



GOVERNANCE AND PRIORITIES COMMITTEE MEETING AGENDA

Monday, September 18, 2023, 6 p.m.

3rd Floor - Council Chambers

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

			Pages
1.	<u>CALL TO ORDER</u>		
2.	<u>AGENDA</u>		
3.	<u>PRESENTATIONS</u>		
3.1	Outstanding Achievement Presentation - Brooklyn Ouellette, Lola Letendre, Rylea Letendre	David Wolanski	3
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4.	<u>DELEGATIONS</u>		
4.1	Council Delegation - Spruce Grove Public Library Board - 2024 Budget Presentation	David Wolanski	15
5.	<u>ADMINISTRATIVE UPDATES</u>		
5.1	2022 Automated Traffic Enforcement Annual Report	Chad Priebe, Lorne Adamitz	41
6.	<u>BYLAWS</u>		
6.1	C-1233-22 - Municipal Solid Waste Utility Bylaw	Kevin Stener	102
6.2	Community Standards Bylaw (CSB) - What We Heard Report, CSB 2.0 (Lift and Shift) Topics and Fines Review	Corey Levasseur, Wendy Boje	128
6.3	Land Use Bylaw Review of Alcohol and Cannabis Sales Regulations and Separation Distances	Lee Ann Beaubien	258
7.	<u>BUSINESS ITEMS</u>		

7.1	2023-2033 Fire Services Master Plan	Chad Priebe, Craig Heatherington	303
7.2	Report on Revenue Generation from Concrete Recycling	Kevin Stener	370
8.	<u>CLOSED SESSION</u>		
9.	<u>BUSINESS ARISING FROM CLOSED SESSION</u>		
10.	<u>ADJOURNMENT</u>		



REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: Outstanding Achievement Presentation - Brooklyn Ouellette, Lola Letendre, Rylea Letendre

DIVISION: Community & Protective Services

SUMMARY:

In keeping with Policy 6,014 Outstanding Achievement, this presentation will recognize the efforts of Brooklyn Ouellette, Lola Letendre, and Rylea Letendre, who are members of the U16 Team Alberta - Female Soccer, which won a bronze medal at an international level at the North America Indigenous Games held in Halifax, Nova Scotia on July 22, 2023.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The Outstanding Achievement Recognition Policy was developed to bring municipal recognition to Spruce Grove individuals, teams, groups, and organizations who have accomplished outstanding achievements in the fields of athletics, fine arts, academics, and cultural services at a provincial, national, or international level.

In September 2022, the ISCA (Indigenous Sports Council of Alberta) held soccer tryouts for Team Alberta. Brooklyn, Lola, and Rylea (all from Spruce Grove) made the U16 female team. They trained throughout the winter and spring with many practices, exhibition games, cultural events, and fundraising events. The North America Indigenous Games (NAIG) commenced on July 16 and the Prime Minister of Canada was there to help kick off the games. The girls played four games against other provinces and made it to the bronze medal match to play their fifth game and won against Team Manitoba. The memorable experience enabled them to meet

people from across North America, play a sport they love, represent Team Alberta and the City of Spruce Grove, all while learning about their Indigenous culture.

Congratulations is extended to these athletes on their amazing accomplishment and dedication to their sport.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



Outstanding Achievement Recognition Application Form

The Outstanding Achievement Recognition Program has been established to bring Municipal recognition to Spruce Grove individuals/ teams/ groups and organizations who have accomplished outstanding achievements in the fields of athletics, fine arts, academics, and cultural activities. It provides and opportunity to celebrate the achievements, as a community, with pride.

Please direct inquires and application to:
City of Spruce Grove, Community & Protective Services Division
315 Jespersen Avenue, Spruce Grove, AB, T7X 3E8

1. **NAME OF INDIVIDUAL OR GROUP TO BE RECOGNIZED:**

Brooklyn Ouellette, Lola Letendre, Rylea Letendre (U16 Team Alberta - Female Soccer)

(If application is to be made for a group, use page 2 of this document)

Address: _____

Phone: (Home) _____ (Work) _____

2. **FOR TEAMS, PLEASE LIST:**

a) # of local participants (Spruce Grove Residents) 3

b) # of non local participants _____

3. **TYPES OF COMPETITION/ EVENT:**

Visual Arts Performing Arts Literary Arts Athletics Academics
 Other _____
(List type)

4. **NAME OF COMPETITION/ EVENT:** NAIG (North America Indigenous Games)

5. **LEVEL:** Provincial National International Invitational _____
(List type)

6. **NAME OF ORGANIZATION WHICH SANCTIONS/RECOGNIZES EVENT:**

ISCA (Indigenous Sports Council of Alberta) Phone: 780-585-3343

7. **PLACEMENT/AWARD RECEIVED:** Bronze Medal

8. **DATE RECEIVED:** July 22, 2023 **LOCATION:** Halifax, Nova Scotia

9. **CONTACT FOR FURTHER INFORMATION:** _____

Address: _____

Phone: (Home) _____ (Work) _____

E-mail Address: _____

Date: _____



NAIG 2023 JAAN

HALIFAX NOVA SCOTIA





REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: Outstanding Achievement Presentation - Spruce Grove Aerials Gymnastics Club

DIVISION: Community & Protective Services

SUMMARY:

In keeping with Policy 6,014 Outstanding Achievement, this presentation will recognize the efforts of members of the Aerials Gymnastics Club at the Xcel Championships held in Lethbridge, Alberta, the Provincial Championships held in Calgary, Alberta, the Compulsory Championships held in Airdrie, Alberta, the Western Canadian Championships held in Spruce Grove, Alberta, and the Canadian National Championships held in Richmond, British Columbia.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The Outstanding Achievement Recognition Policy was developed to bring municipal recognition to Spruce Grove individuals, teams, groups, and organizations who have accomplished outstanding achievements in the fields of athletics, fine arts, academics, and cultural services at a provincial, national, or international level.

Members of the Spruce Grove Aerials Gymnastics Club had a very successful season. While competing in the Xcel Championships, the Provincial Championships, the Compulsory Championships, the Western Canadian Championships, and the Canadian National Championships, members achieved various first, second and third placements in their level.

The Aerials hosted the Western Canadian Championships, and Naomi Nernberg was the first female athlete in the Club's history to compete.

Congratulations is extended to these athletes on their amazing accomplishment and dedication to their sport.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



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City of Spruce Grove, Community & Protective Services Division
315 Jespersen Avenue, Spruce Grove, AB, T7X 3E8

1. **NAME OF INDIVIDUAL OR GROUP TO BE RECOGNIZED:**

Spruce Grove Aerials Gymnastics Club

(If application is to be made for a group, use page 2 of this document)

Address: _____

Phone: (Home) _____ (Work) _____

2. **FOR TEAMS, PLEASE LIST:**

a) # of local participants (Spruce Grove Residents) _____

b) # of non local participants _____

3. **TYPES OF COMPETITION/ EVENT:**

Visual Arts Performing Arts Literary Arts Athletics Academics
 Other _____
(List type)

4. **NAME OF COMPETITION/ EVENT:** Xcel Championships, Provincials, Compulsory, Western Canadian, Canadian

5. **LEVEL:** Provincial National International Invitational _____
(List type)

6. **NAME OF ORGANIZATION WHICH SANCTIONS/RECOGNIZES EVENT:**

Alberta Gymnastics Federation Phone: 403-259-5500

7. **PLACEMENT/AWARD RECEIVED:** Various - 1st, 2nd and 3rd placements

8. **DATE RECEIVED:** April and May 2023 **LOCATION:** Lethbridge, Calgary, Airdrie, Spruce Grove, Richmond

9. **CONTACT FOR FURTHER INFORMATION:** _____

Address: _____

Phone: (Home) _____ (Work) _____

E-mail Address: _____

Date: _____





REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: Outstanding Achievement Presentation - Ryder Rattee

DIVISION: Community & Protective Services

SUMMARY:

In keeping with Policy 6,014 Outstanding Achievement, this presentation will recognize the efforts of Ryder Rattee at a provincial and national level at the Alberta School Athletics Association High (ASAA) School Provincials held in Edmonton, Alberta, the Alberta Summer Games held in Okotoks, Alberta, the Bell Canadian National Championships Track and Field held in Langley British Columbia, and the Legion Nationals held in Sherbrooke, Quebec.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The Outstanding Achievement Recognition Policy was developed to bring municipal recognition to Spruce Grove individuals, teams, groups, and organizations who have accomplished outstanding achievements in the fields of athletics, fine arts, academics, or cultural services at a provincial, national, or international level.

Ryder had a fast and furious start to his first track season. In grade 11, Ryder reluctantly joined the high school track team, and at the first track meet ran the 400m, 800m, and 1500m. Ryder did extremely well and continued to win all the way through to the ASAA high school provincials where he won Gold in the 800m and 400m and broke the junior provincial record. Ryder went from reluctantly joining the team and thinking he would quit once the season finished to working with the coach and training with Running Room Athletics Club.

Ryder qualified for the Alberta Summer Games and had great success in Okotoks. A week later he was a part of the Running Room U20 4x400m relay team to compete at Bell Canadian National Championships in Langley. What an experience running with Canada's future Olympians and sharing the track with current ones. Ryder won the Bronze medal in the 400m, and his team were the Canadian Champions taking home a Gold medal.

Ryder then competed at Legion Nationals in Sherbrooke as part of the Alberta Provincial Track Team. He left there the U18 400m champion and a double bronze medalist team member of both the 4x100m and 4x400m relays. Ryder also placed fourth in the 800m and ran a personal best. It's an amazing ending to a whirlwind 3-month track career. Ryder is looking forward to his first experience with indoor track this season.

Congratulations is extended to Ryder on his amazing achievements and dedication to his sport.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



Outstanding Achievement Recognition Application Form

The Outstanding Achievement Recognition Program has been established to bring Municipal recognition to Spruce Grove individuals/ teams/ groups and organizations who have accomplished outstanding achievements in the fields of athletics, fine arts, academics, and cultural activities. It provides and opportunity to celebrate the achievements, as a community, with pride.

Please direct inquires and application to:
City of Spruce Grove, Community & Protective Services Division
315 Jespersen Avenue, Spruce Grove, AB, T7X 3E8

1. **NAME OF INDIVIDUAL OR GROUP TO BE RECOGNIZED:**

Ryder Rattee

(If application is to be made for a group, use page 2 of this document)

Address: _____

Phone: (Home) _____ (Work) _____

2. **FOR TEAMS, PLEASE LIST:**

a) # of local participants (Spruce Grove Residents) _____

b) # of non local participants _____

3. **TYPES OF COMPETITION/ EVENT:**

Visual Arts Performing Arts Literary Arts Athletics Academics
 Other _____
(List type)

4. **NAME OF COMPETITION/ EVENT:** ASAA High School Provincials, Alberta Summer Games, Canadian Championships, Legion Nationals _____

5. **LEVEL:** Provincial National International Invitational _____
(List type)

6. **NAME OF ORGANIZATION WHICH SANCTIONS/RECOGNIZES EVENT:**

Alberta Sport & Athletics; Bell Canadian & Legion Athletics Canada **Phone:** _____

7. **PLACEMENT/AWARD RECEIVED:** 7 Gold Medals, 1 Silver Medal, 3 Bronze Medals

8. **DATE RECEIVED:** June, July, August 2023 **LOCATION:** Edmonton, Okotoks, Langley, Sherbrooke

9. **CONTACT FOR FURTHER INFORMATION:** _____

Address: _____

Phone: (Home) _____ (Work) _____

E-mail Address: _____

Date: _____



REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: Council Delegation - Spruce Grove Public Library Board - 2024 Budget Presentation

DIVISION: Community & Protective Services

SUMMARY:

The Spruce Grove Public Library Board provides an update of their activities and presents their budget request to Council annually.

PROPOSED MOTION:

A motion is not required.

BACKGROUND/ANALYSIS:

Rudy Zacharias, Finance Chair, and Leanne Myggland-Carter, Library Director of the Spruce Grove Public Library Board (the "Board") are in attendance to keep Council informed of the activities of library services within Spruce Grove, and to present the Library's 2024 budget request from Council. The purpose of the presentation is to ensure the sustainability and sufficiency of the library service in Spruce Grove as directed by the community in the Board's strategic planning process.

The Board is recognized as a Management Board under Bylaw No. 327 of the City of Spruce Grove and is governed by the Alberta *Libraries Act*. The Board consists of no more than 10 members, two of which are members of Council. The Board currently operates with seven members of the public and two City Councillors.

Library Budget Process

The following is the Board's current budget process as outlined in the Memorandum of Understanding between the City of Spruce Grove and the Board, dated September 27, 2018:

6.1 Budget Process

The Board and administration of the Library prepare the library's annual budget in accordance with the *Libraries Act* and in accordance with dates established by Council to facilitate Council's budget deliberations.

As per the *Libraries Act*, the Board annually requests from Council a grant for the purposes of supplying library services, resources, and programs to the community. Direct payments are excluded from those which the annual municipal operating grant is intended to cover.

The Board determines the amount of the municipal operating grant request according to the Library's strategic planning process.

The Board meets with Council to present the Library's operating and capital budget requests as well as updates to its Plan of Service, at a time agreed upon by the Board and Council, with the format of presentation determined by the Board.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

The Library's request for increased funding will be considered as part of the City's Corporate Plan deliberations.

For context, the City's base level grant funding for the Library in 2023 was \$1,068,131.

The Board's request for 2024 is \$1,137,263 which constitutes a 6.5 per cent increase over 2023.

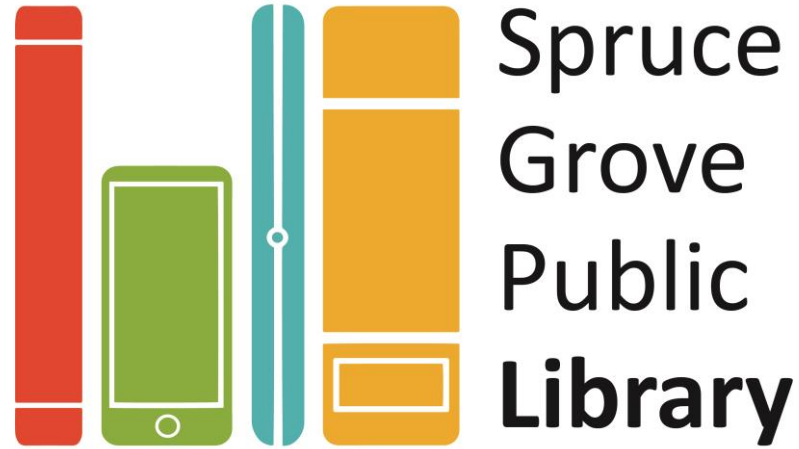
The anticipated requests for future year budget amounts are:

- 2025 is \$1,736,347. This constitutes an additional 3.4 per cent over the 2024 request, plus an additional \$560,000 anticipated ongoing increase related directly to the Civic Center Library Branch expansion. The combined increase is a total 53 per cent increase.
- 2026 is \$1,822,800. This includes an additional 5 per cent increase over 2025 and reflects the continuation of the funding increase for the Civic Center Library Branch operations started in 2025.

There are also ongoing operating costs borne by the City, not included in the Board's budget, to support the lifecycle maintenance, utilities (power and natural gas), janitorial costs, and required equipment rental. For 2024 these budgeted items total \$105,280.

There are also only two years remaining on debt-servicing on the current library building with a total remaining cost of \$339,509.

The \$560,000 operating cost for the Civic Center Library Branch is an estimate at this point. Confirmed Civic Center operating cost estimates for the Library Branch will be available for the 2025 budget to be presented to Council in 2024.



Spruce
Grove
Public
Library

Presents
2024-2026
State of the Library

SGPL 2019-2023 Guiding Principles

Vision

To be recognized as a community champion of equality, collaboration, and inspiration.

Mission

Build Connections. Strengthen Community. Transform Lives.

Values

- intellectual freedom, and access to knowledge for all
- treating everyone with dignity, respect, courtesy and compassion
- providing quality service without bias
- encouraging innovation and personal development
- recognizing and valuing the contributions of staff and volunteers
- appreciating and responding to the diversity of our community

2024-2026 Strategic Plan of Service *NEW*

SNEAK PEEK

Still in development, the following 4 goals and action-based pillars have been identified:

1. Excellent collection, program, and service experienced by all (Provide and sustain collections, programs, and services that respond to community need)
2. Trusted opportunities, connections, and relationships with all (Identify and improve diversity, equity, and inclusion in everything we do)
3. Recognition as an influencer, accessibility advocate, and sustainability champion (Prepare for and respond to future environmental and infrastructure needs)
4. Identity as a key community stakeholder and collaborative recipient of provincial and municipal funding (Establish and ensure effective governance that encourages organizational excellence)

What to expect...



REFLECTION: Look back at 2022



CONNECTION: Watch us in 2023



PROJECTION: Focus ahead to **2024 - 2026**



PRIORITIZATION: Zoom in on 2024



CONVERSATION: Q & A



REFLECTION: 2022 Annual Report



The library had 2,600 open hours in 2022!



5,552 people have a card at our library



173,927 people walked through our doors last year



In addition to 80,839 website visits



The library added 4,241 new items last year



Bringing the total collection to 66,728



There were 59,864 downloads of e-Content



Contributing to a total of 233,827 checkouts!



We lent our items to libraries outside of our community 28,353 times



Our service is delivered by 29 dedicated staff



And 7 amazing volunteers



The library has 10 public computers



And brought in 56,223 items upon patron request



We answered 1,288 reference questions



And our meeting spaces were booked 15 times



mobile devices available for loan



We offered 468 in-person programs



83 virtual programs



And 128 digital literacy programs



32,201 people attended in total!



And our Wi-Fi had 197,534 connections!

Items Loaned

233,827

Program Participants

32,201

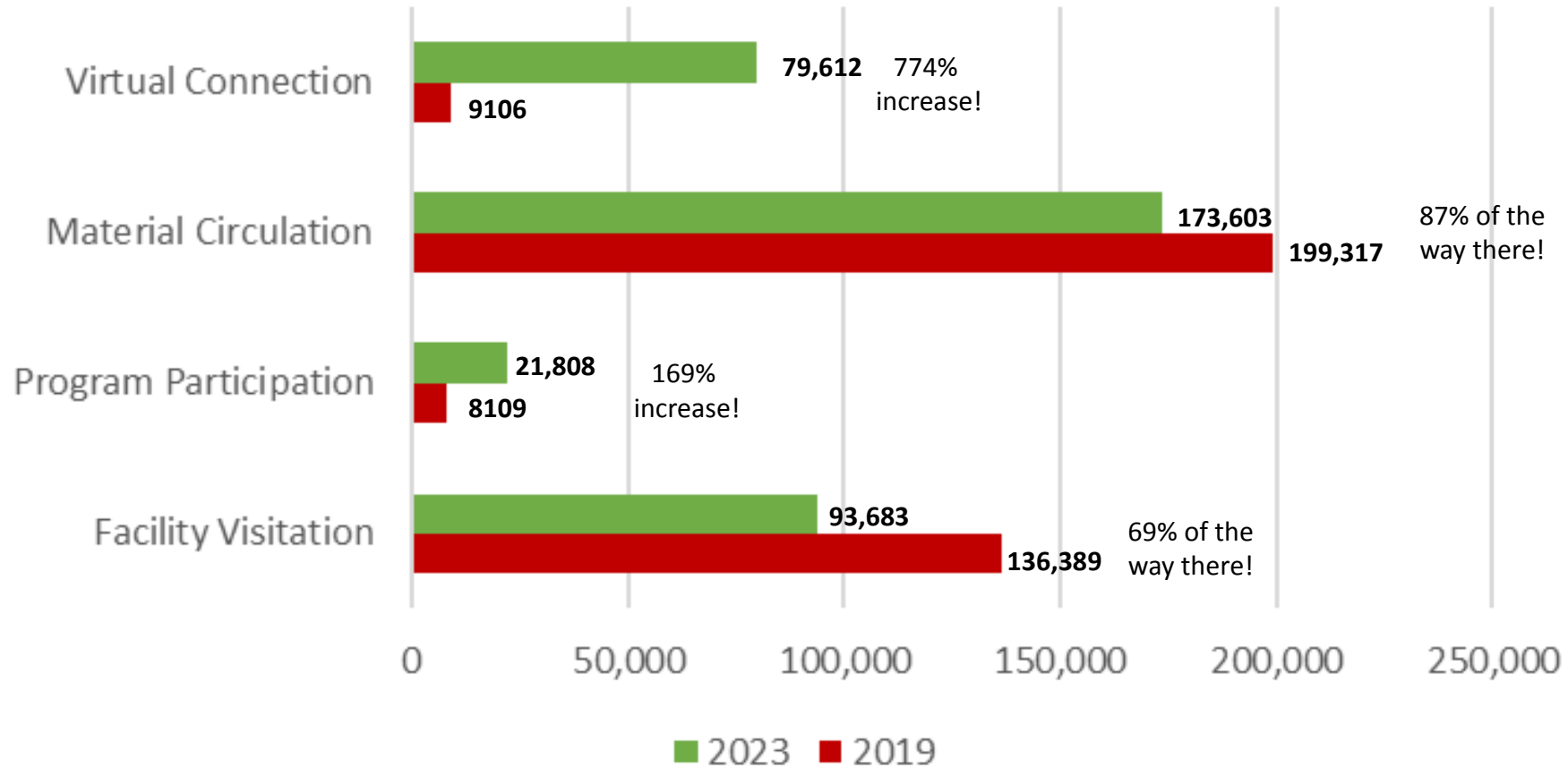
Wi-Fi Connections

197,534



REFLECTION: Pandemic Recovery as of July 31, 2023

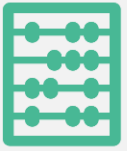
2023 and 2019 Comparison





CONNECTION: People, Places, Partners





PROJECTION: Looking ahead to 2025 & 2026



BEST PRACTICES FOR PUBLIC LIBRARIES IN ALBERTA

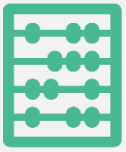


JULY 2018

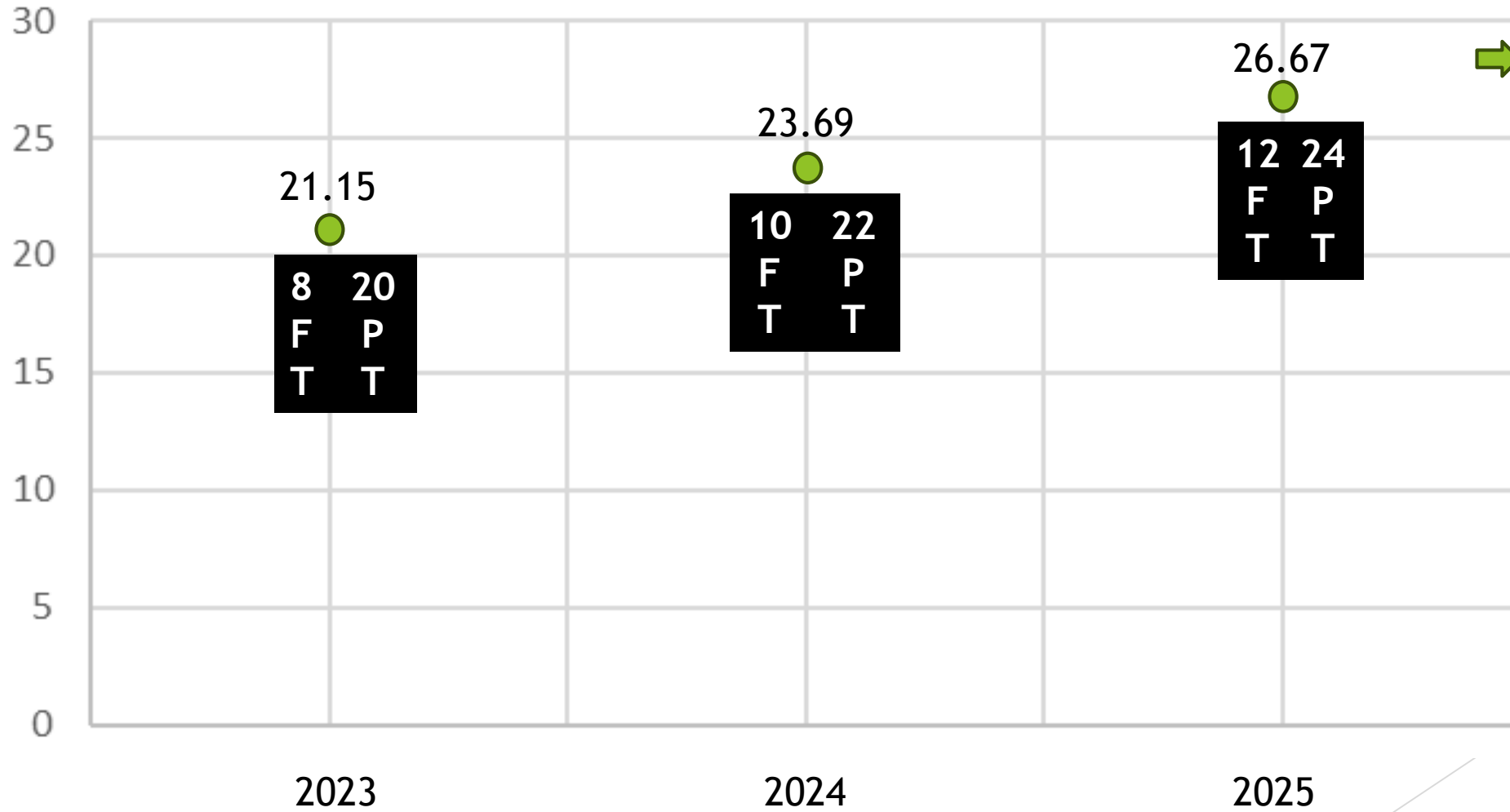
This guiding document provides:

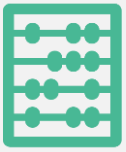
- points of reference for SGPL Board visioning and self-evaluation
- recommended expectations for City of Spruce Grove and other partners
- quantitative values based on current population* calculations

*All population statistics were calculated using Alberta's Regional Dashboard population growth website

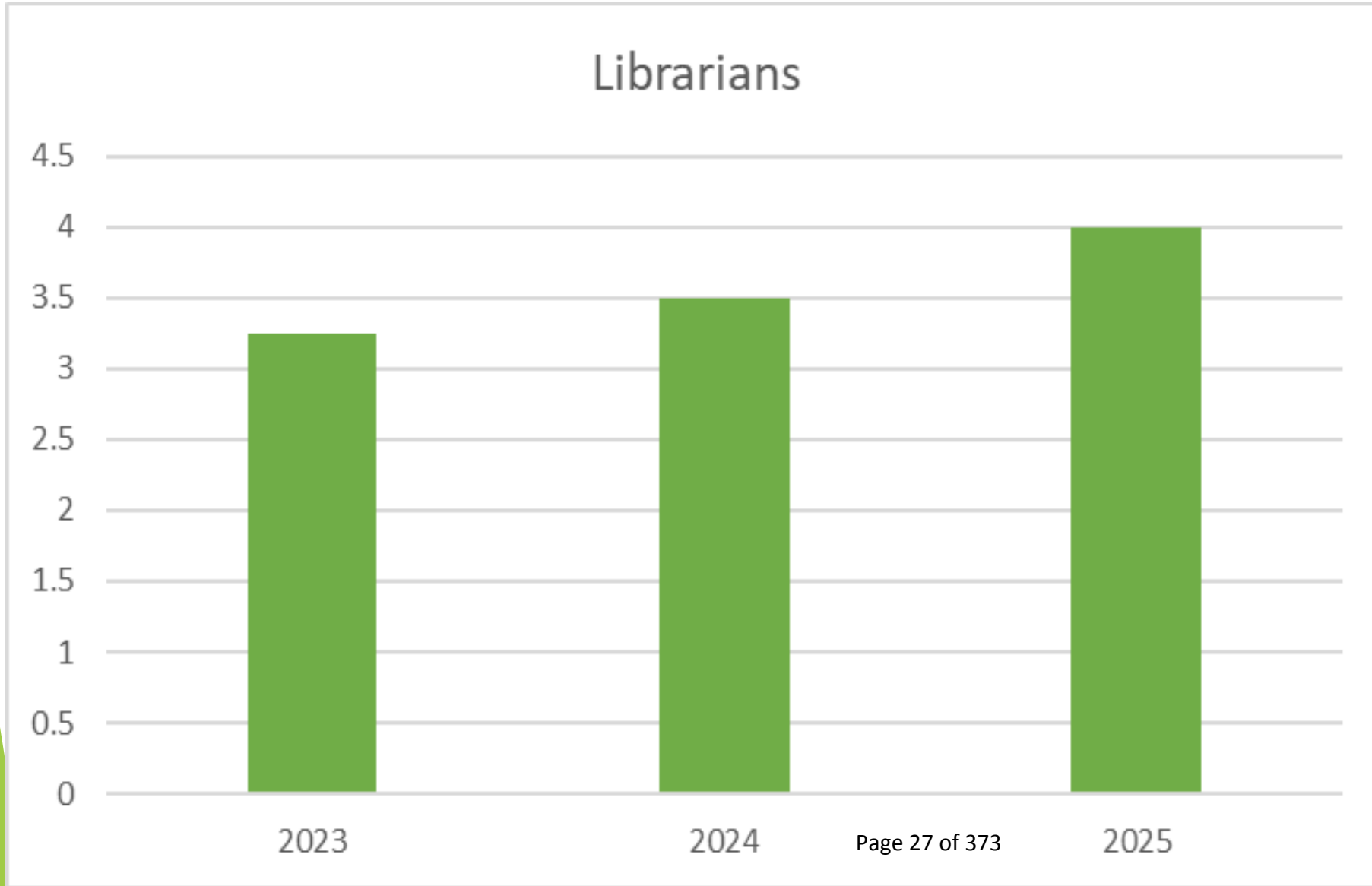


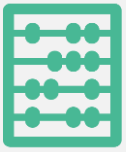
PROJECTION: Staff Full Time Equivalents



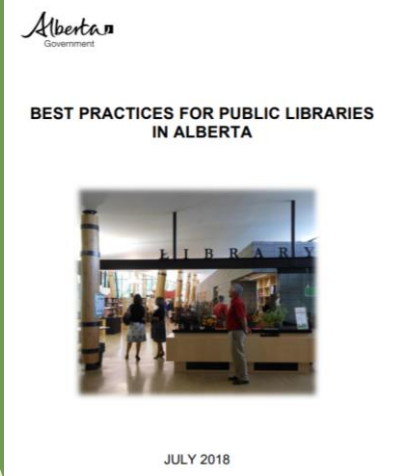
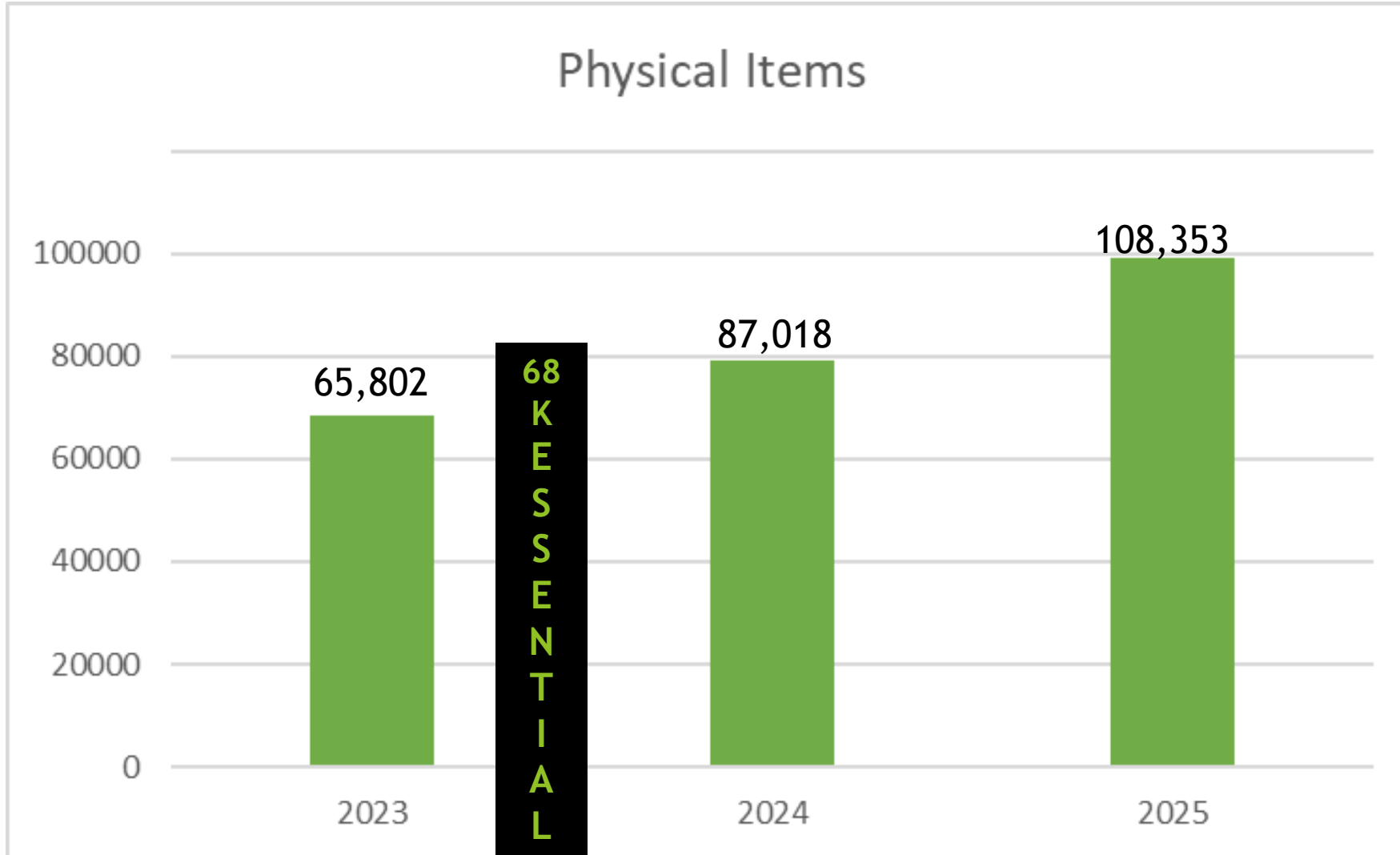


PROJECTION: Staff Librarianship



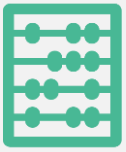


PROJECTION: Materials as of July 31, 2023



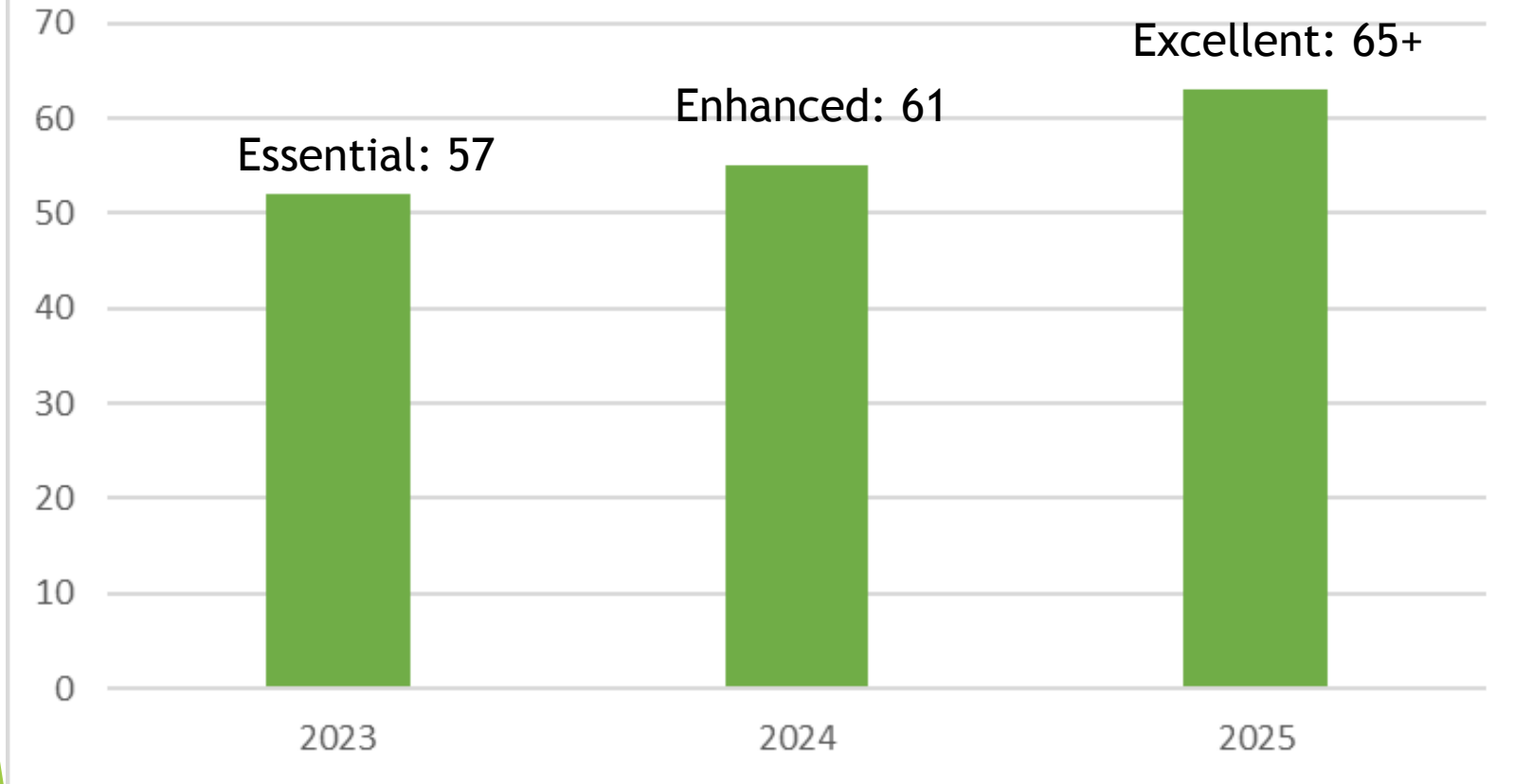


That's a total savings of **\$39,082** for just three cardholder accounts!



PROJECTION: Hours of Operation

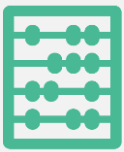
Hours Open to Public in a Typical Week



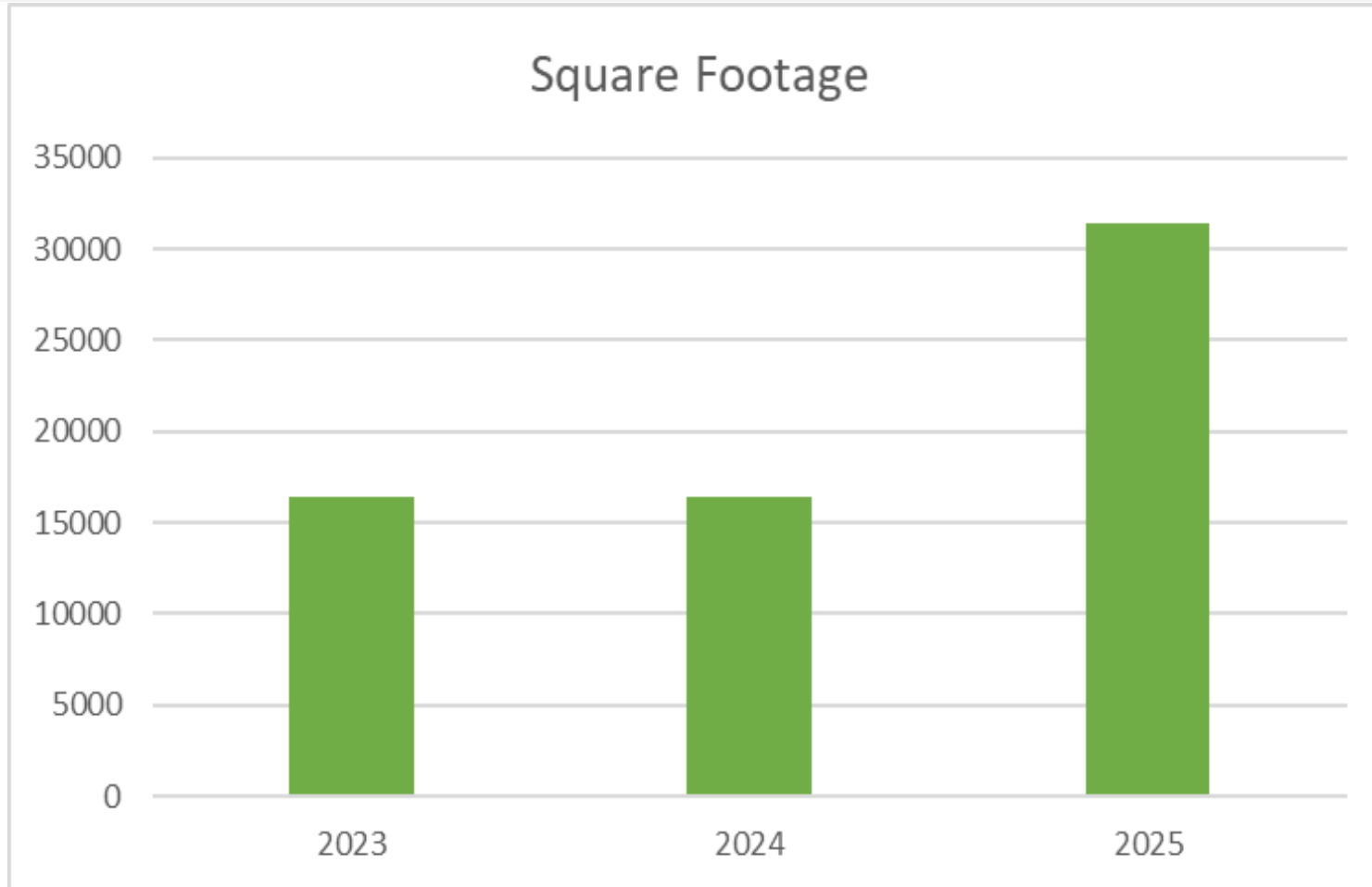
SGPL is closed on statutory holidays.

This best practice also includes reference to being open 52 weeks a year as a level of Excellence





PROJECTION: Facility and its Technology



Resulting from Best Practices calculations used for SGPL's 2017 Needs Assessment, a per person requirement of **0.76ft²** has been used to maintain a baseline and year-to-year continuity when striving for recommended enhanced levels of space.



Inclusion

Indigenous

[Become an Ally](#)

[Indigenous Reads](#)

[Indigenous Resources](#)

[Welcome to Our Gathering Place](#)

DEI

[Diversity FAQ](#)

[Pride Storytime FAQ](#)

[Accessibility Services](#)

[Diversity & Inclusion Reads](#)

Become an Ally

Being an ally is about disrupting oppressive spaces by educating others on the realities and histories of marginalized people.

Resources for more information:

- [Indigenous Ally Toolkit](#)
- [Ally Bill of Responsibilities](#)
- [The Canadian Encyclopedia](#)





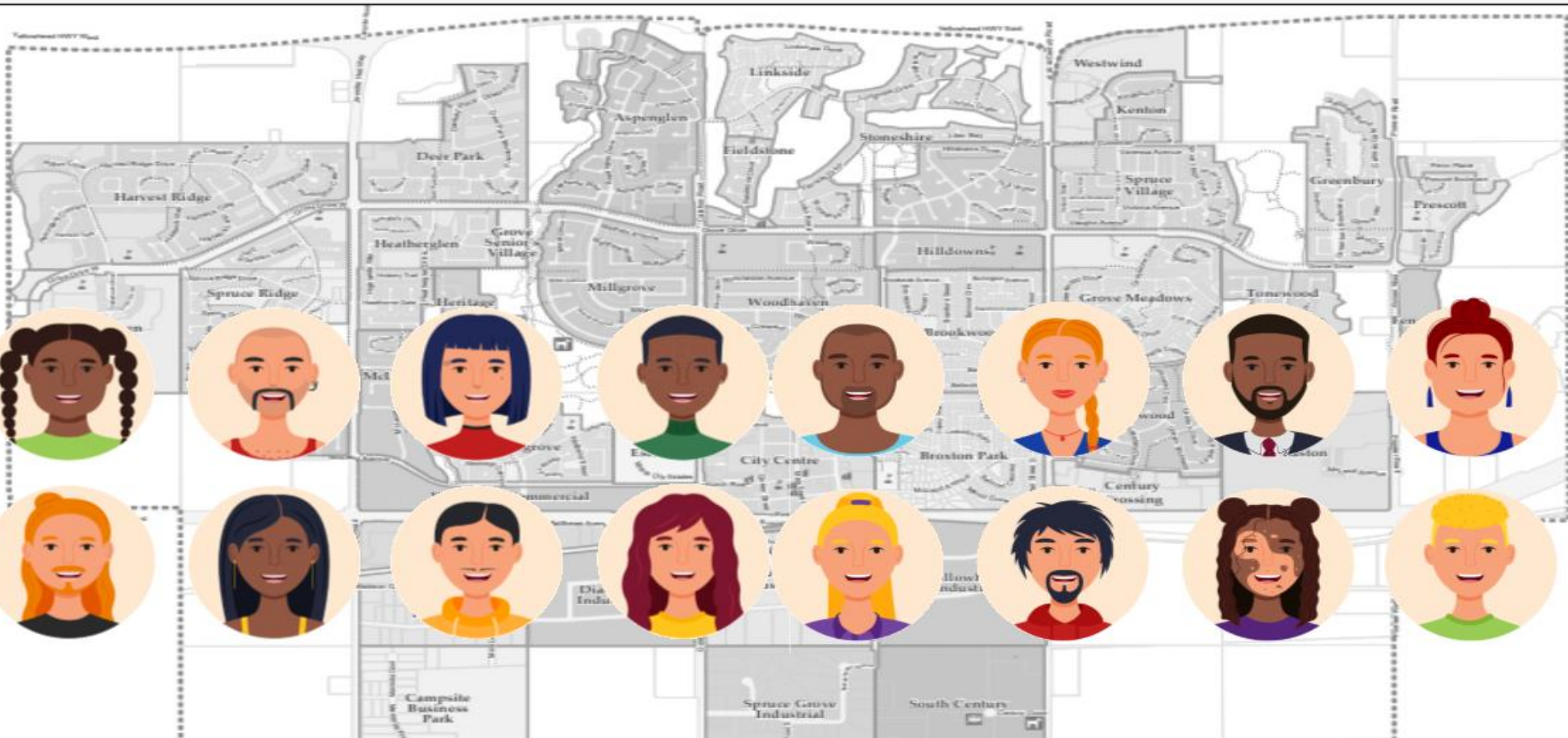
PRIORITIZATION: Zoom in on 2024 EXPENSES

Expense			
HUMAN RESOURCES			
	\$1,439,922	\$1,771,655	\$1,860,335
OPERATIONS			
	\$91,150	\$106,392	\$113,453
SERVICES			
	\$28,500	\$31,950	\$32,423
CAPITAL REPLACEMENT			
City of Spruce Grove - COLLECTION	\$0	\$0	\$0
City of Spruce Grove - TECHNOLOGY	\$0	\$0	\$0
City of Spruce Grove - FF&E (Furniture, Fixtures, & Equipment)	\$0	\$0	\$0
Yellowhead Regional Library - COLLECTION (Population Allotment)	\$40,000	\$40,000	\$40,000
	\$40,000	\$40,000	\$40,000
ASSET PLANNING			
COLLECTION (Physical)	\$0	\$100,000	\$100,000
COMPUTERS (Public)	\$0	\$30,000	\$35,000
COMPUTERS (Staff)	\$0	\$0	\$35,000
EQUIPMENT	\$0	\$30,000	\$25,000
FURNITURE	\$0	\$45,000	\$0
	\$0	\$205,000	\$195,000
TOTAL EXPENSE	\$1,559,572³	\$2,154,997	\$2,241,211



PRIORITIZATION: Zoom in on 2024 **INCOME**

2024-2026 Financial Plan & 2024 Income-Expense Budget		2024	2025	2026
		Pending	Proposed	Proposed
OPERATING GRANTS				
	TOTAL INCOME	\$1,449,406	\$2,048,406	\$2,135,206
OPERATING REVENUE				
	TOTAL INCOME	\$44,500	\$47,750	\$47,750
OTHER GRANTS & REVENUE				
	TOTAL INCOME	\$38,000	\$40,750	\$40,750
CAPITAL REPLACEMENT				
City of Spruce Grove - COLLECTION		\$0	\$0	\$0
City of Spruce Grove - TECHNOLOGY		\$0	\$0	\$0
City of Spruce Grove - FF&E (Furniture, Fixtures, & Equipment)		\$0	\$0	\$0
Yellowhead Regional Library - COLLECTION (Population Allotment)		\$40,000	\$40,000	\$40,000
ASSET PLANNING				
COLLECTION (Physical)		\$0	\$0	\$0
COMPUTERS (Public)		\$0	\$0	\$0
COMPUTERS (Staff)		\$0	\$0	\$0
EQUIPMENT		\$0	\$0	\$0
FURNITURE		\$0	\$0	\$0
	TOTAL INCOME	\$1,571,906	\$2,176,906	\$2,263,706



\$2,311,588

Thank you



Spruce Grove Public Library

Annual Report 2022



The library had **2,600** open hours in 2022!



5,552 people have a card at our library



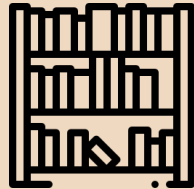
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In addition to **80,839** website visits



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Bringing the total collection to **66,728**



There were **59,864** downloads of e-Content



Contributing to a total of **233,827** checkouts!



We lent our items to libraries outside of our system **28,353** times



Our service is delivered by **29** dedicated staff



And **7** amazing volunteers



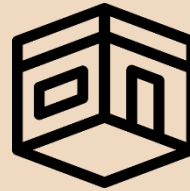
The library has **10** public computers



And brought in **56,223** items upon patron request



We answered **1,288** reference questions



And our meeting spaces were booked **15** times



mobile devices available for loan



We offered **468** in-person programs



83 virtual programs



And **128** digital literacy programs



32,201 people attended in total!



And our Wi-Fi had **197,534** connections!

Backgrounder for SGPL's State of the Library Presentation to Council

Slide 6 REFLECTION: Pandemic Recovery as of July 31, 2023

- The “is this be correct” 774% increase to Virtual Connection (WiFi Session Data) is the result of the increasingly significant shift from in-house (operational hours only) public computer use to in-house and outside (after hours) personal device use first reported to you last year
- This “wow, can this be true” 169% increase to program participation is the result of new and renewed community partnerships that extend our reach to new library users as well as expand our programs, services, and resources to more local organizations and groups

Slide 8 PROJECTION: Looking ahead to 2025 & 2026

- In 2021 and 2022, the Alberta Regional Dashboard predicted Spruce Grove population growth to be increasing at a rate of 1.46%; as of February 2023, this value increased to 3.06%. In order to not over-inflate our data and remain consistent with the two previous years, although using the 38,985 (2023 Census) data, this presentation continues to use the 1.46% increase prediction for this presentation’s calculations.

Slide 9 PROJECTION: Staff Full Time Equivalentents

- With appreciation for the support we receive from the City of Spruce Grove, SGPL has consistently—year after year—achieved enhanced-excellent levels of
 - Manager experience and years of service
 - Full-time programming positions on staff
 - IT Staff On-Site ✓
 - Completed Professional Development

Slides 9 & 10 PROJECTION: Staff Full Time Equivalentents & Librarianship

- Essential 0.5 FTE/1000 and 1 MLIS/10,000 = 20 FTEs
- Enhanced 0.7/1000 and 1 MLIS/10,000 = 28 FTEs
- Excellent 1 FTE/1000 and 1 MLIS/10,000 = 40 FTEs

Slide 11 PROJECTION: Materials as of July 31, 2023

- Rounding up 38,985 2023 Census to recommendations for a population 40,001 - 60,000
 - Essential 1.7 items/capita = 68,000 (SO close)
 - Enhanced 2.2 items/capita = 88,000
 - Excellent 2.7+ items/capita = 108,000

Slides 16 & 17 PRIORITIZATION: Zoom in on 2024 Expenses & Income

- The 2024-2026 SGPL Financial Plan is attached to this document.

City of Spruce Grove Library Board

2024-2026 Financial Plan & 2024 Income-Expense Budget

	Motion								
	2024			2025			2026		
	Pending	% +/-	\$ +/-	Proposed	% +/-	\$ +/-	Proposed	% +/-	\$ +/-
OPERATING GRANTS									
Province of Alberta Municipal Affairs	\$208,702	12%	\$22,000	\$208,702	0%	\$0	\$208,702	0%	\$0
City of Spruce Grove	\$1,137,000	6%	\$68,869	\$1,736,000	53%	\$599,000	\$1,822,800	5%	\$86,800
County of Parkland	\$102,000	0%	\$0	\$102,000	0%	\$0	\$102,000	0%	\$0
Village of Spring Lake	\$1,704	0%	\$4	\$1,704	0%	\$0	\$1,704	0%	\$0
OPERATING REVENUE									
Replacement/Extended Loan Fees & ILL Costs Recovered	\$32,000	0%	\$0	\$32,000	0%	\$0	\$32,000	0%	\$0
Public Service Fees	\$10,000	0%	\$0	\$12,500	25%	\$2,500	\$12,500	0%	\$0
Meeting Room Fees	\$2,000	0%	\$0	\$2,500	25%	\$500	\$2,500	0%	\$0
Program Cost Recovery	\$500	0%	\$0	\$750	50%	\$250	\$750	0%	\$0
OTHER GRANTS & REVENUE									
Sponsorship	\$17,500	13%	\$2,000	\$20,000	14%	\$2,500	\$20,000	0%	\$0
Cash Donations	\$20,000	8%	\$1,500	\$20,000	0%	\$0	\$20,000	0%	\$0
Investment Interest	\$500	0%	\$0	\$750	50%	\$250	\$750	0%	\$0
Other *REMOVE*									
CAPITAL REPLACEMENT									
City of Spruce Grove - COLLECTION	\$0	Civic Ctr	\$0	\$0		\$0	\$0		\$0
City of Spruce Grove - TECHNOLOGY	\$0	Civic Ctr	\$0	\$0		\$0	\$0		\$0
City of Spruce Grove - FF&E (Furniture, Fixtures, & Equipment)	\$0	Civic Ctr	\$0	\$0		\$0	\$0		\$0
Yellowhead Regional Library - COLLECTION (Population Allotment)	\$40,000	11%	\$4,000	\$40,000	0%	\$0	\$40,000	0%	\$0
ASSET PLANNING									
COLLECTION (Physical)	\$0	Civic Ctr	-\$50,000	\$0		\$0	\$0		\$0
COMPUTERS (Public)	\$0	Civic Ctr	\$0	\$0		\$0	\$0		\$0
COMPUTERS (Staff)	\$0	Civic Ctr	-\$10,000	\$0		\$0	\$0		\$0
EQUIPMENT	\$0	Civic Ctr	-\$14,951	\$0		\$0	\$0		\$0
FURNITURE	\$0	Civic Ctr	\$0	\$0		\$0	\$0		\$0
TOTAL INCOME	\$1,571,906		-\$67,451	\$2,176,906		\$605,000	\$2,263,706		\$86,800
Expense									
HUMAN RESOURCES									
Wages and Benefits	\$1,408,422	6%	\$79,722	\$1,736,000	23%	\$327,578	\$1,822,800	5%	\$86,800
Contracted Services	\$6,500	18%	\$1,000	\$7,000	8%	\$500	\$7,500	7%	\$500
WCB Fees (Workers' Compensation Board)	\$5,000		\$5,000	\$6,150	23%	\$1,150	\$6,458	5%	\$308
Professional Fees	\$9,000	0%	\$0	\$9,300	3%	\$300	\$9,600	3%	\$300
Professional Development (Board)	\$2,500	-29%	-\$1,000	\$2,750	10%	\$250	\$3,000	9%	\$250

Professional Development (Staff)	\$3,500	0%	\$0	\$4,305	23%	\$805	\$4,520	5%	\$215
Diversity, Equity, and Inclusion	\$5,000	11%	\$500	\$6,150	23%	\$1,150	\$6,458	5%	\$308
OPERATIONS									
Bank Fees (Interest & Charges)	\$3,250	8%	\$250	\$3,500	8%	\$250	\$3,750	7%	\$250
Computer Maintenance (Upkeep & Peripherals)	\$15,000	7%	\$2,000	\$18,450	23%	\$3,450	\$20,000	8%	\$1,550
Computer Software (Subscriptions)	\$15,000			\$18,450	23%	\$3,450	\$20,000	8%	\$1,550
ILL Loss and Debt Collection	\$2,000	-20%	-\$500	\$2,250	13%	\$250	\$2,500	11%	\$250
Insurance	\$3,500	17%	\$500	\$5,000	43%	\$1,500	\$5,500	10%	\$500
Marketing	\$7,000	8%	\$500	\$7,500	7%	\$500	\$8,000	7%	\$500
Office	\$17,500	17%	\$2,500	\$21,525	23%	\$4,025	\$23,500	9%	\$1,975
Telephone *NEW*	\$5,200		\$5,200	\$6,396	23%	\$1,196	\$6,716	5%	\$320
Travel *NEW*	\$2,700		\$2,700	\$3,321	23%	\$621	\$3,487	5%	\$166
Contingency	\$20,000	11%	\$2,000	\$20,000	0%	\$0	\$20,000	0%	\$0
SERVICES									
Programs and Events	\$17,500	52%	\$6,000	\$20,000	14%	\$2,500	\$20,000	0%	\$0
Hospitality (Governance)	\$1,500	50%	\$500	\$1,575	5%	\$75	\$1,654	5%	\$79
Hospitality (Operations)	\$7,500	150%	\$4,500	\$7,875	5%	\$375	\$8,269	5%	\$394
Meeting Room Maintenance	\$2,000		\$2,000	\$2,500	25%	\$500	\$2,500	0%	\$0
Special Projects	\$0		\$0	\$0		\$0	\$0		\$0
eBook Purchases (Digital Resources)	\$0		\$0	\$0		\$0	\$0		\$0
Other	\$0		\$0	\$0		\$0	\$0		\$0
CAPITAL REPLACEMENT									
City of Spruce Grove - COLLECTION	\$0	Civic Ctr	\$0	\$0		0	\$0		\$0
City of Spruce Grove - TECHNOLOGY	\$0	Civic Ctr	\$0	\$0		0	\$0		\$0
City of Spruce Grove - FF&E (Furniture, Fixtures, & Equipment)	\$0	Civic Ctr	\$0	\$0		0	\$0		\$0
Yellowhead Regional Library - COLLECTION (Population Allotment)	\$40,000	11%	\$4,000	\$40,000	0%	\$0	\$40,000	0%	\$0
ASSET PLANNING									
COLLECTION (Physical)	\$0	Civic Ctr	-\$20,000	\$100,000		\$100,000	\$100,000	0%	\$0
COMPUTERS (Public)	\$0	Civic Ctr	\$0	\$30,000		\$30,000	\$35,000		\$0
COMPUTERS (Staff)	\$0	Civic Ctr	-\$10,000	\$0		\$0	\$35,000		\$35,000
EQUIPMENT	\$0	Civic Ctr	\$1,277	\$30,000		\$30,000	\$25,000		-\$5,000
FURNITURE	\$0	Civic Ctr	\$0	\$45,000		\$45,000	\$0		-\$45,000
TOTAL EXPENSE	\$1,599,572		\$88,649	\$2,154,997		\$555,425	\$2,241,211		\$81,214
	-\$27,666		-\$156,100	\$21,909		\$49,575	\$22,495		\$5,586



REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: 2022 Automated Traffic Enforcement Annual Report

DIVISION: Community & Protective Services

SUMMARY:

The Automated Traffic Enforcement Annual Report is an annual report that releases Automated Traffic Enforcement (ATE) information to the public for the reporting year and allows Council to make informed decisions regarding future ATE operations.

The 2022 report is being brought forward to Council for their information.

PROPOSED MOTION:

A motion is not required

BACKGROUND / ANALYSIS:

ATE refers to those traffic law enforcement operations which are performed by either a fixed or mobile system in which the violator is not immediately stopped, but instead the registered owner is issued a violation notice in the mail. Although the fixed systems do not have an operator present at the time of the infraction, like the mobile systems, every infraction is reviewed and approved by a community peace officer.

The ATE Annual Report is an annual report that releases ATE information to the public for the reporting year and allows Council to make informed decisions regarding future ATE operations. The intent of this report is to increase the amount of analyzed data that is released through annual public reporting, thus enabling the public to make informed opinions on the effectiveness of the ATE program in Spruce Grove.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

The Community Road Safety Advisory Committee reviewed the 2022 report at their March 1, 2023 regular meeting and their comments have been incorporated into the report.

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



PROTECTIVE SERVICES AUTOMATED TRAFFIC ENFORCEMENT 2022 ANNUAL REPORT

Your City, Your Family, Our duty



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Introduction

Automated Traffic Enforcement (ATE) refers to those traffic law enforcement operations that are performed by either a fixed Intersection Safety Device (ISD), or mobile system in which the violator is not immediately stopped, but instead the registered owner is issued a violation notice in the mail. Although the fixed systems do not have an operator present at the time of infraction, like the mobile systems, every infraction is reviewed and approved by a community peace officer.

This report and its contents are in part a requirement of the Province for those communities that operate ATE. It is also to increase the amount of analyzed data that is released through annual public reporting, thereby enabling the public to make informed opinions on the effectiveness of the ATE program in Spruce Grove.

2022 was another year marked by change. In December 2021 the Government of Alberta released the updated Automated Traffic Enforcement Technology Guideline. This guideline required numerous program adjustments to be made. These adjustments were required to be phased in and implemented by December 1, 2022. The freeze implemented in 2019 prohibiting the addition of new ATE technologies or sites was extended by the Province until November 30th, 2023. This was to allow municipalities to operate a full year under the new regime and for the government to verify compliance with the new Automated Traffic Enforcement Technology Guideline.

2022 also marked the first full year where an Enforcement Services officer, one on each watch, was dedicated to solely conduct traditional traffic enforcement duties. The RCMP also assigned a dedicated municipal traffic resource.

In October 2022, upon the video analysis of collisions and recommendations made in consultation with the Community Road Safety Advisory Committee, the traffic light sequencing at Highway 16A and Campsite Road / Jennifer Heil was changed to a protected left hand turn lane. This resulted in a notable change in collisions at that location.

Traffic volumes measured at the 10 ISD sites yielded an increase of 1,037,488 more vehicles monitored in 2022 relative to 2021. This is indicative of a post Covid pandemic rebound.

The change in collision source data from the RCMP to Alberta Transportation impacted the ability to scrutinize the veracity of the data. Consequently, to properly assess meaningful traffic safety and driver behaviour change, it may take a few years to ensure comparisons are made against a consistent data source.

Stop Signs

Frequency of enforcement

In 2022, there were eight stop sign locations (sites) approved for monitoring. Six of these sites were monitored by ATE peace officers, which is one less than the previous year. Site 1269 was monitored in 2021 while in 2022 no enforcement hours were spent at that site. A total of 261 hours and 18 minutes of enforcement was conducted, in both an overt¹ and covert² capacity, for all sites combined. This is an increase of 76 hrs and 28 minutes of enforcement relative to 2021.



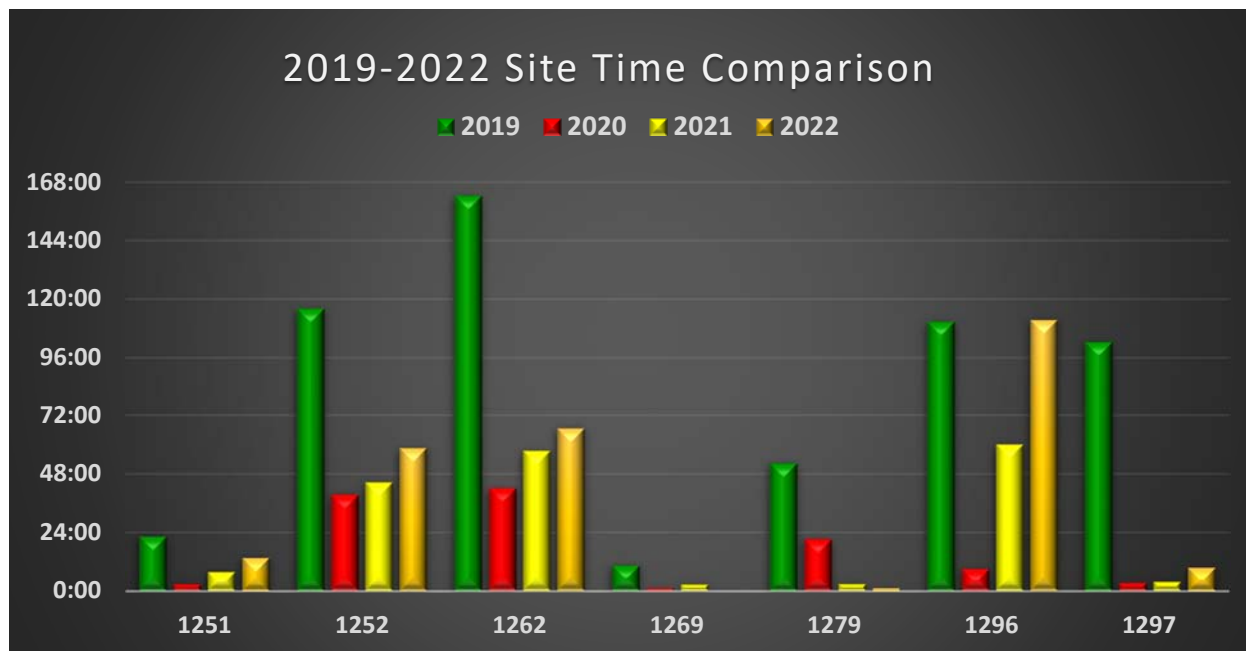
Stopping at a stop sign is required 24/7 therefore the maximum potential enforcement time for all eight sites for an entire year would equate to 70,080 hours. This means in 2022 the sampling of driver behaviour was only 0.37% of the potential time. This is a modest increase from 0.26% in 2021

A site time comparison is provided for the years 2019 to 2022 to illustrate the time spent per site during those years. It is of note that in 2020 Spruce Grove changed service providers which resulted in a transition period between different ATE providers. There was a period where no enforcement was conducted. Data in 2020 was further difficult to

¹ Overt means the ATE vehicle is clearly marked and visible to motorists.

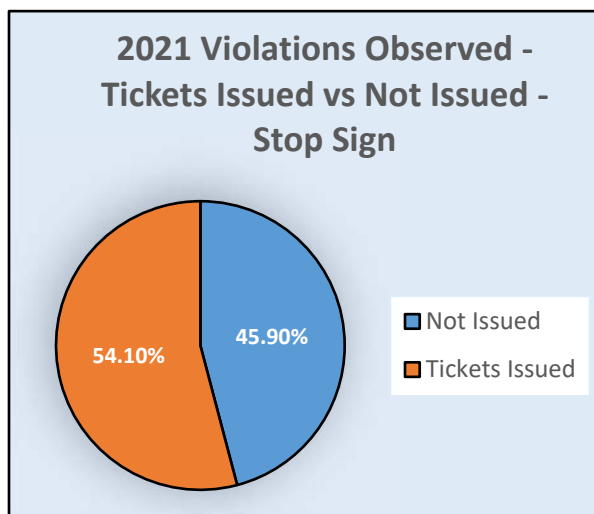
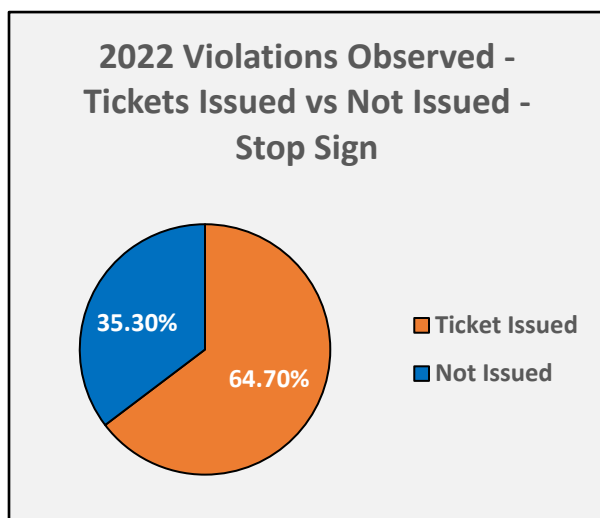
² Covert means the ATE vehicle is unmarked, hidden and not clearly visible to motorists.

collate and analyze as there were many factors impacting the operation of the ATE program which included different data sources between providers, a pandemic, warning tickets issued during the transition phase, change in fine amounts, just to detail a few challenges.



Violations observed vs tickets issued

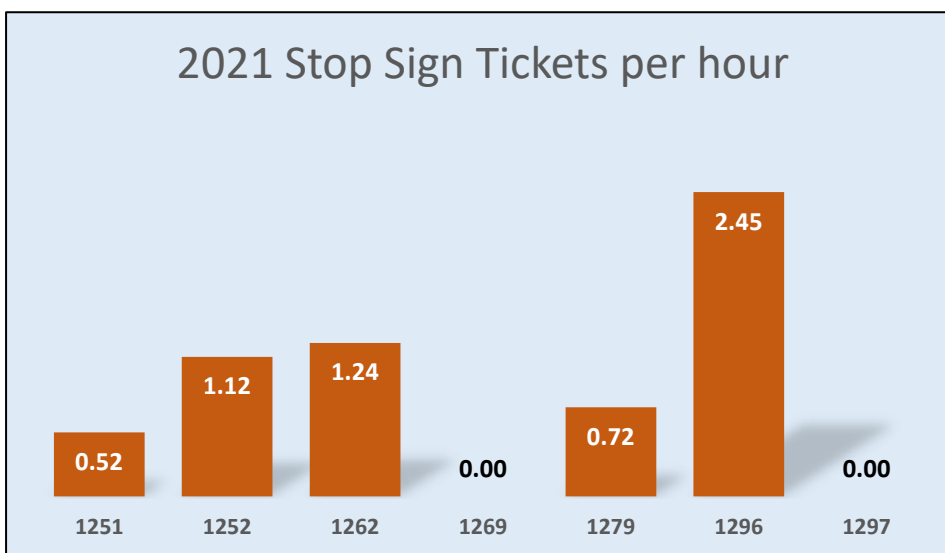
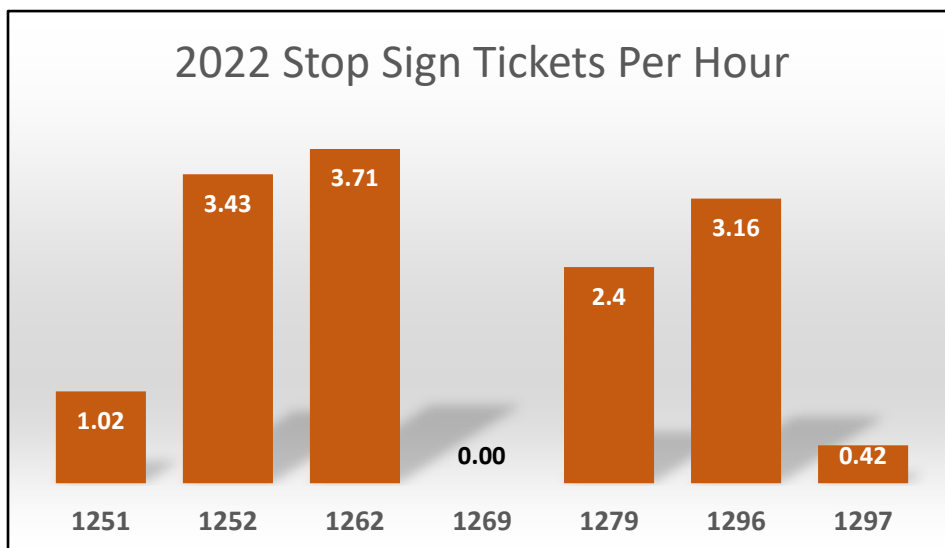
In 2022, there were 1269 violations observed and 821 tickets issued. In 2021 there were 549 violations observed and 297 tickets issued.



The reasons for observed violations not being ticketed vary from obscured license plates, license plates not matching the vehicle, poor photo or officer discretion. There are no fixed systems related to stop sign violations and an officer is present to observe every violation. A ticket is not issued if the officer forms the opinion that it is not warranted after witnessing all circumstance of the offence.

