THE CORPORATION OF THE TOWNSHIP OF JOLY

BY-LAW 2025-016

BEING A BY-LAW TO LICENCE TRAILERS WITHIN THE MUNICIPALITY

WHEREAS the Municipal Act, S.O. 2001, section 164 authorizes a Municipality to pass By-laws for the licencing of trailers in the Municipality;

AND WHEREAS it is desirable to regulate the use of trailers within the Municipality;

NOW THEREFORE the Council of The Corporation of the Township of Joly REPEALS BY-LAW 2013-26 and HEREBY enacts the following:

TITLE AND APPLICATION – SECTION 1

1.1 This By-law shall be cited as the “Trailer Licence By-law”.

1.2 This By-law does not apply to:

a) assessed trailers as defined in Section 2.3
b) trailers located in Camping Establishments as defined in Section 2.4
c) a stored trailer as defined in Section 2.5

1.3 This By-law applies to any trailer, even if the trailer was placed on the property prior to the date of enactment of this By-law.

DEFINITIONS – SECTION 2

2.1 Township or Municipality - shall mean the Corporation of the Township of Joly and shall be defined as the lands and premises within the corporate limits.

2.2 Corporation - shall mean the Corporation of the Township of Joly.

2.3 Assessed Trailer - means any trailer legally located on a property that has been assessed under the *Assessment Act.*

2.4 Camping Establishment - means a place where people are temporarily accommodated in tents, motor coach, trailer, park model trailer or truck camper, whether or not washing and toilet facilities are provided in permanent buildings, and shall include a day camp and a tourist trailer camp.

2.5 Stored Trailer - means any trailer located on a property solely for the purpose of sale or storage, but shall not include any trailer being used at any time for living, sleeping or eating accommodation, while located on that property.

2.6 Trailer - means any vehicle, excluding a mobile home, so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn or propelled by the motor vehicle, notwithstanding that such vehicle is jacked-up or that its running gear is removed, but not including any vehicles unless it is used or intended for the living, sleeping or eating accommodation of persons therein, and shall be deemed to include a tent, and shall not be occupied continuously or as a principal residence.

2.7 Park Model Trailer – means a manufactured building under the Ontario Building Code O. Reg. 332/12, section 9.38 “Park Model Trailers” which has been designed and constructed in conformance with the standards of CSA-Z241 “Park Model Trailers”, and which is used as a recreational vehicle or building that meets the following criteria:

a) built on a single chassis mounted on wheels, and
b) designed to facilitate relocation from time to time, and
c) designed as living quarters for seasonal camping which may be connected to utilities necessary for the operation of installed fixtures and appliances, and
d) built with a gross floor area, including lofts, not exceeding 50 square metres (538 sq. ft.) when in the set-up mode, and
e) built with a width greater than 2.6 metres (8.5 ft.) in the transit mode.

PROHIBITIONS - SECTION 3

3.1 No person shall use nor shall an owner of land permit a person to use and/or keep a trailer on any property within the Township for more than fourteen (14) consecutive days in any given year, except in a designated Camping Establishment without purchasing an annual licence. A trailer may be used for the occasional accommodation of guests providing that a single detached dwelling exists on the same property.

3.2 No person shall have a trailer without a licence, even if the trailer was legally placed on the property prior to the date of implementation of this By-law.

3.3 The owner of the land, other than an established Camping Establishment within the Township, shall be responsible for obtaining a licence from the Township. No licence shall be issued unless the prescribed fee has been paid.

3.4 Where a trailer that is located on a property within the Township, other than on land used as an established Camping Establishment, and where such trailer has only been used occasionally for living, sleeping or eating accommodation of persons, such trailer shall not be deemed to be a stored trailer, as defined in Section 2.5 and shall be subject to a licence.

3.5 No licence shall be issued under this By-law if the application for the licence would be in contravention of any other By-law of the Corporation or of any Federal or Provincial law or regulation.

3.6 This By-law shall not apply to a trailer where such a trailer is located on an existing lot for the sole purpose of storage or for the sole purpose of the sale of the trailer. Where a trailer is being stored or offered for sale, no person shall use or occupy the trailer.

3.7 No person shall locate a trailer overnight on any Township property.

3.8 No person shall locate a trailer on Township property for recreational purposes.

3.9 No person shall occupy a trailer from December 1st of a calendar year to April 30th of the following calendar year.

3.10 No person shall keep more than one trailer on a single conveyable parcel of land and the licence fee for the trailer totals $550.00 per year.

3.11 No person shall place a trailer on property belonging to another person without first obtaining the consent of the property owner.

