

Corporation of the Town of Newmarket

By-law 2019-62

OFFICE CONSOLIDATION

This is a consolidation of the Town's By-law to implement an Administrative Monetary Penalty System in the Town of Newmarket, being By-law 2019-62, as amended by the below listed by-laws and is prepared for reference and information purposes only. The following consolidation is an electronic reproduction made available for information only. It is not an official version of By-law 2019-62. Official versions of all by-laws can be obtained from Legislative Services by calling 905-953-5300. If there are any discrepancies between this consolidation and By-law 2019-62 and listed amending by-laws the official by-laws shall prevail.

2020-08 – March 2, 2020	Repeal and replace Schedule "A" – Addition of Mobile Business Licencing
2020-21 – April 27, 2020	Adds Schedule re. Emergency Measures By-law
2020-22 – April 27, 2020	Repeal and replace Schedule "A" <ul style="list-style-type: none"> • Licencing • Second Hand Goods • Accessory Dwelling Units • Fireworks • Clothing Donation Bins • Animal Control • Property Standards • Clean Yards • Signs • Waste Collection
2020-32 – June 29, 2020	Repeal and replace Schedule "A" <ul style="list-style-type: none"> • Business Licence • Noise • Outdoor Serving
2020-51 – September 21, 2020	Additions to Schedule A <ul style="list-style-type: none"> • Fence • Smoking • Parks • Loitering
2020-61 – November 23, 2020	Additions to Schedule A <ul style="list-style-type: none"> • Pool Enclosures • Road Occupancy • Site Alteration Changes to Schedule A <ul style="list-style-type: none"> • Parks • Property Standards
2021-02 – January 18, 2021	Amends Emergency Measures Section
2021-11 – March 1, 2021	Removal/Addition to Schedule A <ul style="list-style-type: none"> • Outdoor Serving Areas • Business Licence
2021-32 – June 21, 2021	Removal/Addition to Schedule A <ul style="list-style-type: none"> • Personal Wellness
2022-11 – February 7, 2022	Addition to Schedule A <ul style="list-style-type: none"> • Private Tree Protection Bylaw
2022-18 – March 7, 2022	Election Sign Bylaw – 2022-16

A By-law to implement an Administrative Monetary Penalty System in the Town of Newmarket.

Whereas Section 102.1 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, (the “Municipal Act”) and Ontario Regulation 333/07 (the “Regulation”) authorize the Corporation of the **Town** of Newmarket (the “**Town**”) 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 authorizes the **Town** 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 municipality;

And Whereas paragraph 151(1)(g) of the Municipal Act authorizes the **Town** 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 any part of a system of licences established by the municipality;

And Whereas Sections 23.2, 23.3 and 23.5 of the Municipal Act authorize the **Town** to delegate its administrative and hearing powers;

And Whereas Section 391 of the Municipal Act authorizes the **Town** 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 **Town** considers it desirable and necessary to provide for a system of **Administrative Penalties** and **Administrative Fees** for the designated **Town** by-laws;

Therefore be it enacted by the Council of the Corporation of the **Town** of Newmarket as follows:

1. Title

This By-law may be known and cited for all purposes as the “Administrative Monetary Penalty System By-law 2019-62”.

2. Definitions

In this By-law:

“**Adjudication Fee**” means the amount that the recipient is liable to pay as specified under Section 7(13) of this By-law and listed in Schedule “B”;

“**Administrative Fee**” means any fee specified in this By-law, as amended;

“**Administrative Penalty**” means a monetary penalty set out in this By-law for a contravention of a **Designated By-law**;

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

“**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 Schedule “A” to which the AMPS applies;

“**Early Payment**” means a twenty five percent (25%) discount for **Early Payment** in accordance with Section 5(5)(a) of this By-law that is payable for

contraventions of the designated provisions listed in Column A3 and set forth in Schedule “A”;

“**Fee – Hearing No-Show**” means an **Administrative Fee** listed in Schedule “B” in respect of a **Person’s** failure to appear at the time and place scheduled for a hearing before a **Hearing Officer**;

“**Fee – MTO Plate Denial**” means an **Administrative Fee** listed in Schedule “B”, 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 – MTO Search**” means an **Administrative Fee** listed in Schedule “B” for searching the records of the Ontario Ministry of Transportation;

“**Fee – Screening No-Show**” means an **Administrative Fee** listed in Schedule “B” in respect of a **Person’s** failure to appear at the time and place scheduled for a review by a **Screening Officer**;

“**Hearing Officer**” means a **Person** who performs the duties of a **Hearing Officer** in accordance with section 7 of this By-law, and pursuant to the **Town’s** Screening and **Hearing Officer** Policy;

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

“**Late Payment**” means a twenty five percent (25%) surcharge for **Late Payment** in accordance with Section 5(5)(c) of this By-law that is payable for contraventions of the designated provisions listed in Column A3 and set forth in Schedule “A”;

“**Officer**” includes members of York Regional Police Services, Municipal Enforcement **Officers**, the Manager of Regulatory Services or their designate, and any other **Person** authorized by the **Town** to enforce this By-law;

“**Penalty Notice**” means a ticket issued pursuant to section 5 of this By-law;

“**Penalty Notice Number**” means the number specified on the **Penalty Notice** that is unique to that **Penalty Notice**;

“**Person**” includes an individual or business name, sole proprietorship, corporation, partnership, or limited partnership, or an authorized representative thereof, to whom the context can apply according to law;

“**Screening Decision**” means a notice that contains the decision made by a **Screening Officer** and delivered in accordance with Section 8 of this By-law;

“**Screening Officer**” means a **Person** who performs the functions of a **Screening Officer** in accordance with Section 6 of this By-law, and pursuant to the **Town’s** Screening and **Hearing Officer** Policy;

“**Set Penalty Amount**” means the amount that the recipient is liable to pay in respect of a contravention of the related by-law as identified in Schedule “A”;

“**Town**” means The Corporation of the **Town** of Newmarket.

3. Application

- (1) This By-law applies only to those contraventions included within Schedule “A”, attached hereto and forming part of this By-law.

4. Administrative Penalties

- (1) The **Administrative Penalties** designated in Schedule “A”, as attached and forming part of this By-law, may be dealt with by **Penalty Notice** and the Administrative Monetary Penalty System.

5. Penalty Notice

- (1) Any **Person** who contravenes any designated provision of this By-law or each registered owner of that vehicle, when given a **Penalty Notice** in accordance with this By-law, shall be liable to pay to the **Town** an **Administrative Penalty** in the amount set out in Schedule “A” and any related **Administrative Fees**.
- (2) Where the offence is continuous, each day the offence continues shall constitute a new and separate offence.
- (3) An **Officer** who has reason to believe that a **Person** has contravened any provision of this By-law may issue a **Penalty Notice**.
- (4) The **Penalty Notice** shall be given to the **Person** as soon as is reasonably practicable and shall include the following information:
 - (a) the date of the **Penalty Notice**;
 - (b) the **Penalty Notice Number**;
 - (c) particulars of the contravention;
 - (d) the amount of the **Administrative Penalty**;
 - (e) the identification number and signature of the issuing **Officer**;
 - (f) information respecting the process by which the **Person** may exercise their right to request a review of the **Administrative Penalty**; and
 - (g) a statement advising that an **Administrative Penalty** will, unless cancelled pursuant to the review and appeal processes, constitute a debt of the **Person** to the **Town**.
- (5) The amount due for a **Penalty Notice** is:
 - (a) the **Early Payment** set out in Schedule “A” for the related contravention if payment is received by the **Town** within fifteen (15) calendar days from the date of issue 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 **Town** 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 “A” for the related contravention if payment is received by the **Town** on and after thirty (30) calendar days from the date of receipt of the **Penalty Notice** in accordance with this By-law.

6. Review By Screening Officer

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

- (1) A **Person** who is served with a **Penalty Notice** may request that the **Administrative Penalty** be reviewed by a **Screening Officer** and shall do so on or before the date on which the **Administrative Penalty** is due and payable.
- (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 request a review within thirty (30) days after the **Penalty Notice Date**, at which time the **Administrative Penalty** shall be deemed final.
- (3) Every **Person** who requests a review by a **Screening Officer** shall receive a **Screening Decision**, served on the Person in accordance with Section 8.
- (4) A **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 **Town** written notice of the request to review that includes:
 - (a) the **Penalty Notice Number**;
 - (b) the **Person's** mailing address and, if applicable, telephone number;
 - (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 received;
 - (d) the reasons for which the review has been requested; and
 - (e) the **Person's** preference to:
 - (i) meet in-person with the **Screening Officer** for the review; or
 - (ii) have the review undertaken by the **Screening Officer** in writing.
- (5) Written notice for a request to review shall be provided by completing the **Screening Officer** Review Form and delivering it to the **Town** in accordance with Section 8 of this By-law.
- (6) 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 as provided by Section 8 of the date, time, and place of the **Screening Officer** Review.
- (7) 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 **Town** a **Fee – Screening No-Show**.

