



**CORPORATION OF THE CITY OF
CLARENCE-ROCKLAND
COMMITTEE OF THE WHOLE**

February 20, 2019, 8:00 pm

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

Pages

1.	Opening of the meeting	
2.	Adoption of the agenda	
3.	Disclosure of pecuniary interests	5
4.	Delegations / Presentations	
4.1	Presentation by Joanne Dupuis from the Centre d'accueil Roger Séguin - "Do you have your brick?" Challenge	7
5.	Petitions / Correspondence	
5.1	Petition presented by Sarma Merdian in regard to the proposed fee increase in 2019 Budget for minor associations	11
5.2	Request from Valoris in order to rent the Optimist Performance Hall free of charge	25

6. Notice of Motion

7. Comment/Question Period

Note: Members of the public may come forward to the podium and after seeking permission from the Presiding Officer, shall state their name and direct their question/comment on any matter which is related to any item included in this agenda to the Presiding Officer.

The maximum time allowed in all circumstances for a question/comment shall be three (3) minutes per person per meeting. There shall be a maximum of 30 minutes dedicated to the question/comment period. Any unasked questions/comments due to the time restriction may be submitted in writing to the Clerk.

At no time shall this question period be taken by members of the audience to make speeches or accusations.

8.	Report from the United Counties of Prescott and Russell	
9.	Committee/Staff Reports	
9.1	Property Standard By-law	27
9.2	Construction monthly statistics - January 2019	97
10.	Other items	
11.	Adjournment	



**CORPORATION DE LA CITÉ DE
CLARENCE-ROCKLAND
COMITÉ PLÉNIER**

le 20 février 2019, 20 h 00

Salle du Conseil

415 rue Lemay Street, Clarence Creek, Ont.

Pages

1. Ouverture de la réunion
2. Adoption de l'ordre du jour
3. Déclarations d'intérêts pécuniaires 5
4. Délégations / Présentations
- 4.1 Présentation de Joanne Dupuis du Centre d'accueil Roger Séguin - Défi "As-tu ta brique?" 7
5. Pétitions / Correspondance
- 5.1 Pétition présentée par Sarma Merdian relativement à la hausse de frais proposée pour les associations mineures 11
- 5.2 Demande de Valoris pour louer gratuitement la salle Optimiste 25
6. Avis de motion
7. Période de Questions/Commentaires

Note: Les membres du public sont invités à se rendre au podium et après avoir reçu la permission du président de l'assemblée, doivent se nommer et adresser leur question et/ou commentaire sur tout sujet qui est relié à n'importe quel item qui figure à l'ordre du jour au président de réunion.

Le temps maximal accordé pour une question/commentaire dans toutes circonstances est de trois (3) minutes par personne par réunion. Il y aura un maximum de 30 minutes consacrés à la période de questions/ commentaires. Toutes questions et/ou commentaires qui n'ont pas été adressés par faute de temps peuvent être soumis par écrit à la greffière.

En aucun cas, cette période de questions/ commentaires ne peut être utilisée par les membres du public pour faire des discours ou porter des accusations.
8. Rapport des Comtés unis de Prescott et Russell

9.	Rapports des Comités/Services	
9.1	Règlement des normes de bienfonds	27
9.2	Statistiques mensuelles de la construction - janvier 2019	97
10.	Autres items	
11.	Ajournement	



Declaration of pecuniary interest Déclaration d'intérêt pécuniaire

Date of meeting Date de la réunion:	
Item Number Numéro de l'item:	
Subject of the item: Sujet de l'item :	
Name of Council Member Nom du membre du conseil	

I, _____, hereby declare a pecuniary interest in the matter identified above for the following reason :

Je, _____, déclare un intérêt pécuniaire en ce qui concerne l'article ci-haut mentionné, pour la raison suivante :

Name (print)	Signature	Date

This declaration is filed in accordance with the *Municipal Conflict of Interest Act* and will be recorded in the meeting minutes and will be made available in a public registry. / Cette déclaration est soumise sous la *Loi sur les conflits d'intérêt municipaux* et sera enregistrée dans le procès-verbal de la réunion et sera disponible dans un registre public.

Excerpt from the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50

DUTY OF MEMBER

When present at meeting at which matter considered

5 (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

Extrait de la Loi sur les conflits d'intérêts municipaux, L.R.O. 1990, chap. M.50

OBLIGATIONS DU MEMBRE

Participation à une réunion où l'affaire est discutée

5 (1) Le membre qui, soit pour son propre compte soit pour le compte d'autrui ou par personne interposée, seul ou avec d'autres, a un intérêt pécuniaire direct ou indirect dans une affaire et participe à une réunion du conseil ou du conseil local où l'affaire est discutée, est tenu aux obligations suivantes :

- a) avant toute discussion de l'affaire, déclarer son intérêt et en préciser la nature en termes généraux;
- b) ne pas prendre part à la discussion ni voter sur une question relative à l'affaire;
- c) ne pas tenter, avant, pendant ni après la réunion, d'influencer de quelque façon le vote sur une question relative à l'affaire. L.R.O. 1990, chap. M.50, par. 5 (1).

Exclusion de la réunion à huis clos

(2) Si la réunion visée au paragraphe (1) se tient à huis clos, outre les obligations que lui impose ce paragraphe, le membre est tenu de quitter immédiatement la réunion ou la partie de la réunion où l'affaire est discutée. L.R.O. 1990, chap. M.50, par. 5 (2).

DÉFI // CHALLENGE

DU 12 FÉVRIER AU 24 MARS 2019
FROM FEBRUARY 12 TO MARCH 24 2019



CAMPAGNE DE FINANCEMENT
POUR LA RECONSTRUCTION DU

CENTRE D'ACCUEIL
ROGER-SÉGUIN



AS-TU TA BRIQUE ?

DO YOU HAVE YOUR BRICK?



435 rue Lemay, Clarence Creek, Ontario K0A 1N0

613.488.2053 | centrerogerseguin.org

DÉFI

DU 12 FÉVRIER AU 24 MARS 2019



COMMENT PARTICIPER

C'est facile!

1. Un paquet de briques et un formulaire vous sont remis.
2. Vous offrez une brique à vos clients en échange d'un don.
3. Le client écrit ses informations sur le formulaire-donateur (à l'endos de cette feuille) ainsi que sur la brique.
4. Il vous remet la brique et vous collez celle-ci sur le mur de votre établissement!
5. Nous ramasserons les fonds entre le 21 et le 23 mars 2019
6. Le vainqueur sera présenté sur la scène du radio-téléthon.

Interdiction de reproduire la brique.
Contactez-nous si vous avez besoin de briques supplémentaires.

Attention ! Entreprises, organismes et écoles de la communauté ! Le Centre d'accueil Roger-Séguin a besoin de votre soutien pour amasser des fonds pour sa reconstruction ! **Nous vous mettons au défi de ramasser le plus de fonds lors de la campagne « As-tu ta brique ? ».**

Du 12 février au 21 mars 2019, afficher les briques dans votre établissement et amasser des fonds en offrant à votre clientèle une brique en échange d'un don. Joignez-vous à nous ! Prenez des photos de votre mur de « briques », affichez votre défi sur vos médias sociaux, taguez-nous! **Le vainqueur sera présenté sur la scène du radio-téléthon qui se tiendra le 24 mars 2019 à la salle de spectacle Optimiste à Rockland. Vous serez peut-être le vainqueur!**

Grâce aux fonds amassés, la communauté bénéficiera d'un établissement moderne, adapté à ses besoins et qui répondra aux normes du Ministère de la santé et des soins de longue durée de l'Ontario. En plus, le CARS compte augmenter la gamme de services francophones à ses résidents.



CAMPAGNE DE FINANCEMENT
POUR LA RECONSTRUCTION DU

**CENTRE D'ACCUEIL
ROGER-SÉGUIN**



435 rue Lemay, Clarence Creek, Ontario K0A 1N0
613.488.2053 | centrerogerseguin.org

À PROPOS : Le Centre d'accueil Roger-Séguin est un établissement de soins de longue durée à but non lucratif. Il est un chef de file en matière de soins offerts en français aux personnes en perte d'autonomie dans l'Est ontarien.

Vous voulez vous impliquer en tant que bénévole pour la campagne de financement ? Vous avez besoin de briques ?

Joanne Dupuis | 613.804.2837 | evenements@centrerogerseguin.org



PETITION

PAGE 1 of 13

To: The Council of the City of Clarence-Rockland

Whereas: (provide a brief description of issue/problem/request in question)

Les augmentations de taxes proposées dans le budget de l'an 2019 pour les associations sportives mineures qui louent de la glace, un terrain de soccer ou baseball, me préoccupe grandement. Les enfants de Clarence-Rockland méritent d'avoir la possibilité de participer à une activité sportive pour un prix raisonnable. Je n'accepte pas l'augmentation des frais pour une association mineure.

I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Jean-François Digne	2894 rue Principale, Woodville	Jean-François Digne
Jessica Simard	1935 rue Landry	Jessica Simard
Zac Louisseize	191 François 1 ^{er}	Zac Louisseize
Karl Savage	Rockland	Ron Savage
Kelly Martin	Ottawa	Kelly Martin
Ysmael Lacroix	2542 St-Pascal Rd St-Pascal	Ysmael Lacroix
Dominik Turcotte	2542 St-Pascal St	Dominik Turcotte
Jamie Turcotte	" " "	Jamie Turcotte
Suzie Cadieux	St-Pascal St	Suzie Cadieux
Marie-Jeanne Bédard	St-Pascal	Marie-Jeanne Bédard
Caroline Lalonde	St-Pascal	Caroline Lalonde
Pat Mayer	Hawkesbury	Pat Mayer
Caroline Lafontaine	Rockland 200 Morris Ave	Caroline Lafontaine
Caroline Villeneuve	500 Emerald Rockland	Caroline Villeneuve
Gaelan Currier	580, chemin Vinette	Gaelan Currier

All information submitted is collected in accordance with the Municipal Act, 2001, s.8 and 239(1) and may be used in Council deliberations, and disclosed in full, including email, names and addresses to persons requesting access to records. All information submitted to the municipality is subject to the Municipal Freedom of Information Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's Office 1560 Laurier Street, Rockland (Ontario) K4K 1P7.



PETITION

PAGE 2 of 13

To: The Council of the City of Clarence-Rockland

Whereas: (provide a brief description of issue/problem/request in question)

I am concerned how the proposed fee increase in the 2019 budget will affect all minor associations - those who rent ice, soccer fields or baseball diamonds. The children of Clarence-Rockland deserve the opportunity to participate in a sporting activity for a reasonable rate. I do not support the fee increase for any minor association.

I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Anne Weir	382 McDermott DR Rockland	
Sobina D Tanmep	115 Beaumont Ave	
Christena Lalonde	St. Kescul	
Lucille Lefebvre	Plantagenet	
Catherine Barnard	1892 Tweedie	
NICKIE Mella	206 Sandra	
Sarah-Jane Danielowitsk	316 Quartz Ave	
Sash Epps	1760 Wallace St	
Dava McKay	2224 Marble Cres #7	
Golda Spurmanis	1631 LAUNDY ST.	
Jennifer Wojcik	1870 Bowler Rd.	
Clanki Lutz	2088 Casselman	
Pauline Pratt	1491 David	
Michel PREVOST	1491 DAVID	
Geord NacLean	340 Zircon St	

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PETITION

PAGE 3 of 13

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Anik Bazinet	33 Lavigne BP431	Anik Bazinet
Caroline Thibeault	491 Ruby St. Rockland K4K 1P3	Caroline Thibeault
Marie-France Castonguay	26 Lavigne Bourget	Marie-France Castonguay
Benoit Simard	1935 rue Landry (Lamontagne)	Benoit Simard
Pierluigi Séguin	2071 ch. Bouvier Clarence	Pierluigi Séguin
Michelle Lortie		Michelle Lortie
Gilberte Bissin	St-Pascal.	Gilberte Bissin
Glucile Hatté (Nicole)	Clarence Creek	Glucile Hatté
Patricia Bazinet	3303 Hammond	Patricia Bazinet
Melissa Lortie	1950 Beckett's Creek	Melissa Lortie
Sophie Gagnon	404 Belvedere Hammond	Sophie Gagnon
Maryse Marcil	3664 chemin Marcil, Bourget	Maryse Marcil
Michelle Lafrance	626 ch. Station, Alfredon	Michelle Lafrance
Mireille Boileau	434' Mercury Street Rockland	Mireille Boileau
Benoit Hayes	4226 Champlain	Benoit Hayes

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**PETITION**PAGE 4 of 13**To:** The Council of the City of Clarence-Rockland**Whereas:** (provide a brief description of issue/problem/request in question)

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Ed Skolford	2587 Danville	[Signature]
Ryan Doyle	1916 Landry St.	[Signature]
April McCullough	3651 Duquette Rd	[Signature]
Mira Adzibekova	125 Dorina-Savain, Re	[Signature]
Shari Cooper	1108 Georgetown Pct.	[Signature]
Tammy Puliatte	1050 Dianne Ave.	[Signature]
Melanie St-Jean	1162 rue Côté	[Signature]
Melanie Wolfe	2994 Gagné	[Signature]
Annelie Sabourin	1675 Labonté Street	[Signature]
Kim Martel	2351 Bouvier St.	[Signature]
CHAUDE HORTIE	292 Masters Lane	[Signature]
Helene Lortie	292 Master's Lane	[Signature]
Tasha Fenner	643 St Louis	[Signature]
Wes Fenner	643 St Louis	[Signature]
Ann Gendron	42 Hunter's Hollow	[Signature]

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PETITION

PAGE 5 of 13

To: The Council of the City of Clarence-Rockland

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Julie Laframboise	3759 ch. Labelle	Julie Laframboise
Katharine Merdian	1629 Landry	Katharine M
Danika Ethier	239 Etienne	Danika Ethier
Nadia Guerrier	580 Vinette	Nadia Guerrier
Matthew Emily Havielore	954 Dianne Rockland	Emily Havielore
Jason Havielore	"	Jason Havielore
C. ARTHUR	LIMOGES	G. G.
Jamerson Camlin	Clarence-Rockland	
Tony Sutton	124 Thivierge Rockland	
Gina Edwards	1250 Con#3 Placent	Gina Edwards
Tony Edwards	1250 Con#3 Placent	
Dominiq Fortin	5670 County Road 17 Placent	
Donald Ouellette	1888 Haberte Cheneval	Donald Ouellette
Josanne Ouellette	" " " "	Josanne Ouellette
Philippe Ouellette	980 Morris Street Rockland	

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PETITION

PAGE 6 of 13

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Louise Chartrand	Orléans, Q1	Louise Chartrand
Gayline Pilon	Clarence Creek	Gayline Pilon
S. Whittaker	Clarence Creek	S. Whittaker
X. Whittaker	Clarence Creek	X. Whittaker
J. Langlois	Rockland	J. Langlois
Denis Dainyaple	Rockland	Denis Dainyaple
Brigitte Lalonde	Saint-Pascal	Brigitte Lalonde
Carole Noreau	Vars. out.	Carole Noreau
Gues Vega	Vars. out.	Gues Vega
Charlène Balata	Clarence Creek	Charlène Balata
Michael Latier	Vars	Michael Latier
Harry Gardiner	Alarab	Harry Gardiner
Julie Larabie	9th Line	Julie Larabie
Julie Dawson	Embrun	Julie Dawson
	Vanhook Hill	J. Dawson

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PETITION

PAGE 7 of 13

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Sarma Merdian	Clarence Creek, Ont.	S. Merdian
S. Murphy-Plouffe	Cumberland, Ont.	S. Murphy-Plouffe
Joanne Denomme	Rockland	
Mike Montcalm	Moore Creek ont	
Lori Muzzereall	Rockland	
Clifton Muzzereall	Rockland	
Mike Faulkner	Rockland	
Kelley Faulkner	Rockland	
Katherine Lalonde	K. Lalonde 267 Cardinal Cres. Rockland.	
Jane Ferrelle	Denrollo Rockland.	
Jean GOGUEN	2332 Patricia St	
Jennifer Caringham	Rockland	
Julie Breuer	330 Vaseline Rd, Rockland	
Hamane	240 Agathe St.	
Paul Murphy	2601 Dubois	

