

THE CORPORATION OF THE TOWNSHIP OF MATACHEWAN

BY-LAW NUMBER 2022-34

BEING A BY-LAW FOR PRESCRIBING STANDARDS FOR THE MAINTENANCE AND OCCUPANCY OF PROPERTY WITHIN THE CORPORATION OF THE TOWNSHIP OF MATACHEWAN.

WHEREAS, the Corporation of the Township of Matachewan is empowered to enact a By-Law pursuant to the provisions of Section 15.1 of The Building Code Act, S.O., 1992, Chapter 23 and amendments thereto;

AND WHEREAS, there is in effect in the Corporation of the Township of Matachewan, Zoning By-law# 00-09, which includes provisions relating to property conditions;

AND WHEREAS, the Corporation of the Township of Matachewan deems it expedient to enact a By-Law for prescribing standards for the maintenance and occupancy of property, for prohibiting the occupancy or use of such property that does not conform to the standards and for requiring property below the standards prescribed herein to be repaired and maintained to comply with the standards or the land thereof to be cleared and left in a graded and level condition;

NOW THEREFORE, the Council hereby enacts as follows:

1.1 SHORT TITLE

- (a) This By-Law may be cited as the "Property Standards By-Law."

2.1 DEFINITIONS

In this By-Law:

- a. "**Accessory Building**" means a subordinate, detached building not used for human habitation, designed or intended for the better or more convenient enjoyment of the main building to which **it is** accessory and is located upon the lot upon which the main building is or is intended to be erected and shall include a private garage where such garage does not form part of the main building.
- b. "**Alteration**" means a change from one major occupancy class or division to another, or a structural change such as an addition to the area and height, or the removal of part of a building, or any change to the structure such as the construction of, cutting into or removal of any wall, partition, column, beam, joist, floor or other support, or a change of the fixtures and equipment
- c. "**Basement**" means a storey or any room in a storey having its floor level more than four feet below the average grade.
- d. "**Bathroom**" means a room containing a bathtub, shower, or shower stall, with a water closet and basin.
- e. "**Act**" means Building Code Act, S.O. 1992, c.23 as it may from time to time be amended or repealed.
- f. "**Building Code**" means the Code made by regulation pursuant to the Building Code Act.
- g. "**Council**" means the Council of the Corporation of the Township of Matachewan.
- h. "**Dwelling**" means a building or structure or part of a building or structure occupied or capable of being occupied in whole or in part for the purpose of human habitation and includes the land and premises appurtenant thereto and all accessory buildings thereon or therein.
- i. "**Good Repair**" means that a building, structure or appurtenances thereto, including mechanical equipment, shall be maintained in such condition so as to be:
 1. Free from accident or fire hazard
 2. Structurally sound

- 3. In good working order
- 4. Not unsightly by reason of deterioration, damage or defacement
- j. **"Habitable Room"** means any room in a dwelling used or intended to be used for living, sleeping, cooking, or eating purposes.
- k. **"Maintain"** means the preservation or keeping in repair of a property as required by this By-Law and any applicable regulations.
- l. **"Multiple Dwelling"** means a building containing three or more dwelling units.
- m. **"Non-Habitable Room"** means any room in a dwelling or dwelling unit other than a habitable room, and includes a bathroom, toilet room, laundry, pantry, lobby, communicating corridor, stairway, closet, basement, boiler room or other space for service and maintenance of the dwelling for public use, and for access to, and vertical travel between stories.
- n. **"Non-Residential Property"** means a building or structure not occupied or capable of being occupied in whole or in part for the purposes of human habitation and includes the lands and premises appurtenant thereto.
- o. **"Officer"** means a Property Standards Officer who has been assigned the responsibility of administering and enforcing this By-Law.
- p. **"Recreational Vehicle"** means a piece of equipment designed for use as both a vehicle and for lodging and includes conventional travel trailers, fifth wheel travel trailers, folding camper trailers, truck campers, type A, B and C Motor Homes and Luxury Bus conversions.
- q. **"Residential Property"** means any property that is used or designed for use as a domestic establishment in which one or more persons usually sleep and prepare and serve meals, and includes any land or buildings that are appurtenant to such establishment and all steps, walks, driveways, parking spaces, and fences associated with the dwelling or its yard.
- r. **"Standards"** means the standards of physical condition and of occupancy prescribed for property by this By-Law.
- s. **"Yard"** means the land other than publicly owned land around and appurtenant to the whole or any part of a dwelling and used or intended to be used or capable of being used in connection with the dwelling.

