

ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: October 29, 2024
FROM: Dan Wong, Chair Grande Prairie Police Commission	MEETING: Council Committee of the Whole
REPORT WRITER: Lorrie Sitler, Executive Director, Grande Prairie Police Commission	
SUBJECT: 2025 Policing Services Budget and 2026 – 2028 Policing Services Projections	

RECOMMENDATIONS

That Committee accept this report and refer to budget deliberations.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

On March 20, 2023, Council passed three readings of Bylaw C-1455 which formally established both the Grande Prairie Police Commission (“Commission”) and the Grande Prairie Police Service (“Police Service”).

BACKGROUND

As outlined in Section 29(1) of the Police Act, the Commission, in consultation with the Chief of Police, is required to prepare estimates of all money required for the financial year to pay remuneration of the police officers and other persons employed for the police service, and provide and pay for the maintenance of accommodation, equipment and operating costs of the police service, and shall submit those estimates to Council along with the yearly plan of services and programs. On January 1, 2024, Municipal Enforcement Services, Mobile Outreach, Policing Operations Support and the RCMP contract were moved to the Police Service budget therefore becoming the responsibility of the Commission.

On July 18, 2024, at their regular meeting, the Commission approved the 2025 Policing Services Budget as well as the 2026 – 2028 Policing Services Projections for submission to Council.

ANALYSIS

The role of Policing Services is to utilize best practices, innovative approaches, community engagement, consultation, and partnerships to collaboratively address public safety and complex social concerns. The police officers, peace officers, outreach workers, and civilian employees employed in Policing Services are dedicated to enhancing the quality of life for the residents of

Grande Prairie. The 2025 Policing Services operating budget will have a net cost \$34,609,448, \$36,395,772 for 2026, \$35,530,553 for 2027, and \$37,422,696 for 2028. Capital funds required for 2025 will be \$2,123,000, \$2,103,000 of those costs will be covered by the transition grant. The \$700,700 Capital projected for 2026 and the \$571,800 Capital projected for 2027, will also be covered by the transition grant.

The Grande Prairie Police Service is building a modern, professional, and locally accountable police service that will enhance public safety within the city. During the transition, policing services are delivered by Grande Prairie Police Service and RCMP officers. Once the transition is complete, Grande Prairie will be policed solely by the Grande Prairie Police Service. Key budget items for 2025 include strategic planning, policy development, equipment acquisition, IT system design, as well as officer recruitment and training. It is anticipated that in 2025, approximately 18-20 Experienced Officers and 26 new Recruits will be hired, trained and deployed.

Enforcement Services provide municipal law enforcement in an amalgamated environment with the Grande Prairie Police Service, RCMP, and Mobile Outreach. They are responsible for enforcement of municipal bylaws, provisions of the Municipal Government Act, and various Provincial Statutes. Their mandate encompasses: bylaw enforcement, animal control, parking control, traffic enforcement, community engagement and public safety, as well as vehicle for hire licensing. Enforcement Services strive to deliver an educational approach to bylaw enforcement and traffic safety whenever possible.

Mobile Outreach is a diversion program focused on mitigating the impacts of street level disorder, addiction and public intoxication. They assist business and residents in handling their concerns related to the street engaged population, which may include trespassing, loitering, disturbances, public intoxication, needle debris and encampments. This program is intended to provide immediate support for client's basic needs and navigation through local service systems.

Policing Operations Support are the municipal employees at the RCMP Detachment providing operational and administrative support to front-line policing services. These essential public safety and security services include crime data and statistics, court liaison duties, cellblock guarding, CPIC entry, processing criminal record checks, call taking, and dispatching.

RCMP Contracted Services, in 2025 the RCMP remains the Police Service of Jurisdiction and continue to provide the frontline services essential to promote public safety and security for Grande Prairie residents.

Relationship to City Council's Areas of Focus / Strategic Priorities

Quality of Life
Engagement Relationships
Inclusive & Caring Community

Environmental Impact

There are no notable environmental impacts related to this administrative item.