3.12 No person shall add an addition to a constructed trailer such as sunrooms, add-a-rooms, covered porch or roofs.

3.13 No person shall construct, maintain or have a deck which exceeds 160 square feet in area, access stairs to the deck are permitted.

3.14 Every person shall ensure that their trailer is connected to an approved septic system that is operated and maintained under Part 8 of the Ontario Building Code or have an outhouse and grey water pit, approved by the North Bay Mattawa Conservation Authority, unless the unit contains an integral holding tank that is emptied by a sewage pumping service that is licenced by the Ministry of Environment.

3.15 A licenced trailer may be used seasonally on an existing vacant lot, abutting a Municipally maintained road, additionally, one accessory storage structure is permitted to provide inside storage for materials, furniture, tools, generators and outdoor equipment. The maximum gross floor area of such an accessory storage structure shall not exceed 160 square feet.

LICENCE EXEMPTIONS – SECTION 4

4.1 A stored trailer as defined in Section 2.5, does not require a licence.

4.2 An assessed trailer as defined in Section 2.3, does not require a licence.

4.3 Where the owner of land has obtained a building permit for a single detached dwelling, and that the owner wishes to use a trailer for temporary accommodation while constructing such dwelling, the owner shall enter into an agreement with the Township for the placement of a trailer on the property where the dwelling is being constructed or reconstructed, solely for the purpose of the construction and only if any applicable building permit fees are paid. The trailer shall be removed within 60 days of the expiration of the building permit.

LICENCE FEE - SECTION 5

5.1 The licence fee for a trailer shall be FIVE HUNDRED AND FIFTY DOLLARS ($550.00) per year.

5.2 Applications for trailer licences shall be made to the Township office and duly signed by the owner of the property on which the trailer is to be located. The owner to whom a licence has been issued shall display the licence on the trailer in a place that can be seen easily from the outside of the trailer.

5.3 All applications for such a licence shall be made in the prescribed form attached to this By-Law, as Schedule "A".

5.4 The licence fee is imposed upon the owner of the property on which the trailer is located. If the owner fails to make payment of the licence fee in any year, the fee shall be deemed overdue and as such, the full amount of the outstanding licencing fee shall be collected pursuant to section 398 of the *Municipal Act* which provides the Municipality with the authority to add unpaid fees and charges, including any interest on the unpaid balance, to the tax roll for any real property within the Municipality owned by the person responsible for paying the fees and charges, and the amount may be collected in the same manner as Municipal taxes.

5.5 A refund may be obtained by surrendering the issued licence and submitting a request in writing to the Township office, indicating a trailer is no longer located on a property and specifying the date on which it was removed. The refund will be calculated from the first day of the month following relocation. The onus is on the landowner to provide supporting documentation of the date of such removal.

5.6 Any licence issued under this By-law is not transferable.

5.7 No trailer shall be licenced unless the location of the trailer complies with the following:

i) All provincial statutory and regulatory requirements including but not limiting the generality of the foregoing, any licence or permit required by the Ministry of the Environment.

ii) All federal statutory and regulatory requirements.

5.8 A licence issued pursuant to this By-law authorizes the use and maintenance of an existing trailer on existing lots for temporary accommodation only. The issuance of a licence does not grant the licensee the authority to occupy the trailer on a permanent basis. The issuance of a licence is not intended and shall not be construed as permission or consent by the Municipality for the holder of the licence to contravene or to fail to observe or comply with any law of Canada, Ontario or any By-law of the Municipality.

ADMINISTRATION AND ENFORCEMENT- SECTION 6

6.1 Any person who contravenes any of the provisions of this By-law shall be guilty of an offence and shall be liable to a fine, each day of contravention shall constitute a separate offence.

6.2 No person being the registered owner of any lot or parcel of land within the Township shall permit any person to locate a trailer on his or her property except in accordance with the provision of this By-law.

6.3 The administration of this By-law is assigned to the Municipal Administrator/ Clerk who may delegate the performance of his or her functions under this By-law from time to time as occasion requires.

6.4 Every applicant shall provide in full, at the time the application is submitted, the total of the prescribed licence fee as set out in this By-law and any other document or information as may be required in any other part of this By-law.

6.5 Any application, comment, recommendation, information, document or other thing in possession of the Municipal Administrator/ Clerk pursuant to the provisions of this By-law shall be made available by the Municipal Administrator/ Clerk, for inspection:

i) By any person employed in the administration of the enforcement of this By-law.

ii) By any other person upon the consent, satisfactory to the Municipal Administrator/ Clerk, of the person, civic department, board commission authority or other agency which produced or submitted the application, comment, recommendation, information, document or other thing.

iii) Subject only to the limitations imposed by the Municipal Freedom of Information and Protection of Privacy Act.

