

**RESORT VILLAGE OF ELK RIDGE  
EMPLOYEE CODE OF CONDUCT**

**BYLAW NO 16-2022**

The Council of the Resort Village of Elk Ridge Resort, enacts as follows:

**PRINCIPLES:**

Our employees must observe the highest standards of conduct in the performance of their duties. Employees must avoid situations in which their personal interest conflicts, or appears to conflict, with the interests of the municipality.

Every municipal employee must hold in strict confidence all information of a confidential nature acquired during their employment with the municipality. Confidential information means information that is not part of the public domain and information designated by council as confidential, such as personal information, internal policies, items under any legal proceeding, etc.

**INAPPROPRIATE CONDUCT:**

Employees must not engage in any conduct or activity that contravenes our bylaws or any law in force in Saskatchewan which might:

- detrimentally affect the municipality's reputation
- make the employee unable to properly perform their employment responsibilities
- cause other employees to refuse or be reluctant to work with the employee
- otherwise inhibit the municipality's ability to efficiently manage and direct its operations.

Employees must not:

- use information that is obtained because of their employment or to seek to influence a decision to further their or another's private interests
- accept gifts if there are expectations that the employee will take some action that will benefit the giver of the gift
- use municipality property, equipment, supplies or services for activities not associated with the discharge of official duties
- solicit or conduct business on their own account during regular working hours for the Village.

**PROCEDURES:**

Employees are expected to comply with the Code of Conduct and are responsible to disclose and request an interpretation of the Code from the municipality's Chief Administrative Officer (CAO) (or from Council in the case of the CAO) if they are unsure

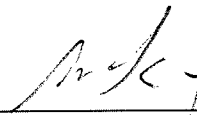
**CORRECTIVE MEASURES:**


Contravention of the Code of Conduct may result in:

- excluding the employee from participation in the matter where the conflict exists
- disciplinary letter in the employee's file
- employee training in ethics
- short-term suspension
- long-term suspension
- termination.

This bylaw shall come into effect on the day of its final passing.



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Read a third time and adopted  
this 12<sup>th</sup> day of July, 2022.

## RESORT VILLAGE OF ELK RIDGE

### BYLAW 17-2022

#### A BYLAW TO PROVIDE FOR THE NUMBERING OF HOUSES AND OTHER BUILDINGS

The Council of the Resort Village of Elk Ridge in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be referred to as the Civic Addressing Bylaw.
2. A uniform system of numbering houses and other buildings is hereby established and is shown on the attached map identified as Schedule "A", appended hereto and forming a part of this bylaw.
3. A separate number shall be assigned for each titled property. In the Condominiums, each titled property will use the number of their lot as in the Condominium Subdivision Plan. In the case of amalgamated lots in the Estates, the even lot number is assigned to the double lot.
4. Each house or building shall bear the assigned number to the frontage on which the front entrance is situated.
5. In case a house or building is occupied by more than one family dwelling unit or business, each separate front entrance of said house or building shall bear:
  - a) the same number extended with a letter of the alphabet beginning with the letter "A" and proceeding with as many as are required.
  - b) individual numbers have been assigned and displayed for the 10 cabins, 8 duplexes, the 48 modular units and the 16 dormitory units. These numbers will be retained for their addresses within the numbered buildings.
6. Numerals indicating the official number of each house or building or each front entrance shall be posted in a manner as to be visible from the street on which the property is located.

7. The Administrator shall be responsible for maintaining the numbering system and shall keep a record of all numbers assigned under this bylaw.
  
8. Any person/corporation who contravenes the provisions of this bylaw is guilty of an offence and upon conviction shall be liable
  - a. In the case of an individual or corporation:
    - i. for a first offence
      1. to a fine of not more than \$100.00; and
    - ii. for a second subsequent offence
      1. to a fine of not more than \$500.00.
  
9. All existing numbers of houses and other buildings not now conforming to the provisions of this bylaw shall be changed to conform to the system herein adopted.

Furthermore, this bylaw provides for the Civic Addresses of Houses and other Buildings within the Resort Village of Elk Ridge according to the attached map as "Schedule A".

The Council of the Resort Village of Elk Ridge, in the Province of Saskatchewan, enacts the civic addresses for Elk Ridge houses and building as follows:

<b>Arne Petersen Way:</b>	The Wyld Restaurant	211A Arne Petersen Way
	Elk Ridge Golf Pro Shop	211B Arne Petersen Way
	Elk Ridge Lodge	221 Arne Petersen Way
	Utility Building	232 Arne Petersen Way
	Elk Ridge Rental Cabins	231 Arne Petersen Way
 <b>Elk Ridge View:</b>	Maintenance Compound	290 Elk Ridge View
	Sasktel Tower	290 Elk Ridge View

<b>Elk Ridge Place:</b>	Elk Ridge Church	181 Elk Ridge Place
	Elk Ridge RV Park	183 and 184 Elk Ridge Place
	Fire Hall	200 Elk Ridge Place
	TreeOSix	190 Elk Ridge Place
	Staff Duplexes	192 and 194 Elk Ridge Place
	Staff Modular	196 Elk Ridge Place
	Staff Dormitory	198 Elk Ridge Place

**FAIRWAY DRIVE: Formerly 310 Elk Ridge View, Condominium Plan 01PA09047:**

Numbers for Units 1 through 28 on Condo Plan 01PA09047 are retained as respective Unit Numbers. Original numbering of Units 1 through 28 are now the addresses 1 through 28 on the street named Fairway Drive.

**EAGLE VIEW WAY: Formerly 251 Elk Ridge Drive on Condominium Plan 00PA03157:**

Numbers for Units 1 through 67 on Condo Plan 00PA03157 are retained as respective Unit numbers. Units 1,2 and 3 are undeveloped. Original numbering of Units 4 through 67 are now the addresses 4 through 67 on the street named Eagle View Way.

**ESTATES DRIVE: Formerly 110 Elk Ridge Drive on Condo Plan 99PA21324:**

Numbers for Units 1 through 111 on Condo Plan 99PA21324 are retained as respective Unit numbers. Original numbering of Units 1 through 111 are now the addresses 1 through 111 on the street named Estates Drive. In the case of amalgamated lots, the even number shall be used to designate the double property:

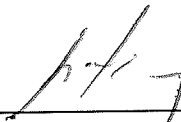
1. amalgamated Units 51 and 52, that are now identified as Unit 113, are changed to the address number 52; and
2. amalgamated Units 79 and 80, that are now identified as Unit 112, are changed to the address number 80.


