



# The Corporation of the Town of Ajax Council Meeting Agenda

Monday, December 8, 2025, Immediately following the GGC Meeting

Hybrid Meeting / Council Chambers, Town Hall – 65 Harwood Avenue South, Ajax

**Alternative formats are available upon request.**

**Please contact:** [accessibility@ajax.ca](mailto:accessibility@ajax.ca) or 905-619-2529, extension 3347.

**Hybrid Meeting:** This meeting occurs in person and open portions will be live streamed for viewing at [www.ajax.ca/live](http://www.ajax.ca/live). Electronic participation is permitted pursuant to Council's Procedure By-law and may be arranged by e-mailing [clerks@ajax.ca](mailto:clerks@ajax.ca).

**1. Call to Order & Acknowledgement of Traditional Treaty Lands**

**2. Disclosure of Pecuniary Interest**

**3. Adoption of Minutes**

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**4. Question Period**

**5. Delegations, Presentations and Public Meetings**

5.1. Presentation **Durham Regional Police Service Board Community Policing Presentation**  

- Shaun Collier, Chair, Durham Regional Police Service Board
- Garry Cubit, Vice-Chair, Durham Regional Police Service Board

**6. Correspondence**

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**14. Adjournment**



**DRAFT MINUTES – SUBJECT TO APPROVAL**

**Minutes of the Meeting of the  
Council of the Corporation of the Town of Ajax  
Held in the Council Chambers, Ajax Town Hall and Electronically  
on Monday, November 17, 2025**

Alternative formats available upon request by contacting:  
[accessibility@ajax.ca](mailto:accessibility@ajax.ca) or 905-619-2529 ext. 3347

- |          |                      |   |                |
|----------|----------------------|---|----------------|
| Present: | Regional Councillors | - | S. Lee         |
|          |                      | - | M. Crawford    |
|          | Councillors          | - | R. Tyler Morin |
|          |                      | - | N. Henry       |
|          |                      | - | L. Bower       |
| Regrets: | Regional Councillor  | - | J. Dies        |
|          | Mayor                | - | S. Collier     |

**1. Call to Order & Acknowledgement of Traditional Treaty Lands**

Deputy Mayor Lee called the meeting to order at 1:03 p.m. and acknowledged traditional treaty lands.

**2. Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

**3. Adoption of the Minutes**

Moved by: R. Tyler Morin  
Seconded by: L. Bower

That the minutes of the Regular Meeting of Council held on October 20, 2025 be adopted.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

**4. Question Period**

Deputy Mayor Lee invited questions on agenda items from those present.

**5. Delegations, Presentations, and Public Meetings**

**5.1. Presentation: Human Resources Strategy Update**

Nicole Cooper, Deputy Chief Administrative Officer, introduced Stacey Hushion, Vice President, StrategyCorp.

S. Hushion delivered a presentation reviewing the contents of the written report and recommendations contained therein.

Council Members asked questions related to the presentation. S. Hushion and N. Cooper, responded to questions from Council Members.

With the consent of Members present, item 7.3.2 was advanced in the order business.

**7.3.2 CS-2025-22: 2026-2029 Human Resources Strategy**

Moved by: L. Bower  
Seconded by: N. Henry

1. That the 2026-2029 Human Resources (HR) Strategy (ATT-1) be endorsed by Council in principle; and,
2. That any projects, initiatives, and resources identified therein for future years be considered as part of the annual budget process.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

With the consent of Members present, item 5.6 was advanced in the order business.

**5.6. Public Meeting: Temporary Use By-law – Zoning By-law Amendment  
Application Z5/25  
126-142 Commercial Avenue**

Deputy Mayor Lee declared the meeting to be a public meeting and invited comments and questions from the public.

Francie Trajkovski, Ajax resident, expressed concerns related to the proposed development application.

Nicole Sabbage, Ajax resident, expressed concerns related to the proposed development application.

Sawa Tayeb, Ajax resident, expressed concerns related to the proposed development application.

Isabelle Graham-Redshaw, Ajax resident, expressed concerns related to the proposed development application.

Marla Walters, Pickering resident, expressed support for the proposed development application.

Margaret Eskins, Pickering resident, expressed support for the proposed development application.

Manssur Mobarak, Ajax resident, expressed concerns related to the proposed development application.

Niamatullah Mojadidi, Ajax business owner, expressed concerns related to the proposed development application.

Fredrica Walters, Ajax resident, expressed support for the proposed development application.

Tameka Mercurius, Ajax resident, asked questions related to the proposed development application.

Angie Papas, Ajax resident, asked questions related to the proposed development application.

Abdul Khan, Ajax resident, expressed concerns and asked questions related to the proposed development application.

Mak Amiri, Ajax business owner, expressed concerns related to the proposed development application.

Jason Durante, Ajax resident, expressed support for the proposed development application.

Aziz Amiri, Ajax resident, expressed concerns related to the proposed development application.

Caitlin Rae, Pickering resident, expressed support for the proposed development application.

David Chung, Ajax business owner, expressed concerns related to the proposed development application.

Yvette Alles, Ajax business owner, expressed concerns related to the proposed development application.

Roy Safi, Ajax business owner, expressed concerns related to the proposed development application.

Talha Khan, Ajax resident, expressed concerns related to the proposed development application.

Colleen O'Hara, Ajax resident, expressed concerns related to the proposed development application.

Heather McMillan, Ajax resident, expressed support for the proposed development application.

Gloria Small, Ajax resident, expressed concerns and asked questions related to the proposed development application.

Adam Smith, Ajax resident, expressed support for the proposed development application.

Alicia Radway, Ajax resident, expressed concerns related to the proposed development application.

Pamela Creary, Ajax resident, expressed support for the proposed development application.

Mary Jane Manlaoe, Scarborough resident, expressed support for the proposed development application.

There being no further questions or comments from the public, Deputy Mayor Lee closed the public meeting.

Council recessed at 3:00 p.m.

Council resumed at 3:10 p.m.

Council Members asked questions related to the proposed development application. Jennifer Bishop, Project Manager, Long Term Care Development, The Regional Municipality of Durham, James Kilgour, Director of Special Projects, The Regional Municipality of Durham, Jonathan Dixon, Director, Business Affairs & Financial Management, The Regional Municipality of Durham, Cassandra Brownridge, Manager of Strategic Initiatives, and Geoff Romanowski, Director of Planning & Development Services, responded to questions from Council Members.

K. Brownridge, G. Romanowski, J. Dixon, Jaclyn Grossi, Municipal Clerk, Julie Mepham, Acting Director of Finance/Treasurer, and Christie McLardie, Director of Public & Strategic Affairs, responded to questions and concerns from the delegates.

With the consent of Members present, item 10.5 was advanced in the order of business.

**10.5. By-law 87-2025**

Moved by: N. Henry  
Seconded by: L. Bower

That By-law 87-2025 be approved.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

**5.2. Delegation: Accessibility Advisory Committee Annual Update**

Jim Lawrence, Accessibility Advisory Committee Member and Sarah Moore, Legislative Specialist, presented the Accessibility Advisory Committee Annual Update.

**5.3. Delegation: Heritage Advisory Committee Annual Update**

Stephen White, Heritage Advisory Committee Member, presented the Heritage Advisory Committee Annual Update.

Council Members asked questions related to the presentation. S. White responded to questions from Council Members.

**5.4. Delegation: Library Services 2025 Fall Update**

Piyali Correya, Library Board Chair, Ajax Public Library Board, presented the Library Services 2025 Fall Update.

With the consent of Members present, item 7.3.1. was advanced in the order of business.

**7.3.1. APL-2025-03: Library Services 2025 Fall Update**

Moved by: R. Tyler Morin  
Seconded by: N. Henry

That the Library Services 2025 Fall Update be received for information.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

**5.5. Delegation: 2025 Library Bookmark Contest Winners**

Sarah Vaisler, Chief Librarian & Executive Officer, presented the 2025 Library Book Contest Winners.

**6. Correspondence**

**6.1. City of Pickering – Support Frenchman’s Bay Public Stewardship**

Moved by: L. Bower  
Seconded by: N. Henry

That the correspondence from the City of Pickering regarding “Support Frenchman’s Bay Public Stewardship” be endorsed.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

## 7. Reports

### 7.1 Community Affairs & Planning Committee Report

#### 7.1.1 Community Affairs & Planning Committee, November 3, 2025

Moved by: N. Henry  
Seconded by: L. Bower

That the Community Affairs & Planning Committee Report dated November 3, 2025 be adopted.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

### 7.2 General Government Committee Report

#### 7.2.1. General Government Committee, November 10, 2025

Moved by: N. Henry  
Seconded by: L. Bower

That the General Government Committee Report dated November 10, 2025, be adopted.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

## 8. Regional Councillors' Report

Regional Councillor Members provided updates from the Region related to Durham Region Transit (DRT) key performance indicators including safety, ridership, and service delivery, Ontario's One Fare program, and the DRT High School Ambassador Program.

Moved by: R. Tyler Morin  
Seconded by: N. Henry

That the Regional Councillors' Reports of November 17, 2025 be received for information.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

## 9. Business Arising from Notice of Motion

### 9.1 Exploring Commemorative Naming of an Impactful Space, Park, or Landmark that Honours Indigenous History

Councillor Bower and Regional Councillor Lee introduced the motion and reviewed its contents. Council Members asked questions related to the motion. C. McLardie and Yasmyne Belle, Equity, Diversity & Inclusion Coordinator, responded to questions from Council Members.

Moved by: L. Bower  
Seconded by: S. Lee

Whereas, the Truth and Reconciliation Commission’s 94 Calls to Action (CTA), including CTA 43 and 57, encourage municipalities to adopt the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), acknowledge and address colonial legacies, honour Indigenous cultures, and promote inclusive communities; and

Whereas, UNDRIP sets minimum standards for the survival, dignity, and well-being of Indigenous peoples, including recognition of cultural heritage and participation in decision-making; and

Whereas, commemorative naming is a symbolic yet meaningful step toward reconciliation, helping restore traditional Indigenous names, promote Indigenous languages, and strengthen cultural connections to the land; and

Whereas, Ajax Council approved a new Commemorative Naming Policy in September 2025 to enhance the process for commemorative naming of various parks, buildings, structures and assets; and

Whereas, the Town of Ajax has consulted Indigenous community partners who recommended that any commemorative naming be connected to a significant location closely tied to nature and include an educational component explaining the importance of this renaming; and

Whereas, June is recognized as National Indigenous History Month in Canada, culminating in National Indigenous Peoples Day on June 21, providing an opportunity for the Town of Ajax to demonstrate its commitment to reconciliation; and

Therefore, be it resolved:

1. That Equity, Diversity, and Inclusion staff collaborate with Indigenous community partners to identify a suitable name and location for a commemorative naming that acknowledges the historical significance of the First Nations, Inuit, and Métis, to be presented to the Commemorative Naming Committee.
2. That an educational component be included at the selected location, such as interpretive signage or programming, that explains the significance of the name, location, and its connection to Indigenous history and culture; and
3. That the commemorative renaming be completed for a ceremonial unveiling by June 2026, including any related educational signage.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

## **9.2 Ensuring Fair Funding for Automated Speed Enforcement (ASE) Alternatives Across All Municipal Tiers**

Councillor Henry and Regional Councillor Crawford withdrew their motion regarding ‘Ensuring Fair Funding for Automated Speed Enforcement (ASE) Alternatives Across All Municipal Tiers.’

## **9.3 Solve the Crisis and Winter Homelessness Program Support**

Councillor Bower and Councillor Tyler Morin introduced the motion and reviewed its contents.

Moved by: L. Bower  
Seconded by: R. Tyler Morin

Whereas, we are approaching the cold winter months and the number of people experiencing homelessness in Ajax and Durham Region continues to rise drastically,

with more than 1,000 people on Durham Region’s by-name list as of August, including specifically 200 people in Ajax seeking support to change their housing status<sup>1</sup>; and

Whereas, in September 2024, Ajax Council passed a motion to support Ontario Big City Mayors (OBCM) [SolveTheCrisis.ca](https://www.solve-the-crisis.ca)<sup>2</sup> campaign requesting that the provincial and federal governments take immediate action to solve the homelessness and mental health crisis gripping our communities; and

Whereas, while the provincial government has provided support for new programs such as Homeless and Addiction Recovery Treatment Hubs (HART Hubs), it does not adequately address the growing crisis and the financial and social impact on municipalities and regions; and

Whereas, according to the Association of Municipalities of Ontario, municipalities are providing [51.5% of the total reported homelessness program funding across all three levels of government](#), making a significant financial impact on municipal budgets<sup>3</sup>; and

Whereas, OBCM recently passed a motion at their October Meeting re-iterating the need for provincial support in addressing this crisis by allocating more funding to programs that address chronic homelessness; and

Therefore, be it resolved:

1. That Ajax Council reconfirms their support of the Solve the Crisis Campaign and calls on Ajax residents to join us in appealing to the provincial and federal governments for support by visiting [SolveTheCrisis.ca](https://www.solve-the-crisis.ca); and
2. That Ajax Council asks that the provincial government to take action on the requests of the Solve the Crisis Campaign that have not been fully addressed including:
  - a. Appoint a responsible ministry and Minister with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports.
  - b. This single Minister must strike a task force with sector representatives including municipalities, health care leaders, first responders, community services, the business community, and the tourism industry to develop an Ontario Action Plan.
  - c. Provide municipalities with the tools and resources to transition those in encampments to more appropriate supports, when deemed necessary.
  - d. Commit to funding the services our unhoused population needs, community by community, to fill in gaps in the system.
  - e. Invest in 24/7 community hubs or crisis centres to relieve pressure on emergency departments and first responders; and
3. That Ajax Council asks that the provincial government prepares a 2025/2026 winter homelessness response plan to help municipalities ensure that we can keep our unsheltered residents who are sleeping outdoors with the services they need to keep them safe in colder weather; and
4. That a copy of this resolution be sent to Doug Ford, Premier of Ontario, Rob Cerjanec, MPP for Ajax, local MPPs across the Region of Durham, Durham Regional Council, all Ontario Municipalities, Ontario Big City Mayors (OBCM).

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

**10. By-laws**

Moved by: N. Henry  
Seconded by: L. Bower

That By-laws 83-2025 to 86-2025 and By-law 88-2025 be approved.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

**11. Notice of Motion**

None.

**12. New Business - Notices & Announcements**

Council Members highlighted upcoming community events and matters of community interest.

**13. Confirming By-Law**

Moved by: N. Henry  
Seconded by: L. Bower

That By-law 89-2025 being a by-law to confirm the proceedings of the Council of the Corporation of the Town of Ajax at its regular meeting held on November 17, 2025, be approved.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

**14. Adjournment**

Moved by: N. Henry  
Seconded by: R. Tyler Morin

That the November 17, 2025 meeting of the Council of the Town of Ajax be adjourned (4:47 p.m.)

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

\_\_\_\_\_  
Mayor and CEO

\_\_\_\_\_  
Clerk

November 12, 2025

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

via email: [premier@ontario.ca](mailto:premier@ontario.ca)

Dear Premier Ford,

**Re: Curbside Recycling Eligibility for Non-Profit Organizations**

At its regular meeting held on November 11<sup>th</sup>, 2025, the Council of the Township of Selwyn passed the following resolution:

**Resolution No. 2025 – 223 – Curbside Recycling – Non Profits**

Mayor Sherry Senis – Councillor Brian Henry –

Whereas the Province of Ontario designated producers to be responsible for collecting recycling in the Province; and

Whereas non-profit organizations, including our local food banks, have been deemed ineligible for producer blue box collection effective January 1<sup>st</sup>, 2026; and

Whereas food insecurity is a local, provincial and federal issue; and

Whereas food banks need to receive grocery items that are delivered in cardboard boxes and cartons which generate copious amounts of recyclable material; and

Whereas food banks are volunteer and donation based with no revenue collected to pay for services such as removal of recyclable materials;

Therefore be it resolved that the Council of the Township of Selwyn strongly urge the Province to re-instate the eligibility for curbside blue box collection as of January 1<sup>st</sup>, 2026, for non-profit organizations, such as food banks; and

That this motion be forwarded to Premier Doug Ford, Minister of the Environment, Conservation and Parks, MPP Dave Smith, County and City of Peterborough, Association of Municipalities of Ontario, Eastern Ontario Wardens' Caucus and Ontario Municipalities for support.

Carried.

Under the Province's producer-responsibility framework, food banks and similar non-profit organizations have been deemed ineligible for curbside blue box collection effective January 1, 2026. This change will place an unreasonable burden on these essential community services that rely entirely on volunteers and donations.

Food banks play a critical role in addressing food insecurity — an issue of local, provincial, and national importance. These organizations receive large quantities of grocery items packaged in cardboard and other recyclable materials, yet they have no sustainable means to manage the associated recycling costs once municipal collection ends.

The Township of Selwyn strongly urges the Province of Ontario to reinstate eligibility for curbside blue box collection for non-profit organizations, such as food banks.

Thank you for your attention to this matter.

Sincerely,



Megin Hunter  
Office Assistant/ Receptionist  
Township of Selwyn

Cc: Minister of the Environment Conservation and Parks  
MPP Dave Smith  
City of Peterborough  
Peterborough County  
Association of Municipalities of Ontario  
Eastern Ontario Wardens' Caucus  
Ontario Municipalities

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**Town of Ajax Report**  
**Closed Session – Confidential**  
**Released by Council in November 2025**

**Report To:** General Government Committee  
**Prepared By:** Kassandra Brownridge, Manager of Strategic Initiatives  
**Report #:** PSA-2025-08  
**Subject:** Crisis Care Facility By-law – Update  
**Ward(s):** All  
**Date of Meeting:** November 10, 2025  
**Reference:** PSA-2025-07 – Closed Session Meeting; Presentation on Homelessness at September 14, 2025 GGC Meeting

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**Recommendation:**

1. That staff be directed to add the Crisis Care Facility By-law to the agenda for the November 17, 2025 meeting of Council;
2. That, should the Crisis Care Facility By-law be approved at the November 17, 2025 meeting of Council, the Manager of By-law Services be directed to forbear enforcement of the by-law to allow time for the rollout of the licensing regime, and for the affected existing facilities to obtain a license; and
3. That the Committee approves the public release of this Closed Session Report as part of the November 2025 Council agenda package.

**Authority to Hold a Closed Session Meeting:**

Pursuant to Sec. 239 (2) of the Municipal Act, 2001, as amended, the subject matter being considered in this report is:

- f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

**Background:**

Ajax, like many municipalities across Ontario, is facing growing pressures related to homelessness and the demand for emergency shelters. These challenges have been

intensified by factors such as the housing affordability crisis, rising costs of living, and limited availability of supportive housing.

At the time of this report, the most recent “By Name” list as maintained by the Region of Durham notes over 200 unsheltered individuals in Ajax, representing over 20% of the full population in the region. This does not capture all unsheltered individuals, and the current system’s capacity is under significant strain as it is unable to meet the complex needs of an increasingly vulnerable community.

Community members, businesses and service providers have raised concerns related to public safety, nuisance impacts and the lack of clear regulatory standards for temporary crisis care facilities and services operating in Ajax. Currently, Ajax does not have a specific municipal licensing framework to govern how such facilities operate. While existing by-laws address property standards, zoning, fire safety, and nuisances individually, there is no coordinated mechanism to oversee day-to-day operations of crisis care facilities.

The nature of the crisis care facility system in the Region relies on contracted service providers or arms-length agencies to deliver shelter and support services in a variety of different settings. This leads to inconsistencies in experiences for individuals using these services and the impacts on surrounding neighbourhoods.

