

ENFORCEMENT SERVICES ANNUAL REPORT

2022

TOWN OF DRAYTON VALLEY

A report of the activities of Drayton Valley Enforcement Services throughout 2022 and a look forward to 2023

DRAYTON VALLEY



January 31, 2023

Sean Bonneteau Director of Law Enforcement Law Enforcement Standards and Audits Public Safety and Emergency Services Government of Alberta

Via Email: peaceofficerinfo@gov.ab.ca

RE: Report to the Director of Law Enforcement Town of Drayton Valley Enforcement Services Annual Report 2022

Dear Mr. Bonneteau;

On behalf of the Town of Drayton Valley, please find attached the Town of Drayton Valley's Enforcement Services Annual Report for 2022.

Should you have any questions about this report, please contact me directly.

Respectfully,

Tom Thomson

Tom Thomson General Manager of Protective Services/Fire Chief Town of Drayton Valley

Message from the General Manager of Protective Services

On behalf of the Enforcement Services branch of the Drayton Valley Protective Services Department, it is a pleasure to present the 2022 Annual Report. This report reviews a year that has been full of many challenges and changes but has offered several positive outcomes. I am very pleased and proud of our enforcement services staff who have taken a very active role in improving community policing in Drayton Valley.

There is no question that significant changes needed to be made with the policies, procedures, and operations of our Enforcement Services. With the exit of our former Community Peace Officer at the end of 2021, a new Peace Officer was hired in 2022 and became an impactful employee from the outset putting into place many processes that enabled us to be more efficient in the work that we were doing while meeting the requirements of the province for a comprehensive Community Peace Officer program.



The first order of business based on the concerns of the public and council was to take a hard look at our bylaws and look for ways to streamline many of the outdated pieces of legislation while at the same time putting into place effective rules and enforcement tools to deal primarily with unsightly properties. Consequently, through discussions with council and community feedback, the new Community Standards Bylaw 2022-06-P was passed.

Once enacted, the Community Standards Bylaw enabled Enforcement Services to effectively begin dealing with unsightly properties. Our officers actively engaged with residents and council who highlighted key properties in town that were unsightly in nature. Enforcement methods were imposed with positive results ending with many unsightly properties cleaned up. Work will continue into 2023 to improve community beautification and standards. Another targeted area for the Enforcement Services branch was traffic enforcement. According to the Drayton Valley Enforcement Services Satisfaction and Priorities Survey completed in the spring of 2022, traffic safety was identified as a main concern for residents. Consequently, traffic enforcement was stepped up in the latter part of 2022 primarily in school and playground areas with great success. With the addition of a second Peace Officer approved in the 2023 budget cycle, additional patrols will occur.

Looking ahead into 2023, I predict another busy year. Enforcement Services will continue to focus on the priorities of council and the public dealing with unsightly properties, traffic safety, and animal control within the community. We are planning to update and modernize the traffic safety and the animal control bylaws which will improve governance and enforcement in these areas. Through council's approval of security cameras in the 2023 budget, Enforcement Services will have another tool to monitor our public spaces and identify public safety concerns with a concerted effort to deter unwanted activity.

We look forward to working with the community to achieve a safer and more pristine place to live in 2023.

Respectively,

Tom Thomson

Tom Thomson General Manager of Protective Services/Fire Chief

Purpose

This report is made available to the public for their knowledge and awareness of the activities, duties, and roles of the Enforcement Services department, including Peace Officers and Bylaw Enforcement Officers within the Town of Drayton Valley.

