



THE CORPORATION OF THE TOWNSHIP OF KING

BY-LAW NUMBER 2022-040

A BY-LAW TO IMPLEMENT AN ADMINISTRATIVE MONETARY PENALTY SYSTEM IN THE TOWNSHIP OF KING

WHEREAS section 102.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, (the “*Municipal Act, 2001*”) and O. Reg. 333/07, authorize the Township to require a person to pay an Administrative Penalty for a contravention of any by-law respecting the parking, standing, or stopping of vehicles;

AND WHEREAS section 434.1 of the *Municipal Act, 2001* authorizes the Township to require a Person, subject to such conditions as the municipality considers appropriate, to pay an Administrative Penalty if the municipality is satisfied that the Person has failed to comply with a by-law of the Township;

AND WHEREAS subsection 434.2(2) of the *Municipal Act, 2001* provides that if an administrative penalty imposed under section 434.1 is not paid within 15 days after the day that it becomes due and payable, the treasurer of a local municipality may, and upon the request of its upper-tier municipality, if any, shall, add the administrative penalty to the tax roll for any property in the local municipality for which all of the owners are responsible for paying the administrative penalty, and collect it in the same manner as municipal taxes;

AND WHEREAS section 15.4.1 of the *Building Code Act, 1992*, S.O. 1992, c. 23 (the “*Building Code Act, 1992*”) authorizes the Township to require a Person, subject to such conditions as the municipality considers appropriate, to pay an Administrative Penalty if the municipality is satisfied that the Person has failed to comply with a by-law passed under section 15.1 of the *Building Code Act, 1992*; or an order of an officer under subsection 15.2 (2) as deemed confirmed or as confirmed or modified by the committee or a judge under section 15.3 of the *Building Code Act, 1992*;

AND WHEREAS Sections 23.2, 23.3 and 23.5 of the *Municipal Act, 2001* authorize the Township to delegate its administrative and hearing powers;

AND WHEREAS section 391 of the *Municipal Act, 2001* authorizes the Township to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it;

AND WHEREAS the Council for the Township considers it desirable and necessary to provide for a system of Administrative Penalties and Administrative Fees for the designated Township by-laws set out herein;

NOW THEREFORE the Council of The Corporation of the Township of King enacts as follows:

PART 1 - TITLE

1. This By-law may be referred to as the ‘Administrative Penalty By-law’ and/or the ‘AMPS By-law.’

PART 2- APPLICATION OF THIS BY-LAW

2. This By-law applies only to those contraventions included in Schedules ‘A’ and ‘B’

to this By-law.

- 2.1. The Township By-laws, or portions of Township By-laws, listed in the attached Schedule “A” of this By-law shall be Designated By-laws for the purposes of Section 102.1 of the *Municipal Act, 2001* and paragraph 3(1)(b) of the Regulation.
- 2.2. The attached Schedules “A” and “B” sets out the Administrative Penalty and includes short form wording to be used on Penalty Notices, for the contraventions of Designated By-laws.
- 2.3. Schedule “C” of this By-law sets out the Administrative Fees imposed for purposes of this By-law.
- 2.4. The Administrative Penalties designated in Schedules ‘A’ and ‘B’ as attached, and forming part of this By-law, may be dealt with by Penalty Notice and the Administrative Monetary Penalty System.

PART 3 - ADMINISTRATION

3. The Director may:
 - 3.1. Designate areas within the Township, or at another location, as approved, and determine times, for conducting reviews and hearings under this By-law;
 - 3.2. Prescribe all forms, notices, including the Penalty Notice, guidelines, processes, policies, and procedures, necessary to implement the By-law and the administrative penalty system, and to amend such forms, notices, guidelines, policies, procedures, and processes from time to time as the Director deems necessary without amendment to this by-law; and
 - 3.3. Amend the Administrative Fees, as may be necessary to reflect changes in fees imposed by the Province of Ontario in relation to the administration of the administrative penalty system.

PART 4 – INTERPRETATION AND DEFINITIONS

4. Interpretation
 - 4.1. The provisions in Part VI of the *Legislation Act, 2006*, S.O. 2006, c.21, Sched. F, shall apply to this By-law.
 - 4.2. A reference to any legislation, by-law, or any provision thereof in this By-law shall include reference to any amendment to, modification or re-enactment thereof, any legislative provision substituted therefor, any regulation made thereunder, and any successor legislation or by-law.
 - 4.3. Where words and phrases used in this by-law are not defined herein but are defined in the *Highway Traffic Act, R.S.O. 1990, c. H. 8* (the “*Highway Traffic Act*”), the definitions in the *Highway Traffic Act* shall apply.
 - 4.4. In this By-law:

Administrative Penalty – means an administrative penalty as set out in Schedule “A” of this By-law, for a contravention of a Designated By-law;

Clerk – means the Township Clerk, or anyone designated by the Township Clerk to perform his or her duties pursuant to this By-law;

Court means any court of law of the Province of Ontario, including but not limited to the Ontario Court of Justice, the Superior Court of Justice, and the Court of Appeal for Ontario;

Designated By-law – means a by-law, or a part or provision of a by-law, that is designated under this or any other by-law, and is listed in the attached Schedules 'A' and 'B';

Director – means the Director of Growth Management Service, of the Township (or any successor job title) or anyone designated by the Director of Growth Management Services to perform his or her duties pursuant to this By-law;

Effective Date of Service – means the date on which service of a Penalty Notice is deemed to be effective in accordance with this By-law;

Fees (types of fees)

Adjudication Fee - means the amount that the recipient is liable to pay as specified under this By-law and listed in Schedule 'C';

Administrative Fee – means any fee(s) specified in Schedule 'C' of this By-law, as amended;

Fee - Early Payment Fee- means a twenty five percent (25%) discount for Early Payment in accordance with this By-law that is payable for contraventions of the designated provisions;

Fee - Late Payment Fee – means an Administrative Fee established by the Township from time to time in respect of a Person's failure to pay an Administrative Penalty within the time prescribed in this By-law;

Fee - MTO Search Fee – means an Administrative Fee established by the Township from time to time for any search of the records of, or any inquiry to, the Ontario Ministry of Transportation, or related authority, for the purposes of this By-law;

"Fee – MTO Plate Denial" means an Administrative Fee listed in Schedule 'C', as represented by the Ontario Ministry of Transportation, for notifying the Registrar of Motor Vehicles for the purpose of denying renewal of a vehicle permit;

Fee - NSF Fee – means a fee established by the Township, as set out in the Fees & Charges By-law, in respect of any payment to the Township from a Person, for which there are insufficient funds available, or the transaction is declined;

Fee - Plate Denial Fee – means an Administrative Fee established by the Township from time to time, in relation to plate denial in accordance with of this By-law, as listed in Schedule 'C';

"Fee – Screening No-Show means an Administrative Fee listed in Schedule 'C' in respect of a Person's failure to appear at the time and place scheduled for a review by a Screening Officer;

Fee- Hearing Non-Appearance – means an Administrative Fee established

by the Township from time to time in respect of a Person's failure to appear at the time and place scheduled for a hearing before a Hearing Officer, as listed in Schedule 'C';

Hearing Decision – means a notice that contains the decision of a Hearing Officer;

Hearing Officer – means any person appointed by the Township from time to time pursuant to the Screening and Hearing Officer By-law, to perform the functions of a Hearing Officer in accordance with this By-law and pursuant to the Township Screening and Hearing Policy;

Hearing Officer Appeal Form - means the form attached to the Screening Decision that may be filed by a Person under this By-law;

Holiday – means a Saturday, Sunday and any statutory holiday in the Province of Ontario or any day on which the offices of the Township are officially closed for business;

Officer – means a person appointed/authorized by the Township to enforce a Designated By-law, or a police officer employed by the York Regional Police Service;

Owner – means the Person whose name appears on the permit for the vehicle as provided by the Ontario Ministry of Transportation, and if the vehicle permit consists of a vehicle portion and a plate portion and different Persons are named on each portion, the Person whose names appears on the plate portion;

Penalty Notice – means a notice as described in this-By-law;

Penalty Notice Date – means the date of the contravention;

Penalty Notice Number – means the reference number specified on the Penalty Notice that is unique to that Penalty Notice, pursuant to By-law;

Person – includes an individual or corporation, or an authorized representative thereof;

Provincial Offences Act – means the *Provincial Offences Act*, R.S.O., 1990, c. P. 33,;

Regulation – means O. Reg. 333/07, made under the *Municipal Act, 2001* and any regulation enacted with respect to section 434.1 of the *Municipal Act, 2001*;

Screening and Hearing Officer By-law – means By-law No. 2022-042, of the Township, as amended, from time to time, or any successor thereof;

Screening Decision – means a notice which contains the decision of a Screening Officer;

Screening Officer – means any person appointed by the Township from time to time pursuant to the Screening and Hearing Officer By-law, to perform the functions of a screening officer pursuant to this By-law;

Statutory Powers Procedure Act – means the *Statutory Powers Procedure Act*, R.S.O. 1990, c. S. 22; and

Township– means the Corporation of the Township of King and includes the geographical area within the Township.

