

BYLAW 2025-04

Rural Municipality of Lajord No. 128

A BYLAW TO ESTABLISH FOR CIVIC ADDRESSING

Whereas, pursuant to Clause 8(1)(c) of *The Municipalities Act*, 2005, a municipality is authorized to make bylaws respecting the safety, health, and welfare of people and the protection of people and property.

The Council of The Rural Municipality of Lajord No. 128, in the Province of Saskatchewan, enacts as follows:

DEFINITIONS

1. For the purpose of this Bylaw, the following works shall have the meaning given herein:
 - a) **Act:** shall mean *The Municipalities Act*, 2005, as amended or repealed and replaced from time to time.
 - b) **Administrator:** shall mean the employee or representative of the Municipality tasked with enforcing this Bylaw, or their delegate.
 - c) **Building:** shall mean a building as defined in the Act.
 - d) **Civic Address:** shall mean the number and road name assigned by the Municipality to a specific parcel or building.
 - e) **Civic Address Registry:** shall mean the online database managed by the Saskatchewan Public Safety Agency which contains all civic addresses.
 - f) **Civic Address Sign:** shall mean a sign affixed to a building or free-standing post or structure at the property line for the purpose of displaying a civic address and shall be:
 1. In Arabic numerals;
 2. Clearly legible to drivers;
 3. Displayed right side up;
 4. Displayed such that the bottom of all characters is a minimum 1.2 meters above grade;
 5. Composed of characters no smaller 12 centimeters in height;
 6. Displayed in a colour that contrasts with the background on which the civic address is displayed; and
 7. If located on a free-standing post or structure, is located a maximum of 5 meters from the property line; and
 8. If located on a rural parcel, displays the full civic address, including number and road name.
 - g) **Council:** shall mean the Council of the Municipality.
 - h) **Designated Office:** shall mean an employee or representative of the Municipality, a member of the Royal Canadian Mounted Police, a Bylaw Enforcement Officer, Development Officer, Community Safety Officer, Chief Operating Officer, or Administrator.
 - i) **Municipality:** shall mean the Rural Municipality of Lajord No. 128.
 - j) **Owner:** shall mean an owner as defined in the Act.
 - k) **Parcel:** shall mean a parcel of land as defined in the Act.

- l) **Primary Approach:** shall mean the approach that provides main access to a parcel and may be the approach best suited for emergency vehicles.
- m) **Primary Roadway:** shall mean the public roadway used to create a parcel's civic address and which the parcel is fronting.
- n) **Public Roadway:** shall mean a road allowance, road street, or lane as defined in *The Highways and Transportation Act, 1997*, as repealed and replaced from time to time and shall include the shoulder of the roadway, bridge, culvert, drain, multi-use path, or other public improvement erected upon or in connection with a public highway with the Municipality.
- o) **Rural Parcel:** shall mean a parcel that is not part of a multi-unit subdivision and which generally fronts onto a range, township, or grid road or highway.
- p) **Subdivision Parcel:** shall mean a parcel that is part of a multi-unit subdivision and which generally fronts onto an internal subdivision road.
- q) **Temporary Address Sign:** shall mean a sign affixed to a building under construction or temporarily to a free-standing post or structure at the property line for the purpose of displaying a civic address and shall be clearly legible to drivers.

CIVIC ADDRESSING

1. This Bylaw may be referred to as the Civic Addressing Bylaw.
2. At the discretion of the Administrator, any parcel may be assigned a civic address.
3. For rural parcels, civic addresses shall be assigned using the Rural Civic Addressing System as outlined by the Provincial Emergency Communications Centre.
4. For subdivision parcels, civic addresses shall be assigned by the Administrator using:
 - a. Best practice standards;
 - b. The Municipality's Road, Park, and Subdivision Naming Policy, as amended and repealed and replaced from time to time;
 - c. In a way that promotes safety and ease of use; and
 - d. At the time of subdivision.
5. Pursuant to 2 and at the discretion of the Administrator, a parcel's civic address may be changed to promote safety or ease of use.
6. A building shall have the same civic address as the parcel on which it stands.
7. Pursuant to 6 and at the discretion of the Administrator, apartments or units within a building may be assigned civic addresses that differ from that of the parcel on which they stand.
8. The Administrator shall be responsible for maintaining the Civic Address Registry and shall keep record of all civic addresses assigned pursuant to this Bylaw.

