



Rural Municipality of Eastern Kings (RMEK)
Enforcement and Summary Proceedings Bylaw,
BYLAW #2025-01

A bylaw enabling the appointment of enforcement officers and the issuance of summary offence tickets.

BE IT ENACTED by the Council of the Rural Municipality of Eastern Kings as follows:

Part I – INTERPRETATION AND APPLICATION

1. Title

- 1.1 This Bylaw shall be known and cited as the “RMEK Enforcement Bylaw.”

2. Authority

- 2.1 This Bylaw is made under the authority of the *Municipal Government Act* (MGA) R.S.P.E.I. 1988, Cap.M-12.1 as amended from time to time.

3. Application

- 3.1 This Bylaw pertains to the appointment of Enforcement Officers and the prosecution of municipal offences.

4. Definitions

- 4.1 “Act” means the “*Municipal Government Act*” (MGA) R.S.P.E.I 1988, Cap. M-12.1 as amended from time to time.
- 4.2 “Bylaw Enforcement Officer” means any individual or group of individuals as may be appointed pursuant to Section 223 of the *Act* and Part III of this Bylaw.
- 4.3 “Chief Administrative Officer” means the administrative head of the municipality as appointed by Council pursuant to clause 86(2)(c) of the *Act*.
- 4.4 “Council” means the Council for the Rural Municipality of Eastern Kings.
- 4.5 “Criminal Code” means the Criminal Code (Canada) R.S.C. 1985, Cap. C-46, as amended from time to time.
- 4.6 “Enforcement Officer” means any individual or group of individuals as may be appointed pursuant to the *Act* and this bylaw and Part III of this bylaw as well as any individual or group of individuals granted authority by the Municipality to enforce bylaws prior to the date the *Act* came into force.
- 4.7 “Justice of the Peace” means a justice of the peace appointed in accordance with the “*Provincial Court Act*” R.S.P.E.I 1988, Cap. P-25.
- 4.8 “Municipality” means the Rural Municipality of Eastern Kings.

- 4.9 "Provincial Court Judge" means a Judge of the Provincial Court appointed in accordance with the "*Provincial Court Act*" R.S.P.E.I. 1988 Cap. P-25.
- 4.10 "Third Party" means an individual or corporation hired by the Municipality to provide bylaw enforcement services and whose principals, contractors, and/or employees serve as Enforcement Officers for the Municipality.

Part II - GENERAL

5. General

- 5.1 This Bylaw applies to all offences under the Municipality's RMEK Development, Zoning, and Subdivision Control Bylaw #2023-01, and to such other bylaws as may be enacted by the Municipality, pursuant to Section 227 of the *Act*:
- a) to determine if a person has committed an offence under a bylaw of the Municipality for which he or she is liable to fine, penalty, or other punishment; or
 - b) to obtain from a Provincial Court Judge for an order for the payment of money or other remedy authorized by a bylaw of the Municipality.
- 5.2 Except as otherwise provided by any bylaw, where imprisonment, fine, penalty, or other punishment prescribed by a bylaw may be enforced or recovered upon summary conviction or by summary proceedings, it shall be enforced or recovered before a Provincial Court Judge in the manner provided by this Bylaw.
- 5.3 For the purpose of any bylaw, penalties, and/or corrective actions associated to that bylaw may be imposed, upon a guilty plea, by a Justice of the Peace.
- 5.4 The provisions of the Criminal Code, including provisions relating to appeals, applicable to offences punishable on summary conviction apply with the necessary changes to proceedings to which this bylaw applies.
- 5.5 In applying the provisions of the Criminal Code, the following expressions shall therein have the following meanings:
- a) "Act of Parliament of Canada" means a bylaw of the Municipality;
 - b) "Attorney General" means the Attorney General of Prince Edward Island;
 - c) "Prison" means any place other than a penitentiary in which persons charged with or convicted of offences are kept or detained in custody;
 - d) "Prosecutor" means a person who lays an information or makes a complaint or Counsel acting on behalf of the Municipality.
- 5.6 All offences under a bylaw of the Municipality shall be punishable on summary conviction.
- 5.7 Where no punishment is provided for an offence under a bylaw, the punishment for that offence shall be a fine not less than \$200 or a fine of not more than \$10,000 or in

default, imprisonment for a period of three (3) days plus an additional day for each \$100 (or part thereof) that is in a default to a maximum of sixty (60) days.

