



# ***The City of Dryden***

## ***Contract Policing Proposal***

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Municipal Policing Bureau

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## Executive Summary

The Ontario Provincial Police (OPP) has over 100 years of experience in providing effective community-based policing and protection throughout Ontario. The OPP has provided municipal policing services under contract for over 70 years and currently maintains contracts with more than 140 communities across Ontario.

The City of Dryden requested a costing for OPP municipal policing. This contract will be for a defined number of contractual hours of service as represented by uniform Full Time Equivalent (\*FTE), plus civilian FTEs. It is based on hours of service and reflects the integrated service delivery model, whereby service can be provided from any detachment uniform position. The contract term will be 3+ years, meaning it will cover the remaining days and months in the year the contract takes effect, plus three calendar years thereafter. The contract is intended to be a transition contract after which time the Municipality will be integrated into the OPP Billing Model. The OPP Billing Model is based on the Municipality paying an amount equal to the sum of the Municipality's allocated portion of the OPP's total municipal policing base and calls for service costs, and the costs for overtime, cleaning/caretaker, accommodation, court security and offender transport as applicable.

This proposal is based on the level of policing services required to provide adequate and effective policing as set out in *Regulation 3/99 of the PSA, Adequacy and Effectiveness of Police Services*.

Based on this information, the City of Dryden requires both proactive and reactive policing, 24 hours a day, seven days a week. The Dryden OPP Detachment will be the Administration/Operations Centre. The resources identified will be deployed to the City primarily from this facility.

Position	(1) FTE Contract Resources
Detachment Commander (Inspector)	0.42
Staff Sergeant - Detachment Manager	0.42
Sergeant	3.00
Constable	19.00
(2) Uniform Position (Subject to Review)	2.00
<b>Total Uniforms</b>	<b>24.84</b>
Court Officer - Court Security (Full-Time)	2.00
Court Officer - Administration (Full-Time)	1.00
Detachment Admin Clerk (Full-Time)	2.00
Caretaker (Full-Time)	1.00
<b>Total Civilians</b>	<b>6.00</b>

(1) "Full-Time Equivalent" (FTE) means a unit of at least 1,417 hours of policing services delivered to the Municipality by officers each year. It does not refer to an officer exclusively dedicated to this Agreement.

(2) The following position(s) will initially be costed at the Constable rate: Chief, Inspector. The Billing Statement will be updated to reflect actual position(s) and rate billed to the Municipality following a Rank Level Determination (RLD) process.

This proposal reflects the integrated policing concept, incorporating a policing services contract for the City of Dryden, along with other municipal and provincial policing responsibilities under one administration.

The Dryden Detachment Commander would be responsible to oversee all aspects of service delivery. The OPP contract complement identified in this proposal would be assigned to the policing needs of the City of Dryden. Administrative and support resources would be shared and costed accordingly. The detachment management including Staff Sergeant(s) and Sergeant / Platoon Leaders as applicable would provide assistance and supervision to the identified complement.

The OPP is committed to ensuring, where applicable and appropriate, that the proper transfer of police records (electronic and paper) from an amalgamated Police Service meets legislative requirements. A mandatory pre-screening process will be conducted to determine the state of record keeping and storage for all electronic and paper records for your Police Service (outside the Records Management System ie: Niche, Versadex). The purpose is to determine compliance with Adequacy and Effectiveness Standards/Police Service Guidelines, and to make recommendations that specifically identify actions to be completed prior to the amalgamation. Depending on the scope/complexity of the work identified for completion, additional resources may need to be assigned/secured by the Police Service, the OPP or the Municipality. The Municipality is responsible for the proper storage of electronic and physical records for the applicable retention period. If the Municipality cannot provide suitable storage, the OPP will assist the Municipality in identifying an alternative storage solution. Any costs associated with the storage of records are the responsibility of the Municipality. The Records and Information Management (RIM) process and requirements are outlined in the attached Appendix "A".

This proposal is based on the premise that all amalgamating employees will report to, and deploy from Dryden OPP Detachment. A one-time cost for alterations / modifications of the Dryden OPP Detachment facility required to accommodate the amalgamated members will be billed directly to the Municipality. In addition, the Municipality will be billed Accommodation costs based on a per officer cost, and this cost will be included in the OPP Contract Proposal Costing Summary.