2.2 Terms not defined in this By-Law shall have the same meaning ascribed to them in the Building Code Act or the Building Code.

3.1 GENERAL DUTIES AND OBLIGATIONS

- a. No person shall, occupy, use, permit the use of, rent, or offer to rent any property that does not conform to the standards.
- b. The owner of any property shall either:
 - i. repair and maintain the property in accordance with the standards, or
 - ii. remove or demolish the whole or the offending part of any property that is not in accordance with the standards.

4.1 PROPERTY STANDARDS- PART "1" - EXTERIOR STRUCTURE

- a. The exterior walls of every building shall be sound, plumb, tight, free from loose or unsecured objects and maintained in good repair.
- b. Every part of a building shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.
- c. Every building shall have a sound and tight roof, adequate to carry the loads imposed thereon.

- d. The roof of every building, including the fascia board, soffit, cornice, flashing and eaves trough shall be maintained in good repair and in watertight condition so as to prevent leakage of water into the building.
- e. Every chimney, smoke pipe and flue of a building shall be maintained so as to prevent any gases from leaking into the building, to prevent any build-up of creosote, free of loose bricks, mortar, broken capping and unsightly objects and conditions detrimental to the appearance of the building.
- f. All exterior exposed surfaces of a building shall be treated and maintained with a protective coat of paint or other sealing or coating material to inhibit deterioration and improve or maintain a pleasant and satisfying appearance at least commensurable with that of the neighborhood.
- g. Exterior door, windows and cellar hatchways shall be maintained in good repair so as to prevent the entrance of wind and rain into the building. Every window and door shall open and close freely if same is required for ventilation or as an exit. Rotted or damaged doors, windows, frames, sashes and casings, hardware and broken glass shall be repaired or replaced.

4.2 INTERIOR STRUCTURE

- a. Every building, unless of concrete, slab-on-grade design shall be upon either full foundation walls or piers, and all footing, foundation walls, and piers shall be of concrete, masonry or other material which meets the requirements of the Ontario Building Code, as amended. Foundations shall be sound, plumb and adequate to carry the loads imposed on them.
- b. In every building all joists, beams, studding, rafters and framing material shall be sound and adequate for the loads to which they are subject.
- c. Every basement or cellar shall have a concrete or other floor surface that would meet the requirements of the Ontario Building Code, as amended, for drainage purposes and to guard against the entry of water vapour and soil gases.
- d. Interior walls shall be finished so as to provide:
 - i. a surface which is reasonably smooth, clean, tight and easily cleaned; and,
 - ii. every wall and ceiling in a building shall be maintained free of holes, cracks, loose plaster or other material which is in such a condition that it may collapse, or which would permit flame or excessive heat to enter any concealed space.
- e. Every floor in a building shall be maintained so as to be reasonably level and smooth and free of loose, warped, protruding, broken or rotted material that might cause an accident.
- f. All floor coverings shall be maintained in a clean and hazard free condition and any floor covering, which by reason of its deteriorated condition retains dirt or is hazardous, shall be cleaned, repaired or replaced.
- g. In any bathroom the floor and the walls to a height of forty two (42) inches above a bathtub equipped with a shower or six (6) feet above the floor of a shower stall, shall be maintained as to be water resistant and readily cleaned.
- h. Where an aperture such as window sash, skylight or louver is to be used for ventilation, such aperture shall be maintained in proper working condition.

