



**THE CORPORATION OF THE TOWN OF GODERICH
BY-LAW NO. 2 OF 2026**

**BEING A BY-LAW TO PRESCRIBE MINIMUM STANDARDS FOR THE MAINTENANCE
AND OCCUPANCY OF PROPERTY AND TO REPEAL
BY-LAW NO. 63 OF 1999**

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, C. 25, as amended, provides that a municipal power shall be exercised by By-Law;

AND WHEREAS the Official Plan for the Town of Goderich includes provisions relating to property conditions;

AND WHEREAS Section 15.1 of the Building Code Act, S.O. 1992, c.23, provides that the Council may pass this By-Law with respect to prescribing standards for the maintenance and occupancy of property, and requiring property that does not conform with the standards to be repaired and maintained with the standards on the site to be cleared of all buildings, structures, debris, or refuse and left in graded and levelled condition;

AND WHEREAS the offence and penalty provisions for contraventions are as set out in Section 36 of the Building Code Act, the Administrative Penalties provisions in Section 15.4.1 of the Building Code Act and the Town's Fee By-Law;

AND WHEREAS Section 15.4.1 of the Building Code Act authorizes a municipality to require a person to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a By-Law of the municipality passed under Section 15.1, or an order of an officer under Section 15.2(2) as deemed confirmed or as confirmed or modified by the committee or a judge under Section 15.3;

AND WHEREAS Section 39(1) of the Municipal Act, 2001, provides that a municipality may impose fees or charges on persons:

- a) For services and activities provided or done by or on behalf of it; and
- b) Any other municipality or any local board;

AND WHEREAS the Council of the Town of Goderich is desirous of passing a By-Law under Section 15.1 (3) of the Building Code Act, S.O. 1992, c.23;

AND WHEREAS Section 15.6 (1) of the Building Code Act, S.O. 1992, C.23 requires that a By-Law be passed under Section 15.1(3) of the Building Code Act, S.O. 1992, c.23 shall provide for the establishment of a Property Standards Committee;

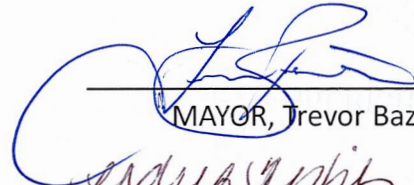
AND WHEREAS the Council of the Town of Goderich now wishes to repeal By-Law No. 63 of 1999.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWN OF GODERICH ENACTS AS FOLLOWS:

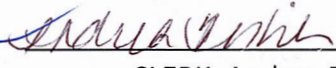
1. That the Mayor and Clerk are hereby authorized to execute and affix the Corporate Seal to this By-Law.

2. That this By-Law shall come into force and effect on April 14, 2026, and shall repeal By-Law 63 of 1999.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 14TH DAY OF JANUARY 2026.



MAYOR, Trevor Bazinet



CLERK, Andrea Fisher

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PART I DEFINITIONS

1.1. In this By-Law:

“Acceptable” means

- a) Accepted by the Chief Building Official of the Municipality with respect to matters under the Building Code;
- b) Accepted by the Chief Fire Official of the Municipality with respect to matters under the Fire Code;
- c) Accepted by the Property Standards Officer with respect to the standards set out in this By-Law;

“Accessory Building” means a detached building or structure, that is subordinate, exclusively devoted to and located on the same principal property as the principal use building;

“Basement” means a story or storeys of a building located below the first storey;

“Boat” means any vessel which floats on the surface of the water and is capable of carrying people or material whether motorized or not and includes but is not limited to pleasure craft, scows, personal watercraft, canoes, row boats, pontoon boats and commercial boats, when on the water or on land;

“Building” means a building as defined in the Building Code Act, or a structure used or intended to be used for supporting or sheltering any use or occupancy;

“Building Code” means the Building Code Act, 1992, S.O. 1992, C. 23, as amended and any prescribed regulations under the Building Code Act;

“Committee” means the Property Standards Committee established under this By-Law referred to in Section 15.6 of the Building Code Act, 1992, c. 23, as amended, to hear appeals of Property Standards orders;

“Compost” means a collection of material such as kitchen and table waste, grass clippings, plant trimmings, weeds or other leaves;

“Council” means the Council for the Town of Goderich;

“Dwelling” means any building or part thereof occupied or capable of being occupied, for the purpose of permanent or periodic human habitation;

“Dwelling Unit” means a room, or a suite of rooms operated as a housekeeping unit, used or intended to be used as a domicile by one or more person and supporting general living conditions including cooking, eating, sleeping, and sanitary facilities and have a private entrance from outside;

“Fence” means a structure, wall or barrier, other than a building, erected at grade for the purpose of defining boundaries of property, separating open space, restricting ingress to or egress from property, providing security or protection to property or acting as a visual or acoustic screen;

