

**Report to the Chief Administrative Officer  
February 2025**

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

**CRIME PREVENTION INITIATIVES**

- Conducted one hundred and thirty-nine (139) patrols (business locations and downtown neighborhoods) offered presence and liaison efforts.
- City of Cold Lake Facility Patrol: Total seventy-five (75) conducted.
- Follow-up Patrols: Conducted forty-three (43).

Crime Prevention Initiatives	February	Previous Month	Year to Date
General Patrols	139	108	247
Facility Patrols	75	65	140
Follow-up Patrols	43	48	91
Total	257	221	478

**SCHOOL SAFETY**

- School zone safety patrols: Twenty-six (26) 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	February	Previous Month	Year to Date
School Zone Patrol	26	20	46

**SPECIAL EVENTS**

- **Two Encampment Cleanups:**
  - **On February 26<sup>th</sup>** attended to an encampment on City owned vacant land at 54 Ave and 45 St in Cold Lake South.
  - 4 members of Cold Lake Municipal Enforcement attended
  - 5 members of Cold Lake RCMP attended
  - Contractor removed 2,120kg of garbage
  - **On February 28<sup>th</sup>** Cold Lake Municipal Enforcement was conducting Social Disorder Patrol in the Cold Lake South area of 40 Ave/50 St when smoke was noted arising from a warming fire in the bushes, located in a closed campground
  - 4 members of Cold Lake RCMP attended
  - 2 members of Cold Lake Municipal Enforcement attended
  - Contractor removed 300kg of garbage

**SOCIAL DISORDER**

- **Encampment:** Two (2) camps were recorded for this month
- There are currently no active encampments.

Social Disorder	February	Previous Month	Year to Date
Encampment	2 Camps 2 Cleanups	0 Camps 0 Cleanups	2 Camps 2 Cleanups
Total Actions	2	0	2

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### TICKETING

- Monthly Ticket Total = Ninety-one (91) tickets issued.
- Top 3 Offences:
  1. Exceed Max Speed Limit (14)
  2. Parking Prohibited by Traffic Control Device (7)
  3. Park in Marked Disability Zone (6) / Fail to Remove Snow/Ice from Sidewalk (6)

### TRAFFIC CONTROL

- Off Highway Vehicles (OHV) Addressed = Zero (0) ticket was issued, and zero (0) warnings were given
- Traffic Stops: Twenty-six (26)

Traffic Control	February	Previous Month	Year to Date
OHV Addressed	0	0	0
Traffic Stops Conducted	n/a	52	78
Total Actions	n/a	52	78
** Unable to verify traffic stop information at the time of reporting			

### ANIMAL CARE AND CONTROL

- Animal Care and Control = Ten (10) tickets were issued, and zero (0) warnings were given
- Pick Up by Officer and brought to AC3: Total three (3)
- Total new animals arriving at facility during the month: Five (5)
  - Cats: 3
  - Dogs: 2

Animal Care & Control	February	Previous Month	Year to Date
Fines issued	10	0	10
Animals Brought to Facility by ME	3	8	11
Total Actions	13	8	21

Dispatch Service Calls	February	Previous Month	Year to Date
Total Service Calls	108	135	243
Approx. Calls for service/day	4	4	4

Infractions	February	Previous Month	Year to Date
# Tickets	Provincial: 52 Bylaw: 39 Total = 91	Provincial: 39 <u>Bylaw: 87</u> Total = 126	Provincial: 91 Bylaw: 126 Total = 217
# Warnings	Written: 30	Written: 40	Written: 70
# Encampment Clean Ups	2	0	2
<b>Total Infractions</b>	123	166	289

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**Security Contract**

During February, 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.	279	554
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.	10	21
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.	101	196
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.	16	31
Assist Agencies	Instances where an external agency is needed. May include assistance from Municipal Enforcement, RCMP, or Ambulance.	1	8
Unsecured Businesses	Any located businesses or compounds found within the city while conducting patrols that were not locked or closed properly.	3	8

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<b>ANIMAL CARE AND CONTROL CENTRE</b>					
<b>TOTAL ANIMALS IMPOUNDED IN FEBRUARY 2024</b>					
	<b>Number Served</b>	<b>Licensed</b>	<b>Altered</b>	<b>Microchipped/ Tattooed</b>	<b>Longest Stay (Days)</b>
Dogs:	2	0	1	0	3
Cats:	4	0	0	0	14
Total:	6	0	1	0	-

<b>DOGS</b>			
<b>Method of Impoundment</b>	<b>Total served</b>	<b>Average Stay (days)</b>	<b>Longest stay (days)</b>
At large, no identification	1	3	3
At Large, with identification	1	<1	<1
Carried over from previous month (December)	6	31	31
Protective Impoundment	0	-	-
Mandatory Quarantine	0	-	-
Vaccinated	0	-	-
<b>Entered the ACCC via:</b>			
CLME: 1	Public: 1	Abandoned by owner: 0	Other: 0
<b>Left the ACCC via:</b>			
Transfer: 0	Released to Owner: 1	Euthanized: 0	Remain at month end: 7

<b>CATS</b>			
<b>Method of Impoundment</b>	<b>Total served</b>	<b>Average stay (days)</b>	<b>Longest stay (days)</b>
At large, no identification	4	7	14
At large, with identification	0	-	-
Carried over from previous month	2	17	19
<b>Entered the ACCC via:</b>			
CLME: 2	Public: 1	Abandoned by owner: 0	Other: 0
<b>Left the ACCC via:</b>			
Transfer: 4	Released to Owner: 1	Euthanized: 0	Remain at end month: 1