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PETITION

PAGE 8 of 13

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Sherry Boudry	Rockland	Sherry Boudry
Celine Trappier (Agnes)	Alfred	Celine Trappier
Zachary Whitaker	Clarence Creek	Zachary Whitaker
Pat Turner	Rockland	Pat Turner
JEAN-PIERRE EVEAU	Orlean	J. P. Eveau
Sarah Standing	Rockland	Sarah Standing
Nathalie Whitaker	Clarence Creek	Nathalie Whitaker
Edith Ethier	Burget	Edith Ethier
Charlène Charlebois	HAMMOND	Charlène Charlebois
Maggie Stewart	Rockland	Maggie Stewart
Sybilie KELLY	Rockland	Sybilie Kelly
Dave Kelly	Rockland	Dave Kelly
Denise Morneau	Rockland	Denise Morneau
Irene Irvine	Hammond	Irene Irvine
Madeleine Beaulac	Rockland	Madeleine Beaulac

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PETITION

PAGE 9 of 13

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Dominic Guindon	3265 ch Drouin Hammond	[Signature]
Chantal Desjardins	2456 ch Bouvier Hammon	[Signature]
Carl Desjardins	2456 ch Bouvier Hammon	[Signature]
André Payant	3649 Indian Creek	[Signature]
Joséphine Guindon	141 Butler Rd.	[Signature]
Alain Fauron	Drouin Rd, Hammond	[Signature]
John Rozan	264 Des Violettes	[Signature]
Michelle Fourny	264 des Violettes	[Signature]
Christal Prud'homme	6 Place Des Rovers	Hammond
Jammy Nolas	2613 Jousse Rd	Hammond
Sylvie Carrière	2605 Bayne, Hammond	[Signature]
[Signature]	2605 Bayne, Hammond	[Signature]
Sylvie Vanette	260 des Violettes St Hammond	[Signature]
Odette Faurbert	260 des Violettes Hammond	[Signature]
Brian Froun	2850 Bouvier Road	[Signature]

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PETITION

PAGE 10 of 13

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I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Tania Arand	2853 Bouvier Rd Ham.	Tania Arand
Robin Barré	3705 ch. Orosun Hammond	Robin Barré
A. Sebo	P.O. Box 81 Wood	A. Sebo
Daniel Vinette	1148 St-Jacques Rockland	Daniel Vinette
Monica Gaumond	722 Du Golf, Hammond ON	M. Gaumond
Chantal Guindon	1411 Butler, Hammond	Chantal Guindon
Guylene Payant	3049 Indian Creek Rd	Guylene Payant
Xisa Sheehan	867 Lacroix Rd	X. Sheehan
Kristine Pitts	190 Grand Tronc	K. Pitts
FRANÇOIS LARSEN	31 Des Spires Pl	F. Larsen
PARVATHI RAMAN	5 Place des Rosiers	P. Raman
Brigitte Stewart	5 Place des Rosiers	B. Stewart
SERGE Labonté	3178 Gendron St	Serge Labonté
JOSEF DORÉ	209 Des Janguilles	J. Doré
ERIC DORÉ	209 Des Janguilles	E. Doré

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PETITION

PAGE 11 of 13

To: The Council of the City of Clarence-Rockland

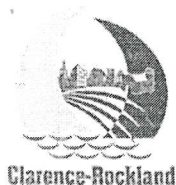
Whereas: (provide a brief description of issue/problem/request in question)

Les augmentations de taxes proposées dans le budget de l'an 2019 pour les associations sportives mineures qui louent de la glace, un terrain de soccer ou baseball, me préoccupe grandement. Les enfants de Clarence-Rockland méritent d'avoir la possibilité de participer à une activité sportive pour un prix raisonnable. Je n'accepte pas l'augmentation des frais pour une association mineure.

I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Christine Lafleur	3394 Ch. Provençaux	[Signature]
Robt. Gagné	2792 Ch. Gagné	[Signature]
Diane Nolan	136 Edward Rockland	[Signature]
Pierre Quinn	1884 Landry, Clarence Rock	[Signature]
Martin Charlebois	2257 Rue Laval Bourget	[Signature]
CHRISTINE Lalonde	2257 LAVAL, Bourget	[Signature]
Michelle Thivierge	3104 Champs Bourget	[Signature]
Sylvie Thivierge	3359 Gendron, Hammond	[Signature]
ERIC Proulx	99 Alma Rockland	[Signature]
Gabriel Bernard	961 Laviolette	[Signature]
Diane Bourdeau	243 Des Aulanches	[Signature]
Kim Lorge	"	[Signature]
Judith Bernard	189 Eliot, unite 106	[Signature]
Louise Ranger	3469 ch Gendron, Hammond	[Signature]
Pierre Ranger	3469 ch Gendron, Hammond	[Signature]

All information submitted is collected in accordance with the Municipal Act, 2001, s.8 and 239(1) and may be used in Council deliberations, and disclosed in full, including email, names and addresses to persons requesting access to records. All information submitted to the municipality is subject to the Municipal Freedom of Information Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's Office 1560 Laurier Street, Rockland (Ontario) K4K 1P7.



PETITION

PAGE 12 of 13

To: The Council of the City of Clarence-Rockland

Whereas: (provide a brief description of issue/problem/request in question)

I am concerned how the proposed fee increase in the 2019 budget will affect all minor associations - those who rent ice, soccer fields or baseball diamonds. The children of Clarence-Rockland deserve the opportunity to participate in a sporting activity for a reasonable rate. I do not support the fee increase for any minor association.

I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

Name (print)	Address	Signature
Shawn Cyr	2619 Dubois St	
Jason Craig	204 Opale St	
Michael Siegmund	283 du Grot Road	
RICHARD DRAPER	1133 VINETTE	
JOSE LACELLE	601 LAKE GEORGE	
Scott McLeod	2620 Dubois St	
Robbie Stallberg	289 Remy Rd	
Steven D'Angelo	176 Roxanne Road	
Nathan Berndt	1628 LACASSE ST	
MICHEL DANIS	700 CERCELE HENRI	

All information submitted is collected in accordance with the Municipal Act, 2001, s.8 and 239(1) and may be used in Council deliberations, and disclosed in full, including email, names and addresses to persons requesting access to records. All information submitted to the municipality is subject to the Municipal Freedom of Information Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's Office 1560 Laurier Street, Rockland (Ontario) K4K 1P7.



PAGE 13 of 13

Whereas: (provide a brief description of issue/problem/request in question)

I/We the undersigned, petition the Council of the City of Clarence-Rockland as follows:

[illegible]

All information submitted is collected in accordance with the Municipal Act, 2001, s.8 and 239(1) and may be used in Council deliberations, and disclosed in full, including email, names and addresses to persons requesting access to records. All information submitted to the municipality is subject to the Municipal Freedom of Information Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's Office 1560 Laurier Street, Rockland (Ontario) K4K 1P7.

Le 22 janvier 2019

Conseil municipal
Cité de Clarence-Rockland
1560, rue Laurier
Rockland (Ontario) K4K 1P7

Objet : Demande d'utilisation de la salle Optimiste le samedi 27 avril 2019

Madame,
Monsieur,

CTC sollicite la contribution de la Cité de Clarence-Rockland afin d'obtenir gratuitement l'utilisation de la salle Optimiste le samedi 27 avril 2019, de 17h à 22h afin d'accueillir Maxime Carrière, imitateur, pour un spectacle-bénéfice au profit du programme CTC. Votre contribution, ainsi que les profits amassés durant cette soirée nous permettraient d'offrir une programmation variée d'activités parascolaires pour les jeunes de notre communauté.

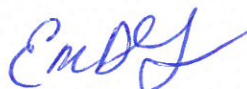
Les activités et les programmes offerts par notre comité sont très importants puisqu'ils augmentent les opportunités pour les jeunes de développer de nouvelles compétences, de nouvelles amitiés, et de faire une différence dans notre communauté. Dans une atmosphère positive, les jeunes ont la chance de s'exprimer et de vivre différentes expériences, qui habituellement ne leur sont pas accessibles.

Nous vous remercions à l'avance de votre précieuse collaboration. Celle-ci nous permet de concrétiser notre mission, qui se définit comme suit : *le regroupement CTC Clarence-Rockland tient à cœur le bien-être et le développement positif des jeunes et de leur entourage, en élaborant des programmes de prévention qui favorisent un meilleur avenir.*

Si vous acceptez cette demande, nous inclurons votre logo en tant que commandite sur nos publicités. Pour des renseignements additionnels, n'hésitez pas à communiquer avec Julie Lalonde au 1-800-675-6168, poste 4736, ou par courriel à julalonde@valorispr.ca. Nous vous remercions à l'avance de l'attention que vous porterez à cette demande, et veuillez agréer, Madame, Monsieur, nos cordiales salutations.



Julie Lalonde,
Intervenante communautaire Valoris



Emmanuelle DiGiovine
Présidente CTC

JL/lt



REPORT N° INF-2019-001

Date	15/01/2019
Submitted by	Chantal Bégin
Subject	Property Standard By-law
File N°	n/a

1) **NATURE/GOAL :**

The purpose of this report is to adopt a new and revised Property Standard By-law for the City of Clarence-Rockland.

DIRECTIVE/PREVIOUS POLICY :

The previous Property Standard By-law was adopted in September 1999, making this By-law 19 years old.

2) **DEPARTMENT'S RECOMMENDATION :**

THAT the Committee of the Whole recommends that Council adopts the revised Property Standard By-law, as presented in Report no. INF2019-001.

QUE le comité plénier recommande au Conseil municipal d'adopter le Règlement des normes de bien-fonds révisé, tel que présenté au rapport no. INF2019-001.

3) **BACKGROUND :**

For many years, the city of Clarence-Rockland's By-law department was responsible for the administration and enforcement of the Property Standards By-law. The Building department assisted the Property Standard Officers with building related issues in contravention of this By-law. Since June 2016, the City has moved away from appointing By-Law staff as Property Standards Officers and instead has appointed the Building department staff. A Property Standards Officer is required in order to legally enforce and administer the Property Standards By-law.

With that said, many sections of this By-law needed to be reviewed and improved. The Chief Building Official consulted with different related departments for the review of this By-law. It must be noted that the Building Services, relied heavily on the expertise of its staff, mainly on Alain Saumure, in order to review this By-law. Alain Saumure is a certified Property Standards Officer who has successfully completed several Property Standard courses from the Ontario Association of Property Standard Officers. Alain was assigned lead in the review of this By-law and with his expertise has been able to upgrade the By-Law to reflect today's issues and provide clear process and authority to the Property Standards Officer.

4) **DISCUSSION :**

The purpose of this report is to adopt a revised Property Standard By-law. We have reviewed the existing By-law by adding/correcting new definitions and wording to reflect different applicable laws and eliminated repeated sections and/or sections that are enforced in other By-laws. You can see in detail the additions in green and deletions in red in the Attachment 2. Of the deleted section are everything that has to do with non-building issues like trailers, mobile structures, fences, yards, rubble, sewage, vehicles, drainage, garbage, landscaping, safe passage, pools, air conditioners as they all pertain to other By-laws or are covered under other authorities. (Example, sewage is under the authority of South Nation Conservation Authority). Some sections like accessory buildings have been deleted because they are covered under all buildings in this By-law. We have proposed to the By-law department to add some of the deleted sections not covered under other By-laws to the yard maintenance By-law. The other deleted sections were revised to reflect the current Ontario building Code or Fire Code. All sections related to Fire safety was revised to reflect the comments by the Fire department.

Revisions to the administration part of the By-law were also completed, mainly to the honorarium fee of 50\$ was changed to 100\$ and the appeal processing fee was changed from 75\$ to 300\$. We also increased the Certificate of compliance fee from 25\$ to 80\$. As for the financial analysis, there would be less cost on the Building department for training purposes since the Officers are certified Building Officials and continue training relating to this as part of their profession within their duties as Building Inspectors.

In our reviewing process, we have consulted different Municipal Property Standards By-law from the Municipality of Russell, City of Ottawa and the Association of Property Standard Officers. They are all similar in the fact that the main purpose is the maintenance and safety of buildings and varies depending on all other municipal By-laws that enforce the above references. All other Municipalities in Prescott Russell have the By-law department enforce the Property Standard By-law.

In conclusion, the new By-law reflects current regulations and eliminates repeating or conflicting By-law sections found in other city regulations. The revised By-law also better equips the Department with clear authority regarding the application and interpretation of this By-law.

5) **CONSULTATION:**

N/A

6) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

The new proposed Property Standard By-law was circulated to The Clerk, the Director of Infrastructure and Planning, the Fire Chief, the Fire Prevention Officer, the Manager of By-law and the Manager of Planning. All of them approved the proposed version with minor comments from the Fire department on fire damaged buildings and the smoke alarm section. These sections were modified to their satisfaction.

7) **FINANCIAL IMPACT (expenses/material/etc.) :**

A review of the financial impact will be analysed this year and added to the next building budget to cover for the extra inspections, enforcement and occasional training for Building Inspector who now perform the duties of the Property Standard's Officers.

8) **LEGAL IMPLICATIONS :**

The new Property Standard By-law is being revised to reflect the current regulations and existing municipal By-laws to ensure owners maintain their buildings to the minimum standard. This minimum standard will help ensures the health and safety for the residents of the City of Clarence-Rockland.

9) **RISK MANAGEMENT:**

N/A

10) **STRATEGIC IMPLICATIONS:**

N/A

11) **SUPPORTING DOCUMENTS:**

Attachment 1: Original By-law No. 1999-32.doc

Attachment 2: Property Standard By-law highlighted version.doc

Attachment 3: Property Standard Bylaw final 2019.doc

THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NUMBER 1999-32

BEING A BY-LAW TO PROVIDE STANDARDS FOR THE MAINTENANCE AND OCCUPANCY OF PROPERTY IN THE CITY OF CLARENCE-ROCKLAND.

WHEREAS Section 15.1(3) of the Building Code Act, S.O. 1992, c.23 and amendments thereto, provides that a Council of a municipality may pass By-laws to:

- (1) Prescribe standards for the maintenance and occupancy of property within the municipality or within any defined area or areas and for prohibiting the occupancy or use of such property that does not conform with the standards; and
- (2) Require property that does not conform with the standards to be repaired and maintained to conform with the standards of the site to be cleared of all buildings, structures, debris or refuse and left in a graded and level condition; and

WHEREAS there are in effect in the City of Clarence-Rockland Official Plans which include provisions relating to property conditions; now

THEREFORE the Municipal Council of the Corporation of the City of Clarence-Rockland hereby enacts as follows.

SECTION 1 GENERAL

1.1 SHORT TITLE

This By-law may be cited as the "Property Standards By-law" of The City of Clarence-Rockland.

SECTION 2 DEFINITIONS

- 2.1 "Accessory Building"** means a detached building or structure, not used for human habitation, that is subordinate to the primary use of the same property.
- 2.2 "Apartment Building"** means a building containing more than four dwelling units with individual access from an internal corridor system.
- 2.3 "Approved"** means acceptance by the Property Standards Officer.

- 2.4 **"Basement"** means that space of a building that is partly below grade, which has half or more of its height, measured from floor to ceiling above the average exterior finished grade.
- 2.5 **"Cellar"** means that space of a building that is partly or entirely below grade, which has more than half of its height, measured from floor to ceiling below the average exterior finished grade.
- 2.6 **"Committee"** shall mean the Property Standards Committee as established under this by-law.
- 2.7 **"Corporation"** shall mean the Corporation of the City of Clarence-Rockland.
- 2.8 **"Dwelling"** shall mean a building or structure or part of a building or structure used or intended to be used as a domicile by one or more persons usually containing cooking, eating, living, sleeping and sanitary facilities and includes the land and premises appurtenant thereto and all outbuildings, fences or erections thereon or therein.
- 2.9 **"Dwelling Unit"** means a room or a suite operated as a house-keeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions usually including cooking, eating, sleeping and sanitary facilities.
- 2.10 **"First Storey"** means that part of a building having a floor area closest to grade with a ceiling height of more than 1.8 metres (6 ft.) above grade.
- 2.11 **"Guard"** means a protective barrier installed around openings in floor areas or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through it.
- 2.12 **"Habitable Room"** means any room in a dwelling unit used for or capable of being used for living, cooking, sleeping or eating purposes.
- 2.13 **"Land leased community"** means a community where buildings or portions of land is individually leased for living accommodation, but does not include mobile parks.
- 2.14 **"Maintenance"** shall mean the preservation and keeping in repair of a property.
- 2.15 **"Means of Egress"** means a continuous, unobstructed path of travel provided by a doorway, hallway, corridor, exterior passage way, balcony, lobby, stair, ramp or other exit facility used for the escape of persons from any point within a building, a floor area, a room or a contained open space to a public thoroughfare usually located outside the building.
- 2.16 **"Multiple Dwelling"** means a building containing three or more dwelling units.