4.3 STAIRS AND RAMPS

- a. Every stairway containing three (3) risers or more and every ramp rising over two (2) feet in height shall be equipped with a safe, sturdy handrail and the open side of every stairway or set of stairs containing three (3) risers or more and the open side of every ramp, balcony, platform, verandah or landing over two (2) feet above the level of the adjacent ground shall be equipped with a safe, sturdy handrail or balustrade.
- b. An inside or outside stair or any porch, balcony, platform, verandah or landing appurtenant to it, any ramp shall be maintained so as to be free from holes, cracks, and other defects which may constitute possible accident hazards and all treads, risers or decking that show excessive wear or are broken, warped or loose and all supporting structural members that are rotted or deteriorated, shall be repaired or replaced.

4.4 WASHROOMS AND BATHROOMS

- a. Washroom, bathroom and other sanitary conveniences shall be provided for every building or structure having a human occupancy in accordance with the Ontario Building Code, as amended.
- b. All rooms containing a bathtub, shower or water closet shall be fully enclosed and equipped with a door capable of being closed and locked with an acceptable device and shall be located within and shall be accessible from within the dwelling or floor area served.
- c. Where water closets are required by this By-Law there shall be a washbasin in the same room as the water closet or in an adjoining room, other than a kitchen
- d. No water closet or urinal shall be located in a room that is used for the preparation, cooking, storing or consumption of food or for sleeping purposes.

4.5 PLUMBING

- a. Every building shall be provided with an adequate supply of potable water.
- b. Every required sink, wash basin, bathtub or shower in a building shall have an adequate supply of hot and cold running water and every water closet shall have an adequate supply of running water.
- c. Each plumbing fixture shall be connected to the building drain through a water seal trap. Every building shall have all drain, waste and vent piping and all plumbing fixtures connected to a sewage system.
- d. All plumbing, including every drainpipe, water pipe, water closet and other plumbing fixture in the building and every connected line to the sewage system, shall be maintained in good working order and free from leaks and defects. All water pipes and appurtenances thereto shall be protected from freezing.

4.6 VENTILATION

- a. Every building used for human occupancy shall be ventilated by natural or mechanical means in compliance with the provisions of the Ontario Building Code.
- b. Except as otherwise provided herein, every cellar, unheated crawl space and insulated roof space shall be vented to the outside air by means of openings comprised of either a screened window or windows which can be opened or by a screened louver or louvers. The area of such openings shall be in compliance with the requirements of the Ontario Building Code, as amended.
- c. An opening for natural ventilation may be omitted from the cellar, unheated crawl space or roof space where a system of mechanical ventilation has been provided which changes the air once per hour.

4.7 LIGHTING

- a. Lighting equipment shall be installed throughout every property to provide adequate illumination for the use of each space. Such lighting equipment shall be capable of illuminating to average levels of at least five (5) foot candles at floor level all corridors, stairways and ramps and at all points such as angles, intersections and at changes of levels in such corridors, stairways and ramps.

4.8 ELECTRICAL SERVICE

- a. Fuses or overload devices shall not exceed limits set by the regulations enacted pursuant to The Power Corporation Act, R.S.O., 1990, Chapter p.18 and amendments thereto.
- b. Extension cords are not permitted on a permanent basis.

- c. The electrical wiring and all electrical fixtures located or used in a building shall be installed in conformity with the regulations enacted pursuant to The Power Corporation Act, R.S.O., 1990, Chapter p.18 and amendments thereto.
- d. The electrical wiring, circuits, fuses, circuit breakers and electrical equipment in a building shall be maintained at all times;
 - i. in compliance with the regulations enacted pursuant to The Power Corporation Act, R.S.O., 1990, Chapter p.18 and amendments thereto;
 - ii. in good repair and working order; and
 - iii. free from fire and accident hazards

