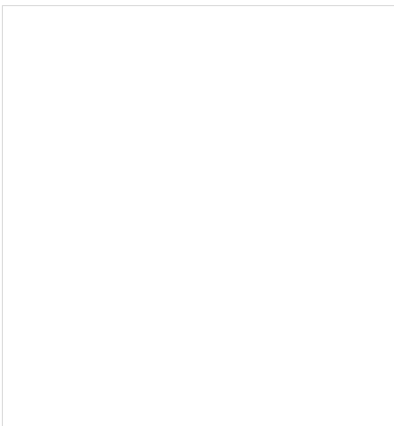

THE CORPORATION OF THE TOWNSHIP OF CENTRAL

FRONTENAC

BY-LAW # 2024-43

BEING A BY-LAW TO ESTABLISH A COMPREHENSIVE SYSTEM

OF ADMINISTRATIVE MONETARY PENALTIES



WHEREAS section 8(1) of the *Municipal Act, 2001*,

S.O. 2001, c. 25, as amended provides that the powers

of a Township shall be interpreted broadly as to confer broad

authority on a Township to enable it to govern its affairs as it

considers appropriate, and enhance its ability to respond to

municipal issues;

AND WHEREAS section 391(1) of the *Municipal*

Act, 2001, S.O. 2001, c. 25, as amended provides for a

Township to impose fees and charges on persons for services or

activities it provides and for the use of its property;

AND WHEREAS section 23.1 of the *Municipal Act*,

2001, S.O. 2001, c. 25, as amended authorizes a

Township to delegate its powers and duties;

AND WHEREAS section 434.1 of the *Municipal Act*,

2001, S.O. 2001, c. 25, as amended provides that a

Township may require a person to pay an Administrative Monetary

Penalty if the Township is satisfied that the person has failed to

comply with a by-law of the Township passed under the

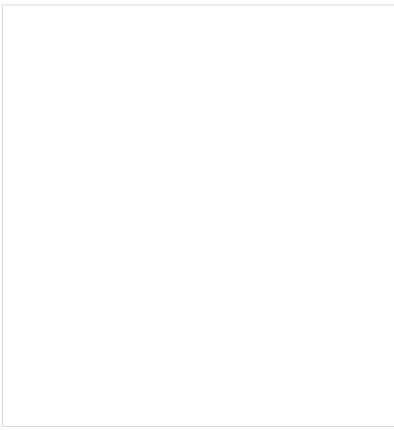
Municipal Act;

AND WHEREAS section 434.2 of the *Municipal Act*,

2001, S.O. 2001, c. 25, as amended provides that an

Administrative Monetary Penalty imposed by the Township on a

person constitutes a debt of the person to the Township;



AND WHEREAS the Province of Ontario adopted the

“Administrative Penalties” regulation, O. Reg 333/07 pursuant to the

Municipal Act, 2001, S.O. 2001, c. 25, as amended;

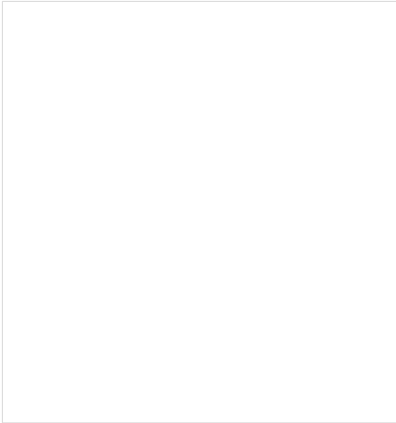
AND WHEREAS the Council of The Corporation of the

Township of Central Frontenac considers it desirable to have an

Administrative Monetary Penalty By-law that sets out a process for

all regulatory by-laws to which administrative monetary penalties

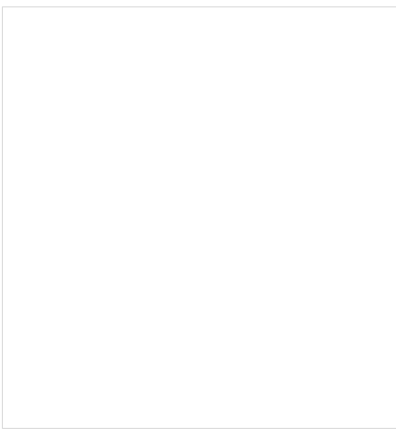
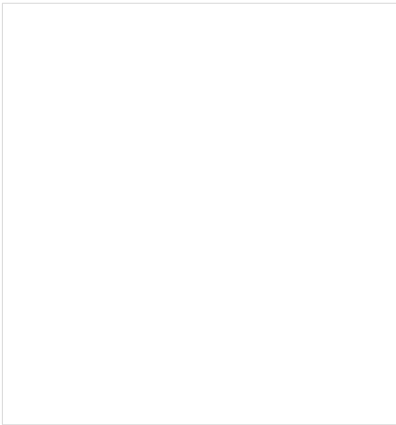
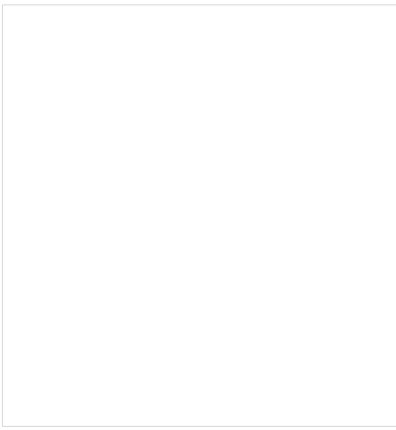
may apply;



