

# *Annual Report 2016*



***City of Prince Albert  
Municipal Bylaw Enforcement Unit***



## Message from the Bylaw Manager

On behalf of the Municipal Bylaw Enforcement Unit (MBEU), I am pleased to present the 2016 Annual Report, which offers a look at our activities over the last year. With focus on the strategic direction, the Community Safety/Bylaw Officers put their skills and expertise to work for the citizens of Prince Albert. I am very excited to share the results of that work through the Annual Report.

Finally, I look forward to continuing with the great engagement and work with our many partners which helps make Prince Albert a safe and enjoyable community.



Suzanne Stubbs  
Bylaw Manager



## Overview

The Municipal Bylaw Enforcement Unit (MBEU) began in October 2006 with affiliation to the Prince Albert Police Service. Since 2006, the Unit has notably expanded and consists of one (1) Manager and six (6) Special Constables (sworn members).

In May of 2015, the MBEU obtained the responsibilities of the Court Liaison Officer/Bylaw Prosecutor position. The inclusion of this position in the Prince Albert Police Service supports effective bylaw administration and enforcement.

In 2015, the Ministry of Corrections and Policing implemented the Community Safety Officer program which was aligned with the Ministry's Building Partnerships to Reduce Crime Initiatives. By the end of 2016, the MBEU have five (5) Community Safety Officers who address low-risk high priority enforcement needs.

One of the primary benefits of the MBEU is the direct interaction between members and the whole community. Officers work with schools, assist local service groups and provide public education and information about various bylaws and how they are enforced. The Community Safety/Bylaw officers make positive contributions to our community. The legislation enforced by the unit includes the Traffic Safety Act, Alcohol and Gaming Regulation Act, Highways and Transportation Act, Environmental Management and Protection Act, All-Terrain Vehicles Act, Snowmobile Act, Cities Act, Trespass to Properties Act, Mental Health Services Act, Summary Offences Procedures Act and the Bylaws of the City of Prince Albert.





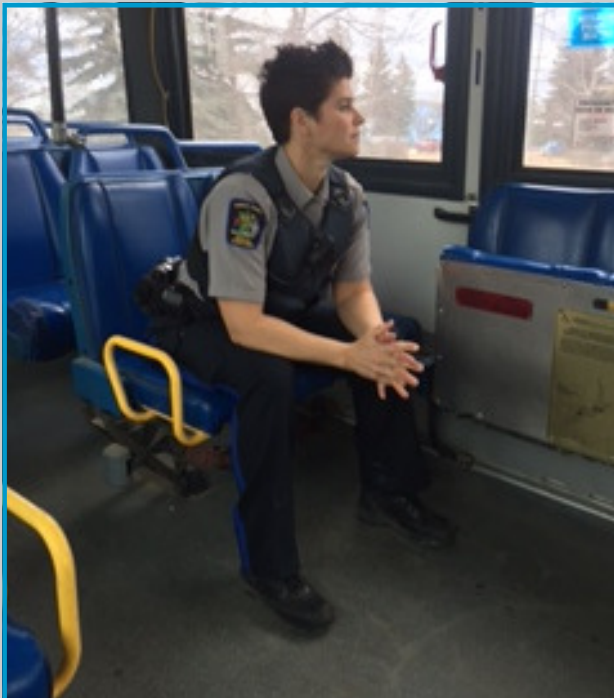
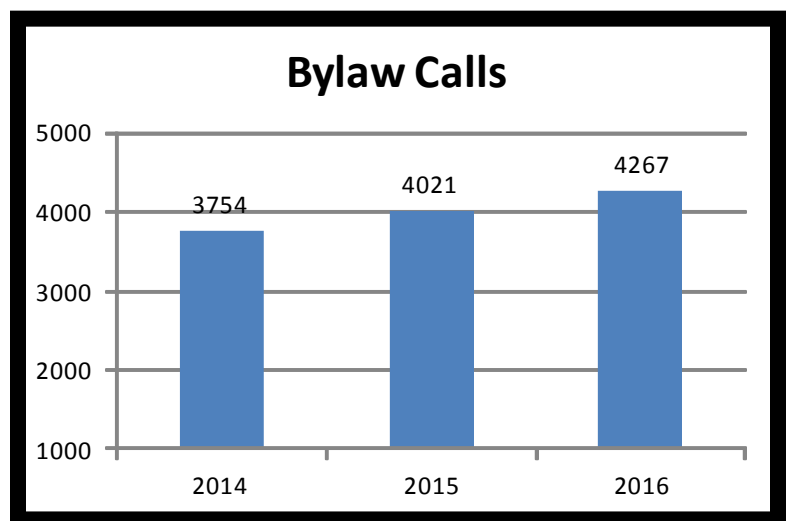
## PRIORITY #1 — EFFICIENT MANAGEMENT AND SERVICE DELIVERY

Efficient management and service delivery are key components for effectively meeting the needs and expectations for the citizens of Prince Albert.