6.6 The enforcement of this By-law is assigned to the Municipal Law Enforcement Officer for the Township of Joly.

6.7 Any trailer used, maintained or located, found to be in contravention of this By-law, shall be removed from the property, at the expense of the owner of the property. Failure to remove any trailer from the property within the time prescribed by the Municipal Law Enforcement Officer, may result in the removal of said trailer by the Township of Joly, at the expense of the owner of the property.

INSPECTIONS- SECTION 7

7.1 Any person designated by Council to enforce this By-law may, at any reasonable time and upon producing proper identification, enter and inspect any property licenced under or in contravention of the provisions of this By-law.

7.2 No person shall obstruct, hinder or in any way interfere with any person designated to enforce this By-law.

PENALTY- SECTION 8

8.1 Any person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction is liable to a fine pursuant to the *Provincial Offences Act*.

8.2 Upon registering a conviction for a contravention of any provision of this By-law, the Ontario Court, Provincial Division, may, in addition to any penalty imposed by this By-law, make an Order prohibiting the continuation or repetition of the offence by the person convicted.

VALIDITY- SECTION 9

9.1 If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

EFFECTIVE DATE - SECTION 10

10.1 This By-law shall come into effect on the date of the third reading, and it being passed.

AS READ A FIRST TIME THIS 11th DAY OF March, 2025

AS READ A SECOND TIME THIS 8th DAY OF April, 2025

AS READ A THIRD AND FINAL TIME AND FINALLY PASSED THIS

8th DAY OF April, 2025

Original Copy Signed
Mayor, Brian McCabe

Original Copy Signed
Clerk, Jennifer Martin

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THE CORPORATION OF THE TOWNSHIP O F JOLY

BY-LAW 2025-016

SCHEDULE "A"

APPICATION FOR A TRAILER LICENCE

Application for a Trailer Licence for the year _____

Applicant Information

Name of Applicant _____

Mailing Address _____

_____

Phone # _____

Email _____

Property Information

Property Owner

_____

Civic Address

_____

Roll #

_____

Trailer Information

Make & Model _____

Year & Colour _____

Plate # _____

VIN / Serial # _____

Sewage System Information / Permit # (copy attached)

What provisions have been made for:

Septic, Black water, Grey water details:

_____

_____

_____

_____

Ownership Attached

Site Plan Attached

(Show entire property - all existing buildings, sewage system, trailer, location, including distances to all property lines, driveways and utilities)

Four (4) Pictures Attached (if available) - (one of each side of trailer)

Fee Submitted _____

I confirm that the information provided on this application form is true and accurate to the best of

my knowledge and belief.

I agree to comply with the provisions of this By-Law.

Reviewed by Township of Joly Administration Staff this _____ day of _____, 20_____

Signature of Issuing Official _____

_____	_____	_____
Date	**Printed Name of Property Owner**	**Signature of Property Owner**

Note: If no civic address has been assigned for this property, one must be applied for and approved, prior to submitting this application.

A permit will be issued once payment and conditions have been satisfied

Ensure to display the licence on the trailer in a place that can be seen easily from the outside the trailer.

PART 1 - PROVINCIAL OFFENCES ACT

TOWNSHIP OF JOLY

BY-LAW 2025-016

TRAILER LICENCE BY-LAW

Item	Short Form Wording	Provision Creating or Defining Offence	Set Fine
1	Fail to obtain a licence for a trailer - over 14 day limit	3.1	$300.00
2	Locate a trailer overnight on Township property	3.7	$300.00
3	Locate a trailer on Township property for recreational purposes	3.8	$300.00
4	Occupy a trailer between December 1st to April 30th	3.9	$300.00
5	Have more than one trailer on a property	3.10	$300.00
6	Locate a trailer on property without the owner's consent	3.11	$300.00
7	Allow additions to a trailer such as sunrooms, covered porch, roofs or add-a-rooms	3.12	$300.00
8	Construct, Maintain or Have a deck exceeding 160 square feet in area	3.13	$300.00
9	Fail to obtain approved sewage system	3.14	$300.00
10	Obstruct person designated to enforce this By-law	7.2	$300.00

Note: The Penalty provision for the offences indicated above is Section 61 of the Provincial Offences Act, R.S.O. 1990, Chapter P.33, and further, the general penalty provision for the offences listed above is section 6 of By-law 2025-016, a certified copy of which has been filed.