5.8 In addition to the procedures set out in the Criminal Code for laying an information and for issuing a summons, an information may be laid, and a summons issued, by means of a ticket for an offence under any provisions of a bylaw passed by Council pursuant to Section 227 of the *Act*, in accordance with this Section, as follows:

- a) a ticket shall be issued in the form hereto annexed as Schedule "A" and shall include provision for the information, summons, and record of officer;
- b) a ticket may be issued for the bylaw offences set out in "Schedule B" hereto annexed;
- c) the words or expressions set out in Column II of "Schedule B" may be used on a ticket to designate an offence under the provision of the bylaw referred to in Column I thereof;
- d) notwithstanding clause (c) above, any words or expressions used on a ticket which describe with sufficient clarity the offence committed shall be for all purposes a sufficient description of an offence designated in "Schedule B";
- e) where the offence charged in the ticket is one for which the penalty may be paid out of court, the Enforcement Officer issuing the summons may enter the amount of the penalty in the place provided therefor on the ticket, and that entry constitutes the endorsement required by subsection 5.9;
- f) the amount of penalty entered on a summons under clause (e) shall be equal to the sum of:
 - i) the penalty prescribed for the out of court settlement of the offence charged in the summons; and
 - ii) the administrative charge;
- g) the use on the ticket of any word or expression authorized by this or any other Bylaw to designate an offence is sufficient for all purposes to describe the offence designated by that word or expression;
- h) upon completing a ticket, the issuing Enforcement Officer shall print his or her name on the summons portion and deliver the summons portion to the person charged with an offence therein, and delivery of the ticket summons in accordance with this subsection shall be deemed to be personal service;
- i) delivery of a ticket summons may be made on a holiday;
- j) the issuing Enforcement Officer shall sign the information portion of the ticket and certify that he or she personally delivered the summons portion of the ticket to the person charged therein and the certification shall be in the following words:
"I certify that I did personally deliver the summons portion of this ticket on the accused on the day of _____ 20____."

- k) A certificate of delivery purporting to be signed by the issuing Enforcement Officer shall be received in evidence as sufficient proof of personal service in the absence of evidence to the contrary;
- l) Every ticket information shall be;
 - i) Signed by the informant and sworn before a Justice of the Peace or Provincial Court Judge, and
 - ii) in the event of a trial, and upon the entering of a not guilty plea, deposited, together with the ticket report of conviction, with the proper Provincial Court Judge;
- m) the ticket information need not be sworn to before the summons portion of the ticket is delivered and the informant need not be the same person as the person who issued the ticket summons.

5.9 There may be endorsed upon a ticket summons a notice that the person to whom the summons is directed may pay out of court a specified penalty.

5.10 Where a ticket summons is so endorsed, it shall provide for a plea of guilty in the following form:

"PLEA OF GUILTY"

I am aware that I have the legal right to a hearing in respect of the offence with which I am charged, that by signing this plea of guilty I am waiving my right to a hearing and that my signature may result in a conviction against me without a hearing.

I hereby plea guilty to the offence as charged.

Signature of the Accused

- 5.11 A signature affixed to the form of plea of guilty purporting to be that of the person to whom the summons is directed is *prima facie* proof that it is the signature of that person;
- 5.12 The Enforcement Officer or other person delivering a summons endorsed under this section shall not receive payment of the penalty payable out of court, or any part thereof.
- 5.13 Upon receipt of the summons with a plea of guilty made thereon in accordance with subsection 5.10, a Provincial Court Judge or Justice of the Peace may convict the person to whom the summons is directed of the offence described in the summons.
- 5.14 Where a person to whom a ticket summons has been delivered fails to appear as directed by the ticket summons and there has been no plea of guilty made on the ticket pursuant to subsection 5.10, the Provincial Court Judge or Justice of the Peace shall:
 - a) where the information portion of the offence ticket is sworn to by the informant and is complete and regular on its face, enter a conviction on that information

and impose the minimum penalty authorized by law for the offence or, where another penalty for that offence has been prescribed for out of the court settlement, that other penalty; or

- b) where the information portion of the offence ticket is not complete and regular on its face, quash the proceeding.

