

**A BYLAW OF THE CITY OF LEDUC FOR THE PURPOSE OF ESTABLISHING A POLICING COMMITTEE.**

**WHEREAS** the *Police Act* RSA 2000, C-P-17 as amended or repealed and replaced from time to time, provides that a municipality that has entered into an Agreement with the Government of Canada for the provision of policing services shall establish a Policing Committee;

**AND WHEREAS** the overall objective of the Committee is to act as a liaison between Council, the R.C.M.P, and residents of Leduc, and through collaboration and interaction among those parties, foster responsible actions towards the creation and maintenance of a safe, secure community;

**AND WHEREAS** Council by Bylaw, shall prescribe the rules and regulations governing proceedings and meetings of the Committee;

**NOW THEREFORE** the Council of the City of Leduc in the Province of Alberta duly assembled, enacts as follows:

**1. BYLAW TITLE**

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

**2. DEFINITIONS**

In this Bylaw:

- a) "Agreement" means the Agreement between the City of Leduc and the Government of Canada for the provision of police services for the municipality;
- b) "Bylaw" means this City of Leduc Bylaw No. 1998-2024 as amended or repealed and replaced from time to time;
- c) "City Manager" means the person appointed to the position of Chief Administration Officer by Council and includes any person that the City Manager may appoint as delegate, or as designate for the purpose of carrying out their responsibilities under this Bylaw;
- d) "City" means the City of Leduc, a Municipal Corporation in the Province of Alberta, or the geographical area contained within the boundaries of the City or Leduc, as the context may require;
- e) "Committee" means the Leduc Policing Committee;

- f) "Council" means the Council of the City of Leduc;
- g) "Member" means a duly appointed member of the Committee;
- h) "Officer In Charge" means the Officer In Charge of the R.C.M.P. Detachment in the City of Leduc;
- i) "Police Act" means the *Police Act* RSA 2000 C-P-17 and includes all regulations made under the *Police Act*;
- j) "R.C.M.P." means the Royal Canadian Mounted Police force or any member of that police force as the case may require.

### **3. DUTIES AND RESPONSIBILITIES**

The Committee shall:

- (i) oversee the administration of the Agreement;
- (ii) assist in selecting the Officer In Charge;
- (iii) represent the concerns and interests of Council and the public to the Officer In Charge;
- (iv) develop a yearly plan of priorities and strategies for municipal policing in consultation with the Officer In Charge, including a community safety plan developed in consultation with community agencies and stakeholders;
- (v) report to Council on matters of public concern as the Committee deems appropriate and in the public interest, and report to Council on any matter when requested to do so by Council; and
- (vi) discharge any other duties as may be assigned to the Committee under the *Police Act*.

### **4. COMPOSITION OF THE COMMITTEE**

- a) The Committee shall consist of five (5) voting Members appointed by resolution of Council. Appointees shall be as follows:
  - (i) one (1) current, active member of Council appointed to serve a two (2) year term (or the remainder of that person's current Council term, whichever period expires earlier); and

- (ii) four (4) public at large Members:
  - I. two (2) of whom, concurrent with the establishment of the Committee, shall be appointed to serve terms of two (2) years;
  - II. two (2) of whom, concurrent with the establishment of the Committee, shall be appointed to serve terms of three (3) years; and
  - III. each of whom, in years subsequent to the Committee's establishment, shall be appointed to serve terms of (2) years.
- b) Council may appoint an alternate member of Council to assume the authorities and obligations of the member of Council serving on the Committee during the absence of that Member.
- c) The Officer In Charge of the Leduc R.C.M.P., or their delegate, shall attend the Committee meetings in an advisory, non-voting capacity.
- d) The City Manager shall attend the Committee meetings in an advisory, non-voting capacity.
- e) The City Manager may designate additional City employees to attend Committee Meetings:
  - (i) to provide administrative support services to the Committee; and
  - (ii) to provide other insights and information to the Committee as required to facilitate Committee business.
- f) All persons appointed to the Committee:
  - (i) shall take the Oath of Office as prescribed in Schedule 2 of the *Police Act*; and
  - (ii) must pass an enhanced security check administered through the R.C.M.P.
- g) Members must be residents of the City of Leduc for at least six (6) consecutive months immediately preceding the date of advertising for applications.

