



THE CORPORATION OF THE CITY OF BRAMPTON

OFFICE CONSOLIDATION

Administrative Penalties (Non-Parking) By-law 218-2019

A By-law to Establish a System of Administrative Penalties (Non-Parking)

(Amended by By-laws 166-2022, 243-2022, 244-2022, 55-2023, 56-2023, 111-2023, 165-2023, 202-2023, 37-2024, 100-2024, 120-2024, 147-2024)

RECITALS:

WHEREAS Section 434.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the "*Municipal Act*") authorizes a municipality 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 passed under the *Municipal Act, 2001*, in order to assist the municipality in promoting compliance with its by-laws.

AND WHEREAS Section 15.4.1 of the Building Code Act, 1992, S.O. 1992, c. 23 (the "Building Code Act") authorizes a municipality 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 passed under section 15.1 of the Building Code Act or an order made under section 15.2 (2) of the Building Code Act.

AND WHEREAS The Corporation of the City of Brampton considers it desirable to designate certain by-laws or parts of such by-laws to which administrative penalties under section 434.1 of the Municipal Act and section 15.4.1 of the Building Code Act shall apply.

AND WHEREAS The Corporation of the City of Brampton considers it desirable to amend such designated by-laws to provide for the application of administrative penalties under section 434.1 of the Municipal Act and section 15.4.1 of the Building Code Act.

AND WHEREAS The Corporation of the City of Brampton considers it desirable to operate one administrative penalty system for all offences designated pursuant to section 434.1 of the Municipal Act and section 15.4.1 of the Building Code Act.

NOW THEREFORE The Corporation of the City of Brampton enacts as follows:

PART I – SHORT TITLE

1. This By-law may be referred to as the “Administrative Penalties (Non-Parking) By-law”.

PART II – DEFINITIONS

2. For the purposes of this By-law:

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

“By-law” means this by-law and any schedule to this by-law as they may be amended from time to time;

“City” means The Corporation of the City of Brampton;

“Commissioner” means the Commissioner of Corporate Services, or his or her delegate(s);

“Council” means the elected Council of the City;

“Decision of a Hearings Officer” means a notice that contains the decision of a Hearings Officer;

“Designated By-law” means a by-law or provision of a by-law that is designated under this or any other by-law to which this By-law applies and is listed in Schedule “A” attached to this By-law;

“Hearing No Show Fee” means an administrative fee set out in Schedule “B” to this By-law in respect of a Person’s failure to appear at the time and place scheduled for a review before a Hearings Officer;

“Hearings Officer” means a person from time to time appointed by Council pursuant to the Screening and Hearings Officer By-law 334-2013;

“Holiday” means a Saturday, Sunday, any statutory holiday in the Province of Ontario or any day the offices for the City are officially closed for business;

“Late Payment Fee” means an administrative fee set out in Schedule “B” to this By-law in respect of a Person’s failure to pay an Administrative Penalty within the time prescribed in this By-law;

“Officer” means each of:

(a) a Municipal Law Enforcement Officer or other person appointed by or under the authority of a City by-law to enforce a Designated By-law, and

(b) a police officer employed by the Peel Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

“Penalty Notice” means a notice containing an Administrative Penalty given to a Person pursuant to section 5 of this By-law;

“Penalty Notice Date” means the date of the contravention specified on the Penalty Notice pursuant to subsection 7(b) of this By-law;

“Penalty Notice Number” means the number specified on the Penalty Notice pursuant to subsection 7(c) of this By-law;

“Person” includes an individual, corporation, an officer or director of a corporation, a partnership and an individual partner in a partnership;

“Request for Review By Hearings Officer” means the form attached to the Notice of Decision which may be filed by a Person under section 21 of this By-law;

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

“Screening No Show Fee” means an administrative fee set out in Schedule “B” to this By-law in respect of a Person’s failure to appear at the time and place scheduled for a review by a Screening Officer; and

“Screening Officer” means a person from time to time appointed by Council pursuant to the Screening and Hearings Officer By-law 334-2013.

“Tax Roll Address” means the mailing address and contact information for the owner of property that appears in the City’s municipal tax assessment records.

PART III – DESIGNATED BY-LAWS

3. The provisions of this By-law shall apply to any contravention of a Designated By-law listed in Schedule A. Schedule A shall amend and set out the short form wording to be used for the contraventions of Designated By-laws and also set out the Administrative Penalties imposed for the contraventions.

4. The *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended, will continue to apply to contraventions of a Designated By-law, except that no person that is required to pay an administrative penalty under this By-law in respect of a contravention of a Designated By-law shall be charged with an offence in respect of the same contravention under the *Provincial Offences Act*.

PART IV – PENALTY NOTICE

5. Every Person who contravenes a provision of a Designated By-law shall, when given a Penalty Notice, be liable to pay to the City the Administrative Penalty set out in the Penalty Notice within 15 days of the Penalty Notice Date.

6. An Officer who has reason to believe that a Person has contravened a provision of a Designated By-law may issue a Penalty Notice to that Person.

7. A Penalty Notice shall include the following information:

(a) the name of the Person(s);

(b) the Penalty Notice Date;

(c) a Penalty Notice Number;

(d) the short form contravention wording listed in Schedule A, which describes the particulars of the contravention;

(e) the amount of the Administrative Penalty;

(f) the name and identification number of the Officer;

(g) such information as the Commissioner determines is appropriate respecting the process by which the Person may exercise the Person’s right to request a review of the Administrative Penalty; and

(h) a statement advising that an Administrative Penalty, including any administrative fee, will, unless cancelled or reduced pursuant to a review, constitute a debt of the Person to the City.

8. Where a Penalty Notice is issued in respect of a contravention of a Designated By-law for which the owners of a property are responsible, the Penalty Notice may name all Persons who are the registered owners of such property, and such Persons shall be jointly and severally liable to pay the administrative penalty on the Penalty Notice.

9. No Officer may accept payment of an Administrative Penalty.

PART V – SERVICE OF PENALTY NOTICE

10. (1) Service of any document or notice, including a Penalty Notice, respecting this By-law may be given in writing in any of the following ways and is effective:

(a) when a copy is delivered personally to the Person to whom it is addressed;

(b) on the 5th day after a copy is sent by registered mail or by regular letter mail to the Person's last known address;

(c) upon the conclusion of the transmission of a copy by facsimile transmission to the Person's last known facsimile transmission number; or

(d) upon sending a copy by e-mail transmission to the Person's last known e-mail address.

(2) For the purposes of subsections 10 (1) (b), (c) and (d), a Person's last known address, facsimile number and e-mail address may include an address, facsimile number and e-mail provided by the Person to the City, including the Tax Roll Address, information provided in an application for licence made by a Person under Business Licensing By-law 332-2013 or Mobile Licensing By-law 67-2014, or as may be required by a form, practice or policy developed under this By-law.

11. (1) In addition to the service methods in subsection 10 (1), an Officer may serve the Penalty Notice on a Person who is the owner of a property that is in contravention of a Designated By-Law, by delivering it personally to the Person having care and control of the property and then sending a copy by regular mail to the Tax Roll Address;

(2) Service of a Penalty Notice under subsection 11(1) is effective on the 5th day after a copy is sent by regular letter mail to the Tax Roll Address.

PART VI – REVIEW BY A SCREENING OFFICER

12. A Person who is given a Penalty Notice may request that the Administrative Penalty be reviewed by a Screening Officer and shall do so within 15 days after the Penalty Notice Date.

13. (1) If a Person has not requested a review within the time limit set out in section 12, a Person may request that the Screening Officer extend the time to request a review within 30 days after the Penalty Notice Date.

(2) A Person's right to request an extension of time in subsection 13(1) expires if it has not been exercised within 30 days after the Penalty Notice Date at which time:

(a) the Person shall be deemed to have waived the right to request a review;

(b) the Administrative Penalty, including any administrative fees, shall be deemed to be affirmed on the 16th day after the Penalty Notice Date; and

(c) the Administrative Penalty, including any administrative fees, is not subject to any further review, including review by any court.

14. A Person's right to request a review or to request an extension of time to request a review are exercised by:

(a) submitting an online request for review by accessing the portal through the website provided on the Penalty Notice and providing the information as required as set out in the Penalty Notice; or

(b) attending in person at the location listed on the Penalty Notice to request an in person screening; or

(c) calling the telephone number listed on the Penalty Notice, providing the information required as set out in the Penalty Notice to schedule an in person screening appointment.

(Section 14 replaced pursuant to By-law 165-2023)

15. A review or a request for an extension of time to request a review shall only be scheduled by the City if the Person has exercised his or her right to request a review or an extension of time to request a review within the time limits set out in sections 12 or 13.

16. Where a Person fails to attend at the time and place scheduled for a review:

(a) the Person shall be deemed to have abandoned the request for a review of the Administrative Penalty;

(b) the Person shall pay to the City a Screening No Show Fee;

(c) the Administrative Penalty, including any administrative fees, shall be deemed to be affirmed on the date that was scheduled for the review; and

(d) the Administrative Penalty, including any administrative fees, is not subject to any further review, including review by any court.

17. (1) For the purposes of subsection 13(1), the Screening Officer may only extend the time to request a review of an Administrative Penalty where the Person demonstrates, on a balance of probabilities, the existence of extenuating circumstances that prevented the Person from exercising the right to request a review in the timeframe set out in section 11.

(2) Where an extension of time is not granted by the Screening Officer the Administrative Penalty, including any administrative fees, is deemed to be affirmed.

18. After a review of the Administrative Penalty has been held, the Screening Officer shall deliver a Screening Decision to the Person.

PART VII – REVIEW BY A HEARINGS OFFICER

19. A person may request a review of a Screening Decision by a Hearings Officer and shall do so within 15 days after the Screening Decision was served on the Person.

20. (1) If a Person has not requested a review within the time limit set out in section 19, a Person may request that the Hearings Officer extend the time to request a review within 30 days after the Screening Decision has been delivered to the Person.

(2) A Person's right to request an extension of time in subsection 20(1) expires if it has not been exercised within 30 days after the Screening Decision has been delivered at which time:

(a) the Person shall be deemed to have waived the right to request a hearing;

(b) the Screening Decision, which includes the Administrative Penalty and any administrative fees, shall be deemed to be affirmed; and

(c) the Screening Decision, which includes the Administrative Penalty and any administrative fees, is not subject to any further review, including review by any court.

21. A Person's right to request a hearing or to request an extension of time to request a hearing are exercised by:

(a) submitting an online request for review by accessing the portal through the website provided on the Penalty Notice and providing the information as required as set out in the Penalty Notice to schedule a virtual or in person hearing; or

(b) attending in person at the location listed in the Penalty Notice to provide the information required in the Penalty Notice and completing a form and scheduling the time and place for the review.

(Section 21 replaced pursuant to By-law 165-2023)

22. A review or a request for an extension of time to request a review shall only be scheduled by the City if the Person has exercised his or her right to request a review or an extension of time to request a review within the time limits set out in sections 19 or 20.

23. Where a Person fails to attend at the time and place scheduled for a review by the Hearings Officer:

(a) the Person shall be deemed to have abandoned the request for a review of the Screening Decision;

(b) the Person shall pay to the City a Hearing No Show Fee;

(c) the Screening Decision, which includes the Administrative Penalty and any administration fees, shall be deemed to be affirmed on the day scheduled for the Hearing; and

(d) the Screening Decision, which includes the Administrative Penalty and any administration fees, is not subject to any further review, including review by any court.

24. (1) For the purposes of section 20, the Hearings Officer may only extend the time to request a review of a Screening Decision where the Person demonstrates, on a balance of probabilities, the existence of extenuating circumstances that prevented the Person from exercising the right to request a review in the timeframe set out in section 20.

(2) Where an extension of time is not granted by the Hearing Officer the Screening Decision, which includes the Administrative Penalty and any administrative fees, is deemed to be affirmed and shall not be subject to any further review, including review by any court.

25. A Hearings Officer shall not make any decision respecting a review of a Screening Decision unless the Hearings Officer has given the Person and the

City an opportunity to be heard at the time and place scheduled for the hearing of the review.

26. All hearings conducted by the Hearings Officer shall be in accordance with the *Statutory Powers and Procedures Act*, R.S.O. 1990, c. S.22, as amended.

27. After a hearing is complete the Hearings Officer shall issue to the Person a Decision of a Hearings Officer.

PART VIII – JURISDICTION OF SCREENING AND HEARINGS OFFICER

28. Neither a Screening Officer nor a Hearings Officer has jurisdiction 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.

29. On a review of the Administrative Penalty, the Screening Officer may affirm the Administrative Penalty, including any administrative fee, or the Screening Officer may cancel, reduce, or extend the time for payment of the Administrative Penalty, including any administrative fee, on the following grounds:

(a) where the Person establishes on a balance of probabilities, that he or she did not contravene the Designated By-law as described in the Penalty Notice; or

(b) where the Person provides clear and sufficient evidence to establish that the cancellation, reduction or extension of time for payment of the Administrative Penalty, including any administrative fees, is necessary to relieve any undue hardship.

30. On a review of a Screening Decision, the Hearings Officer may affirm the Screening Decision, or the Hearings Officer may cancel, reduce or extend the time for payment of the Administrative Penalty, including any administrative fee, on the following grounds:

(a) where the Person establishes on a balance of probabilities, that he or she did not contravene the Designated By-law as described in the Penalty Notice; or

(b) where the Person provides clear and sufficient evidence to establish that the cancellation, reduction or extension of time for payment of the Administrative Penalty, including any administrative fee, is necessary to relieve any undue hardship.

31. Any decision by a Hearings Officer is final and is not subject to any further review, including review by any court.

PART IX – ADMINISTRATION OF THE BY-LAW

32. (1) The Commissioner shall administer the By-law and establish any practices, policies and procedures necessary to implement the By-law.

(2) The Commissioner shall prescribe all forms and notices, including the Penalty Notice, necessary to implement the By-law and may amend such forms and notices from time to time as the Commissioner deems necessary.

33. (1) The Commissioner may cancel an Administrative Penalty, including any administrative fee, where the Penalty Notice was issued to a Person because an error was made by the City.

(2) The Commissioner may cancel any administrative fee, without cancelling the Administrative Penalty, where the fee was imposed as the result of an error made by the City.

PART X – FINANCIAL ADMINISTRATION

34. The Administrative Penalty is due and payable on the Penalty Notice Date where a Person does not pay the Administrative Penalty within 15 days after the Penalty Notice Date.

35. A Person who is given a Penalty Notice and who does not pay the amount of the Administrative Penalty within 15 days of the Penalty Notice Date shall pay to the City the Late Payment Fee and any other Administrative Fees in Schedule B to this By-Law which may be applicable.

36. An Administrative Penalty, including any Administrative Fees, that is deemed affirmed is automatically affirmed under this By-law and does not require an exercise of the powers provided to the Screening Officer or the Hearings Officer.

PART XI – CONSEQUENCES OF NON-PAYMENT

37. An Administrative Penalty, including any administrative fees, that is affirmed or reduced or in respect of which the time for payment has been extended, is due and payable and constitutes a debt to the City owed by the Person to whom the Penalty Notice was given.

38. An Administrative Penalty, including any Administrative Fees, that is not paid within 15 days after it becomes due and payable shall be deemed to be unpaid taxes and may be collected in the same manner as taxes in accordance with section 434.2 *Municipal Act, 2001*.

PART XII – GENERAL PROVISIONS

39. Where an Administrative Penalty is cancelled by a Screening Officer or a Hearings Officer any administrative fee is also cancelled.

40. Any time limit that would otherwise expire on a Holiday is extended to the next day that is not a Holiday.

41. Any schedule attached to this By-law forms part of this By-law.

42. Sections 431 and 440 of the *Municipal Act, 2001*, S.O. 2001, c. 25, apply to this By-law, providing respectively, for a court of competent jurisdiction to prohibit the contravention or repetition of an offence, and, upon application of the municipality, for a court to make orders to restrain a contravention, which remedies may be sought in addition to any remedy or penalty imposed under this By-law.

43. Nothing in this By-law limits the City's right to enforce a Designated By-law by any other and all legal means.

PART XIII – EFFECTIVE DATE AND VALIDITY

44. If a court of competent jurisdiction declares any provision, or any part of a provision, of this By-law to be invalid, or to be of no force and effect, it is the intention of the Council in enacting this By-law, that each and every other provision of this By-law authorized by law, be applied and enforced in accordance with its terms to the extent possible according to law.

45. This By-law shall come into force and effect on January 1, 2020.

ENACTED and PASSED this 25th day of September, 2019.

THE CORPORATION OF THE CITY OF BRAMPTON

Original signed by: Patrick Brown, Mayor

Original signed by: Peter Fay, City Clerk

“SCHEDULE A”

**CITY OF BRAMPTON ADMINISTRATIVE PENALTY BY-LAW
DESIGNATED BY-LAW PROVISIONS**

(Amended by By-laws 166-2022, 244-2022, 56-2023, 202-2023)

ADULT ENTERTAINMENT BY-LAW NO. 114-2017

1A. For the purpose of section 3 of this By-law: **(renumbered to 1A pursuant to By-law 55-2023)**

(a) Column 1 in the following table lists the provisions in the Adult Entertainment By-law No. 114-2017, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;

(b) Column 2 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 1;

(c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Table amended by By-laws 244-2022, 56-2023, including re-numbering

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 5(4)	Operate an Adult Entertainment Business, no licence	\$250.00
2	Section 5(4)	Operate a Body-rub Business, no licence	\$250.00
3	Section 5(4)	Engaged in the business of Entertainer, no licence	\$250.00
4	Section 5(4)	Engaged in the business of Attendant, no licence	\$250.00
5 (By-law 56-2023)	Section 5(4)	Own or Operate an Adult Merchandise Business, without a licence	\$250.00
6	Section 38(3)	Did obstruct or hinder, or cause to be obstructed or hindered, an inspection	\$250.00
7	Section 38(4)	Fail to produce licence upon request	\$250.00
8 By-law 56-2023)	Section 39(6)	Fail to comply with an order	\$250.00
9	Schedule 1 Section 15(3)	Owner/Operator did fail to provide containers for the disposal of sharp objects	\$250.00
10	Schedule 1 Section 15(4)	Owner/Operator did fail to equip premises with an effective utility sink	\$250.00
11	Schedule 1 Section 15(6)	Owner/Operator did fail to adequately equip a washroom	\$250.00
12	Schedule 1 Section 15(12)	Owner/Operator did fail to provide storage facilities	\$250.00

