

# A BY-LAW TO PROVIDE FOR AN ADMINISTRATIVE PENALTY SCHEME

BY-LAW 9/21

WHEREAS section 3(1) of the *Municipal By-law Enforcement Act* ("Act") provides that a municipality may require administrative penalties to be paid in respect of the contravention of its by-law;

AND WHEREAS Council for the R.M. of St. Laurent ("Municipality") deems it advisable in the public interest to provide for an administrative penalty scheme as a means of encouraging compliance with its by-laws;

NOW THEREFORE Council of the R.M. of St. Laurent enacts as follows:

1. The purpose of this by-law is to establish an administrative penalty scheme for the enforcement of certain by-law contraventions and an adjudication scheme to resolve matters relating to administrative penalties.
2. The following definitions apply to this by-law:
  - a. "adjudication" the act or process of adjudicating a dispute
  - b. "compliance agreement" an arrangement as to a course of action in fulfilling official requirements
  - c. "screening officer" means a person appointed as a screening officer by a municipality.
3. The administrative penalties described in By-law 4/21 for each contravention are hereby set.
4. The period within which a person may pay the administrative penalty or request a review by a screening officer is hereby set at 30 days.
5. The person(s) listed in Schedule A are hereby appointed as screening officers.
6. Within 14 days of receiving a decision of the screening officer that confirms the administrative penalty, the person may request a review of the decision by an adjudicator by notice in writing to the Chief Administrative Officer mailed or delivered to the municipal office accompanied by a \$25 adjudication fee.

The Municipal By-law Enforcement Act provides for optional provisions in the by-law that may include screening officers to:

- i. reduce the amount of an administrative penalty, and set out the grounds for reducing the penalty,
- ii. enter into a compliance agreement with a person to whom a penalty notice has been issued, including identifying the contraventions that such an agreement may apply to, setting the terms that may be included in such an agreement and the maximum duration of the agreement and setting the time for a person to submit to adjudication the issue of whether the person complied with the agreement,
- iii. establishing additional grounds upon which the screening officer is authorized to cancel a penalty notice, and
- iv. providing for an early payment discount of administrative penalties.

In addition, depending on the screening officer system to be established under this by-law, a municipality may consider adding provisions to deal with how a person makes a request for a review, how the screening officer administers the review, makes a decision and provides notice of the decision to the person.

7. An Adjudication scheme described in sections 14-21 of the Act is hereby established to allow a person to whom a penalty notice has been issued to:
  - a. request a review of a screening officer's decision to confirm or reduce the administrative penalty set out in the penalty notice;
  - b. request a determination of a dispute as whether the terms of a compliance agreement were complied with.

In addition, depending on the screening officer system to be established under this by-law, a municipality may consider adding provisions to deal with how notices for adjudication reviews are administered.

8. Upon the adjudicator ordering the adjudication fee to be refunded, the Chief Administrative Officer is authorized to refund the adjudication fee to the person.
9. Upon the Municipality being invoiced under section 21 of the Act for the costs of the administering the adjudication scheme, the Chief Administrative Officer is authorized to pay the invoice.
10. A penalty notice shall be in the form of the Schedule C.

This Part makes necessary amendments to the enforcement provision of parking by-laws, by-laws that contain designated violations and the enforcement by-law.

11. This by-law shall come into effect on October 9, 2021

12. Prosecutions of designated by-law contraventions that are outstanding when this by-law comes into effect shall continue under the procedures of the former by-laws and the Summary Convictions Act.

DONE AND PASSED by Council of the R.M. of St. Laurent, in open meeting, duly assembled this 9 day of October, 2021.

