



**GREATER SUDBURY POLICE SERVICE BOARD BY-LAW
BY-LAW NO. 2025-009**

A By-Law to establish governance standards relating to the disclosure of secondary activities pursuant to the *Community Safety and Policing Act*.

WHEREAS Section 38(1) of the *Community Safety and Policing Act*, provides that the Board may establish guidelines consistent with Section 89 for disclosure of secondary activities and for decisions whether to permit such activities;

AND WHEREAS Section 89(6) of the *Community Safety and Policing Act* provides that the Board shall receive regular reports from the Chief of Police on disclosures and decisions made under Section 89;

AND WHEREAS it is deemed expedient for the Board to establish guidelines for compliance with the *Community Safety and Policing Act*,

AND WHEREAS 46(1) of the *Community Safety and Policing Act* authorized the Board, by By-Law, to make rules for the effective management of the police service;

NOW THEREFORE, the Greater Sudbury Police Service Board hereby enacts as follows:

1.0 DEFINITIONS

ACT

Means the *Community Safety and Policing Act* as amended.

BOARD

Means the Greater Sudbury Police Service Board.

CHIEF

Means the Chief of Police of the Greater Sudbury Police Service.

CONFLICT OF INTEREST

Means a conflict between the private interests and the official responsibilities of a member, either real or perceived.

MEMBER

Means an employee of the Greater Sudbury Police Service.

SECONDARY ACTIVITY

Means a paid or unpaid secondary activity.

PAID SECONDARY ACTIVITY

Means any business, undertaking or calling that involves financial gain or other benefit or consideration in which a member participates while not on duty.

UNPAID SECONDARY ACTIVITY

Means engaging in an activity that is not a paid secondary activity.

2.0 PROCEDURES

2.1 The Chief shall develop and maintain a procedure for the disclosure of all secondary activities pursuant to Section 89(1) of the Act which shall include, at a minimum that:

- a. All members of the Service engaged directly or indirectly in a secondary activity shall comply with Section 89 of the Act;
- b. All members shall submit their request to engage in secondary activity to the Chief for consideration;
- c. All members shall, upon becoming aware of an activity that they have already undertaken that may contravene the Act, disclose full particulars of the situation to the Chief; and
- d. Where a member makes application to engage in a secondary activity or discloses an activity they have already undertaken, the Chief shall ensure that the secondary activity does not contravene Section 89(1) of the Act and that the Chief has the sole discretion to determine whether the member is permitted to engage in the activity.

2.2 The Chief may rescind an approval to engage in a secondary activity where:

- a. It is determined that the secondary activity has become a contravention of the Act;
- b. The secondary activity has adversely affected the performance of the member; or
- c. The member refuses to comply with a restriction imposed on the secondary activity, which is in contravention of the Act.

2.3 Members shall request approval to continue to engage in a secondary activity while off duty due to sickness or injury.

3.0 CHIEF OF POLICE

Where the Chief proposes to engage in a secondary activity or becomes aware that an activity that he or she has already undertaken may contravene the Act,

the Chief shall disclose full particulars to the Board for approval consistent with Section 2 of this By-Law.

4.0 REPORTS TO THE BOARD:

4.1 The Chief shall provide an annual report to the Board outlining applications, disclosures and decisions made pursuant to Section 89(6) of the Act for the preceding year.

4.2 The report shall contain, at a minimum, the following information for both civilian and sworn members:

- a. The total number of applications to engage in secondary activities;
- b. The total number of disclosures of secondary activities made;
- c. The nature of each secondary activity applied for or disclosed;
- d. The total number of secondary activities approved by the Chief;
- e. The total number of secondary activities denied by the Chief;
- f. The reasons for each of the denials; and
- g. Any pending applications or disclosures.

5. In this By-law words imparting singular include the plural and vice versa.

6. EFFECTIVE DATE

6.1 By-Law 2003-2, as amended, and all By-Laws, sections of By-Laws and procedural policies of the Board inconsistent with the provisions of this By-Law are hereby repealed.

6.2 This By-Law shall come into effect on passage.

BY-LAW passed by the Greater Sudbury Police Service Board, this 17th day of December 2025.



Gerry Lougheed, Jr., Chair



Matthew Gatien, Board Administrator