4.9 HEATING EQUIPMENT

- a. Every building, except a building or a part of a building, which is used for refrigerated storage, which is occupied by human beings, shall be provided with heating facilities of sufficient capacity to maintain the desirable indoor air temperature.
- b. Every fuel-burning appliance shall be connected and used in accordance with the provisions of The Energy Act, R.S.O. 1990 Chapter E.16 and amendments thereto and the regulations made thereunder.
- c. A space that contains a heating unit shall have natural or mechanical means of supplying the required air for combustion and adequate chimney or vents for the discharge of combustion gases to the exterior of the building.
- d. The heating system shall be maintained in good condition so as to be capable of heating the building safely to the minimum standards of the Ontario Building Code.
- e. All heating equipment, including chimneys and vents shall be maintained and used safely and in accordance with the provisions of The Energy Act, R.S.O., 1990, Chapter E.16 and amendments thereto and the regulations made hereunder.

4.10 VERMIN CONTROL

- a. Every property shall be maintained so as to be free from vermin at all times and methods used for exterminating vermin shall be in accordance with the provisions of The Pesticide Act, R.S.O., 1990, Chapter P.11 and amendments thereto and all regulations made thereunder.
- b. Any openings in a cellar, crawl space or roof space used or intended to be used for ventilation and any other opening in a cellar, crawl space or roof space which might admit vermin shall be screened with wire mesh or other such material in order to effectively exclude vermin.

4.11 DRAINAGE

- a. Exterior property areas shall be graded and maintained in such a manner as to prevent the excessive or recurrent ponding of storm water thereon, or the drainage of such water into a basement or cellar, and shall be cultivated or protected with a suitable ground cover to prevent erosion of the soil, provided, however, that the grade level of such exterior property shall not be altered so as to either impede the natural flow of water through such property from any adjoining property nor as to cause the drainage of storm water onto any adjacent property unless such alteration is in accordance with a lot grading plan approved by the Chief Building Official.
- b. Sewage of any kind shall not be discharged to the surface of the ground, whether into a natural or artificial surface drainage system or otherwise.
- c. No roof drainage, foundation drainage, or heat pumps shall be discharged onto sidewalks, steps, neighbouring property or into the sanitary sewer system and shall be contained within the limits of the lands and premises from which it originated until absorbed by the soil or drained to an approved swale or ditch.

4.12 WALKS AND DRIVEWAYS

- a. A walkway shall be provided from the principal entrance of every building to a public street or to a driveway affording access to a public street.
- b. Every walk, driveway and parking space shall be surfaced with stone, asphalt, concrete or other material capable of providing a hazard free, hard surface and shall be maintained so as to afford safe passage under normal use and weather conditions.

4.13 ANIMALS

- a. Domestic animals and pets shall be kept only in accordance with the applicable By-Laws of the Corporation of the Township of Matachewan.

4.14 GARBAGE

- a. Every property shall be provided with sufficient receptacles to contain all garbage, rubbish and ashes. Receptacles shall be:
 - i. of watertight construction;
 - ii. capable of being tightly closed;
 - iii. maintained in a clean condition.
- b. Yards, parking lots, vacant property and buildings shall be kept clean and free of litter, rubbish, debris, salvage, refuse, decaying or damaged trees, branches and limbs, objects or conditions that might create a health, fire, accident hazard or unsightly condition.
- c. Grass, plantings and hedges shall be kept trimmed and neat. Every yard and vacant property shall be kept free from heavy undergrowth, excessive growth of grass, weeds and noxious plants in accordance with the Weed Control Act, 1990, Chapter W.5, and amendments thereto, and the regulations made hereunder.
- d. Machinery, appliances, furniture, plumbing fixtures, vehicles, trailers or parts thereof, which are in a wrecked discharged, dismantled, partially dismantled or abandoned condition, shall not be stored or allowed to remain in the yard, open area or on any vacant property.
- e. Storage, salvage and scrap yards whether licensed or not, shall be effectively screened from all other property or streets by a solid line fence and materials of any kind stored or located in such yards shall not be piled within three (3) feet of such fence unless the fence is capable of sustaining any horizontal load which may be imposed upon it by the stored materials.
- f. The owner of any property used for multiple dwelling, commercial, institutional or industrial purposes shall install and maintain around such property, suitable fences, hedges or screening where such property is used for the parking of vehicles of tenants, employees or customers, when used in the operation of equipment, when used for the storage of goods or when used for any purpose which may detract from the quiet enjoyment and good appearance of an abutting residential property.

