



**REGIONAL MUNICIPALITY OF NIAGARA  
POLICE SERVICES BOARD**

**PUBLIC AGENDA**

**Thursday, June 25, 2020 at 8:30 am**

**VIA TELECONFERENCE**

*Due to the efforts to contain the spread of COVID-19, Niagara Regional Police Headquarters will not be open to the public to attend Board meetings until further notice. To hear the audio live stream meeting proceedings, please visit: <https://calendar.niagarapolice.ca/meetings>*

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**CALL TO ORDER**

**ROLL CALL**

**DECLARATIONS OF CONFLICT/PECUNIARY INTEREST**

**MINUTES OF THE PREVIOUS MEETINGS**

**99. Minutes of the Public Board Meeting held Thursday, May 21, 2020.**

Moved by:  
Seconded by:

**That the Minutes of the Public Board Meeting held Thursday, May 21, 2020 be adopted as circulated.**

**REPORTS FROM THE BOARD CHAIR**

**REPORTS FROM THE CHIEF OF POLICE**

**PRESENTATIONS**

**CONSENT AGENDA**

- 100. Ministry of the Solicitor General – PSB Reappointment of Ken Gansel** – Letter dated May 25, 2020 from the Honourable Sylvia Jones, Solicitor General of Ontario, confirming re-appointment of Ken Gansel to the Niagara Police Services Board for a period of three (3) months effective from May 31, 2020, or until such time as an appointment has been made by Order in Council, whichever occurs first.
- 101. NRPS 1 District (St. Catharines) Project Status Report** – Memo dated June 11, 2020 from Nicole Menard, Senior Project Manager, Construction, Energy, & Facilities Management, Niagara Region, providing the Board with a Project Status Report on the NRPS 1 District facility for April/May 2020; and PSB Site Status Report #20 dated June 12, 2020 from Board Chair Ken Gansel.

102. **Annual Report – Arrest - January 1 to December 31, 2019** – Service report dated May 4, 2020 submitted in accordance to the reporting requirements set out in Board By-law 197-2000.
103. **Annual Report – Canine Unit - January 1 to December 31, 2019** – Service report dated June 4, 2020 submitted in accordance to the reporting requirements set out in Board By-law 316-2012.
104. **Annual Report –Collection, Preservation & Control of Evidence & Property - January 1 to December 31, 2019** – Service report dated June 3, 2020 submitted in accordance to the reporting requirements set out in Board By-law 212-2000.
105. **Annual Report – Crisis Negotiation - January 1 to December 31, 2019** – Service report dated June 4, 2020 submitted in accordance to the reporting requirements set out in Board By-law 245-2000.
106. **Annual Report – Emergency Planning - January 1 to December 31, 2019** – Service report dated June 8, 2020 submitted in accordance to the reporting requirements set out in Board By-law 248-2000.
107. **Annual Report – Hostage Rescue - January 1 to December 31, 2019** – Service report dated June 5, 2020 submitted in accordance to the reporting requirements set out in Board By-law 243-2000.
108. **Annual Report – Internal Task Forces - January 1 to December 31, 2019** – Service report dated June 3, 2020 submitted in accordance to the reporting requirements set out in Board By-law 202-2000.
109. **Annual Report – Officer Note Taking - January 1 to December 31, 2019** – Service report dated May 19, 2020 submitted in accordance to the reporting requirements set out in Board By-law 213-2000.
110. **Annual Report – Ontario Sex Offender Registry - January 1 to December 31, 2019** – Service report dated June 3, 2020 submitted in accordance to the reporting requirements set out in Board By-law 318-2012.
111. **Annual Report – Police Response to High Risk Individuals - January 1 to December 31, 2019** – Service report dated June 3, 2020 submitted in accordance to the reporting requirements set out in Board By-law 340-2013.
112. **Annual Report – Search and Seizure - January 1 to December 31, 2019** – Service report dated June 9, 2020 submitted in accordance to the reporting requirements set out in Board By-law 203/204-2000.
113. **Annual Report – Sexual Assault Investigations - January 1 to December 31, 2019** – Service report dated June 8, 2020 submitted in accordance to the reporting requirements set out in Board By-law 313-2011.
114. **Annual Report – Skills Development and Learning Plan - January 1 to December 31, 2019** – Service report dated June 3, 2020 submitted in accordance to the reporting requirements set out in Board By-law 250-2000.
115. **Annual Report – Tactical Units - January 1 to December 31, 2019** – Service report dated June 5, 2020 submitted in accordance to the reporting requirements set out in Board By-law 242-2000.
116. **Annual Report – Underwater Search and Recovery Unit - January 1 to December 31, 2019** – Service report dated June 3, 2020 submitted in accordance to the reporting requirements set out in Board By-law 273-2005.

Moved by:  
Seconded by:

**That the information be received.**

#### **NEW BUSINESS**

- 117. NRPS 2020-2022 Diversity, Equity & Inclusion Strategic Plan** – Service report dated June 9, 2020 requesting the Board support the implementation of the Niagara Regional Police Service 2020-2022 Diversity, Equity & Inclusion Strategic Plan developed to advance the NRPS efforts to engage communities of focus and implement programs that will provide police with opportunities to interact with Niagara's diverse community, and allow diverse members of the Service a greater voice within the organization.

Moved by:  
Seconded by:

**That the Board endorse the implementation of the Niagara Regional Police Service 2020-2022 Diversity, Equity & Inclusion Strategic Plan.**

#### **OTHER NEW BUSINESS**

#### **IN CAMERA REPORTS**

(THERE ARE NO IN-CAMERA REPORTS FROM THE MAY 21, 2020 CONFIDENTIAL MEETING)

#### **ADJOURNMENT**

***During the COVID-19 pandemic, the Board will conduct its meetings virtually, through teleconference. The audio recording will be posted to the Niagara Police Services Board YouTube Account for members of the public to access. If there are any questions or concerns, please contact the Executive Director to the Police Services Board at 905-688-4111, Extension 5170 (office) or [psb@niagarapolice.ca](mailto:psb@niagarapolice.ca)***



**REGIONAL MUNICIPALITY OF NIAGARA  
POLICE SERVICES BOARD**

**PUBLIC MINUTES**

**Thursday, May 21, 2020**

**VIA TELECONFERENCE**

**CALL TO ORDER**

The Public Meeting of the Niagara Regional Police Services Board commenced at 8:33 am.

**ROLL CALL**

**PSB MEMBERS:**

- Mr. K. Gansel, Chair
- Mr. B. Steele, Vice Chair
- Mr. H. D'Angela
- Mr. D. Eke
- Mr. B. Gale
- Mr. K. Gibson
- Ms. T. McKendrick

- Ms. D. Reid, Executive Director
- Ms. D. Cichocki, Executive Assistant

**NRPS MEMBERS:**

- Chief of Police B. MacCulloch
- Deputy Chief B. Flynn, Operational Support
- Deputy Chief B. Fordy, Support Services
- Superintendent D. Meade, Executive Services
- Superintendent C. White, District Operations
- Superintendent R. Frayne, Operational Support
- A/Superintendent J. Leigh, Emergency & Investigative Services
- Mr. A. Askoul, Director of Information and Technology
- Insp. D. Masotti, Executive Officer, Chief of Police
- D/Sergeant N. Dave, Executive Officer, Deputy Chief of Police
- Ms. S. Sabourin, Media Relations Specialist

**OTHERS:**

- Mr. C. Herapath, Police Services Advisor, Ministry of the Solicitor General

**DECLARATIONS OF CONFLICT/PECUNIARY INTEREST**

There were no declarations of conflict or pecuniary interest.