- (8) On a review of the **Administrative Penalty**, the **Screening Officer** may in a **Screening Decision**:
- (a) Affirm the **Administrative Penalty**;
 - (b) Cancel the **Administrative Penalty**;
 - (c) Reduce the **Administrative Penalty** to the **Early Payment**; or
 - (d) Extend the time for payment, including any **Late Payment Administrative Fees**.
- (9) A **Screening Officer** shall only cancel or reduce payment of an **Administrative Penalty**, or extend the time for payment of an **Administrative Penalty** in a **Screening Decision** under the following circumstances:
- (a) the **Person** establishes, on a balance of probabilities, that the offence did not occur as alleged on the **Penalty Notice**; or
 - (b) the cancellation or reduction of an **Administrative Penalty**, or extended time for payment of an **Administrative Penalty**, including any **Late Payment Administrative Fees**, is necessary to reduce undue hardship.
- (10) Where a **Person** does not make a payment by the due date as determined by the **Screening Officer** in a **Screening Decision**, the **Administrative Penalty** will return to the **Set Penalty Amount** plus any applicable **Administrative Fee(s)**.
- (11) A **Person** who has been served with a **Screening Decision** pursuant to this By-law may appeal the **Screening Decision** to a **Hearing Officer**, and shall do so within fifteen (15) calendar days after the **Screening Decision** was issued.
- (12) 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.

7. Review By Hearing Officer

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

- (1) 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**.
- (2) 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 issued that the **Hearing Officer** extend the time to appeal.
- (3) 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 **Town** 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;
 - (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 fifteen (15) days from the date the **Screening Decision** was issued; and
 - (d) the reasons for which the appeal has been requested.
- (4) 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 **Town** in accordance with Section 8 of this By-law.
- (5) The **Person** shall be given no fewer than seven (7) calendar days' notice as provided by Section 8 of the date, time, and place of the hearing of the appeal by the **Hearing Officer**.
- (6) 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 **Town** a **Fee – Hearing No-Show**.
- (7) 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.
- (8) 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**.
- (9) Every **Person** who requests a review by the **Hearing Officer** shall receive a **Hearing Decision**, served in accordance with Section 8 of this By-law.
- (10) The decision of a **Hearing Officer** is final and not subject to review, including review by any Court.
- (11) All hearings by a **Hearing Officer** shall be conducted in accordance with the Statutory Powers and Procedures Act, R.S.O. 1990, c. S.22, as amended.

- (12) A **Hearing 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.
- (13) Every **Person** who receives an upheld decision in a review by the **Hearing Officer** in relation to a **Penalty Notice** issued through the Administrative Monetary Penalty System established by this By-law shall be responsible for an additional fee of \$25 for the purpose of the **Town** recovering administrative costs associated to the **Hearing Officer** Review.

8. Service of Documents

- (1) The service on a **Person** of any document, notice, or decision, including but not limited to a **Penalty Notice** pursuant to this By-law, is deemed to have been served on the earliest of any of the following dates:
 - (a) when a copy is placed or affixed in any manner to a **Person's** vehicle;
 - (b) when a copy is hand-delivered to the **Person** to whom it is addressed;
 - (c) when a copy is delivered by regular mail to the **Person** to whom it is addressed;
 - (d) on the seventh (7th) calendar day following the date a copy is sent by regular mail to the **Person's** last known address; or
 - (e) immediately upon sending a copy by electronic mail (email) to the **Person's** last known electronic mail address.
- (2) Any notice or document to be given to the **Town** in respect of this By-law shall be in writing and delivered in any of the following manners:
 - (a) **Personally** delivering a copy to the **Town** during its regular business hours to "AMPS Program, Legislative Services Department – **Town** of Newmarket, 395 Mulock Dr, Newmarket, ON, L3Y 4Y9".

9. Administration

- (1) The Director of Legislative Services or their designate shall administer this By-law and establish any additional practices, policies, and procedures necessary to implement this By-law and may amend such practices, policies, and procedures from time to time, as the Director deems necessary, without amendment to this By-law.
- (2) The Director of Legislative Services or their designate shall prescribe all forms and notices, including the **Penalty Notice**, necessary to implement this By-law and may amend such forms and notices from time to time, as the Director deems necessary, without amendment to this By-law.
- (3) The positions of **Screening Officer** and **Hearing Officer** are established through delegated authority and shall be appointed by the Director of Legislative Services.

- (4) Municipal Enforcement **Officers** shall not accept payment of an **Administrative Penalty** respecting a **Penalty Notice**.
- (5) Where an **Administrative Penalty** and any applicable **Administrative Fee(s)** are not paid by the date on which they are due and payable, the **Town**:
 - (a) may notify the Ontario Ministry of Transportation (the “Ministry”) of the default after thirty (30) days, at which time the Ministry shall not validate the permit of the **Person** named in the notice of default nor issue a new permit to the **Person** until the **Administrative Penalty** and any applicable **Administrative Fee(s)** are paid to the **Town**; or
 - (b) shall deem the outstanding amount to be unpaid taxes and shall be added to the tax roll and collected in the same manner as municipal taxes.
- (6) Where the **Town** notifies the Ministry of a default under this By-law, the **Person** shall pay any applicable administration fee(s) imposed by the Ministry.
- (7) Where an **Administrative Penalty** or any **Administrative Fees** are not paid within thirty (30) days after the date they become due and payable, each **Person** to whom the **Penalty Notice** was issued shall pay to the **Town** a **Fee – MTO Plate Denial**.
- (8) Where an **Administrative Penalty** is cancelled, any **Administrative Fee(s)** are also cancelled.
- (9) Once a **Penalty Notice** has been paid there is no further option for dispute.

10. Severability

- (1) 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, shall 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.

11. Interpretation

- (1) The provisions in Part VI of the Legislation Act, 2006, S.O. 2006, c.21, Sched. F, shall apply to this By-law.
- (2) Where words and phrases used in this By-law are defined in the Highway Traffic Act, but not defined in this By-law, the definitions in the Highway Traffic Act shall apply to such words and phrases.

12. Short Title

- (1) This By-law may be referred to as the AMPS By-law.

13. Effective Date

- (1) This By-law shall come into force and effect on the 15th day of January 2020

Enacted this 30th day of September 2019.

Schedule “A”

Administrative Monetary Penalty System By-law 2019-62 Designated By-law Provisions

1. For the purposes of Section 3 of this By-law, Column A3 in the following table lists the provisions in the **Designated By-law** identified in the Schedule, as amended.
2. Column A4 in the following table sets out the short form wording to be used in a **Penalty Notice** for the contravention of the designated provisions listed in Column A3.
3. Column A6 in the following table set out the **Administrative Penalty** for the **Set Penalty Amount** in accordance with Section 5(5)(b) of this By-law that is payable for contraventions of the designated provisions listed in Column A3.
4. The penalties shown in Column A5 below include a twenty five percent (25%) discount for **Early Payment** in accordance with Section 5(5)(a) of this By-law that is payable for contraventions of the designated provisions listed in Column A3.
5. The penalties shown in column A7 below include a twenty five percent (25%) surcharge for **Late Payment** in accordance with Section 5(5)(c) of this By-law that is payable for contraventions of the designated provisions listed in Column A3.

