

## **Peterborough Police Service Board Public Meeting Agenda: March 17, 2026 - 1:00 PM**

**(Held in the Hugh Waddell Boardroom and Via Teams)**

---

1. Welcome

The Chair will call the meeting to order.

2. Land Acknowledgement

We respectfully acknowledge that we are on the treaty and traditional territory of the Mississauga Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

3. Approval of the Agenda

Moved by  
Seconded by

That the agenda of the Peterborough Police Service Board's public meeting of March 17, 2026 be approved as **circulated/amended**. –

4. Declaration of Conflict of Interest

A declaration of conflict of interest **was/was not** noted.

5. Approval of the Minutes

Moved by  
Seconded by

That the Minutes of the February 17, 2026 Peterborough Police Service Board's public meeting be approved as **circulated/amended**. –

Delegations and Presentations

6. Introduction – Police Outreach Program

Chief Betts will introduce PC Tim Fish and Addiction Counsellor Storm Brown from the Police Outreach Program.

Regular Portion of the Meeting

7. Chair's Remarks

Moved by  
Seconded by

That the Board receive the Chair's verbal remarks. –

8. Chief's Remarks

Moved by  
Seconded by

That the Board receive the Chief's verbal remarks. –

9. Policing Advisor/Liaison Remarks – Cavan Monaghan & Lakefield

Moved by  
Seconded by

a) That the Board receive the Cavan Monaghan Policing Advisor/Liaison's verbal remarks from Mayor Graham. –

Moved by  
Seconded by

b) That the Board receive the Lakefield Policing Advisor/Liaison's verbal remarks from Councillor Boyko. –

10. Correspondence

Nil

Reports to be Received for Information

11. Administrative Police Facility Update (Standing Item)

Moved by  
Seconded by

That the Board receive the verbal update regarding the new administrative police facility at 1421 Lansdowne Street from Staff Inspector Peter Sejrup. –

12. 2025 Fourth Quarter Safer Public Spaces Initiative Update

Moved by  
Seconded by

That the Board receive the 2025 Fourth Quarter Safer Public Spaces initiative update from Chief Betts. -

13. 2025 Fourth Quarter Community F.I.R.S.T. Initiative Update

Moved by  
Seconded by

That the Board receive the 2025 Fourth Quarter Community F.I.R.S.T. initiative update from Chief Betts. –

14. 2025 Fourth Quarter Occurrence Statistics (All Violations) Report

Moved by  
Seconded by

That the Board receive the 2025 Fourth Quarter Occurrence Statistics Report from Inspector Ralph and Chief Betts. –

15. 2025 Fourth Quarter Policing Activity Reports: Cavan Monaghan and Lakefield

a) Cavan Monaghan

Moved by  
Seconded by

That the Board receive the 2025 Fourth Quarter Policing Activity Report for Cavan Monaghan Township from Inspector Ralph and Chief Betts. –

b) Lakefield

Moved by  
Seconded by

That the Board receive the 2025 Fourth Quarter Policing Activity Report for the Ward of Lakefield from Inspector Ralph and Chief Betts. –

16. 2025 Fourth Quarter Crime Statistics Report

Moved by  
Seconded by

That the Board receive the 2025 Fourth Quarter Crime Statistics Report from Inspector Elliott and Chief Betts. –

17. Annual Collection of Identifying Information in Certain Circumstances Report

Moved by  
Seconded by

That the Board receive the 2025 Annual Collection of Identifying Information in Certain Circumstances Report from Inspector Elliott and Chief Betts. –

18. Annual Joint Forces Operations Report

Moved by  
Seconded by

That the Board receive the 2025 Joint Forces Operations Report from Inspector Elliott and Chief Betts. -

19. Annual Internal Task Force Operations Report

Moved by  
Seconded by

That the Board receive the 2025 Annual Internal Task Force Operations Report from Inspector Elliott and Chief Betts. –

20. Annual Use of Force Report

Moved by  
Seconded by

That the Board receive the 2025 Annual Use of Force Report from Staff Sergeant Fitzgerald and Chief Betts. –

21. Annual Report for the Employee and Family Assistance Program

Moved by  
Seconded by

That the Board receive the 2025 Annual Report for the Employee and Family Assistance Program from Lisa Smith, People Services Manager, and Chief Betts.–

Reports Requiring Discussion and/or Decision

Nil

Committee Reports

22. Policy & Planning Committee

By-Law Governing Proceedings of the Board

Moved by  
Seconded by

That Peterborough Police Service Board By-law #121-2026, being a By-law Governing the Proceedings of the Board, is deemed to be read and shall come into force on today's date.

Further, that Peterborough Police Service Board By-law #115-2018, being a By-law to Govern the Proceedings of the Peterborough Police Services Board, the Conduct of its Members and the Calling of Meetings, is hereby repealed on today's date. -

Unfinished Business

23. Public Announcements of Auction Fund Grants

Moved by  
Seconded by

That the Board receive the following announcements of Auction Fund grants from the Executive Assistant:

- a) Peterborough Police Service: Women in Policing Leadership and Development Day;
- b) Fleming College Foundation: Annual Police Service Board Award. -

New Business

Nil

24. Motion for Closed Session Meeting

Moved by  
Seconded by

That the Peterborough Police Service Board move into closed session for consideration of reports and recommendations under the authority of the *Community Safety and Policing Act* (CSPA) in accordance with the following provisions:

CSPA, Section 44(2) (a): the security of the property of the board;

CSPA, Section 44(2)(b): personal matters about an identifiable individual, including members of the police service or any other employees of the board;

CSPA, Section 44(2)(d): labour relations or employee negotiations;

CSPA, Section 44(2)(f): advice that would be inadmissible in a court by reason of any privilege under the law of evidence, including communications necessary for that purpose;

CSPA, Section 44(2)(h): a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

CSPA, Section 44(6): Board Member education or training. -

The Chair will recess the public meeting and the Board will move to closed session.

The Chair will reconvene the public meeting.

25. Ratification

Moved by  
Seconded by

That the Board ratifies the items considered in closed session dealing with the following provisions:

CSPA, Sections 44(2)(a); 44(2)(b); 44 (2)(d); 44(2)(f); 44(2)(h); 44(6). –

26. Adjournment

Moved by  
Seconded by

That the public meeting be adjourned. –

## **Peterborough Police Service Board February 17, 2026 – Public Minutes**

Minutes of the public meeting of the Peterborough Police Service Board held in the Hugh Waddell Boardroom and virtually via Teams.

**Members Present:** Drew Merrett, Vice-Chair  
(In Person) Mayor Jeff Leal  
Councillor Gary Baldwin  
Steve Girardi

**Member Present:** Mary ten Doeschate, Chair  
(Via Teams)

**Also Present:** Stuart Betts, Chief of Police  
(In Person) Jamie Hartnett, Deputy Chief of Police  
Lisa Wilson, Executive Assistant to the Board  
Councillor John Boyko, Lakefield Policing Liaison

**Also Present:** Ryan Berrigan, Policing Advisor, SOLGEN  
(Via Teams)

**Regrets:** Mayor Matthew Graham, Cavan Monaghan Policing Liaison

### 1. Welcome

The Chair called the meeting to order at 1:06 pm.

### 2. Land Acknowledgement

We respectfully acknowledge that we are on the treaty and traditional territory of the Mississauga Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

### 3. Approval of the Agenda

Moved by Jeff Leal  
Seconded by Drew Merrett

That the agenda of the Peterborough Police Service Board's public meeting of February 17, 2026 be approved as circulated. –

CARRIED

### 4. Declaration of Conflict of Interest

A declaration of conflict of interest was not noted.

### 5. Approval of the Minutes

Moved by Jeff Leal  
Seconded by Gary Baldwin

That the Minutes of the January 20, 2026 Peterborough Police Service Board's public meeting be approved as circulated. –

CARRIED

6. Presentation: Human Trafficking Unit

Moved by Steve Girardi  
Seconded by Drew Merrett

That the Board receive the presentation by Detective Constables Jesse Stewart and Jake Donnelly of the Human Trafficking Unit. –

CARRIED

7. Chief's Remarks

Moved by Gary Baldwin  
Seconded by Jeff Leal

That the Board receive the Chief's verbal remarks. –

CARRIED

8. Chair's Remarks

Moved by Steve Girardi  
Seconded by Drew Merrett

That the Board receive the Chair's verbal remarks. –

CARRIED

9. Policing Advisor/Liaison Remarks – Cavan Monaghan & Lakefield

Nil

a) That the Board receive the Cavan Monaghan Policing Advisor/Liaison's verbal remarks from Mayor Graham. –

Moved by Steve Girardi  
Seconded by Gary Baldwin

b) That the Board receive the Lakefield Policing Advisor/Liaison's verbal remarks from Councillor Boyko. –

CARRIED

10. Correspondence

Moved by Jeff Leal  
Seconded by Drew Merrett

That the following correspondence be received as one omnibus motion:

a) Letters of Support – Sustainable Funding for Police Services

Letters of support to the Province of Ontario for Peterborough City Council's Resolution of November 3, 2025 regarding sustainable funding for police services from:

- i) Township of Gauthier;
- ii) Municipality of Brooke-Alvinston;
- iii) Municipality of Killarney;
- iv) Township of Conmee.

b) Inspector General of Policing Memorandum #9

Inspector General Memo #9 dated February 9, 2026: Province-Wide Inspection on Police Integrity and Anti-Corruption Practices. –

CARRIED

11. Administrative Police Facility Update (Standing Item)

Moved by Jeff Leal  
Seconded by Drew Merrett

That the Board receive the verbal update regarding the new administrative police facility at 1421 Lansdowne Street from Chief Betts. –

CARRIED

12. 2025 Annual Report & Fourth Quarter Complaints Summary

Moved by Drew Merrett  
Seconded by Steve Girardi

That the Board receive the 2025 Annual Report and Fourth Quarter Complaints Summary from Staff Sergeant Wilson and Chief Betts. –

CARRIED

13. Annual Strip Search Report

Moved by Gary Baldwin  
Seconded by Jeff Leal

That the Board receive the 2025 Annual Strip Search Report from Niquel Pritchard Pataki, Manager of Strategic Risk Management Services, and Chief Betts. –

CARRIED

14. Light Armoured Vehicle (LAV) Usage in 2025

Moved by Drew Merrett  
Seconded by Steve Girardi

That the Board receive report regarding Light Armoured Vehicle (LAV) Usage in 2025 from Inspector Ralph and Chief Betts. –

CARRIED

15. Federal Assault-Style Firearms Compensation Program (ASFCP)

Moved by Jeff Leal  
Seconded by Gary Baldwin

That the Board receive the report regarding the Federal Assault-Style Firearms Compensation Program (ASFCP) from Chief Betts. –

CARRIED

16. Motion for Closed Session Meeting

Moved by Steve Girardi  
Seconded by Drew Merrett

That the Peterborough Police Service Board move into closed session for consideration of reports and recommendations under the authority of the *Community Safety and Policing Act (CSPA)* in accordance with the following provisions:

CSPA, Section 44(2) (a): the security of the property of the board;

CSPA, Section 44(2)(b): personal matters about an identifiable individual, including members of the police service or any other employees of the board;

CSPA, Section 44(2)(d): labour relations or employee negotiations;

CSPA, Section 44(2)(f): advice that would be inadmissible in a court by reason of any privilege under the law of evidence, including communications necessary for that purpose;

CSPA, Section 44(2)(h): a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization. –

CARRIED

The Chair recessed the public meeting at 2:17 pm and the Board moved to closed session.

The Chair reconvened the public meeting at 4:11 pm.

17. Ratification and Adjournment

Moved by Jeff Leal  
Seconded by Drew Merrett

That the Board ratifies the items considered in closed session dealing with the following provisions:

CSPA, Sections 44(2)(a); 44(2)(b); 44 (2)(d); 44(2)(f); 44(2)(h).

Further, that the public meeting be adjourned at 4:12 pm. –

CARRIED

Read and approved this 17<sup>th</sup> day of March, 2026.

---

Lisa Wilson, Executive Assistant

---

Mary ten Doeschate, Chair

## Peterborough Police Service Board - **Board Report**



### **Public Session**

**To:** Chair and Members of the Peterborough Police Service Board  
**From:** Craig Ralph, Inspector of Operations  
**Report Date:** Friday, February 6, 2026  
**Meeting Date:** Tuesday, March 17, 2026  
**Subject:** Q4 2025 Occurrence Stats – All Violations

### **Purpose**

This Report has been prepared to inform the Board of the fourth quarter of 2025 Occurrence Stats – All Violations, which includes all criminal offences and noncriminal-offence calls in which Peterborough Police Service responded.

### **Recommendation**

It is recommended the Board receive this Report for their information.

### **Strength Impact**

None

### **Budget and Financial Implications**

None

### **Work Load**

In the fourth quarter of 2025, Peterborough experienced a total of 8,720 reported occurrences (All Violations) calls for service, reflecting a 2.6% decrease compared to the 8,952 reported during the same period in 2024.

There were 6,897 noncriminal-offence calls in the fourth quarter of 2025, marking a 1.1% increase from the 6,821 non-offence calls reported during the same period in 2024.

## Community Services

The Community Services Unit has dedicated officers assigned to Peterborough schools, where they collaborate with staff to create and maintain a supportive learning environment that is safe and accepting for all students and staff. Their efforts aim to foster a positive school climate and address any issues that may arise, ensuring the well-being and security of the entire school community.

During the fourth quarter of 2025, Community Services Officers conducted 261 visits to Peterborough schools and facilitated 21 lockdown drills.

## Traffic Safety

In the fourth quarter of 2025, a total of 1,214 Provincial Offence Notices (PONs) were issued. Contributing to this total was the Traffic Unit's effort, which included conducting 26 traffic details in Peterborough.

Five-year Provincial Offence Notices summary:

2021	2022	2023	2024	2025	+/- % 2024/2025
2,192	2,069	954	890	1,214	+36.4%

In the fourth quarter of 2025, there were 687 reported motor vehicle collisions, marking a decrease of 5.2% from the 725 collisions reported during the same period in 2024.

Twelve R.I.D.E. details were conducted in the fourth quarter of 2025 in Peterborough resulting in 2,397 vehicles being checked, 140 roadside tests administered, three warned roadsides, three failed roadsides, and four 90 day suspensions being issued.

## Summary

Five-year comparison of reported Occurrence Stats (All Violations) for Offence and Non-Offence calls for service in Peterborough for the fourth quarter:

2021	2022	2023	2024	2025	+/- % 2024/2025
10,348	9,305	9,816	8,952	8,720	-2.6%

Prepared by: Craig Ralph, Inspector of Operations

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stuart Betts, Chief of Police

## Peterborough Police Service Board - Board Report



### Public Session

To: Chair and Members of the  
Peterborough Police Service Board

From: Craig Ralph, Inspector of Operations

Report Date: Thursday, February 12, 2026

Meeting Date: Tuesday, March 17, 2026

Subject: Fourth Quarter (Q4) Policing Activity Report – Cavan Monaghan  
Township

### Purpose

This report is prepared to inform the Board and Mayor Matthew Graham and members of Cavan Monaghan Council of the policing activities in the Township of Cavan Monaghan for the fourth quarter of 2025.

### Recommendation

It is recommended the Board receive this Report for their information, and the contents be provided to Mayor Graham.

### Work Rate

In the fourth quarter of 2025, there were 35 criminal offence-related occurrences reported in the Township of Cavan Monaghan, an increase of 34.6% from the 26-criminal offence-related calls reported during the same period in 2024.

This breakdown highlights the 35 various criminal offences. These incidents included:

- 2 utter threats
- 8 frauds
- 3 break and enters
- 2 mischiefs
- 3 assaults – level 1
- 8 thefts
- 2 harassments
- 2 sexual assaults
- 1 impaired

- 2 stolen vehicles
- 1 weapons
- 1 other criminal code

In the fourth quarter of 2025, there were 418 noncriminal offence calls for service, representing a decrease of .09% from the 422 reported during the same period in 2024.

### Community Services

The Community Services Unit has dedicated officers assigned to the Township’s schools, tasked with the essential mission of supporting staff in fostering a safe and inclusive learning environment for all students and faculty members.

During the fourth quarter of 2025, school officers conducted a total of three school visits across both elementary schools and one high school. One lockdown drill was completed during this quarter.

### Traffic Enforcement

In the fourth quarter of 2025, the Traffic Unit conducted two RIDE traffic details resulting in 210 vehicles being checked. Speeding will continue to be monitored in areas identified and will be supported by speed measuring data collection.

In the fourth quarter of 2025, there were a total of 281 Provincial Offence Notices (PONs) issued, up from 167 Provincial Offence Notices issued during the same period in 2024.

Five-year Provincial Offences comparison of the third quarter of 2025:

2021	2022	2023	2024	2025	+/- % 2024/2025
136	283	114	167	281	+68.3%

### Collisions

There were 13 collisions reported in the fourth quarter of 2025, a decrease of 107% compared to 27, during the same period in 2024.

### Overtime

Overtime and statutory holiday hours related to activities in the Township for the fourth quarter of 2025 amounts to an approximate cost of \$1,988.95 a decrease of 23.3% from \$2,591.59 in 2024.

## Specialty Unit Requirements

There were no incidents in the fourth quarter of 2025 that required a Specialty Unit response from the Ontario Provincial Police or Durham Regional Police.

Specialty Unit responses are those that exceed the capabilities of the Peterborough Police Service, e.g. Hostage Rescue Unit.

## Summary

Five-year comparison of the second quarter reported Occurrence Stats (All Violations) for Offence and Non-Offence calls for service in Cavan-Monaghan Township:

2021	2022	2023	2024	2025	+/- % 2024/2025
415	396	416	448	453	+1.1%

Prepared by: Craig Ralph, Inspector of Operations

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stuart Betts, Chief of Police

## Peterborough Police Service Board - Board Report



### Public Session

To: Chair and Members of the  
Peterborough Police Service Board

From: Craig Ralph, Inspector of Operations

Report Date: Tuesday, February 24, 2026

Meeting Date: Tuesday, March 17, 2026

Subject: Fourth Quarter (Q4) Policing Activity Report – Ward of Lakefield

### Purpose

This Report is prepared to inform the Board, as well as Mayor Sherry Senis and members of Selwyn Council of the policing activities in the Ward of Lakefield during the fourth quarter of 2025.

