



**THE CORPORATION OF THE TOWN OF LASALLE  
POLICE SERVICES BOARD**

<b>POLICY NAME:</b> <b>GP-017LPSB</b> Shared Services Agreements	<b>DATE APPROVED:</b> April 14, 2025
<b>REVISION DATES:</b>	<b>REVIEW DATE:</b>
<b>RESCINDS:</b>	<b>EXPIRES:</b> Indefinite

Section 2 of *Ontario Regulation 398/23 Alternate Provision of Policing Functions* authorizes a Police Service Board to provide the policing services prescribed in Section 2 using members of another Police Service.

It is the policy of the LaSalle Police Services Board (the Board) to deal with issues involved in the negotiation and execution of Protocols/Shared Service Agreements to provide for such alternative provision of policing functions.

**a) Definitions:**

- I. **Adequacy Regulation** - means *O. Reg. 392/23: Adequate and Effective Policing (General)*;
- II. **Board** – means the LaSalle Police Services Board;
- III. **Chief of Police** – means the LaSalle Police Service Chief of Police;
- IV. **Member** – means a member of the LaSalle Police Service;
- V. **Policing Services** - means any function performed by a Police Service or its members in accordance with the *Community Safety and Policing Act, 2019 (CSPA)* or the *Regulations*;
- VI. **Protocol/Shared Service Agreements** - means any verbal or written contract, agreement or understanding relating to the provision of ongoing Policing Services by one board for another, or by the Board for another organization, or for the ongoing sharing of resources in respect of any Policing Services and, for greater certainty, "Protocol/Shared Service Agreements" does not include:
  - normal day-to-day co-operation between police services or other organizations, and
  - unforeseen operational emergencies.

**b) Restrictions:**

- I. The Chief of Police shall ensure that no member of the LaSalle Police Service enters into any Protocol/Shared Service Agreement except in accordance with the provisions of this Policy; and
- II. The Chief of Police shall not execute any Protocol/Shared Service Agreement on behalf of the Board or the LaSalle Police Service unless such Protocol/Shared Service Agreement, and its execution by the Chief of Police, has been approved by the Board.

**c) Current Protocols/Shared Service Agreements:**

This Section applies to any Protocol in effect as of April 1, 2024.

- I. The Board directs the Chief of Police to review each Protocol/Shared Service Agreement and advise the Board of amendments made necessary by the enactment of the *CSPA* and its *Regulations*, and to follow Board direction to negotiate such amendments with the other Board or Police Service which is party to the Protocol/Shared Service Agreement;
- II. The Chief of Police shall provide the Board with a written report concerning all current Protocols/Shared Service Agreements to which the Board or the Police Service is a party to and the report shall contain the following information with respect to each Protocol/ Shared Service Agreement:
  - a list of all Protocols/Shared Service Agreements in effect as of April 1, 2024;
  - the parties to each Protocol/Shared Service Agreement;
  - the date and duration of each Protocol/Shared Service Agreement;
  - the subject matter of each Protocol/Shared Service Agreement, including which Policing Services are being provided, by whom and for whose benefit;
  - the cost consequences of each Protocol/Shared Service Agreement, including those generating revenue for the Police Service and those costing the Police Service money, including personnel costs;
  - the date of Board approval, if any, of the Protocol/Shared Service Agreement; and
  - confirmation that necessary amendments have been made to the Protocols/Shared Service Agreement as contemplated by c(II) above.

**d) Proposed Protocols/Shared Service Agreements:**

This Article applies to any Protocol/Shared Service Agreements which is proposed after April 1, 2024.

- I. At the time a Protocol/Shared Service Agreement is proposed, the Chief of Police shall make a written report to the Board containing the following information:
  - the parties to the Protocol/Shared Service Agreement;
  - the proposed duration of the Protocol/Shared Service Agreement;
  - the subject matter of the Protocol/Shared Service Agreement, including which Policing Services are to be provided, by whom and for whose benefit;
  - the cost consequences of the Protocol/Shared Service Agreement, including those which will generate revenue for the Police Service and those which will cost the Police Service money, including personnel costs;
  - if available, a copy of the Protocol/Shared Service Agreement for Board approval, and
  - confirmation that the proposed protocol complies with Section 2 of *Ontario Regulation 398/23 Alternate Provision of Policing Functions*.
- II. Upon receipt of the report set out in Section d(I) above, and in deciding whether to approve such Protocol/Shared Service Agreement, the Board shall consider:
  - whether such Protocol/Shared Service Agreement is in the public interest;
  - the best interest of the Police Service;
  - *O. Reg. 392/23: Adequate and Effective Policing*;
  - *O. Reg. 398/23 Alternate Provision of Policing Functions*; and
  - the *CSPA and its Regulations*.
- III. The Board may direct the Chief of Police as to any terms or conditions to be included in the Protocol/Shared Service Agreement as the Board thinks appropriate.
- IV. The Board shall provide a copy of every Protocol/Shared Service Agreement made under s.14(1) or s.14(2) of the *CSPA* to the Inspector General.

**e) Annual Report to the Board:**

The Chief of Police shall make an annual written report to the Board on or before June 30<sup>th</sup> of each year containing the following information:

- I. A list of all Protocols/Shared Service Agreements in effect;
- II. The parties to each Protocol/Shared Service Agreement;
- III. The date and duration of each Protocol/Shared Service Agreement;
- IV. A brief description of the subject matter of each Protocol/Shared Service Agreement, including what Policing Services are being provided, by whom and for whose benefit;
- V. The cost consequences of each Protocol/Shared Service Agreement, including those generating revenue for the Service and those costing the Police Service money, including personnel costs;
- VI. The date of Board approval, if any, of the Protocol/Shared Service Agreement; and
- VII. A recommendation as to whether or not the Protocol/Shared Service Agreement should be continued on the same or amended terms or discontinued at the termination of the Protocol.

  
Chair

April 14, 2025  
Date