



BY-LAW NO. 521-2024

**A BY-LAW RESPECTING NIAGARA POLICE SERVICE BOARD MEMBER
EDUCATION AND EVENT PARTICIPATION**

1. PREAMBLE

- 1.1 WHEREAS subsection 35 (2) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* requires the Police Service Board shall ensure its Members undergo any training the Minister may provide or require;
- 1.2 AND WHEREAS the *Accessibility for Ontarians with Disabilities Act, S.O. 2005* (the "AODA") and the Board's *Accessibility Standards By-law 431-2024* require Board Members to be trained in accordance with the regulations under the AODA;
- 1.3 AND WHEREAS the Board deems it expedient to enact this By-law to establish a policy that contains guidelines respecting Board Member education and event participation and to ensure compliance with any required training and education prescribed in legislation.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "*Act*" or "*CSPA*" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "*Board*" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "*Executive Director*" means the Executive Director appointed by the Board;
- 2.4 "*Member*" means a member of the Regional Municipality of Niagara Police Service Board;
- 2.5 "*Ministry*" means the Ministry of the Solicitor General; and
- 2.6 "*Service*" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that the governance of the Niagara Regional Police Service is a significant public responsibility, and the Board strives for excellence in police governance. The Board acknowledges that Members bring a variety of competencies and skills to their position and that their contribution can be enhanced through ongoing professional development opportunities.

3.2 The Board values the pursuit of excellence in governance through an ongoing commitment to training, education and development. It has adopted this By-law to formalize training, ongoing learning requirements for its Members and to emphasize the importance of Board attendance at significant police functions.

3.3 Therefore, it is the policy of the Board to provide ongoing education and training to Board Members and to provide a comprehensive orientation program to newly appointed Board Members.

4 MANDATORY TRAINING PRESCRIBED BY THE MINISTER

4.1 Every Board Member must complete the training prescribed by the Community Safety and Policing Act, 2019 (CSPA) within the prescribed timelines.

4.2 All Members of the Board and its Committees are required to successfully complete mandatory training as prescribed by the Minister to ensure they are equipped with the knowledge and understanding necessary to perform their duties effectively. This training includes the following topics:

4.2.1 Roles and Responsibilities:

- i. Training will cover the roles of the Police Service Board, individual Member responsibilities, governance, oversight, and strategic planning;
- ii. Members must complete training at the time of appointment before exercising any powers or fulfilling responsibilities.

4.2.2 Human Rights and Systemic Racism Training:

- i. Training will include understanding human rights legislation, recognizing systemic racism, and strategies for promoting equity and inclusion within the police service and the community;
- ii. Members must complete training within the prescribed period following appointment as defined by the Minister.

4.2.3 Diversity and Cultural Awareness Training:

- i. Training will focus on recognizing and respecting the diverse, multiracial, and multicultural character of Ontario society, and the rights and cultures of First Nation, Inuit, and Métis Peoples;
- ii. Members must complete training within the prescribed period following appointment as defined by the Minister.

4.2.4 Additional training may be as prescribed by the Minister, which may include topics specific to local needs, emerging issues in law enforcement, or governance best practices.

4.2.5 Compliance and Implementation:

- i. Members must provide proof of successful completion of the required training to the Board's Executive Director. The Executive Director shall be responsible for coordinating training sessions, tracking completion, and maintaining records;
- ii. Failure to complete the mandatory training within the specified timelines will result in suspension of the Member's powers and duties until such time as the training is completed.

5 REQUIRED TRAINING AND EVENT PARTICIPATION

5.1 Each Member of the Board during their first year of appointment is required to attend:

- i. Training sessions required by the Ontario Ministry of the Solicitor General; and
- ii. Orientation sessions for new Members provided by the Chief of Police, Board Executive Director and Board Legal Counsel.

5.2 Within the first two years of being appointed to the Board, each Member is encouraged to attend the annual conferences of both of the following organizations at least once:

- i. Ontario Association of Police Service Boards (OAPSB); and
- ii. Canadian Association of Police Governance (CAPG).

5.3 Each Member of the Board shall complete the online training modules and webinars by the Ontario Association of Police Service Boards (OAPSB) and Canadian Association of Police Governance (CAPG).

5.4 At least one Member shall be represented by the Board at each of the following:

- i. Meetings of OAPSB Zone 4 Boards;
- ii. Annual OAPSB conferences;
- iii. Annual CAPG conferences;
- iv. Ministry, OAPSB, CAPG Roundtable Discussions and Summits; Meetings of Ontario large Boards ("Big 12").

5.5 Each year of their appointment to the Board, each Member shall be encouraged to attend as a Member of the Board, at least once:

- i. a charitable event funded by the Special Fund Account; and
- ii. a community event related to Service partnerships.

An event hosted by the Service that:

- iii. Recognizes and honours the service of its police members;
- iv. Celebrates the promotion of uniform and civilian members (Promotional Ceremony);
- v. Acknowledges new uniform hires (Recruit Graduation/Swearing-In Ceremony);
- vi. Celebrates the retirement of civilian and sworn members (Annual Awards Ceremony);
- vii. Honouring Service Members who have passed (In Memoriam);
- viii. Acknowledges successful training of new police service dogs by the Canine Unit at a Graduation Ceremony;
- ix. Celebrates the completed training and official swearing in of auxiliary members (Auxiliary Graduation Ceremony);
- x. Any other similar event that recognizes the accolades of Service members.

6 OTHER LEARNING OPPORTUNITIES

6.1 Having satisfied the requirements set out in 4 and 5 above, and provided sufficient funds remain in the annual budget, Board Members are encouraged to attend other learning opportunities related to governance or policing such as those offered by (but not limited to):

- i. Ontario Police College (OPC);
- ii. Ontario Association of Chiefs of Police (OACP);
- iii. Ontario Women in Law Enforcement (OWLE);
- iv. Police Association of Ontario (PAO);
- v. Canadian Police College (CPC);
- vi. Canadian Association of Chiefs of Police (CACP);
- vii. Canadian Police Association (CPA);
- viii. Canadian Association of Civilian Oversight of Law Enforcement (CACOLE);
- ix. International Association of Chiefs of Police (IACP);
- x. International Association of Women in Policing (IAWP); and
- xi. Other related organizations.

6.2 Those Board Members with the most time and experience on the Board will endeavour to help mentor new Board Members.

6.3 Whenever possible and to improve their knowledge of the Service, Board Members shall participate in learning opportunities provided by the Service such as ride-alongs, lunch and learn sessions, and chances to partner-up for a shift with Members in various units/departments.

7 ONGOING BOARD TRAINING

7.1 Ongoing Board training will take place through inviting guest speakers to make presentations or deliver workshops on issues pertinent to Board governance, Board responsibilities or emerging trends in policing, with an emphasis placed on issues of a strategic nature.


8 IMPLEMENTATION

8.1 Any By-laws, sections of by-laws and policies of the Board inconsistent with the provisions of this By-law are hereby repealed.

8.2 This By-law shall come into force on the date of its passage.

ENACTED AND PASSED this 26th day of September, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD


Nyarayi Kapisavanhu, Acting Chair


Deb Reid, Executive Director