### Recommendation

It is recommended the Board receive this Report for their information, and the contents be provided to Mayor Senis.

### Workload

In the fourth quarter of 2025, there were 18 criminal offence-related occurrences reported, an increase of 50% from the 12 criminal-offence-related calls recorded during the same period in 2024.

In the fourth quarter of 2025, the criminal offence-related occurrences included:

- 3 assault
- 1 bail violation
- 4 fraud
- 6 theft under
- 3 threats
- 1 Warrants

Regarding non-offence related calls for service, there were 179 in the fourth quarter of 2025 which is an increase of 43.2% from the 125 in 2024.

## Community Services

The Community Services Unit has an officer assigned to the Lakefield schools, with the focus of assisting staff in creating a learning environment that is safe and accepting for all students and staff.

During the fourth quarter of 2025, the Community Services Officers conducted one lockdown drill and three school visits.

## Traffic Enforcement

In the fourth quarter of 2025, the Traffic Unit conducted two RIDE traffic details resulting in 356 vehicles being checked. Speeding will continue to be monitored in areas identified and will be supported by speed measuring data collection.

Five-year Provincial Offence Notices summary:

2021	2022	2023	2024	2025	+/- % 2024/2025
109	102	38	40	86	+115%

## Collisions

In the fourth quarter of 2025, there were 12 reported collisions, compared to the 10 collisions recorded in the same period in 2024.

These collisions can be attributed to road conditions and human error (careless driving, distracted driving, and other *Highway Traffic Act* infractions).

## Overtime

In the fourth quarter of 2024, the cost associated with overtime for investigations and statutory holiday pay was \$184.05.

## Specialty Unit Requirements

There were no incidents in the fourth quarter of 2025 that required a Specialty Unit response from the Ontario Provincial Police or Durham Regional Police.

Specialty Unit responses are those that exceed the capabilities of the Peterborough Police Service, e.g. Hostage Rescue Unit.

## Summary

The following are fourth quarter Occurrence Stats (All Violations) over the past five years:

2021	2022	2023	2024	2025	+/- %
164	152	175	137	197	+43.2%

Prepared by: Craig Ralph, Inspector of Operations

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stuart Betts, Chief of Police

## Peterborough Police Service Board - **Board Report**



### **Public Session**

To: Chair and Members of the Peterborough Police Service Board  
From: Jo-Anne Elliott, Inspector of Investigative Services  
Report Date: Thursday, February 19, 2026  
Meeting Date: Tuesday, March 17, 2026  
Subject: Fourth Quarter Report – 2025 Crime Statistics

### **Purpose**

The purpose of this report is to summarize the number and types of crimes reported to the Peterborough Police Service between October 1, 2025, and December 31, 2025 – the Fourth Quarter (Q4) of the year.

### **Recommendation**

It is recommended that the Board receive the 2025 Fourth Quarter Crime Statistics Report for their information.

### **Strength Impact**

N/A

### **Budget and Financial Implications**

N/A

### **Background**

There was a decrease in reported violations during the Fourth Quarter (Q4) of 2025, compared to the same period in 2024. Reported violent crimes decreased from 351 offences in 2024 to 273 offences in 2025, representing a 22% decrease.

The reported offences captured in the tables below are a snapshot of categories of interest.

## VIOLENT CRIMES AGAINST PERSON:

### **Homicides:**

*Homicides* include the following classifications: murder in the first and second degree, attempt murders, manslaughter, and criminal negligence causing death.

There were 2 violations under the category of homicide in the Q4 of 2025, including murder in the 2<sup>nd</sup> degree and manslaughter, compared to 1 violation in Q2 of 2024.

<b>Oct 1 to Dec 30</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>+/-%</b>
Reported Crimes	<b>3</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>100%</b>

### **Sex Related Offences:**

*Sex related offences* includes all sexual assault related offences and all other sex related offences, including child pornography related offences.

There were 34 reported sex offences reported in Q4 of 2025, compared to 46 reported sex offences in Q4 of 2024, which represents a 26% decrease.

<b>Oct 1 to Dec 30</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>+/-%</b>
Reported Crimes	<b>66</b>	<b>53</b>	<b>56</b>	<b>46</b>	<b>34</b>	<b>-26%</b>

### **Assaults:**

*Assaults* include aggravated assault, assault with a weapon or bodily harm, assault level 1, assault police and domestic assault.

There were 145 assaults reported in Q4 of 2025, compared to 173 in Q4 of 2024, representing a 16% decrease.

<b>Oct 1 to Dec 30</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>+/-%</b>
Reported Crimes	<b>184</b>	<b>163</b>	<b>150</b>	<b>173</b>	<b>145</b>	<b>-16%</b>

**Robberies:**

*Robberies* include robbery with a firearm, robbery with other offensive weapon and other robbery.

There were 7 robberies reported in Q4 of 2025, compared to 11 in Q4 of 2024, representing a decrease of 36%.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	21	17	24	11	7	-36%

**PROPERTY CRIMES:**

**Break and Enters:**

The *Break and Enter* category include both residential and business occurrences.

There were 54 break and enters reported in Q4 of 2024, compared to 82 in Q4 of 2024, representing 34% decrease.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	120	69	90	82	54	-34%

**Theft from Vehicles:**

There were 114 thefts from vehicles reported in Q4 of 2025, compared to 91 in Q4 of 2024, representing a 25% increase.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	238	187	146	91	114	25%

**Mischief:**

*Mischief* includes Mischief Over \$5000, Mischief Under \$5000, graffiti related offences, mischief involving data, and mischief including interfering with the lawful use and enjoyment of property.

There were 132 mischiefs reported in Q4 of 2025, compared to 157 in Q4 of 2024, representing a 16% decrease.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	200	202	141	157	132	-16%

## OTHER CRIMES:

Other criminal statistics of note are drug offences, bail violations, frauds, and impaired driving.

### **Drug offences:**

*Drug offences* include responses to and investigations of, possession, possession for the purposes of trafficking, and trafficking in heroin, cocaine, cannabis, restricted, controlled and other drugs.

There were 69 drug offences reported and/or investigated in Q4 of 2025, compared to 50 in Q4 of 2024. This represents a 38% increase in drug occurrences/investigations.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	32	16	84	50	69	38%

### **Bail Violations:**

*Bail Violations* include fail to comply with court order, fail to appear, disobey summons, disobey court order, breach of recognizance and breach of probation.

There were 449 bail violations reported in Q4 of 2025, compared to 292 in Q4 of 2024, representing a 54% increase.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	284	301	247	292	449	54%

### **Fraud:**

*Fraud* includes credit card fraud, counterfeiting, ATM/Debit fraud and other frauds.

There were 133 frauds reported in Q4 of 2025, compared to 137 in Q4 of 2024, representing a 3% decrease.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	131	161	168	137	133	-3%

### Impaired driving:

There was a 19% increase in *Impaired driving* offences during Q4 of 2025.

There were 32 impaired driving offences reported in Q4 of 2025, compared to 27 in Q4 of 2024.

Oct 1 to Dec 30	2021	2022	2023	2024	2025	+/-%
Reported Crimes	43	41	27	27	32	19%

### Summary

While this report does not capture every category of offences reported to police, it does capture offences that include crimes against person, both violent and non-violent, bail violations, drug offences, and criminal traffic related offences.

Prepared by: Jo-Anne Elliott, Inspector of Investigative Services

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stu Betts, Chief of Police

## Peterborough Police Service Board - **Board Report**



### **Public Session**

To: Chair and Members of the  
Peterborough Police Service Board

From: Jo-Anne Elliott, Inspector of Investigative Services

Report Date: Wednesday, February 11, 2026

Meeting Date: Tuesday, March 17, 2026

Subject: Collection of Identifying Information in Certain Circumstances  
Report

### **Purpose**

This report is to provide an overview to the Board of the reporting requirements under Ontario Regulation 400/23 of the *Community Safety and Policing Act*, Collection of Identifying Information in Certain Circumstances – Prohibition and Duties.

### **Recommendation**

It is recommended the Board receive this Report for their information.

### **Budget and Financial Implications**

None

### **Background**

On January 1, 2017, Regulation 58/16 came into effect setting new standards for voluntary police-public interactions. Regulation 58/16 prohibits police officers from arbitrarily stopping and requesting identifying information from a member of the public.

On April 1, 2024, Regulation 400/23 came into effect as part of the changes under the *Community Safety and Policing Act*.

The Regulation applies with respect to an attempt by a police officer to collect identifying information about an individual from the individual, if that attempt is done for the purpose of inquiring into offences that have been or might be committed, inquiring

into suspicious activities to detect offences, or gathering information for intelligence purposes.

Officers are required to submit a Street Check into the Records Management System when they collect, or attempt to collect, identifying information from an individual, if it is for the purposes of:

1. inquiring into offences that had been or might be committed in the absence of a reasonable suspicion;
2. inquiring into suspicious activities to detect offences in the absence of a reasonable suspicion; and/or
3. gathering information for intelligence purposes.

Notwithstanding the above, an interaction is not a regulated Street Check, if:

1. the individual is required by statute to identify themselves (e.g., traffic stop);
2. the individual is under arrest, physically or psychologically detained;
3. the officer is executing a warrant; or
4. the officer is investigating a specific crime.

All Street Checks submitted to the Records Management System are to be reviewed by the Lead Regulated Interaction verifier, which is the Investigative Services Sergeant in Charge of the Street Crime Unit. The Street Check verifier is designated by the Chief of Police to ensure that the interactions are not bias-based or racially motivated.

## **Summary**

There were no Street Checks from 2021-2025 and therefore, no requirements for analysis to ensure unbiased and non-discriminatory interactions for further disclosure on behalf of the Chief of Police in 2025.

Prepared by: Jo-Anne Elliott, Inspector of Investigative Services

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stuart Betts, Chief of Police

## Peterborough Police Service Board - Board Report



### Public Session

To: Chair and Members of the  
Peterborough Police Service Board

From: Jo-Anne Elliott, Inspector Investigative Services

Report Date: Wednesday, February 11, 2026

Meeting Date: Tuesday, March 17, 2026

Subject: 2025 Joint Forces Operations

### Purpose

This Report has been submitted to inform the Board of the number and details of Joint Force Operations established in 2025 as part of our ongoing commitment and assistance working with Criminal Intelligence Service Ontario (CISO) and other police agencies in a combined effort to keep our communities safe.

### Recommendation

It is recommended the Board receive this Report for their information.

### Strength Impact

Not Applicable

### Budget and Financial Implications

Not Applicable

### Background

Ontario Regulation 392/23 Adequate and Effective Policing requires the Chief of Police to establish procedures and processes in respect of the utilization of Joint Force Operations. The Chief has a Procedure in place, LE-009 Joint Force Operations, which provides further guidance and direction regarding the contents of that Procedure and satisfies the Regulation.

Prior to participating in any Joint Force Operation, prior approval of the Chief of Police is required.

In addition to this Board Report, details regarding the Joint Force Operations, are to be contained in the Annual Report.

## Summary

### A Five-Year Comparison

There was a total of 0 Joint Forces Operation in 2025.

	2021	2022	2023	2024	2025
Joint Forces Operations	5	5	1	1	0

Prepared by: Jo-Anne Elliott, Inspector Investigative Services

Reviewed by: Jamie Hartnett, Chief of Police

Submitted by: Stuart Betts, Chief of Police

## Peterborough Police Service Board - Board Report



### Public Session

To: Chair and Members of the  
Peterborough Police Service Board

From: Jo-Anne Elliott, Inspector Investigative Services

Report Date: Wednesday, February 11, 2026

Meeting Date: Tuesday, March 17, 2026

Subject: 2025 Internal Task Force Operations

### Purpose

This Report has been provided to inform the Board of the number and details of Internal Task Force Operations established in 2025.

### Recommendation

It is recommended the Board receive this Report for their information.

### Budget and Financial Implications

Not Applicable

### Background

Ontario Regulation 392/23 Adequate and Effective Policing requires the Chief of Police to establish procedures and processes in respect of the utilization of Internal Task Forces. The Chief has a Procedure in place, LE-010 - Internal Task Forces, which provides guidance and direction on Internal Task Forces, that satisfies the requirements of the Regulation.

An Internal Task Force is defined as a planned and on-going operation established within the police service related to the investigation of criminal activity which goes beyond routine police matters. Further, an Internal Task Force shall not be established without the prior approval of the Deputy Chief of Police or designate.

In addition to this Annual Board Report, details regarding the Internal Task Forces, established during the year, including costs, are to be contained in the Annual Report.

## Summary

There was one Internal Task Force Operation in 2025:

### Project Mabel (Property Crime Investigation)

This project began in January of 2025 and was completed on the 17th of September 2025. This was an investigation conducted into individuals who were stealing equipment and vehicles within the City of Peterborough. Utilizing various investigative techniques, members were able to identify the parties involved and executed several search warrants within the city and county of Peterborough. The results of the search warrants were as follows:

- 2 *Criminal Code* search warrants executed
- 1 person charged

### Seized/recovered:

- .22 caliber rifle/ ammunition
- 2.8 grams of methamphetamine
- Crossbow
- Kubota skid steer x 2
- Flatbed trailer
- Ford Cube truck
- Polaris Utility Terrain Vehicle
- Wacker Neuson Generator

**Total value of property recovered was approximately \$350,000.00.**

### A Five-Year Comparison of Internal Task Force Investigations

The number of Internal Task Forces established each year has fluctuated throughout the past five years.

	2021	2022	2023	2024	2025
Internal Task Force	3	2	4	1	1

Prepared by: Jo-Anne Elliott, Inspector Investigative Services

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stuart Betts, Chief of Police

## Peterborough Police Service Board - **Board Report**



### **Public Session**

To: Chair and Members of the  
Peterborough Police Service Board

From: Staff Sergeant Rob Fitzgerald, Operational Support Unit

Report Date: February 27, 2026

Meeting Date: March 17, 2026

Subject: 2025 Annual Use of Force Statistical Report

### **Purpose**

To provide the Board with information on the 2025 Annual Use of Force report in compliance with Board's Use of Force Policy AI-012.

### **Recommendation**

It is recommended the Board receive the 2025 Annual Use of Force report for information.

### **Synopsis**

This report is intended to provide an overview of the instances and details of force used by members of the Peterborough Police Service during 2025. It also provides a five-year comparison of use of force statistics, including any identifiable trends. It is being submitted to the Board in accordance with the Board's Use of Force Policy AI-012.

April 1, 2024, marked the coming-into-force of the *Community Safety and Policing Act (CSPA)*, replacing the *Police Services Act (PSA)*. Use of Force and Weapons now fall under O. Reg. 391/23 of the *CSPA* (formerly Regulation 926 of the *PSA*). There are subtle changes in relation to the Regulation, with the most prominent having been made in regard to Team and Multiple Officer Reporting Requirements. These changes will be explained in detail within the body of the Report.

The 2025 annual Use of Force Report marks the sixth time that Officers' perceived race of subject(s) has been compiled and presented. Under O. Reg. 267/18 of the *Anti-Racism Act* (2017), the Ministry of the Solicitor General (Ministry), as a public sector organization, is required (in policing) to collect the Participant Observer Information

(POI) (i.e., police service members' perception) regarding the race of individuals in respect of whom a Use of Force Report is completed, and any other information set out in the report that the police service is legally required to provide to the Ministry, excluding the individuals' names. As you will observe, year to year is statistically similar.

The Data Standards for the Identification and Monitoring of Systemic Racism, also known as Ontario's Anti-Racism Data Standard, were established to help identify and monitor systemic racism and racial disparities within the public sector.<sup>1</sup>

The Peterborough Police Service is using the Modernized Use of Force Report Version 2.1.

To assist with the interpretation of this report the following appendices are included:

- Appendix A: Ontario Public-Police Interactions Training Aid (2023);
- Appendix B: Information about each occurrence related to a Use of Force Report submission including number of subjects involved, the perceived race of each subject(s) per occurrence and details regarding how Officers came to be involved; and,
- Appendix C: A listing of the ethno-cultural groups tracked by Statistics Canada in 2016, referred to as the National Household Survey (NHS) and the categories referred to in O. Reg. 267/18 of the *Anti-racism Act*.

## **Background**

Police officers are authorized to use a range of force options in response to an event or incident to protect life, preserve the peace, prevent crimes, maintain order and apprehend suspects.

The authority and direction to collect use of force information were found in the *Policing Standards Manual* (AI-012) prior to April 1, 2024, and are now contained in the *Community Safety and Policing Act* (O. Reg. 391/23) and *Peterborough Police Service General Order* (AI-012: Use of Force Training). The *Policing Standards Manual* ceased to exist on April 1, 2024, when it was incorporated into O. Reg 391/23 when the *CSPA* came into force.

<sup>1</sup> All Chiefs Memorandum 19-0086 Race Data Collection in Use of Force, Ministry of the Solicitor General, Public Safety and Public Safety Training Division, November 28, 2019

In accordance with the requirements of the *Community Safety and Policing Act*, members are required to submit a Use of Force Report in certain circumstances, including when a member:

- (a) draws a handgun in the presence of a member of the public;
- (b) points a firearm at a person;
- (c) discharges a firearm;
- (d) uses a weapon on another person;
- (e) draws and displays a conducted energy weapon to a person with the intention of achieving compliance;
- (f) points a conducted energy weapon at a person;
- (g) discharges a conducted energy weapon; or
- (h) uses force on another person, including through the use of a horse or a dog, that results in an injury requiring the services of a physician, nurse or paramedic and the member is aware that the injury required such services before the member goes off duty.

Officer intervention is governed in the Province of Ontario by the Ontario Public-Police Interactions Training Aid (2023) (formerly Ontario Use of Force Model 2004). The 2004 model required modernization because it was heavily weighted toward use of force options and lacked reference to the non-force options that were implicit. This new training aid speaks to all interactions between public and police and identifies options for all.