Tickets per hour per site

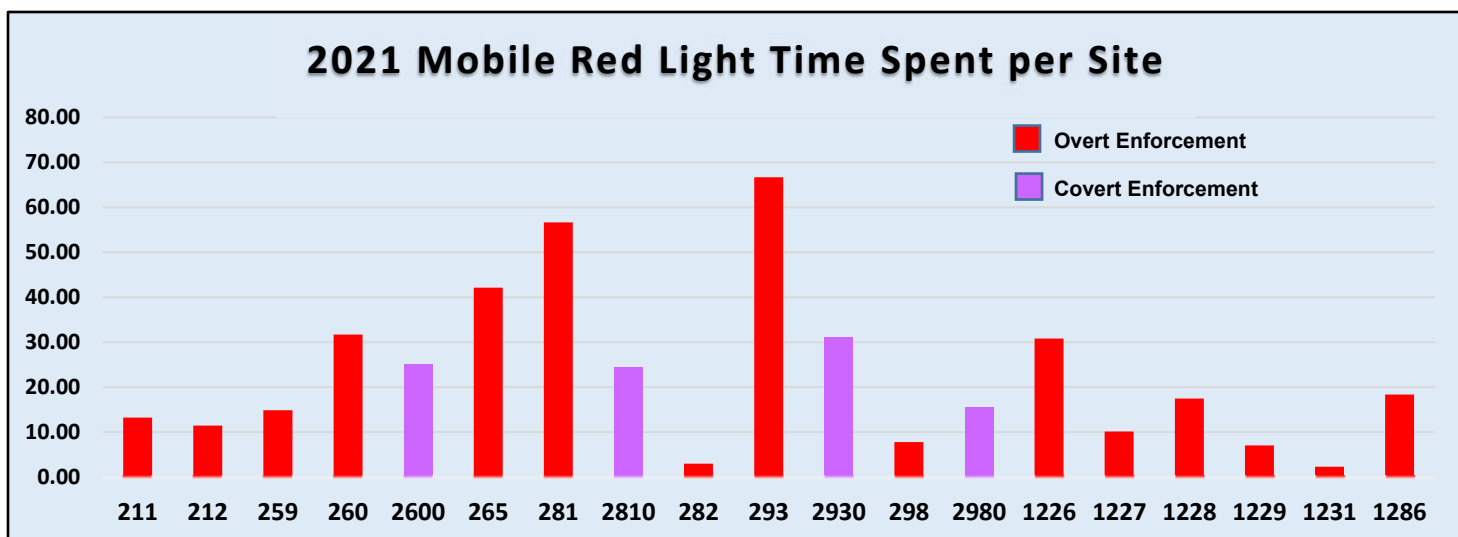
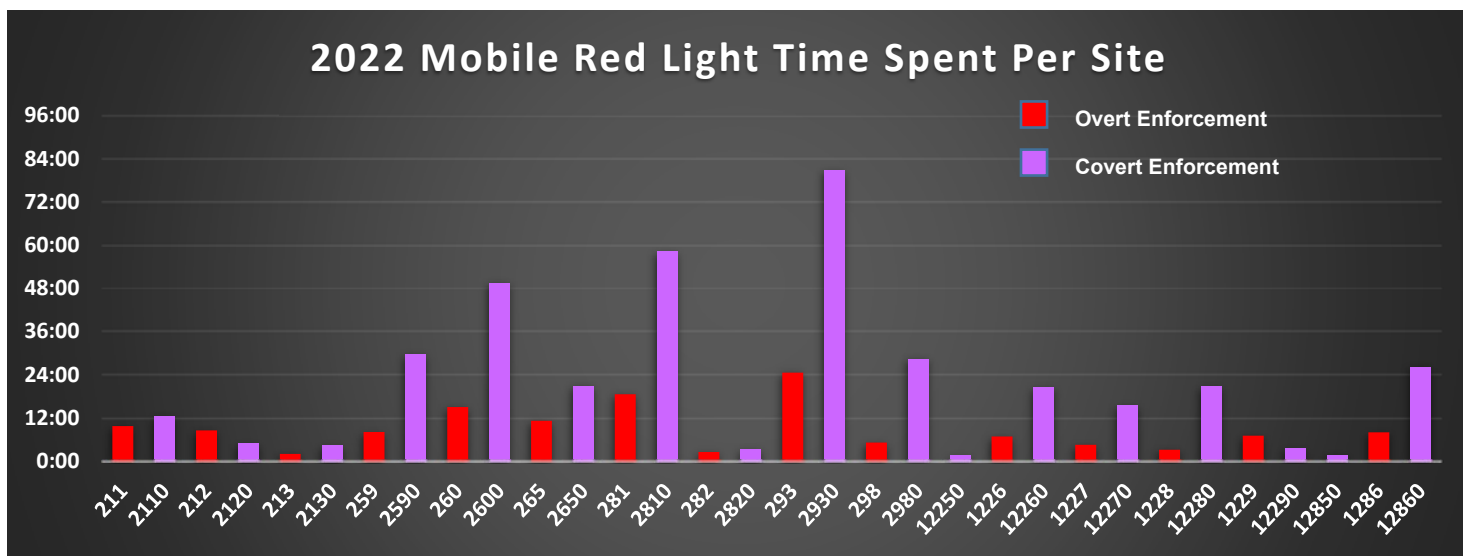
In 2022 the violation rate for tickets issued per hours of enforcement increased at all sites relative to 2021. There may be many factors which may contribute to this which could include a post pandemic environment where the economy improved whereby more people were driving, as well as conducting enforcement during peak periods. Peak periods would include, business / school commuter times, lunch hours, weekdays versus weekends or evening hours.



The greatest increases were noted at Sites 1262 and 1252, with respective increases in tickets issued per hours of 2.31 and 2.47 over 2021 rates. Site 1296 which had the highest tickets issues per hour rate in 2021, increased 0.71 tickets per hour in 2022.

Mobile Red Light Frequency of enforcement

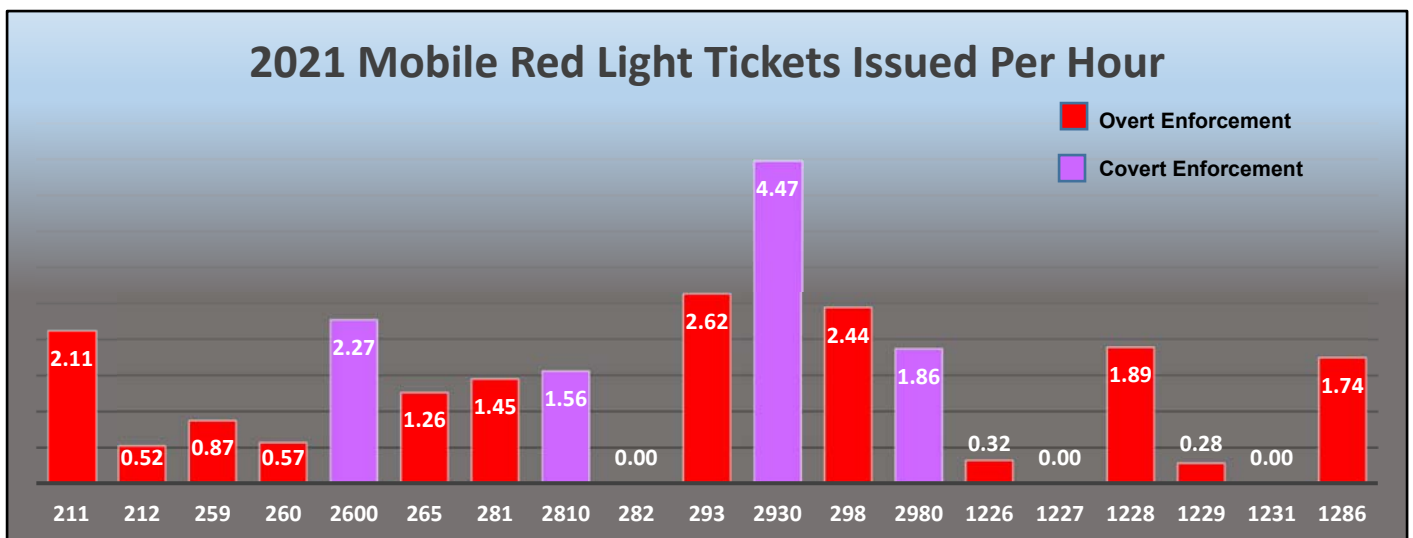
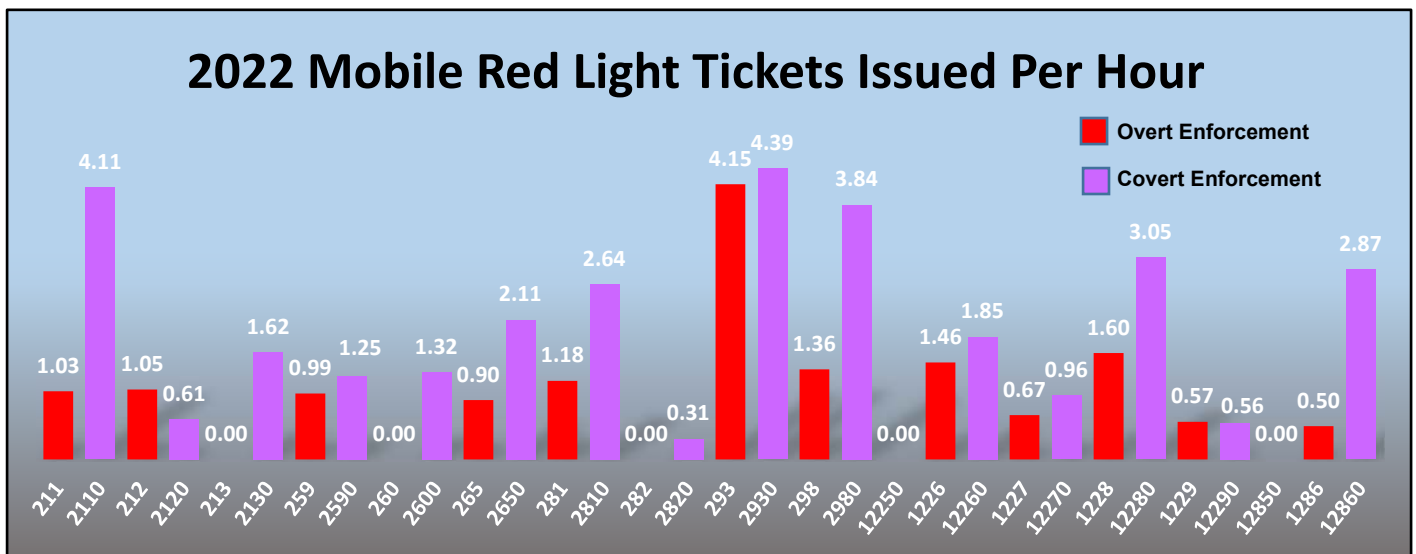
There are a total of 30 mobile red light sites that could be monitored in either an overt or covert manner. In 2022, 15 sites were monitored in an overt fashion and 17 were monitored by covert means. In 2021, 15 sites were monitored overtly and only four sites monitored covertly.



The total time conducting mobile red light enforcement in 2022 was 516 hours and 37 minutes. In 2021 mobile red light enforcement hours were 430 hours and 9 minutes. This is an increase of 86 hours and 28 minutes from 2021. Site 293 received the most enforcement hours both in 2022 and 2021 with 105 hours and 22 minutes, and 97 hrs and 48 minutes respectively. In 2022 the overt / covert hours were 24 hours, 33 minutes overt and 80 hours, 49 minutes covert; whilst in 2021 it was 31 hours, 6 minutes covert and 66 hours, 42 minutes overt monitoring.

Tickets issued

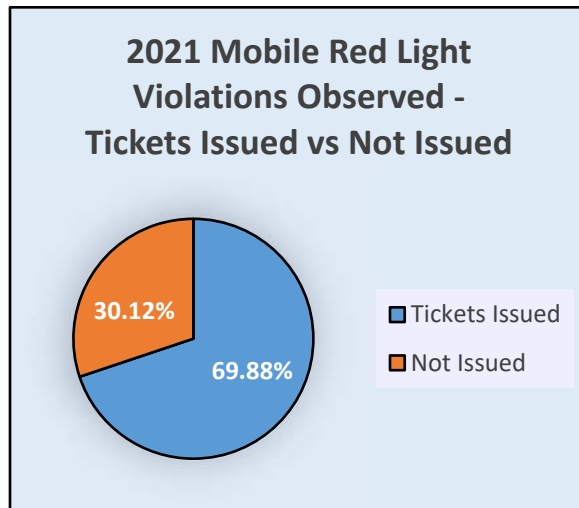
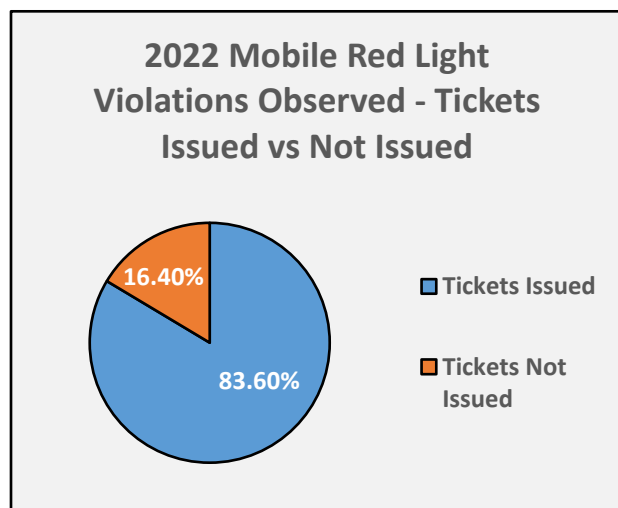
Mobile red light enforcement yielded 1213 tickets in 2022. This is an increase of 459 tickets when compared to 2021. This yields an overall average of 2.35 tickets per hour.



In 2021 the mobile red light tickets issued per hour rate was 1.71. This is an increase of 0.64 tickets per hour from 2021. In both 2022 and 2021 sites 293 (overt) and 2930 (covert) had the highest rate of tickets issued per hour. Although the rate for covert enforcement went down from 4.47 tickets per hour in 2021 to 4.39 tickets per hour in 2022, a marked increase was noted when overt enforcement was conducted. The ticket per hour rate of 2.62 in 2021, increased to 4.15 tickets per hour in 2022. This is an increase of 1.53 tickets per hour.

Violations observed vs tickets issued

In 2022 there were 1451 violations observed for all mobile red light (fail to stop) sites combined. 1,213 tickets were issued with 238 tickets not issued.



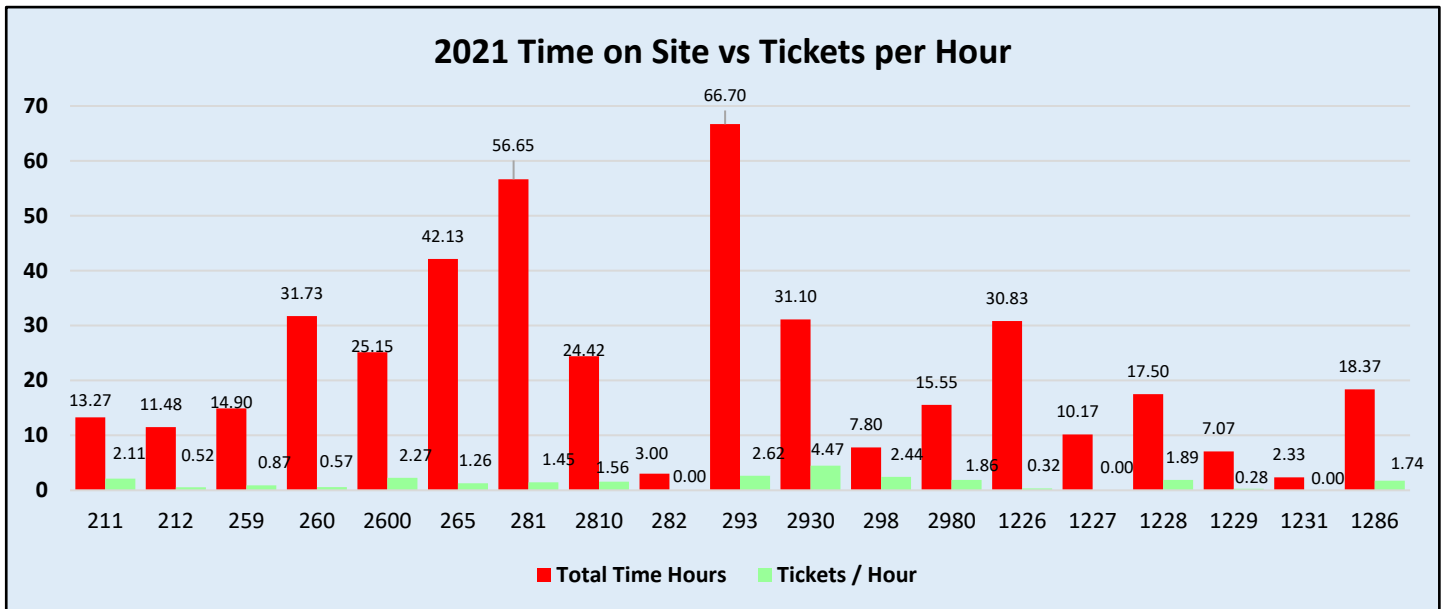
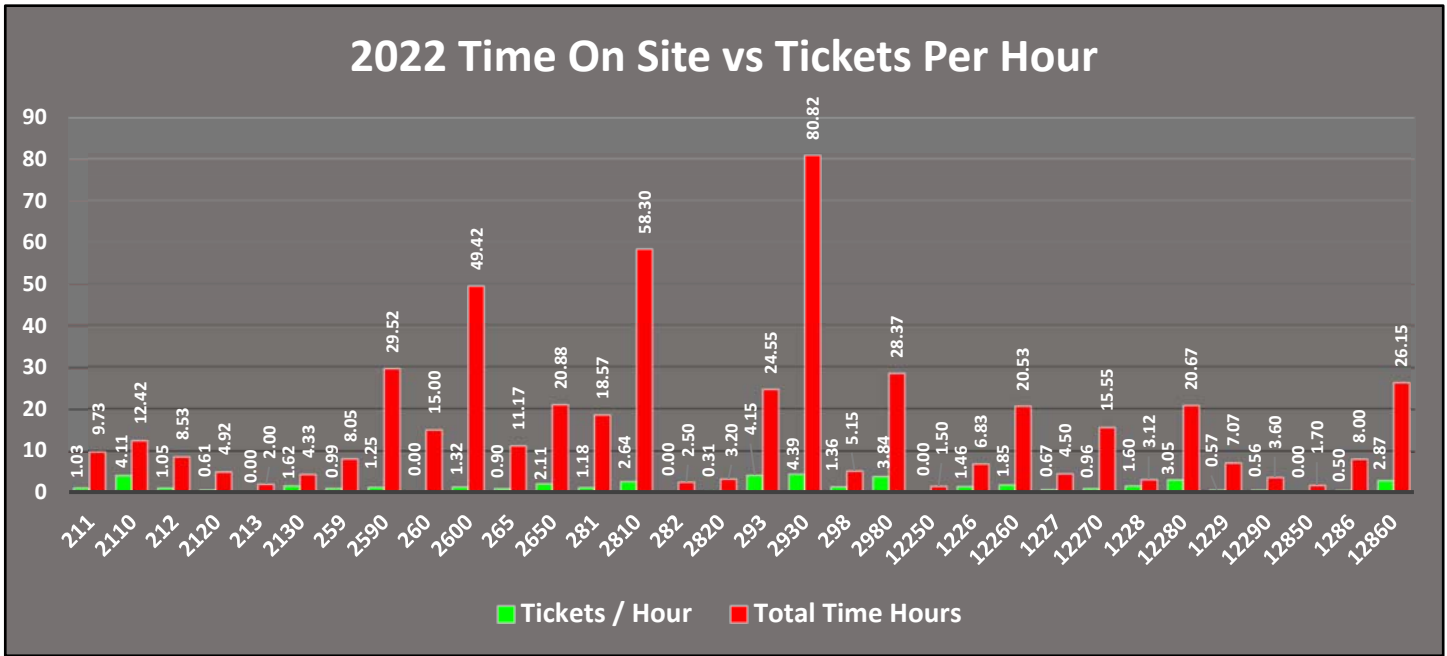
In 2021 the values were 1,079 red light violations observed, with 754 tickets issued and 325 tickets not issued.

The reasons for not issuing a ticket can vary from obscured licence plates, poor photo, the license plate not matching the vehicle, to officer discretion. In most cases, the reason is officer discretion, based on all the circumstances present when the offence was observed.

Time on site vs tickets per hour

The below chart shows the amount of time spent during the year at each site compared to the number of tickets generated per hour. The number of hours spent on site does

not necessarily equate to the highest rate of tickets per hour. Although site 2930 had the highest ticket per hour rate of 4.39 tickets per hour and 80.82 red-light mobile enforcement hours; site 2110 had a rate of 4.11 tickets per hour but only 12.42 hours of enforcement. Sites 2590 and 2600 had 29.52 and 49.42 hours of red light enforcement monitoring but only had 1.25 and 1.32 tickets issued per hour respectively.

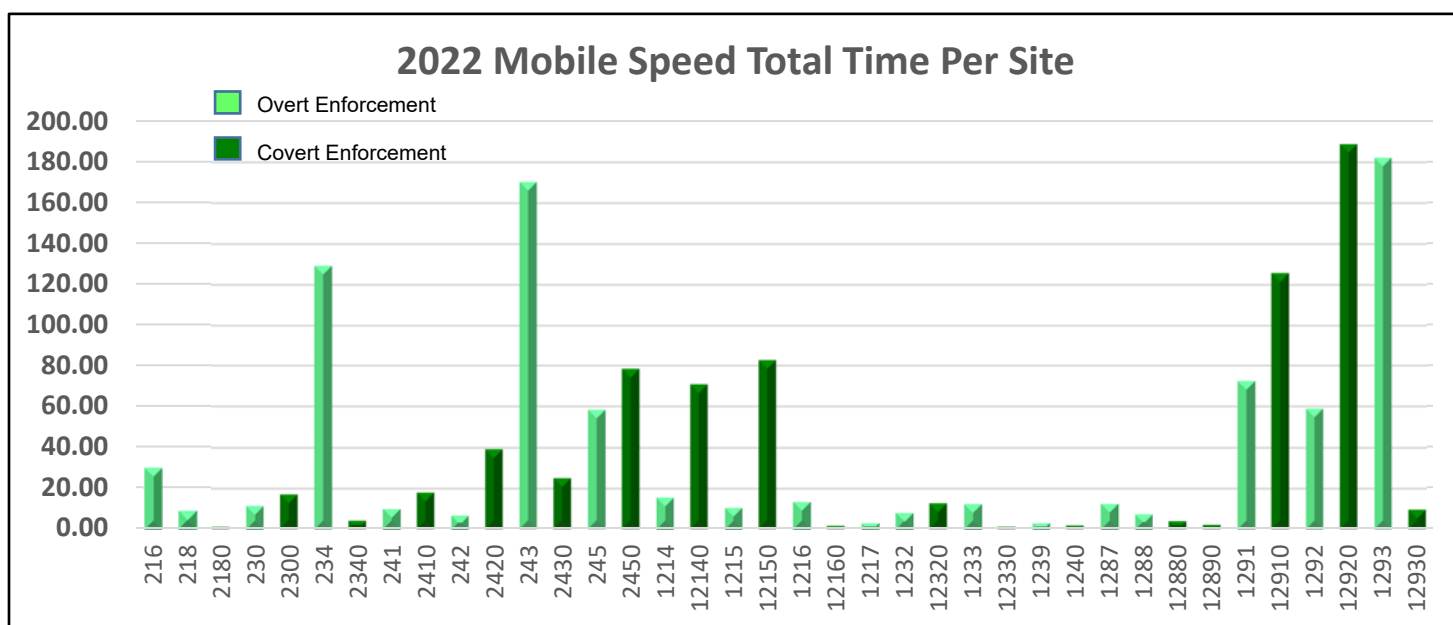


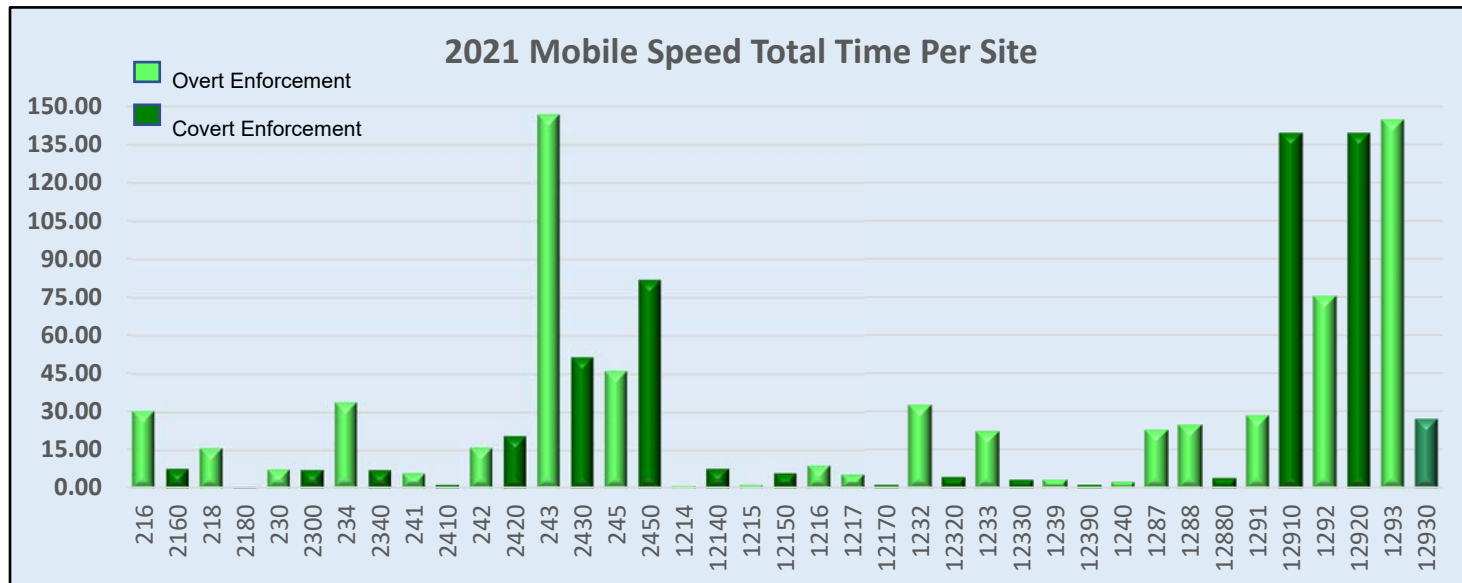
Efforts are made to move around the city and conduct enforcement activities throughout the municipality.

Mobile Speed

Frequency of enforcement

In 2022, there were a total of 56 sites that could be monitored for speed with ATE mobile enforcement. Many of these sites are duplicated sites. This is due to reporting requirements for overt vs covert enforcement. There were also several sites that became inactive mobile sites with the installation of fixed intersection safety device (ISD) systems during the transition to the current service provider. In 2022 a total of 38 sites were monitored. 21 sites were monitored in an overt fashion and 17 in a covert manner. In 2021 there were a total of 39 sites monitored with 18 sites monitored covertly and 21 sites monitored overtly. The total number of hours devoted to mobile speed enforcement in 2022 was 1,503.48 hours (679.62 hours covert and 823.87 hours overt). This is a total increase of 316.20 hours of mobile speed enforcement monitoring, with respective increases of 168.64 hours for covert mobile speed enforcement and 147.57 hours for overt speed enforcement compared to 2021 figures. 2021 total mobile speed enforcement hours were 1,187.28 hours; 510.98 hours covert and 676.30 hours being overt.

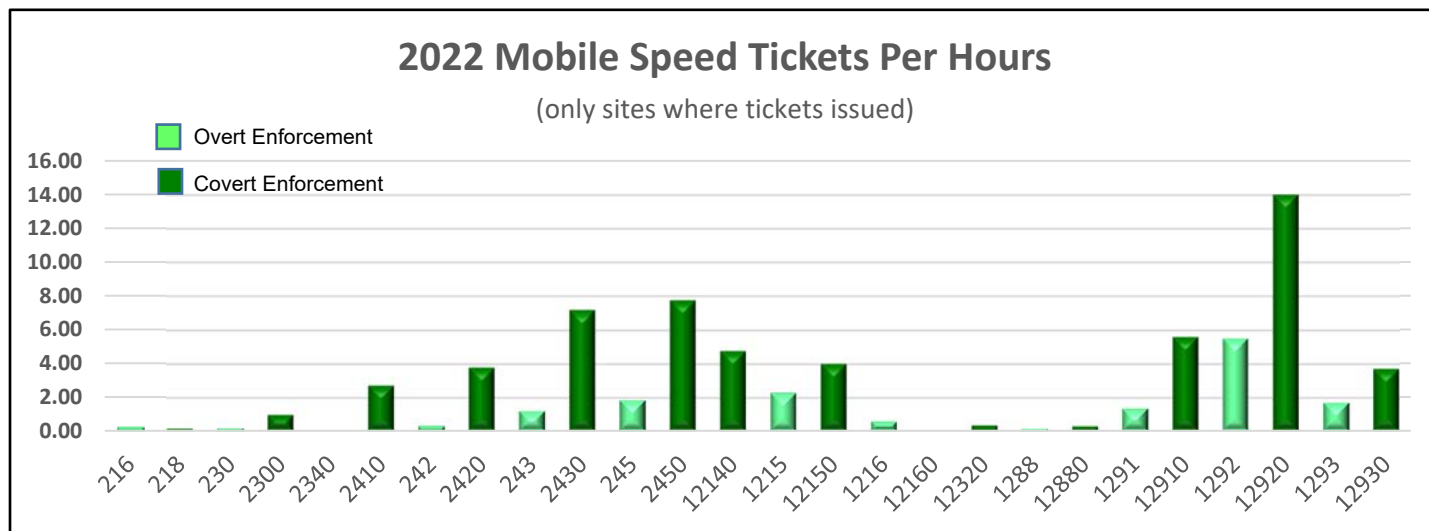


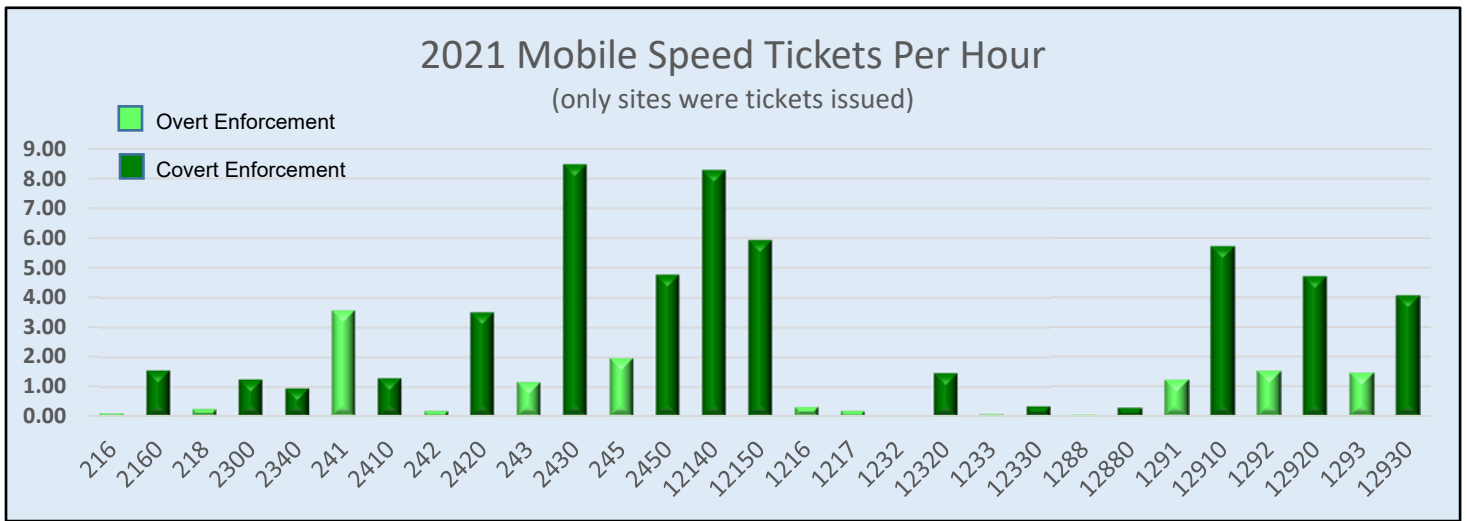


In 2022, sites 12920, 1293 and 243 had the most mobile speed enforcement hours with 188.77 hours or 12.56% of the time, 182.12 hours or 12.11% of the time, and 170.18 hours or 11.32% of the time respectively. In 2021, the sites monitored the most were sites 243, 1293 and 12920 with 146.90 hours (12.37%), 144.87 hours (12.20%), and 139.77 hours (11.77%). The percentages have remained relatively similar.

Tickets issued

The following charts below show the number of tickets issued per hour. In 2022 sites 12920, 2450 and 243 had the highest rate of tickets issued per hour at 14.02 tickets per hour, 7.73 tickets per hour and 7.14 tickets per hour of mobile speed enforcement.

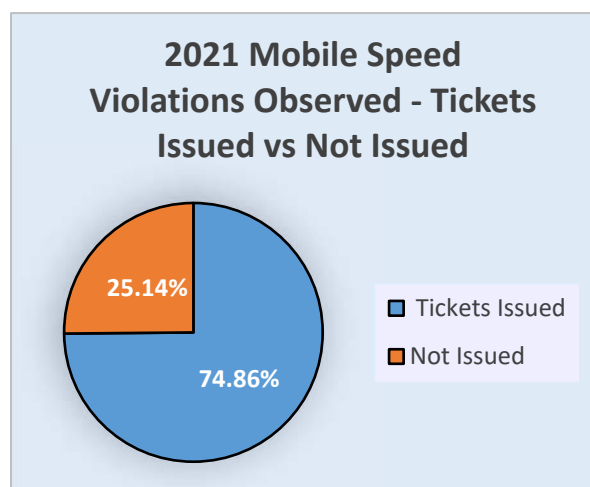
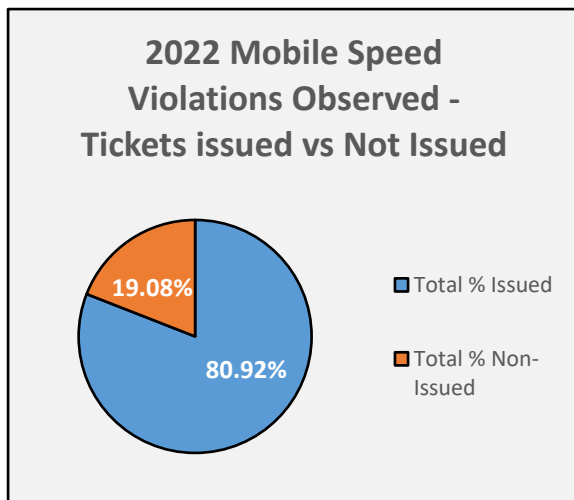




In 2021 the top 3 sites which had the highest rates of tickets issued per hour were sites 2430, site 12140 and site 12150. The tickets per hour rate for these sites were 8.47, 8.28 and 5.92 tickets per hour of mobile speed enforcement.

Violation observed vs tickets issued

In 2022 there were 7,604 mobile speed violations observed. 6,153 tickets were issued, and 1,451 tickets were not issued; or a percent ratio of 80.92% issued and 19.08% not issued.

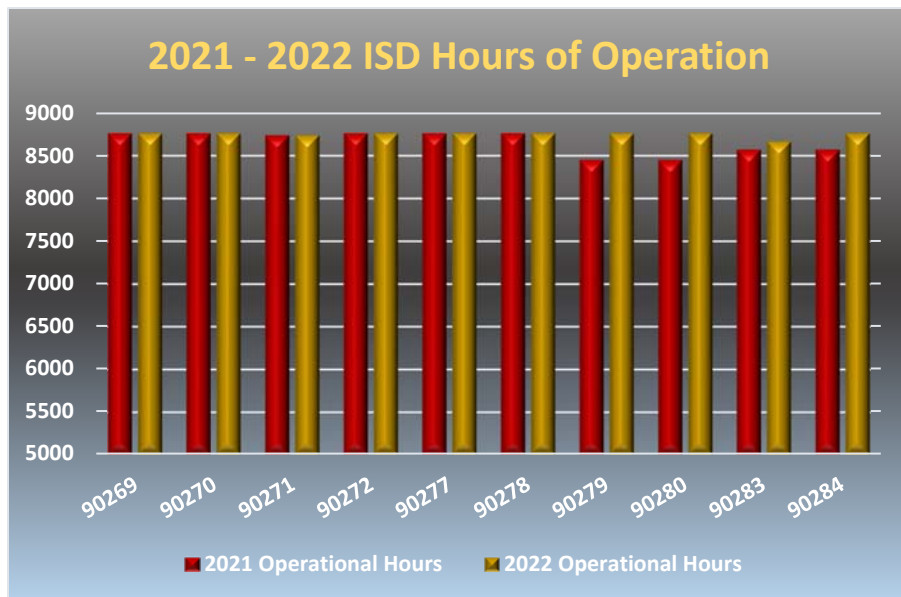


In 2021, there were 4,400 Mobile Speed Violations observed with 3,294 tickets issued and 1,106 tickets not issued.

Fixed (ISD)

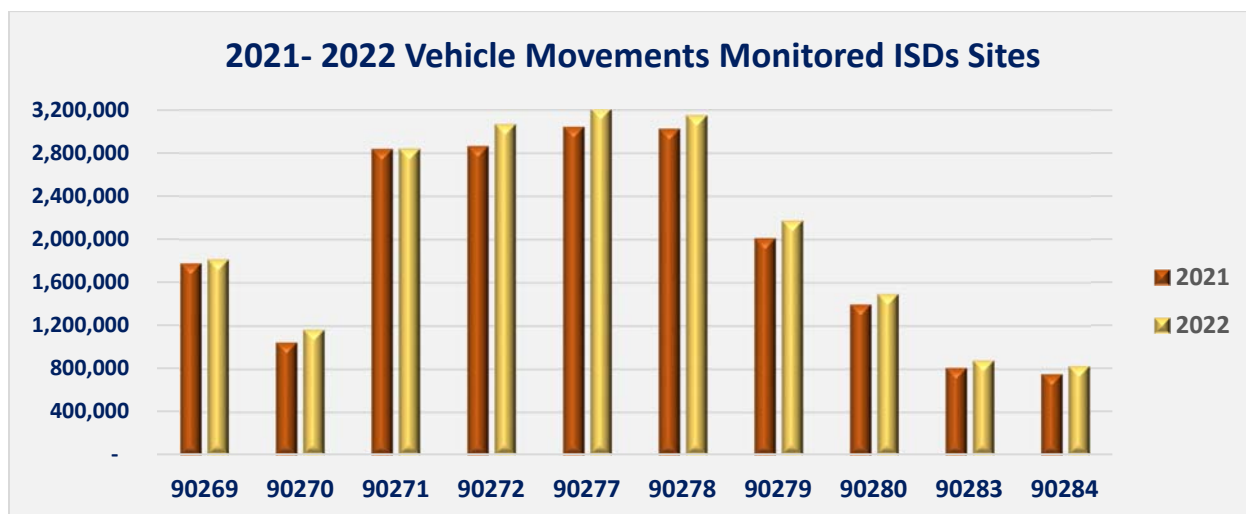
Frequency of enforcement

In 2022, there were 10 Intersection Safety Devices (ISD) or Fixed Systems. These devices are designed for use 24 hours a day, 365 days a year. They monitor both speed and red light infractions. In total, the sites were operational for 87,480 hours out of a potential 87,600 hours. This is an increase of 912 hours from 2021. In 2021 the resurfacing of Grove Drive effected the hours of operation.



Number of vehicles monitored - ISD

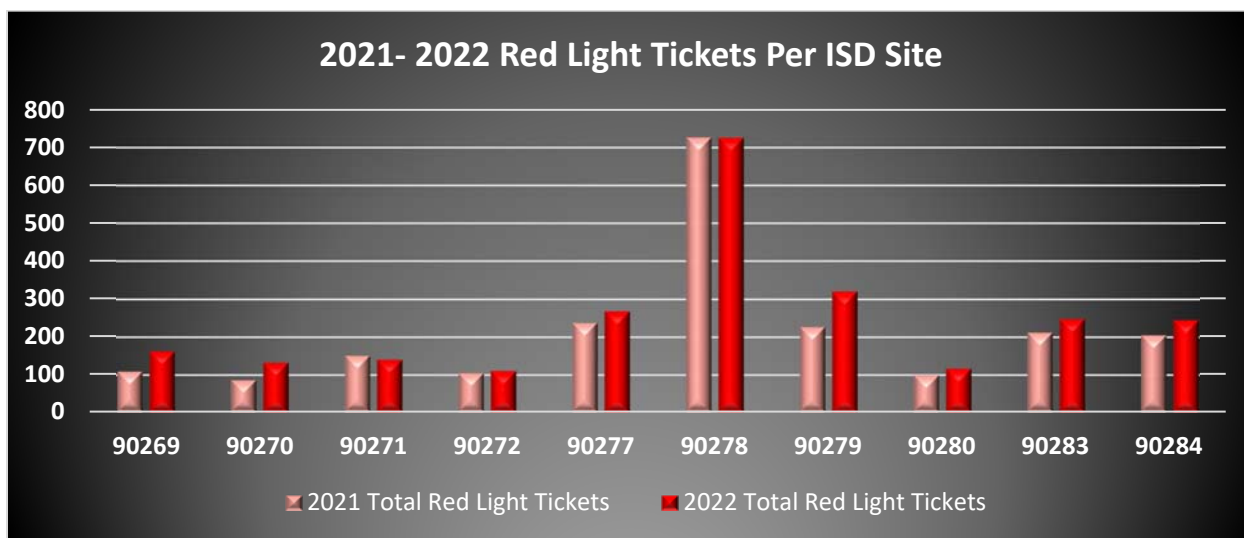
In 2022, there were a total of 20,609,866 vehicle movements monitored at the ISD sites. This is an increase of 1,037,488 vehicle monitored over 2021. In 2022, site 90278 had



the most vehicles monitored at 3,149,099. Relative to 2021, sites 90272, 90277 and 90279 saw the greatest increase in the number of vehicles monitored in 2022. The increases in vehicles monitored were 201,626 for site 90272, 167,934 for site 90277 and 161,710 at site 90279.

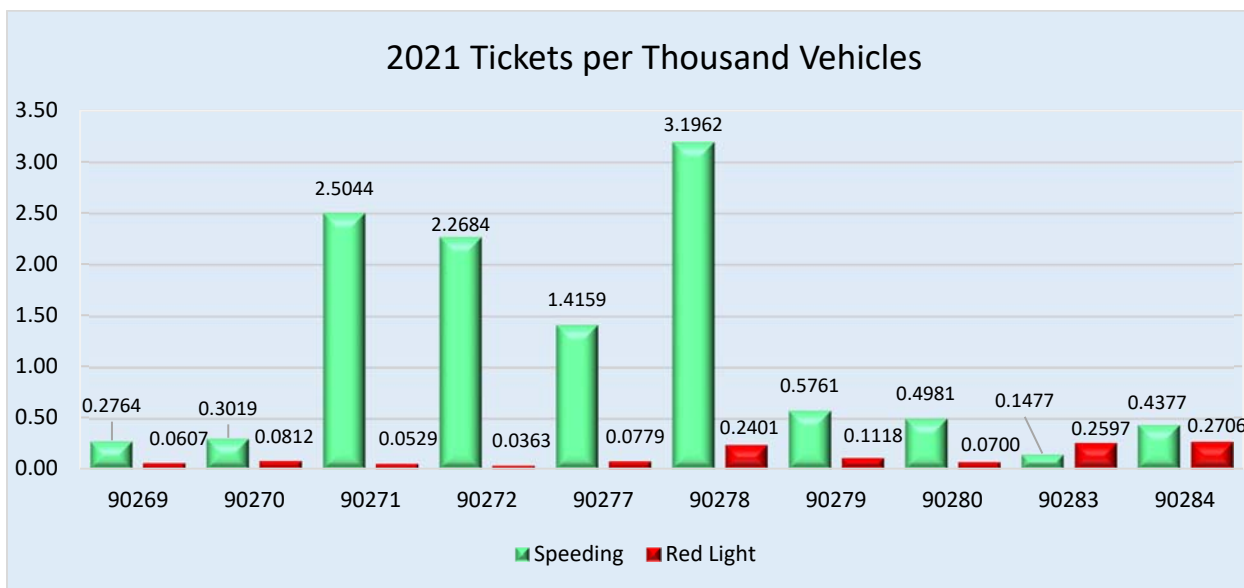
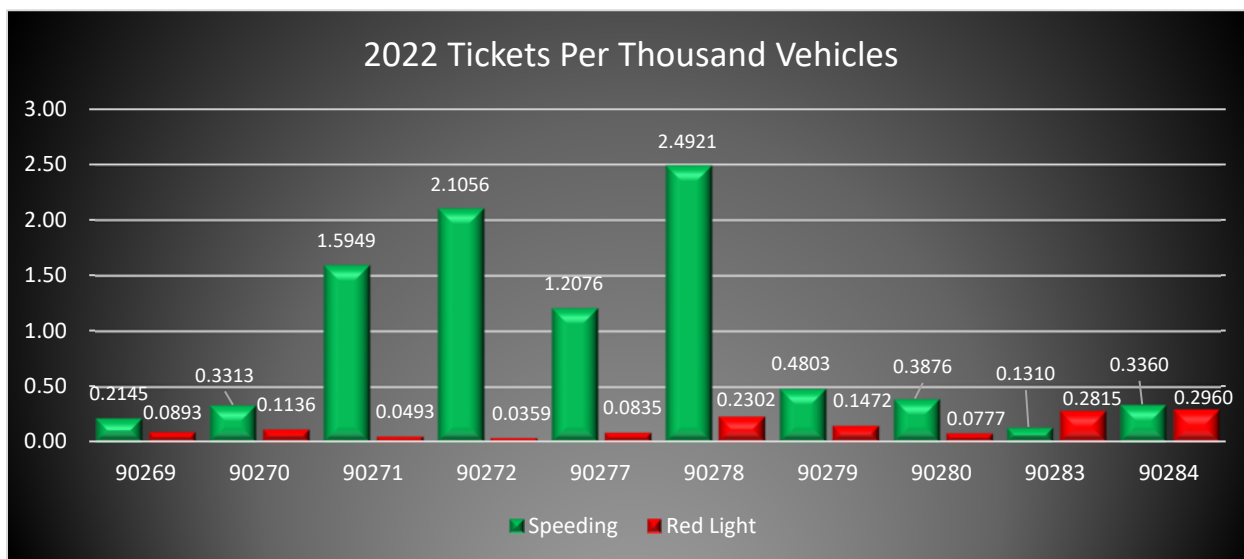
Tickets issued

In 2022, there were 25,497 ISD speeding tickets and 2,464 ISD red light tickets issued. These numbers yield a decrease of 16.92% in ISD speeding tickets, but an increase of 14.66% in ISD red light tickets issued. In 2021, it was 30,689 speeding tickets and 2,149 red light tickets issued at the ISD sites.



Tickets issued vs total traffic volume

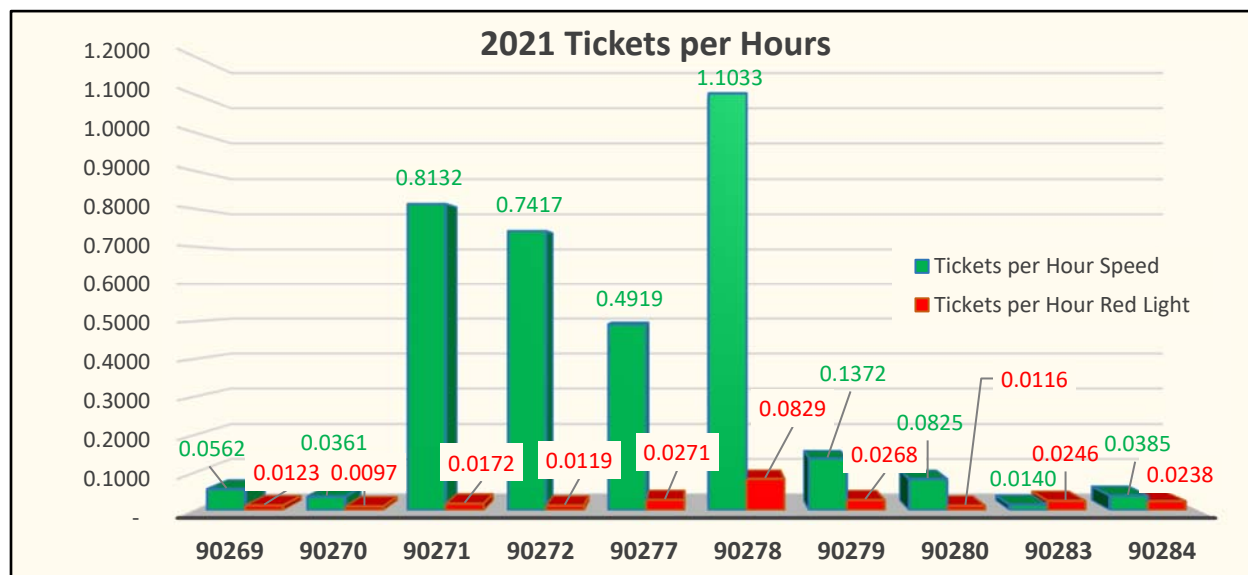
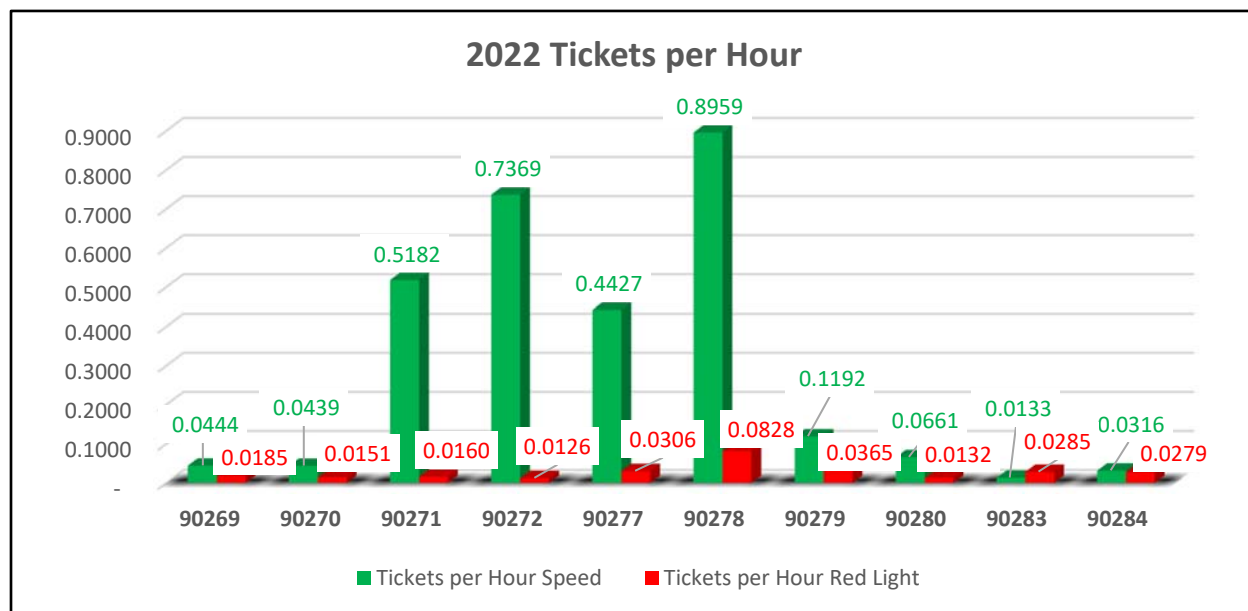
In 2022 the total number of vehicles monitored at ISD sites was 20,609,866. The total number of tickets issued at all these sites combined was 27,961 tickets. This represents only 0.1357% of vehicles monitored were ticketed.



In 2021 there were 19,572,378 vehicles monitored at ISD sites and a total of 32,838 tickets issued, or 0.1678% of vehicles ticketed. Relative to 2021, more vehicles were monitored and less tickets issued in 2022.

Tickets issued - per hour of operation

In 2022, site 90278 continued to have the most speeding tickets issued per hour at 0.8959 tickets issued per hour. Likewise this site had the most red light tickets issued at 0.0828 tickets issued per hour.

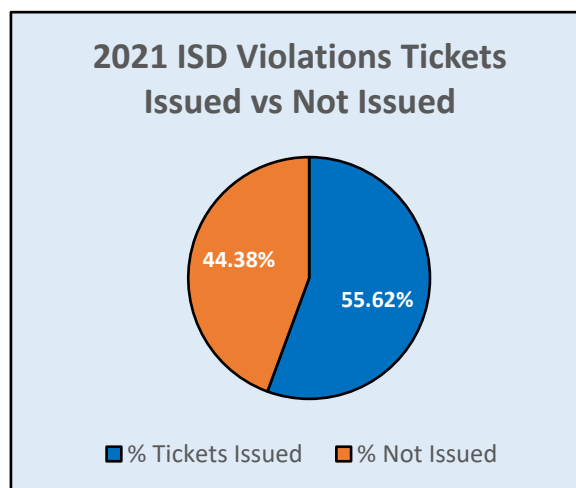
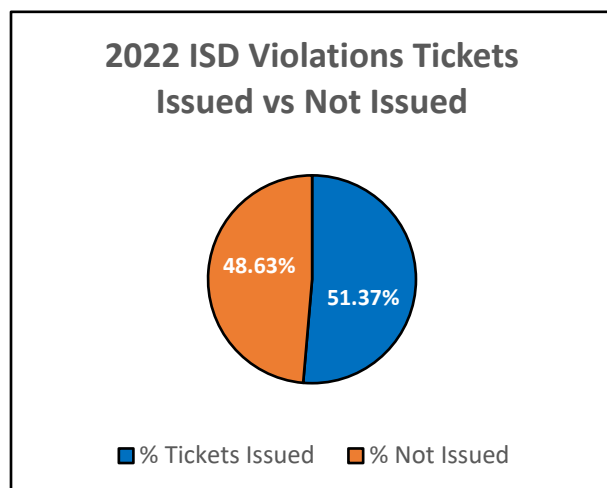


In 2021, Site 90278 had the most speeding tickets issued per hour with 1.1033 tickets issued per hour. In 2022 speeding tickets issued per hour rates decreased at all sites relative to 2021 data.

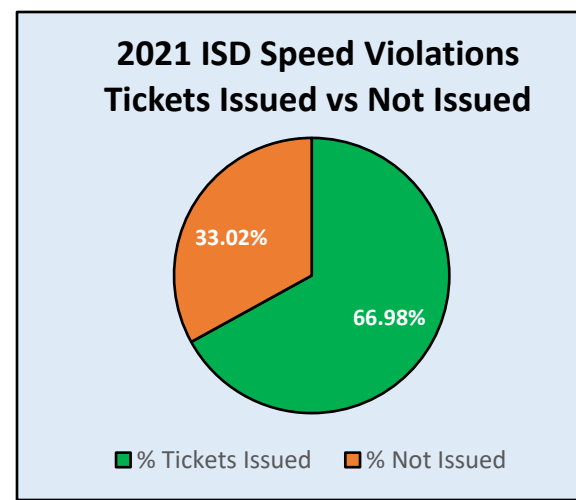
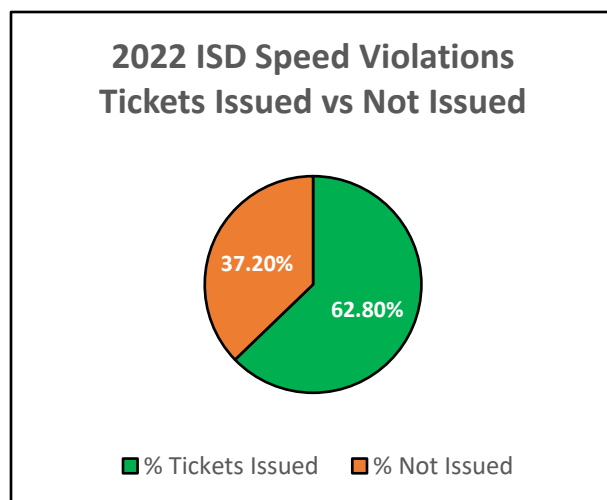
The opposite trend is noted with red light (fail to stop) tickets issued per hour. In 2021 site 90278 had the most red light, fail to stop tickets issued at 0.08929. In general terms the rate of red light ISD tickets issued in 2022 increased at 8 of the 10 sites.

Violation observed vs tickets issued

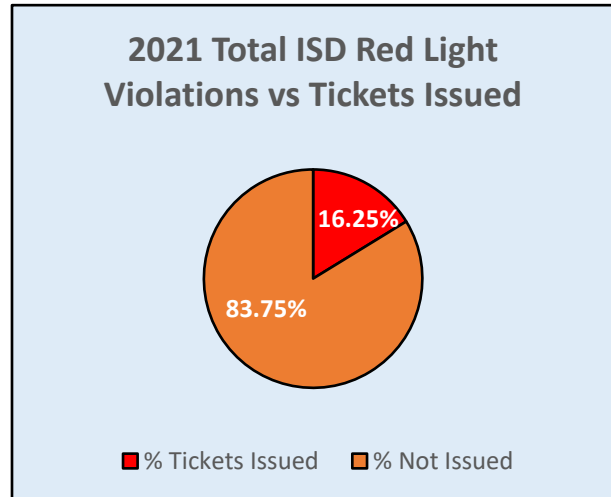
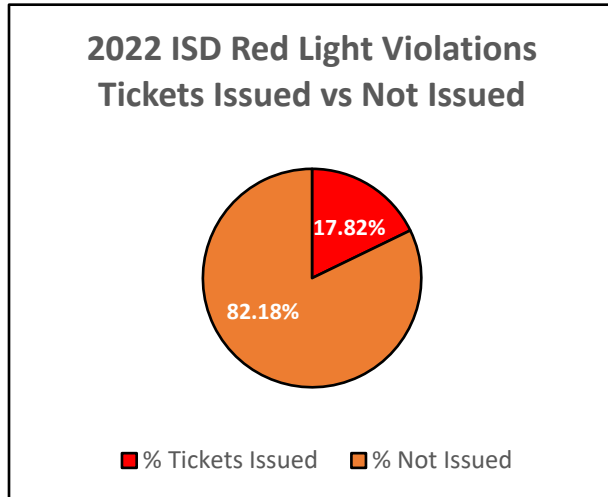
In 2022, the ISD system observed 54,429 violations, which yielded 27,961 tickets issued or 51.37% tickets issued, and 48.63% tickets not issued. To summarize, in 2022 the ISD system monitored 1,037,488 more vehicles, and operated 912 more hours, however issued a total of 4,877 less tickets than in 2021.



In 2022, the ISD system observed 40,603 speeding violations resulting in 25,497 speeding tickets being issued, or 62.80% issued and 37.20% not issued.



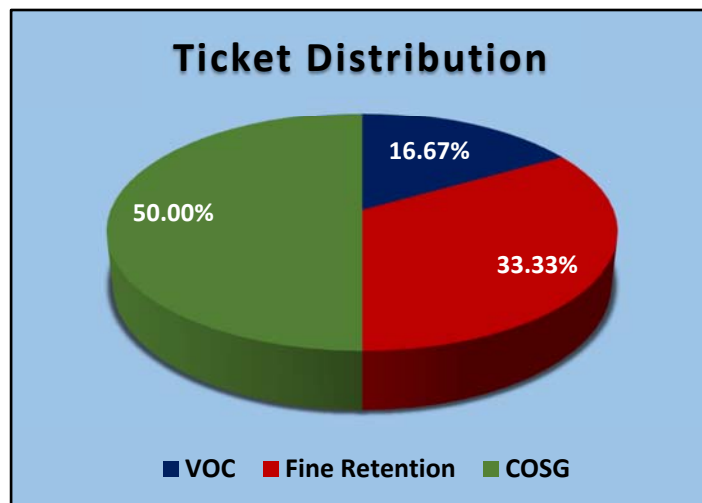
In 2021, the values were 45,821 speeding violations resulting in 30,689 speeding tickets being issued, or 55.62% issued and 44.38% not issued. In total there were 5,192 ISD less speeding tickets issued in 2022 relative to 2021.



In 2022 there were 13,826 red light (fail to stop) violations observed by the ISD system. 2,464 red light tickets were issued, or 17.82% tickets issued, and 82.18% tickets not issued. In 2021 there were 13,223 red light (failing to stop) violations observed with 2,149 tickets being issued. The number of violations observed increased by 603, and the number of tickets issued increased by 315 in 2022 relative to 2021. When examining these statistics, one must also contextualize the increase relative to the total number of vehicles monitored in 2022, which increased by 1,037,488 vehicles monitored.

Fines

Fine revenue is divided between the provincial Victims of Crime Fund (VOC), the Province of Alberta Fine Retention, and the City of Spruce Grove (COSG). For clarity, the VOC fund is a 20% surcharge on top of a fine. As a result, a \$100.00 fine would be written as \$120.00. The \$120.00 ticket would then be divided as follows: \$20.00 for VOC, \$40.00 for Provincial Fine Retention, and \$60.00 for the COSG.



Fines paid

Fines may be paid by the court date identified or after the finding of guilt. Once there is a finding of guilt, the fine then gets registered into the provincial system. It then may be paid when an individual goes to register a vehicle, renews a driver’s license, when it moves to provincial enforcement, when it is written off by the province, or dealt with by alternate measures such as community services. The City has no control over when or if a fine is paid, that authority rests with the court and the province.

In 2022, the COSG received \$2,698,986.75 in fine revenue from ATE. As the Fine Retention and VOC surcharge percentages have changed, and these changes only affect tickets written after the change date, it is nearly impossible to determine actual amounts paid to VOC and Fine Retention. However, with the changes the simple “go forward” formula is that for every dollar paid to the City of Spruce Grove, the province receives one dollar. Of that dollar, 1/3 goes to VOC and 2/3 goes to the province.

Use of ATE Funds

In 2022, the City received \$2,698,986.75 in ATE fines. These funds are allocated to general revenues as are all revenues received within Protective Services. General revenue is used to not only fund Protective Services, which in 2022 had a net cost of almost \$10.1 million, but also used to enhance traffic safety. The net cost of operating each area of Protective Services in 2022 were as follows:

Fire Services	\$6,393,983
Police Services	\$3,990,830
Enforcement Services	\$1,173,878
Safe City (includes ATE)	-\$1,487,592
Total	\$10,071,009

ATE is not the only source of revenue generated by Protective Services. In 2022 each separate area of Protective Services generated the following revenues with ATE being the majority of revenue in Safe City:

Fire Services	\$3,968,398
Police Services	\$1,371,852
Enforcement Services	\$165,646
Safe City (includes ATE)	\$2,797,129
Total	\$8,303,024

Investments are made towards traffic safety initiatives. Specifically, Engineering undertook measures to improve traffic safety in 2022. The initiatives included but were not limited to the following:

- Speed Study Analysis Report throughout the city to assess the viability and impact of reduced residential speeds to 40 km/hr.
- Upgrade and redesign of Jubilee Park entrance to allow for full crosswalk accessibility for pedestrians.
- Highway 16A at Jennifer Heil Way / Campsite road intersection traffic analysis.
- Highway 16A at Jennifer Heil Way / Campsite road intersection traffic light change to a protected left-hand turn
- Westwind Drive roundabout review – operational review of transit and civic centre roundabout.
- Jennifer Heil Way / Grove Drive warrant analysis.
- Jennifer Heil Way – intersection signal light timing review.
- McLeod Avenue / Oatway Street sidewalk safety and condition review and potential pedestrian / vehicle interactions.
- King Street at Brookwood Drive / Woodhaven Drive traffic and pedestrian safety analysis including traffic volumes, lane configuration, signal timing and queuing length.
- Golden Spike Road at Diamond Avenue intersection analysis which included traffic volume analysis, lane configuration, collision data review for traffic signal warrant.
- Traffic Counter analysis at over 33 intersections and roadways.

Overt vs Covert

In 2022 Spruce Grove remained current with traffic safety research. The paradigm employed is that effective traffic enforcement is best achieved with a mix of staffed enforcement, covert automated traffic enforcement and overt automated traffic enforcement. The goal is to change driver behaviour, to reinforce the sense that traffic laws are required to be obeyed 24 / 7 and that enforcement can occur anywhere at any time.

Spruce Grove reminds motorists that the City employs Automated Traffic Enforcement as one of its traffic safety tools, by using visual reminders such as signage on main throughfare roads upon vehicles entering the City's municipal boundaries. It also posts

signs at intersections and roadways where Automated Traffic Enforcement is enforced. The mobile ATE deployment goal is to achieve a balance of 50% overt and 50% covert enforcement monitoring.



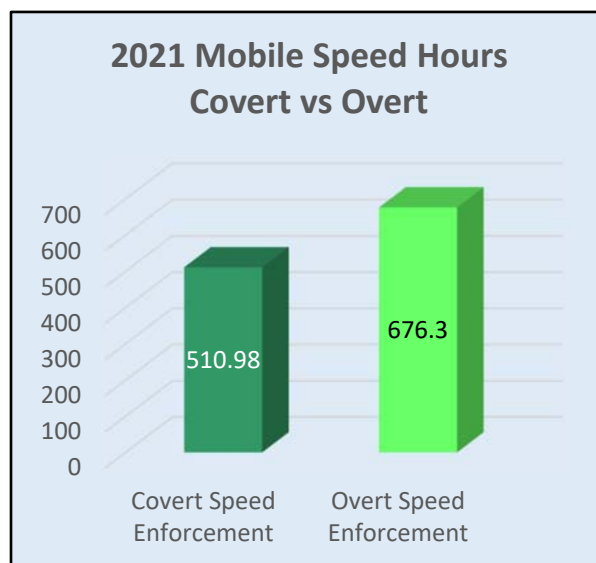
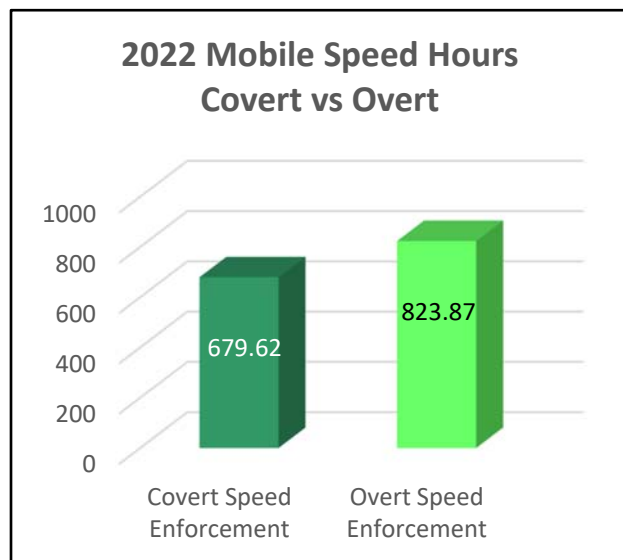
Overt enforcement is achieved when the ATE vehicle is clearly marked and visible to motorists prior to the possibility of a violation occurring. An example of this is the clearly marked ATE peace officer vehicle parked on the side of the road monitoring speeds, red lights, or stop signs. Motorist can clearly see the ATE vehicle prior to passing it and entering the area of enforcement. In theory, this visual reminder should result in no violations as the motorist is instantly reminded to obey the traffic laws.

Covert enforcement, however, occurs when an unmarked vehicle is used, the ATE vehicle is hidden, or when using remote devices. In this case, the motorist does not see the ATE vehicle. Drivers are expected to obey red light, speed limit or stop sign traffic laws as a matter of practice.

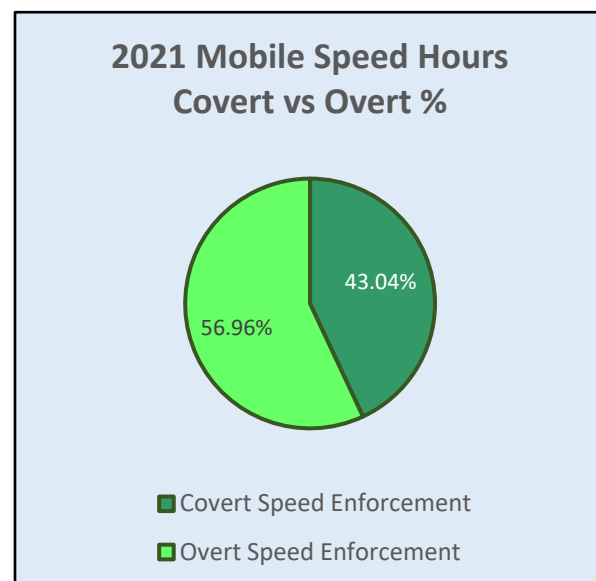
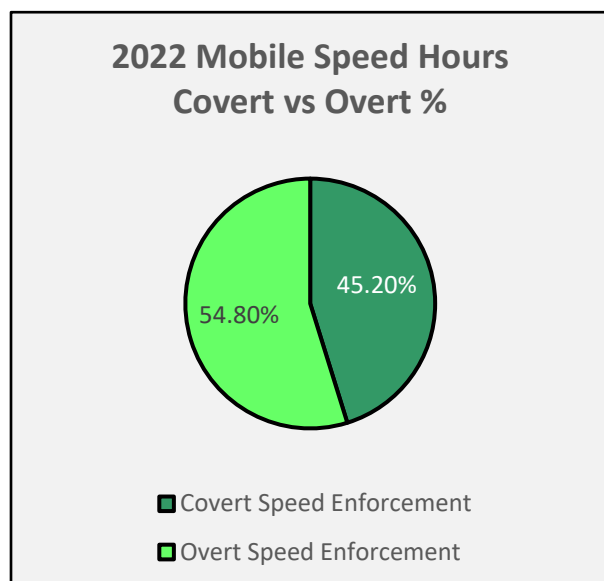
In December 2021 the provincial government released the new Automated Traffic Enforcement Technology Guideline. This new guideline required municipalities to transition and move to overt Automated Traffic Enforcement only. Programs were to ensure that all vehicles utilized for mobile ATE are clearly marked with “Drive Safe” decaling. These changes were required to be implemented by December 1st, 2022. When Spruce Grove changed ATE providers in 2020, it had already required that one of the ATE vehicles utilized be clearly marked and visible to motorists prior to the release of the Automated Traffic Enforcement Technology Guideline. Spruce Grove adheres to all legislative requirements in the operation of its ATE program and has made the required adjustments.



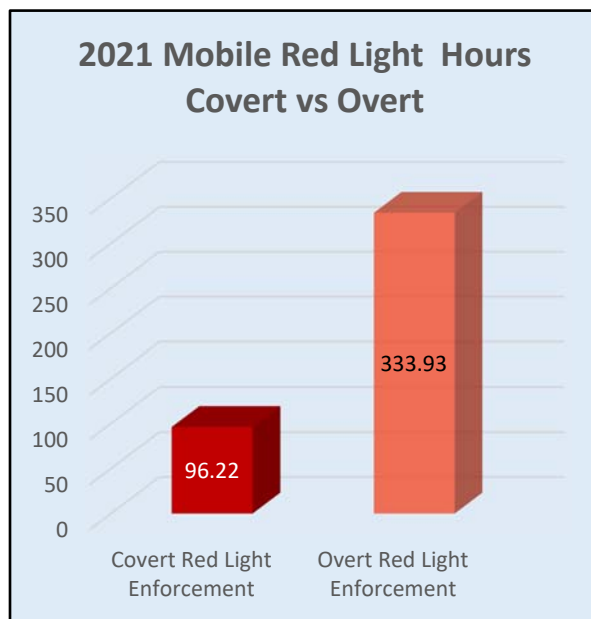
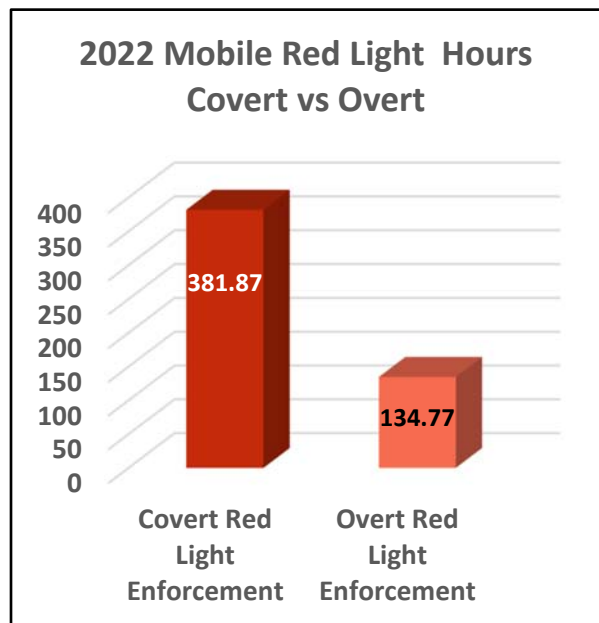
In efforts to further increase transparency respecting ATE activities, the City created an interactive map to further educate the public. This interactive digital map allows citizens to view in real time where mobile ATE is being conducted, regardless of whether the operation was covert or overt.



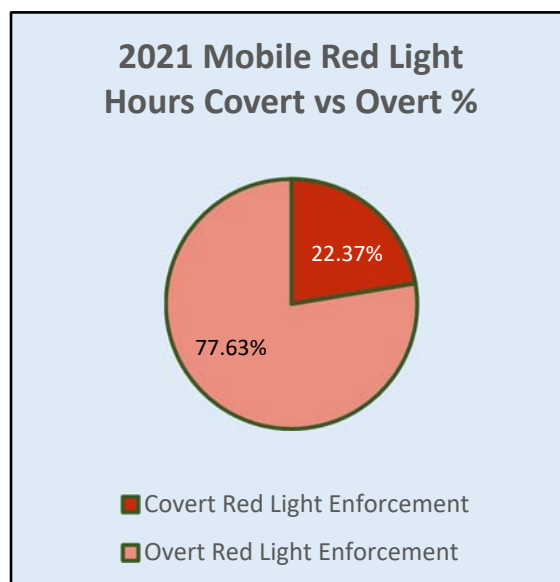
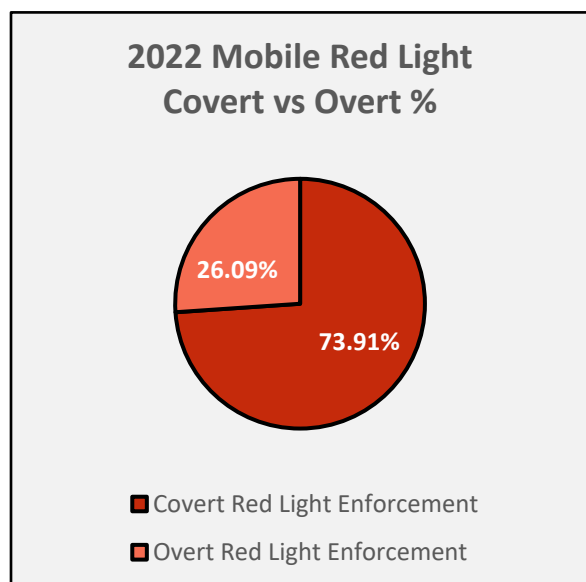
In 2022, the hours dedicated to mobile automated traffic speed enforcement was 1,503.49 hrs. This equates to 679.62 hours covert and 823.87 hours overt mobile speed monitoring. This is an increase of 316.21 hours of mobile speed enforcement from 2021.