4.15 ACCESSORY BUILDINGS, STRUCTURES, FENCES AND RECREATIONAL VEHICLES

- a. Every accessory building, structure or fence and every part thereof shall be constructed of material acceptable under the provisions of the Corporation of the Township of Matachewan By-Laws.
- b. Every accessory building, structure or fence shall be kept in good condition and repair and shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight together with any load to which it might reasonably be subject.
- c. All exterior exposed surfaces of accessory buildings, structures or fences shall be treated and maintained with a protective coat of paint or other sealing or coating material which inhibits deterioration and which improves or maintains a pleasant and satisfying appearance commensurable with that of the neighborhood.

- d. Every residential, commercial, industrial and accessory building not in conformity with the standards set out in this By-Law and remaining vacant for a continuous period of three (3) months or more shall be sufficiently secured with all windows and doors boarded to prevent entry by unauthorized persons and such buildings may only be kept secured for a period of twelve (12) months after which time the building or buildings shall be either;
 - i. restored to conform with the standards of this By-law, or
 - ii. demolished, or
 - iii. where there is a written agreement with the Council of the Corporation of the Township of Matachewan, the building or buildings will be exempt from this section.

4.15.1 Despite section 3.26 of the Township of Matachewan Zoning Bylaw, no person shall store recreational vehicles that are not registered to the property owner.

4.15.2 Despite section 3.26 of the Township of Matachewan Zoning Bylaw which prohibits the use of recreational vehicles for human habitation, a recreational vehicle may be used for human habitation on a residential property subject to the following conditions:

1. Where the residential property contains a dwelling that is currently in use:
 - a. The recreational vehicle is located in the interior side or rear yard as defined in the Zoning Bylaw
 - b. The location of the recreational vehicle complies with all building setback requirements in the Zoning Bylaw
 - c. The recreational vehicle is equipped with both grey water and black water holding tanks, and no grey water or black water is discharged onto the property
 - d. The recreational vehicle is used for temporary human habitation by guests of the owners or occupants of the dwelling
 - e. The recreational vehicle is not used for human habitation for a period exceeding fourteen (14) consecutive days
 - f. No fee is charged by the property owner for the use of the recreational vehicle
2. Where the residential property does not contain a dwelling that is currently in use:
 - a. There is an open building permit in place for the property pursuant to the current version of the Ontario Building Code Act.
 - b. The recreational vehicle is equipped with both grey water and black water holding tanks, and no grey water or black water is discharged onto the property

4.15.3 Every person who uses, occupies, or permits the use or occupation of a recreational vehicle for human habitation other than in accordance with the provisions of section 4.15.1 is guilty of an offence.

5.1 ADDITIONAL STANDARDS FOR RESIDENTIAL PROPERTY - "PART 11"

5.2 HABITABLE HOMES

- a. Living rooms, dining rooms, kitchens or other areas classified as habitable rooms shall have ceiling heights and areas in compliance with the provisions of the Ontario Building Code, as amended.

5.3 NON-HABITABLE ROOMS

- a. Non-habitable room shall not be used as a habitable room.

5.4

5.5 KITCHEN FACILITIES

- a. Except for a dwelling in which the occupants do not and are not intended or permitted to prepare food for their own consumption and which is not required to have any kitchen facilities, every dwelling and every dwelling unit shall be provided with each of the following;
 - a kitchen sink with splash back which is water and grease resistant
 - i. a work surface at least four (4) feet long and twenty two (22) inches wide;

- ii. kitchen cupboards or pantry for the storage of food, dishes and cooking utensils having a content of at least thirty (30) cubic feet;
- iii. a space sufficient to accommodate a cooking range or a countertop cooking unit and for a refrigerator;
- iv. there shall be at least two feet six inches of clear space above any exposed cooking surfaces.
- v. there shall be at least two feet six inches of clear space above any exposed cooking surfaces.