While the Region has implemented policies and agreements for their service providers, the Town currently has insufficient recourse to address matters related to some service providers and their operations.

In March 2024, Cobourg enacted By-Law No. 018-2024 (“Emergency Care Establishment Licensing By-Law”) to licence, regulate and govern institutions providing short-term, crisis or emergency accommodation within the Town. The by-law sets out minimum health, safety and operational standards—including requirements for licensing applications, insurance, 24/7 local contact availability, staff-to-resident ratios and compliance with zoning and fire-safety codes. It is designed to ensure that vulnerable individuals using such facilities receive safe, dignified service while the Town maintains oversight of potential public safety and nuisance concerns.

Considering the above, staff retained LLF Lawyers LLP, the authors of the Cobourg by-law to advise on the development of a proposed *Crisis Care Facility By-law* for the Town of Ajax to respond to these concerns by creating a system of licensing and regulation that protects both facility residents, users of the facilities, and the surrounding community. Based on Cobourg’s experiences with entities like the Ontario Human Rights Commission, revisions and improvements have been proposed as part of this by-law that are intended to mitigate similar legal challenges.

On October 14, 2025, Council reviewed the draft by-law during a closed session meeting with representatives from LLF Lawyers present. Council sought legal advice from the solicitors, and directed staff to incorporate the assessment of potential impacts on surrounding residents and businesses into the licensing regime.

**Discussion:**

Following the previous meeting of Council, staff sought further legal advice and reviewed the by-law to ensure it reflected Council's direction.

Staff also ensured that any changes to the initially proposed by-law would continue to balance the immediate needs of the individuals in crisis with the safety and well-being of nearby neighbourhoods.

**Notable Changes from Proposed By-law during October 14 In-Camera Session**

- Clarified key definitions, including *Crisis Care Facility*, which has now been updated to mean a building or part thereof operated, in whole or in part, by a public authority, non-profit organization, charitable agency or other entity that provides temporary accommodation and associated support services to persons requiring immediate emergency shelter and/or related care, due to circumstances such as homelessness, domestic violence, or other crisis.
- Strengthened enforcement tools, including inspections and compliance checks, the license suspension or revocation processes, and administrative penalties and appeal process.
- Improved accountability measures for operators and funders.
- Introduced criteria allowing the Manager of By-law Services to consider adverse impacts and safety risks posed to the surrounding area/sensitive uses.

Following adoption and approval by Council, staff will prepare the relevant application forms and internal work instructions to administer this program. Once available, service providers and facility operators will be able to complete and submit to the Town with the intent of having all providers licensed in the first half of 2026.

To accommodate this implementation period for Town staff and the operators of crisis care facilities, staff are recommending that Council approve a forbearance period of up to 6 months from the effective date of the by-law.

**Financial Implications:**

Application fees for a license will be determined as part of the rollout process and approved within a forthcoming amendment to the Fees and Charges By-law.

**Communication Issues:**

Staff will undertake direct outreach to all affected service providers in Ajax to ensure they are aware of the by-law once it has been publicly posted in the Council meeting agenda package.

Community meetings with residents and businesses will be held with relevant stakeholders, including the Region of Durham and Durham Regional Police Service, to provide information on this new initiative and other matters related to the unsheltered population in early 2026.

**Relationship to the Strategic Plan:**

This initiative aligns with Connecting Our Community pillar by enhancing well-being and quality of life while fostering a safe, inclusive, and welcoming community.

**Conclusion:**

The *Crisis Care Facility By-law* provides Ajax with a comprehensive and legally defensible framework to ensure that crisis shelters operate responsibly, safeguard vulnerable residents, and maintain neighbourhood well-being.

**Attachment(s):**

ATT-1: DRAFT – Crisis Care Facility By-law

**Prepared by:**

Kassandra Brownridge – Manager of Strategic Initiatives

**Submitted by:**

Christie McLardie – Director of Public & Strategic Affairs

**Approved by:**

Shane Baker – Chief Administrative Officer

## **The Corporation of The Town of Ajax By-Law XX-2025**

Being a By-law to license, regulate and govern crisis care facilities in the Town of Ajax.

Whereas, Subsection 8(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, ("*Municipal Act, 2001*") provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues; and

Whereas, Subsection 11(2) of the *Municipal Act, 2001*, permits a lower-tier municipality to pass by-laws respecting matters such as the health, safety and well-being of persons and the protection of persons and property; and

Whereas, Section 128 of the *Municipal Act, 2001*, permits a municipality to pass by-laws prohibiting and regulating with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances; and

Whereas, Section 129 of the *Municipal Act, 2001*, permits a municipality to pass by-laws prohibiting and regulating with respect to noise, vibration, odor, dust and outdoor illumination; and

Whereas, Sections 150 to 153 of the *Municipal Act, 2001*, a municipality may exercise its power to license, regulate and govern any business and events carried on within the municipality, and may prohibit the carrying on or engaging in the business without a license, refuse, revoke or suspend a license, impose conditions on a license, and license, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it; and

Whereas, Subsection 391(1) of the *Municipal Act, 2001*, provides that a municipality may impose fees and charges on persons for services or activities provided or done by or on behalf of it; and

Whereas, Subsection 425(1) of the *Municipal Act, 2001*, provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the *Municipal Act, 2001*, is guilty of an offence; and

Whereas, Section 426 of the *Municipal Act, 2001*, provides that no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under this Act or under a by-law passed under the Act; and

Whereas, Subsection 429(1) of the *Municipal Act, 2001*, provides that a municipality may establish a system of fines for offences under a by-law passed under the *Municipal Act, 2001*; and

Whereas, Subsection 436(1) of the *Municipal Act, 2001*, provides that a municipality may pass by-laws providing for the entry onto land at any reasonable time for the purpose of carrying out an inspection to determine compliance with a by-law; and

Whereas, Sections 444 and 445 of the *Municipal Act, 2001*, provides that a municipality may make an order to require a person to discontinue contravening a by-law and to do the work required to correct the contravention; and

Whereas, the Council of the Corporation of the Town of Ajax considers it desirable and necessary to license, register, regulate and govern Crisis Care Facilities.

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

## **1. Short Title**

1.1. This By-law may be referred to as the "Crisis Care Facility By-law".

## **2. Scope and Interpretation**

2.1. Unless otherwise stated:

- a) a reference to any statute or regulation refers to a statute or regulation of Ontario as it may be amended or replaced from time to time;
- b) a reference to a by-law refers to a by-law of the Town as it may be amended or replaced from time to time; and
- c) a reference to a section, paragraph, clause, or schedule is a reference to this By-law's section, paragraph, clause, or schedule.

2.2. Where the provisions of this By-law conflict with the provision of any other By-law in force in the Town, the provision that establishes the higher standard to protect the health, safety and welfare of the general public shall prevail.

2.3. In the interpretation and application of the provisions of this By-law, unless otherwise stated to the contrary, the provisions shall be held to be the minimum requirements adopted for the promotion of public health, safety, comfort, convenience and general welfare.

2.4. The headings in this By-law are for convenience only and do not form part of this By-law.

2.5. If any part of this By-law is determined to be invalid by a court of competent jurisdiction, the invalid part is severed, and the remainder continues to be valid.

### **3. Definitions**

3.1. For the purposes of this By-law the following terms are defined:

- a) “Administrative Penalty” means an administrative monetary penalty issued pursuant to the Town of Ajax Administrative Monetary Penalty By-law.
- b) “Applicant” includes a Person, or agent or representative of a Person, seeking a Licence, or renewal of a Licence or a Person whose Licence is being considered for revocation or suspension.
- c) “Building” means any structure consisting of a roof supported by walls or columns which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals, goods, chattels or equipment and includes a carport.
- d) “Code of Conduct” means a document that sets out behavioral standards and expectations for individuals within the C.C.F. including staff, contractors, representatives, and occupants. It outlines how these individuals are expected to engage with each other and the surrounding community in a manner that promotes public welfare, fosters positive relationships, and minimizes adverse impacts such as noise or Nuisance. The Code of Conduct also provides guidance on applicable municipal by-laws and includes procedures for addressing violations, including disorderly or violent behavior.
- e) “Council” means the Council of the Town of Ajax.
- f) “Crisis Care Facility” or “C.C.F.” means a building or part thereof operated, in whole or in part, by a public authority, non-profit organization, charitable agency or other entity that provides temporary accommodation and associated support services to persons requiring immediate emergency shelter and/or related care, due to circumstances such as homelessness, domestic violence, or other crisis.
- g) “Crisis Care Facility Property” means the real property on which a C.C.F. is situated or proposed to be situated and includes each Building on the real property on which the Crisis Care Facility is situated.

- h) "C.C.F. Operator" includes the Owner of the property on which the C.C.F. is located or proposed to be located, and also includes any Person who, alone or with others, or through others:
- i) Provides the services of a Crisis Care Facility;
  - ii) Manages or controls a Crisis Care Facility;
  - iii) Has responsibility for or control over the condition of a Crisis Care Facility, or the Property, or the activities carried on there or control over Persons authorized to enter that Property; or
  - iv) Provides funding to a Crisis Care Facility, excluding the Province of Ontario, Federal Government of Canada and Persons making charitable donations to a Crisis Care Facility.
- i) "Delegated Power of Decision" means a power or right conferred by or under a Town By-law to make a decision deciding or prescribing:
- i) the legal rights, powers, privileges, immunities, duties or liabilities of any person or party; or
  - ii) the eligibility of any person or party to receive, or to the continuation of, a benefit or licence, whether the person is legally entitled thereto or not.
- j) "Director" means the Town's Director of Public and Strategic Affairs or their designate.
- k) "Hearing Officer" means a person appointed by the Town to conduct hearings and render decisions in accordance with this By-law.
- l) "Licence" means an authorization under this By-law to carry on a business, activity, matter or thing specified therein, and the document, certificate, plate or card issued which provides evidence of such authority as the context may require.
- m) "Licensee" means a Person to whom a Crisis Care Facility Licence has been issued under this By-law.
- n) "Local Contact" means a Person whose contact information is provided to the Town who is authorized by the Crisis Care Facility Operator to take all necessary steps to resolve urgent issues related to a C.C.F.

- o) “Manager” means the person from time to time performing the functions of the Town’s Manager, By-law Services.
- p) “Nuisance” means excess or unlawful use of one’s property to the extent of unreasonable annoyance, inconvenience or interference to a neighbour or to the public, including but not limited to noise, noxious odours, and traffic.
- q) “Officer” means:
  - i) the Director;
  - ii) the Manager;
  - iii) each person from time to time appointed as a Municipal Law Enforcement Officer to enforce a Town by-law or a by-law of a Municipality; and
  - iv) the Town’s Chief Fire Prevention Officer or their designate.
- r) “Operate” means to be engaged in the provision of a service, activity, matter or thing, offer to provide a service, activity, matter or thing, or facilitate the offer of a service, activity, matter or thing, whether directly or indirectly, associated with a Crisis Care Facility.
- s) “Order” means an Order issued under this By-law.
- t) “Owner” includes all Persons shown by the records in the Registry Office or the Land Titles Office to be the owner at law of the subject Property.
- u) “Person” includes a natural person, partnership, association, firm or corporation and, where an Administrative Penalty has been given to more than one Person, includes each such Person.
- v) “Property” means all land, buildings and structures within the legal boundary lines of a property, including without limitation, yards, parts of a building or structure, mobile homes, mobile buildings, mobile structures, outbuildings, fences and erections thereon whether heretofore or hereafter erected and includes vacant property, real property and chattel.
- w) “Proceeding” means a proceeding before a Hearing Officer and includes a Hearing.
- x) “Town” means The Corporation of the Town of Ajax or the geographic area of the Town of Ajax as the context requires.

- y) "Zoning By-law" means a by-law passed by the Town pursuant to section 34 of the Planning Act (Ontario).

#### **4. Licensing Requirements**

- 4.1. No Person shall Operate, advertise, broker or permit the Operation, advertising, or brokering of a Crisis Care Facility in the Town without a valid C.C.F. Licence.
- 4.2. A Person who receives a C.C.F. Licence shall comply with the regulations in this By-law set out as applicable to the C.C.F. being carried on.
- 4.3. Any Person, including any employee, contractor, supervisor, officer, director, agent, trustee, or municipal funder of a C.C.F. Operator that:
  - a) Permits, causes, concurs in, participates in, or acquiesces in non-compliance or a violation of this By-law; or
  - b) Has the ability to influence or control and the opportunity to prevent non-compliance or a violation of this By-law but fails to do so;is in contravention of this By-law.
- 4.4. A separate Licence shall be obtained for each Property from which a C.C.F. is operated, regardless of whether the C.C.F. Operator holds a Licence in respect of another C.C.F.
- 4.5. Every Licence issued pursuant to this By-law shall be subject to the condition that the Licensee comply with all municipal by-laws, including, but not limited to, the Town's Zoning By-law and Property Standards By-law, and comply with all applicable Provincial and Federal Laws and Regulations.
- 4.6. Without limiting paragraph 4.1 of this By-law, no Person shall permit the promotion or advertising of a C.C.F. as being available for occupancy or permit to be offered to any Person a right to occupy a C.C.F. except a C.C.F. in respect of which a Licence has been issued and maintained in good standing pursuant to this By-law.
- 4.7. No Person to whom a Licence is issued shall fail to comply with the conditions of the said Licence.

#### **5. Application Procedure**

- 5.1. An application for a Licence or renewal of a Licence shall be made at the office of

the Manager on the form prescribed and the Manager may prescribe any information to be given therein and other necessary papers to be completed or submitted by the Applicant in conjunction with the application.

- 5.2. Prior to, and during the application procedure, the Applicant and the Manager may communicate about the application procedure, licence requirements, and licence conditions.
- 5.3. Without limitation, the Manager may require an Applicant to provide each Applicant's name, address, telephone number and e-mail address.
- 5.4. The Manager may require affidavits in support of an application.
- 5.5. During the course of processing an application for a License, the Manager may cause such investigations or inquiries to be undertaken as the Manager determines are relevant. If such investigation or inquiry discloses any of the following, the Manager may, in their sole and absolute discretion, deny the application or impose conditions on the License as deemed appropriate:
  - a) the Applicant's premises or Property in respect of which a License is sought is the object of an outstanding order to comply made under the Town's Property Standards By-law 46-2017 or discloses non-compliance with any of the Town's by-laws, including the Zoning By-law or any parking requirements of the Town.;
  - b) the Applicant's premises or Property in respect of which a License is sought requires corrective action pursuant to an order of the Medical Officer of Health to ensure the safety or health of the public;
  - c) the Applicant's premises or Property in respect of which a License is sought requires corrective action pursuant to an order of the Fire Chief to ensure the fire safety, including notices of violation or orders made under the *Fire Protection and Prevention Act* and its Regulations;
  - d) the Applicant is incompetent in a manner that affects the safety, health or welfare of the public;
  - e) the Applicant has been found to have discriminated against a member of the public contrary to the Human Rights Code;
  - f) the Applicant is indebted to the Town in respect of fines, penalties, judgments or any another amounts owing, including awards of legal costs

and disbursements and including outstanding property taxes and late payment charges against all properties owned by the applicant in any capacity (legally, beneficially or otherwise) and where the applicant is a corporation, against all properties owned by an officer, or shareholder of the applicant; or

- g) notwithstanding the preceding clause f), the Applicant is indebted to the Town in respect of an administrative monetary penalty imposed pursuant to subsection 22.5;
  - h) the Applicant is in breach of this or some other Town by-law or law of Ontario or Canada;
  - i) the health, safety and well-being of the surrounding community, including the presence of sensitive or vulnerable uses in the vicinity of the Property in respect of which a License is sought;
  - j) the potential impact on neighbouring property and property owners, including businesses;
  - k) the past conduct of the applicant;
  - l) the number of currently licensed Crisis Care Facilities within the Town, relative to the demonstrated need for such facilities in the interest of the inhabitants of the Town.
- 5.6. No Applicant shall be issued a Licence by the Manager that has been convicted of an offence, for which a pardon has not been granted, pursuant to any one or more of Parts V (Sexual Offences), VIII (Offences Against Persons) or IX (Offences Against Property) of the *Criminal Code of Canada*, R.S.C. 1985 c. C46, as amended.
- 5.7. In the event that an Applicant has been convicted of a criminal offence other than those listed in section 5.6, a new Licence may be issued at the discretion of the Manager.

#### **6. C.C.F. Licence Application Requirements:**

- 6.1. In addition to all other requirements of this By-law, the Manager may refuse to accept an application for a C.C.F. Licence unless the application is submitted on forms approved by the Manager and includes the following respecting the C.C.F.:

- a) Evidence of compliance with Zoning By-Law 95-2003, as amended;
- b) Evidence that all Owners on which the C.C.F. is located are aware of, consent to and authorize the C.C.F. use;
- c) Evidence that all Owners within a 500 meter radius of the C.C.F. Property have been notified of the C.C.F. use. For the purposes of this subsection, the distance shall be measured from the perimeter of the C.C.F. Property for which the licence is sought to the perimeter of the next nearest Property within the 500 meter radius;
- d) An operational plan outlining specific measures to comply with Town By-laws and applicable law including but not limited to;
  - i) A Crime Prevention Through Environmental Design Assessment to maintain the safety and security of the property and surrounding community, which shall include such elements as lighting, security, video surveillance, and landscaping features;
  - ii) Operational policies, procedures and strategies to facilitate how the C.C.F. engages, communicates and works with the surrounding community to foster a positive relationship and mitigate impacts to, and maintain the safety of, neighbouring residents including noise and Nuisance mitigation;
  - iii) The provision of both on-site and mobile security 24 hours per day, 7 days per week to manage issues involving shelter occupants on the property and such circumstances involving shelter occupants in the surrounding 500 meter radius;
  - iv) A lot maintenance plan identifying locations of waste receptacles, garbage facilities and the frequency or maintenance schedule to address litter, waste accumulation and debris arising from the activity of the C.C.F. or its shelter occupants on the property and in the surrounding 500 meter radius;
  - v) A designated outdoor smoking area located and designed in accordance with all applicable law including the Durham Region Smoking and Vaping By-law and the *Smoke-Free Ontario Act, 2017*, 2017 S.O. 2017, c. 26, Sched. 3;

- vi) A parking plan identifying sufficient parking resources for staff, volunteers, suppliers and visitors to ensure compliance with existing parking restrictions both on street and on site;
  - vii) A Code of Conduct that reflects responsible business practices in accordance with this By-law and the Town's Public Nuisance and Safety By-law.
  - viii) A plan detailing the C.C.F. Operator's proactive measures and ongoing strategies to actively engage with, manage, and limit unsolicited donations to patrons in the surrounding neighborhood, and to mitigate any associated impacts.
  - ix) An approved site plan with fencing in areas where outdoor activities, such as programming or gatherings by patrons, are permitted by the C.C.F.
  - x) a Fire Safety Plan approved by the Town's Chief Fire Prevention Officer or their designate.
- e) A floor plan of the building that identifies and describes, at minimum:
- i) All exits;
  - ii) All windows;
  - iii) All rooms, and identifying which rooms will be used for sleeping quarters;
  - iv) All spaces and common areas and;
  - v) A site plan showing without limitation the location and number of all parking spaces, garbage and waste storage areas, smoking areas, enclosures, accessory buildings, and fences;
- f) The provision of occupancy reports detailing the number of staff, and the number of occupants and remaining available spaces, as required by the Manager;
- g) Proof of insurance specific to the use of the property that includes a liability limit of no less than two million dollars (\$2,000,000.00) per occurrence for property damage and bodily injury and identifies that a C.C.F. is being operated on the Property, with the Town being added as additional insured. The Applicant shall provide the Town with a certificate of insurance in a form acceptable by the Town. The insurance coverage

required must be endorsed to the effect that the insurer will endeavor to provide the Town at least fifteen (15) days notice in writing of any cancellation or material variation to the policy;

- h) The contact information for a Local Contact who is available to respond to matters involving the C.C.F. at all times within a period of no greater than one (1) hour from the time of contact by telephone or email;
- i) A statement by the Applicant attesting to the accuracy, truthfulness and completeness of the application and other items, including but not limited to, that:
  - i) if the C.C.F. is a leased or rented premises, the C.C.F. use is permitted by the Owner;
  - ii) the C.C.F. is in compliance with various legislation as required by the Town of Ajax, including the *Building Code Act*, 1992, S.O. 1992, c. 23 or any regulations made under it, including the Building Code O. Reg. 332/12; all Town of Ajax municipal by-laws, including Property Standards By-law 46-2017, as amended, and Zoning By-law 95-2003, as amended; and the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c. 4, or any regulations made under it, including the Fire Code, O. Reg. 213/07;
  - iii) the C.C.F. has and will continue to have working smoke alarms on each level of the C.C.F. and carbon monoxide alarms on all levels where sleeping occurs, and that the C.C.F. will have instructions in a location approved by the Town advising occupants of what to do in the event of an emergency and these instructions will include a copy of the C.C.F. floor plan submitted with the application;
  - iv) the C.C.F. Operator will provide all shelter occupants with a copy of the Code of Conduct (provided by the C.C.F.) and shall require that all occupants abide by the Code of Conduct;
  - v) an acknowledgment that inspections or audits may be required.