“Maintain” means the preservation and keeping in good repair. Maintenance and maintained shall have the same meaning;

“Noxious Weed” means as defined in the Weed Control Act, R.S.O. 1990, c. W. 5, as amended, a plant that is deemed to be a noxious weed under subsection 10 (1) or designated as a noxious weed under section 24 (a) of that Act, as amended;

“Occupancy” means as defined in Div. C. Part 1 of the Ontario Building Code;

“Officer” means a Property Standards Officer appointed by the Council of the Town of Goderich to administer and enforce this By-Law;

“Owner” means the owner on title or any authorized agent or person in possession of the property that the officer determines;

“Person” means any human being, associated, firm, partnership, incorporated company, corporation, agent, trustee, and the heirs, executors, or other legal representatives;

“Property” means a building or accessory building or part of a building or accessory building and includes the lands and premises appurtenant thereto and all mobile structures, mobile building, mobile homes, outbuildings, fences, retaining walls, and erections thereon, whether heretofore or hereafter erected and includes vacant property;

“Refuse and/or Debris” means any article, thing, matter, substance or effluent that, has been cast aside, discharged or abandoned, or is discarded from its usual and intended use, or is used up, in whole or in part, or expanded or worn out in whole or in part; and shall include domestic waste and industrial waste, and that domestic waste and/or industrial waste does not cease to be refuse by reason that it may be commercially saleable or recyclable;

“Repair” means the provision of such facilities, the making of additions or alterations or the taking of any other actions that may be required so that a property conforms to the standards established in this By-Law;

“Residential Property” means any property that is used or designated for use as a domestic establishment in which one or more persons usually sleep, prepare, 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;

“Safe Condition” means a condition that does not pose or constitute a hazard or risk of life, limb or health of any person on or about the property, and includes a structurally sound condition;

“Sewage” means water-carried waste, which can include any liquid waste containing animal, vegetable or mineral matter in suspension or solution, but does not include roof drainage or storm water. Together with such ground, surface and storm waters as may be present;

“Sewage System” means the municipal sanitary sewer system or a private sewage disposal system approved by the person appointed as an inspector under the Building Code Act, S.O. 1992, c.23;

"Standards" means the standards of physical conditions of occupancy prescribed for property in this By-Law;

“Structurally Sound” means construction capable of withstanding the forces placed upon the building under normal use;

“Structure” means anything constructed or erected the use of which requires location on or in ground or attached to something located on or in the ground;

“Unsafe Condition” means any condition that poses or constitutes an undue hazard or risk to life, limb or health of any person on or about the property;

“Vacant building” means a building or part of a building that is not used by an owner or is not occupied by an owner;

“Waste” means any articles or things that have been set aside, discarded, abandoned, or are deemed to be worthless, useless, or of no practical value or are deemed to be used up in whole or in part or expected or worn out and shall include but are not limited to: debris, rubbish, refuse, sewage, effluent, garbage, brush, ashes, litter, wrappings, salvage, vehicle parts, discarded material, appliances, furniture, piping, rubble, broken or dismantled things, or materials or things exposed to the elements, deteriorating or decaying on a property due to exposure to the weather;

“Wrecked/Dismantled/Inoperative” means a vehicle or trailer which is inoperative, discarded, unused or unlicensed except in an establishment licensed or authorized to conduct and operate

such a business and then only in an arrangement such as to prevent an unsafe condition out of character with the surrounding environment;

"Yard" means the land around or appurtenant to the whole or any part of a building or structure and used or intended to be used in connection with the building or structure, other than publicly owned land.

- 1.2 Any word or term not defined in this By-Law shall have the meaning ascribed to it that is provided for in the Act or the O. Reg. 332/12 of Building Code Act, 1992, S.O. 1992, c.3.
- 1.3 The imperial measurements contained in this By-Law are given for reference only.
- 1.4 Every property owner/tenant of a building shall ensure that the property conforms with the standards prescribed in this By-Law.
- 1.5 Where a provision of this By-Law conflicts with a provision of another Town By-Law, the provisions that establish higher standards to protect the health, safety and welfare of the general public shall prevail.