**MINUTES OF THE PREVIOUS MEETINGS**

**73. Minutes of the Public Board Meeting held Thursday, April 23, 2020.**

- Moved by: H. D'Angela
- Seconded by: B. Steele

**That the Minutes of the Public Board Meeting held Thursday, April 23, 2020 be adopted as circulated.**

**Carried.**

## REPORTS FROM THE BOARD CHAIR

**Teleconference Meeting Advisement** - Police Service Board Chair Ken Gansel welcomed all participants to the Teleconference Public Meeting of the Niagara Police Services Board. He stated that the Board believes holding its monthly meeting this way and at this time, is the appropriate and responsible approach to the current circumstances as government, public authorities and members of the public all work together to address the unique and difficult challenges presented by the COVID-19 pandemic. Chair Gansel thanked everyone for joining the Board's tele-meeting and he recognized the Niagara Region residents, members of the media, and Niagara Regional Police staff who were listening online for their support and staying connected.

Chair Gansel said these are unprecedented times that we are living through and the daily updates from the Prime Minister and the Premier are stark reminders about our current reality. As the pandemic continues to evolve, he took the opportunity to thank Chief MacCulloch, his Executive Leadership Team, and the Uniform and Civilian Members of the Niagara Regional Police Service, who continue to work around the clock to keep Niagara's residents safe. These women and men are working under difficult circumstances, with rules and processes that are changing daily.

It is also critically important that the Board is able to continue with its governance and oversight work. While members can't meet in person as we normally do, these difficult times require us to think differently about how we will conduct our business. This Board is doing the best it can and is thankful to everyone that has worked to get the Board to this point. This is the second public tele-meeting and a lot of measures have been taken to ensure that the meeting runs smoothly.

**Tribute to Indigenous Lands** – Although this meeting is taking place on the phone, the Board acknowledges the land on which the tele-meeting is held, is the traditional territory of First Nations peoples. In particular the Board recognizes and thanks the Haudenosaunee and Anishinaabe peoples, for their stewardship of these lands over the millennia as well as the First Nations peoples in Canada for their ongoing and important roles in caretaking of the lands beneath our feet whenever we stand on Turtle Island.

**Welcome To Ministry Policing Services Advisor** - On behalf of the Board, Chair Gansel welcomed Chris Herapath to the meeting. Chris is with the Ministry of the Solicitor General and he serves as a Policing Services Advisor to Police Boards in Ontario. On January 1, 2020, Chris was assigned by the Ministry to Zone 4 Police Boards and he participated in the tele-meeting as part of his regular visits to Police Boards across the Province.

**Canadian Association of Police Governance – Webinar Session** - On May 12<sup>th</sup>, the Board participated in the CAPG Webinar entitled, "Human Trafficking in Canada: What Police Governance Authorities Need to Know". The CAPG offers monthly webinars as an educational resource to keep boards and police executives apprised of issues currently impacting the policing community.

**OAPSB 2020 Annual General Meeting – Zoom Virtual Webinar** - On May 29<sup>th</sup> at 3:00 pm, the Ontario Association of Police Services Boards will hold its 2020 Annual General Meeting by Zoom Virtual Webinar. Board Members interesting in participating in the AGM webinar are asked to confirm with Board staff.

**1 District Facility Project** - The Board was pleased to hear the recent report from the Region that the NRPS 1 District construction project was able to remobilize following the recent announcement from the Provincial Government that construction can resume and essential workplaces limits have been lifted. Member Eke is Chair of the Board's Accommodation Steering Committee and he will attend the next Joint Region and Police Facilities Steering Committee meeting scheduled for June 2<sup>nd</sup>.

### Upcoming PSB Meetings

- **Next PSB Committee Meeting** – Thursday, June 11<sup>th</sup> at 8:30 am.
- **Next Regular Monthly Board Meeting** – Thursday, June 25<sup>th</sup> at 8:30 am.

## REPORTS FROM THE CHIEF OF POLICE

**Continuing COVID-19 Situation** - Chief MacCulloch provided an update on the COVID-19 situation. Given the continuing spectre of the looming pandemic, the Service will continue to manage and evolve with the situation as it pertains to the Niagara Region and the impact on all Niagara Regional Police Service members. The Government of Ontario recently extended the State of Emergency until June 2, 2020 and there is a continual easing of some of the restrictions imposed as a result of the enactment of the *Emergency Management and Civil Protection Act* (EMCPA), which was enacted over two months ago. This includes retail stores being allowed to re-open in a modified manner with curbside pickup and delivery, and the opening of hardware stores and garden centres with specific measures in effect to ensure the continued practice of physical distancing. Other areas of the economy opening up with restrictions include golf courses, marinas, and businesses that board animals. Even with the re-opening of certain establishments and people returning to the workplace, life is far from back to "normal" and the Province and Public Health authorities continue to stress physical distancing, frequent handwashing and staying at home when ill. The Niagara Regional Police Service continues to encourage its members to observe these safety measures, both in the workplace, as well as in their personal lives when off-duty.

The Pandemic Business Continuity Committee continues to meet regularly to adapt needed methods in the ever changing reality that COVID-19 has presented. The Committee is now turning its focus on developing a comprehensive strategy on how to return members safely back to the workplace who have been working remotely from home. The Service will be vigilant and methodical in its approach to ensure the safety of all members while remaining flexible and adaptable to changing circumstances based on a combination of government and public health direction and what is transpiring in the community and in the workplace.

As part of the measured approach, once the Government of Ontario's State of Emergency has been lifted, there will be a 30 day delay in police staff returning to the workplace in order to monitor the experiences of other public and private sector workplaces in the community. Members will be advised of any changes that are being implemented as decisions are made regarding this strategy. The Service is also remaining alive to the three stage approach to recovery as established by the Government of Ontario and will adjust and adapt to the various considerations accordingly as police personnel transition through the different stages. The Service is currently in Stage 1, which was implemented this week, and will modify accordingly as to when Stages 2 and 3 are implemented.

The Service continues working with the Region and local municipalities for guidance through these evolving times. Police also participate in the Emergency Operations Centre (EOC). Included within this mutual cooperation framework, members of the Service have at times assisted municipal by-law officers in ensuring the compliance of Emergency Orders through education and in some cases through being present when necessary enforcement action has been taken for offences committed. The Niagara Regional Police Service to date has itself issued two Provincial Offences Act notices for failing to comply with Emergency Orders and has received 406 COVID-19 specific calls for service related to EMCPA Emergency Orders. Included in these calls for service, 106 involved the education and/or warnings by officers and 120 were forwarded to respective municipal by-law officers for further action. Chief MacCulloch thanked all the municipalities, and in particular their enforcement personnel, who continue to manage and deal with the various evolving Emergency Orders and respond to the various issues and concerns identified within their communities.

The Service continues to maintain an adequate supply of N95 masks, surgical masks, gloves, hand sanitizer and wipes. This supply of PPE's and the supply chains continues to be monitored and assessed to ensure the Service is well positioned for any future possibilities.

As previously mentioned during last month's Board meeting, the Service has a redeployment strategy in place should the Service be impacted by sworn members becoming ill or required to stay home due to self-isolation or quarantine. This has meant the redeployment of officers from certain specialty units to work shifts concurrent with various frontline personnel to allow for quick redeployment if required. As of this date, the NRPS has no confirmed cases of COVID-19 affecting any personnel. In regard to absenteeism, the Service continues to do well with these numbers. As of May 19<sup>th</sup>, the Service's absenteeism rate is 25 members out of the workplace due to COVID-19 related reasons, two of which are frontline uniform members, being 0.6% of our total frontline uniform

strength, absent due to COVID-19 related issues. Since the start of the pandemic's impact on the Niagara Region in March, the Service has been able to maintain adequate staffing levels and resultantly has not had to cancel any scheduled time off of members.

The Service continues to have members working from home who have been issued necessary technical equipment such as laptops. Although these numbers are subject to demand and may very well fluctuate, there are currently 78 members of the Service, predominantly civilian however some sworn staff as well, working from home at this time. Another 181 members are currently involved in various shift rotations sometimes working from home and sometimes attending the workplace when required. The Service continues to utilize the Mobile Support Unit (MSU) which was created in response to the COVID-19 situation. The MSU is able to respond to lower priority calls for service by way of making contact with complainants by phone or by other similar means. This alleviates call volume pressures on our frontline officers and minimizing unnecessary physical interaction between officers and members of the public when appropriate, keeping with the spirit of physical distancing during these difficult times.