## **7. Licence Conditions**

- 7.1. In addition to other requirements of the By-law, each of the following shall be a condition as a requirement of continuing to hold a Crisis Care Facility Licence:

- a) C.C.F. Operators must notify the Town in writing of any changes to the information provided at the time of licence application or renewal, prior to implementing such changes or, where prior notice is not possible, as soon as reasonably practicable;
- b) Insurance respecting the C.C.F. must be maintained that is specific to the nature of the property and includes a liability limit of no less than two million dollars (\$2,000,000.00) per occurrence for property damage and bodily injury, and identifies that a C.C.F. is being operated on the Property, with the Town being added as additional insured. The C.C.F. Operator shall provide the Town with a certificate of insurance in a form acceptable by the Town. The insurance coverage required must be endorsed to the effect that the insurer will endeavor to provide the Town at least fifteen (15) days' notice in writing of any cancellation or material variation to the policy;
- c) the C.C.F. Operator shall post and maintain Town-approved instructions advising occupants of what to do in the event of an emergency in a location approved by the Town, and include a copy of the floor plan submitted with the Licence application;
- d) the C.F.F. Operator shall place and maintain the following fire protection systems, including but not limited to smoke alarms and carbon monoxide alarms (in this section, 'alarms'), in accordance with the Ontario Fire Code:
  - i) working smoke alarms on each level of the C.C.F.;
  - ii) working carbon monoxide alarms on all levels of the C.C.F. where sleeping occurs;
  - iii) alarms shall be maintained in good working order;
  - iv) alarms shall be less than ten (10) years old;
  - v) alarms shall be tested annually; and
  - vi) a written record of tests required by clause v) must be kept for a period of six (6) years and available at any time upon request by the Town;
- e) C.C.F. Operators must give the Fire Chief, Director, Manager, or any member of Town staff authorized by the Fire Chief, Director or Manager, access to the C.C.F. at any reasonable time for the purposes of conducting an inspection to confirm compliance with this By-law or the conditions of a Licence;

- f) C.C.F. Operators and associated C.C.F.s must ensure compliance with all applicable law, including but not limited to:
- i) the *Health Protection and Promotion Act*, R.S.O. 1990, c. H.7 (Ontario) and its regulations;
  - ii) the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c. 4 (Ontario) and its regulations;
  - iii) the *Building Code Act*, 1992, S.O. 1992, c. 23 (Ontario) and its regulations;
  - iv) Zoning By-law 95-2003, as amended;
  - v) Property Standards By-law 46-2017, as amended;
  - vi) Clean and Clear By-law 38-2025, as amended;
  - vii) Noise By-law 44-2511, as amended;
  - viii) Public Nuisance and Safety By-law 46-2025, as amended;
  - ix) Traffic By-law 45-2020 as amended; and
  - x) Road Occupancy and Road Closure By-law 48-2025, as amended.
- g) C.C.F. Operators shall provide to each occupant a copy of the Code of Conduct and shall take reasonable steps to ensure that all occupants comply with its provisions;
- h) C.C.F. Operators shall ensure that their Local Contact is available to respond to matters involving the C.C.F. within one (1) hour from the time of contact by telephone or email by any Person at all times; and
- i) Any and all other conditions as identified by the Town.

## **8. Licence Fee**

8.1. The fee for obtaining a Crisis Care Facility Licence or renewal of a Licence shall be as set out in the Town's General Fees and Charges By-law and is non-refundable.

## **9. Duplicate Licence**

9.1. A duplicate Licence may be issued by the Manager to replace any Licence previously issued which has been lost, stolen or destroyed.

## **10. Posting Licences**

10.1. Every C.C.F. Operator who has been issued a Licence shall post the Licence in a conspicuous place at the C.C.F., and every C.C.F. Operator so licensed shall, when requested by any person authorized by law, produce the Licence for inspection.

## **11. Partnerships and Corporations and Unincorporated Associations**

11.1. A partnership, corporation, association or combination thereof shall be considered as a single applicant for any one C.C.F. at one Property.

11.2. On any application by a partnership, the Licence shall be issued in the name under which business is carried on by the applicant. The names and addresses of all partners shall be listed on the application form.

11.3. Any application by a corporation shall contain the names and addresses of the officers and directors of the corporation.

11.4. A change in composition of the members of a partnership or in the officers and/or of a corporation shall be reported to the Manager within fifteen days.

## **12. Change of Address**

12.1. Each Applicant or, where a Licence has been issued, each Licensee shall advise the Manager of any change in any information provided pursuant to paragraph 6.1 of this By-law by providing to the Manager notice of such change within fifteen (15) days of the date of such change.

## **13. Licence Term and Transfer**

13.1. Every Licence issued under this By-law shall expire within one (1) year of being issued, unless otherwise revoked or suspended prior to that date.

13.2. Each Licensee shall be required to renew the said Licence prior to the expiry of

the original Licence issued under this By-law, and failing such renewal, the Licensee must discontinue the operation of the business upon the expiry of the Licence.

13.3. Every Licence is valid only in respect of the Person who was issued the Licence and no person may assign, modify, sell, or transfer, any Licence.

13.4. No Person may operate a Crisis Care Facility under a Licence issued to another Person.

13.5. A Person wishing to renew a Licence shall comply with the application requirements of this By-law.

#### **14. No Vested Right**

14.1. No person shall enjoy a vested right in the continuance of a Licence and upon issuance, renewal, cancellation or suspension, a Licence shall remain the property of the Town.

#### **15. Licensees to Use Name on Licence**

15.1. No Person licensed under this By-law shall advertise or carry on a C.C.F. under any name other than the one endorsed on the Licence.

#### **16. Revocation and Suspension**

16.1. The Manager may revoke, suspend, impose any conditions upon, or refuse to issue or renew any licence to any Person in accordance with this by-law.

16.2. The Manager may, in exercising the discretion mentioned in paragraph 16.1, consider any contravention of this By-law, or any other matter that relates to the general welfare, health or safety of the individuals at the C.C.F. or in the surrounding area.

16.3. Where an Applicant is dissatisfied with a Manager's decision in accordance with section 16.1, the person may request a review by the Hearing Officer of the Manager's decision in accordance with section 18.

#### **17. Exemptions**

17.1. The Director may exempt any person from all or any part of this By-law where the

Director is satisfied that the granting of the exemption would maintain the general intent and purpose of the By-law.

17.2. The Director may impose such conditions as the Director determines are appropriate in relation to an exemption granted by the Director.

## **18. Hearing by Hearing Officer**

18.1. The Applicant's right to request a review expires on the tenth (10th) day after notice of the Manager's decision is given to the Applicant at which time the Manager's decision is final and not subject to review.

18.2. The hearing of the review request shall not be scheduled until the Applicant has paid the fee from time to time prescribed by the Town's General Fees and Charges By-law.

18.3. The Applicant shall be given no fewer than seven (7) days' notice of the date, time and place of the hearing of the review request.

18.4. The Hearing Officer shall not make a decision with respect to a review request under this section unless the Hearing Officer has given each of the Applicant and the Manager an opportunity to be heard.

18.5. On conducting a review, the Hearing Officer may affirm the decision of the Manager , Or, alternatively, where the Hearing Officer is satisfied that doing so would uphold the general intent and purpose of this By-law, the Hearing Officer may grant a Licence and may impose such conditions or exemptions as deemed appropriate, including conditions relating to the issuance, continuation, or renewal of the Licence.

18.6. The Hearing Officer may make any decision in respect of which the hearing was held or the opportunity for hearing afforded without holding a further hearing or affording further opportunity for a hearing in such matter.

18.7. The Statutory Powers Procedure Act applies to any hearing conducted pursuant to this paragraph.

18.8. A decision by the Hearing Officer to revoke, suspend or refuse a Licence shall be effective on the date the decision is made.

18.9. The decision of a Hearing Officer and any condition imposed by the Hearing Officer in relation to a Licence granted by the Hearing Officer are final and not subject to review, including review by any Court.

18.10 A review request conducted pursuant to this Section 18 does not stay the operation of the decision being reviewed.

## **19. Notices**

19.1. Any notice pursuant to this By-law may be given in writing in any of the following ways and is effective:

- a) on the date a copy is personally delivered to the Person to whom it is addressed;
- b) on the third (3rd) day after a copy is sent by regular mail or by registered mail to the Person's last known address;
- c) upon confirmation of the successful transmission of a copy by facsimile transmission to the Person's last known facsimile transmission number;
- d) upon sending a copy by e-mail transmission to the Person's last known e-mail address; or
- e) upon a copy being posted on the door of any building or structure on the Person's Property or, where no building or structure exists, on a stake erected by an Officer on the Person's Property.

## **20. Inspection and Orders**

20.1. An Officer may at any reasonable time, enter upon and inspect the land of any Person to ensure that the provisions of this By-law are complied with, in accordance with section 436(1) of the *Municipal Act, 2001*.

20.2. For the purposes of conducting an inspection pursuant to this By-law, an Officer may:

- a) require the production for inspection of documents or things relevant to the inspection;
- b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;

- c) require information from any person concerning a matter related to the inspection; and
- d) alone, or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

20.3. Any cost incurred by the Town in exercising its authority to inspect, including but not limited to the cost of any examination, test, sample or photograph necessary for the purposes of the inspection, shall be paid by the Owner of the Property where the inspection takes place.

20.4. No person shall prevent, hinder, or obstruct, or attempt to prevent, hinder or obstruct, an Officer who is lawfully exercising a power or performing a duty under this By-law.

20.5. Where an Officer has reason to believe that any provision of this By-law or any condition of a License has been contravened, the Officer may issue an Order requiring a C.C.F. Operator, Owner, Licensee or any other Person who contravened this By-law or who caused or permitted the contravention to discontinue the contravention or to do work or take action to correct the contravention.

20.6. The Manager may suspend a Licence until such time as an Order under subsection 20.5 is complied with.

20.7. An Order under subsection 20.5 shall include:

- a) the reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred;
- b) the work required to be done or the conduct to be discontinued, as appropriate; and
- c) the date or dates by which there must be compliance with the Order.

20.8. Every Person against whom an Order is made shall comply with the Order.

20.9. No Person who has notice of an Order shall assist in any way in the violation of the terms of an Order, regardless of whether said Person is named in the Order.

20.10. Where the Person or Persons to whom an Order is issued fails to perform the work or action required by the Order within the time stipulated in the Order, the Town may without further notice perform such work or action as it deems appropriate.

20.11. Where the Town undertakes work or any action or work pursuant to section 20.10, the Person or Persons shall be jointly and severally responsible for all costs of the Town incurred in the exercise of the powers thereunder, including administrative costs and interest. Such costs, as determined by the Town, shall constitute a charge under the *Municipal Act, 2001*, as amended, and may be added to the tax roll of property held by the Licensee, owner or other person in the manner provided for therein.

20.12. Where an Order is posted, no Person shall remove the Order without the written authorization of the Town.

## **21. Licence Production**

21.1. Every Person licensed under this By-law shall, when requested by an Officer, or any person acting under their lawful authority, immediately produce their Licence, and other relevant documents required under this By-law.

## **22. Offence and Penalties**

22.1. A Person is guilty of an offence if the person,

- a) contravenes any provision of this By-law; or
- b) fails to comply with an Order made pursuant to subsection 20.5.

22.2. Each director or officer of a corporation who knowingly concurs in the contravention of this By-law by the corporation is guilty of an offence.

22.3. On conviction, each Person is liable to a fine of:

- a) not less than \$500 and not more than \$100,000; and
- b) for each day or part of a day that the offence continues, a fine of not less than \$500 and not more than \$100,000.

22.4. Where a Person is convicted of an offence of operating a C.C.F. without a Licence where required by this By-law, the Person is, in addition to any other fine or penalty, liable to a special fine not exceeding the gross revenues received by or

on behalf of the Person during the period and in respect of the activity for which a licence was required. This special fine is designed to eliminate or reduce any economic advantage or gain from contravening this By-law.

22.5. Any Person who contravenes the provisions of this By-law, including every Person who fails to perform a duty imposed herein or who performs an act prohibited herein, and if the Person is a corporation, every director or officer of the said corporation, is liable to an administrative monetary penalty and fees, pursuant to the Town's Administrative Monetary Penalty System By-law, for offences that are designated, or is guilty of an offence, for any contravention, and upon conviction is liable to a fine or penalty for each offence, exclusive of costs as prescribed by the Provincial Offences Act, R.S.O. 1990, c. P.33. No person that receives an administrative penalty shall be charged with an offence under the Provincial Offences Act, R.S.O. 1990 for the same contravention and date of contravention.

### **23. Delegation**

23.1. For the purpose of subsection 23.2(4) of the *Municipal Act, 2001*, it is the opinion of Council that the powers delegated to the Director or Manager pursuant to this By-law are of a minor nature.

### **24. General**

24.1. In the event that any previous by-law is inconsistent with this By-law, this By-law shall prevail.

24.2. The obligations imposed by this By-law are in addition to obligations otherwise imposed by law or by contract.

24.3. In the event any provisions of this By-law are deemed invalid or void, in whole or in part, by any court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

24.4. No proceeding for damages or otherwise may be commenced against the Town, a member of Council or an officer, employee or agent of the Town or a person acting under the instructions of the officer, employee or agent for any act done in good faith in the performance or intended performance of a duty or authority under this By-law or for any alleged neglect or default in the performance in good faith of the duty or authority.

### **25. Effective Date**

25.1. That this By-law shall come into effect on XXXX.

By-law passed this [Click here to select a date.](#)

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Mayor and CEO

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Clerk

## **The Corporation of The Town of Ajax By-Law 90-2025**

Being a By-law to Provide for a 2026 Interim Tax Levy for the Town of Ajax.

Whereas, Section 317 (1) of the Municipal Act, 2001, S.O. 2001 as amended, provides that the Council of a local municipality may, before the adoption of the estimates for the year under Section 290, pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes; and,

Whereas, Section 342(1)(b) of the Municipal Act, 2001, S.O. 2001 as amended states in part that a municipality may pass by-laws providing for alternative instalments and due dates to allow taxpayers to spread the payment of taxes more evenly over the year; and,

Whereas, Section 345(1) of the Municipal Act, 2001, S.O. 2001 as amended, provides that a local municipality may, in accordance with this section, pass by-laws to impose late payment charges for the non-payment of taxes or any instalment by the due date; and,

Whereas, Section 345(2) of the Municipal Act, 2001, S.O. 2001 as amended provides that a percentage charge, not to exceed 1 1/4 per cent (1.25%) of the amount of taxes due and unpaid, may be imposed as a penalty for the non-payment of taxes on the first day of default or such later date as the by-law specifies; and,

Whereas, Section 345(3) of the Municipal Act, 2001, S.O. 2001 as amended, provides that interest charges, not to exceed 1 1/4 per cent (1.25%) each month of the amount of taxes due and unpaid, may be imposed for the non-payment of taxes in the manner specified in the by-law but interest may not start to accrue before the first day of default;

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. For all property classes, there shall be imposed and collected an interim levy of 50% of the total taxes for municipal and school purposes levied on the property in 2025.
2. For the purposes of calculating the total amount of taxes levied on the property for the year 2025 under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2025 because assessment was added to the tax roll during 2025, an amount shall be added equal to the additional taxes that would have been levied on the property if the taxes for municipal and school purposes had been levied for the entire year.
3. The interim tax levy shall become due and payable in two (2) instalments on Friday, February 27, 2026 and Friday, April 24, 2026.
4. On application to the Town, a taxpayer may pay taxes by a pre-authorized payment plan. In the event of the default of payment on the pre-authorized payment plan, enrolment in the plan shall be terminated and the interim tax levy shall be due and payable on the instalment dates as set out in section 3.
5. Any person may make payment of the taxes into a financial institution to the credit of the Treasurer, and the person making the payment shall be entitled to be issued a receipt by the institution for the amount paid.
6. In the event an instalment is not paid on its due date, there shall be imposed a penalty of 1 1/4 percent (1.25%) on the first day of the calendar month following non-payment.
7. In the event an instalment is not paid on its due date, interest shall be imposed at the rate of 1 1/4 per cent (1.25%) per month on the first day of the second calendar month following the due date and on the first day of every calendar month thereafter until the taxes are paid.
8. If any instalment remains unpaid at the due date, all future instalments become

immediately due and payable.

9. The subsequent levy for the year 2026 to be made under the *Municipal Act, 2001, S.O. 2001* as amended, shall be reduced by the amount to be raised by the levy imposed by this by-law.
10. Nothing in this by-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
11. If any section or portion of this by-law is found by a court of competent jurisdiction to be invalid, it is the intent of the Council of the Corporation of the Town of Ajax that all remaining sections and portions of this by-law continue in force and effect.

By-law passed December 8, 2025.

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Mayor and CEO

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Clerk

**The Corporation of The Town of Ajax  
By-Law 91-2025**

Being a By-law to authorize the Regional Municipality of Durham (“the Region”) to issue debentures in the principal amount of \$3,718,900 as financing for the purchase of two (2) Fire Apparatus and to forward a written request to the Region to do so.

Whereas, Section 401(1) of the Municipal Act 2001, provides in part that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way;

Whereas, The Council of the Corporation of the Town of Ajax (the “Municipality”) approved the purchase of the two (2) Fire Apparatus, Projects #24020102 and #25020101, at its meeting of November 17th, 2025;

Whereas, prior to the Council of the Municipality authorizing the project, the Director of Finance/Treasurer updated the Municipality’s annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing and determined that this limit had not been exceeded and therefore Ontario Land Tribunal Approval was not required.

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. That debenture in the principal amount of \$3,718,900 be issued by the Region over a period not to exceed fifteen (15) years for the Purchase of the two (2) Fire Apparatus.
2. That a written request be submitted to the Region to issue the aforesaid debentures and this by-law shall constitute such written request;
3. That the money required to repay the principal and interest obligation in respect of the debentures be raised by a tax levy on the ratepayers in accordance with the Municipal Act 2001 to the extent that the required amounts have not been provided for by any other taxes or by fees or charges (including, without limitation, future development charges) imposed on persons or property by a by-law of any municipality.