The Rural Municipality of St. Laurent



Reeve



CAO

Read a first time this 1 day of September, 2021

Read a second time this 1 day of September, 2021

Read a third time this 6 day of October, 2021

ENQUIRIES MAY BE DIRECTED TO THE R.M. OF ST. LAURENT ADMINISTRATIVE OFFICE, 16 ST. LAURENT VETERAN'S MEMORIAL ROAD,  
ST.LAURENT, MB ROC 2S0, BETWEEN 8:30A AND 4:30PM, MONDAY THROUGH FRIDAY, P(204) 646-2259, F(204) 646-2705 OR  
[RMSTLAUR@MYMTS.NET](mailto:RMSTLAUR@MYMTS.NET).

## PENALTY NOTICE REVIEW REQUEST

If you wish to dispute the Penalty Notice, complete the following request form and return it before the Penalty Notice due date.

### PLEASE PRINT

NAME:

PENALTY NOTICE NO:

DATE OF ISSUE:

ADDRESS:

DAYTIME PHONE NUMBER:

EMAIL:

PREFERRED LANGUAGE: French  English

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SIGNATURE

THE RM OFFICE WILL CONTACT YOU WITH THE SCHEDULED DATE OF YOUR REVIEW. IF YOU HAVE ANY QUESTIONS REGARDING THE PROCESS,  
PLEASE CONTACT THE RM OFFICE.

## SCREENING OFFICER DECISION

### PENALTY NOTICE INFORMATION

Penalty Notice Number:

Date of Issue:

Location:

Violation:

### SCREENING OFFICER'S DECISION:

- The administrative penalty in the amount of \$\_\_\_\_\_ is confirmed and is due [insert last date of response period].
- The administrative penalty is reduced to \$\_\_\_\_\_ and is due [insert last date of response period].
- The penalty notice is cancelled.
- The penalty notice is stayed pending completion of the terms of a compliance agreement.

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Screening Officer's Signature

### RIGHT TO ADJUDICATION

You have a right to have this decision reviewed by an independent adjudicator. If you wish to request adjudication you must do so by completing a Request form and filing it in the Municipal Officer at *16 St. Laurent Veteran's Memorial Road, St. Laurent, MB ROC 2S0* by the date specified on the form. A fee of \$25 is required to file a Request for Adjudication. This fee will be refunded to you if the adjudicator determines that you were successful on the adjudication.

# R.M. OF ST. LAURENT COMPLIANCE AGREEMENT

## AGREEMENT RESPECTING ADMINISTRATIVE PENALTY

[Date]

On [date], penalty notice # [number] was issued to [name] (the "recipient") in respect of a violation of [by-law].

The penalty notice required the recipient to pay \$\_\_\_\_\_, (the "administrative penalty")

The recipient requested a review of the penalty notice by a screening officer and the penalty notice was reviewed by a screening officer on [date] [in the presence of the recipient/by mail].

The By-law authorises the use of a compliance agreement.

The purpose of a compliance agreement is to give the recipient an opportunity to come into compliance with the by-law without having to pay the administrative penalty set out on the penalty notice.

The recipient has agreed to enter into a compliance agreement on the following terms.

1. For the purpose of becoming compliant with the by-law, the recipient will:
  - a. [List of required activities to be performed/permits obtained, etc.]
2. The recipient will cause all of the works referred to in paragraph 1 to be completed in accordance with the following timeline:
  - a. [timeline for completion]
3. The recipient will allow a R.M. of St. Laurent By-law Enforcement Officer reasonable access to the premises between the hours of 8:30am and 4:30pm, Monday through Friday, for the purpose of inspecting progress in relation to the timeline contemplated in paragraph 2.
4. The By-law Enforcement Officer shall prepare a report at the completion of the compliance period indicating whether the By-law Enforcement Officer is of the opinion that the anticipated state of compliance has been achieved.
5. Upon completion of the timeline outlined above, the screening officer shall review the report, make a determination as to whether the recipient has complied with the terms of this agreement, and notify the recipient of that determination by regular letter mail to the following address [recipient address].
6. If the notice prepared by the screening officer indicates that the recipient has not complied with the terms of this agreement, the notice must include that the recipient, within 14 days of receipt of the notice, must either:
  - a. pay the full administrative penalty as required by the penalty notice; or
  - b. request that the determination be reviewed by an adjudicator by completing and returning an Adjudication Request Form and paying the \$25 adjudication fee.
7. The recipient agrees that, pursuant to *The Municipal By-law Enforcement Act*, an adjudicator has the authority to determine whether the recipient has complied with the terms of the agreement but not to vary, delete, or otherwise modify the terms of this agreement.

