



# AGENDA ITEM

## CPO Services

### Code of Conduct - Policy Review

April 22, 2021

#### BACKGROUND

Each year CPO Services undertakes a comprehensive policy review which is presented to Council to ensure that policies are kept current. Many of the changes are for clarification and to correct spelling and formatting issues. During the February 25<sup>th</sup> Council meeting there was a question relating to the consumption of alcohol while on duty contained within the current Code of Conduct Policy. Administration was asked to review the wording and the reasoning for this portion within the Policy, further it was requested this Policy move to the next regular Council meeting for additional review.

The Peace Officer Program (POP) in Alberta is governed by both Provincial legislation and policy. The Alberta Peace Officer Act, Peace Officer Regulation, and Peace Officer (Ministerial) Regulation make up the legislative framework of the POP. In addition to this regulatory framework, employers are provided with the Public Security Peace Officer Program Policy and Procedure Manual.

#### ANALYSIS

The following is a summary of the changes that are proposed to Policy EN(4), Code of Conduct. The Peace Officer (Ministerial) Regulation sets out a minimum code of conduct required of authorized employers and these items must be included within the employer's policy.

Number	Operations Policy Name	Recommended Change
EN(4)	Code of Conduct	Formatting, position, and title updates

Section 19.2, Code of Conduct, of the Public Security Peace Officer Program Policy and Procedure Manual, states:

To ensure program integrity, all participants are held to common standards as it relates to a code of conduct. Authorized employers are directly accountable for program operations within their agency and are responsible for developing a code of conduct in accordance with established human resource practices that must meet the minimum standards set out in Section 13 of the POMR. In developing a common standard that encompasses all aspects of the handling of officer misconduct the Public Security Division will ensure consistency in service delivery and strengthen the integrity of the program.



The code of conduct found in the Peace Officer (Ministerial) Regulation is designed to ensure minimum standards and is not exhaustive.

In relation to the consumption of alcohol by Peace Officers, Section 13(2)(n) Code of Conduct, of the Public Security Peace Officer Program Policy and Procedure Manual states:

The code of conduct must include provisions applicable to the duties and responsibilities of peace officers the authorized employer employs or engages the services of, including prohibiting peace officers from consuming alcohol while on duty, except in the performance of the peace officer's duties'.

The authorized employer is encouraged to add or further this code of conduct to meet community or agency needs.

The code of conduct applies to a person holding a peace officer appointment whether they are on duty or off.

In 2019/2020, the Alberta Peace Officer Program conducted a review of CPO Services and Lacombe County received a letter of compliance from the Director of Law Enforcement, Standards, and Audits.

## **ALTERNATIVES**

1. Amend the policy as presented
2. Make no change
3. Other action(s) as determined by Council

## **BUDGET IMPLICATIONS**

The policy changes as presented have no budget implications.

## **LEGISLATIVE RESPONSIBILITIES**

Peace Officer Act, Peace Officer (Ministerial Regulation) AR 312/2006

Part 2 – Code of Conduct, Systems, Records and Memorandum of Understanding

Section 13 – Contents of a Code of Conduct

Municipal Government Act: Section 3 – The purpose of a municipality are

- (a) to provide good government,
- (b) to provide services, facilities or other things that, in the opinion of council, are necessary for all or a part of the municipality, and
- (c) to develop and maintain safe and viable communities



Section 153(b) of the MGA states that one of duties of councillors is to: participate general in developing and evaluating the policies and programs of the municipality.

**STRATEGIC PLAN**

The following elements of the County’s Strategic Plan are relevant to this issue:

Key Principles:

- “Fair and Objective in our decisions and in how we treat individuals”
- “Accountability for our decisions and for our actions”.

Key Success Measures:

- Council Satisfaction: “Policy development, implementation and evaluation”,
- Process and Systems Improvement: “Delegating decisions making to most appropriate level”

**PUBLIC PARTICIPATION**

Lacombe County sees the value in engaging and informing the public/stakeholders through a variety of mediums as outlined in the *Policy AD(40): Public Participation Policy*. The appropriate level of engagement for each public participation opportunity is selected on a project-to-project basis. For this item the following engagement will take place:

- *Inform: To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions*

Highlights of all County Council meetings are published on the County Website and in the County News. Additionally, all policies are publicly available on the County Website.

**RECOMMENDATION**

That Council approves the following resolution:

*That Council adopts Policy EN(4) Code of Conduct as amended.*

**PREPARED BY: Mark Sproule, Manager of CPO Services**



**REVIEWED BY: Keith Boras, Director of Community Services**



**REVIEWED BY: Tim Timmons, County Manager**