A1 By-law	A2 Item #	A3 Section	A4 Description	A5 Early Payment	A6 Set Penalty	A7 Late Payment
Accessory Dwelling Units By-law 2013-13						
Accessory Dwelling Units By-law 2013- 13, as amended	1.	2	Operate or permit occupancy in unregistered two unit house	450.00	600.00	750.00
	2.	3(a)	Failure to register two-unit house	450.00	600.00	750.00
	3.	9(a)	Obstruct a Municipal Enforcement Officer	450.00	600.00	750.00
Animal Control By-law 2020-30						
Animal Control By-law 2020-30, as amended	4.	4(2)	Dog noise causing a disturbance	225.00	300.00	375.00
	5.	4(3)	Control more than the maximum permitted dogs/cats	225.00	300.00	375.00
	6.	4(4)	Keep more than the maximum permitted dog/cats	225.00	300.00	375.00
	7.	4(5)(a)	Permit Dangerous Dog in a leash-free park	225.00	300.00	375.00
	8.	4(6)	Failure to stoop and scoop	225.00	300.00	375.00
	9.	4(7)	Keep Animal contrary to Schedule A of this By-law	450.00	600.00	750.00
	10.	4(8)	Failure to provide proof of grandfathered animal	450.00	600.00	750.00
	11.	4(9)	Failure to comply with conditions of grandfathered animal	225.00	300.00	375.00
12.	4(10)	Failure to provide Town with new address of	225.00	300.00	375.00	

Animal Control By-law 2020-30, as amended			grandfathered animal				
	13.	5(3)	Leave Animal in Vehicle contrary to conditions	300.00	400.00	500.00	
	14.	5(4)(a)	Failure to provide Animal sanitary environment	300.00	400.00	500.00	
	15.	5(4)(b)	Failure to provide Animal adequate care	300.00	400.00	500.00	
	16.	5(4)(c)	Failure to provide Animal adequate food and water	300.00	400.00	500.00	
	17.	5(4)(d)	Failure to provide Animal shelter	300.00	400.00	500.00	
	18.	5(4)(e)	Failure to provide Animal Veterinary care	300.00	400.00	500.00	
	19.	5(5)	Keep Animal in a condition that causes a disturbance	300.00	400.00	500.00	
	20.	5(6)	Keep Animal in a manner that endangers the health of others	300.00	400.00	500.00	
	21.	6(1)(a)	Use tether less than 3m	300.00	400.00	500.00	
	22.	6(1)(b)	Failure to allow tethered Animal unrestricted movement	300.00	400.00	500.00	
	23.	6(1)(c)	Failure to constrain a tethered Animal to property	300.00	400.00	500.00	
	24.	6(1)(d)	Failure to provide tethered animal water, food, shelter, or shade	300.00	400.00	500.00	
	25.	6(2)	Tether Animal using prohibited device	300.00	400.00	500.00	
	26.	6(3)	Tether Animal for more than 3 hours	300.00	400.00	500.00	
	27.	7(1)	Feed or permit the feeding of wildlife	225.00	300.00	375.00	
	28.	7(2)	Permit or cause a feeding device to be left outside	225.00	300.00	375.00	
	29.	8(1)	Failure to submit Urban Hens application	225.00	300.00	375.00	
	30.	8(2)	Keep more than three Urban Hens	225.00	300.00	375.00	
	31.	8(3)	Keep Urban Hen under the age of 4 months	225.00	300.00	375.00	
	32.	8(4)	Keep Rooster on residential property	225.00	300.00	375.00	
	33.	8(6)	Failure to keep Urban Hen in coop between 9:00pm and 6:00am	225.00	300.00	375.00	
	34.	8(7)	Failure to keep Urban Hen in run	225.00	300.00	375.00	
	35.	8(13)	Failure to maintain hen coop or hen run	225.00	300.00	375.00	
	36.	8(14)	Permit the slaughter of hens	300.00	400.00	500.00	
	37.	8(15)	Improper disposal of livestock	300.00	400.00	500.00	
	38.	9(2)	Failure to comply with a Training Order	300.00	400.00	500.00	
	39.	9(3)(a)	Failure to comply with Notice to Muzzle on owner's property	300.00	400.00	500.00	
	40.	9(3)(b)	Failure to comply with Notice to Muzzle when off of owner's property	300.00	400.00	500.00	
	41.	9(4)	Failure to prevent dog from engaging in a dangerous Act	450.00	600.00	750.00	
	42.	9(7)	Failure to comply with a Dangerous Dog Order	450.00	600.00	750.00	
	43.	12(1)	Failure to licence cat/dog	300.00	400.00	500.00	
	44.	12(2)	Failure to affix licence to cat/dog	300.00	400.00	500.00	
	45.	12(5)	Provide false information when licensing animal	300.00	400.00	500.00	
	46.	13(1)	Permit dog at large	300.00	400.00	500.00	
	47.	13(3)	Permit dog in area contrary to posted signage	300.00	400.00	500.00	
	48.	13(4)	Permit cat at large	300.00	400.00	500.00	
	Business Licence By-law 2020-31						
	Business Licence By-law 2020-31, as amended	49.	3(1)	Operate without a business licence	450.00	600.00	750.00
		50.	3(2)	Failure to comply with legislation	225.00	300.00	375.00
		51.	3(3)	Operate business at more than one premises	225.00	300.00	375.00
		52.	3(5)	Failure to display business licence			
		53.	3(8)(a)	Advertising without a business licence	225.00	300.00	375.00
		54.	3(8)(b)	Improper business name advertised	225.00	300.00	375.00
		55.	3(8)(c)	Advertise products or services contrary to Town by-laws	225.00	300.00	375.00
		56.	3(9)	Carry on business on Town property without authorization	225.00	300.00	375.00
		57.	4(2)	Obstruct a Licensing Officer	450.00	600.00	750.00
		58.	7(9)	Operate business while licence is suspended	450.00	600.00	750.00
59.		7(10)	Advertise business while licence is suspended	225.00	300.00	375.00	
60.		7(12)	Remove posted notice of suspension	225.00	300.00	375.00	
61.		7(14)	Remove posted notice of no business licence	225.00	300.00	375.00	
Business Licence By-law 2020-31, as amended		62.	8.1(1)	Failure to maintain Pet Store	225.00	300.00	375.00
	63.	8.1(2)	Failure to keep animal or bird in adequate conditions	225.00	300.00	375.00	
	64.	8.1(3)(a)	Failure to provide adequate cage size	225.00	300.00	375.00	
	65.	8.1(3)(b)	Failure to keep or maintain bird cage	225.00	300.00	375.00	
	66.	8.1(3)(c)	Improper cage construction	225.00	300.00	375.00	
	67.	8.1(3)(d)	Improper food and water receptacles	225.00	300.00	375.00	
	68.	8.1(3)(e)	Failure to provide undue physical contact with the public	225.00	300.00	375.00	
	69.	8.1(4)	Failure to provide water	225.00	300.00	375.00	
	70.	8.1(5)	Failure to provide food	225.00	300.00	375.00	
	71.	8.1(6)(a)	Failure to provide health assessment	225.00	300.00	375.00	