Further, in accordance with section 12 of the *Peace Officer (Ministerial) Regulation*, authorized employers of Community Peace Officers, such as the Town of Drayton Valley, are required to submit a written report to the Director of Law Enforcement, annually:

- a) Describing the general nature of the services provided by peace officers employed or engaged for services by the authorized employer
- b) Describing the enforcement and enforcement-related activities in which the peace officers are involved
- c) Stating the name and contact information, of a primary and secondary contact person within the authorized employer's organization
- d) That includes any statistical data that the Director requires to be included in the report
- e) List of peace officers employed by the agency for the reporting period, including their positions and appointment number



Our Community



Population of Drayton Valley in 2021¹



Schools in the Community



Kilometers (app) from Alberta's Capital City

Drayton Valley's population is relatively young, one indication of this is the median age. As of 2021, the median age of residents in Drayton Valley, is 37.6 years, whereas compared to the rest of the province, is 38.4 years.

About Enforcement Services

Drayton Valley Enforcement Services is comprised of both Bylaw Enforcement Officers and Community Peace Officers. Community Peace Officers and Bylaw Enforcement Officers strive to improve the safety and the quality of life of our residents and visitors by observing bylaw and provincial statute violations during the execution of their duties. Officers are committed to serving residents by providing professional service in the various fields of enforcement.

These duties are expected to be performed with honesty, integrity, and diligence while striving for consistency, fairness, and impartiality to lead the community to voluntarily comply through education and enforcement.

Enforcement Services works collaboratively with other law enforcement agencies such as the RCMP, Alberta Fish and Wildlife, Alberta SPCA and Brazeau County Enforcement Services; municipal departments; provincial departments; non-profit organizations and others to work towards a safer community.



¹ <u>https://www12.statcan.gc.ca/census-recensement/2021/dp-</u> pd/prof/details/page.cfm?Lang=E&GENDERlist=1&STATISTIClist=1&HEADERlist=0&DGUIDlist=2021S05100237&Se archText=Drayton%20Valley It is important to note that Peace Officers and Bylaw Enforcement Officers do not investigate or respond to Criminal Code matters.

Officers time is spent patrolling, enforcing, and educating, and is responsible for preserving and maintaining the public peace while enhancing the quality of life for all in Drayton Valley.

Officers also interact with the community to build positive relationships. This is done through attending community events and schools to meet members of the community.

Outlined in the Town of Drayton Valley's Strategic and Corporate Business Plan 2022-2025² are Councils and Administrations long-term focus and direction for services, initiatives, and programs. There are several key priorities identified in this plan, some of which affect Enforcement Services.

First, Community Cleanup, Beautification & Standards relates to Enforcement Services as it pertains to how a clean, well-maintained community is a signal to residents and business owners, that the Town is investing in the community and continues to be a great place to live and work. To Enforcement Services, this involved the creation of a new Community Standards Bylaw and taking a stricter stance on ensuring properties are being cleaned up and following the standards as outlined in the bylaw.

The other is Safety, and how Enforcement and Community Policing can contribute to an enhanced sense of wellbeing and wellbeing that often attracts businesses, immigration, and residential development to the area. To Enforcement Services, this means the creation of a new Bylaw Enforcement Officer Bylaw and reviewing existing plans of the department to ensure the department is as effective as possible.



Services Provided by Enforcement Services

Drayton Valley Peace Officers are appointed by the Province of Alberta, pursuant to the *Peace Officer Act* to enforce provincial statutes. Peace Officers are also dually appointed as Bylaw Enforcement Officers within the terms set out in the *Municipal Government Act* and the Bylaw Enforcement Officer Bylaw 2022/04/P.

Peace Officers are currently authorized pursuant to Section 7 of the *Peace Officer Act* to enforce 10 provincial statutes. In addition, Council authorizes both Peace Officers and Bylaw Officers to enforce the *Agricultural Pest Act* and the *Weed Control Act*.