- 2.17 "Non-Habitable Room"** means any room in a dwelling or dwelling unit other than a habitable room and includes a bathroom, a toilet room, laundry, pantry, lobby, corridor, stairway, closet, boiler room or other space for service and maintenance of the dwelling for public use and for access to and vertical travel between storeys and basement or part thereof which does not comply with the standards of fitness for occupancy set out in this by-law.
- 2.18 "Non-Residential Property"** means a building or structure or part of a building or structure not occupied in whole or in part for the purpose of human habitation, and includes the lands and premises appurtenant and all of the outbuildings, fences or erections thereon or therein.
- 2.19 "Occupant"** shall mean any person or persons in possession of the property.
- 2.20 "Officer"** shall mean a Property Standards Officer who has been assigned by Council with the responsibility of administering and enforcing this by-law.
- 2.21 "Owner"** as defined in the Ontario Building Code Act, as amended.
- 2.22 "Person"** shall mean an individual, firm, corporation, association or partnership.
- 2.23 "Property"** shall mean a building or structure or part of a building or structure, and includes the lands and premises appurtenant thereto and all mobile buildings, mobile structures, outbuildings, fences and erections thereon whether heretofore on hereafter erected and includes vacant property.
- 2.24 "Repair"** shall mean the provision of such facilities and the making of additions or alterations or the taking of such actions as may be required so that the property shall conform to the standards established in the by-law. All repairs shall be made in conformity to the Ontario Building Code Act, the Ontario Water Resources Act, the Plumbing Regulations, the Regulations of Hydro Electric Power Commission of Ontario and Regulations made under the Public Health Act of Ontario.
- 2.25 "Residential Property"** means any property that is used or designed for use as a domestic establishment in which one or more persons usually sleep and prepare and serve meals and includes any lands or buildings that are appurtenant to such establishment and all stairways, walkways, driveways, parking spaces and fences associated with the dwelling or its yard.
- 2.26 "Rubble"** shall mean broken concrete, brick, broken asphalt, patio or sidewalk slabs
- 2.27 "Sewage"** shall mean any liquid waste containing animal, vegetable or mineral matter in suspension or solution but does not include roof water or other storm runoff.

- 2.28** "Standards" shall mean the standards of physical conditions and occupancy set out in the by-law.
- 2.29** "Toilet Room" shall mean a room containing a water closet and a wash basin.
- 2.30** "Vehicle" shall mean a motor vehicle, trailer, boat, motorized snow vehicle, mechanical equipment and any vehicle drawn, propelled or driven by any kind of power.
- 2.31** "Yard" shall mean land other than publicly owned land, around and appurtenant to any property or any part of a building or structure and used or intended to be used or capable of being used in connection with said property and includes vacant land.

SECTION 3 MAINTENANCE OF ACCESSORY BUILDINGS AND YARDS

3.1 ACCESSORY BUILDING

- 3.1.1** Every accessory buildings shall be kept in good repair and free from health, fire and accident hazards.
- 3.1.2** An accessory building or structure used or capable of being used as an out-house or outdoor pit privy is prohibited and shall be removed from any property unless used on a temporary basis and in conjunction with :
- (a) a construction site, or
 - (b) a public event.

3.2 DRAINAGE

- 3.2.1** Storm water shall be drained from the yard so as to prevent recurrent ponding or the entrance of water into a basement or cellar.
- 3.2.2** All owners or occupants shall prevent the erosion of the soil in the yard.
- 3.2.3** No roof drainage shall be discharged on sidewalks, stairs or neighbouring property.

3.2.4 No surface or ground water shall be discharged on neighbouring property

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3.3 FENCES

Fences, barriers and retaining walls shall be kept in good repair and free from accident hazards.

3.4 GARBAGE DISPOSAL

3.4.1 Sufficient receptacles shall be provided to contain all garbage, rubbish, ashes and waste. The receptacles shall be made of metal or plastic, made of watertight construction, be provided with a tight fitting cover and be maintained in a clean state.

3.4.2 Every property shall be kept free of refuse or litter.

3.4.3 Every non-residential building shall provide sufficient receptacles to contain all refuse and litter as may be left by customers or other members of the public.

3.4.4 The occupant of a residential property may provide for a compost heap in accordance with the health regulations and by-laws of the corporation.

3.5 LANDSCAPING

3.5.1 Suitable ground cover shall be provided to prevent erosion of the soil. Where grass forms a part of the ground cover, and such grass has been killed, such dead areas shall be re-sodded or seeded as often as required so as to restore the grass to living condition.

3.5.2 Areas within the yard not covered by buildings or structures, sidewalks, driveways and parking areas shall be maintained to a standard at least compatible with the abutting and adjoining properties.

3.6 SAFE PASSAGE

3.6.1 Steps, walks, driveways parking spaces and similar uses of a yard shall be maintained so as to afford safe passage under normal use and weather conditions.

- 3.6.2** All areas used for vehicular traffic and parking shall have a surface covering of asphalt, concrete or compacted stone or gravel and shall be kept in good repair free of dirt and litter.

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3.7 SEWAGE

Sewage of any kind shall not be discharged onto the surface of the ground, whether into a natural or artificial surface drainage system or otherwise. This section does not apply to applications of sewage under normal farming practices.

- 3.7.1** All signs permitted under by-laws of the Corporation shall be maintained in a good state of repair.
- 3.7.2** Signs which are damaged or broken or which are excessively weathered or faded or upon which the finish is worn, peeled or cracked, shall, with their fastenings and supporting members, be removed or refinished and put in a good state of repair.

3.8 YARDS

- 3.8.1** All yards shall be kept clean and free from rubbish, rubble or other debris and from objects or conditions that might create a health, fire or accident hazard, or an unsightly condition out of character with the surrounding environment.
- 3.8.2** Wrecked, dismantled, inoperative or unused vehicles or machinery or any part thereof or unlicensed vehicles where the said vehicle would require a licence under the Highway Traffic Act, shall not be parked, stored or left in any yard except in an establishment licenced or authorized to conduct and operate such a business, and then only in an arrangement such as to prevent an unsafe condition or an unsightly condition. This shall not prevent the occupant of any premises from repairing a vehicle for his own use but not for commercial purposes, while such repair is actively carried on.
- 3.8.3** All yards shall be kept free of weeds, and heavy undergrowth shall be eliminated.
- 3.8.4** Lawns shall be kept trimmed neatly and shall not be overgrown or unsightly.
- 3.8.5** Dilapidated or collapsed structures or partially constructed structures which are not currently under construction or erection and any unprotected well or unsafe condition or unsightly condition, shall be remedied or removed from yard.

3.8.6 Water in a swimming pool shall be kept and maintained in a condition which is not a health or safety hazard, or is malodorous, or is a breeding place for insects.

3.8.7 All yard shall be kept clean and free from any dead, decayed or damaged tree and branches or limbs thereof which create an unsafe or unsightly condition.

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3.8.8 Any excavated hole in any yard shall be filled up unless enclosed by a temporary barrier at least 122 centimetres (48 inches) in height in such a manner as to prevent an unsafe condition.

3.8.9 Where a dwelling unit or accessory building has a solid fuel burning device, the storage in a yard of fire wood shall:

- (a) not be permitted in any front yard;
- (b) be arranged in one area, neatly piled;
- (c) not exceed a quantity which is placed in an area no greater than 16 feet in length, 8 feet in width and 4 feet in height.
- (d) be at least (1) one metre from the property line.

3.8.10 A boat which exceeds an overall length of 18 feet shall not be stored or placed in any front yard;

3.8.11 A boat or boat and trailer combination which exceeds an overall height of 11½ feet as measured from the ground to the highest point of the boat shall not be stored or placed in any yard within fifteen (15) feet from the property line;

3.8.12 The provision of section 3.9.11 of this By-law shall not apply where the yard or land abuts a navigable body of water.

3.8.13 Bulk storage tank shall not be stored in any front yard and shall conform with the Ontario Gasoline Handling Act as amended.

3.8.14 Furnaces, water and fuel tanks, household furniture, refrigerators, freezers, stoves or similar appliances whether operable or inoperable or any part thereof shall not be stored or left in any yard except in an establishment licenced or authorized to conduct and operate such a business, and then only in an arrangement such as to prevent an unsafe condition or an unsightly condition.

3.9 AIR CONDITIONERS

All air conditioners shall be maintained in a safe mechanical and electrical condition and shall not adversely affect areas beyond the limits of the property by reason of noise or condensation drainage.

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3.10 BURNT MATERIAL & DEMOLISHED MATERIAL

- 3.10.1** In the event of fire or explosion, damaged or partially burnt material, demolished material shall be forthwith removed from the premises, except that such material may be temporarily stored for a maximum period of thirty (30) days within the barricaded fire damaged building or unit.
- 3.10.2** Any foundation left after a fire, explosion or the demolition of a structure shall be filled up within thirty (30) days, in such a manner as to prevent an accident hazard.
- 3.10.3** For the purpose of any lawful investigation conducted by a recognised agency, section 3.11 of this by-law does not apply until the conclusion of the investigation.

SECTION 4 RESIDENTIAL STANDARDS FOR RENTAL UNITS

- 4.1** Sections 4.3 to 4.20 apply to any residential property or dwelling occupied by persons other than the property owner for which compensation is paid to the property owner or his or her agent. The other sections of this by-law also apply to rental residential property as described in Section 4.1.
- 4.2** Investigation of infractions of standards set in Sections 4.3 to 4.20 of this by-law shall be initiated upon receipt of a written complaint from one of the parties involved or another government agency or without any complaint received.

4.3 GENERAL CONDITIONS

- 4.3.1** Every tenant or occupant or lessee of a residential property shall maintain the property or part thereof and the land which they occupy or control, in a clean, sanitary and safe condition and shall dispose of garbage and debris on a regular basis, in

accordance with municipal by-laws.

- 4.3.2** Every tenant or occupant or lessee of a residential property shall maintain every floor, wall, ceiling and fixture under their control, including corridors, entrances, laundry rooms, utility rooms and other common areas, in a clean, sanitary and safe condition.
- 4.3.3** Accumulations or storage of garbage, refuse, appliances or furniture in means of egress shall not be permitted.

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4.4 PEST PREVENTION

- 4.4.1** Dwellings shall be kept free of rodents, vermin and insects at all times. Methods used for exterminating such pests shall be in accordance with the provisions of the Pesticides Act.
- 4.4.2** Openings, including windows, that might permit the entry of rodents, insects, vermin or other pests shall be appropriately screened or sealed.

4.5 FOUNDATIONS

Foundation walls of a dwelling shall be maintained so as to prevent the entrance of insects, rodents and moisture. Maintenance includes the shoring of the walls to prevent settling, installing sub soil drains, when necessary, at the footings, grouting masonry cracks, damp proofing and waterproofing walls, joints and floors.

4.6 WINDOWS AND DOORS

- 4.6.1** Windows, doors, skylights and basement or cellar hatchways shall be maintained in good repair, weather tight and draught-free, to prevent heat loss and infiltration by the elements. Maintenance includes painting, replacing damaged doors, frames and other components, window frames, sashes and casings, replacement of non-serviceable hardware and reglazing where necessary. Where screening is provided on windows and doors it shall also be maintained in good repair.
- 4.6.2** In a rental dwelling unit, all windows that are intended to be opened and all exterior doors shall have suitable hardware so as to allow locking or otherwise securing from inside the dwelling unit. At least, one entrance door to a dwelling unit shall have suitable hardware so as to permit locking or securing from either inside or outside the dwelling unit.

4.6.3 Solid core doors shall be provided for all entrances to dwellings and dwelling units.

4.6.4 In residential buildings where there is a voice communication unit working in conjunction with a security locking and release system controlling a particular entrance door and installed between individual dwelling units and a secured entrance area, the said system shall be maintained in good working order at all times.

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4.6.5 Every window in a leased or rented dwelling unit that is located above the first storey of a multiple dwelling shall be equipped with an approved safety device that would prevent any part of the window from opening greater than would permit the passage of a 100 mm diameter (3.9 inches) sphere. Such safety device shall not prevent the window from being fully opened during an emergency situation by an adult without the use of tools.

4.7 WALLS, CEILINGS AND FLOORS

4.7.1 Every wall, ceiling and floor in a dwelling shall be maintained so as to provide a continuous surface free of holes, cracks, loose coverings or other defects. Walls surrounding showers and bathtubs shall be impervious to water.

4.7.2 Every floor in a dwelling shall be reasonably smooth and level and maintained so as to be free of all loose, warped, protruding, broken or rotted boards or other material that might cause an accident or allow the entrance of rodents and other vermin or insects.

4.7.3 Every floor in a bathroom, toilet room, kitchen, shower room, laundry room and kitchen shall be maintained so as to be impervious to water and readily cleaned.

4.8 GUARDS

4.8.1 Guards shall be installed and maintained wherever,

- (a) there is a vertical drop of more than 600 millimetres (including along the open sides of stairs, ramps, balconies, mezzanines and landings; and
- (b) they would be required for a newly constructed or renovated area under the Ontario Building Code made under the Building Code Act, 1992.

4.8.2 A guard required by Subsection 4.8.1 shall provide reasonable protection from

accidental falls for any person on the premises.

4.9 KITCHENS

Every dwelling shall contain a kitchen area equipped with:

- (a) a sink that is served with hot and cold running water and is surrounded by surfaces impervious to grease and water;

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- (b) suitable storage area of not less than 0.23 cubic metres (8 cubic feet);
- (c) a counter or work area at least 0.61 m (2 ft.) in width by 1.22 m (4 ft.) in length, exclusive of the sink, and covered with a material that is impervious to moisture and grease and is easily cleanable; and
- (d) a space provided for cooking and refrigeration appliances including the suitable electrical or gas connections.

4.10 TOILET AND BATHROOM FACILITIES

4.10.1 Every dwelling unit shall contain a bathroom consisting of at least one fully operational water closet, wash basin and a bathtub or suitable shower unit. Every wash basin and bathtub or shower shall have an adequate supply of hot and cold running water. Every water closet shall have a suitable supply of running water.

4.10.2 Every required bathroom or toilet room shall be accessible from within the dwelling unit and shall be fully enclosed and provided with a door capable of being locked so as to allow privacy for the persons using said room.

4.10.3 Where toilet or bathroom facilities are shared by occupants or residential accommodation other than self-contained dwelling units, an appropriate entrance shall be provided from a common passageway, hallway, corridor or other common space to the room or rooms containing the said facilities.

4.11 PLUMBING

4.11.1 Each wash basin, bathtub or shower and kitchen sink shall be equipped with an adequate supply of hot and cold running water. Hot water shall be supplied at a temperature of not less than 43 degrees Celsius (110°F).

4.11.2 Every dwelling unit shall be provided with an adequate supply of potable running water from the water treatment plant of the Corporation or another source of potable water approved by the Medical Officer of Health.

4.11.3 All plumbing, including drains, water supply pipes, water closets and other plumbing fixtures shall be maintained in good working condition free of leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing.

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4.11.4 All plumbing fixtures shall be connected to the sewage system through water seal traps.

4.11.5 Every fixture shall be of such materials, construction and design as will ensure that the exposed surface of all parts are hard, smooth, impervious to hot and cold water, readily accessible for cleansing and free from blemishes, cracks, stains or other defect that may harbour germs or impede thorough cleansing.