The current training aid governs all interventions with members of our community and includes officer responses which are present in all interactions, such as “Officer Considerations” and “Strategic Considerations.” These two responses, by officers, form the foundation of Conflict Prevention and De-escalation, and are valid response options throughout the entire Aid as circumstances dictate. Conflict Prevention and De-escalation remain a cornerstone for public-police interactions.

As such, de-escalation training is heavily emphasized during annual training and requalification.

## **Use of Force Reports**

	2021	2022	2023	2024	2025
Calls for Service <sup>2</sup>	35068	31772	32408	34105	34985
Arrests & Mental Health Apprehensions <sup>3</sup>	3116	2845	2825	3569	4447
Use of Force Reports	131	82	93	178	119
Patrol	118	72	83	135	74
Criminal Investigation Unit	7	4	0	0	1
Team Reports <sup>4</sup>	6	6	10	33	40
Animals	15	4	7	10	4

\* Data collection methodology was updated in 2024. Previous years calls for service were mined from the new collection process.

In 2025, PPS officers were involved in 34,985 occurrences resulting in 4447 arrests and mental health apprehensions, and of those incidents 2.7% involved a report in which force was reportedly used. Use of force was reportedly used in 0.34% of all calls for service.

## **Incident Reporting**

Generally, one Use Force Report is submitted per incident. There are a few exceptions to this. If the incident has different components where force is used by more than one member, each officer is required to submit a report. An exception to the requirement to file an individual Use of Force Report is made for team reports, which in the past, were limited to the Emergency Response Team and Crowd Management Unit.

There have been changes to Team Reporting Requirements under the *CSPA*. Team Reporting and Multiple Officer Reporting requirements are explained in s.15 of O. Reg. 391/23.

## **Team Reporting**

Section 15 and 16 of O. Reg. 391/23 define the reporting requirements as follows:

**15.** (1) The supervisor of a containment team, tactical unit or hostage rescue team, or an officer designated by the supervisor, may submit a report under subsection 13 (1) on behalf of the unit or team members, if, during an operational deployment of the unit's or

<sup>2</sup> CAD Occurrences minus administrative calls and follow ups

<sup>3</sup> Includes all arrests and adult, youth and order apprehensions

<sup>4</sup> Team reports represent one Use of Force Report for one coordinated incident (e.g. Emergency Response Team and Crowd Management Unit)

team's emergency response functions, and acting under the command of the supervisor, one or more members do any of the following:

1. A member draws a handgun in the presence of a member of the public.
2. A member points a firearm at a person.
3. A member draws and displays a conducted energy weapon to a person with the intention of achieving compliance.
4. A member points a conducted energy weapon at a person.

Section 15 (2) has placed a new reporting requirement on an officer that is a member of the tactical unit or crowd management unit.

(2) If a member of a containment team, tactical unit or hostage rescue team has taken an action in relation to which a report must be completed under subsection 13 (1) other than an action set out in paragraphs 1 to 4 of subsection (1) of this section,

(a) The officer must personally complete a report under subsection 13 (1) in relation to all actions taken by the officer; and

(b) A supervisor or officer designated by the supervisor may submit a report under subsection 13 (1) on behalf of all the remaining officers.

(3) For greater certainty, a member of a containment team, tactical unit or hostage rescue team must personally complete a report under subsection 13 (1), and a supervisor or officer designated by the supervisor shall not complete the report on behalf of the unit or team, except in the circumstances set out in subsection (1) or (2) of this section.

(4) A supervisor of a public order unit, or an officer designated by the supervisor, may submit a report under subsection 13 (1) on behalf of the unit members, or members of a sub-unit within the public order unit, if, during an operational deployment of the unit's or sub-unit's public order maintenance functions, and acting under the command of the supervisor, one or more members do any of the following:

1. A member applies force resulting in injury requiring the services of a physician, nurse or paramedic while the unit or sub-unit members are acting as a unit or sub-unit, as the case may be.
2. A member points a firearm deployed with less lethal projectiles at a person.
3. A member discharges a firearm deployed with less lethal projectiles at a person.
4. A member draws and displays a conducted energy weapon to a person with the intention of achieving compliance.

5. A member points a conducted energy weapon at a person.

(5) If during an operational deployment of the unit or sub-unit's public order maintenance functions a member of the unit has taken an action in relation to which a report must be completed under subsection 13 (1) other than an action set out in paragraphs 1 to 5 of subsection (4) of this section,

(a) the officer must personally complete a report under subsection 13 (1) in relation to all actions taken by the officer; and

(b) a supervisor or officer designated by the supervisor may submit a report under subsection 13 (1) on behalf of all the remaining officers.

(6) For greater certainty, a member of a public order unit must personally complete a report under subsection 13 (1), and a supervisor or officer designated by the supervisor shall not complete the report on behalf of the unit members, or members of a sub-unit within the public order unit, except in the circumstances set out in subsection (4) or (5) of this section.

### **Reporting — multiple officers**

**16.** (1) Subject to subsection (2), if any two or more officers are acting in co-ordination in response to a single event, and if during their response two or more officers do any of the following, one of the officers who has taken one of the following actions, as designated by their supervisor, may submit a report under subsection 13 (1) on behalf of all of the officers:

1. An officer draws a handgun in the presence of a member of the public.

2. An officer points a firearm at a person.

3. An officer draws and displays a conducted energy weapon to a person with the intention of achieving compliance.

4. An officer points a conducted energy weapon at a person.

(2) If an officer referred to in subsection (1) has taken an action in relation to which a report must be completed under subsection 13 (1) other than an action set out in paragraphs 1 to 4 of subsection (1) of this section,

(a) the officer must personally complete a report under subsection 13 (1) in relation to all actions taken by the officer; and

(b) an officer designated by the supervisor from among the remaining officers may submit a report under subsection 13 (1) on behalf of all the remaining officers.

(3) For greater certainty, two or more officers who are acting in co-ordination in response to a single event must each complete a report under subsection 13 (1), and one officer shall not complete the report on behalf of all the officers, except in the circumstances set out in this section.

Use of Force Reports capture a significant amount of data, much of which is used to inform training curriculum, based on real-life scenarios and outcomes. More than one level of force used may be captured in a single report for a given incident. For example, if an officer is initially engaged with a suspect and is required to use soft physical control (e.g. empty hands) but is required to transition to an intermediate weapon (e.g. CEW) to gain compliance and control, the Report will capture both force options, and the sequence in which they were used. The soft physical control techniques will be reflected as the first in the sequence, and ineffective, and the CEW would be reference as the second in the sequence, and effective.

Use of Force Reports are submitted to the Sergeant in charge of the Training and Practical Skills Unit, who reviews the reports for content, collects statistical data and submits a report to the Solicitor General in accordance with legislative requirements. Analysis of the force used, by the Use of Force Committee, comprised of Training Unit staff, allows for the identification of individual(s) or group(s) training needs.

The Use of Force Report is comprised of two parts. Part A, which captures the information relevant to the force used, and Part B, which captures information utilized by the Use of Force Committee in their analysis. Part A is destroyed after 5 years, and Part B is destroyed no longer than 30 days after the report is submitted, in accordance with O. Reg. 391/23. There are a few exceptions to this retention period, and restrictions regarding the use of the Reports.

### **Relevant Training**

All use of force training, provided by the Peterborough Police Service, incorporates de-escalation techniques. In 2025, the Training Unit taught de-escalation techniques which emphasized communication skills, rapport building, and emotional intelligence in practical skills scenarios. The Training Unit utilized scenario-based training for all officers which required them to demonstrate the de-escalation techniques taught. These training scenarios are incorporated into firearms, CEW, and Use of Force (defensive tactics) training.

## Incident Type

	2021	2022	2023	2024	2025	Variance 2024 to 2025	
						#	%
Homicide (incl. attempt)	1	0	1	3	2	-1	-33
Robbery	2	2	6	3	0	-3	-100
Break and Enter	5	1	1	4	2	-2	-50
Intimate Partner Violence	10	4	3	6	4	-2	-33
Other Disturbance (HUTS)	8	6	12	7	8	1	14
Traffic	4	1	2	1	1	0	0
Suspicious Person	1	1	0	0	0	0	0
Weapons	21	22	38	54	52	-2	-4
Alarm	0	0	0	1	0	-1	-100
MHA	8	2	11	6	16	10	167
Wanted Subject	2	4	4	4	4	0	0
Assault Police	1	2	1	1	2	1	100
Animal Euthanized	15	4	8	8	4	-4	-50
Warrants (Search/Feeney)	10	7	9	21	20	-1	-5
Stolen Vehicle	7	4	3	2	2	0	0
In Custody	0	0	0	2	2	0	0
Other	2	2	1	3	4	1	33

## Weapons Carried by Subject

	2021	2022	2023	2024	2025	Variance 2024 to 2025	
						#	%
None*	48	41	40	62	60	-2	-3%
Unknown	10	10	5	12	14	2	16%
Revolver	2	0	0	0	0	0	0
Semi Auto Firearm	2	2	6	1	3	2	200%
Rifle/Shotgun	1	2	0	2	2	0	0
Knife/Edged Weapon	18	10	32	28	28	0	0
Baseball Bat/Club	2	0	4	9	2	-7	-78%
Other**	7	5	9	14	9	-5	-36%

\*Includes Animal Euthanization

\*\* Replica Firearm/Weapon of Opportunity (syringe, rock, 2x4 etc.)

## **Reasons for Use of Force 2025**

	2021	2022	2023	2024	2025	Variance 2024 to 2025	
						#	%
Protect Self	110	71	83	155	102	-52	-33
Protect Public	77	56	61	113	69	-43	-38
Protect Other Officer(s)	2	0	71	141	90	-49	-35
Protect Subject(s)	0	1	23	52	50	-11	-18
Effect Arrest	87	61	75	143	98	-44	-31
Prevent Commission of Offence	30	28	30	84	61	-20	-25
Prevent Escape	18	45	60	76	74	-9	-11
Unintentional	0	0	0	0	0	0	0
Animal Euthanized	15	4	8	8	4	-5	-55
Other	2	3	1	0	1	-1	-50

## **Type of Force Used**

	2021	2022	2023	2024	2025	Variance 2024 to 2025	
						#	%
Firearm Discharged	15	4	8	8	4	-4	-50
Firearm Pointed	38	47	37	80	63	-17	-21
Handgun Drawn	61	53	38	14	8	-6	-43
Oleoresin Capsicum (OC)	0	0	0	0	1	1	100
Expandable Baton	0	0	1	0	0	0	0
Conducted Energy Weapon (CEW)	50	26	40	89	61	-28	-31
Canine	2	0	6	2	3	1	50
Physical Control	21	8	18	17	6	-11	-65
Other	0	0	0	0	0	0	0

## **Service Pistol and Other Firearm**

A police officer may point a firearm at a person when that person demonstrates behaviour that the officer believes may result in grievous bodily harm or death to the officer or to someone else. In 2025, approximately 53%, of all reported interactions involving the use of force involved the pointing of a firearm compared to 64% in 2024 and 40% in 2023.

In 2025, there were no interactions with members of the public where a Peterborough Police Service member discharged their firearm.

### **Intermediate Weapons – OC Spray & Baton**

Intermediate weapons include OC spray, the collapsible defensive baton and the Taser® conducted energy weapon (CEW). OC spray was used once by a member in 2025. There were no incidents involving the use of the collapsible defensive baton. The baton has been used just once in the past five years.

### **Intermediate Weapons – CEW Taser®**

The police service has fully transitioned to Taser 7 in 2025. As a result, additional training was required to qualify each frontline officer as well as members of the Criminal Investigation Unit. The X2 CEW Model has now been removed from use with our Service.

Data on use of the CEW is augmented with data captured in separate reports, which provides additional insight into the effectiveness of three modes in which the device may be deployed:

- Demonstrated force presence – the device is armed, and an integrated LASER light is activated;
- Probe deployment – the device is fired at an individual, resulting in the discharge of small probes; and
- Drive stun – probes or electrodes at the end of the device make direct contact with the subject.
- Operational Services continued to be the division utilizing the CEW the most, making up all 61 instances of the CEW being deployed. This is a consistent statistic throughout the years due to the number of CEWs deployed by uniform members compared to other units/divisions.
- The CEW was used in the demonstrated mode on 6 occasions and pointed at a subject on 51 occasions. Probe deployments occurred on 10 occasions during the year. If the demonstrated mode is not successful it will sometimes lead to probe deployment. This indicates that the demonstration of the CEW was successful in most scenarios.

## **Injuries**

Of the 119 reported incidents during 2025, six resulted in some level of injury to the subject and one resulted in an injury to the officer. None of the injuries were listed as fatal and all were minor in nature.

Of the six injuries sustained by subjects, two were the result of CEW probes.

## **Officer Perception of Subject's Race**

In 2020, the Ministry of the Solicitor General added the category of perceived race to the Use of Force form.

Consistent with Standard 40 of the Data Standards, the new Use of Force Report includes the following question and race categories:

*What race category best describes the subject? (select only one)*

- Black
- East/Southeast Asian
- Indigenous
- Latino
- Middle Eastern
- South Asian
- White

These categories are used as social descriptors in Ontario. They are not based on science or biology but on differences that society has created (i.e., “socially constructed”).<sup>5</sup>

For each report submitted, the reporting officer must include the perceived race of the subject that they were dealing with at the time the force was used. The overall number of subjects exceeds the number of Use of Force Reports because each Use of Force Report can include several subjects. The community of residence (i.e. are they a resident of Peterborough) for each subject has not been assessed in relation to 2021 census data.

---

<sup>5</sup> All Chiefs Memorandum 19-0086 Race Data Collection in Use of Force, Ministry of the Solicitor General, Public Safety and Public Safety Training Division, November 28, 2019

A detailed listing of all occurrences that officers responded to, the number of subjects involved, the perceived race of each subject(s) per occurrence and details regarding how Officers came to be involved are provided in Appendix B.

**Perceived Race of Subjects**

2025 Incidents	Number of	% of Use of Force Incidents (103) (exclude animals/duplicates)	Number of Subjects based on Officer Perception	Percentage of Overall Subjects (177)	% in the City of Peterborough (based on census data)
Black	11	6.2%	13	7.3%	1.4%
East/Southeast Asian	1	0.09%	1	0.05%	0.67%
Indigenous	5	4.8%	6	3.8%	4.9%
Latino	1	0.09%	1	0.05%	0.51%
Middle Eastern	1	0.09%	1	0.05%	0.12%
South Asian	0	0	0	0	3.1%
White	91	88.3%	149	84%	90.1%

2024 Incidents	Number of	% of Use of Force Incidents (116) (exclude animals/duplicates)	Number of Subjects based on Officer Perception	Percentage of Overall Subjects (192)	% in the City of Peterborough (based on census data)
Black	19	16.4%	30	15.6%	1.4%
East/Southeast Asian	3	2.6%	9	4.68%	0.67%
Indigenous	8	6.9%	8	4.16%	4.9%
Latino	0	0	0	0	0.51%
Middle Eastern	2	1.72%	2	1.04%	0.12%
South Asian	2	1.72%	3	1.15%	3.1%
White	90	77.58%	140	72.91%	90.1%

2023 Incidents	Number of	% of Use of Force Incidents (exclude animals/duplicates)	Number of Subjects based on Officer Perception (based on Perception)	Percentage of Overall Subjects	% in the City of Peterborough (based on census data)
Black	9	14.8%	11	14.9%	1.4%
East/Southeast Asian	0	0	0	0	0.67%
Indigenous	1	1.6%	1	1.4%	4.9%
Latino	0	0	0	0	0.51%
Middle Eastern	2	3.27%	2	2.7%	0.12%
South Asian	0	0	0	0	3.1%
White	53	86.9%	60	81.1%	90.1%

2022	Number Of Incidents	% of Use of Force Incidents (exclude animals/duplicates)	Number of Subjects based on Officer Perception	Percentage of Overall Subjects	% in the City of Peterborough (based on census data)
Black	12	23%	17	24.3%	1.4%
East/Southeast Asian	1	0	1	1.4%	0.67%
Indigenous	0	0	0	0	4.9%
Latino	0	0	0	0	0.51%
Middle Eastern	3	5.8%	4	5.7%	0.12%
South Asian	0	0	0	0	3.1%
White	41	78.8%	48	69%	90.1%

\* The ethno-cultural groups tracked by Statistics Canada in 2016, referred to as the National Household Survey (NHS), is different from the categories referred to in O. Reg. 267/18 of the *Anti-racism Act*. As such, there is some grouping of NHS data to map to the reporting requirements of the Ontario Data Standards.

\* Census statistical data is derived from the most current census in 2021.

The corresponding NHS vs. O. Reg. 267/18 ethno-cultural community groups are provided in Appendix C.

### **Trends**

The instances that occurred where a Use of Force Report was required decreased from 2024 to 2025 by 59. The Emergency Response Team was responsible for the submission of 40 reports, which was an increase of 7 from the previous year.

Subjects who had access to or used knives/edged weapons during offences in 2025 remained the same as 2024. However, of 115 incidents (excluding incidents involving animals) that required the use of force, 80 involved a weapon or the threat of a weapon being used. Incidents that included knives/edged weapons resulting in the use of force were exactly the same as 2024, and subjects in possession of a semi-automatic firearm increased by 2 incidents.

Of the 103 incidents that officers responded to that required the use of force, 31 incidents involved a firearm or the threat of a firearm(s).

This is the sixth year that race-based data has been collected. From 2024 to 2025 the percentages of interactions by PPS with the various ethno-cultural groups have remained relatively the same with only slight increases or decreases in a few categories. A compilation of yearly statistics in this category will be needed to accurately identify trends. There are currently no means of determining whether these rates are proportionate to the number of police interactions with each identified ethno-cultural group.

## **Conclusion**

The Use of Force Training Unit identified no areas of concern arising from the reports submitted in 2025.

71% percent (72 citizens generated of 103 incidents) of all reported encounters were initiated by a source other than a member of the Peterborough Police Service (i.e. the police were called by someone for assistance).

No strong conclusions can be drawn from the data alone. More data is required before a complete analysis is possible; this will require the collection of ethno-cultural data stemming from all police interactions in the City of Peterborough.

Training Unit members will continue to monitor incidents of reported force, and emerging trends in Peterborough and around the country to identify lessons learned and best practices, and to assist in the development of ongoing training.