**COTTAGE CRESCENT: Formerly 191 Elk Ridge Drive on Condo Plan 102093241:**

Numbers for Units 1 through 39 on Condo Plan 102093241 are retained as respective Unit numbers. Original numbering of units 1 through 39 are now the addresses 1 through 39 on the street named Cottage Crescent.

This bylaw shall come into effect on the day of its final passing.

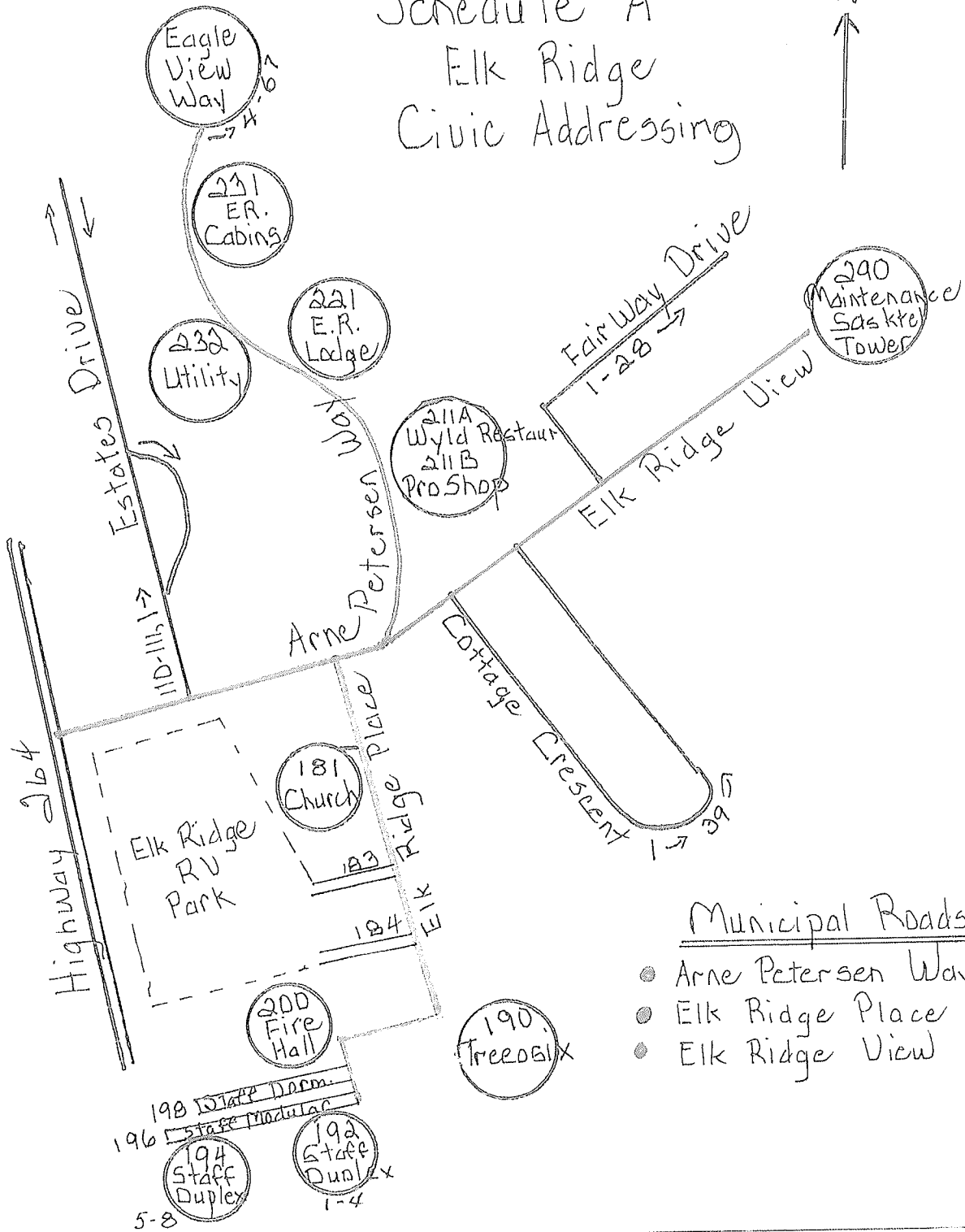


  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Read a third time and adopted  
this 12<sup>th</sup> day of July, 2022.

# Schedule "A" Elk Ridge Civic Addressing



## Municipal Roads:

- Arne Petersen Way
- Elk Ridge Place
- Elk Ridge View

## BYLAW NO 18-2022

The Council of the Resort Village of Elk Ridge enacts as follows:

### SHORT TITLE

This Bylaw shall be referred to as "*The Animal Control Bylaw.*"

### PURPOSE AND DEFINITIONS

#### **PURPOSE**

1. The purpose of this Bylaw is to encourage safe, respectful and responsible animal ownership within the Resort Village of Elk Ridge by:
  - a) ensuring the humane treatment of animals;
  - b) controlling and regulating dogs and cats;
  - c) providing for the impounding of dogs and cats that are at large;
  - d) promoting the protection of people, animals and property within the Municipality;
  - e) providing for conditions and penalties for people's failure to abide by the conditions of this Bylaw; and
  - f) protecting the public from dangerous animals.

#### **DEFINITIONS**

2. For the purpose of this Bylaw, the following terms and words shall have the following meanings:
  - a) Administrator – shall mean the Administrator of the Resort Village of Elk Ridge.
  - b) Animal – shall mean either a cat or dog.
  - c) Animal Control Officer – shall mean the person or persons appointed by the Municipality to enforce the provisions of this Bylaw, or any person authorized to act on his/her behalf and shall include a designated officer.
  - d) Animal Shelter – shall mean a facility designated or used by the Municipality for animal impoundment and kenneling.
  - e) At large – shall mean when an animal is beyond the boundaries of the land occupied by the owner of the said animal, or beyond the boundaries of any lands where it may be with the permission of the owner or occupant of the said land and when it is not under control by being directly attached to a leash not exceeding three meters (10 feet) in length and that leash is under the direct and continuous physical charge of a person competent to control it.



