



## STAFF REPORT

**To:** Mayor and Members of Council  
**From:** Brad Haines - By-law & Property Standards Enforcement Officer  
**Meeting Date:** February 25, 2025  
**Report Number:** 2025-038  
**Subject:** By-law Enforcement Status Update – January 2025

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### Recommendation

**THAT** Council receives the report – By-Law Enforcement Status Update – January 2025, for information purposes.

### Executive Summary

#### Purpose

The purpose of this report is to provide Council with an update on the current status of the By-law Enforcement Department, enforcement/prosecution activities, upcoming training, equipment use and upcoming / ongoing projects.

#### Key Findings

This report will focus on:

- Parking Enforcement and Statistics
- Recent Complaints & Inquiries
- Mi-LISA (Report Writing Software)

- South West Dufferin Police Board
- MLEOA
- Canada Wide Municipal Law Enforcement Officer Safety Webinar

### **Financial Implications**

There are no Financial Implications to this report.

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## **Report**

### **Background**

To provide Council with an update of the By-law and Property Standards Enforcement activities for the month of January 2025.

### **Discussion**

#### **Parking Enforcement**

By-law Enforcement is continually receiving parking inquiries, addressing them as received and providing public education when warranted. Continuing to be pro-active for winter parking enforcement by ticketing vehicles to ensure smooth snow removal operations.

A recent complaint received from a resident regarding a 5-ton commercial vehicle parking on the street for extended periods of time, however leaving at early enough times to avoid morning enforcement. As per the Traffic and Parking By-law 'No person shall park a commercial motor vehicle or oversized motor vehicle upon a highway between the hours of 1:00 a.m. and 6:00 a.m. of the same day for a period of time longer than one hour other than upon a section of highway which is under construction'. Sporadic evening and night shifts will be made in effort to investigate and address this, as By-law Enforcement is not a 24-hour service within the municipality.

#### **Stats - Parking Enforcement – January 2025:**

- Total Infraction notices issued = 20
- Total Notices paid = 13
- Impending Conviction Notices sent = 7
- Sent for Conviction to POA-Caledon = 3
- Vehicles Towed = 0

**Recent Complaints and Inquiries**

A recent complaint received from a resident alleges that a homeowner is placing an unknown substance around a fire hydrant, allegedly to deter dogs from the yard. Given that the complaint was hearsay and there was little evidence of the substance on the hydrant, the resident was asked to call OPP non-emergency or use the online reporting system. This type of complaint would fall under mischief and be a police matter.

Ongoing complaints received regarding snow removal and the location in which residents are discarding snow. By-law Enforcement can only enforce such complaints if the snow is being left on a road or highway, as per the Highway Traffic Act; otherwise, these complaints are passed onto Public Works for investigation. Snow being moved from one private property to another is classified as a civil matter that must be resolved between property owners.

**Mi-LISA (Report Writing Software)**

By-Law Enforcement has inquired of our software provider, Mi-Lisa, which is a report writing / tracking software, to explore the software's capabilities for tracking sign permits within the municipality. Working with Marmak to implement this new tracking capability.

**Dufferin South West Police Services Board**

The vacant board position has been posted on social media, Town website and local newspapers. As of the writing of this report, we have not received any applications for the position. The deadline for receipt of applications is February 28, 2025.

**Municipal Law Enforcement Officers Association (MLEOA)**

By-law Enforcement has renewed the corporate membership with the Municipal Law Enforcement Officers Association for 2025. The Municipal Law Enforcement Officer (MLEO) designation will be applied for in the late fall / early winter of 2025 once the 3 years of service threshold is completed.

**Canada Wide Municipal Law Enforcement Officer Safety Webinar**

All of the Associations related to Municipal Law Enforcement across Canada (LGCEA – Local Government Compliance and Enforcement Association, SAMEO - Saskatchewan Association of Municipal Law Enforcement Officers, MLEOA – Municipal Law Enforcement Officers of Ontario Association, ABOA - Alberta Building Officials Association, and NLAMPEO - Newfoundland and Labrador Municipal Police Enforcement Officer) held a nation-wide webinar, highlighting the importance of officer safety.

Frequent reports of hostility and aggression toward all levels of law enforcement are on the rise and being attributed to mental health, drugs, misinformation, heightened social tensions, and a general mistrust of authority figures. Incidents that might once have been a routine interaction with the public can now escalate into verbal abuse or even physical violence towards the officers. The situation given in this webinar was a prime example of it (see link for further information on the incident).

The webinar focused on one reported violent incident which took place in Grand Forks, British Columbia in October of 2023 and the risk assessment that was conducted upon review of the incident. As a result of this incident, the offender was sentenced to 3 years in prison for assault with a weapon and mischief to property (see below link for news article on the incident).

- <https://www.boundarycreektimes.com/local-news/changes-coming-to-grand-forks-by-law-officer-role-7286619>

The presentation highlighted:

- Occupational Health and Safety requirements for employers and workers in BC
- The work of Bylaw Enforcement Officers in general
- A specific bylaw enforcement “violence in the workplace incident” (Oct 1, 2023 – Grand Forks)
- The post-incident actions undertaken as a result of that incident
- How the “risk assessment” process facilitated change and improvements to officer safety for that incident
- Full incident de-brief with body cam footage on incident.

The biggest change as a result of this incident was the officer's uniform, personal protective equipment and being provided a radio that would allow constant communication with the local fire department dispatch should additional resources be needed for a call for service. The officers went from wearing business casual uniforms with little to no personal protective equipment to a full law enforcement uniform with body armour, OC Spray, baton, a fully equipped /marked patrol vehicle, a man down pendant and additional avenues of communication in case of an emergency.

One change that would be beneficial to Grand Valley's By-law Enforcement departments would be having access to a radio connected with either local fire dispatch or Public Works staff in case of emergency as I am often working alone, sometimes in rural and remote areas. Another alternative found was a simple app that can be downloaded to By-law Enforcements duty phone called 'Red Panic Button'. The app will send an emergency text message to anyone you set up in the system advise them of your exact coordinates and address. The only limitation is the need of cell phone service which can be limited in some areas of Dufferin County.

### **Financial Impact**

There are no financial implications to this report.

### **Consultations**

None

### **Attachments**

None

### **This report was submitted by**

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### **This report was approved by** **Meghan Townsend**

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