

City of Wetaskiwin

Policing Committee – Terms of Reference

1. Purpose

The purpose of the Policing Committee is to provide civilian oversight and advice to the City of Wetaskiwin Council regarding policing matters. The Committee serves as a liaison between the RCMP, City Administration, Council, and the public to promote transparency, accountability, and community involvement in municipal policing priorities and public safety strategies.

2. Mandate

- - Collaborate with the Officer in Charge to develop and recommend annual municipal policing priorities and strategies.
- - Review and provide input on the annual RCMP goals and priorities.
- - Make recommendations to Council on policing and public safety matters.
- - Assist the Officer in Charge with resolving public complaints where appropriate.
- - Submit a written and verbal annual report to Council outlining the Committee's activities and outcomes.
- - Submit an annual operating budget for Council consideration.

3. Composition

The Committee shall consist of up to five (5) voting members, appointed by Council:

- One (1) member of Council
- Four (4) public-at-large members.

Non-voting advisory members include:

- RCMP Officer in Charge
- General Manager of Community & Protective Services (or designate)
- Manager of Enforcement Services (or designate)
- A Recording Secretary (non-voting, from Enforcement Services or designate)

4. Membership Eligibility

- - Must be a Canadian citizen or permanent resident.
- - Must have resided in the City of Wetaskiwin for a minimum of six (6) months.
- - Must be at least 18 years of age (except for the youth representative, who must be at least 16).
- - Must not be employed by the RCMP, any provincial or municipal police service, Alberta Justice, or Public Safety and Emergency Services.
- - Must pass a criminal record check and suitability screening conducted by the RCMP.
- - Must pass an enhanced security check conducted by the Government of Alberta.

- - Must take the Oath of Office as prescribed in the Police Act.

5. Term and Appointment

Public members shall be appointed for a three (3) year term and may serve up to two (2) consecutive terms. Terms may be extended by special resolution of Council. Vacancies mid-term shall be filled by Council for the remainder of the term.

6. Chair and Vice-Chair

The Chair and Vice-Chair shall be elected annually by voting Committee members. The Chair shall preside over meetings and ensure effective operation. The Chair may only vote in the case of a tie.

~~7. Public Complaint Director~~

~~The Committee must appoint a Public Complaint Director (PCD), and this position would facilitate the complaints process to the RCMP Officer In Charge, Canadian Review and Complaints Commission, or another agency as required.~~

8. Meetings

The Committee will meet at least six (6) times per year. Quorum requires three (3) voting members. Meetings shall be open to the public, except for in-camera sessions involving personnel, contracts, or security matters. Agendas will be distributed in advance by the recording member.

9. Confidentiality and Conduct

Members are required to maintain confidentiality in accordance with the Police Act and FOIP legislation. Members must not disclose information that may compromise public or officer safety or RCMP operations.

10. Reporting

The Committee shall report to Council at least once per year in writing and in person. The Committee shall also provide reports on specific issues when requested by Council.

11. Subcommittees

The Committee may establish subcommittees or ad hoc working groups as required, including community representatives, to address specific issues. Terms of reference must be established for each subcommittee.

12. Limitations

The Committee and its members have no authority to pledge the credit of the City, make expenditures, or direct RCMP operations. Their role is strictly advisory to Council.