4.12 ELECTRICAL SERVICE

4.12.1 Every dwelling and dwelling unit shall be wired for electricity and shall be connected to an approved electrical supply system as required under the Electrical Safety Code of Ontario.

4.12.2 The electrical wiring, fixtures, switches, receptacles and appliances located or used in dwellings, dwelling units and accessory buildings shall be installed and maintained in good working order to as not to cause fire or electrical shock hazards. All electrical services shall conform to the regulations established by the Power Corporations Act, as amended.

4.12.3 Every habitable room in a dwelling shall have at least one electrical duplex outlet for each 11.1 square metre (120 sq. ft.) of floor space, and for each additional 9.3 square metres (100 sq. ft.) of floor area a second duplex outlet shall be provided. Extension cords shall not be used on a permanent basis.

4.12.4 Every bathroom, toilet room, kitchen, laundry room, furnace room, basement cellar and non-habitable work or storage room shall be provided with a permanent light fixture.

- 4.12.5** Lighting fixtures and appliances installed throughout a residential building, including dwelling units, stairways, hallway corridors, passage ways, garages and basements, shall provide sufficient illumination so as to avoid health or accident hazards in normal use.
- 4.12.6** This section does not apply to a residential complex that has never been connected to an electrical power system.

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4.13 HEATING, HEATING SYSTEMS, CHIMNEYS AND VENTS

- 4.13.1** Every dwelling and building containing a residential dwelling unit shall be provided with suitable heating facilities capable of maintaining an indoor ambient temperature of 21 degrees Celsius (70°F) in the occupied dwelling units. The heating system shall be maintained in good working condition so as to be capable of safely heat the individual dwelling units to the required standard.
- 4.13.2** All fuel burning appliances, equipment and accessories in a dwelling shall be installed and maintained to the standards provided by the Energy Act, as amended and, or other applicable legislation.
- 4.13.3** Where a heating system or part thereof requires solid or liquid fuel to operate a place or receptacle for such fuel, it shall be provided and maintained in a safe condition and in a convenient location so as to be free from fire or accident hazard.
- 4.13.4** Every dwelling shall be constructed or otherwise separated to prevent the passage of smoke, fumes and gases from that part of the dwelling which is not used, designed or intended to be used for human habitation into other parts of the dwelling used for habitation. Such separations shall conform to the Ontario Building Code.
- 4.13.5** All fuel burning appliances, equipment and accessories in a dwelling shall be properly vented to the outside air by means of a smoke-pipe, vent pipe, chimney flue or other approved method.
- 4.13.6** Every chimney, smoke-pipe, flue and vent shall be installed and maintained in good repair so as to prevent the escape of smoke, fumes or gases from entering a dwelling unit. Maintenance includes the removal of all obstructions, sealing open joints and the repair of loose or broken masonry units.

4.13.7 Every chimney, smoke-pipe, flue and vent shall be installed and maintained in good condition so as to prevent the heating of adjacent combustible material or structural members to unsafe temperatures.

4.14 FIRE ESCAPES, ALARMS AND DETECTORS

4.14.1 A listed fire alarm and a fire detection system, approved by the Canadian Standards Association or Underwriters Laboratories of Canada, shall be provided by the owners of buildings of residential occupancies where sleeping accommodations are provided for more than ten persons, except that such systems need not be provided where a public corridor or exit serves not more than four dwelling units or individual leased sleeping rooms.

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4.14.2 In addition to the provisions of article 4.14.1 hereof, in every dwelling unit in a building, a listed smoke alarm, approved by the Canadian Standards Association or Underwriters Laboratories of Canada or detectors of the single station alarm type, audible within bedrooms when intervening doors are closed, shall be installed by the occupant between bedrooms or the sleeping area and the remainder of the dwelling unit, such as in a hallway or corridor serving such bedrooms or sleeping area. The products of combustion detector referred to shall;

- (a) be equipped with visual or audio indication that they are in operating condition;
- (b) be mounted on the ceiling or on the wall between 152.4 and 304.8 mm (6 to 12 inches) below the ceiling.

4.14.3 Buildings using a fire escape as secondary means of egress shall have the escape in good condition, free from obstructions and easily reached through an open able window or door.

4.15 EGRESS

4.15.1 Every dwelling and each dwelling unit contained therein shall have a safe, continuous and unobstructed passage from the interior of the dwelling and the dwelling unit to the outside at street or grade level.

4.15.2 Each dwelling containing more than one dwelling unit shall have a least two exists,

both of which may be common or the one of which may be common and the other may be an exterior stair or fire escape. Access to the stairs or fire escape shall be from corridors through doors at floor level, except access from a dwelling unit may be through a vertically mounted casement window having an unobstructed opening of not less than 1.067 by 0.558 metres, (42 x 22 inches) with a sill height of not more than 0.914 metres (36 inches), above the inside floor. A single exit is permitted from a dwelling unit where the means of egress is through an exterior door located at or near ground level and access to such exit is not through a room not under the immediate control of the occupants of the dwelling unit.

4.16 NATURAL LIGHT

Every habitable room except a kitchen, bathroom or toilet room shall have a window or windows, skylights or translucent panels facing directly or indirectly to an outside space and admits as much natural light equal to not less than ten percent of the floor area for living and dining rooms and five percent of the floor area for bedrooms and other finished rooms.

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4.17 VENTILATION

4.17.1 Every habitable room in a dwelling unit, including kitchens, bathrooms or toilet rooms, shall have openings for ventilation providing an unobstructed free flow of air of at least 0.28 square metres (3 sq. ft.) or an approved system of mechanical ventilation such that provide hourly air exchanges.

4.17.2 All systems of mechanical ventilation shall be maintained in good working order.

4.17.3 All enclosed areas including basements, cellars, crawl spaces and attics or roof spaces shall be adequately ventilated.

4.18 ELEVATING DEVICES

Elevators and other elevating devices including all mechanical and electrical equipment, lighting fixtures, lamps, control buttons, floor indicators, ventilation fans and emergency communication systems shall be operational and maintained in good condition.

4.19 OCCUPANCY STANDARDS

4.19.1 The number of occupants residing on a permanent basis in an individual dwelling unit, shall not exceed one person for every nine square metres of habitable floor area. For the purpose of computing habitable floor area, any area with the minimum ceiling height less than 2.1 metres shall not be considered as habitable.

4.19.2 No room shall be used for sleeping purposes unless it has a minimum width of two metres and a floor area of at least seven square metres. A room used for sleeping purposes by two or more persons shall have a floor area of at least four square metres per person.

4.19.3 Any basement or portion thereof used as a dwelling unit shall conform to the following requirements:

- (a) each habitable room shall comply with all the requirements set out in this by-law;
- (b) floor and walls shall be constructed so as to be damp proof and impervious to water leakage;
- (c) each habitable room shall be separated from service rooms by a suitable fire separation and approved under the Ontario Building Code;

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- (d) access to each habitable room shall be gained without passage through a service room.

SECTION 5 MOBILE HOME PARKS AND LAND LEASE COMMUNITIES

5.1 Sections 5.3 to 5.8 apply to mobile home parks and land lease communities.

5.2 The other sections of this by-law also apply to mobile home parks and land lease communities.

5.3 WATER

A supply of potable water and water pressure that are sufficient for normal household use shall be available for each rental unit in a mobile home park or land lease community.

5.4 PRIVATE ROADS

5.4.1 Private roads within a mobile home park or land lease community shall be;

- (a) kept free of holes and cleared of snow and obstructions;

- (b) maintained to control dust; and
- (c) kept passable for pedestrians and vehicular traffic.

5.4.2 Excavations made for repairs shall be filled in and the ground returned to its previous condition.

5.5 Mailboxes and the approaches to them shall be kept free of snow and other obstructions.

5.6 Where the distance between mobile homes is three metres or more, that distance shall not be reduced to less than three metres through the addition of a deck, ramp or by any other means, unless a lesser distance provides an adequate degree of fire safety.

5.7 SEWAGE

Sewage holding tanks in a mobile home park or land lease community shall be emptied whenever necessary.

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5.8 ELECTRICAL

Electrical supply and connections in a mobile home park or land lease community supplied by the landlord shall be maintained free of conditions dangerous to persons or property.

SECTION 6 RESIDENTIAL STANDARDS

6.1 Sections 6.2 to 6.5 apply to all residential property.

6.2 ROOFS

6.2.1 Roofs of dwellings and their components shall be maintained in a weather tight condition, free from loose or unsecured objects or materials.

6.2.2 The roofs of dwellings and accessory buildings shall be kept clear of accumulations of ice or snow or both.

6.2.3 Where eaves trough and or, roof gutters are provided, it shall be kept in good repair,

free from obstructions and properly secured to the building.

6.3 STAIRS, PORCHES AND BALCONIES

Inside and outside stairs, porches, balconies and landings shall be maintained so as to be free of holes, cracks and other defects which may constitute accident hazards. Existing stair treads or risers that show excessive wear or are broken, warped or loose and any supporting structural members that are rotted or deteriorated shall be repaired or replaced.

6.4 STRUCTURAL SOUNDNESS

6.4.1 Every part of a dwelling shall be maintained in a structurally sound condition so as to be capable of safely sustaining its own weight load and any additional load to which it may be subjected through normal use, having a level of safety to that as required by the Ontario Building Code.

6.4.2 Walls, roofs and other exterior parts of a building shall be free from loose or improperly secured objects or materials.

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6.5 EXTERIOR WALLS

6.5.1 Exterior walls of a dwelling and their components, including soffits and fascia, shall be maintained in good repair free from cracked, broken or loose masonry units, stucco and other defective cladding or trim. Paint or some other suitable preservative or coating must be applied and maintained so as to prevent deterioration due to weather conditions, insects or other damage.

6.5.2 Exterior walls of a dwelling and their components shall be free of unauthorized signs, painted slogans, graffiti and similar defacements.

SECTION 7 VACANT BUILDINGS AND LANDS

7.1 Vacant buildings shall be kept cleared of all garbage, rubbish and debris and shall have all water, electrical and gas services turned off except for those services that are required for the security and maintenance of the property.

7.2 The owner of a vacant building shall board up the building to the satisfaction of the Property Standards Officer by covering all openings through which entry may be obtained with at least

12.7 mm (0.5 inch) weatherproof sheet plywood painted a colour compatible with the surrounding walls and securely fastened.

7.3 Vacant land shall be maintained to the standards as described in Section 3 Article 3.9, of this By-law.

7.4 Vacant land shall be graded, filled or otherwise drained so as to prevent recurrent ponding of water.

SECTION 8 NON-RESIDENTIAL PROPERTY STANDARDS

8.1 YARDS

The warehousing or storage of material or operative equipment that is required for the continuing operation of the industrial or commercial aspect of the property shall be maintained in a neat and orderly fashion so as not to create a fire or accident hazard or any unsightly condition and shall provide unobstructed access for emergency vehicles. Where conditions are such that a neat and orderly fashion is achieved but is still offensive to view, the offensive area shall be suitably enclosed by a solid wall or a painted board or metal fence not less than 1.8 metres (6 ft.) in height and maintained in good repair.

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8.2 PARKING AREAS AND DRIVEWAYS

8.2.1 All areas used for vehicular traffic and parking shall have a surface covering of asphalt, concrete or compacted stone or gravel and shall be kept in good repair free of dirt and litter.

8.2.2 All areas used for vehicular traffic, parking spaces and other similar areas shall be maintained so as to afford safe passage under normal use and weather conditions.

8.3 STRUCTURAL SOUNDNESS

8.3.1 Every part of a building structure shall be maintained in a sound condition so as to be capable of safely sustaining its own weight load and any additional load to which it may be subjected through normal use, having a level of safety required by the Ontario Building Code. Structural members or materials that have been damaged or indicate evidence of deterioration shall be repaired or replaced.

8.3.2 Walls, roofs and other exterior parts of a building or structure shall be free from loose or improperly secured objects or materials.

8.4 EXTERIOR WALLS

8.4.1 Exterior walls of a building or a structure and their components, including soffits, fascia, window and doors, shall be maintained in good repair free from cracked, broken or loose masonry units, stucco and other defective cladding or trim. Paint or some other suitable preservative or coating must be applied and maintained so as to prevent deterioration due to weather conditions, insects or other damage.

8.4.2 Exterior walls of a building or a structure and their components, shall be free of inappropriate signs, painted slogans, graffiti and similar defacements.

8.5 GUARDS

8.5.1 Guards shall be installed and maintained wherever;

- (a) there is a vertical drop of more than 600 millimetres (including along the open sides of stairs, ramps, balconies, mezzanines and landings; and
- (b) they would be required for a newly constructed or renovated area under the Ontario Building Code made under the Ontario Building Code Act, 1992.

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8.5.2 A guard required by Subsection 8.5.1 shall provide reasonable protection from accidental falls for any person on the premises.

8.6 LIGHTING

All non-residential establishments shall install and maintain sufficient windows, skylights and lighting fixtures necessary for the safety of all persons attending the premises or as may be required by the Occupational Health and Safety Act for industrial and commercial properties. However, lighting shall not be positioned so as to cause any impairment of use or enjoyment of neighbouring properties.

SECTION 9 ADMINISTRATION

9.1 APPLICATION OF BY-LAW

- 9.1.1** This by-law shall apply to all property within the boundaries of the Corporation of the City of Clarence-Rockland.
- 9.1.2** Where a provision of this by-law conflicts with a provision of another by-law in force in the municipality, the provisions that establish the higher standards to protect the health, safety and welfare of the general public, shall prevail.
- 9.1.3** If any section, clause or provision of this by-law is for any reason held by a court of competent jurisdiction to be invalid, the validity of the remaining sections shall continue to be in effect until repealed.

9.2 PROPERTY STANDARDS OFFICER AND PROPERTY STANDARDS COMMITTEE

- 9.2.1** The Council of the municipality shall appoint a Property Standards Officer(s) to be responsible for the administration and enforcement of this By-law.
- 9.2.2** Council shall appoint at large, by resolution or by By-law of Council no fewer than three (3) persons of the municipality to the Property Standards Committee for the term of office concurrent with Council.

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- 9.2.3.** Each member of the Property Standards Committee, appointed by Council, shall be entitled to a honorarium of fifty dollars (\$50) per meeting for their attendance at the Committee meetings.
- 9.2.4.** Every person who initiates an appeal of an Order made under Section 15.2(2) of the Ontario Building Code Act, S.O. 1992, c23, shall submit a Notice of Appeal in the time frame and the manner as prescribed in section 15.3 (1) of the Act. All Notices of Appeal shall be accompanied by a non-refundable payment of seventy five dollars (\$75).

9.3 ISSUANCE OF CERTIFICATE OF COMPLIANCE

9.3.1 Following the inspection of a property, the Officer may, or on the request of the Owner, issue to the Owner a Certificate of Compliance if, in his opinion, the property is in compliance with the standards of this by-law.

9.3.2 If a Certificate of Compliance is issued at the request of the Owner, the Owner shall pay a fee of twenty-five dollars (\$25).

SECTION 10 COMPLIANCE

10.1 All owners or occupants of property shall comply with the standards prescribed in this by-law and any Property Standards Order as confirmed or modified.

10.2 All property within the municipality that does not conform with the standards contained in this by-law shall be repaired and maintained to conform with the standards of the site to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition.

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SECTION 11 AUTHORITY

11.1 That By-law 1981-16 (Town of Rockland) is hereby repealed.

11.2 This by-law shall come into force on the date it is passed by the Council of the Corporation of the City of Clarence-Rockland.

**READ A FIRST, SECOND AND DULY PASSED UPON THE THIRD READING, THIS
14 TH DAY OF SEPTEMBER 1999.**

(SIGNED) Jean Pierre Pierre

MAYOR

(SIGNED) Daniel Gatien

CLERK

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THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NUMBER 1999-32

BEING A BY-LAW TO PROVIDE STANDARDS FOR THE MAINTENANCE AND OCCUPANCY OF PROPERTY IN THE CITY OF CLARENCE-ROCKLAND.