Business Licence By-law 2020-31, as amended	72.	8.1(6)(b)	Source cat or dog for purpose of sale contrary to by-law	600.00	800.00	1000.00	
	73.	8.1(6)(c)	Failure to provide cat or dog with reasonable exercise	225.00	300.00	375.00	
	74.	8.1(6)(d)	Keep or sell sick, injured, or diseased animals	225.00	300.00	375.00	
	75.	8.1(6)(e)	Display animal in exterior window display	225.00	300.00	375.00	
	76.	8.1(6)(f)	Sell or offer for sale any animal prior to normal weaning age	225.00	300.00	375.00	
	77.	8.1(6)(g)	Failure to provide descriptive receipt	225.00	300.00	375.00	
	78.	8.1(7)	Failure to maintain or provide cat or dog registry	225.00	300.00	375.00	
	79.	8.1(8)	No attendant present during business hours	225.00	300.00	375.00	
	80.	8.1(9)	Sell or offer for sale animal listed on prohibited animals list	450.00	600.00	750.00	
	81.	8.1(10)	Failure to disclose stolen or unlawfully obtained animal	450.00	600.00	750.00	
	82.	8.1(11)	Failure to seek medical attention for animal as directed	450.00	600.00	750.00	
	83.	8.2(1)	More than 1 STR on a lot	225.00	300.00	375.00	
	84.	8.2(2)	Operate STR in more than 1 dwelling unit	225.00	300.00	375.00	
	85.	8.2(3)	Failure to provide adequate parking for STR	225.00	300.00	375.00	
	86.	8.2(5)	Failure to notify Town of changes to STR operations	225.00	300.00	375.00	
	87.	8.2(6)(a)	Provide sleeping accommodations in vehicle, tent, or accessory building	450.00	600.00	750.00	
	88.	8.2(6)(b)	Exceed number of bedrooms permitted for STR	225.00	300.00	375.00	
	89.	8.2(6)(c)	Exceed number of guests permitted for STR	225.00	300.00	375.00	
	90.	8.2(6)(d)	Permit beds or bedrooms to be used contrary to licence	225.00	300.00	375.00	
	Business Licence By-law 2020-31, as amended	91.	8.2(7)	Failure to post or display business licence number on marketing	225.00	300.00	375.00
		92.	8.2(9)	Failure to respond to STR concerns within 2 hours	225.00	300.00	375.00
93.		8.2(10)	Failure to provide contact information	225.00	300.00	375.00	
94.		8.2(11)	Operate or market part of or whole dwelling unit without a licence	225.00	300.00	375.00	
95.		8.2(12)	Failure to post sign for STR	225.00	300.00	375.00	
96.		8.2(14)	Market STR on unlicensed STR Company platform	225.00	300.00	375.00	
97.		8.3(1)	Operate STR Company without a licence	450.00	600.00	750.00	
98.		8.3(2)	Advertise STR that has not obtained a licence	225.00	300.00	375.00	
99.		8.3(3)	Failure to remove listing or advertisement as requested by Town	225.00	300.00	375.00	
100.		8.3(7)	Failure to maintain records by STR Company	225.00	300.00	375.00	
101.		8.3(9)	Failure to provide records upon request	225.00	300.00	375.00	
102.	8.3(10)	Failure to create platform accounts upon request	225.00	300.00	375.00		
103.	8.3(11)	Obstruct access to platform accounts	225.00	300.00	375.00		
104.	8.4(4)	Failure to comply with hours of operation permitted	225.00	300.00	375.00		
105.	8.4(5)	Failure to install or maintain Opaque Barrier	150.00	200.00	250.00		
106.	8.4(6)	Failure to deflect lighting	150.00	200.00	250.00		
107.	8.5(2)	Failure to comply with hours of operation permitted	225.00	300.00	375.00		
108.	8.5(3)	Permit live music contrary to bylaw	150.00	200.00	250.00		
109.	8.5(6)	Failure to install or maintain Opaque Barrier	150.00	200.00	250.00		
110.	8.5(7)	Failure to deflect lighting	150.00	200.00	250.00		
111.	8.6(1)	Failure to provide accurate floor plan	225.00	300.00	375.00		
112.	8.6(5)(a)	Unauthorized attendant	450.00	600.00	750.00		
113.	8.6(5)(b)	Failure to maintain records	225.00	300.00	375.00		
114.	8.6(5)(c)	Failure to pre-screen customer	225.00	300.00	375.00		
115.	8.6(5)(d)	Permit attendant to be nude	1,800.00	2,400.00	3,000.00		
116.	8.6(5)(e)	Offer or provide sexual services	1,800.00	2,400.00	3,000.00		
117.	8.6(6)	Advertise contrary to conditions	450.00	600.00	750.00		
118.	8.6(7)	Operate when prohibited	450.00	600.00	750.00		
119.	8.6(8)	Use of unauthorized entrance	225.00	300.00	375.00		
120.	8.6(9)(a)	Human habitation in PWE	450.00	600.00	750.00		
121.	8.6(9)(b)	Furniture used for sleeping purposes	450.00	600.00	750.00		

By-law 2002-151 (Licensing)						
By-law 2002-151 Schedule 1 Adult Entertainment Parlours	122.	1.2	Operate without an Adult Entertainment Parlour Owner's licence	450.00	600.00	750.00
	123.	1.3	Operate without an Adult Entertainment Parlour Operator's licence	450.00	600.00	750.00
By-law 2002-151 Schedule 2 Adult Video Stores	124.	2.2	Operate without an Adult Video Store licence	450.00	600.00	750.00
	125.	2.25	Failure to post licence in premise	225.00	300.00	375.00
	126.	2.28	Advertise business contrary to conditions	225.00	300.00	375.00
By-law 2002-151 Schedule 15 Newspaper Boxes	127.	15.2	Failure to notify Town of newspaper box on Town property	450.00	600.00	750.00
	128.	15.8	Failure to maintain newspaper box	225.00	300.00	375.00
Clean Yards By-law 2017-63						
Clean Yards By-law 2017-63, as amended	129.	2.1	Failure to maintain property	150.00	200.00	250.00
	130.	2.2	Failure to provide ground cover	150.00	200.00	250.00
	131.	2.3	Failure to maintain natural garden in living condition	150.00	200.00	250.00
	132.	2.4	Unsightly growth	150.00	200.00	250.00
	133.	2.5	Noxious weeds	150.00	200.00	250.00
	134.	2.6	Grass/weeds exceeding 20cm in height	150.00	200.00	250.00
	135.	2.7	Failure to maintain trees on property	150.00	200.00	250.00
	136.	2.8	Spread dust or dirt onto neighbouring property	150.00	200.00	250.00
	137.	2.9	Failure to maintain pool in good repair	150.00	200.00	250.00
	138.	3.1(a)	Store or keep motor vehicle missing parts	150.00	200.00	250.00
	139.	3.1(b)	Unlicensed motor vehicle on property	150.00	200.00	250.00
	140.	3.1(c)	Store or keep motor vehicle parts	150.00	200.00	250.00
	141.	3.1(d)	Store or keep derelict motor vehicle	150.00	200.00	250.00
	142.	4.1	Permit composting contrary to by-law	150.00	200.00	250.00
	143.	4.2(a)	Failure to compost in rear yard	150.00	200.00	250.00
	144.	4.2(b)	Failure to compost in container	150.00	200.00	250.00
	145.	4.2(c)	Failure to cover compost	150.00	200.00	250.00
	146.	4.2(d)	Animal feces in compost container	150.00	200.00	250.00
	147.	4.2(e)	Permit odour from composting	150.00	200.00	250.00
	148.	4.2(f)	Failure to maintain compost from attracting animals	150.00	200.00	250.00
	149.	4.2(g)	Failure to maintain composter setback requirements	150.00	200.00	250.00
	150.	5.1	Keep firewood contrary to by-law	150.00	200.00	250.00
	151.	5.2(b)	Exceed 15% of total yard area for firewood storage	150.00	200.00	250.00
	152.	5.2(c)	Improper storage of firewood in rear yard	150.00	200.00	250.00
	153.	5.2(d)	Improper storage of firewood in side yard	150.00	200.00	250.00
	154.	5.2(e)	Pile firewood along fence	150.00	200.00	250.00
	155.	6.1	Place or permit Graffiti	150.00	200.00	250.00
	156.	6.2	Failure to maintain property free of graffiti	150.00	200.00	250.00
	157.	7.1	Permit standing water	150.00	200.00	250.00
	158.	8.1	Failure to maintain boulevard	150.00	200.00	250.00
	159.	8.2	Failure to maintain boulevard gardens	150.00	200.00	250.00
	160.	8.3	Failure to maintain plantings from encroachment	150.00	200.00	250.00
161.	8.4	Failure to maintain sidewalk	150.00	200.00	250.00	
162.	11.5	Obstruct a Municipal Enforcement Officer	450.00	600.00	750.00	
Clothing Donation Bins By-law 2016-33						
Clothing Donation Bins By-law 2016-33, as amended	163.	2.1	Operate without a Clothing Donation Bin Operator licence	450.00	600.00	750.00
	164.	3.2	Clothing Donation Bin on Town property	450.00	600.00	750.00
	165.	3.3	Clothing Donation Bin located at unauthorized location	225.00	300.00	375.00
	166.	4.1(a)	Failure to display name on bin	225.00	300.00	375.00
	167.	4.1(d)	Failure to display pick-up schedule for donations	225.00	300.00	375.00
	168.	4.2(b)	Failure to properly affix sticker on bin	225.00	300.00	375.00
	169.	6.1	Obstruct a Municipal Enforcement Officer	450.00	600.00	750.00
Election Sign By-law 2022-18						
Election Sign By-law 2022-16, as amended	170.	6.6	Failure to lawfully place/display election sign	25.00	25.00	25.00
	171.	8.2	Obstruct a Municipal Enforcement Officer	450.00	600.00	750.00
Fence By-law 2019-20						
Fence By-law 2019-20, as amended	172.	3.1	Erect fence using improper material	150.00	200.00	250.00
	173.	3.2	Failure to construct water gate	150.00	200.00	250.00
	174.	3.3	Obstruct water gate	150.00	200.00	250.00
	175.	3.4	Obstruct access to meter	150.00	200.00	250.00
	176.	3.5	Fence greater than 20cm in width	150.00	200.00	250.00