The MBEU is committed and driven in their endeavor to provide professionalism, affirmation of quality and empathetic response to community concerns.

### Highlights:

In 2016, the MBEU saw an increase of 6.4% calls for service. Crime Prevention Through Environmental Designs, neighborhood strengthening and visibility are proactive initiatives that contributed to the increase in call numbers.



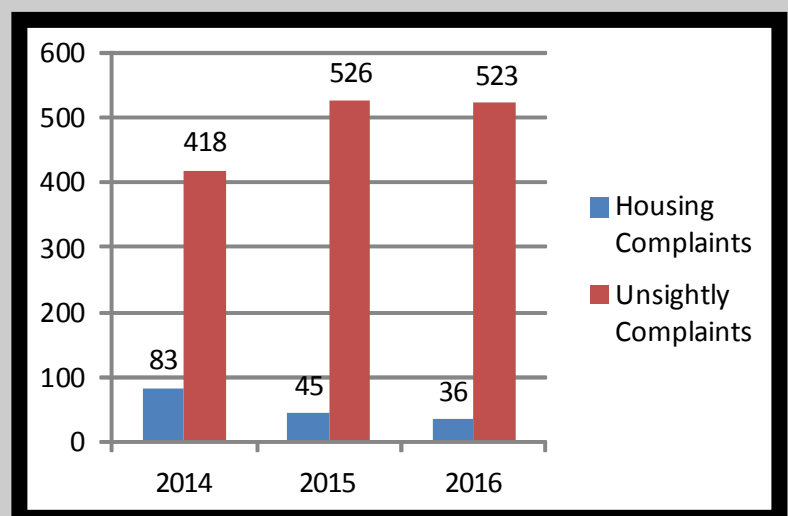
## PRIORITY #2 — NEIGHBORHOOD STRENGTHENING

Neighborhood Strengthening is about drilling down into the root cause of community issues and taking a proactive approach to address neighborhood amenity concerns. Neighborhoods are about people and places and how they work in partnership to build stronger communities. Neighborhood Strengthening allows neighborhoods to be empowered, sustainable, safe and active. Community Safety/Bylaw Officers understand that education and compliance of both property and housing standards play a significant role in achieving this goal.

### Highlights:

In January 2016, City Council approved an amendment to the Property Amenities bylaw adding language in regards to boarded buildings. In 2016, twenty-six (26) compliance letters were issued for boarded homes. Compliance at year end was 84.6% and the MBEU continues to work at achieving 100% compliance.

Throughout the year the MBEU attended to neighborhood planning meetings for the purpose of gathering insight and input from community members. This information was then evaluated and addressed to help foster strong neighborhoods in Prince Albert. There were a total of 657 proactive investigations initiated by the Bylaw Officers. Out of the 559 calls related to housing and unsightly property complaints the compliance rate was 96%. A total of 15 properties were also sanctioned and identified for demolition.



## PRIORITY #3 — TRAFFIC ENFORCEMENT

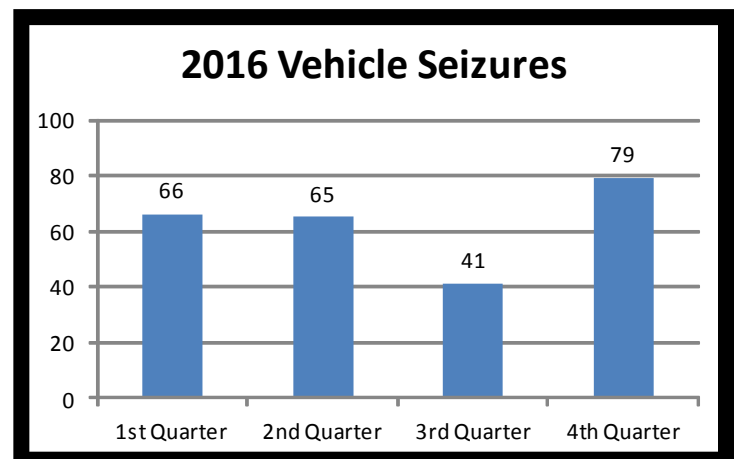
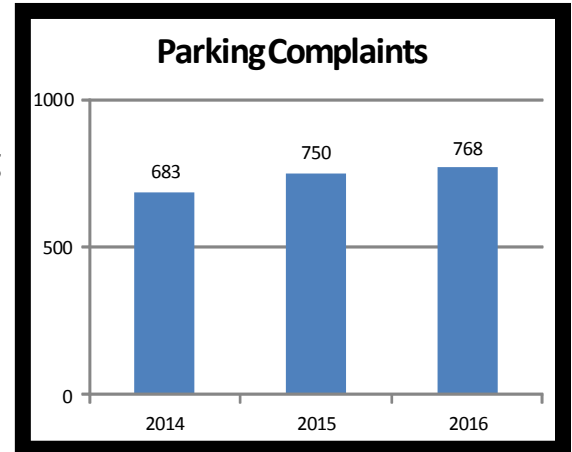
Community Safety Officers ensure that roadways are safe for drivers and pedestrians. Through various Provincial and Municipal acts, CSOs strive to meet these responsibilities using both education and enforcement. CSOs assist in traffic initiatives, including targeting speeding in community school zones and enforcement of motor vehicle laws.

