

MUNICIPAL ENFORCEMENT

# ANNUAL REPORT 2024



Prepared by

**COMMUNITY SAFETY  
DEPARTMENT**

For the

**WHITECOURT  
TOWN  
COUNCIL**

**ALBERTA JUSTICE  
AND SOLICITOR  
GENERAL**



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# INTRODUCTION



Municipal Enforcement Officers continued to provide a broad range of duties to the residents and visitors of Whitecourt in 2024. The Team continued to work in collaboration with the local municipal office, the RCMP and various local agencies. Officers worked to keep abreast of community issues and concerns. Through proactive and visible patrols, officers remained committed to serving the public and needs of the community.

Community Peace Officers perform a critical component of the Alberta Justice Peace Officer Program to serve the Town of Whitecourt.

This Annual Report will highlight:

- An overview of the department program;
- Information on the department's hours of operation and reporting policies;
- Key areas of enforcement and responsibilities;
- Duties of a Municipal Enforcement Officer;
- Community engagement;
- Statistics;
- Changes to the Municipal Enforcement division; and
- The continued goals and enhancements of Municipal Enforcement Officers in 2025.

## Municipal Enforcement Officers

Lance Grywacheski, Community Peace Officer I  
Tapanga Lang, Community Peace Officer I  
Aby Thomas, Community Peace Officer I

## Automated Traffic Enforcement Officers

Brent Bachman  
Monique D'Aoust  
Tracy Kirk  
Drew Kurie  
Scott Steeves  
Holly Westover  
Amanda Yardly

\*As of March 2024, the Automated Traffic Enforcement Officers listed are no longer employed with the Town of Whitecourt due to a change in contract with the ATE program.



# OVERVIEW

## DEPARTMENT PROGRAM

Municipal Enforcement employs three, full-time Community Peace Officers, and (formerly) seven Automated Traffic Enforcement Officers. The Municipal Enforcement Officers investigate, educate and enforce Municipal Bylaws and Provincial Statutes related to private, public, and business lands. As an Officer, the overall duty is to provide public safety and security to our residents, enforce the Municipal Bylaws and Provincial Statutes, while maintaining public peace, security, and safety; and the Automated Traffic Enforcement Officers operate the Photo Radar program in Whitecourt.

## HOURS OF OPERATION & REPORTING

Municipal Enforcement Services are available to the public 6 days week, excluding stat holidays. As required, shift schedules may adjust to accommodate operational requirements. Complaints and information can be accessed by land line telephone, mobile phone, and email, with a daily activity reporting program to record enforcement actions taken, and statistics. Administration for Municipal Enforcement can be reached at:

Peter Smyl, CAO | 780-778-2273

Lee Hardman, Director of Community Safety | 780-778-2273



# KEY AREAS OF ENFORCEMENT

Within the jurisdiction of the Town limits and as appointed under the Alberta Peace Officer Act, Officers follow and enforce the following Provincial Statutes & Regulations:

- Traffic Safety Act;
- Provincial Procedures Act;
- Animal Protection Act;
- Gaming, Liquor and Cannabis Act
- Environmental Protection and Enhancement Act;
- Dangerous Dog Act;
- Petty Trespass Act;
- Trespass to Premises Act; and
- Tobacco, Smoking, and Vaping Reduction Act.

The Community Peace Officers are appointed under the Municipal Government Act to enforce Municipal Bylaws, including but not limited to:

- Traffic Bylaw;
- Animal Control Bylaw;
- Land Use Bylaw; and
- Community Standards Bylaw.





# ENFORCEMENT INITIATIVES & DUTIES

- Receiving complaints and inquiries;
- Investigate complaints;
- Advising responsible parties of infractions, and taking remedial actions and/or following enforcement procedures; and laying charges if founded;
- Educating and/or warning/prosecuting violators;
- Conducting patrols of the trail systems, and public highways within the corporate Town limits;
- Receiving and documenting evidence related to investigation and ensuring that continuity of such evidence is maintained and stored;
- Preparing prosecutor information sheets and court briefs concerning a charge or ticket;
- Investigating business and residential activities in the community to ensure compliance with municipal Bylaws;
- Assisting the local RCMP as required;
- Assisting all Town departments as required;
- Assisting with interagency events as required;
- Preparing reports for the Town and local agencies;
- Attending conference and training programs;
- Assisting with the preparation and revision of municipal bylaws;
- Participating with community interest groups and community events;
- Developing and/or take part in public awareness programs and maintain positive public relations;
- Accessible, approachable and helpful to the residents, the public and staff who require information or assistance; and
- Establishing and maintaining a positive working relationship in all interactions as a municipal employee.





