



**Municipality of Five Rivers**

**Policy P.08.01**

By-Law and Policy Codes

1. PURPOSE. This policy defines the codes to be used to uniquely identify by-laws and policies.
2. BY-LAW CODING. The following coding will be applied to by-laws and policies on a go-forward basis as they are updated or created.
  - 2.1. STANDARD. By-Laws shall be coded as **X.NN.nn**, where **X** = category code, **NN** = unique number for by-law subject, and **nn** = version number.
  - 2.2. BY-LAW CODES. The table below shows designated codes by by-law category and subject.

Category	Subject	Code
Governance	A.01.01	Proceedings of Council
Governance	A.02.01	Code of Conduct of Council
Governance	A.03.01	Remuneration of Council
Governance	A.04.01	Corporate Seal
Governance	A.05.01	CAO
Governance	A.06.01	[FUTURE USE]
Administrative	B.01.01	Civil Order (Public Decorum, Noise, Nuisance, Guns)
Administrative	B.02.01	Traffic Control, Streets, Curbs, Sidewalks
Administrative	B.03.01	Dangerous & Unsightly Premises
Administrative	B.04.01	Mobile Vendors, Traders, Peddlers
Administrative	B.05.01	Sewer System
Administrative	B.06.01	Waste Collection
Administrative	B.07.01	Offroad Vehicles
Administrative	B.08.01	[FUTURE USE]
Protective	C.01.01	Fire
Protective	C.02.01	Police
Protective	C.03.01	Emergency Planning

Category	Subject	Code
Protective	C.04.01	Dog / Animal Control
Protective	C.05.01	By-Law Enforcement
Protective	C.06.01	[FUTURE USE]
Zoning	D.01.01	Rural Plan
Zoning	D.02.01	Zoning Map
Zoning	D.03.01.01	Zoning Amendment 1
Zoning	D.03.02.01	Zoning Amendment 2
Zoning	D.04.01	[FUTURE USE]
[OTHER]	D.05.01	[FUTURE USE]

3. POLICY CODING. The following coding will be applied to by-laws and policies on a go-forward basis as they are updated or created.

3.1. STANDARD. Policies shall be coded as **P.NN.nn**, where **P** = Policy, **NN** = unique number for policy subject, and **nn** = version number.

3.2. POLICY CODES. The table below shows designated codes by by-law category and subject.

Category	Subject	Code
Policies	P.01.01	Administrative Standards
Policies	P.02.01	Procurement
Policies	P.03.01	Expenses
Policies	P.04.01	Municipal Fees & Waivers
Policies	P.05.01	Municipal Grant Program
Policies	P.06.01	Disposal of Municipal Assets
Policies	P.07.01	Records Management
Policies	P.08.01	By-Law & Policy Codes
Policies	P.09.01	Financial Planning, Reserve Funds, Budgeting
Policies	P.10.01	Development Incentives
Policies	P.11.01	Accessibility, Diversity, Equity, Inclusion
Policies	P.12.01	Environmental Protection
Policies	P.13.01	[FUTURE USE]

4. EFFECTIVE DATE.

DATE OF READING March 11, 2025

5. SIGNATURES.

MAYOR Tina Beers



CLERK Rob Webber