WHEREAS Section 15.1(3) of the Building Code Act, S.O. 1992, c.23 and amendments thereto, provides that a Council of a municipality may pass By-laws to:

- (1) Prescribe standards for the maintenance and occupancy of property within the municipality or within any defined area or areas and for prohibiting the occupancy or use of such property that does not conform with the standards; and
- (2) Require property that does not conform with the standards to be repaired and maintained to conform with the standards or the site to be cleared of all buildings and structures, debris or refuse and left in a graded and level condition; and

WHEREAS there are in effect in the City of Clarence-Rockland Official Plans which include provisions relating to property conditions; now

THEREFORE the Municipal Council of the Corporation of the City of Clarence-Rockland hereby enacts as follows.

SECTION 1 GENERAL

1.1 SHORT TITLE

This By-law may be cited as the "Property Standards By-law" of The City of Clarence-Rockland.

SECTION 2 DEFINITIONS

- 2.1 "Accessory Building"** means a detached building or structure, not used for human habitation that is subordinate to the primary use of the same property.
- 2.2 "Apartment Building"** means a building containing more than four dwelling units with individual access from an internal corridor system.
- 2.3 "Approved"** means acceptance by the Property Standards Officer.
- 2.4 "Basement"** means that space of a building that is partly below grade, which has half or

more of its height, measured from floor to ceiling above the average exterior finished grade.

- 2.5 **"Building"** as defined in the Ontario Building Code Act, as amended.
- 2.6 **"Cellar"** means that space of a building that is partly or entirely below grade, which has more than half of its height, measured from floor to ceiling below the average exterior finished grade.
- 2.7 **"Committee"** as defined in the Ontario Building Code Act, as amended.
- 2.8 **"Corporation"** shall mean the Corporation of the City of Clarence-Rockland.
- 2.9 **"Dwelling"** shall mean a building or structure or part of a building or structure used or intended to be used as a domicile by one or more persons usually containing cooking, eating, living, sleeping and sanitary facilities and includes the land and premises appurtenant thereto and all outbuildings, fences or erections thereon or therein.
- 2.10 **"Dwelling Unit"** means a room or a suite operated as a house-keeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions usually including cooking, eating, sleeping and sanitary facilities.
- 2.11 **"First Storey"** means that part of a building having a floor area closest to grade with a ceiling height of more than 1.8 metres (6 ft.) above grade.
- 2.12 **"Guard"** means a protective barrier installed around openings in floor areas or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through it.
- 2.13 **"Habitable Room"** means any room in a dwelling unit used for or capable of being used for living, cooking, sleeping or eating purposes.
- 2.14 **"Land leased community"** means a community where buildings or portions of land is individually leased for living accommodation, but does not include mobile parks.
- 2.15 **"Maintenance"** shall mean the preservation and keeping in repair of a property.
- 2.16 **"Means of Egress"** means a continuous, unobstructed path of travel provided by a doorway, hallway, corridor, exterior passage way, balcony, lobby, stair, ramp or other exit facility used for the escape of persons from any point within a building, a floor area, a room or a contained open space to a public thoroughfare usually located outside the building.
- 2.17 **"Multiple Dwelling"** means a building containing three or more dwelling units.
- 2.18 **"Non-Habitable Room"** means any room in a dwelling or dwelling unit other than a

habitable room and includes a bathroom, a toilet room, laundry, pantry, lobby, corridor, stairway, closet, boiler room or other space for service and maintenance of the dwelling for public use and for access to and vertical travel between storeys and basement or part thereof which does not comply with the standards of fitness for occupancy set out in this by-law.

- 2.19 "Non-Residential Property"** means a building or structure or part of a building or structure not occupied in whole or in part for the purpose of human habitation, and includes the lands and premises appurtenant and all of the outbuildings, fences or erections thereon or therein.
- 2.20 "Occupant"** as defined in the Ontario Building Code Act, as amended.
- 2.21 "Officer"** shall mean a Property Standards Officer who has been assigned by Council with the responsibility of administering and enforcing this by-law.
- 2.22 "Owner"** as defined in the Ontario Building Code Act, as amended.
- 2.23 "Person"** shall mean an individual, firm, corporation, association or partnership.
- 2.24 "Property"** shall mean a building or structure or part of a building or structure, and includes the lands and premises appurtenant thereto and all mobile buildings, mobile structures, outbuildings, fences and erections thereon whether heretofore or hereafter erected and includes vacant property.
- 2.25 "Repair"** as defined in the Ontario Building Code Act, as amended.
- 2.26 "Residential Property"** means any property that is used or designed for use as a domestic establishment in which one or more persons usually sleep and prepare and serve meals and includes any lands or buildings that are appurtenant to such establishment and all stairways, walkways, driveways, parking spaces and fences associated with the dwelling or its yard.
- 2.27 "Rubble"** shall mean broken concrete, brick, broken asphalt, patio or sidewalk slabs
- 2.28 "Sewage"** shall mean any liquid waste containing animal, vegetable or mineral matter in suspension or solution but does not include roof water or other storm runoff.
- 2.29 "Standards"** shall mean the standards of physical conditions and occupancy set out in the by-law.
- 2.30 "Toilet Room"** shall mean a room containing a water closet and a wash basin.
- 2.31 "Vehicle"** shall mean a motor vehicle, trailer, boat, motorized snow vehicle, mechanical equipment and any vehicle drawn, propelled or driven by any kind of power.
- 2.32 "Yard"** shall mean land other than publicly owned land, around and appurtenant to any property or any part of a building or structure and used or intended to be used or capable of

being used in connection with said property and includes vacant land.

AND YARDS

SECTION 3 STRUCTURAL SOUNDNESS AND MAINTENANCE ALL OF BUILDINGS

3.1.1 Every part of a building or structure appurtenant to a building shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any load to which it normally may be subject.

3.1.2 Materials or objects on the exterior of buildings which have been damaged or show evidence of decay or other deterioration shall be repaired or replaced.

3.1.3 Exterior walls and roof of a building and their components, including soffits and fascia, shall be maintained in good repair, weather tight condition, free from cracked, broken or loose materials, masonry units, stucco and other defective cladding or trim. Paint or some other suitable preservative or coating must be applied and maintained so as to prevent deterioration due to weather conditions, insects or other damage.

3.1.4 Inside and outside stairs, porches, balconies, landings and their guards/handrail shall be maintained so as to be free of holes, cracks and other defects which may constitute accident hazards. Existing stair treads or risers that show excessive wear or are broken, warped or loose and any supporting structural members that are rotted or deteriorated shall be repaired or replaced.

3.1.5 The foundations, walls, columns, beams, floors and roof of building shall be maintained in good repair.

3.1.6 Every building shall be:
(a) kept in good repair and free from health, fire and accident hazards;
(b) maintained in a safe condition which includes the removal or securing of loose or insecure parts of the building or appurtenant parts thereof and
(c) protected by weather-resistant materials.

3.1.7 Every building damaged by fire or other causes shall be:
(a) made secure to neighbours, persons and to other users of the property;
(b) boarded up by covering all opening through which entry may be with at least 12.7 mm (1/2") weatherproof sheet plywood securely fastened to the building;
(c) made secure in order to prevent damage to property and chattels and
(d) repaired or completely demolished as required by the Property Standards Officer.

3.1 ACCESSORY BUILDING

3.1.8 Every accessory buildings shall be kept in good repair and free from health, fire and

accident hazards.

3.1.9 An accessory building or structure used or capable of being used as an out-house or outdoor pit privy is prohibited and shall be removed from any property unless used on a temporary basis and in conjunction with :

- (a) a construction site, or
- (b) a public event.

3.2 DRAINAGE

3.2.1 Storm water shall be drained from the yard so as to prevent recurrent ponding or the entrance of water into a basement or cellar.

3.2.2 All owners or occupants shall prevent the erosion of the soil in the yard.

3.2.3 No roof drainage shall be discharged on sidewalks, stairs or neighbouring property.

3.2.4 No surface or ground water shall be discharged on neighbouring property

3.3 FENCES

Fences, barriers and retaining walls shall be kept in good repair and free from accident hazards.

3.4 GARBAGE DISPOSAL

3.4.1 Sufficient receptacles shall be provided to contain all garbage, rubbish, ashes and waste. The receptacles shall be made of metal or plastic, made of watertight construction, be provided with a tight fitting cover and be maintained in a clean state.

3.4.2 Every property shall be kept free of refuse or litter.

3.4.3 Every non-residential building shall provide sufficient receptacles to contain all refuse and litter as may be left by customers or other members of the public.

3.4.4 The occupant of a residential property may provide for a compost heap in accordance with the health regulations and by-laws of the corporation.

3.5 LANDSCAPING

3.5.1 Suitable ground cover shall be provided to prevent erosion of the soil. Where grass forms a part of the ground cover, and such grass has been killed, such dead areas shall be re-sodded or seeded as often as required so as to restore the grass to living condition.

3.5.2 Areas within the yard not covered by buildings or structures, sidewalks, driveways

and parking areas shall be maintained to a standard at least compatible with the abutting and adjoining properties.

3.6 SAFE PASSAGE

3.6.1 Steps, walks, driveways parking spaces and similar uses of a yard shall be maintained so as to afford safe passage under normal use and weather conditions.

3.6.2 All areas used for vehicular traffic and parking shall have a surface covering of asphalt, concrete or compacted stone or gravel and shall be kept in good repair free of dirt and litter.

3.7 SEWAGE

Sewage of any kind shall not be discharged onto the surface of the ground, whether into a natural or artificial surface drainage system or otherwise. This section does not apply to applications of sewage under normal farming practices.

3.7.1 All signs permitted under by-laws of the Corporation shall be maintained in a good state of repair.

3.7.2 Signs which are damaged or broken or which are excessively weathered or faded or upon which the finish is worn, peeled or cracked, shall, with their fastenings and supporting members, be removed or refinished and put in a good state of repair.

3.8 YARDS

3.8.1 All yards shall be kept clean and free from rubbish, rubble or other debris and from objects or conditions that might create a health, fire or accident hazard, or an unsightly condition out of character with the surrounding environment.

3.8.2 Wrecked, dismantled, inoperative or unused vehicles or machinery or any part thereof or unlicensed vehicles where the said vehicle would require a licence under the Highway Traffic Act, shall not be parked, stored or left in any yard except in an establishment licenced or authorized to conduct and operate such a business, and then only in an arrangement such as to prevent an unsafe condition or an unsightly condition. This shall not prevent the occupant of any premises from repairing a vehicle for his own use but not for commercial purposes, while such repair is actively carried on.

3.8.3 All yards shall be kept free of weeds, and heavy undergrowth shall be eliminated.

3.8.4 Lawns shall be kept trimmed neatly and shall not be overgrown or unsightly.

3.8.5 Dilapidated or collapsed structures or partially constructed structures which are

not currently under construction or erection and any unprotected well or unsafe condition or unsightly condition, shall be remedied or removed from yard.

3.8.6 Water in a swimming pool shall be kept and maintained in a condition which is not a health or safety hazard, or is malodorous, or is a breeding place for insects.

3.8.7 All yard shall be kept clean and free from any dead, decayed or damaged tree and branches or limbs thereof which create an unsafe or unsightly condition.

3.8.8 Any excavated hole in any yard shall be filled up unless enclosed by a temporary barrier at least 122 centimetres (48 inches) in height in such a manner as to prevent an unsafe condition.

3.8.9 Where a dwelling unit or accessory building has a solid fuel burning device, the storage in a yard of fire wood shall:

- (a) not be permitted in any front yard;
- (b) be arranged in one area, neatly piled;
- (c) not exceed a quantity which is placed in an area no greater than 16 feet in length, 8 feet in width and 4 feet in height.
- (d) be at least (1) one metre from the property line.
length, 8 feet in width and 4 feet in height.

3.8.10 A boat which exceeds an overall length of 18 feet shall not be stored or placed in any front yard;

3.8.11 A boat or boat and trailer combination which exceeds an overall height of 11½ feet as measured from the ground to the highest point of the boat shall not be stored or placed in any yard within fifteen (15) feet from the property line;

3.8.12 The provision of section 3.9.11 of this By-law shall not apply where the yard or land abuts a navigable body of water.

3.8.13 Bulk storage tank shall not be stored in any front yard and shall conform with the Ontario Gasoline Handling Act as amended.

3.8.14 Furnaces, water and fuel tanks, household furniture, refrigerators, freezers, stoves or similar appliances whether operable or inoperable or any part thereof shall not be stored or left in any yard except in an establishment licenced or authorized to conduct and operate such a business, and then only in an arrangement such as to prevent an unsafe condition or an unsightly condition.

3.9 AIR CONDITIONERS

All air conditioners shall be maintained in a safe mechanical and electrical condition and shall not adversely affect areas beyond the limits of the property by reason of noise or condensation drainage.

3.10 BURNT MATERIAL & DEMOLISHED MATERIAL

3.10.1 In the event of fire or explosion, damaged or partially burnt material, demolished material shall be forthwith removed from the premises, except that such material may be temporarily stored for a maximum period of thirty (30) days within the barricaded fire damaged building or unit.

3.10.2 Any foundation left after a fire, explosion or the demolition of a structure shall be filled up within thirty (30) days, in such a manner as to prevent an accident hazard.

3.10.3 For the purpose of any lawful investigation conducted by a recognised agency, section 3.11 of this by-law does not apply until the conclusion of the investigation.

SECTION 4 RESIDENTIAL STANDARDS FOR RENTAL UNITS

4.1 Sections 4 applies to any residential property or dwelling occupied by persons other than the property owner for which compensation is paid to the property owner or his or her agent. The other sections of this by-law also apply to rental residential buildings.

4.2 Investigation of infractions of standards set in Sections 4.3 to 4.19 of this by-law shall be initiated upon receipt of a written complaint from one of the parties involved or another government agency or without any complaint received. the person occupying said unit. Such written complaint shall be filled in such form as provided in schedule “B”.

4.3 GENERAL CONDITIONS

4.3.1 Every tenant or occupant or lessee of a residential property shall maintain the property or part thereof and the land which they occupy or control, in a clean, sanitary and safe condition. and shall dispose or garbage and debris on a regular basis, in accordance with municipal by-laws.

4.3.2 Every tenant or occupant or lessee of a residential property shall maintain every floor, wall, ceiling and fixture under their control, including corridors, entrances, laundry rooms, utility rooms and other common areas, in a clean, sanitary and safe condition.

4.3.3 Accumulations or storage of garbage, refuse, appliances or furniture in means of egress shall not be permitted.

4.4 PEST PREVENTION

- 4.4.1** Dwellings shall be kept free of rodents, vermin and insects at all times. Methods used for exterminating such pests shall be in accordance with the provisions of the Pesticides Act.
- 4.4.2** Openings, including windows, that might permit the entry of rodents, insects, vermin or other pests shall be appropriately screened or sealed.

4.5 FOUNDATIONS

Foundation walls of a dwelling shall be maintained so as to prevent the entrance of insects, rodents and moisture. Maintenance includes the shoring of the walls to prevent settling, installing sub soil drains, when necessary, at the footings, grouting masonry cracks, damp proofing and waterproofing walls, joints and floors.

4.6 WINDOWS AND DOORS

- 4.6.1** Windows, doors, skylights and basement or cellar hatchways shall be maintained in good repair, weather tight and draught-free, to prevent heat loss and infiltration by the elements. Maintenance includes painting, replacing damaged doors, frames and other components, window frames, sashes and casings, replacement of non-serviceable hardware and reglazing where necessary. Where screening is provided on windows and doors it shall also be maintained in good repair.
- 4.6.2** **In a rental dwelling unit**, all windows that are intended to be opened and all exterior doors shall have suitable hardware so as to allow locking or otherwise securing from inside the dwelling unit. At least, one entrance door to a dwelling unit shall have suitable hardware so as to permit locking or securing from either inside or outside the dwelling unit.
- 4.6.3** Solid core doors shall be provided for all entrances to dwellings and dwelling units.
- 4.6.4** In residential buildings where there is a voice communication unit working in conjunction with a security locking and release system controlling a particular entrance door and installed between individual dwelling units and a secured entrance area, the said system shall be maintained in good working order at all times.
- 4.6.5** Every window **in a leased or rented dwelling unit** that is located above the first storey of a multiple dwelling shall be equipped with an approved safety device that would prevent any part of the window from opening greater than would permit the passage of a 100 mm diameter (3.9 inches) sphere. Such safety device shall not prevent the window from being fully opened during an emergency situation by an adult without the use of tools.

