

## FAQ

# Forwarding of Complaints Under s. 155

**Q: What kinds of matters should be forwarded to LECA?**

**A:** For the purpose of section 155 of the CSPA, a complaint is one that:

- is made by someone who may file a complaint with LECA under section 154 of the CSPA
- is made in writing
- discloses potential misconduct by a police officer, special constable employed by the Niagara Parks Commission, or peace officer in the Legislative Protective Service
- includes the name, date of birth, and contact information of the person filing the complaint
- relates to incidents that took place, or formed part of a series of events that continued, on or after April 1, 2024.

**Q: We have received an anonymous complaint about a police officer, should we forward that to LECA?**

**A:** No, in accordance with section 155 and Rule 8.10 of the LECA Rules of Procedure, a complaint should only be forwarded to LECA if it includes the name, contact information and date of birth of the complainant.

Anonymous complaints are not considered formal complaints and shall not be forwarded to LECA under s. 155.

**Q: What should the police services boards do, if they receive an anonymous complaint about a potential misconduct by the chief/deputy chief?**

**A:** If the police services boards receive an anonymous complaint about a potential misconduct by the chief or deputy chief of their service, they may notify LECA in accordance with section 197 of the CSPA and through e-Notification portal.

**Q: We have received a voicemail from a member of the public about a potential misconduct by an officer, should we forward that to LECA?**

**A:** No, in accordance with LECA Rules of Procedure, a complaint should only be forwarded to LECA if it is in writing. The entity receiving the message may ask the complainant to reach out to LECA directly or provide their concerns in writing.

**Q: A member of the police service has filed a complaint with the chief against another member of the same service. Can we forward that complaint to LECA?**

**A:** No, as a member of the police service is prohibited from filing a complaint against members of the same service, such a complaint cannot be forwarded to LECA. The matter however maybe subject of a notification by the chief in accordance with section 197 of the CSPA and O. Reg. 406/23: DISCIPLINE and [LECA Guideline 007](#)

**Q4: A Board member has become aware of potential misconduct by a police officer through a resident. Can the Board member file a complaint with LECA?**

**A:** No, under section 154(2) of the CSPA, a member or employee of a police service board may not file a complaint in respect of a member of a police service maintained by the board. However, if the board member receives a complaint in accordance with rule 8.10 of the LECA Rules of Procedure, they may forward that to LECA.

**Q: Should we forward a complaint from a member of the public, when they expressed an unwillingness to file a formal complaint?**

**A:** No, A complaint should not be forwarded to LECA when the complainant has explicitly indicated that they do not wish to file a complaint with LECA.

**Q: How does LECA deal with public complaints that are forwarded by other entities under s. 155?**

A. Complaints forwarded under section 155 will be treated as if the complaint had been made by the complainant directly to LECA. LECA will contact the complainant to ask that they complete a complaint form in accordance with the LECA Rules of Procedure.