By-law passed this December 8, 2025

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Mayor and CEO

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Clerk

## **The Corporation of The Town of Ajax By-Law 92-2025**

Being a By-law to license, regulate and govern crisis care facilities in the Town of Ajax.

Whereas, Subsection 8(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, ("Municipal Act, 2001") provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues; and

Whereas, Subsection 11(2) of the Municipal Act, 2001, permits a lower-tier municipality to pass by-laws respecting matters such as the health, safety and well-being of persons and the protection of persons and property; and

Whereas, Section 128 of the Municipal Act, 2001, permits a municipality to pass by-laws prohibiting and regulating with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances; and

Whereas, Section 129 of the Municipal Act, 2001, permits a municipality to pass by-laws prohibiting and regulating with respect to noise, vibration, odor, dust and outdoor illumination; and

Whereas, Sections 150 to 153 of the Municipal Act, 2001, a municipality may exercise its power to license, regulate and govern any business and events carried on within the municipality, and may prohibit the carrying on or engaging in the business without a license, refuse, revoke or suspend a license, impose conditions on a license, and license, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it; and

Whereas, Subsection 391(1) of the Municipal Act, 2001, provides that a municipality may impose fees and charges on persons for services or activities provided or done by or on behalf of it; and

Whereas, Subsection 425(1) of the Municipal Act, 2001, provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the Municipal Act, 2001, is guilty of an offence; and

Whereas, Section 426 of the Municipal Act, 2001, provides that no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under this Act or under a by-law passed under the Act; and

Whereas, Subsection 429(1) of the Municipal Act, 2001, provides that a municipality may establish a system of fines for offences under a by-law passed under the Municipal Act, 2001; and

Whereas, Subsection 436(1) of the Municipal Act, 2001, provides that a municipality may pass by-laws providing for the entry onto land at any reasonable time for the purpose of carrying out an inspection to determine compliance with a by-law; and

Whereas, Sections 444 and 445 of the Municipal Act, 2001, provides that a municipality may make an order to require a person to discontinue contravening a by-law and to do the work required to correct the contravention; and

Whereas, the Council of the Corporation of the Town of Ajax considers it desirable and necessary to license, register, regulate and govern Crisis Care Facilities.

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

## **1. Short Title**

1.1. This By-law may be referred to as the "Crisis Care Facility By-law".

## **2. Scope and Interpretation**

2.1. Unless otherwise stated:

- a) a reference to any statute or regulation refers to a statute or regulation of Ontario as it may be amended or replaced from time to time;
- b) a reference to a by-law refers to a by-law of the Town as it may be amended or replaced from time to time; and
- c) a reference to a section, paragraph, clause, or schedule is a reference to this By-law's section, paragraph, clause, or schedule.

2.2. Where the provisions of this By-law conflict with the provision of any other By-law in force in the Town, the provision that establishes the higher standard to protect the health, safety and welfare of the general public shall prevail.

2.3. In the interpretation and application of the provisions of this By-law, unless otherwise stated to the contrary, the provisions shall be held to be the minimum requirements adopted for the promotion of public health, safety, comfort, convenience and general welfare.

2.4. The headings in this By-law are for convenience only and do not form part of this By-law.

2.5. If any part of this By-law is determined to be invalid by a court of competent jurisdiction, the invalid part is severed, and the remainder continues to be valid.

## **3. Definitions**

3.1. For the purposes of this By-law the following terms are defined:

- a) "Administrative Penalty" means an administrative monetary penalty issued pursuant to the Town of Ajax Administrative Monetary Penalty By-law.
- b) "Applicant" includes a Person, or agent or representative of a Person, seeking a Licence, or renewal of a Licence or a Person whose Licence is being considered for revocation or suspension.
- c) "Building" means any structure consisting of a roof supported by walls or columns which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals, goods, chattels or equipment and includes a carport.
- d) "Code of Conduct" means a document that sets out behavioral standards and expectations for individuals within the Crisis Care Facility including staff, contractors, representatives, and occupants. It outlines how these individuals are expected to engage with each other and the surrounding

community in a manner that promotes public welfare, fosters positive relationships, and minimizes adverse impacts such as noise or Nuisance. The Code of Conduct also provides guidance on applicable municipal by-laws and includes procedures for addressing violations, including disorderly or violent behavior.

- e) "Council" means the Council of the Town of Ajax.
- f) "Crisis Care Facility" or "C.C.F." means a building or part thereof operated, in whole or in part, by a public authority, non-profit organization, charitable agency or other entity that provides temporary accommodation and associated support services to persons requiring immediate emergency shelter and/or related care, due to circumstances such as homelessness, domestic violence, or other crisis.
- g) "Crisis Care Facility Property" means the real property on which a C.C.F. is situated or proposed to be situated and includes each Building on the real property on which the Crisis Care Facility is situated.
- h) "C.C.F. Operator" includes the Owner of the property on which the C.C.F. is located or proposed to be located, and also includes any Person who, alone or with others, or through others:
  - i. Provides the services of a Crisis Care Facility;
  - ii. Manages or controls a Crisis Care Facility;
  - iii. Has responsibility for or control over the condition of a Crisis Care Facility, or the Property, or the activities carried on there or control over Persons authorized to enter that Property; or
  - iv. Provides funding to a Crisis Care Facility, excluding the Province of Ontario, Federal Government of Canada and Persons making charitable donations to a Crisis Care Facility.
- i) "Delegated Power of Decision" means a power or right conferred by or under a Town By-law to make a decision deciding or prescribing:
  - i. the legal rights, powers, privileges, immunities, duties or liabilities of any person or party; or
  - ii. the eligibility of any person or party to receive, or to the continuation of, a benefit or licence, whether the person is legally entitled thereto or not.
- j) "Director" means the Town's Director of Public and Strategic Affairs or their designate.
- k) "Hearing Officer" means a person appointed by the Town to conduct hearings and render decisions in accordance with this By-law.
- l) "Licence" means an authorization under this By-law to carry on a business, activity, matter or thing specified therein, and the document, certificate, plate or card issued which provides evidence of such authority as the context may require.

- m) “Licensee” means a Person to whom a Crisis Care Facility Licence has been issued under this By-law.
- n) “Local Contact” means a Person whose contact information is provided to the Town who is authorized by the Crisis Care Facility Operator to take all necessary steps to resolve urgent issues related to a C.C.F.
- o) “Manager” means the person from time to time performing the functions of the Town’s Manager, By-law Services.
- p) “Nuisance” means excess or unlawful use of one’s property to the extent of unreasonable annoyance, inconvenience or interference to a neighbour or to the public, including but not limited to noise, noxious odours, and traffic.
- q) “Officer” means:
  - i. the Director;
  - ii. the Manager;
  - iii. each person from time to time appointed as a Municipal Law Enforcement Officer to enforce a Town by-law or a by-law of a Municipality; and
  - iv. the Town’s Chief Fire Prevention Officer or their designate.
- r) “Operate” means to be engaged in the provision of a service, activity, matter or thing, offer to provide a service, activity, matter or thing, or facilitate the offer of a service, activity, matter or thing, whether directly or indirectly, associated with a Crisis Care Facility.
- s) “Order” means an Order issued under this By-law.
- t) “Owner” includes all Persons shown by the records in the Registry Office or the Land Titles Office to be the owner at law of the subject Property.
- u) “Person” includes a natural person, partnership, association, firm or corporation and, where an Administrative Penalty has been given to more than one Person, includes each such Person.
- v) “Property” means all land, buildings and structures within the legal boundary lines of a property, including without limitation, yards, parts of a building or structure, mobile homes, mobile buildings, mobile structures, outbuildings, fences and erections thereon whether heretofore or hereafter erected and includes vacant property, real property and chattel.
- w) “Proceeding” means a proceeding before a Hearing Officer and includes a Hearing.
- x) “Town” means The Corporation of the Town of Ajax or the geographic area of the Town of Ajax as the context requires.
- y) “Zoning By-law” means a by-law passed by the Town pursuant to section 34 of the Planning Act (Ontario).

#### **4. Licensing Requirements**

- 4.1. No Person shall Operate, advertise, broker or permit the Operation, advertising, or brokering of a Crisis Care Facility in the Town without a valid C.C.F. Licence.
- 4.2. A Person who receives a C.C.F. Licence shall comply with the regulations in this By-law set out as applicable to the C.C.F. being carried on.
- 4.3. Any Person, including any employee, contractor, supervisor, officer, director, agent, trustee, or municipal funder of a C.C.F. Operator that:
  - a) Permits, causes, concurs in, participates in, or acquiesces in non-compliance or a violation of this By-law; or
  - b) Has the ability to influence or control and the opportunity to prevent non-compliance or a violation of this By-law but fails to do so;is in contravention of this By-law.
- 4.4. A separate Licence shall be obtained for each Property from which a C.C.F. is operated, regardless of whether the C.C.F. Operator holds a Licence in respect of another C.C.F.
- 4.5. Every Licence issued pursuant to this By-law shall be subject to the condition that the Licensee comply with all municipal by-laws, including, but not limited to, the Town's Zoning By-law and Property Standards By-law, and comply with all applicable Provincial and Federal Laws and Regulations.
- 4.6. Without limiting paragraph 4.1 of this By-law, no Person shall permit the promotion or advertising of a C.C.F. as being available for occupancy or permit to be offered to any Person a right to occupy a C.C.F. except a C.C.F. in respect of which a Licence has been issued and maintained in good standing pursuant to this By-law.
- 4.7. No Person to whom a Licence is issued shall fail to comply with the conditions of the said Licence.

#### **5. Application Procedure**

- 5.1. An application for a Licence or renewal of a Licence shall be made at the office of the Manager on the form prescribed and the Manager may prescribe any information to be given therein and other necessary papers to be completed or submitted by the Applicant in conjunction with the application.
- 5.2. Prior to, and during the application procedure, the Applicant and the Manager may communicate about the application procedure, licence requirements, and licence conditions.
- 5.3. Without limitation, the Manager may require an Applicant to provide each Applicant's name, address, telephone number and e-mail address.
- 5.4. The Manager may require affidavits in support of an application.
- 5.5. During the course of processing an application for a License, the Manager may cause such investigations or inquiries to be undertaken as the Manager determines are relevant. If such investigation or inquiry discloses any of the

following, the Manager may, in their sole and absolute discretion, deny the application or impose conditions on the License as deemed appropriate:

- a) the Applicant's premises or Property in respect of which a License is sought is the object of an outstanding order to comply made under the Town's Property Standards By-law 46-2017 or discloses non-compliance with any of the Town's by-laws, including the Zoning By-law or any parking requirements of the Town;
  - b) the Applicant's premises or Property in respect of which a License is sought requires corrective action pursuant to an order of the Medical Officer of Health to ensure the safety or health of the public;
  - c) the Applicant's premises or Property in respect of which a License is sought requires corrective action pursuant to an order of the Fire Chief to ensure the fire safety, including notices of violation or orders made under the Fire Protection and Prevention Act and its Regulations;
  - d) the Applicant is incompetent in a manner that affects the safety, health or welfare of the public;
  - e) the Applicant has been found to have discriminated against a member of the public contrary to the Human Rights Code;
  - f) the Applicant is indebted to the Town in respect of fines, penalties, judgments or any another amounts owing, including awards of legal costs and disbursements and including outstanding property taxes and late payment charges against all properties owned by the applicant in any capacity (legally, beneficially or otherwise) and where the applicant is a corporation, against all properties owned by an officer, or shareholder of the applicant; or
  - g) notwithstanding the preceding clause f), the Applicant is indebted to the Town in respect of an administrative monetary penalty imposed pursuant to subsection 22.5;
  - h) the Applicant is in breach of this or some other Town by-law or law of Ontario or Canada;
  - i) the health, safety and well-being of the surrounding community, including the presence of sensitive or vulnerable uses in the vicinity of the Property in respect of which a License is sought;
  - j) the potential impact on neighbouring property and property owners, including businesses;
  - k) the past conduct of the applicant;
  - l) the number of currently licensed Crisis Care Facilities within the Town, relative to the demonstrated need for such facilities in the interest of the inhabitants of the Town.
- 5.6. No Applicant shall be issued a Licence by the Manager that has been convicted of an offence, for which a pardon has not been granted, pursuant to any one or more of Parts V (Sexual Offences), VIII (Offences Against Persons) or IX

(Offences Against Property) of the Criminal Code of Canada, R.S.C. 1985 c. C46, as amended.

- 5.7. In the event that an Applicant has been convicted of a criminal offence other than those listed in section 5.6, a new Licence may be issued at the discretion of the Manager.

## **6. C.C.F. Licence Application Requirements:**

- 6.1. In addition to all other requirements of this By-law, the Manager may refuse to accept an application for a C.C.F. Licence unless the application is submitted on forms approved by the Manager and includes the following respecting the C.C.F.:
- a) Evidence of compliance with Zoning By-Law 95-2003, as amended;
  - b) Evidence that all Owners on which the C.C.F. is located are aware of, consent to and authorize the C.C.F. use;
  - c) Evidence that all Owners within a 500 meter radius of the C.C.F. Property have been notified of the C.C.F. use. For the purposes of this subsection, the distance shall be measured from the perimeter of the C.C.F. Property for which the licence is sought to the perimeter of the next nearest Property within the 500 meter radius;
  - d) An operational plan outlining specific measures to comply with Town By-laws and applicable law including but not limited to;
    - i. A Crime Prevention Through Environmental Design Assessment to maintain the safety and security of the property and surrounding community, which shall include such elements as lighting, security, video surveillance, and landscaping features;
    - ii. Operational policies, procedures and strategies to facilitate how the C.C.F. engages, communicates and works with the surrounding community to foster a positive relationship and mitigate impacts to, and maintain the safety of, neighbouring residents including noise and Nuisance mitigation;
    - iii. The provision of both on-site and mobile security 24 hours per day, 7 days per week to manage issues involving shelter occupants on the property and such circumstances involving shelter occupants in the surrounding 500 meter radius;
    - iv. A lot maintenance plan identifying locations of waste receptacles, garbage facilities and the frequency or maintenance schedule to address litter, waste accumulation and debris arising from the activity of the C.C.F. or its shelter occupants on the property and in the surrounding 500 meter radius;
    - v. A designated outdoor smoking area located and designed in accordance with all applicable law including the Durham Region Smoking and Vaping By-law and the Smoke-Free Ontario Act, 2017, 2017 S.O. 2017, c. 26, Sched. 3;

- vi. A parking plan identifying sufficient parking resources for staff, volunteers, suppliers and visitors to ensure compliance with existing parking restrictions both on street and on site;
  - vii. A Code of Conduct that reflects responsible business practices in accordance with this By-law and the Town's Public Nuisance and Safety By-law;
  - viii. A plan detailing the C.C.F. Operator's proactive measures and ongoing strategies to actively engage with, manage, and limit unsolicited donations to patrons in the surrounding neighborhood, and to mitigate any associated impacts;
  - ix. An approved site plan with fencing in areas where outdoor activities, such as programming or gatherings by patrons, are permitted by the C.C.F.;
  - x. A Fire Safety Plan approved by the Town's Chief Fire Prevention Officer or their designate.
- e) A floor plan of the building that identifies and describes, at minimum:
- i. All exits;
  - ii. All windows;
  - iii. All rooms, and identifying which rooms will be used for sleeping quarters;
  - iv. All spaces and common areas and;
  - v. A site plan showing without limitation the location and number of all parking spaces, garbage and waste storage areas, smoking areas, enclosures, accessory buildings, and fences.
- f) The provision of occupancy reports detailing the number of staff, and the number of occupants and remaining available spaces, as required by the Manager;
- g) Proof of insurance specific to the use of the property that includes a liability limit of no less than two million dollars (\$2,000,000.00) per occurrence for property damage and bodily injury and identifies that a C.C.F. is being operated on the Property, with the Town being added as additional insured. The Applicant shall provide the Town with a certificate of insurance in a form acceptable by the Town. The insurance coverage required must be endorsed to the effect that the insurer will endeavor to provide the Town at least fifteen (15) days notice in writing of any cancellation or material variation to the policy;
- h) The contact information for a Local Contact who is available to respond to matters involving the C.C.F. at all times within a period of no greater than one (1) hour from the time of contact by telephone or email;
- i) A statement by the Applicant attesting to the accuracy, truthfulness and completeness of the application and other items, including but not limited to, that:

- i. if the C.C.F. is a leased or rented premises, the C.C.F. use is permitted by the Owner;
- ii. the C.C.F. is in compliance with various legislation as required by the Town of Ajax, including the Building Code Act, 1992, S.O. 1992, c. 23 or any regulations made under it, including the Building Code O. Reg. 332/12; all Town of Ajax municipal by-laws, including Property Standards By-law 46-2017, as amended, and Zoning By-law 95-2003, as amended; and the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, or any regulations made under it, including the Fire Code, O. Reg. 213/07;
- iii. the C.C.F. has and will continue to have working smoke alarms on each level of the C.C.F. and carbon monoxide alarms on all levels where sleeping occurs, and that the C.C.F. will have instructions in a location approved by the Town advising occupants of what to do in the event of an emergency and these instructions will include a copy of the C.C.F. floor plan submitted with the application;
- iv. the C.C.F. Operator will provide all shelter occupants with a copy of the Code of Conduct (provided by the C.C.F.) and shall require that all occupants abide by the Code of Conduct;
- v. an acknowledgment that inspections or audits may be required.

## **7. Licence Conditions**

7.1. In addition to other requirements of the By-law, each of the following shall be a condition as a requirement of continuing to hold a Crisis Care Facility Licence:

- a) C.C.F. Operators must notify the Town in writing of any changes to the information provided at the time of licence application or renewal, prior to implementing such changes or, where prior notice is not possible, as soon as reasonably practicable;
- b) Insurance respecting the C.C.F. must be maintained that is specific to the nature of the property and includes a liability limit of no less than two million dollars (\$2,000,000.00) per occurrence for property damage and bodily injury, and identifies that a C.C.F. is being operated on the Property, with the Town being added as additional insured. C.C.F. Operators shall provide the Town with a certificate of insurance in a form acceptable by the Town. The insurance coverage required must be endorsed to the effect that the insurer will endeavor to provide the Town at least fifteen (15) days notice in writing of any cancellation or material variation to the policy;
- c) C.C.F. Operators shall post and maintain Town-approved instructions advising occupants of what to do in the event of an emergency in a location approved by the Town, and include a copy of the floor plan submitted with the Licence application;
- d) C.C.F. Operators shall place and maintain the following fire protection systems, including but not limited to smoke alarms and carbon monoxide

alarms (in this section, 'alarms'), in accordance with the Ontario Fire Code:

- i. working smoke alarms on each level of the C.C.F.;
  - ii. working carbon monoxide alarms on all levels of the C.C.F. where sleeping occurs;
  - iii. alarms shall be maintained in good working order;
  - iv. alarms shall be less than ten (10) years old;
  - v. alarms shall be tested annually; and
  - vi. a written record of tests required by clause v) must be kept for a period of six (6) years and available at any time upon request by the Town;
- e) C.C.F. Operators must give the Fire Chief, Director, Manager, or any member of Town staff authorized by the Fire Chief, Director or Manager, access to the C.C.F. at any reasonable time for the purposes of conducting an inspection to confirm compliance with this By-law or the conditions of a Licence;
- f) C.C.F. Operators and associated C.C.F.s must ensure compliance with all applicable law, including but not limited to:
- i. the Health Protection and Promotion Act, R.S.O. 1990, c. H.7 (Ontario) and its regulations;
  - ii. the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4 (Ontario) and its regulations;
  - iii. the Building Code Act, 1992, S.O. 1992, c. 23 (Ontario) and its regulations;
  - iv. Zoning By-law 95-2003, as amended;
  - v. Property Standards By-law 46-2017, as amended;
  - vi. Clean and Clear By-law 38-2025, as amended;
  - vii. Noise By-law 44-2511, as amended;
  - viii. Public Nuisance and Safety By-law 46-2025, as amended;
  - ix. Traffic By-law 45-2020 as amended; and
  - x. Road Occupancy and Road Closure By-law 48-2025, as amended.
- g) C.C.F. Operators shall provide to each occupant a copy of the Code of Conduct and shall take reasonable steps to ensure that all occupants comply with its provisions;
- h) C.C.F. Operators shall ensure that their Local Contact is available to respond to matters involving the C.C.F. within one (1) hour from the time of contact by telephone or email by any Person at all times; and

- i) Any and all other conditions as identified by the Town.