Initially, when the first EMCPA Emergency Orders were enacted on March 17, 2020, the Niagara Regional Police Service experienced a drop in volume of calls for service. Since then, calls for service volume has steadily increased, and for the most part is now back to pre-pandemic levels or higher. Further, there has and continues to be COVID-19 related calls for service, however there has been no significant deviation of calls for service in respect of geographical area as it pertains to any vulnerable group or any serious breaches of the peace related to the pandemic.

To date, since the COVID-19 situation started to impact Niagara Region and the Service, Chief MacCulloch has issued 38 update mass email messages to ensure members of our Service have the most current information. Messaging to members has also included virtual Town Hall meetings where personnel have the ability to pose questions to the Chief of Police. Board members are also provided with the updates to ensure the Board is aware of all the developments as it pertains to the NRPS operating in the era of COVID-19.

Chief MacCulloch spoke to the continued cooperation and concern on the part of the Niagara Regional Police Association and Senior Officers' Association through these unprecedented times. An NRPA representative continues to sit on the Niagara Regional Police Service Pandemic Business Continuity Committee as police navigate through the various issues and Emergency Orders. The Associations continue to show flexibility in the application of the Collective Agreements, which include staggered start times for tours of duty and the temporary cessation of required two person patrol vehicles, with some exceptions as it pertains to recruit constables, all in order to practice proper physical distancing. The Service will continue to work within the boundaries of any Collective Agreements through these COVID-19 times and will continue to work collaboratively with the Niagara Region Police Association and Senior Officers Association.

The Service continues to see a shift in communication among members as more meetings and personnel interactions are being conducted by virtual means in order to maintain physical separation and minimize contact among members. This is in addition to the internal measures that continue to be taken to ensure cleanliness and the regular disinfection of Service workspace.

Chief MacCulloch once again offered a heartfelt thanks to all the members of the Niagara Regional Police Service Pandemic Business Continuity Committee who first met on March 12<sup>th</sup> to address the anticipated arrival of the COVID-19 virus to our Region and its impact. He also extended his heartfelt thanks to all other members of the Service who in their own way continue to contribute through this pandemic to ensure the safety of all members and in serving the community as the public continues to look to the Service for reassurance in continuing to keeping our communities safe. The NRPS as a Service and the citizens we serve still have a long road ahead and we must all be diligent and patient with the realities of life today of which includes fear of illness, isolation from our extended families and physical distancing just to name a few. The path to getting back to normal as best we can will be a slow and careful process.

**SIU Case Closure – Incident of August 24, 2019** - A Niagara Regional Police Service officer was conducting speed enforcement on Regional Road 65 in the Township of West Lincoln when a motorcycle passed him travelling westbound on Regional Road 65 registering a speed of 167 kilometres an hour. The motorcycle continued westbound and as it approached Abingdon Road, West Lincoln, another Niagara Regional Police officer in this area attempted to flag down the motorcycle. The motorcyclist seeing this, slowed down, conducted a U-turn and then fled eastbound on Regional Road 65 back in the direction of where the initial NRPS officer recorded the excessive rate of speed. The motorcyclist while passing the initial NRPS officer's marked police vehicle which was now on the roadway, made contact with the vehicle causing the male operator to fall from the motorcycle. The motorcycle operator received medical attention as a result of the collision and it was determined that he suffered a separated shoulder and fractured finger. Given the injury, the SIU was notified and invoked their mandate to investigate. One NRPS officer was designated as a Subject Officer by the SIU and one NRPS officer was designated as a Witness Officer by the SIU.

On April 30, 2020, our Service received notification from SIU Director Joseph Martino. In his closure letter he advised that the Subject Officer safely positioned his vehicle ahead of the motorcycle's path of travel in order to deter the continued flight from police and effect apprehension of the motorcycle operator. Furthermore, the SIU has concluded in their investigation that there are no grounds for criminal charges against any officer and no concerns were expressed by the SIU Director in his notification letter.

#### **Operational Statistics:**

##### *Attempted Homicides*

- 0 for this reporting period.

##### *Homicides*

- 0 for this reporting period with a total of 2 for 2020 to-date compared to year-end totals of 7 in 2019, 2 in 2018, 3 to in 2017 and 1 in 2016.

**Welland Man Arrested for Homicide Incident of Sunday November 17, 2019** – Officers from 3 District responded to a report of a disturbance in the area of Lincoln Street and Coventry Road in the City of Welland. A 50 year old man from Welland who had been involved in the disturbance died in hospital the following day. Since November 2019, detectives from the Homicide Unit have been investigating the circumstances of the death. On May 12, 2020, detectives from the NRPS Homicide Unit arrested and charged a 55 year old Welland male with 2<sup>nd</sup> degree murder. Due to circumstances of this investigation, this matter was not initially confirmed as a homicide. However as a result of information gleaned since that time, this matter is now a confirmed homicide and an arrest was made accordingly. Resultantly, where previous reports to the Board have indicated that there were 6 homicides in 2019, there is now in fact 7 confirmed homicides for 2019.

##### *Fatal Motor Vehicle Collisions (MVC) (MTO Reportable)*

- 0 for this reporting period with a total of 3 for 2020 to date compared to year-end totals of 13 in 2019, 13 in 2018, 16 in 2017 and 16 in 2016.

##### *Life threatening Motor Vehicle Collision (MVC) (MTO Reportable)*

- 1 for this reporting period.

**Serious Injury MVC Incident of April 27, 2020** - Police responded to a report of a motor vehicle collision at the intersection of Dunn Street and Drummond Road in the City of Niagara Falls. Investigation determined that a 70 year old male was operating a GMC pick-up truck northbound on Drummond Road and proceeded through a red light at the intersection with Dunn Street. Also at this time, a 61 year old male was operating a Kawasaki motorcycle eastbound on Dunn Street through the intersection at Drummond Road when it was involved in a collision with the pick-up truck. The operator of the motorcycle was seriously injured and transported to an out of town hospital with injuries that were considered to be life threatening. The driver of the pick-up truck was not physically injured. The injuries to the motorcycle operator were eventually downgraded from life threatening and the male is at home continuing to recover. The driver and sole occupant of the pick-up truck has been charged with Careless Driving as per the Highway Traffic Act.

## **Enforcement Initiatives**

**Human Trafficking Investigation Leads to the Arrest of a Toronto Area Woman** - In March of 2020, detectives from the Niagara Regional Police Service Human Trafficking Unit commenced an investigation after reviewing internet based advertising. As a result of that investigation detectives formed grounds that a female Mexican national in her twenties was a victim of human trafficking. The offences are alleged to have occurred on March 1 and March 2, 2020, in the City of Niagara Falls. On April 24, 2020, the suspect was located and arrested by Toronto Police at the request of NRPS detectives. A 22 year old woman of no fixed address is facing numerous Human Trafficking related charges.

**Public Concerns of Off Road Motor Vehicles in Welland and Port Colborne** - Each spring the Niagara Regional Police Service (NRPS) receives an influx of off road motor vehicle complaints. This year the concerns from members of the public have started earlier and with a higher frequency. Many Welland and Port Colborne residents have expressed concerns over excessive noise, property damage and a lack of concern for public safety by some riders. Officers from the Welland and Port Colborne offices of the NRPS along with members of the Traffic Enforcement Unit have begun conducting regular patrols throughout the Welland and Port Colborne areas to address complaints related to off road motor vehicle infractions. The Niagara Regional Police Service would like to remind all riders of off road motor vehicles to operate safely and within the confines of the law while being respectful to others within the community.