	177.	3.6	Failure to maintain fence in good repair	150.00	200.00	250.00
	178.	4.1(a)	Rear yard fence exceeding permitted height	150.00	200.00	250.00
	179.	4.1(b)	Interior side yard fence exceeding 1.9m in height	150.00	200.00	250.00
	180.	4.1(c)	Front yard fence exceeding 1m in height	150.00	200.00	250.00
	181.	4.1 (d)	Exterior side yard fence exceeding 1.8m in height	150.00	200.00	250.00
Fireworks By-law 2015-18						
Fireworks By-law 2015-18, as amended	182.	3.1	Offer for sale, cause, or permit to be sold fireworks	450.00	600.00	750.00
	183.	3.2	Discharge any prohibited fireworks	450.00	600.00	750.00
	184.	3.3	Sell consumer fireworks 7 days prior to Victoria or Canada Day	225.00	300.00	375.00
	185.	3.6	Display in any store window any type of fireworks	450.00	600.00	750.00
	186.	3.8	Sell or offer for sale fireworks without a licence	450.00	600.00	750.00
	187.	3.10	Discharge fireworks on Town property without a permit	450.00	600.00	750.00
	188.	3.11	Discharge fireworks on private property without a permit	450.00	600.00	750.00
	189.	6.1	Discharge fireworks when prohibited	450.00	600.00	750.00
Loitering By-law 1997-113						
Loitering By-law 1997-113, as amended	190.	2	Loiter, disturb, or cause public nuisance on highway	150.00	200.00	250.00
	191.	3	Loiter, disturb, or cause public nuisance in public place	150.00	200.00	250.00
Mobile Business Licence By-law 2020-07						
Mobile Business Licence By-law 2020-07	192.	3(1)(a)	Operate without a business licence	450.00	600.00	750.00
	193.	3(1)(c)	Failure to comply with condition of licence	225.00	300.00	375.00
	194.	3(2)	Failure to comply with legislation	225.00	300.00	375.00
	195.	3(3)	Failure to display business licence	225.00	300.00	375.00
	196.	3(5)(a)	Advertising without a business licence	225.00	300.00	375.00
	197.	3(5)(b)	Improper business name advertised	225.00	300.00	375.00
	198.	3(6)	Carry on business on Town property without authorization	225.00	300.00	375.00
	199.	3(7)	Failure to possess business licence	225.00	300.00	375.00
	200.	3(8)	Smoke or permit smoking in business vehicle	225.00	300.00	375.00
	201.	4(2)	Obstruct a Licensing Officer	450.00	600.00	750.00
Mobile Business Licence By-law 2020-07	202.	7(9)	Operate business while licence is suspended	450.00	600.00	750.00
	203.	7(10)	Advertise business while licence is suspended	225.00	300.00	375.00
	204.	7(12)	Remove posted notice of suspension	225.00	300.00	375.00
	205.	7(14)	Remove posted notice of no business licence	225.00	300.00	375.00
	206.	8.1(2)	Failure to comply with Taxicab Driver requirements	225.00	300.00	375.00
	207.	8.1(3)	Failure to display Taxicab Driver information	225.00	300.00	375.00
	208.	8.1(4)(b)	Failure to disclose Fare for Taxicab Trip	225.00	300.00	375.00
	209.	8.1(4)(c)	Failure to notify Town of Taxicab Driver	225.00	300.00	375.00
	210.	8.1(4)(d)	Failure to notify Town of Taxicab	225.00	300.00	375.00
	211.	8.1(5)(a)	Failure to provide required Taxicab Driver information	225.00	300.00	375.00
	212.	8.1(5)(b)	Failure to provide required Taxicab information	225.00	300.00	375.00
	213.	8.1(6)	Failure to maintain Taxicab Trip information	225.00	300.00	375.00
	214.	8.1(10)	Failure to remove Taxicab Driver	225.00	300.00	375.00
	215.	8.1(12)	Failure to comply with Taxicab requirements	450.00	600.00	750.00
	216.	8.1(13)	Permit unauthorized passenger(s) in Taxicab	225.00	300.00	375.00
	217.	8.2(2)	Failure to comply with TNC Driver requirements	225.00	300.00	375.00
	218.	8.2(3)(b)	Permit hail ride for TNC	225.00	300.00	375.00
	219.	8.2(3)(c)	Failure to maintain Safety Standard Certificate in TNC Vehicle	225.00	300.00	375.00
Mobile Business Licence By-law 2020-07	220.	8.2(4)(c)	Failure to provide third party audit records	225.00	300.00	375.00
	221.	8.2(6)(a)	Failure to disclose Fare for TNC Trip	225.00	300.00	375.00
	222.	8.2(6)(c)	Failure to charge proper Fare for TNC Trip	225.00	300.00	375.00
	223.	8.2(6)(d)	Failure to maintain TNC Trip information	225.00	300.00	375.00
	224.	8.2(7)	Failure to use GPS on TNC App	225.00	300.00	375.00
	225.	8.2(8)	Failure to provide TNC Driver information via TNC App	225.00	300.00	375.00
	226.	8.2(9)	Failure to provide electronic receipt via TNC App	225.00	300.00	375.00
	227.	8.2(10)(a)	Failure to provide required TNC Driver information	225.00	300.00	375.00
	228.	8.2(10)(b)	Failure to provide required TNC Vehicle information	225.00	300.00	375.00
	229.	8.2(11)	Failure to maintain TNC Trip records	225.00	300.00	375.00
	230.	8.2(15)	Failure to remove TNC Driver from TNC App	225.00	300.00	375.00
	231.	8.2(17)	Failure to comply with TNC Vehicle requirements	450.00	600.00	750.00
	232.	8.3(2)	Failure to comply with Refreshment Vehicle Operator requirements	225.00	300.00	375.00
	233.	8.3(3)	Failure to display Refreshment Vehicle Operator information	225.00	300.00	375.00
	234.	8.3(4)	Failure to comply with Refreshment Vehicle conditions	225.00	300.00	375.00
	235.	8.3(5)(a)	Permit amplified sounds	225.00	300.00	375.00
	236.	8.3(5)(b)	Unlawful seating for Refreshment Vehicle customers	225.00	300.00	375.00
	237.	8.3(6)(a)	Failure to maintain Refreshment Vehicle	225.00	300.00	375.00
	238.	8.3(6)(b)	Failure to clean up refuse from Refreshment Vehicle	225.00	300.00	375.00