[Recipient Signature]

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[Recipient Printed Name]

[Screening Officer Signature]

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[Screening Officer Printed Name]

ENQUIRIES MAY BE DIRECTED TO THE R.M. OF ST. LAURENT ADMINISTRATIVE OFFICE, 16 ST. LAURENT VETERAN'S MEMORIAL ROAD,  
ST.LAURENT, MB ROC 2S0, BETWEEN 8:30A AND 4:30PM, MONDAY THROUGH FRIDAY, P(204) 646-2259, F(204) 646-2705 OR  
[RMSTLAUR@MYMTS.NET](mailto:RMSTLAUR@MYMTS.NET).

## ADJUDICATION REQUEST

If you wish to dispute the decision of the screening officer complete the following request form and return it by [date] to the address above.

### PLEASE PRINT

NAME:

PENALTY NOTICE NO:

DATE OF ISSUE:

ADDRESS:

DAYTIME PHONE NUMBER:

EMAIL:

PREFERRED LANGUAGE: French  English

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SIGNATURE

**NOTE:** A \$25 adjudication fee must be paid. This fee is refunded if the adjudicator determines you were successful on the adjudication.



**Rural Municipality of St. Laurent**  
**Municipalité rurale de Saint-Laurent**

Box/c.p. 220 St. Laurent, Manitoba R0C 2S0

Telephone/telephone (204)646-2259

Fax/télécopieur (204)646-2705

Email/courriel [rmstlaur@mymts.net](mailto:rmstlaur@mymts.net)

NOTICE OF ADJUDICATION

[DATE]

To: [Name]

[ADDRESS]

Penalty Notice Number:

Violation:

Date of Issue:

Time of Issue:

Location:

Officer:

Section:

Fine Amount:

TAKE NOTICE OF THE FOLLOWING INFORMATION REGARDING YOUR ADJUDICATION:

TIME:

LOCATION:

This will confirm that you requested adjudication of the above referenced penalty notice. Your adjudication will take place at the date and time and location indicated above. You are required to attend at that time. If you do not attend, the adjudicator will order that the fine is immediately due and payable, by you, to the R.M. of St. Laurent.

Yours Truly,

R.M. of St. Laurent By-Law Enforcement



# [ADJUDICATION DECISION]

[DATE]

[NAME]

[ADDRESS]

Dear Mr/Ms [NAME]:

Re: PENALTY NOTICE #- Notice of Adjudication Decision

The adjudicator has notified the R.M. of St. Laurent that at the adjudication on [DATE], [DECISION]. A copy of the adjudicator's decision is enclosed along with this notice.

The administrative fine of \$\_\_\_\_\_ is not outstanding. [IF APPLICABLE]

Payment of the fine can be made in person or by mail to:

Administration Office  
The R.M. of St. Laurent  
Box 220  
16 St. Laurent Veteran's Memorial Road  
St. Laurent, MB, R0C 2S0

If you do not pay the amount of the fine as set out above, the R.M. of St. Laurent may take any and all steps necessary to collect the amount of fine from you, as authorised by *The Municipal By-law Enforcement Act*.

Yours truly,

R.M. of St. Laurent By-law Enforcement

/encl.