PART II GENERAL STANDARDS FOR ALL PROPERTY

2.1. GENERAL DUTY TO REPAIR

2.2. Owners – Shall Repair and Maintain

- a) Owners of property that does not conform to the standards of this By-Law, shall repair and maintain the property to conform with the standards of this By-Law or clear it of all buildings, structures, debris or refuse and leave it in a graded and levelled condition except that no building or structure on a Part IV heritage property or a Part V heritage property shall be altered or cleared, including but not limited to removed, demolished or relocated, except in accordance with the Ontario Heritage Act;
- b) In addition to the minimum standards for the maintenance of property set out in this By-Law, all of the heritage attributes of a Part IV heritage property and a Part V heritage property shall be maintained;
- c) For a Part IV heritage property, the owner must comply with the provisions of the Ontario Heritage Act if the alteration is likely to affect the property's heritage attributes, and the owner must apply to Council under the Ontario Heritage Act to obtain written consent, or receive the Minister's consent, as the case may be;
- d) For a Part V heritage property, the owner must comply with the provisions of the Ontario Heritage Act and obtain a permit when altering or permitting the alteration of any part of the property, other than the interior of any structure or building on the property, or when erecting, demolishing, or removing any building or structure on the property, or permitting same, unless excepted from such requirement under the Ontario Heritage Act;
- e) No building or structure on a Part IV heritage property or a Part V heritage property may be altered or cleared, including but not limited to removed, demolished, or relocated, except in accordance with the Ontario Heritage Act;
- f) No order made under section 15.2 of the Building Code Act in respect of a Part IV heritage property, or a Part V heritage property shall state that the site is to be cleared of all buildings or structures and left in a graded and levelled condition. That part of an order in respect of a Part IV heritage property or a Part V heritage property that states that a site is to be cleared of all buildings or structures and left in a graded and levelled condition is of no force or effect.

2.3. Repairs – Manner Acceptable

- a) All repairs to comply with this By-Law shall be carried out in a good and workmanlike manner for the trades concerned; and
- b) For the purposes of this section, and without limiting section 2.3, “good and workmanlike manner” includes: carried out with materials suitable and sufficient for that purpose and free from defects; carried out with a degree of efficiency and knowledge possessed by those with a skill set, competency, and standing in a particular trade and in accordance with recognized industry best practices; and where required by law, carried out by a duly qualified and/or licensed person.

2.4. Application – All Property

This By-Law applies to all property within the Town of Goderich.

2.5. Repairs – Vacant Building – Occupied

All repairs to be carried out inside a vacant building or inside a vacant part thereof shall be carried out before the vacant building or vacant part is used or occupied.

2.6. Repairs Required – Section 15.1 – Act

This By-Law is applicable to repairs required under Section 15.1 of the Building Code Act, and Sections 35.3 and 45.1 of the Ontario Heritage Act, but not any other section of the Ontario Fire Code and Fire Prevention and Protection Act, where applicable, or any other provincial act or regulations.

2.7. Dimension – Specified – Officer Accept – Level of Performance

Whenever a dimension, either maximum or minimum, is specified, the Officer may accept a dimension that is more or less than the requirement provided; it will not reduce the level of performance required by the By-Law.

2.8. Vacant Buildings on Designated Heritage Properties

This section applies only to vacant buildings on a Part IV heritage property or a Part V heritage property.

In order to minimize the potential of deterioration of a building, where the exterior doors, windows or other openings are missing, broken, improperly fitted, unsecure or in disrepair, or where the property remains vacant for a period of thirty (30) days or more, the property shall be boarded in compliance with the following requirements:

- a) All boards used in the boarding shall be installed from the exterior and shall be properly fitted in a watertight manner to fit within the side jambs, head jamb and the exterior bottom sill of the door or window so that any exterior trim remains uncovered and undamaged by the boarding;
- b) All boards should be at least 12.7mm (0.5 in.) weatherproofed sheet plywood secured with nails or screws at least 50 millimetres (2 inches) in length and be installed at appropriate intervals on centre;
- c) All boards shall be painted or otherwise treated so that the colour blends with the exterior of the building or structure.
- d) The exterior of the building shall be maintained to prevent moisture penetration and damage from the elements.

Once a vacant heritage building is secured, the building must be individually evaluated by professionals specializing in the area of building science, heritage conservation, fire prevention, and life safety to determine a heating and ventilation installation and maintenance plan in an effort to conserve the heritage attributes of the structure.

2.9. ENVIRONMENT EXTERIOR PROPERTY AREAS

2.10. Exterior property areas shall be maintained in a neat and tidy condition.

Without restricting the generality of subsection 2.9, maintained in a "neat and tidy" condition includes the removal of:

- a) Rubbish, garbage, brush, waste, litter, debris, and objects or conditions that may create a health, fire, or accident hazard;
- b) Machinery or parts thereof, or other objects or parts thereof, or accumulation of material that creates an unsafe condition or which is not in keeping with the neighbouring properties;
- c) In the opinion of the Property Standards Officer or Chief Building Official, a vehicle, machinery, trailer or boat is wrecked, dismantled, discarded or abandoned or accumulation of objects except in an establishment licensed or authorized to conduct or operate a wrecking business;
- d) Grass and noxious weeds in excess of eight (8) inches for residential, and over twelve (12) inches for commercial industrial properties;
- e) Dilapidated or collapsed structures or erections, and the filling or protecting of any uncovered cavities such as wells, cisterns, septic tanks, sink holes, or impressions which create an unsafe condition;
- f) Injurious insects, termites, rodents, vermin and other pests;
- g) Ground cover, hedges and bushes which are unreasonably overgrown;
- h) Stagnant water that's not a pond, stream, lake or manmade ditch or grading swale;
- i) Excrement;
- j) Firewood, except if stored in an orderly pile, not exceeding a size three (3) metres long by one point five (1.5) metres high, by one (1) metre width;

Sections 2.9 and 2.10 shall include vacant lots.