Economic Impact

The 2025 Policing Services operating budget delivers on public safety while providing tax savings of \$1,070,945 from what was budgeted for 2024.

Social Impact

There are no notable social impacts related to this administrative item.

Relevant Statutes / Master Plans / City Documents

[Police Act \(Alberta\)](#)

[Alberta Policing Oversight Standards for Municipal Police Commissions](#)

[City of Grande Prairie Bylaw C-1455](#)

Risk

Decreasing service levels for Policing Services poses a risk to the public safety of the citizens in Grande Prairie.

Alternatives (Optional)

STAKEHOLDER ENGAGEMENT

No stakeholder engagement for this report.

BUDGET / FINANCIAL IMPLICATIONS

The 2025 Policing Services operating budget will have a net cost to the City of Grande Prairie of \$34,609,448 and projections of \$36,395,772 for 2026, \$35,530,553 for 2027, and \$37,422,696 for 2028. Capital tax costs of \$20,000 are budgeted for 2025. The municipal policing transition budget continues to be covered through the Public Safety and Emergency Services Ministry grant.

SUMMARY / CONCLUSION

The Grande Prairie Police Commission has approved the 2025 Policing Services Budget along with projections for 2026 – 2028 and is recommending Committee accept the report and refer to budget deliberations. As Grande Prairie Police Service builds up, and the RCMP contract winds down through the transition, service levels are anticipated to increase while costs remain consistent.

ATTACHMENTS

2025 – 2028 Policing Services Budget

POLICING SERVICES - 2025 to 2028 Budget

The role of Policing Service is to utilize best practices, innovative approaches, community engagement, consultation, and partnerships to collaboratively address public safety and complex social concerns in Grande Prairie. Policing Services encompasses the Grande Prairie Police Commission, Grande Prairie Police Service, RCMP Contracted Services, Operations Support, Enforcement Services, and Mobile Outreach. The police officers, peace officers, outreach workers, and civilian employees employed in Policing Services are dedicated to enhancing the quality of life for the residents of Grande Prairie.

OPERATING BUDGET SUMMARY

	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Police Commission						
Revenues	(219,116)	(19,100)	(238,216)	(81,327)	-	-
Expenditures	283,916	13,050	296,966	308,903	318,360	312,997
Total Police Commission	64,800	(6,050)	58,750	227,576	318,360	312,997
GPPS Transition Costs						
Revenues	(5,460,876)	(1,565,384)	(7,026,260)	(4,423,209)	(1,954,811)	-
Expenditures	5,460,876	1,565,384	7,026,260	4,423,209	1,954,811	-
Total GPPS Transition Costs	-	-	-	-	-	-
Police Service & Chief of Police (Tax)						
Revenues	(88,000)	5,654	(82,346)	(23,474)	-	-
Expenditures	1,856,184	2,656,597	4,512,781	11,859,132	19,330,241	23,318,222
Total Police Service & Chief of Police	1,768,184	2,662,251	4,430,435	11,835,658	19,330,241	23,318,222
Enforcement Services						
Revenues						
Expenditures	6,703,130	(891,162)	5,811,968	5,954,366	6,096,693	6,232,928
Total Enforcement Services	6,703,130	(891,162)	5,811,968	5,954,366	6,096,693	6,232,928
Mobile Outreach						
Revenues	(65,668)	(331,888)	(397,556)	(134,367)	-	-
Expenditures	1,476,801	463,174	1,939,975	1,718,712	1,626,735	1,668,117
Total Mobile Outreach	1,411,133	131,286	1,542,419	1,584,345	1,626,735	1,668,117
Police Operations Support						
Revenues	(1,405,871)	-	(1,405,871)	(1,405,871)	(1,405,871)	(1,405,871)
Expenditures	6,816,091	(115,128)	6,700,963	6,927,675	7,118,073	7,296,303
Total Police Operations Support	5,410,220	(115,128)	5,295,092	5,521,804	5,712,202	5,890,432
RCMP Contracted Services						
Revenues	-	(3,566,284)	(3,566,284)	(2,427,734)	-	-
Expenditures	20,322,926	714,142	21,037,068	13,699,757	2,446,322	-
Total RCMP Contracted Services	20,322,926	(2,852,142)	17,470,784	11,272,023	2,446,322	-
Total Grande Prairie Police Service	35,680,393	(1,070,945)	34,609,448	36,395,772	35,530,553	37,422,696