Vice Chair Steele, who also serves as the Mayor of Port Colborne, advised that the City of Port Colborne is also receiving an influx of complaints relating to ATV's. Complaints received by the City of Port Colborne are being forwarded to the Staff Sergeant in charge of 6 District. Vice Chair Steele advised that discussions are being had with police, the St. Lawrence Seaway and GO Railways for solutions specific to the concerns being realized in Port Colborne. He requested that a more concerted effort be made and that an enhanced police presence be afforded to the City of Port Colborne given that the issue continues to escalate. Chief MacCulloch advised that the solution to the concerns being raised involves many stakeholders. The NRPS will continue to work with the City of Port Colborne and its community stakeholders. Chief MacCulloch also advised that the influx in complaints can be deemed as unintended consequences of the COVID-19 pandemic. Currently, many individuals are out of work and with having more free time on their hands are resorting to ATV recreational activities. Vice Chair Steele supported the comments made by Chief MacCulloch and further supported the implementation of protocols to address the concerns.

**Welland Man Charged following Altercation with Officers** - On May 10, 2020, 3 District uniform officers were called to the area of Niagara Street and 6<sup>th</sup> Street in the City of Welland regarding a suspected impaired driver. When officers arrived they located a male in the driver's seat of a parked vehicle. While officers were placing him under arrest, he became combative and an altercation ensued during which a Conducted Energy Weapon (CEW) was deployed. The male as well as an officer were transported to hospital with minor injuries where they were treated and released. The 39 year old male is facing charges in relation to the assault including attempting to disarm the officers involved.

## **PRESENTATIONS**

There were no presentations.

## **CONSENT AGENDA**

### **74. Quarterly Report - Overtime Activities Incurred by the NRPS – January 1 to March 31, 2020**

The Board considered Service report dated May 6, 2020 providing a five-year uniform and civilian quarterly trend analysis specific to the policing activities/issues that impact overtime.

- 75. Quarterly Report – Special Fund Administration – January 1 to March 31, 2020**  
The Board considered Service report dated April 14, 2020 submitted in accordance to the reporting requirements set out in Board By-law 376-2018.
- 76. Annual Report – Accessibility Standards for Customer Service - January 1 to December 31, 2019**  
The Board considered Service report dated April 20, 2020 submitted in accordance to the reporting requirements set out in Board By-law 366-2017.
- 77. Annual Report – Body Armour Equipment - January 1 to December 31, 2019**  
The Board considered Service report dated May 1, 2020 submitted in accordance to the reporting requirements set out in Board By-law 311-2011.
- 78. Annual Report – Citizen Rewards - January 1 to December 31, 2019**  
The Board considered Service report dated April 16, 2020 submitted in accordance to the reporting requirements set out in Board By-law 327-2012.
- 79. Annual Report – Disclosure of Secondary Employment - January 1 to December 31, 2019**  
The Board considered Service report dated April 30, 2020 submitted in accordance to the reporting requirements set out in Board By-law 284-2008.
- 80. Annual Report – Elder and Vulnerable Adult Abuse - January 1 to December 31, 2019**  
The Board considered Service report dated April 27, 2020 submitted in accordance to the reporting requirements set out in Board By-law 213-2000.
- 81. Annual Report – Explosives - January 1 to December 31, 2019**  
The Board considered Service report dated April 27, 2020 submitted in accordance to the reporting requirements set out in Board By-law 246-2000.
- 82. Annual Report – Firearms Training - January 1 to December 31, 2019**  
The Board considered Service report dated May 1, 2020 submitted in accordance to the reporting requirements set out in Board By-law 221-2000.
- 83. Annual Report – Fraud and False Pretence Investigations – January 1 to December 31, 2019**  
The Board considered Service report dated April 24, 2020 submitted in accordance to the reporting requirements set out in Board By-law 230-2000.
- Chair Gansel encouraged members of the public to visit the Niagara Regional Police Service website at [www.niagarapolice.ca](http://www.niagarapolice.ca) for information pertaining to fraud protection and some of the common known scams that occur by means of telephone, text message, email and door-to-door solicitations. The NRPS website also provides easy access to the Canadian Anti-Fraud Centre. The Canadian Anti-Fraud Centre collects information on fraud and identity theft and provides information on past and current scams affecting Canadians. In addition to contacting the Niagara Regional Police Service, victims of fraud can also contact the Canadian Anti-Fraud Centre to report crimes through the information provided at their site.
- 84. Annual Report – Management of Police Records - January 1 to December 31, 2019**  
The Board considered Service report dated April 29, 2020 submitted in accordance to the reporting requirements set out in Board By-law 291-2009.
- 85. Annual Report – Marine Unit - January 1 to December 31, 2019**  
The Board considered Service report dated April 14, 2020 submitted in accordance to the reporting requirements set out in Board By-law 227-2000.
- 86. Annual Report – Marked General Patrol Vehicles - January 1 to December 31, 2019**  
The Board considered Service report dated April 20, 2020 submitted in accordance to the reporting requirements set out in Board By-law 257-2003.

87. **Annual Report – Missing Persons - January 1 to December 31, 2019**  
The Board considered Service report dated April 27, 2020 submitted in accordance to the reporting requirements set out in Board By-law 294-2010.
88. **Annual Report - Persons in Custody – January 1 to December 31, 2019**  
The Board considered Service report dated April 30, 2020 submitted in accordance to the reporting requirements set out in Board By-law 208/225-2000.
89. **Annual Report – Police Uniforms - January 1 to December 31, 2019**  
The Board considered Service report dated April 29, 2020 submitted in accordance to the reporting requirements set out in Board By-law 259-2003.
90. **Annual Report – Suspect Apprehension Pursuits - January 1 to December 31, 2019**  
The Board considered Service report dated May 1, 2020 submitted in accordance to the reporting requirements set out in Board By-law 338-2013.

Moved by: D. Eke  
Seconded by: T. McKendrick

**That the information be received.**

**Carried.**

## **NEW BUSINESS**

91. **NRPS Financial Variance Overview – Year Ending March 31, 2020**  
The Board considered Service report dated May 7, 2020 providing an analysis of the 2020 first quarter financial operating results for the Service and the Board, along with the projected year-end forecast based on current indicators to include the impact of the COVID-19 pandemic.

The Board questioned the status of the 40 new officer hires and any foreseeable impact that it will have on overtime. Specific to the hiring of the said officers, Chief MacCulloch reminded that the hiring of those officers was deferred to July 2020; therefore the Service has yet to realize any impact on overtime relating to an increase in officer complement. In regard to the COVID-19 pandemic, Chief MacCulloch advised that currently police services across the province are awaiting direction from the Ministry of the Solicitor General with regards to the Ontario Police College and that there are talks of a recruit class commencing sometime in June. However, at this time, the Service does not have any confirmation as to when the next recruit intake will take place.

Moved by: K. Gibson  
Seconded by: B. Steele

**That the information be received.**

**Carried.**

92. **Records Management System (RMS) – Annual Maintenance/Support Renewal – June 1, 2020 to May 31, 2021**  
The Board considered Service report dated April 29, 2020 requesting approval of payment for continuation of the Records Management System annual maintenance and support services being provided to the Niagara Regional Police Service by Versaterm as indicated in the attached invoice and included in the 2020 Technology Services Operating Budget.

Moved by: T. McKendrick  
Seconded by: H. D'Angela

**That the Board approve payment of Invoice No. 2004-053 in the amount \$184,780.90, including HST (net of rebates), to Versaterm for continuation of the maintenance/support services being provided for the Service's Records Management System (RMS).**

**Carried.**

**93. Computer Aided Dispatch (CAD) - Annual Maintenance/Support Renewal – March 1, 2020 to February 28, 2021**

The Board considered Service report dated April 29, 2020 requesting approval of payment for continuation of the Computer Aided Dispatch annual maintenance and support services being provided to the Niagara Regional Police Service by Versaterm as indicated in the attached invoice and included in the 2020 Technology Services Operating Budget.