13	Schedule 1 Section 15(13)	Owner/Operator did fail to provide refrigerator space and microwave	\$250.00
14	Schedule 1 Section 15(14)	Owner/Operator did fail to provide a first-aid kit	\$250.00
15	Schedule 1 Section 15(16)	Owner/Operator did fail to provide panic buttons in judicious locations	\$250.00
16	Schedule 1 Section 21	Owner/Operator did fail to post a copy of the list of Services and fees	\$250.00
17	Schedule 1 Section 30	Owner/Operator did fail to post notices	\$250.00
18	Schedule 2 Section 7	Attendant did fail to carry his or her Licence	\$250.00
19	Schedule 2 Section 9(1)	Owner/Operator did fail to post sign indicating that no person under 18 may enter or remain	\$250.00
20 (By-law 244- 2022)	Schedule 2 Section 9(3)	Used the services of an unlicensed attendant	\$250.00
21 (By-law 244- 2022)	Schedule 2 Section 9(4)	Owner/Operator not in attendance at premises at all times.	\$250.00
22	Schedule 2 Section 9(5)	Owner/Operator did fail to provide written contract for Services upon request	\$250.00
23	Schedule 2 Section 9(6)	Owner/Operator did equip door with locking device to room or cubicle	\$250.00
24	Schedule 2 Section 9(7)	Owner/Operator fail to provide unobstructed window in each door that is a minimum of 4 cm by 4 cm at 1.5m in height	\$250.00
25	Schedule 2 Section 11(4)	Owner/Operator did fail to post a copy of the list of Services and fees	\$250.00
26	Schedule 2 Section 13(3)	Owner/Operator did fail to equip premises with an effective utility sink	\$250.00
27	Schedule 2 Section 13(4)	Owner/Operator did fail to provide adequate toilet and washroom accommodation	\$250.00
28	Schedule 2 Section 13(10)	Owner/Operator did fail to post notice advising that a cleansing shower or bath must be taken	\$250.00
29	Schedule 2 Section 13(15)	Owner/Operator did fail to provide a first-aid kit	\$250.00
30	Schedule 3 Section 7(a)	Display Adult Merchandise in a manner so as to be visible from outside the store	\$250.00
31	Schedule 3 Section 7(b)	Fail to maintain a current list of all Adult Merchandise	\$250.00
32	Schedule 3 Section 9(b)	Fail to post signs to indicate that no person under the age of 18 is permitted to enter the store	\$250.00
33	Schedule 3	Fail to ensure the exterior signs are restricted to	\$250.00

	Section 9(c)	the words “Adult Merchandise” and “Adult Videos”	
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ADDITIONAL RESIDENTIAL UNITS (ARU) REGISTRATION BY-LAW 157-2022 (By-law 55-2023)

1. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following Table lists the provisions in the Additional Residential Units (ARU) Registration By-law 157-2022, that are hereby designated for the purpose of section 434.1 of the Municipal Act, 2001;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	Section 6	Fail to register an additional residential unit	\$750	\$1,000	\$1,250
2	Section 19(1)	Fail to comply with an order	\$250	-	-
3	Section 20(5)	Did obstruct or hinder inspection	\$750	\$1,000	\$1,250

BOULEVARD MAINTENANCE BY-LAW 163-2013

2. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Boulevard Maintenance By-law 163-2013, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 6(1)	Obstruct Highway	\$350.00
2	Section 7(3)	Fail to comply with an order under subsection 7(1)	\$350.00
3	Section 8(1)	Fail to maintain the grassy boulevard portion of highway or part of highway that abuts the property	\$250.00

5	Section 9(1)	Fail to maintain the paved portion of a boulevard that forms driveway apron	\$250.00
6	Section 10(3)	Fail to comply with an order under subsection 10(1)	\$350.00

BUSINESS LICENSING BY-LAW 332-2013

3. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Business Licensing By-law No. 332-2013, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Table amended by By-laws 244-2022, 56-2023, including re-numbering

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 5(4)	Own/Operate a Personal Service Facility, no licence	\$250.00
2	Section 5(4)	Own/Operate a Place of Amusement, no licence	\$250.00
3	Section 5(4)	Own/Operate as an Auctioneer, no licence	\$250.00
4	Section 5(4)	Own/Operate an Automobile Service Station or Parking Lot, no licence	\$250.00
5	Section 5(4)	Own/Operate a Billiard Hall or Bowling Alley, no licence	\$250.00
6	Section 5(4)	Engaged in the business of Building Renovator, no licence	\$250.00
7	Section 5(4)	Own/Operate a Carnival or Circus, no licence	\$250.00
8	Section 5(4)	Engaged in the business of Drain Laying Contractor, no licence	\$250.00
9	Section 5(4)	Engaged in the business of Driveway Paving Contractor, no licence	\$250.00
10	Section 5(4)	Engaged in the business of Fence Installation Contractor, no licence	\$250.00
11	Section 5(4)	Own/Operate a Fixed Food Premises, no licence	\$250.00
12	Section 5(4)	Own/Operate a Flea market, no licence	\$250.00
13	Section 5(4)	Offer for sale Consumer Fireworks, no licence	\$250.00
14	Section 5(4)	Engaged in the business of Heating, Air Conditioning and Ventilation Contractor, no licence	\$250.00
15	Section 5(4)	Own/Operate a Horse Riding Establishment, no licence	\$250.00

16	Section 5(4)	Own/Operate a Lodging House, no licence	\$250.00
17	Section 5(4)	Engaged in the business of Pawnbroker, no licence	\$250.00
18	Section 5(4)	Own/Operate a Pet Shop, no licence	\$250.00
19	Section 5(4)	Own/Operate a Place of Public Assembly or Public Hall, no licence	\$250.00
20	Section 5(4)	Engaged in the business of Plumbing Contractor, no licence	\$250.00
21	Section 5(4)	Engaged in the business of Pool Installation Contractor, no licence	\$250.00
22	Section 5(4)	Own/Operate a Salvage Shop or Salvage Yard, no licence	\$250.00
23	Section 5(4)	Own/Operate a Second Hand Goods Shop, no licence	\$250.00
24	Section 5(4)	Own/Operate a store where tobacco, cigars or cigarettes are sold by retail, no licence	\$250.00
25	Section 5(4)	Own/Operate a Vehicle Pound Facility, no licence	\$250.00
26 (By-law 244-2022)	Section 5(4)	Own/Operate a Payday Loan Business, no licence	\$250.00
27 (By-law 56-2023)	Section 39(6)	Fail to comply with an order	\$250.00
28 (By-law 244-2022)	Schedule 4 Section 3(a)	Did commence work on a motor vehicle without preparing a sequentially numbered work order	\$250.00
29 (By-law 244-2022)	Schedule 4 Section 6(k)	Did not display in a conspicuous place the applicable rates or charges	\$250.00
30 (By-law 244-2022)	Schedule 4 Section 13(a)	Failed to keep a register in a form approved by the Licence Issuer	\$250.00
31 (By-law 244-2022)	Schedule 4 Section 16(b)	Did accept a work order that is signed by the hirer and does not contain an itemized written estimate	\$250.00
32 (By-law 244-2022)	Schedule 9 Section 6(c)	Perform paving work that requires a permit	\$250.00

33 (By-law 244-2022)	Schedule 9 Section 6(d)	Perform Paving Work without displaying the permit.	\$250.00
34 (By-law 244-2022)	Schedule 9 Section 6(f)	Did allow paving work without having a person on site who completed Driveway Paving Information Course	\$250.00
35 (By-law 244-2022)	Schedule 13 Section 5(b)	Sell or offer to sell, cause or permit to be sold, Prohibited Fireworks to the public	\$250.00
36 (By-law 244-2022)	Schedule 13 Section 5(d)	Sell or offer to sell permitted Fireworks without a person who has completed the Fireworks Retailers Course.	\$250.00
37 (By-law 244-2022)	Schedule 13 Section 10	Permit the sale of permitted Fireworks outside the Permanent Retail Establishment.	\$250.00
38	Schedule 27 Section 2(a)	Request payment with incomplete invoice	\$250.00
39 (By-law 244-2022)	Schedule 27 Section 2(d)	Failed to ensure that the Motor Vehicle owner was able to release motor vehicle	\$250.00
40	Schedule 27 Section 2(e)	Fail to maintain sign at vehicle pound facility	\$250.00
41 (By-law 244-2022)	Schedule 27 Section 2(f)	Failed to ensure that sufficient staff is available to release a vehicle	\$250.00
42 (By-law 244-2022)	Schedule 27 Section 2(g)	Failed to erect a fence.	\$250.00
43 (By-law 244-2022)	Schedule 27 Section 3(a)	Failed to maintain a register in the form approved by the License Issuer.	\$250.00
44 (By-law 244-2022)	Schedule 27 Section 3(b)	Failed to retain the register for a period of 2 years.	\$250.00

45 (By-law 244- 2022)	Schedule 27 Section 3(e)	Failed to Open the register to inspection	\$250.00
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FIREWORKS BY-LAW NO. 243-2022 (formerly 163-2016)

4. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Fireworks By-Law No. 243-2022 (formerly 163-2016), as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Table replaced pursuant to By-law 243-2022