- f) Cat – shall mean any cat, male or female, of every breed or classification or mixture of breeds over eight (8) weeks of age.
- g) Council – shall mean the Council of The Resort Village of Elk Ridge.
- h) Dangerous Animal means:
  - i) any animal that, without provocation in a vicious or menacing manner, chases or approaches a person or domestic animal in an apparent attitude of attack;
  - ii) the animal has a known propensity, tendency or disposition to attack without provocation, to cause injury or to otherwise threaten the safety of persons or domestic animals;
  - iii) the animal has, without provocation, bitten, inflicted injury, assaulted or otherwise attacked a person or domestic animal; or
  - iv) the animal is owned primarily or in part for the purpose of fighting or is trained for fighting.
- i) Distress – shall mean an animal that is:
  - i) deprived of:
    - a) food or water sufficient to maintain the animal in a state of good health;
    - b) care or shelter; or
    - c) veterinary care or medical attention.
  - ii) In need of reasonable protection from injurious heat or cold;
  - iii) Wounded, ill, in pain, suffering, abused or neglected;
  - iv) Kept in conditions that:
    - a) are unsanitary;
    - b) will significantly impair the animal's health or well-being over time;
    - c) cause the animal extreme anxiety or suffering.
  - v) abandoned by its owner or by a person responsible for the animal in a manner that causes, or is likely to cause, distress resulting from any or all of the factors listed in this section.
- j) Designated Officer- shall mean the Administrator or a Peace Officer employed for the provision of service to the Municipality.;
- k) Dog - shall mean any dog, male or female, of every breed or classification or mixture of breeds over eight (8) weeks of age.
- l) Owner – includes:
  - i) a person, persons, partnerships, association or corporation who keeps, possesses, harbors, or has care of or control of an animal;

- ii) the person responsible for the custody of a minor where the minor is the owner of an animal.

But shall not include

- iii) a Veterinarian who is keeping or harboring an animal under the provision of this bylaw;
  - iv) the operator of an animal shelter.
- m) Municipality – shall mean the Resort Village of Elk Ridge.
- n) Peace Officer – shall mean a person or class of persons appointed as a special constable pursuant to *The Police Act, 1990*, a member of a police service, or a member of the Royal Canadian Mounted Police.
- o) Poundkeeper – shall mean a person, persons, or their associates designated by the Municipality to maintain and administer an animal shelter.
- p) Prohibited Area for Animals – shall mean any area in the Municipality identified in which animals are prohibited from entering.

#### **PERMITTED NUMBER OF ANIMALS**

3. No person occupying a premise within the Resort Village of Elk Ridge shall possess or harbor more than the maximum number of animals as outlined in this Bylaw.
4. The owner of any property shall not permit or allow to be permitted an occupant from keeping or harbouring more than the maximum number of animals as allowed by this Bylaw.
5. For the purpose of this Bylaw the maximum number of animals allowed to be kept or harboured at any property or dwelling is;
  - a) not more than three cats;
  - b) not more than three dogs;
  - c) or in any case a combination of cats and dogs not greater than four.
6. The provisions of Section 5 do not apply to animals:
  - a) under the age of three (3) months;
  - b) being temporarily kept or harbored at an approved animal shelter.
  - c) in the course of transit in or through the Municipality.
  - d) where written authorization has been issued by the Municipality to a property owner or animal owner or both.

## **ANIMAL FECES**

7. An owner or occupant of a property shall not allow animal feces to accumulate on the property which unreasonably interferes with the use and enjoyment of adjoining premises by owners or occupants.
8. An Animal Control Officer may serve an owner or occupant of a property with a notice to remove all animal feces from the property within seventy-two (72) hours of the notice being served.
9. A notice issued under this Bylaw may be served personally on an owner or occupant of the property, or sent by registered mail addressed to the owner of the property at the mailing address shown on tax records of the Municipality, or by posting such notice at the property. A notice served by registered mail is deemed to have been received on the fifth day following the date of its mailing.
10. The Municipality may remove the feces from the property if:
  - a) the person to whom the request is made fails to remove the feces within the prescribed time; or
  - b) after reasonable inquiry, the whereabouts of the owner or occupant of the property cannot be determined.
11. If the Municipality removes feces pursuant to this Bylaw, the Municipality may collect from the owner any reasonable charges and expenses relating to the removal of the feces from the property. Those charges and expenses are a debt owed and due to the Municipality. The Municipality may recover the charges and expenses by action in a court of competent jurisdiction or by adding the amounts to the tax roll of the property.
12. If an animal defecates on any public or private property other than the property of its owner, the owner of the animal shall forthwith remove the defecation.
13. Section 12 shall not apply to a person who owns and is physically reliant on a guide dog trained and used to assist such person.

## **ANIMALS AT LARGE AND IMPOUNDMENT**

14. No owner of an animal shall permit that animal to be at large in the Municipality.
15. For the purpose of Court proceedings, the owner shall be deemed to have permitted that animal to be at large unless the owner proves to the satisfaction of the Court that at the time of the offence, the owner did all that was reasonable to prevent the animal from being at large and was actively attempting to prevent the animal from continuing to be at large.
16. An Animal Control Officer may enter into the land surrounding any building in pursuing

any animal that has been observed at large.

17. An Animal Control Officer may take any animal found at large to an animal shelter where it shall be kept for ninety-six (96) hours unless the owner redeems the animal by paying the Municipality the sum identified in schedule "A"; required for picking up and delivering the animal to the shelter and also paying the Municipality the fee for each day or part day or portion thereof that the animal is impounded for the care and keep of the animal.
18. All impounded animals which are not claimed or redeemed by their owners within the time limits imposed under this Bylaw may be sold or given away subject to approval by a designated officer.
19. When authorized by a designated officer, the Poundkeeper, or any other person chosen by a designated officer may destroy any animal so impounded that has not been redeemed within ninety-six (96) hours.

#### **OBSTRUCTION**

20. No person, including the person who is the owner of the animal which is being or has been pursued, seized or impounded, shall obstruct or interfere or attempt to obstruct or interfere with the Animal Control Officer in the execution of their duties as provided in this Bylaw.
21. No person shall, without limiting the generality of Section 20:
  - a) unlock or unlatch or otherwise open a vehicle in which an animal seized under this Bylaw has been placed, so as to allow or attempt to allow any animal to escape therefrom; or
  - b) remove or attempt to remove any animal from the possession of the Animal Control Officer.

#### **GENERAL VIOLATIONS**

22. No person shall:
  - a) untie, loosen or otherwise free another owner's animal which has been tied or otherwise restrained; or
  - b) negligently or willfully open a gate, door or other opening of a fence or enclosure in which an animal has been confined and thereby allow an animal to run at large; or
  - c) tease, entice, bait or throw objects at a confined animal.
23. No owner shall allow an animal to become in distress.
24. The owner of an animal shall ensure that such an animal shall not be left unattended in any motor vehicle in extreme temperatures or in a manner which would cause the animal distress.