Moved by: D. Eke  
Seconded by: K. Gibson

**That the Board approve payment of Invoice No. 2003-029 in the amount \$258,657.64, including HST (net of rebates), to Versaterm for continuation of the maintenance/support services being provided for the Service's Computer Aided Dispatch (CAD) System.**

**Carried.**

**SPECIAL FUND REQUESTS**

*With respect to the Special Fund Requests noted below, this will clarify that the Board has a discretionary pool of funds, which it uses for grants and donations. Disbursements from the fund are in accordance with guidelines provided in the Police Services Act, and also with Board policy. Section 132(2) of the Police Services Act establishes that the Niagara Police Services Board has the sole authority for spending the proceeds from the sale of property which lawfully comes into the possession of the police service. The Act stipulates that "the Chief of Police may cause the property to be sold, and the Board may use the proceeds for any purpose that it considers in the public interest." These funds do not form part of the police operating budget and are separate from the Regional tax base.*

**94. Special Fund Request – Ontario Association of Police Services Boards (OAPSB)**

The Board considered memo dated May 1, 2020 from Deb Reid, Executive Director, Niagara Police Services Board, providing a copy of the correspondence received from the Ontario Association of Police Services Boards confirming cancellation of the OAPSB 2020 Spring Conference and the request for Police Services Boards to continue sponsorship for the virtual Annual General Meeting being held on May 29, 2020.

Moved by: D. Eke  
Seconded by: B. Gale

**That the Board continue its sponsorship in the amount of \$1,000.00 from the Special Fund to the Ontario Association of Police Services Boards (OAPSB) in support of its 2020 virtual Annual General Meeting.**

**Carried.**

**95. Special Fund Request – Niagara Regional Police Service Chief's Honour Guard**

The Board considered Service report dated May 8, 2020 requesting approval to purchase three ceremonial swords and the required accessories to accommodate the use of one sword by the Niagara Regional Police Service Chief's Honour Guard and the display of the additional two swords to commemorate the 50<sup>th</sup> Anniversary of the Service. *(This is a first time funding request from the Niagara Regional Police Service Chief's Honour Guard.)*

Moved by: B. Gale  
Seconded by: K. Gibson

**That the Board authorize a donation in amount of \$4,690.26 from the Special Fund to the Niagara Regional Police Service Chief's Honour Guard to assist with the purchase of three ceremonial swords and the required accessories to accommodate the use/display of each sword.**

**Carried.**

**OTHER NEW BUSINESS**

There was no other new business.

**IN CAMERA REPORTS**

(FOR PUBLIC RELEASE FROM THE APRIL 23, 2020 CONFIDENTIAL MEETING)

**96. Special Investigations Unit (SIU) Public Reporting** – The following reports were provided to the Board at its April 23, 2020 Confidential Board Meeting and were approved for public release:

- C.75 Special Investigations Unit (SIU) - Case Number 19-OCI-072**
- C.76 Special Investigations Unit (SIU) - Case Number 19-OCI-039**
- C.77 Special Investigations Unit (SIU) - Case Number 19-OCI-030**
- C.78 Special Investigations Unit (SIU) - Case Number 18-OCI-327**

Moved by: H. D'Angela  
Seconded by: B. Steele

**That, in accordance with Board direction, the above noted In Camera Reports be received for public information.**

**Carried.**

**97. Information Sharing Protocol in Response to the COVID-19 Pandemic Public Reporting** – Report C.89 was approved by the Board at its April 23, 2020 Caucus Board Meeting about an Information Sharing Protocol with the Chief of Police to ensure the Board continues to fulfill its statutory responsibilities to facilitate timely and informed decision-making in the context of the pandemic.

Moved by: B. Steele  
Seconded by: K. Gibson

**That, in accordance with Board direction, the above noted Information Sharing Protocol is reported back for public information.**

**Carried.**

98. **Board By-law 385-2020 – Disclosure of COVID-19 Status Information Public Reporting -** Report C.90 was approved by the Board at its April 23, 2020 Caucus Board Meeting, being a By-law to establish policy for the disclosure of COVID-19 status information in compliance with the direction and recommendations by the Ministry of the Solicitor General through its All Chiefs/Chairs Memorandums on this Regulation.

Moved by: H. D'Angela  
Seconded by: T. McKendrick

**That, in accordance with Board direction, the above noted Board By-law is reported back for public information.**

**Carried.**

## **ADJOURNMENT**

The Public Meeting adjourned at 9:41 am.

\_\_\_\_\_  
Kenneth A.W. Gansel, Chair

\_\_\_\_\_  
Deb Reid, Executive Director

**Solicitor General**

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 325-0408  
MCSCS.Feedback@Ontario.ca**Solliciteur général**

Bureau de la sollicitrice générale

25, rue Grosvenor, 18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél.: 416 325-0408  
MCSCS.Feedback@Ontario.ca

By email

May 25, 2020

Kenneth A. Gansel

Dear Kenneth A. Gansel:

As you are aware, you were appointed to the Regional Municipality of Niagara Police Services Board until May 30, 2020, at which time your appointment will expire.

Pursuant to subsection 27(10) of the *Police Services Act*, I hereby appoint you to the Regional Municipality of Niagara Police Services Board, effective from May 31, 2020, for a period of three (3) months, or until such time as an appointment has been made by Order in Council, whichever occurs first.

I would like to take this opportunity to thank you in advance for your valuable service to the Regional Municipality of Niagara Police Services Board.

Sincerely,

A handwritten signature in black ink, appearing to read "Sylvia Jones".

Sylvia Jones  
Solicitor General



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**MEMORANDUM**

**Subject: Niagara Regional Police Service 1 District Project Status Update**

**Date: June 11, 2020**

**To: Deb Reid, Executive Director, Police Services Board**

**From: Nicole Menard, Sr. Project Manager, Construction, Energy & Facilities Management, Niagara Region**

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We are pleased to submit our April/May 2020 NRPS 1 District Project Status Report Update.

Please don't hesitate to contact the undersigned should you have any questions or require additional information.

Respectfully submitted and signed by



---

Nicole Menard  
Senior Project Manager, Facilities  
Construction, Energy, and Facilities Management



# **Project Status Report**

**Niagara Regional Police Service - 1 District**

**April/May 2020**

**Issued: June 8th, 2020**

## **Executive Summary:**

Information contained in this report summarizes project activities from April 2020 to May 2020.

- Construction of the NRPS 1 District facility was awarded to Merit Contractors Niagara Ltd. for \$14,833,000.
- Merit Contractors mobilized on site April 1, 2019, and substantial performance is anticipated to be achieved by December 14<sup>th</sup>, 2020.
- All structural steel has been completed, including metal deck installations.
- The 2<sup>nd</sup> floor concrete slabs have been completed allowing the mobilization of the roofing contractor.
- The next milestone for the project is to complete the “closed in” status of the new facility.
- The project is tracking within the approved project budget of \$21,015,833.

## **Key Accomplishments / Project Status:**

Merit Contractors have been remobilized on site since May 5<sup>th</sup>, 2020:

- Continuation of Mechanical & Electrical rough-ins on both 2<sup>nd</sup> floor & ground floor levels.
- Completion of the main building roof, with only minor deficiencies to be performed along with the completion of the exterior roof canopies.
- Installations of the curtain wall framing is approx. 95% complete with approx. 70% of new glazing panels installed.
- Mechanical Rm. Equipment pads have been completed and sealed with new epoxy floor finish. Installations of mechanical equipment has commenced.
- Installations of in floor radiant heating has been completed, which has allowed for the 1<sup>st</sup> concrete slab pour on the ground floor. Interior metal stud installations have commenced at this location.
- Prep works (poly & in floor rebar reinforcement) has been completed to allow for the subsequent ground floor pour the first week of June 2020.
- Successful crane installations of both the gas generator and roof top unit, allowing for the start of gas and electrical connections.
- 2<sup>nd</sup> floor interior steel studs are moving along nicely with approx. 90% of the installations complete with the installations of drywall finish. Taping & sanding is approx. 35% complete.
- Exterior building envelop is approx. 80% watertight with the goal of being completely watertight by the beginning of July 2020.
- On site rough-ins for site light standards have been completed, along with minor finalized grading along the east elevation.
- Ground floor compaction has been started and prep for in floor reinforcement is being coordinated to allow for ground floor concrete slabs. (approx. 3 to 4 separate pours are scheduled to complete the ground floor)
- Construction meetings are being held bi-weekly on site with representation from the Contractor, Consultant, NRPS, and Region to monitor construction progress and address any site issues. Due to the current COVID-19 pandemic these

meetings are being held via conference call.