# COMMUNITY ENGAGEMENT

Community engagement and education remains as one of the top priorities of the Municipal Enforcement Officers. Administration for the Municipal Enforcement Team works with the Town's Legislative Services team to create website pages, brochures and information snippets on Town Bylaws that are frequently enforced by the Officers. These education tools are featured on the Town's website, publications and shared on social media.

As required, the Municipal Enforcement Officers are present at various Town events to provide enforcement and event security, and to participate with the community. These events are patrolled using bikes (weather permitting) or on foot.



Trunk or Treat



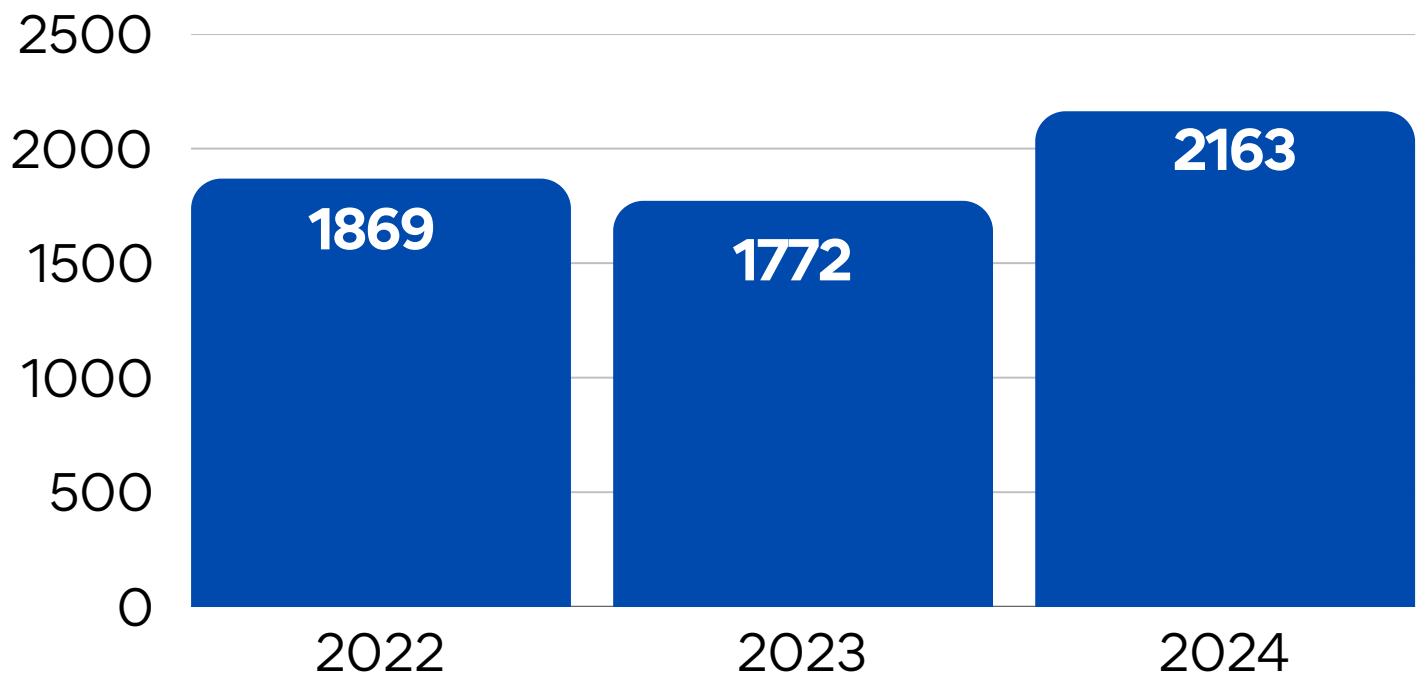
Run4Fun



Party In The Park

# STATISTICS

## TOTAL COMPLAINT STATISTICS



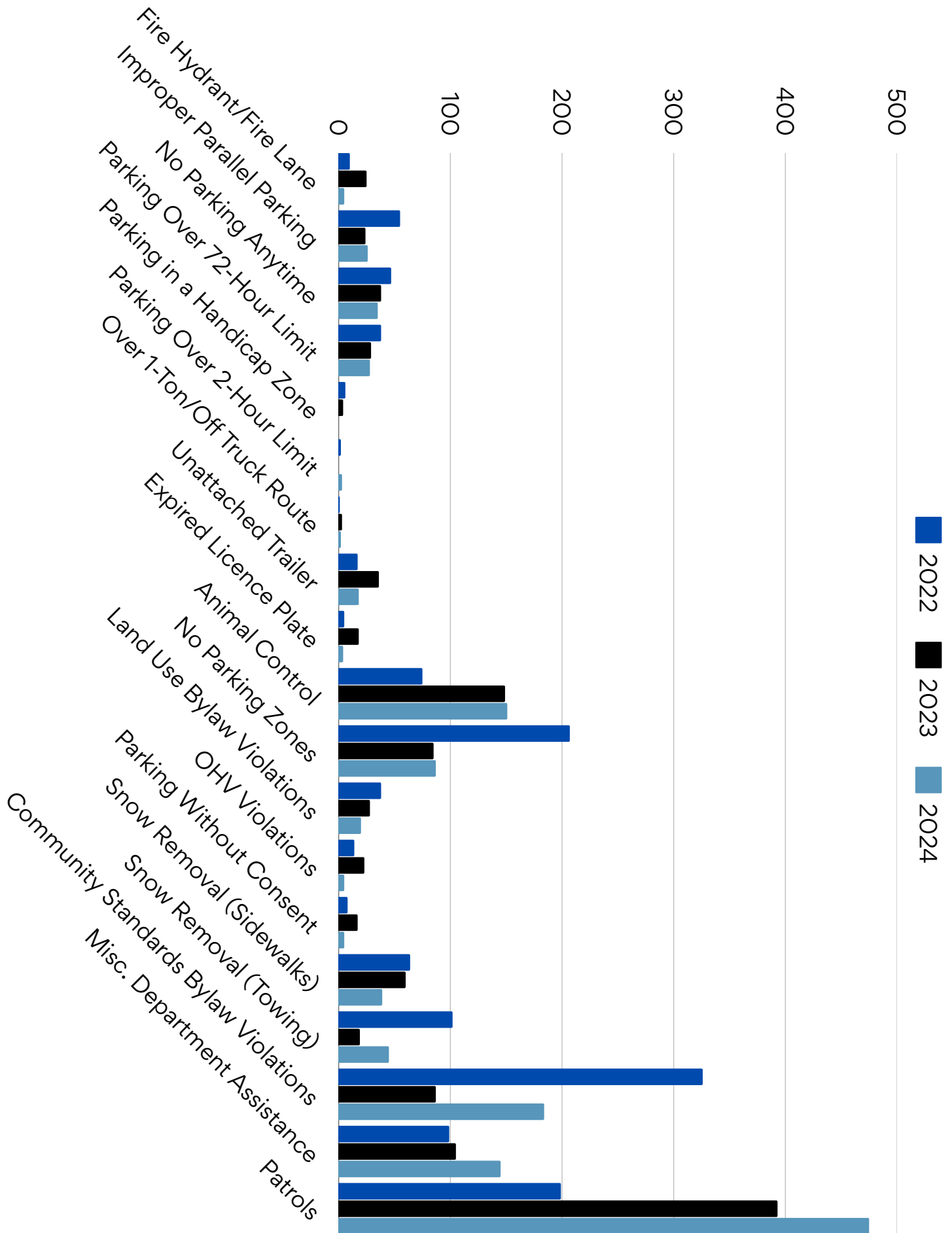
The statistics presented reflect the total number of complaints received by Municipal Enforcement Services. These numbers are impacted annually with ever changing increases and decreases in contraventions of law related to safety, health and welfare of our community.

Several factors relate to annual statistics changing, and may be related to new developments, improved infrastructure, improved signage, increased education by officer/public education tools, increased use of public parks and open spaces, level of staffing, private lands, and new residents.

