



WESTLOCK COUNTY BY-LAW NO. 09-2020

WESTLOCK, ALBERTA

Being a bylaw of Westlock County, in the Province of Alberta, that authorizes Westlock County to establish a tie down area at the Westlock Municipal Airport.

WHEREAS pursuant to Section 7(f) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto (the "MGA"), a municipality has jurisdiction to pass bylaws for municipal purposes respecting services provided by or on behalf of the municipality;

AND WHEREAS the Council of Westlock County has deemed it necessary/desirable to

To provide reserved aircraft tie down parking at the Westlock Municipal Airport, on designated locations, subject to the Airport Operating Agreement, Transport Canada regulations, laws, ordinances and fees, policies, and staff approval of tie down locations.

NOW, THEREFORE, THE COUNCIL OF WESTLOCK COUNTY, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. Title

1.1 This bylaw may be cited as the "Airport Tie Down Bylaw".

2. Preamble and Schedules

2.1 The preamble and any schedules hereto attached form a part of this bylaw.

3. Definitions

In this bylaw:

"Airport" means The Westlock Municipal Airport and grounds located on the South Half of 31-59-25-W4M (containing 164.97 acres more or less).

"Airport Operating Agreement" means the operation agreement between the Town of Westlock and Westlock County.

"Authority" means Westlock County by virtue of the Airport Operating Agreement.

"CAO" means the individual appointed by County Council as the Chief Administrative Officer for the County or his/her designate.

"Committee" means the Airport Advisory Committee duly constituted as per County Bylaw from time to time.

"Council" means the duly elected Council of Westlock County.

"Director of Infrastructure" or "Director" means the employee of Westlock County who currently fulfills the role of Director of Infrastructure.

"Permitee" means all users, tenants, owners and/or pilots who have an approved Tie Down Application form authorizing them to utilize the tie down area.

"Tie down Area" means the location(s) on the airport grounds designated to park aircraft

"Tie Down Application Form" means the designated form attached to this bylaw which customers use to apply for the use of a parking stall to park their aircraft.

"Town Council" means the duly elected Council of the Town of Westlock.

"Town CAO" means the individual appointed by Town Council as the Chief Administrative Officer for the Town or his/her designate.

"Town of Westlock" or "the Town" means the Municipal Corporation of The Town of Westlock.

"Westlock County" or "The County" means the Municipal Corporation of Westlock County.

GENERAL

1. Aircraft owner/authorized operators shall submit a tie down application form as specified in schedule "A" attached to this bylaw for reserved aircraft tie down parking at the Westlock Municipal Airport to the Westlock County Municipal Office.
2. The Director of Infrastructure Services or his/her designate will review applications and assign a tie down location. The assigned location is subject to change by staff, with notice to the tenant, and by the tenant, with the permission of staff.
3. Factors considered in assignment of tie down locations may include items such availability, applicant preference, commercial or private aircraft, size of aircraft, proximity to other aircraft, compatibility with adjacent tenants/uses, site condition, access and aircraft activity level. The tie down location is specified in schedule "B" attached to this bylaw.

4. Applicants for an approved tie down shall pay a tie down fee to Westlock County as specified in schedule "C".
5. Only those individuals who pay the tie down fees will be permitted to reserve space in the tie down area.
6. No aircraft shall be parked except in designated tie down areas, which is currently north of the Terminal Building and on the east side of taxiway A as shown in schedule "B" which is attached to this bylaw wherein suitable tie down points have been located. Westlock County may designate other areas as a tie down area provided the area is suitable for parking and mooring of aircraft and suitable tie down points have been in the area. Any aircraft parked outside of a designated tie down area shall be subject to impoundment as illegally parked aircraft.
7. Pilot and/or owner of aircraft are responsible for aircraft tie down and thereby assume all liability associated with such. Chocks and/or tie down ropes or chains may be provided by the Westlock Municipal Airport as a courtesy only. It is the aircraft owner's/operator's responsibility for inspecting chocks, chains or ropes to ensure they are adequate for securing their aircraft. Permittees of any aircraft parked or tied down at the Westlock Municipal Airport shall defend, save, hold harmless and indemnify the Westlock Airport, Westlock County and Westlock County Council, Councillors, Officers, Directors, Board Members, its employees and agents, the Town of Westlock and the Town of Westlock Council, its Councillors, Officers, Directors, Board Members, its employees and agents against any and all claims, damages, losses, injuries and expenses, including attorney's fees, to the aircraft parked in the tie down space or to any other property of the Permittee or to the Permittee, arising out of or resulting from any cause or use of the Westlock County Airport, including but not limited to the use of the tie down area, and any chocks, chains or tie down rope other than the sole negligence of Westlock County and the Town of Westlock.
8. Westlock County employees and/or agents will not tie down or move any aircraft at any time unless there is an emergency.
9. The Airport shall not be responsible for any damage to, or theft from, any aircraft parked or tied down at the airport.

READ A FIRST TIME THIS 28TH DAY OF APRIL, 2020.

Reeve
Original signed and on file

Chief Administrative Officer

READ A SECOND TIME THIS 28TH DAY OF APRIL, 2020

Reeve
Original signed and on file

Chief Administrative Officer

READ A THIRD TIME AND PASSED THIS 12TH DAY OF MAY, 2020.

Reeve
Original signed and on file

Chief Administrative Officer

Schedule "A" – Application Form

Aircraft owner/authorized operators shall utilize this form to apply for a reserved tie down permit.



Print Form

WESTLOCK MUNICIPAL AIRPORT

Care of: Westlock County 10336 106 Street Westlock, AB T7P 2G1

Phone: 780 349 3346

Fax: 780 349 2012

Email: info@westlockcounty.com

AIRCRAFT TIE-DOWN APPLICATION AND PERMIT

CUSTOMER INFORMATION

NAME:	EMAIL:
ADDRESS:	
PHONE:	CELL:

AIRCRAFT DESCRIPTION

MAKE:	MODEL:
REGISTRATION #	COLORS:

STORAGE LOCATION

ZONE 1 - TIE-DOWN AREA T1	<input type="checkbox"/> Bill Me Annually - \$60/month x 12 months = \$720 + GST
START DATE: END DATE:	<input type="checkbox"/> Bill Me Monthly - \$75/month + GST

TERMS AND CONDITIONS

In delivering the aircraft to the designated tie-down location (the "Facility"), the Customer has read and agrees to the terms and conditions as outlined in this agreement along with current Westlock County Policy governing tie-down storage at the Westlock Municipal Airport.

The Customer hereby agrees to pay the Authority, as invoiced, the fees (plus GST) in consideration for:

- (a) Use of the storage location for the sole purpose of storing the Aircraft and for no other purpose, without the express written consent of the Authority'
- (b) Release and fully indemnify Westlock County and the Town of Westlock (including without limitation, its officers, directors, employees, contractors and related corporations) from and against any and all claims, liabilities or damages of any kind in relation to the Customer's storage and/or use of the Aircraft at the storage location (including lands surrounding the storage location), understanding that the Customer shall not be liable for any claims, demands or damages arising from any willful misconduct of the Authority, its representatives, agents, employees or contractors.

CUSTOMER SIGNATURE

CUSTOMER:	DATE:
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FOR ADMINISTRATIVE USE ONLY

	DATE:
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Initial

Initial

Schedule "B" – Tie down Location



Schedule "C" – User Fees

Reserved Tie down Annual Fee	\$720.00 plus applicable taxes
Reserved Tie down Monthly Fee	\$75.00 per month plus applicable taxes