



---

MUNICIPAL SECRETARY