

BYLAW NO. 16-2025

BEING A BYLAW OF TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA

A Bylaw of the Town of Slave Lake, in the Province of Alberta, for the purpose of establishing a Municipal Policing Committee.

WHEREAS Section 7 of the Municipal Government Act, RSA 2000, Chapter M-26 and amendments made thereto, provide that Council may pass bylaws in relation to services provided by or on behalf of the municipality.

AND WHEREAS The Police Act RSA 2000 Chapter P-17 and regulations amended, provide that a municipality which has entered into an agreement with the Federal Government for the provision of police services through the Royal Canadian Mounted Police, may by bylaw establish a Municipal Policing Committee.

THEREFORE, be it resolved that the Council of the Town of Slave Lake in the Province of Alberta duly assembled hereby enacts as follows:

1. CITATION

- 1.1. This Bylaw may be cited as "Municipal Policing Committee Bylaw".
- 1.2. Where the provisions of this Bylaw conflict with the provision of any other Bylaw of the Town of Slave Lake, this Bylaw shall prevail.

2. DEFINITIONS

- 2.1. **Act:** The Police Act, RSA 2000, Ch P-17 and regulations thereto.
- 2.2. **Bylaw:** Municipal Policing Committee Bylaw No. 16-2025 as amended from time to time.
- 2.3. **Chair:** Member of the Committee chosen to be the Chair of the Committee in accordance with section 6.2 of this Bylaw.
- 2.4. **CAO:** Chief Administrative Officer, means the person appointed by the Council to the position chief administrative officer under section 205 of the MGA and the Town of Slave Lake Chief Administrative Officer Bylaw #15-2016.
- 2.5. **Chief Elected Official:** Mayor of the Town of Slave Lake.



- 2.6. Committee: Municipal Policing Committee.
- 2.7. Council: Municipal Council of the Town of Slave Lake.
- 2.8. Member: Person appointed to the Policing Committee pursuant to the Policing Committee Bylaw.
- 2.9. Minister: Minister of Public Safety and Emergency Services of the Province of Alberta.
- 2.10. MGA: Municipal Government Act, RSA 2000, Ch M-26, and its regulations, as amended
- 2.11. MPSA: the Municipal Police Service Agreement dated April 1, 2012, as amended, extended, or renewed, made between the Town of Slave Lake and the Government of Canada pursuant to section 22(3) of the Act.
- 2.12. Officer in Charge: Officer in charge of the local RCMP detachment in Slave Lake.
- 2.13. Provincial Member: an individual appointed to the Committee by the Minister pursuant to the Police Act
- 2.14. RCMP: Royal Canadian Mounted Police or any member of that police service as the case may require.
- 2.15. Town: Town of Slave Lake
- 2.16. Vice Chair: Member of the Committee chosen to be the Vice Chair in accordance with section 6 of this Bylaw.

3. PURPOSE AND APPLICATION

- 3.1. This Bylaw shall govern the Committee
- 3.2. When any matter relating to the conduct of the Committee during any meeting is not addressed by this Bylaw, reference shall be made to the Council Code of Conduct Bylaw No. 10-2022 and the Procedural Bylaw No. 28-2016 of the Town.



4. DUTIES AND RESPONSIBILITIES

4.1. The Committee shall have the following duties:

- a. Overseeing the administration of the MPSA;
- b. Representing the interests and concerns of public and Council to the Officer in Charge;
- c. Developing a community safety plan in conjunction with the local police detachment and Chief Elected Official, including a plan for collaboration between the community and community agencies, and providing the community safety plan annually, or on request, to the Minister;
- d. Assisting in the selection of the Officer in Charge;
- e. Reporting annually, or on request, to the Minister on the implementation of and updates to programs and services to achieve the priorities of the police service;
- f. Preparing annually a budget to be presented to Council outlining the expenses related to the operation of the Committee.

5. MEMBERSHIP

5.1. The Committee shall consist of 5 voting Members, appointed by resolution of Council or by ministerial appointment. Members shall include:

- a. 1 member of Council;
- b. 2-4 members of the Public, depending on the number of ministerial appointments;
- c. A maximum of 2 ministerial members appointed per term as indicated in section 5.3.

5.2. The following may attend the Committee meetings in a non-voting, advisory capacity:

- a. The Officer in Charge, or their designate;
- b. The CAO, or their designate;
- c. The Mayor of the Town is an ex-officio Member of the Policing Committee.

5.3. If the Committee consists of:

- a. Three (3) Members, the Minister may appoint (1) Member to the Committee or;
- b. Four (4) to six (6) Members, the Minister may appoint up to two (2) Members to the Committee or;
- c. Seven (7) Members, the Minister may appoint one (1) Member for each group of three (3) Members appointed to the Committee, including any remaining group that is fewer than three (3) Members.



- 5.4. The term of office of a Member appointed to the Committee shall be 3 years.
- 5.5. All Members appointed to the Committee must:
 - a. Be at least 18 years of age;
 - b. Be a resident of the Town of Slave Lake for 6 consecutive months immediately preceding the date of the advertisement for receipt of applications;
 - c. Pass an enhanced security check;
 - d. Take an oath as set out in Schedule 2 of the Act;
 - e. Not to be hired in any capacity with the Town of Slave Lake RCMP, any Provincial or Municipal Police Service, Alberta Justice or Alberta Public Safety and Emergency Services.
- 5.6. Members may resign from the Committee at any time upon providing written notice to the Committee.
- 5.7. The appointment of a Member to the Committee may not be revoked by Council except for cause. Examples of cause include:
 - a. Being absent from 3 consecutive meetings unless such absence is by reason of illness or is authorized in advanced by the Committee;
 - b. Ceasing to be a resident of the Town of Slave Lake;
 - c. Being hired by the Town of Slave Lake RCMP, any Provincial or Municipal Police Service, Alberta Justice or Alberta Public Safety and Emergency Services;
 - d. Being convicted of a crime under the Criminal Code of Canada;
 - e. Failing to keep the Oath of Office, or disclose any information that jeopardizes a police operation, or the confidentiality associated with the nature of policing including personnel, conduct contracts with the RCMP and security of police operations.
- 5.8. If a person who is also a member of is appointed to the Committee, that person's appointment to the Committee terminates on that person's ceasing to be a member of Council.

6. Meetings

- 6.1. The Committee shall hold meetings twice annually at minimum but as often as is required to carry on the business of the Committee.
- 6.2. The Members of the Committee shall at their first meeting in each year, elect from their Members a Chair and one Vice-Chair.
- 6.3. A Member, who is the Chief Elected Official, is not eligible to be elected as the Chair or Vice Chair of the Policing Committee.
- 6.4. Each appointed Member shall have one vote, excluding the Chair unless there is a tie.



- 6.5. All appointed Members of the Committee, except the Chair, must 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.
- 6.6. A majority of Members shall constitute a quorum.
- 6.7. A majority of quorum is required to pass any motion.
- 6.8. Special meetings may be called by the Chair or in their absence, the Vice Chair, by providing Members with 24 hours' notice. The Committee, by unanimous consent, waive notice of a special meeting at any time if every Member of the Committee is present.
- 6.9. Meeting times of the Committee shall be posted on the Town's website, and meetings will be open to the public. Matters relating to the discipline, personnel, conduct, management, employee retention and security shall be conducted in-camera in accordance with FOIP.
- 6.10. An agenda shall be prepared and circulated to the Committee Members for each meeting.
- 6.11. Minutes shall be kept for each meeting of the Committee and retained in accordance with the Town's Record Management Policy #: C.d.004.

7. EFFECTIVE DATE

- 7.1. That this Bylaw comes into effect upon the date of its Third and Final Reading.

8. EXPIRY

- 8.1. For the purpose of ensuring that this Bylaw is reviewed for the ongoing relevancy and necessity, with the option that it may be repassed in its present form following a review, this Bylaw expires on April 1, 2030.



READ A FIRST TIME THIS 04

Howard
MAYOR

NOV
DAY OF 04 2025.

John
CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS 04

Howard
MAYOR

NOV
DAY OF 04 2025.

John
CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS 04

Howard
MAYOR

NOV
DAY OF 04 2025.

John
CHIEF ADMINISTRATIVE OFFICER