25. It shall not be an offence against this Bylaw in Section 24 should the owner adequately restrict the animal as to prevent access to a person or persons and such suitable ventilation and temperature control is provided to the animal.
26. No person shall willfully fail to claim an animal that is being held at an animal shelter for which that person is an owner.
27. Any owner who owns an animal for the purpose of fighting, or who trains, torments, badgers, baits or otherwise uses an animal for the purpose of causing or encouraging the animal to make unprovoked attacks on persons or domestic animals is guilty of an offence.

### **AGGRESSIVE ANIMALS**

28. The owner of an animal shall ensure that such animal shall not:
  - a) If unprovoked, bite a person or animal whether on the property of the owner or not;
  - b) do any act to injure a person or animal whether on the property of the owner or not;
  - c) chase or otherwise threaten a person or animal whether on the property of the owner or not;
  - d) cause damage to property or other animals.

### **DANGEROUS ANIMALS**

29. No animal that has been declared dangerous by any Court in Canada or as ascribed by Section 375 of *The Municipalities Act* shall be permitted within the boundaries of the Municipality unless authorized by a designated officer.
30. Upon notification, a Peace Officer may seize, without warrant, any animal that is a Dangerous Animal and forthwith deliver such animal to an animal shelter.
31. If an animal is seized pursuant to Section 30 of this bylaw, or in the opinion of an Animal Control Officer, an animal is dangerous, or a complaint is made that an animal is dangerous, a hearing at Provincial Court shall be held to determine if, based upon the evidence adduced at the hearing, the animal is, in fact, dangerous.
32. A person to whom has had their animal seized pursuant to Section 30 shall be provided with a Notice of Seizure and Direction. That person may, within seven (7) days of receiving the Notice, attend to the Provincial Court House, 188 – 11<sup>th</sup> Street West, Prince Albert to speak to the release of the animal or to set a time and date for a hearing to determine whether the animal is dangerous, or both. Failing to attend to the Court House within the seven (7) days will result in the animal being destroyed.

33. An owner that has attended to the Provincial Court House to request the release of their animal and/or a hearing shall immediately notify the Municipality as to the date and time of that hearing.
34. An animal that has been seized pursuant to Section 30 shall be destroyed if the owner fails to notify the Municipality within the prescribed time, as indicated within the Notice of Seizure and Direction.
35. A Notice of Seizure and Direction shall be in the form as approved by the Municipality.
36. Where an owner does not appear at the time and place appointed for the hearing the Court may proceed *ex parte* to hear and determine the proceedings in the absence of the owner as fully and effectively as if the owner had appeared.
37. If the Court is satisfied, on the evidence, that the animal is dangerous, the Court may make an order including any or all of the following terms:
  - a) if the Animal is to be sold or given away the owner shall notify any prospective owner that the animal has been declared dangerous before it is sold or given away.
  - b) that the owner shall report to a designated officer within 72 hours if the animal is sold, given away or the owner has given up possession of the animal or the animal becomes deceased.
  - c) notify the designated officer of the name, address and telephone number of any new owner of the animal no more than 7 days after the new owner has taken possession of the animal.
  - d) where the animal is moved to a different municipality, the owner shall notify the Clerk of that city or Administrator of the municipality no more than 72 hours after the animal is moved to that city or municipality.
  - e) that the animal be destroyed or otherwise disposed of at the owner's expense and shall give directions with respect to the destruction or other disposition.
  - f) any other reasonable condition so ordered by the Court.
38. A person desiring to appeal an order pursuant to this Section shall, within seven days of the issuance of the order, file a notice of appeal with Her Majesty's Court of Queen's Bench, and the provisions of the *Criminal Code* apply with any necessary modification.
39. Unless the owner otherwise agrees, every order for destruction of an animal shall state that it shall not be implemented for eight days.
40. Where an appeal is taken against an order for the destruction of an animal, the application of the order is stayed pending the disposition of the appeal.
41. Where an order for destruction is overturned on appeal, the animal shall be released to the owner after the owner has paid the costs of impoundment of the animal.

42. Regardless of the outcome of the appeal, the owner shall be responsible for the payment of the costs of impoundment of the animal pending the hearing.
43. An order regarding a dangerous animal issued pursuant to this Bylaw continues to apply if the animal is sold or given to a new owner.
44. For the purpose of this Bylaw no animal shall be considered dangerous for actions carried out while the animal was:
  - a) acting in performance of police work; or
  - b) working as a guard animal on commercial property while:
    - i) being securely enclosed on the property by a fence or other barrier sufficient to prevent the escape of the animal and the entry of young children; and
    - ii) defending that property against a person who was committing an offence.

#### **HUMANE DESTRUCTION OF SICK OR INJURED ANIMALS**

45. No animal shall be destroyed unless authorized by a designated officer.
46. The Animal Control Officer shall keep a record and picture of all animals impounded.
47. Should any animal be destroyed, the designated officer shall keep a record of the manner in which they are destroyed.
48. Notwithstanding section 45 any Animal Control Officer or Veterinarian may take immediate action to humanely destroy any feral cat, any animal that is sick or injured where, in the opinion of the Animal Control Officer or Veterinarian, immediate destruction of the animal is necessary to avoid unnecessary pain and/or suffering by the animal.
49. Any destruction of an animal must be carried out in a manner that the circumstances cause the animal minimal pain and anxiety.
50. Any Animal Control Officer or Veterinarian that destroys an animal pursuant to this Bylaw shall take reasonable efforts to notify the owner of the animal before it is destroyed. No action lies against the Animal Control Officer or the Veterinarian due to the destruction of the animal or the failure to find or contact the owner.

#### **MISCELLANEOUS**

51. Any owner who owns an animal that, without provocation, attacks, assaults, wounds, bites, injures or kills a person or domestic animal, is guilty of an offence.

52. Any person who does not comply with any order or part of an order issued pursuant to this Bylaw is guilty of an offence.