Animal Protection Act	Dangerous Dogs Act	Environmental Protection and Enhancement Act
Fuel Tax Act	Gaming, Liquor and Cannabis Act	Petty Trespass Act
Provincial Offences Procedures Act	Tobacco, Smoking and Vaping Reduction Act	Traffic Safety Act
Trespass to Premises Act	Agricultrual Pest Act	Weed Control Act
	Any regulation made under these Acts	

As Bylaw Enforcement Officers, our officers enforce various Town of Drayton Valley municipal bylaws including

Animal Control Bylaw	Business Licence Bylaw	Community Standards Bylaw	Cannabis-Free Public Places Bylaw
Fire Service Bylaw	Curfew Bylaw	Heavy Vehicle Bylaw	Off-Highway Vehicle Bylaw
Land Use Bylaw	Outdoor Restrictions Bylaw	Smoking Bylaw	Traffic Bylaw
	Transportation of Dangerous Goods Bylaw	Waste Management Bylaw	

And any other enforceable Bylaw as enacted or amended by Council.

Staffing

Throughout 2022, the Enforcement Services department experienced staffing challenges and was operating at 50% staffing capacity, for over 5 months (January, February, October, November, and December).

This reduction in staffing has greatly reduced the amount of proactive work and community engagement within the community. With the addition of an additional Peace Officer to start in 2023, we are hopeful that we can be more proactive and in the community.

With the province removing the ability for Level 2 Peace Officer's to be operational, we have one Peace Officer that will be transitioning to strictly bylaw enforcement duties. This will allow more time for the Peace Officers to deal with provincial statute enforcement while the Bylaw Enforcement Officer focuses on bylaw enforcement. In 2022, the Town of Drayton Valley employed the following Community Peace Officer's:

- Meghan Kennedy, 18456, Community Peace Officer, Level 2, Operational
- Cody Rossing, 18570, Community Peace Officer, Level 1, Operational

Currently, Community Peace Officers and Bylaw Enforcement Officers report directly to the General Manager of Protective Services/Fire Chief.

Peace Officers work within the statutory requirements of the Public Security Peace Officer program as set out by the Government of Alberta and internal operational policies. Bylaw Enforcement Officers work within the statutory requirements of the Bylaw Enforcement Officer Bylaw, the *Municipal Government Act*, and internal operational policies.

Enforcement Services moved their offices from the Civic Centre in March 2022 and have been working out of the newly purchased Public Works building since.

Our staff have over 13 years of experience in law enforcement and investigative roles in private sector, municipal government, and provincial government.



A Look Back at 2022

2022 has been a year of growth and change for Drayton Valley Enforcement Services. This change has been quick and steady but has increased the profile of the department in the community and improved the quality of investigations and files of staff. Some changes that have occurred, include:

- a) Creation of a new Bylaw Enforcement Officer Bylaw
- b) Creation of a new Community Standards Bylaw
- c) Completion of a 2022 Enforcement Services Satisfaction and Priorities Survey
- d) Creation and use of a dedicated Enforcement Services Facebook page

- e) New records management system and implementation of processes and controls to ensure proper use
- f) Addition of Emergency Response to Level 1 authorities
- g) Addition of Primary Highway Enforcement
- h) Participation in the Community Safety Committee
- i) Use of electronic ticketing
- j) Took over enforcement of the Weed Control Act and the Agricultural Pests Act
- k) Began managing TRAVIS permitting system and have a permit fee being implemented as part of the 2023 budget. Throughout 2022, there were 2214 TRAVIS permits issued by the Town of Drayton Valley
- I) Use of online citizen reporting system, Citywide

In addition, staff have been able to assist other municipal departments in reviewing and providing input to their bylaws to ensure effective bylaws are being presented to Council. Enforcement Services staff have reviewed the Cemetery Bylaw, the Utilities Bylaw, and the Electronic Transmission of Assessment & Taxation Documents Bylaw.

Further, while working with both public works and Alberta Transportation, we have been



able to have ineffective or improper signs removed and have had proper signs placed throughout the community including along Highway 22. This will help road users better understand and observe the rules of the road.

The department has also taken the lead in the creation of a Closed-Circuit Television (CCTV) Camera Report which was intended on providing background information on the use of CCTV cameras in public areas throughout the community to help deter and prevent crime and disorder. This has resulted in \$86,500.00 being allocated in the 2023 budget, for the installation of cameras at key public areas in the Town.