Adjudication Decision No:

PENALTY NOTICE INFORMATION

Penalty Notice Number:

Violation:

Date of Issue:

Time of Issue:

Location:

Officer:

Section:

Fine Amount:

ADJUDICATION DECISION:

Facts:

Summary of Screening Officer's Decision:

Issues:

Evidence Considered:

Decision:

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Adjudicator's Signature

## FAQ

### How does By-law Adjudication Work?

The *Municipal By-law Enforcement Act* allows municipalities to enforce parking tickets and other by-law violations through the use of administrative penalties and non-judicial adjudicators instead of relying on limited Provincial Courts resources.

The goal is to create a simple, fair, and cost-effective system to enforce bylaws while resolving disputes in a way that promotes understanding and compliance. The majority of the violations that will be enforced this way will relate to parking restrictions and community liveability by-laws.

A penalty notice is used if a by-law enforcement officer believes that there has been a by-law violation. The notice will include the relevant information relation to the violation and the amount of the administrative penalty that is owed. You may dispute the violation by contacting the municipal offices.

A dispute is first reviewed by a screening officer who will review the information contained on the penalty notice and any additional information you may wish to provide. The screening officer will then determine if the penalty should be upheld, cancelled or in some cases varied.

If you disagree with the screening officer's decision, you can request adjudication by a provincially appointed adjudicator. The adjudicator will review the screening officer's decision and any additional information that the adjudicator considers relevant. The adjudicator's decision is final and not subject to any appeal.

### How do I Pay the Fine on the Penalty Notice?

Payment of the fine indicated on the Penalty Notice can be made in person or by mail to:

Administration Office  
The R.M. of St. Laurent  
Box 220  
16 St. Laurent Veteran's Memorial Road  
St. Laurent, MB R0C 2S0

Do NOT send cash in the mail.

Take note of any early payment discounts that are set out on the penalty notice.

### How do I Dispute a Penalty Notice?

You have until the date noted on the penalty notice to pay the administrative penalty or dispute the penalty notice. If you do not pay the penalty or dispute the notice before that date, you will receive a Final Notice. The Final Notice will give you 30 additional days to pay the penalty or dispute the final

penalty notice. If you do neither within that period, you will no longer be able to dispute the penalty notice.

You may dispute a penalty notice by appearing at the address set out below on weekdays between 8:30am and 4:30pm and requesting to have your penalty reviewed by a screening officer:

Administration Office  
The R.M. of St. Laurent  
16 St. Laurent's Memorial Road  
St. Laurent, MB R0C 2S0

The screening officer will review the penalty notice and may:

- cancel the penalty notice;
- in some circumstances, enter into a compliance agreement with your consent to resolve the violation;
- in some circumstances reduce the administrative penalty if the circumstances warrant;  
or
- uphold the penalty notice.

The specific options available to the screening officer are determined by the particular by-law. A copy of each by-law is available upon request at (204) 646-2259, or [admin.stlaur@mymts.net](mailto:admin.stlaur@mymts.net).

If you are not satisfied with the decision of the screening officer you may request a hearing before an adjudicator.

### **How do I Request an Adjudication Hearing?**

You may request an adjudication hearing by completing and returning an Adjudication Request Form to the municipal office within the time period set out on the form. Shortly after you submit the form, you will be contacted to schedule the adjudication hearing. The address, email or phone number set out on the form will be used to contact you.

You are required to pay a \$25 adjudication fee when requesting an adjudication hearing. This amount will be refunded to you if you are successful.

The adjudicator is appointed by the province and must be independent and objective. The adjudicator may not be an employee or officer of any municipality and may not hear a dispute if there is an apprehension of bias toward you.

You may appear at the adjudication hearing in person, or you may be represented by an agent or a lawyer. You may also participate in the adjudication hearing through prepared written submissions or by telephone or another telecommunications device. Be sure to clearly indicate how you wish to participate when scheduling the hearing.

At the adjudication hearing, the adjudicator will review the screening officer's decision and relevant evidence before deciding whether or not the contravention occurred. If the adjudicator believes that the violation occurred, the administrative penalty must be paid in full. If not, the penalty notice is cancelled, the \$25 adjudication fee is refunded, and no penalties are payable. The adjudicator may also reduce the administrative penalty if exceptional circumstances exist.

