



January 12, 2024

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 2023

On behalf of the Town of Drayton Valley, please find attached the Town of Drayton Valley's Enforcement Services Annual Report for 2023.

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

2023 was a year like no other for the Town of Drayton Valley and its Enforcement Services branch. With the Buck Creek Wildfire hitting us in early May, Community Peace Officers stepped up to the plate and carried out their duties and responsibilities through the formation and operation during the wildfire evacuation. The officers involved in this operation did an outstanding job to catalogue family pets and performing a check on the animals to ensure they were provided with adequate food and water. Although not a perfect solution, this program provided some comfort for residents who had to leave their pets behind. This program was well received by the public and was a positive light during a terrible time in our community.



The year also saw a continuation of the modernization of the Enforcement Services branch. An Enforcement Services employee handbook was developed and completed which provides clarification and direction on the roles and responsibilities of our officers. This was augmented with the addition of a new Community Peace Officer and a temporary Bylaw Enforcement Officer to improve services within the community.

Moving into 2024, more changes and challenges are coming to the Enforcement Services department. The wheels have been put into motion to update more local bylaws. A new Responsible Pet Ownership Bylaw is set to be completed early in the new year, as well as updates to the current Community Standards Bylaw to make it more effective and achieve desired results. There are also plans to formulate a new Traffic Safety Bylaw which is hoped to be completed by new years end. Enforcement Services will be faced with the challenge of recruiting new officers as two of our staff will be moving on in early 2024. Enforcement Services will continue to focus on the priorities of the Council, and the public, dealing with traffic safety, unsightly properties, and animal control.

On behalf of the Enforcement Services branch of the Drayton Valley Protective Services Department, it has been a pleasure serving the community and we look forward to continuing to serve you in 2024!

Respectively,

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



https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&GENDERlist=1&STATISTIClist=1&HEADERlist=0&DGUIDlist=2021S05100237&SearchText=Drayton%20Valley

and Brazeau County Enforcement Services; municipal departments; provincial departments; non-profit organizations and others to work towards a safer community.

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.

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² https://www.draytonvalley.ca/corporate-business-plan/

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*.



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



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

Staffing

Throughout 2022, the Enforcement Services department again experienced staffing challenges and was operating at reduced staffing most of the year.

33% capacity (One Officer)

January, February, March, April, June, July, August

66% Capacity (Two Officers) May

100% Capacity (Three Officers) September, October, November, December

Therefore, on average Enforcement Services was operating at 58% staffing capacity throughout the whole year.

This reduction in staffing has greatly reduced the amount of proactive work and community engagement within the community.

In 2023, the Town of Drayton Valley employed the following Officer's:

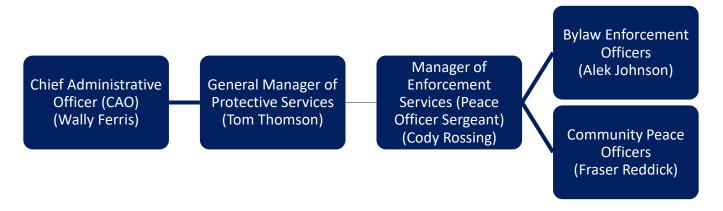
- Meghan Kennedy, Bylaw Enforcement Officer, Operational
- Cody Rossing, 18570, Peace Officer Sergent/Manager of Enforcement Services, Operational (Current)
- Jonathan Thyroff, Bylaw Enforcement Officer, Operational
- Derek Osei-Kwami, Bylaw Enforcement Officer, Operational
- Fraser Reddick, 19377, Community Peace Officer, Level 1, Operational (Current)
- Alek Johnson, Bylaw Enforcement Officer, Operational (Current)

One officer has been on a leave of absence which has resulted in filing their vacancy with temporary positions. In addition, there recruitment of qualified individuals has shown to be challenging.

Currently, Community Peace Officers and Bylaw Enforcement Officers report directly to the Manager of Enforcement Services (Sergeant) who reports 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.