Enforcement Services, on behalf of the Town, has also applied for the Alberta Crime Prevention Grant, which would provide up to \$150,000 per year, for 2023 and 2024, for a total of \$300,000. Our approach to this grant has been "Creating a Safer Community". This project has obtained supporting letters from the RCMP, Community Safety Committee Chair and Family and Community Support Services (FCSS). Should the Crime Prevention Grant be accepted by the province, some initiatives that were identified include enhanced patrols, community presentations, training, CCTV camera equipment/monitoring, community safety surveys, purchasing of e-bikes and equipment for patrols along the trail system and advertisement amongst others. It's expected that should we be approved for the grant; funds will be provided around March 2023 for the year.



Hours spent in School Zones



Hours spent in Playground Zones



TRAVIS Permits Issued

Community Engagement

Staff have also been fortunate to be able to become more involved in the community and have attended and participated in various community events including:

- a) Terry Fox Walk/Run with Eldorado School
- b) Welcome Assembly at H.W. Pickup School
- c) Visits to the 55+ Seniors Club
- d) Rodeo
- e) Light Up Parade
- f) Grade 12 Graduation Parade
- g) Community Dinner Street Party
- h) Attendance at Thunder Hockey Games

Additionally, Enforcement Services has became more involved and provided more information to the community by using social media.



Satisfaction and Priorities Survey

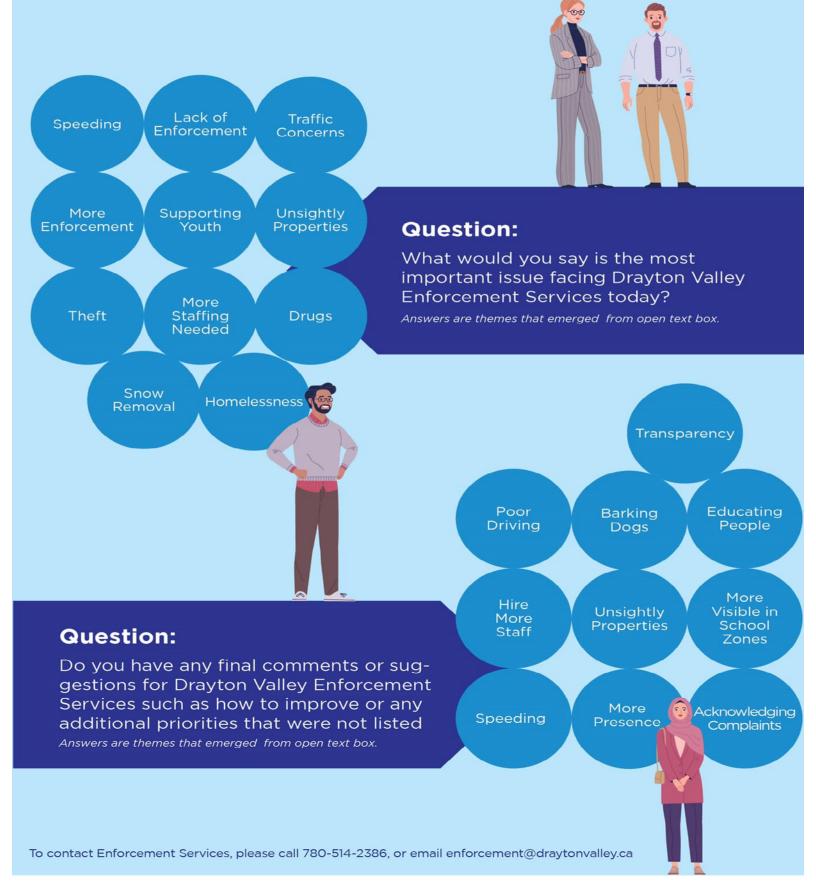
From June 14th – July 3, 2022, Enforcement Services conducted a "Enforcement Services Satisfaction and Priorities Survey" within the community. The survey was advertised on the Town's website, social media accounts, on posters in town facilities and at the 55+ Recreation Centre. The survey was available in both electronic and paper format. In total, there were 168 responses received.



