

Implementation of the Administrative Monetary Penalty System (AMPS)

Flynn Scott

Legislative Services

September 23rd, 2019

Overview

- Background
- Current Court Process Provincial Offences Act (POA)
- New AMPS Model
- Benefits of AMPS
- Implementation Process
- Next Steps



Background

 June 2018, Town Council approved a program of Administrative Monetary Penalty System for enforcement of parking offences.

Purpose:

 To seek Council approval of By-law to continue implementation of AMPS for launch in January 2020.



Current Process Under POA

Parking Ticket

Issued & payment due within 15 days

First
Attendance
(FA)

Dispute Ticket

Ticket affirmed, varied, or cancelled

No resolution at FA Request trial date

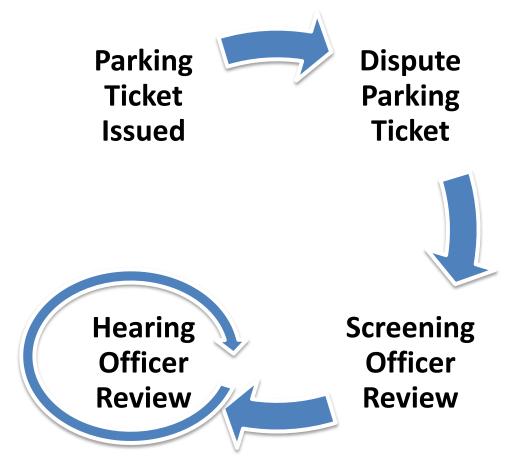
Court

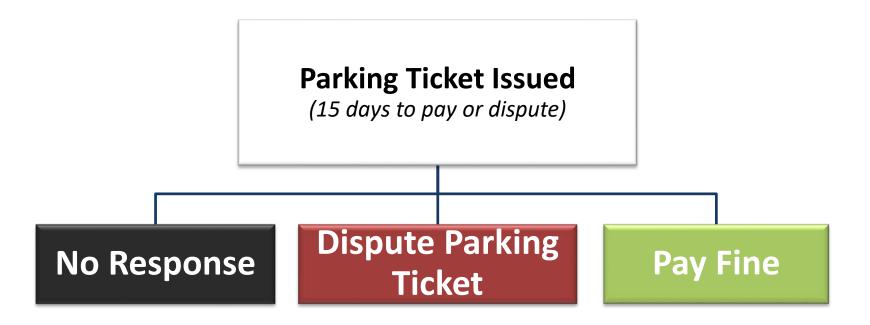
Appeal FA

Ticket affirmed, varied or cancelled

Court decision can be appealed









Parking Ticket Issued

Letter Sent

Due Date + Early Payment

Option + Dispute Options

15+ Days
Set Amount Due
No Dispute

Past 30 Days Late Payment Amount Due

Past 31+ Days
MTO Plate Denial

- Early Notice for Voluntary Compliance
- Phased-Approach for Leniency
- Unbiased Process
- 100% Collection Retention



Dispute Parking Ticket- Screening Officer

Request Screening Officer Review (within 15 days)

Screening Officer
Cancels Parking Ticket

File Closed

Request Screening Officer Review (within 15 days)

Screening Officer Upholds Parking Ticket Pays Early Fine Amount Requests Time to Pay

Request Screening Officer Review (within 15 days)

Screening Officer
Upholds Parking Ticket

Appeal to Hearing Officer



New AMPS Model Dispute Parking Ticket – Hearing Officer

Request for Hearing Review

Hearing Officer
Cancels Parking Ticket

File Closed (Cancel all fines/fees)

Request for Hearing Review

Hearing Officer
Upholds Parking Ticket

Set Amount Due (+\$25 Admin Fee & 15 days to pay or Late Amount due)

Request for Hearing Review

Hearing Officer
Upholds Parking Ticket

Hearing Decision FINAL



Benefits of AMPS

✓ Enhanced Customer Service

- ✓ Increased options for payment
- ✓ Easy screening process
- ✓ Wait times reduced
- ✓ Tribunal-style for less intimidation

√ Staff Efficiency

- ✓ Court time eliminated
- ✓ Core function enhanced

✓ Expedited Cost Recovery

- ✓ Early payment incentive
- √ Faster appeal = faster cost recovery
- √ 100% Collection

Implementation Process

Director of Legislative Services will have delegated authority to:

- Implement Policies and Procedures
- Assign Screening Officer
- Assign/Review Screening Coordinator
- Appointment & Hiring of Hearing Officer

Implementation Process

- Informational Guidelines
- Communications Plan
- Templates
- Penalty Notice (ticket) dispute forms
- Notification Letters
- Screening Officer Checklist, review forms, and decision letters
- Hearing Officer Checklist, review forms, and decision letters

Next Steps

Adoption of AMPS + Parking By-laws

Approval from Attorney General re: AMPS Fines

Implementation
Preparation
(training, software)

Effective Date: January 15, 2020

Public Education

Communications Strategy

Information Packages

Next Steps Cont'd

- Conduct 6 month financial review
- Options for expanding AMPS across other by-laws
- Monitor legislation for Automated Speed Enforcement (ASE) options
- Monitor legislation for school bus camera options

QUESTIONS?