Our current staff have over 16 years of experience in law enforcement and investigative roles in private sector, municipal government, and provincial government.



Through 2023 recruitment, there were two Peace Officer job postings and one Temporary Bylaw Officer posting. Combined, there was a total of 68 applicants that applied for the positions with the Town of Drayton Valley.

A Look Back at 2023

2023 has been a year of growth and change for Drayton Valley Enforcement Services, which is a continuation from what was experienced in 2022. This change continues to be 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) Addition of a second Peace Officer position
- b) Amendments to the Community Standards Bylaw
- c) Addition of the Innkeepers Act and the Highways Development and Protection Act
- d) Renewal of the Memorandum of Understanding (MOU) with the RCMP regarding Peace Officer Services
- e) Implementation of a new Enforcement Services Policy
- f) Implementation of a new Enforcement Services Employee Handbook/Procedure
- g) Implementation of a Field Training Officer Manual for Peace Officers and Bylaw Officers
- h) Integration of Electronic Disclosure for charges with the courts
- i) Completion of an Animal Control Survey in preparation of a new bylaw
- j) Manager of Enforcement Services being invited to participate as an advisory member on the provincial Community Peace Officer Advisory Committee (one of fifteen people from across the Province)
- k) Working with Council to get the PTSD Coverage for Community Peace Officers under the Workers Compensation Act resolution to Alberta Municipalities, which was passed at their annual convention in September 2023. This motion was seconded by the City of Edmonton, the second largest municipal employer of Community Peace Officers in Alberta
- I) Implementation of Call Logs to track inquiries to Enforcement Services that don't result in an investigation
- m) Purchase of a used Peace Officer vehicle
- New Enforcement Services crest due to the requirement to change the Crown after the passing of Her Majesty Queen Elizabeth

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 Utilities Bylaw, and various Land Use Bylaw Amendments.



Further, while continue to work with public works, we have been able to have ineffective or improper signs removed and have had proper signs placed throughout the community. This will help road users better understand and observe the rules of the road.



Hours spent in School Zones



Hours spent in Playground Zones



TRAVIS Permits Issued (\$48,904.81)

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) Visits to the 55+ Seniors Club
- c) Grade 12 Graduation Parade
- d) Community Dinner Street Party (Indoors)
- e) Attendance at Thunder Hockey Games
- f) Distribution of candy during Halloween

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



Buck Creek Wildfire

In May 2023, the Buck Creek Wildfire caused the evacuation of the Town of Drayton Valley and areas of Brazeau County. Through this, Drayton Valley Enforcement Services took lead in the Pet Management aspect of the response.

This response saw Peace Officers from across Alberta, including the Alberta SPCA (Society for Protection and Cruelty of Animals), City of Red Deer, Lacombe County, Town of Morinville, Town of Stony Plain, and the City of Fort Saskatchewan come to Drayton Valley to assist Drayton Valley Peace Officers and Bylaw Officers in caring for 448 animals. Further, there was local veterinarians and locksmiths that helped provide support to the officers.

Various animals were encountered by officers, ranging from cats, dogs, snakes, degus, ferrets and many more!









This response was seen as very positive in the local community and regionally and attracted news attention. Enforcement Services has since had inquires from others and were encouraged to speak at an Emergency Management conference regarding the pet management program that was implemented.

PETS & THE WILDFIRE

During the wildfire, Drayton Valley Enforcement Services along with Peace Officers from the Town of Stony Plain, Lacombe County, the City of Red Deer, the Town of Morinville, the City of Fort Saskatchewan, and the SPCA, as well as veterinarians and locksmiths worked together to care for animals and reunite them with their owners!



448
TOTAL
ANIMALS
MANAGED

178
ANIMALS
REUNITED
WITH OWNERS

14 STRAY ANIMALS RETURNED 900*
HOURS
FOR PET
MANAGEMENT

*approximate hours

Animals were cared for during the entire evacuation period from May 4th to May 17th, 2023.