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 3	Discharge or be in possession of fireworks without permit	\$500.00
2	Section 3	Sell, distribute, display or offer for sale fireworks	\$1000.00
3	Section 3	Person permit, allow or cause to be set off fireworks on their property without permit	\$500.00
4	Section 21(5)	Fail to comply with an order	\$1000.00

GRASS AND WEED CUTTING BY-LAW 166-2011

5. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Grass and Weed Cutting By-law No. 166-2011, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 2	Fail to cut grass and weeds in excess of 20 cm in height	\$250.00

MOBILE LICENSING BY-LAW 67-2014

6. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Mobile Licensing By-Law No. 67-2014, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Table amended by By-laws 244-2022, 56-2023, including re-numbering

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
DRIVING SCHOOL INSTRUCTION – SCHEDULE 1			
1	Section 5(4)	Operate as a Driving School Operator, no licence	\$250.00
2	Section 5(4)	Operate as a Driving School Instructor, no licence	\$250.00
3	Section 5(4)	Operate as a Driving School Vehicle Owner, no licence	\$250.00
4	Schedule 1, Section 4(a)	Fail to have photo ID card displayed in visible location while providing instruction	\$250.00
5	Schedule 1, Section 4(b)	Fail to equip vehicle with extra mirror	\$250.00
6	Schedule 1, Section 4(d)	Fail to equip vehicle with extra braking equipment	\$250.00
7	Schedule 1, Section 5(a)	Fail to display driving school sign	\$250.00
8	Schedule 1, Section 5(b)	Fail to attach plate to exterior of vehicle	\$250.00
9	Schedule 1, Section 6(a)	Employ an unlicensed instructor	\$250.00
10	Schedule 1, Section 10(1)(a)	Provide instruction within the restricted area	\$250.00
11	Schedule 1, Section 10(1)(b)	Provide instruction on Parkland	\$250.00
12	Schedule 1, Section 10(2)	Permit instruction within Restricted Area/Parkland	\$250.00
LIMOUSINE – SCHEDULE 2			
13	Section 5(4)	Operate as a Limousine Owner, no licence	\$250.00
14	Section 5(4)	Operate as a Limousine Driver, no licence	\$250.00
15	Schedule 2, Section 4(f)	Fail to produce rate sheet	\$250.00
16	Schedule 2, Section 4(g)	Fail to have signed contract	\$250.00
17	Schedule 2, Section 5(a)	Solicit or accept passengers without pre-arranged contract for hire	\$250.00
18	Schedule 2, Section 5(i)	Hold himself out as being available for hire in a public place	\$250.00
19	Schedule 2, Section 5(p)	Drive a limousine with owner's plate not affixed	\$250.00
20	Schedule 2, Section 7(c)	Operate a limousine or permit a limousine to be operated without a licence	\$250.00
21	Schedule 2, Section 7(e)	Fail to equip a Limousine with a two way radio	\$250.00
22	Schedule 2, Section 7(e)	Fail to equip a Limousine with a fare meter	\$250.00

23	Schedule 2, Section 7(e)	Fail to equip a Limousine with a roof sign	\$250.00
24	Schedule 2, Section 9(b)	Operate Limousine without air-conditioning and heating in both the driver and passenger compartments	\$250.00
25	Schedule 2, Section 9(c)	Operate Limousine without working seatbelts for each occupant of the Motor Vehicle	\$250.00
26	Schedule 2, Section 9(d)	Fail to maintain the interior of the Limousine in a clean and tidy condition	\$250.00
27	Schedule 2, Section 9(e)	Fail to maintain the exterior of the Limousine	\$250.00
REFRESHMENT VEHICLE – SCHEDULE 3			
28	Section 5(4)	Operate as a Refreshment Vehicle Owner, no licence	\$250.00
29	Section 5(4)	Operate as a Refreshment Vehicle Driver, no licence	\$250.00
30	Schedule 3, Section 5(a)	Fail to produce requested documentation	\$250.00
31 (By-law 244- 2022)	Schedule 3 Section 6(b)	Did stop a refreshment vehicle to sell refreshments where prohibited.	\$250.00
32	Schedule 3, Section 6(c)	Sell any alcohol or tobacco products from refreshment vehicle	\$250.00
33 (By-law 244- 2022)	Schedule 3 Section 6(d)	Did stop a Refreshment Vehicle within 50 meters of a Fixed Food Premise.	\$250.00
34	Schedule 3, Section 7(b)	Fail to attach plate to rear of vehicle	\$250.00
35	Schedule 3, Section 8	Permit an unlicensed person to operate the refreshment vehicle	\$250.00
36	Schedule 3, Section 10(a)	Fail to have refuse container	\$250.00
37	Schedule 3, Section 12	Solicit business by noise making device	\$250.00
Class A- Refreshment Vehicle			
38	Schedule 3, Section 13(a)	Fail to have food wrapped, and prepared for individual servings	\$250.00
39	Schedule 3, Section 13(b)	Sell refreshments from a Class A vehicle on a highway, exceeding 10 minutes	\$250.00
40	Schedule 3, Section 17	Operate a Refreshment Vehicle not equipped with an audible warning device for when the vehicle is reversing	\$250.00
41	Schedule 3, Section 18(a)	Sell refreshments from a source of supply other than specified by the Owner to the Licence Issuer	\$250.00
42	Schedule 3, Section 18(f)	Fail to have phone number on both sides of the vehicle.	\$250.00
43	Schedule 3, Section 21	Permit unlicensed driver to operate licensed Refreshment Vehicle	\$250.00
Class B- Refreshment Vehicle			
44	Schedule 3, Section 24(a)	Sell refreshments from a Class B vehicle on a highway, exceeding 10 minutes	\$250.00
45	Schedule 3, Section 24(b)	Obstruct traffic	\$250.00
46	Schedule 3, Section 25(a)	Fail to have registered business name on both sides of the vehicle	\$250.00
47	Schedule 3, Section 27	Operate refreshment vehicle Class B before 8:00 a.m. or after 9:00 p.m.	\$250.00

Class C-Refreshment Vehicle			
48	Schedule 3, Section 31(a)	Sell or offer to sell refreshments without written permission of property owner	\$250.00
49	Schedule 3, Section 31(b)	Sell or offer to sell on any property in the Brampton Downtown Development Corporation Area without written consent	\$250.00
50	Schedule 3, Section 32	Fail to have registered business name on both sides of the vehicle Class C	\$250.00
51	Schedule 3, Section 36	Fail to have a fire extinguisher	\$250.00
Class D- Refreshment Vehicle			
52	Schedule 3, Section 37(a)	Fail to keep the interior of the vehicle clean and in good repair	\$250.00
53	Schedule 3, Section 37(b)	Fail to clean up debris from the serving location	\$250.00
54	Schedule 3, Section 37(c)	Fail to make a safety tour prior to departing	\$250.00
55	Schedule 3, Section 37(d)	Serve customer standing on a highway	\$250.00
56	Schedule 3, Section 38(a)	Sell refreshments from a Class C vehicle on a highway, exceeding 10 minutes	\$250.00
57	Schedule 3, Section 38(b)	Sell or offer for sale refreshments from a Class D vehicle on residential property	\$250.00
58	Schedule 3, Section 38(c)	Sell or offer to sell refreshments without written permission of property owner	\$250.00
59	Schedule 3, Section 38(d)	Operate refreshment vehicle Class D before 10:00 a.m. or after 10:00 p.m.	\$250.00
60	Schedule 3, Section 39(a)	Operate refreshment vehicle Class D without Watch for Children lettering	\$250.00
61	Schedule 3, Section 39(f)	Operate refreshment vehicle Class D without two amber lights	\$250.00
62	Schedule 3, Section 39(h)	Operate refreshment vehicle Class D without a Mirror System	\$250.00
63	Schedule 3, Section 45	Operate a Refreshment Vehicle not equipped with an audible warning device for when the vehicle is reversing	\$250.00
64	Schedule 3, Section 46	Permit unlicensed driver to operate licensed Refreshment Vehicle	\$250.00
TAXICABS-SCHEDULE 4			
65	Section 5(4)	Operate as a Taxicab Owner, no licence	\$250.00
66	Section 5(4)	Operate as a Taxicab Driver, no licence	\$250.00
67	Section 5(4)	Operate as a Taxicab Brokerage, no licence	\$250.00
(By-law 56-2023)			
68	Section 5(4)	Operate as a Personal Transportation Company without a licence	\$250.00
(By-law 56-2023)			
69	Section 52(6)	Fail to comply with an order	\$250.00
(By-law 56-2023)			
70	Schedule 4, Section 8	Fail to securely fasten wheelchair	\$250.00
71	Schedule 4, Section 9(c)	Fail to carry taxicab driver's licence	\$250.00
72	Schedule 4, Section 9(f)	Fail to provide customer with a receipt	\$250.00