PART 5- PENALTY NOTICE

5.1 a. SCHEDULE "A" BY-LAWS (PARKING)

If a vehicle has been left parked, standing or stopped in contravention of a Designated By-Law in Schedule A the Owner of the vehicle shall, upon issuance of a Penalty Notice in accordance with this By-Law, be liable to pay to the Township an Administrative Penalty in the amount specified in Schedule "A", and shall be liable to pay to the Township any Administrative Fees in accordance with this By-Law.

b. SCHEDULE B BY-LAWS

If a Person is found in contravention of a Designated By-Law in Schedule "B", the Person shall, upon issuance of a Penalty Notice in accordance with this By-Law, be liable to pay to the Township an Administrative Penalty in the amount specified in Schedule "B" and shall be liable to pay to the Township any Administrative Fees in accordance with this By-Law.

5.2 An Officer who has reason to believe that a Person has contravened a Designated By-Law may issue a Penalty Notice in accordance with this By-Law.

5.3 The Penalty Notice shall include the following information:

- a. The Penalty Notice Date;
- b. The Penalty Notice Number;
- c. The short form wording for the contravention;
- d. The amount of the Administrative Penalty;
- e. The time for payment of the:
 - i. Voluntary Administrative Penalty shall be fifteen ("15") calendar days from the Effective Date of Service For Penalty Notices issued under s. 5.1(a);
 - ii. Administrative Penalty shall be thirty ("30") calendar days from the Effective Date of Service For Penalty Notices issued under s. 5.1(a);
 - iii. Administrative Penalty shall be thirty ("30") calendar days from the Effective Date of Service For Penalty Notices issued under s. 5.1(b);
- f. Information respecting the process by which the person may pay the Administrative Penalty or request a review of the Administrative Penalty;
- g. A statement advising that an Administrative Penalty will constitute a debt of the Owner or Person, to the Town; and
- h. The name and identification number of the Officer issuing the Penalty Notice.

AMOUNT DUE -TIMING

5.4 The amount due for a Penalty Notice issued pursuant to Section 5.1 a. is:

- a. the Early Payment set out in Schedule “A” for the related contravention if payment is received by the Township within fifteen (15) calendar days from the effective date of service of the Penalty Notice in accordance with this By-law.
- b. the Set Penalty Amount set out in Schedule “A” for the related contravention if payment is received by the Township on and following the sixteenth (16th) calendar day and before the 30th day from the effective date of effective of the Penalty Notice in accordance with this By-law; or
- c. the Late Payment set out in Schedule “A” for the related contravention if payment is received by the Township on and after thirty (30) calendar days from the effective date of service of the Penalty Notice in accordance with this By-law.

5.5 The amount due for a Penalty Notice issued pursuant to Section 5.1 b. is:

- a. the Early Payment set out in Schedule “B” for the related contravention if payment is received by the Township within fifteen (15) calendar days from the date of issue of the Penalty Notice in accordance with this By-law; or
- b. the Set Penalty Amount set out in Schedule “B” for the related contravention if payment is received by the Township on and following the sixteenth (16th) calendar day from the date of receipt of the Penalty Notice in accordance with this By-law; or
- c. the Late Payment set out in Schedule “B” for the related contravention if payment is received by the Township on and after thirty (30) calendar days from the date of receipt of the Penalty Notice in accordance with this By-law.
- d. The Second Offence Set Penalty set out in Schedule “B” for the related contravention if the same violation is repeated by the same person within three hundred and sixty five (365) days of the pervious Penalty Notice being issued in accordance with this By-law; or
- e. The Third Offence Set Penalty set out in Schedule “B” for the related contravention if the same violation is repeated by the same person, three (3) or more times, within three hundred and sixty five (365) days of the previous Penalty Notices being issued in accordance with this By-law.

HOW TO REQUEST A REVIEW

5.5A Person’s right to request a review with a Screening Officer, or to request an extension of time to request a review, are exercised by giving to the Township written notice (prescribed forms) of the request to review that includes:

- a. the Penalty Notice Number;
- b. the Person’s mailing address and, if applicable, telephone number, and e-mail;
- c. in the case of a request to extend time to request a review, the reasons, if any, for having failed to exercise the right to request a review within fifteen 15 days from the date the Penalty Notice was served;
- d. the Person’s preference to:
- e. meet in-person with the Screening Officer for the review; or have the review undertaken by the Screening Officer in writing; or by telephone.

5.6 Written notice for a request to review shall be provided by completing the Screening Officer Review Form and delivering it to the Township in accordance with the service provisions set out in the Penalty Notice.

5.7 Where the Person requests to meet in-person with the Screening Officer in accordance with this By-law, the Person shall be provided no fewer than seven (7) calendar days' notice of the date, time, and place of the Screening Officer Review.

5.8 Where the Person requests to meet in-person with the Screening Officer in accordance with this By-law and the Person fails to appear at the time and place scheduled for a Screening Officer Review, or fails to remain at such place until the Screening Officer has made a Screening Decision respecting the Administrative Penalty, then:

- a. the Person shall be deemed to have abandoned the request for the review;
- b. the Administrative Penalty shall be deemed to be final;
- c. the Administrative Penalty shall not be subject to further review by a Hearing Officer or review by any Court; and
- d. the Person shall pay to the Township a Fee – Screening No Show.

PART 6 - SCREENING OFFICER

6. The following applies to the review of an Administrative Penalty by a Screening Officer:

Request to review a Penalty Notice – Screening Officer

6.1. A Person who is served with a Penalty Notice may request that the Administrative Penalty be reviewed by a Screening Officer (within 30 calendar days of the Date of Service) and shall do so on or before the date on which the Administrative Penalty is due and payable and further by using the method described in the Penalty Notice.

Request to extend/review Penalty Notice - Screening Officer

6.2. If a Person has not requested a Screening Review on or before the date on which the Administrative Penalty is due and payable, the Person may request that the Screening Officer extend the time to deliver a Request to a Review form for a period up to thirty (30) days after the Penalty Notice due Date.

Decision by Screening Officer - 15 Calendar Days

6.3. Every Person who has attended a review by the Screening Officer shall be served with a copy of the Screening Decision within 15 calendar days of the screening review.

General Rules in Review or Extend Time to Review

6.4. The Screening Officer may only extend the time to request a review of the Administrative Penalty when the Person requesting the extension demonstrates, on a balance of probabilities, extenuating circumstances that warrant the extension of time. The Screening Officer will consider the request for extension before reviewing the Administrative Penalty.

- 6.5. Where an extension of time to request a review is not granted by the Screening Officer, the Administrative Penalty and any applicable Administrative Fees shall be deemed to be affirmed and shall not be subject to review.
- 6.6. Where neither a review nor an extension of time for review are requested in accordance with this By-law, or where the person fails to request a review within any extended period of time, granted by the Screening Officer:
- a. The Person shall be deemed to have waived the right to a screening and a hearing;
 - b. The Administrative Penalty, and any applicable Administrative Fees, shall be deemed to be affirmed; and
 - c. The Administrative Penalty, and any applicable Administrative Fees, shall not be subject to review.
- 6.7. On a review of an Administrative Penalty, the Screening Officer may in the Screening Decision:
- a. **Affirm** the Administrative Penalty (including any applicable Administrative Fees, or the Screening Officer)
 - b. **Cancel, reduce, or extend** the time for payment of the Administrative Penalty (including any applicable Administrative Fees), on the following grounds:
 - i. Where the Screening Officer is satisfied, on a balance of probabilities, that the vehicle was not parked, standing, or stopped in contravention of the Designated By-law as set out in the Penalty Notice.
 - ii. Where the Screening Officer is satisfied, on a balance of probabilities, that the cancellation, reduction, or extension of the time for payment of the Administrative Penalty, including any applicable Administrative Fees, is necessary to reduce any undue hardship.
- 6.8. A Screening Officer has no authority to consider questions relating to the validity of a statute, regulation or by-law or the constitutional applicability or operability of any statute, regulation, or by-law.

PART 7 - REVIEW BY HEARING OFFICER

The following applies to the review of a Screening Decision by a Hearing Officer.