Survey Responses Received



DRAYTON VALLEY ENFORCEMENT SERVICES Priorities & Satisfaction Survey Results





DRAYTON VALLEY ENFORCEMENT SERVICES Priorities & Satisfaction Survey Results

85.42%

of respondents said traffic violations (speeding, stop signs, distracted driving etc), traffic bylaw (trailers on roadway and snow clearing), and commercial vehicle enforcement.

80.56%

of respondents said unsightly properties (overgrown vegetation, accumulation of refuse), and structures in disrepair.

Question:

In your opinion, what should Drayton Valley Enforcement Services priorities be over the next couple of years?

Answers are the top 3 themes combined.

75.00%

Animal Protection Act (animals in distress due to inadequate food, water, shelter), and Cats/Dogs at large.

41.67%

of respondents answered increasing enforcement service levels.

Question:

Understanding that Enforcement Services is tax supported, which of the following would you most likely support?

50.69%

of respondents answered maintaining current enforcement service levels.



To contact Enforcement Services, please call 780-514-2386, or email enforcement@draytonvalley.ca

DRAYTON VALLEY ENFORCEMENT SERVICES

Priorities & Satisfaction Survey Results

55.83%

of respondents were very satisfied or satisfied with the direction of the department in the last 3 years.

Question:

Overall, how satisfied are you with Drayton Valley Enforcement Services direction in the last 3 years?

Question:

Thinking of your contacts with Drayton Valley Enforcement Services over the last 3 years, how satisfied were you with the customer service you received?

52.58%

of respondents were satisfied with the customer service they received from Enforcement Services in the last 3 years.

64.52%

of respondents were satisfied with staff providing a response in a reasonable time in the last 3 years.

Question:

Thinking about your last contact with Drayton Valley Enforcement Services in the last 3 years, how satisfied were you with staff providing a response within a reasonable time?

Question:

Thinking about your last contact with Drayton Valley Enforcement Services within the last 3 years, how satisfied were you with staff doing everything necessary to assist your needs?

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of respondents were satisfied or very satisfied with staff doing everything necessary to assist the respondents needs.

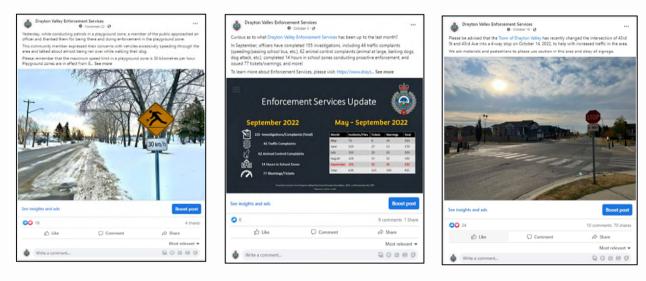
Enforcement Services Social Media

In April 2022, to increase transparency, increase our access to the public and connect with residents, business owners and visitors more effectively, Enforcement Services, in collaboration with Communications, created a dedicated Enforcement Services Facebook Page.

This Facebook page brings various information to the public including animals that have been found at large, seasonal parking restrictions, information on what the department is doing, traffic safety information, municipal bylaw information, stories from the community, and more.

Since then, the page has grown to over 750 followers, mainly residents from Drayton Valley, but also from across Alberta.

The page has been able to reach at least 28,818 people and have had 5,934 people click and visit our page to learn more about Enforcement Services within the community.



