

**Subject: Bylaw No. 20/005 - Enforcement Officer Bylaw****APPROVALS:****Annette Antoniak**\_\_\_\_\_  
Director\_\_\_\_\_  
Chief Administrative Officer**Recommended Motion:**

1. THAT Bylaw No. 20/005, being the Enforcement Officer Bylaw be read a second time.
2. THAT Bylaw No. 20/005 be read a third and final time.

**Summary:**

The Regional Municipality of Wood Buffalo (RMWB) employs Bylaw Enforcement Officers and Development Compliance Officers to enforce municipal bylaws. Safety Codes Officers must also be empowered to enforce municipal bylaws related to their current duties within the RMWB. The RMWB also grants limited authority appointments to individuals who are not employees of the RMWB, but rather are employed by a private security or property management company. These appointed individuals are trained by the RMWB to enforce specific bylaws or specific sections of bylaws. The Municipal Government Act requires that Council pass a bylaw outlining the powers and duties of Enforcement Officers and establishing disciplinary and appeal procedures for misuse of powers.

**Background:**

The proposed Enforcement Officer Bylaw defines three distinct employee enforcement groups (Bylaw, Development and Safety Codes) and outlines their authority, their responsibilities and obligations to the citizens of the RMWB. The primary components of the bylaw include:

- The powers of Enforcement Officers
- The roles and responsibilities of Enforcement Officers, including authority for the CAO to change these duties to best meet the needs of the organization
- An expectation of conduct to ensure the integrity and accountability of all officers employed by the RMWB

- A disciplinary procedure and appeal process

**Rationale for Recommendation:**

The proposed bylaw will replace the existing version, which is in excess of 30 years old and no longer reflective of legislative requirements or organizational needs. If passed, this bylaw will provide a clear understanding of the duties, roles and responsibilities associated with the position of an Enforcement Officer, and provide the needed discretion to address any required discipline and appeal processes. The proposed bylaw complies with the requirements of the Municipal Government Act and the Peace Officer Act.

**Strategic Priorities:**

Responsible Government

**Attachments:**

1. Bylaw No. 20/005 - Enforcement Officer Bylaw