Community Safety/Bylaw Officer's also monitor citywide activity pertaining to parking on public road allowances, traffic flow, accessibility and assists the City in managing road infrastructure to support street sweeping and snow clearing activities.

### Highlights:

At the end of 2016, the MBEU had two (2) bylaw officers obtain their Community Safety Officer status. The unit now has a total of five (5) Community Safety Officers. CSOs issued a total of 197 Summary Offence tickets for various traffic violations. MBEU issued a total of 775 parking violations and seized 251 vehicles from the streets of Prince Albert.

In January 2016, the City of Prince Albert commenced the process of seizing vehicles for outstanding parking violations and 67 vehicles were seized as a result.





## PRIORITY #4 — DOWNTOWN VISIBILITY

Prince Albert's downtown core is the heart of the community and is enhanced through increased member visibility and officer presence with a goal of working to ensure vibrancy of this area. This is accomplished through personal interactions with the citizens and speaking with the merchants. The presence of these officers assists in creating and maintaining a safe environment for residents, visitors and businesses.

Calls for Service - Downtown		
2014	2015	2016
2827	2838	2443

The MBEU visible presence in the downtown core continues to be augmented through a valuable partnership with the Gabriel Dumont Métis Summer Student program. This Program has proven to be very well received as feedback from the community and downtown business owners is positive and supportive.

### Highlights:

In 2016, calls in the downtown core were reduced by 13.9% from the previous year. This reduction of calls is attributed to Community Safety/Bylaw/Foot Patrol members being proactive and having a consistent presence in the area.

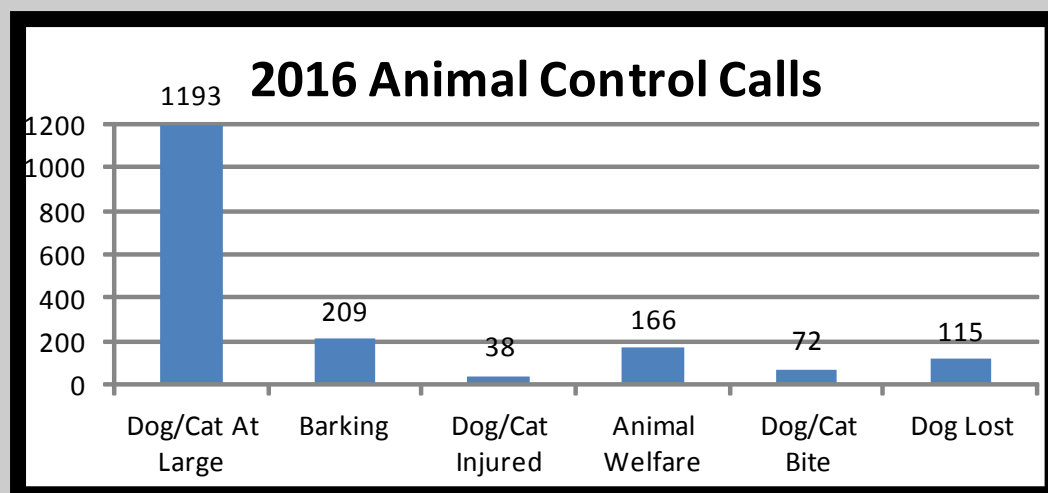


## PRIORITY #5 — ANIMAL CONTROL

The MBEU has the front line responsibility for the enforcement and investigation of all animal control calls. These calls are wide ranging and include those such as dog/cat at large, barking dogs, animal injuries and bites, animal welfare and lost dogs. Animal control calls represent the highest number of calls for service within the unit.