2.11. Surface Conditions

Surface conditions of yards shall be maintained so as to:

- a) Prevent pooling or ponding of storm water or surface water;
- b) Prevent instability or erosion of soil;
- c) Prevent storm or surface water run-off from entering basements;
- d) Provide safe passage under normal use and weather conditions, day or night;
- e) Be graded/re-graded to prevent surface water run-off from being discharged onto adjacent property.

2.12. Sewage and Drainage

- a) Sewage or organic waste shall be discharged into a sewage system;
- b) Roof drainage shall not be discharged onto sidewalks, stairs, adjacent property or directly to the municipal storm or sanitary system;
- c) Storm water shall be drained from the property to prevent excessive ponding, the entrance of water into a building or in such manner so as to not affect adjacent properties;
- d) Where eavestroughs are provided, every eavestrough, roof gutter and downspout shall be maintained and in good repair.

2.13. Parking Areas, Walks and Driveways

- a) Driveways, ramps, parking areas, paths, outside stairs and landings shall be surfaced, resurfaced, repaired or regraded to provide a uniform surface for pedestrian or vehicle use, so as to afford safe passage;
- b) All areas used for vehicular traffic and parking shall be on the ground and have a surface covering of asphalt, concrete, or compacted stone or gravel and shall be kept in good repair free of dirt, litter and snow. Placing stone/gravel on top of topsoil is not acceptable. A paved communal parking area shall be maintained with suitable markings, such as painted lines to indicate parking spaces, entry and egress routes for vehicles, and snow piling areas.

2.14. Accessory Buildings, Fences, and Other Structures

- a) Accessory buildings, fences and other structures appurtenant to the property shall be maintained in a structurally sound condition and in good repair and free from fire, health and safety concerns;
- b) Accessory buildings, fences and other structures shall be protected from deterioration by the application of appropriate weather resistant materials including paint or other suitable preservative and shall be of uniform colour unless the aesthetic characteristics of said structure are enhanced by the lack of such material;
- c) Buildings are to be maintained to prevent habitat for rodents, insects and vermin;
- d) All furniture used for exterior use that becomes dilapidated shall be disposed of;
- e) Retaining walls shall be maintained and where a retaining wall in excess of 1 metre (39 inches) forms part or is adjacent to a means of egress, a guard shall be provided unless access is restricted to the retaining wall;
- f) Every stair, verandah, porch, deck, balcony and every appurtenance and surface finishing attached or laid thereto shall be maintained.

2.15. Garbage Disposal

- a) Every building, dwelling and dwelling unit shall be provided with a sufficient number of suitable receptacles to contain all garbage, refuse and ashes that may accumulate on the property between the regularly designated collection days. Such receptacles shall be provided with a tight-fitting cover, and shall be maintained in a clean and odour free condition at all times;
- b) All garbage, refuse, and ashes shall be promptly placed in a suitable container and made available for removal in accordance with the municipal garbage collection By-Law, or any successor By-Law;
- c) Where refuse is permitted by an owner to be stored for disposal outside the enclosing walls of a building, the storage of refuse shall follow the garbage collection By-Law or any successor By-Law;
- d) Temporary Storage resulting solely from the construction, demolition or alteration of a building or part thereof may be placed on the property provided:
 - i. It is removed frequently and in its entirety from the property;
 - ii. It will not cause risk to the health or safety of any person;
 - iii. Material contained within temporary storage is covered or kept from freely moving.

2.16. Compost Heaps

No person shall keep a compost heap that does not comply with the following conditions:

- a) The compost heap must not exceed one (1) square metre in area and one point two (1.2) metres in height;
- b) It must be enclosed on all sides;
- c) It must be located at least one (1) metre from any property line, measured from the closest side of the compost heap to the nearest property line.

Failure to adhere to these conditions constitutes an offence under this by-law.

2.17. Lighting

- a) All exterior lighting fixtures shall be installed and maintained to the standards provided by the Building Code Act, the Occupational Health and Safety Act and any other applicable legislation or regulation. Any lights shall be arranged to shield or to deflect light away from abutting properties and the public right of way;
- b) Lighting fixtures, lamps and their supports and connections shall be maintained in a safe and complete condition, without visible deterioration and in working order.

