



## ORGANIZATIONAL MEETING AGENDA OF POLICING COMMITTEE

Thursday, February 5, 2026, 5 p.m.

3rd Floor - Poplar Room

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

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		Pages
<b>1.</b>	<b><u>CALL TO ORDER</u></b>	
1.1	Welcome and Member Introductions - 2026 Policing Committee	2
<b>2.</b>	<b><u>AGENDA</u></b>	
2.1	Adoption of the Agenda - Policing Committee Organizational Meeting - February 5, 2026	3
<b>3.</b>	<b><u>BUSINESS ITEMS</u></b>	
3.1	Police Act and C-1371-25 - Policing Committee Bylaw -2026 Overview	Marlin Degrand / Laura Hall 5
3.2	Effective Committee Meetings and Meeting Procedures - 2026 Policing Committee	Laura Hall 16
3.3	Nomination and Election of Chair and Vice-Chair - 2026 Policing Committee	Laura Hall 38
3.4	Introduction to Policing in Alberta	Inspector Kevin McGillivray 40
3.5	Introduction to Community Social Development	Scott Rodda 62
3.6	Policing Committee 2026 Meeting Schedule	Laura Hall 64
3.7	2026 Policing Committee Work Plan Discussion	Marlin Degrand 66
<b>4.</b>	<b><u>ADJOURNMENT</u></b>	



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Welcome and Member Introductions - 2026 Policing Committee

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

An opportunity for the Policing Committee members to engage with each other and meet the members of Council, Administration and the RCMP who support the work of the Committee.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

Laura Hall, Deputy City Clerk and Marlin Degrand, Manager, Enforcement Services will lead the introductions to welcome members and inspire conversation.

### **OPTIONS / ALTERNATIVES:**

n/a

### **CONSULTATION / ENGAGEMENT:**

n/a

### **IMPLEMENTATION / COMMUNICATION:**

n/a

### **IMPACTS:**

n/a

### **FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Adoption of the Agenda - Policing Committee Organizational Meeting - February 5, 2026

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

Committee members are provided with the opportunity to add items they would like to discuss during the meeting, remove items, or change the order of proceedings.

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### **PROPOSED MOTION:**

THAT the agenda be adopted as presented.

### **BACKGROUND / ANALYSIS:**

The agenda sets the course of action for the meeting. This ensures the business of the day is followed through and completed as required.

The agenda is approved by a motion of the Committee and must be passed by a majority of the members present. Once the agenda is approved, no further changes may be made unless approved by the majority of the Committee members present.

### **OPTIONS / ALTERNATIVES:**

Should the Committee wish to change to the Agenda, they shall pass a motion to amend the Agenda.

### **CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Police Act and C-1371-25 - Policing Committee Bylaw - 2026 Overview

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

The Policing Committee is established by bylaw under the Municipal Government Act and the Police Act, and the bylaw must prescribe the functions and duties of the Committee. It is best practice to provide an annual overview of the bylaw to the members for information.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

The Policing Committee is a Council Committee created under s. 145 of the Municipal Government Act, and the Bylaw serves as its terms of reference and sets out the general procedures for Policing Committee meetings. The duties and functions of the members, quorum, term, and procedures are all outlined within the bylaw. The provisions of the bylaw will be reviewed, and Administration will answer any questions the members may have.

In addition, the Police Act provides that a municipality which has entered into a Municipal Police Services Agreement with the Government of Canada for the provision of policing services by the RCMP shall establish a Policing Committee.

### **OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a

# **Police Act and C-1371-2025 - Policing Committee Bylaw – 2026 Overview**

# Police Act Changes / RCMP Governance Model

## Background

- 2022 – Bill 6 Introduced
  - New Governance Model for RCMP Policing in Alberta
- September 26, 2024 – Royal Assent to new RCMP Governance Model
  - March 2025 Implementation
- Municipal Obligations
  - MUST have Policing Committee (may be a joint Committee)

# Police Act Changes / RCMP Governance Model

## Background

- Police Governance Regulations - Role / Function of the Committee
  - Policing Priorities
  - Community Barometer
  - Officer In Charge (OIC) selection process
  - Community Safety Plan
  - No financial authorities or other roles at this time
- New Police Regulations (Ministerial) – Size and makeup
  - Council Limits

# Policing Committee Bylaw

## Establishment

- Took effect on February 24, 2025

## Mandate

- Act in an advisory capacity on policing matters to the Officer In Charge and Council representing the interests of the residents of the City in providing such advice
- Specific duties, functions and responsibilities of the Committee are set out in the Act and associated regulations and as outlined by the City through the Bylaw or any policies or directives provided to the Committee from time to time.
- *The mandate does not include directing Administration on programs, services, business plans, finances / funding or structure.*

# Policing Committee Bylaw

## Membership

- 5 public members – voting
- 2 members of Council – voting

## Administrative Support

- Administrative Liaison – Manager, Enforcement Services
- Officer In Charge – RCMP
- City Clerk's Office Staff

# Policing Committee Bylaw

## Public Member Requirements

- Meet any requirements outlined within the Act and Regulations of the Government of Alberta
- **Shall not be:**
  - an employee or contractor of the City or been an employee or contractor for a minimum of 12 months prior to applying to a member of the Committee
  - a member or employee of the RCMP, any Provincial or Municipal Police or Peace Officer service/agency
  - in a position in the Detachment of the Attorney General or Public Safety and Emergency Services of Alberta

# Reporting

- **Annual Work Plan**
- Identifying key priorities and goals based on the mandate
- Report to Council twice a year on:
  - the development of the workplan;
  - an update on progress and initiatives as set out in the workplan; and
  - Any information and recommendations on issues or opportunities within its mandate.
- Chair is the spokesperson for the Committee
- No public statements shall be issued on behalf of the Committee in any manner or in any media of communication unless the Chair has first:
  - consulted with the Manager of Enforcement Services or the Director of Community and Social Development if the proposed public statement would reference the City directly or indirectly; and
  - Consulted with the Officer In Charge if the proposed public statement would reference the RCMP directly or indirectly.

# Procedures

- Council Procedural Bylaw – governs Committee meetings
- Confidentiality
- Regular Meetings – not less than 6 meetings annually
  - meeting information posted on the City's website,
  - meeting schedule can be amended by majority vote and with notice provided
- Special Meetings – 24 hours notice (by email and posted on the City's website)
- Sub-committees may be formed by the members to assist in carrying out its objectives and responsibilities

# Questions



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Effective Committee Meetings and Meeting Procedures - 2026  
Policing Committee

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

Effective Committee Meetings and Meeting Procedures is a review of the standard meeting processes. The presentation provides tips on effective meetings and includes information on the items that make up a typical committee agenda. The review is a reminder for current members, and it provides general awareness and understanding for new members on how Council Committee meetings are conducted and the expectations for adhering to procedural process.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

The presentation provides an overview of how a typical Council Committee meeting is organized and run. As the Policing Committee is a Council appointed committee, the process follows the same procedural rules as a Council meeting.

The presentation will walk through effective meeting principles, the purpose of meeting rules and procedures, meeting agendas, approving an agenda, meeting minutes, requests for decisions, and motions. The committee will learn how to make a motion, debate a motion, and vote on a motion. The presentation will also cover how a committee moves into Closed Session and what authority the committee has to discuss matters behind closed doors.

An opportunity will be provided for questions.

