

City Council**Notice of Motion**

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| MM14.7 | ACTION | | | Ward: 6, 8, 15, 16, 17 |
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Examining the Feasibility of Piloting an Operational Base in North York for the North York Municipal Licensing and Standards By-Law Enforcement Team - by Councillor Lily Cheng, seconded by Councillor James Pasternak

** Notice of this Motion has been given.*

** This Motion is subject to referral to the Economic and Community Development Committee. A two-thirds vote is required to waive referral.*

Recommendations

Councillor Lily Cheng, seconded by Councillor James Pasternak, recommends that:

1. City Council direct the Executive Director, Municipal Licensing and Standards to examine the feasibility of piloting an operational base in North York for the North York by-law enforcement team, including consideration of:

- a. fuel costs;
- b. travel time;
- c. car-sharing capacity; and
- d. recommended duration of pilot program;

and report back to the Economic and Community Development Committee in the second quarter of 2024.

Summary

Currently, Municipal Licensing and Standards By-law Enforcement Officers are based out of one of three locations: 1530 Markham Road, 433 Eastern Avenue, and 399 The West Mall. There are 47 Municipal Licensing and Standards By-law Enforcement Officers from the By-law Enforcement, Investigation Services, and Rental Standard Services teams that are assigned to investigations within North York.

These 47 Municipal Licensing and Standards By-law Enforcement Officers begin their shifts at an operational base outside North York and travel to North York for investigations and assignments. The average fuel cost for a vehicle operated by Municipal Licensing and Standards By-law Enforcement Officers is \$1,824 per year, equating to an annual cost of \$85,728 for By-law Enforcement Officers assigned to North York. Costs to travel to North York are a subset of this cost, however Municipal Licensing and Standards does not have the

granularity of data required to calculate the specific amount attributable to this travel time. This does not capture the paid staffing hours that are spent traveling.

Piloting a fourth operational base in North York will permit Municipal Licensing and Standards to assess whether increased North York by-law enforcement hours and decreased fuel costs justify any reduction in car-sharing capacity resulting from the transition from three to four operational bases. If the introduction of a fourth Municipal Licensing and Standards operational base saves a modest 15 minutes at the beginning and end of each shift for all 47 By-law Enforcement Officers, the result in North York would be 117.5 additional hours of by-law enforcement per week and reduced fuel costs.

Municipal Licensing and Standards employs a car sharing model, meaning By-law Enforcement Officers are assigned different vehicles on a daily basis and return the vehicle at the end of day. This motion seeks to determine if there is a model that allows for a four-district model that optimizes travel time and fleet availability. Considerations can include remote supervision and optimal fleet allocation across four sites based on volume of calls with some flexibility to retrieve vehicles at other locations as needed.

While Bylaw Enforcement Officers have desks at locations throughout the City, By-law Enforcement Officers are provided technology such as phones and laptops that allow them to conduct the majority of their work in the field.

Background Information (City Council)

Member Motion MM14.7