### **ENFORCEMENT, OFFENCES AND PENALTIES.**

53. Every person who contravenes any provision of this Bylaw is guilty of an offence and liable on Summary Conviction:
- a) in the case of an individual, to a fine of not more than \$10,000.00 or imprisonment for not more than one year, or both; and
  - b) in the case of a corporation, to a fine of not more than \$25,000.00 or imprisonment of the directors of the corporation for not more than one year, or both; and
  - c) in the case of a continuing offence, to a maximum daily fine of not more than \$2,500.00 per day or any portion thereof.
54. Where a Peace Officer issues a summary ticket for a violation of this Bylaw, the Peace Officer shall indicate on the ticket the prescribed fine amount as set out in Schedule 'A' of this Bylaw.
55. In addition to any fine or penalty imposed by the Court, the Court may after a third and any subsequent conviction against this Bylaw, further order any of the following:
- a) that the owner complies with the conditions of the Bylaw;
  - b) that the owner surrenders the animal;
  - c) that the owner be prohibited from acquiring, possessing, or harbouring any animal within the Municipality for up to 2 years;
  - d) that the owner erects, constructs, builds or causes to be erected, constructed or built a fence, enclosure, pen, run or such improvement for the animal; or
  - e) any other such conditions as may be ordered by the Court.

### **SEVERABILITY**


56. If any section, subsection, sentence, clause, phrase or other portion of this Bylaw is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the Court shall not affect the validity of the remaining portions of the Bylaw.




**COMING INTO FORCE**

57. This Bylaw shall come into force and take effect on the day of its final passing.



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Read a third time and adopted  
this 12<sup>th</sup> day of July, 2022.

## SCHEDULE "A"

Hereto annexed and forming part of Bylaw No 18-2022

### PER SECTION 17

- Municipal Maintained Shelter:
  - Fee of \$50.00 per day, or any portion thereof. Day commences at 12:00 am.
  - Any travel kilometers associated with travel to or from the shelter at the municipally approved rate.
  
- Private animal shelter or veterinarian shelter fees:
  - Actual charge of the veterinarian plus any travel kilometers associated with travel to or from the private or veterinarian shelter.
  - Fee to euthanize shall be equal to the charge of the veterinarian plus any mileage fees associated with the travel.
  - Other care and sustenance fee shall be actual amount charged plus any mileage associated with travel.

### PER SECTION 55

For all sections of this Bylaw the Peace Officer may use their discretion by not allowing the accused the option of making a voluntary payment and thereby compel the accused to attend court. This schedule will be used should the Peace Officer exercise the option to issue a summons to court and include a voluntary payment amount.

#### VOLUNTARY PENALTIES FOR NON-CONFORMITY WITH BYLAW

SECTION	OFFENCE	VOLUNTARY PAYMENT (FINE)		
		1st OFFENCE	2nd OFFENCE	SUBSEQUENT OFFENCE
Section 14	At Large	\$50.00	\$100.00	\$250.00
Section 28	Aggressive animal	\$200.00	\$500.00	Court
Section 51	Animal without provocation attacks assaults, wounds, bites, injures or kills a person or domestic animal	\$400.00	Court	Court
Section 52	Fail to abide by Order	\$250.00	\$500.00	\$800.00
Sections not specifically listed above		\$100.00	\$225.00	\$400.00

## BYLAW NO. 20-2022

### A BYLAW OF THE RESORT VILLAGE OF ELK RIDGE TO PROVIDE FOR THE ESTABLISHMENT OF AN EMERGENCY MANAGEMENT ORGANIZATION

The Emergency Planning Act, 1989 requires that each municipality shall establish and maintain an Emergency Management Organization (EMO) to develop and direct emergency plans.

This Bylaw is enacted by the Council of the Resort Village of Elk Ridge in accordance with the Emergency Planning Act, 1989.

1. In this bylaw "emergency" means:
  - i) A calamity caused by accident, by an act of war or insurrection or by forces of nature; or
  - ii) A present or imminent occurrence that has resulted or may result in serious harm to the safety or welfare of people in widespread damage to property.
2. The term "EMO Coordinator" shall mean the person appointed by the Council of the Resort Village of Elk Ridge to organize Emergency Management in the Resort Village of Elk Ridge.
3. The Emergency Management Organization (EMO) of the Resort Village of Elk Ridge shall be comprised of the EMO Coordinator, Chief Administrative Officer and volunteers within the Municipality.
4. The EMO Coordinator shall have the following duties and responsibilities:
  - a) Stimulates and coordinates the development of an emergency plan for the community;
  - b) Co-ordinates all activities of those persons and/or organizations involved within the Resort Village of Elk Ridge and designated for the Emergency Management Organizations;
  - c) Ensures that a continuous program of training for local Emergency Management Organization personnel is carried out, either by local training classes or attendance at Provincial or Federal training schools;

- d) Direct the EMO activities in the event of an emergency.
5. The Council may, from time to time, appropriate and expend monies required to meet the ordinary expenses of the EMO.
  6. The Council may cooperate with Councils of other municipalities for the purpose of jointly establishing and operating an Emergency Management Organization upon appropriate agreement with the Province of Saskatchewan.
  7. In the absence of the Mayor or Deputy Mayor, a majority of the members of the Municipal Council are hereby authorized to declare a local emergency in the Resort Village of Elk Ridge. A declaration of an emergency may also be declared by a single member of Council when in the opinion of this member an emergency exists and a sufficient number of members of Council are not present to declare. Upon such declaration being made, the EMO shall exercise all powers conferred upon them by The Emergency Planning Act, 1989 of the Province of Saskatchewan.
  8. Upon the making of the declaration and for the duration of a local emergency, the EMO may do all acts and take all necessary proceedings including the following:
    - (i) Put into operation any emergency plan or program that the EMO considers appropriate;
    - (ii) Acquire or utilize any real or personal property that the EMO considers necessary to prevent, combat or alleviate the effects of an emergency;
    - (iii) Authorize any qualified person to render aid of a type that the person is qualified to provide;
    - (iv) Control or prohibit travel to or from any area of the Municipality;
    - (v) Provide for the restoration of essential facilities and the distribution of essential supplies;
    - (vi) Provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the Municipality;
    - (vii) Cause the evacuation of persons and the removal of persons and personal property for any area of the Municipality that is or may be affected by an emergency and make arrangements for the adequate care and protection of those persons and of the personal property;



**A BYLAW TO CONTROL THE COLLECTION,  
STORAGE AND DISPOSAL OF SEWAGE**

**BYLAW NO. 21-2022**

Under Section 48 of *The Public Health Act, 1994*, the Council of the Resort Village of Elk Ridge in the Province of Saskatchewan enacts as follows:

1. In this Bylaw the expression:

- a) "Administrative authority" means a Medical Health Officer or Public Health Officer of the Saskatchewan Health Authority;
- b) "Condominium corporations" includes the Elk Ridge Estates, Eagle View Villas, The Cottages and Fairway Townhouses;
- c) "Householder" means owner, occupant, lessee, or tenant, or the person otherwise in charge of any dwelling, hotel, restaurant, apartment block, office building, public institution, or other premises; and also includes the registered owner of the land on which the premises sits;
- d) "Sewage" means any liquid waste other than clear water waste or storm water;
- e) "Local Governing Authority" means the Council of the Resort Village of Elk Ridge;
- f) "Storage or Holding Tank" means a tank constructed of a material that is equivalent to the requirement set out in the Provincial Plumbing Regulations, designed to collect and hold sewage without treatment prior to transporting such waste to a final point of disposal;
- g) "Privy Vault" means a storage or holding tank placed under an outside toilet for confinement and storage of human excrement only.