Review or Extend Time to Review from Hearing Officer (30 Days)

7. A Person may request a review by a Hearing Officer on or before the due and payable date for the Administrative Penalty listed in the Screening Decision.
- 7.1. If a Person has not requested a Hearing Review on or before the date on which the Administrative Penalty is due and payable, the Screening Decision shall be deemed final unless the Person request within thirty (30) calendar days after the Screening Decision was served that the Hearing Officer extend the time to appeal.
- 7.2. A Person's right to appeal the Screening Decision to a Hearing Officer, or

request an extension of time to appeal, are exercised by giving to the Township written notice of the request to appeal that includes:

- a. the Penalty Notice Number;
 - b. the Person's mailing address and, if applicable, telephone number, and email;
 - c. in the case of a request to extend time to appeal, the reasons, if any, for having failed to exercise the right to appeal within thirty (30) days from the date the Screening Decision was served; and
 - d. the reasons for which the appeal has been requested.
- 7.3. Written notice of the request to appeal or to request an extension of time to appeal is provided by completing the Hearing Officer Appeal Form and delivering it to the Township.
- 7.4. The Person shall be given at least thirty (30) calendar days notice of date, time, and place of the hearing of the appeal by the Hearing Officer.
- 7.5. If the Person fails to appear at the time and place scheduled for the hearing of the appeal:
- a. the Person shall be deemed to have abandoned the appeal;
 - b. the Screening Decision and the Administrative Penalty as it may have been affected by the Screening Decision shall be deemed to be final and shall not be subject to any further review, including review by any Court; and
 - c. the Person shall pay to the Township a Fee – Hearing No-Show.
- 7.6. The Hearing Officer shall not make a determination with respect to a review of the Screening Decision where a Person appears unless he or she has given the Person an opportunity to be heard.
- 7.7. On an appeal of the Screening Decision, the Hearing Officer may:
- a) Affirm or deny the request to extend the time to appeal;
 - b) Affirm the Administrative Penalty;
 - c) Cancel the Administrative Penalty;
 - d) Reduce the Administrative Penalty to the Early Payment; or
 - e) Extend the time for payment, including any Late Payment Administrative Fees.
- 7.8. The Hearing Officer may only extend the time to request a review of the Screening Decision where the Person requesting the extension demonstrates, on a balance of probabilities, extenuating circumstances that warrant the extension of time. The Hearing Officer will consider the request for extension before reviewing the Screening Decision.
- 7.9. Where an extension of time for a hearing review is not granted by the Hearing Officer, the Screening Decision shall be deemed to be affirmed, and shall not

be subject to review.

7.10. Where neither a hearing review nor an extension of time for a hearing review are requested in accordance with this By-law, or where the person fails to request a hearing review within any extended period of time granted by the Hearing Officer:

- a. The person shall be deemed to have waived the right to a hearing review;
- b. The Screening Decision shall be deemed to be affirmed; and
- c. The Screening Decision shall not be subject to review.

7.11. On a review of the Screening Decision, the Hearing Officer may affirm the Screening Decision, or the Hearing Officer may cancel, reduce, or extend the time for payment of the Administrative Penalty, including any applicable Administrative Fees, on the following grounds:

- a. Where the Hearing Officer is satisfied, on a balance of probabilities, that the vehicle was not parked, standing, or stopped in contravention of the Designated By-law set out in the Penalty Notice; or
- b. Where the Hearing Officer is satisfied, on a balance of probabilities, that the cancellation, reduction, or extension of the time for payment of the Administrative Penalty, including any Administrative Fees, is necessary to reduce any undue hardship.

7.12. Screening Officer has no authority to consider questions relating to the validity of a statute, regulation or by-law or the constitutional applicability or operability of any statute, regulation, or by-law.

7.13. A Hearing Officer shall not make any decision respecting a review of the Screening Decision unless the Hearing Officer has given the person, and the Township an opportunity to be heard.

7.14. The hearing shall be subject to the *Statutory Powers Procedure Act*.

7.15. The Hearing Officer may consider and rely on a certified statement of an Officer, including but not limited to, certified photographs taken by an Officer. For this purpose, the Penalty Notice, signed by the Officer, shall constitute a certified statement of the Officer.

7.16. In addition to anything else that is admissible as evidence in accordance with the *Statutory Powers Procedure Act*, the materials referred to in Section 7.15 are admissible as evidence as proof of the facts contained therein, in the absence of evidence to the contrary.

7.17. If evidence referred to in Section 7.15 is being admitted at a hearing, the Hearing Officer shall not adjourn the hearing for the purpose of having the Officer attend to give evidence unless the Hearing Officer is satisfied that the oral evidence of the Officer is necessary to ensure a fair hearing.

7.18. The Person requesting the hearing shall be served with a copy of the Hearing Decision within 15 calendar days of the hearing review.

7.19. The decision of a Hearing Officer is final.

7.20. Where notice has been given in accordance with this By-law, and the person fails to appear at the time and place scheduled for a review by the

Hearing Officer:

- a. The person shall be deemed to have abandoned the hearing;
- b. The Screening Decision shall be deemed to be affirmed; and
- c. The person shall pay to the Township a Hearing Non-Appearance Fee, in addition to any other fees payable pursuant to this By-law.

PART 8 – SERVICE OF DOCUMENTS OR NOTICE

8.1 Service of a Penalty Notice, as referenced in section 3.1(a), in any of the following ways is deemed effective:

- a) Affixing it to the vehicle in a conspicuous place at the time of the contravention;
- b) Delivering it personally to the operator of the vehicle or the person having care and control of the vehicle at the time of the contravention;
- c) Mailing it by regular mail to the Owner at the address as set out on the ownership as soon as reasonably practicable after the contravention; or
- d) Delivering it personally to an occupant at the address of the Owner as set out on the ownership, who appears to be at least 16 years of age, as soon as reasonably practicable after the contravention.

8.2 Service of a Penalty Notice, as referenced in section 3.1(b), in any of the following ways is deemed effective:

- a) Delivering it personally to the person named in the Penalty Notice at the time of the contravention;
- b) Mailing it by regular mail to the person named in the Penalty Notice at his/her last known address, as soon as reasonably practicable after the contravention; or
- c) Delivering it personally to an occupant at the last known address of the person named in the Penalty Notice, who appears to be at least 16 years of age, as soon as reasonably practicable after the contravention.

8.3 Service of any document other than a Penalty Notice may be made by:

- a) delivering it personally to the Person who requested the screening or hearing review, in the case of a Screening Decision or Hearing Decision; or
- b) for any document, including a Screening Decision or Hearing Decision:
 - i) delivering it by hand to an occupant at the last known address of the Owner or Person named in the Penalty Notice, who appears to be at least 16 years of age; or
 - ii) delivering it by regular mail to the Owner or Person named in the Penalty Notice, at their last known address.

8.4 For purposes of this By-Law, the last known address of the Owner, shall be the address as set out on the vehicle ownership or, where an updated address has

been provided in writing by the Owner to the Parking Enforcement Office of the Town at the time of service, such updated address.

- 8.5 Any Penalty Notice or document sent in writing to the Owner or Person named in the Penalty Notice, by regular mail, as set out in this By-Law, is deemed to have been served on the fifth (5th) calendar day after the date of mailing.
- 8.6 Any Penalty Notice affixed to the vehicle to which it applies, or any Penalty Notice or document delivered personally in accordance with this By-Law, is deemed to have been served on the date and time of such delivery.
- 8.7 Service on a Person who is not the Owner, in accordance with this By-Law, including service of a Screening Decision or Hearing Decision by handing it to the Person, shall be deemed to be service on the Owner.
- 8.8 Where the Person served with a Penalty Notice or issued a Screening Decision is not the Owner, the Owner may exercise any right that such Person may exercise under this By-Law.

ADDRESS – DEEMED SERVICE

- 8.9 For purposes of this By-law, the last known address of the Owner shall be the address as set out on the vehicle ownership or, where an updated address has been provided in writing by the Owner to the Parking Enforcement Office of the Township at the time of service, such updated address.
- 8.10 Any Penalty Notice or document sent in writing to the Owner by regular mail, as set out in this By-law, is deemed to have been served on the fifth (5th) calendar day after the date of mailing.
- 8.11 Any Penalty Notice affixed to the vehicle to which it applies, or any Penalty Notice or document delivered personally in accordance with this By-law, is deemed to have been served on the date and time of such delivery.
- 8.12 Service on a Person who is not the Owner, in accordance with this By-law, including service of a Screening Decision or Hearing Decision by handing it to the Person, shall be deemed to be service on the Owner:
 - a. When a copy is delivered to the Person to whom it is addressed.

OR

 - b. Upon the sending of the notice or document or copy thereof by e-mail transmission to the Person's last known e-mail address.

PART 9 - GENERAL PROVISIONS

FINANCIAL ADMINISTRATION

9. A Penalty Notice that is paid prior to a screening review shall be deemed as final and will not be subject to screening, unless there is an error on the face of the Penalty Notice as determined by the Director.
- 9.1 Unless otherwise stated in this By-law, an Administrative Penalty is due and payable within 15 calendar days following the Effective Date of Service.
- 9.2 Where an Administrative Penalty, including any Administrative Fees, is

affirmed, or reduced by a Screening Officer or a Hearing Officer, the Administrative Penalty and any Administrative Fees shall be due and payable on the date 'specified in the Screening Decision or Hearing Decision, as the case may be.