NOW THEREFORE the Council of The Corporation of

the Township of Central Frontenac hereby enacts as

follows:



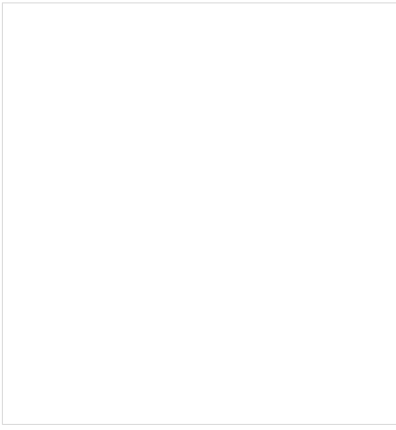
1. This by-law shall be known and may be cited

as the “Administrative

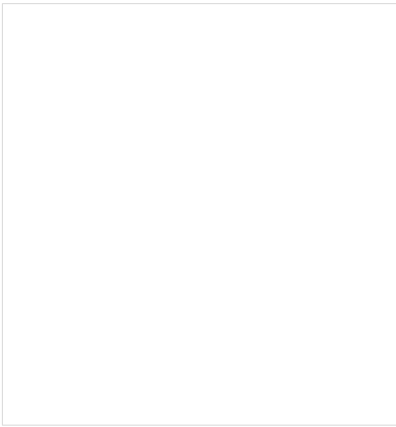
Monetary

Penalty By-

law”.



2. APPLICABILITY AND SCOPE



2.1 This By-law applies to, and only to a Designated

By-law.

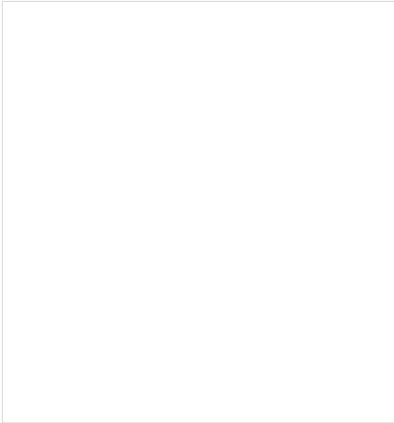
2.2 This By-law shall apply to any contravention of a

Designated By-law listed in Schedule “A” of this By-law. The

short form wording to be used for a contravention of a

Designated Bylaw and the Administrative Monetary Penalty

imposed are as set out in Schedule “C” of this By-law.



2.3 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 issued a Penalty Notice 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, R.S.O. 1990, c. P. 33,

as amended.

3. DEFINITIONS

In this By-law:

Administrative Monetary Penalty means a monetary

penalty imposed and as set out in Schedule “C” of this By-law for a

contravention of a Designated By-law and when imposed includes

an administrative fee as set out in Schedule “B”;

Chief Administrative Officer means the Chief

Administrative Officer for the Township, or any Person designated by

the Chief Administrative Officer;

Council means the Council of the Township of Central

Frontenac;

Clerk means the Clerk for the Township or any Person

designated by the Clerk;

Designated By-law means a by-law or provision of a

by-law that is designated under this or any other by-law, as a by-law

or provision of a by-law to which this By-law applies;

Hearing Decision means a notice that contains a

decision made by a Hearing Officer

Hearing Non-Appearance Fee means an

administrative fee as set out in Schedule “B” of this By-law in respect

of a Person’s failure to appear at the time and place scheduled for a

review before a Hearing or Screening Officer.

Hearings Officer means a Person appointed by

Council to perform the duties of a Hearing Officer for the purposes of

this By-law;

Hearing Officer's Decision means a notice that

contains the decision of a Hearings Officer;

Holiday means a Saturday, Sunday, any statutory

holiday in the Province of Ontario or any day the offices for the

Township are officially closed for business;

Late Payment Fee means an administrative fee as set

out in Schedule “B” of this By-law in respect of a Person’s failure to

pay an Administrative Monetary Penalty within the time prescribed in

this By-law;

NSF Fee means an administrative Fee established by

the Township from time to time in respect of payment by negotiable

instrument received by the Township from a Person for payment of

any Administrative Penalty or Administrative Fee, for which there are

insufficient funds available in the account on which the instrument

was drawn, as listed in Schedule "B"

Officer means a police officer, a Municipal Law

Enforcement Officer or other person appointed by or under the

authority of a Township by-law to enforce a Designated By-law;

Owner includes,

(a) the Person for the time being managing or

receiving the rent of the land or premises in connection

with which the word is used, whether on the Person's

own account or as agent or trustee of any other

Person, or who would receive the rent if the land and

premises were let;

(b) a lessee or occupant of the property;

(c) a Person having care and control of the

property;

Parent means a Person who has demonstrated a

settled intention to treat a child as a member of his or her family

whether or not that Person is the natural parent of the child;

