

# Hampstead Public Safety Dept.



## Resident's Information Handbook

## Hampstead Public Safety Department

The Hampstead Public Safety Department was formed on February 1, 1977 by his worship Mayor I. L. Adessky. The force was established to enforce the by-laws and to ensure the security , peace, and tranquillity of all residents. The force provides an extensive array of services to the residents, and can be reached 24 hrs/day by calling 369-8250.

### SERVICES:

- ◆ Patrol and surveillance
- ◆ By-law enforcement
- ◆ Response to burglar alarms
- ◆ Vacant house checks
- ◆ Special residential checks
- ◆ Animal control calls
- ◆ Miscellaneous, as well as, emergency calls
- ◆ Home security audits
- ◆ Traffic accident calls and traffic control
- ◆ Assistance to Hampstead Fire Dept. and MUC Police
- ◆ Bike patrol in the summer

The following are excerpts from the Town's by-laws. For the complete by-law or additional information, please contact your Public Safety Department.

### **GARBAGE AND RECYCLING (by-law 705).**

- Ideally, all garbage should be placed in a sealed pet proof container, however, heavy duty plastic bags are acceptable.
- Garbage is collected on TUESDAY and FRIDAY
- Garbage can be placed at the sidewalk line after 8:00 p.m. the night preceding the collection day if it is in a animal proof sealed container, if not it must be put out no earlier than 5:30 am on the day of collection.
- Garbage that is not collected, for whatever reason, must be taken back in by the resident and all empty garbage cans must be taken in by 11:00 p.m. on collection day.
- Garbage can not be deposited or thrown onto any public place, including sewers
- Garbage, in between collection days, must be stored inside your house or outside at the rear of your house in a sealed animal proof container.
- Hazardous waste can not be put in with the regular garbage.
- Recycling (blue box) collection is on WEDNESDAY
- Blue Boxes can only be put out at the sidewalk line after 5:30 a.m. on the day of the collection
- Blue Boxes must be taken back in by 11:00 p.m. of the collection day.
- Refrigerators which are to be discarded, must have the freon drained by Public Works before putting it out for regular garbage collection.

### **DOGS (by-law 695).**

- All dogs within the limits of the Town must have a license for the current year. Contact Public Safety for the cost and other details.
- Dogs must be on a leash at all times and held securely by its keeper.
- Dogs must not go onto private property without the property owner's permission.
- Dogs are not allowed into parks, playgrounds, green spaces or public shelters at anytime.
- Keepers must clean up after the dog immediately.
- Dog's leash must not be any longer that six feet.
- Dog must not bark in a manner that disturbs the peace and quiet of the residents in the neighbourhood.

### **NUISANCES (by-law 690).**

- No exhibiting or distributing: banners , placards, advertisements or handbills in public places without prior written permission from the Town.
- Prohibited to throw or deposit: snow, ashes, paper, refuse, dirt, garbage or other similar matter in public places.(streets, sidewalks, parks, etc.)
- Prohibited to carry out construction, renovation, alteration, demolition or repairs of a building or structure which disturbs the peace and quiet of the neighbourhood before 7:00 a.m. and after 9:00 p.m. on weekdays, before 8:00 a.m. and after 8:00 p.m. on Saturdays. This type of activity is prohibited on Sundays, statutory or public holidays.
- Leaf blowers can only be operated between 9:00 a.m. and 5:00 p.m. on weekdays. They are prohibited on weekends and holidays.
- Leaves can not be blown or dumped onto the street or any other public place. Advise your gardener to bag them for you to be put out for garbage or make arrangements for other proper handling.
- It is prohibited to make any excessive noise which disturbs the peace, quiet, rest, enjoyment or comfort of any person in the vicinity or neighbourhood.
- It is prohibited to consume alcohol or play games of chance in public places (i.e. parks).

#### **BIKES (by-law 377).**

- All bikes must have a white light in front and a red light in the back if riding at night.
- All bikes must have a horn or another sounding device.
- All bikes must have reflectors on both pedals.
- All bikes must have an amber reflector in the front wheel spokes and a red one in the rear wheel spokes.
- All bikes must be registered with the Town of Hampstead.
- All bikes must be in good working condition (i.e. working brakes).
- Bikes are not permitted on sidewalks or parks

#### **PARKING (by-law 694).**

- No parking on the Town's streets between the hours of 2:00 am and 5:00 am. Special permission may be granted to park on the street overnight on a case by case basis. Contact the Public Safety Dept. (369-8250) to make a request.
- The Town has some streets that require alternating parking such as Harrow and Dufferin.
- Note, that on Lyncroft and Finchley ( between Merton and Cleve) there is no parking on the east side of the street. That is the side with the odd numbered addresses.
- Streets such as Macdonald, Holtham, Aldred, Harrow, Cote St. Luc Rd., and part of Dufferin (between Queen Mary and Langhorne), have been designated to allow

overnight parking with the purchase of a permit. The cost is \$60.00 per car and can be obtained through the Public Safety Dept.

- No parking within 5 metres ( 15ft. ) of a fire hydrant.
- No parking within 5metres ( 15ft. ) of an intersection.
- No parking within 5 metres (15ft. ) of a stop sign.
- No parking within 5 metres (15ft. ) of a pedestrian crossing.
- No parking at more than 30 cm ( 1ft. ) from the nearest curb.
- No child under 7 years old may be left unattended in your car.
- No car may be left unattended with the keys in the ignition.
- No car may be left unsecured while unattended.

