



Staff Report

Report Title: By-law Enforcement Services Pilot Summer Program

Prepared By: Mary Rose Walden, Chief Administrative Officer

Department: By-law Enforcement

Date: May. 1, 2023

Report Number: CAO-2023-05-9

File Number: C11

Attachments:

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole receive for information Report CAO-2023-05-9 prepared by Mary Rose Walden, Chief Administrative Officer.

Background:

At the April 3rd Committee of the Whole meeting staff received the following direction: That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE-2023-04-10 prepared by Heather Falconer, By-Law Enforcement Officer;

AND FURTHER directs Staff to bring back a report on flexible by-law enforcement hours, including use of the Relief Officer, increasing visibility, and public education.

Discussion:

Staff is proposing to launch a pilot summer enforcement program that will include patrolling the lakeshore on weekends based on the limitations within our current budget and staff complement.

In preparing the 2023 operating budget for Council's consideration, department budgets were minimized as much as possible while maintaining existing services. This includes the budget for By-law enforcement. Council has not provided direction to increase this budget for additional service. The additional weekend coverage will be covered by either the By-law Officer, or relief officer as availability and budget allows.

Staff are preparing the pilot program schedule with these budget constraints in mind and based on availability of the Officers. For maximum enforcement effectiveness, the schedule of these additional dates will not be provided publicly in advance. A follow-up report on the pilot program will be provided to Council in the fall. At that time, should Council determine that weekend coverage or other by-law services should be included or expanded, direction could be provided to include within the 2024 budget discussions.

At any time after office hours, the public has the following options to report an issue to by-law:

- Call the by-law enforcement pager – if the message includes time-sensitive information, the caller will be contacted as soon as possible for more information, all other calls will be addressed during office hours, if this is not a scheduled weekend/afterhours shift of the officer or relief officer.
- Urgent calls can use the By-law enforcement after-hours emergency number – a shared service with the Public Works department, where a live person answers the call and provides direction to the caller.
- Emergencies should be directed to the Ontario Provincial Police, Fire or other Emergency services.
- Report a problem on-line using Click Fix - https://www.huronkinloss.com/en/townhall/report-a-problem.aspx?_mid_=40987

Financial Impacts:

Included in our current approved budget. Any additional coverage would impact the operating budget approved by Council.

Strategic Alignment / Link:

We are an accessible community that offers opportunities for everyone by being open and transparent.

Respectfully Submitted By:

Mary Rose Walden, Chief Administrative Officer

Report Approved By:

Mary Rose Walden, Chief Administrative Officer