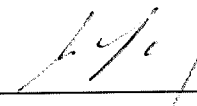
2. Householders within the four condominium corporations must use the services of the Elk Ridge Utility Ltd for the collection, storage and disposal of sewage.
3. Any person installing storage or holding tanks for the purpose of storing sewage, located in the Resort Village of Elk Ridge, must first obtain approval to do so from the Local Governing Authority.
4. The facilities provided for the storage of sewage shall be of not less than 1,000 gallons with respect to storage or holding tanks, and not less than 250 gallons with respect to privy vaults. In all respects the storage or holding tanks shall be of sufficient size to accommodate 15 days of sewage.


5. In all other respects, the facilities provided for the storage of sewage shall comply with the requirements of the Saskatchewan Shoreland Pollution Control Regulations, 1976 and amendments thereto or revisions thereof.
6. The householder shall maintain all facilities on his property for the storage of sewage in sanitary and structural conditions satisfactory to the administrative authority.
7. No person shall provide a sewage transporting service within the Resort Village of Elk Ridge without a current permit to do so from the Saskatchewan Ministry of Environment and written approval from the Local Governing Authority.
8. A person granted approval to transport sewage shall provide the Local Governing Authority with such information as may be required from time to time regarding the service provided to any household.
9. The Local Governing Authority may establish a schedule of fees for disposal of sewage.
10. Sewage transported shall be disposed of only at a point(s) approved by the Saskatchewan Ministry of Environment and the Local Governing Authority.
11. No person shall dispose of liquid waste or sewage except at a location approved by the Local Governing Authority.
12. When, in the opinion of the administrative authority or Local Governing Authority, there is a breach of any provisions of this Bylaw, a placard prepared and supplied by the Resort Village of Elk Ridge giving notice of this breach may be posted on the premises, facility or property where the breach is found.
13. Any Person, who without permission of the administrative authority or Local Governing Authority, takes down, covers up, mutilates, defaces or alters the placard posted under this Bylaw, is guilty of an offence.
14. The posting of a placard on a premises, facility, or property pursuant to this Bylaw shall not relieve the person in default from the possible imposition of a penalty for Infringement of this Bylaw or from having to carry out the work correcting the breach.

15. If any person fails, neglects or refuses to comply with any provision of this Bylaw within a specific time, the Local Governing Authority may proceed to have the work done that it considers necessary for the compliance with the Bylaw, and the cost of the work is to be added to, and thereby forms part of, the taxes on the land on which the work is done.
16. Every person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction:
- (a) In the case of an individual:
    - (i) For a first offence:
      - (A) To a fine of not more than \$75,000; and
      - (B) To a further fine of not more than \$100 for each day during which the offence continues; and
    - (ii) For a second or subsequent offence:
      - (A) To a fine of not more than \$100,000; and
      - (B) To a further fine of not more than \$200 for each day during which the offence continues; and
  - (b) In the case of a corporation:
    - (i) For a first offence:
      - (A) To a fine of not more than \$100,000; and
      - (B) To a further fine of not more than \$1,000 for each day during which the offence continues; and
    - (ii) For a second or subsequent offence:
      - (A) To a fine of not more than \$250,000; and
      - (B) To a further fine of not more than \$5,000 for each day during which the offence continues.

17. This Bylaw shall come into effect on the day of its final passing.



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Read a third time and adopted  
this 12<sup>th</sup> day of July, 2022.



# RESORT VILLAGE OF ELK RIDGE

## BYLAW NO. 22 OF 2022

### A BYLAW RESPECTING COLLECTION, DISPOSAL AND MANAGEMENT OF WASTE AND RECYCABLES

The Council of the Resort Village of Elk Ridge enacts as follows:

#### TITLE

This bylaw shall be referred to as the "Waste and Recyclable Management Bylaw".

#### PURPOSE

To protect the health and welfare of the environment and people by the Municipality providing a designated site for the management of the authorized collection, disposal and storage of bagged household waste, business/residential recyclables as well as bins supplied and collected for SARCAN refundable drink containers.

#### DEFINITIONS

1. In this bylaw:

- (a) "Acceptable recycle materials" means recyclables listed in Schedule "A" to this bylaw;
- (b) "Administrator" shall mean the administrator of the municipality.
- (c) "Building waste" means all waste produced in the process of constructing, altering or repairing a building, including earth, vegetation and rock displaced during the process of building;
- (d) "Collector" shall mean the authorized contractor providing waste/recycling collection services to the Municipality;
- (e) "Container" means a container or bin supplied by the Municipality for the disposal of waste as applied to automated Waste collection;
- (f) "Council" means the council of The Resort Village of Elk Ridge;
- (g) "Recycle Depot" means the designated area that contains household waste bins for use by residents of the Resort Village and Recycle bins for use of businesses and residents, with the collection of such provided by the Municipality as well as bins for

