

**Bylaw Enforcement Panel**

Advisory Services

saskatchewan.ca 

---

---

---

---

---

---

---

---

**The Saskatchewan Public Service Vision**  
The Best Public Service in Canada

**Our Commitment to Excellence**  
Dedicated to service excellence, we demonstrate innovation, collaboration and transparency, practice effective and accountable use of resources, and promote engagement and leadership at all levels.

**Our Core Values**  
Respect and Integrity  
Serving Citizens  
Excellence & Innovation  
One Team

saskatchewan.ca 

---

---

---

---

---

---

---

---

**Why can municipalities pass bylaws?**

- In Saskatchewan, municipalities are created and empowered by municipal statutes.

8(1) A municipality has a general power to pass any bylaws for the purposes of the municipality that it considers expedient in relation to the *[municipality's spheres of jurisdiction]*.

– Municipal purposes are defined – section 4.

saskatchewan.ca 

---

---

---

---

---

---

---

---

### Interpreting the power to pass bylaws

6(1) The power of a municipality to pass bylaws is to be interpreted broadly for the purposes of:

- (a) providing a broad authority to its council and respecting the council's right to govern the municipality in whatever manner the council considers appropriate, within the jurisdiction provided to the council by law; and
- (b) enhancing the council's ability to respond to present and future issues in the municipality.

saskatchewan.ca



---

---

---

---

---

---

---

---

### Bylaws Under other Legislation

- Bylaws passed pursuant to other legislation require specific authority.
  - *The Uniform Building and Accessibility Standards Act*
    - Building bylaws
  - *The Planning and Development Act, 2007*
    - Zoning bylaws

saskatchewan.ca



---

---

---

---

---

---

---

---

### Other limits to Authority

- Provincial statutes and regulations take precedence over municipal bylaws and resolutions.
- Council exercises power by passing resolutions and bylaws.
  - If required to do so, a council shall exercise a power through the passing of bylaws.
  - If no requirement, council may use either.

saskatchewan.ca



---

---

---

---

---


---

---

---

### Bylaws that Regulate

- Bylaws may :
  - Create offences, including continuing offences;
  - Provide for penalties, including incentives to pay;
    - Voluntary payments, to avoid prosecution;
  - Provide for inspections, to confirm compliance;
  - Authorize remedies, including moving, seizing, impounding, destroying or disposing of property.
- Appointment of Bylaw Enforcement Officer

saskatchewan.ca 

---

---

---

---

---


---

---

---

### Adopting a bylaw

1. Prepare a draft
2. Consider Public Notice
3. First Reading
4. Second Reading
5. Incorporate Amendments
6. Third Reading
7. Sign and Seal Bylaw
8. Obtain Approval (if required)

saskatchewan.ca 

---

---

---

---

---


---

---

---

### Amending or Repealing

- A bylaw that is in effect may only be amended or repealed by another bylaw.
- Use the same process that was required to pass the first bylaw to amend or repeal it.
- There should only be one repealing bylaw in the bylaw register at any given time

saskatchewan.ca 

---

---

---

---

---

---

---

---

### Retaining Bylaws

- The original bylaw forms a part of the minutes.
- A certified true copy of the bylaw is kept in the bylaw register.
- When a bylaw is repealed it is removed from the register

saskatchewan.ca



---

---

---

---

---

---

---

---

### Bylaw Survival Checklist

- Does the municipality have authority to act?
- Does the bylaw differentiate or discriminate?
- Is there evidence of bad faith?
- Does it contradict provincial or federal law?
- Is the bylaw clear?
- Does the bylaw provide procedural fairness?

saskatchewan.ca



---

---

---

---

---

---

---

---

### More Information

Advisory Services and  
Municipal Relations Branch

(306) 787-2680  
[muninfo@gov.sk.ca](mailto:muninfo@gov.sk.ca)  
[www.saskatchewan.ca](http://www.saskatchewan.ca)

saskatchewan.ca



---

---

---

---

---

---

---

---



---

---

---

---

---

---

---

---

Bylaw Enforcement in Urban Municipalities



Phil Brown

The slide features a green textured background. On the left, the title "Bylaw Enforcement in Urban Municipalities" is written in a dark font. On the right, there is a logo for SAMEO (Saskatchewan Association of Municipal Enforcement Officers) and a photograph of a wooden gavel resting on a stack of books, one of which is titled "Bylaws". The name "Phil Brown" is at the bottom left.

---

---

---

---

---

---

---

---



### Presentation Overview

- Purpose of Bylaws
- Authority to enact Bylaws
- Why do we need Bylaws?
- Bylaws address enforcement Issues
- Enforcement Officer Options
- Salary Considerations
- Determining the needs of the municipality
- Enforcement Officer Authorities
- Salary Considerations
- The Role of Council
- Who is SAMEO?
- Standards for Enforcement Officers
- SAMEO Training
- SAMEO Classifieds
- Questions

The slide has a green textured border. At the top right is the SAMEO logo. Below it is the title "Presentation Overview" in green. A list of 13 bullet points follows, each starting with a green circle.

