



POLICING COMMITTEE MEETING

Thursday, October 15, 2026, 6 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

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10.1 Adjournment - Policing Committee - October 15, 2026	



REQUEST FOR DECISION

MEETING DATE: October 15, 2026

TITLE: Minutes - Policing Committee Meeting – September 10, 2026

DIVISION: Strategic and Communication Services

SUMMARY:

The minutes of the previous Policing Committee meeting are placed on the agenda for approval.

PROPOSED MOTION:

THAT the September 10, 2026 Policing Committee meeting minutes be approved as presented.

BACKGROUND / ANALYSIS:

The Policing Committee minutes are the official written record of the actions that took place during the meeting; a snapshot of the decisions that the Committee made and the outcome of the vote.

The minutes are written without notes or transcribing of discussions that may have taken place during an agenda item.

Committee members review the minutes prior to the meeting to review for any changes that may need to be made. A motion for an amendment is required if an error has been noted. If there are no amendments to the minutes, a motion to approve the minutes as presented is made by a member of the Committee. The minutes are signed by the Chair and the Recording Secretary.

A copy of the minutes will be included in a future Regular Council Meeting agenda package.

OPTIONS / ALTERNATIVES:

If the Committee would like to make changes to the minutes, the following motion is required:

THAT the September 10, 2026 Policing Committee meeting minutes be approved as amended.

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



THE CITY OF SPRUCE GROVE
Minutes of the Policing Committee

September 10, 2026, 6 p.m.
3rd Floor - Poplar Room
315 Jespersen Ave
Spruce Grove, AB T7X 3E8

Members Present: Councillor Mastaler
Councillor Stevenson
Gene Kushnir, Chair
Sharon Shuya, Vice-Chair
Glenn Jensen
Patty Hoyland

Also in Attendance: Brent Meyer, Staff Sergeant, RCMP Parkland Detachment
William Norton, Manager of Enforcement Services
Jaclyn Hager, Recording Secretary

1. CALL TO ORDER

Chair Gene Kushnir called the meeting to order at 6 p.m.

2. AGENDA

2.1 Adoption of the Agenda - Policing Committee Meeting - September 10, 2026

The following addition was made to the agenda:

Added to Item 6.2 - Update regarding Public Engagement at Canada Day and Rib Fest

Resolution: PC-021-26

Moved by: Councillor Mastaler

THAT the agenda be adopted as amended.

Unanimously Carried

3. MINUTES

3.1 Approval of Minutes - Policing Committee Meeting - June 18, 2026

Resolution: PC-022-26

Moved by: Glenn Jensen

THAT the June 18, 2026 Policing Committee meeting minutes be approved as presented.

Unanimously Carried

4. DELEGATIONS

4.1 Delegation - Police Review Commission

Jason van Rassel, Senior Manager, Community Connections, Greg Towler, Executive Director, Case Management, Resolution and Investigations and Benjamin Daniel, Community Commission Liaison from Police Review Commission, provided a presentation on the Police Review Commission in Alberta.

Committee thanked Jason van Rassel, Greg Towler, and Benjamin Daniel for the presentation.

5. ADMINISTRATIVE UPDATES

5.1 2026 Canadian Association of Police Governance Conference Update

William Norton provided an update on the 2026 Canadian Association of Police Governance Conference that was held in August.

Committee thanked William Norton for the update.

5.2 Community Social Development Update

William Norton provided an update on behalf of Scott Rodda on key initiatives from the Community Social Development Department.

Committee thanked William Norton for the update.

6. BUSINESS ITEMS

6.1 Policing Committee Meeting Schedule Amendment

The Committee did not amend the meeting schedule.

6.2 Policing Committee Community Engagement Strategy Approval and Update on Canada Day and Rib Fest

Patty Hoyland and Glenn Jensen provided an update on public engagement at the City's Canada Day Event and Rib Fest.

Moved by: Sharon Shuya

THAT the Community Engagement Strategy be approved.

Resolution: PC-023-26

Moved by: Sharon Shuya

THAT the word "Draft" be removed from the Community Engagement Strategy.