<b>FEBRUARY ANIMAL LICENSE TOTALS</b>			
<b>Total number of animal licenses issued: Renewed, new, and replaced in February 2025: 174</b>			
	<b>DOGS</b>	<b>CATS</b>	
<b>New Licenses issued</b>	Online: 24 City Hall: 2 AC3: 11	Online: 12 City Hall: 1 AC3: 0	Total: 50
<b>Renewal Licenses issued</b>	Online: 49 City Hall: 18 AC3: 8	Online: 41 City Hall: 4 AC3: 4	Total: 124
<b>Replacement Tags issued</b>	Online: 3 City Hall: 0 AC3: 1	Online: 0 City Hall: 0 AC3: 0	Total: 4

<b>YEAR TO DATE LICENSES</b>
2025 Year = 397 + 174 = 571 Licenses
2024 Year = 850 Licenses
2023 Year = 1030 Licenses

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<b>PLANNING AND DEVELOPMENT</b>	
<b>SHORT- AND LONG-RANGE PLANNING SERVICES</b>	
<ul style="list-style-type: none"> <li>Business licence renewals continued to be received through February, although the number of renewals slowed considerably compared to January.</li> <li>As of February 28, 585 licences (66.2%) have been renewed with 299 licences (33.8%) remaining to be renewed. A \$45 late payment penalty will be applied to any licence renewals received in March. Municipal Enforcement will also begin ticketing businesses that have yet to renew their licence.</li> </ul>	

<b>BUSINESS LICENCES</b>		
<b>New Business Licences issued in February 2025</b>		
<b>Type</b>	<b>Licence Fees Collected</b>	<b>Total Licences Issued</b>
Commercial -Type 1	\$105	1
Residential – Type 2	\$465	3
Non-Assessed – Type 3a	\$0	0
Non-Assessed – Type 3b	\$1,545	3
<b>Total</b>	<b>\$2,115</b>	<b>7</b>
<b>Business Licence Renewals Processed February 2025</b>		
<b>Type</b>	<b>Licence Fees Collected</b>	<b>Total Licences Issued</b>
Commercial -Type 1	\$1,470	14
Residential – Type 2	\$465	3
Non-Assessed – Type 3a	\$1,230	6
Non-Assessed – Type 3b	\$1,545	3
<b>Total</b>	<b>\$4,710</b>	<b>26</b>

<b>BUILDING PERMITS</b>				
<b>Data Summary - Building Permits Type</b>				
<b>Type</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>As of February 28, 2025</b>
New Residential SF	67	32	28	9
Reno Residential	16	28	20	1
Duplex Residential	2	2	0	0
Multi-Family Residential	0	0	0	0
Commercial	4	0	0	0
Commercial Renovation	16	16	10	2
Accessory Buildings	11	16	7	1
Secondary Suites	1	2	1	0
Industrial	0	0	0	0
Institutional	3	4	2	0
Demolition	15	26	10	4
Other (Signs/Decks, etc.)	28	20	28	2
<b>Total</b>	<b>163</b>	<b>146</b>	<b>106</b>	<b>19</b>
<b>Value of Permits Issued</b>	<b>\$40,124,810.08</b>	<b>\$42,278,386.00</b>	<b>\$12,952,456.24</b>	<b>\$3,805,600.00</b>

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<b>DEVELOPMENT PERMITS</b>				
<b>Data Summary - Development Permits Type</b>				
<b>Type</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>As of February 28, 2025</b>
New Residential-SF	71	36	29	9
Reno. Residential	6	2	3	0
Duplex Residential	1	1	1	0
Multi-Family Residential	0	0	0	0
Commercial	4	0	0	0
Commercial Renovation	24	27	12	1
Accessory Buildings	17	14	9	1
Secondary Suites	2	3	3	0
Industrial	0	0	0	0
Institutional	0	3	0	0
Other (Signs/Decks, etc.)	71	71	81	10
<b>Total</b>	<b>196</b>	<b>156</b>	<b>138</b>	<b>21</b>
<b>Value of Permits Issued</b>	<b>\$20,847.00</b>	<b>\$17,175.00</b>	<b>\$14,600.00</b>	<b>\$2,165.00</b>

<b>ELECTRICAL, GAS &amp; PLUMBING PERMITS</b>		
<b>Permits issued as of February 28, 2025</b>		
<b>Type</b>	<b>Total Permits Issued</b>	<b>Value of Permits Issued</b>
Electrical	15	\$4,899.44
Gas	16	\$2,2260.96
Plumbing	1	\$310.96
Private Sewage	0	\$0
<b>Total</b>	<b>32</b>	<b>\$7,471.36</b>

<b>TAXI, MOBILE VENDOR AND HEN KEEPING</b>		
<b>Permits/Licences issued as of February 28, 2025</b>		
<b>Type</b>	<b>Total Permits Licences Issued</b>	<b>Value of Permits/Licences Issued</b>
Taxi	7	\$560.00
Mobile Vendor	0	\$0.00
Hen Keeping	1	\$30.00
Bee Keeping	0	\$0.00
<b>Total</b>	<b>8</b>	<b>\$590.00</b>

<b>OTHER</b>
<ul style="list-style-type: none"> <li>Planning staff provided class presentations to three Grade 6 classes at Holy Cross School on February 18<sup>th</sup>.</li> <li>Staff took part in a CEDI working group meeting on February 27<sup>th</sup>.</li> </ul>