- The prime consultant and related site inspections are still maintaining on a monthly/weekly site visits as required, but will try to perform these when the site is quiet to allow for better social distancing measures.
- Steering Committee meetings are being held on a monthly basis to review overall project progress and to obtain approvals for any changes to the project scope.
- Monthly PSRs are being issued to ensure continued communication regarding projects status.

### **Current Issues & Project Risks:**

As of the last issued PSR (March 2020), Merit was still maintaining on-site works and practicing new COVID-19 related health and safety protocols. However, on April 3<sup>rd</sup>, 2020 the province of Ontario declared a further 'non-essential' workspace list. As a result, NRPS – One District was shut down on April 6<sup>th</sup>, 2020 due to the COVID-19 pandemic.

Upon additional announcement received by the province of Ontario on May 1<sup>st</sup>, 2020, the site was allowed to remobilize on May 4<sup>th</sup>, 2020. As of May 5<sup>th</sup>, 2020 Merit verified that they had returned to site and issued PM their new COVID-19 health & safety protocols as required.

The continued risk/challenge for this project will be having an active construction project during the current COVID-19 pandemic. Even with all the health & safety protocols in place; the possibility of an outbreak on site is always a possibility. The risk of construction related materials/supply chains being affected by the pandemic is still an on-going concern as well.

As a result of the site shut down and the reduced efficiencies on site related to COVID-19 health and safety measures the project schedule has been revised to reflect a Substantial Completion date of December 14<sup>th</sup>, 2020. Due to this delay in schedule; the PM identifies the risk of potential additional costs related to project both from the General Contractor and the Prime Consultant. To date no additional costs have been identified by either party.

The project team continues to work very closely together and holds bi-weekly conference calls to ensure continuation of communication and coordination of daily site activities. Our collective goal is to mitigate any potential delays and to deal with on-site matters in a timely manner.

<b>Budget / Cost Control:</b>
-------------------------------

The overall expenditures and commitments for the NRPS 1 District Project are tracking within the approved \$21,015,833 budget. The table below summarizes expenditures and commitments up to May 29<sup>th</sup>, 2020.

**Project Budget Summary:**

<b>Budget Item Description</b>	<b>Budget</b>	<b>Expenditures &amp; Commitments to Date</b>
Construction (including 3% construction contingency)	\$15,610,176.00	\$14,726,119.93
Consultants	\$1,178,759.00	\$1,178,759.00
Permitting	\$54,369.00	\$54,369.00
Furniture, Fixtures & Equipment	\$200,000.00	\$0.00
Owner Costs (including land costs)	\$1,626,611.00	\$1,486,001.95
Enabling Works (Site Remediation)	\$1,962,072.00	\$1,962,072.00
Project Contingency	\$84,807.00	\$0.00
Non-recoverable HST (1.76%)	\$299,039.00	\$279,925.86
<b>1 District Project Costs:</b>	<b>\$21,015,833</b>	<b>\$19,687,247.74</b>

*Values in Table include 1.76% non-recoverable HST.*

The total forecasted construction cost as of May 29<sup>th</sup>, 2020 is \$14,726,119.93. Merit Contractors has submitted thirteen (13) progress draws totaling \$7,102,421.32 (excluding HST) for work completed to date, representing 47.8% of the construction contract. We are tracking within the projects 3% construction contingency; as we are still running in a credit status.

The total forecasted construction cost, excluding HST, to the end of the current reporting period is summarized as follows:

**Forecasted Construction Cost:**

Original Contract Price:	\$14,833,000.00
Approved Changes to Date:	(\$-138,380.07) CR
Identified Risks & Proposed Changes:	\$31,500.00
Forecasted Construction Cost as of May 29 <sup>th</sup> , 2020	\$14,726,119.93
Value of Work Completed to May 29 <sup>th</sup> , 2020	\$7,102,421.32 (47.8%)

*Tracking and maintaining the project budget remains a top priority of the project team.*

## **Schedule:**

The project schedule has been revised to reflect a new substantial completion date to December 14<sup>th</sup>, 2020 from the last noted substantial completion date of October 5<sup>th</sup>, 2020.

The revision to the substantial completion date has been identified as a result of the current COVID-19 pandemic and the demobilization of the site during the month of April 2020.

The Region PM and Consultant team remain committed to working with Merit Contractors with providing information in a timely manner to mitigate any further impacts to the construction schedule. Occupancy is now anticipated to be achieved in early December 2020.

## **Objectives for Upcoming Reporting Period:**

Over the month of June 2020 the site will be working diligently to move progress ahead during the best weather season of construction. The milestone to have the new facility “watertight” is scheduled to be achieved for the beginning of July 2020. The exterior finishes installations (limestone, zinc panels etc.) will continue through till the end of July 2020 along with the commencement of exterior site works (final site grading and concrete curb installations). All remaining canopy roofing will be completed and the start of 1<sup>st</sup> floor interior studs and drywall by the end June 2020.

Alectra is currently scheduled to have permanent power to the site by mid-June 2020, allowing for final connections of equipment to be completed by the electrical sub-contractor. Mechanical and Electrical rough-ins will continue over the next month, along with installations of the facilities new fire alarm systems/sprinklers.

The project PM and Prime Consultant will continue to perform on-site visits to perform reviews of the on-going works and to provide direction to Site Supervisor as needed.

Continuation of owner related items such as furniture, signage, waste management etc. are well on their way and project PM suspects the projects furniture order will be placed at the beginning of July 2020. The project PM continues to hold stakeholder meetings to allow for the proper communication required with the NRPS.

The project team continues to work together to mitigate and identify any potential risks and/or delays for the project.

**Progress Photos:**



**Completion Structural Steel Fire Spray – South-East Elevation (Sallyport)**



**Scaffold installation along West Elevation - (commencement limestone installations)**



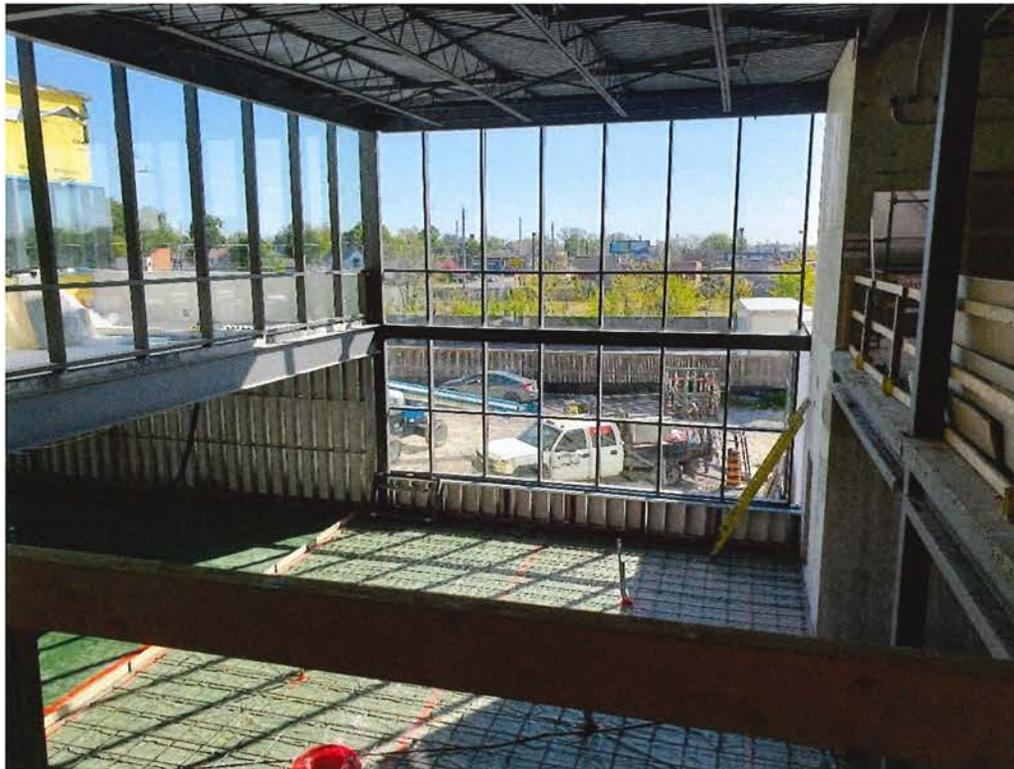
**Scaffold installation along South Elevation - (commencement limestone installations)**