PART III – BYLAW ENFORCEMENT OFFICERS

6. Appointment and Supervision

- 6.1 Council hereby establishes the position of Enforcement Officer and an individual appointed to that position will have the title “Bylaw Enforcement Officer”.
- 6.2 The Chief Administrative Officer shall appoint all Enforcement Officers for the Municipality and Enforcement Officers shall report to the Chief Administrative Officer.

7. Qualifications

- 7.1 To be eligible for appointment as an Enforcement Officer, individuals must provide the Chief Administrative Officer with the following:
 - a) a recent criminal, and vulnerable sector, record check acceptable to the Chief Administrative Officer;
 - b) proof of adequate education and training necessary for performing the powers, duties, and functions of an Enforcement Officer; and
 - c) any other information that the Chief Administrative Officer determines is relevant or necessary in order to carry out the duties of a Bylaw Enforcement Officer for the Municipality.
- 7.2 Bylaw Enforcement Officers shall comply with all relevant policies, directives, and procedures of the Municipality.
- 7.3 Prior to commencing his or her duties, a Bylaw Enforcement Officer shall swear or affirm the oath hereto annexed as Schedule “C”
- 7.4 An individual may be appointed as a Bylaw Enforcement Officer for the Municipality notwithstanding that he or she may also be appointed as an enforcement officer for another municipality.

8. Powers and Duties of a Bylaw Enforcement Officer

- 8.1 A Bylaw Enforcement Officer shall be responsible for:
 - a) enforcing the bylaws for which the Bylaw Enforcement Officer is authorized to enforce within the boundaries of the Municipality;
 - b) following the directions of the Chief Administrative Officer, performing all enforcement duties delegated by the Chief Administrative Officer and reporting to the Chief Administrative Officer as required;

- c) responding to, investigating, and keeping a written record of complaints;
- d) conducting routine patrols, as directed by the Chief Administrative Officer;
- e) issuing notices and municipal offence tickets;
- f) where required by a bylaw, laying an information;
- g) assisting in the prosecution of bylaw contraventions including appearances in court to provide evidence;
- h) investigating properties to ensure compliance with bylaws, as directed by the Chief Administrative Officer;
- i) carrying upon his or her person at all such times as he or she is acting as a Bylaw Enforcement Officer, evidence in writing of his or her position as a Bylaw Enforcement Officer, of the Municipality;
- j) acting in accordance with the *Act*, including but not limited to, the provisions set forth in Part 9 of the *Act*;
- k) liaising with community groups and organizations concerning safety issues, as directed by the Chief Administrative Officer; and
- l) performing other duties as may be required or assigned by the Chief Administrative Officer.

9. Notice for Inspection and Enforcement

9.1 Where this Bylaw or another bylaw of the Municipality authorizes or requires a Bylaw Enforcement Officer to:

- a) inspect anything;
- b) remedy anything;
- c) enforce anything; or
- d) do anything required to be done by the Municipality,

the Bylaw Enforcement Officer may, after giving not less than 24 hours' notice to the owner or occupier of land or a building or other structure, take an action specified in subsection 9.2.

9.2 A Bylaw Enforcement Officer may, on notice in accordance with subsection 9.1,

- a) enter the land, building, or structure, referred to in subsection (a) at any reasonable time and carry out the inspection, enforcement, or action authorized or required by this Bylaw or another bylaw of the Municipality.
- b) require that anything be produced to assist in the inspection, remedy, enforcement, or action; and
- c) make copies of anything related to the inspection, remedy, enforcement, or action.

- 9.3 A Bylaw Enforcement Officer acting under this section shall display or produce, on request, identification and documentation showing that the person is authorized to carry out the duties specified in subsection 9.2.
- 9.4 A Bylaw Enforcement Officer acting under this section shall not enter a dwelling without a warrant issued under the *Summary Proceedings Act* (PEI) unless the occupant consents to the entry.
- 9.5 Despite subsection 9.1, where, in the opinion of a Bylaw Enforcement Officer acting under this section, an emergency or extraordinary circumstances exist, the Bylaw Enforcement Officer is not required to give 24 hours' notice or enter at a reasonable hour to do the things referred to in subsection 9.2.