---

---

---

---

---

---

---

---



## Purpose of Bylaws

Non-criminal laws enacted by the local government that reflect and maintain the values and standards of the community



---

---

---

---

---

---

---

---



## Authority to Enact Bylaws

- *The Municipalities Act (S. 8)*
- Power granted is to be interpreted broadly (S.6)
- Provides authority to Councils to govern a municipality
- Enhances Council's ability to respond

---

---

---

---

---

---

---

---



## Why do we need bylaws?



---

---

---

---

---

---

---

---



Bylaws may address enforcement issues by:

- Creating Offences, including continuing offences;
- Providing for Penalties, including incentives to pay;
- Providing for Inspections
- Providing for Remedies, including the ability to move, seize, impound, destroy or dispose of property
- Voluntary payment opportunities to avoid prosecution

\*Provincial/Federal legislation takes precedence over municipal bylaws and resolutions

---

---

---

---

---

---

---

---



### Enforcement Officer Options

1. Bylaw Enforcement Officer (BEO) including regional officers
2. Special Constable (Community Safety Officer)
3. Enhanced RCMP Officer




---

---

---

---

---

---

---

---



### Needs of the Municipality

- Issues/Concerns
- Type of enforcement officer (BEO, SC, PO)
- Expectations & Time (proactive vs reactive)
- Salary
- Training & equipment budget




---

---

---

---

---

---

---

---

  
Saskatchewan Association of Municipal Enforcement Officers

## Enforcement Officer Authorities

Position	BEO	Special Constable (Peace Officer)	Police Officer
Appointment	Appointed by Council under The Municipalities Act every year or by Bylaw	Sworn Peace Officer by Judge or Justice of the Peace, one time appointment (may have an expiry date)	Appointed by Sask. Justice under The Police Act, one time appointment
Enforcement	Bylaws enacted under the authority of The MA/NMA/CA	Duties and Authorities are assigned by the Department of Justice	Bylaws under The Municipalities Act and 13 Provincial Statutes
Traffic	No authority to enforce The Traffic Act. (No traffic stops unless done from a stationary position i.e. on foot)	Authority to enforce legislation specified in application for appointment, including moving violations and other statutes	Enforce The Traffic Safety, Snowmobile, ATV, Highways and Transportation, Dangerous Goods Transportation, Acts. (Traffic stops by car or on foot and can issue tickets for speeding)
Arrest	Only citizens arrests	Power of Arrest	Power of Arrest
Equipment	No authority to carry prohibited or restricted weapons	May carry pellet guns & hand cuffs, shotgun for wildlife control	May carry baton, pepper spray, hand cuffs, side arm and shotgun for wildlife control.

---

---

---

---

---

---

---

---

---

---

---

---

---

  
Saskatchewan Association of Municipal Enforcement Officers

## Salary Considerations

- Job requirements/duties
- Location/travel
- Equipment supply
- Training/Qualifications



	Low	Medium	High
Saskatchewan	\$13.30	\$23.56	\$38.57
Canada	\$13.94	\$29.58	\$45.00

2011 Average Hourly Salaries for Bylaw Enforcement and other regulatory officers :

Source: [www.jobbank.gc.ca](http://www.jobbank.gc.ca) \*2011 Census

---

---

---

---

---

---

---

---

---

---

---

---

---

  
Saskatchewan Association of Municipal Enforcement Officers

## The Role of Council

- Council establishes the priorities for enforcement & enacts bylaws
- Council may provide direction regarding enforcement policies and conduct
- Strive to remain uninvolved
- Discuss concerns at council or with the Administrator, direct contact with the BEO should be avoided



---

---

---

---

---

---

---

---

---

---

---

---

---





## The Saskatchewan Association of Municipal Enforcement Officers (SAMEO)

SAMEO was formed more than 25 years ago. The purpose of SAMEO is to unite municipal enforcement officers in the Province of Saskatchewan. SAMEO provides training, information and networking to enforcement officers and municipalities.




---

---

---

---

---

---

---

---



## Standards for Enforcement Officers

SAMEO has made recommendations regarding:

- Duties & Responsibilities
- Qualities & Minimum Qualifications
- Identification & Equipment
- Job Description




---

---

---

---

---

---

---

---



## SAMEO Training

- BEO's not required to be trained or licensed in Saskatchewan
- 2 Levels of training currently available:
  - Level 1 Basic Training - Sask Polytech
  - Level 2 Intermediate Training - SAMEO
- Partners: SARM & SUMA
- 3<sup>rd</sup> level of training being developed




---

---

---

---

---

---

---

---



### SAMEO Classifieds

Free posting of advertisements seeking Bylaw Enforcement Officers



---

---

---

---

---

---

---

---



### Questions?

Website: [www.sameo.ca](http://www.sameo.ca)

 [www.facebook.com/saskbylaw](https://www.facebook.com/saskbylaw)

Email: [contact@sameo.ca](mailto:contact@sameo.ca)

---

---

---

---

---

---

---

---