

BYLAW NO 2086-25

(Consolidated Office Version – Updated December 9, 2025)

BEING A BYLAW OF THE CITY OF WETASKIWIN, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A MUNICIPAL POLICING COMMITTEE.

WHEREAS; the *Police Act* Amendment RSA 2022, c. P-6 along with applicable regulations as amended or repealed and replaced from time to time, provides that a municipality which has entered into an Agreement with the Government of Alberta for the provision of policing services may, by Bylaw, establish a Policing Committee;

WHEREAS; the Council of the City Wetaskiwin deems it advisable to establish a Municipal Policing Committee to advise them of policing matters;

WHEREAS; the Council of the City of Wetaskiwin, by the Bylaw, shall prescribe the rules and regulations governing proceedings and meetings of the Committee; and provides the Alberta Public Safety and Emergency Services Oversight Standards for Policing Committees are followed.

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the City of Wetaskiwin, in the Province of Alberta, enacts as follows:

1. TITLE

- 1.1 This Bylaw may be cited as the “Policing Committee Bylaw”.

2. DEFINITIONS

- 2.1 In this bylaw:

- a) **‘Act’** means the Municipal Government Act RSA 2000 c. M-26 and regulations made under the Municipal Government Act;
- b) **‘Agreement’** means the Agreement between the City of Wetaskiwin and the Government of Canada for the provision of police services for the City;
- c) **‘Bylaw’** means the Policing Committee Bylaw of the City, as may be amended or repealed and replaced from time to time;
- d) **‘Chief Administrative Officer’** means the person appointed to the position of Chief Administrative Officer by the Council of the City of Wetaskiwin and includes any person that the Chief Administrative Officer may appoint as their designate for purposes of carrying out the responsibilities under this Bylaw and further includes any person that may be appointed to act in the absence of the Chief Administrative Officer;
- e) **‘City’** means the City of Wetaskiwin, a Municipal Corporation in the Province of Alberta, or the geographical area contained within the boundaries of the City of Wetaskiwin, as the context may require;
- f) **‘Committee’** means the City of Wetaskiwin Municipal Policing Committee;

- g) **'Council'** means the members who comprise the municipal Council for the City;
- h) **'General Manager of Community & Protective Services'** means the person appointed to that position by the City's Chief Administrative Officer (CAO) and includes any person that the General Manager (GM) may appoint as their designate for the purpose of carrying out the GM's responsibilities under this Bylaw;
- i) **'Manager of Enforcement Services'** means the person appointed to that position and includes any person that the Manager may appoint as their designate for the purpose of carrying out the Manager's responsibilities under this Bylaw;
- j) **'Officer In Charge'** means the Officer In Charge of the local R.C.M.P. Detachment in the City of Wetaskiwin;
- k) **'Police Act'** means the *Police Act* RSA 2000 c-P-17 and regulations made under the Police Act; and
- l) **'Community & Protective Services Division'** means the Division that consists of Municipal Enforcement Services, the RCMP, Fire Services and the Recreation Department;
- m) **'Enforcement Services Department'** means the Department that consists of Municipal Enforcement Services;
- n) **'RCMP'** means the Royal Canadian Mounted Police force or any member of that police force as the case may require.
- o) **'Youth Representative'** means an individual between the age of 16 and 18 attending school in the City of Wetaskiwin.

3. INTERPRETATION AND APPLICATION

- 3.1 The overall objectives of the Policing Committee are to act as a liaison between Council, the RCMP Detachment, the Community & Protective Services Division of the City, and the citizens of Wetaskiwin to foster responsible community actions towards the creation of a safe, secure and accountable 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 administration of the Municipal Police Service Agreement (MPSA) between the City of Wetaskiwin and the Government of Canada;
 - b) Develop a yearly plan of policing priorities and strategies for municipal policing in consultation with the Officer In Charge, and present those policing priorities to Council;
 - c) Develop a community safety plan in conjunction with the Officer In Charge and the community;
 - d) Review and advise Council in conjunction with the Officer in Charge on the annual RCMP goals and priorities;
 - e) Make recommendations to Council relating to policing matters or relevant community issues, as it may deem advisable, on its own initiative or upon request of Council;
 - f) Assist the Officer in Charge in resolving public complaints;
 - g) Any other duties as may be required in the Police Act;
 - h) Submit a yearly report to Council (in writing and in person); and

- i) Submit an annual budget to Council.