MANDATORY SERVICES

Through the Police Act (Alberta) the City is required to maintain an adequate and effective policing service. Areas of the budget directly related to this include:

- Grande Prairie Police Commission
- Grande Prairie Police Service
- Operations Support
- RCMP Contracted Services

The Municipal Government Act (Alberta) and various municipal bylaws of the City have legislated enforcement requirements. Areas of the budget directly related to this include:

- Enforcement Services: General Enforcement
- Enforcement Services: Animal Control

COMPLIMENTARTY SERVICES

The mandatory programs within Policing Services are complemented by programs intended to provide more reasonable, economical, and/or effective response to areas of community concern. Areas of the budget directly related to this include:

- Enforcement Services: Traffic Safety
- Enforcement Services: Community Engagement & Public Safety
- Mobile Outreach

GRANDE PRAIRIE POLICE COMMISSION

Overview

In accordance with the Police Act (Alberta) and the Grande Prairie Police Commission Bylaw (C-1455) the Grande Prairie Police Commission (GPPC) is the civilian policy making and oversight body for the Grande Prairie Police Service (GPPS). The GPPC includes five appointed public members, two city councilors and two provincial appointees. The GPPC is supported by an Executive Director (ED).

The GPPC is responsible for ensuring that the police service operates in a manner that is accountable, transparent, and aligned with the needs and expectations of the community. The GPPC is also responsible for forming and overseeing the establishment of policies and guidelines for effective and efficient policing, appointing and evaluating a Chief of Police, collaborating with the Chief of Police to set priorities, ensuring sufficient staffing, designating a Public Complaints Director, and allocating funds provided by City Council.

Department Budget	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues	(219,116)	(19,100)	(238,216)	(81,327)	-	-
Expenditures	283,916	13,050	296,966	308,903	318,360	312,997
Net Required	64,800	(6,050)	58,750	227,576	318,360	312,997

Adjustments for 2025 Budget include ED salary adjustment, honorarium adjustments and increases in travel expenses for commissioners.

Service Overview

Governance	Policy	Finance	Personnel Administration
In consultation with the Chief of Police, establish the priorities for policing in the community and participate in strategic planning for Policing Services.	Establish policies providing for efficient and effective policing in the community.	<p>In consultation with the Chief of Police, produce an estimated budget and yearly plan, specifying the level of service and programs to be provided to the community.</p> <p>Ensures that Policing Services employs sufficient resources to carry out their mandates.</p> <p>Monitoring the expenditures and revenues of Policing Services.</p>	<p>Appoint the Chief of Police and conduct a comprehensive review of their performance.</p> <p>Appoint a Public Complaint Director to receive public complaints against the Grande Prairie Police Service.</p>

GRANDE PRAIRIE POLICE SERVICE

Overview

The Grande Prairie Police Services (GPPS) is building a modern, professional, and locally accountable police service that enhances public safety within the city. Policing services, during the transition, are delivered by Grande Prairie RCMP with GPPS officers seconded over the next few years until the GPPS assumes command as the Police Service of Jurisdiction for the City of Grande Prairie.

The key action items for 2025 will be strategic planning, policy development, equipment acquisition, IT system design, police officer recruitment, and police officer training.

Transition (Grant)	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues	(5,460,876)	(1,565,384)	(7,026,260)	(4,423,209)	(1,954,811)	-
Expenditures	5,460,876	1,565,384	7,026,260	4,423,209	1,954,811	-
Net Required	-	-	-	-	-	-

Adjustments for 2025 budget include operational policing salaries and expenses for additional officers being trained, in addition to other transitional expenses funded by transition grant.