Learning Opportunities

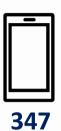
This year has brought both formal and informal learning opportunities for staff members. Formal learning opportunities that staff have completed include:

- Indigenous Training
- Baton/Use of Force Training
- Note Taking
- Building Trust in Municipalities
- How to Motivate the Unmotivated
- > The Rise of Human-Centered Leadership (And how to create it in your organization)
- Fire Suppression Fundamentals
- Workplace Bullying, Harassment, and Violence Prevention
- Workplace Violence Prevention & De-Escalation Training
- Hazard Identification, Assessment and Controls

Complaints Received

As previously indicated, Enforcement Services has experienced staffing challenges throughout 2022 which has resulted in a decrease in proactive work and community engagement. However, throughout the year, staff worked diligently to respond to the communities' concerns.

In 2022, Enforcement Services received a total of 625 complaints and investigated 1044 incidents. This is an increase in complaints of 260% from 2021.



Complaints Received by Phone



Tickets/Warnings issued by Officers



1048

Incidents Investigated by Officers



Tuesday

Busiest day of the week



11AM-12PM

Busiest time of the day



September

Busiest month of the year



210

Traffic Related Incidents



Community Standards Incidents



Animal Related Incidents

Complaint Types

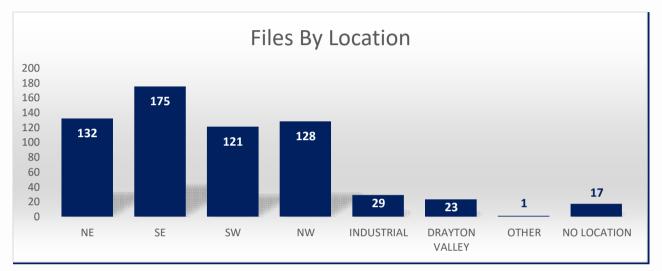
Overall, in 2022, there were 1048 incidents investigated by Drayton Valley Enforcement Services. These incidents are primarily from complaints received from the public. Proactive work such as traffic enforcement where a ticket or warning has been issued, is not captured in these numbers.

INCIDENT	TOTAL
Agricultural Pests Act	5
Animal Protection Act	25
Dangerous Dog Act	0
Environmental Protection and Enhancement Act	10
Fuel Tax Act	0
Gaming, Liquor and Cannabis Act	3
Petty Trespass Act	9
Tobacco, Smoking and Vaping Reduction Act	0
Traffic Safety Act	144
Trespass to Premises Act	28
Weed Control Act	5
Animal Control Bylaw	420
Business Licence Bylaw	0
Community Standards Bylaw	248
Cannabis-Free Public Places Bylaw	0
Fire Services Bylaw	8
Curfew Bylaw	0
Heavy Vehicle Bylaw	1
Off-Highway Vehicle Bylaw	3
Land Use Bylaw	0
Outdoor Restrictions Bylaw	0
Smoking Bylaw	0
Traffic Bylaw	64
Transportation of Dangerous Goods Bylaw	2
Waste Management Bylaw	1
Assist Town Department	21
Assist RCMP or Police	12
Assist Provincial Agency	1
Assist Other CPO	2
Assist at Emergency	8
Complaints: Internal	1
Officer Safety	5
Miscellaneous	22
TOTAL	1048

Complaints by Location

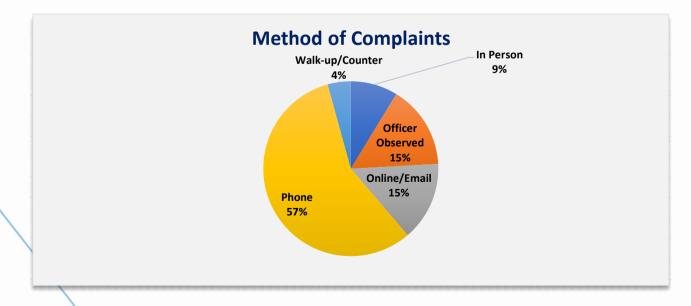
Complaints are tracked by "quadrant" and the Town is split into 5 areas, NE, SE, SW, NW, and Industrial. 50 Street and 50 Avenue separate the quadrants and 34 Avenue separates the industrial area. There is a final location of "Drayton Valley" which may be used if an event has occurred in more than one quadrant, or it is unknown where the occurrence happened.