4.7 WALLS, CEILINGS AND FLOORS

- 4.7.1** Every wall, ceiling and floor in a dwelling shall be maintained so as to provide a continuous surface free of holes, cracks, loose coverings or other defects. Walls surrounding showers and bathtubs shall be impervious to water.
- 4.7.2** Every floor in a dwelling shall be reasonably smooth and level and maintained so as to be free of all loose, warped, protruding, broken or rotted boards or other material that might cause an accident or allow the entrance of rodents and other vermin or insects.
- 4.7.3** Every floor in a bathroom, toilet room, kitchen, shower room, laundry room and kitchen shall be maintained so as to be impervious to water and readily cleaned.

4.8 GUARDS & HANDRAILS

- 4.8.1** Guards and handrails shall be installed and maintained wherever,

- (a) there is a vertical drop of more than 600 millimetres (including along the open sides of stairs, ramps, balconies, mezzanines and landings; and
- (b) they would be required for a newly constructed or renovated area under the Ontario Building Code made under the Building Code Act, 1992. Such guards shall be properly maintained and repaired.

- 4.8.2** A guard required by Subsection 4.8.1 shall provide reasonable protection from accidental falls for any person on the premises.

4.9 KITCHENS

Every dwelling shall contain a kitchen area equipped with:

- (a) a sink that is served with hot and cold running water and is surrounded by surfaces impervious to grease and water;
- (b) suitable storage area of not less than 0.23 cubic metres (8 cubic feet);
- (c) a counter or work area at least 0.61 m (2 ft.) in width by 1.22 m (4 ft.) in length, exclusive of the sink, and covered with a material that is impervious to moisture and grease and is easily cleanable; and
- (d) a space provided for cooking and refrigeration appliances including the suitable electrical or gas connections.

4.10 TOILET AND BATHROOM FACILITIES

4.10.1 Every dwelling unit shall contain a bathroom consisting of at least one fully operational water closet, wash basin and a bathtub or suitable shower unit. Every wash basin and bathtub or shower shall have an adequate supply of hot and cold running water. **Every water closet shall have a suitable supply of running water.**

4.10.2 Every required bathroom or toilet room shall be accessible from within the dwelling unit and shall be fully enclosed and provided with a door capable of being locked so as to allow privacy for the persons using said room.

4.10.3 Where toilet or bathroom facilities are shared by occupants or residential accommodation other than self-contained dwelling units, an appropriate entrance shall be provided from a common passageway, hallway, corridor or other common space to the room or rooms containing the said facilities.

4.11 PLUMBING

4.11.1 Each wash basin, bathtub or shower and kitchen sink shall be equipped with an adequate supply of hot and cold running water. Hot water shall be supplied at a temperature of not less than 43 degrees Celsius (110°F).

4.11.2 Every dwelling unit shall be provided with an adequate supply of potable running water from the water treatment plant of the Corporation or another source of potable water approved by the Medical Officer of Health.

4.11.3 All plumbing, including drains, water supply pipes, water closets and other plumbing fixtures shall be maintained in good working condition free of leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing.

4.11.4 All plumbing fixtures shall be connected to the sewage system through water seal traps. **Such sewage system shall be maintained in a good state repair. All interior plumbing supply, drains and vents shall be maintained in a good state of repair.**

4.11.5 Every fixture shall be of such materials, construction and design as will ensure that the exposed surface of all parts are hard, smooth, impervious to hot and cold water, readily accessible for cleansing and free from blemishes, cracks, stains or other defect that may harbour germs or impede thorough cleansing.

4.12 ELECTRICAL AND LIGHTING

4.12.1 Every dwelling and dwelling unit shall be wired for electricity and shall be connected to an approved electrical supply system as required under the Electrical Safety Code of Ontario.

4.12.2 The electrical wiring, fixtures, switches, receptacles and appliances located or used in dwellings, dwelling units and accessory buildings shall be installed and maintained in

good working order to as not to cause fire or electrical shock hazards. All electrical services shall conform to the regulations established by the Power Corporations Act, as amended.

4.12.3 Every habitable room in a dwelling shall have at least one electrical duplex outlet for each 11.1 square metre (120 sq. ft.) of floor space, and for each additional 9.3 square metres (100 sq. ft.) of floor area a second duplex outlet shall be provided. Extension cords shall not be used on a permanent basis.

4.12.4 Every bathroom, toilet room, kitchen, laundry room, furnace room, basement cellar and non-habitable work or storage room shall be provided with a permanent light fixture.

4.12.5 Lighting fixtures and appliances installed throughout a residential building, including dwelling units, stairways, hallway corridors, passage ways, garages and basements, shall provide sufficient illumination so as to avoid health or accident hazards in normal use.

4.12.6 This section does not apply to a residential complex that has never been connected to an electrical power system.

4.13 HEATING, HEATING SYSTEMS, CHIMNEYS AND VENTS

4.13.1 Every dwelling and building containing a residential dwelling unit shall be provided with suitable heating facilities capable of maintaining an indoor ambient temperature of 21 degrees Celsius (70°F) in the occupied dwelling units. The heating system shall be maintained in good working condition so as to be capable of safely heat the individual dwelling units to the required standard.

4.13.2 All fuel burning appliances, equipment and accessories in a dwelling shall be installed and maintained to the standards provided by the Energy Act, as amended and, or other applicable legislation.

4.13.3 Where a heating system or part thereof requires solid or liquid fuel to operate a place or receptacle for such fuel, it shall be provided and maintained in a safe condition and in a convenient location so as to be free from fire or accident hazard.

4.13.4 Every dwelling shall be constructed or otherwise separated to prevent the passage of smoke, fumes and gases from that part of the dwelling which is not used, designed or intended to be used for human habitation into other parts of the dwelling used for habitation. Such separations shall conform to the Ontario Building Code.

4.13.5 All fuel burning appliances, equipment and accessories in a dwelling shall be properly vented to the outside air by means of a smoke-pipe, vent pipe, chimney flue or other approved method.

4.13.6 Every chimney, smoke-pipe, flue and vent shall be installed and maintained in good repair so as to prevent the escape of smoke, fumes or gases from entering a dwelling unit. Maintenance includes the removal of all obstructions, sealing open joints and the repair of loose or broken masonry units.

4.13.7 Every chimney, smoke-pipe, flue and vent shall be installed and maintained in good condition so as to prevent the heating of adjacent combustible material or structural members to unsafe temperatures.

4.14 FIRE ESCAPES, ALARMS AND DETECTORS

4.14.1 A listed fire alarm and a fire detection system, approved by the Canadian Standards Association or Underwriters Laboratories of Canada, shall be provided by the owners of buildings of residential occupancies where sleeping accommodations are provided for more than ten persons, except that such systems need not be provided where a public corridor or exit serves not more than four dwelling units or individual leased sleeping rooms.

4.14.2 In addition to the provisions of article 4.14.1 hereof, in every dwelling unit in a building, a listed smoke alarm, approved by the Canadian Standards Association or Underwriters Laboratories of Canada or detectors of the single station alarm type, audible within bedrooms when intervening doors are closed, shall be installed by the occupant between bedrooms or the sleeping area and the remainder of the dwelling unit, such as in a hallway or corridor serving such bedrooms or sleeping area. The products of combustion detector referred to shall:

- (a) be equipped with visual or audio indication that they are in operating condition;
- (b) be mounted on the ceiling or on the wall between 152.4 and 304.8 mm (6 to 12 inches) below the ceiling.

4.14 SMOKE AND CARBON MONOXIDE ALARMS

4.14.1 Smoke alarms shall be installed and operational in all dwelling unit and installed as per Fire Code, as amended.

4.14.2 Carbon monoxide alarms shall be installed and operational in all dwelling unit where a fuel burning appliance is present and installed as per Fire Code, as amended.

4.15 EGRESS

4.15.1 Every dwelling and each dwelling unit contained therein shall have a safe, continuous and unobstructed passage from the interior of the dwelling and the dwelling unit to the outside at street or grade level.

4.15.2 Each dwelling containing more than one dwelling unit shall have a least two exists, both of which may be common or the one of which may be common and the other may be an exterior stair or fire escape. Access to the stairs or fire escape shall be from corridors through doors at floor level, except access from a dwelling unit may be through a window that provides an individual unobstructed open portion having a minimum area of 0.35m² with no dimension less than 380 mm. A single exit is permitted from a dwelling unit where the means of egress is through an exterior door located at or near ground level and access to such exit is not through a room not under the immediate control of the occupants of the dwelling unit.

4.15.3 Buildings using a fire escape as secondary means of egress shall have the escape in good condition, free from obstructions and easily reached through an open able window or door.

4.16 NATURAL LIGHT

Every habitable room except a kitchen, bathroom or toilet room shall have a window or windows, skylights or translucent panels facing directly or indirectly to an outside space and admits as much natural light equal to not less than ten percent of the floor area for living and dining rooms and five percent of the floor area for bedrooms and other finished rooms.

4.17 VENTILATION

4.17.1 Every habitable room in a dwelling unit, including kitchens, bathrooms or toilet rooms, shall have openings for ventilation providing an unobstructed free flow of air of at least 0.28 square metres (3 sq. ft.) or an approved system of mechanical ventilation such that provide hourly air exchanges.

4.17.2 All systems of mechanical ventilation shall be maintained in good working order.

4.17.3 All enclosed areas including basements, cellars, crawl spaces and attics or roof spaces shall be adequately ventilated.

4.18 ELEVATING DEVICES

Elevators and other elevating devices including all mechanical and electrical equipment, lighting fixtures, lamps, control buttons, floor indicators, ventilation fans and emergency communication systems shall be operational and maintained in good condition.

4.19 OCCUPANCY STANDARDS

- 4.19.1** The number of occupants residing on a permanent basis in an individual dwelling unit, shall not exceed two persons per sleeping room or sleeping area in a dwelling unit or suite, one person for every nine square metres of habitable floor area. For the purpose of computing habitable floor area, any area with the minimum ceiling height less than 2.1 metres shall not be considered as habitable.
- 4.19.2** No room shall be used for sleeping purposes unless it has a minimum width of two metres and a floor area of at least seven square metres. A room used for sleeping purposes by two or more persons shall have a floor area of at least four square metres per person.
- 4.19.3** Any basement or portion thereof used as a dwelling unit shall conform to the following requirements:
- (a) each habitable room shall comply with all the requirements set out in this by-law;
 - (b) floor and walls shall be constructed so as to be damp proof and impervious to water leakage;
 - (c) each habitable room shall be separated from service rooms by 12.7 mm gypsum board by a suitable fire separation and approved under the Ontario Building Code;
 - (d) access to each habitable room shall be gained without passage through a service room.

SECTION 5 MOBILE HOME PARKS AND LAND LEASE COMMUNITIES

5.1 Sections 5.3 to 5.8 apply to mobile home parks and land lease communities.

5.2 The other sections of this by-law also apply to mobile home parks and land lease communities.

5.3 WATER

A supply of potable water and water pressure that are sufficient for normal household use shall be available for each rental unit in a mobile home park or land lease community.

5.4 PRIVATE ROADS

5.4.1 Private roads within a mobile home park or land lease community shall be:

- (a) kept free of holes and cleared of snow and obstructions;

(b) maintained to control dust; and

(c) kept passable for pedestrians and vehicular traffic.

5.4.2 Excavations made for repairs shall be filled in and the ground returned to its previous condition.

5.5 Mailboxes and the approaches to them shall be kept free of snow and other obstructions.

5.6 Where the distance between mobile homes is three metres or more, that distance shall not be reduced to less than three metres through the addition of a deck, ramp or by any other means, unless a lesser distance provides an adequate degree of fire safety.

5.7 SEWAGE

Sewage holding tanks in a mobile home park or land lease community shall be emptied whenever necessary.

5.8 ELECTRICAL

Electrical supply and connections in a mobile home park or land lease community supplied by the landlord shall be maintained free of conditions dangerous to persons or property.

SECTION 6 RESIDENTIAL STANDARDS

6.1 Sections 6.2 to 6.5 apply to all residential property.

6.2 ROOFS

6.2.1 Roofs of dwellings and their components shall be maintained in a weather tight condition, free from loose or unsecured objects or materials.

6.2.2 The roofs of dwellings and accessory buildings shall be kept clear of accumulations of ice or snow or both.

6.2.3 Where eaves trough and or, roof gutters are provided, it shall be kept in good repair, free from obstructions and properly secured to the building.

6.3 STAIRS, PORCHES AND BALCONIES

Inside and outside stairs, porches, balconies and landings shall be maintained so as to be free of holes, cracks and other defects which may constitute accident hazards. Existing stair treads or risers that show excessive wear or are broken, warped or loose and any supporting structural members that

are rotted or deteriorated shall be repaired or replaced.

6.4 STRUCTURAL SOUNDNESS

6.4.1 Every part of a dwelling shall be maintained in a structurally sound condition so as to be capable of safely sustaining its own weight load and any additional load to which it may be subjected through normal use, having a level of safety to that as required by the Ontario Building Code.

6.4.2 Walls, roofs and other exterior parts of a building shall be free from loose or improperly secured objects or materials.

6.5 EXTERIOR WALLS

6.5.1 Exterior walls of a dwelling and their components, including soffits and fascia, shall be maintained in good repair free from cracked, broken or loose masonry units, stucco and other defective cladding or trim. Paint or some other suitable preservative or coating must be applied and maintained so as to prevent deterioration due to weather conditions, insects or other damage.

6.5.2 Exterior walls of a dwelling and their components shall be free of unauthorized signs, painted slogans, graffiti and similar defacements.

SECTION 7 VACANT BUILDINGS AND LANDS

7.1 Vacant buildings shall be kept cleared of all garbage, rubbish and debris and shall have all water, electrical and gas services turned off except for those services that are required for the security and maintenance of the property.

7.2 The owner of a vacant building shall board up the building to the satisfaction of the Property Standards Officer by covering all openings through which entry may be obtained with at least 12.7 mm (0.5 inch) weatherproof sheet plywood, painted a colour compatible with the surrounding walls and securely fastened.

7.3 Vacant land shall be maintained to the standards as described in Section 3 Article 3.9, of this By-law.

7.4 Vacant land shall be graded, filled or otherwise drained so as to prevent recurrent ponding of water.

SECTION 8 NON-RESIDENTIAL PROPERTY STANDARDS

8.1 YARDS

The warehousing or storage of material or operative equipment that is required for the continuing operation of the industrial or commercial aspect of the property shall be maintained in a neat and orderly fashion so as not to create a fire or accident hazard or any unsightly condition and shall provide unobstructed access for emergency vehicles. Where conditions are such that a neat and orderly fashion is achieved but is still offensive to view, the offensive area shall be suitably enclosed by a solid wall or a painted board or metal fence not less than 1.8 metres (6 ft.) in height and maintained in good repair.

8.2 PARKING AREAS AND DRIVEWAYS

8.2.1 All areas used for vehicular traffic and parking shall have a surface covering of asphalt, concrete or compacted stone or gravel and shall be kept in good repair free of dirt and litter.

8.2.2 All areas used for vehicular traffic, parking spaces and other similar areas shall be maintained so as to afford safe passage under normal use and weather conditions.

8.3 STRUCTURAL SOUNDNESS

8.3.1 Every part of a building structure shall be maintained in a sound condition so as to be capable of safely sustaining its own weight load and any additional load to which it may be subjected through normal use, having a level of safety required by the Ontario Building Code. Structural members or materials that have been damaged or indicate evidence of deterioration shall be repaired or replaced.

8.3.2 Walls, roofs and other exterior parts of a building or structure shall be free from loose or improperly secured objects or materials.