Police Service & Chief of Police (Tax	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues	(88,000)	5,654	(82,346)	(23,474)	-	-
Expenditures	1,856,184	2,656,597	4,512,781	11,859,132	19,330,241	23,318,222
Net Required	1,768,184	2,662,251	4,430,435	11,835,658	19,330,241	23,318,222

Adjustments for 2025 budget include operational policing salaries, a salary contingency for managed manpower and cost of living transferred to Police Services department budgets. Expense adjustment to vehicle operating and insurance expenses.

Service Overview

Organizational Development	Engagement	Procurement	Technology
<p>Strategic Planning.</p> <p>Policy and Procedure Development.</p> <p>Regulatory Compliance.</p>	<p>Facilitate community participation in the development and delivery of public safety initiatives.</p> <p>Marketing campaigns to inform the community on the status of the municipal police transition.</p>	<p>Technical specifications and procurement of policing equipment, uniforms, vehicles, and supplies.</p>	<p>Design and implementation of police related technology networks and hardware.</p>
Personnel Administration			
<p>Police Officer Recruitment.</p> <p>Police Officer Training.</p>			

ENFORCEMENT SERVICES

Overview

Grande Prairie Enforcement Services (GPES) provides municipal law enforcement in an amalgamated environment with the Grande Prairie Police Service, RCMP and Mobile Outreach. GPES is responsible for enforcement of municipal bylaws, provisions of the Municipal Government Act (MGA), and various Provincial Statutes by authority of Peace Officer Appointments. This mandate encompasses:

- Bylaw Enforcement,
- Animal Control,
- Parking Control,
- Traffic Enforcement,
- Community Engagement & Public Safety, and
- Vehicle for Hire Licensing.

GPES places high importance on positive public engagement, education, and communication. Through collaboration with our community partners, GPES strives to deliver an educational approach to bylaw enforcement and traffic safety whenever possible.

Department Budget	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues	-	-	-	-	-	-
Expenditures	6,703,130	(891,162)	5,811,968	5,954,366	6,096,693	6,232,928
Net Required	6,703,130	(891,162)	5,811,968	5,954,366	6,096,693	6,232,928

Adjustments for 2025 budget includes salary contingency for managed manpower and cost of living transferred to Police services department budgets. Reduced Enforcement contract expense for Public Security Unit and also due to Provincial regulations on automated traffic enforcement.

Service Overview

Bylaw Enforcement	Provincial Act Enforcement	Bicycle Registration	Automated Traffic Enforcement
<p>Operational Hours: Monday to Sunday 6:00 am–12:00 am.</p> <p>Office hours: Monday to Friday 8:30 am–4:30 pm (closed on statutory holidays).</p> <p>In alignment with the MGA and Peace Officers Act, enforces Municipal Bylaws.</p>	<p>Operational Hours: Monday to Sunday 6:00 am–12:00 am.</p> <p>Office hours: Monday to Friday 8:30 am–4:30 pm (closed on statutory holidays).</p>	<p>Available through eServices.</p>	<p>67 speed zones.</p> <p>66 speed-prescribed times zones.</p> <p>4 stop sign mobile video zones.</p> <p>39 red light mobile video zones.</p> <p>5 intersection safety devices.</p> <p>Red light cameras at high collision intersections.</p>
Community Peace Officer Traffic Enforcement	Parking Control	Vehicle for Hire Licensing	Animal Control
<p>Operational Hours: Monday to Sunday 6:00 am–12:00 am</p> <p>In alignment with the MGA and Peace Officers Act, enforces Provincial Traffic Act.</p> <p>In alignment with Bylaw C-1166.</p>	<p>Operational Hours: Monday to Sunday 6:00 am–12:00 am.</p> <p>In alignment with Bylaw C-1166.</p>	<p>Applications are available online for dispatch licenses and can be submitted via email.</p> <p>Chauffeur permits are available in-person.</p> <p>In alignment with Bylaw C-1394.</p>	<p>Operational Hours: Monday to Sunday 6:00 am–12:00 am.</p> <p>Enforcement Office hours: Monday to Friday 8:30 am–4:30 pm (closed on statutory holidays).</p> <p>In alignment with Bylaw C-1226.</p>
Animal Licensing	Regional Animal Pound		
<p>Service available through online application, mail, phone, in-person, email or fax.</p> <p>In alignment with Bylaw C-1226.</p>	<p>Pound Hours: Monday to Saturday 10:00 am–6:00 pm, Sunday 12:00 pm–4:00 pm.</p> <p>In alignment with Bylaw C-1226.</p>		