- 9.3 Where an Administrative Penalty is not paid within 15 calendar days after it becomes due and payable, the Owner of the vehicle in respect of which the Penalty Notice was issued shall pay to the Township an MTO Search Fee.
- 9.4 Where an Administrative Penalty is not paid within 30 calendar days after it becomes due and payable, the Owner of the vehicle in respect of which the Penalty Notice was issued shall pay to the Township, in addition to any other fees, a Late Fee.
- 9.5 An Administrative Penalty is not paid within 15 calendar days after it becomes due and payable in accordance with a Hearing Decision, the Owner of the vehicle in respect of which the Penalty Notice was issued shall pay to the Township, in addition to any other fees, an MTO Search Fee and a Late Fee.
- 9.6 Where an Administrative Penalty and any Administrative Fees are not paid within 60 calendar days after they become due and payable, the Township may:
 - a. notify the Registrar of Motor Vehicles of the default and the Registrar shall not validate the permit of a person name in the default notice nor issue a new permit to that person, in respect of the vehicle to which the Administrative Penalty and Administrative Fees apply, until the penalty is paid, and the Owner of the vehicle in respect of which the Penalty Notice was issued shall, in addition to any other fees, pay to the Township a Plate Denial Fee; and
 - b. pursue any other collection mechanisms available to the Township pursuant to the Regulation or at law.
- 9.7 Where a person provides a method of payment to the Township for payment of any Administrative Penalty or Administrative Fee, which has insufficient funds available in the account on which the instrument was drawn, the Owner shall, in addition to any other fees, be liable to pay to the Township an NSF Fee.
- 9.8 All amounts due and payable to the Township pursuant to this By-law constitute a debt to the Township owed by the Owner of the vehicle in respect of which the Penalty Notice was issued.
- 9.9 Where a person makes a request for an extension of time for payment, and the request is granted, the date on which the Administrative Penalty is due and payable shall be the date established in accordance with the extension of time, and:
 - a. the Penalty Notice will not be subject to the Late Payment Fee or the MTO Search Fee, until the time for payment has expired, and then in accordance with the provisions herein; and
 - b. the enforcement mechanisms available to the Township shall be suspended until the extension of time has expired, and then shall apply in accordance with the provisions herein.
- 9.10 Where an Administrative Penalty is cancelled by a Screening Officer or a Hearing Officer, any Administrative Fee is also cancelled.
- 9.11 Where a Person has paid an Administrative Penalty or an Administrative Fee that is cancelled or reduced by a Screening Officer or Hearing Officer, the

Township shall refund the amount cancelled or reduced.

- 9.12 Where the Person served with a Penalty Notice or issued a Screening Decision is not the Owner, the Owner may exercise any right that such Person may exercise under this By-law.
- 9.13 No Officer may accept payment in respect of an Administrative Penalty or Administrative Fee.
- 9.14 Payments of an Administrative Penalty or Administrative Fee must be received by the date on which they are due and payable (or any extended due date in accordance with this By-law) and will not be credited until received by the Township.
- 9.15 Any time limit that would otherwise expire on a Holiday is extended to the next day that is not a Holiday.

Severability

- 9.16 Should any provision, or any part of a provision, of this By-law, be declared invalid, or to be of no force and effect, by a court of competent jurisdiction, it is the intent of Council that such a provision, or part of a provision, be severed from this By-law and every other provision of this By-law shall be applied and enforced in accordance with its terms to the extent possible according to law.

PART 10 - OFFENCES

10 Any Person, who:

a. makes a false, misleading, or fraudulent statement in relation to a Penalty Notice, or on any form submitted to the Township in relation to a Penalty Notice; or

b. obstructs an Officer exercising any authority under this By-law,

is guilty of an offence and, upon conviction, is subject to a penalty in accordance with the *Provincial Offences Act*.

10.1 No Person shall attempt, directly or indirectly, to communicate with a Screening Officer or Hearing Officer for the purpose of influencing or interfering, financially, politically, or otherwise with, the Screening Officer or Hearing Officer respecting a Penalty Notice and/or respecting a Power of Decision in a proceeding that is or will be pending before a Screening Officer or Hearing Officer, except:

a. A Person who is entitled to be heard in the proceeding or the Person's lawyer, licensed paralegal, or authorized representative; and

b. Only by that Person or the Person's lawyer, licensed paralegal or authorized representative during the hearing of the proceeding in which the issues arises.

10.2 Nothing in this Section prevents a Screening Officer or a Hearing Officer from seeking or receiving legal advice.

10.3 Any Person who contravenes 10.1 of this By-law is guilty of an offence and, upon conviction, is subject to a penalty in accordance with the *Provincial*

PART 11 - SCHEDULES & EFFECTIVE DATE

SCHEDULES

11. The following schedules attached forms part of this By-law:
- a) Schedule 'A' - Designated By-law and Penalties – Parking By-laws
 - b) Schedule 'B' – Designated Non-Parking By-laws
 - c) Schedule 'C' - Administrative Fees

EFFECTIVE DATE

- d) This By-law shall come into force and effect on the 1st day of February 2023.

READ a **FIRST** and **SECOND** time this 30th day of May 2022.

READ a **THIRD** time **AND FINALLY PASSED** this 30th day of May 2022.

Steve Pellegrini
Mayor

Kathryn Moyle
Director of Corporate Services
Township Clerk

(Growth Management Services Dept. – By-law Enforcement
Division Report GMS-BY-2022-02 on May 9th and GMS-BY-2022-03 May 30th, 2022)

**SCHEDULE “A” TO BY-LAW 2022-040
ADMINISTRATIVE MONETARY PENALTY SYSTEM**

**DESIGNATED BY-LAWS, SHORT FORM WORDINGS AND ADMINISTRATIVE
PENALTIES**

1. The provisions of each by-law listed in Column 1 of the following tables are Designated By-laws.
2. Column 4 in the following tables sets out the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 3.
3. Column 6 in the following tables sets out the Administrative Penalty amount that is payable for a contravention of the designated provision listed in Column 2 for the matter(s) identified in Column 3.
4. The penalties shown in Column 5 below include a twenty five percent (25%) discount for Early Payment in accordance with this By-law that is payable for contraventions of the designated provisions listed in Column 6. The penalties shown in Column 7 below include a twenty five percent (25%) surcharge for Late Payment in accordance with this By-law that is payable for contraventions.

SCHEDULE "A" TO BY-LAW 2022-040 CONTINUED
ADMINISTRATIVE MONETARY PENALTY SYSTEM

Schedule 'A' By-law 2022-040 Parking and Traffic Related						
COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
By-law # / Title	Item #	PROVISION CREATING OR DEFINING OFFENCE	SHORT FORM WORDING	EARLY VOLUNTARY PAYMENT (-25%)	SET FINE (Bold Reflects Change)	LATE PAYMENT (+25%)
Parking By-law 2005-36	1	Section 7.1 (a)	Parked with right wheels more than 15 centimetres from curb	\$30.00	\$40.00	\$50.00
Parking By-law 2005-37	2	Section 7.1 (b)	Parked with right wheels too far from the edge of the roadway	\$30.00	\$40.00	\$50.00
Parking By-law 2005-38	3	Section 7.3 (a)	Parked with left wheels more than 15 centimetres from the curb	\$30.00	\$40.00	\$50.00
Parking By-law 2005-39	4	Section 7.3 (b)	Parked with left wheels too far from edge of roadway	\$30.00	\$40.00	\$50.00
Parking By-law 2005-40	5	Section 8 (a)	Stopped on or over any sidewalk or footpath	\$37.50	\$50.00	\$62.50
Parking By-law 2005-41	6	Section 8 (b)	Stopped within an intersection or pedestrian crossover	\$30.00	\$40.00	\$50.00
Parking By-law 2005-42	7	Section 8 (c)	Stopped on any roadway within 9 metres of a pedestrian crossover	\$30.00	\$40.00	\$50.00
Parking By-law 2005-43	8	Section 8 (f)	Stopped on a bridge	\$30.00	\$40.00	\$50.00
Parking By-law 2005-44	9	Section 17 (a)	Parked within 15 metres of an intersection	\$30.00	\$40.00	\$50.00
Parking By-law 2005-45	10	Section 9 (e)	Parked on a bridge	\$30.00	\$40.00	\$50.00
Parking By-law 2005-46	11	Section 9 (f)	Parked for a period longer than three (3) hours	\$37.50	\$50.00	\$62.50
Parking By-law 2005-47	12	Section 9 (g)	Parked displaying a vehicle for sale	\$30.00	\$40.00	\$50.00
Parking By-law 2005-48	13	Section 9 (h)	Parked for the purpose of washing the vehicle	\$30.00	\$40.00	\$50.00
Parking By-law 2005-49	14	Section 9 (i)	Parked alongside railway tracks	\$37.50	\$50.00	\$62.50
Parking By-law 2005-50	15	Section 9 (j)	Parked obstructing other vehicles	\$30.00	\$40.00	\$50.00
Parking By-law 2005-51	16	Section 9 (k)	Parked so as to interfere with traffic	\$37.50	\$50.00	\$62.50
Parking By-law 2005-52	17	Section 9 (l)	Parked with 150 metres of firefighting equipment	\$30.00	\$40.00	\$50.00

