

# THE CORPORATION OF THE TOWN OF CALEDON

## BY-LAW NO. 2020-75

A by-law for issuing municipal numbers and to repeal By-law  
No. 2016-064 and 2018-22

WHEREAS Section 11 of the *Municipal Act S.O. 2001*, as amended, allows municipalities to pass by-laws for their own purpose, which includes the issuing of municipal numbers;

AND WHEREAS the Council of The Corporation of the Town of Caledon deems it expedient to require owners of all lots, buildings and units in the Town of Caledon to display a municipal number in accordance with the Municipal Numbering Guidelines;

NOW THEREFORE the Council of The Corporation of the Town of Caledon ENACTS AS FOLLOWS:

### **Short Title**

This by-law shall be known as the Town of Caledon Municipal Numbering By-law.

### **Part 1**

#### **Definitions**

In this by-law:

- 1.1 “*Accessory Apartment*”, means a residence as defined by Zoning By-law 2006-50, as amended from time to time.
- 1.2 “*Approved Entrance*” means an entrance approved by the Town of Caledon, Region of Peel or Ministry of Transportation.
- 1.3 “*Building*” means a building as defined by Zoning By-law 2006-50, as amended from time to time.
- 1.4 “*Chief Planner*” means the Chief Planner of the Planning and Development Services Division, responsible for the issuing of municipal numbers or his or her designate or successor.
- 1.5 “*Lot*” means a lot as defined by Zoning By-law 2006-50, as amended from time to time.
- 1.6 “*Officer*” means any person appointed as a municipal law enforcement officer for the purposes of enforcing this by-law, and may be referred to as an inspector, property standards officer or officer, whichever is applicable to enforce this by-law.
- 1.7 “*Owner*” includes the registered owner, condominium corporation, assessed owner, occupant, tenant, person for the time being managing or receiving the rent for the property whether on his/her account or as an agent or trustee or on account of any other person, or a lot, building or unit.
- 1.8 “*Town*” means The Corporation of the Town of Caledon.
- 1.9 “*Unit*” means a dwelling unit or accessory apartment as defined by Zoning By-law 2006-50, as amended from time to time, or a separate or self-contained area or areas of one building which contains one commercial or industrial use, or a similar use.

### **Part 2**

#### **Town Responsibilities**

- 2.1 The Chief Planner shall be responsible for assigning and installing municipal numbers to all lots, buildings and units located within the limits of the Town in accordance with the Municipal Numbering Guidelines attached to this by-law as Schedule “A”.

## **Part 3**

### **Design Guidelines**

- 3.1 The Municipal Numbering Guidelines, attached as Schedule "A", shall form part of this By-law.
- 3.2 With respect to a lot, building or unit that existed on the date that this by-law was passed shall:
  - 3.2.1 If no municipal number is installed for such lot, building or unit, the Owner shall install, in accordance with Schedule "A", the municipal number assigned to such lot, building or unit by the Chief Planner;
  - 3.2.2 If the municipal number installed for such lot, building or unit is not the municipal number assigned to such lot, building or unit by the Chief Planner, the Owner shall remove the unassigned municipal number for such lot, building or unit and install, in accordance with Schedule "A", the municipal number assigned to such lot, building or unit, by the Chief Planner;
  - 3.2.3 If the municipal number installed for such lot, building or unit is not in the style or location required by Schedule "A", the Owner shall alter or change the style or location of such municipal number in accordance with Schedule "A".
- 3.3 With respect to a building or unit, the construction of which is completed after the date that this by-law was passed, the Owner shall, in accordance with Schedule "A", install the municipal number assigned to such building or unit by the Chief Planner, immediately after the construction of the entrance to the lot or at the time that such building or unit is substantially completed, whichever occurs first.
- 3.4 The Owner shall, in accordance with Schedule "A", install the municipal number assigned to such land immediately after installation of an entrance to the lot.
- 3.5 Every person shall pay the fees set out in the Town of Caledon Fees By-law (as amended from time to time) in respect of the purchase of a municipal number sign, a municipal number pole and/or the installation of a municipal number by the Chief Planner.

