



BY-LAW NO. 2025-

A By-law to amend By-law 2025-0019 being a By-law to establish Administrative Penalty System for Automated Speed Enforcement in Halton Hills.

WHEREAS on March 3, 2025, Council for the Town of Halton Hills adopted By-law No. 2025-0019, being a By-law to establish an Administrative Penalty System for Automated Speed Enforcement in Halton Hills;

AND WHEREAS on May 5, 2025, Council approved Report No. ADMIN-2025-015 dated April 17, 2025 which outlined certain recommendations to amend By-law No. 2025-0019.

NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:

1. **THAT** By-law No. 2025-0019 be amended as follows:

Section 1. Definitions

The definition of “Set aside” would be added to read:

“**Set Aside**” means the **penalty order** is effectively cancelled

Section 7. Review by a Screening Officer

Section 7.6 be amended to change the amount of days to extend the time to request a screening review from thirty (30) days to forty-five (45) days to read:

7.6 If a person has not requested a **Screening Review** on or before the date on which the penalty is due and payable, the person may request that the **Screening Officer** extend the time to request a **Screening Review** in accordance with section 7.7 of this By-law within forty-five (45) days of the date of the service of the **penalty order**.

Section 7.7 be added to read:

7.7 A person’s right to request an extension of time for a **Screening Review** expires, it is has not been exercised within forty-five (45) days of the date of service of the **penalty order** and:

- a) The person shall be deemed to have waived the right to request a **Screening Review**;
- b) The **administrative penalty**, and any applicable **administrative fee(s)** are deemed to be confirmed and payable; and
- c) The **administrative penalty** and any applicable **administrative fee(s)** shall not be subject to any further review, including a review by any court.

Section 7.11 be added to read:

7.11 A **Screening Review** shall be conducted by written form or by electronic document submission unless there is a requirement on a case-by-case

basis, as determined by the **Screening Officer**, to provide the **Screening Review** through other means.

Section 7.13 be added to read:

- 7.13 Where a person or an authorized representative fails to appear for a **Screening Review** meeting, or fails to respond in accordance with a request by a **Screening Officer**;
- a) the appellant shall be deemed to have abandoned the request for a **Screening Review**;
 - b) the **administrative penalty**, and any applicable **administrative fee(s)** are deemed to be confirmed and payable;
 - c) the appellant shall pay the Town, a Screening Non-Appearance Fee; and
 - d) the **administrative penalty**, and any applicable **administrative fee(s)** shall not be subject to any further review, including a review by any court.

Section 8. Review by a Hearing Officer

Section 8.1 be amended to change the amount of days a person can request a hearing from fifteen (15) days to thirty (30) days to read:

- 8.1 Where an **administrative penalty** has not been set aside, a person may request a **Hearing** within thirty (30) days of the date of service of the decision of a **Screening Officer**.

Section 8.5 be amended to change the amount of days a person can request an extension to request a Hearing from thirty (30) days to forty-five (45) to read:

- 8.5 The appellant may request that the **Hearing Officer** extend the thirty (30) day period to request a **Hearing**. If the **Hearing Officer** considers it fair and appropriate in the circumstances, they may extend the period to request a **Hearing** to no more than forty-five (45) days from the date of service of the decision of the **Screening Officer**.

Section 8.7 to be added to read:

- 8.7 A person's right to request an extension of time for a **Hearing** expires, if it has not been exercised within forty-five (45) days of the date of service of the decision of the **Screening Officer** and:
- a) The person shall be deemed to have waived the right to request a **Hearing**;
 - b) The **administrative penalty**, and any applicable **administrative fee(s)** are deemed to be confirmed and payable; and
 - c) The **administrative penalty** and any applicable **administrative fee(s)** shall not be subject to any further review, including a review by any court.

2. In all instances throughout By-law No. 2025-0019 the word "affirmed" be changed to "confirmed".

3. Sections 7 and 8 were renumbered to accommodate the addition of the new subsections.

BY-LAW read and passed by the Council for the Town of Halton Hills this 5th day of May, 2025.

MAYOR – ANN LAWLOR

TOWN CLERK – VALERIE PETRYNIAK

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