

Report to the Chief Administrative Officer July 2024

Department:	Land Use Planning, Development and Regulatory Services
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MUNICIPAL ENFORCEMENT

CRIME PREVENTION INITIATIVES

- Conducted One hundred and twenty-two (122) patrols (business locations and downtown neighborhoods), offered presence and liaison efforts.
- City of Cold Lake Facility Patrol: Total sixty-five (65) conducted.
- Follow-up Patrols: Conducted twenty (20).

Crime Prevention Initiatives	July	Previous Month	Year to Date
General Patrols	122	310	2,674
Facility Patrols	65	123	786
Follow-up Patrols	20	34	309
Totals	207	467	3,769

SCHOOL SAFETY

- School zone safety patrols: Zero (0) patrols occurred throughout the various school zones within the City of Cold Lake which helped assist parking, crosswalks and connections with staff, students, and public.

School Safety	July	Previous Month	Year to Date
School Zone Patrol	0	9	111

SPECIAL EVENTS

- During this month, our officers participated in traffic control for Canada Day and community involvement.
- Municipal Enforcement conducted community engagement at the annual Ribfest
- Throughout Aqua Days we had Municipal Enforcement help with various foot patrols and collaborations with community members.
- Kinosoo Beach has been a focal point for Municipal Enforcement by means of foot patrols and public involvement with the community. The results are positive tickets for members of the public.
- Municipal Enforcement assisted with the safety of the public and traffic control during Cold Lake Air Show.
- Our officers successfully helped to ensure public safety during the Full Throttle Festival.

SOCIAL DISORDER

- Encampment: Six (6) camps were recorded for this month. Three (3) were cleaned and three (3) remain active.

Social Disorder	July	Previous Month	Year to Date
Encampment	6 camps 3 cleaned	4 camps 1 clean up	33 camps 16 clean ups
Totals	9	5	49

Report to the Chief Administrative Officer July 2024

TICKETING

- Monthly Ticket Total = One hundred and fifteen (115) tickets issued.

Top 5 Offences:

1. Exceed speed limit (45)
2. Parking violation (8)
3. Enter land without permission (7)
4. Behavior disturbing the peace (6)
5. Disposal of waste on another person's land (4)

TRAFFIC CONTROL

- Off Highway Vehicles (OHV) Addressed = Four (4) tickets were issued, and four (4) warnings were given
- Traffic Stops: Conducted sixty (60)

Traffic Control	July	Previous Month	Year to Date
OHV Addressed	6	0	14
Traffic Stops Conducted	60	64	414
Total Actions	66	64	428

ANIMAL CARE AND CONTROL

- Animal Care and Control = Three (3) specified penalty fines issued
- Pick Up by Officer and brought to AC3: Total fifteen (15)
- Total animals at facility during the month: Twenty-one (21)
 - Cats: 6
 - Dogs: 15

Animal Care & Control	July	Previous Month	Year to Date
Fines issued	3	18	79
Animals Brought to Facility	15	21	114
Total Actions	18	87	193

Dispatch Service Calls	July	Previous Month	Year to Date
Total Service Calls	215	198	1,459
Approx. Calls for service/day	7	6	7

Infractions	July	Previous Month	Year to Date
# Tickets	Provincial: 91 <u>Bylaw: 24</u> Total = 115	Provincial: 67 <u>Bylaw: 13</u> Total = 80	Provincial: 667 <u>Bylaw: 263</u> Total = 930
# Warnings	Written: 30	Written: 14	Written: 122
# Encampment Clean Ups	3	1	16
Total Infractions	148	95	1,068

Report to the Chief Administrative Officer July 2024

Security Contract

During July, all services remained the same as the prior month's report, which included providing sixty (60) hours / week, (240 hours / month) of dedicated security services during both the day, evening, and late night / early morning hours. Daytime shifts are currently approximately 80 hours / month (33% of hours), and Evening / Night shifts are approximately 160 hours / month (66% of hours).

A monthly performance report is provided by Watchdog Security to clarify their interactions. The following table outlines the most reported information.

NAME	DESCRIPTION	TOTAL	YEAR TO DATE
Liaisons	While conducting patrols, security officers stop at various businesses throughout each shift. The liaison activity intends to help business owners with problems they may be facing due to social disorder, general security, or crime. This is also used as an opportunity to build relationships and gather pertinent information to assist with service deployment.	315	2,302
Missed Calls	Watchdog security takes note of any phone calls received when the security staff are not on duty. These calls for service often pertain to issues of social disorder. In every case either a call back or a liaison is scheduled with every missed call.	31	192
Foot Patrols	Includes an on-foot survey, in a specific location such as the downtown core. The purpose is twofold, to fly the flag, and let people know they're there, or to take a closer look at a specific site. For instance, checking doors are secure, windows are intact etc. They can also be done to deter suspicious people in the area. Usually conducted with an event, such as a break and enter or theft, combing the area after the police have arrived.	64	324
Interactions with unhoused individuals	Any exposure during a patrol that led to dealing with unhoused individuals. This would encompass requests for assistance and removing trespassers, welfare checks, and noteworthy interactions on routine patrols. Most of these interactions do occur during requests for assistance, regarding people trespassing in a business.	25	340
Assist Agencies	Instances where an external agency is needed. May include assistance from Municipal Enforcement, RCMP, or Ambulance.	14	226
Unsecured Businesses	Any located businesses or compounds found within the city while conducting patrols that were not locked or closed properly.	3	19

**Report to the Chief Administrative Officer
July 2024**

ANIMAL CARE AND CONTROL CENTRE					
TOTAL ANIMALS IMPOUNDED IN JULY 2024					
	Number Served	Licensed	Altered	Microchipped/ Tattooed	Longest Stay (Days)
Dogs:	15	3	6	3	14
Cats:	6	0	1	0	31
Total:	21	3	7	3	-