Schedule 'A' By-law 2022-040 Parking and Traffic Related

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
By-law # / Title	Item #	PROVISION CREATING OR DEFINING OFFENCE	SHORT FORM WORDING	EARLY VOLUNTARY PAYMENT (-25%)	SET FINE (Bold Reflects Change)	LATE PAYMENT (+25%)
Parking By-law 2005-53	18	Section 9 (m)	Parked on a boulevard	\$30.00	\$40.00	\$50.00
Parking By-law 2005-54	19	Section 9 (n)	Parked in the Centre of a Court	\$30.00	\$40.00	\$50.00
Parking By-law 2005-55	20	Section 10.1	Parked in a Prohibited Area by posted sign	\$75.00	\$100.00	\$125.00
Parking By-law 2005-56	21	Section 11.1	Stopped in a No Stopping Area by posted sign	\$75.00	\$100.00	\$125.00
Parking By-law 2005-57	22	Section 9 (c)	Parked within 9 metres of an intersection	\$30.00	\$40.00	\$50.00
Parking By-law 2005-58	23	Section 9 (d)	Parked within 15 metres of a railway crossing	\$30.00	\$40.00	\$50.00
Parking By-law 2005-59	24	Section 12.1	Parked where or when prohibited by posted sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-60				\$0.00		\$0.00
Parking By-law 2005-61	25	Section 12.2	Parked during time prohibited by posted sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-62	26	Section 13.1	Stopping where or when prohibited by posted sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-63	27	Section 14.1	Stand during time prohibited by posted sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-64	28	Section 15.1	Parked in loading zone	\$30.00	\$40.00	\$50.00
Parking By-law 2005-65	29	Section 16.2	Stop in a school bus loading zone	\$30.00	\$40.00	\$50.00
Parking By-law 2005-66	30	Section 17 (b)	Parked within 30 metres of an intersection controlled by traffic signals	\$30.00	\$40.00	\$50.00
Parking By-law 2005-67	31	Section 17 (d)	Parked within 7.5 metres of an entrance or exit from a firehall on the same side of street as firehall	\$37.50	\$50.00	\$62.50
Parking By-law 2005-68	32	Section 17 (d)	Parked within 30 metres of an entrance or exit to a firehall on the opposite side of the street from a firehall	\$37.50	\$50.00	\$62.50
Parking By-law 2005-69	33	Section 17 (e)i	Parked within 15 metres of a crosswalk with traffic signals not located at intersection	\$30.00	\$40.00	\$50.00
Parking By-law 2005-70	34	Section 17 (e)ii	Parked 30 metres of a crosswalk with traffic signals not located at intersection	\$30.00	\$40.00	\$50.00

Schedule 'A' By-law 2022-040 Parking and Traffic Related						
COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
By-law # / Title	Item #	PROVISION CREATING OR DEFINING OFFENCE	SHORT FORM WORDING	EARLY VOLUNTARY PAYMENT (-25%)	SET FINE (Bold Reflects Change)	LATE PAYMENT (+25%)
Parking By-law 2005-71	35	Section 17 (f)	Parked within a turning basin	\$30.00	\$40.00	\$50.00
Parking By-law 2005-72	36	Section 17 (g)	Parked to interfere with the formation of a funeral procession	\$37.50	\$50.00	\$62.50
Parking By-law 2005-73	37	Section 17 (h)	Parked with 15 metres of a dead-end street	\$30.00	\$40.00	\$50.00
Parking By-law 2005-74	38	Section 20	Unauthorized Angle Parking	\$30.00	\$40.00	\$50.00
Parking By-law 2005-75	39	Section 21	Parked where or when prohibited by posted sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-76	40	Section 22	Stopped where or when prohibited by posted sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-77	41	Section 12.2	Parked during time prohibited by posted sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-78	42	Section 23.4	Parked in signed emergency no parking zone	\$30.00	\$40.00	\$50.00
Parking By-law 2005-79	43	Section 24	Stand where prohibited by posted no standing zone	\$30.00	\$40.00	\$50.00
Parking By-law 2005-80	44	Section 26	Parked in a Fire Route	\$131.25	\$175.00	\$218.75
Parking By-law 2005-81	45	Section 27.1 (b)	Parked on Municipal property without consent	\$30.00	\$40.00	\$50.00
Parking By-law 2005-82	46	Section 30.1	Parked in a Municipal Parking area contrary to times permitted by authorized sign	\$30.00	\$40.00	\$50.00
Parking By-law 2005-83	47	Section 31.5	Parked in a designated disabled parking space	\$225.00	\$300.00	\$375.00
Parking By-law 2005-84	48	Section 32	Parked so as to interfere with snow removal	\$75.00	\$100.00	\$125.00
Parking By-law 2005-85	49	Section 9 (o)	Parked between 2am – 6am November 1-April 15	\$75.00	\$100.00	\$125.00
Parking By-law 2005-86	50	Section 8 (h)	Stopped on a roadway to impede the flow of traffic	\$37.50	\$50.00	\$62.50
Parking By-law 2005-87	51	Section 9 (a)	Parked within 1 metre of a driveway	\$37.50	\$50.00	\$62.50
Parking By-law 2005-88	52	Section 9 (b)	Parked within 3 metres of a fire hydrant	\$75.00	\$100.00	\$125.00
Parking By-law 2005-89	53	Section 27.1 (a)	Parked on private property without owner's consent	\$37.50	\$50.00	\$62.50
Parking By-law 2005-90	54	Section 9.1 (1)(a)	Park a Transit Bus on Highway	\$37.50	\$50.00	\$62.50

Schedule 'A' By-law 2022-040 Parking and Traffic Related

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
By-law # / Title	Item #	PROVISION CREATING OR DEFINING OFFENCE	SHORT FORM WORDING	EARLY VOLUNTARY PAYMENT (-25%)	SET FINE (Bold Reflects Change)	LATE PAYMENT (+25%)
Parking By-law 2005-91	55	Section 9.1 (1)(c)	Park Heavy Truck on Highway	\$37.50	\$50.00	\$62.50
Parking By-law 2005-92	56	Section 9.1 (1)(b)	Park a School Bus- outside school bus loading zone	\$37.50	\$50.00	\$62.50
Parking By-law 2005-93	57	Section 9.1 (1)(d)	Park a Vehicle on a Highway-leaking vehicle fluids/gasoline/engine oil	\$37.50	\$50.00	\$62.50
2016-103 / Parks By-law	123	Section 6. a)	Permit a motor vehicle in any park between the hours of 11:15 pm and 7:00 am.	\$150.00	\$200.00	\$250.00
2016-103 / Parks By-law	124	Section 6. b)	Permit or leave a motor vehicle outside Designated Areas.	\$150.00	\$200.00	\$250.00
2016-103 / Parks By-law	125	Section 6. c)	Permit or leave a motor vehicle contrary to Posted signs.	\$150.00	\$200.00	\$250.00

SCHEDULE “B” TO BY-LAW 2022-040
ADMINISTRATIVE MONETARY PENALTY SYSTEM

Schedule “B” By-Law 2022-40 Non-Parking Related						
COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
By-law # / Title	Item #	PROVISION CREATING OR DEFINING OFFENCE	SHORT FORM WORDING	1 st Offence Set Penalty	2 nd Offence Set Penalty	3 rd Offence Set Penalty
Fill Bylaw 2021-039	1	Section 3.1	Conduct, undertake, cause, permit or carry out Site Alteration on any Property without a Permit	\$500.00	\$700.00	\$900.00
Fill Bylaw 2021-039	2	Section 3.2	Have fill on that Person's Property that is not approved through a Permit	\$500.00	\$700.00	\$900.00
Fill Bylaw 2021-039	3	Section 3.2	Allow fill to remain on that Person's Property that is not approved through a Permit	\$500.00	\$700.00	\$900.00
Fill Bylaw 2021-039	4	Section 3.4	Conduct, undertake, cause, permit or carry out Site Alteration that could injure or destroy a tree	\$800.00	\$1000.00	\$1,200.00
Fill Bylaw 2021-039	5	Section 3.5	Conduct, undertake, cause, permit or carry out Site Alteration that may adversely affect the quality or quantity or any surface water or ground water	\$800.00	\$1000.00	\$1,200.00
Fill Bylaw 2021-039	6	Section 3.6	Conduct, undertake, cause, permit or carry out Site Alteration that could adversely affect any Watercourse or Drainage on any Property	\$800.00	\$1000.00	\$1,200.00
Fill Bylaw 2021-039	7	Section 3.7	Conduct, undertake, cause, permit or carry out Site Alteration that will result in an Unapproved Grade	\$500.00	\$700.00	\$900.00
Fill Bylaw 2021-039	8	Section 3.8	Conduct, undertake, cause, permit or carry out Site Alteration that will, or can be reasonably expected to, result in an Adverse Effect	\$700.00	\$900.00	\$1,100.00
Fill Bylaw 2021-039	9	Section 7.6	Hinder or obstruct any person(s) in the discharge of duties under this By-law in order to bring a Property into compliance with this By-law or an Order issued under this By-law	\$500.00	\$700.00	\$900.00
Fill Bylaw 2021-039	10	Section 7.6	Attempt to obstruct any person(s) in the discharge of duties under this By-law in order to bring a Property into compliance with this By-law or an Order issued under this By-law	\$500.00	\$700.00	\$900.00