The contract costs include a comprehensive range of services that are made available to the City of Dryden. For example, expenses relating to contract negotiations, arbitration, grievances, civil litigation, tendering/purchasing, information technology, fleet and telecommunications are included in the overall costing formula. These services often require considerable internal and external expertise and the high costs normally associated with such services are defrayed through the contract for OPP service.

*NOTE: The most recently approved costing formula shall apply in the calendar year following its approval.*

OPP salary costs are comprised of two components: base salary and the Provincial Responsibility Incentive. The rates are based on weighted average rates of all OPP municipal detachment staff by rank, level and classification. These costs are adjusted annually to reflect actual costs. Overtime is estimated at the provincial average. The provincial average is recalculated and updated annually as part of the cost-recovery formula, and it, too, is reconciled to actual usage during year-end adjustment process.

The City of Dryden will be required to establish a Police Services Board, as mandated by Section 10 of the *Police Services Act* that will generally determine objectives and priorities for policing service within the community, after consultation with the Detachment Commander. The Commissioner is committed to ensuring that the Detachment Commander of the Dryden OPP Detachment responds appropriately to the Board's advice and priorities in a manner consistent with the Board's identified concerns, expectations and needs.

Generally, all existing community service programs and community policing committees are maintained, in consultation with the Police Services Board.

Any new community service programs considered may be implemented after consultation with the City of Dryden Council, the City of Dryden Police Services Board and the Dryden Detachment Commander.

When a municipality chooses to receive police services from the OPP under contract, the OPP will ensure that the required resource levels are met. The shared infrastructure of the OPP broadens local access to resources, expertise, solutions, training and management without duplicating services. In this case, the City of Dryden will continue to benefit as additional staff are readily available from within the Dryden OPP Detachment as well as other detachments and regions, should the need arise.

It is long-standing OPP policy and practice to be accountable to the communities we serve. The Commander of the Dryden OPP Detachment, or designee, will report to the Police Services Board on a regular basis, as per the direction of the Board. The OPP is experienced in being accountable to the municipalities we serve. With over 100 contracts currently in place and future contracts pending, there is great emphasis placed on OPP accountability to Police Services Boards.

The Dryden Detachment will accept Criminal Record and/or Vulnerable Sector check requests from residents of the City of Dryden. Such checks will be conducted on, and for the person making the request. The OPP does not conduct criminal record checks on behalf of any third party.

If the City of Dryden chooses to accept an OPP contract for its policing service, the Dryden OPP Detachment Commander will assign resources, focusing on meeting the City's unique policing needs.

#### **Value for the City of Dryden:**

- Assurance of adequacy and effectiveness of police services;
- Dedication to resolving community issues through local involvement and community policing committees;
- Availability of additional staffing support from neighbouring detachments, regional headquarters and general headquarters;
- Access to a comprehensive infrastructure and specialized services (refer to the included "Services offered by the OPP" page for a list of support and services available); and
- Work with the Detachment Commander in determining the local policing priorities and objectives through the City of Dryden Police Services Board.

The estimated policing cost for 2019 associated to this proposal based on the Uniform and Civilian **2019 Salary schedules** is **\$4,754,600**. This **does not** include the related initial start-up costs of **\$663,066** as listed on the OPP Contract Proposal Initial Costs.

Each subsequent year's Annual Billing Statements will be calculated using the most current costs based on the latest approved OPP Cost Schedule.

Salary, benefits, overtime, statutory holiday payouts and shift premiums are reconciled at year-end to reflect the actual costs. The total number of Uniform FTE hours is also reconciled ensuring the minimum number of contractual hours were met. A breakdown of the costs has been included, as well as the salary and cost schedule for the year 2019.

**Please Note:**

Not included in this proposal are:

- The cost of maintaining the Police Services Board
- Any applicable costs associated with the storage of electronic and physical records
- Costs associated with the required systems upgrades and other detachment related facility items
- Any applicable revenues accruing to the Municipality as a result of police activity

(Note - This proposal expires six months from the date of presentation to Council. At that time the costs and service levels identified in the proposal will be subject to review and revision where necessary.)

The following page contains a list of services provided to your community by the OPP. A complete description of the services is included in the document entitled "OPP Policing Services Profile" The services described are included in the overall OPP costing formula.

