



Policy Number:	PS-009
Effective On:	July 28, 2025
Approval History:	July 16, 2018
Review Frequency:	Every 4 years
Division Responsible:	Corporate Services
Cross-Reference:	Body Worn Camera Policy CPS-007

1. Policy Statement

The City of Wetaskiwin seeks to balance individual privacy rights with its duty to ensure public safety and protect City property. This policy guides administration on the lawful and justifiable use of surveillance cameras and incorporates privacy protections into their operation.

2. Definitions

1. "City" means the City of Wetaskiwin, including all departments, offices, and any City Council agencies adhering to this policy.
2. "Personal Information" means personal information as defined in the Protection of Privacy Act, Statutes of Alberta 2024, c. P-28.5.
3. "Privacy Impact Assessment or PIA" means the process to evaluate the protection and security of personal information collected, used, or disclosed by a public body, covering technical, physical, and procedural safeguards.
4. "Surveillance System" means any mechanical or electronic devices for continuous or periodic video monitoring of personal information in public spaces, buildings, or transportation.

5. Standards

1. This policy applies to all Surveillance Systems operated by the City or its contractors to monitor publicly accessible spaces, but does not include covert or overt surveillance cameras being used as a case-specific investigation tool for law enforcement purposes or in contemplation of litigation. They are also not intended to apply to workplace surveillance systems installed to conduct surveillance of employees.
2. This policy operates independently of the Body Worn Camera Policy CPS-007.
3. A Surveillance System may be installed in public City-owned or operated locations where there is a demonstrated need for enhanced safety or asset protection.
4. The level of surveillance will be proportionate to the benefits to public safety and the prevention and/or investigation of illegal acts.
5. Recordings resulting from a Surveillance System will be used for ensuring public safety and investigating incidents of illegal activity. The City will make every reasonable attempt to minimize the collection and use of personal information obtained in the video

surveillance process to that which is absolutely necessary to carry-out the duties and functions of the City.

6. The City will provide notice to anyone visiting or frequenting the space by posting signage in a conspicuous place informing the public that there are Surveillance Systems operating in the area.
7. A Privacy Impact Assessment will be conducted before any placement of equipment.
8. A Surveillance System will endeavour not to record private property or areas where individuals have a reasonable expectation of privacy.
9. All Personal Information collected by a Surveillance System will be disposed in accordance with the provisions of the procedure accompanying this Policy and in accordance with any applicable governing legislation.

*Original been signed & filed with
Records Management*

Tyler Gandam, Mayor

Sue Howard, City Manager