10. Complaint Process

- 10.1 Complaints of inappropriate conduct of a Bylaw Enforcement Officer shall be directed to the Chief Administrative Officer.
- 10.2 All complaints must be accepted and addressed according to this Bylaw and must be submitted in writing.
- 10.3 The Chief Administrative Officer shall acknowledge receipt of the complaint, in writing, to the person making the complaint.
- 10.4 The Chief Administrative Officer shall provide notice of the complaint:
- a) to the Bylaw Enforcement Officer against whom the complaint is made;
 - b) to Council; and
 - c) where the Municipality has contracted with a Third Party for services of the Enforcement Officer, to the Third Party.
- 10.5 A contract between the Municipality and a Third Party wherein the Third Party agrees to provide the services of one or more individuals to act as Enforcement Officers shall, at a minimum, contain the following provisions with respect to the complaint process:
- a) that upon receipt of a complaint in respect of a Bylaw Enforcement Officer, the Chief Administrative Officer may suspend that individual from acting as a Bylaw Enforcement Officer for the Municipality pending the completion of the complaint process;
 - b) that upon receipt of a complaint in respect of the individual, the Third Party shall hire an independent party that is acceptable to the Municipality to conduct an investigation and the costs associated with the Investigation shall be the responsibility of the Third party; and
 - c) that the results of the investigation referred to in subsection (b), together with any investigation report prepared, shall be forwarded to the Chief Administrative Officer, the complainant, the Third Party and the Bylaw Enforcement Officer who was investigated.

- 10.6 In the event there is no Third Party, the Municipality shall hire an independent party to investigate the complaint and the costs associated with the investigation shall be the responsibility of the Municipality.
- 10.7 Upon receipt of the results of the investigation and the investigation report, if any, the Chief Administrative Officer shall set a date and time for a hearing.
- 10.8 The complainant, the Bylaw Enforcement Officer and the Third Party, if any, shall have the opportunity to be heard at the hearing.

11. Disciplinary Action

- 11.1 If following the hearing conducted in accordance with section 10 above, the Chief Administrative Officer finds the Bylaw Enforcement Officer has acted inappropriately, the Chief Administrative Officer may take one of the following actions:
 - a) issue a verbal warning to the Bylaw Enforcement Officer;
 - b) issue a written reprimand to the Bylaw Enforcement Officer;
 - c) suspend the Bylaw Enforcement Officer from carrying out his or her duties in the Municipality for a specified time period; or
 - d) revoke the appointment of the Bylaw Enforcement Officer.

12. Notification and Appeal

- 12.1 The Chief Administrative Officer shall notify, in writing, the complainant, the Bylaw Enforcement Officer, and the Third Party, if any, of the results of the investigation and what, if any, disciplinary action has been taken.
- 12.2 The Chief Administrative Officer shall include reasons for his or her decision with the notification provided under section 12.1.
- 12.3 The complainant, the Enforcement Officer and the Third Party, if any, have the right to appeal the Chief Administrative Officer's decision.
- 12.4 The Chief Administrative Officer shall include, in the notification provided under section 12.1, a written notice that the Council is authorized to hear an appeal of the Chief Administrative Officer's decision and that the appeal must be filed, in writing, within 30 days of the date of the decision.
- 12.5 The written appeal submission must contain the reasons why the decision of the Chief Administrative Officer should be overturned.
- 12.6 The Council shall forward any written appeal submission it receives from a party listed in subsection 12.3 to the remaining parties listed in subsection 12.3 and the remaining parties shall have 20 days from their receipt of the written appeal submission within which to file their own written appeal submission.
- 12.7 After reviewing the information contained in the written appeal submissions provided under subsections 12.5 and 12.6, Council may:
 - a) dismiss the appeal; or

b) allow the appeal and vary the decision of the Chief Administrative Officer.

12.8 The Council shall notify, in writing, the complainant, the Bylaw Enforcement Officer and the Party, if any, of the results of the appeal.

12.9 The Council has the authority to decide any matter of procedure not otherwise provided for in this Bylaw.

12.10 The decision of Council is final and binding.

13. Schedules

13.1 The schedules to this bylaw form part of the Bylaw, and Schedules "A", "B", and "C" may be changed by a resolution of Council.

14. Severability

14.1 If any provision of this Bylaw is deemed to be invalid by a court having jurisdiction for any reason, then that provision shall be severed, and all remaining provisions shall remain valid and in force.

15. Effective Date

- 15.1 This RMEK Enforcement and Summary Proceedings Bylaw #2025-01 shall be effective on the date of approval and adoption below.

First Reading:

This RMEK Enforcement and Summary Proceedings Bylaw # 2025-01, was **read** a first time at the Council meeting held on the 11th day of February, 2025.