Person includes an individual, sole proprietorship,

partnership, limited partnership, trust, corporation, and an individual

in his or her capacity as a trustee, executor, administrator, or other

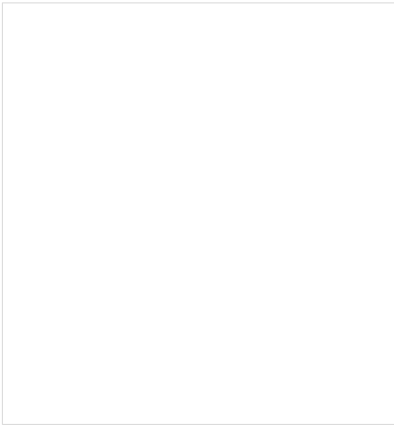
legal representative;

Penalty Notice means a notice issued by an Officer

for a contravention of a Designated By-law;

Penalty Notice Date means the date of the

contravention specified on the Penalty Notice;



Penalty Notice Number means the number specified

on the Penalty Notice;

Power of Decision means a power or right, conferred

by or under this By-law, to make a decision deciding or prescribing,

the legal rights, powers, privileges, immunities, duties or liabilities of

a Person;

(a) in the case of a Screening Officer, in respect

of a request to review an Administrative Monetary

Penalty;

(b) in the case of a Hearings Officer, in respect

of a request to review a Screening Decision;

Relative includes any of the following persons:

(a) spouse;

(b) parent, including stepchild and grandchild;

(c) siblings and children of siblings;

(d) aunt, uncle, niece and nephew;

(e) in-laws, including mother, father, sister,

brother, daughter, and son; or

(f) a Person who lives with the Person on a

permanent basis;

Regulation means the Administrative Penalties,

Ontario Regulation 333/07 under the *Municipal Act*,

2001, S.O. 2001, c. 25, as amended;

Request for Review by Hearings Officer means a

form provided by the Township to request a review of a Screening

Decision;

Screening Decision means a notice which contains

the decision of a Screening Officer;

Screening Officer means a Person appointed by

Council to perform the duties of a Screening Officer for the purposes

of this By-law;

Screening Non-Appearance Fee means an

administrative fee as set out in Schedule “B” of 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;

Spouse means a Person to whom the Person is

married or with whom the Person is living in a conjugal relationship

outside marriage;

Tax Roll Address means the mailing address and

contact information for the owner of property that appears in the

Township's municipal tax assessment records;

Township means the Corporation of the Township of

Central Frontenac or the land within the geographic limits of The

Corporation of the Township of Central Frontenac as the context

requires.

4. GENERAL PROVISIONS

4.1. Where an Administrative Monetary Penalty is

cancelled by a Screening Officer or a

Hearings Officer, any administrative fee is also cancelled.

4.2. Any time limit that would otherwise expire on a

Holiday is extended to the next day that is not a Holiday.

4.3. Any Schedule attached to this By-law forms part

of this By-law.

4.4. Sections 431 and 440 of the *Municipal Act*,

2001, S.O. 2001, c. 25, as amended, 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 Township, 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.

4.5. Nothing in this By-law limits the Township's right

to enforce a Designated By-law by any other and all legal

means.

5. PENALTY NOTICE

5.1 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 wording outlined in Schedule

“C” of the By-law, which describes the particulars of the

contravention;

(e) the amount of the Administrative Monetary

Penalty outlined in Schedule "C" of this By-law;

(f) the name and identification number of the

Officer;

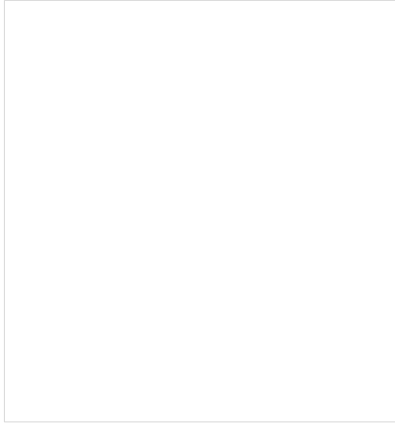
(g) such information as the Clerk or designate

determines is appropriate respecting the process by

which the Person may exercise the Person's right to

request a review of the Administrative Monetary

Penalty;



(h) a statement advising that an Administrative

Monetary Penalty, including any administrative fee, will,

unless cancelled or reduced pursuant to a review,

constitute a debt of the Person to the Township.

5.2 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.

5.3 Every Person who contravenes a provision of a

Designated By-law shall, when given a Penalty Notice, be

liable to pay to the Township the Administrative Monetary

Penalty set out in the Penalty Notice within 15 days of the

Penalty Notice Date.

5.4 No Officer shall accept payment in respect of an

Administrative Monetary Penalty.

5.5 Where a Penalty Notice is issued in respect of a

contravention of a Designated By-law for which Owners of a

property are responsible, the Penalty Notice shall include the

name of all Persons who are the registered owners of such

property, and such Persons shall be jointly and severally

liable for the Penalty Notice.

6. SERVICE OF A PENALTY NOTICE

6.1 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 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.