Education around de-escalation will continue to be incorporated into all training, as will the requirement to complete Use of Force Reports when force is used.

Also of note is the migration away from language of Use of Force training to one that acknowledges that the training pertains to all Practical Skills training, emphasizing that the training provided is predicated on practical skills and not force.

Attachments:

Appendix A: Ontario Public-Police Interactions Training Aid (2023)

Appendix B: Incidents Analyzed – 2025

Appendix C: Ethno-Cultural Group comparison between the NHS and O. Reg. 267/18

Prepared by: Rob Fitzgerald, Staff Sergeant, Operational Support Unit

Reviewed by: Jamie Hartnett, Deputy Chief of Police

Submitted by: Stu Betts, Chief of Police

# Appendix A - Ontario Public-Police Interactions Training Aid (2023)

<p><b>Conflict Prevention</b></p> <p>The pre-emptive use of verbal and non-verbal strategies with people in situations with a potential to escalate (speeding ticket, neighbour dispute)</p>
<p><b>De-escalation</b></p> <p>The use of verbal and non-verbal strategies intended to prevent conflict or reduce the intensity of a situation without the application of force and, if force is necessary, reducing the amount of force if viable</p>
<p><b>Assess-Plan-Act</b></p> <p>A cognitive process applied by the officer to circumstances related to the subject/situation and impacted by perceived/actual risk, available time, and resources. This process is continuous, allowing for reassessment based on changing information.</p>
<p><b>Situation &amp; Subject Considerations</b></p> <p>Some factors impacting an officer's perception and decision-making of the subject and situation are: weather conditions, indoors/outdoors, number of officers/subjects, perceived subject ability (cognitive ability; skill, size, weapon), cultural awareness, gender identity.</p>
<p><b>Subject Behaviors</b></p> <p><b>Cooperative:</b> Subject complies with a lawful request</p> <p><b>Passive Resistant:</b> Subject refuses a lawful request, verbally and/or physically by standing still, sitting, laying down</p> <p><b>Active Resistant:</b> Subject pulling/pushing away, walking away, running away</p> <p><b>Assaultive:</b> Threatens/attempts/strikes the officer, kick, punch, spit, headbutt (no weapon)</p> <p><b>Serious Bodily Harm or Death:</b> The use of any weapon or technique reasonably likely to cause serious bodily harm or death</p>



<p><b>Officer &amp; Strategic Considerations</b></p> <p>Factors impacting perception and decision-making, including ICEN, ICLEAR, NRA, POL personal experience, skills/ability, stress, injuries, specialty units, available time</p>
<p><b>Verbal &amp; Non-Verbal Communication</b></p> <p><b>First Contact Approach:</b> Hello, my name is  <b>Relational Approach:</b> I can see you are struggling, I'm here to help you.  <b>Directive Approach:</b> Police, don't move!  <b>Consistent Verbal/Non-Verbal Approach:</b> facial and body expressions consistent with message, applies to both subject and officer</p>
<p><b>Non-Force Options</b></p> <p>Increasing available time to delay/eliminate the need for force may be done using:          Distance, Physical Presence, Isolation, Containment, Evacuation, Cover, Concealment, Reposition, Teamwork, Disengagement</p>
<p><b>Physical Control Options</b></p> <p><b>Soft:</b> controlling an arm/wrist, pressure points, barrier assist  <b>Hard:</b> strikes/grounding techniques</p>
<p><b>Intermediate Weapons Options</b></p> <p>Pepper Spray, Expandable Baton, Conducted Energy Weapon, Less Lethal Shotgun, ARWEN, Shields, Canine, Horses, any other approved weapon</p>
<p><b>Lethal Force</b></p> <p>Use of any weapon/technique reasonably likely to cause serious bodily harm or death</p> <p><small>This Training Aid is not prescriptive and does not replace the law. An officer's actions must be lawful, necessary, reasonable and proportional.</small></p>

**Appendix B**

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>1</b>	Weapons	Citizen	Knife in hand/Access to replica pistol and imitation carbine	ERT Response with Firearms and CEW	White
<b>2</b>	Weapons	Citizen	Knife in hand/Access to replica pistol and imitation carbine	ERT Response with CEW	White
<b>3</b>	Wellness Check/Weapons	Citizen	Male in distress with knife to chest	Uniform - CEW Deployed	White
<b>4</b>	Weapons	Citizen	Report of female with Knife and Mace	Uniform – CEW Pointed	White
<b>5</b>	Weapons	Citizen	Report of female with Knife and Mace	Uniform – Firearm Pointed	White
<b>6</b>	Weapons	Citizen	Male in Psychosis with knife	Uniform – CEW Deployed	White
<b>7</b>	Person in Crisis/Weapons	Citizen	Male in Crisis with edged weapon	Uniform – CEW Pointed	White
<b>8</b>	Person in Crisis/Weapons	Citizen	Male in Crisis with edged weapon	Uniform – CEW Drawn	White

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>9</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms and CEW	Empty House
<b>10</b>	Barricaded Subject	Officer in Cells	Barricaded male in cells refusing to comply	ERT Response with CEW and Pinning	White
<b>11</b>	Injured Animal	Citizen	Gravely injured deer	Uniform – Firearm Deployed	Animal
<b>12</b>	Intimate Partner Violence	Citizen	Non-Compliant male	Uniform – CEW Pointed	White
<b>13</b>	Wellness Check	Citizen	Non-Compliant Male	Uniform – Firearm Pointed	White
<b>14</b>	Weapons	Citizen	Subject made death threats using imitation Firearm	ERT Response with Physical Force	White
<b>15</b>	Weapons	Citizen	Male with Replica handgun	Uniform – Firearm and CEW Pointed	White (2)
<b>16</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	White (3)
<b>17</b>	Weapons	Citizen	Firearm Discharged	ERT Response with Firearms	White
<b>18</b>	Weapons	Citizen	Firearm Discharged	ERT Response with Firearms	White

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>19</b>	Disturbance	Citizen	Non-Compliant agitated male	Uniform – CEW Deployed	White
<b>20</b>	Disturbance/ Weapons	Citizen	Report of male with Firearm	ERT Response with Firearms and CEW	Empty House
<b>21</b>	Weapons	Citizen	Report of male with Firearm	Uniform – Firearm Pointed	White (2) Black (1)
<b>22</b>	Person in Crisis	Citizen	Uncooperative male in crisis	Uniform – CEW Pointed	White
<b>23</b>	Criminal Code Search Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant	ERT Response with Firearms	White (4)
<b>24</b>	Weapons	Citizen	Report of male with Firearm	Uniform – Firearm Pointed	White
<b>25</b>	Weapons	Citizen	Report of male with Firearm	Uniform – Firearm Pointed	White
<b>26</b>	Weapons	Citizen	Report of male with Firearm	Uniform – Firearm Pointed	White
<b>27</b>	Weapons	Citizen	Report of male with Firearm	Uniform – Firearm Pointed	White
<b>28</b>	Criminal Code Search Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant/Subject fled, Firearm located	ERT Response with Firearms	Black

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>29</b>	Criminal Code Search Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant/Subject fled	ERT Response with Firearms	Black/ Middle Eastern
<b>30</b>	Criminal Code Search Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant/Subject fled, Firearm Located	ERT Response with Firearms	Black
<b>31</b>	Person in Crisis/Weapons	Citizen	Male in Crisis with Edged weapon	ERT Response with Firearms	White
<b>32</b>	Weapons	Citizen	Male with knife threatening Security Guard	Uniform – CEW Pointed	White
<b>33</b>	Person in Crisis	Citizen	Female in Crisis threatening Officers	ERT Response with Firearms and CEW	White
<b>34</b>	Weapons	Citizen	Male with Knife	Uniform – CEW Pointed	White
<b>35</b>	Weapons	Citizen	Male discharged Firearm/Firearm not Located	ERT Response with Firearms	White (2)
<b>36</b>	Person in Crisis	Citizen	Male in Crisis, combative with Officers	Uniform – CEW and OC Spray Deployed	Latino
<b>37</b>	Weapons	Citizen	Uncooperative male with knife	Uniform – Firearm Pointed	Indigenous

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>38</b>	Weapons/ Disturbance	Citizen	Disturbance/Male with Firearm	Uniform – Firearm Pointed	White
<b>39</b>	Weapons	Citizen	Reports of male with handgun	Uniform – Firearm Pointed	White
<b>40</b>	Injured Animal	Citizen	Severely injured raccoon	Uniform – Firearm Deployed	Animal
<b>41</b>	Weapons	Citizen	Disturbance/Male with Firearm	ERT Response with Firearms and CEW	White (3)
<b>42</b>	Weapons	Citizen	Male with Imitation Firearm	Uniform – Firearm Pointed	White (2)
<b>43</b>	Person in Crisis	Citizen	Male in Crisis with access to firearms	ERT and Uniform Response with Firearms	White
<b>44</b>	Weapons	Officer in Cells	Male in Custody with edged weapon	Uniform – CEW Pointed	White
<b>45</b>	Weapons	Officer in Cells	Male in Custody with edged weapon	Uniform – CEW Pointed	White
<b>46</b>	Criminal Code Search Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant	ERT Response with Firearms	White (7) Indigenous (2)
<b>47</b>	Person in Crisis/Weapons	Citizen	Male in Crisis with Sword	ERT Response with Firearms and CEW	White
<b>48</b>	Person in Crisis/ Disturbance	Citizen	Male in Crisis destroying items in home	Uniform – CEW Pointed	White

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>49</b>	Disturbance	Citizen	Male in crisis assaulted officer	Uniform – CEW Pointed	White
<b>50</b>	Injured Animal	Officer on Duty	Badly Injured Deer	Uniform – Firearm Deployed	Animal
<b>51</b>	Intimate Partner Violence	Citizen	Aggressive male threatening officers	Uniform – CEW pointed	White
<b>52</b>	Disturbance/ Weapons	Citizen	Violent crime with knife	Uniform – Firearm Pointed	White (2) Black (1)
<b>53</b>	Weapons	Citizen	Violent crime with knife	Uniform – Firearm Pointed	White (2) Black (1)
<b>54</b>	Violent Crime	Citizen	Violent Crime with knife	Uniform – Firearm Pointed	Black
<b>55</b>	Weapons	Citizen	Violent Crime with knife	Uniform – CEW Pointed	White
<b>56</b>	Weapons	Citizen	Report of disturbance with Firearm	Uniform – Firearm Pointed	White
<b>57</b>	Person in Crisis	Citizen	Male in Crisis with knife	Uniform – CEW Deployed	White
<b>58</b>	Stolen Vehicle	Officer on Duty	Male in stolen vehicle	Uniform – Firearm Drawn	White

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>59</b>	Disturbance	Citizen	Break and Enter in progress/ Unknown weapons	Uniform – Firearm Pointed	White
<b>60</b>	Injured Animal	Citizen	Gravelly Injured Deer	Uniform – Firearm Deployed	Animal
<b>61</b>	Person in Crisis	Citizen	Male in crisis with knife	Uniform – CEW Pointed	White
<b>62</b>	Weapons	Citizen	Male with possible knife	Uniform – CEW Pointed	White
<b>63</b>	Weapons	Citizen	Uncooperative male with hammer	Uniform – Firearm Pointed	White
<b>64</b>	Disturbance/ Weapons	Citizen	Uncooperative male with hammer	Uniform – Firearm Pointed	White
<b>65</b>	Weapons	Officer on Duty	Male involved in stabbing homicide	Uniform – Firearm Pointed	White
<b>66</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	White
<b>67</b>	Intimate Partner Violence	Citizen	Suicidal male who stabbed partner	ERT Response with Firearms and CEW	White
<b>68</b>	Executing Warrant	Officer on Duty	Male with outstanding warrant known to be violent	Uniform – CEW Pointed	White

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>69</b>	Executing Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant	ERT Response with Firearms	White
<b>70</b>	Executing Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant	ERT Response with Firearms and CEW	White
<b>71</b>	Executing Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant	ERT Response with Firearms	White
<b>72</b>	Violent Crime	Citizen	Clearing residence where homicide occurred	ERT Response with Firearms and CEW	White
<b>73</b>	Weapons	Citizen	Subject possible armed with knife	Uniform – CEW Pointed	Black
<b>74</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms/K9 Deployed	White
<b>75</b>	Break and Enter	Citizen	Suspect fled from police	Uniform – CEW Deployed	White
<b>76</b>	Violent Crime	Other Police Service	Suspect in Kidnapping from Toronto	ERT Response with Firearms	Black
<b>77</b>	Disturbance	Citizen	Suspect actively resisting arrest	Uniform – CEW Pointed	White
<b>78</b>	Intimate Partner Violence	Citizen	Subject possibly armed with knife	Uniform – Firearm Pointed	White

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>79</b>	Police Pursuit	Officer on Duty	Suspect rammed cruiser attempting to flee	Uniform – Firearm Pointed	White (2)
<b>80</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	White
<b>81</b>	Theft in Progress	Citizen	Suspect assaulting police	Uniform – CEW drawn	White
<b>82</b>	Disturbance	Citizen	Uncooperative male resisting arrest	Uniform – CEW Deployed	White
<b>83</b>	Weapons	Citizen	Subject possibly armed with knife	Uniform – Firearm Pointed	White
<b>84</b>	Stolen Vehicle/Drug Offences	Officer on Duty	Subjects in stolen vehicle that previously fled from police	Uniform – Firearm Pointed	White (2)
<b>85</b>	Weapons	Citizen	Male wanted for Firearms offences	Uniform – Firearm Pointed	Indigenous
<b>86</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms/CEW	White (3) Southeast Asian (1)
<b>87</b>	Person in Crisis	Citizen	Male in Crisis armed with knife	Uniform – Firearm Pointed	White
<b>88</b>	Person in Crisis	Citizen	Male in Crisis armed with knife	Uniform – CEW Deployed	White
<b>89</b>	Weapons	Citizen	Male threatening another male with possible Firearm	Uniform – Firearm Pointed	White
<b>90</b>	Weapons	Citizen	Male threatening another male with possible Firearm	Uniform – Firearm Drawn	Containment

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>91</b>	Weapons	Citizen	Male threatening male with possible firearm	Uniform – Firearm Drawn	Containment
<b>92</b>	Weapons	Citizen	Male with axe	Uniform – CEW Pointed	White
<b>93</b>	Weapons	Citizen	Male with axe	Uniform – CEW Pointed	White
<b>94</b>	Person in Crisis	Citizen	Male in crisis armed with knife	Uniform – CEW Pointed	White
<b>95</b>	Weapons	Citizen	Aggressive male in crisis attacking father	Uniform – CEW Pointed	White
<b>96</b>	Police Custody Related	Officer on Duty	Non-compliant female threatening officers	Uniform – CEW Pointed	White
<b>97</b>	Weapons	Citizen	Report of male with Shotgun and knife (unfounded)	Uniform – Firearm pointed	White (3)
<b>98</b>	Intimate Partner Violence	Citizen	Aggressive uncooperative male	Uniform – CEW pointed/Grounding Deployed	White
<b>99</b>	Disturbance	Citizen	Uncooperative male armed with rock	Uniform – CEW Deployed	White
<b>100</b>	Barricaded Subject	Citizen	Male in Psychosis with knife	Uniform – CEW Pointed	White
<b>101</b>	Weapons	Citizen	Male in Crisis with two knives	Uniform – CEW Pointed	White

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>102</b>	Person in Crisis	Citizen	Male in Crisis with two knives	Uniform – CEW Pointed	White
<b>103</b>	Weapons	Citizen	Male with Firearm threatening self-harm (unfounded)	Uniform – Firearm Pointed	White
<b>104</b>	Weapons	Citizen	Male with Firearm threatening self-harm (unfounded)	Uniform – Firearm Drawn	White
<b>105</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	White (11) Black (1) Indigenous (1)
<b>106</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	Black
<b>107</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	White (2)
<b>108</b>	Criminal Code Search Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant	ERT Response with CEW and Firearms	White
<b>109</b>	Weapons	Citizen	Male with Knife	Uniform – CEW Pointed	White
<b>110</b>	Criminal Code Search Warrant	Criminal Code Search Warrant	Criminal Code Search Warrant	ERT Response with CEW and Firearms	White (2)
<b>111</b>	Violent Crime	Citizen	High risk vehicle arrest	ERT Response with CEW and Firearms	White (2)

	<b>Occurrence Type</b>	<b>Generated by</b>	<b>Weapon carried by subject/behavior</b>	<b>Officer Response</b>	<b>Subject Perceived Race</b>
<b>112</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	Black
<b>113</b>	Person in Crisis	Citizen	Uncooperative male in crisis	Uniform – CEW Pointed/Pinning deployed	White
<b>114</b>	CDSA Search Warrant	CDSA Search Warrant	CDSA Search Warrant	ERT Response with Firearms	Black
<b>115</b>	Person In Crisis	Citizen	Male in Crisis with access to Firearms	ERT Response with CEW and Firearms	White
<b>116</b>	Executing Warrant	Feeney Warrant	Feeney Warrant for female wanted for manslaughter	ERT/Canine Response with CEW and Firearms	White
<b>117</b>	Executing Warrant	Feeney Warrant	Feeney Warrant for female wanted for manslaughter	ERT/Canine Response with Firearms	White
<b>118</b>	Property Crime	Citizen	Uncooperative suspect in theft	Uniform – Grounding Deployed	White
<b>119</b>	Traffic	Citizen	Uncooperative Impaired male	Uniform – CEW Pointed	White

**Appendix C**

National Household Survey	O. Reg. 267/18
	(Made under the <i>Anti-Racism Act</i> )
<b>Aboriginal (Group Unknown)</b>	<b>Indigenous</b>
<b>Aboriginal - First Nations</b>	
<b>Aboriginal - Inuit</b>	
<b>Aboriginal - Metis</b>	
<b>Arab</b> e.g. Lebanese, Iraqi, Palestinian, Syrian	<b>Middle Eastern</b> e.g. Arab, Persian, West Asian descent, e.g. Afghan, Egyptian, Iranian, Lebanese, Turkish, Kurdish, etc.
<b>Black</b> e.g. Caribbean origins, Central and West African origins, Southern and East African origins	<b>Black</b> e.g. Caribbean origins, Central and West African origins, Southern and East African origins
<b>Chinese</b>	<b>East/Southeast Asian</b>
<b>Filipino</b>	
<b>Japanese</b>	
<b>Korean</b>	
<b>Latin American</b> e.g. Colombian, Salvadorian, Mexican, Guyanese	<b>Latino</b> e.g. Latin American, Hispanic descent
<b>Multiple Racialized Person</b>	<b>Indicate most appropriate</b>
<b>Racialized</b> <b>Person not Included Elsewhere</b>	<b>Indicate most appropriate</b>

<b>National Household Survey</b>	<b>O. Reg. 267/18</b> (Made under the <i>Anti-Racism Act</i> )
<b>South Asian</b>  e.g. East Indian, Pakistani, Bangladeshi, Sri Lankan, Indo-Caribbean, etc.	<b>South Asian</b>  e.g. East Indian, Pakistani, Bangladeshi, Sri Lankan, Indo-Caribbean, etc.
<b>Southeast Asian</b>  e.g. Cambodia, Indonesia, Vietnamese, Philippines	
<b>West Asian</b>  Iranian Assyrian Turk	<b>Middle Eastern</b>  e.g. Arab, Persian, West Asian descent, e.g. Afghan, Egyptian, Iranian, Lebanese, Turkish, Kurdish, etc.
<b>White</b>	<b>White</b>
<b>Unknown</b>  <i>**only to be used when a member is not able to physically observe an individual to form a perceived ethnic origin**</i>	<b>No comparable category</b>



## Peterborough Police Service Board - **Board Report**

### **Public Session**

To: Chair and Members of the Peterborough Police Service Board  
From: Lisa Smith, People Services Manager  
Report Date: Tuesday, February 17, 2026  
Meeting Date: Tuesday, March 17, 2026  
Subject: 2025 Annual Report for the Employee & Family Assistance Program

### **Purpose**

A report to inform the Board of the Employee and Family Assistance Programs for 2025.