This RMEK Enforcement and Summary Proceedings Bylaw # 2025-01, was **approved** by a majority of Council members present at the Council meeting held on the 11th day of February, 2025.

Second Reading:

This RMEK Enforcement and Summary Proceedings Bylaw # 2025-01, was **read** a second time at the Council meeting held on the 20th day of March, 2025.

This RMEK Enforcement and Summary Proceedings Bylaw # 2025-01, was **approved** by a majority of Council members present at the Council meeting held on the 20th day of March, 2025.

Approval and Adoption by Council:

This RMEK Enforcement and Summary Proceedings Bylaw # 2025-01, was **adopted** by a majority of Council members present at the Council meeting held on the 20th day of March, 2025.

Signatures



Mayor (Signature Sealed)



Chief Administrative Officer (Signature Sealed)

This RMEK Enforcement and Summary Proceedings Bylaw # 2025-01 *adopted* by the Council of the Rural Municipality of Eastern Kings on the 20th day of March 2025, and is certified to be a true copy.



Chief Administrative Officer (Signature)



Date

SCHEDULE "A"

MUNICIPAL OFFENCE TICKET

CANADA PROVINCE OF PRINCE EDWARD ISLAND RURAL MUNICIPALITY OF EASTERN KINGS	CASE NO.	TICKET NO.
SUMMARY OFFENCE INFORMATION		
THE INFORMANT SAYS THE HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON THE _____ DAY OF _____, 20_____ TIME: _____ (AM/PM)		
NAME: _____ (LAST) (FIRST) (OTHER)		
ADDRESS: _____ (STREET) (MUNICIPALITY)		
(PO BOX) (PROVINCE) (POSTAL CODE) (TELEPHONE)		
AT OR NEAR RURAL MUNICIPALITY OF EASTERN KINGS, PRINCE EDWARD ISLAND DID UNLAWFULLY COMMIT THE FOLLOWING OFFENCE UNDER SECTION _____ OF:		
X INDICATES BYLAW UNDER WHICH OFFENCE CHARGED	NAME OF BYLAW: ☐ ZONING & DEVELOPMENT BYLAW #2023-01 ☐ OTHER _____	
DESCRIPTION OF OFFENCE:		
IN THE NAME OF HIS MAJESTY THE KING YOU ARE COMMANDED TO APPEAR BEFORE A JUSTICE OF THE PEACE AT THE PROVINCIAL COURT, 3 HARBOURSIDE ACCESS ROAD, CHARLOTTETOWN, PROVINCE OF PRINCE EDWARD ISLAND, ON THE _____ DAY OF _____, 20_____ TIME: _____ (AM/PM) TO ANSWER THE ABOVE CHARGE AND FURHTER DEALT WITH ACCORDING TO LAW.		
SIGNATURE OF INFORMANT _____ (Bylaw Enforcement Officer or Police Officer)		
SWORN BEFORE ME THIS _____ DAY OF _____, 20_____ AT _____, (AM/PM) PRINCE EDWARD ISLAND.		
NAME OF OFFICER ISSUING SUMMONS: _____ ☐ BYLAW ENFORCEMENT OFFICER _____ ☐ POLICE OFFICER _____ UNIT NO. _____		
I CERTIFY THAT I DID PERSONALLY DELIVER THE SUMMONS PORTION OF THIS TICEKT TO THE ACCUSED ON THE _____ DAY OF _____, 20_____.		
SIGNATURE: _____		

REVERSE SIDE OF
MUNICIPAL OFFENCE TICKET/SUMMARY OFFENCE INFORMATION

COURT ACTION

FOR MUNICIPALITY		FOR DEFENDANT	
☐ FAILED TO APPEAR	☐ WARRANT ISSUED	☐ TRIED EX-PARTE	
CHARGE READ	PLEA	☐ GUILTY	☐ NOT GUILTY
FINDING OF COURT		DISPOSITION	
☐ GUILTY			
☐ DISMISSED			
☐ WITHDRAWN			

GIVEN UNTIL _____, 20____ ☐ TO PAY ☐ PAID FORTHWITH

JUDGEMENT GIVEN ON _____, 20____, IN PROVINCIAL COURT AT
_____, PRINCE EDWARD ISLAND.