- the collection of SARCAN refundable drink containers, the management of which by designated community members;
- (h) "Dangerous Object" shall mean an object or material that presents a health or safety risk to a person such as broken glass, sharp edged tin, exposed syringe.
  - (i) "Designated Officer" means a person appointed by the Municipality to enforce this Bylaw and shall include the Administrator and a peace officer.
  - (j) "Employee" means any person employed by the Resort Village of Elk Ridge;
  - (k) "Garbage" means bagged, household waste that is not recyclable;
  - (l) "Hazardous Substance" shall be defined according to the "Environmental Management and Protection Act, 2010"
  - (m) "Litter" shall mean any and all waste or material which is blown, discarded, disposed of, dropped, left or placed onto any highway, park, public or private property that contributes to untidiness of the Resort Village;
  - (n) "Municipality" means the Resort Village of Elk Ridge.
  - (o) "Municipal inspector" means a person appointed pursuant to this Bylaw to act as an inspector for purposes of this Bylaw;
  - (p) "Municipal Reserve" shall mean lands that are dedicated as municipal reserves, public reserves, environmental reserve, buffers and includes any other dedicated lands under The Planning and Development Act, 2007, or land that is owned, controlled or is being maintained by the Municipality, and is to include undeveloped road allowance, and untraveled portion of any highway;
  - (q) "Occupant" means the occupant of a premises, the lessee or tenant of a premise, or the property management company that holds itself responsible for the maintenance of a premise;
  - (r) "Owner" means any person who owns, occupies, or controls land with the Municipality;
  - (s) "Peace Officer" means a peace officer as defined in "The Summary Offences Procedure Act, 1990";

- (t) "Person" means any individual, partnership, association, trustee, executor and includes a corporation and the heirs, executors, administrators or other legal representatives of a person;
- (u) "Premises" means a building containing a dwelling unit or number of dwelling units, or place of business or combination thereof, on a separately assessed parcel of land;
- (v) "Property" means a registered parcel of land;
- (w) "Property Maintenance Appeals Board" means a local appeal board established by the Municipality pursuant to The Municipalities Act;
- (x) "Unacceptable waste" means household waste listed in Schedule "A" to this Bylaw;
- (y) "Vegetation" includes all trees, shrubs, plants, flowers, and grass, or all ground cover, whether it is in its wild or natural state, or has been planted;
- (z) "Waste" means any residential solid that is an organic or inorganic material but does not include material or by-products discarded in a manufacturing or producing process; snow; ice; dirt; rocks; rubble; vegetation; recyclable empty tins, paper, boxes, cartons, bottles and containers; discarded household utensils; household furniture; household appliances of any nature; and human excrement;
- (aa) "Waste container" means the containers supplied by the Resort Village of Elk Ridge for bagged, household waste collection and the recycling bin located in the Waste Management Depot. The SARCAN refundable drink container recycling bins are supplied by and collected by designated community members;
- (bb) "Waste Management Depot" means the Municipally approved site for the receiving of recyclables, SARCAN refundables and bagged, household waste;
- (cc) "WMD" means the designated Waste Management Depot;
- (dd) "Yard Waste" means waste generated from residential gardening or horticultural activities

#### COLLECTION, TRANSPORTATION AND DISPOSAL OF WASTE

2. No owner or occupant of any land or building shall allow waste of any kind to accumulate in or on the land or building, except as may be approved or required by a designated officer.

3. Subject to section 4, no person shall discard, or abandon or cause to be discarded or abandoned or allow to be discarded or abandoned, any waste on any public land or land that is owned by another person.
4. A person who has placed waste contrary to the provisions of this Bylaw shall remove the waste or cause the waste to be removed upon being directed to do so by the owner or occupant of the land, a Medical Health Officer, or a Designated Officer.
5. If the identity of the person who placed waste on the land contrary to the provisions of the Bylaw cannot reasonably be ascertained, the owner or occupant of the land shall remove the waste or cause the waste to be removed upon being directed to do so by a Medical Health Officer or a Designated Officer.
6. The Administrator may approve the use of an approved container for the collection of waste or recyclable material, to be placed within the Municipality for any property, or premises it deems necessary.
7. The Collector shall be responsible for regular container maintenance.
8. The Administrator or the Waste Depot Site Manager shall establish collection dates for the removal of waste and or recyclable material.

#### TYPES OF WASTE

9. Animal Waste - Animal waste may be disposed of in waste containers at the WMD only if it is double bagged and securely tied.
10. Dusty Waste - Dusty waste such as sawdust, powders, ashes (cooled), vacuum cleaner bags, furnace filters may be placed in waste containers if it is bagged.
11. Medical Waste - Medical waste generated from residential premises may be placed in containers only if the waste is double bagged, securely tied and does not contain medical sharps or pharmaceuticals.
12. Sharp Objects - Sharp objects such as glass, nails, screws, razor blades, knives, metal scraps must be secured in an appropriate container and marked as sharp to prevent possible injury. Medical sharps may not be placed in waste containers.

## WASTE MANAGEMENT CENTRE, RECYCLE AND WASTE DISPOSAL

13. No person shall place or allow to be placed in any container designated for recyclable materials, any item that is not approved by the Municipality in accordance with Schedule A.
14. No person shall place or allow to be placed in any waste bin, any item that is listed as unacceptable waste in Schedule "A".
15. No person shall overfill any waste container or recycle bin or leave waste outside of bins.
16. No person shall place, or allow to be placed, any hazardous waste in any waste container or recycle bin.
17. Any unpaid fines or penalties that have been assessed for bylaw infractions shall be added to the person's municipal taxes.
18. No person shall operate on a roadway or highway, a vehicle or combination of vehicle and trailer unless it is so constructed, loaded, or covered as to prevent any of its load from dropping, shifting, leaking, or otherwise escaping therefrom.
19. Should any material, due to any cause whatsoever, fall from the vehicle, the operator shall forthwith take all reasonable precautions to safeguard traffic from the consequences thereof and shall remove such material from the spillage area.
20. No person shall place, throw, deposit or discard on any roadway, highway or Municipal owned or maintained property any rubbish, litter or waste material of any description.
21. No person shall deliver to Waste Management Depot restricted hazardous waste, liquid waste, biomedical waste or other such waste that is unacceptable for disposal in a municipal waste disposal ground as defined by The Environmental Management and Protection Act, 2010 and any regulations made pursuant thereto.
22. No person shall burn any waste or other material within the Municipality without written permission from a designated officer.
23. No waste originating from outside the municipality, other than recyclables that earn deposit rebates at SARCAN, are allowed to be deposited in either waste or recycle bins at the Waste Management Depot.

## CONSTRUCTION WASTE

24. It is unlawful to dump, or cause to be dumped, construction waste in any waste or recycle bin or upon a public or private highway or road, including any portion of the right-of-way thereof, or in or upon private property into or upon which the public is admitted by easement or license, or upon private property without the consent of the owner, or in or upon a municipal reserve or other public property other than property designated or set aside for that purpose by the governing board or body having charge of that property.
25. It is unlawful to place, deposit, dump, or cause to be placed, deposited, or dumped, rocks, concrete (wet or dry), asphalt, or dirt in or upon a highway, municipal reserve, including any portion of the right-of-way of the highway, or private property, without the consent of the owner or Municipality.
26. A person convicted on summary conviction of a violation of either section 24 or 25 shall be subject to a fine of not less than five hundred dollars (\$500) for first offence, \$1000 for second offence, of a fine for each additional day of \$250 per day. If the offending person is a business, the mandatory fine shall be not less than one thousand dollars (\$1000) for a first offence, eighteen hundred dollars (\$1800) for second or subsequent offence and of a fine for each additional day of \$250 per day.