MOBILE OUTREACH

Overview

Mobile Outreach is a diversion program focused on mitigating the impacts of street level social disorder, addiction and public intoxication. It assists businesses and residents in handling their concerns related to the street engaged population, which may include: trespassing, loitering, disturbances, public intoxication, needle debris and encampments. The program is intended to provide immediate support for a client's basic needs and navigation through local service systems such as emergency shelters, health care, addictions treatment and housing.

Department Budget	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues	(65,668)	(331,888)	(397,556)	(134,367)	-	-
Expenditures	1,476,801	463,174	1,939,975	1,718,712	1,626,735	1,668,117
Net Required	1,411,133	131,286	1,542,419	1,584,345	1,626,735	1,668,117

Adjustments for 2025 budget include a salary contingency for managed manpower and cost of living transferred to Police Services department budgets. Federal Grant for the temporary Youth Outreach Program and related expenses. Adjustment to operating expense for Internal building rent at Cedar Point.

Service Overview

Community Response (Residential and Business)	Client support	Case Management Services	Needle Mitigation Services
<p>Operational Hours: 6:00 am–12:00 am (not available on statutory holidays).</p> <p>Accepts direct calls from community or can be reached through referral services by dialing 311.</p> <p>Offers both proactive and reactive assistance to address community needs.</p> <p>Provides client information, education and referrals to various service providers.</p> <p>Conducts follow up to ensure community concerns are being addressed.</p>	<p>Offers prompt and effective intervention.</p> <p>Improved access to social services.</p> <p>Facilitates client connections to a wide array of community resources, i.e., shelters, food programs, mental health and addictions support, as well as housing assistance.</p> <p>Offers internal referrals to case management services.</p> <p>Assists with client appointments.</p> <p>Cultivates positive relationships with clients.</p>	<p>Available Monday to Friday: 8:30 am–4:30 pm (not available on statutory holidays).</p> <p>Accepts referrals from Hub Tables, Agencies, Alberta Health Services, Correctional Facilities, Police, and Enforcement Services.</p> <p>Facilitates clients in acquiring identification, assist with appointments, managing court dates, accessing mental health and addiction resources, securing financial support, ensuring food security, obtaining housing assistance, and referrals to harm reduction supplies and services.</p> <p>Provides focused case management support over a period of 6–12-months.</p>	<p>Available 7 days a week: 6:00 am–12:00 am (not available on statutory holidays).</p> <p>Addresses inquiries pertaining to needle debris and drug paraphernalia.</p> <p>Conducts proactive needle sweeps and monitors community needle disposal bins.</p> <p>Facilitates harm reduction education encompassing naloxone administration training, safe needle pickup training, and access to resources.</p>

POLICE OPERATIONS SUPPORT

Overview

Municipal Employees at the RCMP Detachment provide operational and administrative support to front-line policing services that are essential in promoting public safety and security for Grande Prairie residents. These support services include crime data and statistics, court liaison duties, cellblock guarding, CPIC entry, processing criminal record checks, call taking, and dispatching.