CIVIC ADDRESSING SIGNAGE

1. No owner shall display any civic address on a parcel within the Municipality other than the civic address assigned pursuant to this Bylaw.
2. Upon receiving a development permit for a parcel assigned a civic address, the owner shall display a temporary sign or civic address sign within 10 meters of the primary approach in a manner that is clearly visible to vehicles travelling in either direction along the primary roadway.
3. Pursuant to 2, a temporary address sign shall be replaced by a civic address sign when the development receives occupancy or the Administrator considers the development complete.

4. Pursuant to 2 and where a parcel sits at the corner of two abutting public roadways and the primary approach does not connect to the primary roadway, civic address sign shall be posted at the primary roadway and the primary approach, and where necessary, additional signs may be used to direct drivers towards the primary approach.
5. The parcel owner shall maintain the civic address sign in good repair.
6. No person shall place a civic address sign on a public roadway.
7. Where there is more than one civic address assigned to a building or buildings on a parcel, each civic address shall have a unique civic address sign that is clearly visible to vehicles travelling in either direction along the primary roadway.
8. Pursuant to 7 and where assigned civic addresses are secondary to other civic addresses (for example, units within a larger building), at the discretion of the Administrator, the secondary addresses may not require unique civic address signs.
9. Pursuant to 7 and where required at the discretion of the Administrator, additional civic address signs shall be installed at the entrance of each building, apartment, or unit.
10. Where construction may result in a civic address sign being moved, removed, or not clearly visible to vehicles travelling in either direction along the primary roadway, the owner shall install a temporary address sign in a manner that is clearly visible to vehicles travelling in either direction along the primary roadway.

Public Notice

1. The Administrator shall give the owner of a parcel at least 30 days' notice warning in writing of any civic address assigned to such parcel pursuant to this Bylaw.
2. The Administrator may give notice:
 - a) By personal delivery to the owner;
 - b) By mail to address for the owner as shown on the tax roll; or
 - c) By email to the owner

Enforcement and Penalties

1. The administration and enforcement of this Bylaw is hereby delegated to the Administrator.
2. This Bylaw may be enforced by a Designated Officer.
3. The inspection of any parcel by the Municipality to determine if this Bylaw is being followed is hereby authorized and shall be carried out in accordance with Section 362 of the Act.
4. Any person found to be violating any provisions of this Bylaw shall be billed the total cost, in addition to an administrative fee of \$35, incurred by the Municipality to purchase and install a civic address sign on the parcel, or to remove and replace a noncompliant civic address sign in accordance with Section 366 of the Act.
5. Failure to pay any costs incurred by the Municipality pursuant to 4 shall result in such costs being added to the parcel's tax roll in accordance with Clause 369(1)(c) of the Act.

Severability

1. This Bylaw shall not be constructed to hold the Municipality or its agents responsible or liable for any damage to persons or property caused through the administration of this Bylaw.

2. If a court of competent jurisdiction should declare any part, section, sentence, clause, phrase, or other portion of this Bylaw to be invalid, that portion shall not be construed as having persuaded or influenced Council to pass the remainder of this Bylaw. The part, section, sentence, clause, phrase or other portion of this Bylaw is to be deemed a separate, distinct, and independent provision, and the holding of the Court shall not affect the validity of the remaining portions of this Bylaw.



Certified a true copy of Bylaw 2025-04
adopted by resolution on the
12th day of August, 2025.

Originally Signed By

Reeve

Originally Signed By

Chief Administrative Officer