



Section Protective Services	Policy No. 8-20	Page 1 of 4
Policy Title Public Safety General	Date: April 11, 2017	Resolution No. 179/17

Purpose:

Kneehill County Council's vision includes a safe, rural community. Protective services plays a key role in enhancing the lives of our residents in pursuit of quality of life. Public Safety is comprised of professionals committed through cooperative and positive attitudes to be an exemplary model in the delivery of quality of life services through enforcement and safety initiatives.

Guidelines:

Public Safety is committed to continuous improvement through:

- Accountability for our actions
- Inter-agency cooperation
- Progressive attitudes
- Staff development and training within allocated resources

Public Safety will strive to increase the quality of life and level of public safety in Kneehill County by:

- Peace Officers enforcing authorized provincial statutes and municipal bylaws
- Cooperating with and assisting internal and external departments and agencies, such as the RCMP, Fire Departments, EMS, and other agencies
- Increasing awareness of public safety issues

Kneehill County's Public Safety Peace Officer program is authorized under the *Peace Officer Act*, *Peace Officer Regulation*, and the *Peace Officer (Ministerial) Regulation*. All Kneehill County Peace Officers will abide by the *Public Security Peace Officer Program: Policy and Procedures Manual*.

Code of Conduct:

- Members will abide by Kneehill County's *Employee Code of Conduct*, as well as inclusions of this policy
- Community Peace Officers will align to Kneehill County's Mission, Statement and Core Values
- Community Peace Officers are professionally trained and will honor their Duty as a member of a professional group of officers under the Alberta Solicitor General.
 - By pure definition, Duty is something that one is expected or required to do by moral or legal obligation. The binding or obligatory force of something that is morally or legally right; moral or legal obligation, an action or task required by a person's position of occupation; function. Kneehill County Public Safety Peace Officers will embrace this definition and take pride in the Duty that they have with being a Peace Officer.
- Community Peace Officers are accountable and transparent being ultimately responsible for the results of their decisions, actions or inactions. All Public Safety employees are an integral part of a



Section Protective Services	Policy No. 8-20	Page 2 of 4
Policy Title Public Safety General	Date: April 11, 2017	Resolution No. 179/17

team at Kneehill County. Integrity in the public service also imposes on public services, at all levels, a commitment to the truth and therefore an obligation to speak the truth; to provide management and with a full range of analysis and advice that will help them make the best possible decisions for the public good.

As per the Peace Officer Regulation, the Code of Conduct (applicable to the duties and responsibilities of peace officers) must comply with:

- (a) the terms and conditions of the Kneehill County's authorization,
- (b) the terms of the peace officer's appointment,
- (c) the terms of this policy including:
 - prohibiting peace officers from engaging in disorderly or inappropriate conduct, or acting in a way that would be harmful to the discipline of peace officers or that is likely to discredit the office of peace officer
 - prohibiting peace officers from withholding or suppressing information, complaints or reports about any other peace officer
 - requiring peace officers to promptly and diligently perform the peace officers' duties and responsibilities
 - prohibiting peace officers from making or signing false, misleading or inaccurate statements,
 - prohibiting, without lawful excuse, peace officers from destroying, mutilating or concealing records or property, or altering or erasing an entry in a record
 - respecting when confidentiality must be maintained, requiring peace officers to properly account for or return money or property that the peace officer receives in the peace officer's capacity as a peace officer
 - prohibiting activities that may or will result in a conflict of interest or an apprehension of or a lack of integrity in the office of peace officer
 - prohibiting peace officers from using the peace officer's position for the peace officer's own advantage or another person's advantage
 - prohibiting peace officers from exercising the peace officer's authority as a peace officer when it is unnecessary to do so
 - prohibiting peace officers from consuming alcohol while on duty
 - prohibiting peace officers from consuming controlled drugs and controlled substances under the *Controlled Drugs and Substances Act (Canada)*, and except in the performance of the peace officer's duties, prohibiting peace officers from possessing controlled drugs and controlled substances the possession of which is prohibited by law

Informal Complaints Resolution:

- Any complaints concerning the conduct of a member shall be in writing and endorsed with the original signature of the complainant and submitted to the CAO or designate.
- These complaints are captured and investigated under the provisions in the Peace Officer Regulation.
- The CAO or designate shall meet the complainant to discuss their concerns, circumstances, facts, and any other information pertaining to the complaint. If a mutually agreeable solution can be reached by



Section Protective Services	Policy No. 8-20	Page 3 of 4
Policy Title Public Safety General	Date: April 11, 2017	Resolution No. 179/17

all parties involved, the complaint shall be deemed to be resolved and no further investigation will be necessary. All complaints resolved in this manner pursuant to the *Peace Officer Regulation or Act* will be reported to the Director with Alberta Solicitor General.

- Any other performance issues shall be referred to the processes outlined in Kneehill County's Human Resources Policy.

Jurisdiction:

- Community Peace Officers shall enforce only such laws as listed in their appointments.
- At no time shall a member act in an official capacity outside their appointed jurisdiction except in the following situations:
 - If the member is attending court as a witness or on docket duty.
 - If the member has been requested by the RCMP to assist.
 - If the member encounters a person in need of assistance while the member is on a routine patrol from one assigned area to another. The member may assist until such time that the agency responsible assumes command.
- Any call received from a person outside the Peace Officer's jurisdiction shall be advised that the caller has contacted the wrong agency and, if possible, will be supplied with the contact information of the appropriate agency.
- Peace Officers encountering any *Criminal Code* violations of an indictable or dual procedure type of offence may exercise only the same authority as a private citizen in accordance with the *Criminal Code*. The member shall endeavor to contact the appropriate police agency.
- Should a call be received in relation to a criminal offence, the called shall be directed to the appropriate police agency. In no event is a member to enter into or tamper with a possible crime scene, unless to provide emergency assistance to the public or to another agency requesting services.
- Should a Community Peace Officer be travelling in their patrol vehicle outside of our jurisdiction, the Officer shall not engage in any active traffic enforcement.

Assistance to other Agencies:

In the interest of public safety and security, members may be required to assist other agencies, such as Law Enforcement Agencies, Fire Departments, or Emergency Response Management.

In the circumstances of Law Enforcement Agencies:

- Members may respond to a RCMP call only at the request of the RCMP.
- If the situation is a motor vehicle collision and the member finds himself in the area of the call (particularly on a County road), the member shall advise the Incident Commander that they are in the area and offer assistance. Members are not allowed to self-deploy.

In the circumstances of a Fire Department:

- Members may respond as a resource to fire or rescue calls at the request of the Fire Department.



Section Protective Services	Policy No. 8-20	Page 4 of 4
Policy Title Public Safety General	Date: April 11, 2017	Resolution No. 179/17

- Members shall limit themselves to duties assigned by the Incident Commander at the scene. Community Peace Officers shall not enter into or engage in any fire suppression or search and rescue activities.
- Members are not to assume command unless designated to do so by the CAO or their designate.


In the circumstances of Emergency Response Management:

- Members may respond to an Emergency Response Management call only at the request of the Director of Emergency Management, the CAO or their designate.

CPIC Access:

The Canadian Police Information Centre (CPIC) is a computerized system that provides tactical information about crimes and criminals. CPIC is responsible for the storage, retrieval and communication of shared operational policy information to all accredited criminal justice and other agencies involved with the detection, investigation and prevention of crime.

Access to CPIC information by authorized Kneehill County Community Peace Officers shall comply with the Alberta Justice and Solicitor General's regulations and policies.



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Reeve



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