

**BYLAW 2718/G/25**

**BEING A BYLAW OF THE TOWN OF STONY PLAIN IN THE PROVINCE OF ALBERTA TO REGULATE THE ESTABLISHMENT OF A POLICING COMMITTEE WITHIN THE CORPORATE BOUNDRIES OF THE TOWN OF STONY PLAIN.**

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

WHEREAS, the *Municipal Government Act*, RSA 2000, c. M-26, and amendments thereto, provides that a Council may, by bylaw, establish Council committees and other bodies; and

WHEREAS, the Council of the Town of Stony Plain adopted a Committees Governance Framework Bylaw to provide structure and guidance for the establishment of Council committees; and

WHEREAS, the *Police Act* RSA 2000. c. P-17 as amended and associated Regulations, provides that a municipality which has entered into a Municipal Police Services Agreement with the Government of Canada for the provision of policing services by the RCMP shall establish a Policing Committee; and

WHEREAS, the Town of Stony Plain wishes to establish a Policing Committee to advise on policing matters;

NOW THEREFORE, the Council for the Town of Stony Plain in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0.0 Title**

1.1.0 This bylaw may be cited as the “Policing Committee Bylaw”.

**2.0.0 Definitions**

2.1.0 “Act” means the *Police Act*, R.S.A. 2000, c. P-17, as amended.

2.2.0 “Administration” means the administrative and operational arm of the Town, comprised of the various departments and business units including all employees who operate under the leadership and supervision of the Chief Administrative Officer.

2.3.0 “Chair” means the person presiding at a meeting.

2.4.0 “Chief Administrative Officer” means the Chief Administrative Officer for the Town of Stony Plain, or the person designated by the Chief Administrative Officer to perform the duties of the Chief Administrative Officer set out in this bylaw.

2.5.0 “Committee” means the Town of Stony Plain Policing Committee.

2.6.0 “Council” means the Council of the Town of Stony Plain.

2.7.0 “Detachment” means the RCMP Parkland Detachment.

2.8.0 “Member” means all voting members of the Committee including Public Members and appointed Council Members.

2.9.0 “MPSA” means the Municipal Police Services Agreement between the Town and the Government of Canada for the provision of policing services by the RCMP.

2.10.0 “Officer In Charge” means the Officer In Charge of the RCMP Parkland Detachment.

2.11.0 “Public Member” means an individual who is not a member of Council and is appointed by Council to the Committee.

2.12.0 “RCMP” means the Royal Canadian Mounted Police or any member of that police force as the case may require.

2.13.0 “Town” means the Town of Stony Plain.

2.14.0 “Vice-Chair” means the Committee member elected annually to fulfill the Chair’s duties in the absence of the Chair.

**3.0.0 General**

- 3.1.0 The mandate of the Committee is to act in an advisory capacity on policing matters to the Officer In Charge and Council, and as a representative of the interests of the residents of the Town.
- 3.2.0 The Committee will be ambassadors for the Town's policing services.
- 3.3.0 The mandate of the Committee does not include directing Administration on programs, services, business plans, finances, funding, or Detachment structure.
- 3.4.0 The specific duties, functions and responsibilities of the Committee will be as set out in the Act and associated Regulations, and by the Town through this bylaw.

**4.0.0 Membership**

- 4.1.0 The Committee shall have no less than five (5) Members and no more than seven (7) Members and shall be comprised of;
  - a. Voting Members;
    - (i) No less than one (1) and no more than two (2) members of Council.
    - (ii) No less than three (3) and no more than six (6) Public Members.
  - b. Advisory non-voting attendees;
    - (i) The Officer In Charge or their designate.
    - (ii) The General Manager of Community and Protective Services or their designate.
- 4.2.0 All members appointed to a municipal policing committee must pass an enhanced security check.
- 4.3.0 Council Member appointees shall meet any requirements as outlined under the Act and associated Regulations.
- 4.4.0 Public Member appointee requirements:
  - a. Public Member appointees shall meet any requirements as outlined under the Act and associated Regulations.
  - b. Public Members shall be residents of Stony Plain.
  - c. Public Members shall not be:
    - (i) A current employee or contractor of the Town,
    - (ii) A member or employee of the RCMP, any Provincial or Municipal Police or Peace Officer service/agency.
- 4.5.0 Public Member appointments will be for no less than 2 years and no more than 3 years.
- 4.6.0 Public Member appointments of between 2 to 3 years may be made to stagger the Public Members terms of office.
- 4.7.0 Public Members shall not serve more than 9 years, unless approved by Council.
- 4.8.0 The Committee shall annually elect a Chair and Vice-Chair from the voting Members. No Member shall serve as Chair or Vice-chair for more than 2 consecutive years.
- 4.9.0 If the Chair is unable to perform the Chair's duties, the Vice-Chair shall perform those duties.
- 4.10.0 The Mayor, if a member of the Committee, is not eligible to be elected as Chair or Vice-Chair.
- ~~4.11.0 Public members shall read, sign, and adhere to the principles and parameters of the Town's Committee Code of Conduct Bylaw.~~
- 4.12.0 Council may remove a Public Member or Council Member at any time for cause by resolution.
- 4.13.0 The following acts or omissions are deemed to be "cause" within the meaning of this bylaw and the Act and its associated Regulations for Council to revoke the appointment of a Member of the Committee:
  - a. A Member violates the Committee Code of Conduct Bylaw, Committees Governance Framework bylaw, this bylaw, the Act and its associated regulations or any directive of