73 (By-law 56-2023)	Schedule 4 Section 9(g)	Fail to display driver's photograph card	\$250.00
74	Schedule 4, Section 9(h)	Fail to take the shortest route to the destination	\$250.00
75	Schedule 4, Section 9(i)	Fail to serve the first person requiring their service	\$250.00
76	Schedule 4, Section 9(k)	Fail to immediately engage the meter when a passenger enters the taxicab	\$250.00
77 (By-law 56-2023)	Schedule 4 Section 10	Fail to remove roof sign when taxicab/accessible taxicab not for hire	\$250.00
78	Schedule 4, Section 11(a)	Drive an unlicensed motor vehicle	\$250.00
79	Schedule 4, Section 11(b)	Carry too many passengers	\$250.00
80	Schedule 4, Section 11(l)	Wash a taxicab in at a public place	\$250.00
81	Schedule 4, Section 11(m)	Make repairs to a taxicab/accessible taxicab in a public place	\$250.00
82	Schedule 4, Section 11(q)	Obstruct or interfere with a traffic pattern in a public place	\$250.00
83	Schedule 4, Section 11(r)	Smoke or permit person to smoke in the taxicab or accessible taxicab	\$250.00
84	Schedule 4, Section 12(a)	Permit an unlicensed driver to operate taxicab	\$250.00
85 (By-law 56-2023)	Schedule 4 12(c)	Fail to affix plate in an approved manner and location.	\$250.00
86	Schedule 4, Section 13(b)	Operate Taxicab or Accessible Taxicab without a plate	\$250.00
87	Schedule 4, Section 14	Operate or permit to be operated a taxicab that is not in good mechanical condition	\$250.00
88 (By-law 244-2022)	Schedule 4 Section 15	Fail to Keep a plate owner's licence in the taxicab/accessible taxicab	\$250.00
89	Schedule 4, Section 17	Fail to report suspension of his or her Ontario driver's licence to the Licence Issuer	\$250.00
90 (By-law 56-2023)	Schedule 4 Section 25(e)	Fail to provide the number of completed dispatched orders	\$250.00
91 (By-law 244-2022)	Schedule 4 Section 35 (2)	Operate taxicab without the mandatory equipment in Schedule 4 section 35(1)	\$250.00
92 (By-law 56-2023)	Schedule 5 Section 9(f)	Did tow vehicle outside the city without permission	\$250.00

93 (By-law 56-2023)	Schedule 5 Section 12(c)	Fail to keep a daily record of work performed	\$250.00
Tow Trucks - SCHEDULE 5			
	DRIVER		
94	Section 5(4)	Operate as a Tow Truck Owner, no licence	\$250.00
95	Section 5(4)	Operate as a Tow Truck Driver, no licence	\$250.00
96	Section 42	Carry on business under name other than endorsed on licence	\$250.00
97	Section 43(1)	Fail to post licence in a conspicuous place	\$250.00
98	Section 43(2)	Fail to carry licence	\$250.00
99	Schedule 5 Section 8(a)	Operate Tow Truck with interior not in good condition	\$250.00
100	Schedule 5 Section 8(b)	Operate Tow Truck without Driver's Licence issued	\$250.00
101	Schedule 5 Section 8(k)	Fail to complete an Authorization to Tow form	\$250.00
102	Schedule 5 Section 8(m)	Fail to retain an Authorization to Tow form for 6 months from date of tow	\$250.00
103	Schedule 5 Section 8(n)	Operate Tow Truck with equipment not in good condition	\$250.00
104	Schedule 5 Section 8(p)	Fail to wear high visibility safety vest	\$250.00
105 (By-law 244-2022)	Schedule 5 Section 8(q)	Failed to clean up and remove any debris from highway	\$250.00
106	Schedule 5 Section 9(a)	Drive a tow truck not licensed under the authority of the By-law	\$250.00
107	Schedule 5 Section 9(d)	Commencing to tow a vehicle without authorization	\$250.00
108 (By-law 244-2022)	Schedule 5 Section 9.1	Permit tow truck to be within 200 metres of a collision.	\$250.00
109 (By-law 244-2022)	Schedule 5 Section 12(b)	Did demand payment for any services without providing a numbered bill.	\$250.00
110 (By-law 244-2022)	Schedule 5 Section 13(e)	Did interfere with a contract for hiring of a Tow Truck	\$250.00
111 (By-law 244-2022)	Schedule 5 Section 13(f)	Induce to employ/hire Tow Truck by making false representation	\$250.00
112 (By-law 244-2022)	Schedule 5 Section 13(h)	Suggest/recommend to Hirer a particular shop without their request	\$250.00

113 (By-law 244-2022)	Schedule 5 Section 16(1)	Fail to charge flat rate for collision towing	\$250.00
	OWNER		
114	Schedule 5 Section 10(1)(a)	Fail to return tow plate to Licence Issuer	\$250.00
115	Schedule 5 Section 10(1)(d)	Fail to properly identify tow truck	\$250.00
116	Schedule 5 Section 10(1)(e)	Fail to file schedule of rates	\$250.00
117	Schedule 5 Section 10(1)(i)	Use the service of an unlicensed Driver	\$250.00
118	Schedule 5 Section 10(1)(j)	Fail to affix plate to tow truck	\$250.00
	OWNER/DRIVER		
119	Schedule 5 Section 12(a)	Fail to provide schedule of rates to the hirer	\$250.00
120	Schedule 5 Section 13(i)	Permit a passenger to be in a tow truck	\$250.00
121	Schedule 5 Section 13(j)	Operate tow truck with work orders inside the vehicle	\$250.00
122	Schedule 5 Section 20	Operate Tow Truck with incomplete equipment	\$250.00
Personal Transportation Companies - SCHEDULE 6			
123	Schedule 6 Section 4	Permit street hail	\$250.00
124	Schedule 6 Section 5	Solicit passenger	\$250.00
125	Schedule 6 Section 9	Permit payment in cash for a transportation service	\$250.00
126	Schedule 6 Section 11	Provide transportation services without a valid identification card	\$250.00
127	Schedule 6 Section 13(1)	Fail to produce identification card	\$250.00
128	Schedule 6 Section 13(2)	Fail to produce valid insurance	\$250.00
129	Schedule 6 Section 13(3)	Fail to produce any other information requested	\$250.00

NUMBERING OF LOTS BY-LAW 157-2005

7. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Numbering of Lots By-Law No. 157-2005, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 10(a)	Fail to post or erect a municipal number	\$250.00

2	Section 10(b)	Post a number other than assigned municipal number on a building or the related property	\$250.00
3	Section 10(c)	Post, install, maintain, or permit to be maintained a municipal number other than in accordance with by-law provisions	\$250.00
4	Section 10(d)	Obstruct or deface a municipal number	\$250.00
5	Section 10(e)	Fail to maintain a municipal number	\$250.00

POOL ENCLOSURE BY-LAW 202-2011

8. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Pool Enclosure By-Law No. 202-2011, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 3.1	Fail to obtain permit for fence around privately owned outdoor swimming pool	\$350.00
2	Section 3.2	Excavate for a privately owned pool without a Fill Permit or a Road Occupancy Permit	\$350.00
3	Section 3.3	Place water in privately owned outdoor pool prior to inspection and approval of pool enclosure	\$350.00
4	Section 3.4	Fail to maintain pool enclosure in accordance with by-law	\$350.00
5	Section 3.5	Alter or replace pool enclosure without permit	\$350.00
6	Section 3.6 (a)	Fail to ensure pool enclosure gate meets standard	\$350.00
7	Section 3.6 (c)	Fail to lock pool enclosure gate	\$350.0
8	Section 3.6 (d)	Fail to lock hot tub lid	\$350.00
9	Section 3.7	Fail to maintain pool enclosure	\$350.00

PROPERTY STANDARDS BY-LAW 165-2022 (By-law 166-2022)

8A. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Property Standards By-law 165-2022, as amended, that are hereby designated for the purposes of section 15.4.1 of the *Building Code Act, 1992*;

- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 5.2	Fail to comply with an Order.	\$500.00
2	Section 5.3	Hinder or obstruct any person exercising power or duty under the by-law.	\$400.00
3	Section 5.3	Attempt to hinder or obstruct any person exercising power or duty under the by-law.	\$400.00
4	Section 6.1	Fail to make repairs in a good and workmanlike manner.	\$250.00
5	Section 7.1 (1)	Fail to keep a yard clear and free from hazardous objects, materials, or conditions.	\$250.00
6	Section 7.1 (2)	Fail to keep a yard clear and free from domestic animal excrement.	\$250.00
7	Section 7.1 (3)	Fail to store refuse wholly within a proper waste receptacle.	\$250.00
8	Section 7.1 (4)	Fail to keep yard clear and free from neglected or derelict furniture, appliances, equipment, or vehicle part(s).	\$250.00
9	Section 7.1 (5)	Fail to keep a yard clear and free from holes, ruts, depressions and excavations.	\$250.00
10	Section 7.1 (6)	Supply or provide food, water, or other substance which may attract wildlife or insects.	\$250.00
11	Section 7.2	Fail to store domestic storage in accordance with the By-law.	\$250.00
12	Section 7.3	Cause or permit the storage of wrecked, discarded, dismantled, or inoperative equipment.	\$250.00
13	Section 7.4	Cause or permit the storage of construction equipment, backhoes, skid steers, excavators, dump trucks, tractors, farm tractors, and utility tractors.	\$250.00
14	Section 7.5	Cause or permit the storage of a trailer, truck trailer, or house trailer in a yard facing a street.	\$250.00
15	Section 8.2	Fail to contain garbage within a proper receptacle outdoors.	\$250.00
16	Section 8.3 (1)	Fail to maintain receptacle in a clean, sanitary, and operable condition.	\$250.00
17	Section 8.3 (2)	Fail to store receptacle with the cover lid closed and secured.	\$250.00