## **8. Licence Fee**

- 8.1. The fee for obtaining a Crisis Care Facility Licence or renewal of a Licence shall be as set out in the Town's General Fees and Charges By-law and is non-refundable.

## **9. Duplicate Licence**

- 9.1. A duplicate Licence may be issued by the Manager to replace any Licence previously issued which has been lost, stolen or destroyed.

## **10. Posting Licences**

- 10.1. Every C.C.F. Operator who has been issued a Licence shall post the Licence in a conspicuous place at the C.C.F., and every C.C.F. Operator so licensed shall, when requested by any person authorized by law, produce the Licence for inspection.

## **11. Partnerships and Corporations and Unincorporated Associations**

- 11.1. A partnership, corporation, association or combination thereof shall be considered as a single applicant for any one C.C.F. at one Property.
- 11.2. On any application by a partnership, the Licence shall be issued in the name under which business is carried on by the applicant. The names and addresses of all partners shall be listed on the application form.
- 11.3. Any application by a corporation shall contain the names and addresses of the officers and directors of the corporation.
- 11.4. A change in composition of the members of a partnership or in the officers and/or of a corporation shall be reported to the Manager within fifteen days.

## **12. Change of Address**

- 12.1. Each Applicant or, where a Licence has been issued, each Licensee shall advise the Manager of any change in any information provided pursuant to paragraph 6.1 of this By-law by providing to the Manager notice of such change within fifteen (15) days of the date of such change.

## **13. Licence Term and Transfer**

- 13.1. Every Licence issued under this By-law shall expire within one (1) year of being issued, unless otherwise revoked or suspended prior to that date.
- 13.2. Each Licensee shall be required to renew the said Licence prior to the expiry of the original Licence issued under this By-law, and failing such renewal, the Licensee must discontinue the operation of the business upon the expiry of the Licence.
- 13.3. Every Licence is valid only in respect of the Person who was issued the Licence and no person may assign, modify, sell, or transfer, any Licence.
- 13.4. No Person may operate a Crisis Care Facility under a Licence issued to another Person.

13.5. A Person wishing to renew a Licence shall comply with the application requirements of this By-law.

#### **14. No Vested Right**

14.1. No person shall enjoy a vested right in the continuance of a Licence and upon issuance, renewal, cancellation or suspension, a Licence shall remain the property of the Town.

#### **15. Licensees to Use Name on Licence**

15.1. No Person licensed under this By-law shall advertise or carry on a C.C.F. under any name other than the one endorsed on the Licence.

#### **16. Revocation and Suspension**

16.1. The Manager may revoke, suspend, impose any conditions upon, or refuse to issue or renew any licence to any Person in accordance with this by-law.

16.2. The Manager may, in exercising the discretion mentioned in paragraph 16.1, consider any contravention of this By-law, or any other matter that relates to the general welfare, health or safety of the individuals at the C.C.F. or in the surrounding area.

16.3. Where an Applicant is dissatisfied with a Manager's decision in accordance with section 16.1, the person may request a review by the Hearing Officer of the Manager's decision in accordance with section 18.

#### **17. Exemptions**

17.1. The Director may exempt any person from all or any part of this By-law where the Director is satisfied that the granting of the exemption would maintain the general intent and purpose of the By-law.

17.2. The Director may impose such conditions as the Director determines are appropriate in relation to an exemption granted by the Director.

#### **18. Hearing by Hearing Officer**

18.1. The Applicant's right to request a review expires on the tenth (10th) day after notice of the Manager's decision is given to the Applicant at which time the Manager's decision is final and not subject to review.

18.2. The hearing of the review request shall not be scheduled until the Applicant has paid the fee from time to time prescribed by the Town's General Fees and Charges By-law.

18.3. The Applicant shall be given no fewer than seven (7) days notice of the date, time and place of the hearing of the review request.

18.4. The Hearing Officer shall not make a decision with respect to a review request under this section unless the Hearing Officer has given each of the Applicant and the Manager an opportunity to be heard.

18.5. On conducting a review, the Hearing Officer may affirm the decision of the Manager, or, alternatively, where the Hearing Officer is satisfied that doing so would uphold the general intent and purpose of this By-law, the Hearing Officer

may grant a Licence and may impose such conditions or exemptions as deemed appropriate, including conditions relating to the issuance, continuation, or renewal of the Licence.

- 18.6. The Hearing Officer may make any decision in respect of which the hearing was held or the opportunity for hearing afforded without holding a further hearing or affording further opportunity for a hearing in such matter.
- 18.7. The Statutory Powers Procedure Act applies to any hearing conducted pursuant to this paragraph.
- 18.8. A decision by the Hearing Officer to revoke, suspend or refuse a Licence shall be effective on the date the decision is made.
- 18.9. The decision of a Hearing Officer and any condition imposed by the Hearing Officer in relation to a Licence granted by the Hearing Officer are final and not subject to review, including review by any Court.
- 18.10. A review request conducted pursuant to this Section 18 does not stay the operation of the decision being reviewed.

## **19. Notices**

- 19.1. Any notice pursuant to this By-law may be given in writing in any of the following ways and is effective:
  - a) on the date a copy is personally delivered to the Person to whom it is addressed;
  - b) on the third (3rd) day after a copy is sent by regular mail or by registered mail to the Person's last known address;
  - c) upon confirmation of the successful transmission of a copy by facsimile transmission to the Person's last known facsimile transmission number;
  - d) upon sending a copy by e-mail transmission to the Person's last known e-mail address; or
  - e) upon a copy being posted on the door of any building or structure on the Person's Property or, where no building or structure exists, on a stake erected by an Officer on the Person's Property.

## **20. Inspection and Orders**

- 20.1. An Officer may at any reasonable time, enter upon and inspect the land of any Person to ensure that the provisions of this By-law are complied with, in accordance with section 436(1) of the Municipal Act, 2001.
- 20.2. For the purposes of conducting an inspection pursuant to this By-law, an Officer may:
  - a) require the production for inspection of documents or things relevant to the inspection;
  - b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;

- c) require information from any person concerning a matter related to the inspection; and
  - d) alone, or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
- 20.3. Any cost incurred by the Town in exercising its authority to inspect, including but not limited to the cost of any examination, test, sample or photograph necessary for the purposes of the inspection, shall be paid by the Owner of the Property where the inspection takes place.
- 20.4. No person shall prevent, hinder, or obstruct, or attempt to prevent, hinder or obstruct, an Officer who is lawfully exercising a power or performing a duty under this By-law.
- 20.5. Where an Officer has reason to believe that any provision of this By-law or any condition of a License has been contravened, the Officer may issue an Order requiring a C.C.F. Operator, Owner, Licensee or any other Person who contravened this By-law or who caused or permitted the contravention to discontinue the contravention or to do work or take action to correct the contravention.
- 20.6. The Manager may suspend a Licence until such time as an Order under subsection 20.5 is complied with.
- 20.7. An Order under subsection 20.5 shall include:
- a) the reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred;
  - b) the work required to be done or the conduct to be discontinued, as appropriate; and
  - c) the date or dates by which there must be compliance with the Order.
- 20.8. Every Person against whom an Order is made shall comply with the Order.
- 20.9. No Person who has notice of an Order shall assist in any way in the violation of the terms of an Order, regardless of whether said Person is named in the Order.
- 20.10. Where the Person or Persons to whom an Order is issued fails to perform the work or action required by the Order within the time stipulated in the Order, the Town may without further notice perform such work or action as it deems appropriate.
- 20.11. Where the Town undertakes work or any action or work pursuant to section 20.10, the Person or Persons shall be jointly and severally responsible for all costs of the Town incurred in the exercise of the powers thereunder, including administrative costs and interest. Such costs, as determined by the Town, shall constitute a charge under the Municipal Act, 2001, as amended, and may be added to the tax roll of property held by the Licensee, owner or other person in the manner provided for therein.

20.12. Where an Order is posted, no Person shall remove the Order without the written authorization of the Town.

## **21. Licence Production**

21.1. Every Person licensed under this By-law shall, when requested by an Officer, or any person acting under their lawful authority, immediately produce their Licence, and other relevant documents required under this By-law.

## **22. Offence and Penalties**

22.1. A Person is guilty of an offence if the person,

- a) contravenes any provision of this By-law; or
- b) fails to comply with an Order made pursuant to subsection 20.5.

22.2. Each director or officer of a corporation who knowingly concurs in the contravention of this By-law by the corporation is guilty of an offence.

22.3. On conviction, each Person is liable to a fine of:

- a) not less than \$500 and not more than \$100,000; and
- b) for each day or part of a day that the offence continues, a fine of not less than \$500 and not more than \$100,000.

22.4. Where a Person is convicted of an offence of operating a C.C.F. without a Licence where required by this By-law, the Person is, in addition to any other fine or penalty, liable to a special fine not exceeding the gross revenues received by or on behalf of the Person during the period and in respect of the activity for which a licence was required. This special fine is designed to eliminate or reduce any economic advantage or gain from contravening this By-law.

22.5. Any Person who contravenes the provisions of this By-law, including every Person who fails to perform a duty imposed herein or who performs an act prohibited herein, and if the Person is a corporation, every director or officer of the said corporation, is liable to an administrative monetary penalty and fees, pursuant to the Town's Administrative Monetary Penalty System By-law, for offences that are designated, or is guilty of an offence, for any contravention, and upon conviction is liable to a fine or penalty for each offence, exclusive of costs as prescribed by the Provincial Offences Act, R.S.O. 1990, c. P.33. No person that receives an administrative penalty shall be charged with an offence under the Provincial Offences Act, R.S.O. 1990 for the same contravention and date of contravention.

## **23. Delegation**

23.1. For the purpose of subsection 23.2(4) of the Municipal Act, 2001, it is the opinion of Council that the powers delegated to the Director or Manager pursuant to this By-law are of a minor nature.

**24. General**

- 24.1. In the event that any previous by-law is inconsistent with this By-law, this By-law shall prevail.
- 24.2. The obligations imposed by this By-law are in addition to obligations otherwise imposed by law or by contract.
- 24.3. In the event any provisions of this By-law are deemed invalid or void, in whole or in part, by any court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.
- 24.4. No proceeding for damages or otherwise may be commenced against the Town, a member of Council or an officer, employee or agent of the Town or a person acting under the instructions of the officer, employee or agent for any act done in good faith in the performance or intended performance of a duty or authority under this By-law or for any alleged neglect or default in the performance in good faith of the duty or authority.

**25. Effective Date**

- 25.1. That this By-law shall come into effect immediately.

By-law passed this December 8, 2025

\_\_\_\_\_  
Mayor and CEO

\_\_\_\_\_  
Clerk

**The Corporation of The Town of Ajax  
By-Law 93-2025**

Being a By-law to amend By-law 67-2025.

Whereas, the Council of The Corporation of the Town of Ajax (the "Town") may pass by-laws establishing and requiring the payment of fees for information, services, activities and the use of Town property;

Whereas, by-laws imposing such fees and charges are authorized by Section 391 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended;

Whereas, the Council of the Corporation of the Town of Ajax deems it expedient from time to time to amend the by-laws of the Town that govern the establishment of fees and charges;

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. That the Operations and Environmental Services Fees and Charges Schedule of By-law 67-2025, be amended by adding the following:

<b>Fee/Charge</b>	<b>2026 Rate (before tax)</b>
<b>FAIRGROUNDS RENTAL PER DAY</b>	
< 5000 People	\$5,000.00
5,001 to 9,999 People	\$7,500.00
10,000 to 20,000 People	\$13,500.00

2. This By-law shall come into force and effect on January 1, 2026.

By-law passed this December 8, 2025

\_\_\_\_\_  
Mayor and CEO

\_\_\_\_\_  
Clerk

# The Corporation of The Town of Ajax

## By-Law 94-2025

Being a By-law to establish a system of administrative monetary penalties in the Town of Ajax.

Whereas, pursuant to section 102.1 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001") a municipality may require a person to pay an administrative penalty for failing to comply with any by-laws respecting the parking, standing or stopping of vehicles;

Whereas, any by-law that establishes a system of administrative penalties with respect to parking, standing or stopping of vehicles must comply with the requirements set out in O. Reg. 333/07, as amended, made pursuant to the *Municipal Act, 2001*;

Whereas, pursuant to O. Reg. 333/07 and Sections 391 of the Municipal Act, 2001, the Town may also impose fees or charges in connection with the administration of a system of administrative penalties;

Whereas, Section 434.2 of the *Municipal Act 2001*, allows a Municipality to establish a system of monetary penalties as a means of encouraging compliance with designated by-laws;

Whereas, Section 434.1 of the *Municipal Act, 2001* provides that an administrative penalty imposed by the Municipality on a person constitutes a debt of the person to the Municipality;

Whereas, the Council of the Town considers it desirable and necessary to provide for a system of administrative penalties and administrative fees for certain by-laws, or portions thereof.

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

### 1. Short Title

- 1.1 This by-law shall be known and cited as the "Administrative Monetary Penalty System (AMPS) By-law.

### 2. Definitions

2.1 In this by-law:

- (a) "administrative fee" means any fee specified in The Town's Fees and Charges by-law;
- (b) "administrative penalty" means an administrative penalty established by this by-law for a contravention of a designated by-law;
- (c) "AMPS" means administrative monetary penalty system;
- (d) "by-law penalty notice" means a penalty notice issued for contravention of a designated offence listed in any Schedule to this by-law, except Schedule "A", BPN has the same meaning;
- (e) "Clerk" means the Clerk for the Town of Ajax or their designate;
- (f) "Council" means the Council of the Town of Ajax;
- (g) "day" means any calendar day;

- (h) “default fee” means the fee listed in the Town’s Fees and Charges by-law and imposed when an administrative penalty and any associated administrative fees, in respect of a bylaw penalty notice, have not been paid within the time prescribed by this by-law;
- (i) "designated by-law" means a by-law, or a part or provision of a by-law, that is designated for the purposes of this by-law;
- (j) “Fees and Charges by-law” means the by-law enacted by the Town that authorizes fees and charges, as amended or superseded.
- (k) “final notice fee” means an administrative fee, established by Council from time to time in respect of a person’s failure to pay an administrative penalty within the time prescribed by this by-law and listed in the Town’s Fees and Charges by-law
- (l) "hearing non-appearance fee" means an administrative fee established by Council from time to time in respect of a person's failure to appear at the time and place scheduled for a review before a Hearing Officer and listed in the Town’s Fees and Charges by-law;
- (m) "hearing decision" means a notice that contains a decision made by a Hearing Officer;
- (n) "Hearing Officer" means a person who performs the functions of a Hearing Officer in accordance with this by-law, and pursuant to the Town’s policies and procedures;
- (o) "late payment fee" means an administrative fee, established by Council from time to time in respect of a person’s failure to pay an administrative penalty within the time prescribed by this by-law and listed in the Town’s Fees and Charges by-law;
- (p) "Ministry" means the Ontario Ministry of Transportation and any successor ministry;
- (q) "mitigating or extenuating circumstances" means situations that do not provide an excuse or justify the infraction, but which in fairness and mercy may be considered as reducing the degree of responsibility.
- (r) "Municipal Act, 2001" means the Municipal Act, 2001, S.O. 2001, c. 25, as amended;
- (s) "non-negotiable cheque fee" means an administrative fee established by Council from time to time in respect of payment by negotiable instrument received by the Town 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 the Town’s Fees and Charges by-law;
- (t) "offence date" means the date of the contravention;
- (u) "Officer" means
  - (i) a Municipal Law Enforcement Officer employed by the Town of Ajax and appointed by Council or their delegate; or

- (ii) a police officer in the Province of Ontario, or
- (iii) a Municipal Law Enforcement Officer appointed to enforce specific sections of the Town's Traffic By-law and appointed by Council or their delegate;
- (v) "parking penalty notice" means a penalty notice issued for contravention of a designated offence listed in Schedule "A" of this by-law, PPN has the same meaning;
- (w) "penalty due date" means a date which is the fifteenth (15<sup>th</sup>) day following the penalty notice date;
- (x) "penalty notice" means a notice served to a person pursuant to Section 4 of this by-law;
- (y) "penalty notice number" means the reference number specified on the penalty notice that is unique to that penalty notice;
- (z) "person" includes an individual or a business name, sole proprietorship, corporation, partnership, or limited partnership, or an authorized representative thereof;
- (aa) "plate denial fee" means the administrative fee listed in Town's Fees and Charges by-law in respect of the process of registering with the Ministry an administrative penalty and/or administrative fees, in respect of a parking penalty notice, that has not been paid within the time prescribed by this by-law;
- (bb) "Regulation" means Ontario Regulation 333/07, as amended, made pursuant to the *Municipal Act, 2001*;
- (cc) "request for review by Hearing Officer" means the request which may be made for the review of a screening decision;
- (dd) "request for review by Screening Officer" means the request made for the review of a penalty notice;
- (ee) "review by Hearing Officer" and "hearing" means the review of a screening decision;
- (ff) "review by Screening Officer" and "screening review " means a review of an administrative penalty;
- (gg) "screening decision" means a notice which contains the decision of a Screening Officer;
- (hh) "screening non-appearance fee" means an administrative fee established by Council from time to time and set out in the Town's Fees and Charges by-law in respect of a person's failure to appear at the time and place scheduled for a screening review;
- (ii) "Screening Officer " means a person who has been appointed by Council or their designate to perform the functions of a Screening Officer;
- (jj) "Town" means the Corporation of the Town of Ajax.

### **3. Application of this By-law**

- 3.1 The by-laws, or portions of by-laws, listed in the attached Schedules shall be designated by-laws.
- 3.2 The attached Schedules sets out the administrative penalty, including the short form wording to be used on penalty notices, for contraventions of designated by-laws.
- 3.3 The Fees and Charges by-law shall set out the administrative fees imposed for the purposes of this by-law.