Mobile Business Licence By-law 2020-07	239.	8.3(6)(c)	Failure to notify the Town of Refreshment Vehicle Operator	225.00	300.00	375.00
	240.	8.3(7)	Failure to comply with Refreshment Vehicle – Type 1 conditions	225.00	300.00	375.00
	241.	8.3(8)	Failure to obtain Special Event Organizer Licence	225.00	300.00	375.00
	242.	8.3(9)	Operate Refreshment Vehicle contrary to conditions	450.00	600.00	750.00
	243.	8.4(3)	Failure to maintain Limousine documents	225.00	300.00	375.00
	244.	8.4(4)	Failure to comply with Limousine Driver requirements	225.00	300.00	375.00
	245.	8.4(5)	Failure to display Limousine Driver information	225.00	300.00	375.00
	246.	8.4(6)(a)	Failure to notify Town of Limousine Driver	225.00	300.00	375.00
	247.	8.4(7)(a)	Permit too many passengers in Limousine	225.00	300.00	375.00
	248.	8.4(7)(b)	Permit a Limousine to operate with obstructed view	450.00	600.00	750.00
	249.	8.4(8)	Failure to comply with Limousine requirements	450.00	600.00	750.00
	250.	8.5(4)(a)	Failure to provide MTO Driving Instructor's Licence	225.00	300.00	375.00
	251.	8.5(4)(b)	Failure to carry a valid driver's licence	225.00	300.00	375.00
	252.	8.5(4)(c)	Failure to provide driving instruction/test documentation	225.00	300.00	375.00
	253.	8.5(4)(d)	Failure to affix Sticker Plate on Driving School Instructor Vehicle	225.00	300.00	375.00
	254.	8.5(4)(e)	Failure to affix roof sign on Driving School Instructor Vehicle	225.00	300.00	375.00
	255.	8.5(5)	Operate in Restricted Area	450.00	600.00	750.00
	256.	8.6(2)(a)	Failure to maintain Tow Truck documents	225.00	300.00	375.00
	257.	8.6(2)(b)	Failure to remove debris prior to towing a vehicle	225.00	300.00	375.00
	258.	8.6(2)(c)	Failure to remove debris within 8hrs following investigation	450.00	600.00	750.00
	259.	8.6(3)	Failure to comply with Tow Truck Driver requirements	450.00	600.00	750.00
	260.	8.6(4)	Failure to display Tow Truck Driver information	225.00	300.00	375.00
	261.	8.6(5)	Failure to notify Town of Tow Truck Driver	225.00	300.00	375.00
	262.	8.6(6)(a)	Failure to maintain Tow Truck;	225.00	300.00	375.00
	263.	8.6(6)(b)	Interfere with Tow Truck Company's contract	225.00	300.00	375.00
	264.	8.6(6)(c)	Recommend tow location to customer	225.00	300.00	375.00
	265.	8.6(6)(d)	Accept gift or payment from facility in exchange for business	225.00	300.00	375.00
	266.	8.6(6)(e)	Accept Drop Fee	225.00	300.00	375.00
267.	8.6(6)(f)	Failure to obtain consent to connect or tow	225.00	300.00	375.00	
268.	8.6(6)(g)	Stop, stand, or park within 200m of Collision Scene	225.00	300.00	375.00	
269.	8.6(6)(h)	Remove vehicle from Collision Scene without permission	225.00	300.00	375.00	
270.	8.6(6)(i)	Permit unauthorized passenger(s) in Tow Truck	225.00	300.00	375.00	
271.	8.6(7)	Failure to provide or maintain Tow Truck Equipment	225.00	300.00	375.00	
272.	8.6(8)(a)	Failure to comply with Tow Truck Vehicle requirements	225.00	300.00	375.00	
273.	8.6(8)(b)	Failure to affix Sticker Plate on Tow Truck Vehicle	225.00	300.00	375.00	
274.	8.6(9)	Failure to comply with towing rates	450.00	600.00	750.00	
275.	8.6(10)	Failure to comply with Re-Tow towing rates	450.00	600.00	750.00	
276.	8.6(11)(a)	Failure to maintain Tow Truck Driver information	225.00	300.00	375.00	
277.	8.6(11)(b)	Failure to maintain Tow Truck information	450.00	600.00	750.00	
278.	8.6(12)	Failure to maintain Tow Truck Trip information	225.00	300.00	375.00	
279.	8.6(13)	Failure to maintain run sheets	225.00	300.00	375.00	
280.	8.6(14)	Failure to provide affiliated Public Garage information	225.00	300.00	375.00	
Noise By-law 2017-76						
Noise By-law 2017-76, as amended	281.	3.1	Make, cause or permit the emission of noise likely to disturb	150.00	200.00	250.00
	282.	3.2(a)	Make, cause or permit tires to squeal	150.00	200.00	250.00
	283.	3.2(b)	Operate a combustion engine without an effective exhaust or muffler	150.00	200.00	250.00
	284.	3.2(b)	Operate a pneumatic device without an effective exhaust or muffler	150.00	200.00	250.00
	285.	3.2(c)	Make, cause or permit the operation of a vehicle with a trailer to clank, squeal or other like noises	150.00	200.00	250.00
	286.	3.2(d)	Make, cause or permit the use of a horn, whistle, bell, or other	150.00	200.00	250.00
	287.	3.2(e)	Make, cause, or permit the operation of an air conditioner not in proper working order	150.00	200.00	250.00
	288.	3.2(e)	Make, cause or permit the operation of a pool pump or filter not in proper working order	150.00	200.00	250.00
	289.	3.2(e)	Make, cause or permit the operation of a heat pump not in proper working order	150.00	200.00	250.00
	290.	3.2(f)	Make, cause or permit noise from false alarm in excess of 10 minutes	150.00	200.00	250.00
	291.	3.2(g)	Make, cause or permit the operation of a roof top unit not in proper working order	150.00	200.00	250.00
	292.	4.1	Make or permit noise during prohibited time	150.00	200.00	250.00
Parking By-law 2019-62						
	293.	5(2)	Interfere with Authorized Sign	30.00	40.00	50.00
	294.	5(3)	Obstruct Authorized Sign	30.00	40.00	50.00

Parking By-law 2019-62, as amended	295.	6(1)(a)	Park facing wrong direction	30.00	40.00	50.00
	296.	6(1)(b)	Park more than 30cm from curb	30.00	40.00	50.00
	297.	6(1)(c)	Fail to park parallel to curb	30.00	40.00	50.00
	298.	7(1)(a)	Park within 9m of non-signalized intersection	37.50	50.00	62.50
	299.	7(1)(b)	Park within 15m of signalized intersection	37.50	50.00	62.50
	300.	7(1)(c)	Exceed posted time	30.00	40.00	50.00
	301.	7(1)(d)	Park contrary to traffic control device	30.00	40.00	50.00
	302.	7(1)(e)	Park causing obstruction	30.00	40.00	50.00
	303.	7(1)(f)	Park between 0200 and 0600 hrs	75.00	100.00	125.00
	304.	7(1)(g)	Park on boulevard	37.50	50.00	62.50
	305.	7(1)(h)	Park within 3m of hydrant	75.00	100.00	125.00
	306.	7(1)(i)	Park within 152m of firefighting apparatus	56.25	75.00	93.75
	307.	7(1)(j)	Park within 7m of fire hall entrance – same side	37.50	50.00	62.50
	308.	7(1)(k)	Park within 30m of fire hall entrance – opposite side	37.50	50.00	62.50
	309.	7(1)(l)	Park on a bridge	37.50	50.00	62.50
	310.	7(1)(m)	Park within 6m of bus stop	30.00	40.00	50.00
	311.	7(1)(n)	Park in a public laneway	30.00	40.00	50.00
	312.	7(1)(o)	Park on a median	37.50	40.00	50.00
	313.	7(1)(p)	Double park	37.50	50.00	62.50
	314.	7(1)(q)	Park within turning circle	30.00	40.00	50.00
	315.	7(1)(r)	Park displaying vehicle for sale	30.00	40.00	50.00
	316.	7(1)(s)	Park without valid registration	30.00	40.00	50.00
	317.	7(1)(t)	Parked while washing or repairing vehicle	30.00	40.00	50.00
	318.	7(1)(u)	Exceed 3 consecutive hours	30.00	40.00	50.00
	319.	7(1)(v)	Park within 0.6m of driveway	37.50	50.00	62.50
	320.	7(1)(w)	Park obstructing previously parked vehicle	30.00	40.00	50.00
	321.	7(1)(x)	Park on narrow roadway	30.00	40.00	50.00
	322.	7(1)(y)	Park alongside railway tracks	30.00	40.00	50.00
	323.	7(1)(z)	Park causing obstruction to building	30.00	40.00	50.00
	324.	7(1)(aa)	Park within 15m of Authorized Sign intersection	30.00	40.00	50.00
	325.	7(1)(bb)	Park within 30m of traffic signal intersection	37.50	50.00	62.50
	326.	7(1)(cc)	Park within a turning basin	30.00	40.00	50.00
	327.	7(1)(dd)	Interfere with funeral procession	30.00	40.00	50.00
	328.	7(1)(ee)	Park within 15m of dead-end roadway	30.00	40.00	50.00
	329.	7(1)(ff)	Park within 3m of walkway	30.00	40.00	50.00
330.	7(1)(gg)	Park within Unauthorized Area	75.00	100.00	125.00	
331.	7(2)	Park commercial vehicle on street	41.25	55.00	68.75	
332.	7(3)	Park trailer on street	41.25	55.00	68.75	
333.	7(4)(a)	Park within 15m of crosswalk – same side	37.50	50.00	62.50	
334.	7(4)(b)	Park within 30m of crosswalk – opposite side	37.50	50.00	62.50	
335.	7(5)(a)	Unauthorized parking on private property	30.00	40.00	50.00	
336.	7(5)(b)	Unauthorized parking on Town property	30.00	40.00	50.00	
337.	7(5)(c)	Park during restricted time	30.00	40.00	50.00	
338.	8(1)(a)	Stop within intersection	37.50	50.00	62.50	
339.	8(1)(b)	Stop within 9m of pedestrian crossover	37.50	50.00	62.50	
340.	8(1)(c)	Stop within 9m of School Crossing Guard	37.50	50.00	62.50	
341.	8(1)(d)	Stop causing obstruction	37.50	50.00	62.50	
342.	8(1)(e)	Stop contrary to traffic control device	30.00	40.00	50.00	
343.	8(1)(f)	Stop parallel to vehicle	30.00	40.00	50.00	
344.	8(1)(g)	Stop on a bridge	37.50	50.00	62.50	
345.	8(1)(h)	Stop within tunnel	37.50	50.00	62.50	
346.	8(1)(i)	Stop obstructing traffic	56.25	75.00	93.75	
347.	8(1)(j)	Stop within turning circle	37.50	50.00	62.50	
348.	8(1)(k)	Stop within Unauthorized Area	75.00	100.00	125.00	
349.	9(3)	Park within fire route	112.50	150.00	187.50	
350.	10(1)	Park contrary to No Parking sign	37.50	50.00	62.50	
351.	11(1)	Stop contrary to No Stopping sign	37.50	50.00	62.50	
352.	13(1)(a)	Park contrary to municipal parking area	30.00	40.00	50.00	
353.	13(1)(b)	Park in more than one space	30.00	40.00	50.00	
354.	13(1)(c)	Unauthorized parking in municipal parking area	30.00	40.00	50.00	
355.	14(1)(a)	Failure to display accessible permit	300.00	300.00	300.00	
356.	14(1)(b)	Unauthorized use of accessible permit	300.00	300.00	300.00	
357.	17(2)	Obstruct a Municipal Enforcement Officer	75.00	100.00	125.00	
Parks By-law 2013-14						
Parks By-law 2013-14, as amended	358.	2.1	Enter restricted area	150.00	200.00	250.00
	359.	2.2.1(a)	Violent, threatening, or unlawful conduct	150.00	200.00	250.00
	360.	2.2.1(b)	Cast, throw, or propel object endangering person or property	150.00	200.00	250.00
	361.	2.2.1(c)	Create nuisance causing a disturbance	150.00	200.00	250.00
	362.	2.2.1(e)	Remove, relocate, or damage equipment or signage	150.00	200.00	250.00
	363.	2.5.1(a)	Climb structure not intended to be climbed	150.00	200.00	250.00
	364.	2.5.1(b)	Damage or remove vegetation	150.00	200.00	250.00
	365.	2.5.1(c)	Damage or remove structure	150.00	200.00	250.00
	366.	2.7	Consume, serve, or sell alcohol	150.00	200.00	250.00
	367.	2.9.1(a)	Remove, cut, or destroy tree on municipal property	150.00	200.00	250.00
	368.	3.1(a)	Access or occupy park for non-recreational use	150.00	200.00	250.00
	369.	3.1(b)	Enter or gather in park between 11:00pm and 5:00am	150.00	200.00	250.00