(e) When a copy is placed on or affixed to a

person's vehicle

6.2 For the purposes of sections 6.1 (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

address provided by the Person to the Township, including

the Tax Roll Address, information provided in an application

made by a Person to the Township or as provided in writing or

in a form supplied by the Township for the purposes of

administration of this By-law.

6.3 In addition to the service methods in section 6.1,

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;

6.4 Service of a Penalty Notice under section 6.3 is

effective on the 5th day after a copy is sent by regular letter

mail to the Tax Roll Address.

7. SCREENING OFFICER REVIEW

7.1 A Person who is given a Penalty Notice may

request that the Administrative Monetary Penalty be reviewed

by a Screening Officer within 15 days after the Penalty Notice

Date.

7.2 If a Person does not request a review within the

time limit set out in section 7.1, a Person may request that the

Screening Officer extend the time to request a review within

30 days after the Penalty Notice Date.

7.3 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 or by a representative at the

place specified in the Penalty Notice to provide the

information required in the Penalty Notice and scheduling the

time and place for the review.

7.4 A Person's right to request an extension of time in

section 7.2 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 Monetary Penalty,

including any administrative fees, shall be deemed to

be affirmed on the 16th day after the Penalty Notice

Date; and

(c) the Administrative Monetary Penalty,

including any administrative fees, is not subject to any

further review, including review by any court.

7.5 A review or a request for an extension of time to

request a review shall only be scheduled by the Township if

the Person has exercised their right to request a review or an

extension of time to request a review within the time limits set

out in sections 7.1 or 7.2.

7.6 Where a Person fails to attend at the time and

place scheduled for a review by the Screening Officer:

(a) the Person shall be deemed to have abandoned

the request for a review of the Administrative Monetary

Penalty;

(b) the Person shall pay to the Township a Screening

No Show Fee;

(c) the Administrative Monetary Penalty, including any

administrative fees, shall be deemed to be affirmed on the

date that was scheduled for the review; and

(d) the Administrative Monetary Penalty, including any

administrative fees, is not subject to any further review,

including review by any court.

7.7 For the purposes of section 7.2, the Screening

Officer may only extend the time to request a review of an

Administrative Monetary 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 7.1.

7.8 Where an extension of time is not granted by the

Screening Officer the Administrative Monetary Penalty,

including any administrative fees, is deemed to be affirmed on

the 16th day after the Penalty Notice Date.

7.9 After a review of the Administrative Monetary

Penalty has been held, the Screening Officer shall deliver a

Screening Decision to the Person.

8.0 HEARING OFFICER REVIEW

8.1 A Person may request a review of a Screening

Decision by a Hearings Officer within 15 days after the

Screening Decision has been delivered to the Person.

8.2 If a Person has not requested a review within the

time limit set out in section 8.1, 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.

8.3 A Person's right to request an extension of time in

section 8.2 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 Monetary Penalty and any

administrative fees, shall be deemed to be affirmed;

and

(c) the Screening Decision, which includes the

Administrative Monetary Penalty and any

administrative fees, is not subject to any further review,

including review by any court.

8.4 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:

(a) attending in person or by representative at

the place specified in the Request for Review by

Hearings Officer; and

(b) filing a completed Request for Review by

Hearings Officer form.

8.5 A review or a request for an extension of time to

request a review shall only be scheduled by the Township 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 8.1 and 8.2.

8.6 Where a Person fails to attend at the time and

place scheduled for a review by a 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 Township a Hearing No

Show Fee;

(c) the Screening Decision, which includes the

Administrative Monetary Penalty and any administrative fees,

shall be deemed to be affirmed on the date that was

scheduled for the Hearing; and

(d) the Screening Decision, which includes the

Administrative Monetary Penalty and any administrative fees,

is not subject to any further review, including review by any

court.

8.7 For the purposes of section 8.2, a 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 8.1.

8.8 Where an extension of time is not granted by a

Hearings Officer the Screening Decision, which includes the

Administrative Monetary Penalty and any administrative fees,

is deemed to be affirmed and shall not be subject to any

further review, including review by any court.

8.9 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 Township an

opportunity to be heard at the time and place scheduled for

the hearing of the review.

8.10 All hearings conducted by a Hearings Officer

shall be in accordance with the *Statutory*

Powers and Procedures Act, R.S.O. 1990, c. S.

22, as amended.

8.11 After a hearing is complete the Hearings Officer

shall issue to the Person a Hearing Officer's Decision.

9. ESTABLISHMENT AND APPOINTMENT OF SCREENING AND

HEARING OFFICERS

9.1 The position of Screening Officer is established for

the purpose of exercising the Power of Decision in the review

of an Administrative Monetary Penalty in accordance with this

Bylaw and the Regulation.

9.2 The following are not eligible for appointment as a

Screening Officer:

(a) a member of Council;

(b) an Officer;

(c) a relative of a person referenced in section

9.2(a) and 9.2(b).

9.3 The position of Hearings Officer is established for

the purpose of exercising the Power of Decision in the review

of a Screening Decision in accordance with this By-law and

the Regulation.

9.4 The following are not eligible for appointment as a

Hearing Officer:

(a) a member of Council;

(b) an employee of the Township;

(c) an Officer;

(d) a relative or a person referenced in section

9.4(a), 9.4(b) and 9.4(c);

(e) a person indebted to the Township other

than:

(i) in respect of current real property

taxes; or

(ii) pursuant to an agreement with the

Township, the terms with which the person is in

compliance.

