



# REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: **Updates to Request to Conduct Door-to-Door  
Canvassing Policy CO-25**

File #: 3900.00

Doc #:

From: Kelly Kenney  
Corporate Officer

Date: March 5, 2019

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## RECOMMENDATION:

THAT amended Council Policy CO-25 Request to Conduct Door-to-Door Canvassing be approved.

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## PURPOSE:

The purpose of the report is to bring forward proposed amendments to Council Policy CO-25 Request to Conduct Door-to-Door Canvassing to:

- define the types of activities that fall within the definition of Door-to-Door Canvassing in the policy;
- include as a schedule to the policy a list of Council Pre-approved Campaigns
- include as a schedule to the policy an application form to conduct door-to-door canvassing;
- formalize the practice that approved door-to-door canvassing applications be forwarded to the Langley RCMP Watch command;
- Require that canvassers carry a copy of the approved application with them with conducting door-to-door canvassing.

## POLICY:

The City's Business License Bylaw includes the following provision:

### **35. Door to Door Canvassing**

- (1) Door to Door Canvassing shall be in compliance with the Council Policy "Request to Conduct Door to Door Canvassing".

Council Policy CO-25 Request to Conduct Door-to-Door Canvassing was first approved by Council on April 23, 2007, and was subsequently amended on February 4, 2013 to limit the time permitted for canvassing by a group in a one year period.

**COMMENTS/ANALYSIS:**

The City of Langley periodically receives requests from organizations to undertake door-to-door canvassing in the city to solicit donations for a specific charity. Following review of the policy, it was identified that there needed to be a definition of Door-to Door Canvassing to clarify what types of activities were permitted under the policy. As well, in emulating best practices of other municipalities, a schedule of Council approved canvassing campaigns has been included in the policy which will expedite canvassing requests for specific canvassing campaigns that take place annually in the city. Other proposed amendments to the policy seek to formalize current practices relative to door-to-door canvassing requests and to update the policy to the City's current policy format.

**BUDGET IMPLICATIONS:**

N/A

**ALTERNATIVES:**

Council may provide direction to staff on further changes to the policy.

Respectfully Submitted,



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Kelly Kenney  
Corporate Officer

**Attachments:**

1. Proposed Amended Policy CO-25
2. Mark up of Proposed Amended Policy CO-25 showing proposed amendments

**CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:**

I support the recommendation.



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Francis Cheung, P. Eng.  
Chief Administrative Officer