Unanimously Carried

Resolution: PC-024-26

Moved by: Sharon Shuya

THAT the Community Engagement Strategy be approved as amended.

Unanimously Carried

7. INFORMATION ITEMS

7.1 2025 Crime Severity Index Report

Staff Sergeant Brent Meyer presented the 2025 Crime Severity Index Report and announced that Inspector McGillivray has been promoted to Superintendent with the Alberta RCMP.

Committee thanked Brent Meyer for the presentation and expressed gratitude and well wishes to Inspector McGillivray on his promotion.

8. CLOSED SESSION

There was no Closed Session on the agenda.

9. **BUSINESS ARISING FROM CLOSED SESSION**

There was no Business Arising from Closed Session.

10. **ADJOURNMENT**

10.1 Adjournment - Policing Committee - September 10, 2026

Resolution: PC-025-26

Moved by: Councillor Stevenson

THAT the Policing Committee Meeting adjourn at 8:30 p.m.

Unanimously Carried

Gene Kushnir, Chair

Jaclyn Hager, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: October 15, 2026

TITLE: Delegation – Parkland Community Engagement Unit Presentation
– Sergeant Laurie Mcgilvray and Corporal Cuneyt Zambak

DIVISION: Community and Protective Services

SUMMARY:

Sergeant Laurie Mcgilvray and Corporal Cuneyt Zambak present the work of the Community Engagement Unit.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The intent of this Delegation is to educate the members of the Policing Committee regarding the work of the RCMP Parkland Detachment Community Engagement Unit.

OPTIONS / ALTERNATIVES:

N/A

CONSULTATION / ENGAGEMENT:

N/A

IMPLEMENTATION / COMMUNICATION:

N/A

IMPACTS:

N/A

FINANCIAL IMPLICATIONS:

N/A

Parkland RCMP

Community Engagement Unit

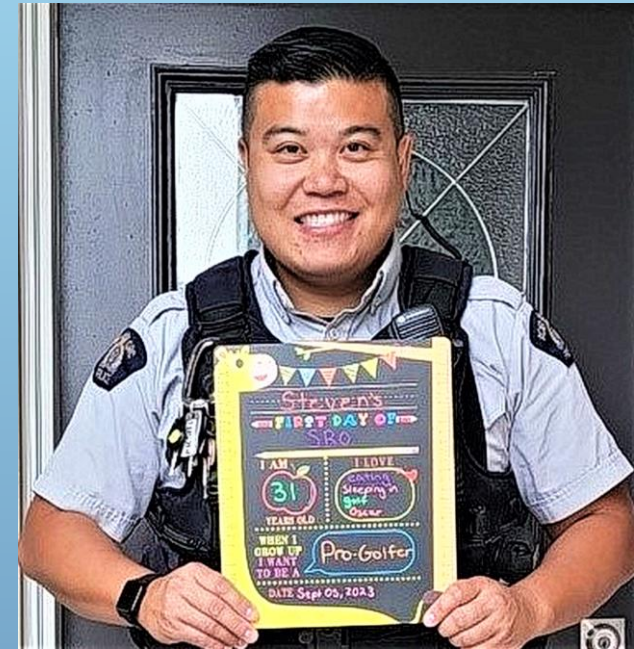
Current members of the unit:



Cpl. Zambak



Cst. Marshall -
SRO



Cst. Huang -
SRO



Cst. Hinman -
Community & Youth
Engagement Officer



M.E. Theresa Martins
- Detachment Media
Liaison



Cst. Dyson -
Community Engagement
Officer

What is the Community Engagement Unit?

The unit is responsible for the extra services that the community needs or asks for, but the General Duty members cannot provide due to call volume.

