

**VALLEY WATERS  
BY-LAW #2023-09-01**

**A CIVIC NUMBERING BY-LAW**

A By-law respecting the numbering of buildings in the Valley Waters is hereby enacted by the Council of Valley Waters, under the authority vested in it by the Local Governance Act, S.N.B. 2017, c.18 as follows:

A By-Law entitled "**A CIVIC NUMBERING BY-LAW**" for the Village of Norton, being By-law #2003-07-00, ordained and passed on the 10th day of July 1996 and all amendments thereto, is hereby repealed, and

**WHEREAS** Valley Waters is required to provide police and fire protection to its inhabitants,

**AND WHEREAS** it is important to the provision of such services that properties be properly identified by number,

**NOW, THEREFORE**, the Council for Valley Waters enacts as follows:

**1. DEFINITIONS**

"Building" includes any structure used or intended for supporting or sheltering any use or occupancy.

"Village" means the Village of Valley Waters.

"Clerk" means the Clerk for the Village of Valley Waters.

"Property" includes any parcel of land whether vacant or built upon.

"Civic Number" means the number assigned to a property or building by the Clerk, or designate.

"Owner (s)" means the person or persons identified as acquiring the fee simple title to a property in the document which purports to convey such interest and was most recently recorded in the Kings County Registry Office.

"Roadway" means that portion of a street improved, designed or ordinarily used for vehicular traffic.

"Street" includes a road, lane, crescent, drive, court or avenue, whether public or private.

**2. GENERAL PROVISIONS**

A. The Clerk is responsible for the assigning of civic numbers to properties and buildings

fronting upon or abutting a street. The Clerk shall keep a record of civic numbers which have been assigned.

B. The owner(s) of a property upon which a building is located shall display on the property the civic number(s) of the building in the manner provided herein.

C. An owner shall not display, nor permit to be displayed, upon his property any number which is not its civic number assigned by the Clerk pursuant to this By-law. The Clerk may, by written notice, require an owner to remove from his/her property any number which is displayed thereon which is not its civic number and an owner shall comply with such notice within seven (7) days of receiving said letter. Such letter shall be deemed to have been received by the owner(s) if within three (3) days of the letter being post marked and deposited for mailing at a Canadian post office, the letter is not returned to the Village.

D. Any civic number shall be displayed upon a property in the following manner:

- i) Numbers shall be on the same side of the road as the structure to which they relate;
- ii) Numbers shall be attached to a building, mailbox, civic number post, or sign;
- iii) The number shall be in numeric form;
- iv) The bottom of the numerals shall be at least 1.2 meters (48 inches) above the ground or more in order to be seen during winter conditions;
- v) It shall be placed upon the building, when the building is within 15 metres (49.2 feet) of the roadway, in such a location that it faces directly onto the road so that the civic number may be easily seen by emergency service vehicles traveling in both directions;
- vi) It shall be constructed of a 3M reflective material;
- vii) If it is located on a mailbox post, civic number post, or a building which is within 15 metres (49.2 feet) of the roadway, then the numerals shall be not less than 65 millimeters (2 1/2 inches) in height;
- viii) The civic number post shall be located on the property adjacent to the entrance of a driveway which provides emergency vehicle access to a building and the numerals shall face perpendicular to the road so they are clearly visible by emergency service vehicles traveling in both directions;
- ix) If a civic number which is located on a building cannot be easily read from the roadway from which the building is numbered then it shall be displayed on either a mailbox, civic number post, or a sign at the property entrance.

E. Any property which is not in compliance with Section D may be numbered by Valley Waters employees or contractor under the direction of the Clerk, and the cost of such work will be the responsibility of the owner of such building and such cost shall be a debt due to Valley

Waters.

F. Property owners are responsible for all signing of private lane names.

FIRST READING: Aug.01, 2023 *Randy Mc* Mayor *Jackie Clement* Clerk

SECOND READING: Aug.01, 2023 *Randy Mc* Mayor *Jackie Clement* Clerk

THIRD READING & ENACTMENT: Sept 12, 2023

*Randy Mc*  
Mayor

*Jackie Clement*  
Clerk

