



## BYLAW NUMBER 312

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A Bylaw of the Hamlet of Fort Liard in the Northwest Territories to establish and provide for the operation of a Community Safety Department for the Hamlet pursuant to provisions of the Hamlet Act, R.S.N.W.T., 2003, c.22, s3, s72 and s74.

WHEREAS, the Hamlet of Fort Liard has the responsibility for the safety, protection, and welfare of the people of the community;

WHEREAS, the Hamlet of Fort Liard has the authority to make bylaws respecting the safety, health and welfare of people and the protection of people and property within its boundaries;

WHEREAS the Hamlet of Fort Liard deems it essential to establish a Community Safety Department to professionally undertake the preventative and proactive responsibilities required to deliver standards of public safety in the community.

NOW, THEREFORE, THE COUNCIL OF THE HAMLET OF FORT LIARD, at a duly constituted meeting, enacts as follows:

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### SHORT TITLE

1. This Bylaw may be cited as the "Community Safety Department Bylaw."

**INTERPRETATION**

2. In this Bylaw:

- “Department” means the Department of Public Safety of the Hamlet of Fort Liard;  
“Emergency” means an unexpected situation that requires prompt action to protect human life and property;  
“Hamlet” means the Hamlet of Fort Liard in the Northwest Territories;  
“Officer” means a person hired as a Community Safety Officer;  
“SAO” means the Senior Administrative Officer of the Hamlet; and,  
“Council” means the elected council of the Hamlet of Fort Liard.

**CREATION OF DEPARTMENT**

3. A Community Safety Department for the Hamlet of Fort Liard shall be established and be comprised of Senior Safety Officer and other department personnel as approved by Council.

**DEPARTMENT RESPONSIBILITIES AND SERVICES**

4. Accomplishing an enhanced sense of safety and wellbeing in a culturally appropriate manner respectful of all community members.
5. Promote crime prevention, safety, and wellness in the community.
6. Providing suitable responses to noncriminal issues in the community.
7. Providing help to vulnerable members of the community.
8. Contribute to the implementation of community safety projects and council initiatives.
9. Build and promote a healthy relationship with the RCMP.
10. Liaison with agencies that can provide wellness services to the community.
11. Engage with the community to identify emerging needs and identify opportunities to respond to those needs through programs and services offered.
12. Identify risks to resident wellness and safety and develop plans for mitigation.
13. Provide check ins with community members working evenings, weekends, or holidays.

**OFFICER RESPONSIBILITIES**

14. Maintain a Vulnerable Sector Check for the duration of employment. Verification will be required upon request by the employer.
15. Adhere to the Code of Conduct for a CSO and Hamlet Policies.
16. Perform duties as outlined on the CSO Job Description.



17. Enhance and maintain an expected level of competence, knowledge, and expertise and be up to date on current knowledge and standards that will be beneficial in the performance of your duties.
18. Maintain an NWT Driver's Licence. A Driver Abstract will be required upon request by the employer.
19. Lead a healthy lifestyle and respect of the community.

#### JURISDICTION

20. Officers will perform their duties within the municipal boundaries of the Hamlet of Fort Liard.

#### LIMITATIONS

21. Officers will and cannot respond to criminal offences
22. Officers will not be a substitute when a crime is committed.
23. Officers are not peace officers

#### ADMINISTRATION AND MANAGEMENT

24. Council shall determine the types and level of service to be provided by the Department as well as the number of personnel and equipment necessary to provide an adequate level of public safety service for the protection of life and property.
25. Council shall not control or interfere with the day-to-day operations of the Department.
26. The Senior Safety Officer shall be responsible for all administrative and operational matters and report directly to the SAO.

#### INTERPRETATION

27. This bylaw shall not be interpreted to contradict or violate any statute of regulation of the Northwest Territories.

#### SEVERABILITY

28. Each section of this bylaw shall remain separate and independent of and severable from all and any other paragraphs except where otherwise indicated by the context of this bylaw. The decision or declaration that one or more of the paragraphs are invalid shall have no effect on the remaining paragraphs of this bylaw.

#### EFFECTIVE DATE

29. This Bylaw is effective upon third and final reading.



READ a First time this 17<sup>th</sup> day of March 2022.

READ a Second time this 17<sup>th</sup> day of March 2022.

READ a Third time and finally passed this 3<sup>rd</sup> day of May 2022.

  
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Genevieve McLeod  
MAYOR

As per Section 77(1)(d) of the Hamlets Act, I hereby certify that this Bylaw has been made in accordance with the requirements of the Hamlets Act, and the Bylaws of the Hamlet of Fort Liard.

  
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John W. McKee  
SENIOR ADMINISTRATIVE OFFICER