18	Section 8.3 (4)	Cause or permit the storage of a receptacle in a yard facing a street.	\$100.00
19	Section 8.6	Fail to provide adequate garbage containers for patrons.	\$250.00
20	Section 8.6	Fail to maintain public garbage containers in a clean and safe condition.	\$250.00
21	Section 9.1	Fail to remove dead, decayed, or damaged trees.	\$250.00
22	Section 9.2	Fail to maintain unsightly or unreasonably overgrown hedges, shrubs, bushes, and trees.	\$250.00
23	Section 9.3	Fail to maintain required landscaping, fences, or walls.	\$250.00
24	Section 9.4	Fail to protect or cultivate ground with a suitable ground cover.	\$250.00
25	Section 10.1	Fail to maintain a fence in good repair.	\$250.00
26	Sect. 11.1 (1)	Fail to maintain a structure, carport, building, or accessory building free from refuse and hazards.	\$250.00
27	Sect. 11.1 (2)	Fail to maintain a structure, carport, building, or accessory building in good repair.	\$250.00
28	Sect. 11.1 (3)	Fail to construct or maintain a structure, carport, building or accessory building with suitable and uniform materials.	\$250.00
29	Sect. 11.1 (4)	Fail to protect the exterior surfaces of a structure, carport, building, or accessory building with a weather-resistant material.	\$250.00
30	Section 11.2	Fail to repair or remove a dilapidated or collapsed accessory building.	\$250.00
31	Section 12.1	Fail to surface a driveway, laneway, or parking area with material capable of providing a hard and level surface.	\$250.00
32	Sect. 12.2 (1)	Fail to finish a walkway, driveway, parking, area or laneway with a hard and level surface.	\$250.00
33	Sect. 12.2 (2)	Fail to maintain a walkway, driveway, parking area, or laneway free from potholes or unlevelled conditions.	\$250.00
34	Sect. 12.2 (3)	Fail to adequately grade and drain a walkway, driveway, parking area, or laneway.	\$250.00
35	Sect. 12.2 (4)	Fail to keep a walkway, driveway, parking area, or laneway free from fuel, oil, or other chemical substance.	\$ 250.00
36	Sect. 12.2 (5)	Fail to maintain a walkway, driveway, parking area, or laneway free from hazards.	\$250.00
37	Section 12.3	Fail to remove ice and snow from a walkway or access route.	\$250.00
38	Section 13.1	Cause or permit the storage of a wrecked, discarded, dismantled, or inoperative vehicle.	\$250.00

39	Section 13.2	Cause or permit the storage of an unplated vehicle.	\$250.00
40	Section 13.4	Cause or permit the storage of a vehicle or trailer on a surface other than a permitted parking surface.	\$250.00
41	Section 13.5	Fail to repair damage to landscaping.	\$250.00
42	Section 14.1	Fail to maintain a swimming pool and the components thereof in accordance with this By-law.	\$250.00
43	Section 14.2	Fail to maintain and appropriately secure a swimming pool cover.	\$250.00
44	Section 14.3	Fail to appropriately close or fill a neglected or damaged pool.	\$250.00
45	Section 15.1	Fail to discharge sewage in an approved system.	\$250.00
46	Section 15.2	Cause or permit roof drainage to be discharged, directed, or channeled onto walkways or adjacent lands.	\$250.00
47	Section 15.3	Cause or permit the discharge of water artificially brought onto land in a yard.	\$250.00
48	Section 15.4	Fail to adequately grade and drain yard.	\$250.00
49	Section 16.1	Fail to remove graffiti or objectionable markings.	\$250.00
50	Section 16.2	Fail to restore a surface to its original condition and colour.	\$250.00
51	Section 17.1	Cause or permit the undue intrusion of residential outdoor lighting onto abutting properties.	\$250.00
52	Section 17.3	Fail to maintain outdoor artificial lighting and components thereof in good repair.	\$250.00
53	Section 19.1	Fail to maintain a roof and components thereof in good repair.	\$250.00
54	Section 19.2	Fail to replace damaged or missing shingles.	\$250.00
55	Section 20.1	Fail to maintain an exterior wall and components thereof in good repair.	\$250.00
56	Section 20.2	Fail to maintain an exterior surface in good repair and protect it from the weather.	\$250.00
57	Section 21.1	Fail to maintain exterior doors and windows in good repair.	\$250.00
58	Section 22.1	Fail to maintain an exterior stair, porch, landing, balcony, or deck and components thereof in good repair.	\$250.00
59	Section 23.1	Fail to install an exterior handrail and/or guard in accordance with the <i>Ontario Building Code</i> .	\$250.00
60	Section 24.1	Cause or permit a person to occupy a room for sleeping purposes not in accordance with this By-law.	\$250.00

61	Section 24.2	Cause or permit the conversion of a room into a bedroom without a building permit.	\$250.00
62	Section 24.3	Cause or permit a person to occupy a cellar, lobby, hallway, closet, bathroom, laundry, stairway, kitchen, or any accessory building or shed for sleeping purposes	\$250.00
63	Section 24.4	Cause or permit a cooking appliance in a room used for sleeping purposes.	\$250.00
64	Section 25.2	Fail to keep a required egress free from obstructions.	\$250.00
65	Section 26.2	Fail to maintain a property in a clean, sanitary and safe condition indoors.	\$250.00
66	Section 26.3	Fail to keep a building free from refuse and conditions that may cause a fire, health, or safety hazard.	\$250.00
67	Section 26.4	Fail to keep a building free from mould and, or mildew.	\$250.00
68	Section 26.5	Fail to maintain and control the humidity, moisture, and condensation level indoors.	\$250.00
69	Section 26.7	Fail to repair damages or defects that may cause mould growth.	\$250.00
70	Section 26.8	Fail to produce an indoor residential environmental quality report.	\$250.00
71	Sect. 26.8 (1)	Fail to repair or cause to be repaired, the building in accordance with an indoor residential environmental quality report.	\$250.00
72	Section 27.1	Fail to keep a property free from an infestation by rodents, vermin, and insects.	\$250.00
73	Section 27.3	Fail to appropriately screen or seal openings to prevent the entry of rodents, vermin, or insects.	\$250.00
74	Section 27.4	Fail to remove or clean the remnants of an infestation.	\$250.00
75	Section 28.1	Fail to maintain interior stairs and components thereof in good repair.	\$250.00
76	Section 28.2	Fail to install an interior handrail and, or guard in accordance with <i>Ontario Building Code</i> .	\$250.00
77	Section 29.1	Fail to maintain interior doors or countertops and the components thereof in good repair.	\$250.00
78	Section 30.1	Fail to maintain interior walls and ceilings in good repair.	\$250.00
79	Section 31.1	Fail to maintain interior floors and flooring in good repair.	\$250.00
80	Section 32.4	Fail to maintain a supplied sink, washbasin, and bathtub or shower fixture in good repair.	\$250.00
81	Section 32.5	Cause or permit a toilet, urinal or bidet to be installed in a room other than a bathroom.	\$250.00
82	Section 32.6	Fail to maintain plumbing and the components thereof in good repair.	\$250.00

83	Section 33.3	Fail to finish a bathroom floor with a water repellent covering.	\$250.00
84	Section 33.4	Fail to have a water-resistant wall or ceiling covering around a bathtub or shower.	\$250.00
85	Section 33.5	Fail to maintain bathroom walls and ceilings in good repair.	\$250.00
86	Section 34.2	Fail to maintain a supplied kitchen appliance in good repair.	\$250.00
87	Section 34.3	Fail to maintain a supplied laundry appliance in good repair.	\$250.00
88	Section 34.4	Fail to supply a dedicated dryer exhaust discharging directly outdoors.	\$250.00
89	Section 34.5	Fail to maintain dryer exhaust ducts free from obstructions.	\$250.00
90	Section 36.1	Fail to maintain elevating devices in good repair.	\$250.00
91	Section 37.2	Fail to maintain electrical wiring, fixtures, switches, receptacles, and connections to them in good repair.	\$250.00
92	Section 37.5	Cause or permit the use of an extension cord where not permitted.	\$250.00
93	Section 38.2	Fail to maintain indoor artificial lighting and components thereof in good repair.	\$250.00
94	Section 39.2	Fail to maintain systems of mechanical ventilation in good repair.	\$250.00
95	Section 40.1	Fail to maintain the foundation and components thereof in good repair.	\$250.00
96	Section 40.3	Fail to produce a structural engineer report.	\$250.00
97	Sect. 40.3 (1)	Fail to repair or cause to be repaired, the building in accordance with structural engineer report.	\$250.00
98	Section 42.3	Fail to keep vacant land free from health, fire and safety hazards.	\$250.00
99	Section 42.4	Fail to keep vacant land free from equipment, trailers, vehicles or materials that are not actively used.	\$250.00
100	Section 42.5	Fail to keep vacant land graded, filled or otherwise drained.	\$250.00
101	Section 43.1	Fail to secure a vacant, unoccupied or damaged building.	\$250.00
102	Section 43.2	Fail to take immediate steps to remove dangers to persons or property from a damaged building.	\$250.00
103	Section 43.3	Fail to take immediate steps to repair or cause the repair of a damaged building.	\$250.00

