

SECTION 3 - ADMINISTRATION AND ENFORCEMENT

3.01 ADMINISTRATION

This BYLAW shall be administered by the MUNICIPAL DEVELOPMENT DEPARTMENT of the CITY under the direction of COUNCIL.

3.02 INSPECTION

The BYLAW ENFORCEMENT OFFICER and BUILDING INSPECTOR, or any other official of the CITY is hereby authorized to enter, at all reasonable times, on any property subject to the regulations of this BYLAW, to ascertain whether the regulations or directions contained herein are being observed.

3.03 ENFORCEMENT

- (1) It is unlawful for any person to cause, suffer, or permit any building or structure to be constructed, reconstructed, altered, moved, extended, occupied, or used, or any land to be occupied or used, in contravention of this BYLAW or otherwise to contravene or fail to comply with this BYLAW.
- (2) It is unlawful for any person to prevent or obstruct, or attempt to prevent or obstruct the authorized entry of the BYLAW ENFORCEMENT OFFICER, BUILDING INSPECTOR. Or any other official of the CITY.
- (3) The BYLAW ENFORCEMENT OFFICER may cause notice in writing to be served to the owner or occupier of real property found to contravene the provisions of this BYLAW setting out the details of the contravention and the action required of the party so notified.
- (4) The BYLAW ENFORCEMENT OFFICER may serve notice by:
 - (a) registered mail addressed to the property owner as recorded in the property records of the CITY,
 - (b) hand-delivering it to the owner or occupier of the real property that is subject to the notice,
 - (c) posting it on a conspicuous place on the real property that is the subject of the notice, and the notice shall then be deemed to be validly and effectively served for the purposes of this BYLAW at the expiration of three (3) days immediately following the date the notice was so posted.
- (5) No liability or responsibility other than that set out in accordance with this BYLAW rests with the CITY to prove delivery of the notice.

3.04 PENALTIES

- (1) *Every person who commits an offence contrary to the provisions of this BYLAW, as amended from time to time, is liable, upon summary conviction, to a penalty of not less than \$500.00, and not more than \$10,000.00 in addition to the costs of the prosecution. (AB #3334)*
- (2) Each day that such violation is caused to continue, or allowed to continue, constitutes a separate offence.