

**SCHEDULE "A"**

**DESIGNATED BY-LAWS, SHORT FORM WORDINGS AND  
ADMINISTRATIVE PENALTIES**

1. The provisions of each by-law listed in Column 2 of the following tables are Designated By-laws.
2. Column 3 in the following tables present the short form wording to be used in a Penalty Notice for the contravention of the designated provisions listed in Column 2.
3. Column 4 in the following tables sets out the Administrative Penalty amount that is payable for a contravention of the designated provision listed in Column 2 for the matter(s) identified in Column 3.

**TRAFFIC & PARKING BY-LAW NO. 08-077, AS AMENDED**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2026
1	Part V, s. 2(a)	(park)(stop) vehicle on wrong side of roadway	\$35.00	\$36.00	\$37.00
2	Part V, s. 2(a)	(park)(stop) vehicle more than 0.15 metres from curb line	\$35.00	\$36.00	\$37.00
3	Part V, s. 2(b)	park improperly on one-way street	\$35.00	\$36.00	\$37.00
4	Part V, s. 2(c)	park improperly in angle parking	\$35.00	\$36.00	\$37.00
5	Part V, s. 2(d)	park on roadway abutting a boulevard	\$35.00	\$36.00	\$37.00
6	Part V, s. 2(e)	park – occupy more than one parking space	\$35.00	\$36.00	\$37.00
7	Part V, s. 3(a)(i)	park on or overhanging a curb	\$35.00	\$36.00	\$37.00
8	Part V, s. 3(a)(ii)	park on or overhanging any boulevard, sidewalk or multi-use trail	\$45.00	\$46.00	\$47.00

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9	Part V, s. 3(a)(iii)	park within an intersection, including a roundabout	\$45.00	\$46.00	\$47.00
10	Part V, s. 3(a)(iv)	park within 3 metres of a fire hydrant	\$80.00	\$82.00	\$84.00
11	Part V, s. 3(a)(v)	park within 15 metres of a level railway crossing	\$35.00	\$36.00	\$37.00
12	Part V, s. 3(a)(vi)	park within 9 metres of an intersecting roadway	\$35.00	\$36.00	\$37.00
13	Part V, s. 3(a)(vii)	park within 15 metres of an intersection or roundabout	\$35.00	\$36.00	\$37.00
14	Part V, s. 3(a)(viii)	park (in front of)(within 1.5 metres of) a driveway	\$45.00	\$46.00	\$47.00
15	Part V, 3(a)(ix)	park so as to obstruct a private road or lane	\$35.00	\$36.00	\$37.00
16	Part V, s. 3(a)(x)	park so as to obstruct a crosswalk	\$55.00	\$57.00	\$58.00

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17	Part V, s. 3(a)(xi)	park so as to obstruct traffic	\$45.00	\$46.00	\$47.00
18	Part V, s. 3(a)(xii)	park to prevent removal of vehicle	\$35.00	\$36.00	\$37.00
19	Part V, s. 3(a)(xiii)	park for more than 3 consecutive hours	\$40.00	\$41.00	\$42.00
20	Part V, s. 3(a)(xiv)	park on highway between 2:30 a.m. and 6 a.m.	\$40.00	\$41.00	\$42.00
21	Part V, s. 3(a)(xv)	park on highway to repair, wash or maintain vehicle	\$35.00	\$36.00	\$37.00
22	Part V, s. 3(a)(xvii)	park within 15 metres of a bus stop	\$45.00	\$46.00	\$47.00
23	Part V, s. 3(a)(xviii)	park within reserved lane	\$35.00	\$36.00	\$37.00
24	Part V, s. 3(a)(xix)	park transit bus on highway	\$35.00	\$36.00	\$37.00

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25	Part V, s. 3(a)(xx)	park school bus on highway	\$35.00	\$36.00	\$37.00
26	Part V, s. 3(a)(xxi)	park heavy truck on highway	\$80.00	\$82.00	\$84.00
27	Part V, s. 3(a)(xxii)	park trailer more than 10 metres in length on highway	\$55.00	\$57.00	\$58.00
28	Part V, s. 3(a)(xxiii)	park unlicensed vehicle on highway	\$35.00	\$36.00	\$37.00
29	Part V, s. 3(a)(xxiv)	park on highway when vehicle leaking vehicular fluids	\$55.00	\$57.00	\$58.00
30	Part V, s. 3(a)(xxv)	park on highway obstructing designated bicycle lane	\$50.00	\$52.00	\$53.00
31	Part V, s. 3(a)(xxvi)	park bus on highway	\$35.00	\$36.00	\$37.00
32	Part V, s. 3(b)	park on highway during emergency	\$85.00	\$88.00	\$90.00

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2026
33	Part V, s. 3(c)	park on highway during snow event	\$85.00	\$88.00	\$90.00
34	Part V, s. 4(a)	park in no parking zone	\$50.00	\$52.00	\$53.00
35	Part V, s. 5	park outside of allowed times and areas	\$40.00	\$41.00	\$42.00
36	Part V, s. 6	park improperly in angle parking	\$35.00	\$36.00	\$37.00
37	Part V, s. 7(a)	stop in school loading zone	\$100.00	\$103.00	\$105.00
38	Part V, s. 7(b)	stop on or adjacent to median	\$35.00	\$36.00	\$37.00
39	Part V, s. 7(c)	stop on, under or within 30 metres of a bridge, tunnel or underpass	\$35.00	\$36.00	\$37.00
40	Part V, s. 7(d)	stop in roundabout	\$55.00	\$57.00	\$58.00