4. COMPOSITION / MEMBERSHIP OF THE COMMITTEE

- 4.1 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 (*BL 2101-25*)
 - c) Advisory non-voting members:
 - i. The Wetaskiwin RCMP Officer In Charge
 - ii. The General Manager of Community & Protective Services, or designate
 - iii. The Manager of Enforcement Services, or designate
 - iv. A recording member, from Enforcement Services, or designate
 - v. One (1) youth representative (that may serve a one (1) year term but not more than a two (2) year term) (*BL 2101-25*)
- 4.2 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.
- 4.3 Public Committee members are appointed for a term of three (3) years and may serve up to two (2) consecutive terms.
- 4.4 The term of any public member may be extended by a special resolution of Council.
- 4.5 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.
- 4.6 All persons appointed to the Committee shall:
 - a) Take the Oath of Office as prescribed in the Police Act.
 - b) Pass a criminal records check and suitability screening through the RCMP.
 - c) Pass an enhanced security check conducted by the Government of Alberta.
 - d) Be a Canadian Citizen or a Canadian Permanent Resident and a resident of the City of Wetaskiwin for at least six (6) months.
 - e) Not work or be hired in any capacity with the RCMP any Provincial or Municipal Police Service, the Provincial Justice Department or Public Safety and Emergency Services of Alberta.
 - f) Be of the full age of at least eighteen (18) years, except for a youth representative, who shall be at least sixteen (16) years of age.
- 4.7 Based on the size of the Policing Committee (5 members), the Minister may appoint up to two appointees of the Province on the Policing Committee.

5. RESIGNATION AND REMOVALS

- 5.1 Any member may resign from the at any time upon sending written notice to the Council to that effect.
- 5.2 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 City of Wetaskiwin;
 - c) Is hired in any capacity with the RCMP any Provincial or Municipal Police Service, the Provincial Justice Department or Public Safety and Emergency Services 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 RCMP and security of police operations.

6. OFFICERS OF THE COMMITTEE

- 6.1 The Chair and Vice-Chair of the Committee shall be elected from and by voting members at the first regular meeting of each year. An employee of the City is not eligible to be elected as Chair or Vice-Chair of the Committee. A member of Council who is also a member of the Municipal Policing Committee is eligible to be elected as chair or a vice-chair of the Municipal Policing Committee. However, the chief elected official is not eligible to be elected as chair or vice-chair of the Municipal Policing Committee.
- 6.2 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.
- 6.3 The General Manager of Community & 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. The recording secretary shall forward a copy of these minutes to Council.
- 6.4 The Committee, as a public body, must comply with the Access to Information Act (ATIA) of Alberta, including the Access to Information Regulation. The City of Wetaskiwin will act as the ATIA Coordinator for the Policing Committee and is responsible for ensuring that records and personal information are managed in accordance with the ATIA. Requests for information involving the Committee should be directed to the City, subject to its applicable fees and policies. Disclosure of information may be subject to the exemptions and exceptions set out in the ATIA and its Regulation. (BL 2105-25)

7. MEETINGS

- 7.1 The Committee shall hold regular meetings at a frequency to be determined from time to time by the Committee, but not less than six (6) meetings per year.

- 7.2 Special meetings may be called by the Chair 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.
- 7.3 Three 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 recording member shall maintain a record of the members in attendance before the meeting is adjourned.
- 7.4 An agenda shall be prepared by the recording member and circulated to the members prior to each Policing Committee meeting.
- 7.5 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.
- 7.6 Meetings of the Policing Committee shall be open to the public, but all matters relating to personnel, conduct, contracts with the RCMP, 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.
- 7.7 No member shall participate in any discussion nor vote upon any matter that may involve a conflict of interest of the type referred to in Sections 170-174 of the Municipal Government Act.
- 7.8 The Policing Committee may make such report to Council on matters of public concern as the Policing Committee deems are appropriate and are in the public interest. The Policing Committee shall also report to Council on any matter when requested to do so by resolution of Council.

9. SUB-COMMITTEES

- 9.1 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.

10. LIMITATIONS

- 10.1 Neither the Committee nor any member shall have the power to pledge the credit of the City 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 City.

11. SEVERABILITY

- 11.1 If a court of competent jurisdiction should declare any section or subsection of this bylaw to be invalid, such section or subsection shall not be construed as having persuaded or influenced Council to pass the remainder of the bylaw, and it is hereby declared that the remainder of the bylaw shall be valid and remain in force.

12. TRANSITION

12.1 This bylaw shall come into full force and effect on third and final reading of this bylaw.

READ a first time this 10th day of March, 2025

READ a second time this 10th day of March, 2025

READ a third time this 10th day of March, 2025

Original signed & sealed

Tyler Gandam, Mayor

Original signed & sealed

Sue Howard, City Manager