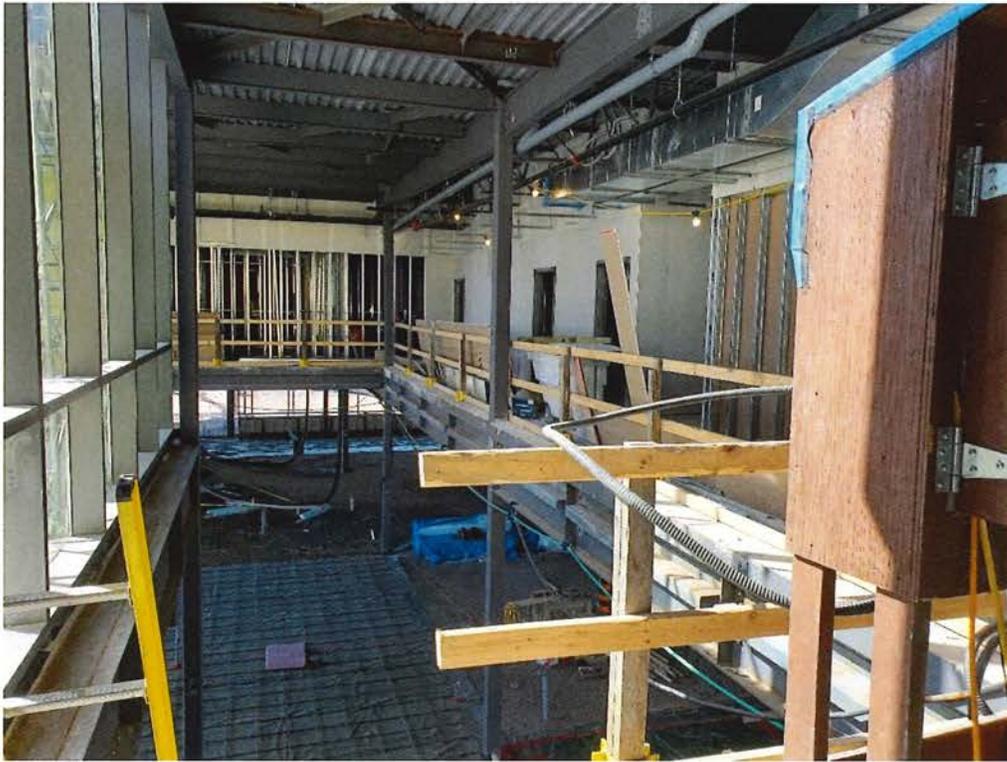
**In floor radiant heat piping installations (ground floor front lobby and community room)**



**Ground floor 10 mil poly installations – (prep for future concrete slab pour)**



**2 storey glazed curtain wall at new Equipment Rm. (looking down from 2<sup>nd</sup> storey corridor)**



**Framing of 2<sup>nd</sup> floor open corridor – (looking south)**



**New mechanical open air mechanical roof penthouse – (looking north)**



Successful crane installations of new RTU (roof top unit) & Gas Generator (looking north)



East Elevation – (looking north)



**Completion of 1st ground floor slab – (looking north)**



**Poly & reinforcement prep for 2<sup>nd</sup> ground floor slab pour (looking south)**



**Exterior Shed – Approved Limestone installation Mock –Up**



**Curtain Wall Framing – East Elevation – New Staff Entry/Exit Vestibule**



Document Classification:  
PUBLIC

# Site Status #1 District – St. Catharines

**Report #20**

2020-06-12

Kenneth Gansel

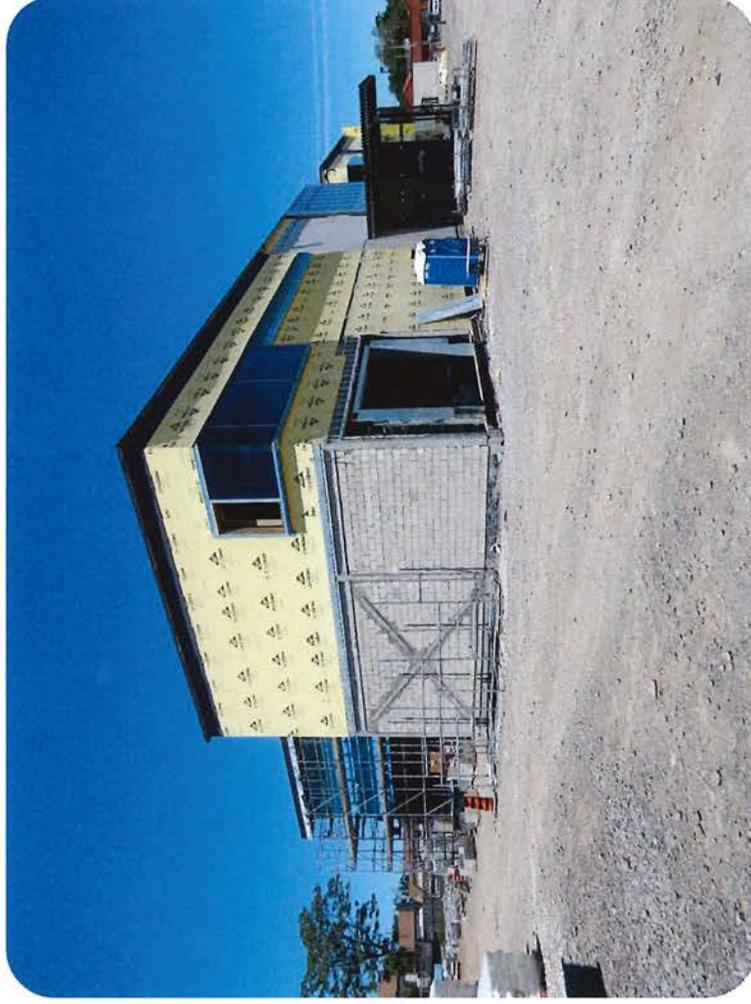
Board Chair

Niagara Regional Police Service Board

**Site Status – Report #20**  
**#1 District – St. Catharines**  
**2020-06-12**

Attended the site on Friday (June 12):

- **PROGRESS in the last two weeks**
- *I wore a face mask and maintained physical distancing on the site which allowed me to visit and explore the inside of the building.*
- Lots of work in progress and a marked difference since my last report May 29<sup>th</sup>.
- Highlights:
  - ✓ More of interior walls have been framed on all floors. Along with interior wall board.
  - ✓ Completion of the poured concrete floor on the ground level.
  - ✓ Under floor heating lines are pressurized.
  - ✓ Some the interior walls have been painted with primer.
  - ✓ Work progressing on the fire control systems and general plumbing.
  - ✓ Stonework on the West wall completed.



## Reference photos\*



Looking Northward towards Welland Ave.  
Scaffolding stored on site to support work on the exterior stone work.

\* Reference Photos: There will always be two photos in the report, both taken from a "reference location", ie. the same spot, this way over time you will see the progress of the construction.