PART III RESIDENTIAL STANDARDS

3.1. General Conditions

- a) 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;
- b) The Town expects the tenant to cooperate with the owner, landlord and/or property manager (owner) by providing access, in accordance with applicable legislation, to carry out repairs at reasonable times, and expects the owner/tenant to carry out and complete remedial work in a timely manner;
- c) Municipal Law Enforcement personnel are here to assist both the owner and tenant to achieve compliance with municipal By-Laws. Any attempts to hinder the owner's efforts to carry out remedial work are discouraged and may negatively affect the priority of the complaint and/or prompt completion. Likewise, if necessary, non-compliance with a notice or order will result in Municipal Law Enforcement personnel exercising the fullest extent of the Property Standards By-Law.

PART IV NON-RESIDENTIAL PROPERTY STANDARDS

4.1. 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 unobstructive access for emergency vehicles. Where conditions are such that a neat and orderly fashion is achieved but is still in the opinion of the Property Standards Officer offensive to view, the offensive area shall be suitably enclosed by a solid wall or a painted board or metal fence not less than one point eight (1.8) metres (6 ft) in height and maintained in good repair.

PART V ADMINISTRATION AND ENFORCEMENT

This By-Law shall apply to all properties within the limits of the Town of Goderich.

5.1. Property Standard Officers

- a) The Council of the municipality shall appoint a Property Standards Officer(s) to be responsible for the administration and enforcement of this By-Law;
- b) Any Building Inspector, Fire Prevention Officer of the Town, Public Health Inspector, or Provincial Offences Officer, is hereby authorized and directed to act as an assistant to the Officer.

5.2. Property Standards Committee

- a) The Property Standards Committee shall be composed of five (5) Council appointed citizen members. The Term of Office for the Property Standards Committee members shall run concurrently with the term of Council. The Terms of Reference for the Property Standards Committee shall be approved by Council;
- b) Property Standards Committee members shall serve without remuneration;
- c) The Property Standards Committee shall be made up of a Chair and Vice-Chair and its members;
- d) The Chief Building Official or designate will serve as the Committee Secretary and will provide support for the activities of the Property Standards Committee.

5.3. Complaints

All complaints must follow the Town's By-Law Enforcement & Complaint Policy. The Municipality shall only respond to complaints received in writing by the complainant who provides their full name, telephone number, address, nature of the complaint, and signed by the complainant. The complaint will be forwarded to the Municipal By-Law Enforcement Manager.

- a) The Officer may not inspect the entire premises or suite, however, will inspect those items which are subject of the written complaint to obtain evidence;
- b) Notwithstanding the above, the Officer may inspect other areas or items believed to be unsafe;
- c) The Town expects the tenant to cooperate with the owner, landlord and/or property manager (owner) by providing access, in accordance with applicable legislation, to carry out repairs at reasonable times, and expects the owner/tenant to carry out and complete remedial work in a timely manner.

5.4. Initial Notification - Notice of Non-Compliance

An Officer has determined that a property does not comply with the standards prescribed in this By-Law.

A notice of Non-Compliance shall be sent to the last known address of the offender/property owner and shall include the following:

- a) Specific details regarding which section(s) of the Property Standards By-Law have been contravened;
- b) A description of what must be done to correct the deficiencies to bring the property into compliance;
- c) A specific deadline (often 14-30 days, depending on the severity) by which the required repairs or maintenance must be completed.

The property will be subject to re-inspection, at which time, the Officer may issue an Order to Comply.

5.5. Issuance of an Order to Comply

Failure to comply with the Notice of Non-Compliance, the Officer shall make an Order to Comply under the Building Code Act or Property Standards By-Law.

The Order Comply is sent to the alleged offender/property owner(s), to the last known address, and contains:

- a) That the property does not comply with the standards prescribed by this By-Law;
- b) The contact (name and number) information of the Property Standards Officer;
- c) The date the inspection was conducted;
- d) The list of violations or deficiencies;
- e) A description of what must be done to correct the violations/ deficiencies and the number of days given to bring the property into compliance.

5.6. Adherence Timeframe

- a) The standard timeline is fourteen to thirty (14 to 30) days from the date the Order to Comply is served, but this can vary based on the complexity of the work that needs to be carried out;
- b) The exact number of days will be specified in the Order to Comply.

5.7. Options for Dealing with the Order to Comply

The offender/property owner receiving an order to Comply can either:

- a) Option 1: Comply With the Order; or
- b) Option 2: Fail to Comply with the Order; or
- c) Option 3: Appeal the Order to the Property Standards Committee.

5.8. Option 1: Comply With the Order

- a) In accordance with the completion time(s) set out in the Order, when compliance is affected, the offender/property owner must notify the Property Standards Officer;
- b) Following notification of completion, the Property Standards Officer will re-inspect the property to ensure all work was completed as required;
- c) When the Officer confirms that all work has been completed in accordance with the Order, the file is updated and then closed on the computer tracking system;
- d) Following the inspection of the property, or on the request of the offender/property owner, the Officer may issue to the owner a Certificate of Compliance if, in their opinion, the property is in compliance with the standards of this By-Law;
- e) If a Certificate of Compliance to this By-Law is issued at the request of the offender/property owner, the offender/property owner shall pay a fee as per the current fee as per the Town's Fee By-Law as amendments.

