

**Administration**

Office of the Regional Clerk

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July 4, 2024

Deb Reid, Executive Director  
Niagara Regional Police Service Board  
5700 Valley Way  
Niagara Falls, ON L2E 1X8

***SENT ELECTRONICALLY***

**RE: Community Safety and Policing Act – Protocol for the Sharing of Information between the Niagara Police Service Board and Niagara Region Minute Item 10.2 CL 56-2024, June 27, 2024**

Regional Council at its meeting held on Thursday, June 27, 2024, passed the following resolution:

That Memorandum CL-C 56-2024, dated June 27, 2024, respecting Community Safety and Policing Act – Protocol for the Sharing of Information between the Niagara Police Service Board and Niagara Region, **BE RECEIVED**; and

That Regional Council **AUTHORIZE** the Regional Chair and Regional Clerk to sign the Protocol for the Sharing of Information between the Regional Municipality of Niagara Police Service Board and The Regional Municipality of Niagara.

A copy of Memorandum CL-C 56-2024 and the signed protocol is attached.

Yours truly,



Ann-Marie Norio  
Regional Clerk  
CLK- C 2024-075

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## Memorandum

**CL-C 56-2024**

**Subject:** Community Safety and Policing Act –Protocol for the Sharing of Information between the Niagara Police Service Board and Niagara Region

**Date:** June 27, 2024

**To:** Regional Council

**From:** Ann-Marie Norio, Regional Clerk

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The Clerk's Office is in receipt of correspondence from the Niagara Regional Police Service Board (NRPSB) respecting a protocol for the sharing of information between NRPSB and Niagara Region.

The information sharing protocol has been updated to meet the requirements of the new Community Safety and Policing Act (CSPA) that came into force on April 1, 2024, and will replace the previous protocol that was signed by the Niagara Region on April 25, 2005, under the Police Services Act (1990) and Ontario Regulation 3/99, the Adequacy Standards. The new protocol complies with the CSPA and its regulations.

The protocol was reviewed by the Corporate Leadership Team and Legal Services. A motion of Council is required to permit the Regional Chair and Regional Clerk to sign the protocol. A suggested motion is as follows:

That Regional Council **AUTHORIZE** the Regional Chair and Regional Clerk to sign the Protocol for the Sharing of Information between the Regional Municipality of Niagara Police Service Board and The Regional Municipality of Niagara.

Respectfully submitted and signed by

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Ann-Marie Norio  
Regional Clerk

**PROTOCOL FOR THE SHARING OF INFORMATION  
BETWEEN THE  
REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD  
AND THE  
REGIONAL MUNICIPALITY OF NIAGARA**

WHEREAS subsection 37 (1)(a) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall ensure that adequate and effective policing is provided in the area for which it has policing responsibility as required by Section 10 of the CSPA;

AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting any other matters related to the Police Service or the provision of policing;

AND WHEREAS subsection 41 (3) of the CSPA, provides that the Regional Municipality of Niagara Police Service Board shall make best efforts to negotiate and enter into a protocol with The Regional Municipality of Niagara (its municipality) that addresses the sharing of information, including the type of information to be shared and the frequency for sharing such information;

AND WHEREAS subsection 41 (4) of the CSPA, provides that the Regional Municipality of Niagara Police Service Board regardless of the existence of an information sharing protocol, shall provide the municipality, on request, with any information, other than personal information, relevant to the preparation or review of the community safety and well-being plan or to the board's estimates;

AND WHEREAS subsection 50(1) provides that a municipality that maintains a municipal board shall provide the board with sufficient funding to, a) comply with the Act and the regulations; and b) pay the expenses of the board's operations, other than the remuneration of board members.

**THEREFORE, THE PARTIES HEREBY AGREE THAT:**

The Regional Municipality of Niagara Police Service Board shall provide the Regional Clerk of The Regional Municipality of Niagara:

1. In December of each year, a copy of the Police Service Board's meeting schedule for the upcoming year including dates, times and location of its meetings.
2. Electronic access to public agenda and minutes through the Regional Municipality of Niagara Police Service Board's Internet site at [www.niagarapolice.ca](http://www.niagarapolice.ca)
3. Should the Board and Chief of Police host public information sessions on current policing issues in the Niagara Region they will inform the Regional Clerk of where and when these events are to take place as soon as this information has been confirmed.
4. Notice of other public consultation processes scheduled by the Police Service Board for the development of a Niagara Regional Police Service Strategic Plan.

5. The Board will provide information as required or requested by Regional Council or as directed by the Board for Regional Council's consideration, with respect to Board meeting agendas, minutes, budget, and any other matter from time to time as may be permitted by the CSPA.
6. The Board will review and respond to Regional Council decisions applicable to the Board. In its response, the Board will consider its statutory responsibilities and the objectives of both the Board and Regional Council relevant to the decision.
7. Regional Council will communicate to the Board any information it obtains pertaining to the Board or the Service or that is necessary for the effective and efficient provision of policing services in Niagara Region, in a timely manner.
8. Any other reports or information as determined by the Police Service Board.
9. In accordance with Section 39 of the CSPA the Regional Municipality of Niagara Police Service Board shall:
  - (a) Pursuant to subsection 39 (3) of the CSPA consult with the Regional Council or any local area municipalities in the Board's area of policing responsibility with regards to preparing or revising the Strategic Plan;
  - (b) Pursuant to subsection 39 (4), in preparing or revising the Strategic Plan, the Board shall consider, at a minimum:
    - i) The results of the consultations conducted under subsection (3);
    - ii) Any community safety and well-being plans adopted by the municipalities or First Nations that are in the Board's area of policing responsibility.
    - iii) the needs of members of diverse communities in the board's area of policing responsibility, including the needs of members of racialized groups and of First Nation, Inuit and Métis communities.
  - (c) Publish the Strategic Plan on the Internet in accordance with the regulations made by the Minister, if any. The Regional Clerk will be provided with a copy of the Strategic Plan prior to it being published on the Board's website for public viewing.
10. The Board will provide copies of the Niagara Regional Police Service Statistical Annual Report, to the public no later than June 30 in each year.
  - (a) On or before June 30 in each year, and in accordance with Section 41 of the CSPA, the Regional Municipality of Niagara Police Services Board shall file an annual report with Regional Council regarding: the implementation of the Board's Strategic Plan and the achievement of the performance objectives identified in the Strategic Plan;

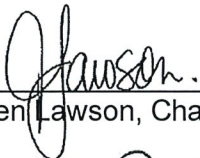
- (b) the affairs of the Niagara Regional Police Service;
- (c) the provision of policing as it relates to any Community Safety and Well-Being Plans adopted by the municipalities or First Nations that are in the Board's area of policing responsibility; and
- (d) any other prescribed matters.

11. The Board shall publish the annual report referred to in section 41 of the CSPA on the Internet in accordance with the regulations made by the Ministry, if any. If the Ministry does not regulate the publishing of the annual report, the Board will post it on their website on or before June 30 in each year, after it has provided a copy to the Regional Clerk.

12. This Protocol is subject to the provisions of CSPA and *Municipal Freedom of Information and Protection of Privacy Act*.

**THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD**

DATED AT Niagara Falls, Ontario this 28<sup>th</sup> day of March, 2024.

  
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Jen Lawson, Chair

  
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Deb Reid, Executive Director

**THE REGIONAL MUNICIPALITY OF NIAGARA**

DATED AT Thorold, Ontario this 3<sup>rd</sup> day of July, 2024.

  
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Jim Bradley, Regional Chair

  
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Ann-Marie Norio, Regional Clerk