

## COUNCIL REPORT

M&C No.	2019-10
Report Date	February 05, 2019
Meeting Date	February 11, 2019
Service Area	Growth and Community Development Services

His Worship Mayor Don Darling and Members of Common Council

***SUBJECT: Designation of Community Standards Coordinator***

***OPEN OR CLOSED SESSION***

This matter is to be discussed in open session of Common Council.

***AUTHORIZATION***

Primary Author	Commissioner/Dept. Head	City Manager
<b><i>Christopher McKiel</i></b>	<b><i>Jacqueline Hamilton</i></b>	<b><i>John Collin</i></b>

***RECOMMENDATION***

It is recommended that Common Council adopt the attached resolution.

***EXECUTIVE SUMMARY***

Growth and Community Development Services is continuing a Community Standards pilot program which is focused on issues that directly impact the aesthetics, enjoyment and pride of a neighbourhood, including unsightly premises, zoning infractions and general upkeep of properties.

Mark O'Leary has been hired as the Community Standards Coordinator who will lead this pilot program. Mr. O'Leary previously held this position for approximately nine months in 2017 and 2018 and exceeded all targets set for the program during that time. The purpose of this report is to appoint Mr. O'Leary with respect to the by-laws enforced by Growth and Community Development Services, including the authority to enter upon property to conduct inspections, issue Notices to Comply and lay informations in Provincial Court.

***PREVIOUS RESOLUTION***

N/A

***STRATEGIC ALIGNMENT***

This report aligns with Council's Vibrant, Safe City priority.

***REPORT***

In June 2017, the Growth Committee heard from Staff that it intended to move forward with a Community Standards pilot program. This program aligns with the One-Stop Development shop service model that recommended a position within the department which focuses on community standards compliance or what has, in the past, been referred to as non-life safety compliance.

The pilot program is focused on issues that directly impact the aesthetics, enjoyment and pride of a neighbourhood, including unsightly premises, zoning by-law issues and general upkeep and maintenance of properties.

The position, Community Standards Coordinator, is a relatively new position to the organization and incorporates a skillset focused on experience and education around by-law compliance, by-law file conclusion, education and awareness. The Coordinator will take a proactive approach with property owners, encouraging compliance through a combination of education/awareness, written notices and if necessary, formal legal actions.

Mr. O'Leary had previously held this position for approximately nine months in 2017 and 2018 and exceeded all targets set for the program during that time. Mr. O'Leary has once again been hired to fill this new role. At this time, it is necessary to appoint him with respect to the by-laws enforced by Growth and Community Development Services, including the authority to enter upon property to conduct inspections, issue Notices to Comply and tickets and lay informations in Provincial Court.

### ***SERVICE AND FINANCIAL OUTCOMES***

The Community Standards pilot program will enhance the service level of a variety of by-law compliance programs, including unsightly premises, zoning by-law and general upkeep and maintenance of properties.

### ***INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS***

N/A

### ***ATTACHMENTS***

Resolution