**OPTIONS / ALTERNATIVES:**

All Council Committees follow the same meeting processes as Council. This creates a similar forum for conduct within a meeting, resulting in transparency and consistency for both the members and the public.

**CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

As a Council Committee, the Policing Committee follows Council procedures to ensure consistency, transparency, and accountability to Council and the public.

**FINANCIAL IMPLICATIONS:**

n/a

# **Effective Committee Meetings and Meeting Procedures: 2026 Policing Committee**



# What will we cover in this session?

1. Effective Meetings
2. Parliamentary Procedure /  
Procedural Bylaw
3. Committee Meetings

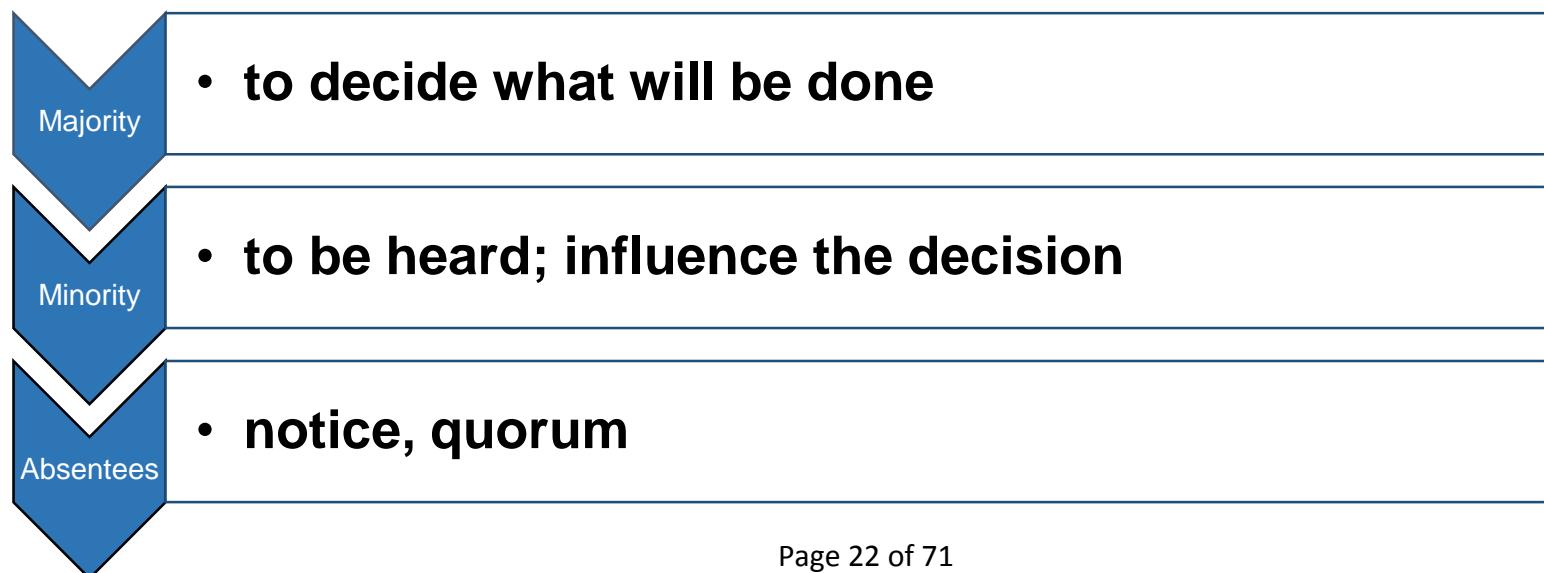
# What are characteristics of a “great” committee meeting?

# Effective Meetings

- Agendas keep the meeting on track
  - Focus and purpose
  - Adequate information to set-up members to make good decisions
- The rules work well and are understood by the members
- The role of the Chair
  - Knowledge of the rules
  - Applies rules consistently
  - Follows the Agenda to keep the meeting moving
  - Ensures fairness and maintains respect
- The role of the Members
  - Put the community and the organizations needs ahead of personal interests
  - Attend meetings prepared
  - Remain open to other viewpoints
  - Accept group decisions and shows support

# Parliamentary Procedure / Procedural Bylaw

- A written system of rules designed to provide order to the meetings
- Rules provide protection of rights and essentially assist in decision making
- Committee meetings can be less formal but not informal



# Purpose of Meeting Rules

## Order

- agenda is clear and easy to follow
- routine is followed and adjusted as needed
- logical & understood proceedings

## Efficiency

- well paced meetings
- members feel productive; enabled to get work done

## Focus

- one item at a time
- discussion stays on topic
- clear to everyone what is being discussed

## Decorum

- robust debate
- respect maintained
- debate always through the chair

## Equality

- fair rules that are agreed upon
- equal application of the rules

## Safety

- issues not persons are debated
- diverse views welcome

# Committee Meetings

- Meeting Agenda – facilitated by Administration / Committee Chair
- Agenda (typically) includes:
  1. Adoption of Agenda
  2. Minutes (from previous meeting)
  3. Delegations
  4. Administrative Updates
  5. Business Items
  6. Information Items
  7. Closed Session (only used if needed)
- All Agenda items include a Request for Decision
- Public Attendance at Meetings

# What is a Request for Decision (RFD)

 The City of  
SPRUCE  
GROVE

REQUEST FOR DECISION

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MEETING DATE:  Click here to enter a date.

TITLE:  Click here to enter your Report Title

DIVISION:  Click here to choose a department.

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SUMMARY:

PROPOSED MOTION:

BACKGROUND / ANALYSIS:

OPTIONS / ALTERNATIVES:

CONSULTATION / ENGAGEMENT:

IMPLEMENTATION / COMMUNICATION:

IMPACTS:

FINANCIAL IMPLICATIONS:

- Document that provides background information and analysis of an issue for the Committee's consideration
- Proposed Motion – the recommended motion for consideration
- Not all RFD's have a proposed motion. Some items are for information purposes.



# Meeting Minutes

- The official written record of a meeting
- Minutes are approved and signed off by the Chair and Recording Secretary
- Provided to Council in a Regular Council Meeting agenda package
- Minutes contain:
  - start time of the meeting
  - wording of motions and the member that moved each motion
  - If a motion was carried or defeated
  - time of any recesses
  - time the Committee went into and came out of Closed Session
  - time the meeting adjourned

# Meeting Procedure

## 1. Call to order

- The Committee Chair is responsible for calling the meeting to order
- The Call to Order is the official start of the meeting

## 2. Approval of Agenda

## 3. Agenda Items

- Information purposes only
- Require Action
  - Moving a motion
  - Debating a motion
  - Voting on a motion

## 4. Adjournment

# What is a Motion?

- A Motion is a proposal that the Committee pursue a course of action on a matter or issue
- Motions must be clear and easily understood
- Motions take the form of a business decision

## Examples:

1. *THAT the approved 2026 Draft Work Plan be presented to Council for review.*
2. *THAT the Chair and Vice-Chair attend the Canada Day Event and Agri Fair to engage with the public on the Community Safety Plan.*

# Moving a Motion

- A motion must be moved before any debate or voting can occur
- Only one motion can be considered at a time
  - Including any amendments
- As each agenda item is introduced by the Chair, if a motion is required as identified in the Request for Decision, the Chair will ask for a motion from a committee member
- A Committee member will agree to move the motion by reading the proposed Motion outlined in the Request for Decision or will propose a differently worded motion
  - The motion within the RFD is a proposed motion, it does not have to be the motion moved / placed on the floor
  - A mover of a motion does not have to vote in favour of the motion