PROVINCIAL COURT/JUSTICE OF THE PEACE/YOUTH COURT

SUMMONS TO ACCUSED

	CASE NO.	TICKET NO.
SUMMONS TO ACCUSED		
THE INFORMANT SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON THE ____ DAY OF _____, 20____ TIME:____ (__ M) NAME: _____ ADDRESS _____ _____		
AT OR NEAR RURAL MUNICIPALITY OF EASTERN KINGS, PRINCE EDWARD ISLAND DID UNLAWFULLY COMMIT THE FOLLOWING OFFENCE UNDER SECTION _____ OF _____		
X INDICATES BYLAW UNDER WHICH OFFENCE CHARGED	NAME OF BYLAW ☐ ZONING & DEVELOPMENT BYLAW #2023-01 ☐ Other (Specify) _____	
DESCRIPTION OF OFFENCE:		
IN THE NAME OF HIS MAJESTY THE KING YOU ARE COMMANDED TO APPEAR BEFORE A JUSTICE OF THE PEACE AT THE PROVINCIAL COURT, 3 HARBOURSIDE ACCESS ROAD, CHARLOTTETOWN, PROVINCE OF PRINCE EDWARD ISLAND, ON THE ____ DAY OF _____, 20____ TIME:____ (__ M) TO ANSWER THE ABOVE CHARGE AND BE FURTHER DEALT WITH ACCORDING TO LAW.		
THE TOTAL AMOUNT PAYABLE FOR OUT OF COURT SETTLEMENT IS PENALTY \$ _____		
IMPORTANT PLEASE READ OTHER SIDE FOR INSTURCTIONS CONCERNING OUT OF COURT SETTLEMENT. OFFICERS ARE NOT ALLOWED TO ACCEPT PAYMENT		
NAME OF OFFICER ISSUING SUMMONS _____ ____ BYLAW ENFORCEMENT OFFICER _____ ____ POLICE OFFICER _____ (UNIT AND NO) _____ (POLICE DEPT.) _____		
I CERTIFY THAT I DID PERSONALLY DELIVER THE SUMMONS PORITION OF THIS TICKET TO THE ACCUSED ON THE ____ DAY OF _____, 20____.		

REVERSE SIDE OF
SUMMONS TO ACCUSED

NOTICE RESPECTING VOLUNTARY PAYMENT WITHOUT COURT APPEARANCE

-READ CAREFULLY-

IF AN AMOUNT IS SHOWN IN THE BOX MARKED IN RED ON THE FACE OF THIS SUMMONS THIS CASE
MAY BE SETTLED OUT OF COURT BY:

- A. SIGNING THE FORMS OF PLEA OF GUILTY BELOW AND
- B. MAKING PAYMENT BEFORE THE DATE FOR APPEARANCE SHOWN ON THE FACE OF THIS SUMMONS.

BY MAIL OR IN PERSON:

3 Harbourside Access Road,
Charlottetown,
PE C1A 8R4
(Address)

-DO NOT SEND CASH BY MAIL-

IF NO AMOUNT IS SHOWN ON THE FACE OF THIS SUMMONS, YOU MUST APPEAR BEFORE THE
JUSTICE OF THE PEACE AT THE DATE, TIME, AND PLACE SPECIFIED TO ANSWER THE CHARGE.

PAYMENT BY MONEY ORDER OR CHEQUE PAYABLE TO:
"RURAL MUNICIPALITY OF EASTERN KINGS" or "RMEK"

YOU MUST SIGN BELOW IF SETTLING OUT OF COURT.

-PLEA OF GUILTY-

I AM AWARE THAT I HAVE A RIGHT TO A HEARING IN RESPECT OF THE OFFENCE WITH WHICH I AM
CHARGED, THAT BY SIGNING THIS PLEA OF GUILTY I AM WAIVING MY RIGHT TO A HEARING AND THAT
MY SIGNATURE MAY RESULT IN A CONVICTION AGAINST ME WITHOUT A HEARING.

I HEREBY PLEAD GUILTY AS CHARGED.

SIGNATURE OF DEFENDANT: _____

ADDRESS: _____

I ENCLOSE THE AMOUNT OF \$ _____ FOR OUT OF COURT SETTLEMENT.

