

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 December activities for this department.

Operational Constraints

- 1 officer in department March 2020 – January 2021.

December 2020

Animal Pound Statistics

Impounded Dogs	1
Impounded Cats	1
After Hours Visits	0
Total Shelter Visits for Month	12

Monthly Parking Statistics

Tickets for Month	8
Final Total	8

Daily Activities completed by By-Law Officers

- Animal Pound Activities.
- Pawn Shop Visits.
- Checking Parking Equipment (Repairs to Meter Equipment).
- Garbage Collection Issues.
- Parking Enforcement (Fire Lanes, Handicap Zones, Calendar Parking, Parking Lots).
- Fine Box Collections.

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.

- Monthly Activities Reporting to PDEC.
- OFMEM Sector Leads Meeting & PEMCC Meeting Attended.
- OFMEM EEPMO Project Meeting.
- Alberton Request Services Review.
- 2021 Budget Review.
- Verified Demolition permit for property with CBO/Planner.
- Tent By-Law Review.
- Snow Vehicle's Request Letter.
- Business License Renewals Underway.

Occurrence Type (Complaints & Information)	Calls for Service/Complaints
Single Use Plastics	4
Parking	2
Animals	8
Business Licensing	5
Property Standards (Includes Landlord/Tenant)	8
Building Code Issues with CBO	5
Taxi	2
Snow on Sidewalks	5
Moving Permits	1
Snow Vehicles	3
Smoking	4
Noise	3
Waste Management	9
Basketball Nets	7
Heavy Trucks	4
TOTAL Calls for Service	70

Respectfully submitted,

Original Signed By

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