



Protocol for the Sharing of Information between:
Collingwood Police Services Board
and
Council of the Corporation of the Town of Collingwood

WHEREAS under Section 4(1) of the Police Services Act, R.S.O. 1990, c. P. 15, as amended, (the Act), the Municipality is required to provide adequate and effective police services in accordance with its needs;

AND WHEREAS the Corporation of the Town of Collingwood has entered into a contract with the Solicitor General pursuant to Section 10(1) of the Police Services Act for the provision of police services for the Town of Collingwood by the Ontario Provincial Police;

AND WHEREAS, the Town is required pursuant to Section 10(2) of the Police Services Act to have a Police Services Board;

AND WHEREAS the Police Services Board is responsible for adherence to various Town By-laws and Policies unless the Board otherwise approves an alternate by-law, policy or protocol or as set out in the Act or Regulations;

AND WHEREAS the Collingwood Police Services Board is required by Section 32(1) of Ontario Regulation 3/99 (The Adequacy and Effectiveness of Police Services Regulation) to enter into a protocol with the Council of the Town of Collingwood that addresses:

- a) The sharing of information with municipal council, including the type of information to be shared and the frequency for sharing such information;
- b) The dates by which the detachment action plan and the annual progress report shall be provided to municipal council;
- c) The responsibility for making public the detachment action plan and annual progress report, and the dates by which the detachment action plan and annual progress report must be made public; and
- d) If the municipal council chooses to contribute and participate in the consultation processes for the development of the detachment action plan.

THEREFORE THE PARTIES HEREBY AGREE THAT:

1. The Collingwood Police Services Board shall provide the Council (via the Clerk) and the Chief Administrative Officer "CAO" for the Corporation of the Town of Collingwood:
 - a) In January of each year, with notices of the dates, times and locations of the Collingwood Police Services Board regular meetings which shall be posted on the Town of Collingwood website;
 - b) The agenda of a regular meeting which shall be delivered electronically where possible

so as to be received not later than forty-eight (48) hours before the hour appointed for the meeting which shall be posted on the Town of Collingwood website; and;

- c) All approved minutes shall be forwarded to Council and received for information purposes.
2. The Collingwood Police Services Board and the Detachment Commander may host public information sessions on the current policing issues in the Town of Collingwood as the Collingwood Police Services Board deems necessary.
 3. The Collingwood Police Services Board shall provide members of Council and the CAO:
 - a) Notice of any public meetings, or other consultation processes scheduled by the Collingwood Police Services Board for the development of the Detachment Action Plan;
 - b) A copy of the Detachment Action Plan no later than 30 days following the publishing of the Detachment Action Plan online by the Communications and Strategy Management Bureau;
 - c) Ability to make the Detachment Action Plan available to the public no later than 30 days following release to the Clerk and CAO;
 - d) Copies of the annual progress report and make it available to the public no later than 30 days following the publishing of the annual progress report online by the Communications and Strategy Management Bureau;
 - e) Annual updates on accomplishments and work plan for upcoming year;
 - f) Collingwood Police Services Board recommendations regarding changes to the OPP-Town Policing contract, including contract changes or how Board decisions may influence annual OPP billing practices or amounts for the upcoming year; and
 - g) Any other reports or information as determined by the Collingwood Police Services Board or requested by resolution of Council.
 4. This protocol is subject to the provisions of Section 41(1.1) of the Police Services Act, as amended, and the provisions of the Municipal Freedom of Information and Protection of Privacy Act.

Collingwood Police Services Board

Chair

Corporation of the Town of Collingwood

Mayor

CAO

Date