5.9. Option 2: Fail to Comply with the Order

- a) Any person who fails to comply with an order issued pursuant to this By-Law is guilty of an offence and, upon conviction, is subject to a penalty provided by the Building Code Act and/or the Provincial Offences Act;
- b) If all work under the Order to Comply has not been satisfactorily completed by the due date(s) and the Order has not been appealed within the Appeal period, it will be considered that the offender/property owner failed to comply, the Order will be deemed confirmed and no further appeal will be allowed.

5.10. Option 3: Appealing to the Property Standards Committee

The offender/property owner may appeal the Order to Comply, within the designated Appeal period, to the Property Standards Committee by sending a notice of appeal (see Schedule "C") including grounds for the appeal, by mail or dropping it off at the Goderich Administration Centre to the Secretary of the Committee within fourteen (14) days after being served with the

order. An owner or occupant who appeals to an Order shall pay a non-refundable hearing fee as provided for under the Town's Fee By-Law, or any successor By-Law. In the event that no appeal is filed, the order shall be deemed to be confirmed.

The Secretary of the Property Standards Committee, in receipt of the notice of appeal shall:

- a) Determine the date, place, and time of the hearing of appeal, which shall take place not less than seven (7) days and not more than thirty (30) days from the date of receipt of the aforesaid notice, and;
- b) Give notice in writing of the date, place, and time of the hearing referred to both the appellant and the Officer who issued the Order. The Secretary of the Property Standards Committee shall hold the hearing at the date, place and time set out in the notice.

The Committee shall hear the appeal and have all the powers and functions of the Officer who made the Order. The Committee may rescind, amend or confirm the Order or may extend the time to complete the work.

5.11. Escalation for Non-Compliance

- a) Once an Order to Comply is deemed confirmed and where the offender/property owner makes no attempt to correct the deficiencies, a violation of the Order can result in the Town taking legal action against an offender/property owner through the Court or issuing the following fines under the Provincial Offences Act:
 - i. A conviction of an individual carries a maximum fine of \$50,000 for a first offence and \$100,000 for a subsequent offence;
 - ii. A conviction of a corporation carries a maximum fine of \$500,000 for a first offence and \$1,500,000 for a subsequent offence.
- b) If an Order is not complied with in accordance with the timeframe listed on the order, as deemed confirmed or modified by the Committee, the Town may cause the property to be brought to compliance with this By-Law or demolished.
- c) If remediation is completed by the Town, such cost regarding remediation will be billed to the owner of the property, and the owner will be responsible for payment of the full cost of the work, including any third-party costs, plus any administrative fees. If the remediation cost remains unpaid, the costs will be transferred to the property's tax roll to be collected in the same manner as municipal property taxes.
- d) Also, for the purpose of any provisions of this By-Law, Property Standards Officers or their delegates may enter the property at any reasonable time, without a warrant, in order for the property to be brought to compliance of this By-Law or demolish the property as per the Building Code Act.
- e) If the owner fails to pay the cost of any work completed under authority of this By-Law within thirty (30) days of the work being completed, the amount, plus any administrative fees, shall be added to the tax roll of the subject property and collected in the same manner as municipal taxes.
- f) Additional inspections conducted by the Officer, Property Standards Committee members and Secretary, and clean-up fees, are subject to the Town's Fee By-Law.
- g) The administrative fees set out in the Fee By-Law and hereto shall be adjusted without amendment to this By-Law, in accordance with the Fee By-Law of the Town, as amended from time to time.
- h) In cases of repeated non-compliance to this By-Law, the municipality may initiate court proceedings to obtain increased fines, orders mandating compliance with this

By-Law or finding the offender/property owner in contempt of its obligations under the By-Law.

5.12. Decision of the Committee

- a) The Secretary of the Committee shall notify the appellant, and the Officer who issued the Order of, the decision of the Committee;
- b) Any other person who appeared at the hearing may request a copy of the decision through written request to the Clerk.

5.13. Appealing the Decision of the Property Standards Committee

- a) An offender/property owner may appeal the decision of the Property Standards Committee to a Judge of the Superior Court of Justice;
- b) If such an Appeal is made, the offender/property owner must notify the Town Clerk of the of the Appeal action in writing;
- c) An Appeal may be filed with the Court within fourteen (14) days after the Decision is issued;
- d) The Court may rescind, amend or confirm the Order;
- e) A Court Order becomes final and binding.

5.14. Validity

In the event that any provision of this By-Law is declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the remaining provisions of this By-Law.