### **4. Penalty Notice**

- 4.1 An Officer who has reason to believe that a person has contravened any designated by-law may issue a penalty notice as soon as reasonably practicable, but no later than 30 days after the date of the offence.
- 4.2 Every person in contravention of a designated by-law shall, upon issuance of a penalty notice, be liable to pay to the Town an administrative penalty in the amount specified in this by-law.
- 4.3 A penalty notice shall include the following information:
  - (a) if applicable, the vehicle licence plate number or vehicle identification number;
  - (b) the offence date;
  - (c) a penalty notice number;
  - (d) the penalty due date or a statement that the penalty is due on the 15<sup>th</sup> day;
  - (e) the identification number (if applicable) and signature of the Officer;
  - (f) the short form wording describing the contravention as listed in the Schedules of this by-law or other particulars reasonably sufficient to indicate the contravention;
  - (g) the amount of the administrative penalty;
  - (h) information respecting the process by which the person may exercise the right to request a screening review of the administrative penalty; and
  - (i) a statement advising that an unpaid administrative penalty, including any applicable administrative fee(s), will constitute a debt to the Town.
- 4.4 (a) A parking penalty notice is deemed to have been served,
  - i) Immediately, when an Officer affixes it to the vehicle in a conspicuous place, at the time of the contravention; or
  - ii) Immediately, when an Officer delivers it personally to the person having care and control of the vehicle, at the time of the contravention; or

- iii) 5 days after an Officer, employed by the Town, sends the penalty notice by registered mail, or courier, to the vehicle owner's last known address, according to the records of the Ministry.
- (b) A by-law penalty notice is deemed to be served,
- i) immediately when an Officer delivers it personally to the person named on the penalty notice or to one of the people named on the penalty notice, if more than one person is named on the penalty notice, or
  - ii) 5 days after an Officer sends the penalty notice by registered mail, or courier, to the person's address, as shown in their identification provided to an Officer, or as recorded in the Town's tax records, or licensing records, or land registry office, or within the records of the Ministry, or Corporate Profile, or
  - iii) immediately upon an Officer posting it at a conspicuous location at the property that is the subject of the penalty notice, or the address of the person(s) named on the penalty notice as in their identification provided to an Officer, or as recorded in the Town's tax records, or licensing records, or land registry office, or within the records of the Ministry, or Corporate Profile, or
  - iv) immediately upon an Officer hand delivering it to an address referred to in the preceding sub section iii).

4.5 A person who is served a penalty notice by registered mail or courier shall also pay the Town a registered mail fee.

4.6 No Officer may accept payment of an administrative penalty or administrative fee.

4.7 A person who is served with a penalty notice and who does not pay the amount of the administrative penalty on or before the date on which the administrative penalty is due and payable, shall also pay the Town a late payment fee. Penalty notices are due and payable 15 days after service of the penalty notice.

4.8 A person who is served with a penalty notice and has not paid the amount of the administrative penalty and administrative fee(s) within 36 days after the service of the penalty notice shall also pay a final notice fee.

## **5. Review By Screening Officer**

5.1 A person who is served with a penalty notice may request that the administrative penalty be reviewed by a Screening Officer and shall do so on or before the penalty due date, and in accordance with the process set out in this by-law. Once an administrative penalty and any associated administrative fees in respect to a BPN or PPN has been paid, it is not eligible to be screened or contested and it deemed to be uncontested.

5.2 If a person has not requested a screening review on or before the penalty due date, the person may request that the Screening Officer extend the time to request a Screening, in accordance with the process set out in Section 5.4.

5.3 A person's right to request an extension of time for a Screening Review expires, if it has not been exercised, on or before 30 days after the date the penalty notice was served, at which time:

- (a) the person shall be deemed to have waived the right to request a screening review or request an extension of time for a screening review;
  - (b) the administrative penalty shall be deemed to be confirmed on the sixteenth (16th) day following the date the penalty notice was served; and
  - (c) the administrative penalty shall not be subject to any further review, including a review by any Court.
- 5.4 A person's request for review by a Screening Officer or a request for an extension of time to request a screening review are exercised by:
- (a) completing and submitting the online electronic form to request a screening review or request an extension of time to request a screening review; or
  - (b) Attending in person at Town Hall, during business hours, to book an in person Screening Review or apply for an extension of time to request a screening review, if unable to do so electronically.
- 5.5 A request for a review by the Screening Officer or a request for an extension of time to request a screening review shall include all required information, including but not limited to; the penalty notice number, the person's contact information, and the reasons for the request, etc.
- 5.6 A screening review shall only occur, or be scheduled, and an extension of time to request a screening review shall only be considered, by the Screening Officer if the person makes the request within the time limits set out in this By- law.
- 5.7 On a request for an extension of time to request a screening review, the Screening Officer may only extend the time to request a screening review where the person demonstrates, on a balance of probabilities, the existence of mitigating or extenuating circumstances that warrant the extension of time.
- 5.8 Where an extension of time to request a screening review is not granted by the Screening Officer, the administrative penalty and any applicable administrative fee(s) are deemed to be confirmed.
- 5.9 Where a notice of the scheduling of a time and place for a screening review has been served in accordance with Section 8 and a person fails to attend at the time and place set out in such notice:
- (a) the person shall be deemed to have abandoned the request for review by the Screening Officer;
  - (b) the administrative penalty as set out in the penalty notice shall be deemed to be confirmed;
  - (c) the administrative penalty shall not be subject to any further review or extension of time to request a review, including a review by any Court; and,
  - (d) the person shall pay to the Town a screening non-appearance fee, and any other applicable administrative fees.
- 5.10 On review of an administrative penalty, the Screening Officer may decide to:

- (a) affirm the administrative penalty; or
- (b) cancel, reduce or extend the time for payment of the administrative penalty, including any administrative fee(s), on the following grounds if established by the person on the balance of probabilities:
  - (i) the person did not contravene the designated by-law(s) as described in the penalty notice;
  - (ii) the existence of mitigating or extenuating circumstances; or
  - (iii) the cancellation, reduction or extension of time for payment of the administrative penalty, including any administrative fee(s), is necessary to relieve any financial hardship;
  - (iv) there is an error on the penalty notice.

5.11 After a screening review by the Screening Officer, the Screening Officer shall deliver a screening decision to the person, in accordance with Section 8 of this by-law.

5.12 A Screening Officer has no authority to consider questions relating to the validity of a statute, regulation or by-law or the constitutional applicability or operability of any statute, regulation or by-law.

## **6. Review By Hearing Officer**

- 6.1 A person may make a request for review by a Hearing Officer during an in person the screening review.
- 6.2 If a person has not made a request for a review by a Hearing Officer at the time of the screening review, the person may make a request for a review by a Hearing Officer, or a request for an extension of time to request a review by a Hearing Office before the penalty due date as set out on the screening decision.
- 6.3 A person's right to a request for a review by a Hearing Officer expires if it has not been exercised before the date listed on the screening decision, at which time:
  - (a) the person shall be deemed to have waived the right to a request for review by a Hearing Officer; and
  - (b) the administrative penalty will revert to its original amount and this amount, in addition to any accumulated administrative fees will be owing and will accrue and be collected in accordance with this by-law, and
  - (c) the screening decision and the administrative penalty shall not be subject to any further review, including review by any Court.
- 6.4 A person's request for review by a Hearing Officer is exercised by:
  - (a) completing and submitting the online electronic form to request a review by a Hearing Officer or a request for an extension of time to request a hearing; or
  - (b) Attending in person at Townhall, during business hours, to book a review by a Hearing Officer or apply for an extension of time to request a Hearing.

- 6.5 A request for review by a Hearing Officer shall only be scheduled if the person makes the request within the time limits set out in this by-law.
- 6.6 Where a notice of the scheduling of a time and place for a hearing has been served in accordance with Section 8 of this by-law and a person fails to attend at the time and place set out in such notice:
- (a) the person shall be deemed to have abandoned the request for review by a Hearing Officer and any administrative penalty and administrative fee(s) shall be deemed to be confirmed; and
  - (b) the administrative penalty and any administrative fee(s) shall not be subject to any further review, including a review by any Court; and,
  - (c) the person shall pay to the Town a hearing non-appearance fee, and any other applicable administrative fee(s).
- 6.7 On review of a screening decision, the Hearing Officer may:
- (a) confirm the screening decision; or
  - (b) cancel, reduce or extend the time for payment of the administrative penalty, including any administrative fee(s), on the following grounds:
    - (i) where the person establishes on the balance of probabilities that a contravention of the designated by-law(s) as described in the penalty notice did not occur; or
    - (ii) the existence of mitigating or extenuating circumstances; or
    - (iii) where the person establishes on the balance of probabilities that the cancellation, reduction or extension of time for payment of the administrative penalty, including any administrative fee(s), is necessary to relieve any financial hardship.
- 6.8 A Hearing Officer shall not make any decision respecting a review of a screening decision unless the Hearing Officer has given the person an opportunity to be heard at the Hearing. The Hearing Officer may hear information from the issuing Officer or the Town.
- 6.9 All hearings by a Hearing Officer shall be conducted in accordance with the *Statutory Powers and Procedures Act*, R.S.O. 1990, c. S.22, as amended.
- 6.10 A Hearing Officer has no authority to consider questions relating to the validity of a statute, regulation or by-law or the constitutional applicability or operability of any statute, regulation or by-law.
- 6.11 After a hearing is complete, the hearing decision shall be delivered to the person in accordance with Part 8.
- 6.12 The decision of the Hearing Officer is final.

## **7. Prohibited Communication and Undue Influence**

- 7.1 No person shall attempt to directly or indirectly, communicate with or influence a Screening Officer or a Hearing Officer respecting the determination of an issue in a proceeding that is or will be pending before the Screening Officer or Hearing Officer, except the person who is entitled to be heard in the proceeding or the person's lawyer or licensed representative and only by the person or the person's lawyer or licensed representative during the hearing of the proceeding in which the issue arises.
- 7.2 Nothing in Section 7.1 prevents a Screening Officer or Hearing Officer from seeking or receiving legal advice.

## **8. Service of Documents**

- 8.1 The service of any document, notice, appointment booking, decision, etc, not including a PPN or BPN, pursuant to this by-law, when served in any of the following ways, is deemed effective:
- (a) immediately, when a copy is personally delivered to the person; or
  - (b) on the fifth day following the date it is sent by regular mail or courier to the person's last known address; or
  - (c) immediately upon sending a copy by electronic mail (i.e. email) to the person's last known electronic mail address.
- 8.2 For the purposes of administration of this this by-law or any designated by-law, a person's last known address, or electronic email address includes an address, or electronic mail address provided by the person to the Town as may be required by a form or in communication with the Town in relation to this by-law and includes the person's address contained on identification provided to an Officer or employee of the Town, as recorded in the town's tax records, or licensing records, land registry office, records of the Ministry or Corporate Profile.

## **9. Administration**

- 9.1 The Clerk shall administer this by-law and establish any additional practices and procedures necessary to implement this by-law and may amend such practices and procedures from time to time as deemed necessary, without amendment to this by-law provided that such practices and procedures are not in conflict, or inconsistent with this by-law.
- 9.2 The Clerk, shall prescribe all forms and notices, including the penalty notice, necessary to implement this by-law and may amend such forms and notices from time to time as deemed necessary, without amendment to this by-law, provided that the contents of such forms and notices are not in conflict, or inconsistent with this by-law.
- 9.3 An administrative penalty, including any administrative fee(s), that is confirmed or reduced, or in respect of which the time for payment has been extended, remaining unpaid after the date when it is due and payable, constitutes a debt to the Town owed by the person.
- 9.4 Where an administrative penalty is not paid by the date on which the administrative penalty is due and payable, the person shall pay to the Town any and all applicable administrative fee(s) in addition to the administrative penalty.

9.5 a) Where a PPN for contravention of a designated by-law and any applicable administrative fee, are not paid prior to the final payment due date the Town may notify the Ministry of the default and the Ministry shall not validate the permit of the person named in the notice of default nor issue a new permit to the person until the administrative penalty, any applicable administrative fee(s) and the Ministry's fees are paid.

b) Where a BPN for contravention of a designated by-law and any applicable administrative fee, are not paid prior to fifteen (15) days after becoming due and payable, the Town may notify the tax department to collect the amount owing by way of an addition to the Municipal Taxes or forward the amount owing to a collection agency.

9.6 Where the Town;

- (a) notifies the Ministry of a default under this by-law, the person shall pay a plate denial fee and any applicable administrative fee(s) imposed by the Ministry,
- (b) notifies the tax department to collect an unpaid administrative penalty, and any applicable administrative fee(s) the person shall also pay a default fee and any additional fees imposed by the tax department,
- (c) starts collection proceedings to collect an unpaid administrative penalty and any applicable administrative fee(s) the person shall also pay a default fee and any additional fees imposed by the debt collector.

9.7 Where a person makes payments to the Town of any administrative penalty, administrative fee(s) by negotiable instrument, for which there are insufficient funds available in the account on which the instrument is drawn, the person shall pay to the Town the non-negotiable cheque fee set out in the Fees and Charges by-law.

9.8 Where an administrative penalty is cancelled by a Screening Officer or Hearing Officer, any administrative fee(s) are also cancelled.

9.9 A person claiming financial hardship under this by-law shall provide documented proof of the financial hardship to the Screening Officer or the Hearing Officer, as applicable.

9.10 Any schedule attached to this by-law forms part of this by-law.

## **10. Severability**

10.1 Should any provision, or any part of a provision, of this by-law to be declared invalid, or to be of no force and effect, by a court of competent jurisdiction, it is the intent of the Council that such provision, or any part of a provision, shall be severed from this by-law, and every other provision of this by-law shall be applied and enforced in accordance with its terms to the extent possible according to law.

## **11. Effective Date**

11.1 This by-law shall come into force and effect when the Town has completed all legislated requirements as identified in the Municipal Act, 2001, S.O. 2001, c. 25, and all regulations associated with an Administrative Monetary Penalty System and the Town's Deputy Chief Administrative Officer has designated a commencement date.

**12. Repeal**

12.1 After the date of the passing of this By-law, By-law #31-2025 and its amending By-laws, shall be repealed, except for the purposes and circumstances set out in section 12.2 of this By-law.

12.2 By-law #31-2025 and its amending By-laws shall remain in effect and apply only to those proceedings with an offence date prior to the passing of this By-law, and only until such a time that the proceeding has been concluded.

By-law passed this December 8, 2025

\_\_\_\_\_  
Mayor and CEO

\_\_\_\_\_  
Clerk

## SCHEDULE "A" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Traffic By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Park on municipal property without Permit within dates and times identified	8.6(f)	\$70.00
2	Park on highway without Permit within the dates and times identified	10.4	\$70.00
3	Park on highway without registering as local resident in area and within the dates and times identified	10.5	\$70.00
4	Stopped tow truck within 200m of scene of accident	4.11(a)	\$70.00
5	Stopped tow truck within 200m of vehicle involved in an accident	4.11(b)	\$70.00
6	Parked/Stopped in designated parking space no permit	5.1	\$510.00
7	Parked/Stopped in designated space improper display permit	5.2	\$110.00
8	Parked left wheels to curb	6.1(a)	\$55.00
9	Parked right wheels over 15cm from curb	6.1(a)	\$55.00
10	Parked right wheels not near right hand limit of highway	6.1(b)	\$55.00
11	Parked left wheels to right hand limit of highway	6.1(b)	\$55.00
12	Parked left wheels over 15cm from curb one-way street	6.2(a)	\$55.00
13	Parked right wheels to curb one-way street	6.2(a)	\$55.00
14	Parked left wheels not near left hand limit of highway one-way street	6.2(b)	\$55.00
15	Stopped refreshment vehicle for more than 10 minutes	6.3	\$70.00
16	Parked not wholly within parking space	6.8(a)	\$55.00
17	Parked occupy more than one space	6.8(b)	\$55.00
18	Parked prevent utilization of other parking spaces	6.8(c)	\$55.00
19	Parked obstruct flow of traffic	6.8(c)	\$55.00
20	Stopped on/over sidewalk/footpath	7.1(a)	\$70.00
21	Stopped within intersection/pedestrian crossing/roundabout	7.1(b)	\$55.00
22	Stopped interfere with traffic	7.1(c)	\$55.00
23	Stopped interfere with snow removal	7.1(d)	\$110.00
24	Stopped while inclement weather road clearing occurring	7.1(e)	\$110.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
25	Stopped on roadway alongside of parked/stopped vehicle	7.1(f)	\$70.00
26	Stopped on any bridge/elevated structure or within any tunnel/underpass	7.1(g)	\$70.00
27	Stopped on/adjacent to side/end median strip	7.1(h)	\$70.00
28	Stopped alongside/across excavation/obstruction	7.1(i)	\$70.00
29	Parked in front/or within 1.25m of driveway/private roadway	8.1(a)	\$55.00
30	Parked within 3m of fire hydrant	8.1(b)	\$55.00
31	Parked within 15m of intersecting roadway	8.1(c)	\$55.00
32	Parked displaying vehicle for sale	8.1(d)	\$55.00
33	Parked to wash/grease/repair vehicle	8.1(e)	\$55.00
34	Parked within 4m of railway tracks	8.1(f)	\$55.00
35	Parked within 15 m of railway crossing	8.1(g)	\$55.00
36	Parked preventing removal of another vehicle	8.1(h)	\$55.00
37	Parked in excess of 3 hours no permit	8.1(i)	\$55.00
38	Parked on/over boulevard	8.1(j)	\$55.00
39	Parked on/over boulevard outside of apron	8.1(k)	\$55.00
40	Parked between 1:00am and 5:00am no permit	8.1(l)	\$55.00
41	Parked on apron on/over travelled roadway	8.1(m)	\$55.00
42	Parked inoperable vehicle	8.1(n)	\$55.00
43	Parked within 3m of community mailbox	8.1(o)	\$55.00
44	Parked within 1m of depressed curb access to sidewalk	8.1(p)	\$55.00
45	Parked and leak fluid	8.1(q)	\$55.00
46	Parked within/blocking emergency access route	8.1(r)	\$55.00
47	Parked at bus stop, other than bus	8.1(s)	\$55.00
48	Parked on private property without consent	8.4(a)	\$55.00
49	Parked on private property on/over footpath	8.4(b)	\$55.00
50	Parked on private property in drive aisle	8.4(c)	\$55.00
51	Parked on private property not in parking space	8.4(d)	\$55.00
52	Parked on private property in more than one space	8.4(e)	\$55.00
53	Parked on Municipal property without consent	8.6(a)	\$55.00
54	Parked on Municipal property on/over footpath	8.6(b)	\$55.00
55	Parked on Municipal property in drive aisle	8.6(c)	\$55.00
56	Parked on Municipal property not in parking space	8.6(d)	\$55.00
57	Parked on Municipal property in more than one space	8.6(e)	\$55.00
58	Parked in electric space on Municipal property without charging	8.8	\$55.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
59	Parked on fire route	8.9	\$150.00
60	Stopped in prohibited area	9.1	\$70.00
61	Stopped contrary to day/time limits	9.2	\$55.00
62	Stopped in temporary no stopping area	9.2	\$55.00
63	Parked in prohibited area	10.1	\$70.00
64	Parked contrary to day/time limits	10.2	\$55.00
65	Parked in temporary prohibited area	10.2	\$55.00
66	Parked in excess of time permitted limits	10.3	\$55.00
67	Permit heavy vehicle in prohibited area	19.1	\$85.00
68	Parked commercial vehicle in prohibited area	19.4	\$85.00

## SCHEDULE "B" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Clean and Clear By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Owner - Fail to keep land drained of standing or stagnant water	4.1(a)	\$250.00
2	Occupant - Fail to keep land drained of standing or stagnant water	4.1(a)	\$250.00
3	Owner - Fail to keep land free of debris	4.1(c)	\$250.00
4	Occupant - Fail to keep land free of debris	4.1(c)	\$250.00
5	Owner - Fail to keep land free of grass or weeds that exceed 15cm	4.1(b)	\$350.00
6	Occupant - Fail to keep land free of grass or weeds that exceed 15cm	4.1(b)	\$350.00
7	Fail to comply with a notice	4.2	\$500.00