154



13 HORSES



27HAMSTER



16 DOGS



49
CHICKENS



2 DEGUS



8 SNAKES



3 DUCKS



6 BEARDED DRAGONS



4 *GECKOS*



29 FISH



2



4 TURTLES



11 BIRDS



28 SHEEP



64 RABBITS



1MOUSE



25PIGEONS



Enforcement Services Social Media

In 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.

In 2023, the page grew from 750 followers, to now 1292, mainly residents from Drayton Valley, but also from across Alberta.

The page has been able to reach at least 81,284 people and have had 19,732 people click and visit our page to learn more about Enforcement Services within the community, up from 28,818 and 5,934 respectfully in 2022.





Learning Opportunities

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

- Baton/Use of Force Training
- Workplace Bullying, Harassment, and Violence Prevention
- Workplace Violence Prevention & De-Escalation Training
- Radar/Lidar Speed Detection
- Incident Command System (ICS) 100, 200, 300
- Basic Emergency Management
- Emergency Vehicle Operators Course (EVOC)
- ➤ Threat Pattern Recognition (TPR) Use of Force Recertification
- ➤ Skills for High Performance Teamwork
- ➤ HR Risk Informed Management
- Emergency Social Services: Facilities Management
- Emergency Social Services Coordinator
- ➤ Respect in the Workplace



Complaints Received

As previously indicated, Enforcement Services has experienced staffing challenges throughout 2023 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 2023, Enforcement Services received a total of 739 complaints and investigated 1325 incidents. This is an increase in complaints of 26% from 2022.



480

Complaints Received by Phone



428

Tickets/Warnings issued by Officers



1325

Incidents Investigated by Officers



Wednesday

Busiest day of the week



2PM-3PM

Busiest time of the day



January

Busiest month of the year



263

Traffic Related Incidents



242

Community Standards
Incidents



615

Animal Related Incidents

Complaint Types

Overall, in 2023, there were 1325 incidents investigated by Enforcement Services. These incidents are primarily from complaints received from the public.

INCIDENT	TOTAL 2022	TOTAL 2023
Agricultural Pests Act	5	1
Animal Protection Act	25	26
Dangerous Dog Act	0	0
Environmental Protection and Enhancement Act	10	12
Fuel Tax Act	0	0
Gaming, Liquor and Cannabis Act	3	4
Highway Development and Protection Act	N/A	0
Innkeepers Act	N/A	0
Petty Trespass Act	9	17
Tobacco, Smoking and Vaping Reduction Act	0	3
Traffic Safety Act	144	130
Trespass to Premises Act	28	19
Weed Control Act	5	17
Animal Control Bylaw	420	589
Business Licence Bylaw	0	3
Community Standards Bylaw	248	242
Cannabis-Free Public Places Bylaw	0	2
Curfew Bylaw	0	0
Heavy Vehicle Bylaw	1	0
Off-Highway Vehicle Bylaw	3	0
Land Use Bylaw	0	8
Outdoor Restrictions Bylaw	8	9
Smoking Bylaw	0	0
Traffic Bylaw	64	133
Transportation of Dangerous Goods Bylaw	2	3
Utility Bylaw	0	4
Waste Management Bylaw	1	3
Assist Town Department	21	9
Assist RCMP or Police	12	24
Assist Provincial Agency	1	3
Assist at Emergency	8	9
Complaints: Internal/Service Levels/Employer Initiated	1	0
Officer Safety	5	5
Miscellaneous	24	46
Federal Statute/Criminal Code	0	4
TOTAL	1048	1325

Call Log

In 2023, Enforcement Services began using a "Call Log" which was used when inquiries were received by staff, that did not require an investigation. This could be used for people asking about laws, advising that they are missing their pets, asking what Enforcement Services does, complaints about matters outside the scope of Enforcement Services (criminal), how to become employed, etc.

