



**THE CORPORATION OF THE CITY OF BRAMPTON**

**BY-LAW 218-2019**

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

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) calling the telephone number listed on the Penalty Notice, providing the information required as set out in the Penalty Notice and scheduling the time and place for the review; or
- (b) attending in person at the location listed in the Penalty Notice to provide the information required in the Penalty Notice and scheduling the time and place for the review.

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 review of a Screening Decision or to request an extension of time to request the review are exercised by attending in person or by representative at the place specified in the Request for Review by Hearings Officer form and filing a completed form.

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 25<sup>th</sup> day of September, 2019.

THE CORPORATION OF THE CITY OF BRAMPTON

Approved as to  
form.  
  
2019/09/06  
  
D. Soos

Approved as to  
content.  
  
2019/09/10  
  
Paul Morrison

  
Patrick Brown, Mayor  
  
Peter Fay, City Clerk

**"SCHEDULE A"**  
**CITY OF BRAMPTON ADMINISTRATIVE PENALTY BY-LAW**  
**DESIGNATED BY-LAW PROVISIONS**

**ADULT ENTERTAINMENT BY-LAW NO. 114-2017**

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

- (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.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	5(4)	Operate an Adult Entertainment Business, no licence	\$250
2	5(4)	Operate a Body-rub Business, no licence	\$250
3	5(4)	Engaged in the business of Entertainer, no licence	\$250
4	5(4)	Engaged in the business of Attendant, no licence	\$250
5	38(3)	Did obstruct or hinder, or cause to be obstructed or hindered, an inspection	\$250
6	38(4)	Fail to produce licence upon request	\$250
7	Schedule 1 Section 15(3)	Owner/Operator did fail to provide containers for the disposal of sharp objects	\$250
8	Schedule 1 Section 15(4)	Owner/Operator did fail to equip premises with an effective utility sink	\$250
9	Schedule 1 Section 15(6)	Owner/Operator did fail to adequately equip a washroom	\$250
10	Schedule 1 Section 15(12)	Owner/Operator did fail to provide storage facilities	\$250
11	Schedule 1 Section 15(13)	Owner/Operator did fail to provide refrigerator space and microwave	\$250
12	Schedule 1 Section 15(14)	Owner/Operator did fail to provide a first-aid kit	\$250
13	Schedule 1 Section 15(16)	Owner/Operator did fail to provide panic buttons in judicious locations	\$250
14	Schedule 1 Section 21	Owner/Operator did fail to post a copy of the list of Services and fees	\$250
15	Schedule 1 Section 30	Owner/Operator did fail to post notices	\$250
16	Schedule 2 Section 7	Attendant did fail to carry his or her Licence	\$250

17	Schedule 2 Section 9(1)	Owner/Operator did fail to post sign indicating that no person under 18 may enter or remain	\$250
18	Schedule 2 Section 9(5)	Owner/Operator did fail to provide written contract for Services upon request	\$250
19	Schedule 2 Section 9(6)	Owner/Operator did equip door with locking device to room or cubicle	\$250
20	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
21	Schedule 2 Section 11(4)	Owner/Operator did fail to post a copy of the list of Services and fees	\$250
22	Schedule 2 Section 13(3)	Owner/Operator did fail to equip premises with an effective utility sink	\$250
23	Schedule 2 Section 13(4)	Owner/Operator did fail to provide adequate toilet and washroom accommodation	\$250
24	Schedule 2 Section 13(10)	Owner/Operator did fail to post notice advising that a cleansing shower or bath must be taken	\$250
25	Schedule 2 Section 13(15)	Owner/Operator did fail to provide a first-aid kit	\$250
26	Schedule 3 Section 7(a)	Display Adult Merchandise in a manner so as to be visible from outside the store	\$250
27	Schedule 3 Section 7(b)	Fail to maintain a current list of all Adult Merchandise	\$250
28	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
29	Schedule 3 Section 9(c)	Fail to ensure the exterior signs are restricted to the words "Adult Merchandise" and "Adult Videos"	\$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 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.