School Resource Officers (SROs)

- The SROs are dedicated to the four high schools in the detachment area
- The SROs deal with issues and files at the high schools, during school hours
- The SROs also attend after school events such as football games, dances and graduation ceremonies
- Attend Sunrise and Footsteps meetings for high-risk youth in the school system

Community Engagement Officer & Community & Youth Engagement Officer

- Attends all 44 schools and educational facilities in the Parkland detachment area
- Engages with youth of all ages
- Provides presentations on various topics to youth
- Facilitates classroom visits to talk about policing to children
- Attends community events in various capacities (red serge or regular uniform)
- Conducts tours of the detachment
- Assists with Violence and Threat Risk Assessments with the respective school

- The Community Engagement member engages with community groups such as the Winter Emergency Response for the homeless
- Works with the Outreach team in Spruce Grove
- Attends community events and trade shows to provide information on crime prevention ideas
- Presents seminars on things like Fraud Awareness, Social Media awareness and others
- Participates in fundraising events such as the Stuff-a-Cruiser events and toy drives with local businesses and volunteer groups
- Assists with Violence and Threat Risk Assessments with the respective school

- The unit assists Peace Officers in all the communities as back-up and support for higher risk files they are working on
- This includes overwatch for properties that have suspected criminal activity or potentially violent residents present
- The unit coordinates with Peace Officers on major events like Farmer's Days, Canada Day, Agra Fair, triathlon & other running events, and more
- The unit works with event organizers at the Lac Ste Anne Pilgrimage and staffs it to augment their security team for approximately 6000 - 8000 people who attend
- The unit works with Paul First Nation on their Powwow and other indigenous events
- The unit attends various community group meetings and consultation meetings

In the fiscal year of 2025-2026, the unit completed:

- 124-foot patrols and bike patrols in Stony Plain and Spruce Grove
- 311 school visits in total to all 44 schools
- 155 community and public engagement events
- Attended 77 community group meetings & consultations
- The unit is also available as an extra resource of officers in major events and regularly assists with Search and Rescue calls, boating incidents, and other events requiring a larger number of officers.

Community Engagement Unit Updates

- A new addition to the unit created to address traffic safety related matters in a community as well as crime hot spots
- The addition will consist of a Corporal and a Constable, with a plan to increase to a second constable
- Focus on working with Peace Officers in the detachment area
- Be a visible presence in various communities for both proactive and reactive policing functions





REQUEST FOR DECISION

MEETING DATE: October 15, 2026

TITLE: 2027 Policing Committee Work Plan Discussion

DIVISION: Community and Protective Services

SUMMARY:

In accordance with C-1371-25 - Policing Committee Bylaw, the Committee is required to develop an annual work plan that identifies key priorities and goals based on its mandate and this bylaw.

Administration and the Committee will discuss topics that could be included in the proposed 2027 Work Plan.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

The development of an annual work plan and reporting on progress is a key component of the mandate of the Committee.

As a reminder the Mandate of the Committee is as follows:

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 City in providing that advice.

The mandate of the Committee does not include directing Administration on programs, services, business plans, finances / funding, or structure. The specific duties, functions and responsibilities of the Committee will be as set out in the Act and associated regulations and as outlined by the City through the Policing Committee Bylaw or any policies or directives that might be provided to the Committee from time to time.

Administration has developed the 2027 Proposed Work Plan which includes the following items:

- 1) Complete orientation, training and on-going professional development
- 2) Work with the RCMP Officer In Charge to develop the 2026/2027 Policing priorities
- 3) Engage with public and stakeholders on policing matters
- 4) Collaborate with community and non-profit organizations
- 5) Generate a Community Safety Plan
- 6) Provide mid-year feedback on the efficacy of the Annual Performance Plan initiatives to the RCMP and Council
- 7) Provide an Annual Report to Council and the Minister of Public Safety and Emergency Services

The intent of the proposed Work Plan is to establish the items the Committee will focus on throughout 2027.

OPTIONS / ALTERNATIVES:

The purpose of this item is to discuss the list of items presented by Administration and invite Committee members to propose ideas and topics to consider. Additionally, the Council representatives may bring forward ideas that they have heard from their Council colleagues for consideration. Prioritization may also be discussed to ensure that the work plan is manageable.

CONSULTATION / ENGAGEMENT:

Administration discussed topics within the Community and Protective Services division, other senior leaders in the organization and the RCMP.

