



# CIVIL ACTIONS MANAGEMENT AND DISPOSITION PRP-AI-002

Adopted: 1998/10/23  
Amended: 2000/11/27  
Amended: 2012/11/30  
Reviewed: 2015/09/25  
Amended: 2018/11/23  
Amended: 2019/09/27

## Policy Statement

*This policy provides direction with respect to the management and disposition of civil actions against the Board, the police service, and any individual members that may be named.*

## 1. Policy Requirements

- a) The Region of Peel Loss Management & Insurance Services section manages and disposes of all civil litigation matters on behalf of the Board, in accordance with *Region of Peel By-Law 32-2017 Execution of Documents*.
- b) The Board is informed through a report by the Region's Loss Management & Insurance Services of claims of an exceptional nature.
- c) Claims of exceptional nature include, but are not limited to:
  - i. A significant event reported or very likely to be reported by the media which could create or does create a negative perception or could impact the reputation of the Board and/or police service; and
  - ii. Claims that exceed the insurance deductible which may have significant issues of liability for the Board and the police service.
- d) The administration, supervision and disposition of civil actions shall be vested in the Region of Peel Loss Management & Insurance Services and with the appropriate police staff as designated by the Chief of Police.
- e) Immediately upon being served with a notice of an action, the Board will forward the claim to the Manager of the Region's Loss Management & Insurance Services for management and disposition.

## 2. Reporting

- a) On an annual basis, the Chief of Police will report publicly to the Board or Committee as designated by the Board.
- b) Annual reporting will contain the following information:
  - i. a statistical compilation of the number of civil actions ongoing;
  - ii. the type of civil action i.e. vehicle collisions, violations of the Charter of Rights and Freedoms, allegations of false arrest, negligent investigation, malicious prosecution, use of force;
  - iii. the number initiated in the past calendar year, and the number resolved the past year.
  - iv. statistical analysis to include a comparison to the previous year(s) and shall include associated costs paid including damages.

**3. Authority/Legislative Reference**

Regional Municipality of Peel By-Law 32-2017- Execution of Documents

Board Minute #247/00

Replaces: Civil Actions Initiated Against PRP – (II-KK-1) - Adopted 1998/10/28

Solicitors – (I-U-1) Adopted 1985/05/16

Solicitor Fees – (II-T-4) - Adopted 1977/04/14

Board Minute #96/12

Board Minute # 60/15

Board Minute #IC35-11-18

Board Minute #08-09-19

**4. Linkage to Appropriate Police Service Procedure/Directive**

PSB-LG-003 Delegated Authority