

Date: December 2nd, 2021

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

- Currently, 1 Officer in office.

November 2021

Animal Pound Statistics

Impounded Dogs	1
Impounded Cats	4
After Hours Visits	0
Total Shelter Visits for Month	10

Monthly Parking Statistics

Tickets for Month	2
Tickets by OPP	0
Monthly Total	2
Yearly Total Issued	125

Daily Activities completed by By-Law Officers.

- Animal Pound Activities.
- Pawn Shop Visits.
- Checking Parking Equipment (Repairs/Maintenance to Meter Equipment).
- Garbage Collection Issues.
- Kiss N Ride Enforcement.
- Parking Enforcement.

Other Duties Completed by By-Law Officers

- Month End Office Reports.
- Fine Box Collections & Ticket Processing.
- Parking Enforcement Complaint Driven.
- New Computer set up with IT.
- OPP Monthly Parking Stats.
- Emergency Management COVID-19 Response.
- Amethyst Sector (Emergency Management) CEMC Bi-Weekly Calls.
- JHSC Activities & Monthly Inspections.
- JHSC Fire Doors Issue.
- Monthly Activities Reporting to PDEC.
- OFMEM - EEPMO Project Meetings.
- Maintain/Attend Town Vehicle's in Parking Lot (Civic Centre).
- Shred-It Regular Shred visit for Clerk's office.
- Corporate Vaccine Policy & Implementation with HR Office.
- Proof of Vaccination Provincial Mandate.

- PEMCC Meeting.
- Single Use Plastics Advertising & Request to Extend Deadline.
- Flag Raising – Metis Flag & Shine the Light.
- Preparing for Annual By-Law OPP Memorandum Review.
- Review/Renewal Process of Alberton Dog Services Agreement.
- Request from Best for Kitty.

Occurrence Type (Complaints & Information)	Calls for Complaints/ Information
Nuisance (Includes Inquiries)	3
Traffic By-Law (Includes Inquiries)	8
Animals (Includes Inquiries)	10
Business Licensing (Includes Inquiries)	8
Property Standards (Includes Landlord/Tenant & Grass Cutting)	8
Taxi (Includes Inquiries)	7
Off-Road Vehicles By-Law (Includes Inquiries)	5
Moving Permits (Includes Inquiries)	1
Smoking By-Law & Cannabis (Includes Inquiries)	4
Heavy Trucks (Includes Inquiries)	2
Waste Management (Includes Asselin Forms)	10
Fences (Includes Inquiries & Pools)	1
COVID Legislation/Vaccination	7
OPP Call Outs/Questions	1
Building Code/Zoning Issues (Includes Tents, Trailers, etc).	0
Noise Issues (Includes Inquiries)	3
Fire Issues (Includes Inquiries)	1
Sign By-Law (Includes Inquiries)	3
Single Use Plastics (Includes Inquiries)	4
Snow Sidewalks (Issues & Inquiries)	10
Snowmobile By-Law (Includes Inquiries)	7
TOTAL CALLS FOR SERVICE	103

Respectfully submitted,
Original Signed By
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