



Staff Report

Community Services

Report To: Committee of the Whole
Meeting Date: June 15, 2021
Report Number: CSOPS.21.046
Title: Community Services and By-law Enforcement Staffing 3rd Quarter Update – COVID-19 Related
Prepared by: Ryan Gibbons, Director Community Services and Will Thomson, Director of Legal Services

A. Recommendations

THAT Council receive Staff Report CSOPS.21.046, entitled “Community Services and By-law Enforcement Staffing 3rd Quarter Update – COVID-19 Related”;

AND THAT Council approve 3rd quarter funding to an upset limit of \$71,000.00 to maintain the service levels in response to COVID-19 as previously approved for the 2nd quarter.

AND THAT Council direct staff to bring a report to the August 24th Committee of the Whole meeting to report on 3rd quarter activities including 4th quarter operational and resource considerations.

B. Overview

This report is a follow-up to CSOPS.21.032 Follow Up to Staff Report CSOPS.21.014 2021 Community Services and By-law Enforcement Staff - COVID-19 Related that outlines the service level required to respond to COVID-19 in 2021 and identifies the resources including funding to support the level of service through the 3rd quarter.

C. Background

Approvals are being considered quarter by quarter as directed by Council in an effort to closely monitor provincial restrictions and the impacts on resourcing needs.

Further background is available in Attachment 1 Staff Report CSOPS.21.032 Follow Up to Staff Report CSOPS.21.014 2021 Community Services and By-law Enforcement Staff - COVID-19 Related.

D. Analysis

To continue the service level set in quarter 2, which includes financial resources for staffing and vehicles, Council will need to approve the 3rd quarter resourcing outlined by staff in the chart located in the financial impacts section of this report.

If this financial resourcing is not approved, services that would be impacted and require further consideration include public health recommended sanitization of public washrooms and portable toilets. By-law enforcement staffing would be reduced and will not be able to meet the recommended service level of being at busy waterfront and rural outdoor activity properties hourly during peak periods.

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

F. Environmental Impacts

Environmental impacts of this report are limited to travel by vehicle to each property by enforcement officers and parks staff.

G. Financial Impacts

To date, financial resources have only been used to extend vehicle leases for the by-law enforcement division of \$13,500. Staffing resources have not been onboarded yet due to the hiring process. This will result in lower overall expenditures of approximately \$25,000.00 which will be more accurately captured in the 4th quarter update to Council.

Activity	Total Cost	Quarter 2 (Approved)	Quarter 3 (Recommended by staff)	Quarter 4
Winter Trail Grooming	\$12,500	\$0	\$0	\$12,500
Parks and Trails	\$39,500	\$25,100	\$11,000	\$3,400
By-law Status Quo Plus 2	\$98,500	\$34,500	\$60,000	\$4,000
Total Cost of Recommended Activities	\$150,500	\$59,600	\$71,000	\$19,900

H. In Consultation With

Terry Green, Manager of Parks and Trails

Sam Dinsmore, Deputy Treasurer/Manager of Accounting and Budgets

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Ryan Gibbons, Director Community Services directorcs@thebluemountains.ca.

Any comments regarding this report should be submitted to Ryan Gibbons, Director Community Services directorcs@thebluemountains.ca

J. Attached

1. CSOPS.21.032 Follow Up to Staff Report CSOPS.21.014 2021 Community Services and By-law Enforcement Staff - COVID-19 Related

Respectfully submitted,

Ryan Gibbons
Director Community Services

Will Thomson
Director of Legal Services

For more information, please contact:
Ryan Gibbons, Director Community Services
directorcs@thebluemountains.ca
519-599-3131 extension 281

Report Approval Details

Document Title:	CSOPS.21.046 Community Services and By-law Enforcement Staffing 3rd Quarter Update - COVID-19 Related.docx
Attachments:	- E-1-CSOPS-21-032-Follow-Up-to-Staff-Report-CSOPS-21-014-Staffing-COVID-19-Related.pdf
Final Approval Date:	Jun 7, 2021

This report and all of its attachments were approved and signed as outlined below:

Ryan Gibbons - Jun 7, 2021 - 3:20 PM

No Signature found

Will Thomson - Jun 7, 2021 - 3:22 PM

Shawn Everitt - Jun 7, 2021 - 4:33 PM