



**Municipality of the County of Richmond  
By-Law #69  
RCMP Advisory Board**

**1. Short Title**

1.1 Bylaw is entitled the "RCMP Advisory Board Bylaw".

**2. Purpose**

2.1 The purpose of this bylaw is to establish the Municipality of the County of Richmond RCMP Advisory Board as mandated by the Nova Scotia Police Act, subsection 57(1), a body to provide advice to Council relating to the enforcement of the law, the maintenance of law and order and prevention of crime.

2.2 In the event of a discrepancy between the relevant provisions of Police Act and its regulations and the provisions of this Bylaw, the provisions of the Police Act and its regulations will prevail.

**3. References**

3.1 Nova Scotia Police Act

**4. Definitions**

4.1 In this By-law:

- a) **"Board"** means the Municipality of the County of Richmond RCMP Advisory Board.
- b) **"Chief Administrative Officer (CAO)"** means the Chief Administrative Officer of the Municipality of the County of Richmond.
- c) **"Council"** means the Council of the Municipality of the County of Richmond.
- d) **"County"** means the Municipality of the County of Richmond.
- e) **"RCMP"** means the Royal Canadian Mounted Police.
- f) **"Chief Officer"** means the chief of police of a police department and includes an officer acting as chief of police or detachment commander.



## 5. Membership

5.1 The Board consists of five (5) voting members.

### 5.2 Appointment of Members

The voting members are appointed as follows:

- (a) Two (2) members of Council appointed by resolution of Council;
- (b) Two (2) members from the community at large as determined through the application process who are neither members of Council nor employees of the County;
- (c) One (1) member appointed by the Minister of Justice.

### 5.3 Advisory Board Member Selection Process

- (a) The selection process used by Council in appointing an Advisory Board Member to a vacancy on the Advisory Board, except a member appointed by the Minister of Justice, must include all of the following:
  - The Advisory Board vacancy must be advertised and applications must be solicited for the vacancy;
  - An applicant must consent to criminal and background checks and be required to go through a screening process, including an interview, conducted by a panel established by the Council;
  - Each applicant must be notified of the outcome of the selection process.

### 5.4 Advisory Board Member Qualification

- (a) To be a candidate for appointment as an Advisory Board Member, a person must demonstrate all of the following qualifications to the satisfaction of the Council:



- Residence in the County, or considerable interest in serving on the Advisory Board,
- Considerable knowledge of community issues and an understanding of policing values and governance;
- A good character; willingness to make the commitment of time and effort required to carry out.

#### **5.5** Advisory Board responsibility.

- (a) A person must not be appointed as an Advisory Board Member if criminal and background checks show that the person has been convicted of any criminal offence or has been or is the subject of a disciplinary proceeding in any jurisdiction that in the opinion of the Council, would reasonably be expected to have a negative impact on their acting as an Advisory Board Member or on the Advisory Board generally.

#### **5.6** Appointments in General

- (a) Council member appointments are made for a two-year period.
- (b) Appointments of members, neither a member of Council nor an employee of the County, are for a two-year period. Such members may serve no more than six consecutive years, but are eligible for re-appointment after an absence of at least one year.
- (c) Each member shall take an oath of office or affirmation.
- (d) Each member must adhere to the "Code of Conduct" as prescribed by regulations under the Police Act, a copy of which is provided by the County to each member upon appointment to the Board.
- (e) A copy of the latest version of the Nova Scotia Police Act is provided to each member of the Board.



- (f) Each member of the Board who is absent from three consecutive meetings of the Board forfeits office, unless the absence is caused by illness or is authorized by Resolution of the Board and is noted in the Board minutes. Any member who forfeits office is eligible for re-appointment.
- (g) Where a vacancy occurs on the Board by reason of the death of a member, or when a member is unable to carry on his or her duties by reason of illness, absence from three consecutive meetings, without authorization by Resolution of the Board, or resignation, Council, or the Minister if the Minister appointed the Member, shall appoint some other person to replace that Member.
- (h) The members of the Board appointed by Council shall serve without remuneration.

## **6. Procedure of the Board**

- 6.1** The Chair and Vice Chair will be appointed by the members of the RCMP Advisory Board at the first meeting in each year.
- 6.2** The Board shall hold a meeting at least once every three months.
- 6.3** Notices of the meetings are sent to all Members, and the Chief Officer and the Chief Administrative Officer of the County, both of whom are entitled to attend meetings but not to vote.
- 6.4** A meeting cannot be held without representation from the Chief Officer or his or her designate.
- 6.5** A majority of the Members constitutes a quorum.
- 6.6** Subject to the Municipal Government Act, section 22, and the Police Act, section 65, meetings of the Board are open to the public, but all matters



relating to discipline, personnel conduct, contract negotiations and security of police operations may be conducted in private.

## **7. Function**

**7.1** The function of the Board is as set out in the Police Act, section 68, and:

- (a)** To provide input on the delivery of police services within the Municipality of the County of Richmond, as well as to perform any other tasks which may from time to time be assigned by Council, or special project requested by and to assist the Chief Officer.
- (b)** To provide advice to Council in matters pertaining to the provision of policing services.
- (c)** To provide a forum for regular liaison and discussion between Council and the RCMP concerning policing services within the Municipality of the County of Richmond.
- (d)** To discuss community concerns relative to policing services and in cooperation with the RCMP established enforcement priorities.
- (e)** To advise Council concerning all financial and budgetary matters relating to the provision of policing services.
- (f)** To provide a forum for residents, taxpayers, business people, concerned citizens or groups to present their complaints, concerns, or requests to both County Council and to the RCMP.
- (g)** To consult with the Chief Officer to develop and implement the Policing Objectives and Priorities and Goals as determined by the Board.

## **8. Member Complaint**

**8.1** Any public or internal complaint respecting a member of the RCMP assigned to the RCMP Richmond Community Office, including the Chief Officer shall be dealt with only as prescribed by the RCMP.



## 9. Expenditures and Credit

9.1 Neither the Board nor any member of the Board has any power to authorize any expenditure to be charged to the County or to pledge the credit of the County for any member.

## 10. Coming into Force

10.1 This By-law is effective upon publication.

**This is to Certify That** the foregoing By-law was passed at a duly called meeting of the Council of the Municipality of the County of Richmond held on the 20th day of November 2023.

GIVEN under the hands of the Warden and Clerk and the seal of the Municipality this 20th day of November 2023.

Amanda Mombourquette  
Warden

Shelley David  
Municipal Clerk