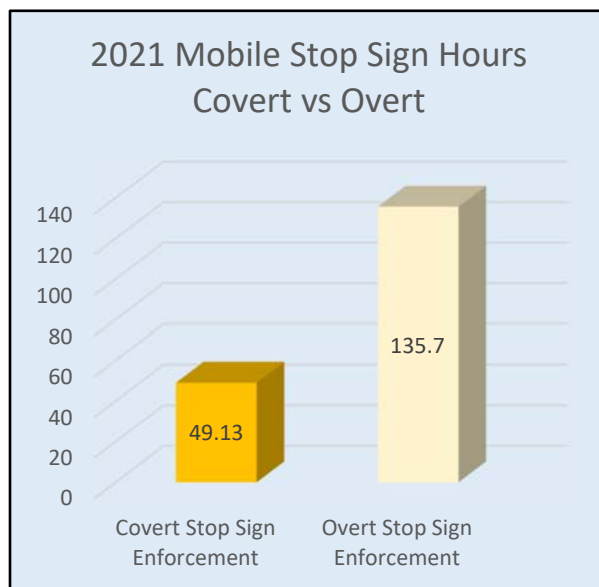
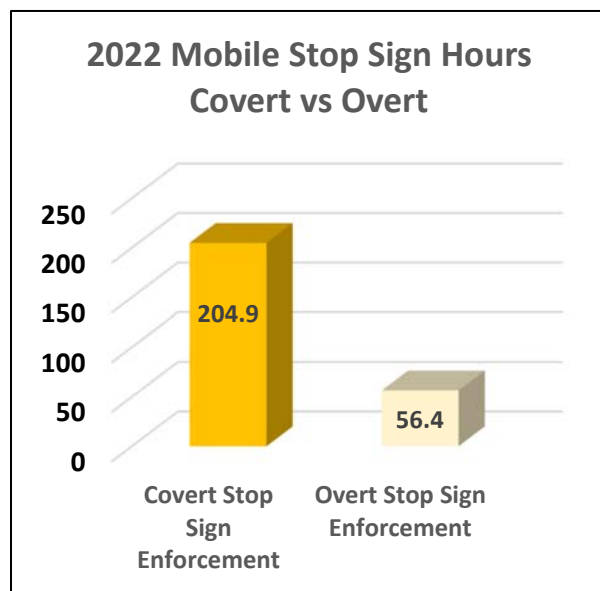
This means that 45.20% of the mobile ATE enforcement hours for speeding was conducted covertly and 54.80% was done overtly or visible. This is quite similar to 2021 ratios of 43.04% covert and 56.96% overt.



The total number of hours devoted to mobile red light enforcement in 2022 was 516.64 hours. This is an increase of 86.49 hours from 2021 which had 430.15 hours of enforcement. The number of hours conducting covert mobile red light enforcement was 381.87 hours and overt was 134.77 hours. This was almost a reversal of the previous year where the hours were 96.22 hours covert and 333.93 hours overt.

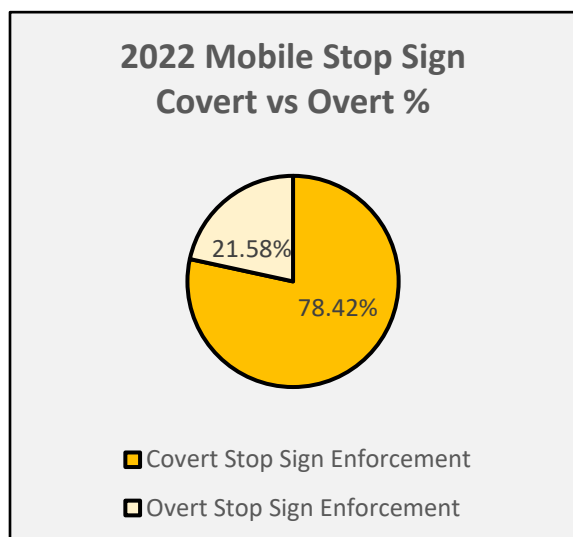


In 2022 the respective covert red light mobile enforcement compared to overt enforcement was 73.91% covert and 26.09% overt. In 2021, the percentage of mobile red light enforcement was 22.37% covert and 77.63% overt. When one combines the hours spent for both years 2021 and 2022, the ratio becomes 50.50% covert mobile red light enforcement and 49.50% overt mobile red light enforcement.

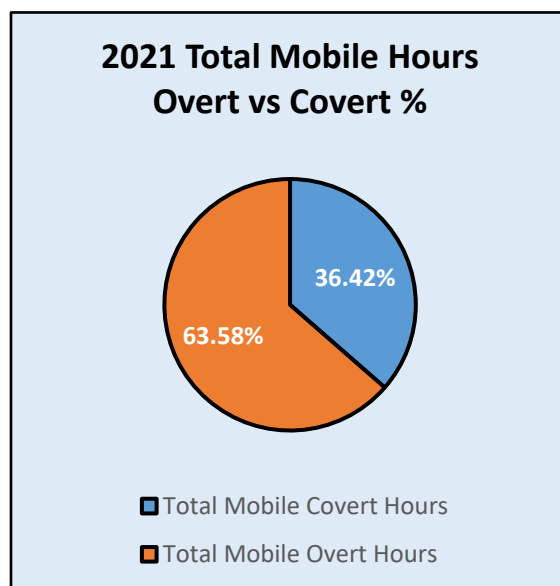
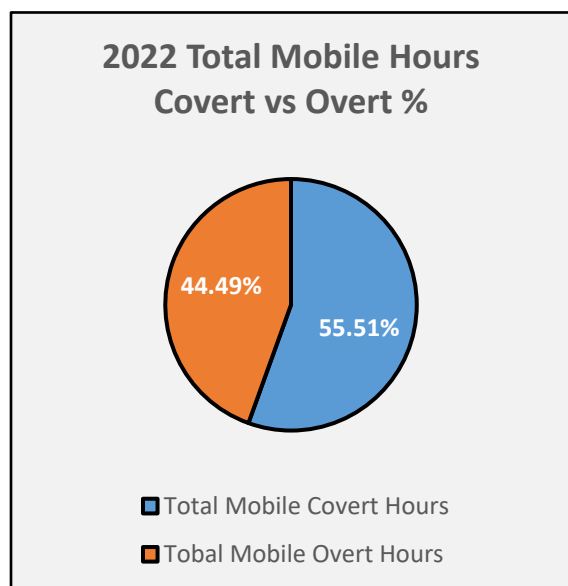


The total number of hours expended on conducting mobile stop sign enforcement in 2022 was 261.30 hours. This is an increase of 76.47 hours over 2021.

In 2022 the mobile stop sign enforcement hours resulted in 204.90 hours of covert monitoring and 56.40 hours of overt monitoring. In 2021, the hours were predominantly devoted to conducting overt stop sign enforcement, where the ratio was 49.13 hours covert and 135.70 overt enforcement.



The percentage of time spent conducting covert stop sign monitoring was 78.42% covert and 21.58% overt enforcement in 2022. In 2021, more time was spent conducting overt monitoring with a division of deployment hours being 26.58% covert monitoring and 73.42% overt monitoring. When both 2021 and 2022 deployment hours are combined, the division of deployment hours yields 56.95% covert enforcement and 43.06% overt enforcement.



The operational goal for mobile enforcement monitoring was to attain a 50/50 division of covert / overt enforcement. In 2022 the overall percentages were 55.51% covert mobile enforcement and 44.49% overt enforcement. This is closer to the 50/50 ratio than in 2021 which devoted 36.42% of the hours to covert enforcement and 63.58% overt enforcement. When both years are combined the split is 47.08% mobile covert enforcement and 52.92% mobile overt enforcement.

ATE Citizen Inquiries

The City of Spruce Grove tracks inquiries, and concerns received from the public regarding its Automated Traffic Enforcement program. In 2022 there were 76 inquires and / or concerns reported about the Automated Traffic Enforcement Program. Most of the inquiries centered around ticket inquiries, such as how to pay, dispute, obtain a copy, or obtain disclosure for a ticket. The next highest inquiry was law enforcement request for video footage, primarily collision video footage. In 2020 Spruce Grove changed its ATE service provider. Therefore, there was a period of time where the public adjusted to the flash video capture equipment being utilized.

ATE COMPLAINT TYPE / CATEGORY	2020	2021	2022
Disagree where ATE is parked	4	2	8
Wish to learn more / understand the ATE program / justify the ATE program	10	12	8
Stolen license plate / stolen vehicle	1	4	2
Dislikes the program / cash cow / private company/ ticket too expensive	4	6	3
Request for ATE to be enforced in area / praised the Program	2	2	0
Should not be enforced during inclement weather	0	3	0
Speed limit / tolerance inquiry	1	0	2
Request video / program inquiry law enforcement	4	8	15
Request video/ collision program inquiry - non law enforcement	3	5	2
ATE flash system - equipment testing - malfunction concerns / training	25	17	3
Request to withdraw ticket as staffed enforcement and ATE captured same offence		1	0
ATE vehicle obstruction - founded	1	0	0
Complaint against ATE operator	1	1	0
Ticket Inquiry - did they receive one, how to pay, how to dispute, how to obtain disclosure	11	36	29
Law enforcement in the execution of their duties	0	4	0
Compassionate reasons cited	0	1	0
Egregious offence captured - officer issued ticket	0	0	1
Ticket issued to wrong vehicle	0	0	2
ATE signage inquiry	0	0	1
TOTAL	67	102	76

In comparing 2020, 2021 and 2022 reports, one is able to see a marked decrease in ATE Flash System – Equipment Testing category complaint in 2021 and 2022.

The top three ATE citizen inquiries in 2022 were: Ticket inquiries, (total = 29); Request Video / Program Inquiry Law Enforcement (total =15) and an equal split in the number of reports recorded where people disagreed where the ATE vehicle was parked, and people wishing to learn more / understand how the ATE program operates, (total = 8 each).

Provincial Guideline Adherence

The City of Spruce Grove communicates regularly with the Solicitor General's office to ensure all ATE operations adhere to provincial guidelines. Quarterly and year-end reports are submitted, as well as traffic safety plans, site rationales and other documentation.

Effective December 1, 2019 the provincial government instituted a "freeze" on any new ATE sites or technologies. This "freeze" was to expire on November 30th, 2022. On December 3, 2021, the province released the new Automated Traffic Enforcement Technology Guideline which impacted automated traffic enforcement operations within the province. During 2022 the City was required to re-evaluated all ATE sites to ensure conformance with the new guideline. On December 1st, 2022, the provincial government extended the "freeze" for one more year. This is to allow municipalities / police services an opportunity to operate ATE under the fully implemented 2021 Guideline and allow for the provincial government to fully assess the data received from municipalities to ensure compliance with the Guideline. An audit of Spruce Grove's ATE program is scheduled for spring of 2023.

Other Traffic Safety Initiatives

Staffed enforcement

Staffed Enforcement operations are conducted throughout the City by the RCMP, Spruce Grove Enforcement Services, the RCMP Integrated Traffic Unit and other Tri-Municipal Enforcement partners through a memorandum of understanding. Aside from direct day to day enforcement responsibilities high visibility operations assist in educating the public that traffic safety laws must be obeyed throughout the City. High visibility operations also are used to address specific traffic safety issues of concern.

In 2022 Enforcement services conducted the following high visibility operations:

- 29 joint forces traffic safety operations were conducted with law enforcement partners.

- 487 school zone and school area patrols were conducted.
- 1,017 dedicated traffic operations and roving traffic patrols were conducted, resulting in 3,584 hours devoted to staffed traffic enforcement.
- 100 dedicated traffic operations were conducted for distracted driving which resulted in 50 tickets being issued.



Project Tensor

Project Tensor is a traffic safety enforcement “blitz” that is coordinated with capital region law enforcement partners to address traffic safety concerns. Spruce Grove Enforcement Services conducted five Project Tensor operations throughout the summer months, with a particular focus on vehicle noise and vehicle equipment violations. These operations resulted in a total of 57 tickets being issued, a total of 57 deficiency notices issued; 19 tests were conducted using a decibel meter, 12 tickets were issued for excessive / disturbing vehicle noise, and 11 deficiency notices issued for vehicular noise under the provincial Vehicle Equipment Regulations.

Data collection

Data collection occurs via the Houston Radar boxes (speed and traffic volume recorders), speed display monitoring signs, and a Vermac (mobile) speed display sign. These devices are rotated throughout the city. Engineering also utilizes Miovision Scout video monitoring equipment for traffic and pedestrian volume counts as well as Traffic Logix radar speed signs to monitor speed and traffic volumes.

The speed display signs are designed to instantly remind drivers of the correct speed limit, to advise motorists of their speed and to alert them if they are speeding. The Houston Radar boxes are covert and designed to identify areas of the city where speeding may be an issue.

Once data is analyzed, a corrective action is implemented that best suits the situation.

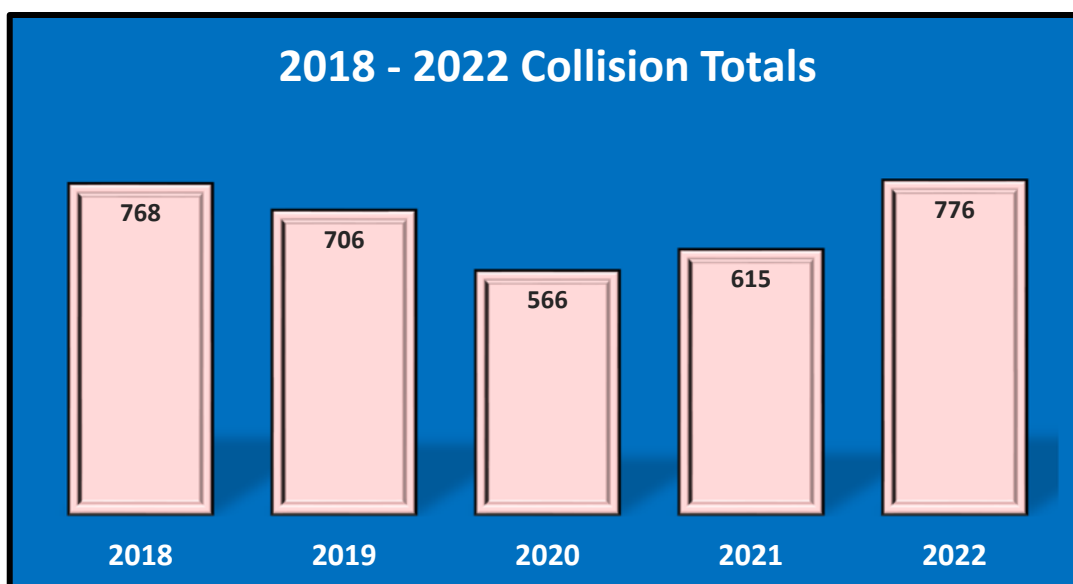
Collision Statistics (2022)

In 2022 there was a marked increase in the number of total and injury collisions noted. This increase may be attributed to a variety of factors which include: a shift from data obtained in previous years from the RCMP to Alberta Transportation; the ability to review a more detailed collision description narrative, timeliness in collision data reception, and a post pandemic environment. A pronounced spike in the number of collisions was also noted during the months of November and December 2022. This increase coincides with poor weather conditions during those months.

Collision data is now received monthly from the province. The 2022 collision statistics are accurate as of January 24th, 2023. When collision data is received, the previous months collision numbers are required to be regularly adjusted because of delayed data entry into the system. These factors make it difficult to conduct accurate data comparisons or meaningful trend analysis. Therefore, it may require a few years of consistent data to accurately assess collision trends. It can be said that Spruce Grove has continued to record zero collision fatalities for over a 10 year period.

Total Collisions

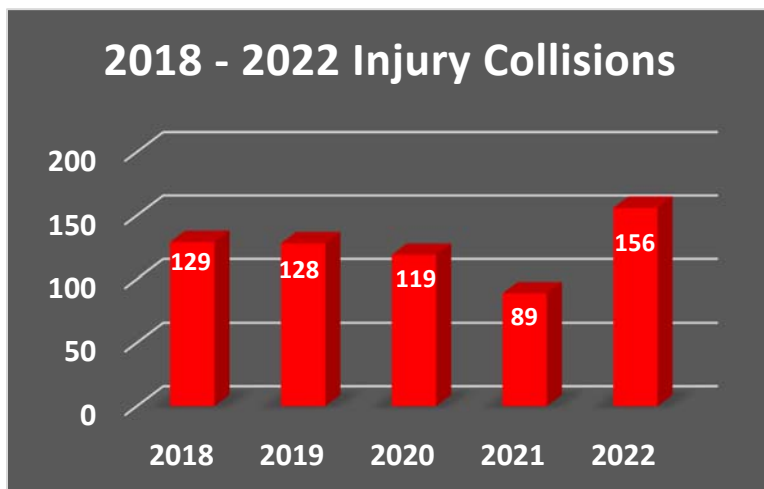
As of the production of this report, there were a total of 776 collisions recorded. There were 156 injury collisions and 630 property damage collisions. This equates to an increase of 26.18% over 2021 collisions, 37.10% over 2020, 9.92% over 2019 and 1.04% over 2018 collisions. If one conducts a population growth comparison from 2018,



(35,766⁵) to the most recent City population numbers (37,645⁶) one obtains a population growth of 5.25%.

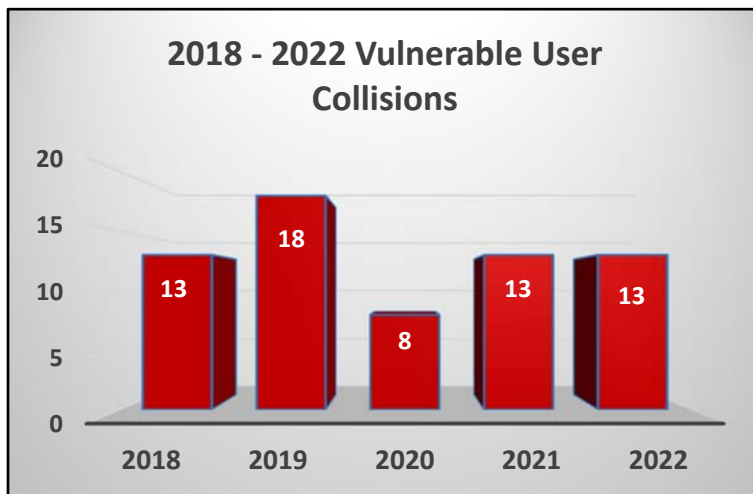
Injury Collisions

As was observed in total collisions, a similar increase was noted in injury collisions. There were a total of 156 injury collisions in 2022. This is a respective increase of 75.29% over 2021, 31.09% over 2020, 21.88% over 2019, and 20.93% over 2018 statistics.



Vulnerable User Collisions

Vulnerable user collisions are defined as a collision that involved a pedestrian, cyclist, scooter or with an individual utilizing a mobility aid. In relative terms vulnerable user collisions remained relatively flat since 2018. There was a spike in 2019 with 18 vulnerable user collisions, but then a subsequent decrease in 2020. In the late spring of 2022, the City experienced a rash of vulnerable user collisions with 6 in a one-month period. Multi-media messaging and an enforcement “blitz” was initiated to mitigate the rash of vulnerable user collisions.

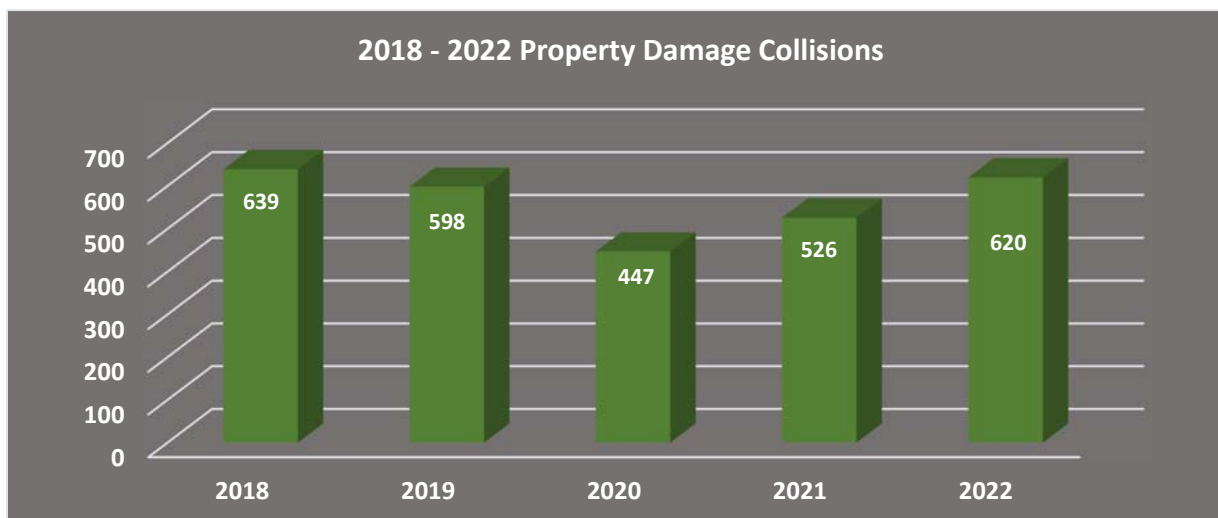


⁵ City of Spruce Grove Demographic Report 2018, July 2018

⁶ City of Spruce Grove Corporate Plan 2023-2025

Property Damage Collisions

Collision data prior to 2022 was received from the RCMP. The collision data received from the RCMP had collisions separated into property damage collisions reportable and property damage collisions non-reportable. The determination whether a collision is reportable or non-reportable was dependant upon the value of the damage incurred. The threshold for damage being reportable or non-reportable is \$2000.00. The current data received from Alberta Transportation does not have this separation.

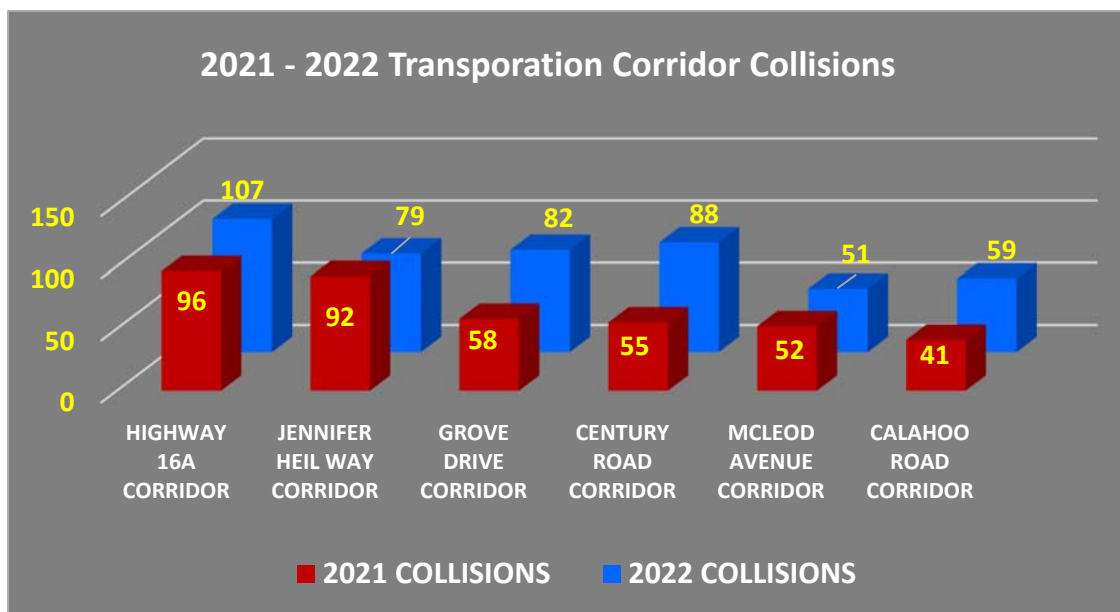


In 2018 the total number of property damage collisions was 639. 564 collisions were reportable and 75 collisions were non-reportable. In 2019 it was 598 total property damage collisions, with 513 being reportable and 85 being non-reportable. 2020 saw 447 property damage collisions with 390 being reportable and 57 being non-reportable. In 2021, the values were 526 property damage collisions, 468 reportable and 58 non-reportable collisions. 2022 saw a total of 620 reportable property damage collisions. It should be noted that many of the property damage collisions occurred in parking lots or driveways. In the 5 year period, from 2018 to 2022 the number of property damage collisions which occurred on parking lots or driveways was: 2018 = 245 parking lot collisions, 2019 = 220 parking lot collisions, 2020 = 152 parking lot collisions, 2021 = 205 parking lot collisions and 2022 had 282 property damage collisions in parking lots or driveways. A post Covid rebound is observed in property damage collisions as well.

Collisions per Traffic Corridor

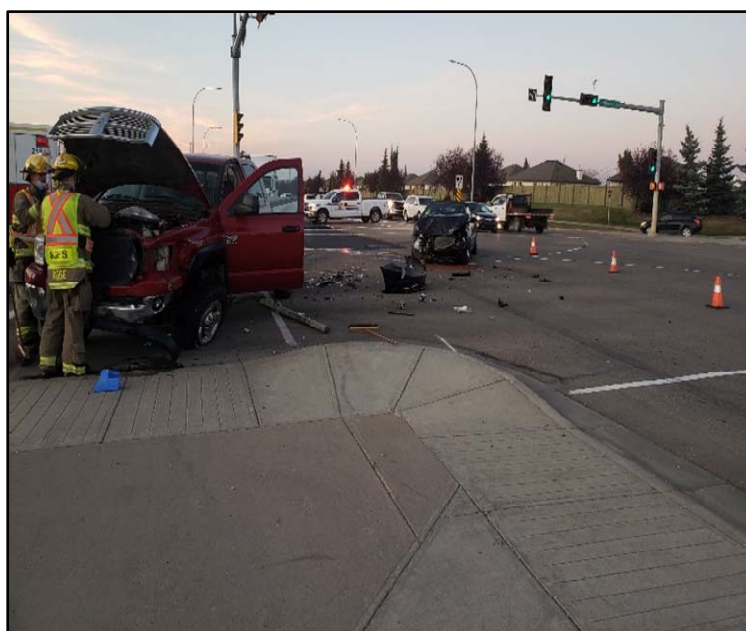
The primary traffic corridors through Spruce Grove are Highway 16A, Jennifer Heil Way, Century Road, Grove Drive, McLeod Avenue and Calahoo Road. Collision increases

were noted on a number of these transportation conduits. The greatest increases were noted along the Century Road and Grove Drive corridor with respective increases of 60% and 41.38%. Decreases were noted along the Jennifer Heil Way Corridor -14.13% and the Calahoo Road Corridor -1.92%.



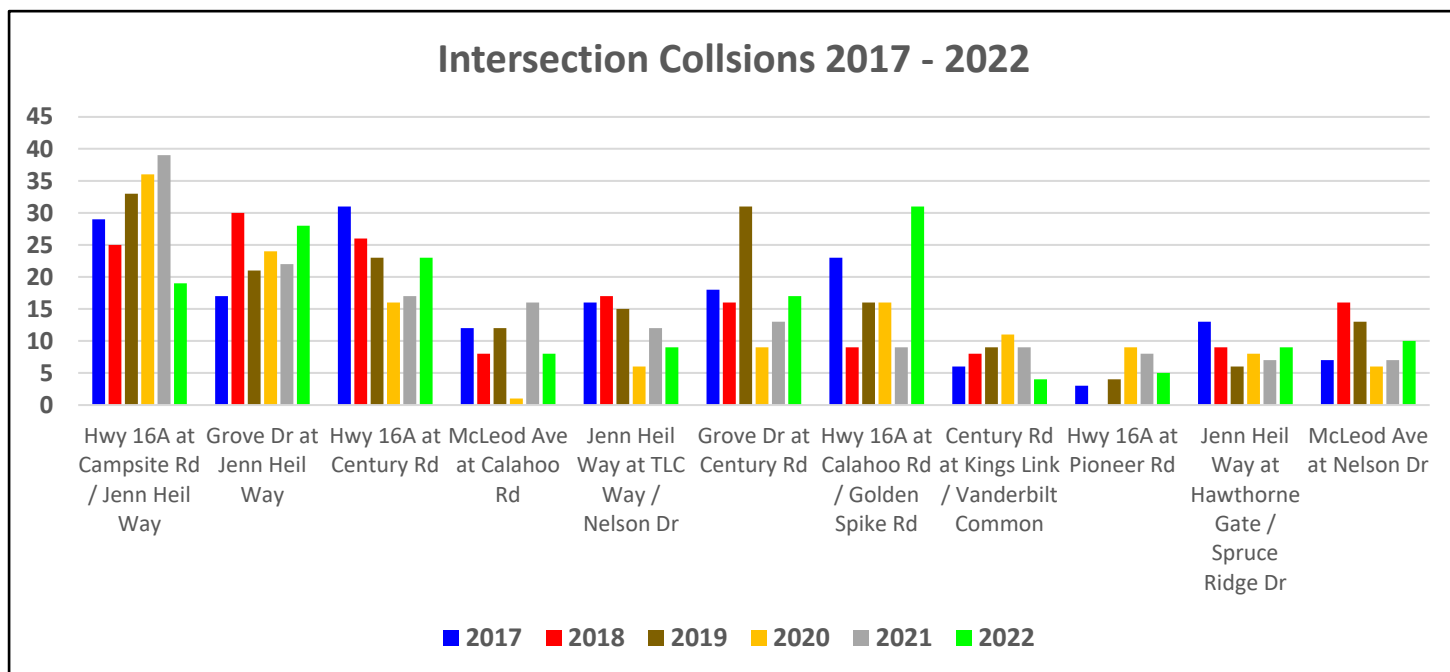
Top Ten Collision Intersections

Collision statistics detail the top ten City intersection that have recorded the greatest number of collisions. In 2022 a noticeable increase was noted at Highway 16A and Golden Spike / Calahoo Road, whereas a significant decrease was noted at Highway 16A and Campsite Road / Jennifer Heil Way. The decrease in collisions at Highway 16A and Campsite Road / Jennifer Heil Way is believed to be the result of changing left hand turn traffic light signalization into a protected left-hand turn.



Ranking	Intersection	2022 Collisions	2021 Collisions	2020 Collisions
1	Highway 16A at Calahoo Road / Golden Spike Road	31	9	16
2	Grove Drive at Jennifer Heil Way	28	22	24
3	Highway 16A at Century Road	23	17	16
4	Highway 16A at Campsite Road / Jennifer Heil Way	19	39	36
5	Grove Drive at Century Road	17	11	13
6	Jennifer Heil way at Nelson Drive / Tri-Leisure Way	12	12	6
	Century Road at Century Crossing	12	5	10
8	McLeod Avenue at Nelson Drive	10	7	6
	Century Road at Westwind Drive	10	3	8
10	Jennifer Heil Way at Hawthorne Gate / Spruce Ridge Drive	9	7	8

The chart “Intersection Collisions 2017 – 2022” provides an assessment of intersection performance. In general terms most intersections show an overall downward trend of collisions over the years. Highway 16A at Campsite Road / Jennifer Heil Way and Grove Drive at Jennifer Heil Way are habitually intersections with high collisions.



Site Rational

All sites with rational are listed on the City web page

<https://www.sprucegrove.org/services/emergency-protective-services/automated-traffic-enforcement/automated-enforcement-locations-and-rationale/>

The provincial review and subsequent release of the 2021 Automated Traffic Enforcement Technology Guidelines modified the criteria for site rational. The government required all Automated Traffic Enforcement Sites to be re-evaluated with supporting data to ensure compliance with the new site rational. In 2022 Spruce Grove evaluated all its Automated Traffic Enforcement Sites in accordance with the new criteria and data requirements.

Staffed Enforcement versus ATE Balance

The City tracks the hours devoted to staffed or traditional traffic enforcement against those expended on Automated Traffic Enforcement. It is unrealistic for staffed enforcement to compete against the efficiency of an automated system. A more appropriate comparison and its intent, is to achieve a more equitable balance of hours between the two traffic enforcement methods. In 2022, Enforcement Services tracked both the hours dedicated to specific targeted traffic enforcement operations but also those which may be attributed to roving traffic patrols. Roving traffic patrols are patrols where officers drive throughout the city, thereby enhancing their visible presence, and to search out traffic violations. Although Spruce Grove Enforcement Services tracks its staffed traffic enforcement hours, it does not have access to RCMP data associated to its traffic enforcement hours.

Spruce Grove Enforcement Services has one Peace Officer per watch, for a total of two officers, dedicated solely to traffic enforcement operations. Other Peace Officer assist in specific traffic operations, conduct roving patrols, and conduct traffic duties when not addressing complaints from the public.

In 2022, Spruce Grove Enforcement Services devoted 3,583.63 hours towards staffed traffic enforcement operations. In total Spruce Grove Enforcement Services issued 2668 traffic related tickets for 2022. Of those tickets the dedicated traffic enforcement positions issued 1,564 traffic tickets and 76 warnings. The total number of hours expended on mobile Automated Traffic Enforcement in 2022 was 2,281.42 hours. During that period, a total of 8,187 tickets were issued.

The City exceeded its goal of achieving an equitable ratio, 50/50 split, between staffed traffic enforcement hours with that of mobile ATE hours. In fact, the ratio is 1.57 to 1 staffed enforcement versus mobile Automated Traffic Enforcement hours. This number excludes any staffed enforcement hours conducted on the City's behalf by the RCMP.

Education Initiatives

Information regarding Automated Traffic Enforcement and traffic safety information may be found on the City of Spruce Grove's website. It includes an interactive map, ATE site rationales, monthly mobile site enforcement locations, collision data, reports, and safety tips. Additionally, educational initiatives conducted in 2022 included, electronic, social media and print messaging, educational instruction, conferences, presentations, and safety campaigns. A synopsis of these educational initiatives is provided accordingly by category.



Electronic, social media, print media

In late spring 2022 the City experienced a spike in pedestrian / cyclist versus motor vehicle collisions. Extensive efforts were made to create awareness to combat this phenomenon utilizing social media, news releases and digital sign boards. Other messaging centred around:

- Winter Advisory and Road Safety Tips
- Messaging regarding traffic impacts for the Pontiff's visit.
- School Zone and School Bus Awareness
- Traffic signalization changes
- Other seasonal traffic and road safety messages.

Educational Instruction

Educational initiatives involve an officer or in collaboration with others conducting training or instruction to groups of people. In 2022 these included:

- Point Pause Proceed /Bike Safety Rodeos and Helmet Safety
- Fall prevention and pedestrian safety presentations to seniors
- Distracted Driving train the trainer instructors training
- Car seat safety

Conferences

Spruce Grove is a member of the Capital Region Integrated Safety Partnership (CRISP). CRISP shares resources and expertise to implement on-going, collaborative, integrated traffic safety research and initiatives to reduce the frequency and severity of intersection collisions in Alberta's Capital Region. Conferences are held to engage the public, professionals and researchers on various traffic safety concerns. In the fall of 2022, CRISP held an “Unconference” – regional traffic safety session in west Edmonton.

Safety Campaigns

Spruce Grove collaborates with other organizations such as Mother’s Against Drunk Drivers – Parkland Chapter to maximize traffic safety awareness. These campaigns focus on impaired and distracted driving. In 2022 the safety campaigns included:



- Overturned motor vehicle on Jennifer Heil Way
- Signage where an impaired driver was stopped
- Candy Cane Check Stop

Presentations

The City of Spruce Grove Community Road Safety Advisory Committee is comprised of community members and council members. Presentations were made to the committee on various traffic safety topics which included:

- Provincial changes to Automated Traffic Enforcement
- City’s ATE website and mapping tool
- Traffic Bylaw and decibel meter to reduce vehicle noise disturbances
- 2021 ATE Annual Report
- Speed limit study
- Protected left hand turn signalization
- Traffic Safety Plan; priorities and community safety.
- Crosswalk safety
- E-Scooter services

Further information may be located at <https://www.sprucegrove.org/government/city-council/boards-and-committees/community-road-safety-advisory-committee/>

The City continues its involvement with the Capital Region Integrated Safety Partnership (CRISP) which provides education to motorists, engineers, and government officials. More on CRISP may be found at <https://drivetolive.ca/what-we-do/strategic-plan-2017-2021/>

The City's communications department helps with traffic safety messaging via the City's website and social media. The website information may be found at <https://www.sprucegrove.org/services/emergency-protective-services/safe-city/traffic-safety/> for more information.

Spruce Grove Protective Services has its own Facebook page where the public may find traffic safety tips. The Facebook information may be found at <https://Facebook.com/SpruceGroveProtectiveServices/>

ATE Transportation Safety Outcomes

In 2022 the City of Spruce Grove's Traffic Safety Plan that was established for 2019 - 2022 concluded. A new 2023-2025 Traffic Safety Plan was drafted. The 2023-2025 reviewed in detail the performance indicators set for that period. The review was specific to the years 2019 to 2021 as 2022 data was not completed at the time of the drafting of that report. The new 2023-2025 Traffic Safety Plan may be found on the City of Spruce Grove's website at: <https://www.sprucegrove.org/media/6044/2023-2025-traffic-safety-plan.pdf>

The 2019 – 2022 Traffic Safety Plan set targets utilizing the 5 E's approach to traffic safety which included Evaluation, Enforcement, Engagement, Engineering and Education. It set specific targets. A score of the number of goals achieved for each category is provided.

Evaluation Goals: All targets identified were achieved.

Enforcement Goals: All targets identified were achieved

Engagement Goals: Three of the four targets were achieved. The Safe City terms of reference revision was not completed.

Engineering Goals: Two of the four goals were achieved. The revision of the City's Municipal Development Standards is still in progress and will soon be completed. The

construction of roundabouts on Pioneer Road, as well as on Tonewood Boulevard was not achieved due to development delays.

Education Goals:

General / Macro Level Education Initiatives: These are broad based communication or public educational initiatives. Five of the six targets were achieved. The engagement of radio stations for radio announcements on various road safety topics for specific holiday events was limited as a result of the pandemic.

Micro / Audience Specific Level Initiatives: These are audience specific presentations on specific traffic safety topics, such as Bike Rodeos. One initiative was fully achieved while the other six had limited engagement due to the pandemic.

Knowledge Transfer / Professionals: These initiatives may involve the creation of reports, formation of committees, surveys or conferences where transportation professionals convene. Three of the four initiatives were achieved. During the 2019 – 2022 Traffic Safety Plan reporting period there was no Urban Traffic Safety Conference.

The 2023-2025 Traffic Safety Plan identifies specific Transportation Safety Outcomes these are:

1. ***Maintain the total number of fatal collisions at zero***
2. ***Decrease the total number of collisions by 3%***
3. ***Decrease the total number of injury collisions by 3%***
4. ***Decrease the total number of collisions along the Jennifer Heil transportation corridor by 3%***
5. ***Decrease the total number of collisions along the Highway 16A transportation corridor by 5%***

Positive transportation safety outcomes were noted between 2019 and 2021. It is evident that 2022 was a period where a post pandemic rebound effect was noted. A separate data source for collisions also impacted statistics however, an increase in collisions is evident regardless. Population increase, increased traffic as monitored by the number of vehicles tracked by the ISD ATE system also may have contributed to the rise in collisions. A review of collision data for November and December 2022 noted a sharp increase in collisions. This spike may be attributable to inclement weather in November and December 2022. Further monitoring is required to fully assess whether the post-pandemic rebound effect is temporary, whereby a decline in collisions will be noted, or this is part of a greater trend that needs to be further evaluated.

Community Road Safety Advisory Committee Comments

This report was submitted and subsequently presented to the Community Road Safety Advisory Committee for review on March 1st, 2023. The Committee proffered the following recommendations for consideration:

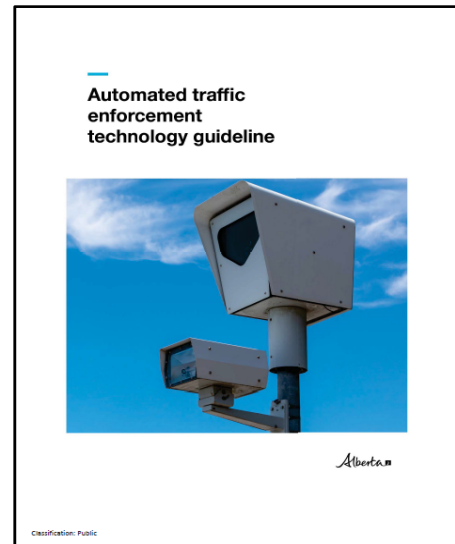
- A wider yearly comparison should be provided to identify trends as opposed to only a two-year period.
- Consideration should be given for a third party to analyze the data and make suggestions on how to normalize the data for better clarity.
- The Committee recognized that there is an identified gap between the collection of traffic data and resources to conduct appropriate analysis of the data.
- The report is important to fulfill the legislative requirements, however it should be condensed and “lifted up” so that the general public can better understand the information. This would include utilizing other communication methods or tools verses simply posting the report on the website.
- The City has experienced exceptional growth, as such a correlation should be made between collision data and the City’s growth. Raw numbers although important should be expressed relative to a per capita basis and/or per vehicle basis to portray a more accurate picture of change.
- Reporting of information should be expressed in a more positive manner instead of reactive statistical reporting. There should be greater emphasis as to the benefits of increased safety and a decrease in raw statistics. Perhaps this can be done as a FAQ on the website to ensure the “positivity” is linked to safety and how it is getting better.

Provincial Changes to the ATE Program

The City abides by all legislative requirements in its management and operation of the Automated Traffic Enforcement Program. In December 2021 the Province released the updated Automated Traffic Enforcement Technology Guideline. This guideline provides standards that must be adhered to when using Automated Traffic Enforcement.

In 2022, Spruce Grove moved forward in implementing the necessary changes required to ensure conformance with the new guidelines which were to come fully into effect by December 1st, 2022. These changes included:

- Restricting the issuance of a second or additional offence notice if the violation occurred within 5 minutes of each other;
- Elimination of “Public Concern” and “Conventional Enforcement Unsafe” as an ATE rationale criteria;
- Assess all ATE locations utilizing the new selection criteria, including requiring the rationale and supporting data to be documented on a new form.
- Local advertising for locations will include use of social media and online to increase public awareness;
- Provide a link to the municipal program website to be posted / linked on 511 Alberta.
- Ensure all mobile ATE vehicles are visible and to be “wrapped” or have signage, so Albertans know when driving if the mobile location is active.



On the date the “freeze” was to be lifted the government extended the “freeze” for one more year. This is to allow municipalities / police services to operate ATE under the fully implemented 2021 Guideline. It further allows for the provincial government to fully assess the data received from municipalities to ensure compliance with the Guideline. An audit of Spruce Grove’s ATE program is scheduled for spring 2023.

Protective Services Recommendations

The recommendations for 2022 builds upon the recommendation of 2021:

Eliminating all forms of mobile ATE.

- Require ISD (Fixed Systems) to be utilized, where possible, at any intersection that makes the top ten list of collision intersections.
- Maintain, as feasible, ISD (Fixed Systems) once installed at any intersections.

This was to move forward in 2023, however due to the extension of the “freeze” by the provincial government this was held in abeyance.

Continue to enhance intersection safety by establishing more protected left hand turn traffic light signalization, particularly at:

- Jennifer Heil Way at Grove Drive
- Highway 16A at Century Road.

Collision reporting and data analysis.

- To explore the viability of a traffic collision reporting center.

Appendix A (Site Identifiers)

NOTES: Sites in **Red** are covert sites, while all sites that start with a “9” are ISD (fixed) sites.

211	HWY 16A west bound at Nelson DR.
2110	HWY 16A west bound at Nelson DR
212	HWY 16A east bound at Nelson DR.
2120	HWY 16A east bound at Nelson DR.
213	Nelson DR. south bound at HWY 16A
2130	Nelson DR. south bound at HWY 16A
216	Century RD. north bound at or near Grove Meadow DR.
2160	Century RD. north bound at or near Grove Meadow DR.
218	Century RD. south bound at or near Kings Link
2180	Century RD. south bound at or near Kings Link
230	Grove DR. east bound at or near Hilldowns DR.
2300	Grove DR. east bound at or near Hilldowns DR.
234	Jennifer Heil Way south bound at or near Tri Leisure Centre
2340	Jennifer Heil Way south bound at or near Tri Leisure Centre
241	Grove DR. east bound at or near Jubilee Park
2410	Grove DR. east bound at or near Jubilee Park
242	Grove DR. west bound at or near Jubilee Park
2420	Grove DR. west bound at or near Jubilee Park
243	HWY 16A west bound at or near King Street
2430	HWY 16A west bound at or near King Street
245	Golden Spike RD. south bound at or near Diamond Avenue
2450	Golden Spike RD. south bound at or near Diamond Avenue
259	Brookwood DR. east bound at Century RD.
2590	Brookwood DR. east bound at Century RD.
260	Grove Meadow DR. west bound at Century RD.
2600	Grove Meadow DR. west bound at Century RD
265	McLeod Avenue east bound at Century RD.
2650	McLeod Avenue east bound at Century RD.
281	Calahoo RD. north bound at Grove DR.
2810	Calahoo RD. north bound at Grove DR.
282	Calahoo RD. south bound at Grove DR.
2820	Calahoo RD. south bound at Grove DR
291	HWY 16A west bound at or near Calahoo Road
2910	HWY 16A west bound at or near Calahoo Road
292	HWY 16A east bound at or near Golden Spike Road

- 2920 HWY 16A east bound at or near Golden Spike Road
- 293 Calahoo RD. south bound at HWY 16A
- 2930 Calahoo RD. south bound at HWY 16A
- 298 McLeod Avenue west bound at Jennifer Heil Way
- 2980 McLeod Avenue west bound at Jennifer Heil Way
- 1214 Harvest Ridge DR. east bound at Heron Crescent
- 12140 Harvest Ridge DR. east bound at Heron Crescent
- 1215 Harvest Ridge DR. west bound at Heron Crescent
- 12150 Harvest Ridge DR. west bound at Heron Crescent
- 1216 Grove DR. east bound at Spring Gate
- 12160 Grove DR. east bound at Spring Gate
- 1217 Grove DR. west bound at Hartwick Way
- 12170 Grove DR. west bound at Hartwick Way
- 1224 Calahoo Road north bound at or near Woodhaven Drive
- 12240 Calahoo Road north bound at or near Woodhaven Drive
- 1225 Calahoo Road south bound at or near Millgrove Drive
- 12250 Calahoo Road south bound at or near Millgrove Drive
- 1226 Millgrove DR. east bound at Calahoo RD
- 12260 Millgrove DR. east bound at Calahoo RD.
- 1227 Woodhaven DR. west bound at Calahoo RD.
- 12270 Woodhaven DR. west bound at Calahoo RD.
- 1228 Spruce Ridge DR. at Jennifer Heil Way
- 12280 Spruce Ridge DR. at Jennifer Heil Way
- 1229 Hawthorne Gate west bound at Jennifer Heil Way
- 12290 Hawthorne Gate west bound at Jennifer Heil Way
- 1232 Grove DR. east bound at Grove Senior Village
- 12320 Grove DR. east bound at Grove Senior Village
- 1233 Grove DR. west bound at Grove Senior Village
- 12330 Grove DR. west bound at Grove Senior Village
- 1239 Calahoo Road north bound at or near Woodhaven Drive
- 12390 Calahoo Road north bound at or near Woodhaven Drive
- 1240 Calahoo Road south bound at or near Millgrove Drive
- 12400 Calahoo Road south bound at or near Millgrove Drive
- 1251 Diamond Avenue east bound at Golden Spike RD.
- 12510 Diamond Avenue east bound at Golden Spike RD.
- 1252 Diamond Avenue west bound at Golden Spike RD.
- 12520 Diamond Avenue west bound at Golden Spike RD.
- 1262 South Avenue east bound at Century RD.
- 12620 South Avenue east bound at Century RD.
- 1269 Madison Crescent west bound at Campsite RD
- 12690 Madison Crescent west bound at Campsite RD.

- 1279 Spruce Ridge DR. west bound at Spruce Ridge RD.
- 12790 Spruce Ridge DR. west bound at Spruce Ridge RD.
- 1280 Spruce Ridge DR. east bound at Spruce Ridge RD.
- 12800 Spruce Ridge DR. east bound at Spruce Ridge RD.
- 1285 Harvest Ridge Drive south bound at Grove DR
- 12850 Harvest Ridge Drive south bound at Grove DR
- 1286 Spruce Ridge RD. north bound at Grove DR
- 12860 Spruce Ridge RD. north bound at Grove DR.
- 1287 Jennifer Heil Way north bound at Tri Leisure Centre
- 12870 Jennifer Heil Way north bound at Tri Leisure Centre
- 1288 Grove DR. west bound at or near Hilldowns DR.
- 12880 Grove DR. west bound at or near Hilldowns DR.
- 1289 Grove DR. west bound at or near Fieldstone DR.
- 12890 Grove DR. west bound at or near Fieldstone DR
- 1291 HWY 16A at or near Nelson DR.
- 12910 HWY 16A at or near Nelson DR.
- 1292 HWY 16A east bound at or near Westgrove DR.
- 12920 HWY 16A east bound at or near Westgrove DR.
- 1293 HWY 16A east bound at or near King Street
- 12930 HWY 16A east bound at or near King Street
- 1296 Spruce Ridge RD. north bound at Spruce Ridge DR.
- 12960 Spruce Ridge RD. north bound at Spruce Ridge DR.
- 1297 Spruce Ridge RD. south bound at Spruce Ridge DR.
- 12970 Spruce Ridge RD. south bound at Spruce Ridge DR.
- 90269 Century RD. north bound at or near Grove DR.
- 90270 Century RD. south bound at or near Grove DR.
- 90271 HWY 16A west bound at or near Jennifer Heil Way
- 90272 HWY 16A east bound at or near Campsite RD.
- 90277 HWY 16A at or near Century RD.
- 90278 HWY 16A east bound at or near Century RD.
- 90279 Jennifer Heil Way north bound at Grove DR.
- 90280 Jennifer Heil Way south bound at Grove DR.
- 90283 Grove DR. east bound at Calahoo RD.
- 90284 Grove DR. west bound at Calahoo RD.




2022

City of Spruce Grove

Council Presentation

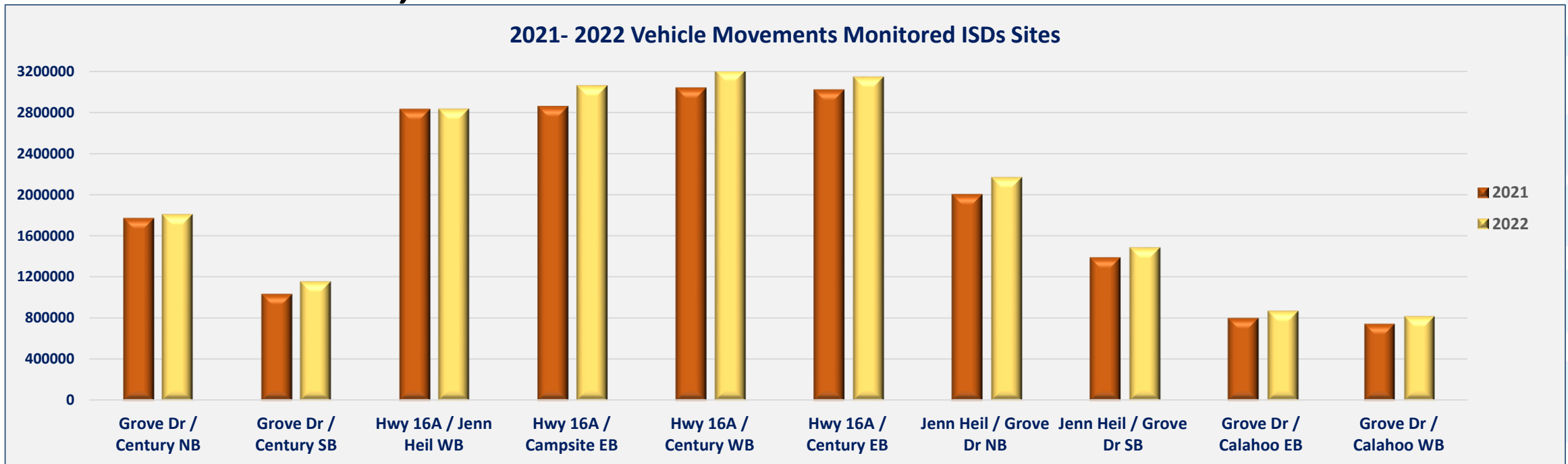
**Automated Traffic Enforcement Annual Report
Review**

2022 MOBILE ENFORCEMENT HOURS VIOLATIONS OBSERVED & TICKETS

TYPE	TOTAL HOURS	Violations Observed	Tickets Issued
	261.30	1,269	831
	516.64	1,451	1,213
	1,503.49	7,604	6,153
TOTAL 2022	2,281.43	10,324	8,197

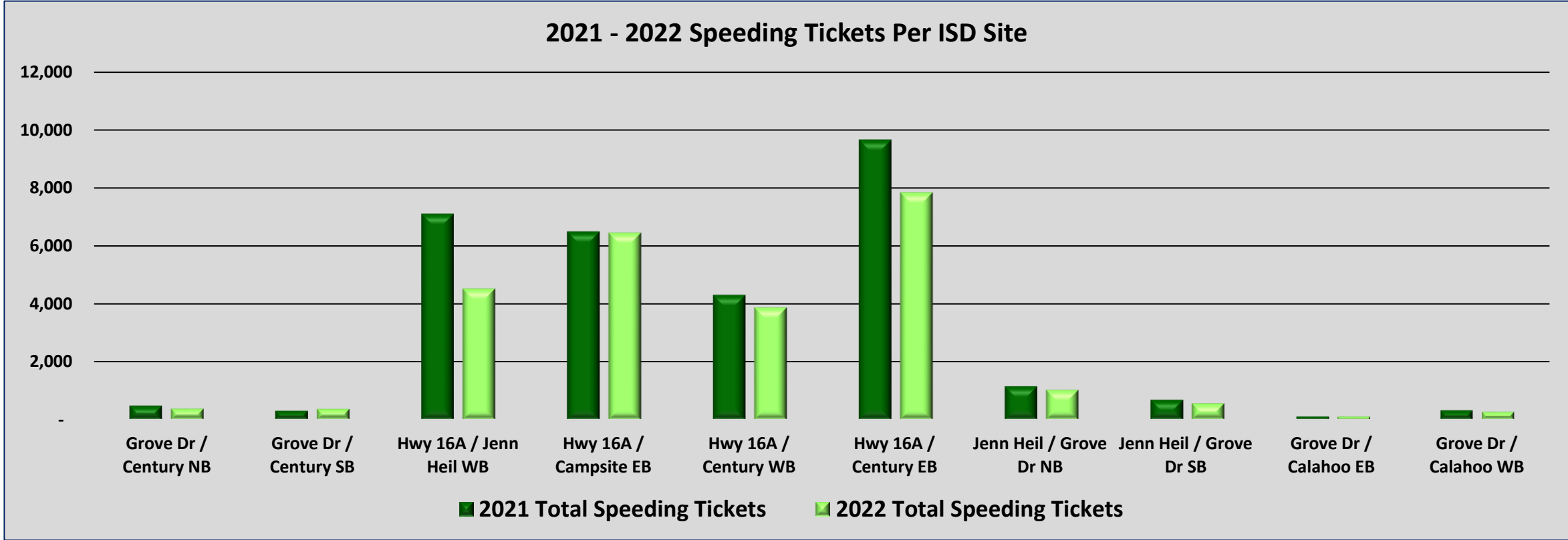
2022 FIXED INTERSECTION CAMERAS VEHICLES MONITORED

- Vehicle Monitored Per Year - ISD = 20,609,866
- Overall increase of 1,037,488 vehicles monitored 2022 vs 2021
- HWY 16A /Century Road = 6,360,360 total vehicles monitored, an increase of 293,101 vehicles over 2021



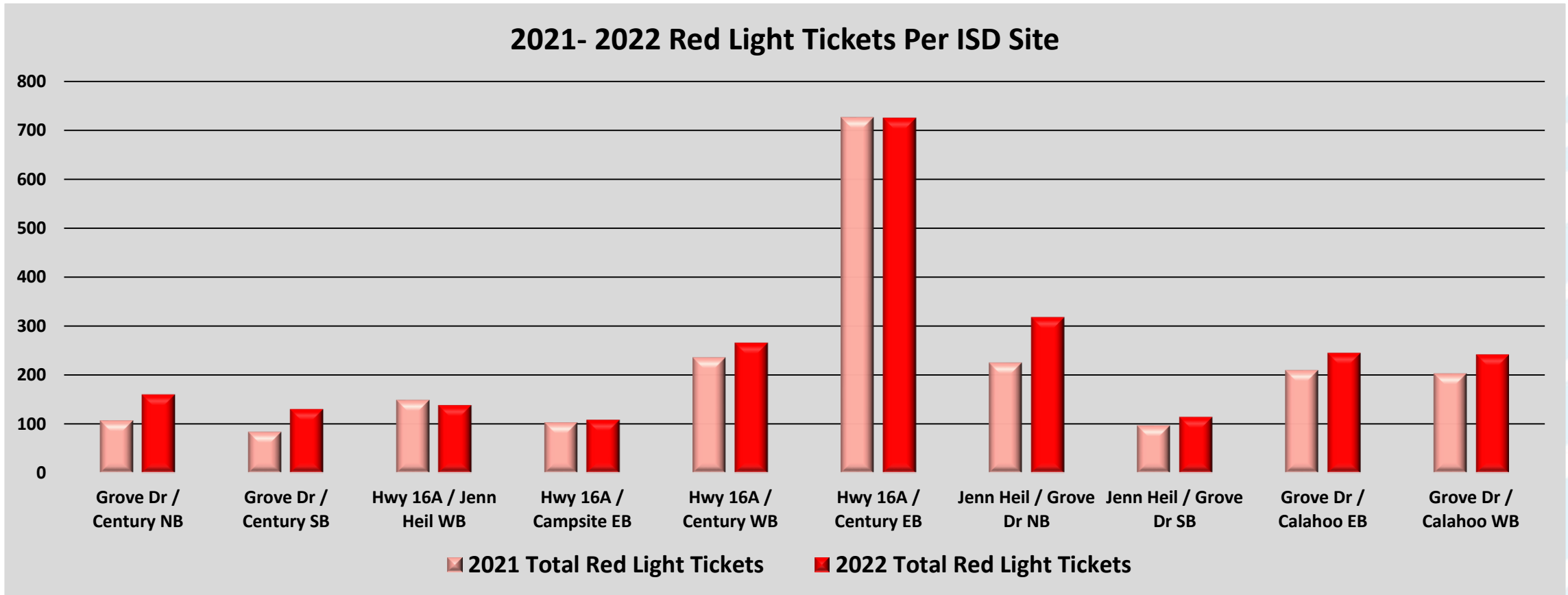
2021-2022 FIXED ATE CAMERAS - ISD - VIOLATIONS OBSERVED VS TICKETS

- **TOTAL SPEEDING VIOLATIONS OBSERVED = 40,603 vs 45,821 (2021)**
- **TOTAL SPEEDING TICKETS ISSUED = 25,497 vs 30,689 (2021)**



2021-2022 - FIXED INTERSECTION CAMERAS VIOLATIONS OBSERVED VS TICKETS

- **TOTAL RED LIGHT VIOLATIONS OBSERVED = 13,826 vs 13,233 (2021)**
- **TOTAL RED LIGHT TICKETS ISSUED = 2,464 vs 2,149 (2021)**

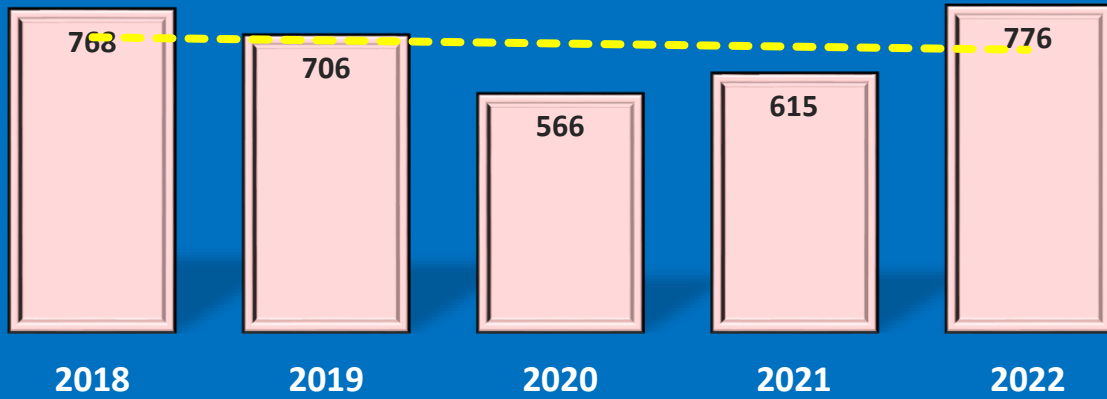


ATE COMPLAINTS - 2020-2022

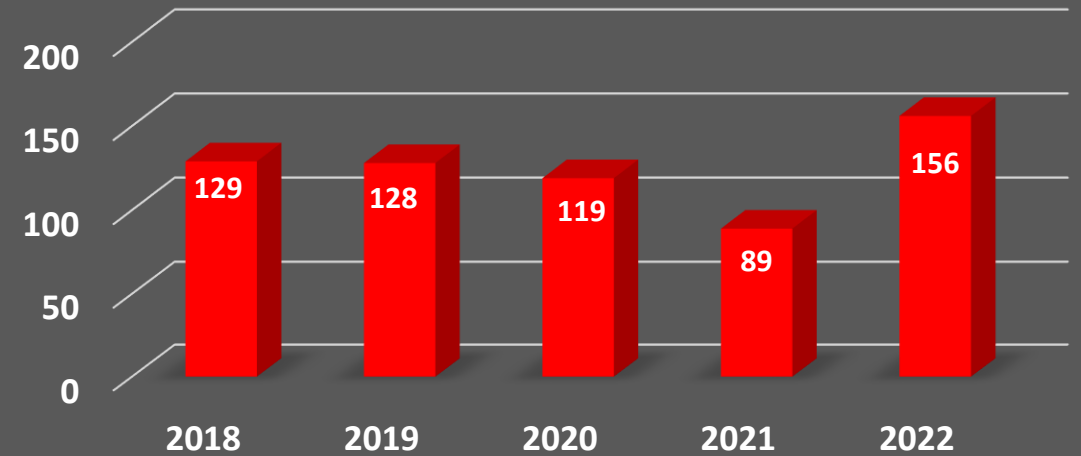
ATE COMPLAINT TYPE / CATEGORY	2020	2021	2022
Disagree where ATE is parked	4	2	8
Wish to learn more / understand the ATE program / justify the ATE program	10	12	8
Stolen license plate / stolen vehicle	1	4	2
Dislikes the program / cash cow / private company/ ticket too expensive	4	6	3
Request for ATE to be enforced in area / praised the Program	2	2	0
Should not be enforced during inclement weather	0	3	0
Speed limit / tolerance inquiry	1	0	2
Request video / program inquiry law enforcement	4	8	15
Request video/ collision program inquiry - non law enforcement	3	5	2
ATE flash system - equipment testing - malfunction concerns / training	25	17	3
Request to withdraw ticket as staffed enforcement and ATE captured same offence		1	0
ATE vehicle obstruction - founded	1	0	0
Complaint against ATE operator	1	1	0
Ticket Inquiry - did they receive one, how to pay, how to dispute, how to obtain disclosure	11	36	29
Law enforcement in the execution of their duties	0	4	0
Compassionate reasons cited	0	1	0
Egregious offence captured - officer issued ticket	0	0	1
Ticket issued to wrong vehicle	0	0	2
ATE signage inquiry	0	0	1
TOTAL	67	102	76

2018-2022 COLLISIONS

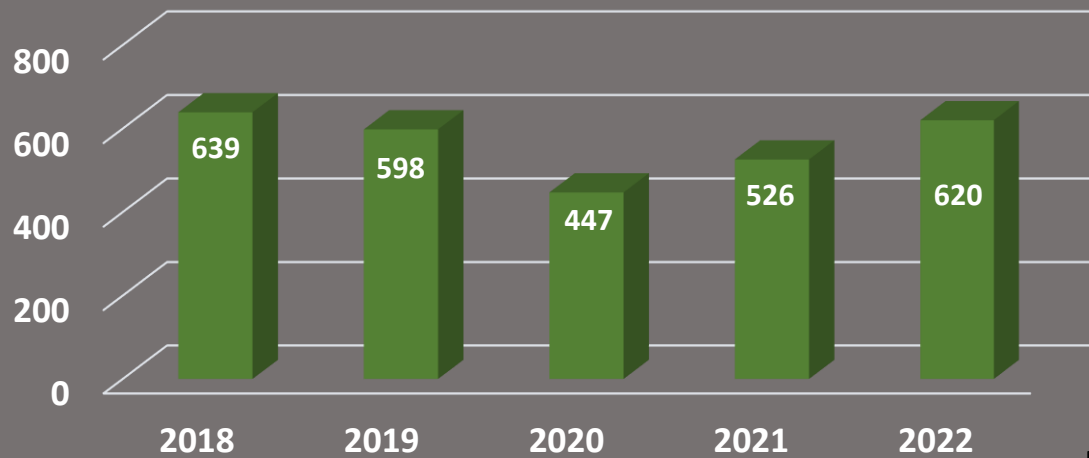
2018 - 2022 Collision Totals



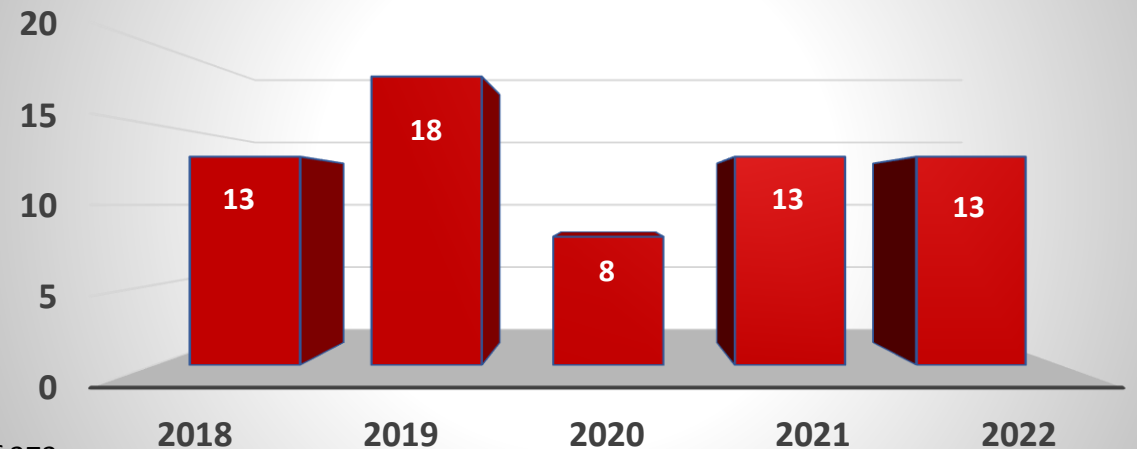
2018 - 2022 Injury Collisions



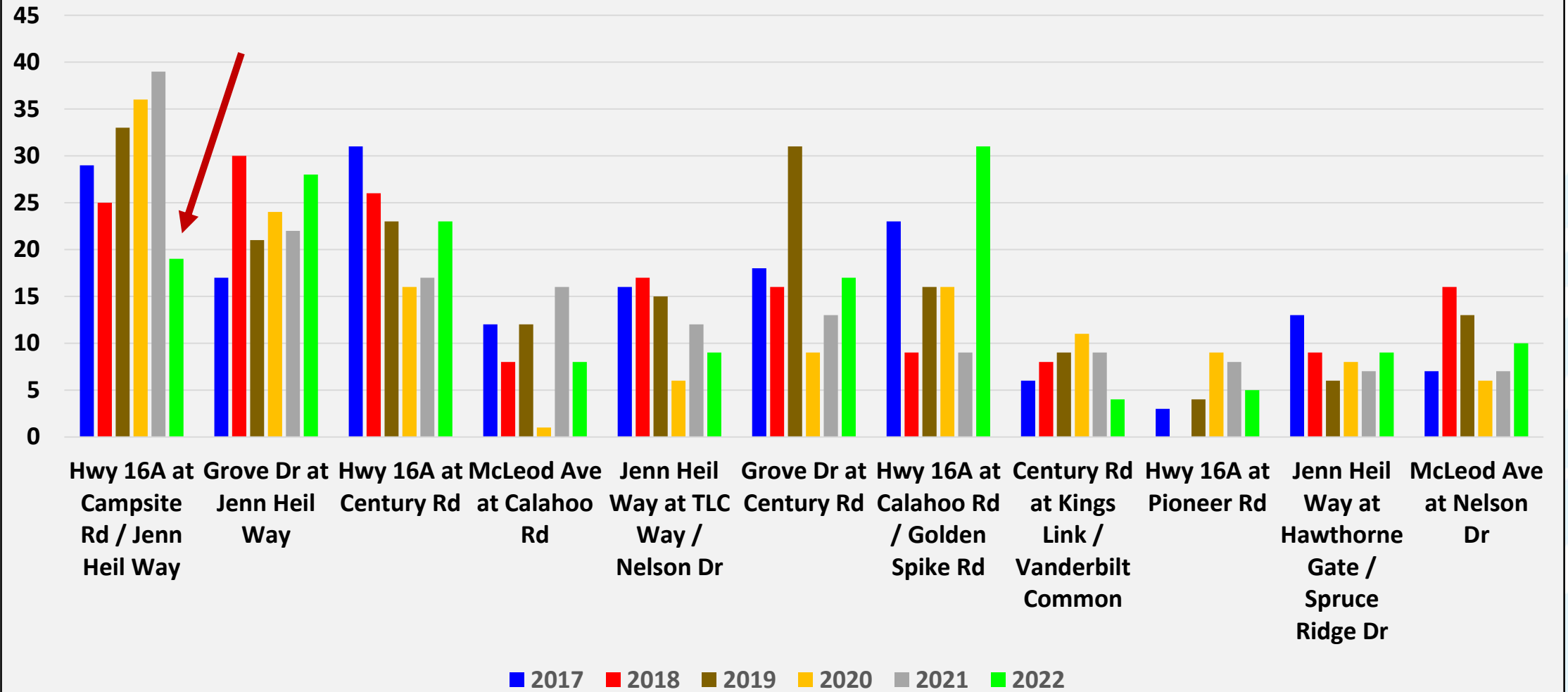
2018 - 2022 Property Damage Collisions



2018 - 2022 Vulnerable User Collisions



Intersection Collisions 2017-2022



2022 - Staffed Enforcement Efforts

- **Total Tickets Spruce Grove Enforcement Services (SGES) 2,733**
- **Tickets Traffic Unit 1,564 and 76 warnings**
- **1,017 Dedicated Traffic Operations**
- **487 School Zone Patrols**
- **50 Distracted Driving Tickets**
- **29 Joint Force Operations**
- **5 Project Tensor (Vehicle Noise / V.E.R.) = 57 tickets**
- **Total Staffed Hours 3,583.63**
- **Mobile ATE Hours 2,281.42**

ALBERTA GOVERNMENT COMPLIANCE

Freeze extended from Dec. 1, 2022 to Nov. 30, 2023

- 1. All sites assessed, validated and verified to be compliant with new data requirements.**
- 2. Comparative sites identified for each ATE sites. Requirements for data collection on these comparative sites.**
- 3. ATE Vehicle “Drive Safe” signage applied, remove covert ATE.**
- 4. Traffic Safety Plan 2023-2025 prepared. Needs to be assessed every year and new one drafted every two years.**
- 5. Government of Alberta ATE audit conducted for Spruce Grove 2023-03-28.**

Community Road Safety Advisory Committee

- **A wider yearly comparison should be provided to identify trends.**
- **Consideration should be given for a third party to analyze and normalize the data for better clarity.**
- **The City has experienced growth. Raw numbers although important should be expressed relative to a per capita basis and / or vehicle basis.**
- **Reporting should be expressed in a more positive basis. There should be a greater emphasis as to the benefits of increased safety and a decrease in raw statistics. Perhaps this can be done as FAQ's on the website to ensure the "positivity" is linked to safety and how it is getting better.**

PROTECTIVE SERVICES RECOMMENDATIONS

- **Amend Corporate Policy Automated Traffic Enforcement - CP-1014-19: to eliminate all forms of mobile ATE (Post Freeze Dec 2023).**
- **Continue to work with City departments to assess and prioritize protected left hand turn signalization lanes at Jennifer Heil Way / Grove Drive and Hwy 16A / Century Road.**
- **Explore Collision Reporting Centre.**

Questions?



REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: C-1233-22 - Municipal Solid Waste Utility Bylaw

DIVISION: Planning & Infrastructure

SUMMARY:

C-1233-22 - Municipal Solid Waste Utility Bylaw was presented to the Governance and Priorities Committee (GPC) on June 19, 2023 for review and feedback. Administration is seeking further input and direction from the GPC on some noted changes within a proposed bylaw.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The creation of the Municipal Solid Waste Utility Bylaw is part of a larger effort to provide individual bylaws for each of the four utilities operated by the City (Water, Sewer, Stormwater, Solid Waste). Separate and more robust bylaws are being created to provide greater transparency for each of the service areas falling under each bylaw.

Solid waste management is currently operated under Part V of the Municipal Utility Services Bylaw passed in 2014. A new standalone bylaw is proposed to replace Part V and is intended to:

- be easier to read and interpret;
- simplify future bylaw reviews and updates;
- clarify and expand the types of residential properties served by the utility;
- provide an appropriate level of governance for utility operations;
- reflect the direction Council provided to Administration in September of 2022; and
- confirm the support of Council for the ongoing provision of solid waste utility services.

The development of higher density housing stock in the City has meant that the Solid Waste Service has outgrown current bylaw definitions. The development of new housing types has created a need to clarify which properties are eligible to receive solid waste services as the current bylaw limits service to those who live in either a single-family dwelling or a duplex within a residential district.

The proposed bylaw uses the housing types and definitions from the Land Use Bylaw, which is an expanded list beyond the two dwelling types listed above. The objective is to ensure clarity, transparency, and sustainability for the scope of solid waste services as the City grows.

Administration presented a draft bylaw and proposed service changes to the GPC on June 19, 2023. Questions were raised with respect to service to private developments and secondary, garden, and garage suites as well as clarifying customer responsibilities with respect to cart storage. The following outlines the further details and recommendations based on the discussion at GPC in June.

Under the current scope of service, the City provides 11,851 properties with a three-stream curbside solid waste service. Under the proposed bylaw, some existing customers will be impacted. Administration is seeking GPC input on the noted amendments for service delivery within the proposed bylaw for the following customer groups:

Private Developments - Clarifying Service

When aligning the scope of service in the proposed bylaw to the property types within the Land Use Bylaw, Administration identified twenty customers at two multi-unit properties within the City, currently receiving services, that fall within the private development definition and are therefore outside the existing scope of service.

Administration is recommending that solid waste services to those two properties be discontinued to consistently apply the scope of service within the bylaw. Administration will assist any affected current customers to identify private servicing options providing sufficient notice to transition following approval of the bylaw.

