



BYLAW SERVICES  
DEPARTMENT  
2024 BUSINESS PLAN

# STAFFING LEVELS –BYLAW SERVICES

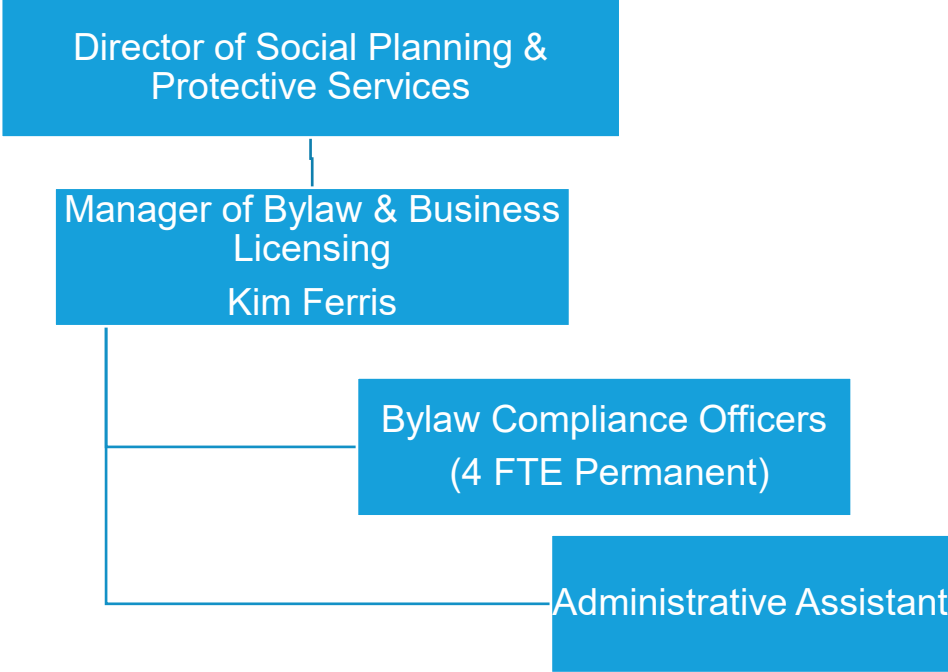
7

Total positions  
as of  
October 30, 2023

## Bylaw Services

7 Full time, Permanent  
(Exempt 2; CUPE 5)

# ORGANIZATIONAL STRUCTURE – BYLAW SERVICES



## BYLAW SERVICES – Calls For Service

- Responding to all complaints received from public and inter-departments
- Educating the public about regulatory bylaws
- Mediating between members of the public
- Seeking formal consequences for bylaw contraventions where compliance is not forthcoming or harm has been done to the community

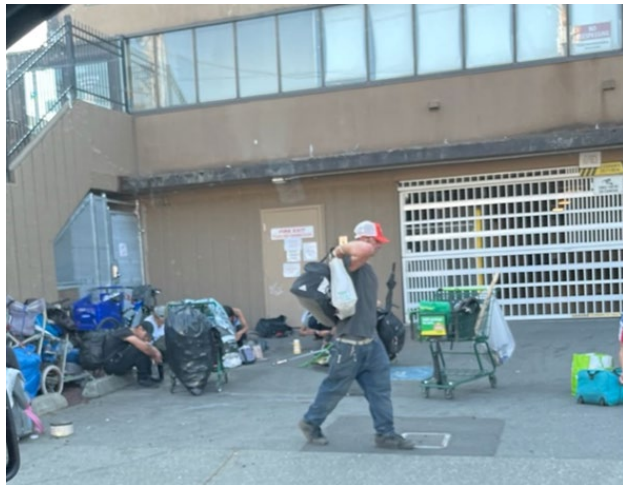
## BYLAW SERVICES

- Support RCMP with public disorder where weapons and other forms of violence escalate
- Remediate contraventions when compliance not achieved by arranging for work to be done and billed to the property owner
- Prosecute MTI's initiated by Officers
- Collaborate with environment staff on compliance with environmental regulations, particularly in riparian areas



## BYLAW SERVICES – Corridor patrols

- Patrol corridor with RCMP on foot and bikes to address public safety issues and maintain public order
- Work with other provincial and federal agencies to assist people experiencing homelessness in finding and utilizing local services to aid in their care and well-being (housing, mental health, addiction)
- Coordinates removal of tent encampments often in environmentally sensitive areas
- Deescalate confrontations between public/businesses and people experiencing homelessness





# CLIMATE EMERGENCY PRIORITIES

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## Bylaw Services



### **PRIORITY 1:**

Environmental  
Protection: cleaning up  
encampments in  
environmentally  
sensitive areas



### **PRIORITY 2:**

Environmental  
Protection: responding  
to burning complaints



# 2024 BUSINESS PLAN

# PROJECTED BUSINESS PLAN DELIVERABLES

Actions / Projects	Start Date
Strengthen all bylaws that support enforcing safety for the community and prepare an open drug use bylaw that minimizes public exposure to open drug use in parks and adjacent to school properties	2023
Investigate ways to partner with Somenos Marsh Wildlife Society and Nature Trust of BC to enable more fulsome marsh patrols	2023
Create and implement operational policy and procedures manual for department, along with a new service level with newly adopted Towing and Vehicle Impound Bylaw.	On-going
Continue to implement the Community Safety Plan	On-going

# OPERATING BUDGET

	2023 Budget	2024 Budget	\$ Change	% Change	2023 YTD
<b>REVENUE</b>					
Bylaw	\$ 111,730	\$109,690	(2,040)	-2%	\$ 85,661
<b>TOTAL REVENUE</b>	<b>\$ 111,730</b>	<b>\$ 109,690</b>	<b>(2,040)</b>	<b>-2%</b>	<b>\$ 85,661</b>
<b>EXPENSES</b>					
Bylaw	\$ 1,048,023	\$ 1,098,973	50,950	5%	\$ 662,470
<b>TOTAL EXPENSES</b>	<b>\$ 1,048,023</b>	<b>\$ 1,098,73</b>	<b>50,950</b>	<b>5%</b>	<b>\$ 662,470</b>

# KEY STATISTICS

	2022	2023
Calls for Service	1,923	1,023
Calls for Service in the Corridor Area	1,324	925