5.15. Transitional Rules – Orders Continued and Proceedings Continued

- a) An order made pursuant to this By-Law is continued under and in conformity with the provisions of this By-Law so far as consistently may be possible.
- b) All proceedings taken pursuant to this By-Law shall be taken up and continued under and in conformity with the provisions of this By-Law so far as consistently may be possible.

5.16. By-Laws – Repealed

By-Law No. 63 of 1999, as amended, being “A By-Law Prescribing Standards for the Maintenance and Occupancy of Property” is hereby repealed.

5.17. By-Laws Repealed – Order Continuous

An order made pursuant to By-Law No. 156 of 2025 is continued under and in conformity with the provisions of this By-Law so far as consistently may be possible.

PART VI GENERAL PENALTY PROVISIONS

6.1. Every person who contravenes any provision of this bylaw is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act, R.S.O. 1990, Chapter p. 33, as amended*.

PART VII SHORT TITLE

7.1. This By-Law may be referred to as the “Property Standards By-Law”.

SCHEDULE A: BY-LAW COMPLAINT FORM

Required fields are marked with asterisks (*)

First Name*: _____ Last Name*: _____

Phone number*: _____

Email: _____

Street Address*: _____

Town*: _____ Postal Code*: _____

Complaint Information

Location of problem being reported*: _____

Name of Individual: _____

Description of Complaint*:

Attach supporting information (Photo, Video, Document)

Please ensure that you include your name, address and telephone number. Complaints without this information are not accepted.

Complaints will only be received by one communication method, via this form, and not through multiple channels.

Anonymity will be maintained between the complainant and the alleged offender, EXCEPT where necessary in a Court of Law, or when subject to the provisions of the Freedom of Information and Protection of Privacy Act. Should this complaint proceed to Court, you may be required to give evidence as a witness, and your name and filed complaint will become a matter of public record. The personal information requested on this form is being collected for the purpose of conducting a Bylaw Enforcement investigation and may be shared with applicable departments and agencies for the purpose of initiating appropriate action. Collection of personal information is governed, authorized and protected by the Freedom of Information and Protection of Privacy Act. By providing this information, you consent to its use for the above purposes.

The Town reserves the right to use discretion in determining the enforcement response to any specific complaint.

SCHEDULE B: FEES

TYPE FEE- APPLICABLE	FEE – EFFECTIVE APRIL 14, 2026	APPLICABLE TAXES
By-Law Inspection Fee where owner fails to comply with a Notice or Order, re-inspection	\$110.00	Exempt
Re-Inspection Fee shall apply for each time an Officer performs an inspection of the property	\$110.00	Exempt
Property Standards Order Appeal Fee – Nonrefundable	\$425.00	Exempt
Certificate of General Compliance	\$100.00	Exempt
All fees of registration of Property Standards Order on Title	Actual Cost	Exempt
Property Restoration and Clean Up Administrative Fee	10% of all expenses incurred by the Town to bring property into compliance – minimum charge \$100	+ HST

TOWN OF GODERICH
PART I PROVINCIAL OFFENCES ACT
By-law 15-2026: Property Standards By-law

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
1	Fail to repair and maintain property	2.2 a)	\$400.00
2	Fail to maintain to minimum standards	2.2. b)	\$400.00
3	Fail to comply with Part IV of Heritage Act re alterations	2.2. c)	\$400.00
4	Fail to comply with Part V Heritage Act re alterations	2.2. d)	\$400.00
5	Fail to comply with Heritage Act re clearing	2.2. e)	\$400.00
6	Fail to repair in a good manner	2.3. a)	\$400.00
7	Fail to repair prior to occupancy	2.5.	\$400.00
8	Fail to use proper boarding	2.8. a)	\$400.00
9	Fail to use weatherproofed boarding	2.8. b)	\$400.00
10	Fail to use treated boarding	2.8. c)	\$400.00
11	Fail to prevent moisture penetration	2.8. d)	\$400.00
12	Fail to maintain exterior property debris	2.10. a)	\$400.00
13	Fail to maintain exterior property machinery	2.10. b)	\$400.00
14	Fail to maintain exterior property accumulation of material	2.10. c)	\$400.00
15	Fail to maintain exterior property weeds	2.10. d)	\$400.00
16	Fail to maintain exterior property dilapidated structures	2.10.e)	\$400.00
17	Fail to maintain exterior property pests	2.10. f)	\$400.00
18	Fail to maintain exterior property unreasonable overgrowth	2.10. g)	\$400.00
19	Fail to maintain exterior property stagnant water	2.10. h)	\$400.00
20	Fail to maintain exterior property - excrement	2.10. i)	\$400.00
21	Fail to maintain exterior property - firewood	2.10. j)	\$400.00
22	Fail to maintain exterior property – water pooling	2.11. a)	\$400.00
23	Fail to maintain exterior property – erosion of soil	2.11. b)	\$400.00
24	Fail to maintain exterior property – water entering basement	2.11.c)	\$400.00
25	Fail to maintain exterior property – safe passage	2.11. d)	\$400.00
26	Fail to maintain exterior property - water run off to adjacent properties	2.11. e)	\$400.00
27	Fail to maintain exterior property – prevention of organic waste into sewage system	2.12. a)	\$400.00
28	Fail to maintain exterior property – prevention of roof drainage onto adjacent properties	2.12. b)	\$400.00