### **What is a Compliance Agreement?**

A compliance agreement is an agreement that you may voluntarily enter into certain situations. By entering into the agreement, you recognize that a by-law violation has occurred and agree to resolve the violation by bringing the situation back into compliance with the by-law.

Compliance agreements are best suited to ongoing violations, like minor zoning issues or general neighbourhood livability by-laws, where you are willing to correct the situation but need some time to do so. The compliance agreement will include a time period for resolving the situation and identify what needs to occur before the situation is resolved.

The screening officer will review a report from the by-law officer concerning whether the agreement has been complied with. The screening officer will cancel the penalty notice if the terms of the compliance agreement are fulfilled. If the screening officer believes that you have not complied with the terms of the agreement, the penalty must be paid within 14 days of when you received notice of the screening officer's decision.

You may dispute the screening officer's decision by requesting an adjudication hearing. [See 'How do I Request an Adjudication Hearing?']

### **What Happens if the Administrative Penalty is Not Paid?**

An administrative penalty may become payable in one of the following scenarios:

- you do not respond to a penalty notice within 30 days of receiving a Final Notice;
- the screening officer confirms that the by-law violation occurred and you do not request an adjudication hearing within the time set out;
- the screening officer determines that you did not comply with the terms of a compliance agreement and you do not request an adjudication hearing within 14 days; or
- the adjudicator confirms that the by-law violation occurred.

In any of these scenarios, the administrative penalty is owing and must be paid by you to the Municipality. The Municipality is entitled to take enforcement action to recover any unpaid amounts. Examples of enforcement action include registering a lien against your vehicle in the Personal Property Registry, even if the by-law offence did not involve the use of your vehicle and filing a judgment against your land in the provincial Land Titles office?

SCHEDULE A



R.M. of St. Laurent  
**RESOLUTION**

Date: June 22, 2021

Resolution # 212 /2021

Moved by: Phil Mathews

Seconded by: Vern Coutu

WHEREAS *The Municipal By-Law Enforcement Act* provides for the RM's ability to appoint a screening officer.

THEREFORE BE IT RESOLVED THAT Council approve the appointment of Elizabeth Denny as the RM's Screening Officer at the rate of \$28.00 per hour.

Carried/Defeated  
Wheyl Smith  
Chairperson

For:

Against:

Abstain:



# SCHEDULE B

## RM of St. Laurent Fees, Fines and Charges By-Law

By-Laws	First Offence	Second Offence	Third Offence	Notes
<b>Animals ByLaw</b>				
Kill animal or person s.2a)	Euthanization			\$1000 per Screening Officer Review
Chasing or barking vehicles or horse s.2b)	\$50	\$75	\$100	25% off early payment
Defecation s.2c)	\$50	\$75	\$100	25% off early payment
Damage property s.2d)	\$100	\$150	\$250	25% off early payment
School ground s.2e)	\$50	\$75	\$100	25% off early payment
Run at large s.2f)	\$50	\$75	\$100	25% off early payment
Pursue, chase or wound s.2g)	\$500	\$1,000	Euthanization	25% off early payment
Prohibited animal s.2h)	\$500	\$750	\$1,000	25% off early payment
Maximum domestic pets s.2i)	\$50	\$75	\$100	\$25 per additional exceeding domestic animal, 25% off early payment
Dangerous animal on public property s.16d)	\$100	\$150	\$250	25% off early payment
Dangerous Animal sign s.16e)	\$50	\$75	\$100	25% off early payment
<b>Parking ByLaw</b>				
Park or store unregistered vehicle s.4a)i and s.4a)ii	\$50	\$75	\$100	50% off early payment
Park or store vehicle far from a dwelling and not contained s.4a)iii and s.4a)iv	\$50	\$75	\$100	50% off early payment
Park or store vehicle on vacant lot s.4b)	\$250	\$500	\$1,000	25% off early payment
Park a vehicle contrary to traffic control device s.4c) and s.4f)	\$50	\$75	\$100	50% off early payment
<b>Parks and Beaches ByLaw 3/21</b>				
Fire and Firearms s.8	\$250	\$500	\$1,000	25% off early payment
Traffic and Parking s.9	\$50	\$75	\$100	50% off early payment
Damage to environment, structures s.10	\$100	\$150	\$200	50% off early payment
Nuisances, obstructions s.11	\$100	\$150	\$200	25% off early payment
Park clean-up and removal of debris s.12	\$50	\$75	\$100	50% off early payment
<b>Unnecessary and Harmful Noise 3/13</b>				
Domestic animal s.3a)	\$50	\$75	\$100	25% off early payment
Operate power or manual equipment, machinery, devise or motor vehicle s.3b)	\$50	\$75	\$100	25% off early payment
Operation of power vehicle, tools, machinery s.3c)	\$200	\$500	\$1,000	25% off early payment
Playing of radio, television, phonograph, instrument, loudspeaker, amplifier s.3d)	\$100	\$250	\$500	25% off early payment
Shouting or amplified noise s.3e)	\$50	\$75	\$100	25% off early payment
Repair, rebuild, modify or test motor vehicle s.3f)	\$200	\$500	\$1,000	25% off early payment
Use of engine retarders	\$200	\$500	\$1,000	25% off early payment
<b>Unightly properties 1/05</b>				
Standards for Buildings, Premises and Properties s.2	\$500	\$750	\$850	25% off early payment
Standards for Buildings, Premises and Properties s.3	\$700	\$850	\$1,000	25% off early payment
		Licensing	License Fee	
Spayed/Neutered dogs 6 months and older	\$10			<b>Early payment due is by the 10th day following issuance of infraction notice unless otherwise established in a by-law.</b>  <i>The number of offences is calculated in a calendar year, unless otherwise stated in a by-law</i>
Spayed/Neutered cats 6 months and older	\$10			
Unspayed/unneutered dogs 6 months and older	\$20			
Unspayed/unneutered cats 6 months and older	\$20			
Dangerous animal	\$150			

**Towing and Vehicle Storage Fees**

\$75 administrative fee plus the towing and storage fees

**Powers of screening officer**

On a review, a screening officer may make one of the following decisions:

- (a) confirm the administrative penalty;
- (b) reduce the amount of the administrative penalty;
- (c) enter into a compliance agreement with the person on behalf of the municipality;
- (d) cancel the penalty notice if, in the screening officer's opinion,
  - (i) the contravention did not occur as alleged,
  - (ii) the penalty notice does not comply with subsection 6(2) of the MBEA, (iii) a ground for cancellation is authorized.

\$75 administrative fee plus kennel and veterinarian fees

Fee List

DESCRIPTION	AMOUNT
Tax Sale Admin Fee	50.00
Insufficient funds	25.00
Outgoing faxes pp	1.00
Incoming faxes pp	0.50
Photocopying pp	0.25
Bombardier Souvenir Signs	150.00
Application Culvert/Water Works	100.00
Dangerous Animal sign	0.25
History Book	75.00
Lottery License	60.00
Michif French Dictionary	18.00
RM Mugs & Glasses	10.00
Maps	25.00
Snow/Grading Regular	40.00
Snow Removal Senior	25.00
Replacement domestic animal tag	5.00
Snow Removal Special	50.00
Tax Certificate	25.00
Park/Beach pass pv	5.00
Park/Beach pass pp	5.00



## SCHEDULE C



**Rural Municipality of St. Laurent**  
**Municipalité rurale de Saint-Laurent**  
 Box/c.p. 220 St. Laurent, Manitoba R0C 2S0  
 Telephone/telephone (204)646-2259  
 Fax/télécopieur (204)646-2705  
 Email/courriel rmstlaur@mymts.net