Fill Bylaw 2021-039	11	Section 7.7	Provide false information in any statement to an Officer	\$500.00	\$700.00	\$900.00
Fill Bylaw 2021-039	12	Section 7.8	Hinder or obstruct, or attempt to hinder or obstruct, any officer or director who is exercising a power or performing a duty	\$500.00	\$700.00	\$900.00
Fill Bylaw 2021-039	13	Section 7.9	Fail to obey an Order issued under this By-law	\$850.00	\$1050.00	\$1,250.00
Fill Bylaw 2021-039	14	Section 3.2.1	Exceed 60% Hard Landscaping on entire lot in Residential Zone containing a single detached dwelling	\$500	\$700	\$900
Fill Bylaw 2021-039	15	Section 3.2.1	Exceed 60% Hard Landscaping on entire lot in Residential Zone containing a semi-detached dwelling	\$500	\$700	\$900
Fill Bylaw 2021-039	16	Section 3.2.2	Exceed 80% Hard Landscaping in Village containing a Townhouse	\$500	\$700	\$900
Fill Bylaw 2021-039	17	Section 3.2.3	Fail to comply with conditions of a Permit	\$500	\$700	\$900
Fill Bylaw 2021-039	18	Section 5.1.1	Fail to comply with conditions of another legal approval	\$500	\$700	\$900
Fill Bylaw 2021-039	19	Section 3.6.1	Have Hard Landscaping within 0.6m of Property line	\$500	\$700	\$900
Noise Bylaw 81-142	20	Section 3 (Table 3-1)(3)	Permit amplified sound by an electronic device in a residential area.	\$400	\$600	\$800
Noise Bylaw 81-142	21	Section 3 (Table 3-1)(9)	Did permit sound from Yelling, shouting, hooting between the hours of 11:00 pm and 7 00 am Monday through Saturday (or between the hours of 11:00 pm and 9:00 am Sundays) in a residential area.	\$400	\$600	\$800
Noise Bylaw 81-142	22	Section 3 (Table 3-1)(9)	Did cause sound from Yelling, shouting, hooting between the hours of 11:00 pm and 7 00 am Monday through Saturday (or between the hours of 11:00 pm and 9:00 am Sundays) in a residential area.	\$400	\$600	\$800
Noise Bylaw 81-142	23	Section 3 (Table 3-1)(13)	Permit sound from the loading or unloading of materials between 9:00 pm and 7:00 am (or any time Sunday) in a residential area.	\$400	\$600	\$800
Noise Bylaw 81-142	24	Section 3 (Table 3-1)(13)	Cause sound from the loading or unloading of materials between 9:00 pm and 7:00 am (or any time Sunday) in a residential area.	\$400	\$600	\$800
Noise Bylaw 81-142	25	Section 3 (Table 3-1)(14)	Cause sound from the operation of equipment in connection with construction between the hours of 9:00 pm and 7:00 am (or any time Sunday) in a residential area.	\$400	\$600	\$800
Noise Bylaw 81-142	26	Section 3 (Table 3-1)(14)	Permit sound from the operation of equipment in connection with construction between the hours of 9:00 pm	\$400	\$600	\$800

			and 7:00 am (or any time Sunday) in a residential area.			
Clean Yards						
Clean Yards Bylaw 2016-68	27	Section 3	Fail to keep property clear of garbage/waste/debris.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	28	Section 3	Fail to keep property free of hazardous holes and excavation.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	29	Section 3.1	Fail to ensure suitable ground cover.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	30	Section 3.2	Fail to reseed or re-sod as required to maintain grass in living condition.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	31	Section 3.2	Fail to cut grass as to not be overgrown in relation to neighbouring environment.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	32	Section 3.3	Fail to keep a natural garden in living condition.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	33	Section 3.4	Fail to trim or cut vegetation.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	34	Section 3.5	Fail to keep property clear of weeds, heavy growth and dead/dying trees or shrubs.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	35	Section 3.10	Fail to store waste household waste in rigid, watertight containers in good condition without holes or spillage and secured lids.	\$250.00	\$450	\$650
Clean Yards Bylaw 2016-68	36	Section 3.17	Throw/place/deposit debris, refuse, rubbish or waste of any kind on any property or highway.	\$250.00	\$450	\$650
Clean Yards Bylaw 2016-68	37	Section 3.18	Throw/place/deposit leaves, grass clippings, dirt or snow on a highway or sidewalk.	\$250.00	\$450	\$650
Clean Yards Bylaw 2016-68	38	Section 3.20 (a)	Store derelict motor vehicles.	\$450.00	\$650	\$850
Clean Yards Bylaw 2016-68	39	Section 3.20 (b)	Store unlicensed motor vehicles.	\$450.00	\$650	\$850
Clean Yards Bylaw 2016-68	40	Section 3.20 (c)	Store vehicle parts/components.	\$450.00	\$650	\$850
Clean Yards Bylaw 2016-68	41	Section 3.20 (d)	Store wrecked dismantled, discarded, inoperative, abandoned vehicles/machinery/trailers/boats.	\$450.00	\$650	\$850
Clean Yards Bylaw 2016-68	42	Section 3.24	Store a recreational vehicle in a front yard on a property in a residential zone.	\$250.00	\$450	\$650
Clean Yards Bylaw 2016-68	43	Section 3.24	Store a trailer in a front yard on a property in a residential zone.	\$250.00	\$450	\$650
Clean Yards	44	Section 3.24	Store a boat in a front yard on a property in a residential zone.	\$250.00	\$450	\$650

Bylaw 2016-68						
Clean Yards Bylaw 2016-68	45	Section 3.24	Store a mobile home in a front yard on a property in a residential zone.	\$250.00	\$450	\$650
Clean Yards Bylaw 2016-68	46	Section 3.33 (c)	Fail to keep firewood neatly piled and located 1.2 meters away from lot lines.	\$200.00	\$400	\$600
Clean Yards Bylaw 2016-68	47	Section 3.36	Fail to prevent accumulations of dust or dirt from spreading to neighbouring properties.	\$200.00	\$400	\$600
Clean Yards Bylaw 2016-68	48	Section 3.38	Fail to prevent outdoor lighting from shining directly into the living or sleeping areas of an adjacent dwelling house.	\$200.00	\$400	\$600
Clean Yards Bylaw 2016-68	49	Section 3.43	Permit standing water for a period in excess of three (3) days on property.	\$200.00	\$400	\$600
Clean Yards Bylaw 2016-68	50	Section 3.44	Fail to keep swimming pool/hot tub/wading pool/artificial pool in good repair/working condition.	\$300.00	\$500	\$700
Clean Yards Bylaw 2016-68	51	Section 3.55	Failure to maintain the adjacent boulevard, free of long grass and/or weeds in a residential zone.	\$200.00	\$400	\$600
Clean Yards Bylaw 2016-68	52	Section 4.1	Obstruct or interfere with an officer or agent in lawful exercise of powers or duties.	\$425.00	\$625	\$825
Firework Bylaw						
Firework Bylaw 2022-032	53	3	Offer for sale, display, or sell fireworks without a permit.	\$800.00	\$1,000	\$1,200
Firework Bylaw 2022-032	54	3.1	Sell fireworks to non-competent person	\$800.00	\$1,000	\$1,200
Firework Bylaw 2022-032	55	3.3	Fail to post a fireworks vendor permit.	\$400.00	\$600	\$800
Firework Bylaw 2022-032	56	3.4	Fail to properly sell, store, or handle fireworks.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	57	3.5	Fail to restrict the self-service of fireworks sales.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	58	3.5	Store Fireworks in or near a means of egress.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	59	3.6 (a)	Store fireworks within 8 meters of combustible materials.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	60	3.6 (a)	Store fireworks within 8 meters of an ignition source.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	61	3.6 (a)	Store fireworks within 8 meters of a thoroughfare.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	62	3.6 (a)	Store fireworks within 8 meters of a building.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	63	3.6 (a)	Store fireworks within 8 meters of another temporary fireworks vendor.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	64	3.6 (a)	Store fireworks within 3 meters of a vehicle parking area.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	65	3.6 (a)	Store fireworks within 3 meters of a property line.	\$600.00	\$800	\$1,000.00