29	Fail to maintain exterior property- storm water drainage	2.12. c)	\$400.00
30	Fail to maintain exterior property – eavestroughs	2.12. d)	\$400.00
31	Fail to maintain exterior property – parking areas	2.13. a)	\$400.00
32	Fail to provide and maintain exterior on the ground parking	2.13. b)	\$400.00
33	Fail to maintain exterior property – fences	2.14. a)	\$400.00
34	Fail to maintain exterior property – accessory buildings	2.14. b)	\$400.00
35	Fail to maintain exterior property – the habitat of pests	2.14 c)	\$400.00
36	Fail to maintain exterior furniture	2.14 d)	\$400.00
37	Fail to maintain exterior retaining walls	2.14. e)	\$400.00
38	Fail to maintain exterior stairs and decks	2.14. f)	\$400.00
39	Fail to maintain refuse storage receptacles	2.15. a)	\$400.00
40	Fail to use municipal provided refuse containers	2.15. b)	\$400.00
41	Fail to comply with refuse collection	2.15. c)	\$400.00
42	Fail to screen outside refuse storage area	2.15. d)	\$400.00
43	Fail to maintain temporary storage	2.15. d)	\$400.00
44	Fail to maintain compost heap	2.16.	\$400.00
45	Fail to shield exterior lights from abutting properties	2.17. a)	\$400.00
46	Fail to maintain lighting fixtures	2.17. b)	\$400.00
47	Fail to maintain property in a safe condition	3.1. a)	\$400.00
48	Fail to provide access to carry out repairs	3.1. b)	\$400.00
49	Fail to maintain a neat and orderly warehouse	4.1.	\$400.00

Note: The penalty provision for the offences indicated above is **Section 6.0** of By-Law 15-2026, a certified copy of which has been filed.

SCHEDULE C: NOTICE OF APPEAL

Appellant Information

Name of Appellant: _____

Street Address: _____

City or Town: _____ Province: _____ Postal Code: _____

Phone Number: _____ Email: _____

Preferred Method of Notification: Mail: _____ Email: _____

Appeal Information

Order Number: _____ Issue Date: _____

Appeal Deadline set out in the Order: _____

*Copy of order attached

Property Address: _____

Property Owner/ Occupant: _____

Agent (if any): _____

I require time to do the work: _____

I require the order to be modified as follows: _____

I disagree with the order and ask for it to be quashed: _____

Briefly explain the reasons for your appeal:

Signature of property owner/ occupier or agent: _____

Date: _____

Notes:

An agent who appears on behalf of an owner/ occupant at a hearing must be able to do so in accordance with the Law Society Act and its regulations.

An agent who is not licensed under the Law Society Act and its regulations and who signs this Notice of Appeal must submit a completed Authorization to Act as Agent for Appeal (attached), signed by the owner/ occupant, with this Notice of Appeal.

How to Submit the Notice of Appeal

The Notice of Appeal to Property Standards Committee must be received on or before the final date to appeal, with a copy of the Order and applicable Fee.

Send the completed Notice of Appeal including a copy of the Order and the Fee, by registered mail or deliver it in person to:

Town of Goderich,
Attention: Property Standards Committee
57 West Street
Goderich, Ontario N7A 2K5

You must include the non-refundable appeal fee of \$425. Cheques are payable to the Town of Goderich. Or pay by cash or debit in person.

Attach a copy of the Order you are appealing to this Notice of Appeal.

Should the Notice of Appeal be received after the deadline to appeal, it will not be processed, and it will be returned to the Appellant.

PROPERTY STANDARDS APPEAL AUTHORIZATION TO ACT AS AN AGENT

If the property owner/occupant is an INDIVIDUAL:

I/we, _____

The owner(s) of _____

authorize _____

to act as my/our Agent for the purposes of the appeal of Property Standards Order _____.

Signature: _____ Date: _____

Signature: _____ Date: _____

If the property owner/occupant is a CORPORATION:

On behalf of _____

Which owns _____

I, _____ authorize _____

to act as the corporations Agent for the purposes of the appeal of Order _____.

Corporation Name: _____

I have authority to bind the corporation.

Signature: _____ Date: _____ Position: _____

Contact information for Agent:

Name: _____

Email: _____ Phone: _____

Mailing Address: _____