



STAFF REPORT

REPORT OF THE DIRECTOR OF CLERKS AND PLANNING SERVICES

OBJECTIVE

Re: Municipal Enforcement Policy

RECOMMENDATION

THAT the report from the Director of Clerks and Planning Services regarding the Municipal Enforcement Policy be received;

AND THAT the Policy be forwarded on to Council for review and adoption;

AND THAT the appropriate By-Law be passed to implement this policy.

BACKGROUND

Staff attended the virtual Municipal Licensing & Law Enforcement forum on December 1, 2022; the forum identified the purpose of developing a Municipal Enforcement Policy.

The Municipal Enforcement policy allows for a transparent, consistent, fair, unbiased and effective process towards enforcement and prosecution of relevant laws.

Staff undertook the time to research other municipalities with Municipal Enforcement policies and have developed a Municipal Enforcement Policy that meets the needs of the Officers and the Community. The policy has been reviewed by the Municipal Enforcement Officers and the Department to ensure that there is clear expectations and processes towards the Municipal By-Laws and enforcement.

ANALYSIS

The purpose of the policy allows staff, Council and citizens to understand the procedure of governing and the handling of municipal by-law complaints by the Municipality and to ensure standardized, thorough, prompt and courteous receipt, processing, investigation, and resolution. This policy is intended to apply to both municipal by-laws and provincial statutes which is the Municipality is responsible for enforcing.

FINANCIAL IMPACT

N/A

LINKS TO STRATEGIC PLAN

This project aligns with the City's Strategic Plan through Strong Municipal Corporate Administration and Governance – review and update bylaws, policies and procedures.

SUMMARY

It is recommended that the proposed policy for Municipal Enforcement be forwarded to Council for approval and adoption.