### **Recommendation**

It is recommended that the Board receive this Report for their information.

### **Strength Impact**

No impact on strength.

### **Budget and Financial Implications**

In 2025, the Service allocated \$35,000 to cover the Employee Assistance Program (EAP), the Safeguard Program, and psychological assessments. The TELUS Health Employee and Family Assistance Program (EFAP) is currently funded by the City of Peterborough, and the Service is not financially responsible for these costs; however, utilization rates for the existing EFAP program are low and costs are high.

In addition, the Service intends to expand the Safeguard Program to include 911 Communicators, Digital Evidence Management Clerks, and Records Management Clerks to further support and proactively monitor employee wellbeing across these roles.

### **Background**

The Peterborough Police Service (PPS) has had an Employee and Family Assistance Plan (EFAP) since the early 1990s. In October 2012, the Ombudsmen published a report, *In the Line of Duty*, which was an investigation into how the Ontario Provincial Police, and the

Ministry of Community Safety and Correctional Services have addressed operational stress injuries affecting police officers. The report outlined several issues regarding the lack of mental health supports that are provided to officers for Occupational Stress Injury (OSI) and Post Traumatic Stress Disorder (PTSD), including the number of suicides by police officers.

First responders are one of the few occupations where members are routinely placed in dangerous, high stress and high-risk situations, and are prohibited, by law, from refusing to do so. After a review of the services provided, it was identified there was a need to enhance member wellness supports, help reduce the stigma regarding mental health, and raise awareness regarding the importance of building resilience and seeking assistance after experiencing mental trauma.

A Wellness Committee was struck and introduced proactive training regarding mental health and promoted mental wellness services available to members. Through increased education and training, members now have better awareness of the programs and services available and how to access assistance. Members have a variety of wellness services and programs available for themselves and their families, which include:

Peterborough Police Service Wellness Programs	
EFAP – TELUS Health	<b>All members (full-time, part-time, temporary and Auxiliary members) and their family members, 24/7 confidential access to support services.</b>
Safeguard Program	<b>Psychological Assessments completed yearly for positions identified as high risk.</b>
Peer Support Program	<b>12 Member Team provides support to members and helps them connect with programs and supports.</b>
Industrial Alliance Benefit Enhancements for Mental Health	<b>Psychological and Social Worker benefit coverage for \$3,000/full-time members and dependents.</b>
Additional EAP Psychological Coverage for members paid by the Police Service	<b>If required, members can receive additional psychological coverage for up to \$225.00 per visit, once benefits are exhausted.</b>
Chaplaincy Services	<b>Chaplain offers spiritual guidance, counseling, and support to people of all ages and belief systems.</b>
Military Veterans Wellness Program	<b>The Military Veteran Wellness Program (MVWP) was introduced in the Fall of 2024 to enhance our service's ability to support and connect with military veterans in the community. This program aims to equip frontline officers, some of whom are</b>

Peterborough Police Service Wellness Programs	
	<b>vertrans, with heightened awareness, training, and the tools necessary to recognize and understand military veterans' unique needs.</b>
Haleo Sleep Clinic – NEW*	<b>HALEO, a secure virtual clinic offering evidence-based screening and treatment for chronic insomnia, shift work–related sleep issues, and nightmares. Care is provided by licensed therapists through a confidential, privacy-compliant platform, and eligible services may be accessed through members' existing benefits with Industrial Alliance for direct coverage.</b>

Specifics of each program are as follows:

**Telus Health EFAP Services**

Members and their families have coverage for services through Telus Health EFAP Services, at no cost to them. Telus Health provides services for mental, physical, social and financial well-being. The City of Peterborough, People and Culture Division, has the contract for Telus Health for all City departments, including the Peterborough Police Service. Services can be accessed by phone, online or through the Telus Health app. Members can access expert advice, resources, and referrals 24/7 through text conversations or virtual meetings with professionals. This plan offers confidential short–term counselling, coaching, information, and support for all types of issues relating to mental health, health management, child and elder care supports, financial resources, and legal services.

The Utilization statistics from January 1, 2025- December 31, 2025, for the Police Service was 1.83%. The top issues addressed were: Personal/Emotional, Work Related, and Addiction Related. No cases were opened for Legal, Financial or Nutritional Consultations.

**Safeguard Program**

The Safeguard Program was established to assist members serving in high-risk positions and units who are routinely exposed to traumatic events in the course of their duties. The Program provides mandatory annual psychological screening with a qualified psychologist for members at increased risk of exposure to potentially traumatic stressors in specialized assignments.

Through these assessments, members receive guidance aimed at strengthening resilience, enhancing coping strategies, and supporting overall psychological well-being. These

mandatory sessions help identify concerns early, promote proactive health strategies, and support members' longevity and effectiveness in their roles.

The following high-risk units have been identified as part of the Safeguard Program: Special Victims Unit, E-Crime Unit, Major Crime Unit, Sexual Assault Unit, Forensic Identification Unit, Victim Services Unit, and Peer Support Volunteers. As such, a total of 34 members participate in this program.

In 2026, the Service aims to expand the Safeguard Program to include additional civilian high-risk units. The Service will also explore opportunities to establish a consistent, collaborative model with a partner agency to promote program alignment, service consistency, and cost containment. The Safeguard Program continues to be reviewed to identify opportunities to strengthen support for members.

### **Peer Support Team**

The Peer Support Program, established in 2018, continues to provide confidential support through trained uniform and civilian volunteers. Following a team refresh at the end of 2024, a new 10-member team with two co-chairs was formed for 2025, enhancing representation and program sustainability. In 2025, the team recorded 127 member interactions, and four members obtained Critical Incident Stress Management (CISM) certification, strengthening internal capacity to respond to critical incidents.

Peer Support Members are trained in stress management, active listening, and supportive response techniques. Support may include text or phone contact, in-person meetings, accompaniment to appointments, referrals to community resources, and guidance on available wellness benefits. The team continues to build on training initiatives developed in partnership with Wounded Warriors Canada, participation in the Ontario First Responders Mental Health Conference with Trillium Health Partners, and CISM training hosted by York Regional Police Service.

The Peer Support Program remains an important component of the Service's commitment to member wellness, early support, and stigma reduction.

### **Extended Health Benefit Coverage**

The employee health benefit plan currently offers a broad range of supplemental benefits through Industrial Alliance to assist members in building and sustaining a healthy lifestyle. One of the key elements of this package is \$3,000 of annual coverage for mental health services with a psychologist or social worker for members and their direct family members. Any additional psychological services that are required for members are paid through our EFAP plan with the Service.

## **Chaplaincy Services**

The Service recognizes the importance of spiritual care as a core component of wellness. Our partnership with Chaplain Scott Couper offers spiritual guidance, counseling, and support to people of all ages and belief systems. The Chaplain provides counseling services to people going through personal and emotional challenges, support during emergencies, and crisis situations.

## **Ontario Police Fitness Award**

The Police Service is dedicated to promoting and facilitating fitness and wellness within the Service. The OPFA Pin program is a provincial incentive designed and developed by the Police Fitness Personnel of Ontario (PFPO) to motivate Ontario police officers and civilian members to remain physically fit throughout their careers. It includes 4 components: flexibility (forward trunk flexion), core endurance, push-ups, and an aerobic assessment (shuttle run). As part of the commitment to Member wellness, the Service has chosen to provide an incentive to Members who wish to obtain the Ontario Police Fitness Award (OPFA) Pin. Flex (lieu-time) and a fitness pin are awarded to members who achieve a score of 75% or higher. In 2025, forty-seven (47) members (+5 from 2024) achieved their fitness pins.

## **Perfect Attendance**

In 2025, twenty (20) members, achieved perfect attendance. Members receive a letter from Chief Betts and Deputy Chief Hartnett to recognize this outstanding achievement and to thank them for their commitment and dedication to service.

## **Summary**

Member mental health and well-being remain a strategic priority. Many members are hesitant to seek support, and mental health challenges can reduce performance, increase absenteeism, and raise healthcare costs. The Service promotes prevention, early support, recovery, and reintegration to foster a healthy workforce and maintain public safety.

The TELUS Health EFAP remains City-funded. Due to high cost and low utilization (1.83% in 2025).

The Safeguard Program screened 34 members in high-risk units and is looking to expand to include 911 Communicators, Digital Evidence Management Clerks, and Records Clerks. The Service will look at standardizing this program through a clinical partnership that will provide a consistent service but will also contain costs.

New 2025 initiatives include a partnership with Haleo Sleep Clinic and quarterly chair massages with Oxford Massage Therapy. Our current program offerings focus on efforts to strengthen resilience, reduce stigma, and support long-term mental health for both sworn and civilian members.

Prepared by: Lisa Smith, People Services Manager

Reviewed by: Peter Sejrup, Staff Inspector

Submitted by: Stuart Betts, Chief of Police



**Peterborough Police Service Board By-law #121-2026  
A By-law Governing the Proceedings of the Board**

**Table of Contents**

1.0	Authority .....	1
2.0	Definitions.....	2
3.0	Application.....	4
4.0	Election of the Chair and Vice-Chair.....	5
5.0	Duties of the Board.....	7
6.0	Duties of the Chair.....	7
7.0	Duties of the Vice-Chair.....	8
8.0	Acting Chair .....	9
9.0	Conduct of Members.....	9
10.0	Duties of the Executive Assistant.....	9
11.0	Committees of the Board.....	10
12.0	Meetings of the Board.....	11
13.0	Special Meetings of the Board.....	13
14.0	Quorum.....	14
15.0	Board Agendas.....	15
16.0	Board Minutes .....	17
17.0	Disclosures of Conflict/Pecuniary Interest .....	18
18.0	Rules of Debate.....	19
19.0	Rules of Voting .....	21
20.0	Motions and Notices of Motions.....	22
21.0	Outstanding Inquiries and Motions .....	24
22.0	Public and Closed Meetings.....	25
23.0	Delegations and Presentations.....	26
24.0	Media Relations.....	28
25.0	By-laws & Policies .....	29
26.0	Enactment .....	30
	APPENDIX "A"(Code of Conduct for Police Service Board Members).....	31
	APPENDIX "B" (Municipal Conflict of Interest Act).....	35



Peterborough Police Service Board

By-law # 121-2026

A By-law Governing the Proceedings of the Board

## **1.0 Authority**

WHEREAS Part IV of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1* provides that a municipal board is to have policing responsibility for the municipality;

AND WHEREAS Section 37 (1) of the Act provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the Act;

AND WHEREAS Section 42 (1) of the Act provides that a Board may, by By-law, establish a committee and delegate any of the Board's powers under the Act to the committee;

AND WHEREAS pursuant to Section 43 (1) of the Act a Board shall hold at least four meetings each year;

AND WHEREAS Section 46 of the Act provides that a Police Service Board shall establish its own rules and procedures in performing its duties under this Act and the regulations;

AND WHEREAS the Police Service Board deems it expedient to pass such a By-law to make rules and regulations governing the orders and procedures of the Board:

NOW THEREFORE THE PETERBOROUGH POLICE SERVICE BOARD ENACTS AS FOLLOWS:

## 2.0 Definitions

In this By-law:

- 2.1 **“Act” or “CSPA”** means *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1* and amendments thereto;
- 2.2 **“Acting Chair”** means the Vice-Chair who shall act as the Chair if the Chair is absent or if the Chair’s position is vacant, pursuant to Section 36 (2) of the Act or as prescribed by Section 7 of this By-law;
- 2.3 **“Agenda”** means the document prepared for distribution as prescribed by Section 15 of this By-law;
- 2.4 **“Board”** means the Peterborough Police Service Board;
- 2.5 **“Chair”** means the Member elected as Chair of the Board by its Members pursuant to Section 36 (1) of the Act;
- 2.6 **“Chief”** means the Chief of Police of the Peterborough Police Service;
- 2.7 **“City”** means the City of Peterborough;
- 2.8 **“Closed Meeting”** means a meeting that is closed to the public in accordance with Section 44 the Act;
- 2.9 **“Committee”** means a Standing or Special Committee established by the Board, pursuant to Section 42 of the Act;
- 2.10 **“Contract Policing Areas”** means the Township of Cavan Monaghan and Ward of Lakefield;
- 2.11 **“Days”** means calendar days;
- 2.12 **“Delegation”** means an address to the Board or its Committees at the request of a person wishing to speak;
- 2.13 **“Executive Assistant”** means the person who has been appointed to the Executive Assistant position by the Board;
- 2.14 **“Majority vote”** means an affirmative vote of more than one-half of the Members present and voting;
- 2.15 **“Meeting”** means any regular, special or other gathering of the Board or a Committee where a quorum of members is present, and members discuss or

otherwise deal with any matter in a way that materially advances the business or decision making of the Board or a Committee;

- 2.16 **“Member”** means a Member of the Peterborough Police Service Board and includes the Chair and Vice-Chair;
- 2.17 **“Motion to defer”** means a motion to delay consideration of a matter until later in the same meeting or to a future meeting of the Board or a Committee;
- 2.18 **“Motion to receive”** means a motion to acknowledge the particular item, report or recommendation under consideration and to have it placed in the records of the Board with no additional action being taken;
- 2.19 **“Motion to refer”** means a motion to dispose of a question under consideration, with or without any proposed amendment, in order to seek consideration by, and if deemed desirable, one or more reports from the Chief of Police, Executive Assistant or other official or Committee;
- 2.20 **“Motion to table”** means a motion to postpone without setting a definite date as to when the matter will be considered again;
- 2.21 **“Notice of motion”** means an oral notice or written motion received by the the Chair or the Executive Assistant moved by a Member, and seconded by another Member, for inclusion on an agenda of a meeting of the Board or a Committee;
- 2.22 **“Pecuniary Interest”** means a direct or indirect pecuniary interest of a Member as defined in the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50 (see Appendix B);
- 2.23 **“Point of order”** means a question by a Member with the view to calling attention to any issue relating to this By-law or the conduct of the Board’s business or in order to assist the Member in understanding the Board’s procedures, making an appropriate motion, or understanding the effect of a motion;
- 2.24 **“Point of privilege or personal privilege”** means a question by a Member who believes that another Member has spoken disrespectfully towards that Member or another Member who considers that their integrity or that of a Member has been impugned or questioned by a Member;
- 2.25 **“Presentation”** means an address to the Board or Committee at the request of the Board or a Committee of the Board;
- 2.26 **“Quorum”** means a majority of the Members of the Board in accordance with Section 43 (2) of the Act;

- 2.27 **“Recorded vote”** means a written record of the name and vote of every Member voting on any matter or question;
- 2.28 **“Resolution”** means the decision of the Board on any motion;
- 2.29 **“Service”** means the Peterborough Police Service;
- 2.30 **“Special Meeting”** means a meeting other than a regularly scheduled meeting, called pursuant to Section 12 of this By-law to address matters arising in extraordinary circumstances which must be addressed by the Board in advance of the next regularly scheduled meeting;
- 2.31 **“Two-thirds majority vote”** means an affirmative vote of at least two-thirds of the Members present and voting;
- 2.32 **“Vice-Chair”** means the Member elected as the Vice-Chair of the Board by its Members pursuant to Section 36 (2).

### **3.0 Application**

#### 3.1 General Application

The rules of procedure contained in this By-law shall be observed in all proceedings and shall be the rule for the order and dispatch of business before the Peterborough Police Service Board.

#### 3.2 Committee Rules

The rules of procedure contained in this By-law shall be observed, with necessary modifications, in proceedings of all Committees of the Board.

#### 3.3 Suspension of Rules and Regulations

The rules of procedure may be suspended at such time or times and upon such conditions as may be deemed appropriate by an affirmative vote of at least two-thirds (2/3) of the Members of the Board.

#### 3.4 Procedures Not Covered in By-law

All points of order or procedure for which rules have not been provided in this By-law shall be decided by the Chair in accordance, as far as reasonably practicable, with the rules of parliamentary procedure as contained in Robert's Rules of Order.

### 3.5 Statutes of Ontario to Prevail

Should any provision of this By-law be or become in contravention of any legislation of the Province of Ontario, the provincial legislation shall prevail.

### 3.6 Statutory Requirements

Notwithstanding anything in this By-law, where the Board or a Committee convenes for the purpose of holding a hearing as required by any statute, the provisions of the statute and the *Statutory Powers of Procedure Act* shall govern the proceedings.