The Southeast quadrant is the busiest quadrant in the Town of Drayton Valley with the Industrial quadrant being the slowest.



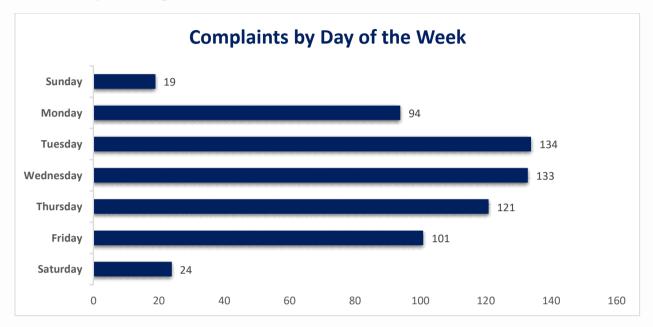
Complaint Reporting Method

The methods of reporting by which Enforcement Services receive complaints shows the preferred method of complaints is by phone, at 346. There are various reporting options available to the public to register a complaint with Enforcement Services, this includes by phone, email, online, in person, front-counter and officer observed/generated.



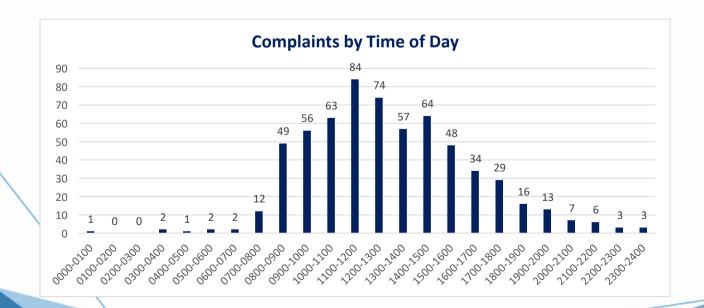
Complaints by Day of the Week

Complaints received by Enforcement Services show the primary concerns are on Tuesday's and Wednesdays with little reporting on weekends. Often, Enforcement Services does not work on weekends, so the public doesn't ordinarily see officers patrolling the community to spark a call in. As the department grows, more shifts will occur on weekends.



Complaints by Time of Day

Enforcement Services receives most complaints during normal business hours with the busiest time between 11am and 12pm. Often, Enforcement Services does not work evenings or nights, so the public doesn't ordinarily see officers patrolling the community to spark a call in. As the department grows, more shifts will occur on evenings.



Warnings and Tickets

Enforcement Services has issued 509 written warnings and violation tickets throughout the year. Primarily, these come from moving traffic violations, such as speeding or distracted driving, but they also consist of various other offences such as bylaw charges.

Enforcement Services' uses various avenues, such as warnings and tickets, to ensure compliance of provincial and municipal legislation. Although some may think the purpose of a ticket is to generate revenue, it is to educate while providing a bigger deterrence to the offence being committed.



Court

Through the charges that have been issued in 2022, there have only been eight not guilt pleas being made. Of those, one has changed their plea to guilty before trial, one was convicted in absence on the trial date after failing to attend, one was convicted of the charges, and five are awaiting trial. As some charges issued in 2022 have court dates in 2023, we do not have a complete picture at the time of the publication.

Complaints Against a Peace Officer/Bylaw Officer

A major component of the Alberta Peace Officer Program is accountability and responsibility. The professional handling of complaints regarding actions taken by peace officers has a direct impact on these values.

A complaint is captured under the *Peace Officer Act* and its regulations if it is made in writing, to the authorized employer. Regardless of whether an employer receives a complaint directly, if the employer learns of a complaint, code of conduct, policy violation, or serious or sensitive incident that may lead to a complaint, the employer is required to deal with the matter in accordance with the *Peace Officer Act*³.