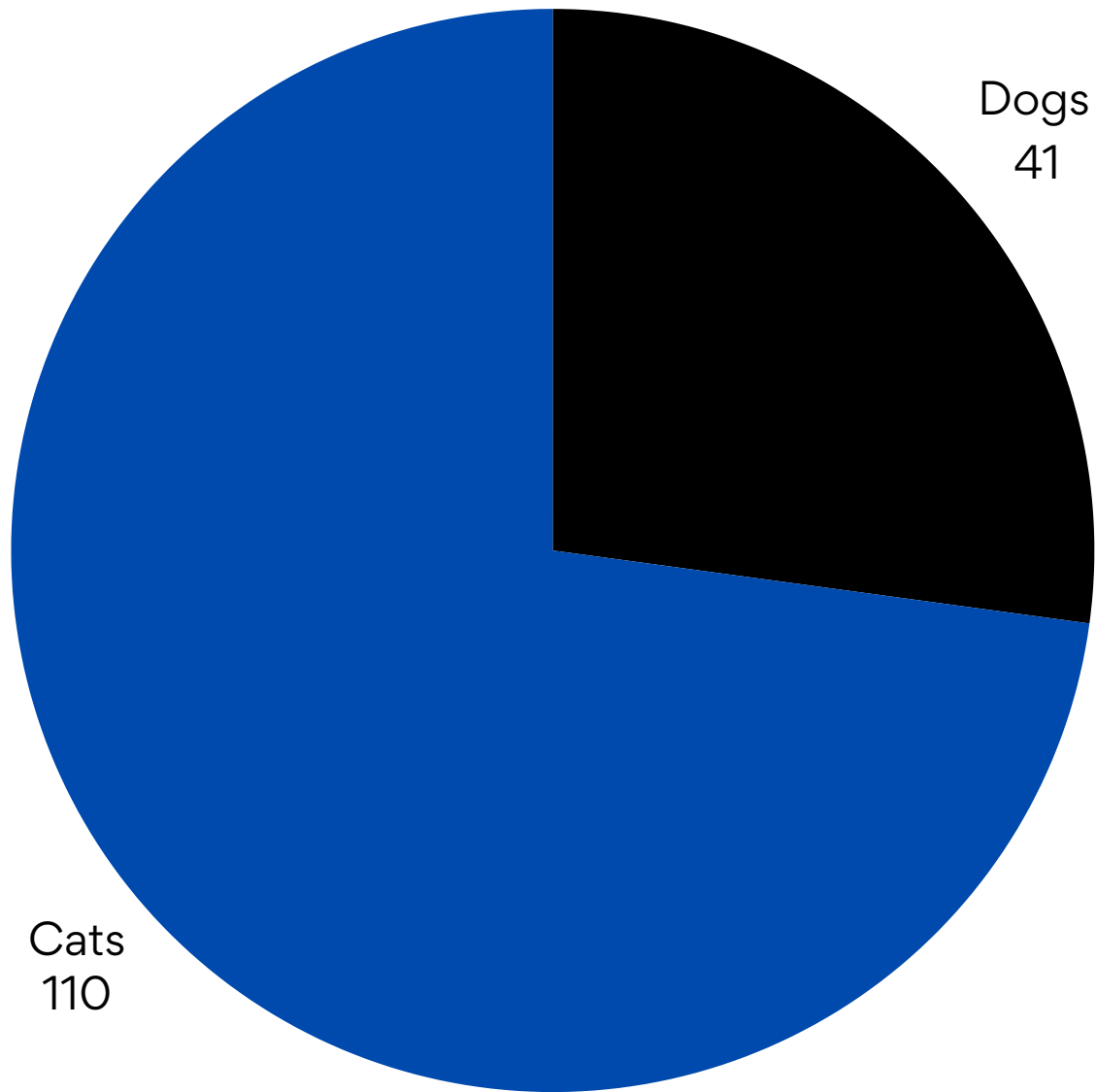
*\*In 2024, no formal complaints about the Municipal Enforcement Officers were received.*



# KEY ACTIVITY STATISTICS



# ANIMAL CONTROL STATISTICS



The statistics presented reflect the number of dogs and cats impounded in 2024.

A total of 151 dogs and cats were impounded in our community in 2024.

# CHANGES TO MUNICIPAL ENFORCEMENT

Municipal Enforcement Services saw a number of changes in 2024:

- Schedules have been adjusted to better serve the community.
- Body cameras were purchased for officer safety and accountability.
- New office location was set up at the old Town shop.
- Responsible Pet Ownership Bylaw was updated.
- Traffic Bylaw was updated.
- New patrol vehicle was purchased.
- Equipment purchased and installed for traffic duties for two of the Municipal Enforcement vehicles.
- New logo for Municipal Enforcement Services were outfitted on all of the Municipal Enforcement vehicles; and uniforms were updated.
- Peace Officer Aby Thomas was hired full time.



New Decals on Vehicles



New Uniform Patches



Responsible Pet Ownership Bylaw Changes





# LOOKING AHEAD

- Municipal Enforcement Officers will continue to take training in areas of enforcement to increase their skill sets.
- To better serve our community, Administration will continue to work with the Officers to adjust scheduling as required.
- Improved radio communications and dispatch are in the works for 2025.
- Officers will continue to offer their services and support at various community events throughout 2025.

The Community Safety Department and the Municipal Enforcement Team would like to thank Council for its continued support of the Municipal Enforcement Program within the Town of Whitecourt. In addition, the Team is thankful for the Town of Whitecourt and other outside agencies for their continued support.

The Municipal Enforcement Team remain committed to completing any necessary additions to improve, develop, and design an enhanced Peace Officer program in the Town of Whitecourt, and continuing to provide enforcement services to the Community. The Municipal Enforcement Team is looking forward to another great year of providing enforcement services to the community in 2025.



# CONTACT US



## **MUNICIPAL ENFORCEMENT SERVICES**

**Phone/**

780-778-2273

**Email/**

[peaceofficer@whitecourt.ca](mailto:peaceofficer@whitecourt.ca)

**Website/**

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

**Address/**

5004 52 Ave, PO Box 509  
Whitecourt, AB T7S 1N6



[WWW.WHITECOURT.CA](http://WWW.WHITECOURT.CA)