### 3.7 Amendments to the Rules

This By-law shall not be amended or repealed except by at least a majority of the members of the Board present and voting, and a notice of motion to amend this By-law must be delivered to each Board Member and the Executive Assistant at least two weeks prior to the meeting at which the motion to amend is to be considered.

## **4.0 Election of the Chair and Vice-Chair**

### 4.1 Election of Chair

Pursuant to Section 36 (1) of the Act, the Board shall elect a Chair at its first meeting in each year.

### 4.2 Election of Vice-Chair

Pursuant to Section 36 (2) of the Act, the Board may also elect a Vice-Chair at its first meeting in each year.

### 4.3 First Meeting in Each Year

The election of the Chair and Vice-Chair shall be conducted at the first meeting of the Board in each year.

### 4.4 Term

The Chair and Vice-Chair of the Board shall hold office for a one-year term until their successors are elected in accordance with the Act and this By-law. The Chair and Vice-Chair may be elected for more than one term.

#### 4.5 Nominations

The Executive Assistant shall act as presiding officer at the first meeting of the Board in each year until the Chair and Vice-Chair are elected and shall call for nominations.

Each nomination shall be made openly by a member and shall have the consent of the nominee and be seconded by a Member.

A nominee is a person whose candidacy for the position of Chair or Vice-Chair has been moved and seconded by Members present at the first meeting of the Board in each year. For greater clarity, the nominee is not eligible to act as mover or seconder for their own nomination.

Where it appears to the Executive Assistant, by asking for further nominations and receiving no response, that there are no further nominations, the Executive Assistant shall call for a motion declaring nominations closed.

After nominations have been closed, each mover and seconder of a nominee and each nominee shall, prior to the vote being taken, be permitted to speak to the nomination of not more than five (5) minutes. The speakers shall be called upon to address the Board in alphabetical order of the nominees' surnames.

A nominee may withdraw their name at any time prior to the vote being called.

#### 4.6 Vote

A vote shall be taken regardless of the number of nominations. No vote shall be taken by ballot or any other form of secret voting.

If there are more than two nominees who elect to stand and, if upon the first vote no nominee receives the majority required for election, the name of the nominee receiving the least number of votes shall be dropped and the Board shall proceed to vote again and continue until either:

- a) a nominee receives the majority required for election at which time such nominee shall be declared or elected; or
- b) it becomes apparent by reason of an equality of votes that no nominee can be elected. In this case, each nominee shall address the Board for a maximum of five (5) minutes, followed by a ten minute recess, and another vote. If no nominee is elected at this time, the Board shall rely on seniority of a Board Member (i.e. date of appointment) to elect the Chair.

#### 4.7 Announcement

When voting is completed, the Executive Assistant shall announce the new Chair.

#### 4.8 Election of Vice-Chair

The election of the Vice-Chair shall follow the procedure set out for the election of the Chair.

### **5.0 Duties of the Board**

#### 5.1 Pursuant to Section 37(1) of the CSPA, it is the duty of the Board to:

- a) ensure that adequate and effective policing is provided in the area for which it has policing responsibility as required by section 10;
- b) employ members of the police service;
- c) appoint members of the police service as police officers;
- d) recruit and appoint the chief of police and any deputy chief of police and determine their remuneration and working conditions, taking their submissions into account;
- e) prepare and adopt a diversity plan to ensure that the members of the police service reflect the diversity of the area for which the board has policing responsibility;
- f) monitor the chief of police's performance;
- g) conduct a review of the chief of police's performance at least annually in accordance with the regulations made by the Minister, if any;
- h) monitor the chief of police's decisions regarding the restrictions on secondary activities set out in section 89 and review the reports from the chief of police on those decisions;
- i) monitor the chief of police's handling of discipline within the police service;
- j) ensure that any police facilities, including police lock-ups, used by the board comply with the prescribed standards, if any; and
- k) perform such other duties as are assigned to it by or under this or any other Act, including any prescribed duties.

### **6.0 Duties of the Chair**

#### 6.1 It is the duty of the Chair to:

- a) preside at all meetings of the Board so that its business can be carried out efficiently and effectively;
- b) be the spokesperson for the Board;

- c) to represent the Board at official functions;
- d) commence the meetings of the Board by taking the Chair and calling the meeting to order, as soon as a quorum is present;
- e) announce the business before the Board and the order in which it is to be acted upon;
- f) receive and submit, in proper manner, all motions presented by the Members;
- g) put to a vote all motions which are moved or which necessarily arise in the course of the proceedings, and to announce the result;
- h) announce the results of the vote on any motions presented for a vote;
- i) sit as ex-officio as a Member of all Committees of the Board and be entitled to participate and vote at the meetings;
- j) decline to put to a vote on motions which do not comply with this By-law or which are not within the jurisdiction of the Board;
- k) maintain order and preserve the decorum of the meeting;
- l) where it is not possible to maintain order, to adjourn or suspend the meeting to a time specified by the Chair, without any motion being put;
- m) to permit any question to be asked through the Chair or any employee of the Peterborough Police Service in order to provide information to assist in any debate when the Chair deems it proper;
- n) adjourn the meeting when business is concluded or upon a motion to adjourn or to recess the meeting as required.

## 6.2 Signature

The Chair and Executive Assistant, or the Chief, if authorized, shall authenticate by their signature, as required, all documentation for and on behalf of the Board including but not limited to By-laws, policies, agreements, correspondence, resolutions and minutes, which have been approved by the Board.

## **7.0 Duties of the Vice-Chair**

### 7.1 It is the duty of the Vice-Chair to:

- a) The Vice-Chair shall act in the absence of the Chair and shall have the same authority as the Chair would have if present.
- b) In the absence of both the Chair and the Vice-Chair at a meeting, the Members present shall elect a chair for the purpose of presiding over the meeting.

## **8.0 Acting Chair**

### 8.1 Appointment of Acting Chair

In case the Chair does not attend within fifteen (15) minutes of the time a quorum is present after the scheduled commencement time for a meeting of the Board, or after the resumption after an adjournment or recess, the Vice-Chair shall serve as Acting Chair. In the absence of the Chair and the Vice-Chair, the Executive Assistant shall call the Members to order and an Acting Chair shall be appointed from among the Members present and they shall preside until the arrival of the Chair or the Vice-Chair.

### 8.2 Designation

The Chair may designate the Vice-Chair, or in the absence of the Vice-Chair, another Member as Acting Chair during any part of a Board meeting when they leave the Chair for any reason.

### 8.3 Authority of Acting Chair

The Acting Chair shall have and may exercise all the rights, power and authority of the Chair under this By-law.

## **9.0 Conduct of Members**

### 9.1 Board Members Conduct

Pursuant to Section 35 (6) of the Act, every Member of a Board shall comply with the prescribed code of conduct as outlined in Ontario Regulation 408/23, made under the Act, set out in Appendix "A" to this By-law.

## **10.0 Duties of the Executive Assistant**

### 10.1 It is the duty of the Executive Assistant to:

- a) Serve as the administrative link between the Board, the Chief, the Board's legal counsel and labour negotiator, Committees of the Board, Associations, City Staff, the media and members of the community;
- b) Organize meetings, prepare agendas for the meetings in consultation with the Chair, and ensure their timely distribution;
- c) Attends all Board meetings and Committee meetings;
- d) Record the minutes of the proceedings at meetings of the Board and Committees of the Board;

- e) Receive all communications addressed to the Board;
- f) Prepare and issue all communications arising from the proceedings of the Board, unless otherwise directed by the Board;
- g) Maintain a current record of Board resolutions requiring further or future actions and to keep the Board informed of these matters;
- h) Organize and maintain an annual calendar of monitoring and other reports to be received by the Board; and
- i) Report on the performance indicators and annual activities of the Board, including but not limited to Board operating accounts and administration of the Auction Fund account;
- j) Perform all other duties as may be from time to time required, and as outlined in the job description.

## **11.0 Committees of the Board**

### 11.1 Committees

Subject to the provisions of Section 42 of the Act, Committees may be established by the Board at any time as is deemed necessary for the consideration of matters within the jurisdiction of the Board. The Board shall determine the appropriate number of committees, their membership, mandate and reporting practices.

No sub-groups of committees shall be established without approval by the Board.

### 11.2 Standing Committees

At its first meeting of the year the Board shall appoint, by motion, no more than two members to the following Standing Committees and identify a Chair and Member for each:

- a) Budget and Finance;
- b) Labour Relations;
- c) Policy and Planning;
- d) Any other standing committee established by the Board.

### 11.3 Ad Hoc Committees

The Board may establish Ad Hoc Committees of limited duration and appoint, by motion, no more than two members at that time, to inquire and report on a particular matter or concern. An Ad Hoc Committee shall dissolve automatically once the matter or issue has been resolved.

#### 11.4 General Role of Committees

The role of the Committees shall generally be to:

- a) make recommendations to the Board on matters which are in their jurisdiction; and
- b) guide and request staff through the Chief of Police, Deputy Chief of Police, or their designate, to provide services to assist the Committee.

#### 11.5 Committee Proceedings

The rules governing the procedure of the Board and the conduct of Members shall be observed in all Committees so far as they are applicable.

### **12.0 Meetings of the Board**

#### 12.1 Regular Meetings

The regular meetings of the Board shall be held at least four times each year pursuant to Section 43 (1) of the *Act*.

#### 12.2 Location, Time and Frequency

The Board shall hold its regular meetings at a date, time and place to be determined by resolution of the Board passed not later than November 30 of each year for meetings to be held in the following year.

The Board may cancel the next regular meeting or may change any one or more of its dates, its time or its place, upon the concurring votes of a majority of the Members.

#### 12.3 Notice of Meetings

Notice to Members of all meetings, agendas, agenda items, cancellations and postponements shall be provided by the Executive Assistant to Members electronically in the manner approved by the Board. It may also be provided by telephone or personal contact in the case of an emergency.

Notice of all public meetings, agendas, cancellations and postponements shall be provided to the public and the media by issuing electronic notice and posting on the Internet, and with the Clerk of the City of Peterborough, the designated Policing Liaisons and Clerks for the Ward of Lakefield and Township of Cavan Monaghan, at least seven (7) days before the meeting is to be held and updated as required, except for special meetings called in extraordinary circumstances, pursuant to Section 43 (5), (6), (7) of the *Act*.

The Executive Assistant shall use their best efforts to satisfy the notice provisions set out in this section. Failure of the Executive Assistant to satisfy any of the notice provisions contained in this section does not invalidate the meeting or any proceeding at the meeting.

#### 12.4 Audio/Video Recording

Public meetings may be video and audiotaped, televised/livestreamed, or otherwise electronically or mechanically recorded as long as the recording does not interfere with the proceedings of the meeting.

In the event the Board live streams and/or video records its meetings(s) the following shall apply:

- a) Opinions of delegates are their own and the Board is not responsible for delegates' comments or any materials delegates choose to provide.
- b) The Board will post, as soon as practicable following the meeting, the archived live stream video.
- c) A recorded video of a Board and/or Committee meeting is not an official record of that meeting. The official record of the Board and/or Committee meeting shall consist solely of the Minutes approved by the Board. The video is available for details and content only.

#### 12.5 Audio/Video Conferencing

Electronic participation through audio or video conferencing is permitted for regular Board meetings, committee meetings and any special or emergency meetings. The Board Members who are participating electronically are deemed present for the purposes of quorum when participating in meetings and are permitted to vote accordingly.

A Member may make a request of the Chair, at least 24 hours before the scheduled commencement of an in-person meeting, that the Member be permitted to participate in the meeting by means of audio or video conferencing. The Chair may grant permission if the Member can be connected to the meeting by such means. If the Member participates in the meeting by such means, the Member shall be deemed to have been present at the meeting for the purposes of the *Act*.

## 12.6 Meeting Attendees

Every person attending the Board meeting, except for Board Members and Board staff, authorized police staff and others authorized by the Chair or the Board, shall remain in the audience portion of the boardroom before, during and after any meeting.

## 12.7 Expulsion

The Chair may cause to be expelled and exclude any member of the public who creates any disturbance or acts improperly during a meeting of the Board.

## **13.0 Special Meetings of the Board**

### 13.1 Special Meeting

The Chair may at any time, summon a special meeting.

The Executive Assistant may summon a special meeting on the request of the majority of the Members of the Board.

### 13.2 Location, Time and Frequency

Special meetings will take place in a location or manner such as audio or video conferencing or as deemed most appropriate by the Chair, or Executive Assistant, as the case may be.

### 13.3 Notice of Special Meeting

Written notice of special meetings of the Board or its Committees, other than one summoned by verbal notice, and agendas for such meetings setting out the time and place of the meeting and detailing the matters to be considered, shall be delivered to all Members not less than 24 hours prior to the meeting in accordance with subsection 12.3 of this By-law.

A special meeting may be summoned by verbal notice provided that at least two-thirds (2/3) of the Members of the Board consent to the time, the place, the manner and the matter to be considered and that the decision to summon the meeting is later ratified by the Board.

The lack of receipt of a notice of, or an agenda for, a special meeting by any Member shall not affect the validity of the special meeting or any action taken thereat.

#### 13.4 Matters Decided at Special Meetings

At special meetings of the Board, the Board shall not decide upon any matter unless the matter has been specified in the notice calling the special meeting. This provision may be waived only where all Members are present to vote upon a motion to waive it and only with a two-thirds majority vote.

### **14.0 Quorum**

#### 14.1 Quorum

Three Board Members constitute a quorum of the Board for the purpose of Board meetings, except that two members constitute a quorum if the three member quorum is lost as a result of a declaration of conflict of interest.

#### 14.2 Quorum – Exclusions

Board Members shall not be counted toward quorum where they are prohibited from exercising their powers or performing their duties of their office as a result of failing to complete mandatory training, or where they are suspended or on a leave of absence.

#### 14.3 Call Meeting to Order

As soon after the hour of the meeting as a quorum is present, the Chair shall take the chair and call the meeting to order.

#### 14.4 No Quorum at Beginning

If a quorum is not present within thirty (30) minutes after the scheduled time of a meeting, then the Executive Assistant shall record the names of the Members of the Board present and the meeting shall stand adjourned until the date of the next meeting of the Board.

#### 14.5 Loss of Quorum During Meeting

If a quorum is lost during a meeting of the Board then the Chair shall, upon determining that a quorum is not present, request the Executive Assistant to call for a quorum for a period of fifteen (15) minutes, or until a quorum is present, whichever is sooner.

If there is still no quorum of the Board after fifteen (15) minutes, the meeting shall stand adjourned, and the Executive Assistant shall record the names of the Members present. In this case, all unfinished business shall be carried forward to the next meeting of the Board.

## **15.0 Board Agendas**

### 15.1 Materials for Agendas

Except as otherwise provided by this By-law, all correspondence, notices of motion, and other communication addressed to the Board which is received by the Executive Assistant at least 10 days prior to a regular meeting shall, subject to the discretion of the Chair, be placed on the agenda and shall be dealt with at the next regular monthly meeting. Agenda materials received less than 10 days prior to the date of the regular meeting may be added to the agenda by permission of the Board Chair.

Where, in the opinion of the Executive Assistant, the subject matter of any communication is properly within the jurisdiction of the Peterborough Police Service, such communication shall be referred to the Chief of Police for the necessary action without prior reference to the Board.

### 15.2 Agenda

The Executive Assistant shall prepare the agenda with related attachments, under the direction of the Chair, in the following order for regular meetings of the Board:

Public:

- a) Call to Order;
- b) Roll Call;
- c) Land Acknowledgement Statement
- d) Approval of the Agenda;
- e) Declarations of Conflict/Pecuniary Interest by Members;
- f) Adoption of Minutes of Previous Meetings;
- g) Presentations and/or Delegations;
- h) Verbal Remarks from the Board Chair;
- i) Verbal Remarks from the Chief of Police;
- j) Verbal Remarks from the Policing Advisors/Liaisons from Cavan Monaghan and Lakefield;
- k) Correspondence;
- l) Reports to Receive for Information (may be received as Consent Agenda);
- m) Reports for Discussion/Decision;
- n) Committee Reports;
- o) Unfinished Business;
- p) New Business;
- q) Motion for Closed Session Meeting (Identify the applicable CSPA authority and general nature of the matters to be considered in closed session);
- r) Ratification of matters considered in closed session and Adjournment.

Closed:

- a) Call to Order;
- b) Roll Call;
- c) Approval of the Agenda;
- d) Declarations of Conflict/Pecuniary Interest by Members;
- e) Adoption of Minutes of Previous Meetings;
- f) Presentations and/or Delegations;
- g) Counsel Matters;
- h) Verbal Remarks from the Board Chair;
- i) Verbal Remarks from the Chief of Police;
- j) Correspondence;
- k) Reports to Receive for Information (may be received as Consent Agenda);
- l) Reports for Discussion/Decision;
- m) Committee Reports;
- n) Unfinished Business;
- o) New Business;
- p) Motion to Adjourn Closed Session Meeting and Return to Public Session.

The business of the Board shall, in all cases, be taken up in the order in which it appears on the agenda, unless otherwise approved by the Chair or decided by the Board.

Any matter on the agenda not decided by the Board shall be placed on the agenda of the next regular meeting of the Board, or such other future meeting as decided by the Board.

### 15.3 Delivery of Regularly Scheduled Meeting Agenda

The Executive Assistant shall cause to be delivered to each Member at least seven (7) days before the scheduled time for a meeting the agenda and copies of related materials (Agenda Package). Delivery of the Agenda Package shall be in the form agreed upon by the Board and in accordance with subsection 12.3 of this By-law.

### 15.4 Delivery of Special Meeting Agenda

Delivery of the Special Meeting agendas shall be in accordance with subsection 12.3 of this By-law.

### 15.5 Circulation to the Public

As soon as agenda information is published and distributed by the Executive Assistant to the Members, the information may be made available to the public, including posted on the Board's website, and may be discussed in public by

Board Members, except for information relating to matters to be considered in Closed Session.

Agenda items and reports contained in the Agenda Package should not be considered final until approved by the Board at the Board meeting.