# Debating a Motion

- Committee members are given an opportunity to explain why they are in favour or against a motion
  - Comments should be succinct and directly relate to the motion being considered
- Members can also ask questions of Administration if they require clarification on issues related to the motion
- A motion must be made before the Committee can begin debate
- Debate discussion is directed through the Chair
- Members indicate to the Chair that they wish to speak, and the Chair calls on individual members to speak; in doing so members called on “obtain/have the floor”
- Typically, the member who made the motion is called on to speak first

# Amendment to a Motion

- A Committee member wants to add or change the wording on the motion
- The member raises their hand to advise they wish to make an amendment
- The Chair recognizes the member and asks for the amending motion to be read out
- The discussion now focuses on just the amendment
- Once debate and discussion has completed, the Chair will call a vote on the amendment

# Voting on a Motion

- Once the debate is over, the Chair puts the motion to a vote – this is known as “calling the question” or “calling the vote”
  - The Committee members raise their hands if in favour and leave their hands down if they are not in favour of the motion
- If a majority vote in favour, the motion is carried and if there is not a majority the motion is defeated
  - The Chair advises of the number of votes in favour and the number in opposition and proclaims the vote “carried” or “defeated”
- If there is a tie vote, the motion is defeated

# What is Closed Session?

- A confidential portion of a meeting taking place with only Committee members and members of Administration present
- **Authority for Closed Session**  
The *Municipal Government Act* indicates that Councils and Council Committees must conduct their meetings in open unless the matter to be discussed is within one of the exceptions to disclosure in the *Access to Information Act (ATIA)*
- Public cannot attend the portion of the meeting that is being conducted in Closed Session
- Motions cannot be made in closed session – members can discuss the items and ask questions of Administration

# Closed Session Procedures

- A motion is made to go in Closed Session

Example: THAT the Committee go into Closed Session at 7:05 p.m. under Section 29 of the *Access to Information Act*, Advice from officials.

- The Committee discusses the matter in Closed Session
- A motion is made for the Committee to come out of Closed Session

Example: THAT Committee come out of closed session at 7:20 p.m.

- If there is an immediate business decision that is required based on the discussion in Closed Session, a motion is made in Open Session and voted on.

# Adjournment

- Once all the agenda item motions have been moved, debated and voted on, the meeting can be adjourned
- The Chair declares the meeting over and asks for a motion to adjourn the meeting and a calls a vote

# Learn More!



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CONSOLIDATED VERSION

of

C-1204-22

COUNCIL PROCEDURE BYLAW

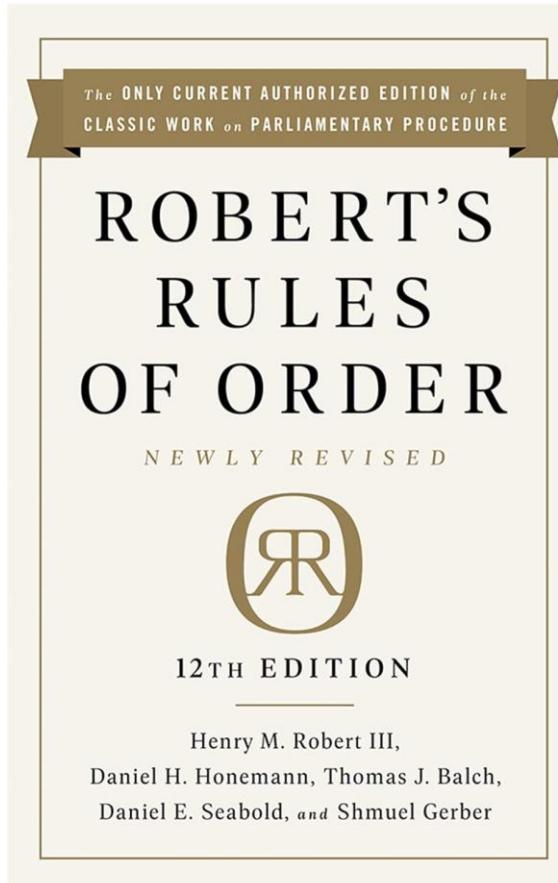
Enacted December 6, 2022

As Amended By:

Bylaw C-1252-23 - Enacted March 27, 2023  
Bylaw C-1366-24 - Enacted December 2, 2024

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This Consolidation is not an Official Bylaw. It is prepared by the City Clerk's Office for reference only.



# Questions



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Nomination and Election of Chair and Vice-Chair - 2026 Policing Committee

**DIVISION:** Strategic and Communication Services

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### **SUMMARY:**

The Policing Committee Bylaw requires the members of the Committee elect a Chair and Vice-Chair from its membership.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

Section 4.9 of C-1371-25 - Policing Committee Bylaw requires the members of the Committee to, during the annual organizational meeting, elect from its membership a Chair and Vice-Chair. The Chair and Vice-Chair may be re-elected for an additional year.

Administration will call for nominations for the Chair and then the Vice-Chair. Policing Committee members can self-nominate. If only one person is nominated for each position, they will be declared elected Chair or Vice-Chair by acclamation, as applicable. If more than one person is nominated, the Policing Committee will vote and elect the Chair and/or Vice-Chair, as applicable. The election will be held by secret ballot.

The elected Chair and Vice-Chair will assume their role immediately at the Organizational Meeting. Administration will support the Chair in continuing to follow the Organizational Meeting Agenda as approved by the Committee.

The role of the Chair supports the order of proceedings during a meeting. Administration supports the Chair by providing a document outlining the proceedings that a meeting is to follow.

In the absence of the Chair, the Vice-Chair will step into the role for that meeting.

**OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

n/a

**IMPLEMENTATION / COMMUNICATION:**

Administration will support the Chair and Vice-Chair in learning and understanding their roles and how to conduct a meeting following the procedures.

**IMPACTS:**

Proper governance process and meeting procedure will be followed with the election of the Chair and Vice-Chair.

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Introduction to Policing in Alberta

**DIVISION:** Community and Protective Services

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### **SUMMARY:**

Policing in Alberta is community-based. Police services, oversight bodies, the Alberta government and a number of independent agencies and organizations, civilian groups and municipal bodies work in partnership across the province to help keep communities safe and ensure policing services are effective and performing their duties according to legislated requirements, standards and community priorities.

The mandate of the Policing Committee is to advise on policing matters to the Officer in Charge and Council. Having an understanding of policing services in the province is valuable for the members in delivering on their mandate.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

There are 3 types of police services in Alberta which include provincial, municipal, and indigenous.

The RCMP, Canada's national police service provides contract municipal policing services to the City of Spruce Grove.

The purpose of this Introduction is to educate the members on policing services within the Province of Alberta, which will assist them in their role on the Policing Committee.

**OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

Learning about policing services in the province and in the City of Spruce Grove will assist the members in meeting their mandate.