Public Safety and Emergency Service of Alberta issued under authority of the Act and its associated Regulations;

- b. A Member fails to attend three (3) consecutive meetings of the Committee, unless that absence is due to illness or authorized in advance by the Chair;
- c. A Member ceases to meet the requirements set out in Section 4.2 or 4.3 of this bylaw;
- d. A Member fails to keep the Oath of Office or discloses publicly any information that if made public could jeopardize police operations, or any information provided to the Committee member or to the Committee in confidence;
- e. A Member is convicted of a crime under the Criminal Code of Canada or other Federal Statutes for which a Criminal Record of conviction is obtained under the *Identification of Criminals Act*, R.S.C. 1985, c. I-1, as amended.

### **5.0.0 Procedures**

- 5.1.0 Members are required to maintain confidentiality and comply with all applicable Town bylaws, policies, and procedures.
- 5.2.0 The Committee shall hold regular meetings at a frequency to be determined by the Committee.
- 5.3.0 The Committee shall:
  - a. Establish an annual meeting schedule that specifies the date, time, and place of all regular Committee meetings;
  - b. Hold special meetings at the call of the Chair; and
  - c. Provide the annual meeting schedule to the Town.
- 5.4.0 The Committee shall follow the meeting procedures set out in the Town's Council Procedural Bylaw.
- 5.5.0 The Committee shall follow the Committees Governance Framework Bylaw for any matters not identified in this bylaw.
- 5.6.0 Committee meetings shall be held in public unless the meeting is closed for reasons permitted by the Act or the ~~Freedom of Information and Protection of Privacy Act~~. *Access to Information Act*.
- 5.7.0 The Committee may invite subject matter experts to attend any meeting of the Committee on an as needed basis.

### **6.0.0 Reporting**

- 6.1.0 The Committee shall develop an annual workplan that identifies key priorities and goals based on its mandate and this bylaw.
- 6.2.0 The Committee is required to report to Council at least once per year on the following:
  - a. The development of its workplan;
  - b. An update on progress and initiatives, as set out in the workplan; and
  - c. Any information and recommendations on issues or opportunities within its mandate.
- 6.3.0 The Committee will meet the reporting requirements of the Province as outlined under the Act and its Regulations.
- 6.4.0 The Chair of the Committee is the only Member of the Committee authorized to make public statements on behalf of the Committee.
- 6.5.0 No public statements shall be issued on behalf of the Committee in any manner or in any media of communication unless the Chair has first:
  - a. Consulted with the General Manager of Community and Protective Services if the proposed public statement may reference the Town; and
  - b. Consulted with the Officer In Charge if the proposed public statement would reference the RCMP directly or indirectly.

**7.0.0 Miscellaneous**

- 7.1.0 In the event of a conflict between the MPSA and this bylaw that cannot be resolved by application of rules of interpretation established by statute or common law, the provisions of the MPSA shall prevail over the provisions of this bylaw.

**8.0.0 Severability**

- 8.1.0 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

**9.0.0 Review**

- 9.1.0 This bylaw shall be reviewed within its fifth year, being 2030, or as deemed necessary.

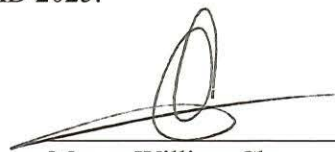
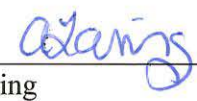
**10.0.0 Effective Date**

- 10.1.0 This bylaw shall take full force and effect on the date it is passed.

Read a first time this 10<sup>th</sup> day of February, AD 2025.

Read a second time this 24<sup>th</sup> day of February, AD 2025.

Read a third time this 24<sup>th</sup> day of February, AD 2025.

  
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Mayor William Choy  
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Ann Laing  
General Manager, Corporate Services