IMPLEMENTATION / COMMUNICATION:

There is no vote being conducted on the work plan at this meeting. The intent of the discussion is to solicit feedback from Committee members and to engage in discussion related to the development of the work plan. In some cases, consensus may be clear, and in other cases, there may be differing perspectives on items and prioritization of such.

The goal of the Chair and the Administrative Liaison is to facilitate discussion and a list of proposed items for the development by Administration of a proposed and recommended work plan. The draft work plan would then be presented to the Policing Committee, at the November 2026 meeting, for debate and/or approval.

Following approval, the next step will be for the Chair present the work plan to Council for their consideration and/or feedback.

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a

Spruce Grove Policing Committee

2027 Work Plan

- 1) Complete orientation, training, and on-going professional development
- 2) Work with the RCMP Officer In Charge to develop the 2027/2028 Policing priorities
- 3) Engage with public and stakeholders on policing matters
- 4) Collaborate with community and non-profit organizations
- 5) Generate a Community Safety Plan for submission to the Solicitor General's office
- 6) Provide mid-year feedback on the efficacy of the Annual Performance Plan initiatives to the RCMP and Council
- 7) Provide an Annual Report to Council and the Minister of Public Safety and Emergency Services

Priority 1: Complete orientation, training, and on-going professional development

- New members of the committee are to review the orientation session with City Administrative staff and the Officer In Charge of the RCMP Parkland Detachment
- New members are to complete the online training modules as outlined by Public Safety and Emergency Services
- Approved members are to attend the Alberta Association of Police Governance Conference
- Participate in policing conferences, workshops, webinars, and event associated to police governance as appropriate

Priority 2: Work with the RCMP Officer In Charge to develop the 2027/2028 Policing priorities

- Meet with the Officer in Charge of the RCMP Parkland Detachment (OIC) to review operations and calls for service statistics
- Provide the OIC with community identified policing priorities
- Approve the RCMP 2027/2028 Annual Performance Plan
- Communicate the RCMP 2027/2028 Annual Performance Plan to the community and post it publicly

Priority 3: Engage with public and stakeholders on policing matters

- Continue public education to increase the profile and visibility of the Policing Committee with citizens, agencies, and groups
- Engaging with the Community Services Advisory Committee
- Engaging with the Youth Advisory Committee
- Engaging with the Kickstand Advisory Committee
- Examine opportunities to attend public functions such as Canada Day and Agri Fair
- Examine opportunities to engage with diverse communities and groups throughout the City
- Potential to leverage the CSD's neighbourhood engagement initiative

Priority 4: Collaborate with community and non-profit organizations

- Obtain a membership with the Alberta Association of Police Governance
- Consider reaching out to other groups or organizations which may assist in developing competence in police governance
- Collaborate with other City Committees, such as the Community Services Advisory Committee
- Collaborate with other community groups as opportunities arise

Priority 5: Generate a Community Safety Plan

- Work with Administration to understand the work being done in the City through the Social Sustainability Plan
- Based on the work being done already, and the work done in priorities 2, 3 and 4, develop a Community Safety Plan
- Share the Community Safety Plan with Council, the RCMP and the Minister once developed and post the same publicly

Priority 6: Provide mid-year feedback on the efficacy of the Annual Performance Plan initiatives to the RCMP and Council

- Based on the work done in priorities 3 and 4, meet with the OIC to provide feedback on the efficacy and status of the RCMP's initiatives in support of the policing priorities of the community

Priority 7: Provide an Annual Report to Council and the Minister of Public Safety and Emergency Services

- Meet with the OIC and provide an annual report and feedback on the efficacy of the initiatives implemented in support of the policing priorities for the community and any emerging themes or priorities
- Generate and present to Council a report on the activities of the Committee for the year and post it publicly
- Generate and forward to the Minister a report on the activities of the Committee for the year

Orientation and training topics:

- Governance Overview
- Roles and Selection of Chair and Vice Chair
- Structure of policing in Alberta in General
- Structure of the Parkland Detachment
- Existing Committees and work which might inform on the work of the Committee
- Role and Mandate of the Committee
- Draft Work Plan and Meeting Schedules
- Engagement plans