9.5 A Screening Officer and a Hearings Officer shall

be appointed by Council

9.6 A Screening Officer and a Hearings Officer shall

hold office for the term or remainder of the term of Council

that appointed the Screening Officer and Hearings Officer and

thereafter until a successor is appointed.

9.7 A Screening Officer and a Hearings Officer shall

be remunerated at the rate from time to time established by

Council.

9.8 No person shall attempt, directly or indirectly, to

communicate with or influence a Screening Officer or a

Hearings Officer respecting the determination of an issue

respecting a Power of Decision in a proceeding that is or will

be pending before the Screening Officer or Hearings Officer

except a Person who is entitled to be heard in the proceeding

or the Person's lawyer, licensed representative or authorized

agent and only by that Person or the Person's lawyer,

licensed representative or authorized agent during the

screening or hearing of the proceeding in which the issue

arises.

9.9 Section 9.8 does not prevent a Screening Officer

or Hearings Officer from seeking and receiving legal advice.

9.10 Sections 9.6 and 9.7, do not apply to a Screening

Officer that is an employee of the Township.

10. JURISDICTION OF SCREENING AND HEARINGS OFFICER

10.1 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.

10.2 On a review of the Administrative Monetary

Penalty, the Screening Officer may affirm the Administrative

Monetary Penalty, including any administrative fee, or the

Screening Officer may cancel, reduce, or extend the time for

payment of the Administrative Monetary Penalty, including

any administrative fee, on the following grounds:

(a) where the Person establishes on a balance

of probabilities, that they 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 Monetary Penalty, including any

administrative fees, is necessary to relieve any undue

hardship.

10.3 On a review of a Screening Decision, a Hearings

Officer may affirm the Screening Decision, or the Hearings

Officer may cancel, reduce or extend the time for payment of

the Administrative Monetary Penalty, including any

administrative fee, on the following grounds:

(a) where the Person establishes on a balance

of probabilities, that they 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 Monetary Penalty, including any

administrative fee, is necessary to relieve any undue

hardship.

10.4 Any decision by a Hearings Officer is final and is

not subject to any further review, including review by any

court.

11. ADMINISTRATION OF THE BY-LAW

11.1 The Clerk or designate shall administer the By-

law and establish any practices, policies and procedures

necessary to implement the By-law.

11.2 The Clerk or designate 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 Chief Administrative Officer or

designate deems necessary.

11.3 The Clerk or designate may cancel an

Administrative Monetary Penalty, including any administrative

fee, where the Penalty Notice was issued to a Person due to

an error made by the Township.

11.4 The Clerk or designate may cancel any

administrative fee, without cancelling the Administrative

Monetary Penalty, where the fee was imposed as the result of

an error made by the Township.

12. FINANCIAL ADMINISTRATION

12.1 The Administrative Monetary Penalty is due and

payable on the Penalty Notice Date and within 15 days of the

Penalty Notice Date, unless a request for Screening Officer

Review is submitted within the required timeframe.

12.2 A Person who is given a Penalty Notice and who

does not pay the amount of the Administrative Monetary

Penalty within 15 days of the Penalty Notice Date shall pay to

the Township the Late Payment Fee and any other

administrative fees in Schedule “B” of this By-Law which may

be applicable.

12.3 An Administrative Monetary Penalty, including

any administrative fees, that is deemed affirmed is

automatically affirmed under this By-law and does not require

a Power of Decision provided to the Screening Officer or the

Hearings Officer.

12.4 Where a Person has paid an Administrative

Monetary Penalty that is then cancelled or reduced pursuant

to this By-law, the Township shall refund the amount

cancelled or reduced including any administrative fees

imposed.

13. CONSEQUENCES OF NON-PAYMENT

13.1 An Administrative Monetary 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 Township owed

by the Person to whom the Penalty Notice was given.

13.2 An Administrative Monetary 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, S.O. 2001, c. 25, as amended.

13.3 In the event of extenuating circumstances, a

Person subject to a Hearing No Show Fee may request in

writing to the Chief Administrative Officer or designate that the

matter be reviewed, and upon providing any and all evidence

satisfactory to the Chief Administrative Officer or designate ,

the said administrative fee may be cancelled, and an

opportunity for another hearing granted, with the decision by

the Chief Administrative Officer or designate being final.

14. PARKING BY-LAW

14.1 A By-Law Enforcement Officer shall provide

reasonable notice to the owner of a vehicle in respect of

which a Penalty Notice is issued under a Parking By-Law,

which notice may include personal service, notice by regular

mail to the registered address of the owner of the vehicle, or

such other means by which the notice is likely to come to the

vehicle owner's attention.

14.2 If an administrative penalty related to Parking By-

Laws is not paid within fifteen (15) days after the date that it

becomes due and payable the municipality may file a

certificate of default in a court of competent jurisdiction and,

once filed, the certificate is deemed to be an order of the court

and may be enforced in the same manner as an order of the

court.

14.3 A certificate of default shall be in the form

approved by the Attorney General.