#### 15.6 Communications to the Board

Every communication intended to be presented to the Board or its Committees must be legibly written or emailed and must contain the signature or e-signature and contact address of at least one person and preferably the addresses and contacts of all signatories. For all communications submitted, there shall be designated a contact person to whom the Executive Assistant can communicate on behalf of the Board or a Committee.

#### 15.7 Consent Agenda

All or several items on the agenda for a meeting containing a recommendation to “receive for information” may be adopted by a single motion. Any specific items of business will be provided individual deliberation and debate upon the request of any Member.

#### 15.8 Introduction of Business Not Included on the Agenda

No business shall be introduced at a meeting which has not been included on the agenda for such meeting unless the person seeking to introduce the business obtains the approval of a majority of the Members of the Board present at the meeting.

### **16.0 Board Minutes**

#### 16.1 Minutes

The Executive Assistant shall cause minutes to be taken of each meeting of the Board, which shall include:

- a) the place, date and time of the meeting;
- b) the name of the Chair and the attendance of the Members, the Executive Assistant, Chief and Deputy of the Peterborough Police Service, names of guests, presenters and external delegations;
- c) the confirmation and correction of the minutes of the previous meeting;
- d) declarations of conflict of interest or pecuniary interest;
- e) all other proceedings of the Board without note or comment.

## 16.2 Approval of the Minutes

The Minutes of each Board meeting shall be presented to the Board for approval at the next regular meeting.

After the Board Minutes have been approved by the Board, they shall be signed by the Chair and the Executive Assistant and retained for a minimum of 16 years or such other time as may be set out in the Board's Records Retention By-law.

## 16.3 Posting of the Minutes on Internet

The approved public Minutes of the Board shall be posted on the Board's web page.

## **17.0 Disclosures of Conflict/Pecuniary Interest**

### 17.1 Method of Disclosure

Where a Member has any pecuniary interest in any matter and is present at a Board meeting or Committee meeting at which the matter is the subject of consideration, the Member shall:

- a) prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- b) not take part in the discussion of, or vote on, any question in respect of the matter; and
- c) not attempt in any way, whether before, during or after the meeting, to influence the voting on any such question.

### 17.2 Requirements to Notify

Members who declare a conflict at a meeting shall, as soon as possible after the meeting, file a written statement of the interest and its general nature with the Executive Assistant, in accordance with the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50 (s. 5.1) as amended March 1, 2019 and O. Reg. 408/23: Code of Conduct for Police service Board Members. The completed statement will be retained on file by the Executive Assistant.

### 17.3 Closed (Confidential) Meetings

Where a meeting is not open to the public, in addition to complying with the requirements set out above, the Member shall forthwith leave the meeting for that part during which the matter is under consideration.

#### 17.4 Absence – Disclosure at Next Meeting

Where the interest of a Member has not been disclosed by reason of their absence from the particular meeting, the Member shall disclose their interest at the next meeting at which such Member attends.

#### 17.5 Record of Disclosure

The Executive Assistant shall record in reasonable detail the particulars of any disclosure of pecuniary interest made by a Member, and this record shall appear in the Minutes of that particular meeting of the Board or of Committee.

### **18.0 Rules of Debate**

#### 18.1 General

All Members of the Board shall exercise their right to debate within the framework set out in these rules.

#### 18.2 Recognition of Member

To address the Board, a Member shall raise their hand and be recognized by the Chair and direct all comments through the Chair.

#### 18.3 Order of Speakers

When two or more Members indicate their desire to speak at the same time, the Chair shall designate the order of speakers.

#### 18.4 Address the Chair

Every Board Member, prior to speaking, must address the Chair, and all remarks must be directed through the Chair.

#### 18.5 Relevancy

All remarks and comments must be relevant to the question under consideration and the Chair shall be the judge of such relevancy.

#### 18.6 Interruptions

When a Member is speaking, no other Member shall interrupt the Member except to raise a point of order, privilege or personal privilege.

#### 18.7 Read Motion

A Member may require the question or motion under discussion to be read at any time during the debate, but not so as to interrupt a Member who is speaking.

#### 18.8 Speaking to a Question or Motion

No Member shall speak more than once to the same question or motion without leave of the Board.

#### 18.9 Reply

Notwithstanding Section 18.8, a reply may be made by the Member who has presented a motion to the Board, following the conclusion of the speeches of the other Members.

#### 18.10 Speaking Time

No Member shall speak to the same question or motion, or in reply, for more than five (5) minutes, without leave of the Board.

#### 18.11 After Question put by Chair

After the question has been put by the Chair, no Member shall speak to the question nor shall any other motion be made until after the vote is taken and the result has been declared.

#### 18.12 Points of Order

When a Member desires to address a point of order, the Member shall ask leave of the Chair to raise a point of order and after leave is granted the Member shall state the point of order to the Chair and the point of order shall be forthwith decided by the Chair.

#### 18.13 Chair to Rule of Point of Order

Thereafter, a Member shall only address the Chair for the Purpose of appealing the Chair's decision to the Board.

#### 18.14 Decision Final

If no Member appeals, the decision of the Chair is final.

The Board's decision is final if the Chair is challenged.

### **19.0 Rules of Voting**

#### 19.1 General

All voting, except with respect to the election of the Chair and Vice-Chair, shall be conducted in the manner prescribed by the rules in this section.

#### 19.2 Put Question or Motion to Vote

When the Chair is putting a question or motion to vote, no Member of the Board may leave the room or cause any disturbance.

#### 19.3 Every Member Votes

Every Member of the Board, including the Chair, who is present when a question is put shall vote thereon, unless disqualified by a conflict of interest.

#### 19.4 Failure to Vote

The failure to vote by a Member who is not disqualified by a conflict of interest shall be deemed to be a neutral position and shall not count as a vote for or against the motion or resolution being considered.

#### 19.5 Manner of Vote

The manner of determining the decision of the Board on a question or motion shall be at the discretion of the Chair and may be by show of hands, voice or otherwise.

#### 19.6 Equality of Votes

Where there is an equality of votes on any decision, the question shall be deemed to be lost.

## **20.0 Motions and Notices of Motions**

### 20.1 Jurisdiction

A Motion or Notice of Motion in respect of a matter which is not within the jurisdiction of the Board, shall not be in order and shall not be considered by the Board.

### 20.2 Introduction of Additional Items

No Member shall introduce any item to the Board for its consideration unless:

- a) the item relates to a matter on the agenda for that meeting;
- b) the matter is of an urgent nature; or
- c) leave is granted on a two-thirds majority vote.

### 20.3 Oral Motions

The following may be introduced orally without written notice and without leave of the Board:

- a) a point of order or privilege;
- b) presentation of petitions;
- c) a motion to waive or suspend the rules of procedure;
- d) any other procedural motion;
- e) a motion to recess;
- f) a motion to adjourn;
- g) a motion to call the question;
- h) a motion to retire into a confidential session;
- i) a motion to receive an item;
- j) a motion to table an item;
- k) a motion to refer;
- l) a motion to defer;
- m) a simple amendment;
- n) a motion to adopt a recommendation; or
- o) the motion relates to a report which was distributed with the agenda.

### 20.4 Must be Seconded

A motion shall be moved and seconded before the Chair shall put the question and the motion is recorded in the minutes of the meeting.

### 20.5 Wording

All motions or notice of motions shall be worded in the affirmative, where possible, and shall express fully and unambiguously the intention of the mover.

## 20.6 Emergency Motion

Notwithstanding the above, any motion may be introduced for consideration by the Board in a situation deemed to be an emergency by the Chair.

## 20.7 Substantive Motion

There may be only one substantive motion before the Board at any time.

## 20.8 Motion to Amend

A motion may be amended during debate provided that the motion to amend is relevant and not in direct opposition to the main question.

Only one motion to amend an amendment to the question shall be allowed.

## 20.9 Withdrawal

After a motion has been seconded, it may be withdrawn by the mover and the seconder at any time before a vote is taken.

## 20.10 Refer to Question

A motion to refer a question shall include the name of the committee, body or official to whom the question is to be referred.

## 20.11 Direction to Chief or Designate

A direction to the Chief of Police or designate by the Board or designate shall be authorized by resolution of the majority of the Members present.

## 20.12 Direction to the Executive Assistant or Board Counsel

A direction to the Executive Assistant or Board Counsel by the Board or designate shall be authorized by resolution of the majority of the Members present.

## 20.12 Not Debatable

The motions referred to in 20.3 (e), (f), (g), (j) and (l) are not debatable.

## 20.13 Deemed Carried

A motion is deemed carried where a majority of the quorum votes in the affirmative.

## 20.14 Procedure on Motions

The procedure on a motion is as follows:

- a) the Chair shall read, state or verbally acknowledge each motion presented, whereupon the motion shall be deemed to be in the possession of the Board;
- b) the motion shall be seconded;
- c) the Chair shall restate the motion and open debate;
- d) the motion shall be debated in accordance with Section 18;
- e) the question shall be put to the Board by the Chair;
- f) vote shall be taken in accordance with Section 19;
- g) the motion shall be declared carried or lost.

## 20.15 Chair to Refrain as Mover

The Chair shall refrain from moving motions.

## 20.16 Motion to Reconsider

A motion to reconsider a matter previously decided by the Board shall be permitted within 12 months of the original motion where a Board Member, who voted in the majority, gives notice in writing which is included in the agenda that they will move at the next meeting that a matter be reconsidered.

A motion to reconsider is not required after the expiration of 12 months from the date the matter was previously decided, or if new material facts respecting the previously decided arise. In those cases, the motion procedures of 20.14 apply.

A motion to reconsider requires an affirmative vote of at least two-thirds (2/3) of the Members of the Board to pass.

## **21.0 Outstanding Inquiries and Motions**

### 21.1 Follow-Up

Following each Board meeting, the Executive Assistant will forward in writing any inquiries or motions requiring action or a subsequent report to the Chief of Police or other person assigned responsibility for responding.

### 21.2 Written Response

The response shall be submitted in writing to the Executive Assistant for inclusion in an upcoming Board agenda.

### 21.3 Record Keeping

The Executive Assistant shall keep a record of all inquiries and motions requiring a response.

## **22.0 Public and Closed Meetings**

### 22.1 Meetings Open to the Public

Meetings of the Board shall be open to the public except as provided for in Section 44 of the Act and this Section of the By-law and no person shall be excluded from a meeting open to the public except for improper conduct as determined by the Chair.

### 22.2 Virtual Public Access

The virtual link to the public meeting shall be available to the public 15 minutes before the scheduled start time of the meeting.

### 22.3 Recording Equipment

The use of cameras, recording equipment, television cameras and any other device of a mechanical, electronic or similar nature used for recording the proceedings of a meeting by members of the public, including the news media, may be permitted and shall be subject to the approval and/or direction of the Chair unless otherwise decided by the Board.

### 22.4 Closed (Confidential) Meetings

A meeting, or part of a meeting, may be conducted in Closed Session pursuant to Section 44 of the Act, if the subject matter being considered is:

- a) the security of the property of the Board;
- b) personal matters about an identifiable individual, including Peterborough Police Service employees or any other employees of the Board;
- c) a proposed or pending acquisition or disposition of land by the Board;
- d) labour relations or employee negotiations;
- e) litigation or potential litigation, including matters before administrative tribunals, affecting the Board or Police Service;
- f) advice that would be inadmissible in a court by reason of any privilege under the law of evidence, including communications necessary for that purpose;
- g) information explicitly supplied in confidence to the Board by Canada, a province or territory or a Crown agency of any of them, a municipality or a First Nation;

- h) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- i) a trade secret or scientific, technical, commercial or financial information that belongs to the Board and has monetary value or potential monetary value;
- j) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Board;
- k) information that Section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* would authorize a refusal to disclose if it were contained in a record;
- l) an ongoing investigation respecting the Police Service Board; or
- m) education or training session for the benefit of Members.

## **23.0 Delegations and Presentations**

### 23.1 Written Request

Any person, group of persons or organization, external to the Service or the Board, wishing to address the Board regarding a matter within the Board's jurisdiction shall make a written request to the Executive Assistant at least ten (10) days prior to the date of the meeting at which the delegation is to be made, such written request to include:

- a) The name of the presenter;
- b) An outline of the delegation to be made;
- c) The names of the other persons who will be appearing with the presenter;
- d) A copy of any materials to be provided to the Board as part of the delegation.

### 23.2 Criteria for Delegations and Presentations

Criteria for delegation to the Board:

- a) Complaints under the CSPA and/or legal matters involving litigation against the Board or Service will not be considered at Board meetings. Such matters are subject to legislated public complaints processes or legal proceedings before the courts or tribunals, and the Board must not intervene outside of those processes.
- b) Matters that are before the court, tribunal, or that are the subject of other legal proceedings will not be accepted for delegation. These issues are most appropriately addressed within the formal processes established for their resolution.
- c) Individual vendors will not be permitted to present to the Board, as procurement matters are governed by the City of Peterborough's procurement policies and procedures.

### 23.3 Limitations

Delegations and presentations shall only be heard upon the consent of the Chair.

### 23.4 Time

A delegation shall address the Board through one (1) spokesperson for a period not exceeding ten (10) minutes, unless approval to extend the speaking time is obtained from the Chair.

### 23.5 Conduct

All presenters shall address the Chair from the designated area and shall state their name and whom they represent.

No person shall:

- a) Speak disrespectfully of any person;
- b) Use offensive words or language;
- c) Speak on any subject other than that which has received approval by the Board;
- d) Disobey the rules of procedure or a decision of the Chair or the Board.

### 23.6 Disorder/By-law Breach

The Chair may curtail any presentation, questions, or debate during a presentation for disorder or any other breach of this By-law, and if the Chair rules that the presentation is concluded, the person(s) appearing shall immediately withdraw.

### 23.7 Board Questions

Following the presentation, the Board may ask questions of the presenter for the purpose of clarifying information but shall not enter into a debate with the presenter.

### 23.8 Conclusion of the Delegation or Presentation

At the conclusion of the presentation, the Board may receive the delegation or presentation, discuss it at that point or at a later time in the meeting, or defer the matter to a subsequent meeting for the purpose of receiving further information.

## 23.9 Public Audience

Members of the public who constitute the audience at a meeting shall respect the decorum of the Board and not:

- a) Address the Board without permission of the Chair;
- b) Interrupt any speech or action of the Members of the Board or any other person addressing the Board; and
- c) Bring signage, placards, or banners into such meetings.

## **24.0 Media Relations**

### 24.1 Board Spokesperson

Unless otherwise specified, the spokesperson for the Board is the Chair of the Board. Should the Chair be unavailable, the Vice-Chair shall be the spokesperson for the Board.

### 24.2 Executive Assistant as Resource

On matters of factual information, administration of the Board, or communicating a decision of the Board in response to an enquiry, the Executive Assistant may act as a resource person on behalf of the Board.

### 24.3 Special Circumstances

In special circumstances, such as labour relations, or where a Board Committee has been established on a specific issue, the Board may designate the member leading the negotiations, or the Chair of the Committee, to act as spokesperson for the Board.

### 24.4 Communication by Board Members

Board Members may communicate a position of the Board; however, should a Board Member publicly disagree with a position of the Board, or should a Board Member comment upon a matter not yet before the Board, they will clearly identify they are speaking as an individual and not on behalf of the Board. Nor shall a Board Member state the Board has taken a position on a matter, until the matter has been voted upon.

### 24.5 Media Releases

Media releases shall be approved by the Chair, or the Vice-Chair prior to release. Board Members shall receive a copy of the release as soon as possible once it has been approved.

## 24.6 News/Media Conferences

News/media conferences on matters within the jurisdiction of the Board shall be called on at the discretion of the Chair or the Vice-Chair. Whenever possible, Board Members shall be advised of the event prior to its taking place.

## **25.0 By-laws & Policies**

### 25.1 One Motion

Every by-law and policy shall be introduced upon motion by a Member, and any number of by-laws and policies may be introduced together in one motion, but the Board may, at the request of a Member, deal separately with any by-law or policy.

### 25.2 Form

Every by-law or policy, when introduced, shall be in written form and shall comply with the provisions of any relevant legislation.

### 25.3 Reading

Every by-law and every policy of the Board requires only one reading before it may be passed.

### 25.4 Authentication

Every by-law and policy which has been passed by the Board shall be numbered and dated and signed by the Chair or the Vice-Chair and the Executive Assistant and shall be deposited in the Office of the Board.

**26.0 Enactment**

26.1 That this By-law shall come into force on March 17, 2026.

26.2 That By-law #115-2018 is hereby repealed effective March 17, 2026.

\_\_\_\_\_  
Mary ten Doeschate, Chair  
Peterborough Police Service Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lisa Wilson, Executive Assistant  
Peterborough Police Service Board

\_\_\_\_\_  
Date

**ONTARIO REGULATION 408/23**  
made under the  
**COMMUNITY SAFETY AND POLICING ACT, 2019**

**CODE OF CONDUCT FOR POLICE SERVICE BOARD MEMBERS**

**APPLICATION AND INTERPRETATION**

1. (1) This Regulation sets out the code of conduct with which every member of a police service board must comply.

(2) For greater certainty, the existence of a good faith exception in this code of conduct does not limit the grounds on which it may be determined that a member of a police service board has not contravened this code of conduct.

2. In this Regulation,

“conflict of interest” means a situation in which a member of a police service board’s private interests or personal relationships place, or may reasonably be perceived to place, the member in conflict with their duties as a member of the police service board;

“personal relationship” includes, but is not limited to, a relationship with any of the following persons:

1. A current or former spouse or common-law partner of the board member.
2. A current or former intimate partner of the board member.
3. The board member’s children, including biological and adoptive children and stepchildren.
4. The legal dependants of the board member.
5. A child in the board member’s care.
6. The board member’s grandparents, parents or siblings, including grandparents-in-law, parents-in law and siblings-in-law.

**CONDUCT BECOMING OF A BOARD MEMBER**

3. (1) A member of a police service board shall not conduct themselves in a manner that undermines or is likely to undermine the public’s trust in the police service board or the police service maintained by the police service board.

(2) A member of a police service board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, their conduct was in the good faith performance of their duties as a board member.

