

Codiac Regional Policing Authority

Policy #: G-103
Category: Values and Ethics
Subject: Oath of Office for CRP Authority Members
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Framework

Police Act

Under s. 1.1(1) of the *Police Act*, the Minister of Justice and Public Safety shall (a) promote the preservation of peace, the prevention of crime, the efficiency of police services and the development of effective policing, and (b) coordinate the work and efforts of police forces and the RCMP within the Province.

Section 1.1(2) of the *Act* provides that the Minister may provide to boards, councils, police forces, a regional policing authority and the RCMP:

- (i) information and advice respecting the management and operation of police forces and the RCMP in handling special problems, and
- (ii) such other information as the Minister considers to be of assistance.

Finally, Section 1.1 (3) provides that subject to the *Act* and regulations, the Minister may issue guidelines and directives to any police force within the Province for the attainment of the purposes in s. 1.1(1) above.

Governance Guidelines

In 2011, the Department of Public Safety issued the Police Governance and Oversight in New Brunswick Policy Guidelines (“Governance Guidelines”). These Guidelines apply to a regional policing authority, as well as to other models of police governance in use in New Brunswick. The Guidelines suggest the following Oath of Office policy for police governance and oversight bodies:

“Upon appointment, all Board members will sign an oath of office and confidentiality agreement, in the form prescribed below.

I, _____, solemnly swear/affirm that I will, to the best of my judgment, skill, knowledge and ability, discharge my duties as a member of the _____ Police Board faithfully, diligently, impartially and confidentially, and according to the New Brunswick Police Act, any other Act, and any agreement, regulation, rule or by-law, and I will not, except in the discharge of my duties, disclose or make known any matter that comes to my

knowledge by reason of my appointment to the Police Board (so help me God).* (*Delete in cases of affirmation.)

The following individuals may administer the oath:

- a) The clerk, or
- b) A notary public or a commissioner of oaths; or
- c) A judge of the Provincial Court, the Court of Queen's Bench of New Brunswick or The Court of Appeal of New Brunswick.

Once administered, an oath will be signed and filed by the Executive Secretary of the Board and will be recorded in the Board minutes.

Board members will adhere to the principles of these declarations for the duration of their tenure as a member of the Board and beyond."

Policy

Upon their appointment, all CRP Authority members will sign an oath of office and confidentiality agreement in the form prescribed below:

I solemnly swear/affirm that I will, to the best of my judgment, skill, knowledge and ability, discharge my duties as a member of the Codiac Regional Police Authority (CRP Authority) faithfully, diligently, impartially and confidentially, and according to the New Brunswick Police Act, any other Act and any agreement, regulation, rule or by-law, and I will not, except in the discharge of my duties, disclose or make known any matter that comes to my knowledge by reason of my appointment to the CRP Authority (so help me God).

The following individuals may administer the oath/affirmation:

- a) a Municipal Clerk
- b) A notary public or commissioner of oaths; or
- c) A judge of the Provincial Court, The Court of Queen's Bench of New Brunswick or The Court of Appeal of New Brunswick.

Once administered, the oath/affirmation will be signed by the member, filed for safekeeping by the Executive Co-ordinator to the CRP Authority and recorded in the CRP Authority minutes.

CRP Authority members will adhere to the principles of the oath/affirmation during their tenure as a CRP Authority member and beyond.

Procedure:

1. The Chairperson will arrange to have a person qualified to administer the oath available to attend the first CRP Authority meeting that a new CRP Authority Member is attending.
2. The Oath of Office will be administered; this will be captured in the CRP

Authority minutes.

3. The Chairperson will ensure that the new CRP Authority Member signs the Oath of Office and Confidentiality Agreement.
4. The Chairperson will provide the signed Oath of Office and Confidentiality Agreement to the Executive Co-ordinator for safekeeping.