PUBLIC NUISANCE BY-LAW NO. 136-2018

9. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Public Nuisance By-law 136-2018, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Table replaced pursuant to By-laws 111-2023, 147-2024

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	Section 2.1	Cause, create or permit a Public Nuisance.	\$300	\$550	\$800
2	Section 2.2	Hold, sponsor, conduct, continue, host, create, attend, allow, cause or permit a Nuisance Party.	\$300	\$550	\$800
3	Section 3.1	Cause, create, or permit a Public Nuisance caused by a Motor Vehicle.	\$800	\$1000	\$1200
4	Section 3.2	Organize, hold, host, sponsor, continue, cause or permit a Nuisance Party for the purpose of gathering, rallying or racing Motor Vehicles.	\$1000	\$1500	\$2000
5	Section 3.3	Causing or permitting an act that causes damage or deposits onto City or Regional infrastructure or property.	\$1000	\$1500	\$2000
6	Section 10	Prevent, hinder or obstruct an Officer	\$300	\$550	\$800
7	Section 10	Attempt to hinder or obstruct an Officer	\$300	\$550	\$800
8	Section 11(1)	Fail to comply with order	\$500	\$750	\$1000

REFUSE AND DUMPING BY-LAW 381-2005

10. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Refuse and Dumping By-law No. 381-2005, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 4	Place or permit to be placed refuse or graffiti on private property without owner's consent	\$250.00
2	Section 4.2	Place or permit to be placed refuse or graffiti on publicly owned property	\$250.00
3	Section 5	Fail to remove refuse, graffiti or stagnant water from private property	\$250.00

RESIDENTIAL RENTAL LICENSING BY-LAW 216-2023 (By-law 100-2024)

10A. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Residential Rental Licensing By-law 216-2023, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	Subsection 5(a)	Operate RHU without licence	\$600.00	\$900.00	\$1200.00
2	Subsection 5(b)	Permit person to operate RHU without licence	\$600.00	\$900.00	\$1200.00
3	Subsection 5(c)	Collect/permit rent to be collected without licence	\$600.00	\$900.00	\$1200.00
4	Subsection 5(a)	Market/permit to be marketed RHU without licence	\$600.00	\$900.00	\$1200.00
5	Subsection 5(a)	Hold RHU out as being licensed	\$600.00	\$900.00	\$1200.00
6	Subsection 6(a)	Operate RHU at unlicensed location	\$600.00	\$900.00	\$1200.00
7	Subsection 6(b)	Permit person to operate RHU at unlicensed location	\$600.00	\$900.00	\$1200.00
8	Subsection 6(c)	Collect Rent/permit Rent to be collected, at unlicensed location	\$600.00	\$900.00	\$1200.00
9	Subsection 6(d)	Market/permit to be Marketed RHU	\$600.00	\$900.00	\$1200.00

		at unlicensed location			
10	Subsection 6(e)	Hold RHU out as being licensed at unlicensed location	\$600.00	\$900.00	\$1200.00
11	Subsection 7(a)	Operate RHU under unlicensed name	\$600.00	\$900.00	\$1200.00
12	Subsection 7(b)	Permit person to operate RHU under unlicensed name	\$600.00	\$900.00	\$1200.00
13	Subsection 7(c)	Collect Rent/permit Rent to be collected under unlicensed name	\$600.00	\$900.00	\$1200.00
14	Subsection 7(d)	Market/permit to be Marketed RHU under unlicensed name	\$600.00	\$900.00	\$1200.00
15	Subsection 7(e)	Hold RHU out as being licensed under unlicensed name	\$600.00	\$900.00	\$1200.00
16	Section 8	Provide false or misleading information	\$600.00	\$900.00	\$1200.00
17	Section 10	Fail to maintain standards	\$600.00	\$900.00	\$1200.00
18	Section 11	Hinder or obstruct Inspector	\$600.00	\$900.00	\$1200.00
19	Section 12	Fail to keep records	\$600.00	\$900.00	\$1200.00
20	Section 13	Sell or transfer licence	\$600.00	\$900.00	\$1200.00
21	Section 14	Discriminate against a person	\$600.00	\$900.00	\$1200.00

SHORT-TERM RENTAL BY-LAW 165-2021 (By-law 244-2022) (renumbered pursuant to By-law 100-2024)

10B. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following Table lists the provisions in the Short-Term Rental By-law 165-2021, that are hereby designated for the purpose of section 434.1 of the Municipal Act, 2001;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Table amended by By-law 56-2023

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
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1	Section 3	Did carry on the business as a short-term rental host without a licence	\$250.00
2	Section 4(3)	Did carry on the business of Short-Term Rental with expired licence	\$250.00
3	Section 4(3)	Did carry on the business of Short-Term Rental while licence is revoked.	\$250.00
4	Section 4(3)	Did carry on the business of Short-Term Rental while licence is suspended	\$250.00
5	Section 4(4)	Did provide false information or documents	\$250.00
6	Section 22	Did rent or advertise a property for a Short-Term Rental that was not Principal Residence.	\$250.00
7	Section 23	Did rent a Short-term Rental for more than one hundred eighty (180) nights in a calendar year	\$250.00
8 (By-law 56-2023)	Section 63(6)	Fail to comply with an order	\$250.00

SNOW AND ICE REMOVAL BY-LAW 242-76 (renumbered to 11A pursuant to By-law 55-2023)

11A. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Snow and Ice Removal By-Law 242-76 as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 1	Fail to remove snow, ice or slush from sidewalk	\$250.00
2	Section 2	Fail to remove snow or ice from building	\$250.00
3	Section 3	Fail to provide adequate warning for the removal of snow or ice	\$250.00

SUPPORTIVE HOUSING RESIDENCES REGISTRATION BY-LAW 254-2021 (By-law 55-2023)

11. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following Table lists the provisions in the Supportive Housing Residences Registration By-law 254-2021, that are hereby designated for the purpose of section 434.1 of the *Municipal Act, 2001*;

- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			First Offence	Second Offence	Subsequent Offence
1	Section 4	Own/operate supportive housing residence without registering	\$250	\$350	\$500
2	Section 11(3)	Did obstruct or hinder inspection	\$250	-	-
3	Section 63(6)	Fail to comply with an order	\$250	\$350	\$500

TRAFFIC BY-LAW NO. 93-93

12. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Traffic By-Law 93-93 as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 9(2)	Conduct social event on Highway without permit	\$250.00
2	Section 10(1)	Drive vehicle on sidewalk	\$250.00
3	Section 11(5)	Operate a motor-assisted bicycle or e-bike on a prohibited area	\$150.00
4	Section 13(1)	Place unauthorized traffic sign on Highway	\$150.00
5	Section 14(1)	Sell Goods on Highway	\$350.00
6	Section 14(1)	Offer goods for sale on Highway	\$350.00
7	Section 14(2)	Sell or Offer for sale Goods from vacant lot adjacent to Highway	\$250.00
8	Section 29	Obstruct, encumber or foul any highway	\$350.00
9	Section 30	Permit dog to foul any highway	\$150.00
10	Section 31	Obstruct ditch or culvert	\$350.00
11	Section 33	Fail to remove earth/rubbish from highway	\$350.00
12	Section 36(1)	Cross curb/sidewalk/boulevard/parkland without permit	\$350.00

13	Section 37(2)	Drive vehicle across parkland at other than approved location	\$350.00
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VACANT BUILDING BY-LAW 155-2012

13. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Vacant Building By-Law 155-2012 as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1.	Section 4.1(a)	Fail to ensure vacant building is secured against unauthorized entry	\$300.00
2.	Section 4.1(b)	Fail to maintain liability insurance on vacant building	\$300.00
3.	Section 4.1(c)	Fail to protect vacant building against the risk of fire, accident, or other danger	\$300.00
4.	Section 4.3	Fail to comply with written requirements for a vacant building within the timeframe specified	\$500.00

VITAL SERVICES BY-LAW NO. 68-2018

14. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in Vital Services By-law 68-2018, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 5	Fail to provide Vital Services	\$350.00
2	Section 6(1)	Fail to provide Adequate and Suitable Heat	\$350.00
3	Section 6(2)	Fail to provide heating system capable of supplying Adequate and Suitable Heat to each Rental Unit	\$350.00
4	Section 6(3)	Fail to equip Rental Unit with auxiliary heating equipment	\$350.00
5	Section 6(4)	Fail to provide adequate supply of Vital Services	\$350.00

6	Section 7(1)	Allow or cause the discontinuance of Vital Service	\$350.00
7	Section 7(3)	Advise supplier to bill tenant directly	\$350.00
8	Section 8	Obstruct Municipal Law Enforcement Officer	\$350.00

ANIMAL SERVICES BY-LAW 201-2023 (By-law 202-2023)