Department Budget	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues	(1,405,871)	-	(1,405,871)	(1,405,871)	(1,405,871)	(1,405,871)
Expenditures	6,816,091	(115,128)	6,700,963	6,927,675	7,118,073	7,296,303
Net Required	5,410,220	(115,128)	5,295,092	5,521,804	5,712,202	5,890,432

Adjustments for 2025 budget include a salary contingency for managed manpower and cost of living transferred to Police Services department budgets.

Service Overview

Cellblock Guarding	Customer Service	Administrative Support	Operational Support
24/7/365.	Monday to Friday: 8:00 am–4.30 pm. Call taking and dispatch: 9:00 am–5pm.	Follows weekly schedule.	General Duty 24/7/365. CPIC, data entry, and records follow weekly schedule.
Crime Analyst	Custodial		
Follows weekly schedule.	Follows weekly schedule.		

RCMP CONTRACTED SERVICES

Overview

As the Police Service of Jurisdiction, RCMP provides the front-line services essential to promote public safety and security for Grande Prairie residents. Grande Prairie RCMP uses a variety of policing strategies within the community such as traffic enforcement, proactive patrols, 911 response, criminal investigations, drug enforcement, and facilitates access to addictions and mental health assistance. In addition, the use of public engagement allows the RCMP detachment to provide a visible presence with a focus on victim support and crime prevention.

Department Budget	2024 Budget	\$ Change	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues	-	(3,566,284)	(3,566,284)	(2,427,734)	-	-
Expenditures	20,322,926	714,142	21,037,068	13,699,757	2,446,322	-
Net Required	20,322,926	(2,852,142)	17,470,784	11,272,023	2,446,322	

Adjustments for 2025 budget include revenue for GPPS personnel on assignment to RCMP. The decrease in the RCMP Enforcement Contract due to the reduction in RCMP officers required during the transition to the municipal police service.

Service Overview

General duty	Forensic Identification Services	General Investigation Section	Police Dog Services
Incident Response: 24/7/365.	Follows weekly schedule with on call coverage 365 days.	Follows weekly schedule with on call coverage 365 days.	Follows weekly schedule with on call coverage 365 days.
Community Engagement & Diversity Unit	RCMP Traffic Services		
Follows weekly schedule.	Follows weekly schedule with response to special initiatives throughout the year.		

Capital Budget

	Funding Source	2025 Budget	2026 Budget	2027 Budget	2028 Budget
GP Regional Pound Renovations	Capital Tax	20,000	-	-	-
GPPS Dispatch Upgrades	MPS Transition Grant	1,000,000	-	-	-
GPPS Fleet Additions	MPS Transition Grant	1,103,000	700,700	571,800	-
TOTAL POLICING SERVICES		2,123,000	700,700	571,800	-

ENFORCEMENT SERVICES

Renovations to Animal Pound

Capital Tax - 2025 - \$20,000

The Grande Prairie Regional Animal Pound requires minor renovations to enhance the building's functionality. The proposed renovations include replacing an overhead door with a lower wall section and an upper glass portion. These renovations are essential as the current service bay is no longer used for its original purpose and now serves as the main public entrance. Additionally, the long-term plan involves converting part of this area into office space due to a current shortage. This transformation cannot proceed without removing the overhead door and installing a wall. The Regional Animal Pound is financially supported through a 60/40 split with the County of Grande Prairie. The County, who operates the pound, has requested that the City fund this project in 2025 to facilitate the necessary renovations.

GRANDE PRAIRE POLICE SERVICE

GPPS Dispatch Upgrades

MPS Transition Grant - 2025 - \$1,000,000

Necessary technology and hardware upgrades to support police dispatch in accordance with approved municipal police transition plan.

GPPS Fleet Additions

MPS Transition Grant - 2025 - \$1,103,000

Procurement of 10 marked, 2 unmarked and 2 admin vehicles.

MPS Transition Grant - 2026 - \$700,700

Procurement of 10 unmarked vehicles.

MPS Transition Grant - 2027 - \$571,800

Procurement of 8 unmarked vehicles.