Question for Committee: *Is there a desire to expand the scope of the bylaw to provide solid waste services to private residential developments on a fee for service basis?*

Secondary Suites, Garage Suites, Garden Suites - Extension of Service

As per discussions with GPC in June, Administration is recommending that solid waste services be extended to include all secondary suites, garage suites, and garden suites within a residential district as set out in section 3 of the proposed bylaw.

Question for Committee: *Should there be utility service of all three types of suites; garage, garden, and secondary, with designated carts for each?*

Clarifying Customer Responsibilities

As per discussions with GPC in June, Administration is recommending an updated customer responsibility with respect to cart storage. This is set out in section 5.1(p) of the proposed bylaw.

***Question for Committee:** Is the updated customer responsibility sufficient to improve bylaw clarity and ensure carts are not stored within a roadway right-of-way or in a front yard?*

OPTIONS / ALTERNATIVES:

GPC may provide feedback on the bylaw.

CONSULTATION / ENGAGEMENT:

Drafting of this bylaw was an enterprise-wide collaborative effort and was reviewed by the City Clerk's Office and the Corporate Leadership Team.

IMPLEMENTATION / COMMUNICATION:

Corporate Communications has been engaged as a business partner in developing a communications strategy for the bylaw.

IMPACTS:

Most current customers will see no impact for solid waste services with the approval of this proposed bylaw. Properties in residential districts with secondary suites, garage suites, and garden suites will be issued one additional 120 L green organics cart and one 120 L black garbage cart unless larger carts are requested.

FINANCIAL IMPLICATIONS:

The financial impact of passing of this proposed bylaw has not been finalized at this time but is not expected to have an impact on the solid waste utility's cost beyond the provision of some additional carts.

THE CITY OF SPRUCE GROVE

BYLAW C-1233-22

MUNICIPAL SOLID WASTE UTILITY BYLAW

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a council may pass bylaws respecting public utilities;

AND WHEREAS, the City of Spruce Grove owns and operates a Solid Waste management system as a public utility for the benefit of its residents;

AND WHEREAS, the City of Spruce Grove owns and operates an Eco Centre to manage Recyclables, Household Hazardous Waste, Organic Waste or other waste material as identified by the City, for the benefit of its residents;

AND WHEREAS, the City of Spruce Grove is committed to offering Solid Waste Services in a manner that does not negatively impact the environment;

AND WHEREAS, this bylaw sets out how residential Solid Waste Services are regulated in the City of Spruce Grove;

AND WHEREAS, it is deemed just and proper to levy rates and charges on all Persons to whom such Solid Waste Services are provided and to set forth the terms and conditions under which the services are provided;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled hereby enacts as follows:

1. BYLAW TITLE

1.1 This bylaw is called the “Municipal Solid Waste Utility Bylaw”.

2. DEFINITIONS

2.1 “Act” means the *Municipal Government Act*, RSA 2000 cM-26, as amended.

2.2 “Alley” means a narrow Road Right of Way providing access to the rear of buildings and parcels of land.

2.3 “Automated Collection” means the collection of Garbage or Organic Waste in carts designed to be mechanically emptied into a collection vehicle.

- 2.4 “Black Waste Cart” means a black wheeled receptacle owned and supplied by the City for the Automated Collection and disposal of Garbage.
- 2.5 “Blue Bag” means a blue transparent bag provided by a Customer for the collection and disposal of clean Recyclables.
- 2.6 “Cart” means a wheeled receptacle owned and supplied by the City for the Automated Collection of Solid Waste.
- 2.7 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.
- 2.8 “City’s Website” means the website operated by the City of Spruce Grove and located at <http://www.sprucegrove.org>, as amended, or such other website as may replace it.
- 2.9 “City Manager” means the administrative head of the City of Spruce Grove.
- 2.10 “Collector” means a Person authorized by the City to collect and dispose of Solid Waste.
- 2.11 “Collection Areas” means the assignment of Collection Days to identified neighbourhoods for the provision of Solid Waste Services.
- 2.12 “Collection Day” means the day or days designated by the City for provision of Solid Waste Services.
- 2.13 “Collection Services” means residential Solid Waste collection and disposal as detailed in this bylaw and rendered by the City or a Collector.
- 2.14 “Customer” means a Person who receives Solid Waste Services provided by the City.
- 2.15 “Designated Officer” means a bylaw enforcement officer appointed under the Act, or any other person who is, in the execution of their duties, responsible for the preservation and maintenance of the public peace, and may also include, a Safety Codes Officer, member of the Royal Canadian Mounted Police, and a Peace Officer appointed under the Peace Officer Act, SA 2006 cP-3.5, as amended.

- 2.16 “Driving Lane” means that portion of a Road Right of Way intended for vehicle passage.
- 2.17 “Duplex” means a single Building containing two Dwellings on the same Site, not including Secondary Suites. Each unit shall have a separate entrance directly to the outdoors.
- 2.18 “Eco Centre” means a drop-off facility where residents can dispose of items that can’t be placed in their Black Waste Cart, Blue Bag, or Green Organic Waste Cart. Household Hazardous Waste, Electronic Waste, appliances, and extra Garbage are also accepted at the Eco Centre.
- 2.19 “Electronic Waste (E-Waste)” means eligible electronic waste for recycling programs established under the jurisdiction of Alberta Recycling Management Authority (ARMA).
- 2.20 “Fee” means any fee as set out in the Fees and Charges Bylaw., as amended
- 2.21 “Fee Simple Lot” means a lot where the landowner has total ownership rights to the land and buildings on a particular piece of real property.
- 2.22 “Garage Suite” means a single storey dwelling, which is located above a detached garage. A Garage Suite is accessory to a building in which the principal use is single detached dwelling. A Garage Suite has cooking facilities, food preparation, sleeping and sanitary facilities which are separate from those of the principal building located on the site. A Garage Suite has an entrance separate from the vehicle entrance to the detached garage, either from a common indoor landing or directly from the exterior of the structure. A Garage Suite does not include Secondary Suites or Garden Suites.
- 2.23 “Garbage” means Solid Waste other than Organic Waste or Recyclables.
- 2.24 “Garden Suite” means a single storey dwelling, which is located in a building separate from the principal use single detached dwelling. A Garden Suite has cooking facilities, food preparation, sleeping and sanitary facilities which are separate from those of the principal building located on the site. This use does not include Secondary Suites or Garage Suites.

- 2.25 “Green Waste Cart” means a green wheeled receptacle owned and supplied by the City for the Automated Collection and disposal of Organic Waste.
- 2.26 “Household Hazardous Waste (HHW)” means chemical products such as cleaning solvents, paints, pesticides, or other materials disposed of by residential consumers, which qualifies as hazardous waste when discarded. Hazardous wastes and hazardous recyclable materials are defined as those with properties such as flammability, corrosiveness, or inherent toxicity.
- 2.27 “Multi-Unit Dwelling” means a residential development containing three or more dwellings that share a common entrance, and may contain one or more suites, containing sleeping and sanitary facilities and may have cooking and food preparation facilities, for temporary lodging or housekeeping.
- 2.28 “Occupant” means a Person occupying, but not owning, a dwelling that receives or is eligible to receive Solid Waste Services.
- 2.29 “Organic Waste” means grass clippings, leaves, garden waste, house and garden plants, shrubbery and tree limbs, sawdust, wood shavings, kitchen food waste, compostable paper, and any other material of organic origin as designated by the City.
- 2.30 “Owner” means the registered Owner of Property in the City.
- 2.31 “Person” means any individual, partnership, firm, corporation, municipality, association, society, political or other group, and the heirs, executors, administrators, or other legal representatives of a Person to whom the context can apply according to law.
- 2.32 “Principal Building” means a building which constitutes the primary purpose for which the site is used and is the main building among one or more buildings on the site.
- 2.33 “Private Development” means a site which contains several buildings or dwellings that are situated along private roadways.
- 2.34 “Recyclables” means any clean household waste material that is accepted as Solid Waste within the City’s Blue Bag program or at the Eco Centre, as identified on the City’s Website.

- 2.35 “Rental Project” means a residential project, or portion thereof, containing more than one dwelling unit, which is intended to be rented to tenants.
- 2.36 “Residential District” means those areas of the City districted or zoned for residential use under the Land Use Bylaw, as amended.
- 2.37 “Residential Premises” means those property types within a Residential District identified within the scope of service section of this bylaw.
- 2.38 “Road Right of Way” means the land generally contained between Private Development boundaries that contains a public roadway and includes the Street or Alley, the boulevard or verge, and sidewalks.
- 2.39 “Row Housing” means a development of three or more dwellings joined in whole or in part at the side only, with no dwelling being placed over another in whole or in part. Each dwelling shall be separated from the one adjoining, where they are adjoining, by a vertical wall which is insulated against sound transmission. Each dwelling shall have separate, individual, and direct access to grade. This use class shall not include Multi-Unit Dwellings.
- 2.40 “Row Housing Development” means a site which contains several row house groupings that are situated along private roadways.
- 2.41 “Second and Subsequent Offence” means a continuation or contravention of the same offence for each day the said offence is committed, or in the case of a specified time period, the time period equal to the original posted allowed time.
- 2.42 “Secondary Suite” means a development consisting of a Dwelling located within, and accessory to, a structure in which the Principal Use is Single Detached Dwelling or other residential use as defined in a Direct Control District. A Secondary Suite has cooking facilities, food preparation, sleeping and sanitary facilities which are physically separate from those of the Principal Dwelling within the structure. A Secondary Suite also has an entrance separate from the entrance to the Principal Building, either from a common indoor landing or directly from the side or rear of the structure. This Use Class includes the Development or conversion of basement space or above-grade space to a separate Dwelling, or the addition of new floor space for a Secondary Suite to an existing Single Detached Dwelling. This Use Class does not include Garage Suite and Garden Suite.
- 2.43 “Service Account” means a non-transferable agreement between a Customer or Owner and the City for the supply of Solid Waste Services.

The terms of this bylaw form a part of the Service Account and includes amounts payable by the Customer to the City. A Service Account is considered active while Solid Waste Services are being provided.

- 2.44 “Service Account Holder” means a Customer whose name appears on the Service Account and who is subject to the payment of Fees while Solid Waste Services are provided.
- 2.45 “Solid Waste” means materials and substances normally considered to be household waste, including Organics, Recyclables, and Garbage. But not including:
- (a) commercial, industrial, or agricultural waste;
 - (b) liquid waste;
 - (c) manure;
 - (d) tree stumps, roots, turf, and earth;
 - (e) furniture and major household appliances;
 - (f) discarded auto parts;
 - (g) construction or renovation waste;
 - (h) any substance that may be considered biomedical, dangerous, or hazardous under the provisions of any applicable legislation;
 - (i) hypodermic needles or sharps;
 - (j) pharmaceuticals;
 - (k) any highly combustible, explosive or toxic materials, including but not limited to, gunpowder, fireworks, dynamite, or hot ashes; and
 - (l) Any waste that requires special packaging or preparation or may otherwise pose a hazard to the Collector.
- 2.46 “Solid Waste Services” means the provision of waste management services to Residential Premises and includes the collection and disposal of Garbage, Organic Waste, and Recyclables.
- 2.47 “Street” means the portion of any Road Right of Way, including an Alley, normally intended for vehicle passage or vehicle parking where permitted.
- 2.48 “Verge” means a paved or unpaved strip of land on the edge of an alley.

2.49 “Violation Ticket” means a ticket issued pursuant to Part II or Part III of the Provincial Offences Procedure Act, RSA 2000, cP-34, as amended, detailing an offence or contravention of this Act or this bylaw.

3. SCOPE OF SERVICE

3.1. The following property types are deemed to be a Customer:

- (a) a Fee Simple Lot in a Residential District that is serviced by a public roadway; and
- (b) a Duplex in a Residential District that is serviced by a public roadway.
- (c) Secondary Suites, Garage Suites and Garden Suites in a Residential District.

3.2. The following property types are not deemed to be a Customer:

- (a) Private Developments
- (b) Rental Project
- (c) Multi-unit Dwellings; and
- (d) Row Housing Developments

4. SOLID WASTE UTILITY ADMINISTRATION

4.1. As provided under section 33 of the Act, the City shall be the sole provider of Solid Waste Services to Residential Premises within the City’s corporate limits.

4.2. The City may, from time to time, host and/or sponsor seasonal events as part of its Collection Services where additional Solid Waste or other items may be permitted to be left out for collection.

4.3. The City may enter contracts with Collectors for the delivery of Solid Waste Services.

4.4. Anyone who is a Customer as defined within this bylaw cannot opt out of the receipt of Solid Waste Services.

4.5. A Fee Simple Lot in a Residential District that is serviced by a public roadway and that contains Secondary Suites, Garage Suites or Garden

Suites shall have one Service Account where they will be charged the monthly solid waste utility Fee for those suites.

- 4.6. Solid Waste Services may be provided to Private Developments or those premises not defined as Residential Premises at the sole discretion of the City Manager.
- 4.7. Fees pertaining to Solid Waste Services under this bylaw appear in the Fees and Charges Bylaw, as amended.
- 4.8. Each Service Account Holder shall be assigned one (1) Black Waste Cart and one (1) Green Waste Cart.
 - (a) Secondary Suites, Garage Suites or Garden Suites shall be assigned one (1) 120L Black Waste Cart and one (1) 120L Green Waste Cart unless otherwise requested.
- 4.9. All Carts are the property of the City and shall not be altered or customized in any manner.
- 4.10. Carts assigned to a Service Account must remain with the property originally assigned to should the account be altered.
- 4.11. Carts will not be assigned or delivered to a newly developed Residential Premises until the Owner has established a Service Account.
- 4.12. To deliver Solid Waste Services effectively the City may:
 - (a) Divide the City into Collection Areas for the purpose of scheduling Collection Days
 - (b) Alter the boundaries of collection areas as deemed necessary on reasonable notice to Customers;
 - (c) Determine the frequency of Collection Services; and
 - (d) Designate the conditions and guidelines for Collection Services.

5. CUSTOMER RESPONSIBILITIES

- 5.1. Customers shall:

- (a) promptly advise the City of damaged or missing Carts
- (b) utilize only Carts provided by the City for storage of Garbage and Organic Waste for the provision of Collection Services;
- (c) ensure waste placed in Carts is contained in securely tied bags and lids remain closed to prevent access by pets or wildlife;
- (d) place only Garbage in Black Waste Carts and only Organics in Green Waste Carts;
- (e) ensure the Carts are not loaded beyond their capacity of 200lbs (90 kg);
- (f) use only semi-transparent and securely tied blue plastic bags for Recyclables collection;
- (g) place only those Recyclables identified under the City's Blue Bag program for collection on the assigned Collection Day;
- (h) make assigned Carts available to the City or its agents within a reasonable time frame upon request for inspection or for the purpose of repair or replacement;
- (i) form cardboard into flat pieces no larger than 0.5 meters by 1.0 meter and place under Blue Bags for collection;
- (j) for Residential Premises with front Street collection, place Carts and Blue Bags on the Street, within three (3) meters of the curb and between the lot side property lines and ensuring that a distance of one (1) meter is maintained between other Carts, Blue Bags, or other obstructions;
- (k) for Alley collection, place Carts and Blue Bags as close to the Driving Lane as possible, between the lot side property lines and ensuring that a distance of one (1) meter is maintained between other Carts, Blue Bags, or other obstructions;
- (l) ensure lids on Carts are fully closed when placed for collection on Collection Day;
- (m) ensure Solid Waste is set out for collection no earlier than 24 hours prior to Collection Day but prior to 7:00 a.m. on Collection Day at the location determined by the City;

- (n) remove Carts from the Road Right of Way by midnight on each Collection Day unless otherwise directed by the City;
 - (o) remove from the Road Right of Way any uncollected or uncollectable Solid Waste by midnight on the day following Collection Day unless otherwise directed by the City;
 - (p) when not out for collection, store the Black Waste Cart and Green Waste Cart within two (2) meters of the Principal Building or garage.
- 5.2. For the purposes of this bylaw the lot side property lines shall be deemed to extend into the street, within three (3) meters of the curb, to determine placement of Carts and Blue Bags. Any Cart or Blue Bag placed within this area will be deemed to be placed by the Customer at that Residential Premises.

3. USE OF ECO CENTRE

- 6.1. The Eco Centre is available for the disposal of:
- (a) residential waste that is not permitted within Black Waste Carts, Green Waste Carts, or Blue Bag such as Household Hazardous Waste, e-waste, appliances, and other items as identified on the City's Website;
 - (b) excess residential Solid Waste originating from Residential Premises within the City, and;
 - (c) other waste as may be identified on the City's Website and accepted for landfill disposal or for diversion.
- 6.2. All items disposed of through the Eco Centre may be subject to fees as identified in the Fees and Charges Bylaw, as amended.
- 6.3. Fees payable for materials brought to the Eco Centre for disposal will be based on Fees approved within the Fees and Charges Bylaw, as amended, and determined by Eco Centre personnel.
- 6.4. Eco Centre personnel may refuse items not accepted under facility operation guidelines which may be altered from time to time to accommodate required disposal processing.

- 6.5. Quantities exceeding typical household volumes may be deemed a commercial volume and may be refused at the discretion of Eco Centre personnel.
- 6.6. Responsibility for alternate disposal of items refused by the Eco Centre shall remain with the Person who has possession of the items.
- 6.7. A Person accessing the Eco Centre shall comply with directions given to them by Eco Centre personnel for proper disposal of items.

6. PROHIBITIONS

- 7.1. No Person shall place or set out any Solid Waste for Collection Services unless they hold an active Service Account or are an Occupant of a Residential Premises with an active Service Account.
- 7.2. Except for an agent of the City, no Person other than the Customer or Occupant of the property set out in section 3.1 shall pick over, remove, disturb, or otherwise interfere with any Solid Waste that has been set out for collection.
- 7.3. No Person shall place waste in a Cart unless they are the Customer or Occupant of the Residential Premises to which the Cart has been assigned.
- 7.4. No Person shall set out any Solid Waste or Cart beyond those times specified in this bylaw.
- 7.5. No Person shall leave any Cart on the Road Right of Way beyond 11:59 pm on the designated Collection Day.
- 7.6. No Person shall place out any carts beyond those that have been assigned to the Customer.
- 7.7. No Person shall leave any uncollected Solid Waste beyond 11:59 pm on the day following the designated Collection Day, unless otherwise directed by the City.
- 7.8. No Person shall leave out for collection any material that is not deemed Solid Waste as set out in the bylaw.
- 7.9. No Person shall loiter or scavenge at the Eco Centre.
- 7.10. No Person shall fail to follow Eco Centre personnel directions or conduct themselves in a manner that is disrespectful or abusive to Eco Centre patrons or Eco Centre personnel.

- 7.11. No Person shall deposit anything other than Organic Waste in the assigned Green Waste Cart.
- 7.12. No Person shall transport household Solid Waste and deposit it in a City waste receptacle on public lands.
- 7.13. No Person shall fail to properly store the Black Waste Cart and Green Waste Cart as set out in section 5.1(p).
- 7.14. Any Person breaching any part of this bylaw may be issued a Violation Ticket and/or the City may cause the Solid Waste or debris to be cleaned and the costs and expenses thereof shall be paid to the City upon demand; failing payment, such costs and expenses shall be added to the tax roll for the property in question.

7. OFFENCES AND PENALTIES

- 8.1. Any Person who contravenes any provision of this bylaw is guilty of an offence and is liable upon summary conviction, to a specified penalty for that offence as set out in Schedule 1 of this bylaw.
- 8.2. Notwithstanding Schedule 1 of this bylaw, any Person who commits a Second and Subsequent offence under this bylaw, where the Second or Subsequent fine is not otherwise specified in Schedule 1, is liable on summary conviction to double the fine set out in Schedule 1 to this bylaw, for that offence.
- 8.3. Any Person who is guilty of an offence is liable to a fine in an amount not less than that established in in Schedule 1, and not exceeding \$10,000 or to an order of imprisonment for not more than one (1) year, or both.

8. ENFORCEMENT

- 9.1. A Designated Officer who inspects any property under this bylaw, or any Person who takes any actions or performs any work on behalf of the City pursuant to this bylaw, is not liable for any damages caused by the inspection, the work, or the actions.
- 9.2. Each Designated Officer is hereby authorized to enforce this bylaw.

- 9.3. A Designated Officer is hereby empowered to issue a Violation Ticket to any Person who is believed on reasonable and probable grounds to have contravened any provision of this bylaw.
- 9.4. A Violation Ticket shall be deemed to have been sufficiently served:
- a) if served personally or substitutionally upon the Customer or Occupant.
 - b) In the case of a business or corporation
 - i) by sending the Violation Ticket by single registered mail to the registered office of the business or corporation, or
 - ii) by delivering the Violation Ticket personally to the manager, secretary other person apparently in charge of the business or corporation.
- 9.5. If a Person has been prosecuted for the offence specified in the Violation Ticket and has been convicted of such, then the fine imposed shall not be less than the original amount indicated on the Violation Ticket.

9. **SEVERABILITY**

- 9.1 Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provision shall be severed and the remainder provisions shall remain valid and enforceable.

10. **EFFECTIVE DATE**

- 11.1. This bylaw shall come into force and effect when it receives third reading and is duly signed.
- 11.2. Where conflict exists, this bylaw supersedes C-866-14 – Municipal Utility Service Bylaw, as amended.
- 11.3. Where conflict exists, this bylaw supersedes C-1228-22 – 2023 Fees and Charges Bylaw, as amended.

First Reading Carried [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried

[Click here to enter a date.](#)

Date Signed

Mayor

City Clerk

SCHEDULE 1 – FINES

OFFENCE	SECTION	FINE
Placing out solid waste for collection without an active Service Account in place	7.1	\$100
Picking through and/or disturbing Solid Waste or Cart	7.2 & 7.3	\$100
Placing Solid Waste or Cart out for collection outside the prescribed time.	7.4	\$100
Failure to remove Cart during prescribed time.	7.5	\$100
Placing out additional cart(s) for collection beyond those assigned to the Customer.	7.6	\$200
Failure to remove uncollected Solid Waste within the prescribed time.	7.7	\$100
Placing out for collection any material that does not meet the definition of Solid Waste	7.8	\$200
Loitering or scavenging at Eco Centre	7.9	\$100
Disrespectful or abusive conduct at Eco Centre	7.10	\$100
Placing material other than organic waste in a Green Waste Cart	7.11	\$100
Transporting household Solid Waste and depositing it in a City waste receptacle on public lands.	7.12	\$100
Failure to properly store the Black Waste Cart or Green Waste Cart	7.13	\$100

Municipal Solid Waste Utility Bylaw

Presentation to Governance and Priorities Committee
September 18, 2023

Introduction

- Administration received feedback from the Governance and Priorities Committee (GPC) on June 26 related to the proposed Municipal Solid Waste Utility Bylaw.
- GPC asked questions and provided observations about their expectations and preferred outcomes for the solid waste service.
- Administration has reflected on the input received and is prepared to provide further information and receive consensus from GPC this evening.

Fee for Service - Private Developments

Administration recommended scope of service

- Continue to support private developments to procure solid waste outside the scope of the proposed bylaw.

Committee Question

- *Is there a desire to expand the scope of the bylaw to provide solid waste services to private residential developments on a fee for service basis?*

Providing Service to Secondary Suites

Administration Recommended Service Level

- Provide solid waste services to all secondary suites and identify them as a customer under the bylaw.

Committee Question

- *Should the utility service all three types of suites; garage, garden, and secondary, with designated carts for each?*

Cart storage within roadway rights-of-way



Front cart storage within 2m of principal buildings



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Side cart storage within 2m of principal building



Cart Storage on Residential Properties

Administration recommendation

- Require that residents store carts within two meters of the home or garage when not placed for collection.

Committee Question

- *Is this updated requirement sufficient to improve bylaw clarity and ensure carts are not stored within a roadway right-of-way or in a front yard?*



REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: Community Standards Bylaw (CSB) - What We Heard Report, CSB 2.0 (Lift and Shift) Topics and Fines Review

DIVISION: Planning & Infrastructure

SUMMARY:

- Present the What We Heard report from the public consultation and obtain feedback from the Governance and Priorities Committee (GPC) on next steps for the standards that did not receive clear support (less than 60 per cent agreement) from survey respondents.
 - Seek confirmation from the GPC to draft a Community Standards Bylaw (CSB) which will include all the standards where most survey respondents indicated clear support (60 percent agreement and over).
 - Gather GPC's feedback on Administration's recommendation to leave the proposed "lift and shift topics" (CSB 2.0) within the Open Space Area Bylaw and not include in draft CSB bylaw.
 - Seek GPC's feedback on Administration's recommendation to draft CSB bylaw with the new fines structure.
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PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

What We Heard - Public Consultation

Consultation on the 16 topics for the proposed CSB and urban farming (hens and bees) took place from May 7 to July 9, 2023. Attachment 1 provides a summary of the topics and survey content.

Over the nine-week period, members of City Council and Administration attended nine community events, two information sessions, and two Council Committee meetings (Youth Advisory Committee and Community Road Safety Advisory Committee) to promote awareness of the consultation and encourage residents to complete the survey.

In total, 1,204 responses were received on the survey. The survey contained questions on each of the topics where respondents were asked to rate their level of agreement. After each of these ranking questions, an open-ended question followed offering respondents an opportunity to provide additional comments. A detailed "What We Heard" report has been developed (Attachment 2).

Overall, survey respondents were supportive (over 60 per cent of respondents agree) of the proposed standards. Key findings include:

Strongest Support (over 90 per cent of respondents agree)

- A new standard that prohibits public urination/defecation.
- Standards relating to accumulation of construction waste/building materials and ensuring proper site maintenance and clean-up.
- Standards relating to nuisance and unsightly properties. Support for a standard for commercial property owners to ensure that buildings, fences, and infrastructure are maintained had 93 per cent support.
- A standard under landscape obstructions that indicates vegetation must not block access to a back alley.

Potential New Permit Program

A proposed new standard that donation bins can only be operated by permit had 77 per cent agreement. As the City does not currently have a permit program, Administration will develop one as part of the implementation of CSB.

Urban Farming

Hen keeping

- 62 per cent of respondents agreed that hen keeping should be allowed with a license.
- 58 per cent agreed that hen keeping should be rolled out as a pilot program.

Interestingly, there were many comments from respondents who indicated they do not agree with hen keeping licensing - not because they do not want the City to allow the practice, but because they feel hen keeping should be allowed on private properties without regulation.

Beekeeping

- 68 per cent of respondents agree that beekeeping should be allowed with a license.
- 60 per cent agreed that beekeeping should be rolled out as a pilot program.

Weak Support (Less than 60 per cent of respondents agree)

There were seven standards that did not receive strong support. Three of the seven are specifically related to boulevard gardens. They are:

1. A pilot program to allow liquor consumption in a designated site (such as Jubilee Park) with restrictions.
 - 43 per cent agree
 - 49 per cent disagree
 - 8 per cent neither agree nor disagree

Most of the comments on this standard cited concerns with “bad behaviours” such as noise, underage drinking, and littering that would occur if this pilot program was implemented. It was felt that there are many other City venues where liquor consumption is permitted, and parks should be for children and families to enjoy without alcohol.

2. A new standard to allow camping on private land for no longer than seven days.
 - 33 per cent agree
 - 50 per cent disagree
 - 17 per cent neither agree nor disagree

Most comments did not support this standard as respondents felt noise, littering, risk of fire, urination/defecation, encampments, and parking of campers/trailers would increase.

3. Removal of snowmobile from the definition of recreational vehicles to allow for more parking options during the winter season and addition of summer restrictions. Snowmobiles can be parked in a residential area, hitched to a vehicle when parked on roadways from October 15 to April 1.
 - 49 per cent agree
 - 23 per cent disagree
 - 27 per cent neither agree nor disagree

Most of the comments did not support this standard as parking options are limited in neighbourhoods and allowing more vehicles would lead to more congestion. A few respondents wanted to see a timeline attached to the summer restrictions (72 hours).

4. Specified daytime non-residential decibel limits
 - 54 per cent agree
 - 22 per cent disagree
 - 24 per cent neither agree nor disagree

Most comments were unsupportive citing concerns that the decibel limits are too restrictive which could hinder businesses in commercial areas and enforcement would be challenging.

Boulevard Gardens

5. Property owners should be allowed to garden in a boulevard.
 - 54 per cent agree
 - 29 per cent disagree
 - 17 per cent neither agree nor disagree

6. To ensure safe and accessible spaces, a permit would be required for a boulevard garden.
 - 57 per cent agree
 - 24 per cent disagree
 - 19 per cent neither agree nor disagree

7. Only City-owned trees and shrubs are allowed in boulevards.
 - 54 per cent agree
 - 24 per cent disagree
 - 22 per cent neither agree nor disagree

Most of the comments on boulevard gardens were supportive as permits would create consistency in appearance and allow more greenery in the City. More information is required about what is allowed in a garden and what the responsibilities of the property owner are versus the responsibilities of the City, as a boulevard is City property.

Now that the consultation has been completed, Administration will begin to draft the proposed CSB. The information laid out is intended to confirm the content of the CSB for the drafting stage.

Questions for the GPC:

1. Would the GPC like to include these seven standards (above) in the proposed CSB or exclude them? If the GPC chooses to include the standards on boulevard gardens, Administration will develop a permit process as part of the implementation of CSB.

2. Does the GPC wish to proceed with drafting a bylaw that incorporates all the standards that received more than 60 per cent support from survey respondents?

CSB 2.0 (Lift and Shift Topics)

CSB 2.0 is a list of topics that can be easily “lifted” from existing City legislation and “shifted” to the CSB. This means that once a section of existing legislation is shifted, there will be no duplication of that section in any City legislation other than in the CSB.

During the January 16, 2023 Committee of the Whole meeting, members requested that a list of potential CSB 2.0 topics be brought forward for consideration to determine if they should be added to the draft bylaw.

A scan was developed in October 2022 of the most common topics addressed in community standards bylaws across 18 municipalities in Alberta. To develop the list of CSB 2.0 topics, the scan was revisited and topics were removed for consideration if they:

- do not currently exist in City legislation;
- are tied to existing legislation such that they cannot easily be removed; or
- overlap with a CSB 1.0 topic.

Attachment 3 contains the original scan of commonly addressed community standards bylaw topics. Once the above criteria were applied, six topics remained for consideration for CSB 2.0 (highlighted in Attachment 3). These six are:

1. Littering/dumping - Prohibition of littering/dumping of household or organic waste in public area.
2. Loitering - Restrictions related to loitering in public spaces.
3. Damage to property - Restrictions include damage to vegetation and development properties.
4. Stormwater management facility - Restrictions surrounding access to and recreational activities on or in stormwater management facilities.
5. Firearms and dangerous objects/projectiles - Prohibition of carrying or discharging firearms, fireworks, or dangerous objects without a permit.
6. Fire and smoke - Relates to fires, smoke, and related permits in public areas.

Research briefings were developed on each of the six topics (Attachments 4-9) and attached for reference.

Option to Repeal Open Space Area Bylaw

All six CSB 2.0 topics are currently contained within the [Open Space Area Bylaw](#).

As some topics in CSB 1.0 are also located within the Open Space Area Bylaw, such as camping and public consumption of liquor, Administration considered the option to repeal the legislation and move the sections to the CSB and other legislation.

If CSB 1.0 and 2.0 topics are removed from the Open Space Area Bylaw, the following sections remain:

- Authority - City Manager has control, supervision of management, developments, operations in the bylaw
- Open Space Permits - permit requirements
- Admissions - no access to prohibited spaces, no charge for admission without permit

- Business Activities - no business activities, signs, advertising with PA system without permit
- Public Gatherings - no parades, processions, etc. without permit
- Events - events require a permit (e.g., organized sports needing exclusive use of athletic facility)
- Pathways - control of speed, yielding, need to warn others when passing on pathways
- Bicycles and Skating - not permitted if a sign prohibits it
- Exemptions - employees exempt from bylaw while acting in course of their employment
- Offences, Penalties, and Enforcement - conditions under which penalties apply

Administration recommends the six topics (CSB 2.0 considerations) stay within the Open Space Area Bylaw and not shift to the CSB 1.0 as some of them relate specifically to permits. The remaining sections above pertain to the management of parks that are not appropriate in the CSB. This recommendation is in alignment with other municipalities who have also maintained a separate parks-related bylaw in addition to a CSB.

Question for the GPC:

- Does the GPC agree with Administration's recommendation not to lift and shift the six topics to the CSB and leave them within the Open Spaces Bylaw? In other words, the CSB 2.0 topics will not be added to the proposed CSB.

Review of Fines

A comparative analysis was completed on the fines associated with current City standards and the additional standards that were consulted on for each of the 16 CSB topics. City of Spruce Grove bylaws and bylaws from Edmonton, Beaumont, Strathcona County, and St. Albert were considered. The purpose of the review was to determine whether updates are required to current fines and/or what fines should be considered for new/revised standards (see Attachments 10 to 25).

Administration has done an initial review of the jurisdictional research and recommends the City adopt and implement a range of fine amounts like Beaumont has for all infractions, subject to a review of final bylaw wording and any required changes to a particular section or contravention. Beaumont's fine schedule is as follows:

- \$250 for first offence;
- \$500 for second offence;
- \$1,000 for third offence and more.

This fine schedule would provide consistency and align with what other jurisdictions (Beaumont and Strathcona County) have as well.

City enforcement officers have advised that for most infractions, there is high compliance once

the first fine has been issued. The compliance can be linked to a recent process change in which the initial fine is accompanied with an order issued under the *Municipal Government Act* (MGA). The MGA order compels compliance with orders for clean-up/repairs because it indicates the City will remedy the issue and send the bill back to the property owner if the issue is not resolved. In most cases, a second charge is not necessary as property owners want to avoid additional costs.

Question for GPC:

- Does the GPC agree with Administration’s recommendation to implement the new fine structure in the proposed CSB?

OPTIONS / ALTERNATIVES:

n/a

IMPLEMENTATION / COMMUNICATION:

Administration will return to a Council meeting in November 2023 with the following once the desired feedback has been gathered from the GPC:

- Draft Community Standards Bylaw; and
- CSB implementation and resourcing plan.

IMPACTS:

The CSB will provide a “one stop shop” for City residents to find information on community standards.

The 2022-2025 Strategic Plan contains an objective to develop an urban agriculture strategy, which includes exploration of an urban farming policy. The results of the consultation help to determine level of public support and need for hen and/or beekeeping licensing in the City.

Please note the implementation of the hen and bee licensing will occur under a separate agenda report.

FINANCIAL IMPLICATIONS:

Any financial implications resulting from implementation of CSB will be identified in the resourcing plan. As noted above, this plan will be brought forward for Council’s review in November 2023.

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

Ref. #	Topics	Summary of Minimum Standards That Were Consulted On ¹
Theme #1: Public Behaviour		
1	Liquor	<p><i>Current Standard (existing City legislation)</i></p> <ul style="list-style-type: none"> No consumption of liquor in an open space area without a permit. Spruce Grove Open Space Bylaw, s. 11.3). <p><i>Additional Standard (as recommended by Committee)</i></p> <ul style="list-style-type: none"> A pilot project where consumption of liquor is permitted in a designated site like Jubilee Park with restrictions (only allowed between 11 am and 9 pm, not allowed in the children’s playground or spray park) should be considered.
2	Camping	<p><i>Current Standard (existing City legislation)</i></p> <ul style="list-style-type: none"> No camping in an open space area without a permit. Spruce Grove Open Space Bylaw, s. 19 <p><i>Additional Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> Camping includes staying overnight in a vehicle, tent trailer, or any other temporary or portable shelter, or under the open sky. (Red Deer Parks and Public Facilities Bylaw) Camping is not allowed on private land for longer than 7 days in a row.
3	Graffiti Prevention and Abatement (NEW)	<p><i>There is no existing City legislation on this topic.</i></p> <p><i>New Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> Graffiti means words, letters, symbols, marks, figures, drawings, inscriptions, writings, or stickers that are applied, etched, sprayed, painted, drawn, stained, scribbled, or scratched on a surface without the consent of the property owner, and does not include anything authorized by law. Beaumont CSB

¹ These minimum standards were recommended by Committee members during the Feb. 21 Committee of the Whole meeting.

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

		<ul style="list-style-type: none"> • Graffiti is not allowed on any building, structure, vegetation, or thing. • An owner cannot have graffiti on any building, structure, fence, or vegetation that is visible from any surrounding areas. • If a property is defaced by graffiti, it must be removed within 21 days by the property owner.
4	Charity Collection Sites (NEW)	<p><i>There is no existing City legislation on this topic.</i></p> <p><i>New Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Safety measures must be taken with donation bins to prevent people from being trapped inside. • An organization must have a permit to operate a donation bin. • The owner of a donation bin is responsible to make sure the bin and surrounding area is kept tidy (e.g., no messy or overflowing bins).
5	Panhandling (NEW)	<p><i>There is no existing City legislation on this topic.</i></p> <p><i>New Standard (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Panhandling is not allowed.
6	Urination/Defecation (NEW)	<p><i>There is no existing City legislation on this topic.</i></p> <p><i>New Standard (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Public urination/defecation is not allowed except in a facility designated for such use.

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

7	Causing a Disturbance	<p><i>Current Standard (existing City legislation)</i></p> <ul style="list-style-type: none"> • Nobody can disturb others by fighting, using insulting or obscene language, or commit any disorderly or lewd conduct in public areas. <p><i>Additional Standard (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Addition of “swearing” in the statement above.
Theme #2: Property Maintenance/Neighbour Relations		
8	Nuisance/Unsightly Properties	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Nuisance Unsightly and Untidy Properties Bylaw, s. 1.13-1.14) • Spruce Grove Land Use Bylaw, s.52A <p><i>Additional Standards (as recommended by Committee)</i></p> <p><i>Unsightly Properties</i></p> <ul style="list-style-type: none"> • An unsightly or untidy property means that because of its condition or the accumulation of refuse, debris, materials, or other items, it is detrimental to the use or enjoyment of the surrounding area or neighbouring properties. • Property owners should not allow the accumulation of items such as <ul style="list-style-type: none"> ○ Loose or bagged garbage, ○ Bottles, cans, boxes, or packaging materials, ○ Household furniture or other household goods, ○ Automobile parts, ○ Parts of disassembled machinery, equipment, or ○ Yard waste, including grass, tree and hedge cuttings, leaves. • Property owners must ensure all buildings, fences, and infrastructure (such as parking lots and utility boxes) are safe and do not show signs of serious disregard for general maintenance, upkeep, or repair. • “Serious disregard for general maintenance, upkeep, or repair” includes but is not limited to damage, deterioration, rust, rot, presence of pests, inappropriate infiltration

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

		<p>of air, water, or moisture into a building due to peeling, unpainted, or untreated surfaces, missing shingles or other roofing materials, broken or missing windows or doors, or other hold or opening in the building.</p> <ul style="list-style-type: none"> • If a building that is normally intended for human habitation is unoccupied, any door or window opening may be covered with a solid piece of wood that follows specific standards (e.g., specific thickness, coated in protective finish). <p><i>Pet Waste</i></p> <ul style="list-style-type: none"> • No property owner or occupant of a property shall have or allow in or on the property, the accumulation of animal feces. <p><i>Appliances</i></p> <ul style="list-style-type: none"> • An unused appliance cannot be placed outdoors on an owner’s property unless it is being temporarily stored there while awaiting a move or disposal. • While temporarily storing an unused appliance outdoors, safety measures must be taken to prevent opening and/or closing. • Unused appliances that are placed outdoors temporarily must be removed within 14 days or less.
9	Landscape Obstructions	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Traffic Bylaw, ss.1.27, 8.1-8.2 • Spruce Grove Land Use Bylaw, s.50(2) <p><i>Additional Standard (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Property owners must ensure that trees, shrubs, hedges, and/or other vegetation do not block the use of a back alley.

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

10	Vegetation/Weeds/Trees/Grass	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Nuisance, Unsightly and Untidy Property Bylaw. • Spruce Grove Tree Protection Bylaw, ss.6.1-6.6 <p><i>Additional Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Property owners must not allow trees, shrubs, hedges, or other vegetation to grow onto neighbouring properties. <p><i>Naturalized Yards (as per City of Edmonton website)</i></p> <ul style="list-style-type: none"> • A natural yard is an ecologically inspired landscaping approach that creates a more natural looking landscape than a turf-dominated yard. • These yards emphasize native plant species, support local wildlife, and avoid chemical use where possible. • A natural yard is not created by not mowing an existing lawn or by allowing ‘nature’ to do what it will with bare soil areas. This will result in a weedy yard, not a natural yard. • Native plants do not just grow on their own; natural yards will not thrive if not carefully planned. • The City of Spruce Grove requires residents to keep their grass to a maximum height of 15 cm. • These standards apply equally to front, side, and backyards.
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Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

<p>11</p>	<p>Boulevards</p>	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Land Use Bylaw, s.15 • Spruce Grove Traffic Bylaw, ss. 8.2(d)(e), 8.23 • Tree Protection Bylaw, ss.3.1-3.2 <p><i>Additional Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Property owners who wish to place a sidewalk in their boulevard must have a permit. • Property owners who wish to extend the driveway across a boulevard must have a permit. • Grass in the boulevard must be kept to a maximum of 15 cm in length. • Only City-owned trees and shrubs are allowed in boulevards. <p><i>Boulevard Gardens</i></p> <ul style="list-style-type: none"> • Property owners should be allowed to garden the strip of land between the sidewalk and the road. • To ensure safe and accessible spaces for everyone, a permit would be required for a boulevard garden.
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Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

<p>12</p>	<p>Recreational Vehicles</p>	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Land Use Bylaw, Definitions, s. 47 • Spruce Grove Traffic Bylaw, s. 4.15 • City of Spruce Grove RV Parking Website <p><i>Additional Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Current City bylaw indicates that recreational vehicles (RV) cannot be parked on side streets, street side, front yards, or driveways except between May 1 to October 31 in any year. Committee recommends revising the start date from May 1 to April 15. • A RV can be parked on a roadway immediately beside the owner or operator’s residence and for no more than 72 hours in a row. • After 72 hours, a RV must be moved off the City street for at least 48 hours in a row before it may be parked again on the roadway beside an owner or operator’s residence. • A RV on a private property cannot be occupied as a temporary dwelling. A temporary dwelling is a place where a person lives for limited period (no more than 7 days in a row) and is not a permanent residence. • Snowmobiles are excluded from the definition of a RV. Summer restrictions will be put into place. For example, snowmobiles on trailers can be parked in residential area, hitched to a vehicle when parked on roadways from October 15 through to April 1.
<p>13</p>	<p>Construction Waste/Building Materials</p>	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Construction Site Cleanliness Bylaw) <p><i>Additional Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Property owners must ensure construction materials are stored neatly and garbage must be placed in waste bins. • Property owners must ensure there is not an excessive accumulation of materials, including but not limited to loose building or construction materials, any accumulation of construction-related garbage or refuse, or any untidy work or storage areas on land. • Property owners should ensure that construction does not prevent safe access to and use of sidewalks and driveways.

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

14	Garbage/Waste	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Municipal Utility Services Bylaw, s. 7.4(a)(i-x) <p><i>Additional Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Garbage and organic waste can be set out for collection a maximum of 24 hours before Collection Day and removed at the end of Collection Day. • Garbage bins must not be stored on public property.
Theme #3: Noise Control		
15	Prohibited Noise and Decibel Limits	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Spruce Grove Noise Control Bylaw <p><i>Additional Standards (as recommended by Committee)</i></p> <ul style="list-style-type: none"> • Nobody is allowed to make noises that disturb other people. • In determining what sound is likely to disturb others, consideration may be given to, but is not limited to, the following criteria: <ul style="list-style-type: none"> ○ type, volume, and duration of the sound; ○ time of day and day of week; and ○ nature and use of the surrounding area. • A Person shall not cause or permit any construction activity on Property they Own or Occupy before 7 a.m. or after 9 p.m. on a Weekday or before 9 a.m. or after 9 p.m. on a Weekend or Holiday. • A Person shall not collect, cause, or permit the collection of garbage with a Motor Vehicle on or adjacent to any residential property before 7 a.m. or after 9 p.m. on a Weekday or before 9 a.m. or after 9 p.m. on a Weekend or Holiday. <p><i>Decibel Limits</i></p> <ul style="list-style-type: none"> • Limits on how loud noises can be (decibel limits) are needed such as:

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

	<p><i>Daytime Decibel Limits - Residential</i></p> <ul style="list-style-type: none"> • Nobody shall create sound exceeding 65 decibels as measured from the property line of a residential property between 7 a.m. and 10 p.m. Exceptions include: <ul style="list-style-type: none"> ○ 70 decibels lasting a total period not exceeding two hours in any one day. ○ 75 decibels lasting a total period not exceeding one hour in any one day. ○ 80 decibels lasting a total period not exceeding 30 minutes in any one day. ○ 85 decibels lasting a total period not exceeding 15 minutes in any one day. <p><i>Overnight Decibel Limits - Residential</i></p> <ul style="list-style-type: none"> • Nobody shall create sound exceeding 50 decibels as measured from the property line of a residential property before 7 a.m. or after 10 p.m. <p><i>Daytime Decibel Limits - Non-Residential</i></p> <ul style="list-style-type: none"> • Nobody shall create sound exceeding 75 decibels as measured from the property line of a non-residential property between 7 a.m. and 10 p.m. Exceptions include: <ul style="list-style-type: none"> ○ 80 decibels for a total period not exceeding two hours in any one day. ○ 85 decibels for a total period not exceeding one hour in any one day. <p><i>Overnight Decibel Limits - Non-Residential</i></p> <ul style="list-style-type: none"> • Nobody shall create sound exceeding 60 decibels as measured from the property line of a non-residential property before 7 a.m. or after 10 p.m.
<p><i>Theme #4: Smoking and Cannabis</i></p>	

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

<p>16</p>	<p>Smoking and Cannabis Restrictions in Public Spaces and Cannabis Odour</p>	<p><i>Current Standards (existing City legislation)</i></p> <ul style="list-style-type: none"> • Consumption of cannabis is prohibited in all forms. If a person has a medical document, they are exempt, but are subject to the Smoking Bylaw. Spruce Grove Consumption of Cannabis in a Public Place Bylaw • Spruce Grove Smoking Bylaw <p><i>Additional Standards (as recommended by Committee)</i></p> <p><i>Cannabis Odour</i></p> <ul style="list-style-type: none"> • Nobody should engage in an activity that creates an odour, emission, smoke, vapour or dust, or airborne matter that is reasonably likely to disturb another person. • Nobody shall cause or allow property they own or occupy to be used so that any odour, emission, smoke, vapour, dust, or airborne matter is reasonably likely to disturb another person. • In determining whether something is reasonably likely to disturb, the following may be considered but is not limited to: <ul style="list-style-type: none"> ○ Time, frequency, duration, ○ Time of day and day of the week, ○ Weather and ambient conditions, ○ Distance to neighbouring properties, ○ The nature and use of surrounding area, and ○ The effects of the matter in question.
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Additional Questions: Urban Farming

Community Standards Bylaw and Urban Farming - Topics That Were Consulted On

17	Hen keeping (NEW)	<p><i>There is no existing City legislation on this topic.</i></p> <ul style="list-style-type: none"> • People should be allowed to have hens on the property they reside on as long as specific requirements are followed (e.g., completion of an accredited urban hen keeping course, approved site plan that includes a minimum two-week notification period for neighbours to provide feedback to the City, etc.). A license would be required. • A pilot program should be used.
18	Beekeeping (NEW)	<p><i>There is no existing City legislation on this topic.</i></p> <ul style="list-style-type: none"> • People should be allowed to have bees on the property they reside on as long as specific requirements are followed (e.g., completion of an accredited urban beekeeping course, approved site plan that includes a minimum two-week notification period for neighbours to provide feedback to the City). A license would be required. • A pilot program should be used.



COMMUNITY STANDARDS BYLAW What We Heard

May 7 to July 9, 2023



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SUMMARY

Consultation on the Community Standards Bylaw (CSB) took place from May 7 to July 9, 2023. A variety of tactics were employed to ensure residents had plenty of opportunities to provide feedback on the development of the bylaw and urban farming (hen and beekeeping). An online survey was open to the public over the nine-week consultation period. Paper copies of the survey were also made available at high traffic community locations such as City Hall, the library and Tri-Leisure Centre.

Sixteen bylaw topics were included in the survey along with questions to gauge public support for urban hen and bee keeping licensing and pilot programs. The 16 bylaw topics, grouped by theme, are:

Public Behaviour	Property Maintenance/ Neighbour Relations	Noise Control	Smoking and Cannabis
1. Liquor	8. Nuisance/Unsightly Properties	15. Prohibited Noise/Decibel Limits	16. Cannabis Odour
2. Camping	9. Landscape Obstructions		
3. Graffiti Prevention	10. Vegetation/Weeds/Trees/Grass		
4. Donation Bins	11. Boulevards		
5. Panhandling	12. Recreation Vehicles		
6. Public Urination/Defecation	13. Construction Waste/Building Materials		
7. Causing a Disturbance	14. Garbage/Waste		

Members of City Council and City staff attended several events to promote awareness of the consultation and encourage residents to complete the survey, including

- nine community events (such as Builder Developer Luncheon, Seniors' Strawberry Tea, Canada Day),
- two information sessions at Elks Hall and
- two committee meetings (Youth Advisory Committee and Community Road Safety Committee).

In total, 1,204 responses were received. Survey respondents had the option to provide feedback only for the themes/questions that most interested them. This means that while 1,204 responses were received in total, not every question had 1,204 responses.

The survey contained questions on each of the topics where respondents were asked to rate their level of agreement. After each of these ranking questions, an open-ended question followed offering respondents an opportunity to provide additional comments.

Overall, survey respondents were supportive of the proposed standards. Key findings are as follows.

Strongest support

More than 90% of respondents agree with the following:

- A new restriction against public urination/defecation.
- Standards relating to accumulation of construction waste/building materials and ensuring proper site maintenance and clean-up.
- Standards relating to nuisance and unsightly properties. In particular, support for a standard for commercial property owners to ensure that buildings, fences and infrastructure are maintained had 93% support.
- A standard under landscape obstructions that indicates vegetation must not block access to a back alley.

Contentious proposal

- A pilot program to allow liquor consumption in a designated site (such as Jubilee Park) with restrictions.
 - **49% disagreed**
 - **43% agreed**
 - 8% neither agreed nor disagreed

Not supported

- A new standard to allow camping on private land for no longer than 7 days.
 - **50% disagreed**
 - **33% agreed**
 - 17% neither agreed nor disagreed

May result in the creation of new City permits/programs

- A proposed standard that donation bins can only be operated by permit had 77% agreement.
- A proposed standard that boulevard gardens require a permit to ensure safe and accessible spaces had 57% agreement.

Urban Farming

Hen keeping

- 60% of respondents agreed that hen keeping should be allowed with a license.
- 57% agreed that hen keeping should be rolled out as a pilot program.

Interestingly, there were many comments from respondents who indicate they do not agree with hen keeping licensing – not because they do not want the City to allow the practice, but because they feel hen keeping should be allowed on private properties without regulation.

Beekeeping

- 63% of respondents agree that beekeeping should be allowed with a license.
- 59% agreed that beekeeping should be rolled out as a pilot program.

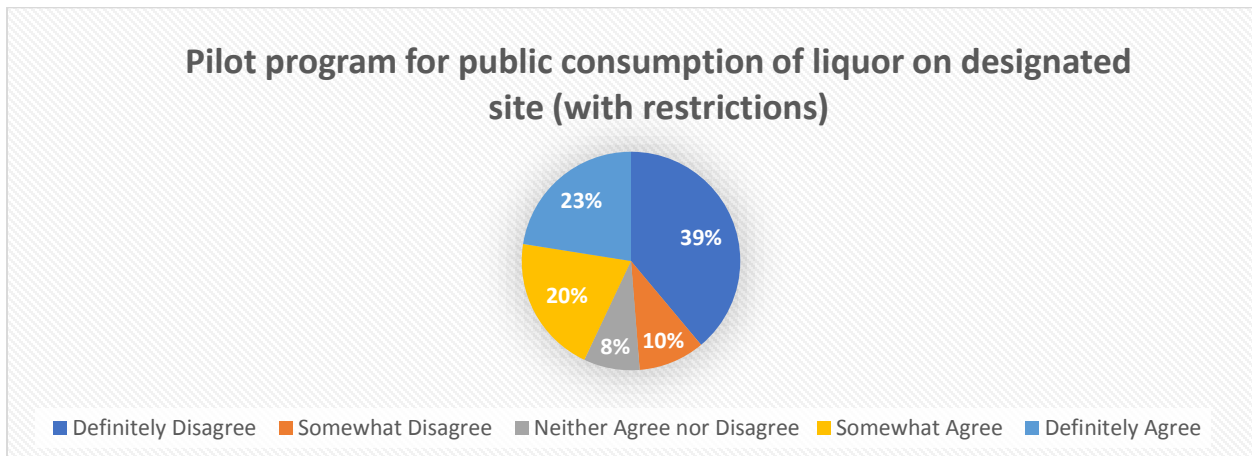
THEME 1: PUBLIC BEHAVIOUR

This theme includes the topics of liquor, camping, graffiti prevention and abatement, donation bins at charity collection sites, panhandling, public urination/defecation and causing a disturbance.

Topic 1: Liquor

Respondents were asked to rate the level of agreement for a pilot program that could be put into place to permit the consumption of alcohol in a designated site such as Jubilee Park with restrictions (e.g., only allowed between 11 a.m. and 9 p.m., not allowed in the children’s playground or spray park). The question noted that currently, drinking alcohol in a public space is not allowed without a permit.

1,182 responses were received on this question.



Open ended question responses

611 comments were received on an open-ended question asking respondents to elaborate on their level of agreement for the pilot. About 90% of these 611 comments expressed disagreement with such a pilot program. Respondents cited concerns with increased incidence of drinking and driving, noise, underage drinking, littering (especially of bottles and cans), fighting and other “bad behaviours.” Strong concerns were voiced about enforcement of the pilot (more officers needed) and worries about “irresponsible adults abusing the privilege.” Overall, respondents felt there were many venues/locations in the city that permit public alcohol consumption already and parks should be spaces where children and families can enjoy without liquor.

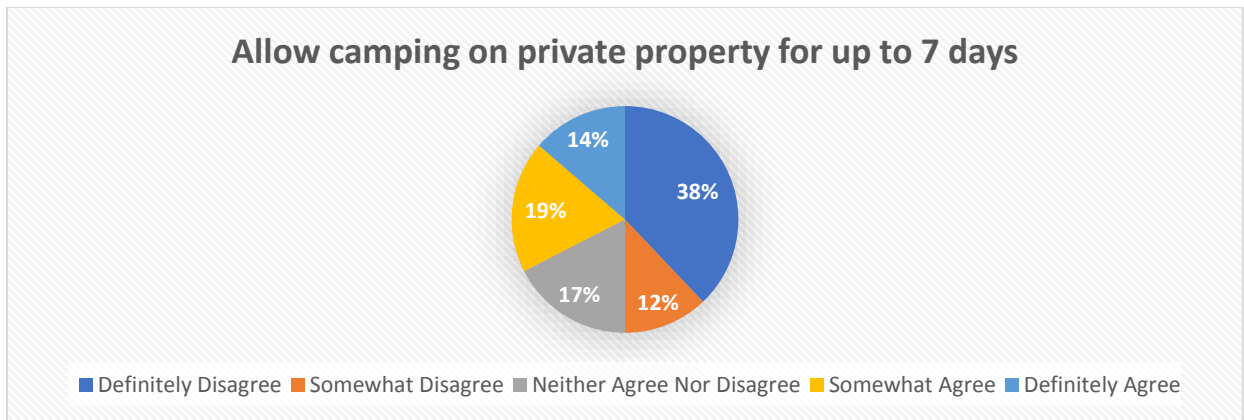
Of the comments that voiced support for the pilot, respondents said it would be “nice to enjoy a cold beer or glass of wine with friends especially on hot, summer days.” Many cited other jurisdictions, such as Edmonton, have implemented pilots like these and have been successful.

Topic 2: Camping

Respondents were asked to rate their level of agreement with a new standard to allow camping for up to (but no more than) seven days in a row on private property. A definition of camping was also

provided¹. The question notes that currently, camping in public spaces is not allowed in the City without a permit.

1,168 responses were received on this question.



Open ended question responses

537 comments were received on an open-ended question asking respondents to elaborate on their level of agreement for the new standard. About 90% of these comments expressed disagreement citing fears about increased noise, littering, urination/defecation, risk of fire, parking of campers/ trailers in neighbourhood streets, use of tents/trailers as modified Airbnbs. A large amount of the comments related to concerns that encampments would increase. On the other hand, some respondents indicated this standard is “discriminatory” against unsheltered populations and that more affordable housing should be considered.

About 8% of the comments were in favor of this standard indicating that an owner of the private property should be allowed to make decisions about what happens on their property. Respondents indicated they appreciate being able to host family members and friends to camp in their yards during the summer while they are visiting.

Topic 3: Graffiti Prevention

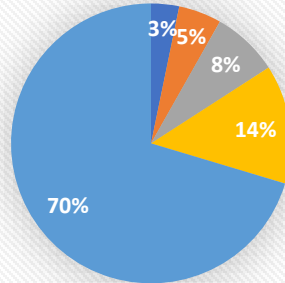
Respondents were asked to rate their level of agreement with each proposed new standard below. A definition of graffiti was also provided². The question also noted that the City does not currently have legislation on graffiti.

¹ Camping means staying overnight in a vehicle, tent trailer or any other temporary or portable shelter, or under the open sky.

² Graffiti means words, letters, symbols, marks, figures, drawings, inscriptions, writings or stickers that are applied, etched, sprayed, painted, drawn, stained, scribbled or scratched on a surface without the consent of the property owner, and does not include anything authorized by law.

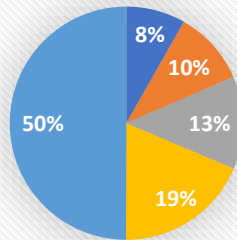
1,177 responses were received on this question.

Graffiti is not allowed on any building, structure, vegetation or thing



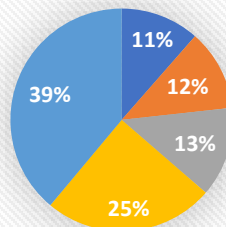
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

An owner cannot have graffiti on any building, structure, fence or vegetation that is visible from any surrounding areas



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

If a property is defaced by graffiti, it must be removed within 21 days by the property owner



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

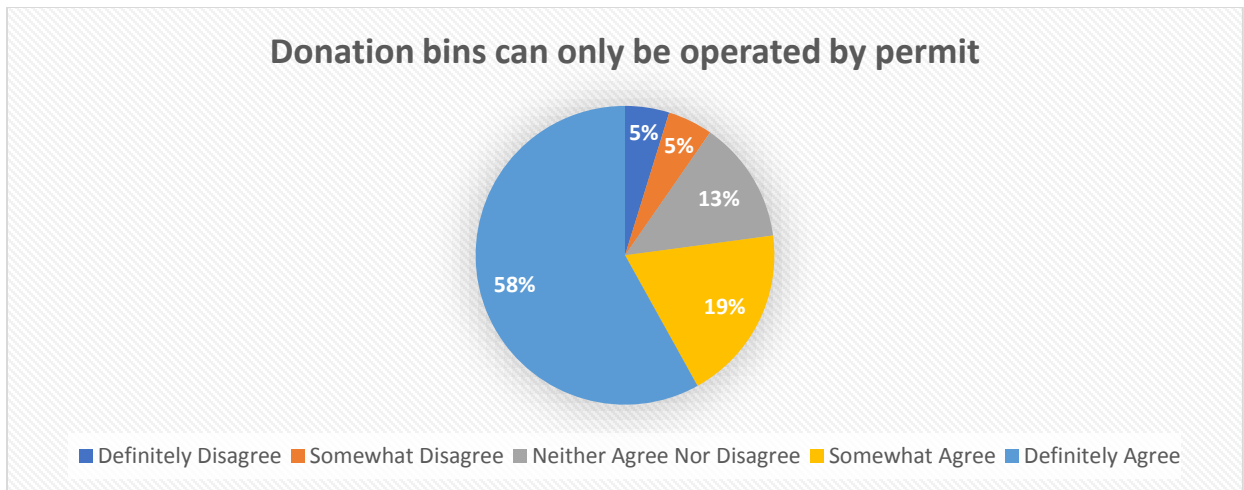
553 comments were received on new standards for graffiti prevention. The comments were relatively consistent. While the majority of comments reflected support for graffiti standards, respondents also felt it is unfair for the property owner to have sole responsibility for clean-up. Most felt that the City should offer subsidies to help property owners with costs or in some cases, pay for all costs. Respondents also felt the 21-day removal period is too strict and should have flexibility for vacations, booking of contractors etc.

Comments also referenced graffiti as being a “beautiful form of artistic expression” that should not be penalized. If it is not hateful or discriminatory and/or unwanted, it should be allowed. The City should also designate specific locations that permit graffiti as a form of creative expression (e.g., skate parks).

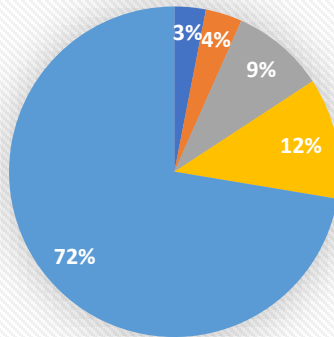
Topic 4: Donation Bins at Charity Collection Sites

With the proposed CSB, the following restrictions could apply to donation bins at collection sites operated by charity and for-profit organizations. Respondents were asked to rate their level of agreement with each statement.

1,180 responses were received on this question.

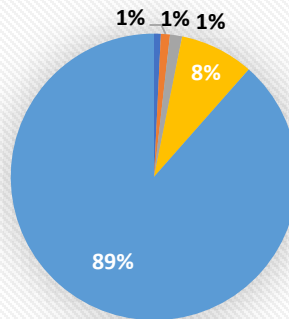


Safety measures must be taken to prevent people from being trapped inside bins



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

The owner of the bin is responsible to make sure the bin and surrounding area is kept tidy



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

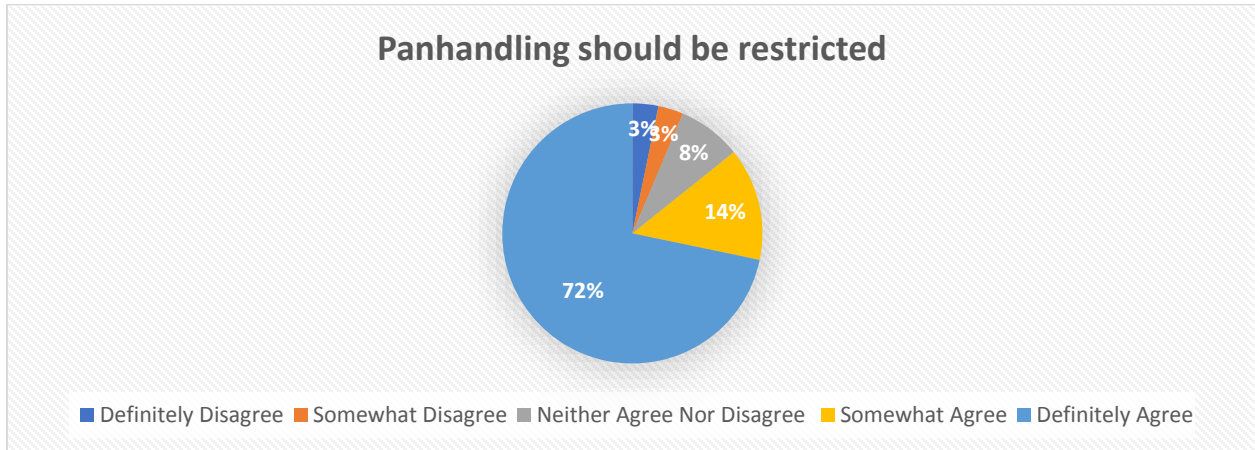
Open-ended question responses

266 comments were received on the topic of donation bins. The majority were supportive of restrictions. Numerous comments indicated that permits should be put into place as a “mechanism for accountability, safety and cleanliness” but at a reduced rate or for no fee at all especially for non-profit organizations. A lot of comments referenced seeing messy and overfilled bins in their communities and that the bin owner is ultimately responsible. A few comments referenced the need to provide supports to unsheltered individuals to reduce incidence of bin tampering.

Topic 5: Panhandling

Currently, there is no City legislation to prevent panhandling in public spaces. Under the CSB, panhandling could be restricted. Respondents were asked to rate their level of agreement with this new restriction.

1,178 responses were received on this question.



Open-ended question responses

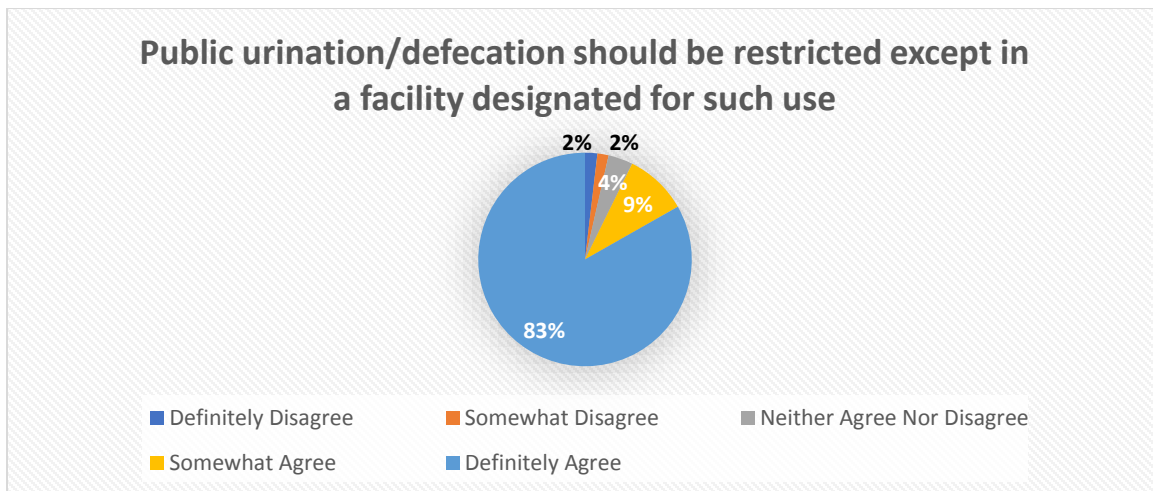
416 comments were received on panhandling. The comments were divided. About 40% of comments indicated that the issuing of fines for panhandling does not “address the root of the problem” and some felt this standard “criminalized poverty.” Many comments refer to the need for more assistance and support for unsheltered individuals as opposed to enforcement.

On the other hand, about 50% of comments support the regulation of panhandling citing concerns with “safety”, “aggressive behaviour”, “increased drug use” and the need to address panhandling at street intersections, medians and storefronts. Some say panhandling is not currently an issue in their communities, but they support regulation so that panhandling does not become a “problem.”

Topic 6: Public Urination/Defecation

Currently, the City does not have legislation restricting urination/defecation in public. Under the CSB, urination and defecation could be restricted except in a facility designed for such use. Respondents were asked to rate their level of agreement with this new restriction.

1,180 responses were received on this question.



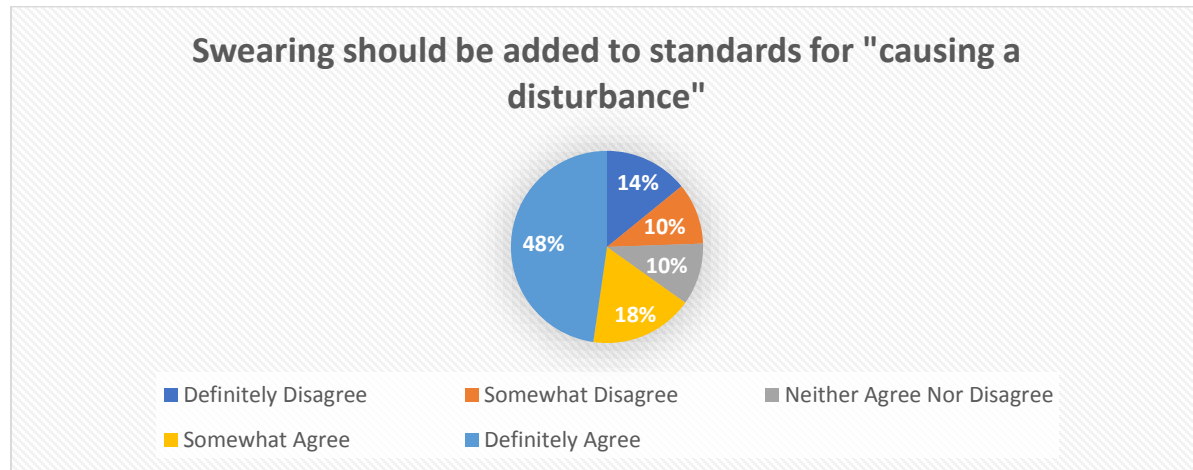
Open-ended question responses

432 comments were received. About 90% of the comments referenced the need to ensure washrooms/portable potties are available especially on public trails and parks if this standard was put into place. Respondents expressed concerns about children, elderly and unsheltered individuals not being able to find a designated facility. These comments also referenced the need for the facilities to be accessible for people with disabilities. About 5% of the comments expressed surprise that the City does not already have this standard in place.

Topic 7: Causing a Disturbance

Under existing City legislation, no one is allowed to disturb others by fighting, using insulting or obscene language or committing any disorderly or lewd conduct in public areas. The proposed CSB would maintain these standards and add "swearing" to the statement above. Respondents were asked to rate their level of agreement with this addition.

1,182 responses were received on this question.



Open-ended question responses

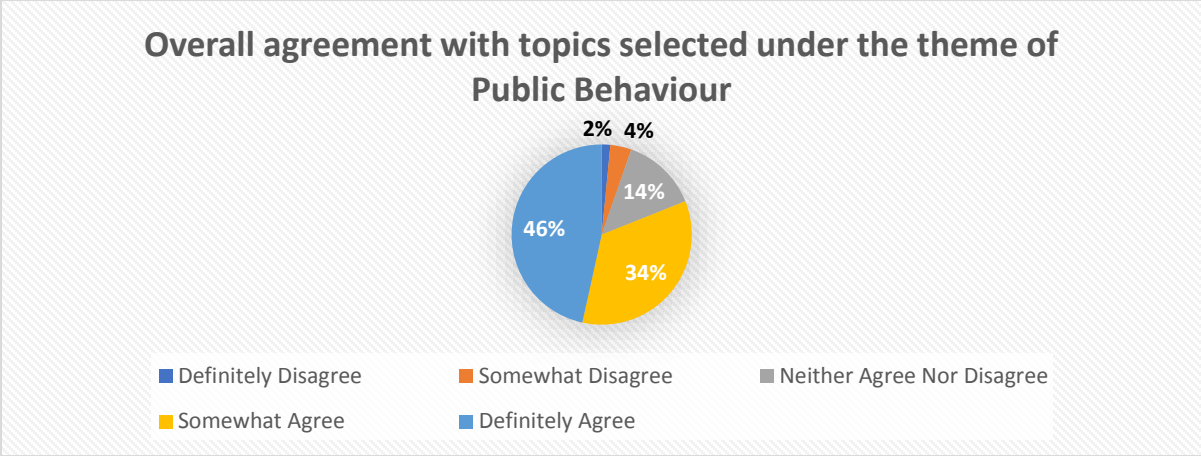
423 comments were received. Approximately 95% of the comments were NOT supportive of adding "swearing" for the following reasons:

- definition of a "swear word" can differ from one person to the next,
- unless language is racist or discriminatory, it should not be regulated,
- concerns about being fined for a casual profanity that can happen when "stubbing a toe" or if an individual has a medical condition that causes them to swear involuntarily,
- current wording of "insulting or obscene language" adequately captures "swearing",
- proposed standard is an "overreach" that would be difficult to enforce.

Of the comments that were supportive, respondents cited the need for respectful public spaces where children are not exposed to offensive language.

Overall agreement with the Public Behaviour Theme

Respondents were asked to rate their level of agreement with the topics selected under this theme.



Open-ended question responses

238 comments were received. The vast majority of the comments were repeating points made under the specific topics above. A few respondents would have liked to see standards addressing excessive vehicle noise in the bylaw.

THEME 2: PROPERTY MAINTENANCE/NEIGHBOUR RELATIONS

This theme covers the topics of nuisance and unsightly properties (including unused appliances placed outdoors and pet waste), landscape obstructions, vegetation/weeds/trees and grass (including naturalized yards), boulevards, recreational vehicles and construction waste/building materials.

Topic 8: Nuisance and Unsightly Properties

A definition of unsightly or untidy property³ was provided along with links to existing City bylaws (Land Use and Nuisance, Unsightly, and Untidy Properties bylaws) so respondents could review them. Respondents were asked to rate their agreement with the additional proposed standards:

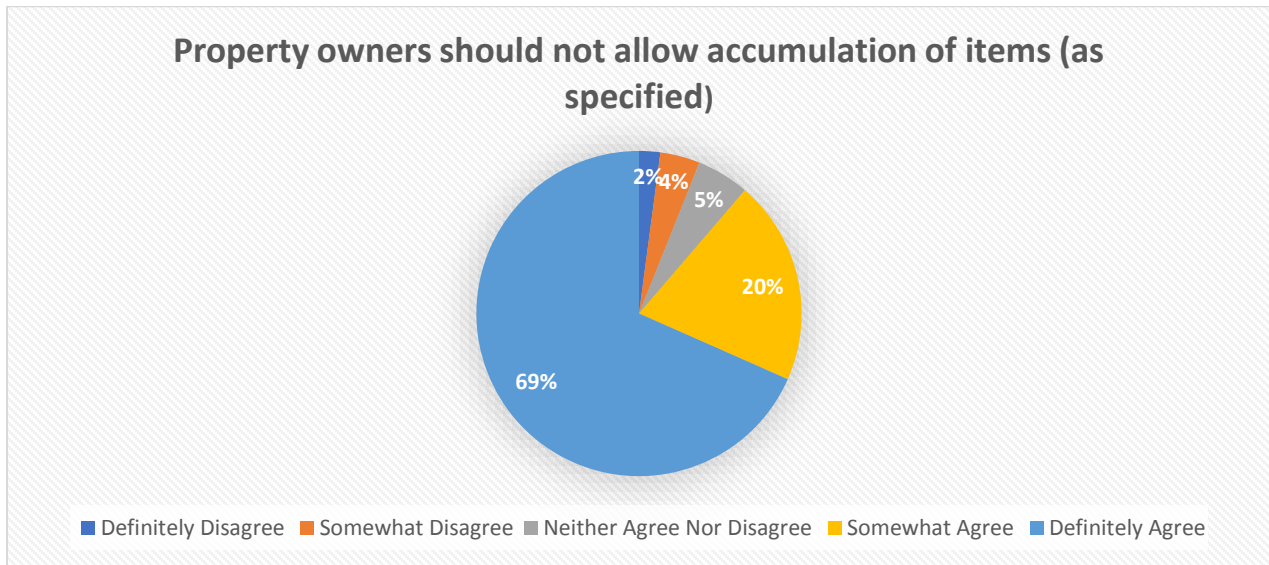
Accumulation of items

Property owners should not allow the accumulation of items such as:

- Loose or bagged garbage
- Bottles, cans, boxes or packaging materials
- Household furniture or other household goods
- Automobile parts
- Parts of disassembled machinery or equipment
- Yard waste, including grass, tree and hedge cuttings, leaves

³ An unsightly or untidy property means that because of its condition or the accumulation of refuse, debris, materials or other items, it is detrimental to the use or enjoyment of the surrounding area or neighbouring properties.