## **PARKS (by-law 469).**

- Parks are closed to the public between the hours of 11:00 p.m. and 7:00 a.m. the next morning.
- The Town or its representatives ( Public Safety Dept.) can :
- :forbid any person from entering a park if it is necessary to maintain order or protect life and/or property.
- :expel from the park a vagrant or any person under the influence of alcohol or drugs.
- :expel from the park any person disturbing the peace or conducting themselves in a reprehensible manner.
- No person, firm, company or corporation shall trim, prune or fell any tree or shrub in any park without written permission from the Town.
- It is forbidden for any person frequenting a park:
  - To bring in any animal
  - Take the animal into a public shelter or children's play area.
  - To stand or lie on benches, occupy more than one seating place or to climb the walls, buildings, trees or fences.
  - To light fires or ignite fireworks.
  - To throw or project stones or any other object, by hand or using any other instrument. (this does not include any game that is allowed by the Town.)
  - To sell or offer for sale anything whatsoever without written permission of the Town.
  - To leave any litter on the ground, bench or park installation.
  - To affix any signs, posters, placards or advertising of any kind without the Town's permission.
  - To drive or ride any vehicle, snowmobile, rollerblades or skateboard except in those places especially designated for such purposes.

## **ALARMS (by-law 543).**

- If your alarm is equipped with an exterior bell, horn, or other sound reproducing device, it can not sound for more than 5 minutes.

### **GARAGE SALES (by-law 551).**

- A permit is required to have a garage sale. Contact the Public Safety Dept. for the permit and all other provisions of the by-law.
- Only 2 days of garage sales permitted per household, per calendar year.
- Only 6 garage sales per weekend are permitted in Town, therefore, before advertising call Public Safety for a permit.

This handbook is by no means a complete picture of the Town's by-laws or all of the articles in each by-law. There are other by-laws regulating such things as: Trees and hedges, circular distribution, minimum heat standards, commercial activities and pesticides. For more information, do not hesitate to contact the Public Safety Dept. at 369-8250 / 24HR. per day. If there is a discrepancy between this handbook and the Town's by-laws, the Town's by-laws will prevail.

**At your service:**

replace this page with info update sheet

**RESIDENT INFORMATION SHEET**

Name: \_\_\_\_\_ Spouses Name: \_\_\_\_\_

Surname: \_\_\_\_\_ Surname: \_\_\_\_\_

Number of children in the house: \_\_\_\_\_

Number of pets in the house: \_\_\_\_\_

Number of seniors in the house: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Alarm: Yes \_\_\_\_\_ No \_\_\_\_\_

Alarm Company: \_\_\_\_\_

Contact Person if you're out of town and the alarm is tripped at your house. This will be useful if you advise your alarm company that you wish to have the Public Safety Dept. respond to your alarm.

**CONTACT PERSON;**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: daytime: \_\_\_\_\_ evening: \_\_\_\_\_

Key: Yes \_\_\_\_\_ No \_\_\_\_\_ Alarm Code: Yes \_\_\_\_\_ No \_\_\_\_\_

Please advise in the space provided any other persons allowed to enter your house while you are away.

**HOME SECURITY TIPS:**

- Make sure your address is visible from the street during the day and night. You could also put an address plate at the rear of your house.
- Make sure exterior entrances aren't hidden from view.
- Make sure that the perimeter of your house is completely illuminated, with tamper proof bulbs.
- Make sure all tools and ladders are securely stored where burglar can't access them.
- Make sure that your exterior door frames, hinges, handles, and strike plates are sturdy.
- Make sure all of your exterior doors have a single cylinder deadbolt that protrudes at least one inch into the door frame.
- Install a viewer on your front door.
- Make sure your patio door has a locking bar, auxiliary locks, and jimmy plates.
- Make sure all basement and ground floor windows have security grills or auxiliary locks and are connected to your alarm system. Note that the grills are the best method to deter and deny access.
- Can second story windows be reached from garage roof, ladder or overhanging tree, if so, they should be secured with auxiliary locks or another device.
- If the garage door doesn't open electronically, does it have a lock?
- Do you have at least two light and appliance timers for the interior of your house?
- Engrave your valuables
- Don't leave money or valuable jewelry at home. They should be in a bank safety deposit box. Valuables should also be insured.
- Always lock your doors and windows even if you just step out for a few minutes.
- If you're at home and somebody rings the doorbell, check who it is before you open the door. If its a stranded motorist who wants to use the phone ask for the number, so that you can make the call while he or she waits outside.
- If your at home alone and don't expect anyone at all and someone rings your door bell and you feel vulnerable or afraid, call 911 and Public Safety at 369-8250.
- Never leave a message on your answering machine saying that you are out and never tell anyone on the phone that you are at home alone.

#### **VACATION CHECKLIST:**

- Cancel newspapers
- Cancel, reroute or have a trusted friend or neighbour pick up your mail. You could also contact Public Safety, we'll do it for you.

- Alert a trusted friend of your itinerary and have him or her check on your house. You could get this friend to put garbage out for you, mow the lawn or shovel your walkway and clean your car in the winter. If you have an alarm, give your friend a key to the house and the alarm code. Your friend could also draw and open the curtains or blinds.
- Alert Public Safety of your departure and we'll come by daily to check the exterior your house. You could also advise, in writing, your alarm company that you want Public Safety called if your alarm system is tripped.
- Set up at least two light and appliance timers to correspond to your usual routine as much as possible.
- Unplug your electric garage door opener and lock the garage door.
- Lock all doors and windows.
- Don't advertise the fact that your going away
- Try to pack your car in the garage, if possible.
- If you don't take your car, leave it parked in the driveway.
- Note, these are just some security tips if you want a more complete security analysis feel free to contact the Public Safety at 369-8250.

**PHONE NUMBERS:**

Public Safety.....369-8250/ 24-HR.

Town Hall .....369-8200

Community Services .....369-8260

Fire Dept. and Police Emergencies.....911

Public Works .....369-8280