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
2	Section 5(4)	Own/Operate a Place of Amusement, no licence	\$250
3	Section 5(4)	Own/Operate as an Auctioneer, no licence	\$250
4	Section 5(4)	Own/Operate an Automobile Service Station or Parking Lot, no licence	\$250
6	Section 5(4)	Own/Operate a Billiard Hall or Bowling Alley, no licence	\$250
7	Section 5(4)	Engaged in the business of Building Renovator, no licence	\$250
8	Section 5(4)	Own/Operate a Carnival or Circus, no licence	\$250
9	Section 5(4)	Engaged in the business of Drain Laying Contractor, no licence	\$250
10	Section 5(4)	Engaged in the business of Driveway Paving Contractor, no licence	\$250
11	Section 5(4)	Engaged in the business of Fence Installation Contractor, no licence	\$250
12	Section 5(4)	Own/Operate a Fixed Food Premises, no licence	\$250
13	Section 5(4)	Own/Operate a Flea market, no licence	\$250
14	Section 5(4)	Offer for sale Consumer Fireworks, no licence	\$250

15	Section 5(4)	Engaged in the business of Heating, Air Conditioning and Ventilation Contractor, no licence	\$250
16	Section 5(4)	Own/Operate a Horse Riding Establishment, no licence	\$250
17	Section 5(4)	Own/Operate a Lodging House, no licence	\$250
18	Section 5(4)	Engaged in the business of Pawnbroker, no licence	\$250
19	Section 5(4)	Own/Operate a Pet Shop, no licence	\$250
20	Section 5(4)	Own/Operate a Place of Public Assembly or Public Hall, no licence	\$250
21	Section 5(4)	Engaged in the business of Plumbing Contractor, no licence	\$250
22	Section 5(4)	Engaged in the business of Pool Installation Contractor, no licence	\$250
23	Section 5(4)	Own/Operate a Salvage Shop or Salvage Yard, no licence	\$250
24	Section 5(4)	Own/Operate a Second Hand Goods Shop, no licence	\$250
25	Section 5(4)	Own/Operate a store where tobacco, cigars or cigarettes are sold by retail, no licence	\$250
26	Section 5(4)	Own/Operate a Vehicle Pound Facility, no licence	\$250
27	Schedule 27 Section 2(a)	Request payment with incomplete invoice	\$250
28	Schedule 27 Section 2(e)	Fail to maintain sign at vehicle pound facility	\$250

#### **FIREWORKS BY-LAW NO. 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. 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.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 9	Discharge or be in possession of prohibited fireworks	\$350.00
2	Section 11	Sell or offer for sale permitted fireworks except on approved days and/or the 7 days preceding	\$350.00
3	Section 12	Sell or offer for sale prohibited fireworks	\$350.00
4	Section 15	Set off permitted fireworks without permit	\$250.00
5	Section 16	Set off permitted fireworks outside authorized hours	\$250.00
6	Section 17	Set off permitted fireworks in a prohibited manner/area	\$250.00
7	Section 19(1)	Property owner permit, allow or cause to be set off prohibited fireworks	\$250.00
8	Section 19(2)	Property owner permit, allow or cause to be set off fireworks without permit	\$250.00