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2026
41	Part V, s. 8(a)	stop in a no stopping zone	\$55.00	\$57.00	\$59.00
42	Part V, s. 9	stop in loading zone	\$55.00	\$57.00	\$59.00
43	Part V, s. 10(a)	stop in school zone	\$100.00	\$103.00	\$105.00
44	Part V, s. 11	(park)(stop) in disabled person parking space	\$400.00	\$412.00	\$420.00
45	Part XVIII	stop school- purpose vehicle on wrong side of highway	\$85.00	\$88.00	\$90.00
46	Part V, s. 3(e)	park within prohibited area during a community safety event	\$85.00	\$88.00	\$90.00

**BY-LAW NO. 2017-047, BEING A BY-LAW TO ESTABLISH CERTAIN MUNICIPAL  
PARKING LOTS IN THE CITY AND TO REGULATE THE PARKING OF VEHICLES  
THEREIN AND THEREON**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2026
1	Section 2.1	(park)(leave) motor vehicle in municipal parking lot without consent	\$40.00	\$41.00	\$42.00
2	Section 2.2	(park)(leave) motor vehicle exceeding 2,800 kg in municipal parking lot without consent	\$40.00	\$41.00	\$42.00
3	Section 2.5	(park)(leave) unlicensed motor vehicle in municipal parking lot	\$40.00	\$41.00	\$42.00
4	Section 3.1	(park)(leave) motor vehicle in municipal parking lot contrary to posted (conditions) (prohibitions)	\$40.00	\$41.00	\$42.00
5	Section 3.2	(park)(leave) motor vehicle in municipal parking lot contrary to pavement markings	\$40.00	\$41.00	\$42.00
6	Section 3.3	(park)(leave) motor vehicle in municipal parking lot without paying	\$40.00	\$41.00	\$42.00

**PARKING ON PRIVATE PROPERTY BY-LAW NO. 08-092, AS AMENDED**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2025 (Recommended \$10 increase)	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2026
1	Section 2(a)	(park)(stop) (stand) a motor vehicle on private property	\$40.00	\$50.00	\$51.00
2	Section 2(b)	(park)(stop) (stand) a motor vehicle in a private parking lot without consent	\$40.00	\$50.00	\$51.00
3	Section 3	(park)(stop) (stand) a motor vehicle on Municipal Property	\$40.00	\$50.00	\$51.00

**PROHIBITION ON PARKING IN YARDS BY-LAW NO. 2010-049**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2026
1	Section 2(i)	(park)(stop) vehicle in a front yard	\$80.00	\$82.00	\$84.00
2	Section 2(i)	(park)(stop) vehicle in a side yard	\$80.00	\$82.00	\$84.00
3	Section 2(ii)	(park)(stop) vehicle on organic ground cover in a rear yard	\$80.00	\$82.00	\$84.00

**FIRE ROUTE BY-LAW NO. 2018-007**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2026
1	Section 3.1(a)	(park)(stop) in a fire route	\$80.00	\$82.00	\$84.00

**BY-LAW NO. 09-106, BEING A BY-LAW TO PROHIBIT THE PARKING OR LEAVING OF  
MOTOR VEHICLES IN SPACES DESIGNATED FOR PERSONS WITH A DISABILITY**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2026
1	Section 2	(park)(stop) (leave) a motor vehicle in a designated parking space	\$400.00	\$412.00	\$420.00

**BY-LAW NO. 09-077, AS AMENDED, BEING A BY-LAW TO CONTROL THE IDLING OF  
VEHICLES**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2026
1	2(a)	Idle for longer than 3 minutes	\$100.00	\$103.00	\$105.00

**BY-LAW NO. 2015-043, BEING A BY-LAW TO PROHIBIT PARKING AND TRAFFIC ON  
EMERGENCY ACCESES IN THE CITY OF WATERLOO**

COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1, 2024	COLUMN 5 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2025	COLUMN 6 ADMINISTRATIVE PENALTY AMOUNT – EFFECTIVE JAN 1,2026
1	Section 2	Park motor vehicle on emergency	\$80.00	\$82.00	\$84.00
2	Section 3	Stop motor vehicle on emergency access	\$80.00	\$82.00	\$84.00

**SCHEDULE "B"**

**ADMINISTRATIVE**

**FEES**

ITEM	FEE – EFFECTIVE JAN 1, 2024	FEE – EFFECTIVE JAN 1, 2025	FEE – EFFECTIVE JAN 1, 2026
Hearing Non-Appearance Fee	\$52.00	\$54.00	\$55.00
Late Payment Fee	\$26.00	\$27.00	\$28.00
NSF Fee	\$50.00	\$52.00	\$53.00
*MTO Search Fee	\$11.00	\$12.00	\$13.00
Plate Denial Fee	\$26.00	\$27.00	\$28.00

NOTE: the fees and charges as listed in this Schedule "B" will be subject to applicable taxes, including Harmonized Sales Tax (H.S.T.) where applicable.