

SUDBURY EAST OPP DETACHMENT BOARD

BY-LAW 2025-

**BEING A BY-LAW TO ADOPT A CODE OF CONDUCT FOR MEMBERS OF THE SUDBURY
EAST OPP DETACHMENT BOARD**

WHEREAS Section 35(6) of the *Community Safety and Policing Act, 2019* requires every police service board and detachment board in Ontario to adopt a Code of Conduct for its Members;

AND WHEREAS the Sudbury East OPP Detachment Board is committed to ensuring that all Members perform their duties with integrity, accountability, professionalism, and respect for the law;

NOW THEREFORE the Sudbury East OPP Detachment Board hereby enacts as follows:

1. The Sudbury East OPP Detachment Board Code of Conduct, attached hereto as Schedule “A”, is hereby adopted and enacted as the official Code of Conduct governing the behaviour of Board Members.
2. All Board Members shall acknowledge, in writing, their commitment to comply with the Code of Conduct upon appointment and upon any amendment thereto.
3. This By-law shall come into full force and effect on the date it is passed.

ENACTED BY THE BOARD ON THIS 15th DAY OF MAY 2025.

Schedule “A”
Sudbury East OPP Detachment Board
Code of Conduct

1. Purpose

This Code of Conduct applies to all Members of the Sudbury East OPP Detachment Board. The purpose of the Board’s Code of Conduct is to establish standards of ethical conduct for Members of the Board in carrying out their duties under the Community Safety and Policing Act, 2019 (CSPA).

2. Integrity

Board Members must act with honesty, integrity, impartiality, and in good faith to serve the public interest, and must not engage in conduct that would discredit or compromise the integrity of the Board or policing services.

3. Accountability

Board Members are accountable to the public and must perform their duties conscientiously and in accordance with applicable legislation, Board by-laws, policies, and procedures.

4. Responsibility

Board Members shall uphold to the following laws of Canada and Ontario, including but not limited to:

- The Community Safety and Policing Act, 2019 (CSPA)
- The Municipal Conflict of Interest Act (MCIA)
- The Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)
- Ontario Human Rights Code (OHRC)
- Criminal Code of Canada (CCC)
- Accessibility for Ontarians with Disabilities Act (AODA)

5. Confidentiality

Board Members shall preserve confidentiality regarding matters discussed in closed sessions and information obtained in confidence. Confidential information shall not be disclosed unless authorized by the Board or required by law.

6. Conflict of Interest

6.1. Board Members shall avoid situations where their personal interest conflict, or appear to conflict, with their duties to the Board.

6.2. A Member who identifies a conflict must disclose the conflict at the earliest opportunity and must not participate in related discussions or votes.

7. Improper Influence

Board Members shall not attempt to influence the Detachment Commander or any police personnel in the exercise of their duties, except through Board-approved policies or by lawful resolution of the Board.

8. Gifts and Benefits

Board Members shall not accept gifts, favours, or benefits that could reasonably appear to influence their decisions. Any incidental gifts received as a matter of protocol must be disclosed to the Chair and recorded.

9. Use of Board Resources

Board Members shall use Board resources responsibly and only for legitimate Board business. Board resources must not be used for personal gain.

10. Public Communications

Board Members shall respect Board decisions and policies in all public statements. The Chair is the designated spokesperson for the Board unless otherwise authorized by resolution.

11. Breaches of the Code

Any alleged breach of this Code shall be reported to the Chair or Vice Chair. Allegations may be referred to the Inspector General of Policing for investigation, in accordance with the CSPA. Consequences for a breach may include:

- A formal reprimand;
- Suspension from the Board;
- Recommendation for removal.

12. Acknowledgment

All Board Members shall sign an acknowledgment confirming they have read, understood, and agreed to comply with this Code upon appointment and after any amendments.

Sudbury East OPP Detachment Board

Code of Conduct – Member Acknowledgment Form

I, _____, having been appointed as a Member of the Sudbury East OPP Detachment Board, hereby acknowledge that:

- I have received, read, and understood the Sudbury East OPP Detachment Board Code of Conduct;
- I understand that as a Board Member, I am expected to comply with the Code of Conduct at all times; and
- I am aware that breaches of the Code of Conduct may result in investigation and potential sanctions, including reprimand, suspension, or recommendation for removal.

I further acknowledge my responsibility to:

- Uphold the principles of integrity, accountability, and transparency; and
- Comply with the Community Safety and Policing Act, 2019 (CSPA), its regulations, and other applicable legislation.

Signed this _____ day of _____, 20_____.

Board Member Signature: _____

Board Member Printed Name: _____

Witness: _____

(Witness: Board Chair, Vice-Chair, or Commissioner)

Sudbury East OPP Detachment Board

Municipal Conflict of Interest Act - Complaint Form

COMPLAINANT INFORMATION:

Name:	
Mailing Address:	
Telephone:	
Email:	

DECLARATION

Please note that it is an offence under the Criminal Code of Canada to knowingly swear/affirm a false affidavit.

I, _____ (full name) of the
_____ (Municipality of Residence), in the
Province of Ontario, MAKE OATH AND SAY (or AFFIRM) that:

1. I have personal knowledge of the facts as set out in this affidavit.

(Insert reasons e.g. I work for... I attended a meeting at which... etc.)

2. I have reasonable and probable grounds to believe that: (specify name of Member)

_____ has
contravened section _____ (specify section(s)) of the Code of
Conduct for the Sudbury East OPP Detachment Board. The particulars are as follows: *(Please provide
information such as date, time and location of conduct, names of all persons involved, including witnesses, and information
as to how they can be reached. Attach additional pages if necessary.):*

3. This affidavit is made for the purpose of requesting that this matter be investigated and for no
improper purpose.

SWORN or AFFIRMED before me at the _____ (Municipality)
in the Province of Ontario, this ____ day of _____, 20__.

Chair or Inspector General

Signature (Commissioner)

Sudbury East OPP Detachment Board

Conflict of Interest Disclosure Form

Member Information

- **Name:** _____
- **Position:** _____ (e.g., Chair, Member, etc.)

Meeting Information

- **Meeting Date:** _____
- **Meeting Type:** (Regular / Special / Committee) _____
- **Agenda Item Number(s):** _____

Nature of the Conflict

Please describe the nature of your direct or indirect pecuniary interest, including any personal, familial, business, or other relationships which give rise to a conflict:

(Attach additional pages if necessary.)

Declaration

I, _____ *(Full Name)*, hereby declare that:

- I have a direct or indirect pecuniary interest in the matter described above;
- I will not take part in any discussion, vote, or attempt to influence the decision-making process on this matter;
- I will leave the meeting during the discussion of the item, as required under Section 5 of the Municipal Conflict of Interest Act (MCIA);
- I make this declaration to ensure compliance with the MCIA and the Sudbury East OPP Detachment Board Code of Conduct.

Member Signature: _____

Date: _____