### 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.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 5(4)	Operate as a Driving School Operator, no licence	\$250
2	Section 5(4)	Operate as a Driving School Instructor, no licence	\$250
3	Section 5(4)	Operate as a Driving School Vehicle Owner, no licence	\$250
4	Section 5(4)	Operate as a Limousine Owner, no licence	\$250
5	Section 5(4)	Operate as a Limousine Driver, no licence	\$250
6	Section 5(4)	Operate as a Refreshment Vehicle Owner, no licence	\$250
7	Section 5(4)	Operate as a Refreshment Vehicle Driver, no licence	\$250
8	Section 5(4)	Operate as a Taxicab Owner, no licence	\$250
9	Section 5(4)	Operate as a Taxicab Driver, no licence	\$250
10	Section 5(4)	Operate as a Tow Truck Owner, no licence	\$250
11	Section 5(4)	Operate as a Tow Truck Driver, no licence	\$250
12	Section 42	Carry on business under name other than endorsed on licence	\$250
13	Section 43(1)	Fail to post licence in a conspicuous place	\$250
14	Section 43(2)	Fail to carry licence	\$250
<b>DRIVING SCHOOL INSTRUCTION – SCHEDULE 1</b>			
15	Schedule 1, Section 4(a)	Fail to have photo ID card displayed in visible location while providing instruction	\$250
16	Schedule 1, Section 4(b)	Fail to equip vehicle with extra mirror	\$250
17	Schedule 1, Section 4(d)	Fail to equip vehicle with extra braking equipment	\$250
18	Schedule 1, Section 5(a)	Fail to display driving school sign	\$250
19	Schedule 1, Section 5(b)	Fail to attach plate to exterior of vehicle	\$250
20	Schedule 1, Section 6(a)	Employ an unlicensed instructor	\$250
21	Schedule 1, Section 10(1)(a)	Provide instruction within the restricted area	\$250
22	Schedule 1, Section 10(1)(b)	Provide instruction on Parkland	\$250
23	Schedule 1, Section 10(2)	Permit instruction within Restricted Area/Parkland	\$250
<b>LIMOUSINE – SCHEDULE 2</b>			
24	Schedule 2, Section 4(f)	Fail to produce rate sheet	\$250
25	Schedule 2, Section 4(g)	Fail to have signed contract	\$250
26	Schedule 2, Section 5(a)	Solicit or accept passengers without pre-arranged contract for hire	\$250
27	Schedule 2, Section 5(i)	Hold himself out as being available for hire in a public place	\$250
28	Schedule 2, Section 5(p)	Drive a limousine with owner's plate not affixed	\$250
29	Schedule 2, Section 7(c)	Operate a limousine or permit a limousine to be operated without a licence	\$250

30	Schedule 2, Section 7(e)	Fail to equip a Limousine with a two way radio	\$250
31	Schedule 2, Section 7(e)	Fail to equip a Limousine with a fare meter	\$250
32	Schedule 2, Section 7(e)	Fail to equip a Limousine with a roof sign	\$250
33	Schedule 2, Section 9(b)	Operate Limousine without air-conditioning and heating in both the driver and passenger compartments	\$250
34	Schedule 2, Section 9(c)	Operate Limousine without working seatbelts for each occupant of the Motor Vehicle	\$250
35	Schedule 2, Section 9(d)	Fail to maintain the interior of the Limousine in a clean and tidy condition	\$250
36	Schedule 2, Section 9(e)	Fail to maintain the exterior of the Limousine	\$250
<b>REFRESHMENT VEHICLE – SCHEDULE 3</b>			
37	Schedule 3, Section 5(a)	Fail to produce requested documentation	\$250
38	Schedule 3, Section 6(c)	Sell any alcohol or tobacco products from refreshment vehicle	\$250
39	Schedule 3, Section 7(b)	Fail to attach plate to rear of vehicle	\$250
40	Schedule 3, Section 8	Permit an unlicensed person to operate the refreshment vehicle	\$250
41	Schedule 3, Section 10(a)	Fail to have refuse container	\$250
42	Schedule 3, Section 10(a)	Fail to empty refuse container	\$250
43	Schedule 3, Section 12	Solicit business by noise making device	\$250
<b>Class A- Refreshment Vehicle</b>			
44	Schedule 3, Section 13(a)	Fail to have food wrapped, and prepared for individual servings	\$250
45	Schedule 3, Section 13(b)	Sell refreshments from a Class A vehicle on a highway, exceeding 10 minutes	\$250
46	Schedule 3, Section 17	Operate a Refreshment Vehicle not equipped with an audible warning device for when the vehicle is reversing	\$250
47	Schedule 3, Section 18(a)	Sell refreshments from a source of supply other than specified by the Owner to the Licence Issuer	\$250
48	Schedule 3, Section 18(f)	Fail to have phone number on both sides of the vehicle.	\$250
49	Schedule 3, Section 21	Permit unlicensed driver to operate licensed Refreshment Vehicle	\$250
<b>Class B- Refreshment Vehicle</b>			
50	Schedule 3, Section 24(a)	Sell refreshments from a Class B vehicle on a highway, exceeding 10 minutes	\$250
51	Schedule 3, Section 24(b)	Obstruct traffic	\$250
52	Schedule 3, Section 25(a)	Fail to have registered business name on both sides of the vehicle	\$250
53	Schedule 3, Section 27	Operate refreshment vehicle Class B before 8:00 a.m. or after 9:00 p.m.	\$250
<b>Class C-Refreshment Vehicle</b>			
54	Schedule 3, Section 31(a)	Sell or offer to sell refreshments without written permission of property owner	\$250
55	Schedule 3, Section 31(b)	Sell or offer to sell on any property in the Brampton Downtown Development Corporation Area without written consent	\$250
56	Schedule 3, Section 32	Fail to have registered business name on both sides of the vehicle Class C	\$250
57	Schedule 3, Section 36	Fail to have a fire extinguisher	\$250
<b>Class D- Refreshment Vehicle</b>			
58	Schedule 3,	Fail to keep the interior of the vehicle clean and in	\$250