WHERE THERE IS NO PLEA OF GUILTY MADE ON THE TICKET SUMMONS AND YOU FAIL TO APPEAR
BEFORE THE JUSTICE OF THE PEACE AS DIRECTED BY THIS TICKET SUMMONS OR JUSTICE OF THE PEACE
SHALL, PURSUANT TO _____ OF _____ OF RURAL MUNICIPALITY OF
Section Bylaw Name Municipality
EASTERN KINGS – ENTER A CONVICTION AND IMPOSE THE PENALTY PRESCRIBED BY LAW.

[If you have any questions concerning your rights you should consult a Lawyer. This form must
accompany the voluntary payment.]

CANADA PROVINCE OF PRINCE EDWARD ISLAND RURAL MUNICIPALITY OF EASTERN KINGS	CASE NO.	TICKET NO.
RECORD OF BYLAW ENFORCEMENT OFFICER OR POLICE OFFICER		
THE INFORMANT SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON THE _____ DAY OF _____, 20____ TIME: _____ (____M)		
NAME: _____ OF _____		
Last	First	Other
No & Street		
Municipality	Province	Postal Code
Telephone		
AT OR NEAR RURAL MUNICIPALITY OF EASTERN KINGS, PROVINCE OF PRINCE EDWARD ISLAND DID UNLAWFULLY COMMIT THE FOLLOWING OFFENCE UNDER SECTION _____ OF X INDICATES BYLAW UNDER WHICH OFFENCE CHARGED		
☐ Zoning and Development Bylaw #2023-01		
☐ Other (Specify) _____		
DESCRIPTION OF OFFENCE		
IN THE NAME OF HIS MAJESTY THE KING YOU ARE COMMANDED TO APPEAR BEFORE A JUSTICE OF THE PEACE AT THE PROVINCIAL COURT, 3 HARBOURSIDE ACCESS ROAD, CHARLOTTETOWN, PROVINCE OF PRINCE EDWARD ISLAND ON THE _____ DAY OF _____ AT _____ (____M) TO ANSWER THE ABOVE CHARGE AND BE FURTHER DEALT WITH ACCORDING TO LAW.		
THE TOTAL AMOUNT PAYABLE FOR OUT OF COURT SETTLEMENT IS		
PENALTY \$		
NAME OF OFFICER ISSUING SUMMONS _____		
☐ BYLAW ENFORCEMENT OFFICER _____		
☐ POLICE OFFICER _____		
(UNIT AND NO) _____ (POLICE DEPT.) _____		
I CERTIFY THAT I DID PERSONALLY DELIVER THE SUMMONS PORTION OF THIS TICKET TO THE ACCUSED ON THE _____ DAY OF _____, 20____.		
SIGNATURE: _____		

REVERSE SIDE OF
RECORD OF
BYLAW ENFORCEMENT OFFICER OF POLICE OFFICER

COURT DISPOSITION:

PROVINCIAL YOUTH COURT JUDGE OR

JUSTICE OF THE PEACE DATE: _____, 20____,

PLACE _____

FOR MUNICIPALITY _____

FOR DEFENDANT _____

PLEA

☐ GUILTY

☐ NOT GUILTY

☐ DISMISSED

☐ WITHDRAWN

Signature of Bylaw Enforcement Officer or Police Officer

SCHEDULE "B"

RMEK ENFORCEMENT AND SUMMARY PROCEEDINGS BYLAW #2024-03

RMEK ZONING, SUBDIVISION AND DEVELOPMENT CONTROL BYLAW #2023-01

Column 1 Bylaw Section	Column 2 Description of Offence	Column 3 Penalty for Out of Court Settlement
Section 11 Penalties: (pg. 55) 11.1.1 (a)	Violation of any provision of this Bylaw	On a First Conviction , to a fine not exceeding \$2000.00; or
Section 11 Penalties: (pg. 55) 11.1.1 (b)	Violation of any provision of this Bylaw	On a Subsequent Conviction , to a fine of not more than \$400.00 for each day upon which the contravention has continued after the day on which they were first convicted.

SCHEDULE "C"

I, _____, solemnly and sincerely swear (or affirm) that I will diligently, faithfully, and impartially fulfill the duties of bylaw enforcement officer for the Rural Municipality of Eastern Kings and that I will not, without due authority, disclose or make known any matter that comes to my knowledge by reason of such position.

SWORN (or affirmed) BEFORE ME at

Kings County, Province of Prince Edward Island,

The _____ day of

_____, 20_____.

A COMMISSIONER FOR TAKING
OATHS & AFFIDAVITS

(Person giving Oath or Affirmation)