### SCHEDULE "C" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

#### Town of Ajax Clean Community By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Dispose of waste on private property without permission	3.1	\$350.00
2	Dispose of waste on a boulevard/highway	3.2	\$350.00
3	Dispose of waste in a park or property of the Town	3.2	\$350.00
4	Dispose of waste from private property in Town owned receptacle	3.4	\$350.00
5	Dispose of waste out of a motor vehicle	3.7(a)	\$350.00
6	Vehicle owner permit waste to be deposited out of vehicle	3.7(b)	\$350.00
7	Place/cause to be placed a donation bin on property without consent	4.1	\$350.00
8	Place/cause to be placed a donation bin on a highway/park or Town property	4.2	\$350.00
9	Owner or occupier allow, place, or cause to be placed any donation bin without a Site Plan Amendment pursuant to the Planning Act, from the Town	4.3	\$350.00
10	Fail to ensure garbage/compost receptacle equipped with tight fitting cover that is closed at all times	5.1(a)	\$250.00
11	Fail to ensure garbage/compost receptacle kept in a good state of repair	5.1(b)	\$250.00
12	Fail to ensure garbage/compost receptacle maintained in a neat, tidy, and odour free condition	5.1(c)	\$450.00
13	Fail to ensure recycling receptacle kept in a good state of repair	5.2(a)	\$250.00
14	Fail to ensure recycling receptacle maintained in a neat, tidy, and odour free condition	5.2(b)	\$250.00
15	Fail to clean up waste that escaped from a receptacle	5.6	\$350.00
16	Fail to ensure receptacle or waste storage area doesn't emit odours, harbour or attract vermin	5.7	\$450.00
17	Set out waste for collection in contravention of Municipal or regulating authority regulations	5.8	\$250.00
18	Set out waste for collection onto or adjacent to another person's property without consent	5.9	\$250.00
19	Set out waste for collection in a manner that it may blow away or otherwise escape	5.10	\$250.00

## SCHEDULE "D" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Dog and Cat By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Fail to licence dog	3.1	\$250.00
2	Fail to licence cat	3.1	\$250.00
3	Fail to keep tag fixed on dog	3.5	\$250.00
4	Fail to keep tag fixed on cat	3.5	\$250.00
5	Allow dog to attack domestic animal	4.5	\$350.00
6	Allow dog to bite domestic animal	4.5	\$450.00
7	Allow dog to attack person	4.5	\$350.00
8	Allow dog to bite person	4.5	\$450.00
9	Fail to keep dog leashed	4.6	\$250.00
10	Fail to keep cat leashed	4.6	\$250.00
11	Fail to keep dog on 1.8m leash on a Multi-Use Trail/Off-Road Trail	4.7	\$250.00
12	Allow dog to dig holes on any parkland	4.8	\$250.00
13	Allow dog to destroy vegetation on any parkland	4.8	\$250.00
14	Allow dog in parkland where prohibited sign displayed	4.9	\$250.00
15	Allow dog within 2m of playground/play structure/ wading pool/spray pad/splash pad	4.10	\$250.00
16	Fail to keep pit bull leashed and muzzled in a leash free area	4.11	\$350.00
17	Fail to keep dog in a leash free area under verbal control	4.12	\$250.00
18	Fail to keep dog in a leash free area within visual sight	4.12	\$250.00
19	Possess more than three dogs in leash free area	4.13	\$250.00
20	Leave dog unattended in a leash free area	4.14	\$250.00
21	Fail to leash dog showing aggressive behaviour in a leash free area	4.15	\$250.00
22	Allow dog to run at large	4.18	\$250.00
23	Allow cat to run at large	4.18	\$250.00
24	Fail to deliver dog to Animal Services Officer	4.19	\$250.00
25	Fail to deliver cat to Animal Services Officer	4.19	\$250.00
26	Own a pit bull	6.1	\$350.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
27	Fail to sterilize a pit bull	6.2	\$350.00
28	Fail to keep pit bull leashed and muzzled	6.3	\$350.00
29	Fail to comply with an Order to Restrain	7.5	\$500.00
30	Fail to remove dog excrement on land other than owners	8.1	\$250.00
31	Fail to remove dog excrement from owners property which is not enclosed	8.2(a)	\$250.00
32	Fail to remove dog excrement from owners enclosed property	8.2(b)	\$250.00
33	Fail to comply with a Work Order	8.4	\$350.00
34	Allow dog to howl or bark excessively	8.6	\$350.00
35	Hinder or obstruct MLEO	10.3	\$750.00
36	Fail to immediately leash or restrain dog at request of an Officer	10.4	\$350.00
37	Fail to leave a leash free area at the request of an Officer	10.4	\$350.00

## SCHEDULE "E" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Election Sign By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Display election sign on any property under the jurisdiction of the Town or Region	4.1	\$250.00
2	Display election sign on division fence visible from highway	4.3	\$250.00
3	Fail to remove election sign when directed by an Officer	4.4	\$350.00
4	Fail to secure safety caps to cover ends of metal on election signs	4.5	\$250.00
5	Use digital display unit, animated lights, or illumination affixed on vehicle as an election sign	4.6	\$250.00
6	Display election sign with a digital display unit, animated lights, or any animation or illumination	4.7	\$250.00
7	Use amplified sound device to promote a candidate or third party advertiser	4.8	\$250.00
8	Display election sign with a height of greater than 1.2 m from the ground	5.2	\$250.00
9	Display election sign that has a width greater than 1.2m	5.2	\$250.00
10	Display election sign that has an area more than 1.44m <sup>2</sup>	5.2	\$250.00
11	Display an election sign at a campaign office that exceeds an area of 2.0 m <sup>2</sup>	5.3	\$250.00
12	Display an election sign at a campaign office in daylighting triangle	5.3	\$250.00
13	Display election sign without candidate's name	6.2	\$250.00
14	Display election sign prior to the issuance of the writs	6.4	\$250.00
15	Display election sign more than 25 days before a municipal election	6.4	\$250.00
16	Enter on to polling station with vehicle promoting candidate	6.5	\$250.00
17	Park vehicle on any highway within 25m of polling station that promotes a candidate	6.6	\$250.00
18	Fail to remove election sign within 48 hours after the election	6.7	\$250.00
19	Permit election sign to be placed without first obtaining an Election Sign Permit	7.1	\$500.00

## SCHEDULE "F" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Fence By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Erect, alter, or remove a fence on a heritage property without a heritage permit	3.1	\$350.00
2	Erect, alter, or remove a fence on a heritage property not in accordance with the heritage permit	3.1	\$350.00
3	Excavate or erect, a swimming pool or an ornamental pond without a swimming pool enclosure permit	4.1	\$350.00
4	Fail to maintain swimming pool enclosure that is less than 1.5 m in height	5.1(a)	\$350.00
5	Maintain swimming pool enclosure constructed of material that is not permitted	5.1(b)	\$350.00
6	Maintain a swimming pool with an entrance from a building to the pool area closer than 1.8m to the waters edge	5.1(c)	\$350.00
7	Fail to maintain swimming pool enclosure with a gate that is less than 1.5m in height	5.1(d)	\$350.00
8	Fail to maintain swimming pool enclosure with a self-latching device on gate	5.1(d)	\$350.00
9	Maintain a swimming pool enclosure with a quick release device that permits the gate to be opened from outside of the enclosure	5.1(e)	\$350.00
10	Maintain a swimming pool enclosure closer than 1.2 m from the water's edge of the swimming pool	5.1(f)	\$350.00
11	Maintain a swimming pool enclosure with rails or horizontal bracing on the outside that would facilitate climbing	5.1(g)	\$350.00
12	Maintain a swimming pool enclosure with a space of more than 10 cm between the bottom of the fence and the ground	5.1(i)	\$350.00
13	Cause water to be placed in a privately-owned outdoor swimming pool or ornamental pond without a swimming pool enclosure prescribed by the By-law	5.2	\$350.00
14	Erect or cause to be erected in a side yard or rear yard a fence which is higher than 2 metres above grade	7.1	\$250.00
15	Erect or cause to be erected in a front yard a fence which is higher than 1 meter above grade	7.2	\$250.00
16	Erect a privacy screen in a front yard	8.1	\$250.00
17	Erect a privacy screen in a side or rear yard closer than 0.6m from side or rear lot line	8.2(a)	\$250.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
18	Erect a privacy screen in a side or rear yard that is more than 2.5m above grade	8.2(b)	\$250.00
19	Erect a privacy screen with a collective total of more that 6m in length	8.2(c)	\$250.00
20	Erect any fence within a daylighting triangle or to obstructs the vision of motorists or pedestrians	10.1	\$250.00
21	Maintain a fence wholly on any Town lands	11.3	\$250.00
22	Fail to maintain fence, swimming pool enclosure, privacy screen or invisible safety net in a good state of repair	12.1	\$250.00
23	Fail to maintain required fence without alteration	12.3	\$250.00
24	Fail to maintain required fence in a good state of repair	12.3	\$250.00
25	Erect fence with barbed wire or razor wire	13.1	\$250.00
26	Erect electrical fence	13.2	\$250.00

## SCHEDULE "G" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Fireworks By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Sell consumer fireworks other than 7 days before Lunar New Year, Eid al-Fitr, Victoria Day, Canada Day, and Diwali	3.1	\$500.00
2	Set off consumer fireworks on public street or roadway	3.2	\$400.00
3	Set off consumer fireworks on property not owned and without written permission	3.3	\$400.00
4	Set off consumer fireworks after 11:00pm or before 11am	3.4	\$400.00
5	Set off consumer fireworks on day other than Lunar New Year, Eid al Fitr, Victoria Day, Canada Day, Diwali or the day before or after	3.5	\$400.00
6	Set off display fireworks without a permit	3.6(b)	\$750.00
7	Sell or give fireworks to anyone under 18 years of age	3.7	\$250.00
8	Use, sell, discharge, store or cause to be used, sold, discharged or stored prohibited fireworks, including firecrackers	3.8	\$500.00
9	Own property and permit the sale of consumer fireworks from an unpermitted Fireworks Portable Display Unit	4.1	\$350.00
10	Own, operate or permit to be operated a Fireworks Portable Display Unit without a permit	4.2	\$350.00
11	Sell or permit to be sold any consumer fireworks from a Fireworks Portable Display Unit without a permit	4.3	\$350.00

## SCHEDULE "H" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Noise By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Cause / permit any noise audible at the point of reception	3.1	\$350.00
2	Cause / permit noise from any construction outside permitted time	3.2	\$500.00
3	Cause / permit noise for any residential renovation outside permitted time	3.3	\$350.00
4	Empty or collect or permit to be emptied or collected waste outside permitted time	3.4	\$500.00
5	Hinder/obstruct or attempt to hinder/obstruct an Officer	6.8	\$750.00

## SCHEDULE "I" AMPS BY-LAW

1. The headings of the following tables identify the by-laws contain designated provision of the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Parks By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Enter into/remain in a park between 11:00 p.m. to 6:00 a.m.	3.1(a)	\$350.00
2	Enter into/remain in a closed park building	3.1(b)	\$350.00
3	Allow vehicle to remain in a closed park between 11:00 p.m. and 6:00 a.m.	3.1(c)	\$350.00
4	Play game in other than designated area in park	4.1(a)	\$250.00
5	Fly/operate engine powered airplane/drone/rocket in park	4.1(b)	\$350.00
6	Engage in activities on snow/ice covered bodies of water	4.1(c)	\$250.00
7	Ride horse in a park	4.1(d)	\$250.00
8	Carry a weapon in a park	4.1(e)	\$350.00
9	Swim/wade in other than designated area	4.1(f)	\$250.00
10	Pollute natural/artificial body of water in park	4.1(g)	\$350.00
11	Pollute pool in park	4.1(g)	\$350.00
12	Dress/undress in other than designated change facility in park building	4.1(h)	\$350.00
13	Nude in other than designated change facility in park building	4.1(i)	\$350.00
14	Possess/consume/serve/sell alcoholic beverages in park	4.1(j)	\$400.00
15	Litter in park	4.1(k)	\$350.00
16	Encroach onto park/use park exclusively without Permit	4.1(l)	\$350.00
17	Obnoxious conduct in park	4.1(m)	\$400.00
18	Use profane/abusive language in park	4.1(m)	\$250.00
19	Engage in political campaigning in park	4.1(n)	\$350.00
20	Damage nest/den of any bird/animal in park	4.1(o)	\$250.00
21	Repair motor vehicle in park	4.1(p)	\$350.00
22	Ride motor vehicle outside designated area in park	4.1(q)	\$350.00
23	Ride motorized recreational vehicle in park	4.1(s)	\$350.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
24	Ride bicycle on bridge in park	4.1(t)	\$250.00
25	Beg/solicit in park	4.1(u)	\$250.00
26	Affix advertisement to any structure in park	4.1(v)	\$350.00
27	Display any advertisement in any park/park building	4.1(w)	\$350.00
28	Jump from any bridge in park	4.1(x)	\$250.00
29	Injure/disturb any wildlife in park	4.1(y)	\$350.00
30	Deposit residential/hazardous waste in park	4.1(z)	\$350.00
31	Enter change facility designated for opposite sex	5.1	\$250.00
32	Fail to turn off photographic devices in change facility in park	5.2	\$350.00
33	Damage any vegetation in park	6.1(a)	\$250.00
34	Damage/deface property in park	6.1(b)	\$350.00
35	Climb park structure not intended for the purpose	6.1(c)	\$350.00
36	Climb bridge in park	6.1(d)	\$250.00
37	Damage park structure in park	6.1(e)	\$350.00
38	Damage grounds prepared for planting	6.1(f)	\$350.00
39	Remove any material in park	6.1(g)	\$350.00
40	Cross parkland without a Permit	7.1	\$350.00
41	Campfire without Permit	8.1	\$400.00
42	Leave a campfire in park without extinguishing	8.2	\$350.00
43	Offer goods for sale in park without Permit	9.1(a)	\$350.00
44	Amplification of human voice/sound without Permit	9.1(b)	\$350.00
45	Serve/sell alcoholic beverages in park without Permit	9.1(c)	\$400.00
46	Erect any structure in park without Permit	9.1(d)	\$350.00
47	Operate amusement structure without Permit	9.1(e)	\$350.00
48	Operate game of chance without Permit	9.1(e)	\$250.00
49	Busking in park without Permit	9.1(f)	\$250.00
50	Public gathering of more than fifteen (15) persons without Permit	9.1(g)	\$400.00
51	Operate a business of any kind in park without Permit	9.1(h)	\$350.00
52	Use park/sports field without Permit	9.1(i)	\$350.00
53	Distribute advertisement in park without Permit	9.1(j)	\$350.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
54	Obstruct roadway/path/parking area in park without Permit	9.1(k)	\$250.00
55	Launch power boat in park without Permit	9.1(l)	\$250.00
56	Set off fireworks in park without Permit	9.1(m)	\$400.00
57	Commercial shoot in park without Permit	9.1(n)	\$350.00
58	Use cooking device in park without Permit	9.1(o)	\$400.00
59	Use fuel other than propane with a maximum tank size of 9kg/20lbs	9.2	\$250.00
60	Fail to comply with Permit conditions	9.7	\$350.00
61	Fail to make available Permit upon request	9.12	\$250.00
62	Obstruct/hinder or attempt to obstruct/hinder officer	11.4	\$750.00

## SCHEDULE "J" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Public Nuisance and Safety By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Use/permit residential property to be used to store more than 1 tow truck on residential property	3.1	\$250.00
2	Owner/Occupant – Fail to maintain boulevard	4.1	\$250.00
3	Injure/damage/interfere/encumber any tree/shrub/plant/ bush/hedge on highway/Municipal property	4.2	\$350.00
4	Leave basketball net/hockey net/skateboard ramp/play structure on highway/walkway	4.3	\$250.00
5	Rake/blow/place leaves on highway	4.4	\$250.00
6	Mark/deface/wax/damage any curb/sidewalk/highway/walkway	4.5	\$250.00
7	Urinate/defecate/spit in a public place	4.6 (a)	\$400.00
8	Vomiting by reason of being intoxicated in a public place	4.6(b)	\$400.00
9	Being intoxicated in a public place	4.6(c)	\$400.00
10	Fighting in a public place	4.6(d)	\$400.00
11	Fail to leave a public place after being directed by an Officer	4.6(e)	\$750.00
12	Destruction of private or public property	4.6(f)	\$400.00
13	Littering on public or private property	4.6(g)	\$400.00
14	Carry liquor in a public place without licence	4.6(h)	\$400.00
15	Create a disturbance by yelling/swearing	4.6(i)	\$400.00
16	Solicitation that obstructs traffic or causes a disturbance	4.6(j)	\$400.00
17	Disorderly or obnoxious activity	4.6(k)	\$400.00
18	Fail to stop a nuisance activity when directed by an Officer	4.7	\$750.00
19	Owner/Occupier fail to remove snow from sidewalk within 24 hours	5.1	\$250.00
20	Shovel/plow/blow snow onto roadway/across roadway	5.4	\$250.00
21	Shovel/plow/blow snow onto sidewalk/walkway/another property	5.4	\$250.00
22	Owner/Occupier (not including individual residence) fail to remove snow from pathway / driveway / lane / parking area / fire hydrant within 24 hours	5.5	\$350.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
23	Cause/permit vehicle to idle more than 2 minutes	6.1	\$250.00
24	Permit/allow water from swimming pool/hot tub/wading pools/ornamental ponds to drain/migrate onto adjacent property	7.1	\$350.00
25	Throw/place any food for birds, wildlife, or animals running at large	8.1	\$250.00
26	Have more than 3 bird feeders on property	8.3	\$250.00
27	Owner – fail to keep bird feeder clean/regularly disinfected	8.4(a)	\$250.00
28	Owner – fail to maintain ground underneath bird feeder	8.4(b)	\$250.00
29	Carry sign within 1 meter of roadway	9.1(a)	\$250.00
30	Carry sign interfere with vehicular/pedestrian traffic	9.1(b)	\$250.00
31	Throw sign into air	9.1(c)	\$250.00
32	Throw sign to another person	9.1(c)	\$250.00
33	Carry sign within 5 meters of intersecting highway/driveway	9.1(d)	\$250.00
34	Obstruct/hinder or attempt to obstruct/hinder an Officer	10.8(a)	\$750.00

## SCHEDULE "K" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Public Road Occupancy/Road Closure By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Close/Occupy/Obstruct/Encumber/Injure/Foul a highway by storing materials without a permit	4.1(c)	\$250.00
2	Close/Occupy/Obstruct/Foul a highway by hosting a parade/community walk/concert/street party without a permit	4.1(d)	\$250.00
3	Injure a highway by cutting a curb	4.1(f)	\$350.00
4	Alter a boulevard that creates a health or safety risk to pedestrians	8.3 (a)	\$350.00
5	Alter a boulevard that creates a hazard to vehicular traffic	8.3 (a)	\$350.00
6	Alter a boulevard that impairs the ability to see pedestrians or vehicular traffic	8.3 (b)	\$250.00
7	Alter a boulevard that interferes with municipal assets or utilities	8.3 (c)	\$350.00
8	Alter a boulevard that exceeds the sidewalk grade within 45cm of the sidewalk	8.3 (d)	\$350.00
9	Alter a boulevard that encroaches within 1m of a Town tree that is less than 20cm diameter	8.5 (b)	\$350.00
10	Alter a boulevard that encroaches within 2m of a Town tree that is equal or greater than 20cm diameter	8.5 (b)	\$350.00
11	Alter a boulevard that encroaches within 1m of utility appurtenance/service/stop sign/yield sign	8.5(c)	\$350.00
12	Alter a boulevard that encroaches within 1m of transit stop with a concrete pad	8.5 (d)	\$350.00
13	Alter a boulevard that encroaches within 3m of transit stop without a concrete pad	8.5 (d)	\$350.00
14	Alter a boulevard that encroaches within 3m of a fire hydrant	8.5 (e)	\$350.00
15	Alter a boulevard that includes artificial turf/fake grass/carpeting/ice rink	8.9	\$250.00
16	Permit vegetation on boulevard in excess of 0.6m in height	8.8	\$250.00