# Services offered by the OPP to the City of Dryden

- 24 hour Proactive and Reactive Policing
- Aboriginal Policing Services
- Administrative Support Services
- Auto Theft Investigation
- Auxiliary Policing program
- Aviation Services
- Behavioral Sciences
- Breathalyzer/Intoxilyzer Technicians
- Business Planning
- By-law Enforcement (as mutually agreed upon, excluding animal control and building code by-laws)
- Canine
- Chemical, Biological, Radiological and Nuclear (CBRN) Response
- Child Pornography Investigation
- Communications/Dispatching
- Community Policing
- Community Safety Services
- Complaint Investigation
- Court Case Management
- Crime Prevention
- Crime Stoppers Program
- Criminal Investigation
- Crisis Negotiation
- Drug Enforcement
- Emergency Planning and Response
- Employee & Family Assistance Program
- Explosives Disposal
- Field Support Unit
- Forensic Identification
- Front Line Supervision
- Hate Crimes/Extremism
- Hostage Negotiation
- Human Resources Services
- Illegal Gaming Investigation
- Incident Command
- Intelligence Section
- Major Case Management
- Marine/Snowmobile/ATV
- Media Relations
- Offender Transport Services
- Organized Crime Investigation
- Dignitary and Justice Officials Protection and Investigation
- Recruiting
- Reduce Impaired Driving Everywhere (R.I.D.E.)
- Search & Rescue
- Sex Offender Registry
- Scenes of Crime Officers
- Surveillance (Electronic & Physical)
- Tactics and Rescue
- Technical Traffic Collision Investigation
- Threat Assessment
- Traffic Enforcement & Safety
- Training
- Underwater Search and Recovery
- Urban Search and Rescue
- Violent Crime Linkage Analysis (VICLAS)
- Victims Assistance

**2019 OPP Cost Schedule for Amalgamating Police Services  
(Based on 2018 Municipal Cost-Recovery Formula (1) )**

The following categories are taken into consideration when preparing the costing proposal:

<u>Item</u>	<u>2019 Estimates</u>	
Uniformed Staff Salaries (2)	Inspector	\$158,283
	Staff Sergeant	\$141,618 (Detachment Commander)
	Staff Sergeant	\$132,190 (Detachment Manager)
	Sergeant	\$118,511
	Constable	\$100,708
	Part-time Constable	\$ 80,183
Overtime Rate (Prov. Average) (2)	5.30% of uniformed staff salaries	
Shift Premium (2)	\$685 per uniformed member - Sergeant and below	
Statutory Holiday Payout (2)	\$3,564 per uniformed member (excluding part-time)	
Civilian Staff Salaries (2)	Court Officer	\$65,648
	Detachment Administrative Clerk	\$64,693
	Caretaker	\$56,333
Benefit Rates (2)	28.09% uniformed staff - non-commissioned (part-time 14.73%)	
	27.06% uniformed staff - commissioned	
	26.10% civilian staff (part-time 19.77%)	
	2% overtime payments	
Support Salaries and Benefits (Cost per uniformed member)	Communication Operators	\$6,564
	Prisoner Guards	\$1,715
	Operational Support	\$4,642
	RHQ Municipal Support	\$2,477
	Telephone Support	\$ 122
	Office Automation Support	\$ 644
	Mobile and Portable Radio Support	\$ 188
Other Direct Operating Expenses (ODOE) (Cost per uniformed member, unless otherwise stated)	Communication Centre	\$ 182
	Operational Support	\$ 811
	RHQ Municipal Support	\$ 232
	Telephone	\$1,373
	Mobile Radio Equipment Maintenance	\$ 163
	Office Automation - Uniform	\$2,140
	- Civilian	\$1,685
	Vehicle Usage (3)	\$5,198
	Detachment Supplies & Equipment	\$ 539
	Accommodation	\$ 627
	Uniforms & Equipment	\$1,944

- (1) *Municipal Cost-Recovery Formula is reviewed and updated annually. A revised cost recovery formula shall be applied in the calendar year following the review and costs shall be adjusted accordingly. The current cost recovery formula, the 2018 Municipal Cost-Recovery Formula, has been used to project costs for 2019.*
- (2) *Salary rates are based on weighted average rates of all OPP municipal detachment staff by rank, level and classification. The 2019 salaries were estimated based on the 2018 rates set in the 2015 to 2018 O.P.P.A. Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.9% for 2019 applied. The salary rates, benefit rates, statutory holiday payouts and shift premiums will be reconciled to the current year provincial average. Overtime is reconciled to actual costs allocated to the Municipality.*
- (3) *Vehicle Usage cost is calculated without depreciation of \$3,153, as initial start-up costs in the contract proposal includes the purchase cost of vehicles. Depreciation will not be billed for the duration of the contract.*



