

**BYLAW NO. 25-05
THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO
ESTABLISH A MUNICIPAL POLICING COMMITTEE.**

WHEREAS the Municipal Government Act, R.S.A 2000 c. M-26 provides that a municipality may pass bylaws in relation to services provided by or on behalf of the municipality.

AND WHEREAS the Police Act, R.S.A. 2000, c. P-17 and regulations as amended, provide that a municipality which has entered into an Agreement with the Federal Government for the provision of police service through the Royal Canadian Mounted Police, shall by bylaw establish a Municipal Policing Committee;

AND WHEREAS the objective of the Committee is to act as a liaison between Council, the R.C.M.P., Strathmore Municipal Enforcement and the residents of Strathmore to foster ongoing collaboration between parties; encouraging continued co-operation in the preservation of a safe and secure community.

AND WHEREAS the Council of the Town Strathmore, by the Bylaw, shall prescribe the rules and regulations governing proceedings and meetings of the Municipal Policing Committee;

Now Therefore, the Council of the Town of Strathmore, duly assembled, hereby enact as follows:

1. SHORT TITLE

1.1 This Bylaw may be cited as the "Municipal Policing Committee" Bylaw.

2. DEFINITIONS

- 2.1 "Act" means the Municipal Government Act RSA 2000 c. M-26 and regulations made under the Municipal Government Act;
- 2.2 "Agreement" means the Agreement between the Town of Strathmore and the Government of Canada for the provision of police services for the Town;
- 2.3 "Bylaw" means the Municipal Policing Committee Bylaw of the Town, as may be amended or repealed and replaced from time to time;
- 2.4 "Chair" means the individual elected as per the Police Act section 23(9);

- 2.5 "Chief Administrative Officer (CAO)" means the person appointed to the position of Chief Administrative Officer for the Town or his or her designate.
- 2.6 "Chief Elected Official" means the chief elected official as defined in section 1(1)(d) of the Municipal Government Act;
- 2.7 "Committee" means the Town of Strathmore Municipal Policing Committee;
- 2.8 "Council" means the Council of the Town of Strathmore, in the Province of Alberta;
- 2.9 "Councillor" means an elected member of Council of the Town of Strathmore;
- 2.10 "Director of Community and Protective Services" means the person appointed to that position by the Town's Chief Administrative Officer (CAO) and includes any person that the Director may appoint as their designate for the purpose of carrying out the Director's responsibilities under this Bylaw;
- 2.11 "Member" means a person appointed pursuant to the Municipal Policing Committee;
- 2.12 "Officer In Charge" means the Officer In Charge of the local R.C.M.P. detachment in the Town of Strathmore;
- 2.13 "R.C.M.P." means the Royal Canadian Mounted Police force or any member of that police force as the case may require;
- 2.14 "Town" means the Town of Strathmore, a municipal corporation in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.
- 2.15 "Youth Representative" means an individual between the age of 16 and 18.

3. DUTIES AND RESPONSIBILITIES

- 3.1 The overall objectives of the Municipal Policing Committee are to act as a liaison between Council, the R.C.M.P. Detachment, and the citizens of the Town of Strathmore to foster responsible community actions towards the creation of a safe secure community. The Committee shall endeavor to do this by maintaining an environment which allows public concerns to be addressed by all affected parties. Specific duties and responsibilities are to:
 - a. Oversee the agreement between the Town and the Government of Canada for the services of the R.C.M.P.;
 - b. Represent the interests and concerns of the public and of Council to the Officer In Charge;
 - c. Develop a yearly plan of priorities and strategies for municipal policing in consultation with the Officer In Charge;

- d. Develop a community safety plan in conjunction with the local R.C.M.P. detachment and Chief Elected Official including a plan for collaboration between community and community agencies, and providing the community safety plan annually, or on request to the Minister;
 - e. Assist in the selection of the Officer In Charge;
 - f. May appoint a Public Complaint Director; and
 - g. Report annually, or on request, to the Minister on the implementation of and updates to the programs and services to achieve the priorities of the R.C.M.P.
- 3.2 The Committee will present the community safety plan to Council for adoption annually.

4. TERM

- 4.1 Committee members may be appointed to the Municipal Policing Committee to terms of up to three (3) years but not less than two (2) years.

5. COMPOSITION OF THE COMMITTEE

- 5.1 The Committee shall consist of a maximum of five (5) members who shall be appointed by resolution of Council as follows:
- a. One (1) member of Council; and
 - b. Four (4) Members of the public at-large, where one (1) position may be designated for a youth representative.
- 5.2 The Officer in Charge, or their designate, shall attend the Committee meetings in an advisory and non-voting capacity.
- 5.3 The Director of Community & Protective Services, or their designate, shall attend the Committee meetings in an advisory and non-voting capacity.
- 5.4 A member of Legislative Services shall attend all Committee meetings, providing procedural and clerical support.
- 5.5 The Mayor is an ex officio member of the committee.
- 5.6 The term and appointment of the Council Committee member terminates on that member ceasing to be a member of Council, or at such time Council appoints a new Council Committee member.
- 5.7 The term of any public member may be extended by a special resolution of Council but shall not exceed six (6) consecutive years.

- 5.8 Where a member ceases to be a member of the Committee before the expiration of their term, Council may appoint another eligible person for the remainder of that term.
- 5.9 All members appointed to the Committee shall:
- a. Take the Oath of Office as prescribed in Schedule 2 of the *Police Act*;
 - b. Pass an enhanced criminal record review and suitability screening through the R.C.M.P.
 - c. Not work or be hired in any capacity with the Town of Strathmore, R.C.M.P., any Provincial or Municipal Police Force, the Provincial Attorney General's Department, or the Department of the Solicitor General of Alberta;
 - d. Be a Canadian citizen or landed immigrant and resident of the Town of Strathmore for at least six (6) consecutive months immediately preceding the date of advertising for applications; and
 - e. Be of the full age of eighteen (18) years, except for a youth representative, who shall be at least sixteen (16) years of age.