14.4 Costs incurred in obtaining and enforcing the

deemed order shall be added to the order and collected under

the order.

14.5 One certificate of default may be filed with the

court in respect to two or more Administrative Monetary

Penalties imposed on the same person.

14.6 If, after a certificate of default has been filed with

the court, every penalty to which the certificate relates is paid

in full. the municipality shall:

(a) notify the court in writing; and

(b) if a writ of execution has been filed with the

sheriff, notify the sheriff in writing.

14.7 If an Administrative Monetary Penalty related to

Parking By-Law is not paid within fifteen (15) days after the

date that it becomes due and payable to the municipality, the

Clerk or designate may notify the Registrar of Motor Vehicles

of the default and the Registrar shall not validate the permit of

a person named in the default notice nor issue a new permit

to that person until the penalty is paid.

14.8 Plate denial applies only to the permit related to

the vehicle to which the administrative penalty relates.

15. SEVERABILITY

15.1 If a court of competent jurisdiction declares any

section or part of this By-law invalid, it is the intention of

Council of the Township that the remainder of this By-law

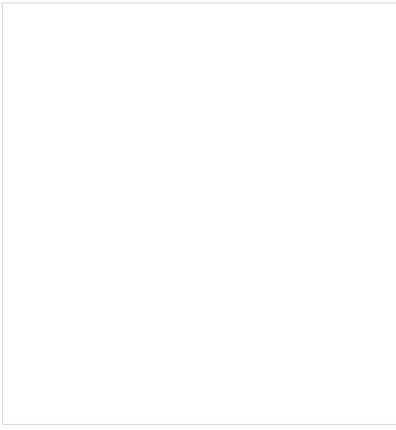
shall continue in force unless the court makes an order to the

contrary.

16. EFFECTIVE DATE

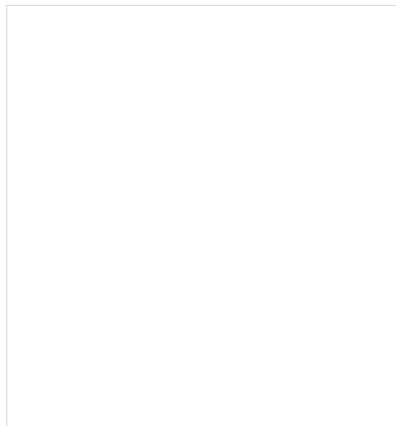
16.1 This By-law shall come into force and take effect

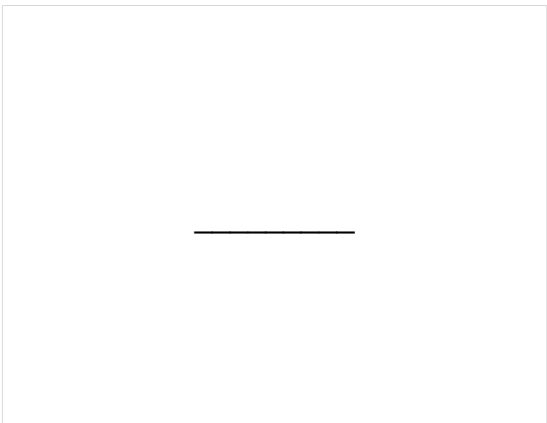
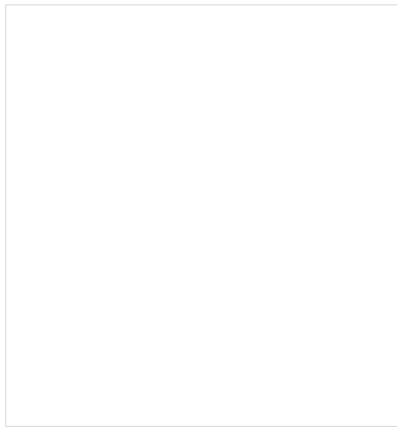
on January 1st, 2025



Read a first, second and third time and passed this

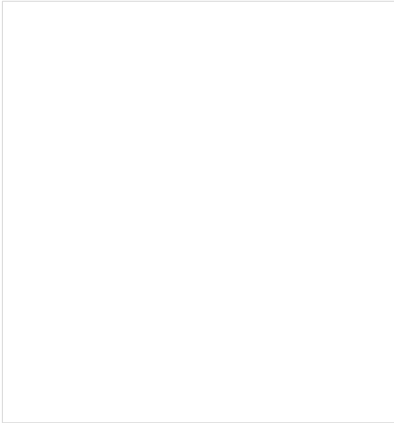
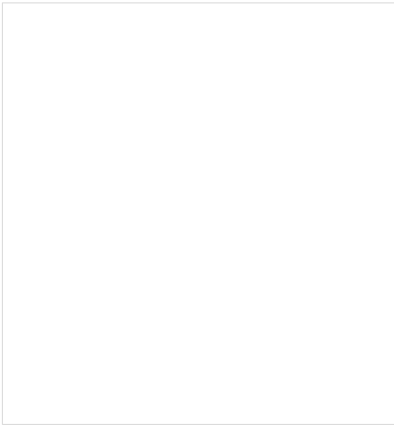
26th day of November 2024.