1,186 responses were received for this question.



Open-ended question responses

329 comments were received. About 90% were in support of this standard to ensure the City stays clean, aesthetically pleasing and pest-free. Some comments spoke to the need to define “accumulation” so it is clear how much is too much. A few comments noted the need for flexibility in enforcement during house moves, renovations and for seniors and people with disabilities who experience challenges keeping on top of yard clean-up. Many comments recommended the removal of “yard waste” and grass cuttings from the list as some are intentionally left on the lawn by owners as a form of composting. A few comments requested inclusion of bikes, bike parts and old/abandoned automobiles in the list.

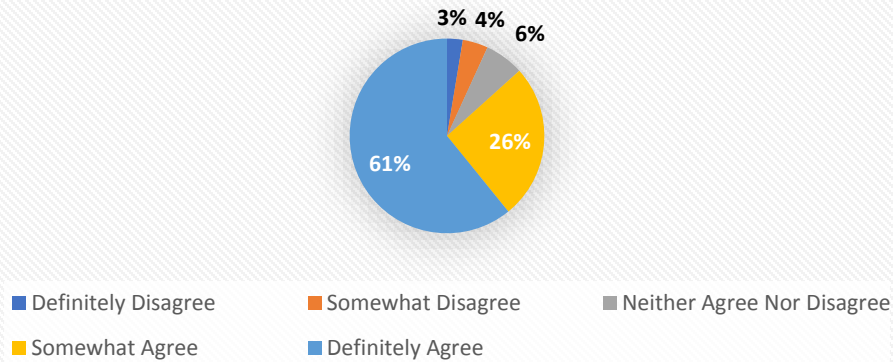
Buildings and fences - residential

Residential Property owners must ensure all buildings and fences are safe and do not show signs of serious disregard⁴ for general maintenance, upkeep or repair.

1,185 responses were received on this question.

⁴ “Serious disregard for general maintenance, upkeep or repair” includes but is not limited to damage, deterioration, rust, rot, presence of pests, inappropriate infiltration of air, water or moisture into a building due to peeling, unpainted or untreated surfaces, missing shingles or other roofing materials, broken or missing windows or doors, or other hold or opening in the building.

Residential property owners must ensure buildings and fences are maintained



Open-ended question responses

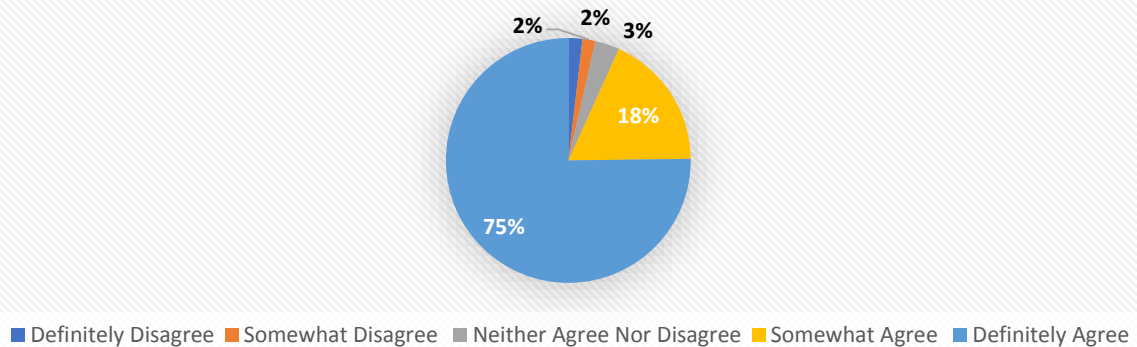
269 comments were received. The majority of these comments referenced the need for flexibility in enforcement for those homeowners who cannot afford to make the repairs or who have mobility issues. A few raised concerns about fair treatment - are houses that have major deterioration treated the same as a house that is missing a shingle or two because of recent storm damage? Some comments say the standards around “serious disregard” are “too specific” and “go too far.”

Buildings and fences - commercial

Commercial owners must ensure all buildings, fences and infrastructure (such as parking lots and utility boxes) are safe and do not show signs of serious disregard⁵ for general maintenance, upkeep or repair.

1,182 responses were received on this question.

Commercial property owners must ensure all buildings, fences and infrastructure are maintained



⁵ “Serious disregard for general maintenance, upkeep or repair” includes but is not limited to damage, deterioration, rust, rot, presence of pests, inappropriate infiltration of air, water or moisture into a building due to peeling, unpainted or untreated surfaces, missing shingles or other roofing materials, broken or missing windows or doors, or other hold or opening in the building.

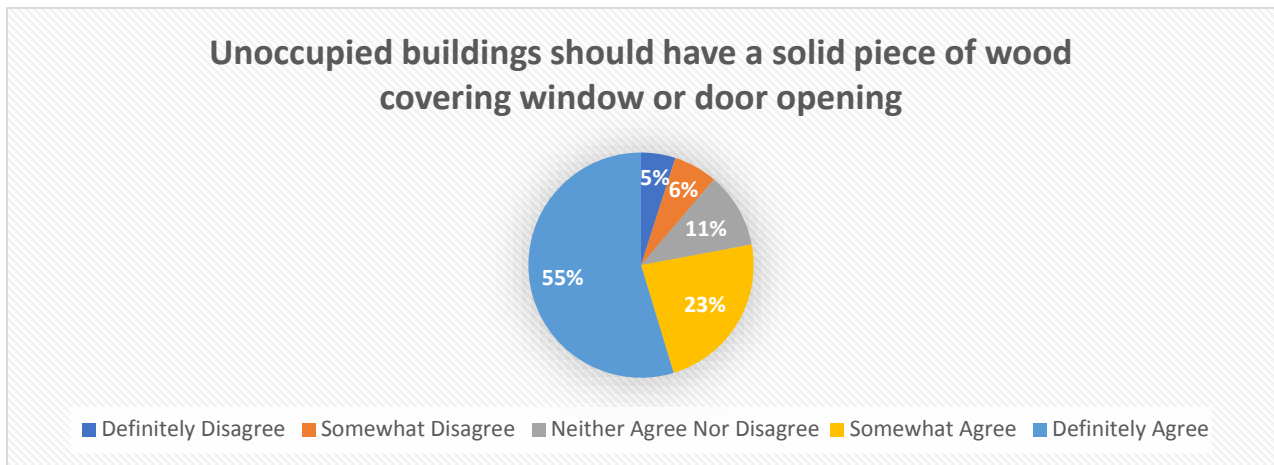
Open-ended question responses

169 comments were received. The majority were supportive and felt that commercial properties should be held to the same, if not higher, standards than residential properties. A few raised the issue of utility boxes and commercial infrastructure around the City that have not been maintained. A few comments reference the need for flexible enforcement as some small business owners may not be able to afford repairs.

Wood coverings on unoccupied buildings

If a building that is normally intended for human habitation is unoccupied, any door or window opening may be covered with a solid piece of wood that follows specific standards (e.g., specific thickness, coated in protective finish, installed and secured to prevent unauthorized entry).

1,174 responses were received on this question.



Open-ended question responses

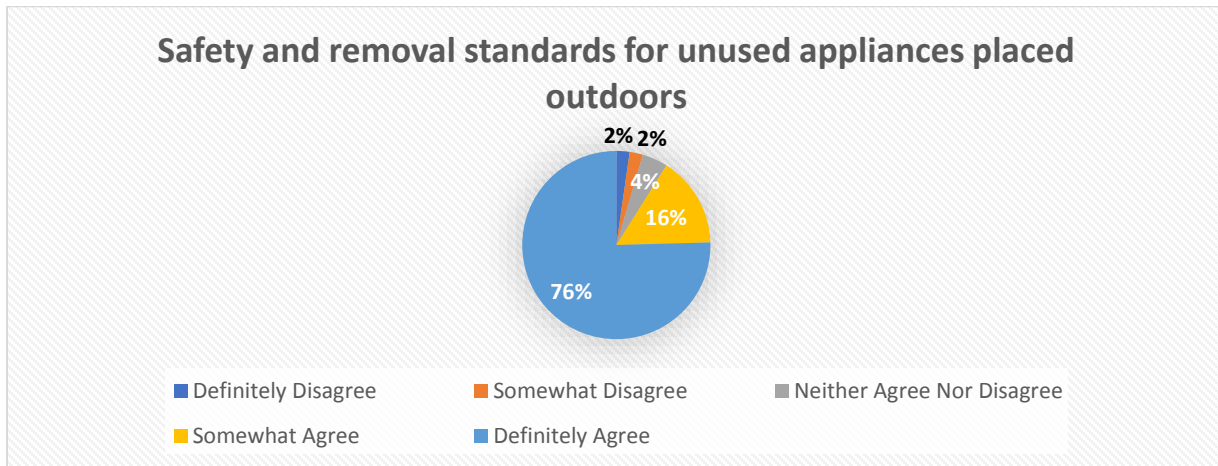
237 comments were received. The majority of comments indicate that timelines should be provided for how long a property must be unoccupied for before the windows and doors have to be covered and also how long a property can stay with the windows/door boarded up. Some comments also recommended a definition for “unoccupied building” (does it apply to owners on vacation, or to houses sitting on the real estate market?). Many respondents understood that this was a safety measure but felt that it was unsightly and would impact the look of the neighbourhood.

Unused appliances

Proposed standards include:

- An unused appliance cannot be placed outdoors on an owner’s property unless it is being temporarily stored there while awaiting a move or disposal.
- While temporarily storing an unused appliance outdoors, safety measures must be taken to prevent opening and/or closing.
- Unused appliances that are placed outdoors temporarily must be removed within 14 days or less.

1,185 responses were received on this question.



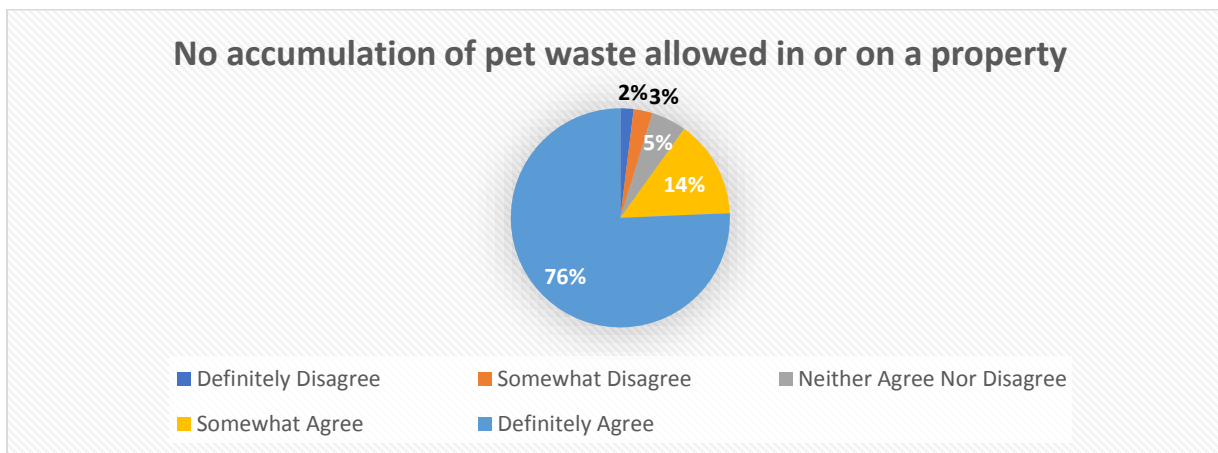
Open-ended question responses

185 comments were received. Most comments were supportive of the proposed measures. Comments on the proposed timeframe of removal within 14 days or less were divided. Many felt that a longer time frame (e.g., 21 days) is better to allow owners to get access to a vehicle to move the appliance. Others felt that due to safety issues, unused appliances should be removed much sooner than the 14 days.

Pet waste

No property owner or occupant of a property shall have or allow the accumulation of pet waste in or on a property.

1,180 responses were received on this question.



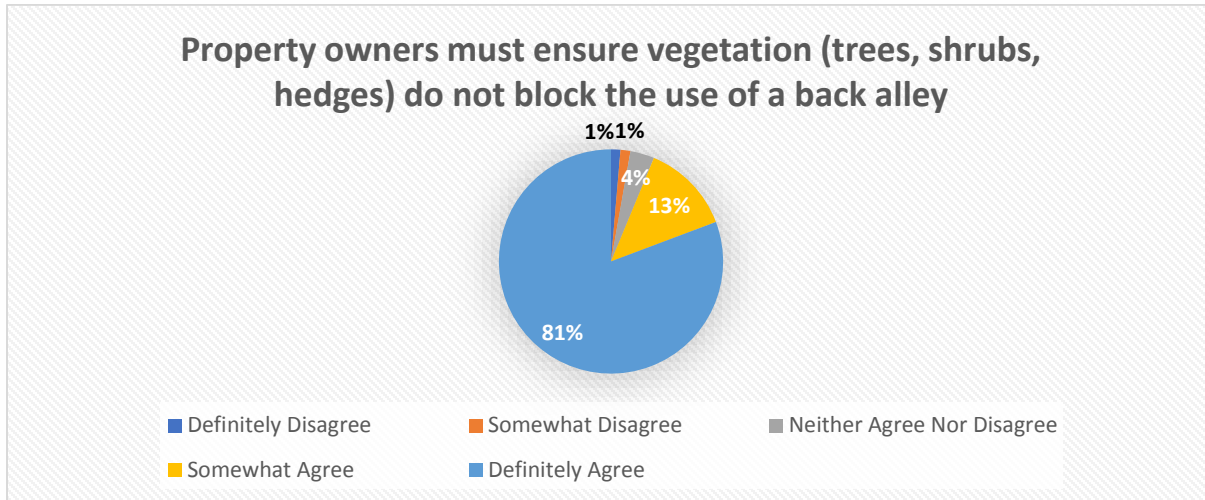
Open-ended question responses

273 comments were received. A majority supported the standard as pet waste contributes to a smelly, unsightly and unhealthy environment. Many comments indicated flexibility should be exercised during the cold, winter months. Some indicated “accumulation” should be defined and a timeline for clean-up should be added to provide clarity.

Topic 9: Landscape Obstructions

Website links were provided to current City legislation (Traffic and Land Use bylaws) for the respondent to review the bylaws that are already in place. Respondents were asked to rate their level of agreement with the following additional proposed standard.

1,183 responses were received on this question.



Open-ended question responses

195 comments were received. Most were supportive of this new standard. Many comments were received about City intersections and commercial properties (parking lots) that have overgrown vegetation.

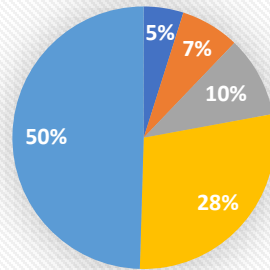
Topic 10: Vegetation/Weeds/Trees and Grass

Growing onto neighbouring properties

Website links were provided to current City legislation (Tree Protection and Nuisance, Unsightly and Untidy Property bylaws) so respondents could review the bylaws already in place. Respondents were asked to rate their level of agreement with the additional proposed standard:

1,185 responses were received on this question.

Property owners must not allow vegetation (trees, hedges, shrubs) to grow onto neighbouring properties



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

302 comments were received. Comments were divided. Most referenced this topic as being very “situation-specific” and should be left to neighbours to work out without a bylaw. Some indicated the addition of the words “without permission” to the standard to cover instances where all parties agree with allowing the vegetation to encroach the property. Some comments reference the difficulty of dealing with very large, old trees as they will have to be cut down to be in compliant with the bylaw. Some respondents suggested a “grandfathering clause” for existing large trees to avoid this issue.

Naturalized yards

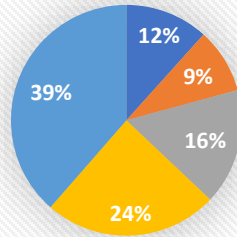
A definition was provided for naturalized yards⁶. Respondents were asked to rate their agreement with the following proposed standards:

- A natural yard is not created by not mowing an existing lawn or by allowing ‘nature’ to do what it will with bare soil areas. This will result in a weedy yard, not a natural yard.
- Native plants do not just grow on their own; natural yards will not thrive if not carefully planned.
- The City of Spruce Grove requires residents to keep their grass to a maximum height of 15 cm.
- These standards should apply equally to front, side and backyards.

1,174 responses were received on this question.

⁶ There is a growing trend toward naturalization of lawns, moving away from the standard grass lawn. Naturalized yards emphasize native plant species, support local wildlife and avoid chemical use where possible.

Proposed standards (as specified) relating to naturalized yards



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

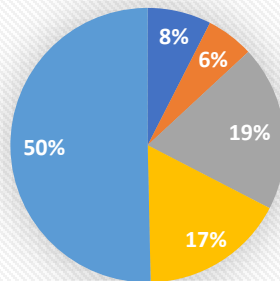
290 comments were received. Comments were divided. Those who voiced support appreciate that naturalized yards are better for the environment, good for plants and wildlife and decreases water use. Many comments reference the need for more specific guidelines that address spread/overgrowth of weeds onto neighbouring yards, particularly those that are invasive species. Concerns were noted about the fine line between an unsightly yard and a naturalized yard. Many took issue with the 15 cm limit on grass length as some felt it was too restrictive (native grasses grow much taller) and some felt it was too high (could lead to growth of pests and insects).

Topic 11: Boulevards

A boulevard is defined as the strip of land between a sidewalk and the curb of the road. Website links were provided to the current City legislation that addresses boulevards (Land Use, Traffic and Tree Protection bylaws) so respondents could review the existing standards. Respondents were asked to rate their agreement with the following statements.

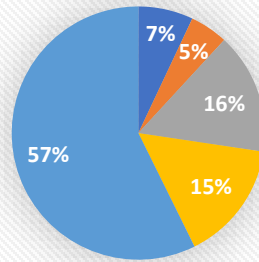
1,173 responses were received on this question.

Property owners who wish to put a sidewalk in their boulevard must have a permit



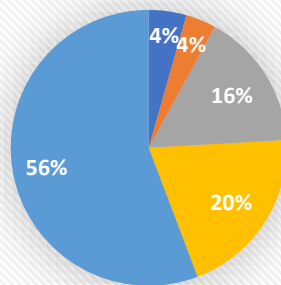
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Property owners who wish to extend their driveway across a boulevard must have a permit



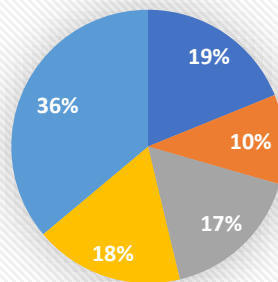
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Grass in a boulevard must be kept to a maximum of 15 cm in length



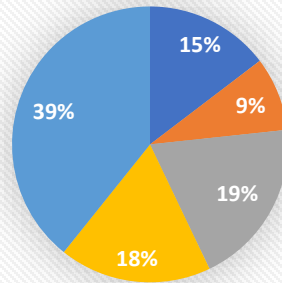
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Property owners should be allowed to garden in a boulevard



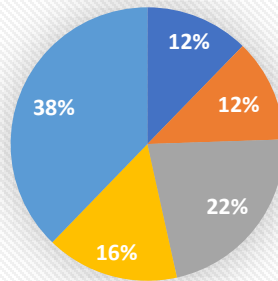
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

To ensure safe and accessible spaces, a permit would be required for a boulevard garden



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Only City owned trees and shrubs are allowed in boulevards



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

242 comments were received. Most were supportive as permits would ensure consistency in appearance, allow greenery to flourish and “beautify” the City. Concerns were noted about damage to boulevard gardens with snow removal process during the winter. More detailed information and restrictions are recommended as to what is allowed in a boulevard garden (e.g., flowers, vegetables etc.), and what the responsibilities are for a property owner vs the City as boulevards are City property.

Topic 12: Recreational Vehicles (RVs)

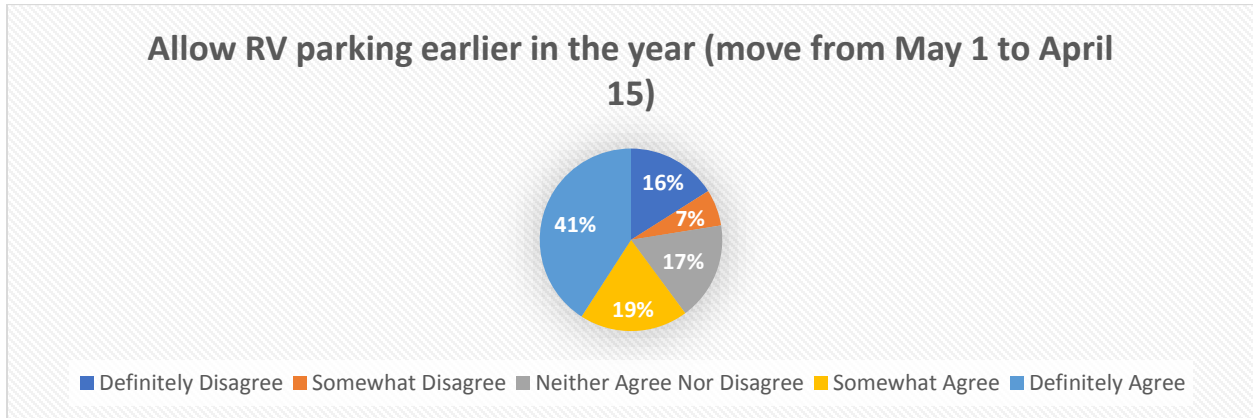
RV parking earlier in the year

A definition of recreational vehicles⁷ was provided. The survey question noted that current City bylaws indicate an RV cannot be parked on side streets, street side, front yards or driveways EXCEPT between

⁷ A recreational vehicle is a “wheeled or wheel-less structure designed to provide temporary living quarters or used as a form of recreation or transportation, which may or may not be a motor vehicle itself. Typical examples include travel trailers, motor homes, boats, snowmobiles and all terrain vehicles.”

May 1 to October 31 in any year. Respondents were asked to rate their level of agreement with the proposed standard to begin the exception earlier in the year, on April 15.

1,179 responses were received on this question.



Open-ended question responses

247 comments were received on this standard. Most of the comments were NOT supportive, citing concerns about the lack of neighbourhood street parking, RVs blocking safe passage, line of sight and contributing to overcrowding. This is especially an issue in newer neighbourhoods where there isn't a lot of street parking space. Others cited concerns about RVs getting in the way of road clean-up (street sweeping, snow removal).

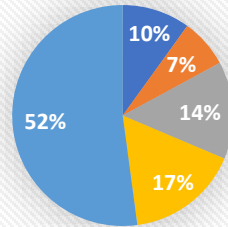
Those that voiced support indicated that camping season is starting earlier due to the climate warming so the bylaw should reflect that. Others appreciated having the extra time to be able to get their RVs ready for the season.

Length of time for RV parking

Respondents were asked to rate their level of agreement with the proposed standards:

- An RV can be parked on a roadway immediately beside the owner or operator's residence and for no more than 72 hours in a row.
- After 72 hours, an RV must be moved off the city street for at least 48 hours in a row before it may be parked again on the roadway beside an owner or operator's residence.

**No RV parking beside owner's residence for more than 72 hours.
After 72 hours, RV must be moved for at least 48 hours before
being parked beside the residence again**



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

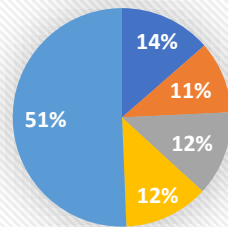
242 comments were received. The majority of the comments reflected concerns with the proposed timeline of 72 hours, in that it is either too short or too long. Several welcomed the standard as a tool to address neighbours who are already parking their RVs beside their residences for a lengthy period of time.

Use of an RV as a temporary dwelling

Respondents were asked to rate their level of agreement with the proposed standard:

- An RV on a private property cannot be occupied as a temporary dwelling. A temporary dwelling is a place where a person lives for limited period of time (no more than 7 days in a row) and is not a permanent residence.

A RV on private property cannot be used as a temporary dwelling



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

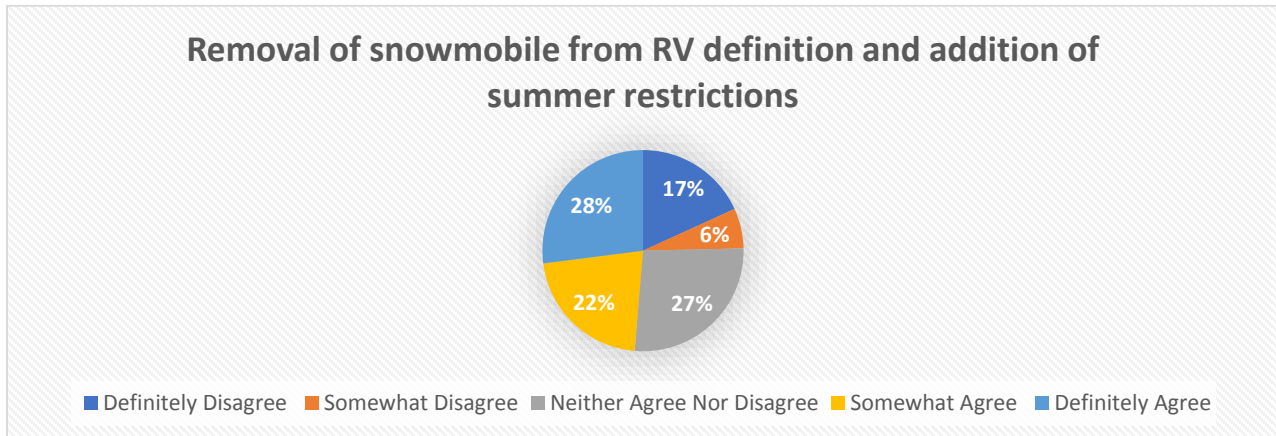
Open-ended question responses

226 comments were received. Responses were mixed. Those who did not support this standard indicated a temporary RV stay is sometimes necessary (such as during the pandemic, evacuation orders, house renovations etc.). Many respondents indicated they often have family members visiting who stay in RVs on their property and would like it to continue.

Snowmobiles

Respondents were asked to rate their level of agreement with the proposed standards:

- Snowmobiles could be removed from the definition of a RV to allow for parking options during the winter season. Summer restrictions will be put into place. For example, snowmobiles on trailers can be parked in residential area, hitched to a vehicle when parked on roadways from October 15 through to April 1.



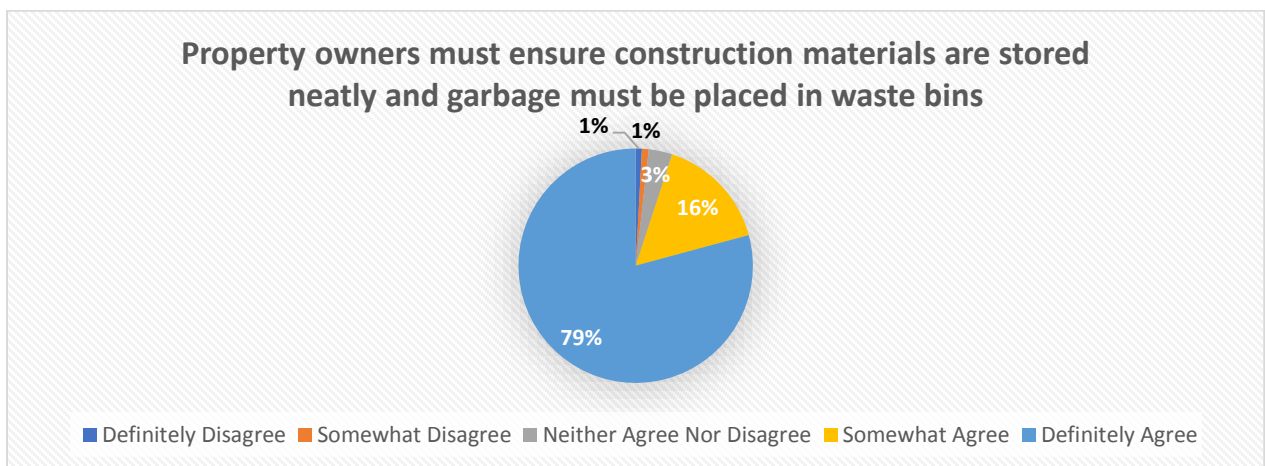
Open-ended question responses

193 comments were received. The majority of the comments did not support this standard as parking options are limited in neighbourhoods and allowing more vehicles on driveways would lead to more congestion. A few comments wanted to see a timeline attached to the summer restrictions (72 hours).

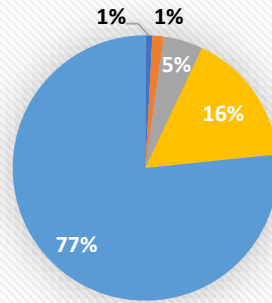
Topic 13: Construction Waste/Building Materials

Website links were provided to existing City legislation (Construction Site Cleanliness Bylaw) so respondents could review the current standards. Respondents were asked to rate the level of agreement with the following proposed standards.

1,175 responses were received on this question.

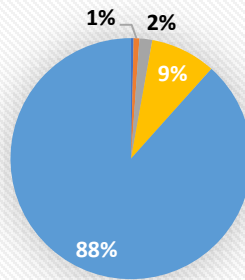


Property owners must ensure there is not an excessive accumulation of materials including but not limited to loose building materials, garbage, or any untidy work or storage areas on land



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Property owners should ensure that construction does not prevent safe access to and use of sidewalks and driveways



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

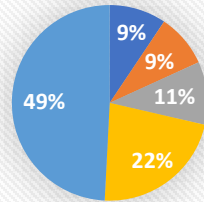
156 comments were received. The majority of the comments were supportive of all standards. Several comments recommended clarification to reflect that it is the developer’s responsibility to clean up when building a new house if the property owner has not taken possession yet. Some requested a time frame be put in for clean-up, temporary storage of materials (e.g. 7 days) before they are hauled away.

Topic 14: Garbage/Waste

A website link to existing City legislation (Municipal Utility Services Bylaw) was provided so respondents could review the current standards. Respondents were asked to rate their level of agreement with the following proposed standards.

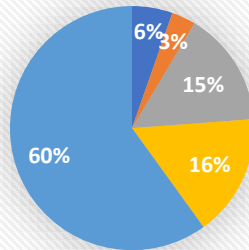
1,176 responses were received on this question.

Garbage and organic waste can be set out for collection a maximum of 24 hours before collection day and removed at the end of collection day



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Garbage bins must not be stored on public property



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

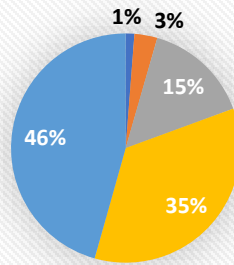
220 comments were received. The majority of comments indicated a desire for more flexibility on the timeline for garbage/organic waste bins to be set out and removed (e.g., 48, 72 hours instead of 24). Respondents said flexibility is needed to accommodate property owners being on vacation, shift workers who cannot bring in the bins at the end of the day and those with mobility issues who depend on others to move heavy bins.

Overall agreement with the Property Maintenance/Neighbour Relations Theme

Respondents were asked to rate their level of agreement with the topics listed under this theme.

1,144 responses were received on this question.

Overall agreement with topics selected under the theme of Property Maintenance/Neighbour Relations



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

86 responses were received. While there was general agreement, there were comments about “overregulation” with the standards under these topics. A respondent would have liked to see a specific standard addressing fires in backyards as they can be a nuisance.

THEME 3: NOISE CONTROL

Topic 15: Prohibited Noise and Decibel Limits

Prohibited noise

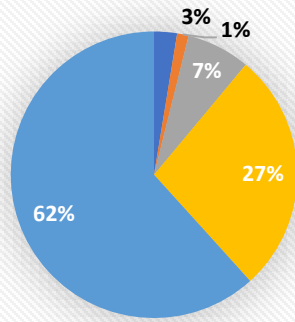
A website link to existing City legislation on this topic (Noise Control Bylaw) was provided so respondents could review the current standards. Respondents were asked to rate their level of agreement with the following proposed standards.

In determining what sound is likely to disturb others, consideration may be given to, but is not limited to, the following criteria:

- type, volume, and duration of the sound
- time of day and day of week
- nature and use of the surrounding area

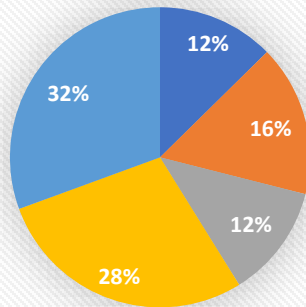
1,175 responses were received on this question.

Criteria (as specified above) to determine if noise is likely to disturb others



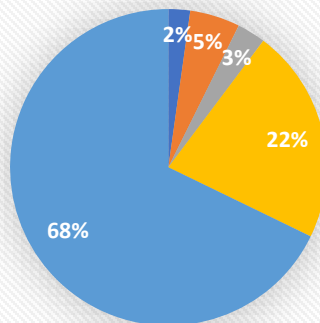
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Nobody is allowed to make noises that disturb other people



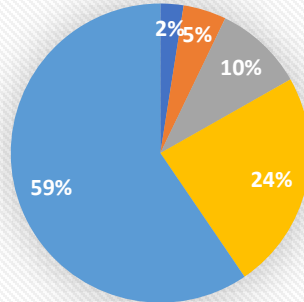
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

A person shall not cause or permit construction activity on property they own or occupy before 7 a.m. or after 9 p.m. (weekday) or before 9 a.m. or after 9 p.m. (weekend/holiday)



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

A person shall not collect, cause or permit garbage collection with a motor vehicle on or adjacent to any residential property before 7 a.m. or after 9 p.m. (weekday) or before 9 a.m. or after 9 p.m. (weekend/holiday)



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

203 comments were received. Many comments were received about the proposed times during which construction activity and garbage collection are not allowed (e.g., 7 a.m. start is too early, noise should be permitted until 10 or 11 p.m.). Although criteria were listed for determining what “disturbing” noise is, many thought it was still too vague and more detail is needed. Others would like to see the inclusion of snow removal and grass cutting to the list along with garbage collection and construction activity.

Daytime decibel limits – residential

Respondents were asked to rate their level of agreement with the following proposed decibel limits.

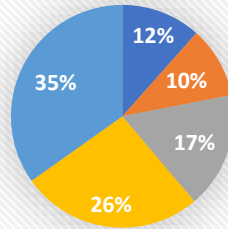
Nobody shall create sound exceeding 65 decibels (louder than a power lawn mower)⁸ as measured from the property line of a residential property between 7 a.m. and 10 p.m. Exceptions include:

- 70 decibels (as loud as a tv) lasting a total period of time not exceeding two hours in any one day.
- 75 decibels (as loud as a toilet flush) lasting a total period of time not exceeding one hour in any one day.
- 80 decibels (as loud as a ringing telephone) lasting a total period of time not exceeding 30 minutes in any one day.
- 85 decibels (as loud as a noisy restaurant) lasting a total period of time not exceeding 15 minutes in any one day.

1,157 responses were received for this question.

⁸ Decibel limit examples were selected from [Center for Hearing and Communication](#)

Daytime residential decibel limits (as specified)



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

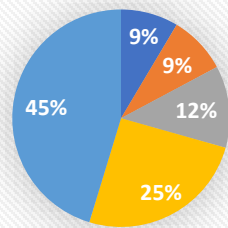
245 comments were received. Most of the comments were not supportive of the proposed decibel limits despite the survey showing that 61% of respondents agree with them. A lot of respondents who commented would like to see stricter measures applied to traffic noise (especially from vehicles and motorcycles). Most of the comments felt that the decibel limits and proposed periods of time were overly restrictive.

Overnight decibel limits – residential

Nobody shall create sound exceeding 50 decibels (as loud as a refrigerator) as measured from the property line of a residential property before 7 a.m. or after 10 p.m.

1,157 responses were received on this question.

Overnight residential decibel limits (as specified)



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Open-ended question responses

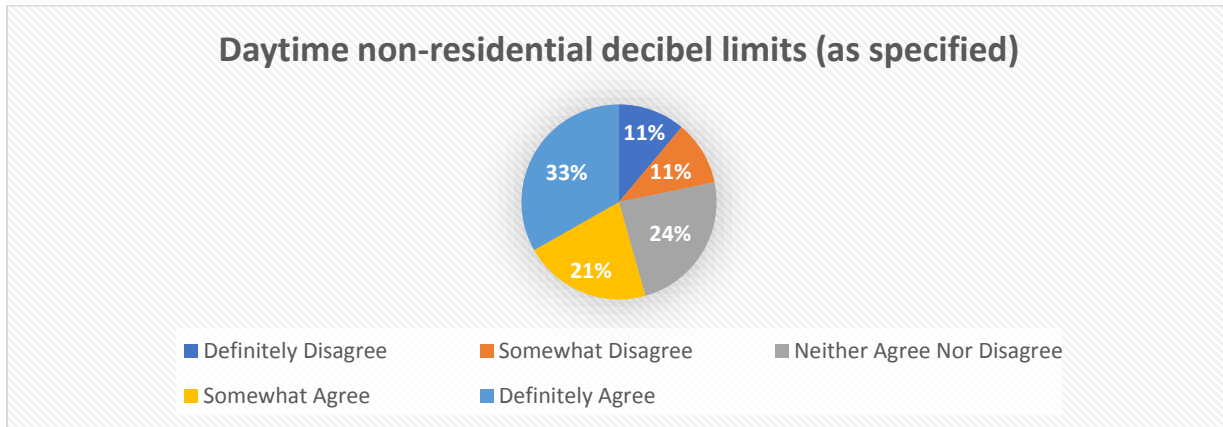
186 comments were received. Most of the comments were not supportive citing concerns that the standards are too restrictive (e.g., 50 decibels is too low, noise should be allowed until 11 p.m.).

Daytime decibel limits – non-residential

Nobody shall create sound exceeding 75 decibels (as loud as a toilet flush) as measured from the property line of a non-residential property between 7 a.m. and 10 p.m. Exceptions include:

- 80 decibels (as loud as a ringing telephone) for a total period of time not exceeding two hours in any one day.
- 85 decibels (as loud as a noisy restaurant) for a total period of time not exceeding one hour in any one day.

1,135 responses were received on this question.



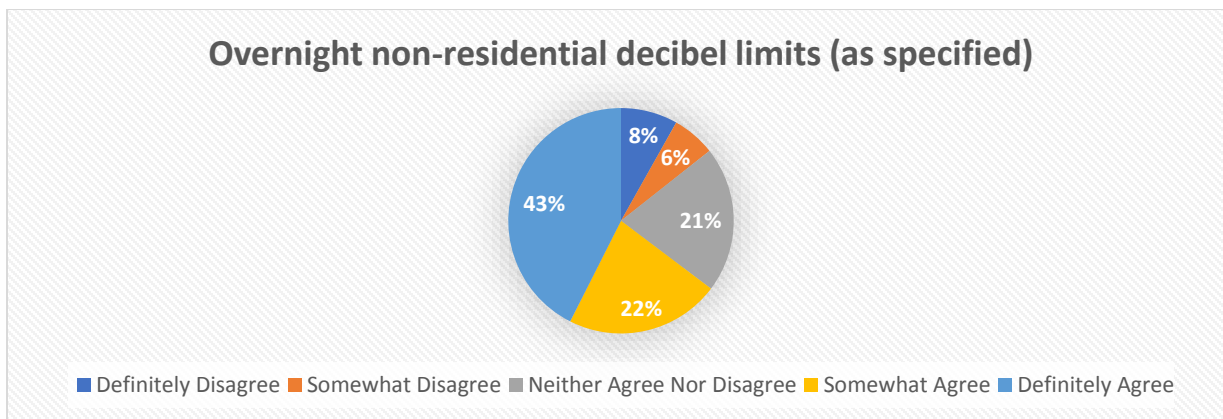
Open-ended question responses

126 comments were received. The majority were unsupportive citing concerns that the decibel limits are too restrictive, could hinder businesses in commercial areas, and enforcement would be challenging.

Overnight decibel limits – non-residential

Nobody shall create sound exceeding 60 decibels (as loud as a vacuum cleaner) as measured from the property line of a non-residential property before 7 a.m. or after 10 p.m.

1,128 responses were received for this question.



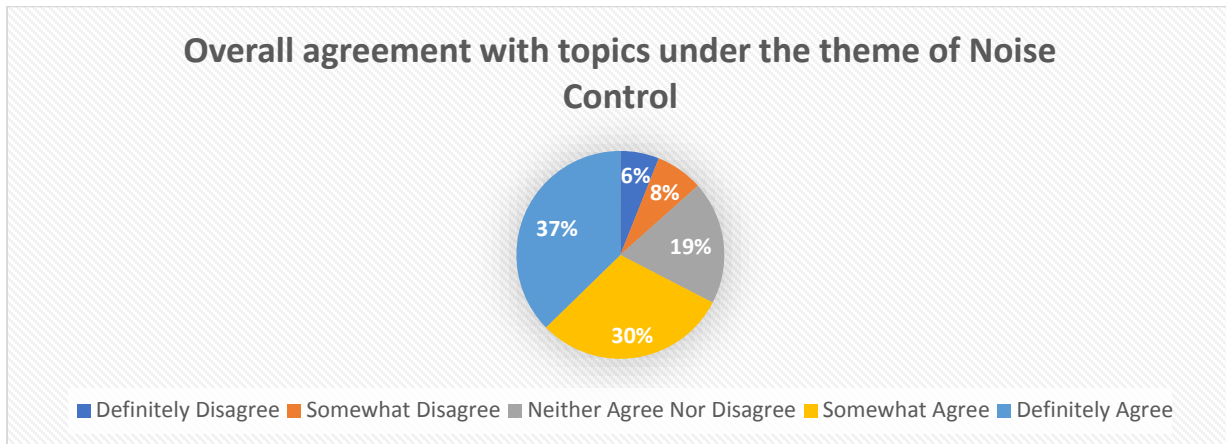
Open-ended question responses

98 comments were received. Comments were similar to the ones received on the questions above.

Overall rating of the Noise Control Theme

Respondents were asked to rate their level of agreement with the topics selected under this theme.

1,126 responses were received on this question.



Open-ended question responses

161 comments were received. Noise from motor vehicles, motorcycles, trains and barking dogs continue to be raised as ongoing concerns.

THEME 4: SMOKING AND CANNABIS RESTRICTIONS

Topic 16: Cannabis Odour

Website links to existing City legislation (Consumption of Cannabis in a Public Place and Smoking Bylaws) were provided so the respondent could review the current standards. The question also noted that consumption of cannabis in public is prohibited in all forms. If a person possesses a medical document, they are exempt but still subject to the Smoking Bylaw.

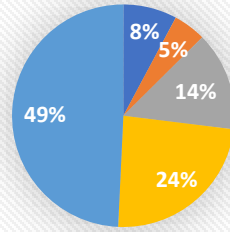
Respondents were asked to rate their level of agreement with the following proposed standards.

In determining whether something is reasonably likely to disturb, the following may be considered but is not limited to:

- Time, frequency, duration
- Time of day and day of the week
- Weather and ambient conditions
- Distance to neighbouring properties
- The nature and use of surrounding area
- The effects of the matter in question

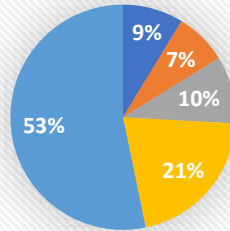
1,163 responses were received on this question.

Criteria (as specified) to determine whether something is likely to disturb



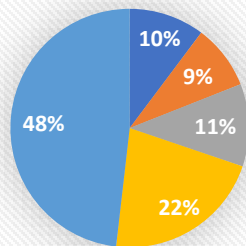
■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Nobody should engage in an activity that creates odour, smoke, etc. that disturbs another person



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

Nobody shall allow their property to be used so that odour, smoke etc. disturbs another person



■ Definitely Disagree ■ Somewhat Disagree ■ Neither Agree Nor Disagree ■ Somewhat Agree ■ Definitely Agree

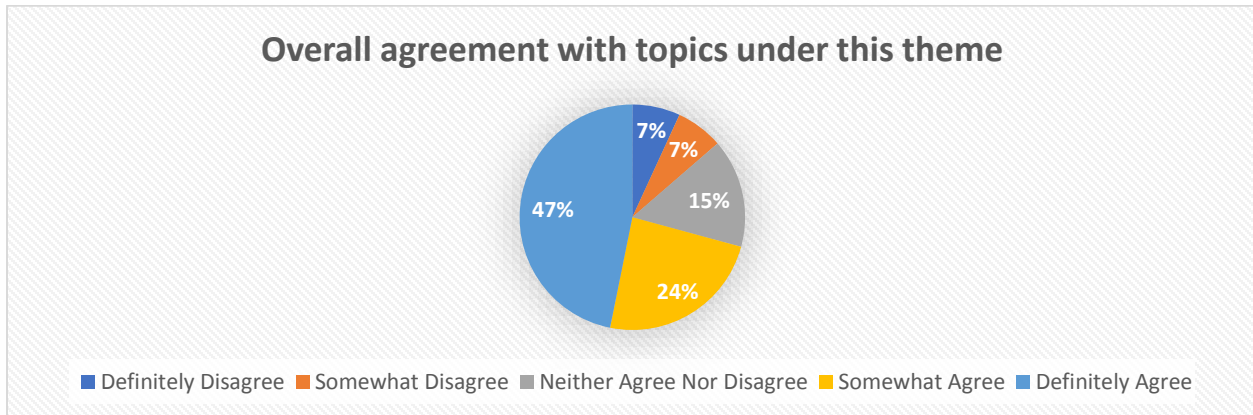
Open-ended question responses

281 comments were received. Comments were divided. While some welcomed the standards, others felt they were overly restrictive. A lot of the respondents would like to see clarity on whether and how these standards would be applied to fire pits and backyard fires.

Overall agreement with Smoking/Cannabis Restrictions Theme

Respondents were asked to rate their level of agreement with the topics selected under this theme.

1,136 responses were received on this question.



Open-ended question responses

102 comments were received and were very similar to the responses provided in the questions above.

ADDITIONAL QUESTIONS: URBAN FARMING

The following questions address the topics of urban hen and beekeeping. While these topics will not be included in the Community Standards Bylaw, they were included in this survey to help determine whether licensing practices will be introduced in the City for hen and beekeeping.

Hen keeping

The question notes that there is currently no existing City legislation addressing urban hen and beekeeping. The City is considering introducing licensing to ensure health and safety standards for these practices.

To qualify for a license, a person would need to comply with a list of requirements including the following.

- Completion of an accredited hen and/or beekeeping course.
- Having a City approved site plan.
- Providing a minimum of a two-week notification period for neighbours to provide feedback to the City.
- Fulfilling all mandatory provincial requirements (registration, acquiring identification numbers).

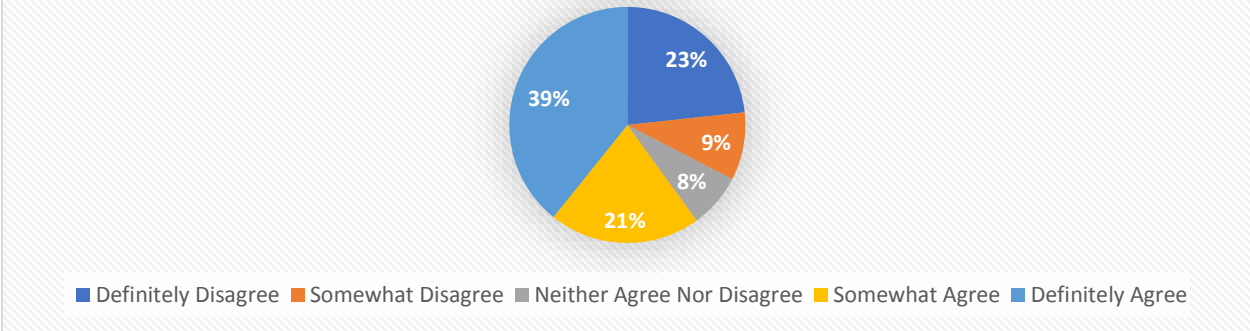
Respondents were asked to rate their level of agreement with the following standards.

Hens on residential property

Hens should be allowed on a residential property as long as specific requirements are followed. A license would be required.

1,170 responses were received on this question.

Hen keeping should be allowed with a license



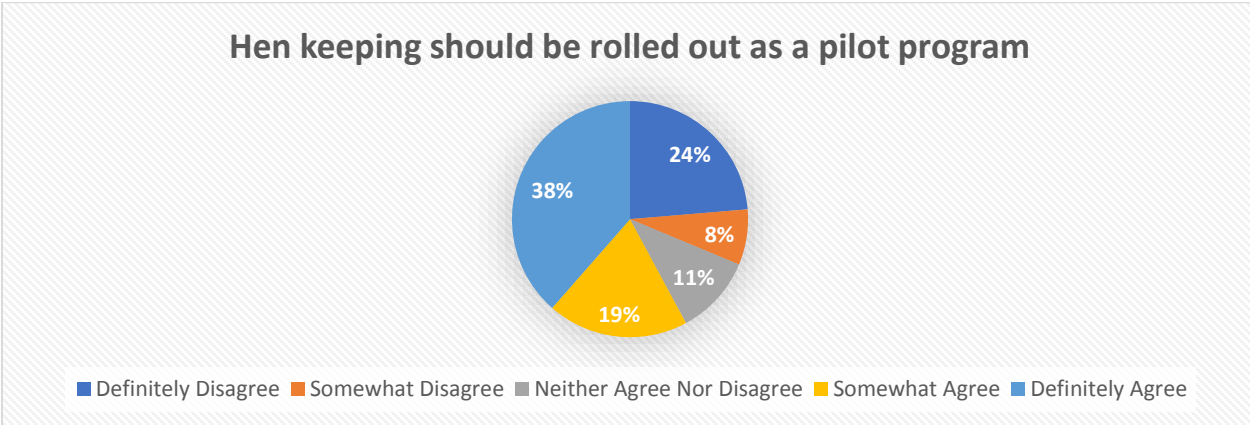
Open-ended question responses

307 comments were received. Comments were divided. Those who are not in support cite concerns with smell, noise, and diseases. Many feel hens belong on farms not urban spaces due to proximity to neighbours. Those in support say it is good to have additional food sources given rising food costs. Many respondents support hen keeping but do not agree with regulation through licensing. In other words, hen keeping should be allowed without any sort of rules.

Hen keeping pilot program

If the City were to allow hen keeping, would you support rolling the program out as a pilot?

1,170 responses were received on this question.



Open-ended question responses

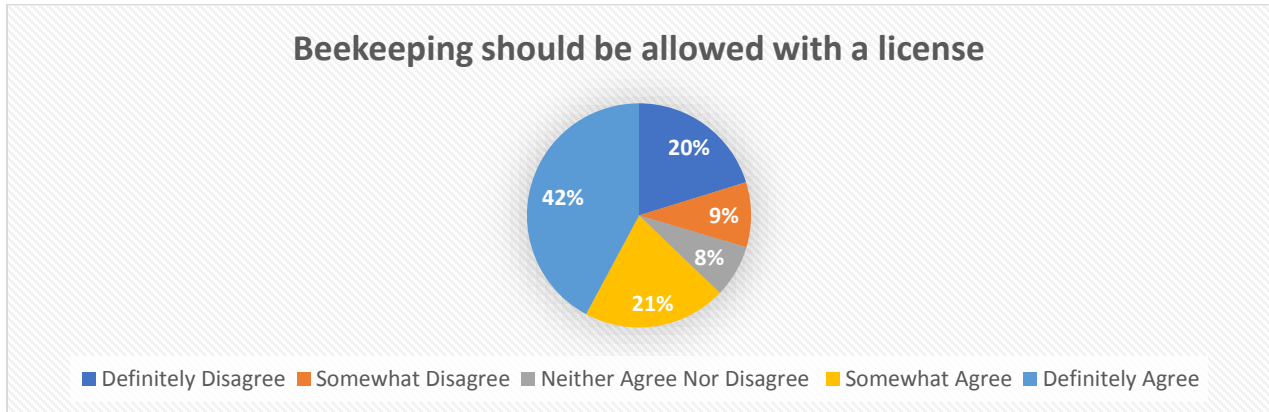
208 comments were received. Comments were mixed. Those in support said a pilot program would be great to test processes and identify any issues before full implementation. Other voiced concerns about spending money on hen keeping for the pilot and then being stuck with the costs if the pilot program was cancelled. Some who were not supportive said the City should just roll out a permanent program instead as it is working in other municipalities.

Beekeeping

Beekeeping on residential property

Beekeeping should be allowed on a residential property as long as specific requirements are followed. A license would be required.

1,162 responses were received on this question.



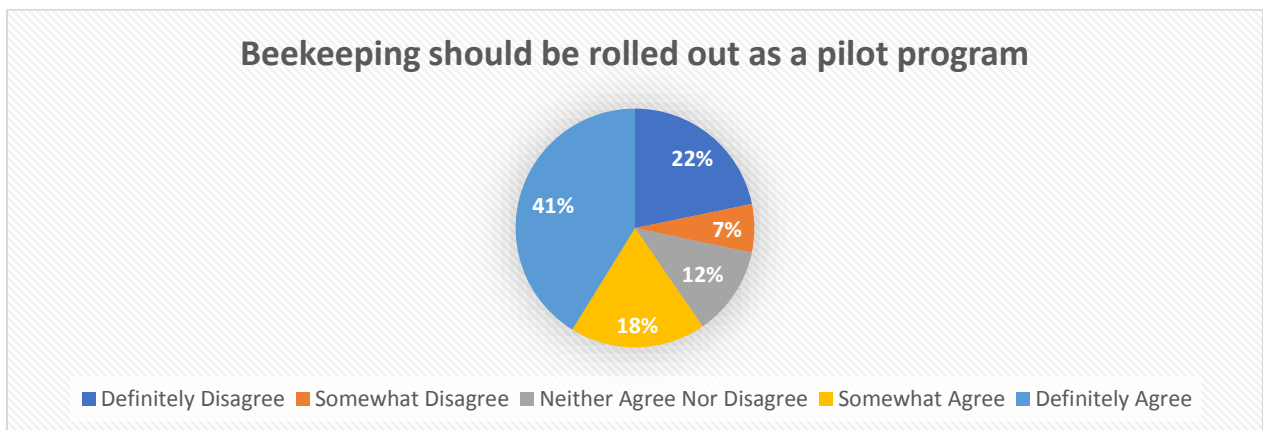
Open-ended question responses

246 comments were received. The majority of comments were unsupportive and voiced concerns with fear of bees and allergies. A few said that size of the property matters because bees cannot be confined like hens can and thus pose a higher risk of leaving the property. A few also said they were in favour of beekeeping but do not believe a license should be necessary.

Beekeeping pilot program

If the City were to allow beekeeping, would you support rolling the program out as a pilot?

1,158 responses were received on this question.



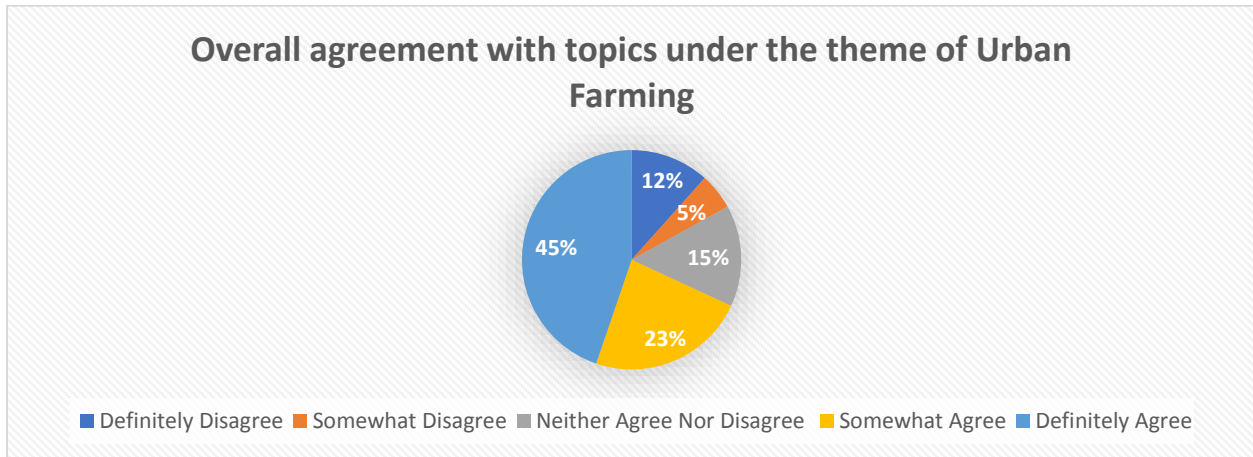
Open-ended question responses

158 comments were received. Comments mostly repeated points made in questions above.

Overall agreement with the theme of Urban Farming

Respondents were asked to rate their level of agreement with the topics selected under this theme.

1,144 responses were received on this question.



Open-ended question responses

123 comments were received. Many of the comments echoed sentiments expressed in questions above. A few respondents raised the potential of introducing pigs and goats to an urban setting.

Community Standards Bylaw 2.0 Topics

Highlighted topics meet the criteria for a potential “lift and shift” topic (meaning lifted from existing City legislation and shifted to the CSB):

- do not currently exist in City legislation,
- are tied to existing legislation such that they cannot easily be removed, or
- overlap with a CSB 1.0 topic.

Theme: Public Behaviour				
Ref. #	Topic	Existing City Bylaw Name	Section(s)	Existing provisions (paraphrased)
1.	Littering / Dumping	Open Space Bylaw	15	No littering or disposing/dumping of Household Refuse or organic waste in Open Space Area or waste receptacle in Open Space Area.
		Traffic	15.4	No littering on any Highway or Public Property.
2.	Firearms, Dangerous Objects / Projectiles	Open Space Bylaw	12	No carrying or discharging Firearms without Open Space Permit.
			13	No fireworks or dangerous objects without Open Space Permit.
		Fire Services	8.2	No fireworks without Alberta Fire Code permit.
3.	Fighting	Open Space Area	11.2	As above.
4.	Loitering	Open Space Bylaw	11.7	No person shall loiter in an Open Space Area.
		Traffic	4.9	No person shall loiter in a motor vehicle which is parked on public property.
5.	Stormwater Management Facility	Open Space Bylaw	11.4 11.5	<ul style="list-style-type: none"> • No activities on or in a stormwater management facility. • No dog or other domestic animal allowed to enter facility. • No person shall access a frozen/partially frozen facility.

Community Standards Bylaw 2.0 Topics

Theme: Public Behaviour				
Ref. #	Topic	Existing City Bylaw Name	Section(s)	Existing provisions (paraphrased)
6.	Damage to Property	Open Space Bylaw	14.1	<ul style="list-style-type: none"> • No person shall damage any vegetation or development, walk on or cross areas where signs are posted prohibiting such use. • No initiating the construction of any development without an Open Space permit. • No application of pesticide/chemical product of any kind
7.	Minors / Curfew	None	None	None
8.	Flyers / Placards / Posters	None	None	None
9.	Anti-Bullying	None	None	None

Community Standards Bylaw 2.0 Topics

Theme: Property Maintenance and Neighbour Relations				
Ref. #	Topic	Existing Bylaw Name	Section(s)	Existing provisions (paraphrased)
10.	Excavations	Nuisances, Unsightly and Untidy Property	1.14 (c)	Excavation hole within definition of Untidy or Unsightly.
11.	Buildings and Structures	Nuisances, Unsightly and Untidy Property	All	All
12.	Fires and Smoke	Open Space Area	16	Deals with fires specifically in Open Space Areas, not nuisance smoke or fires by owners or occupants of a property.
		Fire Services	8 11.4 (a)	Permits for Fire, Fireworks, Storage Tank System. No burning refuse. As above.
13.	Sidewalks	Traffic	8.4	Removal of snow, ice, dirt, debris within forty-eight (48) hours.
14.	Addressing	Land Use	27	Address numbers must be displayed. Size and visibility requirements.
15.	Boarding Houses	Land Use	7	Definition of Boarding or Lodging House.
			59	A sleeping unit is considered a Dwelling for calculating density.
			67	Garage and garden suites allowed with detached garage.

Community Standards Bylaw 2.0 Topics

Theme: Property Maintenance and Neighbour Relations				
Ref. #	Topic	Existing Bylaw Name	Section(s)	Existing provisions (paraphrased)
16.	Light Pollution / Outdoor Lighting	Land Use	37	Covers nuisance lighting and light pollution.
17.	Unoccupied Buildings	None	None	None
18.	Composting	None	None	None
19.	Odours and Emissions	None	None	None
20.	Nuisance Escaping Property	None	None	None
21.	Wildlife Attractants / Feeding Wildlife	None	None	None
22.	Icicles / Roofs and Awnings	None	None	None

Community Standards Bylaw 2.0 Topics

Theme: Noise Control				
Ref. #	Topic	Existing Bylaw Name	Section(s)	Existing provisions (paraphrased)
23.	Excessive Idling / Idling Vehicles	None	None	None

Community Standards Bylaw 2.0 Policy Review

The City is developing a Community Standards Bylaw (CSB). The CSB will serve to regulate and enable activities that pertain to the safety, health, and welfare of residents on private and public property.

Several topics have been identified for the next phase of the project which is CSB 2.0. These were among a list of the most addressed topics in community standards bylaws across 18 Alberta municipalities.

To inform a policy discussion on each of the topics, information has been assembled in the template below on what the current local context is, what other comparator municipalities have done, Administration's recommendations concerning minimum standards, as well as potential financial and operational implications.

TOPIC NAME: Littering/Dumping

1. CURRENT SPRUCE GROVE BYLAW

- No littering or disposing/dumping of Household Refuse or organic waste in Open Space Area or waste receptacle in Open Space Area. ([Spruce Grove Open Space Bylaw](#), s. 15).
- No littering on any Highway or Public Property. ([Spruce Grove Traffic Bylaw](#), s. 15.4)

2. SPRUCE GROVE CONTEXT

This is not a major issue for the City of Spruce Grove and we receive very few complaints and/or files created as a result. It can be dealt with within existing Open Space and Traffic Bylaws if it wasn't originally included in the CSB. At the same time, it could be easily lifted into the CSB at any stage, including CSB 1.0. If it is included in CSB at any stage, Community and Protective Services recommends using Strathcona's language/definition from their CSB as it gives greater clarity and detail as well as differentiating between litter that can happen from a car and the person who owns the car being responsible.

3. OTHER JURISDICTIONS

Edmonton

- A person shall not leave any garbage, litter or other refuse in a public place except in a receptacle designed and intended for such use ([Edmonton Public Places Bylaw](#), s. 4)

Beaumont

- Same wording as Edmonton (above) ([Beaumont CSB](#), s. 3)

Strathcona County

- "Litter" means any solid or liquid material or product, combination of solid or liquid materials, or liquid materials or products, including:

(i) any rubbish, refuse, garbage, paper, package, container, bottle, can, manure, metal, wood, gravel, earth, sawdust, glass, plastic, nails, staples, tacks, expended tobacco or cannabis products, human or animal excrement, or the whole or part of an animal carcass; or

(ii) the whole or part of any article, raw or processed material, or a dismantled or inoperative motor vehicle or other machinery; ([Strathcona CSB](#), s. 2(m))

- A person shall not dispose of litter on a public place, or on any portion of a highway, except:
 - (a) in a container that is placed to provide for the collection of litter; or
 - (b) for collection service, as set out in the County's Waste Management Bylaw, Bylaw 30-2014.
- If litter is deposited or left in a public place or a highway, from a vehicle, the owner of the vehicle is deemed to be the person who deposited the litter unless the owner proves, on a balance of probabilities, that the vehicle was not being operated, parked, or left by the owner or by any other person with the owner's consent. ([Strathcona CSB](#), ss. 60,61)

St. Albert

- No bylaw.

4. ADMINISTRATION'S RECOMMENDATIONS

Minimum Standards

- Keep the existing standards and add Strathcona's wording to strengthen definition of litter.

5. FINANCIAL AND OPERATIONAL IMPLICATIONS

- N/A

Community Standards Bylaw 2.0 Policy Review

The City is developing a Community Standards Bylaw (CSB). The CSB will serve to regulate and enable activities that pertain to the safety, health, and welfare of residents on private and public property.

Several topics have been identified for the next phase of the project which is CSB 2.0. These were among a list of the most addressed topics in community standards bylaws across 18 Alberta municipalities.

To inform a policy discussion on each of the topics, information has been assembled in the template below on what the current local context is, what other comparator municipalities have done, Administration's recommendations concerning minimum standards, as well as potential financial and operational implications.

TOPIC NAME: Loitering

1. CURRENT SPRUCE GROVE BYLAWS

- No person shall loiter in an Open Space Area. ([Spruce Grove Open Space Area Bylaw](#), s. 11.7).
- No person shall loiter in a Motor Vehicle which is parked on Public Property ([Spruce Grove Traffic Bylaw](#), s.4.6).

2. SPRUCE GROVE CONTEXT

It has been a growing concern for the City over the last several years, this is why it was added to the Open Space Bylaw and Traffic Bylaw several years ago. Negative social disorder has increased since then and this gives officers another tool in the toolbox to ask questions around intent and such.

Administration recommends at some point that it is included in CSB and removed from Open Space and Traffic Bylaw for greater clarity and in one particular bylaw. Beaumont's language is good; however, only talks about standing versus vehicles so Administration would add that for greater clarity and usefulness.

3. OTHER JURISDICTIONS

Edmonton

- Loitering was repealed from Transit Bylaw in 2021 after fears of racial profiling.
- Loitering is addressed in [Criminal Code of Canada](#), s. 175(1c). "Everyone who loiters in a public place and in any way obstructs persons who are in that place is guilty of an offence punishable on summary conviction."

Beaumont

- "Loiter" means to linger aimlessly in or about a public place or to stand idly around or dawdle creating an obstruction by rendering impassable any street, road, sidewalk, or other area of public passage, [Beaumont Community Standards Bylaw](#), s. 1(m)
- A Person shall not Loiter in a Public Place [Beaumont Community Standards Bylaw](#), s. 18

Strathcona County

- No bylaw

St. Albert

- For the purpose of greater certainty, causing a disturbance as referred to in subsection (1) means, in the opinion of a Peace Officer, the activity has or is likely to interrupt a settled and peaceful public condition, some examples which include but are not limited to the following:
 - (a) swearing or use of obscene, offensive language;
 - (b) loitering in any way that obstructs others;
 - (c) fighting; or
 - (d) screaming or shouting.

[St Albert Protection of Persons and Property](#), s.3(2)

4. ADMINISTRATION'S RECOMMENDATIONS

Minimum Standards

- Keep the existing standards but adopt Beaumont's definition of loitering to clarify that loitering that obstructs passage in a public area is not permitted (applies whether a person is standing or in a vehicle).

5. FINANCIAL AND OPERATIONAL IMPLICATIONS

N/A

Community Standards Bylaw 2.0 Policy Review

The City is developing a Community Standards Bylaw (CSB). The CSB will serve to regulate and enable activities that pertain to the safety, health, and welfare of residents on private and public property.

Several topics have been identified for the next phase of the project which is CSB 2.0. These were among a list of the most commonly addressed topics in community standards bylaws across 18 Alberta municipalities.

To inform a policy discussion on each of the topics, information has been assembled in the template below on what the current local context is, what other comparator municipalities have done, Administration's recommendations concerning minimum standards, as well as potential financial and operational implications.

TOPIC NAME: Damage to Property

1. CURRENT SPRUCE GROVE BYLAW

While in an Open Space Area, no Person shall:

- a) destroy, damage, cut, deface or remove any Vegetation or Development;
- b) walk, stand, sit or lay upon any flower or shrub bed;
- c) walk, cross, or use any grass, plot, or land where Signs have been posted prohibiting such use;
- d) initiate the construction of any Development without obtaining an Open Space Permit; and
- e) use or apply a pesticide or herbicide or drain or dump any chemically treated water or chemical product of any kind. ([Spruce Grove Open Space Bylaw](#), s. 14.1).

2. SPRUCE GROVE CONTEXT

It is not a growing concern for the City as there hasn't been an increase in complaints/files; however, it is a clause Enforcement has utilized in the past. It should either be left in the Open Space Bylaw or if added to the CSB then it could be a lift and shift with some additional language that Strathcona County has to extend to another person's property versus just in an open space.

3. OTHER JURISDICTIONS

Edmonton

- No bylaw.

Beaumont

- No person shall damage, destroy, deface, tamper, or otherwise interfere with any Property or a Person's personal property
- No Person shall stand or put their feet on the top of a table or surface of any table, bench, planter, sculpture, or other fixture in a Public Place. ([Beaumont Community Standards Bylaw](#), s.11-12)

Strathcona County

- No Person shall damage, disturb, destroy, remove, affix signage to, or otherwise interfere with or use for a purpose not intended, any Vegetation in a Park.
- No Person shall walk, cross, ride, or otherwise traverse any Vegetation where such conduct is prohibited by posted signage.
- No Person shall dig, excavate or conduct any construction or building operations within a Park unless prior written approval has been obtained from the Director.
- No Person shall mark, deface, climb, post, paint or affix any advertisement, bill, poster, picture or thing or otherwise interfere with any signage, fence, building, wall, bench, exhibit, or any other property that the County has erected or caused to be erected in a Park unless prior written approval has been obtained from the Director.
- No Person shall plant trees, shrubs, or Vegetation in any Park unless prior written approval has been obtained from the Manager of Land Management Services.
- No person shall build, erect, or create a jump or ramp in a Park unless prior written approval has been obtained from the Director. ([Strathcona Parks Bylaw](#), s.5.1-5.6)

St. Albert

- Unless authorized by the CAO no person within a Park shall:
 - (a) use or dispose of pesticides, herbicides or fertilizer;
 - (b) use or dispose of hazardous chemicals;
 - (c) transport household, yard, or commercial waste for the purpose of disposal;
 - (d) dump, stockpile or dispose of compost;
 - (e) plant, damage, destroy, prune, mow or otherwise alter any vegetation;
 - (f) deface, break, damage any tree;
 - (g) cut down any tree;
 - (h) feed any wildlife;
 - (i) harass any wildlife; or
 - (j) touch, damage or otherwise disturb any wildlife nesting or denning area. ([St. Albert Parks Bylaw](#), s.7)

4. ADMINISTRATION'S RECOMMENDATIONS

Minimum Standards

- Keep the existing standards and adopt the following wording from Strathcona County's Parks Bylaw:
 - No Person shall plant trees, shrubs, or vegetation in any Park unless prior written approval has been obtained.

5. FINANCIAL AND OPERATIONAL IMPLICATIONS

N/A

Community Standards Bylaw 2.0 Policy Review

The City is developing a Community Standards Bylaw (CSB). The CSB will serve to regulate and enable activities that pertain to the safety, health, and welfare of residents on private and public property.

Several topics have been identified for the next phase of the project which is CSB 2.0. These were among a list of the most commonly addressed topics in community standards bylaws across 18 Alberta municipalities.

To inform a policy discussion on each of the topics, information has been assembled in the template below on what the current local context is, what other comparator municipalities have done, Administration's recommendations concerning minimum standards, as well as potential financial and operational implications.

TOPIC NAME: Stormwater Management Facility

1. CURRENT SPRUCE GROVE BYLAW

- No Person shall wade, swim, boat, fish or carry on any other recreational Activity on or in a Stormwater Management Facility or allow a dog or other domestic animal to enter a Stormwater Management Facility.
- No Person shall access the frozen or partially frozen surface of a Stormwater Management Facility for any reason. ([Spruce Grove Open Space Bylaw](#), ss. 11.4 -11.5).

2. SPRUCE GROVE CONTEXT

This is a growing issue in Spruce Grove. From dogs swimming to people boating and fishing, as well as winter recreation: skating, hockey, sledding; instances of all of these have increased year over year despite signage. The City has not tracked these activities but react to each one as they come up. Edmonton's wording best fits the situation in Spruce Grove.

3. OTHER JURISDICTIONS

Edmonton

- A person shall not wade, swim, boat, fish, skate or carry on any other recreational activity on or in a City stormwater management facility except as permitted by the City Manager or by signage.
- A person shall not remove any water from a City stormwater management facility except as permitted by the City Manager. ([Edmonton Drainage Bylaw](#), s.14(1))

Beaumont

- No Person shall enter, wade, swim or skate in or upon any Storm Water Management Facility or any area which is part of the Town’s Storm Drainage Collection System.
- No Person shall operate a boat powered by a motor nor operate or launch any boat, canoe, kayak or similar craft upon any Storm Water Management Facility or any area which is part of the Town’s Storm Drainage Collection System. ([Beaumont Parks and Facilities Bylaw](#), s.9.1-9.2)

Strathcona County

- “Storm Water Management Facility” means an area designated to temporarily store excess storm water runoff flow within a drainage system and includes wetlands, constructed wetlands, storm water wetlands, storm water lakes, wet and dry ponds, man made creeks, overland drainage systems and bio-swales located within utility right of ways (easements), County owned properties (public utility lots and reserves). ([Strathcona Parks Bylaw](#), s.2.24)
- No Person shall wade or swim in any Storm Water Management Facility. ([Strathcona Parks Bylaw](#), s.14.1)

St. Albert

- No bylaw.

4. ADMINISTRATION’S RECOMMENDATIONS

Minimum Standards

- Keep existing standards but add “no person shall enter onto or into storm water management facilities” to cover all scenarios of forbidden access.

5. FINANCIAL AND OPERATIONAL IMPLICATIONS

N/A

Community Standards Bylaw 2.0 Policy Review

The City is developing a Community Standards Bylaw (CSB). The CSB will serve to regulate and enable activities that pertain to the safety, health, and welfare of residents on private and public property.

Several topics have been identified for the next phase of the project which is CSB 2.0. These were among a list of the most commonly addressed topics in community standards bylaws across 18 Alberta municipalities.

