



# SMITHS FALLS

RISE AT THE FALLS

## Report # 2026-052

To: Mayor and Council  
From: Rick Chesebrough, Fire Chief  
Date: March 27, 2026,  
Committee of the Whole Date: April 27, 2026,  
Title: Appointment of a Municipal By-law Enforcement Officer

- For Direction
- For Information
- For Adoption
- Attachment 0 pages

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**Recommendation:** THAT Council of the Corporation of the Town of Smiths Falls pass a By-law to appoint Travis Hendrick as a By-law Enforcement Officer for the Town of Smiths Falls.

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**Purpose:** : To provide Council with the results of our recent recruitment for the position of Bylaw Enforcement Officer and to pass a By-law to officially appoint Travis Hendrick as a By-law Enforcement Officer for the Town of Smiths Falls.

**Background:** : Section 15 of the Police Services Act provides that Council of a municipality may appoint persons to enforce the by-laws of the municipality and such municipal law enforcement officers are peace officers for the purpose of enforcing municipal by-laws. Section 1 of the Provincial Offences Act, R.S., 1990, Chapter P.33 denotes that the Attorney General of Ontario has designated municipal law enforcement officers as provincial offences officers to enforce the by-laws of the municipality under the Provincial Offences Act.

In the 2026 budget, Council approved the addition of a third Bylaw Officer position. Following a successful recruitment and interview process, Travis Hendrick was selected for the position.

By-law Enforcement Officers enforce all municipal by-laws including but not limited to the Parking By-law, the Property Standards By-law, the Animal Control By-law, the Safe Yards By-law, Smoking By-law and provide Winter Parking Enforcement.

The new position is based on a 35-hour work week. By-law Officers will be available daily (Monday to Friday) and will be available on an on-call basis on weekends to respond to Animal Control calls.

**Analysis and Options:**

**Options:**

Option 1 – **Recommended**

THAT Council of the Corporation of the Town of Smiths Falls approve the appointment of Travis Hendrick as a Bylaw Enforcement Officer.

Option 2 – **Not Recommended**

THAT Council of the Corporation of the Town of Smiths Falls not approve the appointment of Travis Hendrick and direct staff to readvertise the position.

**Budget/Financial Implications:** The new Bylaw position is in the 2026 approved budget.

**Link to Strategic Plan:** N/A

**Existing Policy:** N/A

**Consultations:**

Director of Corporate Services/Treasurer

**Attachments:** N/A

**Notes/Action (space for Council Member's notes):**

Respectfully Submitted by:

Approved for agenda by CAO:

Original signed by:  
Rick Chesebrough, Fire Chief

Original signed by:  
Malcolm Morris, CMO