Frances L Smith, Mayor Cathy MacMunn,

CAO/Clerk



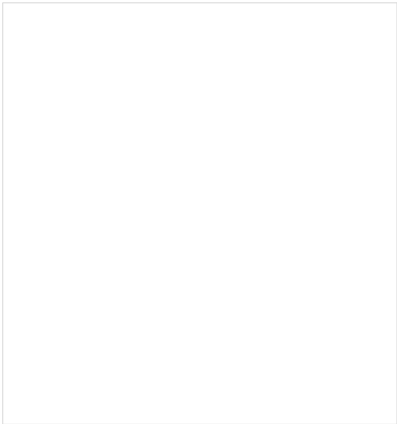
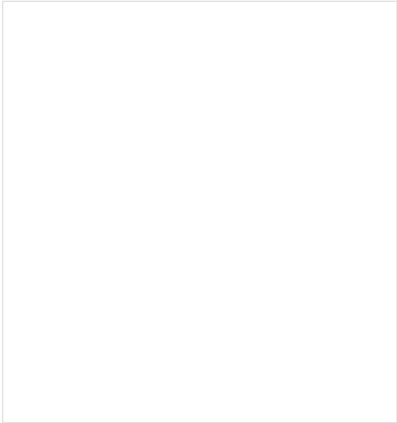
SCHEDULE "A"

BY-LAW 2024-43 ADMINISTRATIVE PENALTY BY-LAW

DESIGNATED BY-LAWS

DESIGNATED BY-LAWBY-LAW NUMBER

Canine Control By-Law	2024-41
Safe Yard By-Law	2025-40

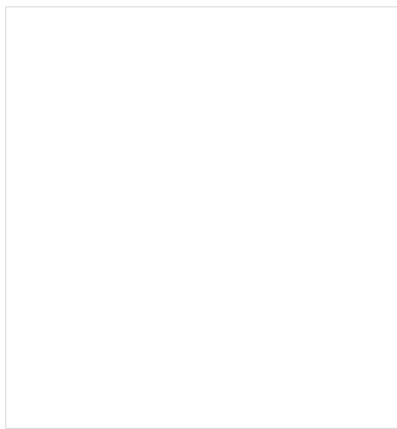
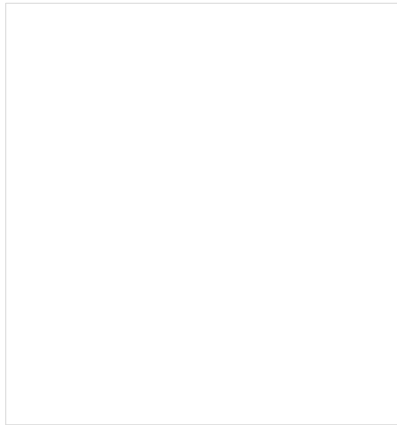
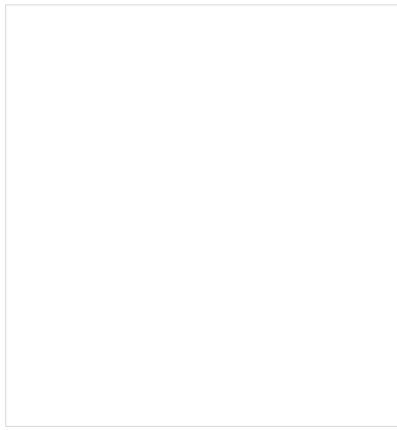


SCHEDULE “B”

BY-LAW 2024-43 ADMINISTRATIVE PENALTY BY-LAW

ADMINISTRATIVE FEES

ITEM	FEE
Hearing Non-appearance fee	\$350.00
Late Payment Fee	\$25.00
NSF Fee	\$25.00
Screening Non-appearance Fee	\$125.00
Land Title Search Fee	\$30.00
Title Deed Fee	\$30.00



BY-LAW 2024-43 ADMINISTRATIVE PENALTY BY-LAW

SHORT FROM WORDING AND SET PENALTY SCHEDULES

The following tables set out the Designated By-laws, short form

wording and the set penalty for each offence.