Timelines – Deliverables:

February 2027 Meeting

- Policing priorities input

June 2027 Meeting

- Finalizing / Adoption of Community Safety Plan

September 2027 Meeting

- Mid-Term report on progress in relation to policing priorities
 - To Council
 - To RCMP

DRAFT



REQUEST FOR DECISION

MEETING DATE: October 15, 2026

TITLE: Upcoming Community Engagement Opportunities

DIVISION: Community and Protective Services

SUMMARY:

In accordance with C-1371-25 - Policing Committee Bylaw, the Committee is required to develop an annual work plan that identifies key priorities and goals based on its mandate. At its meeting on September 10, the Committee approved a Community Engagement Strategy to guide engagement with the public and interest holders on policing matters and priorities.

Administration and the committee will discuss community events remaining in 2026 and into 2027 to identify possible participation for further engagement.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

Through the development of an annual work plan and expectations from the Government of Alberta Law Enforcement and Oversight Branch, community engagement on policing priorities is a component of the mandate of the committee.

Engagement efforts have already commenced through the summer and fall months with attendance at key community events such as Canada Day Celebrations, Rib Fest and Agri-fair.

In preparation for this meeting, a list of events was requested to be identified for possible attendance by the committee for engagement purposes in Fall/Winter 2026 and early 2027.

The following is a list of events and engagement ideas for the remainder of 2026. *A List of Community Events scheduled for 2027 was not found.*

2026 Events - Fall/Winter

- October 24 – Fall Fest, Spruce Grove City Centre (Columbus Park)
- November 13 – Moonlight Madness, Spruce Grove City Centre (Columbus Park)
- November 28 – Light Up, Central Park
- Christmas Market – November 29, Spruce Grove City Centre
- Rock’n Reindeer Swim Meet – December 5, TransAlta Tri Leisure Centre

Other potential opportunities

- Engage specific Community groups and demographics such as Seniors, Youth, 2SLGTBQI+, Schools, First Nations etc.
- Pop-ups at Sporting events, Local coffee spots, Grocery and retail stores, Malls, Parks and trails, etc.

As a reminder, the 2026 Committee Work Plan includes the following deliverables. In addition, the Committee will be approving their Work Plan for 2027.

- 1) Complete orientation, training and On-going Professional Development – *orientation completed, members attended various conferences related to policing oversight throughout 2026*
- 2) Work with the RCMP Officer In Charge to develop 2027 Policing priorities – *policing priorities for 2026 were approved*
- 3) Engage with public and interest holders on policing matters – *attended 3 community events throughout 2026 for engagement purposes*
- 4) Collaborate with community and non-profit organizations
- 5) Generate a Community Safety Plan – *expected to be completed in Fall 2027*
- 6) Provide mid-year feedback on the efficacy of the Annual Performance Plan initiatives to the RCMP and Council – *this is part of the Committee’s mandate and in the proposed 2027 Work Plan* Provide an Annual Report to Council and the Minister of Public Safety and Emergency Services – *this is part of the Committee’s mandate and in the proposed 2027 Work Plan*

OPTIONS / ALTERNATIVES:

The purpose of this item is to discuss the list of community events identified by Administration for possible attendance by members of the Committee for public engagement opportunities. The committee is invited to discuss opportunities and other engagement ideas for

consideration. Prioritization of the options may be discussed to ensure that attendance and a work plan is manageable and appropriate.

CONSULTATION / ENGAGEMENT:

Administration discussed possible community events within the community and protective services division and other senior leaders within the capital region.

IMPLEMENTATION / COMMUNICATION:

There is no vote on the engagement opportunities. The intent of the discussion is to obtain feedback on events of value and for committee members to confirm possible attendance at identified events or opportunities.

Following consensus, the next step will be for the Chair to make arrangements with the committee to attend events as identified.

IMPACTS:

N/A

FINANCIAL IMPLICATIONS:

No financial implications identified at this time, however, there may be costs associated with attending certain opportunities, such as vendor registration, etc.