5.6 WINDOWS

- a. Every habitable room adjacent to an exterior wall, except a kitchen and water closet room shall be provided with such sources of natural light equal in area to ten (10) percent of the floor area of the room.

5.7 VENTILATION

- a. Unheated roof space and crawl spaces which are insulated and cellars, shall be provided with openings to the outside air by screened louvers, vents, or other means to minimize dampness. Un-insulated roof spaces and crawl spaces shall be provided with openings for ventilation and such opening may be provided with closures.
- b. Every habitable room shall be ventilated by means of suitable apertures in the walls or the roof thereof equal in area to not less than three (3) square feet, or by other means in compliance with the provisions of the Ontario Building Code, as amended.
- c. Every bathroom or shower room and every room containing a water closet or urinal shall be ventilated by a window of at least one (1) square foot capable of being opened, or by means of mechanical ventilation in accordance with the provisions of the Ontario Building Code, as amended.

5.8 HEATING FACILITIES

- a. Every residential building intended for use in the winter months on a continuing basis shall be equipped with heating facilities capable of maintaining an average room temperature of twenty (20) degrees Celsius at the outside winter design temperature.
- b. In dwellings containing more than three (3) dwelling units, the central heating system, if the dwelling is so equipped, shall be located in accordance with the provisions of The Ontario Building Code, as amended.
- c. No open flame type of heating appliance shall be installed or used in a room used or intended to be used for sleeping accommodation.
- d. All self-standing stoves, airtight stoves, fireplaces, etc., shall comply with the Ontario Building Code regarding clearances.
- e. Where practical, a dwelling unit shall be provided with insulation conforming to the requirements of the Ontario Building Code.

5.9 PLUMBING FACILITIES

- a. Every dwelling unit where a piped water supply is available shall be provided with the following:
 - i. a water closet;
 - ii. a wash basin or lavatory;
 - iii. a bathtub or shower and
 - iv. a kitchen sink

- b. laundry facilities or a space for laundry facilities shall be provided in every dwelling unit, or grouped elsewhere in the building in a location conveniently accessible to occupants of every dwelling unit.
- c. When a piped water supply is available, hot water supply shall be provided in every dwelling unit.
- d. A floor drain shall be provided in a public laundry room and in a garbage room, incinerator room, boiler room or heating room serving more than on
 - (1) dwelling unit.
- e. A floor drain shall be installed in the basement or cellar forming part of a dwelling unit.
- f. No storm water runoff from roof rainwater leaders, drainage tile, or heat pumps, or other service shall be discharged into the sanitary sewer system.

5.10 ELECTRICAL SYSTEM

- a. Electrical installation, including the service capacity of the installation and the number and distribution of circuits, shall meet the requirements of The Power Corporation Act, 1990, Chapter P.18 and as amended.
- b. Electrical facilities shall have sufficient capacity to provide, without overloading, electrical energy for lighting, appliances, outlets and equipment installed in the building.
- c. Subject to subsection (d) of this section, every habitable room in a dwelling shall have at least one (1) electrical duplex convenience outlet in good working order:
 - i. for the first one hundred and twenty (120) square feet or less of floor area; and,
 - ii. for each additional one hundred (100) square feet or less of floor area.
- d. A kitchen in a dwelling unit shall have at least one (1) electrical split convenience outlet on an individual three (3) wire grounded circuit in good working order, unless there is an existing duplex outlet on an individual grounded circuit in good working order.
- e. Every laundry area in a dwelling shall have at least one (1) electrical duplex convenience outlet on an individual grounded circuit in good working order.
- f. An electrical light fixture shall be permanently installed and maintained in good working order in every toilet room, bathroom, shower room, kitchen, kitchenette, cooking space, laundry room, furnace room, cellar, hall and stairway in a dwelling.