6. RESIGNATION AND REMOVALS

- 6.1 Any member may resign from the Committee at any time upon sending written notice to the Council to that effect.
- 6.2 Council may terminate a member's appointment to the Committee at any time, and particularly when the member:
- a. Fails to attend three (3) consecutive meetings of the Committee, unless that absence is caused through illness or is authorized in advance by resolution of the Committee;
 - b. Ceases to be a resident of the Town of Strathmore;
 - c. Is hired in a full-time, permanent capacity with the Town of Strathmore, the R.C.M.P., any Provincial or Municipal Police Force, the Provincial Attorney General's Department, or the Department of the Solicitor General of Alberta;
 - d. Is convicted of a crime under the Criminal Code of Canada; or
 - e. Fails to keep the Oath of Office, or discloses any information that jeopardizes a police operation, or police/public safety, or the confidentiality associated with the nature of policing including personnel, conduct, contracts with the R.C.M.P. and security of police operations.

7. OFFICERS OF THE COMMITTEE

- 7.1 The Chair and Vice-Chair of the Committee shall be elected from voting members at the first regular meeting of each year. A member of Council or an employee of the Town is not eligible to be elected as Chair or Vice-Chair of the Committee.
- 7.2 Excluding the Chair, all members of the Committee shall vote on every motion. The Chair shall remain neutral and only vote if there is a tie.
- 7.3 The Director of Community and Protective Services, or their designate, shall attend all Committee meetings. Minutes shall be prepared and submitted to the Committee for approval at the next meeting.

8. PUBLIC COMPLAINT DIRECTOR

- 8.1 The Committee may appoint a Public Complaint Director.
- 8.2 The Public Complaint Director may be:
 - a. A member of the Committee other than a member of the Council;
 - b. An employee of the Town; or
 - c. Another person, other than a member of the Council, who in the opinion of the Committee is qualified to serve in the capacity.
- 8.3 The Public Complaint Director shall:
 - a. Receive complaints against police officers from the public and refer them to the Officer In Charge under *Police Act, RSA 2000, section 43(1)*;
 - b. Act as a liaison between the Committee and the Officer In Charge, and the complainant as applicable; and
 - c. Perform the duties assigned by the Committee and under the Police Act in regard to public complaints.
- 8.4 Should the Public Complaint Director position not be appointed, all complaints will be directed to the Officer In Charge.

9. MEETINGS

- 9.1 The Committee shall hold regular meetings at a frequency to be determined from time to time by the Committee, but not less than four (4) meetings per year.
- 9.2 Special meetings may be called by the Chairperson or, in their absence, the Vice Chair, by providing the members with 24-hour notice. The Committee may, by

unanimous consent, waive notice of a special meeting at any time if every member of the Committee is present.

- 9.3 No less than half of the total voting members of the Committee at a meeting shall constitute a quorum. If quorum is not present within thirty (30) minutes after a meeting's start time, the Chair shall record the members in attendance before the meeting is adjourned.
- 9.4 An agenda shall be prepared and circulated to the members prior to each Municipal Policing Committee Meeting.
- 9.5 Each member, excluding the Chair, shall have one vote on any motion before the Committee. Motions shall only be carried upon receiving a majority of votes. In the event of a tie vote, the Chair shall vote.
- 9.6 Meetings of the Municipal Policing Committee shall be open to the public, but all matters relating to personnel, conduct, contracts with the R.C.M.P., and security of police operations shall be conducted in camera, respecting the *Freedom of Information and Privacy Act* (FOIP) as amended or repealed and replaced from time to time.
- 9.7 The Municipal Policing Committee may make such report to Council on matters of public concern as the Municipal Policing Committee deems are appropriate and are in the public interest. Committee minutes will be sent to Legislative Services once approved, to be included in a Town Council meeting agenda. The Municipal Policing Committee shall also report to Council on any matter when requested to do so by resolution of Council.

10. SUB-COMMITTEES

- 10.1 The Committee may appoint sub-committees or ad hoc Committees, which may include persons from outside the Committee as it may consider necessary or desirable. The Committee shall define the terms of reference and tenure of each sub-committee by a single motion at any regular meeting.

11. LIMITATIONS

- 11.1 Neither the Committee nor any member shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the Committee or any member thereof have any power to authorize any expenditure to be charged against the Town.
- 11.2 The Committee, as a public body, must comply with Freedom of Information and Protection of Privacy (FOIP) Legislation. Personal information will be managed in

accordance with FOIP legislation. Requests for information involving the Committee should be directed to the Town of Strathmore's FOIP Co-ordinator.

12. CONFLICT OF INTEREST

- 12.1 No member shall participate in any discussion nor vote upon any matter that may involve a pecuniary interest as defined in the Act.
- 12.2 Members of the Committee shall not be held liable for any actions or claims or claims arising out of the exercise of the powers granted to the Committee under this bylaw.

13. SEVERABILITY

- 13.1 If any section or part of this Bylaw is found in any course of law to be illegal, or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or parts of this Bylaw shall be deemed to be separate and independent there from and be enacted as such.

14. ENACTMENT

- 14.1 This Bylaw comes into full force and effect upon third and final reading.

READ A FIRST TIME THIS 19th day of February, 2025.

READ A SECOND TIME THIS 19th day of February, 2025

READ A THIRD AND FINAL TIME THIS 19th day of February, 2025.



MAYOR



DIRECTOR OF STRATEGIC,
ADMINISTRATIVE, AND FINANCIAL SERVICES