OPP Contract Proposal Costing Summary  
 CITY OF DRYDEN  
 Estimated Policing Costs for the period January 01, 2019 to December 31, 2019  
 Costs in accordance with the 2019 OPP Cost Schedule for Amalgamating Police Services

**Salaries and Benefits**

(Note 1)

**Uniform Members**

	Positions	\$/FTE	\$	
Inspector .....	0.42	158,283	66,479	
Staff Sergeant .....	0.42	132,190	55,520	
Sergeant .....	3.00	118,511	355,533	
Constable .....	19.00	100,708	1,913,452	
Uniform Position (Rank to be determined).....	(Note 2) 2.00	100,708	201,416	
<b>Total Uniform Salaries</b>	24.84			2,592,400
Overtime .....	(Note 3)			137,397
Statutory Holiday Payout .....		3,564	88,530	
Shift Premiums .....	(Note 4)	685	16,440	
Uniform Benefits .....	(Note 5)			730,268
<i>Total Uniform Salaries &amp; Benefits</i>				<b>3,565,035</b>

**Detachment Civilian Members**

(Note 1)

	Positions	\$/FTE	\$	
Court Officer (Court Security).....	Full-time 2.00	65,648	131,296	
Court Officer (Administration).....	Full-time 1.00	65,648	65,648	
Detachment Administrative Clerk .....	Full-time 2.00	64,693	129,386	
Caretaker .....	Full-time 1.00	56,333	56,333	
<b>Total Detachment Civilian Salaries</b>				382,663
Civilian Benefits .....	(Note 5)			99,875
<i>Total Detachment Civilian Salaries &amp; Benefits</i>				<b>482,538</b>

**Support Staff (Salaries and Benefits)**

Communication Operators .....	6,564	163,050	
Prisoner Guards .....	1,715	42,601	
Operational Support .....	4,642	115,307	
RHQ Municipal Support .....	2,477	61,529	
Telephone Support .....	122	3,030	
Office Automation Support .....	644	15,997	
Mobile and Portable Radio Support .....	188	4,670	
<i>Total Support Staff Salaries and Benefits Costs</i>			<b>406,184</b>

**Total Salaries & Benefits**

**4,453,757**

**Other Direct Operating Expenses**

Communication Centre .....	182	4,521	
Operational Support .....	811	20,145	
RHQ Municipal Support .....	232	5,763	
Telephone .....	1,373	34,105	
Mobile Radio Equipment Repairs & Maintenance .....	163	4,049	
Office Automation - Uniform .....	2,140	53,158	
Office Automation - Civilian .....	(Note 6) 1,685	5,055	
Vehicle Usage .....	5,198	129,118	
Detachment Supplies & Equipment .....	539	13,389	
Accommodation .....	627	29,907	
Uniform & Equipment .....	(Note 7) 1,944	48,289	
Uniform & Equipment - Court Officer .....	(Note 8) 929	2,787	
<i>Total Other Direct Operating Expenses</i>			<b>350,286</b>

**Sub-total Estimated Gross Policing Costs**

4,804,043

Uniform & Equipment Year-One Adjustment

(Note 7/8)

(49,443)

**Estimated Annual Policing Costs**

**\$ 4,754,600**

**Uniform, Equipment and Vehicle Initial Costs**

(Note 9)

663,066

**Total Estimated Policing Costs Including Initial Costs**

**\$ 5,417,666**

## NOTES TO STATEMENT

This 2019 annual cost estimate is calculated based on costs detailed in the *2019 OPP Cost Schedule for Amalgamating Police Services*. The *OPP Cost Schedule* is updated annually and each year's estimate of annual municipal police service costs is based on the most recent schedule in effect.

