



Municipality of Port Hope

Staff Report

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Report Title: Municipal Law Enforcement Officers Appointment

Report to: Protective Services Committee

Date of meeting: April 4, 2023

Report Author:

Jason Williams, Director of Protective Services

Department responsible:

Protective Services

Report Number: PS-05-23

Recommendation:

That a by-law be presented to Council to appoint a Municipal Law Enforcement Officer (Summer Student) and, to appoint Northumberland Humane Society Animal Control Officers as Municipal Law Enforcement Officers for the Municipality of Port Hope for the purposes of enforcing the Animal Control By-law.

Highlights:

- A temporary contract summer student Municipal Law Enforcement Officer has been hired by the Municipality and requires appointment through a by-law to provide them with authority under the *Ontario Building Code Act*, *Police Services Act* and *Provincial Offences Act* required to carry out their duties.
- Additional appointment of the Northumberland Humane Society to carry out the enforcement of the provisions of Animal Control By-law.

Background:

The Municipal Law Enforcement Division of the Protective Services Department enforces municipal by-laws including but not limited to parking, property standards and noise. The authority to carry out the duties of a Municipal Law Enforcement Officer are found within the *Police Services Act* and *Provincial Offences Act*.

The summer student contract position is from May 1 - August 25, 2023 (3 months).

On April 26, 2022 the Municipality of Port Hope entered into an agreement with the Northumberland Humane Society to carry out the enforcement of the provisions of Bylaw 60/2022, the Animal Control Bylaw. To fully enforce the municipal by-law, the Animal Control Officers employed by the Humane Society should be appointed as Municipal Law Enforcement Officers for the Municipality of Port Hope.

Discussion:

An appointment is required for the following:

1. Temporary staff:
 - a) Municipal Law Enforcement Officer- Blake Strong (Summer Student)
2. Animal Control Officers
 - a) Municipal Law Enforcement Officers- Jack McQuoid and Glenn Fitzgerald or any "Animal Control Officer" employed by the Northumberland Humane Society acting as an agent on behalf of the Municipality of Port Hope for the purposes of enforcing Bylaw 60-2022 the Animal Control Bylaw.

As noted, these positions require the delegation of authority and appointment by Council. Without the delegation and appointment, staff will not be able to fulfill their roles as Municipal Law Enforcement Officers within the Municipality of Port Hope.

Financial Considerations:

This contract summer student position is being partially funded through the Canada Summer Jobs grant program which subsidizes the hourly wage of summer student staff. The approximate total wage cost of the contract is \$7,000.00, half of which will be subsidized by the Federal Government through the grant program.

There are no additional financial considerations in relation to the appointment of the Animal Control Officers as Municipal Law Enforcement Officers other than those standard fees included in the previously approved contract.

Communication and Public Engagement:

Not applicable with respect to this report.

Conclusion:

A temporary contract summer student Municipal Law Enforcement Officer has been hired and this position requires the delegation of authority and appointment by Council; as well as the Animal Control Officers employed by the Northumberland Humane Society. Without the delegation and appointment, staff will not be able to fulfill their roles as Municipal Law Enforcement Officers within the Municipality of Port Hope.

Attachments:

Attachment 1: Draft By-law – Appoint a Temporary Municipal Law Enforcement Officers