5.11 MAXIMUM DWELLING OCCUPANCY

- a. The number of occupants in a dwelling or a dwelling unit shall not exceed one (1) person for every eighty (80) square feet of floor area of habitable rooms other than kitchens. Children, up to and including those eight (8) years of age shall be counted as half a person each for compiling the number of occupants in a dwelling unit.

6.1 APPLICATION – "PART "II"

- a. "Part I" applies to all property in the Corporation of the Township of Matachewan.
- b. IN ADDITION to the provisions of "PART I", the provisions of "PART "II" apply to RESIDENTIAL PROPERTY in the Corporation of the Township of Matachewan.

7.1 PROPERTY STANDARDS COMMITTEE, MEMBERSHIP AND TERM OF OFFICE

- a. Council shall establish a "Committee" composed of such persons, not fewer than three, as Council considers advisable to hold office for such term & on such conditions as set out in the By-Law. Members shall be appointed by resolution & shall hold office for such time as Council may determine.

7.2 FILLING OF VACANCIES

- a. The Council of the municipality shall forthwith fill any vacancy that occurs in the membership of the committee.

7.3 COMPENSATION

- a. The members of the committee may be paid such compensation as the Council may provide.

7.4 CHAIR

- a. The members shall elect a chair from among themselves; when the chair is absent through illness or otherwise, the committee may appoint another member as acting chair.

7.5 QUORUM

- a. A majority of the members constitutes a quorum for transacting the committee's business.

7.6 SECRETARY

- a. The members shall provide for a secretary for the committee.

7.7 DUTY OF SECRETARY

- a. The secretary shall keep on the file, records of all official business of the committee, including records of all applications and minutes of all decisions respecting those applications, and section 74 of the Municipal Act applies with necessary modifications to the minutes and records.

7.8 RULES OF PROCEDURE AND OATHS

- a. The committee may, subject to section 7.9(a), adopt its own rules of procedure and any member may administer oaths.

7.9 WHERE COMMITTEE REQUIRED TO GIVE NOTICE

- a. The committee shall give notice or direct that notice be given of the hearing of an appeal to such person or persons as the committee considers advisable.

8.1 ADMINISTRATION, ENFORCEMENT AND APPEAL

- a. This By-Law shall be administered by the Chief Building Official appointed by Council pursuant to the "Act", or by such inspector or other person as Council may designate from time to time for such purposes.
- b. This By-Law shall be enforced pursuant to the provisions of the "Act".
- c. An owner or occupant who has been served with an order made under subsection 15.2.(2) of the Act and who is not satisfied with the terms or conditions of the order may appeal to the "Committee" by sending a notice of appeal by registered mail to the secretary of the "Committee" within fourteen (14) days after being served the order.
- d. The municipality in which the property is situate or any owner or occupant or person affected by a decision under subsection 15.3.(3) of the "Act" may appeal to a judge of the Ontario Court (General Division) by notifying the clerk of the corporation in writing and by applying to the Ontario Court (General Division) for an appointment within fourteen (14) days after the sending of a copy of the decision.

9.1 OFFENCES

- a. A person or corporation who commits an offence under this By-Law shall be subject to the penalty and enforcement provisions of the "Act" and in particular Section 36 thereof.

10.1 EFFECTIVE DATE

- a. This By-Law shall come into effect from the date of its passing by Council.

11.1 REPEAL OF EXISTING BY-LAWS

- a. From the coming into force of this By-Law, all previous By-Laws passed under Section 31 of the Planning Act, R.S.O. 1992, Chapter 1, shall be repealed.

12.1 VALIDITY

- a. A decision of a competent court that one or more provisions of this By-Law are invalid in whole or in part does not affect the validity, effectiveness or enforce ability of the other provisions or part of provisions of this By-Law.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED ON THIS 19th DAY OF OCTOBER, 2022.

Anne Commando-Dubé
Mayor

Janet Gore
Clerk