

Date: December 4th, 2020

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

RE: November Activities for By-Law Enforcement Department.

Please see the below information for the month of November activities for this department.

Operational Constraints

- 1 officer in department March 2020 – January 2021.

November 2020

Animal Pound Statistics

Impounded Dogs	2
Impounded Cats	0
After Hours Visits	9
Total Shelter Visits for Month	27

Monthly Parking Statistics

Tickets for Month	4
Police Issued	0
Final Total	4

Daily Activities completed by By-Law Officers

- Animal Pound Activities.
- Pawn Shop Visits.
- Checking Parking Equipment.
- Garbage Collection Issues.
- Parking Enforcement (Fire Lanes, Handicap Zones, Calendar Parking, Parking Lots).
- Fine Box Collections.
- Treasury Staff Escort to Bank & Post Office (1st 1/2 of month).

Other Duties Completed by By-Law Officers

- Month End Office Reports.
- OPP Monthly Parking Stats.
- Weekly Mileage for Civic Centre Vehicles.
- Emergency Management COVID-19 Response.
- Emergency Management Annual Compliance Submission Review with OFMEM.
- JHSC Activities & Monthly Inspection.
- Maintaining Cleaning Solution in Civic Centre Vehicles.
- PDEC Secretary Duties.
- Deliver Cheques for Treasury.

- Flag Raisings & Replacements.
- Water Leak at Shelter (daily monitoring & emptying bucket).
- Performance Review & Daily Activities reporting to CAO.
- Monthly Activities Reporting to PDEC.
- Emergency Management Operation Walleye Meeting (Cross Border Exercise).
- OFMEM Sector Leads Meeting & PEMCC Meeting Attended.
- Quarantine Fence Installed at Shelter.
- Sidewalk & Bike Path Discussion with Councillor Wiedenhoeft & P.W.
- Alberton Request Services Review.
- OAPSO Chapter Meeting Attended.
- 2021 User Fee Budget Review.
- Honey Bee Proclamation Request.
- Verified Demolition permit for property with CBO/Planner.

Occurrence Type (Complaints & Information)	Calls for Service/Complaints
Single Use Plastics	4
Parking	11
Animals	14
Business Licensing	11
Property Standards (Includes Landlord/Tenant)	13
Taxi	4
Cannabis	1
Sign Permits	2
Snow Vehicles	1
Flag Pole Request	1
Zoning	2
Waste Management	4
Basketball Nets	1
Heavy Trucks	3

Respectfully submitted,

Original Signed By

Patrick Briere, CMM III, Property Standards Professional
 MLEO/Public Information Officer, Planning & Development Division
 PH: 1-807-274-5323 ext. 1218
pbriere@fort-frances.com