15. For the purpose of section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in the Animal Services By-law 201-2023, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act, 2001*;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 10 (1)	Fail to obtain a valid licence	\$150.00
2	Section 10 (2)	Fail to affix tag on the collar	\$150.00
3	Section 10 (5)	Fail to report change of licensing status	\$150.00
4	Section 14	Keep a prohibited animal	\$300.00
5	Section 17	Dog enclosure within 2m from the property line	\$300.00
6	Section 18 (1)	Fail to provide waterproof/weatherproof shelter	\$300.00
7	Section 18 (2)	Fail to provide adequate and appropriate shelter	\$300.00
8	Section 18 (3)	Fail to provide adequate shade	\$300.00
9	Section 18 (4)	Fail to provide adequate sanitary conditions	\$300.00
10	Section 18 (5)	Fail to provide adequate food	\$300.00
11	Section 18 (6)	Fail to provide adequate water	\$300.00
12	Section 18 (7)	Fail to provide adequate exercise	\$300.00
13	Section 18 (8)	Fail to provide adequate light	\$300.00
14	Section 18 (9)	Fail to provide adequate ventilation	\$300.00
15	Section 19 (1)	Fail to use tether at least three metres long	\$300.00
16	Section 19 (2)	Fail to use tether allowing unrestricted movement	\$300.00
17	Section 19 (3)	Fail to provide food, water, or shelter and shade	\$300.00
18	Section 19 (4)	Fail to ensure that animal cannot injure itself	\$300.00

19	Section 20 (1)	Tether using a choke or pronged collar or chain	\$300.00
20	Section 20 (2)	Tying a rope, chain or cord while tethered	\$300.00
21	Section 20 (3)	Leave animal unattended where the public has access	\$300.00
22	Section 21	Allow animal to remain outdoors during extreme weather	\$300.00
23	Section 22 (1)	Fail to keep enclosure in sanitary condition	\$300.00
24	Section 22 (2)	Fail to keep enclosure in good state of repair	\$300.00
25	Section 22 (3)	Fail to keep enclosure air ventilated	\$300.00
26	Section 22 (4)	Keep enclosure in a condition where an animal may be harmed	\$300.00
27	Section 22 (5)	Permit enclosure to be exposed to noxious odors or sounds	\$300.00
28	Section 23 (1)	Use of enclosure which does not allow an animal to fully extend	\$300.00
29	Section 23 (2)	Use of enclosure which does not allow an animal stand, sit, perch, turn around and lie down	\$300.00
30	Section 24 (1)	Keep an animal in a vehicle with inadequate ventilation	\$300.00
31	Section 24 (2)	Keep an animal in a vehicle with extreme or inadequate interior temperature	\$300.00
32	Section 24 (3)	Permit an animal in a vehicle to have contact with the public	\$300.00
33	Section 25	Keep a total of more than six dogs/cats	\$300.00
34	Section 25	Keep more than three dogs	\$300.00
35	Section 34	Permit animal at large	\$300.00
36	Section 35	Permit dog off-leash	\$300.00
37	Section 40	Permit dog to be uncontained or unrestrained	\$300.00
38	Section 42 (1)	Fail to clean up after dog in off-leash park	\$300.00
39	Sect. 42 (2)(a)	Bring dog with muzzle and control order to off-leash park	\$300.00
40	Sect. 42 (2)(b)	Bring pit bull to off-leash park	\$300.00
41	Sect. 42 (2)(c)	Bring dog with aggressive history to off-leash park	\$300.00
42	Section 42 (3)	Bring dog not vaccinated against rabies to off-leash park	\$300.00
43	Section 42 (4)	Bring dog not wearing collar or displaying licence to off-leash park	\$300.00
44	Section 42 (5)	Bring dog less than 4 months old to off-leash park	\$100.00
45	Section 42 (6)	Bring dog which is not spayed or neutered in	\$300.00

		off-leash park	
46	Section 42 (7)	Leave dog unattended in off-leash park	\$300.00
47	Section 42 (8)	Bring dog in off-leash park, not carrying leash	\$300.00
48	Sect. 42 (9)(a)	Bring more than 3 dogs into off-leash park	\$300.00
49	Sect. 42 (9)(b)	Bring child under 10 years of age into off-leash park	\$100.00
50	Sect. 42 (9)(c)	Fail to leash dog when entering or existing off-leash park	\$300.00
51	Sect. 42 (11)	Improper use of small or large dog designated area	\$300.00
52	Section 51	Fail to sterilize dog or cat within 45 days of adoption	\$300.00
53	Section 52	Fail to remove excrement	\$300.00
54	Section 57 (1)	Permit a dog to bite a person or domestic animal	\$350.00
55	Section 57 (2)	Permit a dog to attack a person or domestic animal	\$350.00
56	Section 57 (3)	Permit a dog to pose a menace	\$300.00
57	Sect. 60 (3)(a)	Fail to microchip/provide proof	\$350.00
58	Sect. 60 (3)(b)	Fail to sterilize/provide proof	\$350.00
59	Section 60(5)	Fail to display a dangerous dog warning sign	\$350.00
60	Section 60(6)	Breed or permit the breeding of a dog	\$350.00
61	Section 60(7)	Fail to licence dog with a dangerous dog tag	\$350.00
62	Sect. 60 (7)(a)	Fail to notify the Manager of change of residency	\$350.00
63	Sect. 60 (7)(a)	Fail to notify the Manager of change of ownership	\$350.00
64	Sect. 60 (7)(b)	Fail to notify the Manager of the death of a dog	\$350.00
65	Section 63	Fail to comply with a Muzzle and Control Order	\$350.00
66	Section 66	Fail to obtain licence for more than 2 pigeons, hens or rabbits	\$300.00
67	Section 80	Fail to produce licence or requested documents	\$300.00
68	Section 82	Obstruct or hinder an inspection	\$300.00
69	Section 88	Fail to comply with an order	\$300.00
70	Section 94 (1)	Fail to submit application to keep pigeons or hens	\$100.00
71	Section 94 (2)	Fail to notify Animal Services of a change in status	\$100.00
72	Sect. 94 (10)	Fail to keep refuse in air-tight containers	\$300.00

73	Sect. 94 (11)	Fail to keep food in rodent-proof containers	\$300.00
74	Section 98 (1)	Keep/cause to be kept more than 60 pigeons on a lot	\$300.00
75	Section 98 (2)	Keep/cause to be kept more than 40 pigeons on a lot	\$300.00
76	Section 108	Feed or permit the feeding of a wild animal or the leaving of food or attractants	\$350.00
77	Section 111	Fail to remove food when directed to do so	\$350.00

SITE ALTERATION BY-LAW 119-2024 (By-law 120-2024)

16. For the purpose of Section 3 of this By-law:

- (a) Column 1 in the following table lists the provisions in Site Alteration By-law 119-2024, as amended, that are hereby designated for the purposes of section 434.1 of the *Municipal Act*, 2001;
- (b) Column 2 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 1;
- (c) Column 3 in the following table sets out the Administrative Penalty amounts that are payable for contraventions of the designated provisions listed in Column 1.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty		
			1 st Offence	2 nd Offence	3 rd Offence
1	6.7	Fail to provide notification prior to the commencement of work.	250	500	750
2	6.8	Fail to maintain records in a good and businesslike manner.	250	500	750
3	6.9	Fail to make records available for inspection upon request.	250	500	750
4	6.10	Fail to comply with an order.	450	800	1,250
5	6.11	Fail to remove fill dumped or placed contrary to the By-law or a Permit.	250	500	750
6	7.3	Cause, permit, or perform a site alteration in contravention of the By-law.	250	500	750
7	7.4	Cause, permit, or perform a site alteration without the consent of the owner of the land.	450	800	1,250
8	7.5	Cause, permit, or perform a site alteration on City-owned lands.	800	1,250	1,800
9	7.6	Operate a Commercial Fill Operation	1,250	1,800	2,400
10	7.7	Cause, permit, or perform a site alteration without a permit.	450	800	1,250

11	7.8	Fail to comply with the terms or conditions of a Site Alteration permit.	250	500	750
12	7.9	Cause, permit, or perform a large scale site alteration without a permit.	800	1,250	1,800
13	7.10	Cause or permit fill to be used that that contains prohibited material.	450	800	1,250
14	7.11	Cause, permit, or perform a site alteration without providing an approved drainage system.	450	800	1,250
15	7.14	Failure to adequately prevent the depositing of dust, dirt, mud, or debris onto a highway.	250	500	750
16	7.14(1)	Failure to clear the highway of all dust, dirt, mud, or debris from a highway.	250	500	750
17	7.15	Cause, permit, or perform a site alteration during a prohibited time or condition.	250	500	750
18	7.16	Cause, permit, or perform a site alteration that results in an adverse effect.	250	500	750
19	8.1	Cause, permit, or perform a site alteration in a prohibited area.	1,250	1,800	2,400
20	9.1(1)	Fail to immediately cease a site alteration affected by contaminants.	1,250	1,800	2,400
21	9.1 (2)	Fail to notify the Commissioner about the presence of contaminated fill.	1,250	1,800	2,400
22	9.2	Fail to remediate site containing contaminated fill.	1,250	1,800	2,400
23	15.1	Fail to make a site available for inspection upon request	250	500	750
24	25.1	Hinder or obstruct, or attempt to hinder or obstruct.	250	500	750

SCHEDULE B

**CITY OF BRAMPTON ADMINISTRATIVE PENALTY BY-LAW NON-PARKING
ADMINISTRATIVE FEES**

Item No.	COLUMN 1 Administrative Fee	COLUMN 2 Amount
1	Late Payment Fee	\$25.00
2	Screening No Show Fee	\$50.00
3	Hearing No Show Fee	\$100.00
4	Land Title Search Fee	\$35.00
5	Title Deed Fee	\$20.00