	Section 37(a)	good repair	
59	Schedule 3, Section 37(b)	Fail to clean up debris from the serving location	\$250
60	Schedule 3, Section 37(c)	Fail to make a safety tour prior to departing	\$250
61	Schedule 3, Section 37(d)	Serve customer standing on a highway	\$250
62	Schedule 3, Section 38(a)	Sell refreshments from a Class C vehicle on a highway, exceeding 10 minutes	\$250
63	Schedule 3, Section 38(b)	Sell or offer for sale refreshments from a Class D vehicle on residential property	\$250
64	Schedule 3, Section 38(c)	Sell or offer to sell refreshments without written permission of property owner	\$250
65	Schedule 3, Section 38(d)	Operate refreshment vehicle Class D before 10:00 a.m. or after 10:00 p.m.	\$250
66	Schedule 3, Section 39(a)	Operate refreshment vehicle Class D without Watch for Children lettering	\$250
67	Schedule 3, Section 39(f)	Operate refreshment vehicle Class D without two amber lights	\$250
68	Schedule 3, Section 39(h)	Operate refreshment vehicle Class D without a Mirror System	\$250
69	Schedule 3, Section 45	Operate a Refreshment Vehicle not equipped with an audible warning device for when the vehicle is reversing	\$250
70	Schedule 3, Section 46	Permit unlicensed driver to operate licensed Refreshment Vehicle	\$250
<b>TAXICABS-SCHEDULE 4</b>			
71	Schedule 4, Section 8	Fail to securely fasten wheelchair	\$250
72	Schedule 4, Section 9(c)	Fail to carry taxicab driver's licence	\$250
73	Schedule 4, Section 9(f)	Fail to provide customer with a receipt	\$250
74	Schedule 4, Section 9(h)	Fail to take the shortest route to the destination	\$250
75	Schedule 4, Section 9(i)	Fail to serve the first person requiring their service	\$250
76	Schedule 4, Section 9(k)	Fail to immediately engage the meter when a passenger enters the taxicab	\$250
77	Schedule 4, Section 11(a)	Drive an unlicensed motor vehicle	\$250
78	Schedule 4, Section 11(b)	Carry too many passengers	\$250
79	Schedule 4, Section 11(l)	Wash a taxicab in at a public place	\$250
80	Schedule 4, Section 11(m)	Make repairs to a taxicab/accessible taxicab in a public place	\$250
81	Schedule 4, Section 11(g)	Obstruct or interfere with a traffic pattern in a public place	\$250
82	Schedule 4, Section 11(r)	Smoke or permit person to smoke in the taxicab or accessible taxicab	\$250
83	Schedule 4, Section 12(a)	Permit an unlicensed driver to operate taxicab	\$250
84	Schedule 4, Section 13(b)	Operate Taxicab or Accessible Taxicab without a plate	\$250
85	Schedule 4, Section 14	Operate or permit to be operated a taxicab that is not in good mechanical condition	\$250
86	Schedule 4, Section 15	Fail to keep a current copy or original taxicab owner's licence in the taxicab or accessible taxicab	\$250
87	Schedule 4, Section 17	Fail to report suspension of his or her Ontario driver's licence to the Licence Issuer	\$250
<b>Tow Trucks - SCHEDULE 5</b>			
	<b>DRIVER</b>		
88	Schedule 5	Operate Tow Truck with interior not in good	\$250