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a



# Parkland RCMP

# Municipal police, RCMP, Sheriffs, CPOs & Bylaw



# Detachment Structure

Regular  
Members: 94  
ME's: 22.5  
PSE's: 14

General  
Duty  
Policing

Drugs

Special  
Investigations  
Unit

CPVS

Enoch

Devon

GIS

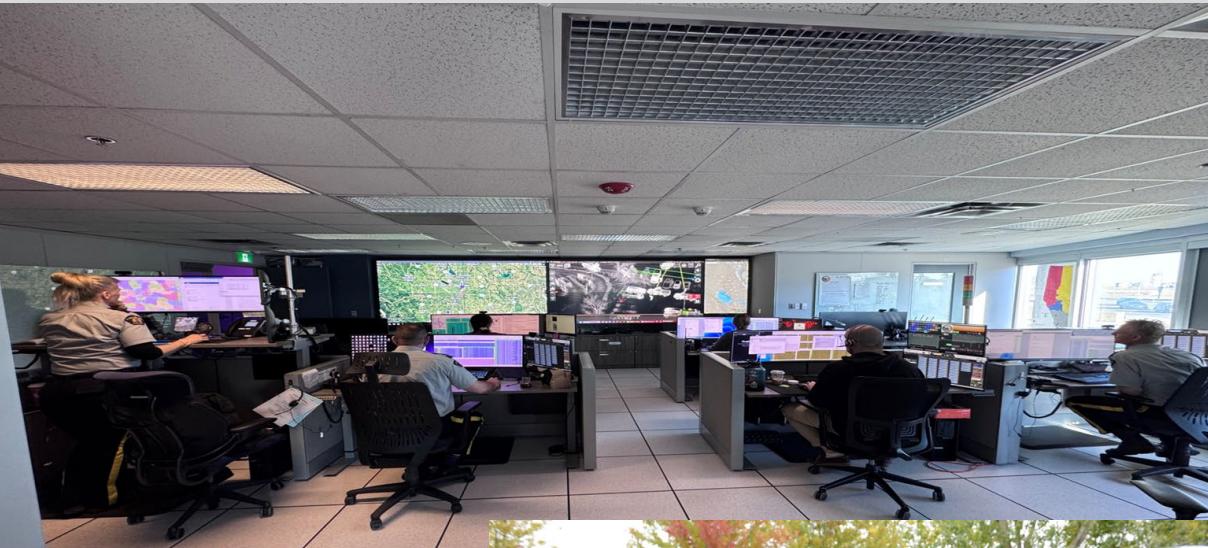
CRU

# Funding partners, post model

- PPSA
- MPSA
- CTA
- Enhanced Policing



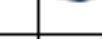
# Assistance from Divisional Resources



# Capacity for wildfires, G7, events



# Spruce Grove Statistics – Persons Crimes

Spruce Grove Municipal Detachment Crime Statistics (Actual) January to November: 2021 - 2025									
All categories contain "Attempted" and/or "Completed"									
Category	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File # per Year
Offences Related to Death		2	1	0	2	2	0%	0%	0.1
Robbery		3	3	18	12	20	567%	67%	4.3
Sexual Assaults		39	34	46	26	43	10%	54%	0.2
Other Sexual Offences		27	29	35	29	39	44%	34%	2.4
Assault		323	268	357	311	338	5%	9%	7.3
Kidnapping/Hostage/Abduction		3	5	8	3	6	100%	100%	0.4
Extortion		10	17	25	22	17	70%	-23%	1.9
Criminal Harassment		90	115	97	106	129	43%	22%	6.9
Uttering Threats		140	148	135	125	143	6%	19%	-0.5
<b>TOTAL PERSONS</b>		<b>637</b>	<b>620</b>	<b>721</b>	<b>638</b>	<b>743</b>	<b>17%</b>	<b>16%</b>	<b>23.0</b>

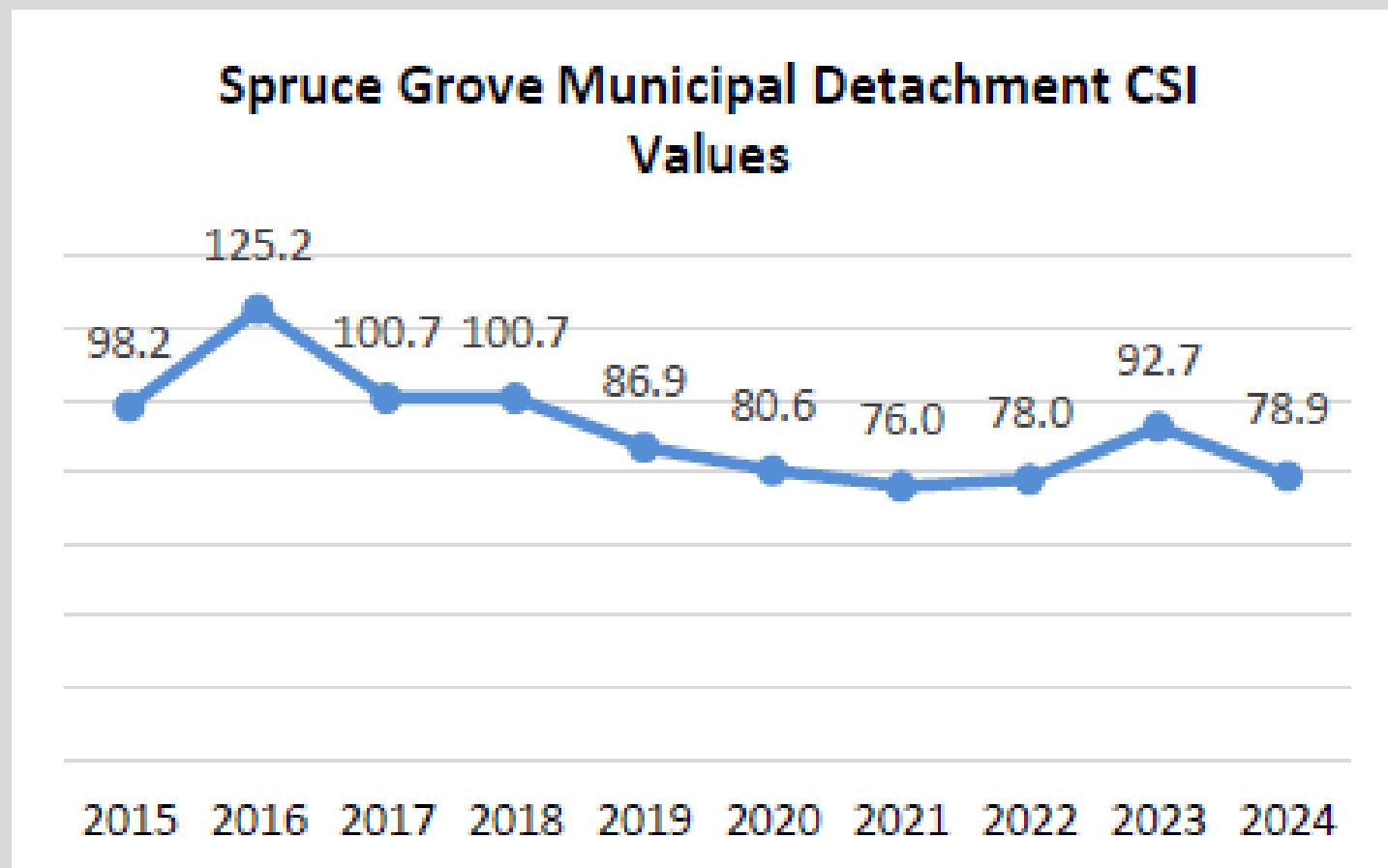
# Spruce Grove Statistics – Property Crimes