4. A member of a police service board shall comply with the Act and the regulations made under it.

5. A member of a police service board shall not, by act or omission, conduct themselves in a manner that is likely to cause the board to fail to comply with the Act or the regulations made under it.

6. A member of a police service board shall comply with any rules, procedures and by-laws of the police service board.

7. A member of a police service board shall not substantially interfere with the conduct of police service board meetings.

8. A member of a police service board contravenes this code of conduct if they are found guilty of an offence under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) that was committed after they were appointed as a member of the police service board.

9. (1) A member of a police service board shall not, in the course of their duties, treat any person in a manner that the member, at the time, knows or reasonably ought to know would contravene the *Human Rights Code*.

(2) A member of a police service board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member's conduct was in the good faith performance of their duties.

10. (1) A member of a police service board shall conduct themselves in a professional and respectful manner in the course of their duties including, without limitation, not using abusive or insulting language in the course of their duties.

(2) A member of a police service board shall not be subject to discipline for a contravention of subsection (1) if, on a balance of probabilities, the member's conduct was in the good faith performance of their duties.

## **STATEMENTS AND ATTENDANCE**

11. A member of a police service board shall not knowingly make false statements pertaining to the duties of a member of a police service board.

12. A member of a police service board shall not purport to speak on behalf of the police service board unless authorized by the board to do so.

13. A member of a police service board shall clearly indicate when they are expressing a personal opinion when commenting on an action or omission of the police service

board, the police service maintained by the board or a member of the police service.

**14.** A member of a police service board shall not access, collect, use, alter, retain, destroy or disclose to any person information that has been obtained by or made available to the member in the course of their duties if doing so would be contrary to law.

**15. (1)** A member of a police service board shall not disclose to the public information obtained or made available in the course of the member's duties except as authorized by the police service board or as required by law.

(2) Subsection (1) does not apply to information that was already made available to the public by a person who was authorized to do so prior to the member's disclosure.

**16.** A member of a police service board shall attend all police service board meetings unless able to provide a reasonable explanation for the absence.

## **MISCONDUCT AND CONFLICTS OF INTEREST**

**17.** A member of a police service board shall disclose any conduct of another member of the police service board that the member reasonably believes constitutes misconduct,

(a) to the chair of the board; or

(b) if the misconduct involves the chair, to the Inspector General.

**18. (1)** A member of a police service board shall disclose any charges laid against them under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) and any finding of guilt made in relation to those charges.

(2) Subsection (1) only applies to charges or findings that were made after the member's appointment to the police service board.

(3) The disclosure required by subsection (1) must be made to the person or body that appointed the individual as a member of the police service board or, in the case of a member appointed by the Lieutenant Governor in Council, to the Minister.

**19.** A member of a police service board shall not apply for employment with the police service maintained by the police service board unless they resign from the board before applying.

**20. (1)** A member of a police service board shall promptly disclose any conflict of interest,

(a) to the chair of the board; or

(b) if the conflict of interest involves the chair, to the Inspector General.

(2) After making the disclosure required by subsection (1), the member shall disclose the conflict at the next meeting of the police service board.

**21.** A member of a police service board shall not use their position as a police service board member to,

(a) benefit themselves;

(b) benefit one or more persons with whom they have a personal relationship; or

(c) interfere with the administration of justice.

**22.** A member of a police service board shall not participate in discussion of or voting with respect to matters at police service board meetings if the member has a conflict of interest in the matter.

**MUNICIPAL CONFLICT OF INTEREST ACT  
R.S.O. 1990, CHAPTER M.50**

Last amendment: 2007, c. 8, s. 219.

Definitions

1. In this Act,

“child” means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family; (“enfant”)

“controlling interest” means the interest that a person has in a corporation when the person beneficially owns, directly or indirectly, or exercises control or direction over, equity shares of the corporation carrying more than 10 per cent of the voting rights attached to all equity shares of the corporation for the time being outstanding;

“council” means the council of a municipality;

“elector” means,

(a) in respect of a municipality, or a local board thereof, other than a school board, a person entitled to vote at a municipal election in the municipality, and

(b) in respect of a school board, a person entitled to vote at the election of members of the school board;

“interest in common with electors generally” means a pecuniary interest in common with the electors within the area of jurisdiction and, where the matter under consideration affects only part of the area of jurisdiction, means a pecuniary interest in common with the electors within that part;

“judge” means a judge of the Superior Court of Justice;

“local board” means a school board, board of directors of a children’s aid society, committee of adjustment, conservation authority, court of revision, land division committee, municipal service board, public library board, board of management of an improvement area, board of health, police services board, planning board, district social services administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a home for the aged, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes,

including school purposes, of one or more municipalities or parts thereof, but does not include a committee of management of a community recreation centre appointed by a school board or a local roads board;

Note: On a day to be named by proclamation of the Lieutenant Governor, the definition of “local board” is amended by the Statutes of Ontario, 2007, chapter 8, section 219 by striking out “home for the aged” and substituting “long-term care home”. See: 2007, c. 8, ss. 219, 232 (2).

“meeting” includes any regular, special, committee or other meeting of a council or local board, as the case may be;

“member” means a member of a council or of a local board;

“municipality” includes a board, commission or other local authority exercising any power in respect of municipal affairs or purposes, including school purposes, in territory without municipal organization, but does not include a committee of management of a community recreation centre appointed by a school board, a local roads board or a local services board;

“parent” means a person who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child;

“school board” means a board as defined in subsection 1 (1) of the Education Act, and, where the context requires, includes an old board within the meaning of subsection 1 (1) of the Education Act;

“senior officer” means the chair or any vice-chair of the board of directors, the president, any vice-president, the secretary, the treasurer or the general manager of a corporation or any other person who performs functions for the corporation similar to those normally performed by a person occupying any such office;

“spouse” means a person to whom the person is married or with whom the person is living in a conjugal relationship outside marriage. (“conjoint”) R.S.O. 1990, c. M.50, s. 1; 1997, c. 25, Sched. E, s. 7; 1997, c. 31, s. 156 (1); 1999, c. 6, s. 41 (1); 2002, c. 17, Sched. F, Table; 2005, c. 5, s. 45 (1, 2); 2006, c. 19, Sched. C, s. 1 (1); 2006, c. 32, Sched. D, s. 10.

### **Indirect pecuniary interest**

2. For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

(a) the member or his or her nominee,

(i) is a shareholder in, or a director or senior officer of, a corporation that does not offer

its securities to the public,

(ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or

(iii) is a member of a body,

that has a pecuniary interest in the matter; or

(b) the member is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter. R.S.O. 1990, c. M.50, s. 2.

### **Interest of certain persons deemed that of member**

3. For the purposes of this Act, the pecuniary interest, direct or indirect, of a parent or the spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member. R.S.O. 1990, c. M.50, s. 3; 1999, c. 6, s. 41 (2); 2005, c. 5, s. 45 (3).

### **Exceptions**

Where s. 5 does not apply

4. Section 5 does not apply to a pecuniary interest in any matter that a member may have,

(a) as a user of any public utility service supplied to the member by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;

(b) by reason of the member being entitled to receive on terms common to other persons any service or commodity or any subsidy, loan or other such benefit offered by the municipality or local board;

(c) by reason of the member purchasing or owning a debenture of the municipality or local board;

(d) by reason of the member having made a deposit with the municipality or local board, the whole or part of which is or may be returnable to the member in like manner as such a deposit is or may be returnable to all other electors;

(e) by reason of having an interest in any property affected by a work under the Drainage Act or by a work under a regulation made under Part XII of the Municipal Act, 2001 or Part IX of the City of Toronto Act, 2006, as the case may be, relating to local improvements;

(f) by reason of having an interest in farm lands that are exempted from taxation for certain expenditures under the Assessment Act;

(g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;

(h) by reason only of the member being a director or senior officer of a corporation incorporated for the purpose of carrying on business for and on behalf of the municipality or local board or by reason only of the member being a member of a board, commission, or other body as an appointee of a council or local board;

(i) in respect of an allowance for attendance at meetings, or any other allowance, honorarium, remuneration, salary or benefit to which the member may be entitled by reason of being a member or as a member of a volunteer fire brigade, as the case may be;

(j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or

(k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member. R.S.O. 1990, c. M.50, s. 4; 2002, c. 17, Sched. F, Table; 2006, c. 32, Sched. C, s. 33 (1).

### **Duty of Member**

When present at meeting at which matter considered

5. (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

(a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;

(b) shall not take part in the discussion of, or vote on any question in respect of the matter; and

(c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

When absent from meeting at which matter considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by the member after the meeting referred to in subsection (1). R.S.O. 1990, c. M.50, s. 5 (3).

### **Record of Disclosure**

Disclosure to be recorded in minutes

6. (1) Every declaration of interest and the general nature thereof made under section 5 shall, where the meeting is open to the public, be recorded in the minutes of the meeting by the clerk of the municipality or secretary of the committee or local board, as the case may be. R.S.O. 1990, c. M.50, s. 6 (1).

Idem

(2) Every declaration of interest made under section 5, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public. R.S.O. 1990, c. M.50, s. 6 (2).

### **Remedy for Lack of Quorum**

Quorum deemed constituted

7. (1) Where the number of members who, by reason of the provisions of this Act, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, despite any other general or special Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two. R.S.O. 1990, c. M.50, s. 7 (1).

Application to judge

(2) Where in the circumstances mentioned in subsection (1), the remaining number of members who are not disabled from participating in the meeting is less than two, the council or local board may apply to a judge without notice for an order authorizing the council or local board, as the case may be, to give consideration to, discuss and vote on

the matter out of which the interest arises. R.S.O. 1990, c. M.50, s. 7 (2).

Power of judge to declare s. 5 not to apply

(3) The judge may, on an application brought under subsection (2), by order, declare that section 5 does not apply to the council or local board, as the case may be, in respect of the matter in relation to which the application is brought, and the council or local board thereupon may give consideration to, discuss and vote on the matter in the same manner as though none of the members had any interest therein, subject only to such conditions and directions as the judge may consider appropriate and so order. R.S.O. 1990, c. M.50, s. 7 (3).

### **Action where Contravention Alleged**

Who may try alleged contravention of s. 5 (1-3)

8. The question of whether or not a member has contravened subsection 5 (1), (2) or (3) may be tried and determined by a judge. R.S.O. 1990, c. M.50, s. 8.

Who may apply to judge

9. (1) Subject to subsection (3), an elector may, within six weeks after the fact comes to his or her knowledge that a member may have contravened subsection 5 (1), (2) or (3), apply to the judge for a determination of the question of whether the member has contravened subsection 5 (1), (2) or (3). R.S.O. 1990, c. M.50, s. 9 (1).

Contents of notice of application

(2) The elector in his or her notice of application shall state the grounds for finding a contravention by the member of subsection 5 (1), (2) or (3). R.S.O. 1990, c. M.50, s. 9 (2).

Time for bringing application limited

(3) No application shall be brought under subsection (1) after the expiration of six years from the time at which the contravention is alleged to have occurred. R.S.O. 1990, c. M.50, s. 9 (3).

Power of judge to declare seat vacant, disqualify member and require restitution

10. (1) Subject to subsection (2), where the judge determines that a member or a former member while he or she was a member has contravened subsection 5 (1), (2) or (3), the judge,

(a) shall, in the case of a member, declare the seat of the member vacant; and

(b) may disqualify the member or former member from being a member during a period thereafter of not more than seven years; and

(c) may, where the contravention has resulted in personal financial gain, require the member or former member to make restitution to the party suffering the loss, or, where such party is not readily ascertainable, to the municipality or local board of which he or she is a member or former member. R.S.O. 1990, c. M.50, s. 10 (1).

Saving by reason of inadvertence or error

(2) Where the judge determines that a member or a former member while he or she was a member has contravened subsection 5 (1), (2) or (3), if the judge finds that the contravention was committed through inadvertence or by reason of an error in judgment, the member is not subject to having his or her seat declared vacant and the member or former member is not subject to being disqualified as a member, as provided by subsection (1). R.S.O. 1990, c. M.50, s. 10 (2).

Member not to be suspended

(3) The authority to disqualify a member in subsection (1) does not include the right to suspend a member. R.S.O. 1990, c. M.50, s. 10 (3).

Transition: disqualification

(4) A disqualification of a member of a school board under this section that would have continued after December 31, 1997 but for the dissolution of the school board continues for its duration with respect to membership on any board whose members are elected by members of the electoral group who elected the member. 1997, c. 31, s. 156 (2).

Definition

(5) In subsection (4),

“electoral group” has the same meaning as in Part VIII of the Education Act as the Part read on January 1, 1997. 1997, c. 31, s. 156 (2).

### **Appeal to Divisional Court**

11. (1) An appeal lies from any order made under section 10 to the Divisional Court in accordance with the rules of court. R.S.O. 1990, c. M.50, s. 11 (1).

Judgment or new trial

(2) The Divisional Court may give any judgment that ought to have been pronounced, in which case its decision is final, or the Divisional Court may grant a new trial for the

purpose of taking evidence or additional evidence and may remit the case to the trial judge or another judge and, subject to any directions of the Divisional Court, the case shall be proceeded with as if there had been no appeal. R.S.O. 1990, c. M.50, s. 11 (2).

Appeal from order or new trial

(3) Where the case is remitted to a judge under subsection (2), an appeal lies from the order of the judge to the Divisional Court in accordance with the provisions of this section. R.S.O. 1990, c. M.50, s. 11 (3).

### **Proceedings not invalidated but voidable**

12. The failure of any person to comply with subsection 5 (1), (2) or (3) does not of itself invalidate any proceedings in respect of any such matter but the proceedings in respect of such matter are voidable at the instance of the municipality or of the local board, as the case may be, before the expiration of two years from the date of the passing of the by-law or resolution authorizing such matter unless to make void the proceedings would adversely affect the rights of any person acquired under or by virtue of the proceedings who acted in good faith and without actual notice of the failure to comply with subsection 5 (1), (2) or (3). R.S.O. 1990, c. M.50, s. 12.

### **Other procedures prohibited**

13. Proceedings to declare a seat vacant or to disqualify a member or former member for conflict of interest, or to require a member or former member to make restitution where a contravention has resulted in personal financial gain, shall be had and taken only under this Act. R.S.O. 1990, c. M.50, s. 13.

### **General**

Insurance

14. (1) Despite section 279 of the Municipal Act, 2001 or section 218 of the City of Toronto Act, 2006, as the case may be, the council of every municipality may at any time pass by-laws,

(a) for contracting for insurance;

(b) despite the Insurance Act, to enable the municipality to act as an insurer; and

(c) for exchanging with other municipalities in Ontario reciprocal contracts of indemnity or inter-insurance in accordance with Part XIII of the Insurance Act,

to protect a member of the council or of any local board thereof who has been found not to have contravened section 5, against any costs or expenses incurred by the member as a result of a proceeding brought under this Act, and for paying on behalf of or

reimbursing the member for any such costs or expenses. R.S.O. 1990, c. M.50, s. 14 (1); 2002, c. 17, Sched. F, Table; 2006, c. 32, Sched. C, s. 33 (2).

Insurance Act does not apply

(2) The Insurance Act does not apply to a municipality acting as an insurer for the purposes of subsection (1). R.S.O. 1990, c. M.50, s. 14 (2).

Surplus funds

(3) Despite section 387 of the Insurance Act, any surplus funds and the reserve fund of a municipal reciprocal exchange may be invested only in such securities as a municipality may invest in under the Municipal Act, 2001 or the City of Toronto Act, 2006, as the case may be. R.S.O. 1990, c. M.50, s. 14 (3); 1996, c. 32, s. 76 (1); 2002, c. 17, Sched. F, Table; 2006, c. 32, Sched. C, s. 33 (3); 2007, c. 7, Sched. 27, s. 1.

Reserve funds

(4) The money raised for a reserve fund of a municipal reciprocal exchange may be expended or pledged for, or applied to, a purpose other than that for which the fund was established if two-thirds of the municipalities that are members of the exchange together with two-thirds of the municipalities that previously were members of the exchange and that may be subject to claims arising while they were members of the exchange agree in writing and if section 386 of the Insurance Act is complied with. R.S.O. 1990, c. M.50, s. 14 (4).

Local boards

(5) A local board has the same powers to provide insurance for or to make payments to or on behalf of its members as are conferred upon the council of a municipality under this section in respect of its members. R.S.O. 1990, c. M.50, s. 14 (5).

Former members

(6) A by-law passed under this section may provide that it applies to a person who was a member at the time the circumstances giving rise to the proceeding occurred but who, prior to the judgment in the proceeding, has ceased to be a member. R.S.O. 1990, c. M.50, s. 14 (6).

### **Conflict with other Acts**

15. In the event of conflict between any provision of this Act and any provision of any general or special Act, the provision of this Act prevails. R.S.O. 1990, c. M.50, s. 15.



## **Memo (Public Session)**

To: Chair and Members of the Board  
From: Lisa Wilson, Executive Assistant to the Board  
Date: February 25, 2026  
Meeting Date: March 17, 2026  
Subject: Public Announcement of the Auction Fund Grant

---

Excerpt from the Financial Policy regarding the Auction Fund Account, section 15.6:

- c) Grants will be announced in the next open session as well as correspondence with the applicants.

### Announcement:

The Police Service Board has approved a \$3,000 Auction Fund grant to the Peterborough Police Service in support of an upcoming Women in Policing Leadership and Development Day.

Lisa Wilson, Executive Assistant to the Board



## **Memo (Public Session)**

To: Chair and Members of the Board  
From: Lisa Wilson, Executive Assistant to the Board  
Date: February 25, 2026  
Meeting Date: March 17, 2026  
Subject: Public Announcement of the Auction Fund Grant

---

Excerpt from the Financial Policy regarding the Auction Fund Account, section 15.6:

- c) Grants will be announced in the next open session as well as correspondence with the applicants.

### Announcement:

The Police Service Board has made a \$1,000 Auction Fund grant to the Fleming College Foundation in support of an annual Police Service Board award, which is “Presented to a student who has successfully completed the first year of the Police Foundations program, and who demonstrates active involvement in, and service to, the College or local community.” The Board has pre-committed this award up to and including the 2028 academic year.

Lisa Wilson, Executive Assistant to the Board