DOGS			
Method of Impoundment	Total served	Average Stay (days)	Longest stay (days)
At large, no identification	7	6	14
At Large, with identification	1	0	0
Carried over from previous month (April)	5	9	11
Protective Impoundment	2	3	5
Mandatory Quarantine	0	0	0
Vaccinated	12	7	14
Entered the ACCC via:			
CLME: 13	Public: 2	Abandoned by owner: 0	Other: 0
Left the ACCC via:			
Transfer: 6	Released to Owner: 7	Euthanized: 0	Remain at month end: 2
CATS			
Method of Impoundment	Total served	Average stay (days)	Longest stay (days)
At large, no identification	3	17	25
At large, with identification	0	3	0
Carried over from previous month	3	16	31
Entered the ACCC via:			
CLME: 2	Public: 4	Abandoned by owner: 0	Other: 0
Left the ACCC via:			
Transfer: 3	Released to Owner: 0	Euthanized: 0	Remain at end month: 3

**Report to the Chief Administrative Officer
July 2024**

JULY ANIMAL LICENSE TOTALS			
Total number of animal license issued: Renewed, new, and replaced in July 2024: 34 Altered Animals: 16 dogs and 9 cats Intact Animals: 9 dogs			
	DOGS	CATS	
New Licenses issued	Online: 11 City Hall: 5 AC3: 4	Online: 6 City Hall: 1 AC3: 1	Total: 28
Renewal Licenses issued	Online: 3 City Hall: 0 AC3: 1	Online: 0 City Hall: 0 AC3: 1	Total: 5
Replacement Tags issued	Online: 1 City Hall: 0 AC3: 0	Online: 0 City Hall: 0 AC3: 0	Total: 1
YEAR TO DATE LICENSES			
2024= 732 Licenses + 34 = 766 2023 Year = 1030 Licenses			

**Report to the Chief Administrative Officer
July 2024**

PLANNING AND DEVELOPMENT
SHORT- AND LONG-RANGE PLANNING SERVICES
<ul style="list-style-type: none"> As of July 31, 11 applications for pre-qualification under the Clean Energy Improvement Program (CEIP) have been received. To date, no complete applications have been received nor has funding disbursed to any applicants.

BUSINESS LICENCES		
New Business Licences issued in July 2024		
Type	Licence Fees Collected	Total Licences Issued
Commercial -Type 1	\$300	3
Residential – Type 2	\$150	1
Non-Assessed – Type 3a	\$250	1
Non-Assessed – Type 3b	\$2,220	4
Total	\$2,820	10
Business Licence Renewals Processed July 2024		
Type	Licence Fees Collected	Total Licences Issued
Commercial -Type 1	\$100	1
Residential – Type 2		
Non-Assessed – Type 3a		
Non-Assessed – Type 3b		
Total	\$100	1

BUILDING PERMITS				
Data Summary - Building Permits Type				
PERMIT TYPE	2021	2022	2023	As of July 31, 2024
New Residential SF	58	67	32	14
Reno Residential	21	16	28	18
Duplex Residential	0	2	2	0
Multi-Family Residential	0	0	0	0
Commercial	2	4	0	0
Commercial Renovation	25	16	16	7
Accessory Buildings	10	11	16	6
Secondary Suites	1	1	2	1
Industrial	0	0	0	0
Institutional	3	3	4	1
Demolition	19	15	26	11
Other (Signs/Decks, etc.)	28	28	20	12
Total	167	163	146	70
Value of Permits Issued	\$20,183,842.02	\$40,124,810.08	\$42,278,386.00	\$6,973,213.44

**Report to the Chief Administrative Officer
July 2024**

DEVELOPMENT PERMITS				
Data Summary - Development Permits Type				
PERMIT TYPE	2021	2022	2023	As of July 31, 2024
New Residential-SF	52	71	36	14
Reno. Residential	3	6	2	2
Duplex Residential	0	1	1	1
Multi-Family Residential	0	0	0	0
Commercial	2	4	0	0
Commercial Renovation	25	24	27	11
Accessory Buildings	13	17	14	7
Secondary Suites	1	2	3	1
Industrial	0	0	0	0
Institutional	0	0	3	0
Other (Signs/Decks, etc.)	83	71	71	58
Total	179	196	156	94
Value of Permits Issued	\$18,671.00	\$20,847.00	\$17,175.00	\$10,525.00

ELECTRICAL, GAS & PLUMBING PERMITS		
Permits issued as of July 31, 2024		
Type	Total Permits Issued	Value of Permits Issued
Electrical	83	\$26,190.18
Gas	55	\$9,248.95
Plumbing	24	\$7,982.44
Total	162	\$43,421.57

TAXI, MOBILE VENDOR AND HEN KEEPING		
Permits/Licences issued as of July 31, 2024		
Type	Total Permits Licences Issued	Value of Permits/Licences Issued
Taxi	13	\$915.00
Mobile Vendor	8	\$2,900.00
Hen Keeping	1	\$30.00
Bee Keeping	0	\$0.00
Total	22	\$3,845.00

**Report to the Chief Administrative Officer
July 2024**

OTHER

- Staff began meeting with representatives of Catalis to begin configuration of the Planning and Development functions included in the new financial software that has been purchased by the City.
- Permitting functions were delayed only 2 days due to the ransomware attack that the City faced in late July. Staff were able to adjust and continued to issue permits by hand until IT functions were restored. Additionally, the Inspections Group made a computer available to City Staff at their local office so that Gas, Plumbing and Electrical permits could continue to be issued electronically through the provincial Safety Codes Council's eSITE system.
- One Planner attended the Canadian Institute of Planners National Conference in Edmonton July 9-11.