Break & Enter		118	151	172	171	116	-2%	-32%	1.6
Theft of Motor Vehicle		78	116	120	163	113	45%	-31%	11.7
Theft Over \$5,000		23	33	49	36	27	17%	-25%	1.1
Theft Under \$5,000		606	664	791	656	594	-2%	-10%	-3.0
Possn Stn Goods		58	59	73	94	61	5%	-35%	4.1
Fraud		266	238	293	269	196	-26%	-27%	-10.9
Arson		16	11	17	7	24	50%	243%	1.2
Mischief - Damage To Property		358	360	336	288	339	-5%	18%	-11.0
Mischief - Other		313	339	460	334	441	41%	12%	31.1
<b>TOTAL PROPERTY</b>		<b>1,836</b>	<b>1,971</b>	<b>2,311</b>	<b>2,080</b>	<b>1,911</b>	<b>4%</b>	<b>-8%</b>	<b>25.9</b>

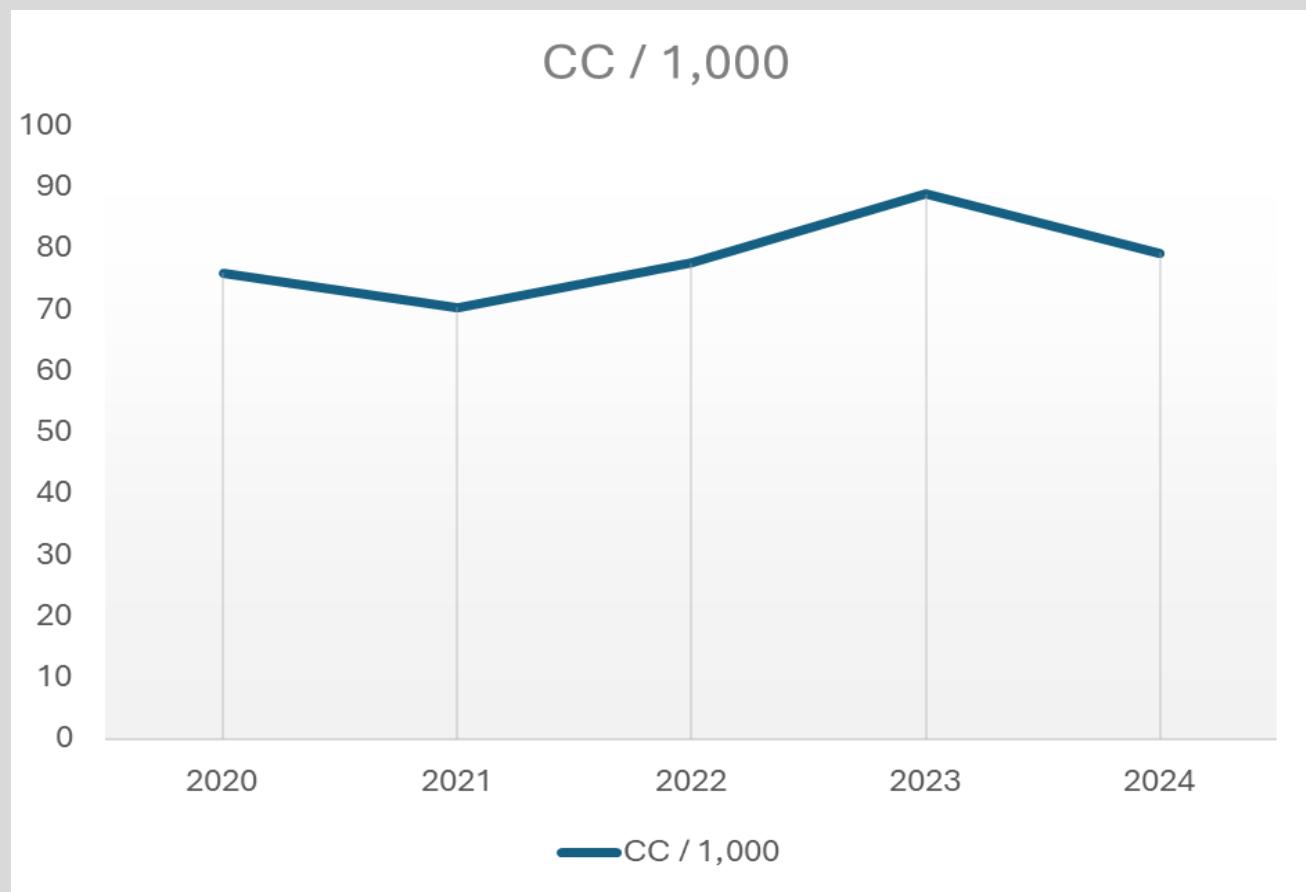
# Spruce Grove Statistics – Other Criminal Code

Offensive Weapons		34	37	60	53	70	106%	32%	6.6
Disturbing the peace		234	299	329	304	363	55%	19%	26.3
Fail to Comply & Breaches		91	115	101	122	119	31%	-2%	6.3
<b>OTHER CRIMINAL CODE</b>		97	116	105	126	115	19%	-9%	4.6
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>456</b>	<b>567</b>	<b>595</b>	<b>605</b>	<b>667</b>	<b>46%</b>	<b>10%</b>	<b>46.0</b>
TOTAL CRIMINAL CODE		2,929	3,158	3,627	3,323	3,321	13%	0%	34.9

