

## 1.0 Project Identification

**Name of Project: 1c5** Review of By-law Compliance vs Proactive Model

**Sponsor: Phil Eagleson**  
(Accountable)

**Project Manager: Briana Bloomfield**  
(Responsible)

**Project Team Members: Kaitlyn Patchell, Riley Brugess, Kevin Linthorne**  
(Responsible or Consult)

**Approved Budget: \$0.00**

## 2.0 Business Need

1c5 – Review of By-law Compliance vs Proactive Model

Look for efficiencies and/or explore revenue opportunities.

## 3.0 Project Objectives (Purpose)

Evaluate by-law enforcement model and send a report to Corporate Services/Service Review Ad Hoc Committee by **Q3 2025**

Report to include:

- pros and cons of a pro-active enforcement model
- Other models:
  - Maintaining a summer student to assist with continuity
    - High turnover rate
  - Review hours of operation (don't forget union implications)
  - Moving to Police
  - Contracting out – e.g. hire Fairmount/JSS to do service OR we offer our services to others
  - Parking enforcement implications
  - Animal Control
  - Evaluate contracted services to Fairmount (security/parking/crossing guards)

--

## 4.0 Project Scope

--

## 5.0 Stakeholders

Name	Consult or Inform

## 6.0 High Level Deliverables / Milestone Dates

Item	Deliverables / Milestones	Dates
1.		
2.		
3.		

## 7.0 Risks

Severity	Description	Mitigation Tactic
High		
Medium		
Low		

## 8.0 Key Results for Success (Must Be Measurable or Quantifiable)

Efficiency savings –

Dollar savings –

Employee impact –