	370.	3.4	Operate loud speakers or amplified equipment in a park	150.00	200.00	250.00
	371.	3.5	Dwell, camp, or lodge in a park	150.00	200.00	250.00
	372.	3.6	Place, install, or erect a tent or structure in a park	150.00	200.00	250.00
	373.	4.1.1(b)	Interfere with organized activity	150.00	200.00	250.00
	374.	4.5.1	Skate where not permitted	150.00	200.00	250.00
	375.	4.8	Failure to comply with posted rules for tennis	150.00	200.00	250.00
	376.	5.1.1(a)	Operate bicycle in prohibited area	150.00	200.00	250.00
	377.	5.1.1(b)	Obstruct or endanger others while riding a bicycle	150.00	200.00	250.00
	378.	5.2	Ride, drive, or park motorized recreational vehicle in park	150.00	200.00	250.00
Pool Enclosure By-Law 2008-18						
Pool Enclosure By-law 2008-18, as amended	379.	9	Failure to obtain permit	225.00	300.00	375.00
	380.	10	Failure to construct pool enclosure	150.00	200.00	250.00
	381.	11	Failure to comply with pool enclosure requirements	150.00	200.00	250.00
	382.	13	Remove part of pool enclosure	150.00	200.00	250.00
	383.	14	Alter pool enclosure without permit	150.00	200.00	250.00
	384.	18	Construct pool causing obstruction to drainage	150.00	200.00	250.00
	385.	21	Permit discharge of water affecting neighbouring property	150.00	200.00	250.00
	386.	22	Failure to drain pool as required	150.00	200.00	250.00
Property Standards By-law 2017-62						
Property Standards By-law 2017-62, as amended	387.	3.3	Failure to remediate to acceptable standards	150.00	200.00	250.00
	388.	3.4	Permit to occupancy when standards are not met	150.00	200.00	250.00
	389.	3.5	Failure to repair or demolish	150.00	200.00	250.00
	390.	3.7	Remove posted notice	150.00	200.00	250.00
	391.	3.9	Failure to post contact information	150.00	200.00	250.00
	392.	6.1(9)	Dilapidated structure or accumulated materials causing a nuisance	150.00	200.00	250.00
	393.	6.1(10)	Failure to maintain yard from pests	150.00	200.00	250.00
	394.	6.1(12)	Unightly growth	150.00	200.00	250.00
	395.	6.1(15)	Construction bin in yard	150.00	200.00	250.00
	396.	6.1(17)	Interior furniture in yard	150.00	200.00	250.00
	397.	6.3(1)	Recurrent ponding of storm water in yard	150.00	200.00	250.00
	398.	6.3(2)	Instability or erosion of soil in yard	150.00	200.00	250.00
	399.	6.3(5)	Failure to maintain drainage pattern	150.00	200.00	250.00
	400.	7.3	Failure to maintain conditions which prevent passage	150.00	200.00	250.00
	401.	8.3(2)	Discharge water on walkways, stairs, or neighbouring property	150.00	200.00	250.00
	402.	9.1	Failure to maintain exterior lighting	150.00	200.00	250.00
	403.	10.1(1)	Failure to maintain fence	150.00	200.00	250.00
	404.	10.1(2)	Failure to maintain fence in structurally sound condition	150.00	200.00	250.00
	405.	11.1	Failure to maintain retaining wall	150.00	200.00	250.00
	406.	12.1	Failure to maintain sign	150.00	200.00	250.00
	407.	13.1(2)	Failure to maintain accessory building	150.00	200.00	250.00
	408.	14.2	Failure to provide report from professional engineer	150.00	200.00	250.00
	409.	15.1	Failure to demolish or repair damaged structure	150.00	200.00	250.00
	410.	17.1(1)	Failure to maintain roof in watertight condition	150.00	200.00	250.00
	411.	17.1(2)	Failure to secure loose materials on roof	150.00	200.00	250.00
	412.	17.1(3)	Failure to remove snow or ice from roof	150.00	200.00	250.00
	413.	17.2	Failure to maintain soffit or fascia	150.00	200.00	250.00
	414.	17.3	Failure to maintain eaves trough or downspout	150.00	200.00	250.00
	415.	18.1	Failure to maintain stairs, landings, guards, or handrails	150.00	200.00	250.00
	416.	18.2	Failure to provide handrail	150.00	200.00	250.00
	417.	18.4	Failure to secure fire escape	150.00	200.00	250.00
	418.	19.4	Failure to maintain fire protection requirements	150.00	200.00	250.00
	419.	20.5(5)	Failure to maintain chimney or gas vent	150.00	200.00	250.00
	420.	21.1	Failure to prevent nuisance	150.00	200.00	250.00
	421.	21.1(1)	Failure to prevent light into dwelling	150.00	200.00	250.00
	422.	21.1(2)	Failure to prevent debris onto adjacent property	150.00	200.00	250.00
	423.	21.1(3)	Failure to remove accumulated materials	150.00	200.00	250.00
424.	21.2(1)	Failure to maintain place for storage of refuse	150.00	200.00	250.00	
425.	21.2(3)	Failure to screen place for storage of refuse	150.00	200.00	250.00	
426.	22.1	Unoccupied and unsecured property	150.00	200.00	250.00	
427.	22.2	Failure to board vacant building	150.00	200.00	250.00	
428.	22.3	Failure to disconnect or secure utilities for vacant building	150.00	200.00	250.00	
429.	24.1	Failure to clear debris or material from demolition	150.00	200.00	250.00	
430.	24.3	Failure to protect adjoining property from demolition	150.00	200.00	250.00	
431.	25.1(2)	Failure to maintain appliances	150.00	200.00	250.00	
432.	25.1(3)	Failure to keep exit unobstructed	150.00	200.00	250.00	
433.	26.1	Failure to maintain dwelling free from conditions encouraging infestation	150.00	200.00	250.00	
434.	26.3	Failure to maintain garbage disposal room	150.00	200.00	250.00	
435.	27.1	Use non-habitable room	300.00	400.00	500.00	