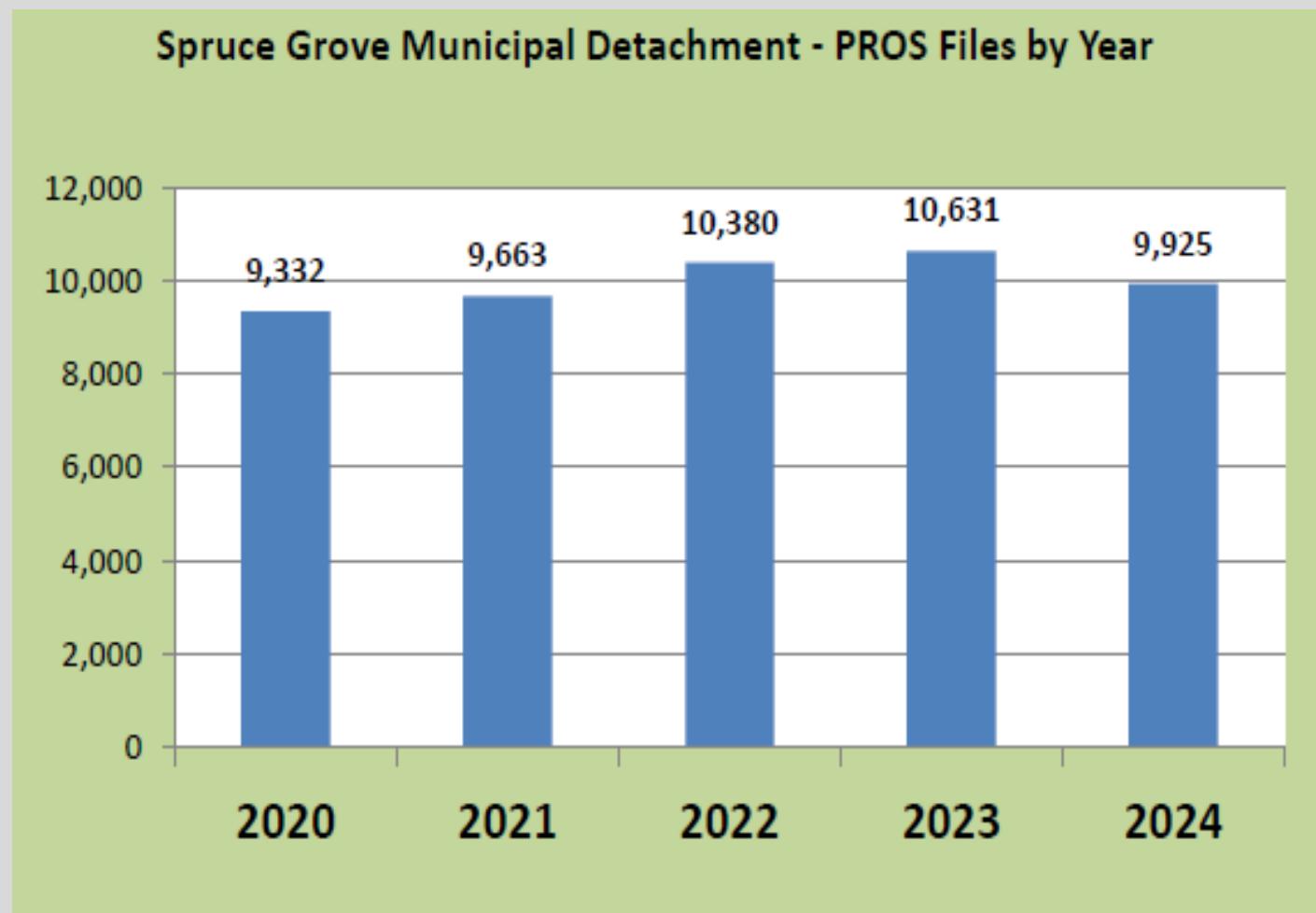
# Spruce Grove Crime Severity Index



# Spruce Grove - CC / 1,000



# Parkland RCMP Call Statistics



# Prioritizing Calls for Service



# Public Complaints Process

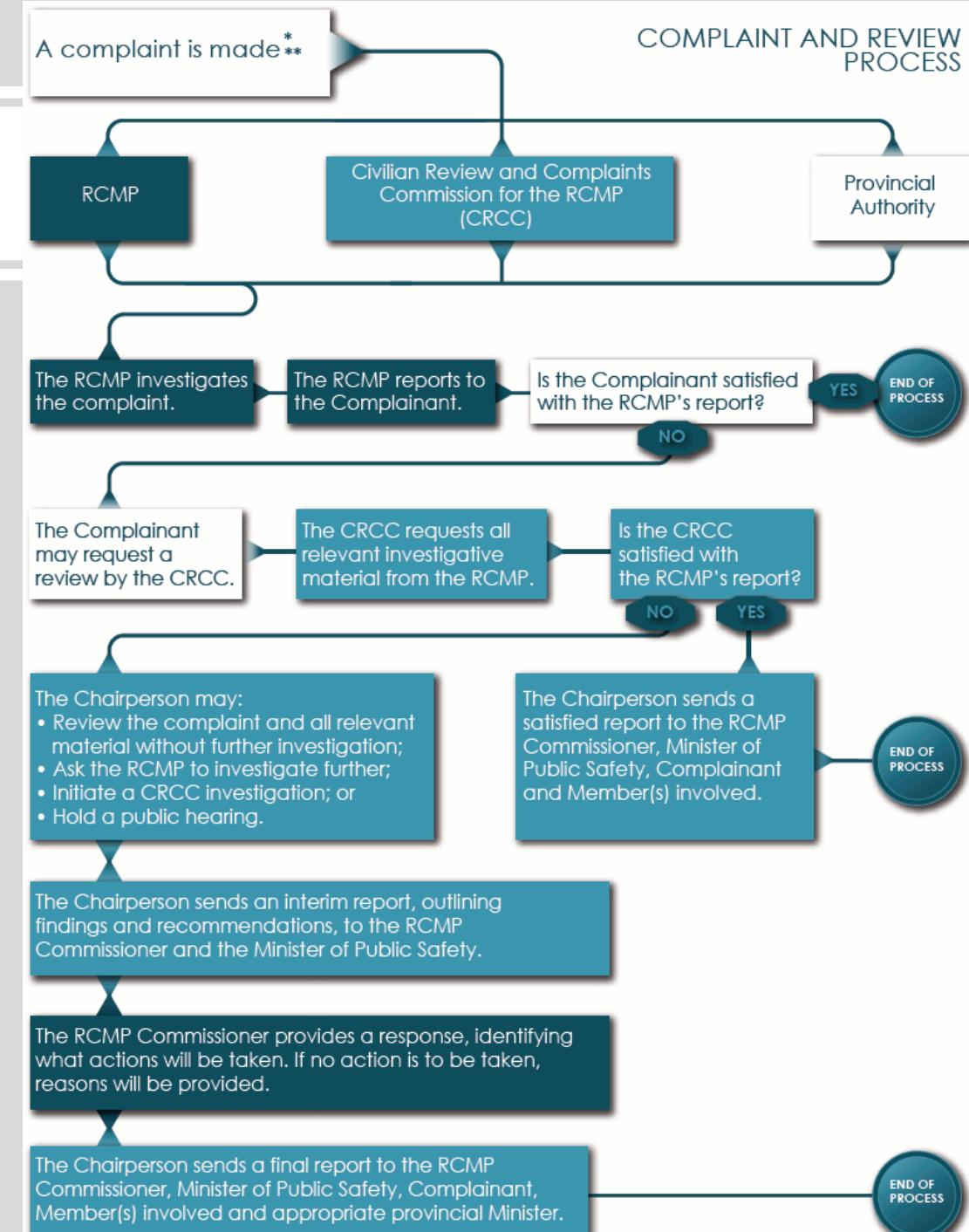
The Civilian Review and Complaints Commission for the RCMP is an independent agency that reviews complaints made by the public about the duty-related conduct of RCMP members. The Commission is not part of the RCMP.

## Making a complaint:

- Online [Complaint Form | Civilian Review and Complaints Commission for the RCMP](#)
- By Fax 613-952-8045
- By mail to:

Civilian Review and Complaints Commission for the RCMP  
National Intake Office  
P.O. Box 1722, Station B  
Ottawa, ON K1P 0B3

For complaints made to council, please call the RCMP line at **825-220-7267** and ask to speak to the Watch Commander.