The *Municipal Government Act* requires that a bylaw specifying the powers and duties of Bylaw Enforcement Officers and establish disciplinary procedures for misuse of powers, including penalties and an appeal process be in effect, should the municipality wish to engage in bylaw enforcement.

2022 Complaints Against Peace Officers			
ТҮРЕ	TOTALS	DISPOSITION	
Formal Complaint – Employer Initiated	0	N/A	
Formal Complaint – Written Public	1	Unfounded	
Complaint			
Reportable Event – Use of Force	0	N/A	
Reportable Event – Discipline	0	N/A	

In 2022, there was one complaint against a Peace Officer which resulted in a code of conduct investigation being undertaken. After the investigation was concluded, the complaint was determined to be unfounded.

2022 Complaints Against Bylaw Enforcement Officer			
ТҮРЕ	TOTALS	DISPOSITION	
Formal Complaint – Employer Initiated	1	Founded	
Formal Complaint – Written Public Complaint	0	N/A	

In 2022, there was one employer-initiated complaint against a Bylaw Officer which resulted in a investigation being undertaken. After the investigation was concluded, the complaint was determined to be founded.

³ <u>https://open.alberta.ca/dataset/ac41ee2b-2821-41ba-bcff-fc2686b18b48/resource/1150f361-8c83-4259-b0e1-c9eb7314ce20/download/jsg-public-security-peace-officer-program-policy-procedure-manual-2022.pdf</u>

A Look Ahead

As 2022 ended, we began looking into 2023 and what that means for the Enforcement Services department.

- Addition of another Peace Officer
- Addition of an additional Peace Officer vehicle
- Possibility of receiving the Crime Prevention Grant and initiatives identified through the grant application
- Renewal of the Memorandum of Understanding (MOU) between the Town of Drayton Valley and the Royal Canadian Mounted Police (RCMP) pertaining to Peace Officers
- Working towards advocating for changes regarding Post-Traumatic Stress Disorder with Community Peace Officers
- Implement new policies and procedures for Enforcement Services
- Create a multi-year Traffic Safety Plan
- Exploring a regional Memorandum of Understanding (MOU) between the Town of Drayton Valley and Brazeau County for Peace Officer Services
- Seeing the installation of CCTV Cameras at identified areas in the community
- Explore any additional authorities for Peace Officers that may be of benefit to the community
- Review of the Animal Control Bylaw

The department will continue to review internal practices and procedures to ensure officers are being as effective in their roles, as possible, while being provided with effective oversight.

Financial Information

The below information is from the Enforcement Services operating budgets. This does not include any budget pertaining to capital purchases.

Item	2022 Budget	2023 Budget
Peace Officer	\$159,041.00	\$237,312.00
Bylaw Enforcement	\$38,120.00	\$52,346.00
Animal Control	\$73,911.00	\$88,230.00
Total	\$271,072.00	\$377,888.00

Contact Information

Any inquiries from the province regarding the Town of Drayton Valley's Enforcement Services Department can be directed to:

Primary Contact

Tom Thomson GM of Protective Services/Fire Chief Town of Drayton Valley 5120 – 52 Street, Box 6837 Drayton Valley, AB, T7A 1A1 Phone: 780-514-2243 Email: <u>firechief@draytonvalley.ca</u>

Secondary Contact

Cody Rossing Community Peace Officer Town of Drayton Valley 5120 – 52 Street, Box 6837 Drayton Valley, AB, T7A 1A1 Phone: 780-514-2386 Email: <u>crossing@draytonvalley.ca</u>

Any inquiries or complaints from the public to Enforcement Services can be done by phone at 780-514-2386, by email at <u>enforcement@draytonvalley.ca</u>, visit us in person at 5120 – 52 Street, Drayton Valley, or online using the Citywide portal located on the Town of Drayton Valley's website.

In addition, the public is invited to follow us on our Facebook page to stay up to date on what Enforcement Services is doing in the community. Our Facebook page is called "Drayton Valley Enforcement Services".



