



1. Purpose

- 1.1** The purpose of the RCMP Advisory Board is to assist the Municipality in an effort to ensure the delivery of police services meets the needs of the Municipality and to assure Municipal Council the police services are administered in a safe, cost effective manner and provide advice to Council in relation to the effective delivery of police protection, emergency readiness, and overall crime prevention methodology.

2. Mandate

- 2.1** The mandate of the RCMP – Advisory Board is to:
- a) Advise Municipal Council respecting the “state and readiness of police services” in Richmond County;
 - b) Take other steps consistent with these terms that the committee reasonably deems necessary to carry out its mandate.
- 2.2** The duties assigned to the committee shall only be carried out by the committee.

3. Roles and Responsibilities

- 3.1** The function of the RCMP - Advisory Board is to provide advice to Council in relation to the enforcement of law, the maintenance of law and order and the prevention of crime in the municipality, but the advisory board shall not exercise any jurisdiction relating to complaints, discipline, personnel conduct or the internal management of the Royal Canadian Mounted Police. Sec. 68(1).
- 3.2** The committee will meet and discuss current issues, trends and policing matters that have an impact on all communities within the Municipality of Richmond County.

- 3.3** Current issues and concerns will be discussed with a view towards remedial action as it pertains to community harmony, quality of life and police presence in communities.

4. Composition and Terms of Appointment

- 4.1** The composition and terms of appointment are based on the MOCR RCMP Advisory Board By-Law, By-Law #69.
- 4.2** The board shall consist of five (5) voting members.
- 4.3** The voting members are appointed as follows:
- a) Two (2) members of council appointed by resolution of the council;
 - b) Two (2) members appointed by resolution of the council, who are neither members of council nor employees of the municipality; and
 - c) One (1) member appointed by the Minister of Justice.
- 4.4** Members of Council appointments are made for a two-year period.
- 4.5** The RCMP Detachment CO will be an ex-officio member.
- 4.6** Members-at-Large are appointed on a two year term. Such members may serve no more than six consecutive years, but are eligible for reappointment after an absence of at least one year.
- 4.7** The Chair and Vice Chair will be appointed by the members of the committee at the first meeting in each year.
- 4.8** To be a candidate for appointment as an Advisory Board Member, a person must be a resident of Richmond County and consent to criminal and background checks.

5. Committee Meetings

- 5.1** The Committee shall hold a meeting at least once every three months.
- 5.2** Meeting procedures shall follow the Council Procedural Policy.
- 5.3** The Chairperson, when deemed necessary, may change meeting times and may convene additional meetings as deemed necessary.
- 5.4** A meeting cannot be held without representation from the Chief Officer or his or her designate.

6. Authority and Accountability

- 6.1** The RCMP Advisory Board is a board mandated by the Nova Scotia Police Act and is provided with the authority to make recommendations to Council. Final decisions related to the work of the Board rests with Municipal Council.
- 6.2** At least quarterly, progress reports shall be presented to Council at Committee of the Whole meetings by a designated member (member of Council, staff, and/ or citizen appointee). The timing of the quarterly reports will be influenced as appropriate by the meeting frequency/activity of the ABCC. If a committee meets at least once, it shall be included in the next quarter reports.

7. Related Documentation

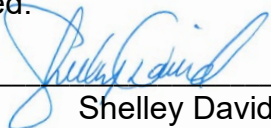
- [Committees Policy](#)
- [Council Procedural Policy](#)
- [Municipality of the County of Richmond \(MOCR\) By-Law 69, RCMP Advisory Board](#)
- [Municipal Government Act](#)
- [Nova Scotia Police Act](#)
- [Code of Conduct Policy for Elected Officials](#)
- [Strategic Communications Plan](#)

8. Version Log

Version Number	Amendment Description	Council Approval	Date
2	Formatting, and removal of items that are included in the RCMP Advisory Board By-Law and Council Procedural Policy.	Yes	September 9, 2024
1	New	Approved	2018

9. Certification

I, Shelley David, Municipal Clerk for the Municipality of the County of Richmond, hereby certify that these Terms of Reference were duly approved.


Shelley David
Municipal Clerk