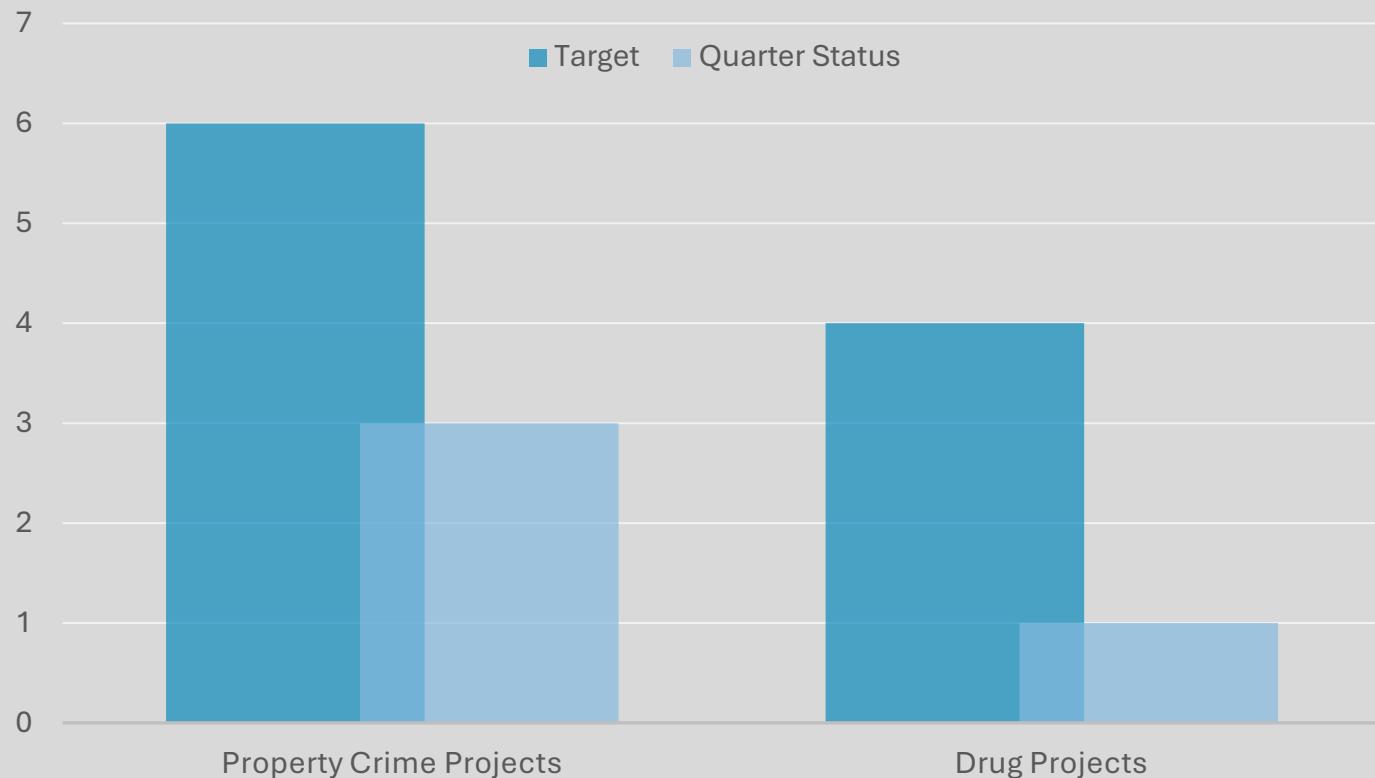


# Dangers of Social Media



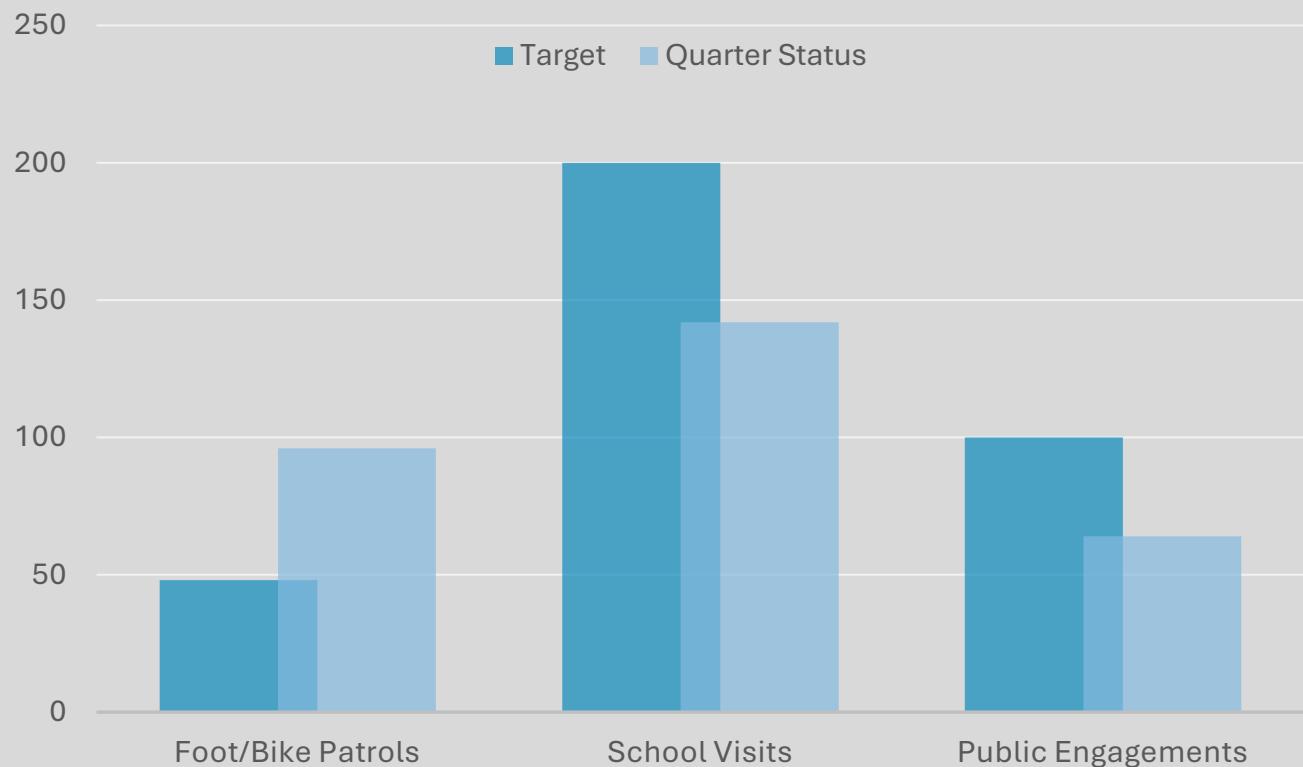
# Annual Performance Plan

## Crime Reduction Projects

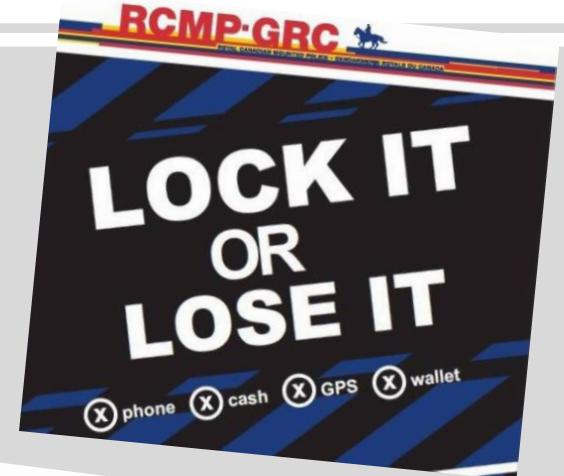


# Annual Performance Plan

## Enhance Awareness & Education

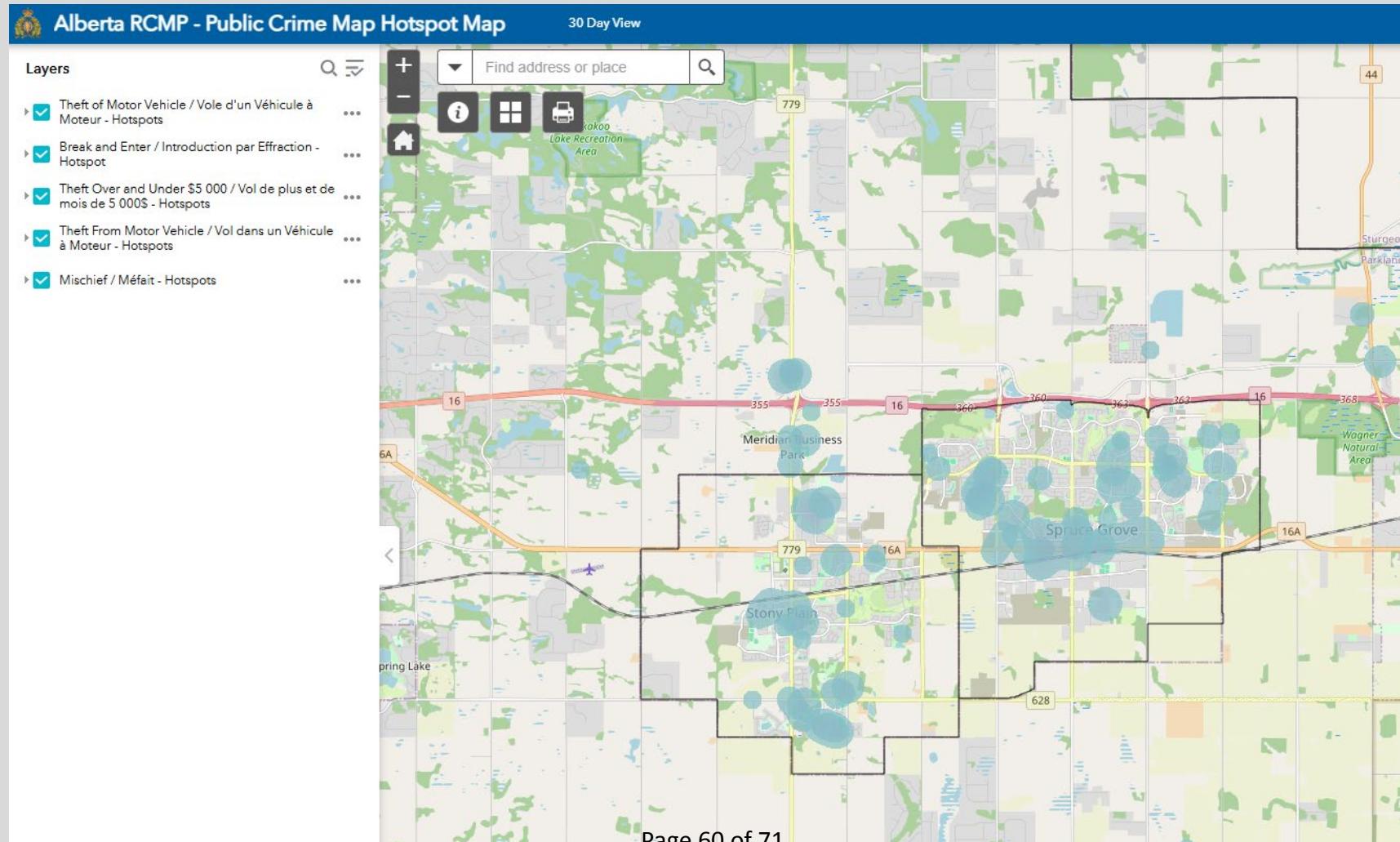


# Parkland Initiatives



# Alberta RCMP Crime Map

## Alberta RCMP - Public Crime Map Hotspot Map



# Parkland RCMP Modernization

- Body-worn camera
- ATAC
- RPAS
- Active Threat Response
- TVIT
- Drones





## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Introduction to Community Social Development

**DIVISION:** Community and Protective Services

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### **SUMMARY:**

Community Social Development (CSD) is structured to help build a strong community that meets the diverse needs of residents today and in the future. CSD is a department within the Community and Protective Services division of the City of Spruce Grove.

The Policing Committee, through the delivery of its mandate, may from time to time engage with CSD, therefore, having an understanding of the department is valuable for the members.

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### **PROPOSED MOTION:**

A motion is not required.

### **BACKGROUND / ANALYSIS:**

Community Social Development works to help address changing social needs in Spruce Grove that are broad, complex and the result of a rapidly growing city, including:

- Homelessness and poverty
- Diversity and inclusion
- Community engagement
- Housing

In addition, CSD supports collaboration between the City and community groups/interested parties who have the expertise and a unique understanding of social issues that are identified or may arise in Spruce Grove.

The purpose of this Introduction is to educate the members of the CSD department and how their work supports social issues within the Spruce Grove community.

**OPTIONS / ALTERNATIVES:**

n/a

**CONSULTATION / ENGAGEMENT:**

Policing can intersect with social issues. The mandate of the Committee is to act in an advisory capacity on policing matters. Engaging with CSD will assist the members in meeting their mandate.

**IMPLEMENTATION / COMMUNICATION:**

n/a

**IMPACTS:**

n/a

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** Policing Committee 2026 Meeting Schedule

**DIVISION:** Strategic and Communication Services

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**SUMMARY:**

To approve the Policing Committee meeting dates for the 2026 calendar year.

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**PROPOSED MOTION:**

THAT the 2026 Policing Committee meeting schedule be approved as presented.

**BACKGROUND / ANALYSIS:**

C-1371-25 - Policing Committee Bylaw states the Committee "shall establish an annual meeting schedule that specifies the date, time, and place of all regular Committee meetings".

Administration recommends that the Policing Committee meet the following dates (from 6 to 8 p.m.):

- Thursday, March 12
- Thursday, May 14
- Thursday, June 18
