



## REPORT

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**TO:** Mayor Lawlor and Members of Council

**FROM:** Susie Spry, Manager of Enforcement Services

**DATE:** June 24, 2024

**REPORT NO.:** ADMIN-2024-012

**SUBJECT:** Amendments to Schedule “D” of By-law 2022-0002 - AMPS

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### RECOMMENDATION:

THAT Report No. ADMIN-2022-0002 dated June 24, 2024 regarding Amendments to Schedule “D” of By-law 2022-0002 – AMPS be received;

AND FURTHER THAT Council adopt the amendments in Schedule “D” of By-law 2022-0002.

### KEY POINTS:

The following are key points for consideration with respect to this report:

- In 2022 Council approved By-law 2022-0002, a by-law to establish a system of Administrative Penalties for parking violations
- On May 6<sup>th</sup>, 2024 Council approved amendments to the Off Street Parking By-law No. 2005-0117, therefore Schedule “D” of By-law 2002-0002 must be amended to reflect those changes.

### BACKGROUND AND DISCUSSION:

The Town’s current Administrative Monetary Penalty System (AMPS) offers a streamlined approach for handling minor parking by-law infractions. It operates outside the provincial court system, providing a more efficient resolution process for those wishing to dispute a penalty notice they have received.

By-law 2002-0002, a by-law to establish a System of Administrative Penalties was adopted by Council on January 17, 2022 and came into effect on June 1, 2022. The by-

law sets out the process and regulations for administering penalty notices for any by-law or provisions of any by-law which have been designated under this by-law. These by-laws and provisions are detailed in the Schedules attached to By-law 2022-0002 and are as follows:

Schedule A – Uniform Traffic Control By-law No. 2024-0046

Schedule B – Fire Route By-law No. 2014-0014

Schedule D – Off Street Parking By-law No. 2005-0117

This report details required changes to Schedule D.

On May 6, 2024, Council adopted By-law No. 2024-0037 being a By-law to amend the Town’s Off-Street Parking By-law to include provisions for accessible parking spaces and other housekeeping matters. The amendments were as a result of Council approving Report No. ADMIN-2024-006 which provided explanation for the recommended changes.

The notable changes stemming from the report include:

- Changes to the standards for accessible parking for persons with disabilities to reflect changes to legislation
- A provision to address the influx of vehicles parking on the landscaped area (front and side yard) of a residential property.

**Recommended Changes**

Item 10. on Schedule D will be amended to replace the words “disabled person parking” with “Accessible Parking Spaces” to read:

10.	Park in a designated accessible parking space (without valid permit, with permit improperly displayed)	20	\$350.00
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**New** Item 11 will be added to read:

11.	Park in an Unauthorized Area	11(d)	\$100.00
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Parking in unauthorized areas, namely on the front and side yards of residential properties was previously enforced under the Town’s zoning by-law. With the addition of this offence to the Off-Street Parking and AMPS by-laws, staff can now enforce this through the AMPS program.

The amended Schedule “D” is attached to this report as Appendix “A”. The by-law to amend Schedule D of By-law 2022-0002 is attached as Appendix “B”.

**STRATEGIC PLAN ALIGNMENT:**

This report is administrative in nature and does not have an impact on the Town's Strategic Plan

**RELATIONSHIP TO CLIMATE CHANGE:**

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

**PUBLIC ENGAGEMENT:**

Public Engagement was not needed as this report is administrative in nature. The by-law changes were already addressed in the staff report ADMIN-2024-006 on April 15, 2024.

**INTERNAL CONSULTATION:**

The Town Clerk was consulted in the drafting of this report.

**FINANCIAL IMPLICATIONS:**

This report is administrative in nature and does not have any financial implications.

Reviewed and approved by,

Valerie Petryniak, Town Clerk & Director of Legislative Services

Chris Mills, Chief Administrative Officer