These inquiries could vary in length, but it provides insights into time officers are spending on non investigations. In addition, it provides insights to allow for putting more information on the website or social media to try and inform the public to prevent these inquiries in the future. These logs are not included in the "Complaint Type" categories seen in this report.

In 2023, Enforcement Services had 305 "call log" entries.



305 Inquiries



ThursdayBusiest day of the week for inquiries



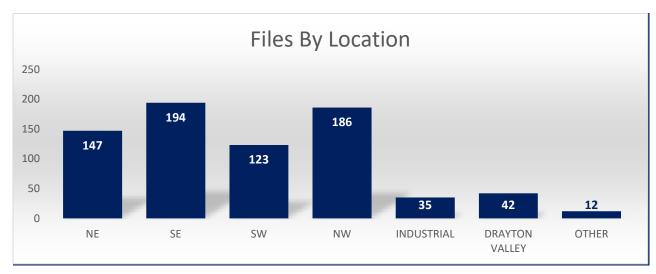
10AM-11AMBusiest time of the day for inquiries



Complaints by Location

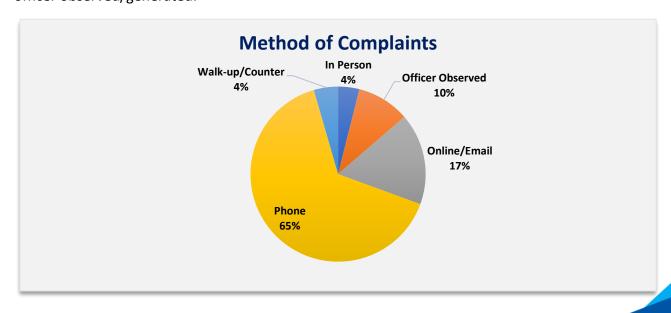
Complaints are tracked by "quadrant" and the Town is split into 5 areas, NE, SE, SW, NW, and Industrial. 50 Street and 50 Avenue separate the quadrants and 34 Avenue separates the industrial area. There is a final location of "Drayton Valley" which may be used if an event has occurred in more than one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



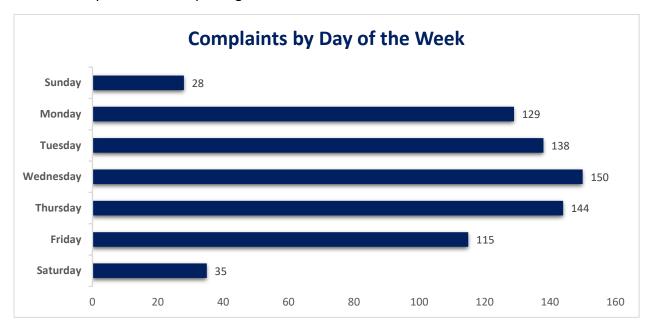
Complaint Reporting Method

The methods of reporting by which Enforcement Services receive complaints shows the preferred method of complaints is by phone, at 480 (65%), which is consistent with the method used in 2022. 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.



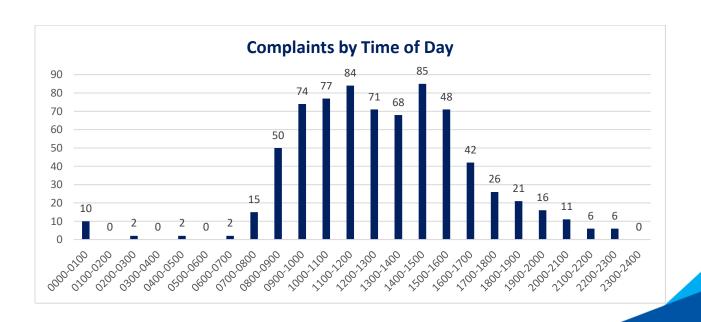
Complaints by Day of the Week

Complaints received by Enforcement Services show the primary concerns are on Wednesdays and Thursday's with little reporting on weekends.