To inform a policy discussion on each of the topics, information has been assembled in the template below on what the current local context is, what other comparator municipalities have done, Administration's recommendations concerning minimum standards, as well as potential financial and operational implications.

TOPIC NAME: Firearms/Dangerous Objects and Projectiles

1. CURRENT SPRUCE GROVE BYLAWS

Open Space Area Bylaw

- Unless an Open Space Permit has been obtained, while in an Open Space Area, no person shall carry or discharge a firearm. ([Spruce Grove Open Space Area Bylaw](#), s. 12).
- Unless an Open Space Permit has been obtained, while in an Open Space Area, no Person shall:
 - a) Carry or discharge any Fireworks or Explosives of any description in, onto or across an Open Space Area;
 - b) Cast any stones, projectiles or dangerous object of any kind onto or across an Open Space Area; or
 - c) Propel a golf ball in any manner in, onto or across an Open Space Area ([Spruce Grove Open Space Area Bylaw](#), s. 13).

Fire Services Bylaw

- No person shall possess, sell, purchase, or discharge fireworks within the City except when he is the holder of a subsisting fireworks permit issued pursuant to the Alberta Fire Code. ([Spruce Grove Fire Services Bylaw](#), s. 8.2).

2. SPRUCE GROVE CONTEXT

This is also not a significant issue and is not an issue that is increasing in frequency. The City has received very few complaints.

3. OTHER JURISDICTIONS

Edmonton

- A person shall not possess any loaded weapon, capable of launching or firing a projectile, in a public place.
- A person shall not cause or permit a weapon to launch or fire a projectile in a public place.
- In this section fireworks includes consumer fireworks, display fireworks, special effects pyrotechnics and firecrackers.
- In this section, discharge means to fire, ignite, explode or set-off, cause to be fired, ignited, exploded, or set-off, attempt to fire, ignite, explode or set-off.
- No person shall discharge fireworks within the City of Edmonton without first obtaining a permit from the City of Edmonton.
- Any person issued a permit to discharge fireworks within the City of Edmonton must comply with all conditions of the issued permit. [Edmonton Public Places Bylaw](#), ss. 9-9.1

Beaumont

Firearms

- No persons other than those authorized by Federal or Provincial legislation shall carry a loaded firearm upon any highway, or public place, or upon any land or water under the control/ownership of the Town.
- No person shall discharge any firearm, arrow from a bow, paint gun, bb gun, pellet gun, air gun or other device of any description used as a weapon that is capable of discharging a projectile which may cause serious bodily injury or death to a person or animal within the Town without first obtaining form the Police a written permit authorizing such use.
- [Beaumont Firearms Bylaw](#), ss. 3 -4a
- Bylaw also lists information required for permit, indicates that no person shall be granted a permit for hunting within Town limits, info on permits for authorized/registered Gun Clubs, exemption for discharge of tranquilizer gun by Town employees while in performance of duties, other conditions in which no permits will be issues and penalties.

Fireworks

- No person shall discharge any fireworks within Town limits.
- The Fire Chief or designate may permit qualified personnel to ignite fireworks and conduct firework displays and may impose conditions and restrictions upon their use.
- All fireworks shall be stored, used and ignited in accordance with all legislation and regulations.
- No person shall be permitted to sell fireworks within Town limits ([Beaumont Fire Bylaw](#), ss. 12.1-12.4)

Strathcona County

- Unless permitted in other sections of this bylaw, no person shall use or discharge a firearm or weapon within the Urban Service Area, Special Control Area or Rural Hamlet Boundaries Area ([Strathcona Firearm Control Bylaw](#), s. 5.2).

- The rest of the [Strathcona Firearm Control Bylaw](#) includes info on discharge licenses, offences, penalties, violation tags and tickets.

St. Albert

- [St. Albert Protection of Persons and Property Bylaw](#) addresses use of firearms, permitted exemptions, fines and penalties.
- “Firearm” means any device from which any shot, bullet, or other projectile capable of causing bodily injury or death can be discharged including but not limited to air guns, BB guns, sling shots, bows and arrows, and gas powered guns ([St. Albert Protection of Persons and Property Bylaw](#), s. 2e)

Additional Jurisdictions:

The following jurisdictions address firearms and/or fireworks in their CSBs.

- [Chestermere Community Standards Bylaw](#), s. 13-14
- [High Level Community Standards Bylaw](#), s. 7.2-7.3
- [Coaldale Community Standards Bylaw](#), s. 306, 308

4. ADMINISTRATION’S RECOMMENDATIONS

Minimum Standards

- Add a definition of firearms that incorporates examples of “weapons capable of discharging a projectile” from Beaumont’s bylaw “including but not limited to arrow from a bow, paint gun, pellet gun, air gun.”

Other Recommendations

- Consideration should be given to separating fireworks and firearms.

5. FINANCIAL AND OPERATIONAL IMPLICATIONS

N/A

Community Standards Bylaw 2.0 Policy Review

The City is developing a Community Standards Bylaw (CSB). The CSB will serve to regulate and enable activities that pertain to the safety, health, and welfare of residents on private and public property.

Several topics have been identified for the next phase of the project which is CSB 2.0. These were among a list of the most commonly addressed topics in community standards bylaws across 18 Alberta municipalities.

To inform a policy discussion on each of the topics, information has been assembled in the template below on what the current local context is, what other comparator municipalities have done, Administration's recommendations concerning minimum standards, as well as potential financial and operational implications.

TOPIC NAME: Fires and Smoke

According to the initial review of Community Standards Bylaws of 18 municipalities in Alberta, other jurisdictions have included a range of items related to fires and smoke from permits for indoor and outdoor fires to only including what is deemed as nuisance fire and smoke.

1. CURRENT SPRUCE GROVE BYLAWS

Open Space Area Bylaw

While in any Open Space Area, no Person shall:

- (a) Start or allow to be started, any fire unless it is confined to fireplaces or appliances provided in the Open Space Area for that purpose or in any portable appliance, and then only at such locations within an Open Space Area as designated by an Open Space Permit.
- (b) Use any fuel for fire in an Open Space Area other than dry wood, charcoal, natural gas or propane;
- (c) Leave any fire unattended;
- (d) Throw or place upon the ground any burning material or substance within the limits of any Open Space Area without taking the proper precautions to extinguish such material or substance;
- (e) Remove any firewood from any Open Space Area unless it is used specifically in a fireplace provided for fires within that Open Space Area; or
- (f) Collect firewood, including deadfall for the purpose of burning, from any Open Space Area.

([Spruce Grove Open Space Area Bylaw](#), s. 16.1)

Fire Services Bylaw

Sections relate to permits for fires, fireworks, or storage tank system and "no burning of refuse."

([Spruce Grove Fire Services Bylaw](#), ss. 8 and 11.4(a))

Cannabis Odour

- Nobody should engage in an activity that creates an odour, emission, smoke, vapour or dust or airborne matter that is reasonably likely to disturb another person.
- Nobody shall cause or allow property they own or occupy to be used so that any odour, emission, smoke, vapour, dust or airborne matter is reasonably likely to disturb another person.
- In determining whether something is reasonably likely to disturb, the following may be considered but is not limited to:
 - Time, frequency, duration,
 - Time of day and day of the week,
 - Weather and ambient conditions,
 - Distance to neighbouring properties,
 - The nature and use of surrounding area and
The effects of the matter in question.

Public Consultation

The City is currently consulting on standards related to cannabis odour - which can also be interpreted as wording for nuisance smoke.

2. SPRUCE GROVE CONTEXT

This does continue to generate a healthy number of complaints in the City but it is not necessarily increasing beyond simple population growth. This relates to nuisance smoke and should be addressed as part of the work under CSB 1.0. Fire Pit regulations should stay in the Fire Services Bylaw, but nuisance smoke can be added as part of our wording.

3. OTHER JURISDICTIONS

Edmonton

These sections address outdoor fires including prohibited fires, fire pit requirements, fireplace standards, fire bans, and nuisance fires. ([Edmonton Community Standards Bylaw](#), ss. 25-30)

Beaumont

[Beaumont Fire Bylaw](#) contains information on fire services, fire permits, fire pits, fireworks, and more.

Strathcona County

[Strathcona Outdoor Fire Bylaw](#) outlines the rules governing burning and outdoor fires within the County. Sections address allowed fires, fire permits, fire bans, special provisions (e.g., smudge fires), and enforcement.

St. Albert

Subject to Section 6(2) the following fires shall be permitted within the City of St. Albert:

(a) an outdoor fire in a barbeque or similar metal or masonry container which has been certified for use by an accredited testing agency, if:

- (i) charcoal is the fuel of the fire;
- (ii) the fire is being used only for cooking food; and
- (iii) the fire is not on the balcony of a building

(b) an outdoor fire in a barbeque or similar metal or masonry container which has been certified for use by an accredited testing agency, if:

- (i) propane or natural gas is the fuel for the fire; and
- (ii) the fire is being used only for cooking food. (BL 1/2020)

(c) an open flame in an appliance being used for the heating of pitch or asphalt;

(d) an open flame in an appliance being used for construction or maintenance;

(e) a fire for cooking or warmth in an approved Residential Fire Pit;

(f) a fire set by the Department in training areas approved by the Fire Chief for the purpose of training or testing Equipment or Apparatus;

(g) a fire set by a fire Equipment or Apparatus manufacturer or his agent for the purpose of demonstrating firefighting Equipment or Apparatus in an area approved by the Fire Chief and with Department personnel present;

(h) a fire in an incinerator which has been licensed pursuant to applicable legislation;

(i) a fire in a fireplace within or attached to dwellings constructed in accordance with applicable legislation;

(j) a fire for thawing or heating building materials provided such fire is set in a location that does not endanger the structure or building materials;

(k) a fire for the burning of brush, brush piles, stubble, windrows, and burning barrels within the City with the prior permission of the Fire Chief and only in locations and at the times approved by the Fire Chief; and (BL 6/2022)

(l) a fire in a fire containing device, approved by the Fire Chief, located within a City-owned park.

(2) No fire described in Section 6(1) is permitted unless it is attended by a person competent to supervise it.

(3) Notwithstanding that a fire may be one of the types of permitted fires described in Section 6(1), the Fire Chief or Member in Charge may require that the fire be extinguished if, in the opinion of the Fire Chief or Member in Charge, the fire creates a hazard or Nuisance. ([St. Albert Fire Services Bylaw](#), s. 6)

ADMINISTRATION'S RECOMMENDATIONS

Minimum Standards

- Keep the existing standards but adopt the following standard from [St. Albert Fire Services Bylaw](#), s. 6(2)(k):

“a fire for the burning of brush, brush piles, stubble, windrows, and burning barrels is permitted within the City with the prior permission of the Fire Chief and only in locations and at the times approved by the Fire Chief.”

Other Recommendations

- Is there a desire to address nuisance fires in the CSB?
 - If so, exceptions for Indigenous practices should be considered within nuisance smoke provisions due to fire burning length. Examples are sweat lodge ceremonies, which can go all day, drying or smoking food items, or a sacred fire, which can last four days. Additionally, for fire bans, the City will require an avenue for a cultural fire authorization for ceremonial and food preparation fires.

4. FINANCIAL AND OPERATIONAL IMPLICATIONS

N/A

Public Consumption of Liquor

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Background:

Alberta Gaming, Liquor and Cannabis Amendment Act (2020) reduced restrictions on public alcohol consumption in parks which allowed municipalities to decide whether to allow the practice in their spaces. [ALCL Act, s. 89\(1-2\)](#) states:

- (1) Except as provided in this Act, no person may use or consume liquor in a public place or any place other than a residence, temporary residence, licensed premises or a place or class of place prescribed in the regulations where liquor may be used or consumed.
- (2) Despite subsection (1), a person may consume liquor in a public park in a picnic area designated by the owner or operator of the public park during the hours designated by the owner or operator if a sign is posted that
 - (a) states that a person may consume liquor in the designated picnic area,
 - (b) sets out the designated picnic area, and
 - (c) sets out the hours when liquor may be consumed.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	St. Albert	Strathcona County
<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • No consumption of liquor without a permit. (COSG Open Space Bylaw, s.11.3) ○ Fine is \$115 for alcohol consumption without a permit 	<p><i>Current Standards & Fines</i></p> <p>City allows consumption at specific picnic tables at designated sites.</p> <p>Edmonton Police Service deals with alcohol-related conduct and behaviour</p>	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • No one shall sell or consume liquor in public except where it is a temporary campsite in an approved location or where an event permit and liquor license has been issued. 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • As of July 8, 2022, alcohol is permitted in specific areas in four designated parks from 11 a.m. - 9 p.m. 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • As of June 15, 2022, County allows consumption at specific picnic tables (have signage) at five designated sites. • Only allowed between 11 a.m. and 9 p.m.

COSG	Edmonton	Beaumont	St. Albert	Strathcona County
<p data-bbox="142 235 457 300">COSG Open Space Bylaw, Schedule A, s. 11.3</p> <p data-bbox="142 341 504 544">Proposed Standard: Public consultation is occurring on support for a Pilot project in designated site with restrictions on hours and accessible areas.</p>	<ul data-bbox="525 235 787 332" style="list-style-type: none"> No info available online on fines/penalties <p data-bbox="525 341 756 406">Edmonton Alcohol Consumption</p>	<ul data-bbox="846 235 1228 730" style="list-style-type: none"> There is no allowance for consumption at designated sites. (Beaumont CSB, s.66) Fines for consumption/selling liquor in public without permit/license \$250 (first offence) \$500 (second offence) \$1000 (third offence) <p data-bbox="846 665 1186 730">(Beaumont CSB, Schedule A, s.66)</p>	<ul data-bbox="1251 235 1512 332" style="list-style-type: none"> No info available online on fines/penalties <p data-bbox="1251 373 1501 438">St. Albert Alcohol in Parks</p>	<ul data-bbox="1572 235 1942 300" style="list-style-type: none"> No info available online on fines/penalties <p data-bbox="1572 341 1837 406">Strathcona Alcohol in Designated Sites</p>

Camping

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Banff	Drayton Valley
<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • No Person shall camp or set up temporary accommodations in an Open Space Area without a permit. ○ \$250 fine for camping without permission <p>(COSG Open Space Bylaw, ss. 19.1 and Schedule A, 19.1)</p>	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • No one can set up any temporary abode except in designated area. (Edmonton Parkland Bylaw, s. 6c) ○ Fine not exceeding \$10,000 for offence and to imprisonment for not more than 6 months for non-payment of fine. ○ \$100 fine for use on Municipal Tags and Violation Tickets if a voluntary payment option is offered (Edmonton Parkland Bylaw, s. 23(1)(2)) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • While in a park, no person shall, unless allowed by a valid permit, set up or erect any form of temporary abode or structure or camp except in an authorized campground (Beaumont Parks and Facilities Bylaw, s. 6.3). ○ \$250 fine for (Beaumont Parks and Facilities Bylaw, Schedule A). 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • No person shall permit, suffer or allow, property, real or personal, which he owns, occupies or controls to be used for the purpose of camping. • Discretionary powers have been expanded for enforcement officers to make determination on the above. <p>(Banff Community Standards Bylaw, ss. 37.1, 37.2)</p> <ul style="list-style-type: none"> ○ \$100 fine for contravention 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> ○ Fines for camping in any area not designated as a campground. <ul style="list-style-type: none"> • \$100 (first offence) • \$200 (second offence) • \$400 (third offence) ○ Fines for camping in public place without obtaining special permission OR failure to move camping unit/tent to designated campground. <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) ○ Fines if camping unit/tent is partially/fully located in public space. <ul style="list-style-type: none"> • \$100 (first offence) • \$200 (second offence) • \$400 (third offence)

COSG	Edmonton	Beaumont	Banff	Drayton Valley
				<ul style="list-style-type: none"> ○ Camping without knowledge and approval of the property owner <ul style="list-style-type: none"> ● \$150 (first offence) ● \$300 (second offence) ● \$600 (third offence) <p>(Drayton Valley Temporary Shelter Bylaw, Schedule A)</p>
<p>Proposed Standard Public consultation is occurring on the following:</p> <ul style="list-style-type: none"> ● Camping is not allowed on <i>private</i> land for longer than seven days in a row (similar to Drayton Valley) 	N/A	N/A	See above.	<p>Camping for period longer than seven consecutive days within one calendar year</p> <ul style="list-style-type: none"> ○ Fines: <ul style="list-style-type: none"> ● \$150 (first offence) ● \$300 (second offence) ● \$600 (third offence) <p>(Drayton Valley Temporary Shelter Bylaw, Schedule A)</p>

Graffiti Prevention and Abatement

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<ul style="list-style-type: none"> • No current City legislation on this topic. <p>Proposed Standards Public consultation is currently occurring on the following standards:</p> <ul style="list-style-type: none"> • Graffiti is not allowed on any building, structure, vegetation, or thing. • An owner cannot have graffiti on any building, structure, fence, or vegetation that is visible from any surrounding areas. • If a property is defaced by graffiti, it must be removed within 21 days by the property owner. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • No person shall place or cause graffiti to be placed on a building, structure, or vehicle if the graffiti is visible from any surrounding property (Edmonton CSB, s. 9.1) • \$1,000 fine, \$2,000 for subsequent offence (Edmonton CSB, s. 43(e.1)(ii)(f)) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • No one shall create or apply graffiti. • Peace Officer may issue instructions to a person in possession of graffiti instruments. • Property owner must remove graffiti within 72 hours or as directed by Peace Officer. (Beaumont CSB, s.20-22) ○ Fines for applying/creating graffiti <ul style="list-style-type: none"> • \$500 (first offence) • \$1,000 (second offence) • \$2,500 (third offence) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • No one shall place graffiti on building, structure, vegetation, or thing. • Property owner cannot have graffiti on anything such that the graffiti is adjacent to a street or public place. • Graffiti must be removed within specified time period of a notice of removal. (Strathcona Community Standards Bylaw, s. 20-23) ○ Fines for placing/allowing graffiti <ul style="list-style-type: none"> • \$400 (municipal tag) • \$500 (first offence) • \$1,000 (second offence within 2 years) • \$2,000 (third or more offences within 2 years) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Graffiti is treated as a nuisance under buildings section (St. Albert CSB, s. 7(2)(b)) ○ \$1,000 fine for causing nuisance to building (St. Albert CSB, Schedule 1)

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
		<ul style="list-style-type: none"> ○ Fines for failing to follow directions re: graffiti instruments <ul style="list-style-type: none"> ● \$250 (first offence) ● \$500 (second offence) ● \$1,000 (third offence) ○ Fines for failure to remove/block graffiti within 72 hrs or as directed by a Peace Officer <ul style="list-style-type: none"> ● \$250 (first offence) ● \$500 (second offence) ● \$1,000 (third offence) <p>(Beaumont CSB, Schedule A, s.20-22)</p>	<ul style="list-style-type: none"> ○ Fines for allowing graffiti adjacent to a street or public place (same as above) ○ Fines for failing to remove graffiti when directed <ul style="list-style-type: none"> ● \$20 (municipal tag) ● \$250 (first offence) ● \$500 (second offence within 2 years) ● \$1,000 (third or more offences within 2 years) <p>(Strathcona Community Standards Bylaw, Schedule A, s. 20-23)</p>	

Donation Bins on Charity Collection Sites

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont & St. Albert	Strathcona County	Fort Saskatchewan
<p>Current Standards & Fines</p> <ul style="list-style-type: none"> No current City legislation on this topic. <p>Proposed Standards Public consultation is currently occurring on the following standards:</p> <ul style="list-style-type: none"> Safety measures must be taken with donation bins to prevent people from being trapped inside. An organization must have a permit to operate a donation bin. The owner of a donation bin is responsible to make sure the bin and surrounding area is kept tidy. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> A person shall not scavenge waste from a container. (Edmonton Waste Services Bylaw, s. 9) No fine specified 	<ul style="list-style-type: none"> No bylaws on this topic. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> No placing a bin without a permit. Exceptions are noted. Permit applications, conditions, operator requirements are listed in (Strathcona Community Standards Bylaw, Schedule A, s. 68-78) Fines for placing/maintaining bin without permit. <ul style="list-style-type: none"> \$400 (municipal tag) \$500 (first offence) \$1,000 (second offence within 2 years) \$2,000 (third or more offences within 2 years) Fines for placing/maintaining bin on a highway (same as above). 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> No dumping of household garbage/litter in bins. No scavenging. (Fort Sask Community Standards Bylaw, s. 3(a)(b)) Fines for dumping at charity collection site <ul style="list-style-type: none"> \$250 (specified penalty) \$500 (second and subsequent offences) Fines for scavenging from a charity collection site <ul style="list-style-type: none"> Same as above <p>(Fort Sask Community Standards Bylaw, Schedule A, s. 3(a)(b))</p>

COSG	Edmonton	Beaumont & St. Albert	Strathcona County	Fort Saskatchewan
			<ul style="list-style-type: none"> ○ Fines for improper operation of a donation bin (same as above). ○ Fines for failure to restore a donation bin location: <ul style="list-style-type: none"> ● N/A (municipal tag) ● \$1,000 (first offence) ● \$2,000 (second offence within 2 years) ● \$4,000 (third or more offences within 2 years) <p>(Strathcona Community Standards Bylaw, Schedule A, s. 68-78)</p>	

Panhandling

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Calgary	Banff	Beaumont	Strathcona County & St. Albert
<ul style="list-style-type: none"> • No current City legislation on this topic. <p>Proposed Standard Public consultation is currently occurring on:</p> <ul style="list-style-type: none"> • Panhandling is not permitted. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Aggressive panhandling is addressed in (Edmonton Public Places Bylaw, ss. 4.1(1-3)) ○ A person who is guilty of an offence is liable to a fine in an amount not less than that established in this section, and not exceeding \$10,000.00, and to imprisonment for not more than six months for non-payment of a fine. ○ \$250 fine for use on municipal tags and violation tickets if voluntary payment option is offered. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Calgary has a Panhandling Bylaw. ○ The specified penalty for a contravention of any provision in the Panhandling Bylaw is \$50. <p>(Calgary Panhandling Bylaw, ss. 3-4, 8,1)</p>	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Panhandling is prohibited on all portions of the Street identified in Schedule D (relates to sidewalks) (Banff Streets and Public Use Bylaw, s. 69) ○ The fine for panhandling outside of specified areas is \$100. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • A person shall not engage in panhandling (Beaumont CSB, s. 19) ○ Fines for panhandling • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) <p>(Beaumont CSB, Schedule A s. 19)</p>	<ul style="list-style-type: none"> • No bylaw on this topic.

COSG	Edmonton	Calgary	Banff	Beaumont	Strathcona County & St. Albert
	<ul style="list-style-type: none"> ○ \$500 for subsequent offence. (Edmonton Public Places Bylaw, ss. 23(1)(2a)(2d)) 		(Banff Streets and Public Use Bylaw , Schedule B, s. 69)		

Public Urination/Defecation

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new /revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<ul style="list-style-type: none"> No current City legislation on this topic. <p>Proposed Standard Public consultation is currently occurring on:</p> <ul style="list-style-type: none"> Public urination/defecation is not allowed except in a facility designated for such use. 	<p>Current Standards and Fines</p> <ul style="list-style-type: none"> A person shall not urinate or defecate in a public place except in a facility designed and intended for such use (Edmonton Public Places Bylaw, s.5) \$500 fine for contravention (Edmonton Public Places Bylaw, s.23(c)) 	<p>Current Standards and Fines</p> <ul style="list-style-type: none"> A Person shall not urinate or defecate in a Public Place or on Property except in a facility designated and intended for such use (Beaumont CSB, s. 6) <p>Fines include:</p> <ul style="list-style-type: none"> \$250 (first offence) \$500 (second offence) \$1000 (third offence) <p>(Beaumont CSB, Schedule A, s.6)</p>	<p>Current Standards and Fines</p> <ul style="list-style-type: none"> No Person shall urinate or defecate in a Park except in a facility designed for such use (Strathcona County Public Parks Bylaw s.7.3) \$200 fine for contravention (Strathcona County Public Parks Bylaw s.7.3, Schedule A) 	<ul style="list-style-type: none"> No bylaw

Causing a Disturbance

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • No Person shall disturb others by fighting, using insulting or obscene language or commit any disorderly or lascivious conduct of any kind while in any Open Space Area or engage in any Activity which is likely to disturb the peace (Spruce Grove Open Space Bylaw, ss. 11.2 and Schedule A, 11.2) ○ Fine is \$250 for public nuisance. <p><i>Proposed Standard</i> Public consultation is currently occurring on</p>	<p><i>Current Standards & Fines</i></p> <p><i>Disturbing the Peace</i></p> <ul style="list-style-type: none"> • No person shall disturb the peace. • No person shall cause or permit property they own/occupy to disturb peace. ○ Fine of \$250 for disturbing the peace. ○ \$500 for subsequent offences. <p>(Edmonton CSB, ss, 14(1)(2) and 43(2)(a)(f))</p> <p><i>Fighting in public</i></p> <ul style="list-style-type: none"> • No fighting in public. 	<p><i>Current Standards & Fines</i></p> <p><i>Disturbing the Peace</i></p> <ul style="list-style-type: none"> • No disturbing peace. • No one can cause/permit property they own/occupy disturb peace between 11 pm and 7 am. ○ Fines are: <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) <p>(Beaumont CSB, ss. 47-48 and Schedule A, s. 47-48)</p> <p><i>Fighting in Public</i></p> <ul style="list-style-type: none"> • Fines for fighting in public (same as above) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Strathcona County does not directly reference causing a disturbance, but intent is captured in the noise restriction/minimal noise sections. ○ Fines are: <ul style="list-style-type: none"> • \$160 (municipal tag) • \$200 (first offence) • \$500 (second offence within 2 years) • \$1,000 (third offence within 2 years) <p>(Strathcona County CSB, ss. 6-10 and Schedule A, 6(a)to 8)</p>	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • No disturbing the peace • Disturbing the peace includes loitering, swearing, fighting etc. ○ Fine of \$250 or on summary conviction, to a fine not exceeding \$10,000 or to an order of imprisonment for not more than 1 year or both. <p>(St. Albert Protection of Persons and Property Bylaw, ss. 3(1)(2) and 8))</p>

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
adding swearing to list above.	<ul style="list-style-type: none"> • Fine of \$500 for fighting in public place. • \$1,000 for subsequent offences. <p>(Edmonton Public Places Bylaw, ss. 7 and 23(c-d))</p>	(Beaumont CSB , ss. 13 and Schedule A, s. 13)		

Nuisance/Unsightly Properties

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new /revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Spruce Grove Nuisance, Unsightly and Untidy Property Bylaw contains provisions that are focused on accumulation, debris, and property with serious disregard for maintenance, and/or posing a safety issue. ○ Fines for contravention of sections in the above bylaw are \$250 for first offence and \$500 for subsequent offences (Spruce Grove Nuisance, Unsightly and Untidy Property Bylaw, s.6.1(a-b)) <p>Proposed Standards: Public consultation is occurring on the following:</p> <p>Unsightly Properties</p> <ul style="list-style-type: none"> ○ An unsightly or untidy property means that because of its condition or the accumulation of refuse, 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Nuisance of land and property maintenance is addressed in Edmonton CSB, ss. 6(1)(2) ○ \$1,000 fine for nuisances related to loose building, construction materials/garbage, untidy work or storage areas. ○ \$2,000 for subsequent offences • Otherwise, contraventions of nuisance clauses (land, buildings/structures, unoccupied buildings, and appliances) are subject to \$250 fines 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Property Maintenance and Nuisance is addressed in Beaumont CSB, ss. 23 - 45. ○ Fines for contravention of clauses related to property maintenance, accumulation of prohibited materials (including pet waste), nuisance building, unoccupied buildings, appliances are: <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) <p>(Beaumont CSB, Schedule A, s.25, 27, 28, 29, 37, 39, 44,)</p>	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Nuisance is addressed in s. 2(t), 15 - 19 in Strathcona CSB • General building, yard and fence maintenance begins at s.34 in Strathcona CSB ○ Fines for contravention of clauses related to nuisance property, unsightly premises, unsafe property, accumulations of refuse in a building/structure, failure to maintain property are: <ul style="list-style-type: none"> • \$240 (municipal tag) • \$300 (first offence) • \$500 (second offence within 2 years) • \$1,000 (third offence within 2 years) <p>(Strathcona Community Standards Bylaw, Schedule A, s. 15-19, 34)</p> <ul style="list-style-type: none"> ○ For failure to remove pet waste from private property, fines are: 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Nuisance and property maintenance is addressed in St. Albert CSB, ss. 5-7 ○ \$1,000 fine for causing/permitting nuisance on land/building, use of unauthorized materials to cover openings in unoccupied buildings (St. Albert CSB, Schedule 1, s.5,7-8) ○ \$250 fine for not immediately picking up pet waste but bylaws do not address accumulation.

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>debris, materials, or other items, it is detrimental to the use or enjoyment of the surrounding area or neighbouring properties.</p> <ul style="list-style-type: none"> ○ Property owners should not allow the accumulation of items such as <ul style="list-style-type: none"> ▪ Loose or bagged garbage, ▪ Bottles, cans, boxes, or packaging materials, ▪ Household furniture or other household goods, ▪ Automobile parts, ▪ Parts of disassembled machinery, equipment, or ▪ Yard waste, including grass, tree and hedge cuttings, leaves. ○ Property owners must ensure all buildings, fences, and infrastructure (such as parking lots and utility boxes) are safe and do not show signs of serious disregard for general maintenance, upkeep, or repair. ○ “Serious disregard for general maintenance, upkeep or repair” includes but is not limited to damage, deterioration, rust, rot, presence of pests, 	<p>and \$500 fines for subsequent offences.</p> <p>(Edmonton CSB, s. 43(e.1)(i)(f))</p> <ul style="list-style-type: none"> • For failure to remove pet waste/failure to prevent unhealthy accumulation, fine is \$250. <p>(Edmonton Animal Licensing and Control Bylaw, s. 37(b.1))</p>		<ul style="list-style-type: none"> • \$150 (first offence) • \$300 (second offence) • \$600 (third and subsequent offences) <p>(Strathcona Responsible Dog Ownership Bylaw, Schedule A, s.44)</p>	

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>inappropriate infiltration of air, water, or moisture into a building due to peeling, unpainted or untreated surfaces, missing shingles or other roofing materials, broken or missing windows or doors, or other hold or opening in the building.</p> <ul style="list-style-type: none"> ○ If a building that is normally intended for human habitation is unoccupied, any door or window opening may be covered with a solid piece of wood that follows specific standards (e.g., specific thickness, coated in protective finish). <p><i>Pet Waste</i></p> <ul style="list-style-type: none"> ○ No property owner or occupant of a property shall have or allow in or on the property, the accumulation of animal feces. <p><i>Appliances</i></p> <ul style="list-style-type: none"> ○ An unused appliance cannot be placed outdoors on an owner's property unless it is being temporarily stored there while awaiting a move or disposal. 				

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<ul style="list-style-type: none"> ○ While temporarily storing an unused appliance outdoors, safety measures must be taken to prevent opening and/or closing. ○ Unused appliances that are placed outdoors temporarily must be removed within 14 days or less. 				

Landscape Obstructions

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • (Spruce Grove Traffic Bylaw s. 8.2) addresses landscape obstructions. ○ Fine for above is \$115 (Spruce Grove Traffic Bylaw, Schedule 1, s. 8.2) • Spruce Grove Land Use Bylaw, s.50(2) indicates that no fencing, landscaping, or screening shall obstruct sight lines at intersections. ○ Contraventions of the Land Use Bylaw are subject to fines as listed in Spruce Grove Development Fees and Fines Bylaw. ○ No specific amount is listed for s. 50(2). <p>Proposed Standard</p>	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • No tree, shrub, or other type of vegetation or any structure that interferes with public work/utility shall obstruct sidewalk or impair visibility for traffic (Edmonton CSB, s. 6(2)(g)) ○ A person who is guilty of an offence is liable to a fine in an amount not less than that established in this section, and not exceeding \$10,000.00, and to imprisonment for not more than six months for non-payment of a fine. ○ \$250 fine for use on municipal tags and violation tickets if voluntary payment option is offered. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Wording is the same as Edmonton but without “public work/utility” (Beaumont CSB, s. 23 (b) (x) (1) – (3)) ○ Fine for causing/permitting a nuisance on property is <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) <p>(Beaumont CSB, Schedule A, s.25)</p>	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> ○ Wording is similar to Edmonton’s (Strathcona CSB, s. 40) ○ Fines for allowing vegetation to interfere with public works, view of signs or traffic control devices, pedestrian, or motorist sightlines. <ul style="list-style-type: none"> • \$120 (municipal tag) • \$150 (first offence) • \$300 (second offence within 2 years) • \$600 (third or more offences within 2 years) ○ Fines for allowing vegetation to interfere with pedestrian or vehicle traffic <ul style="list-style-type: none"> • \$60 (municipal tag) • \$75 (first offence) • \$150 (second offence within 2 years) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Wording is the same as Edmonton, but states that boulevards are exceptions St. Albert CSB, s. 5 (2) (l) ○ \$1,000 fine for causing nuisance on land owned/occupied (St. Albert CSB, Schedule 1)

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>Public consultation is currently occurring on the following standard:</p> <ul style="list-style-type: none"> Property owners must ensure that trees, shrubs, hedges, and/or other vegetation do not block the use of a back alley. 	<ul style="list-style-type: none"> \$500 for subsequent offence. (Edmonton CSB, s.43 (1)(2a)(2f)) 		<ul style="list-style-type: none"> \$300 (third or more offences within 2 years) <p>(Strathcona Community Standards Bylaw, Schedule A, s. 40(a-d))</p>	

Vegetation/Weeds/Trees/Grass

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p><i>Current Standards & Fines</i></p> <p><i>Overgrown Vegetation</i></p> <ul style="list-style-type: none"> • Overgrown yards are presently dealt with under (Spruce Grove Nuisance, Unsightly and Untidy Property Bylaw, s. 1.14.) ○ Fines for non-compliance with a notice by the specified deadline is: <ul style="list-style-type: none"> • \$250 (first offence) • \$500 for subsequent offences) (Spruce Grove Nuisance, Unsightly and Untidy Property Bylaw, s. 6.1) 	<p><i>Current Standards & Fines</i></p> <p><i>Overgrown Vegetation</i></p> <ul style="list-style-type: none"> • Nuisance regarding vegetation is addressed in (Edmonton CSB, ss.6(2)(d-g) and 31-38) ○ Contravention results in a fine in an amount not less than that established in this section, and not exceeding \$10,000.00, and to imprisonment for not more than six months for non-payment of a fine. ○ \$250 fine for use on municipal tags and violation tickets if 	<p><i>Current Standards & Fines</i></p> <p><i>Overgrown Vegetation</i></p> <ul style="list-style-type: none"> • Nuisance regarding vegetation is addressed in (Beaumont CSB (ss. 23(b)(v)(ix)(x)) ○ Fine for causing/permitting a nuisance on property is <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1000 (third offence) <p>(Beaumont CSB, Schedule A, s.25)</p> <p><i>Tree Maintenance</i></p> <ul style="list-style-type: none"> • Tree maintenance is addressed in s. 36c of Beaumont CSB 	<p><i>Current Standards & Fines</i></p> <p><i>Overgrown Vegetation</i></p> <ul style="list-style-type: none"> • Nuisance regarding vegetation is addressed in (Strathcona CSB, s. 2(t)) ○ Fine for nuisance property is: <ul style="list-style-type: none"> • \$240 (municipal tag) • \$300 (first offence) • \$500 (second offence within 2 years) • \$1,000 (third or more offences within 2 years) <p>(Strathcona Community Standards Bylaw, Schedule A, s. 15)</p> <ul style="list-style-type: none"> • No bylaw on tree maintenance. 	<p><i>Current Standards & Fines</i></p> <p><i>Overgrown Vegetation</i></p> <ul style="list-style-type: none"> • Nuisance regarding vegetation is addressed in (St. Albert CSB, s. 5 (2)(f)) • Fine for causing/permitting a nuisance on land is \$1,000 <p>(St. Albert CSB, Schedule 1)</p> <ul style="list-style-type: none"> • No bylaw on tree maintenance.

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>Tree Maintenance</p> <ul style="list-style-type: none"> • Protection of trees in public areas and disease control for Elms is (Spruce Grove Tree Protection Bylaw, ss. 6.1-6.6) ○ Fine for failing to care for Elm trees is \$500 (Spruce Grove Tree Protection Bylaw, Schedule A) <p>Proposed Standards Public consultation is currently occurring on:</p> <ul style="list-style-type: none"> • Naturalized yards including keeping grass to max of 15 cm and having these standards apply equally to front, side, and backyards. • Property owners must not allow trees, shrubs, hedges, or other vegetation to grow onto neighbouring properties. 	<p>voluntary payment option is offered.</p> <ul style="list-style-type: none"> • \$500 for subsequent offence. (Edmonton CSB, s.43 (1)(2a)(2f)) 	<ul style="list-style-type: none"> ○ Fines for failing to maintain boulevards (including trees) is: <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1000 (third offence) <p>(Beaumont CSB, Schedule A)</p>		

Boulevards

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Ongoing maintenance of boulevards and limitation to turf grass only is addressed in Spruce Grove Traffic Bylaw, s. 8.2(d-e), 8.23 ○ Fine for obstruction of boulevard is \$115 (Spruce Grove Traffic Bylaw, Schedule 1) • Tree Protection Bylaw, s. 3.1 and 3.2 relate to tree landscaping in boulevards ○ Fine for planting a tree without authorization is \$300 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • A person shall maintain grass in boulevards by keeping to a reasonable length and removing any accumulation of debris Edmonton CSB, s.8 • Info on the City's boulevard gardening and licensing program is Edmonton boulevard gardens ○ Contravention results in a fine in an amount not less than that established in this section, and not exceeding \$10,000.00, and to 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Wording is the same as Edmonton, but grass length is specified 20 cm rather than reasonable length and the City must be notified if tree maintenance is required Beaumont CSB, s. 36 ○ Fine for failing to maintain boulevards is <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) (Beaumont CSB, Schedule A, s.36) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • The CSB addresses vegetation maintenance but does not specifically reference boulevards (Strathcona CSB, s.39-40) ○ Fines for allowing vegetation to be a safety hazard: <ul style="list-style-type: none"> • \$400 (municipal tag) • \$500 (first offence) • \$1,000 (second offence in 2 years) • \$2,000 (third or more offences in 2 years) ○ Fines for allowing vegetation to interfere with public works, view of signs or traffic control devices, pedestrian, or motorist sightlines. 	<ul style="list-style-type: none"> • No bylaw specific to maintenance of boulevards

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p data-bbox="195 235 422 298">(Tree Protection Bylaw, Schedule A)</p> <p data-bbox="144 339 392 367">Proposed Standards</p> <p data-bbox="144 375 401 475">Public consultation is occurring on the following:</p> <ul data-bbox="144 483 443 943" style="list-style-type: none"> • Permits are required to extend a sidewalk/driveway into/across a boulevard. • Grass to be kept to 15 cm in boulevard. • Only City-owned trees/shrubs in boulevards. • Permits are required for a boulevard garden. 	<p data-bbox="527 235 789 367">imprisonment for not more than six months for non-payment of a fine.</p> <ul data-bbox="480 375 779 654" style="list-style-type: none"> ○ \$100 fine for use on municipal tags and violation tickets if voluntary payment option is offered. ○ \$200 for subsequent offence. (Edmonton CSB, s.43 (1)(2c)(2f)) 		<ul data-bbox="1228 235 1560 889" style="list-style-type: none"> • \$120 (municipal tag) • \$150 (first offence) • \$300 (second offence within 2 years) • \$600 (third or more offences within 2 years) <p data-bbox="1180 526 1560 889">○ Fines for allowing vegetation to interfere with pedestrian or vehicle traffic</p> <ul data-bbox="1228 651 1560 889" style="list-style-type: none"> • \$60 (municipal tag) • \$75 (first offence) • \$150 (second offence within 2 years) • \$300 (third or more offences within 2 years) <p data-bbox="1180 917 1560 1027">(Strathcona Community Standards Bylaw, Schedule A, s. 39, 40(a-d))</p>	

Recreational Vehicles

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Spruce Grove Land Use Bylaw, s. 47 (Restricted Objects in Yards) deals with where an RV can be parked on private property and the time frames during which this can occur. ○ Unclear what fine amount is for contravention. (Spruce Grove Land Use Bylaw Enforcement) • The Spruce Grove Traffic Bylaw s.4.15 deals with the parking restrictions on a highway, time limits, and restriction from using recreational vehicles as a dwelling. ○ Fines are: <ul style="list-style-type: none"> • \$115 - RV slides extended on highway 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Edmonton Traffic Bylaw, s. 19(1)(2) addresses RV restrictions including no parking on highway, no parking for more than 72 hrs, removal for 48 hours before parking on highway again, no occupied RVs parked on a highway ○ Contravention results in a fine in an amount not less than that established in this section, and not exceeding \$10,000.00, and to imprisonment for not more than six months for non-payment of a fine. ○ \$250 fine for use on municipal tags and violation tickets if voluntary payment option is offered. 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Beaumont Traffic Safety Bylaw, ss, 18-20 address RV parking restrictions. Same wording as Edmonton. ○ Fines include: <ul style="list-style-type: none"> • \$200 for improper RV parking, RV parked for more than 72 hrs or RV not removed for 48 hrs <p>(Beaumont Traffic Safety Bylaw, Schedule A)</p>	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Strathcona CSB, s. 47 addresses improper RV parking. ○ Fines for improper RV parking include: <ul style="list-style-type: none"> • \$140 (municipal tag) • \$175 (first offence) • \$350 (second offence in 2 years) • \$700 (third or more offences in 2 years) <p>(Strathcona Community Standards Bylaw, Schedule A, s. 47)</p>	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • St. Albert CSB, s. s. 5(2)(d) deals with improper RV parking. ○ \$1,000 fine for causing/permitting a nuisance on land (St. Albert CSB, Schedule 1, s. 5(1))

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<ul style="list-style-type: none"> • \$57 - RV occupied on a highway • \$57 - RV parked more than 72 hrs on highway • \$57 - RV not removed to off-highway location (Spruce Grove Traffic Bylaw, Schedule 1) <p><i>Proposed Standards</i></p> <p>Public consultation is currently occurring on:</p> <ul style="list-style-type: none"> • Revising start date of parking rules from May 1 to April 15. • RVs cannot be parked beside a residence for more than 72 hrs. • After 72 hrs, an RV must be removed from city streets for at least 48 hrs. • RVs cannot be used as temp. dwellings (no more than 7 days in a row) • Snowmobiles will be excluded from RV definition. • Summer restrictions will be put into place (e.g., snowmobiles on trailers can be parked in residential area, hitched to a vehicle 	<ul style="list-style-type: none"> ○ \$500 for subsequent offence. (Edmonton Traffic Bylaw, s.100(1)(2a,h)) 			

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
when parked on roadways from October 15 through to April 1.)				

Construction Waste and Building Materials

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Spruce Grove Construction Site Cleanliness Bylaw addresses confinement of construction materials to site, garbage containment, hazardous materials, storage/parking of equipment, etc. ○ Fines range from \$250 to \$5,000 depending on the specific offence and number of offences. (Spruce Grove Development Fees and Fines Bylaw, Schedule H) <p><i>Proposed Standards</i></p> <p>Public consultation is currently occurring on the following standards:</p> <ul style="list-style-type: none"> • Property owners must ensure construction 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Nuisance on land includes excessive accumulation of materials, loose building/construction materials, untidy work or storage areas. (Edmonton CSB, s. 6(2)) ○ \$1,000 fine for contravention ○ \$2,000 for subsequent offence. (Edmonton CSB, s. 43(2e.1, f)) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Beaumont uses the same wording as Edmonton. (Beaumont CSB, s. 23b) ○ Fines for causing/permitting a nuisance on property. <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> ○ There is a specific section addressing storage of construction materials and debris (Strathcona County CSB, ss. 30-32) ○ Fines for accumulation of building materials, improper storage of building materials, or allowing building materials to blow around are: <ul style="list-style-type: none"> • \$200 (municipal tag) • \$250 (first offence) • \$500 (second offence in 2 years) • \$1,000 (third or more offences in 2 years) ○ Fines for failing to keep a waster container during construction are: <ul style="list-style-type: none"> • \$400 (municipal tag) • \$500 (first offence) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Same wording as Edmonton and Beaumont (St. Albert CSB, s 5(2)(a)(b)) ○ \$1,000 fine for causing/permitting a nuisance on land (St. Albert CSB, Schedule 1, s. 5(1))

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>materials are stored neatly and garbage must be placed in waste bins.</p> <ul style="list-style-type: none"> Property owners must ensure there is not an excessive accumulation of materials, including but not limited to loose building or construction materials, any accumulation of construction-related garbage or refuse, or any untidy work or storage areas on land. Property owners should ensure that construction does not prevent safe access to and use of sidewalks and driveways. 			<ul style="list-style-type: none"> \$1,000 (second offence in 2 years) \$2,000 (third or more offences in 2 years) <p>(Strathcona County CSB, Schedule A, ss. 30(1-3, 32))</p>	

Garbage/Waste

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Spruce Grove’s Municipal Utility Services bylaw outlines customer responsibilities such as using regulated carts, maintain good repair, sanitary condition, loading/storage of carts, etc. (COSG Municipal Utility Services Bylaw, s. 7.4(a)(i-x)) • Contravention is liable to a fine of not less than \$100 and not more than \$3,000 (COSG Municipal Utility Services Bylaw, s. 8.10.) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • Edmonton addresses waste disposal, collection, storage in (Edmonton CSB, s. 12.1 – 12.5) ○ Fines range from \$100 to \$2,000 depending on the offence (Edmonton CSB, s. 43(a)(c)(e.1)(iii)(f)) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • No garbage collection with motor vehicle outside of specified days and times (Beaumont CSB, s. 51). ○ Fines for prohibited garbage collection is <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) (Beaumont CSB, Schedule A, s.51) 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • The terms and conditions of waste collection and disposal of waste are outlined in Strathcona County Waste Management Bylaw • Fines range from \$100 to \$2,000 for first offence, depending on the section that is being contravened. • Fines range from \$500 to \$4,000 for second offence, depending on the section being contravened. <p>(Strathcona County Waste Management Bylaw , Schedule A)</p>	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • The terms and conditions of waste management (such as collection times, placement, storage, etc.) are laid out in St. Albert Residential Solid Waste Management Bylaw • \$100 fines or on summary conviction, a fine not exceeding \$10,000 or to an order of imprisonment for not more than a year or both. (St. Albert Residential Solid Waste Management Bylaw, s. 45(a)(b))

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p><i>Proposed Standards</i> Public consultation is currently occurring on the following:</p> <ul style="list-style-type: none"> • Garbage and organic waste can be set out for collection <i>a maximum</i> of 24 hours before Collection Day and removed at the end of Collection Day. • Garbage bins must not be stored on public property. 				

Prohibited Noise and Decibel Limits

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Spruce Grove Noise Control Bylaw addresses excessive noise. ○ \$250 fine for first offence ○ \$500 fine for second and subsequent offences <p><i>Proposed Standards</i> Public consultation is currently occurring on the following:</p> <ul style="list-style-type: none"> • Adding decibel limits for daytime residential and non-residential settings, overnight residential and non-residential settings (similar to Edmonton) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Edmonton specifies decibel limits for daytime residential and non-residential settings, overnight residential and non-residential settings (Edmonton CSB, ss. 19 - 22) ○ Fines range from \$250 to \$500, depending on offence. Subsequent offences result in doubled fine amounts. (Edmonton CSB, s.43(2a,e,f)) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • Beaumont addresses criteria that can be used to determine whether a noise disturbs others and specifies days and times where garbage collection and construction activity is not allowed (Beaumont CSB, ss. 47-51) ○ Fines for causing/allowing excessive noise, prohibited construction activity, and prohibited garbage collection are: <ul style="list-style-type: none"> • \$250 (first offence) • \$500 (second offence) • \$1,000 (third offence) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • A person shall not cause a noise, allow noise to originate from property. • Sections re: exceptions, noise permits, permit applications & permit conditions (Strathcona CSB, s. 6-14) ○ Fines for causing a noise, operating a motor vehicle or off-highway vehicle that causes a noise, allowing noise from a property or motor vehicle are: <ul style="list-style-type: none"> • \$160 (municipal tag) • \$200 (first offence) • \$500 (second offence within 2 years) 	<p><i>Current Standards & Fines</i></p> <ul style="list-style-type: none"> • St. Albert Noise Bylaw addresses excessive noise as well as permits and penalties. • St. Albert Noise Bylaw, s.4(1) addresses daytime restrictions, quiet hours, and their respective decibel limits. ○ \$250 fines for all offences (e.g., causing unreasonable sound, sound exceeding daytime limits) (St. Albert Noise Bylaw, Schedule 1)

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<ul style="list-style-type: none"> • Specifying days and times where garbage collection and construction activity is not allowed (similar to Beaumont) • Specifying criteria that can be used to determine whether a noise disturbs others (similar to Beaumont) 			<ul style="list-style-type: none"> • \$1,000 (third or more offences within 2 years) <p>(Strathcona CSB, Schedule A, sections 6(a) to 8)</p>	

Smoking and Cannabis Restrictions in Public Spaces (Cannabis Odour)

As part of the development of the Community Standards Bylaw, a jurisdictional review is being conducted on enforcement tools (e.g., fines and penalties) associated with the current City standards and the additional standards being consulted on. The purpose of the review is to determine whether updates are required to current enforcement tools and/or what tools should be considered for new/revised standards.

Jurisdictional Scan of Fines/Penalties

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • <u>Spruce Grove Consumption of Cannabis in a Public Place Bylaw</u> ○ \$250 fine for smoking, vaping, or consumption of cannabis in a public place. <p>Proposed Standards</p> <p>Public consultation is currently occurring on:</p> <ul style="list-style-type: none"> • No one should engage in an activity that creates odour/smoke that disturbs another. • No one should cause or allow property to be used so 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • No one should engage in an activity that creates odour/smoke that disturbs another. • No one should cause or allow property to be used so odour/smoke disturbs another. • Specific conditions that can be considered when determining if something is likely to disturb. (Edmonton CSB, s.38.6 (1-3)) ○ Fines are \$250 and double the fine with subsequent offences. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • The definition of “nuisance” includes “production of excessive dust, dirt or smoke” and “any generally offensive odours” (Beaumont CSB s.23(b)(vi)(vii)) • No Owner or occupant of a Property shall have or allow in or on the Property, the accumulation of: (a) anything that creates an odour, emission, smoke, vapour, dust or other airborne matter that is reasonably likely to disturb another individual; (Beaumont CSB s.28(a)) 	<ul style="list-style-type: none"> • No bylaw. 	<p>Current Standards & Fines</p> <ul style="list-style-type: none"> • St. Albert Cannabis Consumption Bylaw address prohibitions (no person may smoke or consume cannabis in a public place), medical cannabis. ○ \$250 fine or on summary conviction, a fine not exceeding \$10,000 or to an order of imprisonment for not more than 1 year (St. Albert Cannabis Consumption Bylaw, s. 14a-b)

COSG	Edmonton	Beaumont	Strathcona County	St. Albert
<p>odour/smoke disturbs another.</p> <ul style="list-style-type: none"> Specific conditions that can be considered when determining if something is likely to disturb. 	<p>(Edmonton CSB, s.43 (2a, f))</p>	<ul style="list-style-type: none"> Fines for accumulation of prohibited material on property are: <ul style="list-style-type: none"> \$250 (first offence) \$500 (second offence) \$1,000 (third offence) <p>(Beaumont CSB Schedule A, s. 28)</p>		

Community Standards Bylaw:

What We Heard Report, CSB 2.0 (Lift and Shift)
Topics, and Review of Fines

September 18 Governance & Priorities Committee Meeting

Purpose

1. What We Heard Report (Consultation from May 7 to July 9)
 - Key highlights
 - Obtain feedback on next steps for standards with less than 60 per cent agreement from survey respondents
 - Seek confirmation to draft a bylaw that includes all standards with clear support (60 per cent agreement and over)

2. CSB 2.0 (Lift and Shift) Topics
 - Gather feedback on Administration's recommendation

3. Review of Fines
 - Gather feedback on Administration's recommendation

What We Heard Report (Attachment 2)

- 1,204 survey responses
- Overall, strong support (over 60 per cent of respondents agree) on most of the standards
- Strongest support (over 90 per cent of respondents agree) on standards addressing:
 - Public urination/defecation
 - Construction waste/building materials
 - Nuisance and unsightly properties
 - Landscape obstructions (vegetation blocking access to back alley)
- Potential new permit programs
 - Donation bins can be operated by permit only (77 per cent of respondents agree)
 - Boulevard gardens (57 per cent of respondents agree)

What We Heard Report (Attachment 2)

Urban Farming

Hen keeping

- 62 per cent of respondents agreed that hen keeping should be allowed with a license.
- 58 per cent agreed that hen keeping should be rolled out as a pilot program.

Beekeeping

- 68 per cent of respondents agree that beekeeping should be allowed with a license.
- 60 per cent agreed that beekeeping should be rolled out as a pilot program.

What We Heard Report (Attachment 2)

Weak Support (Less than 60 per cent of respondents agree)

1. Pilot program to allow liquor consumption in a designated site (such as Jubilee Park) with restrictions. (43 per cent agree, 49 per cent disagree)
2. Allow camping on private land for no longer than seven days. (33 per cent agree, 50 per cent disagree)
3. Removal of snowmobile from the definition of recreation vehicles and addition of summer restrictions. (49 per cent agree, 23 per cent disagree)
4. Specified daytime non-residential decibel limits (54 per cent agree, 22 per cent disagree)

What We Heard Report (Attachment 2)

Weak Support (Less than 60 per cent of respondents agree)

Boulevard Gardens

5. Property owners should be allowed to garden in a boulevard. (54% agree, 29% disagree)
6. To ensure safe and accessible spaces, a permit would be required for a boulevard garden. (57% agree, 24% disagree)
7. Only City owned trees and shrubs are allowed in boulevards. (54% agree, 24% disagree)

What We Heard Report (Attachment 2)

Questions for the Committee:

1. Would the Committee like to include the seven standards (with less than 60 per cent support) in the proposed Community Standards Bylaw or exclude them?
2. Does the Committee wish to proceed with drafting a bylaw that incorporates all the standards that received more than 60 per cent support from survey respondents?

CSB 2.0 (Lift and Shift Topics) (Att. 4-9)

- Topics that can be easily “lifted” from existing City legislation and “shifted” to the CSB. Once a section of existing legislation is shifted, there will be no duplication of that section in any City legislation other than in the CSB.
- Criteria used to identify a CSB 2.0 topic:
 1. Has to exist in City legislation,
 2. Can easily be removed from existing City legislation, and/or
 3. Does not overlap with a CSB 1.0 topics.
- Scan of most addressed topics in the community standards bylaws of 18 municipalities was revisited and criteria was applied (Attachment 4).

CSB 2.0 (Lift and Shift Topics) (Att. 4-9)

Lift and Shift Topics (all are currently in the Open Space Area Bylaw):

1. Littering/dumping
2. Loitering
3. Damage to property
4. Stormwater management facility
5. Firearms and dangerous objects/projectiles
6. Fire and smoke

CSB 2.0 (Lift and Shift Topics) (Att. 4-9)

- Administration considered the option to repeal the Open Space Area Bylaw and move sections to the CSB and other legislation.
- However, some CSB 2.0 topics (e.g., firearms/fireworks, fires and smoke) require an open space permit, so it is most appropriate for them to stay within the Open Space Area Bylaw.
- There are other sections of the Open Space Area Bylaw that relate specifically to management of parks and are not appropriate to move to the CSB.

CSB 2.0 (Lift and Shift Topics) (Att. 4-9)

Question for the Committee:

Does the Committee agree with Administration's recommendation NOT to lift and shift the six topics to the CSB and leave them within the Open Spaces Bylaw?

Review of Fines (Att. 10-25)

- A comparative analysis was completed on the fines associated with current City standards and the additional standards that were consulted on for each of the 16 CSB topics.
- The purpose of the review is to determine whether updates are required to current fines and/or what fines should be considered for new/revised standards.

Review of Fines (Att. 10-25)

- Administration recommends the implementation of a range of fine amounts for all infractions in the CSB:
 - \$250 for first offence,
 - \$500 for second offence,
 - \$1,000 for third offence and more.
- This fine schedule would provide consistency and align with what other jurisdictions (Beaumont and Strathcona County) have as well.

Review of Fines (Att. 10-25)

Question for the Committee:

Does the Committee agree with Administration's recommendation to implement the new fine structure in the proposed CSB?

Next Steps

- Once feedback has been gathered from the Committee, Administration will return to a Council meeting in November with:
 - Draft Community Standards Bylaw
 - CSB implementation and resourcing plans

Questions?





REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: Land Use Bylaw Review of Alcohol and Cannabis Sales Regulations and Separation Distances

DIVISION: Planning & Infrastructure

SUMMARY:

To seek Governance and Priorities Committee direction on Administration’s proposal to remove the separation distance requirements for Alcohol and Cannabis Sales in the Land Use Bylaw and replace them with a more comprehensive development permit review criterion.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

In June 2021, Council requested Planning and Development review the current separation distances for Alcohol Sales. Cannabis Sales was included by Administration as it is a similar restricted use product subject to separation distances.

Council asked for this review due to requests for site-specific amendments to the Land Use Bylaw (LUB) to reduce alcohol store separation distance requirements or for allowing a major alcohol store in a location where only a minor alcohol store is currently permitted. These site-specific amendments require a decision of Council and have a higher cost and longer timeline for the applicant.

Administration has prepared a Land Use Bylaw Report for Separation Distances from Alcohol and Cannabis Sales. Key findings from this report include:

- An oversupply or significant growth in alcohol or cannabis stores is not evident;
- Alcohol and cannabis stores do not appear to cause significant social disorder and crime;

- Separation distances add regulatory complexity to the LUB that is not applied to other businesses which may have negative externalities;
- Separation distance requirements are arbitrary. For example, a cannabis store located 26m from a childcare facility would be allowed but not if 25m from the childcare facility;
- Alcohol and cannabis stores can still be highly visible and accessible even with separation distance requirements; and
- Reviewing development permit applications for land use compatibility is more effective than using separation distance requirements. As a discretionary use, the Development Officer can apply a robust review considering street types abutting the site, adjacent land uses, and site design.

The LUB has two separate definitions for Alcohol Sales based on the square footage of the store. Differentiating between major and minor alcohol stores also adds to the regulatory complexity of the LUB. Calculating the floor area can be challenging to determine if a proposed Alcohol Sales exceeds 275 m² and should be classified as Alcohol Sales (Major), as floor area calculations can exclude elements of a building such as basements, elevator shafts, attached garages, parking structures, and garbage storage areas.

A regional comparison found Spruce Grove has more separation distance requirements for alcohol and cannabis than other municipalities as summarized below in Table 1 and Table 2.

Table 1 - Alcohol Sales Separation Distances Municipal Comparison

Alcohol Sales Separation Distances (m)							
Municipality	Major and Minor Uses	Discretionary Only Use	Similar Use	Park	Recreation Indoor	School	Cannabis
Spruce Grove	Yes	No	-	100	100	100	-
Edmonton	No	No	500m if within a non-exemption area and a site less than 2.5 ha	100	100	100	-
St. Albert	No	No	<i>No Separation Distances Listed</i>				
Fort Sask.	No	No	<i>No Separation Distances Listed</i>				
Beaumont	No	Yes	-	-	-	100	200
Leduc	No	Yes	100	100	-	100	100

Table 2 - Cannabis Sales Separation Distances Municipal Comparison

Cannabis Sales Separation Distances (m)										
Municipality	Mentions AGLC	Discretionary Use Only	Similar Use	Park	Recreation Indoor	Childcare Facility	Residential Site	Library	School	Provincial Health Facility
Spruce Grove	Yes	Yes	200	100	100	25	25	100	100	100
Edmonton	Yes	No	200	100	100	-	-	200	200	100
St. Albert	Yes	No	100	-	-	-	-	-	150	100
Fort Sask.	No	<i>Discretionary Use, No Separations Distances Listed</i>								
Beaumont	Yes	Yes	200	-	-	-	-	-	100	-
Leduc	No	Yes	100	-	-	100	-	-	-	-

Proposed Changes

Administration proposes a single definition for Alcohol Sales with a store size limit in certain districts and to remove the separation distance requirements for both Alcohol Sales and Cannabis Sales by replacing them with more streamlined development permit review criterion.

Administration recommends making LUB amendments to clarify and further streamline approval processes by:

- Consolidating the separation distances for Cannabis Sales (if not being removed).
- Making Alcohol Sales a discretionary use in the M1 - General Industrial District.
- Using the same approach for measuring separation distances (if not being removed).

Two alternatives for Alcohol and Cannabis Sales separation distances were reviewed. One alternative is eliminating all separation distances and the other is reducing the number of separation distances for Cannabis Sales to make them more consistent with Alcohol Sales. The preference is to remove all the separation distances for the following reasons:

- Simplifies the approval process by removing arbitrary distances and eliminates the need for site specific amendments;
- Reflects the Land Use Bylaw’s approach with other uses that do not have separation distance requirements but are associated with negative externalities (e.g., bars);
- Alcohol and Cannabis Sales currently have a minimal impact on social disorder and crime;
- Provides more competition between Alcohol and Cannabis Sales, therefore increasing the incentives to employ good business practices;

- Alcohol and Cannabis Sales are already mostly designated as a discretionary use and are limited to commercial districts (Cannabis Sales is also a discretionary use in the M1 - General Industrial District); and
- Allows the Development Officer to comprehensively assess each application on a site-by-site basis to ensure community impacts are considered using specific criteria.

OPTIONS / ALTERNATIVES:

Upon Administration review, the following two alternatives were considered:

Option 1 (Recommended)

Remove the separation distance requirements for Alcohol and Cannabis Sales and strengthen the Land Use Bylaw regulations to address community impacts from them (Recommended).

Option 2

Retain the separation distance requirements for Alcohol Sales but reduce the number of separation distance requirements for Cannabis Sales.

CONSULTATION / ENGAGEMENT:

Administration will send a notification letter to key stakeholders including the school boards, childcare facilities, library, alcohol and cannabis stores, and the Economic Development Advisory Committee as this matter proceeds through the bylaw approval process.

IMPLEMENTATION / COMMUNICATION:

Information about any proposed Land Use Bylaw changes to Alcohol Sales and Cannabis Sales would be advertised in the newspaper and on the City of Spruce Grove website.

IMPACTS:

The recommended approach simplifies the approval process by removing arbitrary separation distances for alcohol and cannabis uses and by providing one definition for Alcohol Sales with no size restriction. These changes eliminate the need for individual applications to go through a Council approval process for site specific amendments related to the separation distances or to allow a Major Alcohol Store in a location where only a Minor Alcohol Store is allowed.

FINANCIAL IMPLICATIONS:

n/a

THE CITY OF SPRUCE GROVE

BYLAW C-1265-23

LAND USE BYLAW ALCOHOL AND CANNABIS SALES PROJECT

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12 is amended as follows:

1.1 By deleting the following in strikethrough and adding the following in bold:

SECTION 7 DEFINITIONS

ALCOHOL SALES

Development used for the retail sale of alcoholic beverages to the public. This Principal Use may include as a subordinate use the retail sale of related products.

~~ALCOHOL SALES, MAJOR~~

~~Development used for the retail sale of alcoholic beverages to the public. This Principal Use may include as a subordinate use the retail sale of related products.~~

~~ALCOHOL SALES, MINOR~~

~~Development used for the retail sale of alcoholic beverages to the public. This Principal Use may include as a subordinate use the retail sale of related products. The maximum Floor Area for this use shall be 275.0 m² per business premise.~~

CANNABIS SALES

A Principal Use being a business where Cannabis is sold in accordance with the following provisions:

- a. Cannabis sold is for consumption Off Site and Cannabis shall not be consumed On Site;
- b. no other goods are sold on the premises other than Cannabis Accessories;
- c. all Cannabis offered for sale or sold must be from a federally approved and licensed facility;
- d. the business must be licensed by the Alberta Government.;
- e. ~~the Use's premises, including the associated Loading Space, are located at least~~
 1. ~~200.0 m to the closest point of another Cannabis Sales Use;~~
 2. ~~100.0 m to the closest Site Line of a School, a municipally owned Site used by a School with an associated joint use agreement, or a future School Site as depicted in an adopted Area Structure Plan;~~
 3. ~~100.0 m to the closest point of a municipal Playground Park or Recreational Establishment, Outdoor;~~
 4. ~~100.0 m to the closest Site Line of a provincial health facility in accordance with the *Gaming, Liquor and Cannabis Act*;~~
 5. ~~100.0 m to the closest point of a Recreational Establishment, Indoor Use that is publicly owned or operated;~~
 6. ~~100.0 m to the closest Site Line of a public library; and,~~
 7. ~~25.0 m to the closest point of a Child Care Facility Use, including the associated On Site play area.~~

(Bylaw C-1027-17, June 13, 2018)

CHILD CARE FACILITY

A Development used to provide care and supervision, but not overnight accommodation, to seven or more children under the age of thirteen. Typical Uses are day care centres, before and after school care, and pre-schools. ~~Child Care Facilities, including associated On Site play areas, shall be located a minimum of 25.0 m from the closest point of a Cannabis Sales Use.~~ (Bylaw C-942-15, Jan. 29, 2016 and Bylaw C-1027-17, June 13, 2018)

PARK

A specific-use open space area that is managed to provide opportunities for recreation, education, cultural or aesthetic use but shall not include an area for School purposes. ~~A municipal Playground in a Park Site shall be located a minimum of 100.0 m from the closest point of a Cannabis Sales Use.~~

(Bylaw C-942-15, Jan. 29, 2016 and Bylaw C-1027-17, June 13, 2018)

PUBLIC LIBRARIES AND CULTURAL EXHIBITS

Development for the collection of literary, artistic, musical, and similar reference materials in the form of books, manuscripts, recordings, and films for public use; or a Development for the collection, preservation and public exhibition of works or objects of historical, scientific, or artistic value. Typical Uses include libraries, museums, and art galleries. ~~Public Library Sites shall be located a minimum of 100.0 m from the closest point of a Cannabis Sales Use.~~

(Bylaw C-1027-17, June 13, 2018)

RECREATIONAL ESTABLISHMENT, INDOOR

A Development intended to provide sports or recreational activities within an enclosed Building and the related Accessory Buildings for the users of the facility. This does not include Commercial Recreational Establishments. Typical Uses are athletic or health clubs, studios for sports/fitness classes, arenas, swimming pools and gymnasium facilities. ~~Recreational Establishment, Indoor Uses that are publicly owned or operated shall be located a minimum of 100.0 m from the closest point of a Cannabis Sales Use.~~

(Bylaw C-1027-17, June 13, 2018)

RECREATIONAL ESTABLISHMENT, OUTDOOR

A Development intended to provide structure for sports or leisure activities, including the related accessory Developments for the users of the facility. Typical Uses include sports fields, playgrounds, skating rinks, tennis courts and spray parks. ~~Recreational Establishment, Outdoor shall be located a minimum of 100.0 m from the closest point of a Cannabis Sales Use~~

(Bylaw C-1027-17, June 13, 2018)

RETAIL SALES

A Development up to 3000.0 m² used for the sale of consumer goods in an enclosed building, including such items as groceries, clothing and footwear, electronics, furniture and appliances, hardware supplies, household goods, printed matter, confectionary, pharmaceuticals, personal care items and office supplies. Retail Sales does not include Retail Sales, Industrial; Retail Sales, Major; Alcohol Sales, Major; Alcohol Sales, Minor; or Gas Bars; or Cannabis Sales.

(Bylaw C-999-17, Aug. 14, 2017 and Bylaw C-1027-17, June 13, 2018)

SCHOOL

A publicly or privately supported or subsidized Development used for education operated by a School Board for any or all of Kindergarten to Grade 12, as per the School Act. ~~School Sites shall be located a minimum of 100.0 m from the closest point of a Cannabis Sales Use.~~

(Bylaw C-1027-17, June 13, 2018)

- 1.2 By deleting the following in strikethrough:

SECTION 14 VARIANCES

~~(10) A variance may only be granted by the Development Officer to the minimum separation distance for Cannabis Sales to Sites in a residential land use district, as referenced in Section 80D(3), if said property is publicly owned land used for the purpose of a buffer strip, walkway, or public utility lot.~~

(Bylaw C-1027-17, June 13, 2018)

- 1.3 By deleting the following in strikethrough and adding the following in bold:

SECTION 56 ALCOHOL **AND CANNABIS** SALES

~~(1) Alcohol Sales shall not be located closer than 100.0 m from the Site boundary of any Site that includes community or public recreational activities, a public park or a School.~~

(1) The Development Officer shall consider the following criteria when reviewing Development Permit applications for Alcohol and Cannabis Sales:

- a. **Type of Streets abutting the proposed Alcohol and/or Cannabis Sale.**
- b. **Type of Uses abutting, across the Street, and directly visible from the proposed Alcohol and/or Cannabis Sales with additional consideration for Child Care Facilities, Parks, Residential Sites, Recreational Establishments, Indoor, Recreational Establishments, Outdoor and Schools.**
- c. **Incorporation of Crime Prevention Through Environmental Design (CPTED) into the site design, including but not limited to the visual accessibility of the site layout, lighting, opportunities for surveillance from windows, and clearly defined and controlled entrances and exits.**

1.4 By deleting the following in strikethrough and renumbering as required within Part 7 Special Regulations, Section 80D Cannabis Sales:

SECTION 80D CANNABIS SALES

- (1) Cannabis Sales shall meet the requirements of the *Gaming, Liquor and Cannabis Act*.
- (2) A copy of the Retail Cannabis Licence issued by the Alberta Gaming and Liquor Commission shall be provided to the City prior to occupancy as a condition of development permit approval.
- ~~(3) Cannabis Sales shall be a minimum of 25.0 m from Sites in a residential district.~~

1.4 By deleting the following in strikethrough and adding the following in bold:

SECTION 123 C1 – CITY CENTRE COMMERCIAL DISTRICT

(Bylaw C-1162-21, April 11, 2023)

(2) PERMITTED AND DISCRETIONARY USES

(b) First Avenue Sub-Area

Permitted Uses	Discretionary Uses
	<ul style="list-style-type: none"> • Alcohol Sales, Major • Alcohol Sales, Minor • Alcohol Sales

(c) McLeod Avenue Sub-Area

Permitted Uses	Discretionary Uses

	<ul style="list-style-type: none"> • Alcohol Sales, Minor • Alcohol Sales
--	---

(i) **Alcohol Sales shall be limited to a maximum Floor Area of 275 m2.**

1.5 By deleting the following in strikethrough:

SECTION 124 C2 – VEHICLE ORIENTED COMMERCIAL DISTRICT

(1) GENERAL PURPOSE

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Alcohol Sales, Minor 	<ul style="list-style-type: none"> • Alcohol Sales, Major

1.6 By deleting the following in strikethrough:

SECTION 125 C3 – NEIGHBOURHOOD RETAIL AND SERVICE DISTRICT

(1) GENERAL PURPOSE

Permitted Uses	Discretionary Uses
	<ul style="list-style-type: none"> • Alcohol Sales, Minor

1.7 By deleting the following in strikethrough:

(2) DEVELOPMENT REGULATIONS

	Site Standard
Gross Leasable Area (Maximum):	<ul style="list-style-type: none"> • 275.0 m2 for Eating and Drinking Establishments (not including the kitchen area), Retail Sales and Alcohol Sales Minor

1.8 By deleting the following in strikethrough and adding the following in bold:

SECTION 126 C4 – INTEGRATED MIXED USE **DISTRICT**

(1) GENERAL PURPOSE

Permitted Uses	Discretionary Uses
	<ul style="list-style-type: none">• Alcohol Sales, Minor

1.9 By adding the following in bold:

SECTION 127 M1- GENERAL INDUSTRIAL DISTRICT

(1) GENERAL PURPOSE

Permitted Uses	Discretionary Uses
	<ul style="list-style-type: none">• Alcohol Sales

1. This amending bylaw shall be consolidated into Bylaw C-824-12.
2. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried [Click here to enter a date.](#)

Public Hearing Held [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

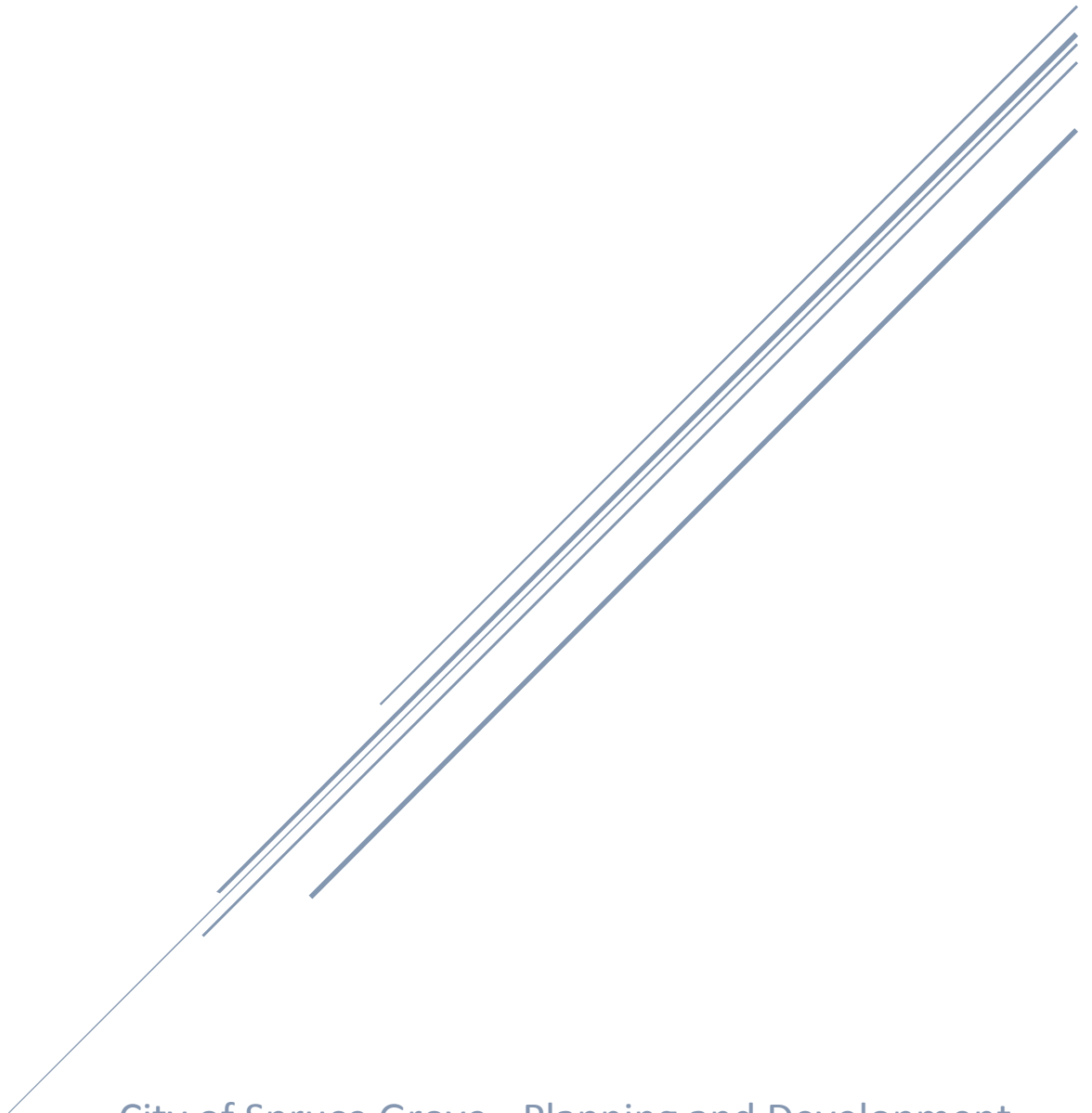
Third Reading Carried [Click here to enter a date.](#)

Date Signed

Mayor

City Clerk

POTENTIAL UPDATES LAND USE BYLAW REPORT - SEPARATION DISTANCES FROM ALCOHOL AND CANNABIS SALES.DOCX



City of Spruce Grove - Planning and Development
September 2023

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Executive Summary

The purpose of this report is to review current separation distances for Alcohol and Cannabis Sales for effectiveness and provide potential options for changes in response to Council's June 2021 request.