- Thursday, September 10
- Thursday, October 15
- Thursday, November 12

Meetings will be held in the Poplar Room at City Hall located at 315 Jespersen Avenue. Additional meetings may be called by the Chair by giving at least 24-hours' notice to the members of the Committee by email and to the public by posting a notice on the City's website.

**OPTIONS / ALTERNATIVES:**

Policing Committee members may request amendments to the 2026 Policing Committee meeting dates.

**CONSULTATION / ENGAGEMENT:**

Upon consideration of the proposed dates, if Policing Committee members are unavailable and/or prefer alternative dates, the proposed motion can be amended to adjust the dates, as needed.

**IMPLEMENTATION / COMMUNICATION:**

Upon approval of the 2026 Policing Committee meeting schedule, Administration will send calendar invites for the approved meeting dates.

The 2026 Policing Committee meeting schedule will be posted to the City's Events Calendar and the Policing Committee webpage.

**IMPACTS:**

An approved calendar ensures there is a set schedule allowing for proper and effective planning for the meetings.

**FINANCIAL IMPLICATIONS:**

n/a



## REQUEST FOR DECISION

**MEETING DATE:** February 5, 2026

**TITLE:** 2026 Policing Committee Work Plan Discussion

**DIVISION:** Community and Protective Services

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### **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 2026 Work Plan.

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### **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 2026 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 2026.

**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 the February 5, 2026 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 March 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**

### **2026 Work Plan**

- 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

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

- Complete the orientation session with City Administrative staff and the Officer In Charge of the RCMP Parkland Detachment
- Select a Chair and Vice-Chair for the Committee
- Complete the online training modules as outlined by Public Safety and Emergency Services
- 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 2026//2027 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 2026/2027 Annual Performance Plan
- Communicate the RCMP 2026/2027 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
- PSES guidance to be coming soon

**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 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

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**Orientation Topics:**

- Governance Overview
- 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

**Timelines – Deliverables:**

March 12 Meeting

- Policing Priorities Input
- Work Plan approval

September 10 Meeting

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

November 12 Meeting

- Finalizing / Adoption of Community Safety Plan
- Finalizing of Annual Report to Council
- Finalizing of Annual Report to Minister