Complaints by Time of Day

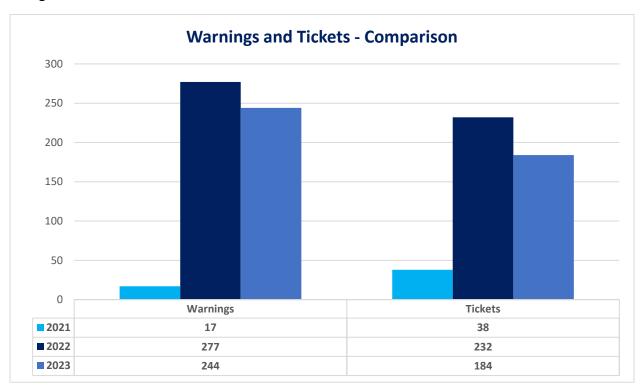
Enforcement Services receives most complaints during normal business hours with the busiest time between 2pm and 3pm. Often, Enforcement Services does not work nights, so the public doesn't ordinarily see officers patrolling the community to spark a call in. As data has been provided to provide insights into scheduling, and staffing has improved, a new schedule was implemented October 2023 which shows officers working a variety of days of the week and various days and evenings.



Warnings and Tickets

Enforcement Services has issued 428 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 2023, there have only been ten not guilt pleas being made. As some charges issued in 2023 have court dates in 2024, 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.

Complaints Against Peace Officers				
ТҮРЕ	2022	2023	2023 DISPOSITION	
Formal Complaint –	0	0	N/A	
Employer Initiated				
Formal Complaint –	1	0	N/A	
Written Public Complaint				
Reportable Event – Use of	0	0	N/A	
Force				
Reportable Event –	0	0	N/A	
Discipline				

In 2023, there were no complaints against a Peace Officer or employer initiated complaints.

2023 Complaints Against Bylaw Enforcement Officer			
ТҮРЕ	2022	2023	2023 DISPOSITION
Formal Complaint – Employer Initiated	1	0	N/A
Formal Complaint – Written Public Complaint	0	0	N/A

In 2023, there were no complaints against a Peace Officer or employer-initiated complaints.

Drayton Valley Enforcement Services

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In addition, we track other complaints which are shown below:

2023 Complaints - Other			
ТҮРЕ	2023	2023 DISPOSITION	
Formal Complaint – Contract Provider	0	N/A	
Formal Complaint – Service Level/Policy	0	N/A	

A Look Ahead

As 2023 ended, we began looking into 2024 and what that means for the Enforcement Services department.

- Implementation of dedicated dispatch services
- Implementation of Body Worn Cameras for officers
- Explore any additional authorities for Peace Officers that may be of benefit to the community
- Bring forward a new Animal Control Bylaw to Council for review and possible implementation
- Seek to access RCMP Radio frequency for interagency collaboration and efficiencies
- Plan, organize and host a regional officer meeting to discuss enforcement issues in the area and work to identify gaps in training and how to close them
- Host and participate in various training programs
- Review the effectiveness of current positions within Enforcement Services and develop any plans as required for proposed changes

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 any capital purchases.

Item	2023 Budget	2024 Budget
Peace Officer	\$237,312.00	\$271,277.67
Bylaw Enforcement	\$52,346.00	\$77,686.56
Animal Control	\$88,230.00	\$86,078.56
Total	\$377,888.00	\$435,042.78

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: firechief@draytonvalley.ca

Secondary Contact

Cody Rossing
Manager, Enforcement Services
Town of Drayton Valley
5120 – 52 Street, Box 6837
Drayton Valley, AB, T7A 1A1

Phone: 780-514-2386

Email: crossing@draytonvalley.ca

Any inquiries or complaints from the public to Enforcement Services can be done by phone at 780-514-2386, by email at enforcement@draytonvalley.ca, 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".



