



## CORNWALL POLICE SERVICE BOARD AUXILIARY MEMBER APPOINTMENTS

CPB016

<b>Subject</b> Auxiliary Member Appointments		<b>Revision Number</b>
<b>Distribution</b> Public	<b>Effective Date</b> June 19, 2025	<b>Amended</b>
<b>Applicable Standards</b> <a href="#">Section 91 of the Community Safety and Policing Act, 2019 (CSPA)</a>		<b>Re-evaluation Period</b> June 2027
<b>Special Instructions</b>		<b>Originator</b> Cornwall Police Service Board

### 1. RATIONALE

- 1.01 Section 91(1) of *Community Safety and Policing Act, 2019* (CSPA) empowers the Cornwall Police Service Board (the “Board”) to appoint Auxiliary Members without the need to seek approval from the Solicitor General.

### 2. POLICY STATEMENT

- 2.01 It is the policy of the Cornwall Police Service Board that the policy requirements set out in this document shall form part of the Board Policies and the Chief of Police is hereby directed to comply with these requirements in their administration and operation of the Cornwall Police Service. The Chief of Police shall establish policies with respect to the use of Auxiliary volunteers.
- 2.02 The Cornwall Police Service Board shall appoint Auxiliary Members in compliance with the CSPA.
- 2.03 The Chief of Police shall establish and maintain policies and procedures outlining the guidelines and requirements relating to Auxiliary Members.

### 3. PROCEDURES

- 3.01 The Cornwall Police Service Board may appoint a person as an Auxiliary Member if they:
- a) demonstrate commitment to valuing diversity and contributing to an inclusive working and learning environment;
  - b) have successfully completed Ontario Secondary School (or equivalent);
  - c) have the ability to work in a team environment;
  - d) possess strong communication skills;
  - e) have successfully completed auxiliary training provided by the Service;
  - f) possess a valid Ontario Driver’s License, Class G



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### **3.02 Authority:**

Section 91(5) states that an Auxiliary Member of a police service has the authority of a police officer if he or she,

- a) is accompanied or supervised by a police officer in accordance with the regulations made by the Minister and the procedures established by the chief of police; and
- b) is authorized to perform police duties by the chief of police.

### **3.03 Certificate of appointment**

The Cornwall Police Service Board shall issue a certificate of appointment to the person at the time of their appointment as an auxiliary.

### **3.04 The Cornwall Police Service Board shall specify in the certificate of appointment,**

- a) the name of the employer who may appoint the auxiliary member;
- b) the term of the appointment;
- c) the competencies relating to the volunteer program; and
- d) any weapons or prescribed equipment that the auxiliary is authorized to carry or use in the course of their duties; and

### **3.05 Use of Force Equipment**

The certificate of appointment shall authorize all Special Constables to carry or use:

- a) Handcuffs
- b) A baton

### **3.06 Termination: As per section 91(3), a police service board may suspend or terminate the appointment of an auxiliary member.**

### **3.07 Transition**

The following rules apply to a person who held an appointment as an auxiliary under the Police Services Act immediately before it was repealed:

- a) An appointment as an Auxiliary Member of a police force under the Police Services Act that a person held immediately before the Act was repealed continues under this Act and is deemed to have been made under this section. 2023, c. 12, Sched. 1, s. 35 (2).

Passed this 19<sup>th</sup> day of June 2025

**BY ORDER OF**

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**AMANDA BRISSON  
ACTING CPS BOARD CHAIR**