

*Town of Sackville  
Council Committee on Policing  
Terms of Reference – April 7, 2009*

**BACKGROUND:**

A major asset for the Town of Sackville is that it is a safe and welcoming place for children, families and visitors. A key to maintaining and enhancing that comparative advantage is sound police services.

After many years with a municipal police force, a contract with the RCMP has been in place since 2003. The contract provides for the Town to deal directly with the RCMP on services, costs and other matters.

On day-to-day matters, the Town's CAO acts as the conduit between the community and the local RCMP, sharing concerns raised by the public, municipal staff and Council members with the detachment and receiving reports concerning security and emergency issues. The detachment team leader also meets on a monthly basis with the Town's Liaison Councillor and presents monthly reports to Council.

In its advisory role, this citizen's committee will enhance local linkages needed for the highest quality policing services in the Town.

**OBJECTIVE:**

- To provide an ongoing focus on police services.
- To provide recommendations on suggested improvements to the policing system taking into consideration the fiscal capacity of the Town.
- To develop greater community accountability and responsiveness for police services.
- To maximize police service contributions to building the safest and most welcoming community that is possible.

**DUTIES:**

The committee will regularly review overall RCMP services and consider community service needs in order to make recommendations to Council on improvements.

In fulfilling this duty, the committee will identify future requirements of the community with recommendations to Council on terms for the next contract.

The committee will also:

- Share any concerns with the Town CAO and Town Council in a timely manner.
- Direct any complaints through the proper RCMP channels.

- Ensure that Community Based Policing is a focus of the RCMP in Sackville; and to meet with the District Community Policing staff person on a regular basis to look at achievable objectives and potential projects for the community.
- Consider further associated elements of the justice system as may be appropriate, and make recommendations on them.
- Undertake special projects at the request of Council.

#### MEMBERSHIP:

- The committee will consist of no less than five and no more than 8 residents of the Town of Sackville. Members should be placed on 1, 2, or 3 year terms to start, and then rotated.
- A Liaison Councillor will be assigned to the committee and the CAO will support it.
- The Commanding Officer or Team Leader of the RCMP will be expected to attend.
- Members must not have a criminal record and may be subject to a RCMP security clearance check.
- All members are appointed by the Town Council, which also appoints one member as Chair.
- The Chair presides over all meetings and ensures its operating procedures are followed.
- The committee will operate under the current terms of reference, but may make recommendations to Council for amendments.
- Length of terms for membership at the beginning shall be: two for one year, three for two years and three for three years; and ensuing terms will be for three years for each member.
- Any or all members can be removed and the committee can be disbanded by majority resolution of Council.

#### AUTHORITY:

- The Town remains responsible for the policing contract and the committee advises Council on service improvements.
- The committee may establish public meetings to seek input on certain topics as it deems necessary.
- The committee shall provide a written report to Council every six months and appear at a public meeting to present it.
- The committee will deal with confidential matters; and will thus ensure that all such matters are dealt with in the strictest of confidence.

#### EVALUATION:

The committee shall conduct an analysis of its operations on a regular basis including an opinion on its continuing relevance to the Town's interests, and the Town may on occasion conduct such an evaluation on its own.