



Village of Chase Policy Manual

Title: ADM-2 (2011) Bylaw Enforcement

Date Adopted:

Revised:

Date Effective:

Reviewed:

Special Notes / Cross Reference: Policy ADM-2 Bylaw Enforcement, PW-29 Boulevard Maintenance and PR-3 Enforcement of Parking of Vehicles over 7000 kgs. are rescinded.

POLICY:

Investigation of alleged Bylaw infractions may occur upon receipt of any non-anonymous complaint or when an infraction is apparent to, or suspected by the Village's Bylaw Enforcement Officer.

PURPOSE:

The Village of Chase seeks to clarify its approach to Bylaw Enforcement.

PROCEDURES:

Suspected or alleged Bylaw infractions will be investigated by the Bylaw Enforcement Officer. If an infraction is confirmed, a warning to correct the infraction may be issued either verbally or in writing with a time frame given to comply, except in cases where safety is a concern. In cases where safety is a concern, immediate and direct enforcement action in accordance with Village Bylaws may be taken.

In cases where a first warning is issued and compliance is not achieved, a written warning with a specific time frame for compliance may be issued. After the second warning has been issued and compliance with a Bylaw is still not achieved within the specified time frame or for example, where a person periodically commits the same Bylaw infraction, a Municipal Ticket Information may be issued. Alternatively, a Long Form Information may be laid where permitted by Bylaw or, in the case of improperly parked vehicles, such vehicles may be towed and stored at owner's expense in accordance with Village Bylaws.

The Village may also enforce its Bylaws through court injunction and in the case of unsightly properties, may have the property cleaned up at the owner's expense. Either of these latter two enforcement options requires a resolution of Council to proceed.

Undisputed and unpaid Municipal Ticket Information fines may be sent to a collection agency.