**Penalty Notice/Avis d'infraction**  
 Municipal By-law Enforcement Act/Loi sur les Contrevenions Municipales

00001

Last Name/Nom de famille		First Name/Prénom		Middle Name/Deuxième prénom	
Address/Adresse		City/Ville		Province/Province	Postal Code/Code postal
Being Charged as the Registered Owner of Vehicle/ Ayant été accusé à titre du propriétaire inscrit du véhicule				License Plate/ Plaque d'immatriculation	
On/Le:	Date/Jour	Month/Mois	Year/Année	At/À	24hr/24 heures
				At/À	Location/Lieu RM of St. Laurent/MR de St. Laurent, MB

<b>Did Unlawfully Commit the Following Violation/ Ayant commis l'infraction suivante:</b>			
Violation/ Infraction			
Bylaw No./Règlement No	Of the RM of St. Laurent/ De la MR de St. Laurent	Fine/Amende	Early Payment/Paiement Anticipé
Signed On/ Signé le:	Day/Jour	Month/Mois	Year/Année
Signature/Signature			
Employee Number/Numéro de l'employé			

<b>Payment Options/Choix de paiement</b>	
<p><b>1) Early Payment</b> If you pay the fine within 10 days of being issued the ticket, you will be eligible for the early payment discount</p> <p><b>2) Pay the fine</b> Payment of the fine is deemed as admission of guilt. Upon payment, there is no recourse to challenge the charge</p> <p><b>3) Request Review by Screening Officer</b> If you do not agree with the charge, you may request to have the notice reviewed by a Screening Officer, who may:</p> <p style="margin-left: 20px;"><b>a) Reduce the fine</b></p> <p style="margin-left: 40px;"><b>b) Provide a compliance order</b></p> <p style="margin-left: 60px;">i) Completion of order before due date with result in charge being quashed</p> <p style="margin-left: 60px;">ii) Failure to complete order before due date will result in conviction of charge at full amount</p> <p style="margin-left: 20px;"><b>c) Uphold the fine</b> If the conviction is upheld, the full set fine will be imposed</p>	<p><b>1) Paiement anticipé</b> Si vous payez l'amende dans les 10 jours suivant l'émission du billet, vous serez éligible à la remise pour paiement anticipé</p> <p><b>2) Payez l'amende</b> Le paiement de l'amende est considéré comme un aveu de culpabilité. Lors du paiement, il n'y a aucun recours pour contester les frais</p> <p><b>3) Faire une demande de révision</b> Si vous n'êtes pas d'accord avec l'accusation, vous pouvez demander que l'avis de pénalité soit examiné par un ou une agent(e) de contrôle, qui peut:</p> <p style="margin-left: 20px;"><b>a) Réduire l'amende</b></p> <p style="margin-left: 20px;"><b>b) Fournir une ordonnance de conformité</b></p> <p style="margin-left: 40px;">i) L'exécution de l'ordonnance avant la date d'échéance pourrait annuler l'avis de pénalité</p> <p style="margin-left: 40px;">ii) Le défaut de terminer la commande avant la date d'échéance entraînera une condamnation pour le montant total</p> <p style="margin-left: 20px;"><b>c) Maintenir l'amende</b> Si la condamnation est confirmée, l'amende fixe complète sera imposée</p>

<b>Appeal/Appel</b>	<p>If you disagree with the decision made by the Screening Officer, you may file an appeal to be heard by an adjudicator. You will be responsible to pay the filing fee, which the RM of St. Laurent will refund, if the adjudicator rules in your favour.</p> <p>Si vous n'êtes pas d'accord avec la décision prise par l'agente de présélection, vous pouvez interjeter appel pour être entendu par un arbitre. Vous serez responsable de payer les frais de dépôts, que la MR de St. Laurent remboursera si l'arbitre statue en votre faveur.</p>
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