## SCHEDULE "L" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Refreshment Vehicle By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Operate a refreshment vehicle without an owner's licence	3.1	\$350.00
2	Operate a refreshment vehicle without an operator's licence	3.2	\$350.00
3	Operate a refreshment vehicle that is unclean	3.4(c)	\$250.00
4	Operate a refreshment vehicle without a fire extinguisher	3.4(d)	\$250.00
5	Operate a refreshment vehicle on parkland, without consent	3.4(h)	\$350.00
6	Fail to move refreshment vehicle when requested	3.4(i)	\$250.00
7	Fail to display number plate on refreshment vehicle	3.4(k)	\$250.00

## SCHEDULE "M" AMPS BY-LAW

1. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
2. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
3. 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 3.
4. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

### Town of Ajax Temporary Sign By-law, as amended

Column 1 Item	Column 2 Short Form Wording	Column 3 Designated Provisions	Column 4 Administrative Penalty Amount
1	Erect, or permit or cause to be erected a portable sign without a permit	5.1	\$250.00
2	Erect, or permit or cause to be erected an inflatable sign without a permit	5.1	\$250.00
3	Erect or display or permit or cause the erection or display of a temporary sign that is not in accordance with the provisions of the by-law	9.1	\$250.00
4	Erect or display or permit or cause the erection or display of a temporary sign on any property or road owned by the Town or Region	9.2	\$250.00
5	Erect or display or permit or cause the erection of an advertising device anywhere within the Town	9.3	\$250.00
6	Fail to remove, alter or repair a temporary sign when directed by an Officer	9.4	\$250.00
7	Erect a temporary sign within 3 m of any driveway where it intersects a highway	9.5	\$250.00
8	Erect a temporary sign within a daylighting triangle	9.6	\$250.00
9	Erect a temporary sign within or obstructing a parking space	9.6	\$250.00
10	Erect a temporary sign within 15 m of a traffic light standard, stop sign or other traffic control device	9.7	\$250.00
11	Fail to maintain a temporary sign in a proper state of repair	9.8	\$250.00
12	Maintain a temporary sign in an unsafe or unsightly state	9.8	\$250.00
13	Use any digital display units, animated lights, or any form of animation or illumination on a vehicle as a temporary sign	9.9	\$250.00
14	Erect or display or permit or cause the erection or display of a temporary sign with a digital display unit, animated lights, or any form of animation or illumination	9.10	\$250.00
15	Use any amplified sound device with a temporary sign	9.11	\$250.00
16	Maintain lettering on a portable sign greater than 0.5 m in height	13.2(a)	\$250.00
17	Use, or permit the use of, any bright yellow or bright orange, or any other type of neon-coloured letters, characters, or images on a portable sign.	13.2(c)	\$250.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
18	Maintain a portable sign without the name and telephone number of the sign company affixed to it in a clearly visible location	13.3	\$250.00
19	locate a portable sign other than on the lot where the business being identified is located	13.4	\$250.00
20	Use flashing lights on a portable sign	13.5	\$250.00
21	Display a message on a portable sign other than an approved message	13.7	\$250.00
22	Have a portable sign within 15m of another portable sign	13.9	\$250.00
23	Locate an a-frame sign other than wholly on the lot where the business is	14.1	\$250.00
24	Display an a-frame sign other than between 7:00 a.m. and 11:00 p.m. each day	14.2	\$250.00
25	Display an a-frame sign closer than 9 m from any other a-frame sign	14.3	\$250.00
26	Display more than one a-frame sign per business store frontage	14.4	\$250.00
27	Erect a poster sign greater than 0.216 m x 0.356 m. (8 ½" X 11")	15.1	\$250.00
28	Affix poster sign with any method, other than tape	15.3	\$250.00
29	Erect a poster sign on a center median or traffic island	15.4	\$250.00
30	Locate a poster sign more than 2 m above grade	15.5	\$250.00
31	Erect a poster sign for more than 14 consecutive days	15.6	\$250.00
32	Fail to clearly identify the date of posting on the front of a poster sign	15.7	\$250.00
33	Fail to remove a poster sign within three days after any advertised event or promotion for which the poster sign has been erected	15.8	\$250.00
34	Post yard sale sign prior to the day of the yard sale	15.10	\$250.00
35	Fail to remove yard sale sign when the sale is concluded	15.10	\$250.00
36	Fail to include address and date of sale on yard sale sign	15.11	\$250.00

**SCHEDULE "N" AMPS BY-LAW**

5. The headings of the following tables identify the by-laws that contain designated provisions for the purposes of this by-law.
6. For the purposes of this by-law, Column 3 in the following tables list the applicable provisions in each by-law that are designated.
7. 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 3.
8. Column 4 in the following tables set out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 3.

**Town of Ajax Private Transportation Company By-law, as amended**

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
1	Taxicab Broker fail to maintain insurance	3.12 a)	\$500.00
2	TNC fail to maintain insurance	3.12 a)	\$500.00
3	Taxicab Broker fail to list Town of Ajax as additional insured	3.12 b)	\$350.00
4	TNC fail to list Town of Ajax as additional insured	3.12 b)	\$350.00
5	Taxicab Broker fail to ensure vehicle has valid insurance	3.12 c)	\$350.00
6	TNC fail to ensure vehicle has valid insurance	3.12 c)	\$350.00
7	Taxicab Broker fail to provide proof of insurance upon request of Licensing Officer	3.12 f)	\$350.00
8	TNC fail to provide proof of insurance upon request of Licensing Officer	3.12 f)	\$350.00
9	Fail to comply with licence conditions	3.24	\$350.00
10	Refuse to deliver licence/taxicab plate to a Licensing Officer	3.28	\$350.00
11	Driver operate a taxicab without authorization of Taxicab Broker	4.1	\$250.00
12	Driver operate a taxicab for a Taxicab Broker that is not licensed	4.1	\$350.00
13	Operate a taxicab without a taxicab broker licence	4.2	\$350.00
14	Permit to be operated a taxicab without a taxicab Broker Licence	4.2	\$350.00
15	Operate a TNC without a TNC licence	4.3	\$350.00
16	TNC permit operation of a TNC vehicle without a licence	4.3	\$350.00
17	Taxicab driver fail to affix tariff card	5.1(a)	\$250.00
18	Taxicab driver fail to maintain Ontario drivers license in good standing	5.1(b)	\$250.00
19	Taxicab driver fail to assist a passenger that requires assistance	5.1(c)	\$250.00
20	Taxicab driver fail to examine taxicab for mechanical defect or damage prior to its operation	5.1(d)	\$250.00
21	Taxicab driver fail to report mechanical defect or damage to the owner	5.1(d)	\$250.00
22	Taxicab driver fail to keep a daily trip record	5.1(e)	\$250.00
23	Taxicab driver fail to submit taxicab to owner at the end of shift	5.1(f)(i)	\$250.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
24	Taxicab driver fail to submit trip records to owner at the end of shift	5.1(f)(ii)	\$250.00
25	Taxicab driver operate a taxicab without taxicab plate affixed to rear of taxicab	5.2(a)	\$250.00
26	Taxicab driver carry more passengers in taxicab than the manufacturer's rating of seating capacity	5.2(b)	\$250.00
27	Taxicab driver operate a taxicab without the owner having been issued a licence	5.2(c)	\$350.00
28	Taxicab driver use a taxicab for no gain or reward and fail to remove the roof light	5.3(a)	\$250.00
29	Taxicab driver use a taxicab for no gain or reward and fail to place taximeter in a non-recording position	5.3(b)	\$250.00
30	Taxicab driver fail to take shortest route possible	5.5	\$250.00
31	Taxicab driver charge more than the lesser of the fare on the taximeter or the agree upon flat rate	5.6	\$250.00
32	Taxicab driver fail to provide passengers with receipt	5.7	\$250.00
33	Taxicab driver charge more than fare on the taximeter	5.8	\$250.00
34	Taxicab Broker operate a replacement taxicab without submitting an application to the Town	6.1(a)	\$250.00
35	Taxicab Broker operate a replacement taxicab without obtaining a motor vehicle safety standards certificate	6.1(b)	\$300.00
36	Taxicab Broker fail to ensure taxicab plate is affixed to rear bumper of taxicab prior to its operation	6.2	\$300.00
37	Taxicab Broker fail to ensure taxicab plate is affixed to the taxicab it was issued to	6.3	\$300.00
38	Taxicab Broker fail to submit taxicab for inspection when requested by Licensing Officer	6.4(a)	\$400.00
39	Taxicab Broker fail to turn over taxicab plate to a Licensing Officer	6.4(a)(i)	\$400.00
40	Taxicab Broker fail to ensure their taxicab contains current motor vehicle registration	6.4 (b)(i)	\$300.00
41	Taxicab Broker fail to ensure their taxicab contains current insurance	6.4 (b)(i)	\$300.00
42	Taxicab Broker fail to ensure their taxicab contains current tariff card	6.4 (b)(iii)	\$300.00
43	Taxicab Broker fail to ensure a driver in their employe complies with the By-law	6.4(c)	\$300.00
44	Taxicab Broker fail to ensure taxicab is in good repair	6.4(d)	\$300.00
45	Taxicab Broker fail to keep maintenance log	6.4(e)	\$300.00
46	Taxicab Broker fail to retain copies of trip records/maintenance log for at least 12 months	6.4(f)	\$300.00
47	Taxicab Broker fail to provide trip record or maintenance logs to the Licensing Officer	6.4(f)	\$300.00
48	Taxicab Broker fail to retain copies of daily inspection reports for at least 12 months	6.4(g)	\$300.00
49	Taxicab Broker fail to provide daily inspection reports to the Licensing Officer	6.4(g)	\$300.00
50	Taxicab Broker dispatch calls to taxicab without a Taxicab Plate	6.4(h)	\$300.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
51	Taxicab Broker fail to illuminate taximeter between dawn and dusk	6.5(a)	\$300.00
52	Taxicab Broker fail to have taximeter in raised position in plain view of all passengers	6.5(b)	\$300.00
53	Taxicab Broker fail to have taximeter adjusted so fares are not in excess of the prescribed fares	6.5(c)	\$300.00
54	Taxicab Broker fail to keep taximeter in good working order	6.5(e)	\$300.00
55	Taxicab Broker use taximeter that is defective	6.5(e)	\$300.00
56	Taxicab Broker use taximeter without a metal plate or flag or light	6.5(f)	\$300.00
57	Taxicab Broker fail to lower plate or flag or extinguish light on taximeter when in operation	6.5(f)	\$300.00
58	Taxicab Broker fail to raise plate or flag or extinguish light on taximeter when not in operation	6.5(f)	\$300.00
59	Taxicab Broker fail to have taxicab plate affixed to rear of vehicle	6.6(a)	\$300.00
60	Taxicab Broker fail to have tariff card affixed to rear of driver's seat	6.6(b)	\$300.00
61	Taxicab Broker fail to maintain a roof light sign on the top of the taxicab	6.6(c)	\$300.00
62	Taxicab Broker cause or permit taxicab to be rented, leased or hired contrary to the By-law	6.7(a)	\$300.00
63	Taxicab Broker permit to be operated a taxicab that is not in a good state of repair	6.7(b)	\$300.00
64	Taxicab Broker fail to ensure a taxicab driver is at least 18 years of age	6.8(a)	\$300.00
65	Taxicab Broker fail to ensure a taxicab driver has a valid G Driver's Licence	6.8(b)	\$300.00
66	Taxicab Broker fail to ensure a taxicab driver has a CRC that is free of convictions	6.8(c)	\$300.00
67	Taxicab Broker fail to ensure a driver has a driver's abstract that is free of convictions	6.8(c)	\$300.00
68	Taxicab Broker fail to ensure that their accessible taxicabs provide service 24 hours a day 7 days a week	6.10	\$750.00
69	Taxicab Broker fail to notify Licensing Officer of accessible taxicab that does not pass its 6 month inspection	8.3	\$300.00
70	Taxicab Broker fail to ensure an accessible sign or decal is placed on an accessible taxicab	8.4	\$300.00
71	Taxicab driver fail to serve a person with a physical disability prior to serving a person able to board a regular vehicle	8.5	\$250.00
72	Taxicab driver of accessible taxicab fail to facilitate entry or exit of disabled person	8.6(a)	\$250.00
73	Taxicab driver fail to ensure a wheelchair is properly secured	8.6(b)	\$250.00
74	Taxicab driver fail to ensure the wheelchair fastening system is properly secured	8.6(c)	\$250.00
75	Taxicab owner fail to ensure the certificate of taximeter repair is in taxicab	9.1	\$250.00
76	Taxicab driver fail to ensure the certificate of taximeter repair is in taxicab	9.1	\$250.00
77	Taxicab Broker charge higher fare than stated in Town's Charges and Fee's By-law	9.4	\$300.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
78	TNC fail to provide services 24 hours a day 7 days a week	10.1(a)	\$500.00
79	TNC fail to allow passenger to accept or refuse prior to commencing service	10.1(b)	\$300.00
80	TNC fail to keep a record of passenger's acceptance or refusal of service before it commences	10.1(b)	\$300.00
81	TNC fail to provide a secure payment mechanism	10.1(c)	\$300.00
82	TNC fail to provide a receipt with required information	10.1(d)	\$300.00
83	Facilitate transportation service without authorization of a licence	10.2(a)	\$350.00
84	Permit or accept street hails for a TNC vehicle	10.2(b)	\$250.00
85	Solicit or condone solicitation of passenger by TNC driver or vehicle	10.2(c)	\$250.00
86	Facilitate service that does not comply with the By-law	10.2(d)	\$250.00
87	Obstruct the Town's use of a platform	10.2(e)	\$750.00
88	Permit a TNC driver or vehicle to provide services if the TNC driver does not have insurance	10.2(f)	\$300.00
89	Permit payment by cash for a service in a TNC vehicle	10.2(g)	\$300.00
90	TNC fail to make available to public on platform insurance coverage	10.3(a)	\$300.00
91	TNC fail to make available to public on platform the transportation services offered by drivers	10.3(a)	\$300.00
92	TNC fail to make available to public on platform the screening process of TNC drivers and vehicles	10.3(c)	\$300.00
93	TNC fail to make available to public on platform that TNC drivers only provide services using the platform	10.3(d)	\$300.00
94	TNC fail to make available to public on platform that drivers cannot accept cash	10.3(e)	\$300.00
95	TNC fail to keep list of each TNC driver and vehicle authorized to provide service in the Town	10.4	\$300.00
96	TNC fail to ensure driver is at least 18 years of age	10.5 (a)	\$300.00
97	TNC fail to ensure driver has a valid G Ontario Driver's licence	10.5(b)	\$300.00
98	TNC fail to acquire CRC/driver's abstract for driver	10.6	\$300.00
99	TNC allow driver to drive with a CRC or drivers abstract that is not clear	10.7	\$300.00
100	TNC fail to provide Town with driver's CRC/driver's abstract	10.9	\$400.00
101	TNC fail to ensure vehicle has a valid Ontario Motor vehicle permit	10.11(a)	\$300.00
102	TNC fail to ensure TNC driver possesses identification	10.12	\$300.00
103	TNC fail to provide Town with records or information	10.14	\$300.00
104	TNC fail to provide Town with documents and fees quarterly	10.15	\$300.00
105	Drive a TNC not authorized by TNC	11.1	\$250.00

<b>Column 1 Item</b>	<b>Column 2 Short Form Wording</b>	<b>Column 3 Designated Provisions</b>	<b>Column 4 Administrative Penalty Amount</b>
106	TNC driver refuse passenger with service animal	11.2(a)	\$250.00
107	TNC driver carry more passengers than seatbelts	11.2(b)	\$250.00
108	TNC driver fail to have identification in TNC Vehicle	11.3(a)	\$250.00
109	TNC driver fail to provide identification to passenger upon their request	11.3(b)	\$250.00
110	TNC driver fail to produce ID/driver's licence/insurance/other information to Licensing Officer upon request	11.4	\$250.00
111	TNC driver fail to submit TNC vehicle for inspection	11.5	\$250.00
112	TNC driver fail to ensure TNC has valid Ontario motor vehicle permit	11.6(a)	\$250.00
113	TNC driver fail to ensure TNC vehicle has valid motor vehicle permit/safety standards certificate/complies with By-law/is in good condition	11.6	\$250.00
114	Obstruct or hinder	12.5	750.00

**The Corporation of The Town of Ajax  
By-Law 95-2025**

Being a By-law to amend By-law 67-2025.

Whereas, the Council of The Corporation of the Town of Ajax (the “Town”) may pass by-laws establishing and requiring the payment of fees for information, services, activities and the use of Town property;

Whereas, by-laws imposing such fees and charges are authorized by Section 391 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended;

Whereas, the Council of the Corporation of the Town of Ajax deems it expedient from time to time to amend the by-laws of the Town that govern the establishment of fees and charges;

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. That the By-Law Services User Fees and Charges list within By-law 67-2025, be amended by deleting the following fees and charges:

<b>Fee/Charge</b>	<b>2026 Rate (before tax)</b>
Taxicab Owner's or Licence - Renewal (excluding Accessible)*	\$200.00
Taxicab Owner's Licence - New (excluding Accessible)*	\$250.00
Taxicab Driver's Licence - Renewal*	\$50.00
Taxicab Driver's Licence – New *	\$4.15/month
Transportation Network Co. - Accessible Service Supplement	\$0.06 per Transportation service
Taxicab Inspection*	\$15.00

2. That the By-Law Services User Fees and Charges list within By-law 67-2025, be amended by adding the following fees and charges:

<b>Fee/Charge</b>	<b>2026 Rate (before tax)</b>
Taxicab Broker Licence*	\$250.00
Taxicab Broker Licence Plate* (excluding accessible taxicab)	\$200.00/plate
Taxicab Broker Licence Plate* (accessible taxicab)	No fee

3. That the By-Law Services User Fees and Charges list within By-law 67-2025, be amended by changing the Rate for the following existing fees and charges to:

<b>Fee/Charge</b>	<b>2026 Rate (before tax)</b>
Replacement Taxicab Tariff Card*	\$15.00

Transportation Network Co. - Per trip licensing surcharge	\$0.11 per transportation service
Transportation Network Licence 1-25 drivers*	\$5000 (1-25 drivers)
Transportation Network Licence 26-99 drivers*	\$17,000 (26-99 drivers)
Transportation Network Licence 100 or more drivers*	\$32,000 (100 or more drivers)

4. This By-law shall come into force and effect on January 1, 2026, and all fees and charges shall take effect at that time.

By-law passed this December 8, 2025

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Mayor and CEO

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Clerk

**The Corporation of The Town of Ajax  
By-Law 96-2025**

Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Ajax at its regular meeting of December 8, 2025.

Whereas, Section 5 (3) of the Municipal Act, 2001, as amended, provides that municipal powers shall be exercised by By-law, unless the municipality is specifically authorized to do otherwise;

Whereas, it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Town of Ajax at this meeting be confirmed and adopted by By-law.

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. That the actions of the Council at its regular meeting held on the 8<sup>th</sup> day of December, 2025 and in respect of each motion, resolution and other action passed and taken by the Council at its said meeting, is, except where the prior approval of the Ontario Land Tribunal or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Head of the Council and proper officers of the Corporation of the Town of Ajax are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Town of Ajax to all such documents.
3. For the purposes of the exercise of the authority of the Head of Council to veto a By-law in accordance with Section 284.11 of the Act, this Confirmatory By-law shall be deemed to be separate Confirmatory By-laws for each item listed on the agenda.

By-law passed this December 8, 2025

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Mayor and CEO

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Clerk