

**SCHEDULE NO. 15**  
**Relating to Salvage Yards**  
**(added by By-law 2005-325)**

**INTERPRETATION**

1. In this Schedule, “taking in exchange” is deemed to include “receiving in pledge”.

**LICENSE REQUIRED**

2. A separate license shall be obtained in respect of each salvage yard in which a person who owns or operates a salvage yard carries on his or her business.

3. No person shall own or operate a salvage yard without first obtaining a salvage yard license.

**CONDITIONS FOR ISSUANCE**

4. No applicant for a license shall be issued a license unless,
- (a) the applicant is eighteen (18) years of age or older,
  - (b) the applicant has paid the fees outlined in Schedule “A” to this by-law,
  - (c) the applicant has filed with the Chief License Inspector proof of insurance in accordance with Section 8 of this Schedule,
  - (d) the premises complies with the zoning, building and property standards requirements of the City, and
  - (e) the Fire Chief has reported, in writing, that the premises is suitable for the purpose of a salvage yard and complies with the fire regulations.

**RESPONSIBILITY OF LICENSEES**

5. Every licensee shall post the license in a prominent location on the licensed premises so as to be clearly visible to the public.

6. Every licensee shall,
- (a) keep the salvage yard in a clean and neat condition; and
  - (b) keep the salvage goods within a fenced or adequately buffered or screened area of the premises.

7. No licensee shall directly or indirectly purchase from or take in exchange any vehicle:
- (a) from any minor appearing to be under the age of eighteen (18) years, or

- (b) from any person appearing to be under the influence of alcohol or drugs.

8. Every licensee shall provide and maintain Comprehensive General Liability insurance coverage subject to a limit of not less than One Million Dollars (\$1,000,000.00) per occurrence for bodily injury, death and damage to property arising out of the operation of the salvage yard.

### **TRANSACTION RECORDS**

9. (1) Every licensee shall ensure that, before purchasing or taking in exchange any vehicle seven (7) model years old or less, a record of the transaction is documented in a clear and legible manner and contains the following information:

- (a) the day, month, year and time of the transaction;

**((b) repealed by By-law 2008-53)**

- (c) a detailed description of the vehicle and the manufacturer's vehicle identification number referred to as the V.I.N.;

- (d) the purchase price of the vehicle or a description of the item exchanged for it; and

- (e) the initials of the person conducting the transaction on behalf of the licensee.

(2) Every licensee shall produce the record of transaction as described in subsection (1) for inspection when so requested by the Chief of Police.

10. Every licensee, or any person acting as an agent for the licensee, shall make all reasonable efforts to obtain the name, address and description of any person offering a vehicle which the licensee has cause to suspect has been stolen or otherwise unlawfully obtained, and to notify the Chief of Police immediately of the facts including the removal or defacement of or apparent tampering with the manufacturer's vehicle identification number.

### **RETENTION PERIODS**

11. No licensee shall alter, dismantle, repair, dispose of or in any way part with any vehicle seven (7) model years old or less purchased or taken in exchange by him or her until after the expiration of seven (7) days from the date of obtaining the said vehicle, and during the said period the vehicle so obtained shall be subject to an inspection at any time during business hours by the Chief of Police.

12. Despite Section 11, a licensee may dispose of any vehicle seven (7) model years old or less purchased or taken in exchange before the expiration of seven (7) days from the date of obtaining the said vehicle provided that the Chief of Police has authorized in writing the release of the vehicle.

### **TRANSFERS**

13. No salvage yard license shall be transferable.