- 1) Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2019 salaries were estimated based on the 2018 rates set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.9% for 2019 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2018-19). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Amalgamating staff subject to the Rank Level Determination process are indicated as "Uniform Position", for the purposes of this costing, the Constable salary rate has been applied. This amount is subject to change. The Municipality will be billed based on the finalized OPP rank classification.
- 3) Overtime is calculated for uniform members based on a provincial rate of 5.30% of uniform salaries. Overtime is reconciled to actual costs allocated to the Municipality.
- 4) Shift Premium is calculated at \$685 per Sergeant, Constable and Uniform Position (rank to be determined) and reconciled to actuals.
- 5) The benefit rates are 27.06% for commissioned uniformed officers, 28.09% of salaries for uniformed officers, 26.10% for civilian staff and 2% for overtime payments.
- 6) Office Automation - Civilian is calculated at \$1,685 per detachment administrative member, including the 1 Court Officer (Administration).
- 7) Uniform & Equipment is calculated at \$1,944 per uniformed member. The first year of the contract the Municipality will be required to pay for the Inspector and the Staff Sergeant portion only in the amount \$1,633. A reduction of \$46,656 will be applied based on the number of amalgamating officers as initial costs are charged for the first year and therefore the per uniformed member costs will not be charged in year one of the contract.
- 8) Uniform & Equipment - Civilian Court Officer is calculated at \$929 per Civilian Court Officer. A reduction of \$2,787 will be applied the first year of the contract based on the number of amalgamating court officers as initial costs are charged for the first year and therefore the per civilian court officer member costs will not be charged in year one of the contract.
- 9) Uniform, Equipment and Vehicle Initials Costs as detailed on OPP Contract Proposal Initial Costs, does not include costs associated with required systems upgrades and other detachment related facility areas. These expenditures will be invoiced separately.

OPP Contract Proposal Initial Costs  
CITY OF DRYDEN

<u>Uniform, equipment and vehicle</u>	<u>Quantity</u>	<u>Unit price</u>	<u>Total price</u>
Uniform and equipment - non-commissioned	24	\$ 3,893	\$ 93,425
Uniform and equipment - court officer	3	\$ 3,257	\$ 9,772
Uniform and equipment - civilian caretaker	1	\$ 661	\$ 661
Use of force equipment & initial training - uniform	24	\$ 2,995	\$ 71,880
Non-firearms use of force equipment costs - court officer - 1 baton 26 & 1 set handcuffs	3	\$ 185	\$ 554
C8a2 close quarter battle carbine per vehicle	8	\$ 2,190	\$ 17,520
Patrol vehicle	8	\$ 42,081	\$ 336,644
Mobile radio package opp-2 with repeater incl. initial installation	8	\$ 13,101	\$ 104,808
Portable radio	24	\$ 863	\$ 20,712
Decatur genesis ii select dual antenna radar moving radar	1	\$ 3,051	\$ 3,051
Kustom falcon hr stationary handheld radar	1	\$ 1,285	\$ 1,285
Dräger 6810 glc alcohol screening device	5	\$ 549	\$ 2,745
<b>Total Uniform, Equipment and Vehicle Costs</b>			<b>\$ 663,066</b>

**Additional Costs:**

*The costs associated with required systems upgrades and other detachment related facility items are NOT listed above. These expenditures will be invoiced separately.*

Examples of additional initial costs that have not been included in this proposal include, but are not limited to items such as:

- Beat Radio System
- Telephone/Data drop lines
- Building modifications and related equipment
- Gun Lockers
- Long Gun Vault - Cost per opening (includes base)

## OPP Contacts

Please forward any questions or concerns to Staff Sergeant Ed Chwastyk, Detachment Commander, Dryden Detachment, or Sergeant Kelly Withrow, Municipal Policing Specialist, Municipal Policing Bureau, OPP General Headquarters.

Staff Sergeant Ed Chwastyk

(807) 937-5577

Sergeant Kelly Withrow

(705) 329-6252

# Appendix "A"

Records and Information Management (RIM)

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### ***Pre-Amalgamation Records Review – Dryden Police Service***

Should the City of Dryden accept the contract policing proposal, the Records & Information Management Unit (RIM) of the Ontario Provincial Police (OPP) will attend the Dryden Police Service (DPS) to conduct an assessment of the status of the Police Service's recordkeeping practices/procedures.

A methodology was developed that assesses the current state of records using three categories; paper records, electronic records (servers, emails, etc.) and physical storage conditions; as well as the current records management processes. Should the initial assessment show that dedicated resources would be needed to bring all paper and electronic records to a mutually acceptable state so that they can be stored and/or transferred prior to amalgamation (including DVDs, e-mails and external storage devices), the OPP will provide expertise and oversight in the completion of this exercise.

DPS shall provide access to all paper and electronic records required to support the amalgamation processes, specifically files related to: payroll, attendance, employee performance and learning plans, and employee formal and informal discipline.