## **Part 4**

### **Changing a Municipal Number**

- 4.1 Once a municipal number has been assigned to a lot, building or unit, by the Chief Planner, no person shall change that municipal number without the prior written approval of the Chief Planner.
- 4.2 Where the Town requires the Owner to change the municipal number of such lot, building or structure, the Town may provide up to \$250.00 in compensation for costs incurred by the occupant(s) of such lot, building or structure, as a direct result of such change, provided that satisfactory proof of expenditures incurred by such occupant(s) is received by the Town.
  - 4.2.1 No compensation shall be paid for requiring an Owner to change the location or style of a municipal number.

## **Part 5**

### **Maintenance**

- 5.1 The Owner shall maintain the municipal number for such lot, building or unit in accordance with Schedule "A".
  - 5.1.1 The owner shall be responsible for the fees set out in the Town of Caledon Fees By-law (as amended from time to time) to replace the municipal number sign or pole.
- 5.2 The Owner shall keep the municipal number in good repair and clearly visible from both directions on the road.
  - 5.2.1 Notwithstanding the generality of the foregoing, the Owner shall not permit the municipal number to be obscured or rendered illegible.

## **Part 6**

### **Compliance, Enforcement, Offenses and Penalties**

- 6.1 Every person who contravenes any provision of this by-law is guilty of an offence.
- 6.2 This by-law may be enforced by an Officer of the Town.
- 6.3 If there is a contravention of this by-law, an Officer shall send a notice to the Owner's last known address, requiring the Owner to do the work to correct the contravention and the notice shall specify the date by which the work must be done.
- 6.4 No Owner shall fail to comply with a notice sent pursuant to Section 6.3.
- 6.5 When a notice has been sent by an Officer pursuant to Section 6.3 and the requirements of the notice have not been complied with, the Town may cause the work to be done and the cost of the work shall be at the expense of the Owner.
- 6.6 Where an Owner owes money to the Town under the provisions of this By-law, the monies owing may be collected and the Town may recover such costs from the owner in any court of competent jurisdiction as a debt owing to the Town or the same may be recovered by addition of the amount owing to the tax roll for any real property in the Town, to be collected in a like manner as municipal taxes.
- 6.7 An Officer may enter onto any lands at any reasonable time for the purposes of determining compliance with this by-law or with a notice sent pursuant to this by-law.
- 6.8 No person shall hinder or obstruct, or attempt to hinder or obstruct, the Officer in the discharge of his or her duties under this by-law.
- 6.9 Every person who contravenes any provision of this by-law is guilty of an offence as provided for in subsection 429(1) of the *Municipal Act, 2001*, and all such offences are designated as continuing offences as provided for in subsection 429(2), paragraph (a), of the *Municipal Act, 2001*.
- 6.10 A person who is convicted of an offence under this by-law is liable, for each day or part of a day that the offence continues, to a minimum fine of \$500 and a maximum fine of \$10,000 and the total of all daily fines for the offence is not limited to \$100,000 as provided for in subsection 429(3), paragraph 2, of the *Municipal Act, 2001*.
- 6.11 When a person has been convicted of an offence under this by-law, the Superior Court of Justice, or any court of competent jurisdiction may, in addition to any penalty imposed on the person convicted, issue an order:
- a) Prohibiting the continuation or repetition of the offence by the person convicted; and,
  - b) Requiring the person convicted to correct the contravention in the manner and within the period that the court considers appropriate.

## **Part 7**

### **General**

- 7.1 By-law Nos. 2016-064 and 2018-22 and all amendments thereto are hereby repealed.
- 7.2 Should any section, subsection, clause, paragraph or provisions of this by-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this by-law as a whole or any part thereof, other than the provision so declared to be invalid.
- 7.3 This by-law shall take full force and effect on October 1, 2020.

**READ THREE TIMES AND FINALLY  
PASSED IN OPEN COUNCIL  
THIS 29th DAY OF SEPTEMBER, 2020.**

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Allan Thompson, Mayor

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Laura Hall, Acting Town Clerk