



REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: Bylaw Notice Enforcement Bylaw

File #: 3900.00

Doc #:

From: Dave Selvage
Manager of Community Safety

Date: September 22, 2021

RECOMMENDATION:

THAT Council accept this report as information in support of the Bylaw Notice Enforcement Bylaw.

PURPOSE:

The purpose of the report is to provide information in support of the Bylaw Notice Enforcement Bylaw being presented to Council for approval October 4, 2021.

POLICY:

City of Langley fines related to Highway and Traffic Offences, including parking, are regulated under Schedule "A" of the Highway and Traffic Regulation Bylaw, 2013 Bylaw No. 2871

All other City of Langley bylaw fines are regulated under the Municipal Ticket Information Bylaw No. 2946.

The *Local Government Bylaw Notice Enforcement Act* provides that local governments may establish a bylaw notice adjudication system. This administration system is an alternative to the provincial court for resolving minor local bylaw contraventions and to the current Bylaw Notice system used in the City.

Fees and Charges for information and services are regulated under the Fees and Charges Bylaw, 2010, No. 2837.

COMMENTS/ANALYSIS:

The *Local Government Bylaw Notice Enforcement Act* provides that a municipality can establish a bylaw notice adjudication system. At the Closed Meeting of Council of September 29, 2020, Council directed staff to establish the procedure and processes for the implementation of an adjudication process for all bylaw enforcement ticket disputes in the City of Langley.

The implementation of the adjudication process replaces the current system of issuing Bylaw Violation Notices. An amending Bylaw to dissolve the fine Schedule "A" under the Highway and Traffic Regulation Bylaw, 2013 Bylaw No. 2871 is before Council.

The new Bylaw Notice Enforcement Bylaw, 2021 Bylaw No. 3139 will regulate the Bylaw adjudication system. This Bylaw sets out the processes for the adjudication system including time limitations for disputes. Schedule "A" defines those who have enforcement authority. Schedule "B", sets out offences and fine amounts. A Compliance Agreement is included as Schedule "C".

As part of the adjudication process, disputants that are confirmed to have committed an offence by the Adjudicator will be required to pay a \$25 adjudication administration fee to the City. This fee will be regulated under the Fees and Charges Bylaw, 2010, No. 2837. An amendment to this Bylaw is before Council.

Next Steps:

1. Changes to Tempest computer program system used by the City to manage ticketing.
2. Procurement of new print and written ticket books.
3. Training for staff and external agencies.
4. Development of a procedural guide for staff.
5. Press release to public explaining new processes.
6. Development of a web page to educate public on new processes.
7. Schedule adjudicators through Court Services Branch as needed

BUDGET IMPLICATIONS:

Adoption of the adjudication system would require changes to the Tempest computer program used by the City to manage ticketing. The estimated one-time cost of the changes is \$17,380.

The cost of adjudication is approximately \$450 per day. It is likely that the city could use the adjudicators for half days for \$225, three to four times per year. A location for the hearings would need to be provided. Current City facilities could likely be used at no cost.

Revenue from ticketing for all offences in 2019 was approximately \$82,000. While the implementation of the adjudication system is not expected to increase revenues, the purpose of the change would be to provide an impartial system of dispute.

ALTERNATIVES:

N/A

Respectfully Submitted,



Dave Selvage
Manager of Community Safety

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer