

Police Committees 2025

The Police Amendment Act 2022 and the Police Governance Regulation 2024

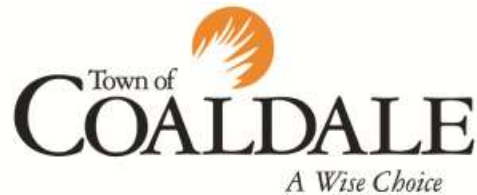
Mark Anderson, Manager of Community Policing Town of Coaldale

Calgary Police Service – 1980 to 2006

Senior Trainer Traffic Technology 2000 2004- Current

Manager of Community Policing Town of Coaldale
2020- Current

Member of AAPG since 2001



I have been involved in policing for 45 years in one capacity or another. As a former Internal Affairs Investigator, I appreciate the need for Governance in policing.

Formalizing Police Committees in smaller jurisdictions is a positive step forward in governance, which when correctly applied will improve communication and cooperation between our communities and the RCMP.

Alleged bite suspect
Proven Innocent



Initial Steps

Communities with a population under 5,000 and/or are served by the RCMP under a Provincial Police Service Agreement (PPSA) will be represented by the Provincial Police Advisory Board (PPAB). The Board will make recommendations on province-wide policing priorities and other aspects of RCMP service Delivery.

RCMP policed communities with a population between 5,000 and 15,000 and policed under a Municipal Police Service Agreement (MPSA) will be represented by a regional policing aligned with the four RCMP districts.

Communities may wish to opt out of their regional policing committee in favour of forming their own municipal policing committee or a joint municipal policing committee with another municipality.

Ministerial approval is required in order to opt out of a regional committee.



Ministerial Approval

If your Council has decided to form its own Police Committee or join with another Municipality to form a joint Police Committee, a letter requesting Ministerial Approval should be directed to the Minister of Public Safety & Emergency Services.

While waiting for the approval, you may draft a Police Committee Bylaw. If you are joining with another municipality ensure you're the bylaws match and reference the other jurisdiction.

Use examples from other jurisdictions.

Have your Bylaw reviewed by your Council in case there are further questions.

December 6, 2024

Minister of Public Safety & Emergency Services
Attention: Minister Mike Ellis
404 Legislature Building
Edmonton, Alberta
T5K 2B6

Re: Town of Coaldale – Local Police Governance

Dear Honourable Minister Ellis:

As follow up to the correspondence received from your office, dated November 20, 2024, the Town of Coaldale Council is requesting Ministerial approval to withdraw from the Southern Alberta Regional Policing Committee and proceed with the formation of its own municipal Policing Committee.

The Town of Coaldale Council believes that establishing our own municipal Policing Committee will allow us to better address the specific needs and concerns of our community. We have carefully considered this decision and believe it is in the best interest of our residents.

We appreciate your attention to this matter and look forward to your favorable response.

Sincerely,



Jack Van Rijn
Mayor

cc: Town Council
Kalen Hastings, Chief Administrative Officer
R.C.M.P. Staff Sgt. Mike Numan
Mark Anderson, Manager of Community Policing



Approval

When you receive Ministerial Approval, submit a copy of your Draft Bylaw to the Minister by email to AlbertaPoliceGovernance@gov.ab.ca

If you wish you may include a copy of our Policy and Procedures manual as well.

You will receive an approval of the bylaws via email from the Ministry following which you may present your bylaw to council for 3 readings. You will be asked to submit signed copies of the bylaw to the Ministry for the Minister's signature. These will be hard copies sent by courier.

Budgeting:

The Town of Coaldale has a global budget for all committees.

For 2025 any financial needs for the Committee will come from that budget line.

This year we will identify what budgeting the Committee will need for subsequent years.

(Training, Fees, Conferences etc.)

Presently we do not have any "citizen" members we have deferred several activities until we do.

Our expenditures to date have all been "soft costs". Staff time spent on drafting bylaws etc. These have been small.

Approximately 100 hours has been spent on putting together the bylaw and other documents for the Committee so far.




Committee Appointments and Enhanced Security Clearance

Your Committee should include representation from Council, and from the community. The more diverse the committee the better it will be able to reflect and represent the community it serves.

Keep in mind diversity, inclusion and equity when crafting your position description and volunteer job posting.

Every member of the Committee will need to pass an Enhanced Security Check. This is an in-depth security clearance which includes a criminal records check and an in-depth background check. Members will need to complete the initial forms sent to you by the Ministry, and the follow up forms sent by the Corps of Commissionaires who act on behalf of the Ministry to complete the Enhanced Security Check.

 **Security Screening Consent and Authorization**

Protected B (when completed)

☐ Security Screening Consent and Authorization
EMPLOYMENT ☐ Security Screening Consent and Authorization
APPOINTMENT

Candidate Instructions
The applicant will provide initials in the 'applicant's initials box'. Incomplete applications will not be accepted.

Surname Full Given Names (no initials)

Date of Birth: Year Month Day Date Form Completed yyyy-mm-dd

Consent and Verification

LEVEL 1 - Security Clearance

☐ Criminal record check initial

LEVEL 2 - Enhanced Reliability Clearance

☐ Criminal record check initial

☐ Open source media and social media checks initial

☐ Law enforcement query/record check (i.e. police indices) initial

☐ Credit Check (financial assessments, including credit record checks) initial

☐ Other

OFFICE USE ONLY

Date Received yyyy-mm-dd	Name of Employee	Level of Security Screening <input type="checkbox"/> Level 1 <input type="checkbox"/> Level 2	Date Completed yyyy-mm-dd
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Level 1 <input type="checkbox"/> Level 2	<input type="text"/>



A first Meeting

Step 6

Our Committee is comprised of 2 Town Councilors (voting).

A maximum of 3 Community Members (voting)

The Mayor, CAO, RCMP Detachment Commandeer, Manager of Community Policing (non-voting).

At our first meeting we decided to postpone nominations until our citizen members had been selected. (See the selection of documents provided)

It was decided to proceed with the selection of Citizen Members, and have start times align with October Municipal elections. Members selected now, will be reappointed in October. (Our other committees are selected in line with elections. This makes it easier long term.)



Public Notice Appointments to Committees and Boards

The Council of the Town of Coaldale appreciates citizens who are willing to be involved in the community by becoming members of municipal boards and committees. As a committee member you will have influence on the formation of town policy in key areas.

The Town of Coaldale is actively recruiting volunteers for the Coaldale Police Committee.
(Up to 3 citizen members)

POSITION SUMMARY

Volunteer members of the Coaldale Police Committee provide input, oversight, and guidance on local policing priorities, community safety initiatives, and public engagement related to law enforcement. Volunteers are appointed for a term of not less than 2 years and not more than 3, and may serve consecutive terms. Volunteers meet at least quarterly, or more as required.

JOB DUTIES AND ACCOUNTABILITIES

- Representing the interests and concerns of the public and Council to the Officer in Charge
- Developing a yearly plan of priorities and strategies for policing in consultation with the Officer in Charge
- Assisting in the selection of the Officer in Charge
- Support the R.C.M.P. in integrated community safety planning
- Prepare/Contribute to annual reporting
- Attend meetings quarterly or as required
- Perform other duties as required.

REQUIREMENTS

- Must be a resident of Coaldale
- Demonstrated interest in public safety, policing and community development
- Strong communication and teamwork skills
- Ability to consider diverse perspectives with fairness and objectivity
- Must be 18 years of age or older
- Must pass an Enhanced Security screening
- Experience with volunteer boards or committees not required
- Lived experience or insight into the needs of diverse groups including Indigenous Peoples, racialized communities, LGBTQ2S+ individuals and persons with disabilities and newcomers
 - Must swear/affirm and Oath of office as set out in schedule 2 of the Police Act



Challenges along the way

Two challenges: finding the answers to questions, and reading through multiple documents to find answers.

The Contract Policing and Policing Oversight Unit a division of Public Safety & Emergency Services is an invaluable resource.

albertapolicegovernance@gov.ab.ca

The team there has been most patient with my multiple inquiries.

Examples for all documentation are available through AAPG, or by contacting me directly at:

cpoanderson@coaldale.ca

I am available for questions and support anytime at 403-331-5279



Q&A

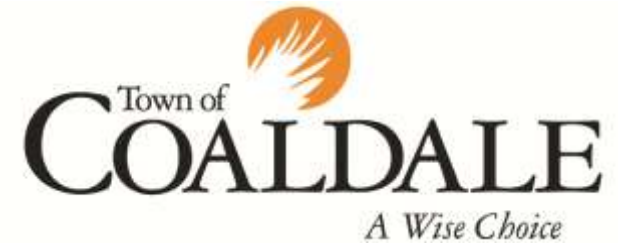
I am happy to take any questions you may have.

Many thanks to The Contract Policing and Policing Oversight Unit, Public Safety & Emergency Services, AAPG and the Town of Coaldale for the assistance getting to this point.



Honest, it wasn't that bad





403-345-1300

office@coaldale.ca

www.coaldale.ca