#### RIGHT OF INSPECTION

27. The Administrator and/or designate shall be appointed as the municipal inspectors for the administration of this bylaw.
28. The WMD Site Manager or the Administrator may inspect any waste brought to the WMD, and placed in an approved container, waste container or bin to determine if the waste is acceptable.
29. A person who brings waste to the WMD must either comply with a lawful inspection or must immediately remove the waste from the WMD.
30. No person shall bring waste from outside municipality.
31. Waste inspection could be visual, automated or manual, use of handheld test instruments, and laboratory analysis of the waste in question.
32. When the nature of the waste is unknown or the proper disposal or handling method is in doubt, the waste shall not be accepted at a WMD.
33. When the Municipality determines through inspection that waste is not acceptable at the WMD, the person who delivered the waste must remove the waste within 24 hours of being informed. If the waste is determined to pose an environmental or safety risk, the Municipality may dispose of the waste immediately for a charge to the hauler.

34. When a person does not comply with the Municipality's direction to remove waste within the allowed time, the Municipality may arrange for immediate transport and disposal of the waste and assess a fee to that person or business.
35. When waste delivered to the WMD is determined to be unacceptable, the person who delivered the waste shall be liable for any related costs incurred by the Municipality including:
  - a) Inspection costs;
  - b) Laboratory analysis fees;
  - c) Administrative fees;
  - d) Hauling and disposal costs;
  - e) Facility decontamination.

#### OFFENCES AND PENALTIES:

36. A person commits an offence against this bylaw who:
  - (a) Allows waste or recyclable material of any kind to accumulate on or in any land or building other than as permitted in this Bylaw;
  - (b) Places or disposes of waste or recyclable material other than as permitted in this Bylaw;
  - (c) Fails to take proper measures to prevent waste or recyclable material from escaping the transporting vehicle;
  - (d) Being the owner or operator of a vehicle used in carrying any waste where that waste is to be deposited upon a highway or municipal reserve from a vehicle, or fails to remove such waste from the highway or municipal reserve;
  - (e) Fails to comply with this bylaw;
  - (f) Obstructs, interferes or fails to comply with a designated officer or municipal inspector.
37. A designated officer may issue an order to comply, pursuant to The Municipalities Act, to any person failing to comply with the conditions of the bylaw.
38. A conviction of failing to comply with an order does not relieve the person convicted from complying with the order.
39. A conviction for a violation of this bylaw does not relieve the person convicted from complying with the bylaw. The convicting judge or justice of the peace may, in addition to any fine imposed, order the person to do any act or work, within specified time, to comply with the bylaw with respect to which the person was convicted.
40. The court may, in default of payment of a fine imposed under this Bylaw, order imprisonment of the individual for a term not exceeding one (1) year.

41. Every person who contravenes any provision of this bylaw is guilty of an offence and liable on summary conviction to:

- (a) in the case of an individual, to a fine not less than \$250 and not exceeding \$10,000 and, in the case of a continuing offence, to a further fine not exceeding \$2,500 for each day during which the offence continues; and
- (b) in the case of a corporation, to a fine not less than \$450 and not exceeding \$25,000 and, in the case of a continuing offence, to a further fine not exceeding \$2,500 for each day during which the offence continues.

42. Notwithstanding section 41, the minimum fine for violating:

(a) Section 3 shall be:

- i. in the case of an individual, a fine of not less than \$500 for a first offence.
- ii. in the case of a corporation a fine of not less than \$1000 for a first offence.

(b) Section: 21 shall be:

- i. in the case of an individual, a fine of not less than \$100 for a first offence.
- ii. in the case of a corporation a fine not less than \$175 for a first offence.

The imposition of any penalty for a violation of this bylaw shall not relieve the person or corporation from complying with this bylaw.

43. Any person or corporation who fails to or neglects to do anything that is required by this bylaw shall be liable for costs incurred by the Municipality for the remedy of any contravention, and such costs may be added to the tax roll of the person or corporation pursuant to The Municipalities Act.

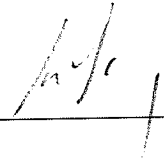
44. If any section, subsection, sentence, clause, phrase or other portion of this bylaw is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the Court shall not affect the validity of the remaining portion of the bylaw.

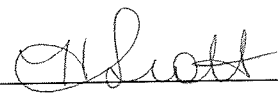


COMING INTO FORCE

45. This bylaw shall come into force and take effect on final passing thereof.



  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Administrator

Read a third time and adopted  
this 12<sup>th</sup> day of July, 2022.

## SCHEDULE "A"

### Section 13 —Acceptable recycle material

Newspapers, flyers, inserts, flattened cardboard, box and paperboard, cans, milk cartons, juice cartons, paper, office bond, photocopier paper, paper bags, envelopes, letter paper and computer printouts, telephone books, catalogues, magazines, household tin cans, aluminum cans, plastic shopping/store and grocery bags, plastic soft drink and water bottles, household plastic containers and bottles.

Above items must be free from any soil or contamination and in the case of any container must be rinsed and caps removed. Plastic items must have the recycling arrows with a number 1 through 7 on the bottom.

Styrofoam is NOT acceptable. Broken glass, razor blades, knives, sharp edge tins, nails, screws, metal scraps and other sharp objects that pose a risk to persons, ONLY if placed in an appropriate container marked "SHARP" and placed in a WASTE container.

### Section 14 - "unacceptable waste" includes;

Unacceptable waste in a household waste container includes any automobile parts, batteries, building materials, vegetation, fences gates or similar fixtures, dead animals, concrete, grease, liquid waste, hazardous substance such as bio-medical waste/syringes, flammable substance such as gasoline/propane, paint/stains or rags used for painting/staining, aerosol cans, furniture, major appliance, oil, propane tank, paint, sod/vegetation, soil, tires, items over 1 meter in length and shall also mean any object or material that presents a health or safety risk to a person such as broken glass, razor blades, sharp edged tins, unless such objects are contained in appropriate container marked "SHARP". Used syringes are NOT acceptable at this time.