- h) Members shall serve on the Committee without remuneration.

## **5. RESIGNATION AND REMOVALS**

- a) A Member may resign from the Committee at any time upon sending written notice of resignation to Council.
- b) Council may terminate a Member's appointment at any time for cause, which in Council's discretion may include, but shall not be limited to, any of the following circumstances:
  - (i) if the Member fails to attend three (3) consecutive meetings of the Committee, unless that absence is authorized in advance by resolution of the Committee before the end of the third consecutive meeting absence;
  - (ii) if the Member ceases to be a resident of the City of Leduc;
  - (iii) if the Member is employed or contracted by the City or the R.C.M.P., other than in a volunteer capacity;
  - (iv) if the Member is convicted of a criminal offense;
  - (v) if the Member fails to keep the Oath of Office, including but not limited to disclosing 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; or
  - (vi) if the Member acts in any manner that, in Council's opinion, discredits the Committee or the City.
- c) When a Committee position is vacated prior to the end of a Member's term, Council may appoint another eligible person to serve as a Member for the remainder of that term.
- d) If the Committee cannot achieve quorum due to there being one or more vacant positions on the Committee, Council must appoint a sufficient number of persons to the Committee to enable the Committee to achieve quorum.

**6. OFFICERS OF THE COMMITTEE**

- a) The Chair and Vice-Chair of the Committee shall be elected from amongst its public at large Members at the first regular meeting of each year. A Member who is a chief elected official may not be elected Chair or Vice-Chair of the Committee.
- b) Minutes of each meeting shall be prepared and submitted to the Committee for approval at the next meeting.

**7. MEETINGS**

- a) The Committee shall hold meetings at a frequency to be determined from time to time by the Committee, but not less than two (2) meetings per year.
- b) Special meetings may be called by the Chair or, in their absence, the Vice Chair, by providing the Members with twenty-four (24) hours' notice.
- c) A majority of the appointed Members shall constitute a quorum.
- d) An agenda shall be prepared and circulated to the Members prior to each Committee meeting.
- e) Each Member shall have one vote. Motions shall only be carried upon receiving a majority of votes.
- f) Meetings of the Committee shall be open to the public except as may be permitted or required by legislated authority.

**8. SUB-COMMITTEES**

The Committee may appoint advisory sub-committees that may include non-Members as the Committee deems appropriate. The Committee shall define the terms of reference and tenure of each sub-committee by a single motion.

**9. LIMITATIONS**

- a) Neither the Committee nor any Member may pledge the credit of the City in collection with any matters whatsoever, nor shall the Committee or any Member have the power to authorize any

expenditure to be charged against the City.

- b) Neither the Committee nor any Member may manage, direct or assign duties to City or R.C.M.P. personnel.

**10. CONFLICT OF INTEREST**

- a) No Member shall participate in any discussion nor vote upon any matter in which they have a pecuniary interest as defined in the Police Act.
- b) Members of the Committee shall not be held liable for any actions or claims arising out of the exercise of the powers granted to the Committee pursuant to this Bylaw.

READ A FIRST TIME IN COUNCIL THIS 20<sup>TH</sup> DAY OF JANUARY, 2025.

READ A SECOND TIME IN COUNCIL THIS 10<sup>TH</sup> DAY OF FEBRUARY, 2025.

READ A THIRD TIME IN COUNCIL THIS 10<sup>TH</sup> DAY OF FEBRUARY, 2025.

“Original Signed”

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**MAYOR**

February 10, 2025

“Original Signed”

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Date Signed

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**CITY CLERK**