



The Community Policing Advisory Committee Terms of Reference

1.0 Mission Statement

The Mississippi Mills Community Policing Advisory Committee (CPAC) is to provide a mechanism for independent community guidance, governance and accountability for policing at the local level.

2.0 General

The responsibilities of the Mississippi Mills Community Policing Advisory Committee (CPAC) include, but shall not be limited to the following:

- a. To provide input to the Detachment Commander regarding priorities and objectives for police services in the community.
- b. To receive regular reports from the Detachment Commander concerning community policing issues, initiatives and statistics as requested by the Committee.
- c. To ensure meetings are open to the public. When public is excluded such exclusion shall only be done in accordance with Section 35 of the *Police Services Act*.
- d. To receive and address issues brought to the Board's attention by the citizens of Mississippi Mills.
- e. To attend community events and meetings, when reasonably practical and when invited.

3.0 Appointment of Committee

- a. The Committee shall consist of five (5) members. There shall be three (3) members appointed from the community and two (2) members of Council.
- b. All new appointees to the CPAC will receive training with respect to their roles and responsibilities.
- c. The CPAC shall elect a Chair and Vice-Chair and appoint a Secretary-Treasurer.
- d. All members of the CPAC shall sign a Code of Conduct for Committee / Board members.
- e. The CPAC shall meet at least four (4) times a year and a majority of the members shall constitute a quorum.

4.0 Committee Support

A staff resource person will be utilized for taking minutes and compiling the agenda. Additional staff resources may be utilized as required.

5.0 Expenses/Budget

Committee members may be compensated for extraordinary expenses incurred as a result of their membership on the Committee or its working groups on the basis that the expenditure was approved in advance.