Spruce Grove does not have significant growth in the number of alcohol and cannabis stores with approximately 20 liquor stores and seven cannabis stores currently operating. The City's *Land Use Bylaw C-824-12* restricts the location and density of alcohol and cannabis stores by generally limiting them to commercial districts as a discretionary use and requiring separation distances from certain uses. Alcohol store locations are also differentiated by size (major and minor).

Key findings:

- Community impacts from existing alcohol and cannabis stores is minimal for social disorder and crime based on data.
- Some businesses have supported having separation distances to reduce the number of stores and competition.
- Not allowing Alcohol Sales, Major in certain districts may allow more opportunity for smaller stores and prevent big box stores from overtaking smaller stores.
- Regulations may be improved by:
 - eliminating or reducing the number of separation distances;
 - combining major and minor alcohol sales into one definition; and
 - applying the same approach to measuring separation distances for all uses.

Recommended Regulatory Changes:

Administration recommends removing the separation distances for Alcohol and Cannabis Sales and replacing them with a more comprehensive criteria when reviewing Development Permit applications for Alcohol and Cannabis Sales. Alternatively, reduce the number of separation distances for Cannabis Sales and align them more closely with the Alberta Gaming and Liquor Commission's guidelines (100 m from provincial health care facilities, schools, and municipal reserves).

To streamline the approval process and reduce red tape, the following LUB changes should be made.

- Consolidate the separation distances for Cannabis Sales in one place within the LUB.
- Provide a single definition for Alcohol Sales, instead of two separate definitions, and restrict the size of alcohol stores in certain districts.
- Make Alcohol Sale a discretionary use in the M1 District to align with Cannabis Sales.
- Use the same approach for measuring separation distances for alcohol and cannabis stores from different uses.

Introduction

The purpose of this report is to review the Land Use Bylaw (LUB) to examine potential options for regulatory improvements to Alcohol and Cannabis Sales. This report includes a review of the use of separation distances, alcohol and cannabis stores in Spruce Grove, the regulatory framework, comparable municipalities, and an analysis of potential options.

Background

In recent years the City has been receiving requests for site-specific amendments for Alcohol Sales to either reduce the separation distance for a particular location, or to allow a major store in a location where only a minor store is currently permitted. These amendments required a decision of Council on a site-specific basis and have come with a higher cost and longer timelines for the applicant.

In June 2021, City Council requested a review of current separation distances for Alcohol Sales and asked that cannabis be included as it is a similar restricted use product subject to separation distances. In addition, other LUB changes that would support clarity and usability have been reviewed in this report.



Use of Separation Distances

Separation distances are a regulatory tool used by municipalities to provide distance between specific land uses to support the overall public interest. They are often applied to large industrial or agricultural uses to prevent potential negative influences, conflict, or nuisance complaints. However, these regulations can also be applied to other uses that may have perceived land use compatibility considerations like Alcohol and Cannabis Sales.

Alcohol and cannabis separation distances have been perceived to reduce access and exposure to children, youth, and vulnerable populations by restricting their proximity to schools, parks and other community gathering places. Separation distances may also be used to address the clustering of alcohol and cannabis stores in a few neighbourhoods, or the co-location of these uses. While reducing access and exposure to alcohol and cannabis is important, there needs to sufficient access to minimize driving while under the influence and purchasing from the illegal market.

A review of policy guides and reports from other municipalities indicates that support for separation distances from alcohol and cannabis stores as an effective regulatory measure is mixed. Some of the research supports implementing separation distance requirements for alcohol and cannabis stores. However, this research tends to show a relationship between two variables (correlation) but does not clearly establish causation. As well, St. Albert, Edmonton, and Fort Saskatchewan reviewed separation distances for alcohol stores and found they were an ineffective tool for regulating alcohol sales. Generally, there are numerous factors that influence alcohol and cannabis access and consumption. For example, a report prepared by Alberta Health Services (AHS) recommends restricting hours of alcohol

sales from 11 am to 8 pm, setting a higher minimum price for all alcoholic beverages, and controlling the location, size, and type of signage.

Rationale for Alcohol Separation Distances

According to AHS, allowing alcohol stores close to areas frequented by children and youth exposes and normalizes alcohol consumption. AHS recommends municipalities strengthen their LUB regulations by:

- banning new alcohol stores in some high-density areas; and,
- prohibiting alcohol stores from operating within a certain distance from schools, daycares, community facilities and other areas where children and youth gather.

Studies that support alcohol separation distance requirements showed more of an association as opposed to a direct causation. For example, a study from the Recovery Research Institute examined the association between neighborhood alcohol availability and adolescent alcohol use. The study found that for off-premises outlets, alcohol availability within a 0.5-mile radius was associated with a higher odds of lifetime drinking of 3% (Odds ratio: 1.03).

The City of Spruce Grove has previously reviewed separation distances for alcohol. In 2011, Administration conducted a review of liquor store regulations and their association with increased crime rates. The review was based on a request from owners of two liquor stores who requested the City amend its regulations to include a 500-metre separation distance between liquor stores. The owners believed that the number of liquor stores in Spruce Grove was causing increased crime and greater Gaming and Liquor Act violations due to increased competition. No evidence was found supporting this association, and therefore no further restrictions were put in place for liquor store locations.

Edmonton and St. Albert have also explored separation distances for alcohol stores. A report prepared by Edmonton's Urban Planning Committee (UPC) in 2018 analyzed liquor store locations and found no impact on property values, parking, and crime. Crime was associated with the social vulnerability of area, with some neighbourhoods having a high number of liquor stores but low crime rates and vice versa. Requiring separation distances also created a false monopoly for existing retailers and decreased the incentives to operate using good business practices. Administration found that zoning was not an effective tool for "limiting the availability and consumption of regulated substances (City of Edmonton, 2018,3)."

In 2018, the City of St. Albert brought forward a LUB amendment to introduce a separation distance between new liquor stores of 100 m that was defeated. Administration did not recommend changing the LUB to introduce a separation distance of 100 m between new alcohol stores "due to the lack of evidence, anecdotal or otherwise, demonstrating negative land use impacts due to the current pattern of location of liquor stores within the City of St. Albert (City of St. Albert, 2018, 4)."

In 2017, the City of Fort Saskatchewan Council directed administration to prepare a LUB amendment for Council's consideration which would create a distance requirement for all new liquor stores of 750m from previously established liquor store sites. Administration recommended not implementing a 750m separation between liquor stores due to the negative impacts to commercial development, and lack of evidence that restricting new liquor stores would lead to reduced alcohol related incidents. Council also

made a notice of motion to restrict new liquor stores to be no closer than 100m from a park, playground, or school and no closer than 250m to another liquor store. However, Council withdrew this motion.

Rationale for Cannabis Separation Distances

The use of separation distances for cannabis stores is supported by organizations that make a connection between health outcomes and providing access to a potentially harmful product. AHS recommends municipalities strengthen their zoning bylaws to restrict the number and location of cannabis stores using the following suggestions:

- *Minimum 300-500 m distance restriction between cannabis retail outlets.*
- *300 m distance between cannabis stores and schools, daycares, and community centres.*
- *Minimum 100 m distance from tobacco and liquor retailers, in addition to a square kilometre density restriction, adjusted for population, at the onset of legalization.*

Like the research on alcohol separation distances, the research on cannabis separation distances shows more of an association than a direct causation. For example, a study in the Journal of Health Communications found that while “the actual density of marijuana retailers in an area was not associated with adolescents’ intentions to use, study participants who said they lived within five miles of a marijuana shop were more likely to report intentions to use the drug than those who perceived they lived farther away.” Furthermore, an article in Canadian Medical Association Journal states “*there are several possible explanations for the concentration of cannabis retailers in low-income regions, including lower levels of rent or property tax, higher expected market demand for cannabis and commercial zoning bylaws that may exclude stores from higher income neighbourhoods.*”

Restricting the location of cannabis stores needs to be balanced with ensuring sufficient access to prevent people from buying cannabis illegally. An article in the Journal of Studies on Alcohol and Drugs indicated that “higher prices and inconveniences of legal sources were common barriers to purchasing legal cannabis.”

Legal Considerations

At the request of the City a legal opinion was provided by Reynolds Mirth Richards and Farmer LLP (dated April 13, 2021) regarding the validity of the LUB regulations which impose minimum separation distances between alcohol and cannabis sales and other uses such as parks and schools. The legal opinion was requested after receiving an application for Alcohol Sales, Minor on a site within the C3 – Neighbourhood Retail and Service District where the site was located within 100 metres of public park. Reynolds Mirth Richards and Farmer LLP stated that:

In conclusion, our opinion is that the minimum separation distances set out in Sections 7 and 56 of the City’s Land Use Bylaw are valid and reasonable restrictions which are within Council’s authority to enact and which are not dissimilar to those enacted by other municipalities in the Province. Council may decide, as a matter of policy, to reduce or otherwise amend the separation distances, however there is no legal principle which requires Council to do so or which makes the current restrictions vulnerable to challenge.

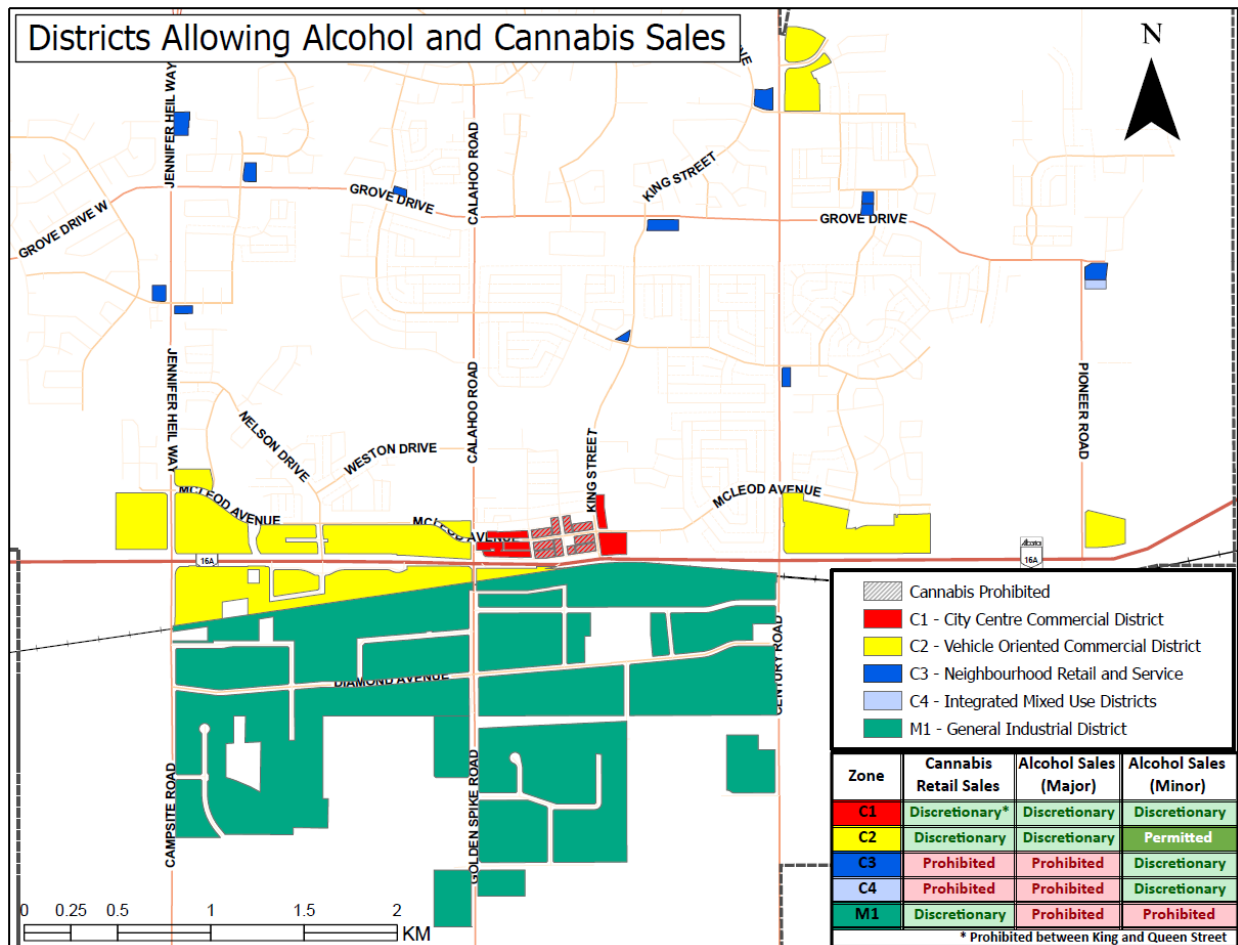
Another tool municipalities can use to regulate the location and density of alcohol and cannabis sales is to restrict the land use districts they are allowed within and/or designate them as discretionary uses.

Local Context

Locations - Cannabis and Alcohol Stores

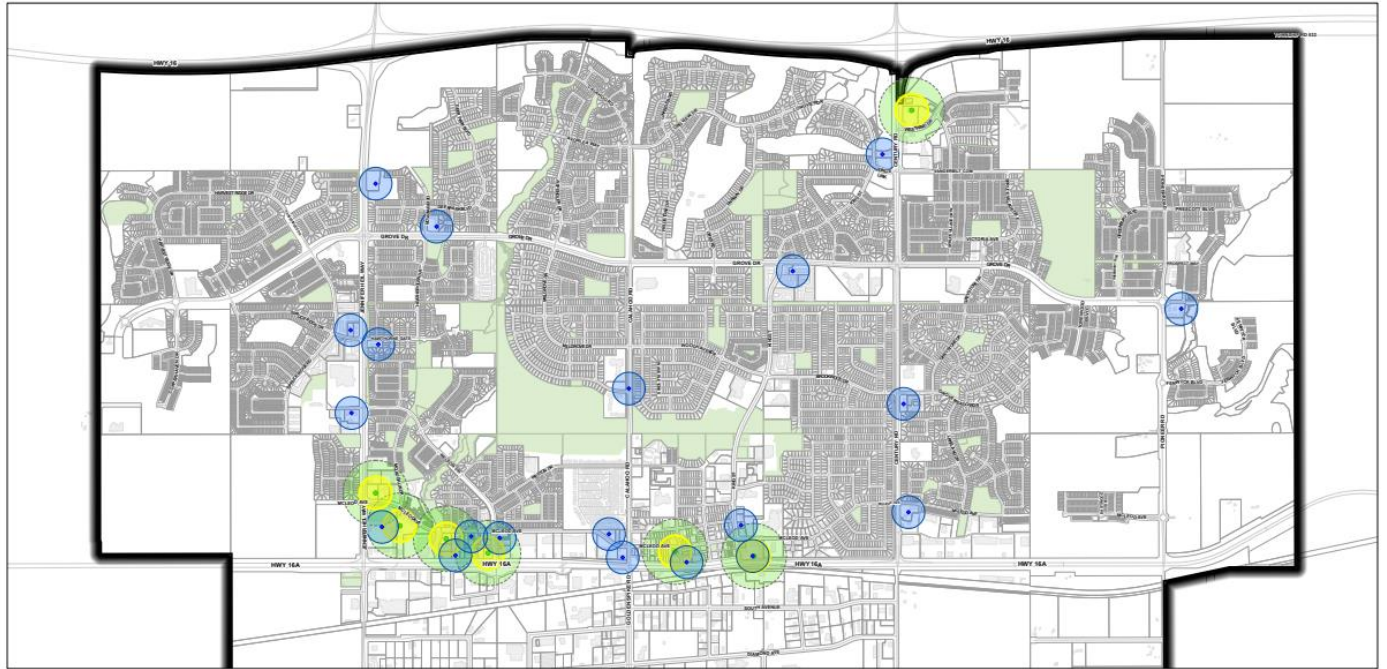
Cannabis and alcohol stores are currently permitted in certain commercial districts (red, yellow, and green areas in **Map 1**), and these are primarily found along Highway 16A and in smaller commercial areas throughout the city.

Map 1 - Land Use Districts



Considering the current separation distances for alcohol and cannabis locations at 100 m and 200 m, respectively, there are limited opportunities throughout most of the City for the clustering of either alcohol or cannabis retail as seen in **Map 2**. These separation distances mitigate the potential for frequent conflicts with other sensitive land uses.

Map 2 - Locations of Liquor and Cannabis Sales and Separation Buffers



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Disclaimer
All measurements in map are approximate and for general information only.



Number of Alcohol Stores

Spruce Grove has approximately 20 alcohol stores operating. The number of alcohol stores per population has declined since 2011 from one store per 1,646 people, to the current 20 liquor stores serving a population of 39,348 (one store per 1,967 people). Spruce Grove’s current population has a similar number of alcohol stores per population in comparison to similar surrounding municipalities (Table 1).

Table 1 - Alcohol stores per population municipal comparison¹

Municipality	Population	Store Licenses	Population Served/Store
Town of Stony Plain	17,993	14	1,285
City of Leduc	34,094	23	1,482
City of Fort Saskatchewan	26,831	17	1,578
City of Spruce Grove	39,348	20	1,967
City of St. Albert	68,232	33	2,068
City of Beaumont	20,779	8	2,597

¹ Populations are from the 2021 Federal Census. Store licenses are from the AGLC (Class D licenses coded LS).

Number of Cannabis Stores

Spruce Grove currently has seven cannabis stores operating, and a similar number of cannabis stores per population in comparison to similar surrounding municipalities (**Table 2**). The number of cannabis stores has declined from October 2018, when the City had eight development permits issued for cannabis stores. Based on the number of cannabis stores in Spruce Grove and surrounding communities, there does not appear to be an oversupply or trend towards significant growth in cannabis stores.

Table 2 - Cannabis stores per population municipal comparison²

Municipality	Population	Store Licenses	Population Served/Store
Town of Stony Plain	17,993	6	2,999
City of Fort Saskatchewan	26,831	7	3,833
City of Beaumont	20,779	5	4,156
City of St. Albert	68,232	14	4,874
City of Spruce Grove	39,348	7	5,621
City of Leduc	34,094	6	5,682

Regulatory Framework - Alcohol Sales

Provincial Regulatory Framework

The *Gaming, Liquor and Cannabis Act* empowers the Alberta Gaming and Liquor Commission to control the manufacturing, sale, distribution, consumption, and enforcement of liquor.

The AGLC is responsible for administering liquor licenses. For Class D licenses (sale of liquor for off premises consumption), the AGLC requires applicants to provide the City business licence or written approval of the municipality to finalize the application. The AGLC also regulates how liquor stores operate including advertising, hours of operation, and minors entering the facility. However, it does not regulate separation distances for liquor stores.

Municipal Regulatory Framework

Land Use Bylaw C-824-12

The City's LUB is the main tool for regulating alcohol sales. The LUB defines an Alcohol Sales (Major) if it exceeds 275m² in building area, and an Alcohol Sales (Minor) where its area is less 275 m².

Below is a summary of which districts they are allowed in and the use class:

C1 - City Centre Commercial District: Alcohol Sales (Minor) and Alcohol Sales (Major) are both discretionary uses.

C2 - Vehicle Oriented Commercial District: Alcohol Sales (Minor) is a permitted use and Alcohol Sales (Major) is a discretionary use.

² Populations are from the 2021 Federal Census and cannabis store licenses are from the AGLC.

C3 - Neighbourhood Retail and Service: Alcohol Sales (Minor) is a discretionary use. Alcohol Sales (Major) is not allowed in the C3 District.

C4 - Integrated Mixed Use Districts: Alcohol Sales (Minor) is a discretionary use. Alcohol Sales (Major) is not allowed in the C4 District.

The LUB has additional regulations in *Section 56 Major and Minor Alcohol Sales* that require alcohol stores to not be located closer than 100 m from the site boundary of any site that includes community or public recreational activities, a public park, or a school. *Section 15 Conditions of Development Permit* enables the Development Officer to require landscaping, noise attenuation, and other measures to ensure the proposed development is compatible with surrounding land uses. It also allows the Development Officer to limit the hours of operation and number of patrons.

Business License Bylaw C-975-16

All businesses and individuals providing goods and/or services require a business license, including alcohol stores.

Comparable Municipalities - Alcohol Sales Land Use Bylaw Regulations

A review of nearby municipalities LUB’s regarding alcohol sales is summarized in **Tables 3**.

Table 3 - Alcohol Sales Separation Distances Municipal Comparison

Alcohol Sales Separation Distances (m)							
Municipality	Major and Minor Uses	Discretionary Only Use	Similar Use	Park	Recreation Indoor	School	Cannabis
Spruce Grove	Yes	No	-	100	100	100	-
Edmonton	No	No	500m if within a non-exemption area and one store is on a site less than 2.5 ha	100	100	100	-
St. Albert	No	No	<i>No Separation Distances Listed</i>				
Fort Sask.	No	No	<i>No Separation Distances Listed</i>				
Beaumont	No	Yes	-	-	-	100	200
Leduc	No	Yes	100 ³	100	-	100	100

³ Within the Cannabis Overlay

Spruce Grove has similar separation distance requirements to Edmonton, except for not separating alcohol stores from one another. Further information on alcohol stores is found in **Tables 4**.

Table 4 - Summary of Municipal Regulations for Alcohol Sales

Considerations	Municipal Approaches
Discretionary Use	Beaumont and Leduc are the only municipalities that list alcohol stores as a purely discretionary use. Every other municipality explored had alcohol stores as a permitted use in at least one zone.
Multiple definitions (Major and Minor)	Spruce Grove is the only municipality that separates alcohol store use (Major and Minor). St. Albert differentiates alcohol stores into a permitted use and discretionary use in one district (Boardwalk Land Use District) based on size (280 sq. m). Beaumont defines the sale of alcohol and cannabis for consumption off-site as Restricted Substance Retail.
Similar Use Separation	Edmonton allows for alcohol stores to be located less than 500 m from each other if outside of the non-exemption area, the stores are located on separate sites, at least one alcohol store is located on a site greater than 2.5 ha and certain zoning is in effect. Alcohol stores within Leduc’s cannabis overlay are required to separate from each other, with no separation distance requirements outside of the overlay.
Parks, Recreation Facilities and Schools Separation	St. Albert and Fort Saskatchewan have no alcohol store separation distances from these uses. Beaumont and Leduc separate stores from schools but do not distance them from recreation facilities. Beaumont also does not separate alcohol stores from parks.
Separation from Cannabis Sales	Beaumont and Leduc are the only municipalities that have a separation between cannabis and alcohol stores.

Regulatory Framework - Cannabis Sales

Federal Framework

Federally, Bill C-45, The Cannabis Act (effective October 2018), regulates how cannabis is sold.

Provincial Framework

Provincially, the *Gaming, Liquor and Cannabis Act* empowers the AGLC to control the manufacturing, sale, distribution, enforcement, and consumption of cannabis. The AGLC is responsible for administering cannabis licenses, and all businesses that want to sell cannabis are required to have a license. The AGLC requires approval from the City prior to issuance of a cannabis store license.

Regarding separation distances, the *Retail Cannabis Store Handbook* states a retail cannabis license will not be issued if the premise is located within 100 meters of a provincial health care facility, school, or park (school and municipal reserve). However, the *Retail Cannabis Store Handbook* states that municipalities may make bylaws varying these distances, including not having any separation distance requirements. The AGLC also requires cannabis sales to operate as a standalone business, meaning it cannot be added to other unrelated businesses.

Municipal Framework

The Spruce Grove Municipal Development Plan 2010 - 2020 (Bylaw C-960-16) does not contain any policies or direction around cannabis.

Land Use Bylaw C-824-12

The City's LUB is the main tool for regulating cannabis sales. In June 2018 Council approved the current amendments to regulate cannabis businesses. These regulations include Cannabis Sales separation distances listed in two separate sections of the LUB, *Section 7 - Definitions* and *Section 80D - Cannabis Sales*. *Section 15 Conditions of Development Permit* also enables the Development Officer to require landscaping, noise attenuation, and other measures to ensure the proposed cannabis store is compatible with surrounding land uses. It also allows the Development Officer to limit the hours of operation and number of patrons.

As summarised in **Table 5**, the LUB list Cannabis Sales as a discretionary use in several commercial districts and the M1-General Industrial District. As a discretionary use Cannabis Sales require neighbourhood notification, and where a development permit is approved any affected parties may appeal the decision.

Table 5 - LUB Regulations for Cannabis Sales

Cannabis Sales	
Definition	<p>A Principal Use being a business where Cannabis is sold in accordance with:</p> <ol style="list-style-type: none"> a. Cannabis sold is for consumption Off Site and shall not be consumed On Site; b. no other goods are sold on the premises other than Cannabis Accessories; c. all Cannabis sold must be from a federally approved and licensed facility; d. the business must be licensed by the Alberta Government; and e. the Use premises, including associated Loading Space, are located at least: <ol style="list-style-type: none"> 1. 200.0 m to the closest point of another Cannabis Sales Use; 2. 100.0 m to the closest Site Line of a School, a municipally owned Site used by a School with an associated joint use agreement, or a future School Site as depicted in an adopted Area Structure Plan; 3. 100.0 m to the closest point of a municipal Playground or Recreational Establishment, Outdoor; 4. 100.0 m to the closest Site Line of a provincial health facility in accordance with the Gaming, Liquor and Cannabis Act; 5. 100.0 m to the closest point of a Recreational Establishment, Indoor Use that is publicly owned or operated; 6. 100.0 m to the closest Site Line of a public library; and 7. 25.0 m to the closest point of a Child Care Facility Use.
Available Districts and Use Class	<p>C1 - City Centre Commercial District: Discretionary use (prohibited on McLeod Avenue between Queen Street and King Street)</p> <p>C2 - Vehicle Oriented Commercial District: Discretionary use</p> <p>M1 - General Industrial District: Discretionary use</p>

Additional Regulations	<ul style="list-style-type: none"> • Shall meet the requirements of the Gaming, Liquor and Cannabis Act. • A copy of the Retail Cannabis License issued by AGLC shall be provided to the City prior to occupancy as a condition of development permit approval. • Cannabis sales shall be a minimum of 25 m from sites in a residential district. • Advertising shall be inside the premise and not visible from the outside. • Premise must operate separately from other businesses, including providing a separate Loading Space when one is required. • The public entrance and exit must be direct to the outdoors. • Goods shall not be visible from outside the business premises. • A Development Officer may condition Cannabis Sales in the C1- City Centre Land Use District to ensure visual interest is maintained on public sidewalks, streets, and walkways.
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Cannabis Sales, like Alcohol Sales, have a 100 m separation distance from public parks, recreation, and schools. However, cannabis sales have additional separation requirements, including 200 m to other cannabis stores, 100 m to a provincial health facilities and library, and 25 m to a childcare facility and residential district. Cannabis stores are also not differentiated into major and minor uses.

When Cannabis Sales were initially added to the LUB the proposed separation distances were 300 m from schools and 75 m from childcare facilities; however, these separation distances were reduced to allow greater flexibility in the siting and operation.

Consumption of Cannabis in Public Places Bylaw C-1047-18

This Bylaw states that a person must not smoke, vape, or consume cannabis in any public place.

Business License Bylaw C-975-16

All businesses and individuals providing goods and or services require a business license, including cannabis stores.

Comparable Municipalities - Cannabis Sales Land Use Bylaw Regulations

A review of nearby municipalities LUB’s regarding cannabis sales was conducted and are outlined in **Tables 6**.

Table 6 - Cannabis Sales Separation Distances Municipal Comparison

Cannabis Sales Separation Distances (m)										
Municipality	Mentions AGLC ⁴	Discretionary Only Use	Similar Use	Park	Recreation Indoor	Childcare Facility	Residential Site	Library	School	Provincial Health Facility
Spruce Grove	Yes	Yes	200	100	100	25	25	100	100	100
Edmonton	Yes	No	200 ⁵	100	100	-	-	200	200	100
St. Albert⁶	Yes	No	100	-	-	-	-	-	150	100
Fort Sask.	No	<i>Discretionary Use, No Separations Distances Listed</i>								
Beaumont	Yes	Yes	200	-	-	-	-	-	100	-
Leduc	No	Yes	100	-	-	100	-	-	-	-

Spruce Grove has the most separation distances from other uses in comparison to the other municipalities and is the only municipality to have a separation distance from residential sites. The size of the separation distances from different uses are comparable between Spruce Grove and other municipalities (100 to 200m). Further information on cannabis sales is found in **Tables 7**.

Table 7 - Summary of Municipal Regulations for Cannabis Sales

Consideration	Municipal Approaches
Discretionary Use	Cannabis sales are generally a discretionary use except for Edmonton and St. Albert. Most municipalities view Cannabis Sales as a use that requires additional review and the option to refuse if not appropriate with the surrounding land uses. Leduc separates itself by incorporating a cannabis overlay to control the location of stores, with the use prohibited outside of the overlay.
Similar Use Separation	Fort Saskatchewan was the only municipality that had no separation distances for cannabis stores. The use is listed as a discretionary use in some zones, but no further regulation of stores is outlined by the city prior to application.
Parks, Recreation and Libraries	Edmonton and Spruce Grove separate Cannabis Sales from public parks, indoor recreation facilities and libraries. Edmonton has increased separation from libraries with 200m required in comparison to Spruce Grove’s 100 m.
Childcare Facilities	Spruce Grove and Leduc are the only municipalities that separate Cannabis Sales from childcare facilities. Leduc separates Cannabis Sales from childcare facilities within the cannabis overlay.
Residential sites	Only Spruce Grove separates cannabis sales from residential sites.

⁴ AGLC Regulation – Alberta Gaming, Liquor and Cannabis Act requires a 100m separation from the boundary of the parcel of land of a provincial health care facility, school, school reserve or school and municipal reserve.

⁵ A Development Officer shall not grant a variance to reduce the separation distance by more than [20 m](#).

⁶ Variances cannot exceed 10 m for provincial health facilities, and schools.

Analysis

Community Impacts

To assess community impacts related to alcohol and cannabis stores a review of social disorder and crime is provided below.

Social Disorder and Crime

Alcohol and cannabis stores do not appear to have a significant impact on social disorder and crime rates. Enforcement Services indicated that they found no recognizable pattern between alcohol and cannabis stores and social disorder. CityView data from January 2022 onwards had no compliance cases for alcohol and cannabis stores and Development Services indicated they have received very few complaints related to alcohol and cannabis stores.

Administration connected with the RCMP about crime statistics related to cannabis and alcohol stores. The crime statistics from alcohol and cannabis stores from January 1, 2022, to May 9, 2023, are provided in **Table 8** below, with two locations (Super Store Liquor Outlet and Ace Liquor Outlet) accounting for 40 per cent of all occurrences. Shoplifting and traffic complaints including impaired drivers are by far the most common, with relatively few incidences for robbery, assault, and indecent acts.

Table 8 - Crime Statistics from Alcohol and Cannabis Stores

Type of Incident	# of occurrences
Shoplifting	106
Traffic complaints including impaired drivers	22
False Alarms	20
Public Intoxication	7
Trespassing	6
Mischief	5
Break and Enter	3
Cannabis Act	4
Robbery	2
Assault	2
Indecent Act	1

Ease of Use

Ease of use refers to the effort required to interpret and apply the LUB regulations for the public, administration, and council. Separation distance requirements adds another regulatory dimension to the LUB. They are not applied to many uses within the LUB, as identified in **Table 9** below. Pawn shops, pay day loans, bars, and lounges (designated in the LUB as an Eating & Drinking Establishment) and other businesses which can have negative externalities do not have separation distance requirements.

Table 9 – Uses with Separation Distances in Spruce Grove

Use	Separation Distance
Adult Entertainment	300 m from the nearest residential district, and 150 m from any site containing an existing religious assembly facility, school, recreational establishment (indoor or outdoor not commercial), childcare facility or public park.
Animal Service Facilities (Major)	150 m from a residential district.
Cannabis Production Facility	75 m from a residential district.
Car Washes	Shall not have any vehicle exiting doors located within 23 m of a residential district.
Child Care Facilities	50 m from a Service Station or a Gas Bar.

It can be challenging to interpret how separation distances are measured for Alcohol and Cannabis Sales and there is no consistent approach for measuring them for different uses. For example, cannabis is to be located at least 100 m to the closest site line of a School, and 100 m to the closest point of a municipal playground. The LUB defines sites line as a boundary delineating the edge of a Site; however, there is no definition for closest point. This inconsistent approach creates ambiguity. As well, the separation distances for alcohol and cannabis stores are measured from the store’s unit, which should be clarified in the LUB.

Differentiating between major and minor alcohol stores also adds to the regulatory complexity of the LUB. Animal Service Facilities and Retail are the only two other uses within the LUB that split into major and minor. Retail (Major) are those that exceed 3,000m² while Retail Sales are up to 3,000m². Animal Service Facility (Major) and Animal Service Facility (Minor) are differentiated based on the type of services offered. Calculating the floor area can be challenging to determine if a proposed Alcohol Sales exceeds 275 m² and should be classified as Alcohol Sales (Major), as floor area calculations can exclude elements of a building such as basements, elevator shafts, attached garages, parking structures, and garbage storage areas.

To assess the ease of use, site-specific amendments, variances, and appeals associated with alcohol and cannabis stores were reviewed. Since 2021, the City has received an average of one request a year for site-specific amendments to the LUB for Alcohol and Cannabis Sales, including:

- On June 14, 2021, Bylaw C-1154-21 was not approved for a site-specific LUB text amendment to the C3 - Neighbourhood Retail and Service District to allow Alcohol Sales, Minor as a discretionary use at **5 Spruce Village Way**. The proposed amendment was to allow for Alcohol Sales closer than the 100m minimum separation distance required from a public park.
- On April 25, 2022, Bylaw C-1195-22 received third reading to approve a site-specific LUB text amendment to the C3 - Neighbourhood Retail and Service District to add Alcohol Sales, Major for a site located at **1 Dalton Link** as a discretionary use and limited to a maximum floor area of 425 m². The LUB amendment was approved due to the site being located on the periphery of a residential neighbourhood with good access from an arterial and collector road.
- On March 27, 2023, Bylaw C-1244-23 received third reading to approve a site-specific LUB text amendment to the C3 - Neighbourhood Retail and Services District to add Cannabis Sales as a discretionary use on a parcel at **280 Pioneer Road**.

There have been no variances granted for Alcohol and Cannabis Sales development permit applications from January 2022 to present, and few Subdivision and Development Appeal Board (SDAB) appeals since 2016, including:

- In 2016, a Development Permit for an alcohol store (Alcohol Sales, Minor) at **7 McLeod** was refused due to its proximity (within 71 m) to an open space/park. The decision was appealed, and the appeal was granted after determining the park was functioning more as a trail.
- In 2018, an appeal from an organization against the conditional approval of a Cannabis Store located at **100 King Street** was denied and the Development Permit was approved.
- In 2020, an appeal was made by the applicant against the refusal of a Development Permit to locate an alcohol store (Alcohol Sales, Minor) within an existing building at **5 Spruce Village Way**. The appeal was denied, and the development permit refused due to the proximity of the proposed alcohol store to a park (variance of approximately 33 m).

Administration will continue to work with CityView and GIS to track the number of cannabis and alcohol stores, as well as the number of land use bylaw amendments, variances, and appeals related to them and the outcome. Crime rates around alcohol and cannabis stores should also be tracked.

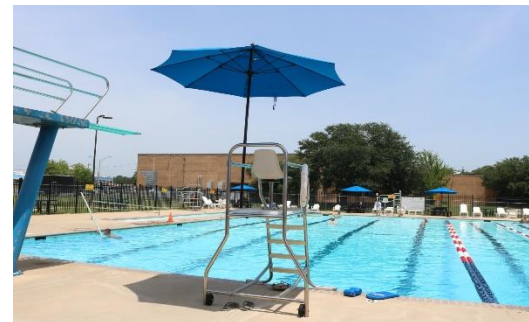
Effectiveness

The intent of separation distances for alcohol and cannabis stores is to reduce access, consumption, and exposure, particularly for children, youth, and vulnerable populations. However, there are several additional factors that influence alcohol and cannabis access, consumption, and exposure. These include regulating store hours, controlling pricing, limiting advertising, and enforcing age restrictions.

Regulating the density and distances between alcohol and cannabis stores can be achieved through various approaches that extend beyond separation distance requirements. The City of Spruce Grove LUB regulates the density and location of alcohol and cannabis stores by designating them as a discretionary use and limiting them to commercial districts (cannabis sales is also allowed within the M1-Industrial district).

The separation distance requirements in the LUB, which vary from 200m between cannabis stores to 25m from childcare facilities, are somewhat arbitrary. For example, is there a significant difference between a cannabis store being 26m to a childcare facility versus 25m? The separation distance requirements also do not always ensure alcohol and cannabis stores are not visible, for example alcohol and cannabis stores located within 100m of a park or school can still be highly visible and accessible.

To regulate the location and density of alcohol and cannabis stores more effectively, reviewing development permit applications in the context of land use compatibility could be more effective than



25m is the distance of a typical pool



100m is the distance of a typical soccer pitch

imposing arbitrary separation distance requirements. As a discretionary use, the Development Officer could apply a robust review that considers the type of street's abutting the site, adjacent land uses, and site design options for minimizing social disorder and crime.

Recommendations and Options

Regulatory Changes

To streamline the approval process and reduce red tape, administration is proposing to undertake the following Land Use Bylaw updates.

Consolidate the separation distances for Cannabis Sales in the LUB.

The separation distances for cannabis are found both within the use definition (Section 7) and in the regulations for Cannabis (Section 80D). This option would simplify the bylaw by consolidating separation distances for cannabis sales in one place within the LUB, however if the separation distances are removed from the use definition (Section 7) they could be varied.

Provide a single definition for alcohol sales with a store size limit in certain districts.

Provide a single definition for Alcohol Sales, instead of two separate definitions based on square footage, and restrict the size of alcohol stores in the C1, and C3 and C4 districts to prevent large, big box alcohol stores in these locations. Currently, Alcohol Sales (Minor) are only allowed within the C3 and C4 districts.

This option would simplify the bylaw by providing one definition for alcohol sales and eliminates the need to calculate the floor area to determine if a major or minor use. It would also potentially reduce the need for individual applications to go through a Council approval process for site specific amendments. This option also provides consistency with other municipalities. For example, Edmonton simplified their regulations for liquor stores in 2019 by consolidating Major Alcohol Sales and Minor Alcohol Sales into Liquor Stores.

Make Alcohol Sales a discretionary use in the M1 District

Align Alcohol Sales with Cannabis Sales, which is already a discretionary use in the M1 District. However, this may not be supported by some of the public who do not want restrictions eased on alcohol sales.

Use the same approach for measuring separation distances for different uses.

This change would use the same approach for measuring separation distances for alcohol and cannabis stores from different uses, for example measuring always from the front door of the unit for the alcohol and cannabis store to the site boundary of the park. This option would simplify the bylaw by aligning how separation distances are measured for alcohol and cannabis sales from different uses.

Options

The following options for regulating separation distances for Alcohol and Cannabis Sales have been developed for the City of Spruce Grove to consider for regulatory improvements.

Option #1 - Remove separation distances and strengthen the regulations to address the impacts of Alcohol and Cannabis Sales (recommended)

Remove separation distances for both Alcohol and Cannabis Sales and ensure they remain a discretionary use in the relevant districts (C1, C2, C3 and C4 districts for alcohol and C1, C2 and M1 for cannabis).

The development authority would be responsible for examining the surrounding context for each application on a case-by-case basis and considering the proposed location, context, and visibility of each alcohol and cannabis store, including:

- Type of street the proposed alcohol or cannabis store abuts, with preference for those abutting a major road.
- Type of adjacent land uses, with preference for alcohol or cannabis stores to be located adjacent to commercial or industrial land uses.
- Incorporation of Crime Prevention Through Environmental Design Principles into the site design, including visual accessibility of the site layout, lighting, and opportunities for surveillance.

Rationale:

- Simplifies the approval process by removing arbitrary distances that are being regularly challenged and eliminates the need for individual applications to go through a Council approval process for site specific amendments. This would streamline the decision-making process, while allowing the opportunity for appeals to the SDAB.
- Reflects the approach taken with other uses in the LUB that do not have required separation distances and are often associated with negative externalities (e.g., bars and pawn shops).
- Reflects the minimal impact alcohol and cannabis sales currently have on social disorder and crime.
- Alcohol and cannabis sales are already limited to commercial districts (cannabis is also a discretionary use in the M1 District), and they cannot locate within residential neighbourhoods, parks, and school sites.
- Provides more discretionary power to the Development Officers which allows a more focused assessment based on each application to ensure community impacts are considered.
- Provides more competition between alcohol and cannabis stores, therefore increasing incentives to employ good business practices.
- Reflects the approach taken by Fort Saskatchewan, which does not have separation distances for alcohol and cannabis stores. St. Albert also does not have separation distances for alcohol stores.
- Existing separation requirements in the City's LUB (25m to 200m) are relatively small, with walk calculators estimating it takes two minutes to cover 200m at a pace of approximately 4.8km per hour.

This approach would provide the Development Officer with more discretion, allowing for an in-depth review of the proposed alcohol or cannabis store within the context of the neighbourhood. While this approach does not reflect AHS's recommendation to implement specific separation distances requirements, there are more effective measures for reducing youth access and consumption. These include providing education, restricting store hours, increased monitoring of licensed establishments to ensure youth are not being served, and raising the legal age.

This option requires an amendment to the LUB to remove the separation distances, and criteria developed for discretionary review that would be added to Sections 56 and 80D of the LUB.

Option #2 - Keep the separation distances for Alcohol Sales and reduce the number of separation distances for Cannabis Sales

This would more closely align the separation distances for cannabis stores with the AGLC guidelines for cannabis stores (100m separation from provincial health care facilities, schools, school reserves or school and municipal reserves). For Cannabis Sales this would involve removing the separation distance requirements for other cannabis stores (200m); libraries (100m); and childcare facilities and residential sites (25m). Alcohol Sales would maintain the 100m separation distance from schools, parks, and community or public recreational activities.

Table 10 - Current and Proposed Separation Distances

	Current Alcohol Separation Distances	Proposed Alcohol Separation Distances	Current Cannabis Separation Distances	Proposed Cannabis Separation Distances
Similar Use			200m	
Park	100m	100m	100m	100m
School	100m	100m	100m	100m
Indoor Recreation	100m	100m	100m	100m
Outdoor Recreation	100m	100m	100m	100m
Provincial Health Facility			100m	100m
Library			100m	100m
Childcare Facility			25m	
Residential Site			25m	

Rationale:

- Simplifies the bylaw by more closely aligning separation distances for alcohol and cannabis stores. Alcohol stores do not have separation distance requirements from other alcohol stores, residential sites, childcare facilities, and libraries and there are no known issues associated with this.
- Reduce the need for some applications to go through a Council approval process for site specific amendments.
- Reflects the minimal impact alcohol and cannabis stores currently have on social disorder and crime.
- Provides more competition for cannabis stores by eliminating some of the separation distances from certain uses, therefore increasing incentives to employ good business practices.

This option does not reflect AHS recommendations that municipalities implement enhanced buffers to prevent alcohol and cannabis stores from clustering and being located close to areas where children and youth gather. However, there are more effective measures for reducing youth access and consumption.

This option requires an amendment to the LUB to remove some of the separation distances.

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Proposed Land Use Bylaw Text Amendment Alcohol and Cannabis Sales Separation Distances

Presentation for the Governance and Priorities Committee Meeting
September 18, 2023



Project Overview

Direction: In June 2021, City Council requested a review of the separation distances for Alcohol Sales. Cannabis Sales was included because it is a similar restricted use product subject to separation distances.

Process:

- Land Use Bylaw Report - Alcohol and Cannabis Separation Distances
- Proposed Notification Letter
- First Reading - October 10, 2023



Current Regulatory Framework

Land Use Bylaw	Alcohol Sales
Definition	<p>Alcohol Sales, Major - Development used for the retail sale of alcohol beverages to the public. This Principal Use may include as a subordinate use the retail sale of related products.</p> <p>Alcohol Sales, Minor - Development used for the retail sale of alcoholic beverages to the public. This Principal Use may include as a subordinate use the retail sale of related products. The maximum Floor Area for this use shall be 275.0 m² per business premise.</p>
Districts	<p>Alcohol Sales, Major - City Centre Commercial and C2 Vehicle Oriented Commercial District.</p> <p>Alcohol Sales, Minor - City Centre Commercial District, C2 Vehicle Oriented Commercial District, C3- Neighbourhood Retail and Service District and C4 - Integrated Mixed Use District.</p>
Use Class	Discretionary, except Alcohol Sales, Minor are permitted in the C2 Vehicle Oriented Commercial District.
Separation Distances	100 m from the site boundary of any site that includes community or public recreational activities, a public park, or a school.

Current Regulatory Framework

Land Use Bylaw	Cannabis Sales
Summarized Definition	<p>a. Cannabis sold is for consumption Off Site and shall not be consumed On Site;</p> <p>b. no other goods are sold on the premises other than Cannabis Accessories;</p> <p>c. all Cannabis sold must be from a federally approved and licensed facility;</p> <p>d. the Use premises, including associated Loading Space, are located at least:</p> <ol style="list-style-type: none"> 1. 200.0 m to the closest point of another Cannabis Sales Use; 2. 100.0 m to the closest Site Line of a School, a municipally owned Site used by a School with an associated joint use agreement, or a future School Site as depicted in an adopted Area Structure Plan; 3. 100.0 m to the closest point of a municipal Playground or Recreational Establishment, Outdoor; 4. 100.0 m to the closest Site Line of a provincial health facility; 5. 100.0 m to the closest point of a Recreational Establishment, Indoor Use that is publicly owned; 6. 100.0 m to the closest Site Line of a public library; and 7. 25.0 m to the closest point of a Child Care Facility Use.
Districts	C1 City Centre Commercial District, C2 Vehicle Oriented Commercial District, M1 General Industrial District
Use Class	Discretionary
Additional Separation Distances	Cannabis sales shall be a minimum of 25 m from sites in a residential district.

Regional Comparison - Alcohol Sales

Municipality	Major and Minor Uses	Discretionary Only	Similar Use	Park	Recreation Indoor	School	Cannabis
Spruce Grove	Y	N	-	100	100	100	-
Edmonton	N	N	500m if within a non-exemption area and one store is on a site less than 2.5 ha	100	100	100	-
St. Albert	N	N	<i>No Separation Distances Listed</i>				
Fort Saskatchewan	N	N	<i>No Separation Distances Listed</i>				
Beaumont	N	Y	-	-	-	100	200
Leduc	N	Y	100	100	-	100	100

Regional Comparison - Cannabis Sales

Municipality	Discretionary Use Only	Similar Use	Park	Recreation Indoor	School	Library	Provincial Health Facility	Residential Site	Childcare Facility
Spruce Grove	Y	200	100	100	100	100	100	25	25
Edmonton	N	200	100	100	200	200	100	-	-
St. Albert	N	100	-	-	150	-	100	-	-
Fort Saskatchewan	<i>Discretionary Use, No Separation Distances Listed</i>								
Beaumont	Y	200	-	-	100	-	-	-	-
Leduc	Y	100	-	-	-	-	-	-	100

Analysis

- Separation distances are arbitrary and not established through research.
- Spruce Grove has approximately 20 alcohol stores and seven cannabis stores.
- An oversupply or significant growth of alcohol and cannabis stores is not evident.
- Minimal impact on social disorder and crime.
- Opportunities to improve LUB regulations to address potential community impacts.
- Two alternatives were considered, removing or reducing the number of separation distance requirements.



Source: marganz

25 m is the distance of a typical swimming pool

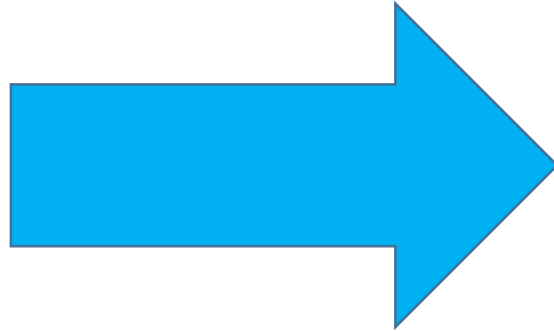


Source: Hendrik Morkel

100 m is the distance of a typical soccer pitch

Recommended LUB Changes

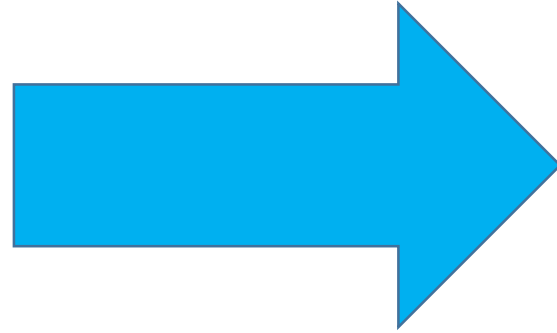
Remove the separation distance requirements for Alcohol and Cannabis Sales and strengthen the Land Use Bylaw regulations to address community impacts from them.



- Simplifies the approval process and eliminates site specific amendments.
- Other uses associated with negative externalities (bars) do not have separation distance requirements.
- Minimal impact on crime/social disorder.
- Provides more store competition.
- Allows Development Officers to more comprehensively review each application.

Alternative LUB Changes

Keep the separation distance requirements for Alcohol Sales and reduce the number of separation distance requirements for Cannabis Sales.



- Reduces the need for some applications to go through a Council approval process for site specific amendments.
- More closely align the separation distances with the AGLC guidelines and Alcohol Sales.
- Minimal impact on crime/social disorder.
- Provides more competition between Cannabis stores.

Additional Recommended Regulatory Changes

To clarify and streamline the approval processes:

- 1) *Provide a single definition for Alcohol Sales with a store size limit in certain districts.*
- 2) *Make Alcohol Sales a discretionary use in the M1 General Industrial District.*

If the separation distance requirements are not removed, also consider:

- 1) *Consolidating the separation distances for Cannabis Sales in the LUB.*
- 2) *Using the same approach for measuring separation distances for different uses.*

Questions and Comments



REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: 2023-2033 Fire Services Master Plan

DIVISION: Community & Protective Services

SUMMARY:

The previous Fire Services Staffing plan ended in 2021. A committee was formed in 2022 to create the 2023-2033 Fire Services Master Plan which is being presented to the Governance and Priorities Committee for information.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The previous Fire Services Staffing plan ended in 2021. A committee was formed in 2022 to create the 2023-2033 Fire Services Master Plan. The Committee was comprised of three non-union Chief Officers and four unionized Captains. The purpose of any Master Plan is to provide consistency in decision making by giving decision makers a steady point of reference. The committee identified and researched ten comparable municipalities nationwide and identified 21 findings.

This Master Plan outlines those 21 committee findings while focusing on maintaining operational efficiencies, fire station requirements, and continued collaboration within the City and with external partners. All findings are subject to potential further analysis and updates throughout the plan timeframe and are not meant to circumvent the Corporate Plan process, Business Case development, and consideration by Administration and Council.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

This is being presented to Committee as information only and will be utilized as a living, guiding document over the next ten years.

IMPLEMENTATION / COMMUNICATION:

The Master Plan document has remained confidential until presented to Committee. Once presented it will become a public document. As required, any potential finding that requires resource allocation will be included as part of the City's overall Corporate Plan process.

IMPACTS:

The City will have a guiding document for Fire Services, in conjunction with the Corporate Planning process and in line with City business practices.

FINANCIAL IMPLICATIONS:

The findings contained in the Master Plan will inform and guide potential requests for resources and increases to the Fire Services budget. Cost implications will be determined year-to-year based on the Council approved additions to the Corporate Plan/budget.



2023-2033 MASTER PLAN

YOUR CITY, YOUR FAMILY, OUR DUTY.





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Vision

To be the safest community in Canada

Mission

To provide quality public safety to the residents and visitors of Spruce Grove

Values

Integrity – Maintain the community’s trust: Citizens first

Professional – To those we serve and each other

Approachability – Our door is always open

Communication – Actively listening and sharing: Who we are and what we do

Accountability – Acknowledgement and assumption of responsibility for actions

Respectful – To those we serve and each other

Excellence in Service – In everything we do

Your City, Your Family, Our Duty





Introduction

In 2022, a committee was formed to create the 2023-2033 Spruce Grove Fire Services (SGFS) Master Plan (MP). The committee was comprised of the Fire Chief, Deputy Fire Chief, two Assistant Deputy Fire Chiefs, and three Captains, with ultimate oversight by the Fire Chief.

The purpose of any Master Plan is to provide consistency in decision making by giving decision makers a steady point of reference which enable informed decision making. The decision to develop this Master Plan with an internal committee comprised of both in scope and out of scope personnel was purposeful and included some of the following rationale:

- Instills a shared sense of responsibility
- Increased operational efficiency and common accountability by leadership
- Provides increased staff satisfaction and buy in
- Manages expectations specific to City needs vs. simply a “copy and paste” approach utilized by most external consultants
- Review of several other Master Plan’s showed a significant number of Findings for things SGFS was already doing and considered to be a leader in

Throughout the development of the MP it was continually reinforced through research and comparisons that SGFS was well positioned to deliver an exceptional service to the community that more requires maintaining a steady response to growth versus wholesale changes or significant resource requirements. Any master plan should be a living document that is adaptable and flexible to any changes in industry trends, population growth, or service delivery expectations or opportunities.

Committee Members

Fire Chief Chad Priebe (Chair)

Deputy Fire Chief Craig Heatherington

Assistant Deputy Fire Chief Cory Klebanosky

Assistant Deputy Fire Chief Robert Knull

Captain Rob Good (Co-Chair)

Captain Gary Lucas

Captain James Dressler

The Committee would like to thank *Retired Fire Chief Kosterman* for this opportunity and guidance with this project.





1.0 Executive Summary

The MP reflects the current state of Spruce Grove Fire Services as well as provides an insight into future planning through operational, administrative, and infrastructure analysis. The committee recommends evaluating this plan regularly throughout the next ten years to align with changes in community needs and growth.

The MP identifies the following:

1. Staffing requirements
2. Organizational structure
3. Training initiatives
4. Fire station information
5. Response measures
6. Service delivery
7. Environmental initiatives

SGFS's primary role for the City of Spruce Grove is to provide:

1. Life safety
2. Fire suppression
3. Fire prevention
4. Education

SGFS is committed to:

1. Public safety
2. Limiting environmental impacts
3. Limiting economic impacts

The findings contained within the report reflect the committee's efforts to embrace alignment with City and department values, and commitment to customer service, while remaining fiscally responsible in a proactive integrated fire protection model.

The committee further recognizes that any findings are subject to approval from senior administration and City Council through the Corporate Planning process.



2.0 Background

The Committee identified and researched comparable municipalities across Canada for the purposes of preparing this report. These municipalities were evaluated based on the following factors:

- Population
- Population density
- Fire risk
- Master plans
- Staffing levels
- Apparatus
- Organizational structure
- Station locations
- Prevention
- Education
- Training
- Service delivery
- Administrative functions



As mentioned, a review of MPs from comparable departments found that SGFS is well positioned for the future with many of the Findings in those MPs already implemented. By having an internal process of review and creation of this MP, the committee was able to view the department and the entire City as one organization with a desired outcome to further strengthen partnerships and provide seamless continued customer service efficiently.

The committee was able to identify the efficiencies within the current organizational structure more accurately by having firsthand knowledge of operations. This contrasts with traditional third-party MPs where firsthand knowledge may be misinterpreted or ignored all together.

This demonstrated the importance of maintaining our high level of services versus implementing wholesale changes. At the same time, it will remain crucial that this MP is reviewed on a regular basis as recommend ensuring SGFS continues to be an industry leader.





Identifying Comparable Municipalities

A review of the 2022 federal census revealed that Spruce Grove’s population grew 10.4% between 2016 and 2021. This translates to a real growth number of 3,537, for a total population of 37,645¹. Spruce Grove is the 12th largest community in Alberta and the 133rd largest municipality in Canada. Spruce Grove is a rapidly growing community; in the top 3% of Canadian municipalities based on census data. As the population increased, so too did the city’s residential dwelling count, which showed a 12.4% increase for a total of 14,752 dwelling units. The population density is 1003.30/km². A review of the last two censuses shows Spruce Grove’s population has grown by 43.8% over the last ten years. Increases in population, density, and residential dwellings translate directly to what is considered fire risk for communities.

With a vast number of comparable municipalities and significant population differences, the committee worked to narrow the focus of its research to identify appropriate comparators. Municipalities with a population less than Spruce Grove in 2021, or projected to remain lower over the course of the MP, were not included in this report. The rationale for this was to consider a forward-looking approach rather than a retroactive one. Municipal density was also used, as density is a large indicator of fire risk. The committee broke down the federal census data to include communities that were larger in population than Spruce Grove and comparable in density +500/-200, to identify them for evaluation. Density within the city is expected to increase over the next 10 years, so evaluation of density which correlates directly to fire risk plays a major role in identifying comparable departments.

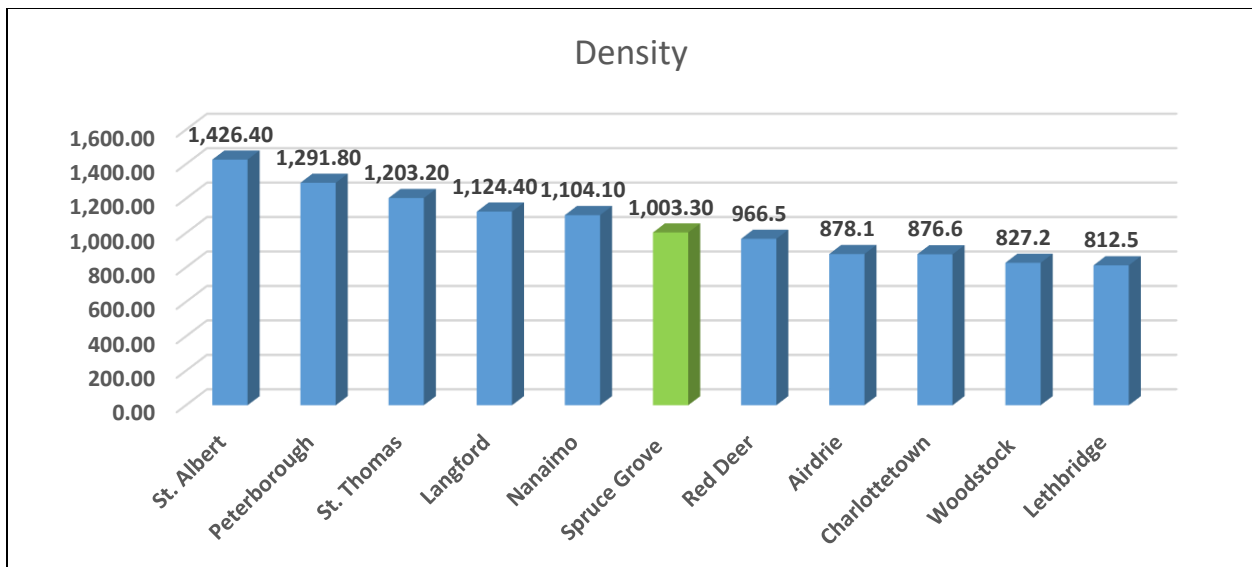


Figure 1 Comparable Municipalities +500 Density-200 Density

¹ 2021 2021 Federal Census Data released February 9 2022 <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/dt-td/Index-eng.cfm?LANG=E&SUB=98P1016&SR=0&RPP=25&SORT=date>





3.0 City of Spruce Grove Fire Services Today

The City of Spruce Grove is located 11 km west of Edmonton within Parkland County. It shares a border to the west with the Town of Stony Plain. It is important to note that 97% of Canadian municipalities are smaller than Spruce Grove, reaffirming our status as a mid-sized City. According to projections completed in 2019, the population will increase by approximately 1000 people per year for the foreseeable future, with an estimated population of between 46,500 and 53,604² by 2033. In 2020, the City annexed an additional 5.18km² of land, increasing the Fire and Prevention Services response and coverage areas. The additional land will be used in the future to support the City of Spruce Grove with increased industrial, residential, and commercial capacity. Based on density calculation, Spruce Grove remains on the low end of metropolitan status in Canada.



SGFS is a branch within Community and Protective Services comprised of a Fire Chief (FC), Deputy Chief (DC), and three Assistant Deputy Chiefs (ADC) who are responsible for Training, Emergency Medical Services (EMS), and Enforcement Services Inspector respectively. SGFS has 2.5 FTE Administrative Assistants allocated to fire services. The unionized workforce of SGFS consists of 57.0 FTE positions broken down into four Captains, eight Lieutenants, 44 Fire Fighters (FF), and one Fire Prevention Officer (FPO).

Year	Low Case (2015-2044)		Medium Case (2015-2044)	
	Pop.	Rate	Pop.	Rate
2023	38829	2.2	41528	3.3
2024	39652	2.1	42747	2.9
2025	40469	2	43971	2.8
2026	41267	1.9	45184	2.7
2027	42051	1.9	46394	2.6
2028	42818	1.8	47596	2.5
2029	43577	1.7	48799	2.5
2030	44321	1.7	49998	2.4
2031	45059	1.6	51201	2.4
2032	45782	1.6	52401	2.3
2033	46500	1.5	53604	2.2

Figure 2 COSG population forecasts.

² Data collected from City of Spruce Grove internal finance review document 20200505 2020 Population Projections



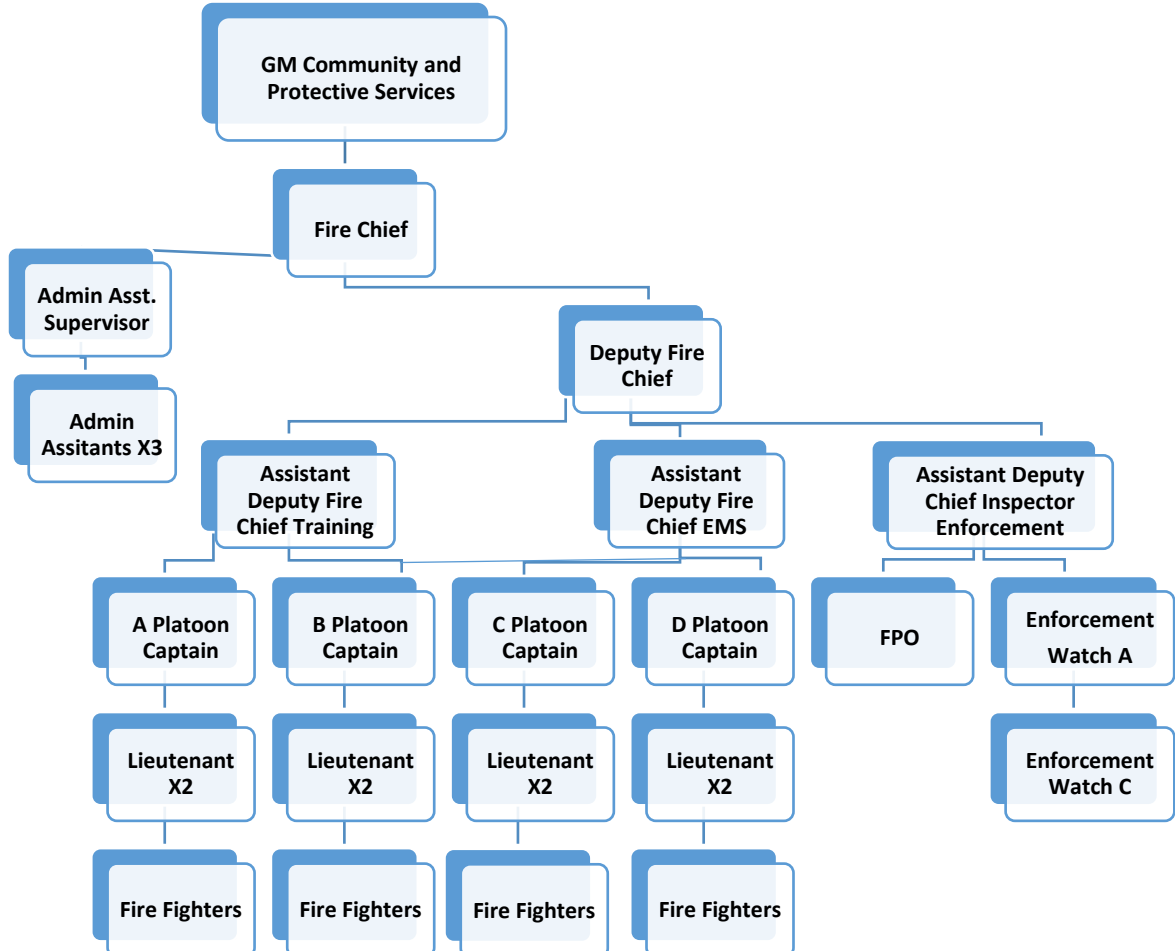


Figure 3 2022 Organizational Chart

In 2022, SGFS increased its response capabilities with the addition of one staffed fire apparatus on call 24 hours per day to meet the growing needs of the community. This addition doubled the previous minimum standard of one staffed fire apparatus. Year over year incident responses have increased within Spruce Grove exceeding 3,200 in 2021. Total responses by SGFS in 2021 exceeded 7,400 with projections in 2022 of exceeding 8,000. The addition of a second staffed apparatus for those responses within the city provides enhanced community safety through either medical or fire response customer service delivery. SGFS has mutual aid agreements with the Town of Stony Plain, Parkland County, the City of St. Albert, and the City of Edmonton. The department contracts two Advanced Life Support (ALS) ambulances to Alberta Health Services (AHS) 24 hours per day, 365 days per year.





SGFS is housed in the Protective Services building, which consists of one centralized fire station in which units strive to meet Key Performance Indicators (KPI) by responding to EMS emergencies within 300 seconds 90% of the time, and fire emergencies within 320 seconds 90% of the time. These response standards are determined by Council as indicated by the City of Spruce Grove Corporate Policy³ and backed by the National Fire Protection Agency (NFPA) 1710 Standard for Organization and Deployment of Fire Suppression Operations, EMS, and Special Operations in Career Fire Departments⁴ Findings.



Spruce Grove Fire Services partnered with Strathcona County and the City of St. Albert in a fire fighter recruitment program aimed at attracting the highest quality candidates for all three departments. When the evaluation process is complete, the highest-scoring candidates could have the opportunity to select a job offer from any of the three services. This partnership has proven successful in the collaboration between departments, standardized training of recruited firefighters and financial benefits of cost sharing. Further training and networking opportunities have also been established and identified between the communities thereby increasing collaboration. This agreement recently ended; however, the initiative continues through regional training opportunities.

³ City of Spruce Grove Corporate Policy CP-1005-17

⁴ https://www.nfpa.org/-/media/Files/Code-or-topic-fact-sheets/NFPA_1710_Fact_Sheet.ashx





4.0 Identified Organizational Success

After reviewing comparable municipalities, their organizational structures, and master plans, it was determined the City of Spruce Grove and Spruce Grove Fire Services has built a delivery model focused on operational and cost efficiencies, with a strong organizational structure and culture. SGFS has a long-standing history of collaboration with City business partners and external regional partners with proven success of high service delivery. SGFS has consistently been chosen to participate in pilot programs due to its reputation for excellence and receiving exceptional ratings for external reviews such as with Accreditation Canada.

Emphasis is always placed on finding new efficiencies by considering service to the community and fiscal stewardship over allocated resources. The following outlines many examples of this that was identified through the work of the Committee:

- Providing an integrated Fire-EMS Response model for the last 18 years
- Guaranteed Advanced Life Support (ALS) Medical First Response (MFR) to citizens of Spruce Grove 24 hrs/day
- 14-year contractor partnership with Alberta Health Services (AHS)
- Accredited Integrated Fire EMS Delivery Model with Exemplary Status
- AHS ALS MFR trial partnership
- AHS ALS Critical Care Transport trial partnership
- Hospital study partnerships of Vital Heart, CTAS scoring
- Standard hiring of Advanced Care Paramedics (ACP)
- Providing internal ACP and 1001 fire fighter programming
- Consolidated organizational structure with Enforcement Services
- Fire Mechanics for in-house Protective Services vehicle repair
- Cost effective Chief Officer on-call system
- Hiring practices incorporating diversity, inclusion, equality and belonging principals
- Apparatus, infrastructure, equipment life cycle programming
- Fire Prevention Quality Management Plan (QMP)
- Economic considerations in decision making
- University of Alberta Residency program for medical direction and staff training
- Improved internal and external communications strategy with a Corporate Communications Business partner.
- Digital software and records management
- Zoll Cardiac Monitoring distributor
- Administrative Assistant staff cross-trained for Fire Services and Enforcement Services



5.0 Fire Service Staffing Requirements

5.1 Operational Suppression Staff

While researching comparable departments, the committee recognized several factors influencing fire suppression staffing levels. There are several examples the Committee discovered that focus on population and density as this helps inform fire risk. In other cases, geographical and department composition factored into municipalities' decision making for staffing levels. The Committee did discover a consistent theme throughout their analysis. Regardless of population size, number of stations, or organizational structure, departments strive to meet staffing levels of 1.2 FF/1000. This is well illustrated in Red Deer and Lethbridge communities as examples. The committee deemed the two communities "well established" and have experienced relative plateaus in population and density; however, suppression staffing levels have remained relatively stable. Comparably, the municipalities of Airdrie and Langford have seen excessive growth during the same five-year time frame and are left to "catch up" in fire service staffing to meet the demands of fire risk and population growth.

It is acknowledged by comparable departments that every community needs to be capable of staffing to the level required for their estimated fire risk while maintaining fiscal responsibility. It is common in the industry for municipalities to assess their risk and determine suppression staffing balanced between an acceptable risk and fiscal responsibility. SGFS has achieved, and now attempts to maintain what is deemed a reasonable and practical number of firefighting resources based on the fire risk identified within the community, all while delivering the service in a fiscally responsible way to taxpayers.

The City of Spruce Grove is considered high density, placing it at the low end of what is considered "metropolitan" at a national level. This places the City into the highest risk category as identified by the NFPA⁵. In 2021, the City approved the hiring of 4.0 FTE firefighters which achieved the Findings of the 2014-2019 Fire Service Staffing MP, which was delayed by two years due to the COVID-19 Pandemic. Once completed, this staffing plan brought the operational staff ratio to 1.2 FF/1000 population based on 2019 city census data. The additional firefighters allowed the department to increase response capability from one fire apparatus to two, 24 hours a day, and increased minimum staffing on duty from eight to ten Fire Fighters. Current (2021) SGFS firefighters to population numbers are calculated at 1.17 FF/1000.

⁵ National Fire Protection Association standards and the Centre for Public Safety Excellence – Commission on Fire Accreditation International.





The national comparators identified in this report were analyzed by giving each municipality equal weight in the average based on population totals and firefighter totals⁶. These comparators have an average of 1.10 FF/1000 population, however, identified comparators within the Province of Alberta averaged 1.21 FF/1000 population⁷. A survey of Canadian fire departments done by the Canadian NFPA 2014-2016 Career Fire Fighter⁸ staffing report, concluded average staffing ratios nationally in communities of 50,000-99,999 persons of 1.15 FF/1000 nationally. An updated survey from this source was not available at the time of this MP. The committee recognizes through research that continuous monitoring of the FF/1000 ratio should take place throughout the course of this master plan to ensure the needs of the community and workforce are met.