	Section 8(a)	condition	
89	Schedule 5 Section 8(b)	Operate Tow Truck without Driver's Licence issued	\$250
90	Schedule 5 Section 8(k)	Fail to complete an Authorization to Tow form	\$250
91	Schedule 5 Section 8(m)	Fail to retain an Authorization to Tow form for 6 months from date of tow	\$250
92	Schedule 5 Section 8(n)	Operate Tow Truck with equipment not in good condition	\$250
93	Schedule 5 Section 8(p)	Fail to wear high visibility safety vest	\$250
94	Schedule 5 Section 9(a)	Drive a tow truck not licensed under the authority of the By-law	\$250
95	Schedule 5 Section 9(d)	Commencing to tow a vehicle without authorization	\$250
	<b>OWNER</b>		
96	Schedule 5 Section 10(1)(a)	Fail to return tow plate to Licence Issuer	\$250
97	Schedule 5 Section 10(1)(d)	Fail to properly identify tow truck	\$250
98	Schedule 5 Section 10(1)(e)	Fail to file schedule of rates	\$250
99	Schedule 5 Section 10(1)(i)	Use the service of an unlicensed Driver	\$250
100	Schedule 5 Section 10(1)(j)	Fail to affix plate to tow truck	\$250
	<b>OWNER/DRIVER</b>		
101	Schedule 5 Section 12(a)	Fail to provide schedule of rates to the hirer	\$250
102	Schedule 5 Section 13(i)	Permit a passenger to be in a tow truck	\$250
103	Schedule 5 Section 13(j)	Operate tow truck with work orders inside the vehicle	\$250
104	Schedule 5 Section 20	Operate Tow Truck with incomplete equipment	\$250
<b>Personal Transportation Companies - SCHEDULE 6</b>			
105	Schedule 6 Section 4	Permit street hail	\$250
106	Schedule 6 Section 5	Solicit passenger	\$250
107	Schedule 6 Section 9	Permit payment in cash for a transportation service	\$250
108	Schedule 6 Section 11	Provide transportation services without a valid identification card	\$250
109	Schedule 6 Section 13(1)	Fail to produce identification card	\$250
110	Schedule 6 Section 13(2)	Fail to produce valid insurance	\$250
111	Schedule 6 Section 13(3)	Fail to produce any other information requested	\$250

## 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

**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.

Item	Column 1 Designated Provision	Column 2 Short Form Wording	Column 3 Administrative Penalty
1	Section 2	Cause, create or permit Public Nuisance.	\$300.00
2	Section 3	Hold, sponsor, conduct, continue, host, create, attend, allow, cause or permit a Nuisance Party.	\$300.00
3	Section 10	Prevent, hinder or obstruct an Officer	\$300.00
4	Section 10	Attempt to hinder or obstruct an Officer	\$300.00
5	Section 11(1)	Fail to comply with order	\$500.00

**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

**SNOW AND ICE REMOVAL BY-LAW 242-76**

11. 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

**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

### 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
2.	Section 4.1(b)	Fail to maintain liability insurance on vacant building	\$300
3.	Section 4.1(c)	Fail to protect vacant building against the risk of fire, accident, or other danger	\$300
4.	Section 4.3	Fail to comply with written requirements for a vacant building within the timeframe specified	\$500

### 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

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

<b>Item No.</b>	<b>COLUMN 1  Administrative Fee</b>	<b>COLUMN 2  Amount</b>
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