

	<p align="center">City of Lloydminster Request for Decision (RFD)</p>
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Subject Matter: Bylaw No. 02-2025 Bylaw Enforcement Officer Bylaw
Department: Community Development Services
Presented By: Andrew DeGruchy
Council Meeting Date: March 24, 2025

Recommendation:

That Council grant first reading to Bylaw No. 02-2025 Bylaw Enforcement Officer Bylaw.

Issue: Section 517 of *The Lloydminster Charter* grants council the authority to create a bylaw to appoint Bylaw Enforcement Officers within the City of Lloydminster. Through the Charter, this bylaw must specify the powers and duties of Bylaw Enforcement Officers, and establish disciplinary procedures for misconduct, along with applicable penalties and an appeal process.

Background: Following an initial review at the March 17, 2025 Governance and Priorities Committee meeting, Bylaw No. 02-2025 is presented to Council today for first reading. As presented, the Bylaw Enforcement Officer Bylaw grants the City of Lloydminster Administration the authority to appoint Bylaw Enforcement Officers to achieve various public safety goals.

Following the GPC meeting, minor changes were made to the Bylaw including:

- adjustment to Misconduct section related to performing duties of a Peace Officer;
- introduction of definition “Provincial Appointment”;
- additional Misconduct criteria of breaching a person’s Charter of Rights and Freedoms as outlined in the Government of Canada *Constitution Act*, 1982.

Further, Administration performed a review related to duties of the Bylaw Enforcement Officer compared to financial, operational, and personnel policies, along with internal directives, to ensure no other known gaps occurred. Bylaw section 6.2 does provide clarity that a Bylaw Enforcement Officer must act within corporate policies and directives, as well as the collective agreement, at all times.

Options:

1. That Council grant first reading to Bylaw No. 02-2025 Bylaw Enforcement Officer Bylaw.
2. That Council not approve Bylaw No. 02-2025 Bylaw Enforcement Officer Bylaw
3. That Council request further information and that the item be brought forward to a future Regular Council Meeting for decision.

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Alignment with Strategic Plan: This item is in alignment with the following strategic area: Providing a Safe Community. Ensuring Bylaw Enforcement Officers are acting in the best interest of the City.

Legal Review: N/A

Governance Implications: Bylaw 17-2013 will be repealed upon final reading of the updated bylaw.

Budget/Financial Implications: N/A

Environmental Implications: N/A

Report Approval Details

Document Title:	Bylaw No. 02-2025 Bylaw Enforcement Officer Bylaw.docx
Attachments:	- Bylaw Enforcement Officer Bylaw 02-2025.docx
Final Approval Date:	Mar 18, 2025

This report and all of its attachments were approved and signed as outlined below:

Tracy Simpson

Marilyn Lavoie

Dion Pollard