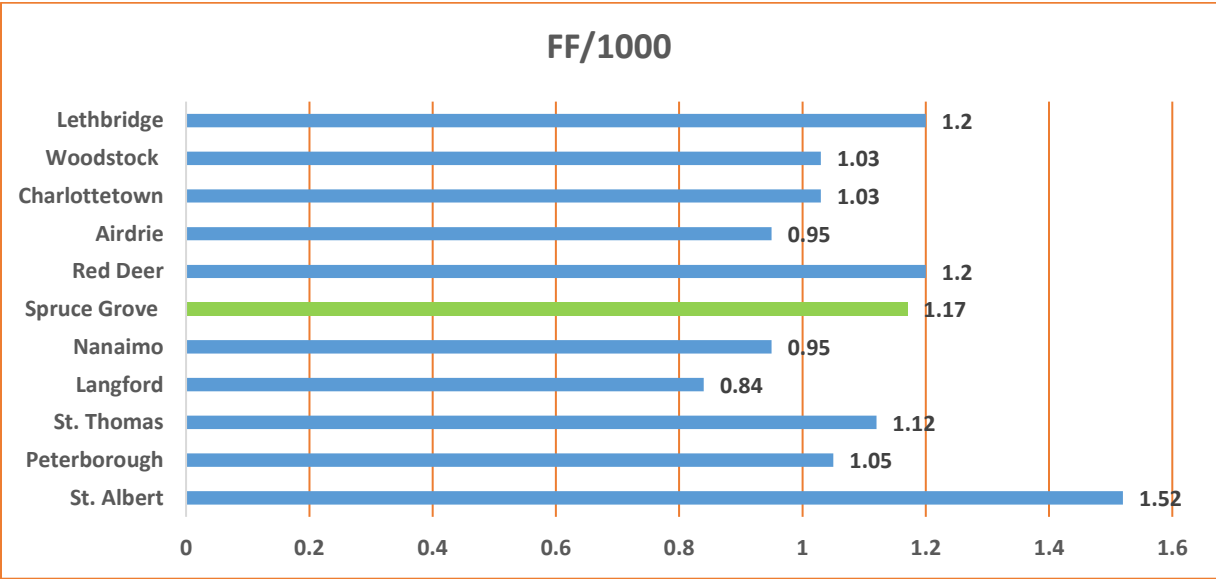


Figure 4 Comparable Municipalities Fire Suppression Staffing Ratios /1000 population⁹

⁶ Ratio Formula total population: 1000 = X: total # of suppression FF's
⁷ Alberta integrated Fire EMS model municipalities average is calculated at 1.27 FF/1000 for suppression FF's
⁸ NFPA Canadian Fire Department Profile 2014-2016 February 2018 Table 5 pg.8.
⁹ FD survey numbers from the 2022 collection. Ratio based on 2021 Federal Census Data

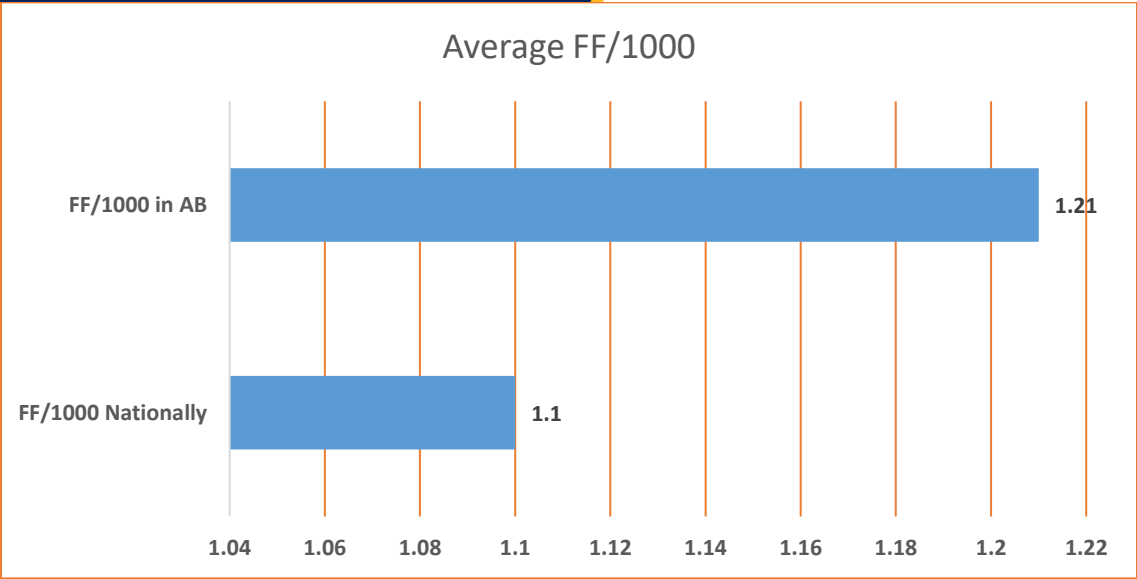


Figure 5 Determined Comparable Municipalities Fire Suppression Staffing Ratios /1000 population Average¹⁰

At the time of this report, the Collective Agreement¹¹ permits only hiring full-time staff. Research on national comparators indicated that some departments supplement staffing with casual or paid-on-call personnel. This is an option the City may want to explore; however, it would require negotiations and changes through the collective bargaining process with the Local union association. Of the identified Alberta comparators¹², all hire only full-time for suppression staff, and all but one provide an integrated Fire and EMS service model. As fire-related risks increase, so too do the potential changes in staffing ratios and requirements of full-time personnel. Significant industrial or high-density residential building influxes may call for a re-evaluation of the staffing ratios within the community.

Finding #1: For the City to actively engage in monitoring effective staffing measures including risk, changes in legislation, population growth and corporate planning processes with the intent to continue to target a firefighter staffing ratio of 1.2FF/1000.

¹⁰ FD survey numbers from 2022 collection Ratio based on 2021 Federal Census Data
¹¹ International Association of Fire Fighters Local 3021 Collective Agreement 2020-2022 Article 7.01
¹² Lethbridge provisions for Casual Employees, Public Safety Communications Centre Letter of Agreement 5





5.2 Fire Prevention

SGFS currently has 1.0 full-time Fire Prevention Officer (FPO). Research of comparable departments notes SGFS is behind in this area for a proactive approach to fire prevention, leaving the City with a reactionary and risk enhanced approach to fire prevention. Workloads after COVID-19 have indicated an increase in demand above pre-pandemic levels in this area, largely due to development. SGFS has a recently updated the Fire Quality Management Plan (QMP) that now includes Part 4 Flammable Combustible Liquid Tank inspection, permitting, and registry¹³. With legislative changes and the additional requirements for Safe City, fire investigations, public education, permitting, and plan reviews¹⁴, there is an identified necessity for 2.0 full-time (FPO) position as soon as practical.

Due to the work demands of the ADC Inspector of Enforcement and the duties of Enforcement Services, the support for the FPO has been transferred to Operations Chiefs (Deputy and ADC Training). While outside the scope of this report, it may be beneficial to examine this further. Throughout COVID-19 the FPO position was supplemented with contractor services which have a higher overall cost. Due to the higher costs, SGFS has implemented a cost-effective plan for the secondment of operational staff into fire prevention to aid in the increased demands in the aforementioned areas for the short term.

It is important to note that Fire Prevention is responsible for ensuring fire code compliance for the duration of a building's lifespan. The QMP supports inspections to increase the fire safety of residents and firefighters during an emergency response in high-risk occupancy and properties. At the time of this MP, there are 1291 properties requiring inspection and 176 known tanks within the city. Occupational Health and Safety¹⁵ requirements of a fire service provide insight into every occupancy being a potential work site for SGFS. Highlife hazard occupancies and certain businesses within the city require at least one inspection per calendar year, which could result in up to three follow-up inspections if deficiencies are found. Post-pandemic inspections have shown that increasing the frequency of fire inspections would lead to safer properties and improved compliance with fire code, resulting in fewer violations and life safety hazards to residents and firefighters. During the COVID-19 Pandemic, inspections were conducted on an as-needed basis, leading to a large gap in periodic compliance inspections. This has resulted in a much higher number of occupancies with numerous life safety deficiencies, which has further increased workload requirements for follow-ups to ensure those deficiencies have been corrected.

¹³ City of Spruce Grove Fire Services Bylaw C-1126-20

¹⁴ City of Spruce Grove Fire Services Bylaw C-904-15

¹⁵ Occupational Health and Safety Code Ab Regulations 191/2021 Part 2, 7 Emergency Preparedness and Response.





Future hiring in this area should be based on identified fire risk evaluations and municipal development concurrent with the QMP to improve customer service. Once there are more than three FPO positions within the Prevention branch, an internal organizational and operational structure should be evaluated, which may include a Fire Marshall or equivalent. The City of St Thomas presently has 2.0 FPO, one of which is a Chief Prevention Officer. As SGFS is the closest comparable in growth, future population, and density, the committee recognizes the current SGFS reporting structure as more efficient; however, more than two FPO’s as seen in other comparable departments, may require a re-evaluation of that reporting structure.

When considering the implications of hiring FPO positions, there should be a recognition that costs are partially offset through permitting and fee services. Fire Prevention provides a proactive reduction in risk versus a reactionary cost-negative approach which could limit or hinder economic prosperity.

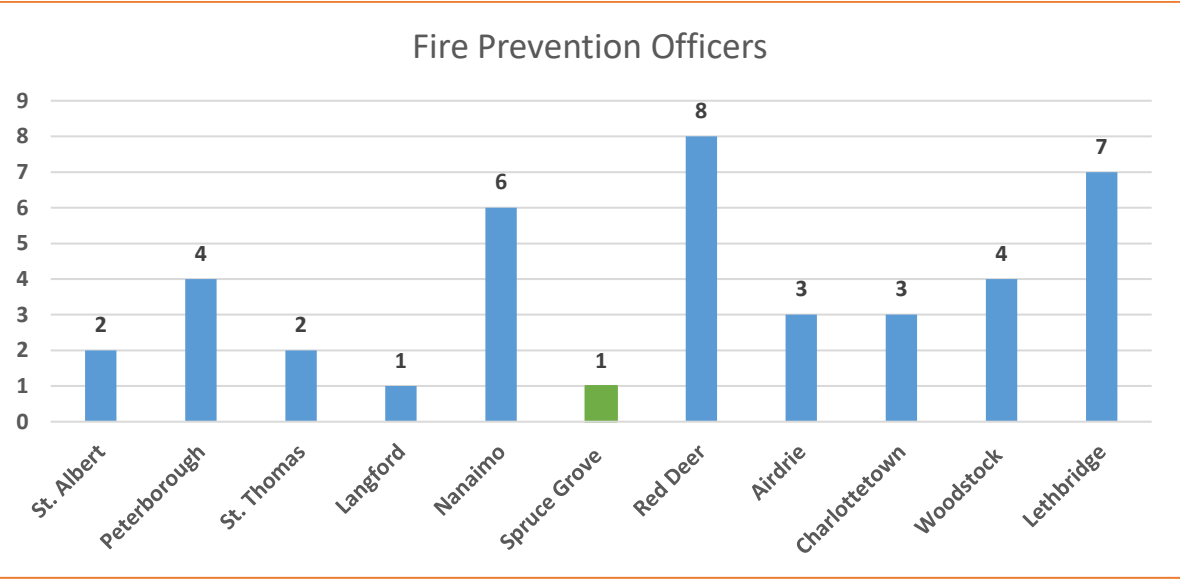


Figure 6 Number of Fire Prevention Officers

Finding #2: That the City add 1.0 FTE FPO in 2025 and additional hiring of FPOs proportional to municipal development and risk to match community needs.





5.3 Assistant Deputy Chief Officer

As emergency services function as a 24-hour-a-day service, the hours of work, department size, and the need to match scheduled management functions with the required annual 8,760 total hours are necessary. Current call volumes and requests for service translate directly to an increase in managerial requirements of the Chief Officers consistent with a growing community. Fire Services requires an out-of-scope manager scheduled on duty 24 hours a day, seven days a week to ensure staff management, standardization of training, and operations across all shifts support a strong customer service approach. SGFS has supplemented these unmanaged hours in a cost-effective Chief Officer on Call format; however, this format has become unsustainable given the close to 6,000 hours per year of managerial presence that is required in addition to the full-time role that the three Operational Chief Officers are already responsible for. Although there is no set guide or ratio to determine the amount of Chief Officer staff to population ratios, organizational considerations should be based on job function, workloads, and an out-of-scope managerial presence that maintains continuity of service and emergency management functions.

Identified by the committee as the closest comparable municipality in population growth, St. Thomas' use of in-scope unionized Platoon Chiefs, on the surface, seems to provide the necessary supervisory presence over the 8,760 hours in a year; however, unionized Platoon Chiefs provide a limited managerial presence and functionality. Full-time suppression staff numbers and two or more fire stations can impact the span of control that may require this supervisory function. The MP recognizes this as a potential part of growth; however, the Committee suggests a more cost-efficient approach for SGFS.

The committee endorses hiring out-of-scope ADC positions instead of in-scope Platoon Chiefs as there is an inherent difference in the level of roles, responsibility, supervisory, and managerial duties provided. ADC officers provide enhanced managerial presence, investigation reporting, discipline, emergency management, continuity of training, and other managerial duties that unionized Platoon Chiefs cannot provide. ADC Officers could eventually complement platoon rotations operationally like Platoon Chiefs and provide scheduled Chief level Officer Management seven days a week, 24 hours per day, reducing the requirements for Chief Officers on call. The ADC Officers provide efficiency and cost saving over the approach traditionally used with in-scope unionized Platoon Chiefs.





Provincially, all departments have designated training chiefs, or in-scope training officers, responsible for all aspects of training firefighters. SGFS has one dedicated ADC responsible for training management, course resourcing, training forecasting, recruit and on-shift platoon training. As suppression staff size increases, so too do the requirements of the ADC of Training, which has left the Platoon officers responsible for implementing training at a platoon level. With increased staff training requirements for Fire, AHS, and EMS, management at a platoon level can be difficult and create inconsistency in tracking and delivery compliance continuity. An additional ADC in this position will promote a scheduled seven days a week management presence and oversight in training staff members, promoting consistency and operational efficiencies not seen with traditional in-scope unionized platoon chiefs.



Finding #3: To hire a 1.0 FTE Operational Assistant Deputy Chief as soon as possible and evaluate the requirements of Chief Positions and organizational structure over the remainder of the MP, to ensure adequate levels of Chief level Officers are present to successfully manage the demands of a 24-hour a-day operation.





5.4 Prevention Administrative Assistant

Currently, there are 4.0 FTE Administrative Assistant’s within Protective Services with 2.5 FTE positions allocated specifically to Fire Services. Task allocation is divided among Fire Operations, Emergency Medical Services reporting, training, billing, scheduling, payroll, Enforcement Services, and Fire Prevention. Protective Services Administrative staff can function in any of the roles, which provides a notable efficiency when comparing SGFS to other services. Fire Prevention Administrative needs are being minimally supported due to increased time allocation in other areas and increased data entry due to increased fire reporting, Enforcement ticketing, and Emergency Medical Services reporting.

As the City grows and the Prevention Branch develops as outlined in this MP, an additional Administrative Assistant should be considered to support an increase in the administrative requirements in this branch. This would translate to improved FPO effectiveness allowing them to conduct inspections and follow-ups without time consuming administrative components. Having an additional administrative assistant would also supplement other areas of Protective Services as is current practice. Consistent with other integrated Fire/EMS comparable departments, there are between 3-5 administrative assistants allocated to Fire Services for the same tasks currently being asked of by SGFS 2.5 staff positions. The addition of an administrative assistant would place the city in line with those comparable services, but also supplement current staff in other task allocation areas as required.

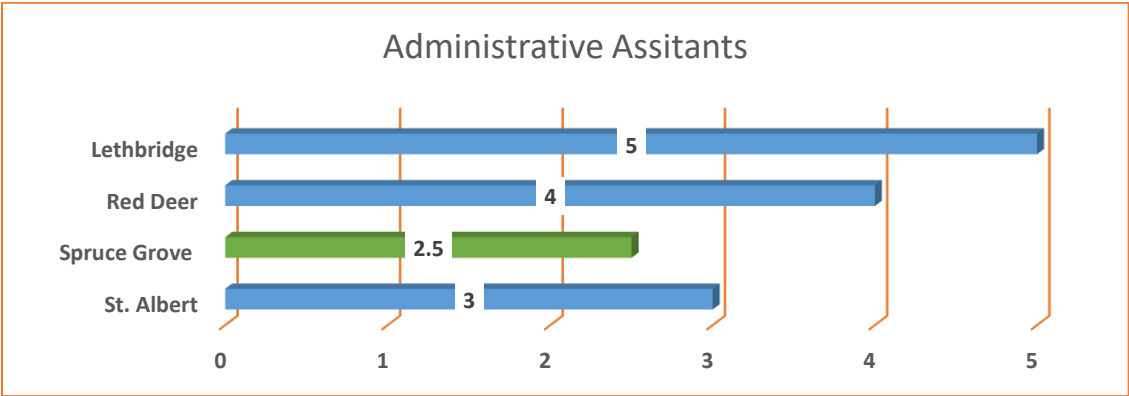


Figure 8 Number of Administrative Assistants Integrated Fire EMS Comparison

Finding #4: To add 1.0 FTE Administrative Assistant in 2026 to assist administrative functions of Protective Services.



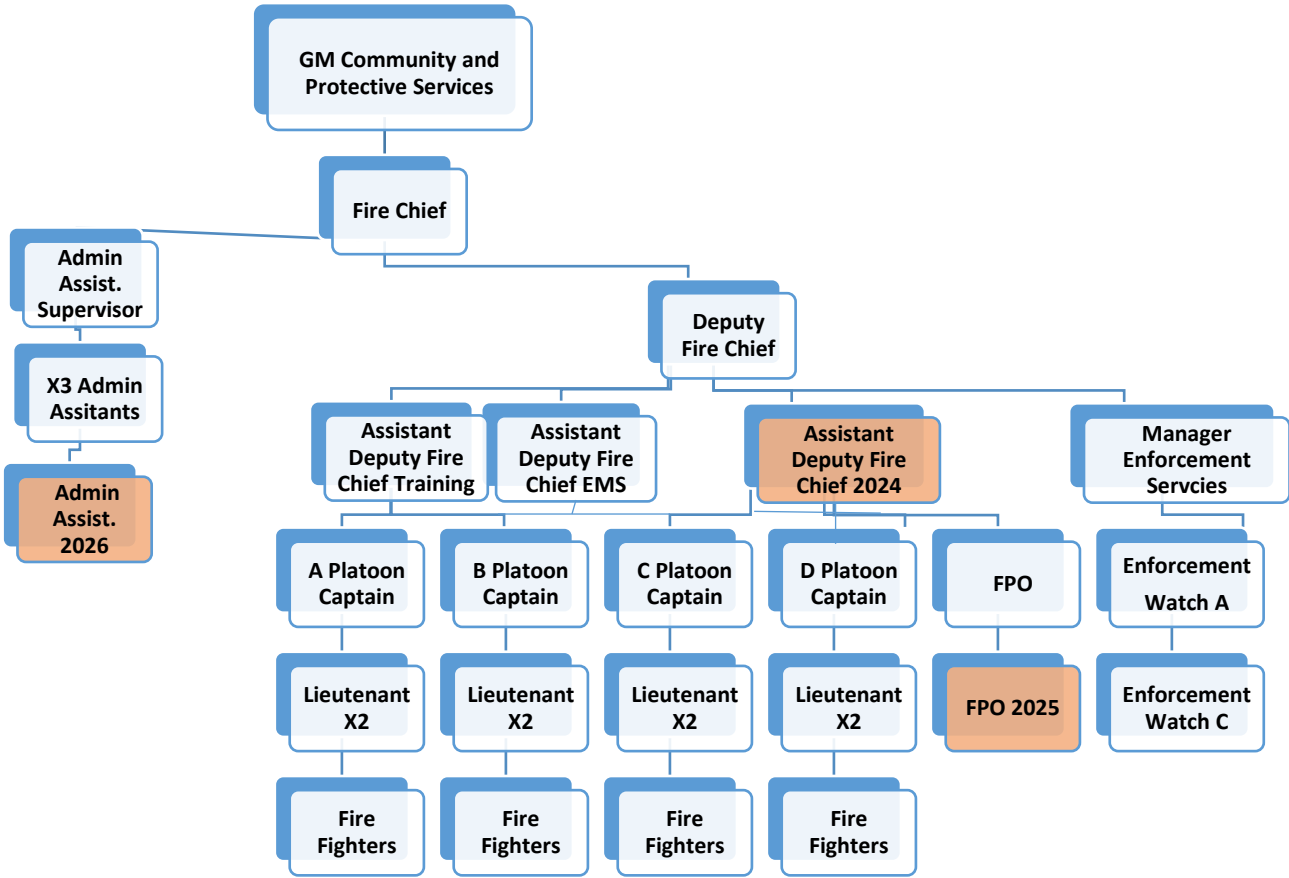


Figure 9 Updated Organizational Chart





6.0 Dispatch

Research of comparable services does confirm that most have their own internal dispatching systems. The few that do not were under contract through RFP processes or provincial systems to have dispatch services provided on a contract basis. These services are delivered by full-time dispatching departments that dispatch other career or full-time departments. Since January 2008, SGFS has had a contract with Parkland County (ECC). Parkland Dispatchers provide Public Safety Answering Point (PSAP) E911 call answer, call evaluation, and dispatch for fire-related emergency events in Spruce Grove. Alberta Health Services provides call evaluation and dispatching services for emergency medical events in Spruce Grove through provincial dispatch centers. The contract with ECC has yet to be revisited or updated since 2008. SGFS growth and operational changes have dictated an increase in dispatch service levels. As the only full-time department served by ECC, SGFS requirements for dispatching, software, data collection, and procedures differ from those of other contracting departments served by ECC. The city values the relationship with ECC; however, with the increased requirements of the service and evaluation of the contract with ECC, the Committee believes that SGFS dispatching requirements under this arrangement are not being met. The Committee endorses the RFP process as a transparent and open approach to establishing service levels and ensuring expectations are being met in the most cost-effective manner possible.

City	Dispatch
St. Albert	Internal ¹⁶
Peterborough	Internal
St. Thomas	Internal
Langford	Provincial
Nanaimo	Provincial
Red Deer	Internal
Airdrie	RFP
Charlottetown	Internal
Woodstock	RFP
Lethbridge	Internal

Figure 10 Comparable Fire Department Dispatch Services

¹⁶ St. Albert recently had a third-party review of dispatch. Final outcomes from that review were not available at the time of this MP.





Finding #5: To follow best practices have The City of Spruce Grove Fire Services negotiate changes within the existing contract that best represents the SGFS service expectations and needs. If agreement cannot be made through those discussions develop a Request for Proposals for Fire Dispatch Services.

Dispatching services and 911 PSAP are two separate complex entities. PSAP is an overall expensive endeavour and should remain regional, while the dispatching processes should be placed internally. The Committee has identified several efficiencies of having an internal system. Internal dispatching benefits not only the Fire Service but benefits other areas of the City of Spruce Grove to increase the overall Customer Service Experience Strategy starting in the fall of 2022. Internal dispatch would provide increased proficiency and the first point of contact for residents supporting the City’s dedication to enhanced customer service in a 24-hour capacity for any City Service requests, such as a 311/211 model. Dispatch would provide the first point of contact for customer service control, increasing speed, time of dispatches, the accuracy of addressing, and ratification of complaints or concerns, thus decreasing total time from call to arrival of request for any services.

Finally, important software, protocol, and customer service changes could be implemented as soon as approved. Further efficiency is found with the potential elimination of existing external work-alone contracts, Enforcement Services contracts, City security camera monitoring and permitting, ticketing, and general City inquiries. This would streamline citizens’ first point of contact for all City services and improve the customer experience 24 hours a day. Supplemental workloads, when not dispatching, could include data entry, ticketing, billing, and general operations support as administrative staff for all City departments.

Finding #6: Collaborate with other City departments regarding the need to analyze and potentially explore an overall City-wide internal dispatch system within the time frame of this Master Plan.





The City of Spruce Grove
SAFE CITY



7.0 Future Fire Stations Infrastructure

Completion of the Protective Services building in 2019 allowed for the continued growth of the department and will serve as the Fire Service headquarters for years to come. At the time of construction, a second station was not foreseen for the next 12-15 years based on geographical boundaries and population growth forecasts. Extensive research and modeling were done when considering the current fire station location and construction. The current building fulfills future needs as the primary location for Emergency Management, Logistics, Training, Administration, Enforcement Services, and Equipment Maintenance and Repair. Currently, the Protective Services building has capacity to house an additional 8.0 FTE suppression firefighters, with the possibility of expanding that number utilizing existing infrastructure.



Further station considerations should be based on the following Key Performance Indicators (KPI):

- A residential population of 4,500¹⁷ persons south of the railroad tracks; or
- Significant increases in commercial and industrial¹⁸ growth; or
- Operational staffing levels in excess of 80¹⁹ suppression staff.

Further consultation with the Planning and Development department, as well as operational considerations, would need to take place to identify more accurate timelines for population prediction and growth for the implementation of a satellite station and its location to best serve the community.

Finding #7: The City of Spruce Grove should identify land within the timeframe of the MP for a future Satellite Fire Station.

¹⁷4500 persons would be a large enough population (small town) to require adequate Fire protection with respect to the geographical division of the City of Spruce Grove by the railroad tracks potentially delaying response standard KPI's

¹⁸ Growth in Industrial risk based on large companies, high risk industrial as identified in fire code and QMP.

¹⁹ Current Building infrastructure allows for up to 80 FTE Firefighters or 20 FF / platoon 4 platoon system





Through the identified comparable cities studied, other main drivers for additional fire station development are based on area response times, ensuring timely response to emergency events, which in turn mitigate risk. Currently, response times and standards are set through municipal bylaws and approved by Council based on NFPA standards and accepted practice for full-time fire departments. Based on the presented 2022 Fire Services annual report, SGFS is continuing to meet response indicators, however, statistical evaluation of the KPIs for those responses should be considered for additional fire station locations.

Finding #8: Continue to monitor and report on response standards, population densities, operational requirements, and development as part of the planning process for the consideration and implementation of new fire stations.

The MP committee also recognizes that opportunity exists with cost-sharing initiatives and development levies for new development that can significantly offset the cost of new capital projects like fire stations. Further research into community social projects that are jointly housed with fire services can also provide a collaborative approach to future fire station development and tackle other areas of social services requirements within the community. As Spruce Grove's community demographics change, there will be a continued need for support systems in the form of providing housing or community services. Other cities have already identified this as a path forward, and the opportunity exists for the City of Spruce Grove to be a leader in this area for mid-sized cities while improving services to the community.

Finding #9: Explore offsite levies or joint initiative housing or social projects to offset the cost of both projects while integrating the community needs into those capital projects.

This research acknowledges the response capability of the Stony Plain Fire Department to Spruce Grove as an additional resource. The Town of Stony Plain is a primary mutual aid partner and within the limits of the current modeling and response area. This MP endorses discussions and further exploration of a possible amalgamation of the Town of Stony Plain Fire Department and the City of Spruce Grove Fire Services. While there have been very high-level overtures to date, no successful negotiations or significant analysis in this area have occurred between both municipalities. Amalgamation could eliminate the need for the addition of a fire station south of the railroad tracks, however without a direct route between the communities south of the tracks, the need to add a fire station may remain to meet the response KPIs.



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Several identified comparable communities were noted to have an amalgamation of fire services. They were not used in this report as one fire department serviced separate municipalities which greatly altered its density and population number parameters, as found in Aurora, Ontario as an example. If amalgamation is explored, it is recommended that further study and research take place with possible delegations from both the Town of Stony Plain and the City of Spruce Grove to travel to these communities to find the best path forward. This may aid in further decision-making for both Administrations and Councils.

The Committee recognizes any amalgamation discussion could potentially face challenges regionally, politically, and internally; however, research and best practice demonstrate that it is prudent planning to, at the very least, explore whether there are possible benefits and efficiencies that outweigh any perceived or real obstacles.

8.0 Service Delivery/Initiatives

8.1 Fire Services Mutual Aid

Current Mutual Aid Agreements are in place with Parkland County and the Town of Stony Plain. Further agreements with municipalities exist through the Capital Region Emergency Preparedness Partnerships (CREPP). Mutual Aid agreements help ensure mutual aid support within a reasonable time frame to prevent incidents from overextending available resources and mitigating economic and environmental impacts. Comparable identified services all have mutual aid agreements in place with surrounding jurisdictions.



Finding #10: To continue to participate in, review, and regularly update all current Mutual Aid agreements with regional partners.

8.2 Regional Recruitment

The Fire Service embarked on a regional approach to firefighter hiring and recruitment practices in 2015. Regional recruitment was supported by Strathcona County Emergency Services, the City of Spruce Grove Fire Services, and their respective Human Resource





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departments ending early in 2023. Over the years the system has provided a multitude of applicants and led to a highly competitive staff recruitment process. This partnership provided efficiency in measurable cost savings to each municipality and the prospective candidates. A regional approach to training for successful candidates has also proven beneficial, with increases in base-level job skills and knowledge.

Finding #11: That the SGFS continues to advocate for and renew the regional recruiting process or explore partnerships outside the Capital Region to remain a highly competitive employer in the Capital Region.

8.3 Alberta Health Services

Two SGFS ambulances are currently contracted to AHS. Staffing these units utilizes 20.0 FTE of the 56.0 FTE suppression staff. The ADC of EMS is responsible for EMS contract compliances, complaints, commendations, service accreditation, inventory control, and acting as a direct liaison with Alberta Health Services as part of the fulfillment of this contract.

Of researched comparable services, three were identified as providing an integrated Fire-EMS response model. All three were located within Alberta and are under contract with AHS. Visible efficiencies are found within the integrated models where all personnel are cross-trained and can respond to any emergency-related incident. This provides overall efficiencies to the Fire Services, EMS and, most importantly, the community’s service level through the contract with AHS and an integrated Fire-EMS model.

As the City population grows above 40,000 and call volumes increase as reported year-over-year, exploration of expanding the contractual ambulances from two to three through contract



negotiations with AHS should be explored. This additional ambulance would increase integrated efficiencies. Additional staff hiring would need to occur to achieve the contractual change and maintain the 1.2 FF/1000 ratio. However, some of the cost offsets of additional staff could be augmented by the increased contract fees provided to the City to provide the service.

Finding #12: Subject to beneficial terms and conditions, the City should continue in the EMS Service Agreement with AHS and in 2023 actively engage in negotiating a long-term contract promoting partnerships within the agreement.





8.4 Medical First Response



Throughout Alberta, there are different Medical First Response (MFR) models that provide different levels of medical care. Comparable services provide MFR to some degree based on medical training and the level of care approved by the municipality. SGFS requires all 56 FTE suppression members to be trained to the level of Advanced Care Paramedic. This guarantees the service provides the highest level of ALS care to residents of Spruce Grove 24 hours a day whether an ambulance or the MFR unit arrives for

service. SGFS strives to provide this service to the citizens of Spruce Grove within 300 seconds 90% of the time. Ensuring the service guarantees and continues to provide ALS MFR services is the best way to ensure community members receive the highest service level of Advanced Care when required in an emergency.

Finding #13: That the City continues to guarantee and provide Medical First Response at an Advanced Life Support level for the residents of Spruce Grove.

8.5 Information Systems

As growth within the City and technology continues to advance, so too does our dependence on IS support. As Fire Services is a 24-hour-a-day business, technology has become a key component of Fire Service operations including mapping, dispatch, data entry, pre-planning, prevention, Computer-Aided Dispatch (CAD) interfaces, and inspections through mobile platforms. A recent collaboration with IS concluded with a proposed business case for upgrading Fire Services incident and call management software aimed at increasing data collection and improved updating of information and equipment. This is to replace the current software that SGFS has outgrown. The addition of an IS business partner could also aid the Emergency Operations Centre (EOC) and Emergency Management groups. While current service levels of IS support have been timely and efficient, it has become apparent that the introduction of an IS Business Partner model to Protective services would aid in first-hand knowledge of operating software, upgrades, and functionality testing within all the protective services.





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Finding #14: In collaboration with IS and senior leadership, the City explore an IS Business Partner model for Protective Services with accompanied resourcing considered in future Corporate Plans.

8.6 Fire Service Communications

As social media and platforms for receiving information become more prevalent, the committee recognizes that the increased ability to distribute vital information in a controlled manner has become necessary. Protective Services was recently approved for information sharing through social media platforms to do just that. Comparable fire departments currently use social media to promptly communicate information to the public. Collaboration with the existing Corporate Communications branch has created a Communications Business Partner within Community and Protective Services to ensure Fire Service content and reported messages are being received by the appropriate audiences and following the appropriate guidelines to improve the City's customer service.



Social media messages allow the City and the Fire Service the opportunity to provide real-time updates on situations to residents from City controlled platforms and also allow for proactive public relations messaging. Messages from Fire Services could aid residents in community events, public prevention, traffic incidents or delays, fire emergencies, and any local emergent updates from Emergency Management. This increased public communication will aid in improved overall customer service and information sharing, providing real-time up to date information and improving safety.

Finding #15: That the City continues and enhances the collaboration with the Corporate Communications Department Business Partner to build a strong Social Media presence within the organization thereby improving customer service and information access to the public.





8.7 Safety Codes Inspectors

As more development occurs, the committee recognizes an increased partnership requirement between all Safety Codes Officers. Building Inspectors and Prevention Officers have worked collaboratively on new developments and code enforcement from both a building construction and fire code perspective. There are many examples where all code inspectors are under one umbrella, whereas others are separated, such as in the City. Regardless of structure, the Committee believes there are opportunities to enhance further collaboration, processes, and service delivery in these functional areas. This can speed up approval processes and permitting applications making the City a more attractive and efficient place to do business.

This collaborative, enhanced approach could benefit the City by increasing permitting and planning review capabilities and decreasing the time it takes to begin construction. This will improve the City’s ability to compete economically with neighbouring communities by potentially drawing in development and economic drivers with improved efficiency and improved customer service. Providing cross-training to each area would also improve efficiency in the event code officers are away or if a vacancy occurs. This process could prove cost-effective in-service delivery.

Finding #16: That the City works across departments to improve collaboration, processes, and communication for all safety code functions of the city.





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8.8 Diversity, Inclusion, Equity, and Belonging

SGFS has been at the forefront of diverse and inclusive hiring practices for the last 18 years with innovative recruiting strategies. As a partner to the City, SGFS must continue and update its actions regarding Diversity, Inclusion, Equity, and Belonging (DIEB). SGFS seeks to continue to integrate a DIEB lens into its planning, decision-making, and service delivery models. The continued and updated focus in these areas needs to remain at the forefront of representing and understanding the diverse community that Spruce Grove has and will continue to grow into.

Integration with other City departments should be a priority in this area so that SGFS is working in a consistent manner with the overall organization. Training staff to recognize and work within the DIEB framework and aiding in the development of programs and building further inclusivity into the work group will better serve citizens.



Finding #17: That SGFS continue to lead and support City led initiatives that enhance the Diversity, Inclusivity, Equity, and Belonging strategies and programs of the department, the City, and the community at large.

8.9 Human Resources Business Partner

Community and Protective Services (CAPS) has a Human Resources (HR) Business partner. This HR partner is responsible for working in conjunction with all of CAPS to provide a liaison function between CAPS and HR. With current workforce staff housed within Protective Services and the inherent need within the City for HR personnel, there would be an identifiable benefit to having an HR Business partner involved full-time within Protective Services at some point during the timeframe of this MP.

Currently, while physically located within the Protective Services building, the HR business partner’s time is split between all departments within CAPS. As the MP has indicated, call volume and overall growth in the city, has, and is expected to increase. A business partner

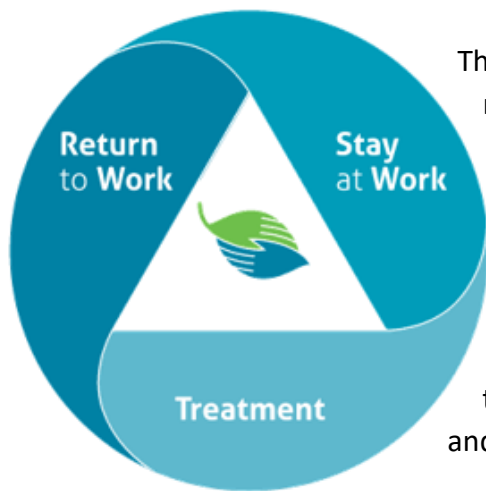




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allocated solely to Protective Services could prove crucial to addressing the complex and developing needs of the service.

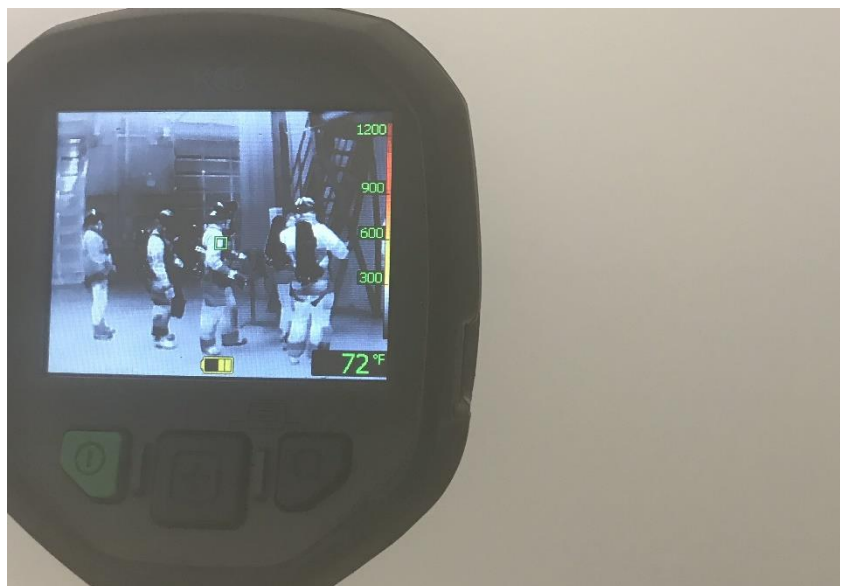


This HR business partner could also be involved in disability management for the entire City. Other municipalities have hired specific disability managers for their organizations with great success as a direct point of contact to the third-party provider or WCB in cases of injury, illness or disability. In other organizations, these positions have proven cost-effective and beneficial by getting employees back to work, providing real-time updates on the recovery progress, and navigating both the worker’s and cities’ interests.

Finding #18: Within the timeframe of this Master Plan, and subject to the changes in overall department growth, complexity, and need, hire a 1.0 FTE Human Resources Business Partner dedicated for Protective Services with an additional function as a disability manager for the entire City of Spruce Grove workforce.

9.0 Fire Service Training Initiative

SGFS has always been committed to ensuring staff are highly trained and have been provided the resources necessary to facilitate emergency response. A partnership was utilized in a cost-sharing venture with the City of St. Albert in the development and design of the Fire Services Training grounds within the community. The new Protective Services building was constructed with future training needs in mind. This has allowed SGFS



opportunities such as the partnership with Professional Medical Associates (PMA) to facilitate in-house Advanced Care Paramedic (ACP) and Primary Care Paramedic (PCP) training programs. Neighboring communities utilize the training facilities during training periods weekly. There has been an increased demand for this service in the region due to the costs of other rental





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locations in the area. This provides a valuable resource that can be explored further with partnership agreements and establishment of a training hub for numerous smaller municipalities.

The SGFS training grounds and access to the numerous classroom spaces within Protective Services allow for continued training of outside agencies. An opportunity exists to provide fire training in-house in conjunction with PCP/ACP training. The addition of NFPA standard firefighter training programs for paid customers should be explored. This is a possible revenue source for the City and a recruitment tool for attracting future staff. Further training and certification programs/courses could be provided to external departments in skill development, officer courses, and live-fire training. If a training academy became operational, it would support the continued demand in the province for Investigation and Inspections training where



opportunities could also be explored with Safety Codes Council. At a community level, service-level programs could be implemented to provide basic CPR and first aid to new parents, members of the community, businesses within the City, and other City Departments.

Further aspects of training could be explored through the development of a Fire Cadet program. This would allow additional opportunities for community-based programs to recruit, diversify, and promote community-focused, long-term retention of employees while mentoring youth in potential career path decisions in the future.

Finding #19: That SGFS explore and implement a Training Academy to provide training services based on either revenue neutral or positive.

Finding #20: That the City enhance the current training grounds facility for future use.





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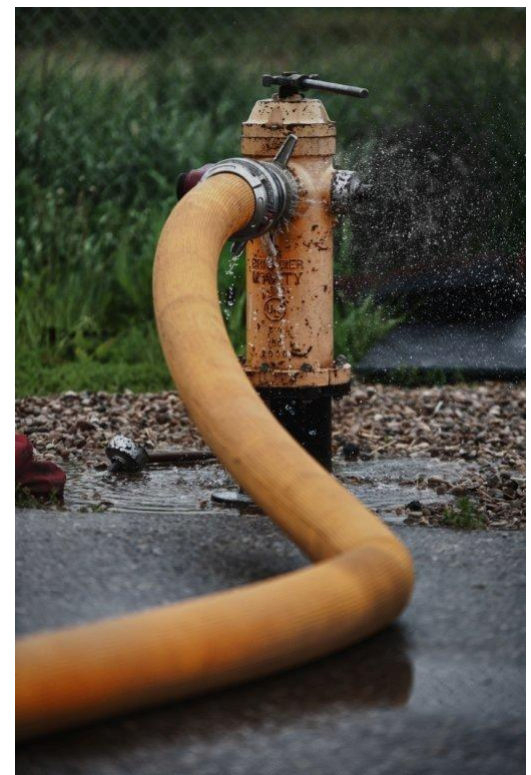


10.0 Environmental Initiatives

In alignment with the City of Spruce Grove’s Strategic Plan 2022-2025²⁰, Fire Service recognizes a need to incorporate environmental considerations into our existing infrastructure. Numerous opportunities exist in the Fire Services, and some should be implemented within this MP’s time frame. The SGFS training tower is included in the City’s life cycle programming and will be due for replacement within the time frame of this MP. Conversion of the training tower to natural gas or clean-burning fuels could be a part of this life cycle replacement with either an addition to existing infrastructure or as part of a new design to alleviate fire training’s current carbon footprint.

Water capture devices for fire training and testing of fire apparatuses have a visible cost and water savings for municipalities. An average fire services training evolution can utilize as much as 10,000 litres of water. With four separate platoons doing this level of training in a six-month period, the consumption of potable water can be as high as two million litres. By adding water capture devices to training evolutions, this water is then recycled and can be used repeatedly without the added waste as seen in traditional firefighter training evolutions. Regional partnerships should also be explored to aid in costing offsets for such devices.

SGFS, in conjunction with Fleet and Facilities, should explore feasible environmental options on Fire Service vehicles like Command or Brush Units as their service replacement schedule dictates. Exploration of grants for use of solar energy panels for Protective Services or to provide power to the training grounds in collaboration with Fleet and Facilities should be investigated further and be a part of this MP moving forward.



Finding #21: That the City develops future cooperative plans and business cases for environmental initiatives such as water capture devices, solar energy, and training facility conversion.

²⁰ <https://www.sprucegrove.org/government/reports-plans/strategic-plan/>





11.0 Findings Summary

Finding #1: For the City to actively engage in monitoring effective staffing measures including risk, changes in legislation, population growth and corporate planning processes with the intent to continue to target a firefighter staffing ratio of 1.2FF/ 1000.

Finding #2: That the City add 1.0 FTE FPO in 2025 and additional hiring of FPOs proportional to municipal development and risk to match community needs.

Finding #3: To hire a 1.0 FTE Operational Assistant Deputy Chief as soon as possible and evaluate the requirements of Chief Positions and organizational structure over the remainder of the MP, to ensure adequate levels of Chief level Officers are present to successfully manage the demands of a 24-hour a-day operation.

Finding #4: To add 1.0 FTE Administrative Assistant in 2026 to assist with administrative functions of Protective Services.

Finding #5: To follow best practices and have The City of Spruce Grove Fire Services negotiate changes within the existing contract that best represents the SGFS service expectations and needs. If agreement cannot be made through those discussions develop a Request for Proposals Fire Dispatch Services.

Finding #6: Collaborate with other City departments regarding the need to analyze and potentially explore an overall City wide internal dispatch system within the time frame of this Master Plan.

Finding #7: The City of Spruce Grove should identify land within the timeframe of the MP for a future Satellite Fire Station.

Finding #8: Continue to monitor and report on response standards, population densities, operational requirements, and development as part of the planning process for the consideration and implementation of new fire stations.

Finding #9: Explore offsite levies or joint initiative housing or social projects to offset the cost of both projects while integrating the community needs into those capital projects.

Finding #10: To continue to participate in, review, and regularly update all current Mutual Aid agreements with regional partners.

Finding #11: That the SGFS continues to advocate for and renew the regional recruiting process or explore partnerships outside the capital region to remain a highly competitive employer in the Capital Region.



Finding #12: Subject to beneficial terms and conditions, the City should continue in the EMS Service Agreement with AHS and in 2023 actively engage in negotiating a long-term contract promoting partnerships within the agreement.

Finding #13: That the City continues to guarantee and provide Medical First Response at an Advanced Life Support level for the residents of Spruce Grove.

Finding #14: In collaboration with IS and senior leadership, the City explore an IS Business Partner model for Protective Services with accompanied resourcing considered in future Corporate Plans.

Finding #15: That the City continues and enhances the collaboration with the Corporate Communications Department Business Partner to build a strong Social Media presence within the organization thereby improving customer service and information access to the public.

Finding #16: That the City works across departments to improve collaboration, processes, and communication for all safety code functions of the city.

Finding #17: That SGFS continue to lead and support City led initiatives that enhance the Diversity, Inclusivity, Equity, and Belonging strategies and programs of the department, the City, and the community at large.

Finding #18: Within the timeframe of this Master Plan, and subject to the changes in overall department growth, complexity, and need, hire a 1.0 FTE Human Resources Business Partner dedicated for Protective Services with an additional function as a disability manager for the entire City of Spruce Grove workforce

Finding #19: That SGFS explore and implement a Training Academy to provide training services based on either revenue neutral or positive.

Finding #20: That the City enhance the current training grounds facility for future use.

Finding #21: That the City develops future cooperative plans and business cases for environmental initiatives such as water capture devices, solar energy, and training facility conversion beginning in 2023.



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12.0 Appendices

City	Province	2021 Pop	2016 Pop	% Population Change	2021 Dwelling	Dwelling Change	Land Area	Density
St. Albert	Alta.	68,232	65,589	4	27,019	10.5	47.84	1,426.40
Peterborough	Ont.	83,651	81,032	3.2	38,006	3.3	64.76	1,291.80
St. Thomas	Ont.	42,840	38,909	10.1	18,596	8.7	35.61	1,203.20
Langford	B.C.	46,584	35,342	31.8	19,968	34	41.43	1,124.40
Nanaimo	B.C.	99,863	90,504	10.3	45,138	10.4	90.45	1,104.10
Spruce Grove	Alta.	37,645	34,108	10.4	14,752	12.4	37.52	1,003.30
Red Deer	Alta.	100,844	100,418	0.4	43,404	2.6	104.34	966.5
Airdrie	Alta.	74,100	61,581	20.3	27,037	20.7	84.39	878.1
Charlottetown	P.E.I.	38,809	36,094	7.5	18,364	6.8	44.27	876.6
Woodstock	Ont.	46,705	41,098	13.6	19,528	10.9	56.46	827.2
Lethbridge	Alta.	98,406	92,729	6.1	42,862	7.5	121.12	812.5

**Listed above are the identifiable comparable cities within the 2021 Census Data based on population greater than Spruce Grove and +500 – 200 population density.*

***Charlottetown, PEI could be dropped from the comparable list as over the next ten years it is possible the City of Spruce Grove will surpass in population based on growth rate.*





The City of Spruce Grove
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City	FF Ratio (FF/1000)	Full Time	# of FF	# of stations	Number of platoons	# Admin	FPO	Dispatch
St. Albert	1.52	Yes	104	3	4	3	2	Internal
Peterborough	1.06	Yes	88	3	4	1.5	4	Internal
St. Thomas	1.13	Yes	48	2	4	2	2	Internal
Langford	0.84	Comp	20 FTE, 57 Vol	3	4	1	1	Prov.
Nanaimo	0.95	Comp	88 10 POC	5	4	3	6	Prov.
Spruce Grove	1.17	Yes	44	1	4	2.5	1	ECC
Red Deer	1.2	Yes	122	5	4	4	8	Internal
Airdrie	1.06	Yes	70	3	4	3	3	RPF
Charlottetown	1.03	Comp	9 FTE- 5 CAS 94 Vol.	2	2	1	3	Internal
Woodstock	1.02	Yes	48	2	4	1	4	RFP
Lethbridge	1.2	Yes	118	5	4	5	7	Internal
Leduc	1.38	Comp	36FTE 33POC 5Casual	2	4	3	2	RFP
Stony Plain	1.28	Comp	5 FTE 36 Casual Total 43	1	1	0.5	FTE Staff	ECC

**Data collected from identified comparable departments in 2022*

***Above is the comparable collected data for this report with **suppression staff numbers** and any efficiency as reported for integrated fire departments.*

****The paid-on-call ratio of 3/1 and casual ratio of 2/1 was utilized to calculate the FF/1000.*

*****Charlottetown, PEI geographical location dynamic supports the current composition of the department as noted by the department's FC.*

******The City of Leduc and Town of Stony Plain are presented in this report only as a reference due to their geographical location.*

******Those without in-house dispatch noted an RFP program or regional/provincial dispatch model.*

******St. Albert recently had a third-party review of dispatch however final outcomes were not available at the time of this MP.*



The City of Spruce Grove
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YOUR CITY, YOUR FAMILY, OUR DUTY.

City	FF Ratio (FF/1000)	Full Time	# of FF	# of stations	Number of platoons	# Admin	FPO	Dispatch
St. Albert	1.84	Yes	126	3	4	3	2	Internal
Peterborough	1.06	Yes	88	3	4	1.5	4	Internal
St. Thomas	1.13	Yes	48	2	4	2	2	Internal
Langford	0.84	Comp	20 FTE, 57 Vol	3	4	1	1	Prov.
Nanaimo	0.95	Comp	88 10 POC	5	4	3	6	Prov.
Spruce Grove	1.48	Yes	56	1	4	2.5	1	ECC
Red Deer	1.57	Yes	160	5	4	4	8	Internal
Airdrie	1.06	Yes	70	3	4	3	3	RPF
Charlottetown	1.03	Comp	9 FTE- 5 CAS 94 Vol.	2	2	1	3	Internal
Woodstock	1.02	Yes	48	2	4	1	4	RFP
Lethbridge	1.63	Yes	161	5	4	5	7	Internal
Leduc	1.38	Comp	36FTE 33POC 5Casual	2	4	3	2	RFP
Stony Plain	1.28	Comp	5 FTE 36 Casual Total 43	1	1	0.5	FTE Staff	ECC

**Total number of FTE for all departments are included above. Data collected from identified comparable departments in 2022*

***Based on the above **numbers of FTE**, integrated Departments have ratios as follows: Spruce Grove 1.48/1000, St. Albert 1.84/1000, Lethbridge 1.63/1000, Red Deer 1.57 FF/1000- This directly shows the increased staff for the AHS contracts each municipality maintains and is represented for transparency. Used in this report were the totals of available fire suppression staff and the efficiency as the surveyed department reported, as indicated in the previous chart.*



The City of Spruce Grove
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YOUR CITY, YOUR FAMILY, OUR DUTY.

City	Province	Pop 2021	Pop 2016	% Change	# Dwellings 2021	% Change	Sq KM, 2021	Density 2021
Châteauguay	Que.	50,815	47,906	6.1	20,412	5.4	34.31	1,481.20
St. Albert	AB	68,232	65,589	4	27,019	10.5	47.84	1,426.40
Repentigny	Que.	86,100	84,285	2.2	34,710	2.5	61.52	1,399.60
Peterborough	Ont.	83,651	81,032	3.2	38,006	3.3	64.76	1,291.80
Aurora	Ont.	62,057	55,445	11.9	22,253	14.8	50	1,241.10
St. Thomas	Ont.	42,840	38,909	10.1	18,596	8.7	35.61	1,203.20
Langford	B.C.	46,584	35,342	31.8	19,968	34	41.43	1,124.40
Nanaimo	B.C.	99,863	90,504	10.3	45,138	10.4	90.45	1,104.10
Blainville	Que.	59,819	56,863	5.2	22,859	8.8	54.97	1,088.20
Spruce Grove	AB	37,645	34,108	10.4	14,752	12.4	37.52	1,003.30
Red Deer	Alta.	100,844	100,418	0.4	43,404	2.6	104.34	966.5
Saint-Jérôme	Que.	80,213	74,346	7.9	38,776	9.8	90.18	889.5
Airdrie	AB	74,100	61,581	20.3	27,037	20.7	84.39	878.1
Charlottetown	P.E.I.	38,809	36,094	7.5	18,364	6.8	44.27	876.6
Woodstock	Ont.	46,705	41,098	13.6	19,528	10.9	56.46	827.2
Lethbridge	AB	98,406	92,729	6.1	42,862	7.5	121.12	812.5
Leduc	AB	34,094	29,993	13.7	13,507	10.1	42.25	806.9
Stony Plain	AB	17,993	17,189	4.7	7,475	7.5	35.45	507.6

**Raw data provided for all identified comparable cities. Municipalities indicated in grey were not used within this study due to either a lack of data provided back to the committee or the cities were involved in a Regional Fire Service Model like Aurora, Ontario.*

***The City of Leduc and Town of Stony Plain have been provided as reference. Based on growth rates, the City of Spruce Grove will be larger in population than either municipality for the duration of this Master Plan. The City of Leduc does fit within the density parameters established by the committee.*

2023-2033 Spruce Grove Fire Services Master Plan



Your City, Your Family, Our Duty

Vision

To be the safest community in Canada

Mission

To provide quality public safety to the residents and visitors of Spruce Grove

Values

Integrity – Maintain the Community’s Trust: Citizens First

Professional – To Those We Serve and Each Other

Approachability – Our Door Is Always Open

Communication – Actively Listening and Sharing: Who We Are and What We Do

Accountability – Acknowledgement and Assumption of Responsibility for Actions

Respectful – To Those We Serve and Each Other

Excellence in Service – In Everything We Do



Master Plan Research Based on the Following Factors:

- Population
- Density
- Fire risk
- Master plans
- Staffing levels
- Apparatus
- Organizational structure
- Station locations
- Fire Prevention
- Education
- Training
- Service delivery
- Administrative functions

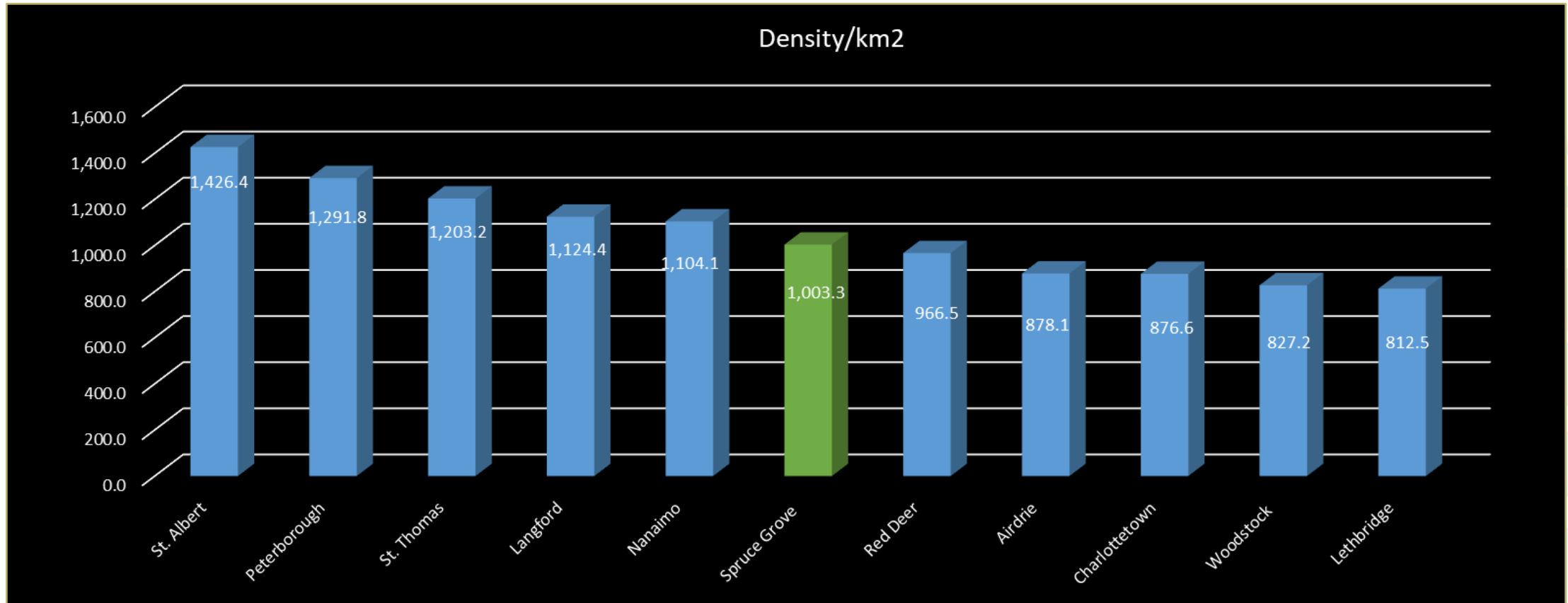


Facts for Spruce Grove 2021 Federal Census

- Population 37,645
- Density 1003.030/km²
- 12th Largest Municipality In Alberta
- Top 3% for population of a Municipality in Canada
- Estimated Growth of 1000/year
- Estimated Population of 46,500-53,604 by 2033
- 14,752 Residential Structures



Identified Comparable Fire Services 2021 Federal Census Data



Spruce Grove Fire Services (SGFS) Today

Full Time Employees

- 1 Fire Chief
- 1 Deputy Fire Chief
- 2 Assistant Deputy Fire Chiefs
- 1 Manager of Enforcement Services
- 2.5 Administrative Assistants
- 4 Captains
- 8 Lieutenants
- 44 Fire Fighters
- 1 Fire Prevention Officer

Committee Finding for SGFS Operational Efficiency

- Providing an integrated Fire EMS ALS response Model
- Suppression Staffing near the Provincial Average
- Standard Hiring of Advanced Care Paramedics (ACP) or training to that standard
- ALS Medical First Response to Citizens of Spruce Grove 24 hours a day
- Life Cycling Equipment
- Fire Fighter Mechanics
- Enforcement Services within Fire Services responses

Committee Finding for SGFS Administrative Efficiency

- Cost-effective Chief Officer On-call practices
- University of Alberta Residency program providing Medical Direction and training
- Regional Hiring partnerships with expanded Municipalities wanting to partner
- Administrative Staff cross trained in Enforcement and Fire Services

Committee Finding for SGFS Regional/City Business Partners

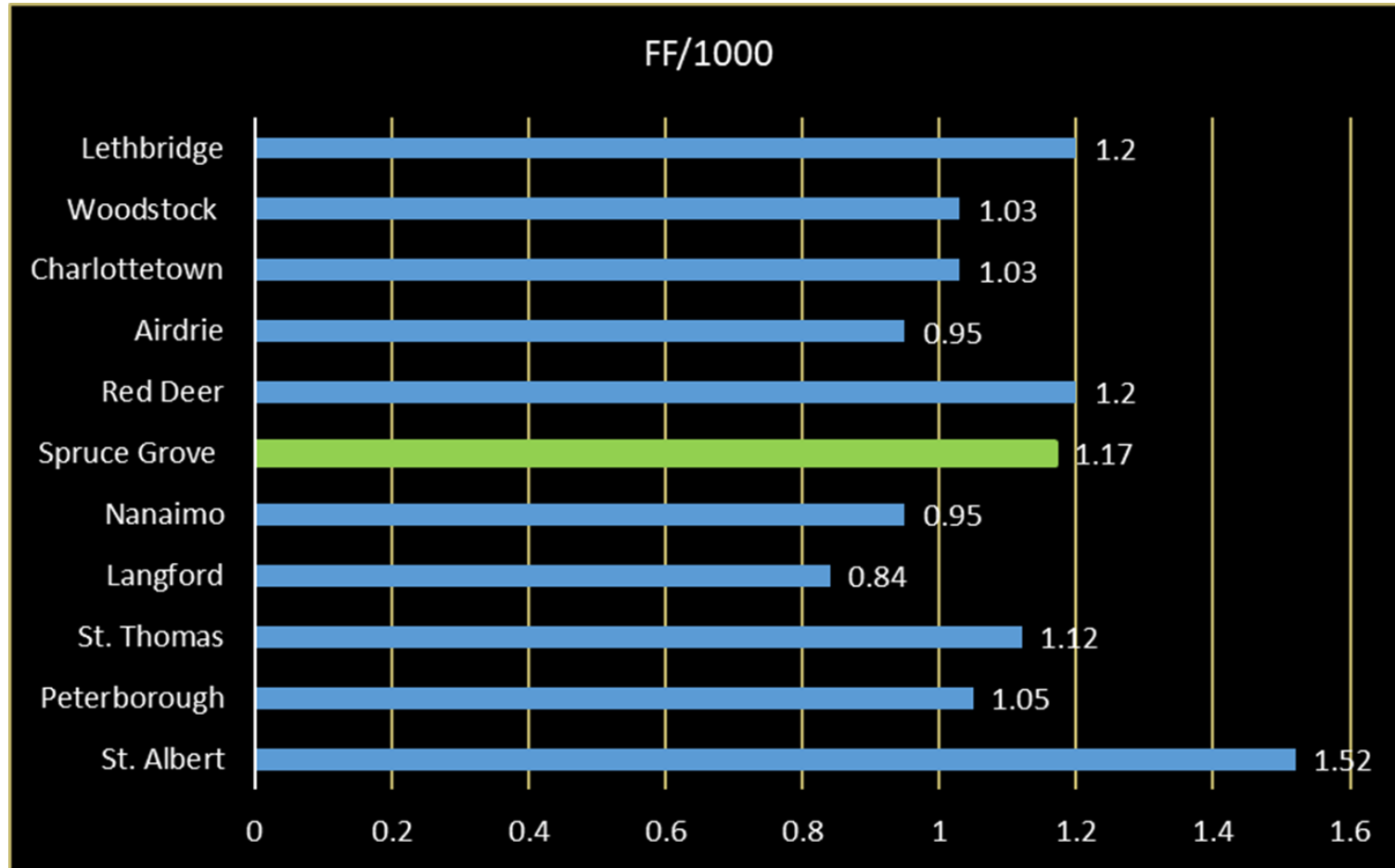
- Information Systems Software Collaboration
- Primary and Advanced Care Paramedic Programs
- Training Centre Rentals and Partnerships
- Diverse and Inclusive Hiring practices
- Fire Prevention, Building Inspectors, and Planning

The Next Ten Years

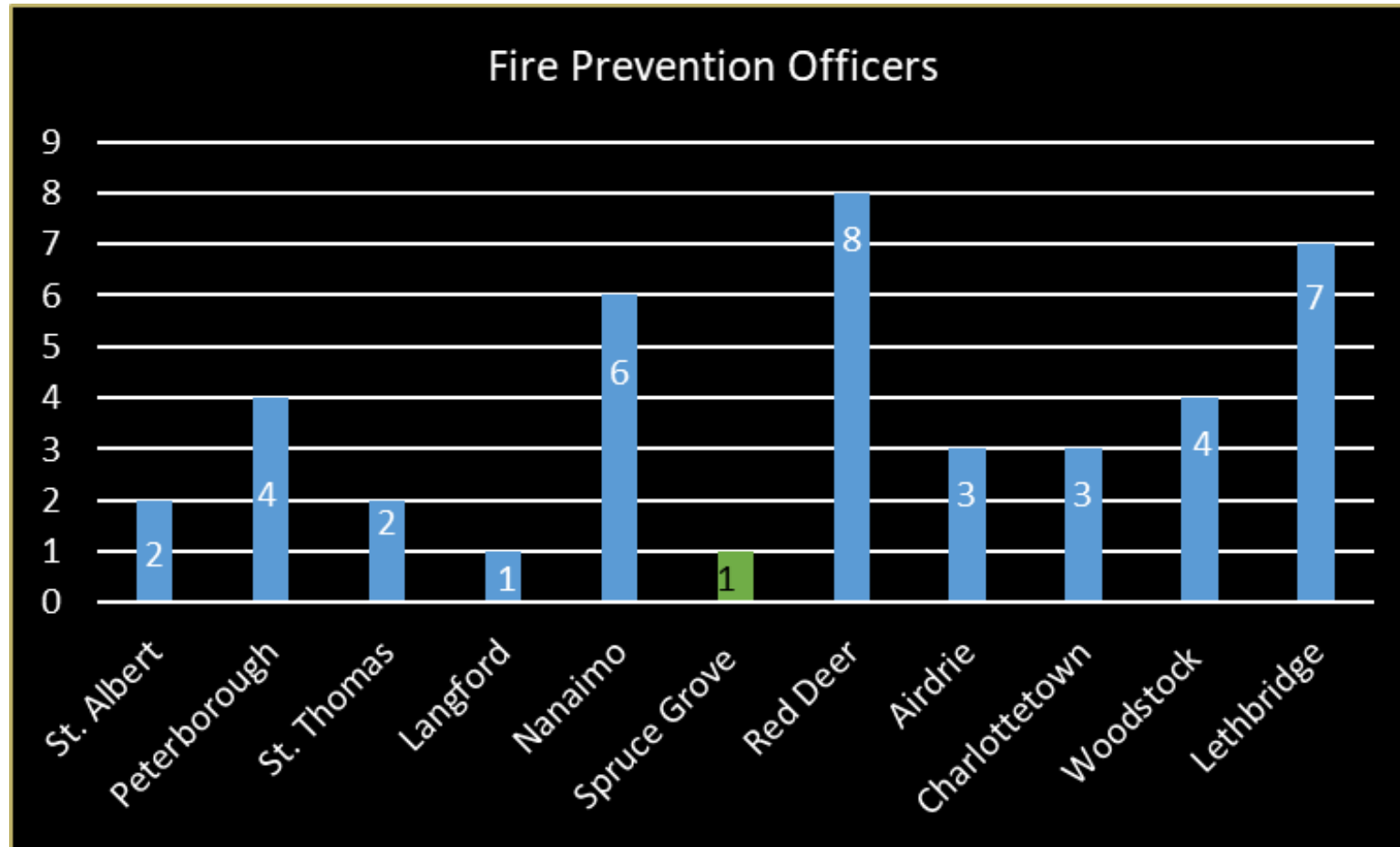
Addressed Areas of the Master Plan

- Fire Suppression Staffing
- Fire Prevention
- Chief Officers
- Administrative Staff
- Dispatch Services
- Fire Stations
- City Department Collaboration
- Environmental Initiatives
- Training Concepts

Committee Fact - Suppression Staffing



Committee Facts - Fire Prevention



Committee Facts - Chief Officers

3 Operational Chiefs

Share 8,760 hours of Operations Management hours

Significant Increases in Operational, Logistical, and Training requirements

Required Managerial Presence



Committee Facts - Administrative Assistants

- Provincial Integrated Administrative Assistants
 - 3-5 FTE Administrative Assistants
- Spruce Grove Administrative Assistants
 - 2.5 FTE Allocated to Fire Services

Task Allocation Divided

- Fire Operations
- Emergency Medical Services Reporting
- Training
- Prevention

Committee Facts - Dispatch

Intervention Time					
<i>Time Values</i>					
Notification		Intervention Time			
Discovery	Emergency Call	Dispatch Time	Assembly or Chute Time	Travel Time	Set-up
Time unknown		90 sec	60 sec (medical) 80 sec (fire)	4 min	May vary by event.
<i>Time indirectly manageable</i>		<i>Time directly manageable</i>			
<i>Reflex Time</i>					
<p><i>The fire department shall establish a performance objective of having an alarm processing time of not more than 60 seconds for at least 90 percent of the alarms and not more than 90 seconds for at least 99 percent of the alarms, as specified by NFPA 1710.</i></p>					

Committee Facts - Fire Stations

Second Station Need Based on

KPIs

Suppression Staff >80 in the current Building

4,500 population South of Rail Road Tracks

Significant Industrial Growth



Committee Facts Mutual Aid Agreements Partnerships

Mutual Aid is a necessity for Fire Mitigation based on Fire Risk
Regional Hiring Practices
Alberta Health Services Agreement
Advanced Life Support Medical First Response



**ADD A
NEW OUTFIT
TO YOUR
WARDROBE.**

APPLY TO BECOME A SPRUCE GROVE
FIRE SERVICES FIREFIGHTER.



Committee Initiatives

- Information Systems (IS) Department Business Partnership
- Communications Business Partnership
- Safety Code Officers Business Partnership
- Diversity, Inclusivity, Equity, Belonging Business Partnership
- Human Resources Business Partnership



Fire Services Training Facts

Emergency Medical Services ACP/PCP
First Aid CPR Extinguishers
Fire Certification Courses
NFPA 1001 Fire Fighter
NFPA 1002 Pump Operations
NFPA 1021 Fire Officer
NFPA 1041 Fire Instructor
NFPA 1072 Dangerous Good
NFPA 1051 Wild Land
Community First Aid CPR Programs
Fulfilling Long Term Needs of Emergency Services
In House Enforcement Officer Training
Fire Cadet Program Youth Engagement Programming



Environmental Initiative

- Water Capture Devices
- Solar Energy
- Training Grounds
- Greener Options
- Environmental and Conservation



Findings Review

- ***Finding #1: For the City to actively engage in monitoring effective staffing measures including risk, changes in legislation, population growth, and corporate planning processes with the intent to continue to target a firefighter staffing ratio of 1.2FF/1000.***
- ***Finding #2: That the City add 1.0 FTE Fire Prevention Officer (FPO) in 2025 and additional hiring of FPOs proportional to municipal development and risk to match community needs.***
- ***Finding #3: To hire a 1.0 FTE Operational Assistant Deputy Chief as soon as possible and evaluate the requirements of Chief Positions and organizational structure over the remainder of the Master Plan, to ensure adequate levels of Chief level Officers are present to successfully manage the demands of a 24-hour a-day operation.***
- ***Finding #4: To add 1.0 FTE Administrative Assistant in 2026 to assist with administrative functions of Protective Services.***

Findings Review

- ***Finding #5: To follow best practices and have The City of Spruce Grove Fire Services negotiate changes within the existing contract that best represents the SGFS service expectations and needs. If agreement cannot be made through those discussions develop a Request for Proposals Fire Dispatch Services.***
- ***Finding #6: Collaborate with other City departments regarding the need to analyze and potentially explore an overall City-wide internal dispatch system within the time frame of this Master Plan.***
- ***Finding #7: The City of Spruce Grove should identify land within the timeframe of the Master Plan for a future Satellite Fire Station.***
- ***Finding #8: Continue to monitor and report on response standards, population densities, operational requirements, and development as part of the planning process for the consideration and implementation of new fire stations.***
- ***Finding #9: Explore offsite levies or joint initiative housing or social projects to offset the cost of both projects while integrating the community needs into those capital projects.***

Findings Review

- ***Finding #10: To continue to participate in, review, and regularly update all current Mutual Aid agreements with regional partners.***
- ***Finding #11: That the SGFS continues to advocate for and renew the regional recruiting process or explore partnerships outside the capital region to remain a highly competitive employer in the Capital Region.***
- ***Finding #12: Subject to beneficial terms and conditions, the City should continue in the EMS Service Agreement with Alberta Health Services (AHS) and in 2023 actively engage in negotiating a long-term contract promoting partnerships within the agreement.***
- ***Finding #13: That the City continues to guarantee and provide Medical First Response at an Advanced Life Support level for the residents of Spruce Grove.***
- ***Finding #14: In collaboration with IS and senior leadership, the City explore an IS Business Partner model for Protective Services with accompanied resourcing considered in future Corporate Plans.***

Findings Review

- ***Finding #15: That the City continues and enhances the collaboration with the Corporate Communications Department Business Partner to build a strong Social Media presence within the organization thereby improving customer service and information access to the public.***
- ***Finding #16: That the City works across departments to improve collaboration, processes, and communication for all safety code functions of the City.***
- ***Finding #17: That SGFS continue to lead and support City led initiatives that enhance the Diversity, Inclusivity, Equity, and Belonging strategies and programs of the department, the City, and the community at large.***
- ***Finding #18: Within the timeframe of this Master Plan, and subject to the changes in overall department growth, complexity, and need, hire a 1.0 FTE Human Resources Business Partner dedicated for Protective Services with an additional function as a disability manager for the entire City of Spruce Grove workforce***

Findings Review

- ***Finding #19: That SGFS explore and implement a Training Academy to provide training services based on either revenue neutral or positive.***
- ***Finding #20: That the City enhance the current training grounds facility for future use.***
- ***Finding #21: That the City develops future cooperative plans and business cases for environmental initiatives such as water capture devices, solar energy, and training facility conversion beginning in 2023.***

Questions





REQUEST FOR DECISION

MEETING DATE: September 18, 2023

TITLE: Report on Revenue Generation from Concrete Recycling

DIVISION: Planning & Infrastructure

SUMMARY:

Council directed Administration to report on the value of the existing crushed concrete pile located on the Public Works site as a potential source of revenue for the City.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

Concrete and asphalt waste (“Waste”) was accepted at the Public Works site for many years. When the new Public Works Facility was constructed, a Waste stockpile was created on the 18-acre parcel between Century Road and Public Works. Waste materials were collected from both City projects and non-City projects and stockpiled. The thought was to crush the concrete and re-use the material for City projects as part of a greater environmental recycling opportunity. The processing of the Waste increased the diversion from landfills.

In 2022, the City undertook a project to service the 18-acre site with plans to sell the newly serviced parcels. This required the removal of the concrete pile, so the materials were crushed and moved off the 18-acre site and onto Public Works property to the west, and the receipt of the Waste was discontinued.

In previous years, Waste crushing was completed when a City capital project had sufficient funds to pay for the crushing and hauling of the material to the project site and it was deemed more economical than procuring gravel externally. The crushed material was used in lieu of

crushed gravel and was typically used for road base. If retained, the current stockpile of crushed concrete is well suited for the construction of road base.

OPTIONS / ALTERNATIVES:

The crushed material could either be retained and used for future projects or sold.

Storage Option:

There are not any projects in the foreseeable future suitable for the use of this quantity of material. The stockpile would remain for several years while smaller road construction projects are undertaken. There is no cost to store the crushed material, but the City will not be accepting any new Waste for crushing as the storage limit has been reached.

Sale Option:

If the material is sold, it would be by tender and the market is unknown. Bidders would need to contemplate the costs and timing involved in loading and transporting the material to another site and this would likely affect the amount they are willing to pay. There is a risk the City may not recoup the investment made in crushing and stockpiling the material so a minimum bid would have to be established within the tender.

CONSULTATION / ENGAGEMENT:

This program review was undertaken with input from Public Works, Finance, and Engineering.

IMPLEMENTATION / COMMUNICATION:

If the decision is to store the material, the stockpile will sit in the yard until it is used; this could potentially be 5-10 years. The City would not accept new material at this time.

If the decision is to sell the stockpiled material, a tender would be issued with a minimum bid requirement.

IMPACTS:

Future projects will not benefit financially from the use of recycled concrete if it is sold. Past projects have demonstrated a savings of up to 15-20 per cent when using this material compared to sourcing gravel externally. Costs are likely to increase in upcoming years as gravel prices and hauling costs rise. As of 2023, the expected cost for trucking ¾" crushed gravel to Spruce Grove is \$40.00 per cubic meter (cu. M.).

FINANCIAL IMPLICATIONS:

Concrete crushing costs since 2019

16,000 cu. M. crushed in 2019	\$217,935.20
21,000 cu. M. crushed in 2022	\$416,699.21

Estimated value of the crushed concrete pile

Existing pile estimated at 42,000 cu. M. (84,000 t)

Potential maximum value of \$924,000 at \$22.00 cu. M.

There is an estimated savings of 15-20 per cent when crushed concrete is used as the road base rather than sourcing gravel externally.