The record responsibilities will be assigned to one of the following: the Ontario Provincial Police (OPP), the Municipal Police Service (MPS) and/or the Municipality. Where possible, paper and electronic records (including DVDs, e-mails and external hard drives) will be identified, documented and assigned one of the following possible dispositions:

1. Document and destroy records/evidence that have reached their retention period at the time of the amalgamation, at the expense of the municipality.
2. Document and retain records/evidence, until the record/evidence has reached its retention period (i.e. Officer's Notebooks), at the expense of the municipality.
3. Document and notify/transfer records to a 3rd party agency.
4. Document and transfer active records (paper and electronic, including Records Management System/ Niche records) to the OPP.
5. Transfer to, and notify the Ministry of Attorney General (MAG) of all original crown briefs in possession of the Police Service, and destroy all copies of police briefs prior to amalgamation. Advise your MAG contact of the number of boxes being returned.
6. Ensure all Provincial Offence Notices (PONs) are transferred to the municipality or the Provincial Offences Act (POA) office.
7. Ensure all hard copy ViCLAS booklets (prior to 2013) are destroyed, and send Records Destruction Form (i.e. RM020) to the Provincial ViCLAS Centre. (OPP can provide a list of ViCLAS booklets in possession of the Police Service)

The OPP RIM Unit will work collaboratively with DPS to ensure the legislative/regulatory requirements of the *Police Services Act, R.S.O. 1990*, Sections 31(1) and 41(1) have been met, specific to the Management of Police Records as outlined in Section A1-007 of the *Policing Standards Manual (2000)*. In addition, the RIM Unit and DPS will certify that the amalgamation process is completed in accordance with the municipality's By-Law for the Retention of Police Records, the OPP approved Records Maintenance Manual and the *Archives and Recordkeeping Act, 2006*, and ensure the transfer/disposal of records is completed in compliance with the above. If the Municipality does not have a related By-Law, an appropriate solution will be identified to ensure the certification can be completed. The OPP is absolved of all legislative regulatory reporting requirements, both federal and provincial, related to the municipal police service prior to the amalgamation date.

## Civilian Governance Comparison of S. 10 PSA vs. S. 31 PSA

This chart shows a comparison of the legislated control a Police Services Board has over OPP Section 10 PSA policing and a municipal police service:

COMPARATOR	OPP POLICE SERVICE	OTHER POLICE SERVICE
<b>1. Civilian Governance Model</b>	Police Services Board – Mandatory pursuant to 10(2) PSA	Police Services Board – Mandatory pursuant to 27 (1) PSA
<b>2. Objectives and priorities</b> for delivery of police services within the Municipality	Determined by Board after consultation with the detachment commander – 10(9) (b) PSA	Determined after consultation with the Chief of Police – 31 (1) (b) PSA
<b>3. Policy</b> for the effective management of the police force	Local policy established by Board after consultation with the detachment commander – 10(9) (c) PSA	Establish policies for the effective management of the police force – 31 (1) (c) PSA, usually in consultation with the Chief of Police
<b>4. Selection</b> of the detachment commander/Chief of Police	Participate in the selection of the detachment commander – 10(9) (a) PSA	Recruit and appoint the Chief of Police and Deputies – 31 (1) (d) PSA
<b>5. Evaluation</b> of the detachment commander/Chief of Police	Monitor performance of detachment commander – 10(9) (d) PSA	Direct and monitor the performance of the Chief of Police – 31 (1) (e) PSA
<b>6. Maintenance of a complaints system</b>	Review the detachment commander's administration of the complaint system and receive regular reports – 10(9) (f) PSA	Establish guidelines for dealing with complaints under Part V – 31 (1) (i) PSA. Review the Chief of Police's administration of the complaint system and receive regular reports – 31 (1) (j) PSA
<b>7. Appoint the members</b> of the force	All hiring cost are covered under the agreement with the OPP, members are selected using the criteria of 43 (1) PSA	Board appoints members upon the recommendation of the Chief of Police. The force must advertise, test and screen candidates using the criteria of 43 (1) PSA
<b>8. Monitor secondary activities</b> of the police force members	The detachment commander provides regular reports to board on decisions made on secondary activities – 10(9) (e) PSA	The Chief of Police is required to provide regular reports on disclosures and decisions made on secondary activities – 31 (1) (g) PSA
<b>9. Indemnification</b> of members for legal costs	All indemnification costs are covered under the agreement with the OPP, in compliance with 50 (5) & (6) PSA	The Board sets guidelines and funds legal costs under an agreement with the local police association, in compliance with 50 (2) & (3) PSA