### Highlights:

In 2016, MBEU impounded 232 dogs and 226 cats at the SPCA. MBEU continues to educate the public of the Responsible Pet Ownership Bylaw through the Prince Albert Police Service use of traditional and social media. In 2016, the call type “Cat at Large” became a concern for the citizens of Prince Albert and as a result many cats were impounded.





## PRIORITY #6 — ALCOHOL STRATEGY SUPPORT

The Public Safety Compliance Team (PSCT) is a multi-agency team designed to co-ordinate the efforts of the municipal and provincial agencies involved in the licensing, regulation and compliance of establishments and community events authorized for alcohol sales. The PSCT consists of the Prince Albert Police Service, Prince Albert Fire Department, Saskatchewan Liquor and Gaming and Community Safety/Bylaw enforcement.

### Highlights:

In 2016, the PSCT completed monthly inspections of all liquor establishments. The team's focus was on education and prevention, as well as compliance with legislation, bylaws and regulations.

## PRIORITY #7 — EMPLOYEE DEVELOPMENT

The Municipal Community Safety/Bylaw Enforcement Officers are sworn members of the Prince Albert Police Service and are accountable to the same provisions of The Police Act, 1990. With the augmentation of the Community Safety Officer program and the additional authority, the MBEU is recognized as a rewarding and professional career.

### Highlights:


Crime Prevention through Environmental Design (CPTED) is an important tool that can be provided to the businesses and citizens of Prince Albert. In 2016, one of our Community Safety Officer obtained their CPTED certification. There are a total of five (5) officers who have received this certification.

The Bylaw Unit continues to receive external and internal training throughout the year. Members who completed the Community Safety Officers course in 2016 also received radar training. All officers recertify annually in baton and arrest control techniques.



**BYLAW****ENFORCEMENT UNIT****PRIORITY #8 – BUDGET EFFICIENCY**

The total 2016 Operating budget for the Bylaw Enforcement Unit was \$705,022. Supervisory salary savings and a short-term vacancy resulted in a small favorable variance at year end. When the MBEU expanded the scope of their authority as Community Safety Officer (CSO) we saw an improvement in efficiency in relation to costs associated to traffic enforcement. Additionally the unit is able to take advantage of sunk costs relating to records management systems, communication center, radios, training and fleet.

City of Prince Albert POLICE BYLAW ENFORCEMENT Year end 12/31/2016				
	YTD Actual	YTD Budget	YTD (Fav) Unfav Variance	Annual Budget
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	\$634,704	\$670,022	(\$35,318)	\$670,022
Fleet Expenses	30,000	30,000	0	30,000
Maintenance Materials and Supplies	4,699	5,000	(302)	5,000
Total Expenses	669,403	705,022	(35,620)	705,022
Operating (Surplus) Deficit	669,403	705,022	(35,620)	705,022
<b>CAPITAL AND INTERFUND TRANSACTIONS</b>				
TOTAL (SURPLUS) DEFICIT	669,403	705,022	(35,620)	705,022
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*“Improving quality of life through a  
professional and diverse public service”*

## PRIORITY #9 — IDENTIFYING COMMUNITY NEEDS

The Municipal Bylaw Enforcement Unit strives to be receptive and present to the growing needs of the community. This is accomplished through several lines of communication which include participation in the Community Mobilization program, annual community consultation meetings, partnership with Safer Communities and Neighborhoods (SCAN), listening to the citizens of Prince Albert and receiving direction and feedback from both City Council and the Board of Police Commissioners.

**Highlight:**

Community Needs Assessments are an excellent way for the public to become involved and contribute to the outcome. In 2016, Prince Albert City Hall arranged neighborhood planning meetings. MBEU participated in these events and engaged with the citizens of Prince Albert.

MBEU continues to participate in weekly meetings with Community Mobilization Prince Albert HUB.



## CONCLUSION

The Prince Albert Municipal Bylaw Unit is pleased to have provided you with an overview of the activities for the 2016 year. The MBEU will continue to work hard to maintain a high level of public safety, neighborhood integrity and a vibrant community through delivery of professional bylaw enforcement in a timely and effective manner.



**Prince Albert Police Service**  
**45—15 Street West**  
**Prince Albert, SK S6V 3P4**

**Non-Emergent: 953-4222**  
**Emergency: 911**

[www.papolice.ca](http://www.papolice.ca)