8.4 EXTERIOR WALLS

8.4.1 Exterior walls of a building or a structure and their components, including soffits, fascia, window and doors, shall be maintained in good repair free from cracked, broken or loose masonry units, stucco and other defective cladding or trim. Paint or some other suitable preservative or coating must be applied and maintained so as to prevent deterioration due to weather conditions, insects or other damage.

8.4.2 Exterior walls of a building or a structure and their components, shall be free of inappropriate signs, painted slogans, graffiti and similar defacements.

8.5 GUARDS

8.5.1 Guards shall be installed and maintained wherever:

(a) there is a vertical drop of more than 600 millimetres (including along the open sides of stairs, ramps, balconies, mezzanines and landings; and

(b) they would be required for a newly constructed or renovated area under the Ontario Building Code made under the Ontario Building Code Act, 1992.

8.5.2 A guard required by Subsection 8.5.1 shall provide reasonable protection from accidental falls for any person on the premises.

8.6 LIGHTING

All non-residential establishments shall install and maintain sufficient windows, skylights and lighting fixtures necessary for the safety of all persons attending the premises or as may be required by the Occupational Health and Safety Act for industrial and commercial properties. However, lighting shall not be positioned so as to cause any impairment of use or enjoyment of neighbouring properties.

SECTION 9 ADMINISTRATION

9.1 APPLICATION OF BY-LAW

9.1.1 This by-law shall apply to all property within the boundaries of the Corporation of the City of Clarence-Rockland.

9.1.2 Where a provision of this by-law conflicts with a provision of another by-law in force in the municipality, the provisions that establish the higher standards to protect the health, safety and welfare of the general public, shall prevail.

9.1.3 If any section, clause or provision of this by-law is for any reason held by a court of competent jurisdiction to be invalid, the validity of the remaining sections shall continue to be in effect until it is repealed.

9.2 PROPERTY STANDARDS OFFICER AND PROPERTY STANDARDS COMMITTEE

9.2.1 The Council of the municipality shall appoint Property Standards Officers to be responsible for the administration and enforcement of this By-law.

9.2.2 Council shall appoint at large, by resolution or by By-law of Council no fewer than three (3) persons of the municipality to the Property Standards Committee for the term of office concurrent with Council.

9.2.3. Each member of the Property Standards Committee, appointed by Council, shall be entitled to an honorarium as per Schedule "A" for their attendance at the Committee

meetings.

- 9.2.4.** Every person who initiates an appeal of an Order made under Section 15.2(2) of the Ontario Building Code Act, S.O. 1992, c23, shall submit a Notice of Appeal in the time frame and the manner as prescribed in section 15.3 (1) of the Act. All Notices of Appeal shall be accompanied by a non-refundable payment as per the current fee schedule of the city of Clarence-Rockland and amendments thereto.

X.X INVESTIGATION

Investigation of infractions of standards set in this by-law shall be initiated upon receipt of a written complaint from the person making the complaint or by the Property Standard Officer. Such written complaint shall be filled in such form as provided in schedule "B"

9.3 ISSUANCE OF CERTIFICATE OF COMPLIANCE

- 9.3.1** Following the inspection of a property, the Officer may, or on the request of the Owner, issue to the Owner a Certificate of Compliance if, in his opinion, the property is in compliance with the standards of this by-law.
- 9.3.2** If a Certificate of Compliance is issued at the request of the Owner, the Owner shall pay a fee as per the current Fee schedule of the city of Clarence-Rockland and amendments thereto.

X.X PENALTY

An owner who fails to comply with an order that is final and binding under this By-law is guilty of an offence under Section 36(1) of the Building Code Act, S.O. 1992, c.23, and is liable to penalties as set out in Section 36 of that Act.

SECTION 10 COMPLIANCE

- 10.1** All owners or occupants of buildings shall comply with the standards prescribed in this by-law and any Property Standards Order as confirmed or modified.
- 10.2** All buildings property within the municipality that do not conform with the standards contained in this by-law shall be repaired and maintained to conform with the standards of the site to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition, as contained in this by-law.

SECTION 11 ENACTMENT

11.1 That By-law 1981-16 (Town of Rockland) No. 1999-32 is hereby repealed.

11.2 This by-law shall come into force on the date it is passed by the Council of the Corporation of the City of Clarence-Rockland.

**READ A FIRST, SECOND AND DULY PASSED UPON THE THIRD READING, THIS
DAY OF 2019.**

MAYOR

CLERK

SCHEDULE "A"

1.	Committee Member Honorarium:	\$100.00 (per case)
----	------------------------------	---------------------

SCHEDULE "X"
FEE SCHEDULE

- | | | |
|----|-----------------------------------------------------------|----------------------|
| 1. | Appeal processing fee: | \$300.00 (per order) |
| 2. | Certificate of compliance (for Property Standard By-law): | \$80.00 |



SCHEDULE "B"

City of Clarence-Rockland
Infrastructure and Planning
1560 Laurier St.
Rockland, Ontario, K4K 1P7
Tel: 613-446-6022 ext. 2254
Fax: 613-446-1497

Property Standard Complaint Form

Use this form if you believe the unit and/or building contravenes the Property Standard By-law. Please return the completed form to the address listed above.

Property information:		
Property address		Unit #
City, Town	Province	Postal code
Tenant/complainant information:		
Name of Tenant		
Mailing address if different from above		Unit #
City, Town	Province	Postal code
Daytime phone number	Evening phone number	E-mail
Landlord information: if applicable		
Name of Landlord		
Mailing address		Unit #
City, Town	Province	Postal code
Daytime phone number	Evening phone number	E-mail

Please indicate if you have informed your landlord about your maintenance problem?

- ☐ Landlord informed in writing; date _____
 ☐ Landlord informed verbally; date _____
- ☐ Landlord not informed; explain: _____

Where is your maintenance problems located?

- | | | | |
|--------------------------------------|-----------------------------------|----------------------------------|-------------------------------------|
| <input type="checkbox"/> Living room | <input type="checkbox"/> Hallways | <input type="checkbox"/> Bedroom | <input type="checkbox"/> Bathroom |
| <input type="checkbox"/> Basement | <input type="checkbox"/> Kitchen | <input type="checkbox"/> Roof | <input type="checkbox"/> Other_____ |

In what type of building do you live?

- | | | | |
|------------------------------------|----------------------------------------------|-----------------------------------------------|--------------------------------------|
| <input type="checkbox"/> House | <input type="checkbox"/> Accessory apartment | <input type="checkbox"/> Land-lease Community | <input type="checkbox"/> Condominium |
| <input type="checkbox"/> Townhouse | <input type="checkbox"/> Mobile home | <input type="checkbox"/> Rooming home | <input type="checkbox"/> Other_____ |

Details about your maintenance complaint:

Please describe the maintenance problem you are having and where it is located, provide as much information as possible. You may attach additional pages, if required.

Personal information contained on this form will be kept confidential. It is understood that if required I, the complainant, will provide or present evidence in support of this complaint at any hearings of the Property Standards Committee or a Court of Law of Ontario.

- | | |
|----------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> I agree | <input type="checkbox"/> I don't agree, explain: _____ |
| _____ | |

Authorization: *(form must be complete)*

Signature of Complainant:_____ Date:_____

THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NUMBER 2019-XX

BEING A BY-LAW TO PROVIDE STANDARDS FOR THE MAINTENANCE AND OCCUPANCY OF PROPERTY IN THE CITY OF CLARENCE-ROCKLAND.

WHEREAS Section 15.1(3) of the Building Code Act, S.O. 1992, c.23 and amendments thereto, provides that a Council of a municipality may pass By-laws to:

- (1) Prescribe standards for the maintenance and occupancy of property within the municipality or within any defined area or areas and for prohibiting the occupancy or use of such property that does not conform with the standards; and
- (2) Require property that does not conform with the standards to be repaired and maintained to conform with the standards or the site to be cleared of all buildings and structures; and

WHEREAS there are in effect in the City of Clarence-Rockland Official Plans which include provisions relating to property conditions; now

THEREFORE the Municipal Council of the Corporation of the City of Clarence-Rockland hereby enacts as follows.

SECTION 1 GENERAL

1.1 SHORT TITLE

This By-law may be cited as the "Property Standards By-law" of The City of Clarence-Rockland.

SECTION 2 DEFINITIONS

- 2.1 "Accessory Building"** means a detached building or structure, not used for human habitation that is subordinate to the primary use of the same property.
- 2.2 "Apartment Building"** means a building containing more than four dwelling units with individual access from an internal corridor system.
- 2.3 "Approved"** means acceptance by the Property Standards Officer.
- 2.4 "Basement"** means that space of a building that is partly below grade, which has half or more of its height, measured from floor to ceiling above the average exterior finished grade.

- 2.5 **"Building"** as defined in the Ontario Building Code Act, as amended.
- 2.6 **"Cellar"** means that space of a building that is partly or entirely below grade, which has more than half of its height, measured from floor to ceiling below the average exterior finished grade.
- 2.7 **"Committee"** as defined in the Ontario Building Code Act, as amended.
- 2.8 **"Corporation"** shall mean the Corporation of the City of Clarence-Rockland.
- 2.9 **"Dwelling"** shall mean a building or structure or part of a building or structure used or intended to be used as a domicile by one or more persons usually containing cooking, eating, living, sleeping and sanitary facilities and includes the land and premises appurtenant thereto and all outbuildings, fences or erections thereon or therein.
- 2.10 **"Dwelling Unit"** means a room or a suite operated as a house-keeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions usually including cooking, eating, sleeping and sanitary facilities.
- 2.11 **"First Storey"** means that part of a building having a floor area closest to grade with a ceiling height of more than 1.8 metres (6 ft.) above grade.
- 2.12 **"Guard"** means a protective barrier installed around openings in floor areas or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through it.
- 2.13 **"Habitable Room"** means any room in a dwelling unit used for or capable of being used for living, cooking, sleeping or eating purposes.
- 2.14 **"Land leased community"** means a community where buildings or portions of land is individually leased for living accommodation, but does not include mobile parks.
- 2.15 **"Maintenance"** shall mean the preservation and keeping in repair of a property.
- 2.16 **"Means of Egress"** means a continuous, unobstructed path of travel provided by a doorway, hallway, corridor, exterior passage way, balcony, lobby, stair, ramp or other exit facility used for the escape of persons from any point within a building, a floor area, a room or a contained open space to a public thoroughfare usually located outside the building.
- 2.17 **"Multiple Dwelling"** means a building containing three or more dwelling units.
- 2.18 **"Non-Habitable Room"** means any room in a dwelling or dwelling unit other than a habitable room and includes a bathroom, a toilet room, laundry, pantry, lobby, corridor, stairway, closet, boiler room or other space for service and maintenance of the dwelling for

public use and for access to and vertical travel between storeys and basement or part thereof which does not comply with the standards of fitness for occupancy set out in this by-law.

- 2.19 "Non-Residential Property"** means a building or structure or part of a building or structure not occupied in whole or in part for the purpose of human habitation, and includes the lands and premises appurtenant and all of the outbuildings, fences or erections thereon or therein.
- 2.20 "Occupant"** as defined in the Ontario Building Code Act, as amended.
- 2.21 "Officer"** shall mean a Property Standards Officer who has been assigned by Council with the responsibility of administering and enforcing this by-law.
- 2.22 "Owner"** as defined in the Ontario Building Code Act, as amended.
- 2.23 "Person"** shall mean an individual, firm, corporation, association or partnership.
- 2.24 "Property"** shall mean a building or structure or part of a building or structure, and includes the lands and premises appurtenant thereto.
- 2.25 "Repair"** as defined in the Ontario Building Code Act, as amended.
- 2.26 "Residential Property"** means any property that is used or designed for use as a domestic establishment in which one or more persons usually sleep and prepare and serve meals and includes any lands or buildings that are appurtenant to such establishment and all stairways, walkways, driveways, parking spaces and fences associated with the dwelling or its yard.
- 2.27 "Standards"** shall mean the standards of physical conditions and occupancy set out in the by-law.
- 2.28 "Toilet Room"** shall mean a room containing a water closet and a wash basin.
- 2.29 "Yard"** shall mean land other than publicly owned land, around and appurtenant to any property or any part of a building or structure and used or intended to be used or capable of being used in connection with said property and includes vacant land.

SECTION 3 STRUCTURAL SOUNDNESS AND MAINTENANCE OF ALL BUILDINGS

- 3.1.** Every part of a building or structure appurtenant to a building shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any load to which it normally may be subject.
- 3.2** Materials or objects on the exterior of buildings which have been damaged or show evidence of decay or other deterioration shall be repaired or replaced.

- 3.3** Exterior walls and roof of a building and their components, including soffits and fascia, shall be maintained in good repair, weather tight condition, free from cracked, broken or loose materials, masonry units, stucco and other defective cladding or trim. Paint or some other suitable preservative or coating must be applied and maintained so as to prevent deterioration due to weather conditions, insects or other damage.
- 3.4** Inside and outside stairs, porches, balconies, landings and their guards/handrail shall be maintained so as to be free of holes, cracks and other defects which may constitute accident hazards. Existing stair treads or risers that show excessive wear or are broken, warped or loose and any supporting structural members that are rotted or deteriorated shall be repaired or replaced.
- 3.5** The foundations, walls, columns, beams, floors and roof of building shall be maintained in good repair.
- 3.6** Every building shall be:
- (a) Kept in good repair and free from health, fire and accident hazards;
 - (b) Maintained in a safe condition which includes the removal or securing of loose or insecure parts of the building or appurtenant parts thereof and
 - (c) Protected by weather-resistant materials.
- 3.7** Every building damaged by fire or other causes shall be:
- (a) Made secure to neighbours, persons and to other users of the property;
 - (b) boarded up by covering all opening through which entry may be with at least 12.7mm (1/2") weatherproof sheet plywood securely fastened to the building;
 - (c) made secure in order to prevent damage to property and chattels and
 - (d) repaired or completely demolished as required by the Property Standards Officer.

SECTION 4 RESIDENTIAL STANDARDS FOR RENTAL UNITS

- 4.1** Section 4 applies to any residential property of dwelling occupied by persons other than the property owner for which compensation is paid to the property owner or his or her agent. The other sections of this By-law also apply to rental residential buildings.
- 4.2 PEST PREVENTION**
- 4.2.1** Dwellings shall be kept free of rodents, vermin and insects at all times. Methods used for exterminating such pests shall be in accordance with the provisions of the Pesticides Act.
- 4.2.2** Openings, including windows, that might permit the entry of rodents, insects, vermin or other pests shall be appropriately screened or sealed.
- 4.3 FOUNDATIONS**

- 4.3.1** Foundation walls of a dwelling shall be maintained so as to prevent the entrance of insects, rodents and moisture. Maintenance includes the shoring of the walls to prevent settling, installing sub soil drains, when necessary, at the footings, grouting masonry cracks, damp proofing and waterproofing walls, joints and floors.

4.4 WINDOWS AND DOORS

- 4.4.1** Windows, doors, skylights and basement or cellar hatchways shall be maintained in good repair, weather tight and draught-free, to prevent heat loss and infiltration by the elements. Maintenance includes painting, replacing damaged doors, frames and other components, window frames, sashes and casings, replacement of non-serviceable hardware and re-glazing where necessary. Where screening is provided on windows and doors it shall also be maintained in good repair.
- 4.4.2** All windows that are intended to be opened and all exterior doors shall have suitable hardware so as to allow locking or otherwise securing from inside the dwelling unit. At least, one entrance door to a dwelling unit shall have suitable hardware so as to permit locking or securing from either inside or outside the dwelling unit.
- 4.4.3** Solid core doors shall be provided for all entrances to dwellings and dwelling units.
- 4.4.4** In residential buildings where there is a voice communication unit working in conjunction with a security locking and release system controlling a particular entrance door and installed between individual dwelling units and a secured entrance area, the said system shall be maintained in good working order at all times.
- 4.4.5** Every window that is located above the first storey of a multiple dwelling shall be equipped with an approved safety device that would prevent any part of the window from opening greater than would permit the passage of a 100 mm diameter (3.9 inches) sphere. Such safety device shall not prevent the window from being fully opened during an emergency situation by an adult without the use of tools.