Firework Bylaw 2022-032	66	3.6 (a)	Store fireworks within 3 meters of a walkway or road.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	67	3.6 (b)	Sell fireworks in a tent which is not made from flame retardant material.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	68	3.6 (c)	Access the sales area of a fireworks vendor without authorization	\$800.00	\$1,000	\$1,200
Firework Bylaw 2022-032	69	3.6 (e)	Leaving fireworks unattended while the establishment is unlocked.	\$800.00	\$1,000	\$1,200
Firework Bylaw 2022-032	70	4	Incompetent possession of fireworks.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	71	5	Set-off family fireworks when prohibited	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	72	5.3	Set-off family fireworks on public land.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	73	5.4 (a)	Set-off family fireworks within 8 meters of a structure.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	74	5.4 (b)	Set-off family fireworks within 3 meters of a property line.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	75	5.4 (c)	Set-off family fireworks within 3 meters of a public walkway or road.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	76	5.6	Set-off fireworks in an area where property damage or injury may result.	\$800.00	\$1,000	\$1,200
Firework Bylaw 2022-032	77	5.7	Fail to clean up debris made from setting off fireworks.	\$400.00	\$600	\$800
Firework Bylaw 2022-032	78	5.8 (a)	Set-off family fireworks within 150 meters of nursing home.	\$400.00	\$600	\$800
Firework Bylaw 2022-032	79	5.8 (a)	Set-off family fireworks within 150 meters of a veterinary clinic.	\$400.00	\$600	\$800
Firework Bylaw 2022-032	80	5.8 (a)	Set-off family fireworks within 150 meters of where highly flammable materials are stored.	\$600.00	\$800	\$1,000.00
Firework Bylaw 2022-032	81	5.8 (b)	Set-off family fireworks within 150 meters of a place of worship without written consent.	\$400.00	\$600	\$800
Firework Bylaw 2022-032	82	5.8 (b)	Set-off family fireworks within 150 meters of a school, daycare, or nursery without written consent.	\$400.00	\$600	\$800
Firework Bylaw 2022-032	83	5.8 (c)	Set-off family fireworks within 1000 meters of livestock or an equestrian facility without written permission.	\$800.00	\$1,000	\$1,200
Firework Bylaw 2022-032	84	5.8 (d)	Set-off family fireworks within 1000 meters of a woodland, forested area or grass prairie habitat without written permission.	\$800.00	\$1,000	\$1,200
Firework Bylaw 2022-032	85	8.1	Set-off display fireworks without a permit.	\$900.00	\$1,100	\$1,300
Firework Bylaw 2022-032	86	8.2	Set-off display fireworks without the supervision of a qualified person.	\$900.00	\$1,100	\$1,300
Firework Bylaw 2022-032	87	8.3	Set-off display fireworks resulting in property damage.	\$900.00	\$1,100	\$1,300
Firework Bylaw 2022-032	88	8.3	Set-off family fireworks resulting in harm to a person.	\$950.00	\$1,150	\$1,350
Firework Bylaw 2022-032	89	8.4	Fail to adhere with the conditions of a permit.	\$900.00	\$1,100	\$1,300

Firework Bylaw 2022-032	90	8.5	Fail to clean up and properly dispose of debris from display fireworks.	\$400.00	\$600	\$800
Firework Bylaw 2022-032	91	10.9	Failed to identify.	\$800.00	\$1,000	\$1,200
Sign Bylaw						
Sign Bylaw 2018-03	92	Section 20	Permit the erection of a sign without a permit	\$300	\$500	\$700
Sign Bylaw 2018-03	93	Section 20	Did alter sign without permit	\$150	\$350	\$550
Sign Bylaw 2018-03	94	Section 20	Permit the display of a sign without a permit	\$300	\$500	\$700
Sign Bylaw 2018-03	95	Section 91	Fail to comply with an order	\$350	\$550	\$750
Sign Bylaw 2018-03	96	Section 93	Obstruct authorized person	\$500	\$700	\$900
Sign Bylaw 2018-03	97	Section 42	Install a prohibited Sign	\$300	\$500	\$700
Road Occupancy						
Road Occupancy Bylaw 2020-061	98	Section 4.1	Undertake Construction Activity on a Highway without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	99	Section 4.1	Permit Construction Activity on Highway without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	100	Section 4.2	Damage or Obstruct a Highway without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	101	Section 4.2	Permit Damage or Obstruction on a Highway without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	102	Section 4.3	Occupy, Obstruct, Encumber, Injure or Foul on a Highway without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	103	Section 4.3	Close Highway without permit	\$750.00	\$950	\$1,150
Road Occupancy Bylaw 2020-061	104	Section 4.4	Place an Encroachment on a Highway without permit	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	105	Section 4.5	Widen Driveway Abutting Property without permit	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	106	Section 4.5	Cut Curb Abutting Property without permit	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	107	Section 4.6	Host Event on a Highway without permit	\$800.00	\$1,000	\$1,200
Road Occupancy Bylaw 2020-061	108	Section 4.7	Undertake Construction Affecting Drainage or Street Furniture on a Highway without permit	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	109	Section 4.8	Use of highway for the purpose of sales without permit	\$550.00	\$750	\$950

Road Occupancy Bylaw 2020-061	110	Section 4.8	Occupy highway for the purpose of sales without permit	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	111	Section 4.9	Alter the Grade of any Boulevard without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	112	Section 4.10	Alter Curb, Culvert, Landscape or Similar Structure without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	113	Section 4.10	Excavate sod, trees, light pole, street sign or other object within a Highway without permit	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	114	Section 4.11	Damage sod, trees, light pole, street sign or other object within a Highway without permit	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	115	Section 4.12	Place Donation Bin, Construction Material or Container Bin on Highway without permit	\$500.00	\$700	\$900
Road Occupancy Bylaw 2020-061	116	Section 6.1	Deposit, Throw, Spill or Track Material, Waste or Soil onto Highway	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	117	Section 6.1	Permit the depositing, throwing, spilling or tracking of any Material on a Highway	\$550.00	\$750	\$950
Road Occupancy Bylaw 2020-061	118	Section 6.2	Place an Unauthorized Encroachment onto a Highway	\$600.00	\$800	\$1,000
Road Occupancy Bylaw 2020-061	119	Section 6.3.1	Deposit Snow or Ice onto Travelled Portion of Highway	\$450.00	\$650	\$850
Road Occupancy Bylaw 2020-061	120	Section 6.3.2	Place Leaves, Grass, or Debris from property onto Highway	\$450.00	\$650	\$850
Road Occupancy Bylaw 2020-061	121	Section 7.1	Fail to Provide a Completed Application	\$300.00	\$500	\$700
Road Occupancy Bylaw 2020-061	123	Section 17	Fail to Comply with an Order	\$800.00	\$1,000	\$1,200
Road Occupancy Bylaw 2020-061	124	Section 25.1	Prevent, Hinder or Interfere with an Officer	\$800.00	\$1,000	\$1,200
Road Occupancy Bylaw 2020-061	125	Section 25.1	Attempt to Prevent, Hinder or Interfere with an Officer	\$300.00	\$500	\$700
Road Occupancy Bylaw 2020-061	126	Section 25.2	Willfully Obstruct, Hinder or Interfere with an Officer	\$800.00	\$1,000	\$1,200
Road Occupancy Bylaw 2020-061	127	Section 25.3	Provide False Information or Documents to an Officer	\$500.00	\$700	\$900
Parks Bylaw						
Parks Bylaw 2016-103	128	Section 3.3.b)	Enter or remain in a Park between the hours of 11:15 pm and 7:00 am.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	129	Section 3.3.c)	Enter or remain in Park without Permit after it has been closed.	\$200.00	\$400	\$600