**TABLE 1: DESIGNATED BY-LAW 2024-41
CANINE CONTROL BY-LAW**

ITEM	BY-LAW SECTION	SHORT FORM WORDING (CONTRAVENTION)	PENALTY AMOUNT
1	4.1	Fail to obtain dog license	\$125.00
2	4.4	Fail to produce up-to-date vaccine when requested	\$200.00
3	4.6	Fail to affix license tag on dog	\$125.00
4	4.9	Keeping more than allotted number of dogs	\$250.00
5	5.1	Allow dog to become public nuisance	\$200.00
6	5.3	Fail to remove forthwith excrement left by dog	\$200.00
7	7.3a	Failing to properly confine a dangerous dog with an appropriate fence or securely tethered	\$300.00
8	7.3b	Failing to keep a dangerous dog under control of a competent Person when off owner's premises	\$350.00
9	7.3c	Failing to muzzle a dangerous dog	\$350.00
10	7.3d	Failing to notify the Township of change in ownership/residence of a dangerous dog	\$200.00
11	7.3e	Failing to notify the Township of a dangerous dog running at large/attacking a person/biting a person	\$500.00
12	7.3f	Failure to display warning of a dangerous dog	\$200.00
13	7.6	Failure to comply with a restrain order	\$500.00
14	9.1	Allow a dog to run at large	\$150.00
15	9.2a	Failing to keep a dog leashed	\$150.00
16	9.2b	Fail to keep dog under control of capable person	\$150.00
17	10.2	Forcibly retrieve an animal from the Shelter/Officer	\$300.00
18	10.4	Fail to pay impound/outstanding fees or charges	\$200.00
19	10.5a	Allow a dog to bite or attack a person or other domestic animal	\$300.00
20	10.5b	Allow a dog to behave in a manner that poses a menace to safety	\$300.00
21	11.1	Fail to acquire Kennel license	\$300.00
22	11.2	Not residing on Kennel property	\$200.00
23	11.3	Fail to renew kennel license	\$300.00
24	11.6	Fail to produce license when requested	\$200.00
25	11.9b	Sale of pups or money made from a hobby kennel	\$500.00
26	11.9c	Keeping more than allotted dog for a hobby kennel	\$500.00
27	11.9d	Failing to register dogs owned by hobby kennel to the Township	\$200.00
28	11.10e	Failing to register a dog owned by Commercial kennel to the Township	\$200.00

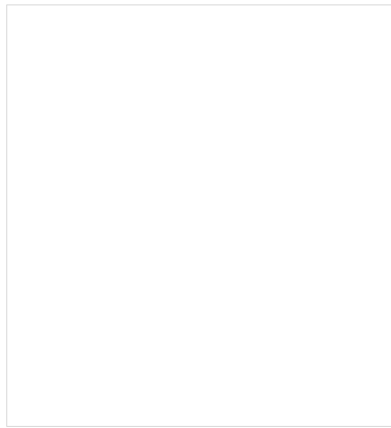


**TABLE 2: DESIGNATED BY-LAW 2025-40
SAFE YARD BY-LAW**

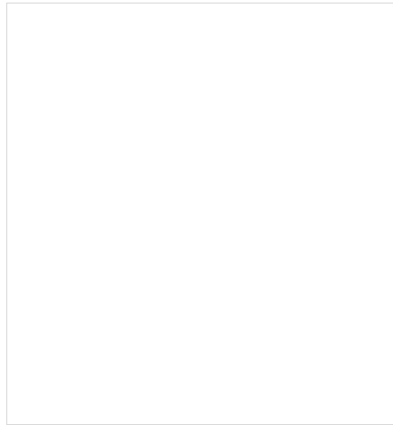
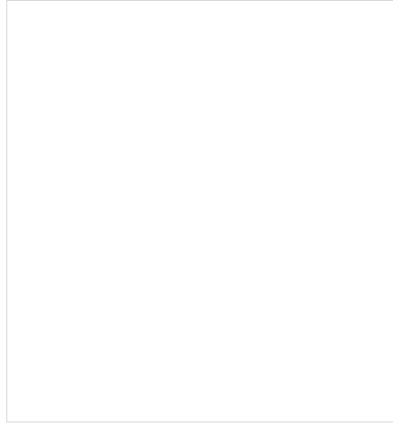
ITEM	BY-LAW SECTION	SHORT FORM WORDING (CONTRAVENTION)	PENALTY AMOUNT
1	3.1	Fail to maintain property to bylaw standards	\$150.00
2	3.4	Fail to eliminate an unsafe condition	\$300.00
3	3.5	Fail to barricade unsafe condition	\$300.00
4	5.1.1	Fail to keep free of refuse, debris or unsafe condition	\$150.00
5	5.1.2	Fail to keep yard free of infestation	\$150.00
6	5.1.3	Fail to keep free of noxious weeds	\$150.00
7	5.1.4	Fail to keep property free of scrap and junk	\$150.00
8	5.1.5	Fail to remove inoperative or dismantled vehicle/parts	\$150.00
9	5.1.6	Lumber or building material in unsafe condition	\$150.00
10	5.1.7	Fail to secure unfenced pit, excavation, or waterbody	\$300.00
11	5.1.8	Fail to safely store hazardous material	\$200.00
12	5.1.9	Fail to remove hazardous vegetation.	\$150.00
13	5.1.10	Fail to maintain Roll-off Bin Service	\$150.00
14	5.2	Fail to maintain compost heap	\$150.00
15	5.2.2	Fail to maintain compost heap to deter animals	\$150.00
16	5.2.3	Incorrect placing of compost heap	\$150.00
17	5.3	Roof, sump or surface water improperly directed.	\$150.00
18	5.3.1	Permit pool water onto adjacent property	\$150.00
19	5.4	Snow storage hazard	\$150.00
20	5.5b	Fail to keep driveways/ walkways safe for passage	\$150.00
21	5.5c	Fail to maintain unobstructed access	\$150.00
22	5.5d	Fail to maintain adequate lighting	\$150.00
23	5.6	Using land for wrecking, dismantling or salvaging for parts.	\$200.00
24	5.7	Fail to maintain unobstructed access or hazard on commercial or agricultural property	\$200.00

25

8.1

Removal of a posted order

\$300.00



Central Frontenac By-Law No. 2024-43

Administrative Monetary Penalties

November 26, 2024, Amended August 12, 2025