

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 20, 2021

Item 7, Report No. 43, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on October 20, 2021, as follows:

By receiving Communications C3 from Irene Ford, dated October 4, 2021.

7. BY-LAWS TECHNICAL AMENDMENTS

The Committee of the Whole recommends approval of the recommendations contained in the report of the Deputy City Manager, Community Services, dated October 5, 2021:

Recommendations

1. That the recommendations in Attachment 1 of this report be adopted in their substantive form; and
2. That all by-law amendments brought before Council for approval be in a form satisfactory to the City Solicitor.

Committee of the Whole (1) Report

DATE: Tuesday, October 5, 2021

WARD(S): ALL

TITLE: BY-LAWS TECHNICAL AMENDMENTS

FROM:

Gus Michaels, Acting Deputy City Manager, Community Services

ACTION: DECISION

Purpose

As staff continue to review and revise the City's regulatory by-laws as part of its Council-approved By-law Strategy, the further need to amend and ensure consistency across by-laws has been identified. This report seeks approval for a series of By-law technical amendments.

Report Highlights

- In June of 2014, City Council approved the By-law Strategy to ensure the City's By-laws are municipally relevant, responsive to community needs and transparent to the public.
- Harmonization and improvement of by-laws support a number of Term of Council Strategic Priorities, including good governance, citizen experience and operational performance.
- This report includes recommended amendments to the Licensing By-law, Administrative Monetary Penalties By-law, Dumping By-law and Fees and Charges By-law.

Recommendations

1. That the recommendations in Attachment 1 of this report be adopted in their substantive form; and
2. That all by-law amendments brought before Council for approval be in a form satisfactory to the City Solicitor.

Background

One of the primary objectives of the By-law & Compliance, Licensing and Permit Services Department's (BCLPS), in support of the Term of Council Strategic Priorities, is to provide service excellence to its residents, business community and those who live, work, and play in our great City. The service delivery model of BCLPS is evolving to ensure relevance, sustainability and performance excellence of programs and services.

BCLPS is constantly evolving its service delivery model to ensure that the City's regulatory by-laws are suitable and relevant to meet current and potential future needs. In 2014, Council approved the *By-law Strategy* created by BCLPS to provide a framework for the governance of all regulatory by-laws for the City. BCLPS staff are regularly reviewing the by-laws to ensure their relevance, transparency, and suitability to meet the current and potential future needs.

Previous Reports/Authority

- [Dumping By-law 103-2020](#) (Approved by Council on June 29, 2020)
- [Administrative Monetary Penalties By-law 063-2019](#) (Approved by Council on May 1, 2019)
- [Fees and Charges By-law 171-2013](#) (Approved by Council on December 10, 2013)
- [Licensing By-law 315-2005](#) (Approved by Council on December 12, 2005)

Analysis and Options

Staff are proposing amendments to a number of By-laws to ensure that all regulatory By-laws have similar language, and are standardized, transparent and accessible for citizens. Staff are proposing a number of technical amendments to different by-laws, including:

- 1) technical amendments to Dumping By-law 103-2020 to clarify the authority of the City to issue Notices to require persons to remedy conditions on property deemed non-compliant with City requirements.
- 2) technical amendments to Licensing By-law 315-2005, which include:
 - requiring mobile business plates to be properly affixed to vehicles;
 - establishing a process for charging renewal fees when a fee has not yet been approved by City Council (in line with recommendations from the City's Internal Auditor);
 - ensuring that sanitary requirements in personal service shops apply to equipment as well as furnishings;

- ensuring that pet grooming standards apply to mobile businesses as well as stationary ones;
 - clarifying requirements for the payment of fees for kennel, pet shop and pet grooming establishment inspections;
 - requiring public health clearances for the provision of food and drink in personal services establishments; and
 - aligning the time that a vehicle may remain stationary on a road while selling a product with that in Roadside Sales By-law 125-98.
- 3) technical amendments to Administrative Monetary Penalties By-law 063-2019 to clarify the payment requirements for administrative monetary penalties and to change the references to the updated designated by-laws.
- 4) technical amendments to Fees and Charges By-law 171-2013 to revise AMPs late payment and vehicle information fees.

Financial Impact

There are no anticipated financial impacts to the City as a result of the recommendations of this report.

Broader Regional Impacts/Considerations

The recommendations in this report do not have an impact on other municipalities, the Region or any of its agencies.

Conclusion

In accordance with Vaughan's Term of Council Strategic Priorities of *Active, Safe and Diverse Communities* and *Good Governance*, the proposed amendments will provide greater clarity to the public with respect to the City's existing regulations. The City's regulations are not only intended to protect the health, safety and well-being of its residents and visitors, but also to promote its community standards and social values.

For more information, please contact: Gus Michaels, Acting Deputy City Manager, Community Services and Director and Chief Licensing Officer, By-law & Compliance, Licensing & Permit Services, ext. 8735.

Attachment

1. Proposed Amendments

Prepared by

Kristina Palayeva, Regulatory Business Analyst, ext. 8721

Approved by



Gus Michaels,
Acting Deputy City Manager,
Community Services

Reviewed by



Nick Spensieri, City Manager

Proposed Amendments

Licensing By-law:

1. Amend the Licensing By-law by adding a process for charging renewal fees when a fee has not yet been approved by Council.
2. Amend the Licensing By-law by requiring mobile business plates to be properly affixed to the vehicles.
3. Amend the Licensing By-law by making sanitary requirements for personal service shops apply to equipment as well as furnishing.
4. Amend the Licensing By-law by ensuring pet grooming standards apply to mobile businesses.
5. Amend the Licensing By-law by adding requirement to pay a fee for a kennel, pet shop or pet grooming establishment inspection.
6. Amend the Licensing By-law by permitting the provision of food and drink in personal services establishments.
7. Amend the Licensing By-law by changing the time that a vehicle may remain stationary on a road while selling a product to 15 (fifteen) minutes.

Dumping By-law:

1. Amend the Dumping By-law by clarifying the authority of the City to require persons to remedy conditions on property deemed to be non-compliant with the provisions of the By-law.
2. Amend the Dumping By-law by changing the definition of waste to exclude clippings from grass and weeds.
3. Amend the Dumping By-law by changing the day the Notice is deemed to have been given to a person after it is mailed to his or her last known address from third to fifth.

Administrative Monetary Penalties By-law:

1. Amend the Administrative Monetary Penalties By-law by adding that the date for the payment of administrative monetary penalties shall be established by the Screening Officer.
2. Amend the Administrative Monetary Penalties By-law by adding late fees requirement.
3. Amend the Administrative Monetary Penalties By-law by clarifying that the late payment of administrative fee is required after fifteen days after the date it becomes due and payable to the City and is affirmed.
4. Amend the Administrative Monetary Penalties By-law by adding that a City may file a certificate of default in a court of competent jurisdiction upon which time the certificate

shall be deemed to be an order of the court and the City may enforce it as such, when an Administrative Monetary Penalty becomes a debt to the City.

5. Amend the Administrative Monetary Penalties By-law by replacing the entries respecting by-laws 82-2006 and 189-2020, and adding by-law 158-2019 in Schedule 1.

Fees and Charges By-law:

1. Amend the Fees and Charges By-law by adding fees for late payment of administrative monetary penalties for 2021 and 2022.
2. Amend the Fees and Charges By-law by adding vehicle information fees for 2021 and 2022.