Parks Bylaw 2016-103	130	Section 3.3.d)	Enter or Access through a Park for the purpose of conducting work on private property without a permit.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	131	Section 3.3.d)	Enter or Access through a Park for the purpose of conducting work in a Park without a permit.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	132	Section 3.3.e)	Enter a Park from any point other than a public entrance.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	133	Section 3.4 a)	Create, cause, or permit a nuisance in a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	134	Section 3.4 b)	Create, cause, permit or be loitering in a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	135	Section 3.4 c)	Dump or Litter in a Park.	\$250.00	\$450	\$650
Parks Bylaw 2016-103	136	Section 3.4.l)	Disobey or contravene posted rules in a Park.	\$250.00	\$450	\$650
Parks Bylaw 2016-103	137	Section 3.5.a)	Cause, create, or permit a nuisance in any Public Place.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	138	Section 3.5.b)	Loiter or permit loitering in a Public Place.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	139	Section 3.7.a)	Film for commercial purposes without a permit in a Park.	\$300.00	\$500	\$700
Parks Bylaw 2016-103	140	Section 3.7.a)	Photograph for commercial purposes without a permit in a Park.	\$300.00	\$500	\$700
Parks Bylaw 2016-103	141	Section 3.7.a)	Videotape for commercial purposes without a permit in a Park.	\$300.00	\$500	\$700
Parks Bylaw 2016-103	142	Section 3.7.a)	Televise for commercial purposes without a permit in a Park.	\$300.00	\$500	\$700
Parks Bylaw 2016-103	143	Section 3.9.a)	Possess or use a firearm unless authorized by a permit in a Park.	\$800.00	\$1,000	\$1,200
Parks Bylaw 2016-103	144	Section 3.9.a)	Possess or use an air gun unless authorized by a permit in a Park.	\$800.00	\$1,000	\$1,200
Parks Bylaw 2016-103	145	Section 3.9.a)	Possess or use a paint gun unless authorized by a permit in a Park.	\$800.00	\$1,000	\$1,200
Parks Bylaw 2016-103	146	Section 3.9.a)	Possess or use a bow and arrow unless authorized by a permit in a Park.	\$800.00	\$1,000	\$1,200
Parks Bylaw 2016-103	147	Section 3.9.b)	Possess fireworks in a Park where unauthorized to do so.	\$800.00	\$1,000	\$1,200
Parks Bylaw 2016-103	148	Section 3.9.b)	Possess firecrackers in a Park where unauthorized to do so.	\$800.00	\$1,000	\$1,200
Parks Bylaw 2016-103	149	Section 3.9.b)	Possess rockets in a Park where unauthorized to do so.	\$400.00	\$600	\$800
Parks Bylaw 2016-103	150	Section 3.9.b)	Ignite, discharge, or set-off any fireworks in a Park where unauthorized to do so.	\$400.00	\$600	\$800
Parks Bylaw 2016-103	151	Section 3.9.b)	Ignite, discharge, or set-off firecrackers in a Park where unauthorized to do so.	\$400.00	\$600	\$800
Parks Bylaw 2016-103	152	Section 3.9.b)	Ignite, discharge, or set-off rockets in a Park where unauthorized to do so in a Park.	\$400.00	\$600	\$800
Parks Bylaw 2016-103	153	Section 3.10.a)	Climb any building in a Park unless it is designated for climbing.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	154	Section 3.10.a)	Climb any structure in a Park unless it is designated for climbing.	\$200.00	\$400	\$600

Parks Bylaw 2016-103	155	Section 3.10.a)	Climb any equipment in a Park unless it is designated for climbing.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	156	Section 3.10.c)	Knock or attempt to knock over a fixture in a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	157	Section 3.10.c)	Deface or attempt to deface a fixture in a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	158	Section 3.10.c)	Attempt to deface a fixture in a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	159	Section 3.10.c)	Remove or attempt to remove a fixture from a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	160	Section 3.10.d)	Injure any person, animal, tree or property in a Park.	\$400.00	\$600	\$800
Parks Bylaw 2016-103	161	Section 3.11.a)	Encroach upon or take possession of any Park unless authorized to do so.	\$250.00	\$450	\$650
Parks Bylaw 2016-103	162	Section 3.11.b)	Alter any Park fence.	\$250.00	\$450	\$650
Parks Bylaw 2016-103	163	Section 3.12.b)	Use a barbecue except in designated areas in a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	164	Section 3.15.b)	Fail to abide by posted signs in a Park.	\$300.00	\$500	\$700
Parks Bylaw 2016-103	165	Section 5.1	Fishing in a prohibited area in a Park.	\$250.00	\$450	\$650
Parks Bylaw 2016-103	166	Section 5.5.a)	Ice skate unless posted permitting ice skating in a Park.	\$200.00	\$400	\$600
Parks Bylaw 2016-103	167	Section 5.5.b)	Use a rink or ice surface contrary to posted rules in a Park.	\$150.00	\$350	\$550
Parks Bylaw 2016-103	168	Section 5.5.c)	Use the ice rink during maintenance period in a Park.	\$150.00	\$350	\$550
Parks Bylaw 2016-103	169	Section 6.d)	Drive, operate, pull or ride any Motor Vehicle except on a roadway or Parking area unless authorized to do so in a Park.	\$300.00	\$500	\$700
Parks Bylaw 2016-103	170	Section 6.e)	Operate a refreshment vehicle unless authorized to do so in a Park.	\$300.00	\$500	\$700
Parks Bylaw 2016-103	171	Section 6.2	Operate, ride, drive, Park or be in possession or control of a Motorized Recreational Vehicle in a Park.	\$550.00	\$750	\$950
Parks Bylaw 2016-103	172	Section 6.3	Operate any Motor Vehicle on a Highway at a speed in excess of the posted limit in a Park.	\$250.00	\$450	\$650
Parks Bylaw 2016-103	173	Section 6.4.a)	Wash, clean, polish, service or maintain any Motor Vehicle except in the case of an emergency in a Park.	\$50.00	\$250	\$450
Parks Bylaw 2016-103	174	Section 8.9	Fail to comply with order.	\$800.00	\$1,000	\$1,200
Fence Bylaw						
Fence Bylaw 2012-132	175	Section 11 a)	Erect snow fencing in place of fencing	\$200	\$400	\$600
Fence Bylaw 2012-132	176	Section 11 b)	Erect a fence made of sheet metal or corrugated metal panels	\$200	\$400	\$600
Fence Bylaw 2012-132	177	Section 11 c)	Erect fence that contains or is constructed of any hazardous material	\$200	\$400	\$600

Fence Bylaw 2012-132	178	Section 11 d)	Erect fence or any attachment which can be used as a conductor of electrical current	\$200	\$400	\$600
Fence Bylaw 2012-132	179	Section 11 e)	Erect a fence using material not intended for use of a permanent fence	\$200	\$400	\$600
Fence Bylaw 2012-132	180	Section 11 f)	Erect a gate within a portion of a fence that abuts land owner by Township	\$200	\$400	\$600
Fence Bylaw 2012-132	181	Section 11 g)	Erect a fence on lands owned by the Township	\$200	\$400	\$600
Fence Bylaw 2012-132	182	Section 14	Erect fence which obstructs sightlines	\$200	\$400	\$600
Fence Bylaw 2012-132	183	Section 15 a)	Erect a fence in a rear yard that exceeds 8ft	\$200	\$400	\$600
Fence Bylaw 2012-132	184	Section 15 b)	Erect a fence on a corner lot	\$200	\$400	\$600
Fence Bylaw 2012-132	185	Section 15 c)	Erect a fence of open type construction in a exterior side yard higher than 4ft	\$200	\$400	\$600
Fence Bylaw 2012-132	186	Section 15 c)	Erect a fence of open type construction in a front yard higher than 4ft	\$200	\$400	\$600
Fence Bylaw 2012-132	187	Section 15 d)	Erect a fence of solid type construction in a front yard higher than 3ft	\$200	\$400	\$600
Fence Bylaw 2012-132	188	Section 15 e)	Erect an agricultural fence in a front yard higher than 6ft	\$200	\$400	\$600
Fence Bylaw 2012-132	189	Section 15 g)	Erect a fence in a side yard that is higher than 6ft	\$200	\$400	\$600
Fence Bylaw 2012-132	190	Section 17 a)	Erect a fence in a non-residential zone higher than 10ft	\$200	\$400	\$600
Fence Bylaw 2012-132	191	Section 18 a)	Erect a privacy screen in a front or interior side yard	\$200	\$400	\$600
Fence Bylaw 2012-132	192	Section 18 b) i)	Erect a privacy screen in a rear or exterior side yard less than 0.6m from lot line	\$200	\$400	\$600
Fence Bylaw 2012-132	193	Section 18 b) ii)	Erect a privacy screen in a rear or exterior side yard more than 3m in height	\$200	\$400	\$600
Fence Bylaw 2012-132	194	Section 18 c)	Erect a privacy screen in a rear or exterior side yard more than 5m in length	\$200	\$400	\$600
Fence Bylaw 2012-132	195	Section 21	Construct or install a pool without a pool permit	\$400	\$600	\$800
Fence Bylaw 2012-132	196	Section 22 b)	Operate a pool without a 4ft pool enclosure fence	\$400	\$600	\$800
Fence Bylaw 2012-132	197	Section 22 b)	Install a pool without a 4ft pool enclosure fence	\$400	\$600	\$800
Fence Bylaw 2012-132	198	Section 22 b)	Have a pool without a 4ft pool enclosure fence	\$400	\$600	\$800
Property Standards						
Property Standards Bylaw 98-182	199	Section 3.7.1	Fail to comply with an final and binding order under this bylaw	\$400	\$600	\$800

SCHEDULE "C" TO BY-LAW 2022-040

**ADMINISTRATIVE MONETARY PENALTY SYSTEM
ADMINISTRATIVE FEES**

ITEM	FEE
Fee - Non-Appearance - Hearing	\$100.00
Fee – Non- Appearance - Screening	\$50.00
Fee - MTO Search	\$10.00
Late Fee – Schedule 'A' By-laws	\$25.00
Late Fee – Schedule 'B' By-laws	(% of Set fine or flat fee TBD)
Fee- Plate Denial Fee	\$25.00
NOTE: the fees and charges as listed in this Schedule "C" will be subject to applicable taxes, including Harmonized Sales Tax (H.S.T.) where applicable	

48853481.1