4.5 WALLS, CEILINGS AND FLOORS

- 4.5.1** Every wall, ceiling and floor in a dwelling shall be maintained so as to provide a continuous surface free of holes, cracks, loose coverings or other defects. Walls surrounding showers and bathtubs shall be impervious to water.
- 4.5.2** Every floor in a dwelling shall be reasonably smooth and level and maintained so as to be free of all loose, warped, protruding, broken or rotted boards or other material that might cause an accident or allow the entrance of rodents and other vermin or insects.
- 4.5.3** Every floor in a bathroom, toilet room, kitchen, shower room, laundry room and kitchen shall be maintained so as to be impervious to water and readily cleaned.

4.6 GUARDS & HANDRAILS

- 4.6.1** Guards and handrails shall be installed wherever they would be required for a newly constructed or renovated area under the Ontario Building Code made under the Building Code Act, 1992. Such guards shall be properly maintained and repaired.

4.7 KITCHENS

- 4.7.1** Every dwelling shall contain a kitchen area equipped with:
- a) A sink that is served with hot and cold running water and is surrounded by surfaces impervious to grease and water;
 - b) Suitable storage area of not less than 0.23 cubic metres (8 cubic feet);
 - c) A counter or work area at least 0.61 m (2 ft.) in width by 1.22 m (4 ft.) in length, exclusive of the sink, and covered with a material that is impervious to moisture and grease and is easily cleanable; and
 - d) A space provided for cooking and refrigeration appliances including the suitable electrical or gas connections.

4.8 TOILET AND BATHROOM FACILITIES

- 4.8.1** Every dwelling unit shall contain a bathroom consisting of at least one fully operational water closet, wash basin and a bathtub or suitable shower unit. Every wash basin and bathtub or shower shall have an adequate supply of hot and cold running water.
- 4.8.2** Every required bathroom or toilet room shall be accessible from within the dwelling unit and shall be fully enclosed and provided with a door capable of being locked so as to allow privacy for the persons using said room.
- 4.8.3** Where toilet or bathroom facilities are shared by occupants or residential accommodation other than self-contained dwelling units, an appropriate entrance shall be provided from a common passageway, hallway, corridor or other common space to the room or rooms containing the said facilities.

4.9 PLUMBING

- 4.9.1** Each wash basin, bathtub or shower and kitchen sink shall be equipped with an adequate supply of hot and cold running water. Hot water shall be supplied at a temperature of not less than 43 degrees Celsius (110°F).
- 4.9.2** Every dwelling unit shall be provided with an adequate supply of potable running water from the water treatment plant of the Corporation or another source of potable water approved by the Medical Officer of Health.
- 4.9.3** All plumbing, including drains, water supply pipes, water closets and other

plumbing fixtures shall be maintained in good working condition free of leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing.

4.9.4 All plumbing fixtures shall be connected to the sewage system through water seal traps. All interior plumbing supply, drains and vents shall be maintained in a good state of repair.

4.9.5 Every fixture shall be of such materials, construction and design as will ensure that the exposed surface of all parts are hard, smooth, impervious to hot and cold water, readily accessible for cleansing and free from blemishes, cracks, stains or other defect that may harbour germs or impede thorough cleansing.

4.10 ELECTRICAL

4.10.1 Every dwelling and dwelling unit shall be wired for electricity and shall be connected to an approved electrical supply system as required under the Electrical Safety Code of Ontario.

4.10.2 The electrical wiring, fixtures, switches, receptacles and appliances located or used in dwellings, dwelling units and accessory buildings shall be installed and maintained in good working order to as not to cause fire or electrical shock hazards. All electrical services shall conform to the regulations established by the Power Corporations Act, as amended.

4.10.3 Every habitable room in a dwelling shall have at least one electrical duplex outlet for each 11.1 square metre (120 sq. ft.) of floor space, and for each additional 9.3 square metres (100 sq. ft.) of floor area a second duplex outlet shall be provided. Extension cords shall not be used on a permanent basis.

4.10.4 Every bedroom, bathroom, toilet room, kitchen, laundry room, furnace room, basement cellar and non-habitable work or storage room shall be provided with a permanent light fixture.

4.10.5 Lighting fixtures and appliances installed throughout a residential building, including dwelling units, stairways, hallway corridors, passage ways, garages and basements, shall provide sufficient illumination so as to avoid health or accident hazards in normal use.

4.11 HEATING, HEATING SYSTEMS, CHIMNEYS AND VENTS

4.11.1 Every dwelling and building containing a residential dwelling unit shall be provided with suitable heating facilities capable of maintaining an indoor ambient temperature of 21 degrees Celsius (70°F) in the occupied dwelling units. The heating system shall be maintained in good working condition so as to be capable of safely heat the individual dwelling units to the required standard.

- 4.11.2** All fuel burning appliances, equipment and accessories in a dwelling shall be installed and maintained to the standards applicable legislation.
- 4.11.3** Where a heating system or part thereof requires solid or liquid fuel to operate a place or receptacle for such fuel, it shall be provided and maintained in a safe condition and in a convenient location so as to be free from fire or accident hazard.
- 4.11.4** Every dwelling shall be constructed or otherwise separated to prevent the passage of smoke, fumes and gases from that part of the dwelling which is not used, designed or intended to be used for human habitation into other parts of the dwelling used for habitation. Such separations shall conform to the Ontario Building Code.
- 4.11.5** All fuel burning appliances, equipment and accessories in a dwelling shall be properly vented to the outside air by means of a smoke-pipe, vent pipe, chimney flue or other approved method.
- 4.11.6** Every chimney, smoke-pipe, flue and vent shall be installed and maintained in good repair so as to prevent the escape of smoke, fumes or gases from entering a dwelling unit. Maintenance includes the removal of all obstructions, sealing open joints and the repair of loose or broken masonry units.
- 4.11.7** Every chimney, smoke-pipe, flue and vent shall be installed and maintained in good condition so as to prevent the heating of adjacent combustible material or structural members to unsafe temperatures.

4.12 SMOKE AND CARBON MONOXIDE ALARMS

- 4.12.1** Smoke alarms shall be installed and operational in all dwelling unit and installed as per Fire Code, as amended.
- 4.12.2** Carbon monoxide alarms shall be installed and operational in all dwelling unit where a fuel burning appliance is present and installed as per Fire Code, as amended.

4.13 EGRESS

- 4.13.1** Every dwelling and each dwelling unit contained therein shall have a safe, continuous and unobstructed passage from the interior of the dwelling and the dwelling unit to the outside at street or grade level.
- 4.13.2** Each dwelling containing more than one dwelling unit shall have a least two exists, both of which may be common or the one of which may be common and the other may be an exterior stair or fire escape. Access to the stairs or fire escape shall be from corridors through doors at floor level, except access from a dwelling unit may be through a window that provides an individual unobstructed open portion having

a minimum area of 0.35m² with no dimension less than 380 mm. A single exit is permitted from a dwelling unit where the means of egress is through an exterior door located at or near ground level and access to such exit is not through a room not under the immediate control of the occupants of the dwelling unit.

4.14 NATURAL LIGHT

4.14.1 Every habitable room except a kitchen, bathroom or toilet room shall have a window or windows, skylights or translucent panels facing directly or indirectly to an outside space and admits as much natural light equal to not less than ten percent of the floor area for living and dining rooms and five percent of the floor area for bedrooms and other finished rooms.

4.15 VENTILATION

4.15.1 Every habitable room in a dwelling unit, including kitchens, bathrooms or toilet rooms, shall have openings for ventilation providing an unobstructed free flow of air of at least 0.28 square metres (3 sq. ft.) or an approved system of mechanical ventilation such that provide hourly air exchanges.

4.15.2 All systems of mechanical ventilation shall be maintained in good working order.

4.15.3 All enclosed areas including basements, cellars, crawl spaces and attics or roof spaces shall be adequately ventilated.

4.16 ELEVATING DEVICES

4.16.1 Elevators and other elevating devices including all mechanical and electrical equipment, lighting fixtures, lamps, control buttons, floor indicators, ventilation fans and emergency communication systems shall be operational and maintained in good condition.

4.17 OCCUPANCY STANDARDS

4.17.1 The number of occupants residing on a permanent basis in an individual dwelling unit shall not exceed two persons per sleeping room or sleeping area in a dwelling unit or suite.

4.17.2 No room shall be used for sleeping purposes unless it has a minimum width of two metres and a floor area of at least seven square metres.

4.17.3 Any basement or portion thereof used as a dwelling unit shall conform to the following requirements:

- (a) Each habitable room shall comply with all the requirements set out in this By-law;

- (b) Floor and walls shall be constructed so as to be damp proof and impervious to water leakage;
- (c) Each habitable room shall be separated from service rooms by 12.7 mm gypsum board fire separation and approved under the Ontario Building Code;
- (d) Access to each habitable room shall be gained without passage through a service room.

SECTION 5 VACANT BUILDINGS

- 5.1** Vacant buildings shall have all water, electrical and gas services turned off except for those services that are required for the security and maintenance of the property.
- 5.2** The owner of a vacant building shall board up the building to the satisfaction of the Property Standards Officer by covering all openings through which entry may be obtained with at least 12.7 mm (0.5 inch) weatherproof sheet plywood.

SECTION 6 ADMINISTRATION

6.1 APPLICATION OF BY-LAW

- 6.1.1** This By-law shall apply to all property within the boundaries of the Corporation of the City of Clarence-Rockland.
- 6.1.2** Where a provision of this By-law conflicts with a provision of another By-law in force in the municipality, the provisions that establish the higher standards to protect the health, safety and welfare of the general public, shall prevail.
- 6.1.3** If any section, clause or provision of this By-law is for any reason held by a court of competent jurisdiction to be invalid, the validity of the remaining sections shall continue to be in effect until it is repealed.

6.2 PROPERTY STANDARDS OFFICER AND PROPERTY STANDARDS COMMITTEE

- 6.2.1** The Council of the municipality shall appoint Property Standards Officers to be responsible for the administration and enforcement of this By-law.
- 6.2.2** Council shall appoint at large, by resolution or by By-law of Council no fewer than three (3) persons of the municipality to the Property Standards Committee for the term of office concurrent with Council.
- 6.2.3.** Each member of the Property Standards Committee, appointed by Council, shall be entitled to an honorarium as per Schedule “A” for their attendance at the Committee meetings.

- 6.2.4.** Every person who initiates an appeal of an Order made under Section 15.2(2) of the Ontario Building Code Act, S.O. 1992, c23, shall submit a Notice of Appeal in the time frame and the manner as prescribed in section 15.3 (1) of the Act. All Notices of Appeal shall be accompanied by a non-refundable payment as per the current Fee Schedule of the city of Clarence-Rockland and amendments thereto.

6.3 INVESTIGATION

- 6.3.1** Investigation of infractions of standards set in this By-law shall be initiated upon receipt of a written complaint form from the person making the complaint or initiated by the Property Standard Officer. The written complaint shall be filled in such form as provided in Schedule “B”.

6.4 ISSUANCE OF CERTIFICATE OF COMPLIANCE

- 6.4.1** Following the inspection of a building, or on the request of the Owner, the Officer may issue to the Owner a Certificate of Compliance if, in his opinion, the property is in compliance with the standards of this By-law.
- 6.4.2** If a Certificate of Compliance is issued at the request of the Owner, the Owner shall pay a fee as per the current Fee Schedule of the city of Clarence-Rockland and amendments thereto.

6.5 PENALTY

- 6.5.1** An owner who fails to comply with an order that is final and binding under this By-law is guilty of an offence under Section 36(1) of the Building Code Act, S.O. 1992, c.23, and is liable to penalties as set out in Section 36 of that Act.

SECTION 7 COMPLIANCE

- 7.1** All owners or occupants of buildings shall comply with the standards prescribed in this By-law and any Property Standards Order as confirmed or modified.
- 7.2** All buildings within the municipality shall be repaired and maintained to conform with the standards as contained in this By-law.

SECTION 8 ENACTMENT

- 8.1** That By-law No. 1999-32 is hereby repealed.
- 8.2** This By-law shall come into force on the date it is passed by the Council of the Corporation of the City of Clarence-Rockland.

**READ A FIRST, SECOND AND DULY PASSED UPON THE THIRD READING, THIS
DAY OF FEBRUARY 2019.**

MAYOR

CLERK

SCHEDULE "A"

1. Committee Member Honorarium: \$100.00 (per case)

SCHEDULE "X"
FEE SCHEDULE

1. Appeal processing fee: \$300.00 (per order)
2. Certificate of compliance (for Property Standard By-law): \$80.00



SCHEDULE "B"

City of Clarence-Rockland
Infrastructure and Planning
1560 Laurier St.
Rockland, Ontario, K4K 1P7
Tel: 613-446-6022 ext. 2254
Fax: 613-446-1497

Property Standard Complaint Form

Use this form if you believe the unit and/or building contravenes the Property Standard By-law. Please return the completed form to the address listed above.

Property information:		
Property address		Unit #
City, Town	Province	Postal code
Tenant/complainant information:		
Name of Tenant		
Mailing address if different from above		Unit #
City, Town	Province	Postal code
Daytime phone number	Evening phone number	E-mail
Landlord information: if applicable		
Name of Landlord		
Mailing address		Unit #
City, Town	Province	Postal code
Daytime phone number	Evening phone number	E-mail

Please indicate if you have informed your landlord about your maintenance problem?

- ☐ Landlord informed in writing; date _____
 ☐ Landlord informed verbally; date _____
☐ Landlord not informed; explain: _____

Where is your maintenance problems located?

<input type="checkbox"/> Living room	<input type="checkbox"/> Hallways	<input type="checkbox"/> Bedroom	<input type="checkbox"/> Bathroom
<input type="checkbox"/> Basement	<input type="checkbox"/> Kitchen	<input type="checkbox"/> Roof	<input type="checkbox"/> Other _____

In what type of building do you live?

<input type="checkbox"/> House	<input type="checkbox"/> Accessory apartment	<input type="checkbox"/> Land-lease Community	<input type="checkbox"/> Condominium
<input type="checkbox"/> Townhouse	<input type="checkbox"/> Mobile home	<input type="checkbox"/> Rooming home	<input type="checkbox"/> Other _____

Details about your maintenance complaint:

Please describe the maintenance problem you are having and where it is located, provide as much information as possible. You may attach additional pages, if required.

Personal information contained on this form will be kept confidential. It is understood that if required I, the complainant, will provide or present evidence in support of this complaint at any hearings of the Property Standards Committee or a Court of Law of Ontario.

☐ I agree ☐ I don't agree, explain: _____

Authorisation: (form must be completed)

Signature of complainant: _____ Date: _____

PLANNING AND CONSTRUCTION DEPARTMENT
Construction Division

Month / Mois	Total of building permits issued / Total des permis de construction émis	Total permits issued Rockland / Total permis émis Rockland	Total permits issued Villages / Total permis émis villages	Total permits issued in rural and agricultural area / Total permis émis - région rurale et agricole	Total value of all construction / Total valeur de la construction	# residential units in Rockland / # unités résidentielles - Rockland	# residential units in rural / # unités résidentielles - rural	# residential units in villages / # unités résidentielles - villages	Total of all residential units / Total des unités résidentielles	Residential permit fees / Frais de permis résidentiels	# of commercial permits Rockland / # de permis commerciaux Rockland	# of commercial permits Clarence / # de permis commerciaux Clarence	Total number of all commercial permits / Nombre total de permis commerciaux	Commercial permit fees / Frais pour permis commerce	Total value of commercial construction / Valeur total pour construction commerciale
January	9	6	0	3	\$ 1,572,600.00	5	1	0	6	\$ 22,246.00	0	0	0	\$ -	\$ -
February															
March															
April															
May															
June															
July															
August															
September															
October															
November															
December															
Total	9	6	0	3	\$ 1,572,600.00	5	1	0	6	\$ 22,246.00	0	0	0	\$ -	\$ -
COMPARAISON WITH 2018															
Jan-18	8	4	1	3	\$ 1,426,000.00	1	1	1	3	\$ 5,596.20	0	0	0	-	-
Jan-18	8	4	1	3	\$ 1,426,000.00	1	1	1	3	\$ 5,596.20	0	0	0	-	-

