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# HALDIMAND COUNTY

## Report CS-GM-07-2018 OPP Alternative Service Delivery Location Memorandum of Understanding



For Consideration by Council in Committee on October 30, 2018

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### OBJECTIVE:

To present a Memorandum of Understanding to authorize the Ontario Provincial Police's (OPP) use of a County facility, as an alternate police service delivery location on a temporary basis, in the event of an emergency situation preventing operations from the OPP's usual business premises.

### RECOMMENDATIONS:

1. THAT Report CS-GM-07-2018 OPP Alternative Service Delivery Location Memorandum of Understanding be received;
2. AND THAT the General Manager of Corporate Services be authorized to execute the OPP Alternative Service Delivery Location Memorandum of Understanding, included as Attachment #1 to Report CS-GM-07-2018, on behalf of the Corporation of Haldimand County;
3. AND THAT the Chief Administrative Officer be delegated the authority to approve any future housekeeping amendments to this Memorandum of Understanding, as and if required.

**Respectfully submitted:** Karen General, CPA, CGA, General Manager of Corporate Services

**Approved:** Donald G. Boyle, Chief Administrative Officer

### EXECUTIVE SUMMARY:

The Haldimand Ontario Provincial Police (OPP) Detachment Commander is required to have an alternate service delivery location(s) identified in the event that an emergency situation prevents operations from continuing at the OPP's Cayuga Detachment Headquarters. A Memorandum of Understanding is proposed which will provide the OPP with temporary use of either the Dunnville Multi-purpose Building or the Hagersville Fire Station, depending on circumstances.

### BACKGROUND:

The OPP undertook a risk management assessment of the Haldimand Detachment's "Continuity of Operations Plan" (COOP). As a result, the Detachment Commander was required to formally secure access to an alternate service delivery location (ASDL) in the event an emergency situation renders the Cayuga OPP Detachment as temporarily unusable.

### ANALYSIS:

A Memorandum of Understanding (MOU) has been prepared which will provide the OPP with temporary use of a Haldimand County facility in the event that normal policing operations cannot be conducted from their usual facilities due to an emergency situation (Attachment #1).

The highlights of the MOU are as follows:

- open ended term but subject to an annual review;
- identified ASDL sites are Dunnville Multi-Purpose Building and the Hagersville Fire Station, in that order;
- temporary use, not to exceed 30 days unless agreed to by the parties
- roles and responsibilities, including: access; sharing of the COOP; storage of related supplies/equipment; etc.; and
- dispute resolution mechanism.

County staff have reviewed the proposed MOU and have no concerns. It is unlikely that the ASDL's will ever need to be used in this manner; however, it is good planning to have a formal document that outlines the respective parties' roles and protects their interests within reason.

## **FINANCIAL/LEGAL IMPLICATIONS:**

The MOU outlines that the OPP will consider reimbursement of any incremental costs incurred by the County related to the OPP's temporary use of our facilities. There is also a Dispute Resolution Mechanism within the MOU to address issues of concern. Staff have also inserted an indemnification clause related to any claims that arise from OPP operations at a County owned ASDL facility.

## **STAKEHOLDER IMPACTS:**

The use of County facilities, by the OPP, will require coordination with the applicable County staff who manage the alternative service delivery site(s), being Dunnville Multi Purpose Building and Hagersville Fire Hall.

## **REPORT IMPACTS:**

Agreement: Yes

By-law: No

Budget Amendment: No

Policy: No

## **ATTACHMENTS:**

1. Memorandum of Understanding, between the Ontario Provincial Police - Haldimand County Detachment and Haldimand County, related to an Alternate Service Delivery Location