Property Standards By-law 2017-62, as amended	436.	27.9	Failure to maintain supplied appliance	150.00	200.00	250.00
	437.	27.10	Failure to equip carbon monoxide detector	150.00	200.00	250.00
	438.	27.11	Failure to equip smoke detector	150.00	200.00	250.00
	439.	28.2	Failure to provide or maintain mail box	150.00	200.00	250.00
	440.	29.1	Disconnect service or utility	150.00	200.00	250.00
	441.	30.2	Failure to install locking devices on doors	150.00	200.00	250.00
	442.	30.4	Failure to maintain wall or ceiling	150.00	200.00	250.00
	443.	31.1	Failure to provide adequate heating system	150.00	200.00	250.00
	444.	31.4	Failure to provide written report by certified heating contractor	150.00	200.00	250.00
	445.	33.1(2)	Failure to maintain plumbing or fixtures	150.00	200.00	250.00
	446.	33.2	Failure to provide potable running water	150.00	200.00	250.00
	447.	33.6	Failure to provide hot or cold running water	150.00	200.00	250.00
	448.	34.1	Failure to maintain structure from mould	150.00	200.00	250.00
	449.	35.1	Failure to connect dwelling unit to electrical supply system	150.00	200.00	250.00
	450.	35.2	Failure to maintain electrical in good working order	150.00	200.00	250.00
	451.	35.6	Failure to maintain electrical fixtures	150.00	200.00	250.00
	452.	36.1(2)	Failure to maintain window in good repair	150.00	200.00	250.00
	453.	36.1(3)	Failure to maintain window locks	150.00	200.00	250.00
	454.	36.3	Failure to provide or maintain window screen	150.00	200.00	250.00
	455.	37.1(1)	Failure to provide natural or artificial ventilation	150.00	200.00	250.00
	456.	38.5	Failure to provide and maintain voice communication system	150.00	200.00	250.00
	457.	40.1	Failure to maintain elevating device	150.00	200.00	250.00
458.	50.1(1)	Failure to maintain heritage property	450.00	600.00	750.00	
459.	50.1(3)	Failure to obtain heritage permit	450.00	600.00	750.00	
460.	53.1	Alter, remove, or demolish heritage property	450.00	600.00	750.00	
461.	54.1	Failure to maintain utilities to prevent damage to heritage property	450.00	600.00	750.00	
462.	54.2(1)	Failure to secure vacant heritage property	450.00	600.00	750.00	
Private Tree Protection By-law 2022-10						
Private Tree Protection Bylaw 2022-10, as amended	463.	4.1	Injure or destroy tree without a permit	750.00	1,000.00	1,250.00
	464.	4.4	Injure or destroy a Heritage Tree	3,750.00	5,000.00	6,250.00
	465.	5.10	Failure to comply with conditions of permit	375.00	500.00	625.00
	466.	5.16	Carry on work without a valid permit	750.00	1,000.00	1,250.00
Road Occupancy By-law 2018-31						
Road Occupancy Bylaw 2018-31, as amended	467.	3.3.1	Cause or permit material, waste, or sediment on highway	150.00	200.00	250.00
	468.	3.3.2	Deposit snow or ice on roadway, sidewalk, or boulevard	150.00	200.00	250.00
	469.	3.3.4	Alter grade on boulevard	150.00	200.00	250.00
	470.	3.3.8	Place debris on highway	150.00	200.00	250.00
	471.	3.3.9	Place landscape or construction material or bin on highway	150.00	200.00	250.00
	472.	4.1	Failure to obtain Road Occupancy Permit	225.00	300.00	375.00
Second Hand Goods Shops and Dealers By-law 2008-79						
Second Hand Goods Shops and Dealers By-law 2008-79, as amended	473.	3.1	Operate business without a licence	450.00	600.00	750.00
	474.	3.2(3)	Failure to post licence in premise	225.00	300.00	375.00
	475.	3.2(4)	Purchase second hand good with serial numbers removed or obstructed	225.00	300.00	375.00
	476.	4.1	Failure to record complete acquisition	225.00	300.00	375.00
	477.	5.1	Dispose of goods not in accordance with by-law	225.00	300.00	375.00
	478.	11.1	Failure to produce records	225.00	300.00	375.00
Sign By-law 2017-73						
Sign By-law 2017-73, as amended	479.	3.1	Prohibited sign	225.00	300.00	375.00
	480.	3.2	Prohibited sign location	150.00	200.00	250.00
	481.	3.4	Sign causing obstruction	150.00	200.00	250.00
	482.	3.7	Flashing, animated, or noise emitting sign	150.00	200.00	250.00
	483.	3.8	Sign on vehicle or trailer	150.00	200.00	250.00
	484.	3.10	Unlawful temporary sign	150.00	200.00	250.00
	485.	4.1	Failure to obtain a sign permit	150.00	200.00	250.00
	486.	4.2	Alter sign after approval	150.00	200.00	250.00
	487.	7.3	Failure to removed expired sign	150.00	200.00	250.00
	488.	10.1(c)	Failure to maintain sign	150.00	200.00	250.00
	489.	11.2	Erect, post, or display sign on Town property	150.00	200.00	250.00
	490.	11.6	Erect, post, or display sign on private property	150.00	200.00	250.00
491.	22.2	New home development sign displayed during prohibited time	150.00	200.00	250.00	

Site Alteration By-law 2016-58						
Site Alteration By-law 2016-58, as amended	492.	4.1	Carry out alteration without a permit	225.00	300.00	375.00
	493.	5.1	Permit site alteration for storage	150.00	200.00	250.00
	494.	5.2(a)	Permit site alteration without owner permission	150.00	200.00	250.00
	495.	5.2(b)	Permit site alteration with non-clean fill	150.00	200.00	250.00
	496.	5.2(c)	Permit site alteration contrary to drainage requirements	150.00	200.00	250.00
	497.	5.2(d)	Permit site alteration contrary to ESC requirements	150.00	200.00	250.00
	498.	5.3	Carry out site alteration during wind warning	150.00	200.00	250.00
	499.	5.4	Carry out site alteration in special area without a permit	150.00	200.00	250.00
	500.	5.5	Alter grade contrary to approved application	225.00	300.00	375.00
	501.	10.1	Obstruct a Municipal Enforcement Officer	450.00	600.00	750.00
Smoking By-law 2019-31						
Smoking By-law 2019-31 as amended	502.	3.1	Smoke in public place	150.00	200.00	250.00
	503.	3.2	Permit smoking on Town property	150.00	200.00	250.00
Waste Collection By-law 2017-19						
Waste Collection By-law 2017-19, as amended	504.	4.1	Failure to set out refuse in accordance with by-law	150.00	200.00	250.00
	505.	4.2	Deposit refuse on private or public property	150.00	200.00	250.00
	506.	4.3	Place or permit refuse causing a nuisance	150.00	200.00	250.00
	507.	4.4	Refuse placed for collection on improper date or time	150.00	200.00	250.00
Emergency Measures By-law 2021-01						
Emergency Measures By-law 2021-01, as amended	508.	3(1)	Permit or gather with more than the number of individuals prescribed by an Emergency Order	450.00	600.00	750.00
	509.	3(2)	Enter or remain in any park deemed closed	450.00	600.00	750.00
	510.	3(3)	Failure to maintain a 2m physical distance	450.00	600.00	750.00
	511.	3(4)	Failure to wear a face covering	450.00	600.00	750.00
	512.	3(5)	Failure to ensure minor complies with provincial legislation	450.00	600.00	750.00
	513.	3(6)	Permit more than the number of individuals prescribed by an Emergency Order to enter premise at one time	450.00	600.00	750.00
	514.	3(7)	Failure to comply with provincial regulations as prescribed by an Emergency Order	450.00	600.00	750.00
	515.	3(8)	Failure to comply with any order made during a declared emergency	450.00	600.00	750.00
	516.	5(3)	Obstruct a municipal enforcement officer	450.00	600.00	750.00

Schedule “B”

**Administrative Monetary Penalty System By-law
Administrative Fees**

1. The table below lists the **Administrative Fees** as defined in Section 2 of this By-law.

Administrative Fee Description	Fee Amount
Adjudication Fee	\$25.00
Fee – Hearing No-Show	\$100.00
Fee – MTO Plate Denial	\$20.00
Fee – MTO Search	\$10.00
Fee – Screening No-Show	\$50.00

Note: Fees listed in Schedule “B” to this By-law will be subject to Harmonized Sales Tax (H.S.T.) where applicable.