**South Side**



**East Side**



**Ground Floor – showing the completed concrete floor**



**Ground Floor – showing under floor glycol heating tubes**



**Ground Floor – Fire control system, these auto valves control water going to the fire suppression systems in the building.**



**Ground Floor – showing main waterline into the building**



**Ground Floor – Wallboard and framing**



**Wall framing and wall board installed**



**Front (public entrance) facing onto Welland Ave**



## Exterior Work – East Side



East side staff entrance



North side facing onto Welland Ave, public access ramp  
in front of the building



# NIAGARA REGIONAL POLICE SERVICE Police Services Board Report

PUBLIC AGENDA

**Subject:** Annual Report – Arrest  
January 1, 2019 – December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-05-04



### Recommendation(s)

**That the Niagara Police Services Board receives this report for information.**

### Key Facts

- The purpose of this report is to advise the Board that the Service is in compliance with By-law 197-2000 - Arrest
- The Chief is required to make a written annual report to the Board with respect to Arrests.
- This report will provide a summary of requirements to ensure the Service is in compliance with the By-law.

### Financial Considerations

Not Applicable

### Analysis

The Police Services Act - Ontario Regulation 3/99 Adequacy and Effectiveness of Police Service - section 29 requires a Police Services Board to have a policy on arrest. In addition to the requirements of the Police Services Board, section 13 (1) (j) requires the Chief of Police to establish procedures and processes in respect of arrest.

In order to meet the requirements of Provincial Adequacy Standards Regulations, the Regional Municipality of Niagara - Police Services Board enacted By-Law No. 197 - 2000 which contains provisions requiring the Chief of Police to report specific information in order to ensure compliance with the legislative guidelines.

This report is submitted to the Board pursuant to By-Law No. 197 – 2000 with subsequent reports annually to continue the reporting process.

## **By-Law No. 197 - 2000**

By-Law No. 197 – 2000, a By-Law respecting arrest details the requirements of Provincial Adequacy Standard Regulation LE-005 - Arrest and specifies as follows:

- The Chief shall establish procedures on arrest that require the compliance by Members with legal, constitutional and case law requirements relating to arrest and detention.
- The Chief shall ensure that the procedures on arrest include a procedure for search and seizure incidental to arrest.
- The Chief shall ensure that Police Officers and Members, as considered appropriate, are kept informed of changes in the law relating to arrest and detention.
- The Chief shall make a written report to the Board on or before August 30 of each year. The report shall include:
  - a) a summary of the written procedures regarding arrest; and
  - b) confirmation of compliance with procedures regarding arrest and detention.

In order to demonstrate compliance with the legislative/regulatory requirements, operational procedures regarding Arrest are found in Niagara Regional Police Service General Order - 100.09 - Powers of Arrest. As with all General Orders, General Order – 100.09 can be accessed electronically at any time by all members of the Service including officers on patrol via their Mobile Work Station.

General Order - 100.09 provides specific detail on the authorization and requirements placed on Officers by the Charter of Rights and Freedoms, Criminal Code, Youth Criminal Justice Act, Common Law, Case Law, and various Provincial and Federal Statutes upon the arrest of individual(s). This Order was drafted and approved to comply with By-Law No. 197-2000 and Provincial Adequacy Standards Regulation LE-005 Arrest and reflects current Legislative, Constitutional, and Case Law authorities.

To ensure that information provided by the Service to its members remains current, the Order is reviewed on a bi-annual basis, and as such, is scheduled for review. General Order 100.09 was last modified on October 25, 2016 with the deletion of Section 3.25 (d).

General Order – 100.09 further describes the circumstances when officers may conduct a search incident to the arrest and what items may be searched for. These searches

include those conducted at the scene and/or when subject(s) are detained in police custody.

It is the policy of the Niagara Regional Police Service to require that all arrests comply with Legal, Constitutional and Case Law requirements. The arrest of persons is a routine duty primarily performed by frontline Police Officers. The standard by which the Service is able to measure its adherence to the Order is through judicial review. As noted in previous reports, consultation with the Niagara Crown Attorney revealed no concerns related to Charter of Rights infringements by Niagara Officers during arrests, this has been confirmed through the Staff Sergeant in charge of the 1 District Detective Services. This would entail that Officers have complied with the established legislative procedures in relation to arrest and as such withstood scrutiny by the courts. Further, the limited challenges to arrest during the criminal process and/or through civil actions from defendants provide a basis of measurement for gauging the effectiveness of Service policy.

The success achieved in matters relating to arrests can in part be attributed to the Service's ongoing emphasis on training as well as training bulletins. Issues surrounding powers of arrest and search incident to arrest are often part of the curriculum in training courses offered by the Service. To maintain the established legal guidelines for Police Officers to follow during arrest, Service – Training Bulletins and annual Service training, offer reviews on the legislative issues associated to arrest and searches incident to arrest.

In addition to the training aspects associated to arrest, the Niagara Regional Police Service has posted detainee rights to counsel in all prisoner booking areas. The rights to counsel have been posted in both official languages.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

Not applicable.

### **Relevant Policy Considerations**

Provincial Adequacy Standard Regulation LE-005 – Arrest  
By Law 197-2000 Arrest

### **Other Pertinent Reports**

191-2019 – Annual report – By Law No 197-2000 Arrest

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*This report was prepared by Bill Harris, Staff Sergeant 1 District Detective Office, reviewed by Marco Giannico, Inspector, 1 District Operations in consultation with Cindy White, Superintendent, District Operations and recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

**Appendices**

Not Applicable



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

103.

**PUBLIC AGENDA**

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**Subject:** Annual Report – Canine Unit – January 1 to December 31, 2019  
**Report To:** Chair and Members, Niagara Police Services Board  
**Report Date:** 2020-06-04



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**Recommendation(s)**

**That the Niagara Police Services Board receive this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with Board By-law 316-2012 – Canine Unit.
- The Chief is required to make an annual written report to the Board in respect to the Canine Unit.
- This report will set out a summary of the procedures required by this By-law and the status of Service compliance with the said procedures.

**Financial Considerations**

There are no financial implications relating to the recommendations contained within this report.

**Analysis**

In accordance with By-law 316-2012, the Chief shall make a written report to the Board each year in respect to canine units, and must include the following:

- a) A summary of the procedures as required by this By-law;
- b) The status of Service compliance with said procedures;
- c) Confirmation of the development and maintenance of a manual on canine unit services;
- d) A summary of the circumstances in which the Canine Unit has been deployed;
- e) Confirmation that Members have been trained in accordance with Section 5.3.

The following is a detailed response to the above noted requirements:

**a) A summary of the procedures as required by this By-law;**

The Niagara Regional Police Service is required to have available to them, the services of a canine tracking unit 24 hours a day. The Canine Unit is governed by the written procedures as set out in General Order 077.10 Canine Unit. These written procedures include the circumstances in which a canine team will be deployed, including the process for obtaining the services and reporting relationships.

**b) The status of Service compliance with the said procedures;**

The Niagara Regional Police Service is in compliance with this By-law. The Canine Unit has an authorized strength of one sergeant and six constables. At the present time, the Unit is operating at its authorized strength. Sergeant Scott Johnstone is responsible for the general supervision of the members and acts as the primary trainer for all police service dogs. This includes initial certification courses, annual recertification courses, and maintenance training for all handler and canine teams. Our Service has maintained an excellent reputation as a police service dog training centre for years, having trained police canine teams from Ontario and New York State.

The sergeant and six constables are full-time police service dog handlers, with seven dogs being certified for general purpose patrol (tracking, etc.). Further, five full-time dogs are cross-trained for narcotics detection. The Canine Unit also has two full-time dedicated explosives detection dogs.

General Order 077.10, along with Provincial Adequacy Standard ER-010, clearly sets out the requirements for the selection, deployment and training of canine teams.

**c) Confirmation of the development and maintenance of a manual on canine unit services;**

A canine manual is regularly maintained. This manual is available to all canine handlers on the Service's network.

**d) A summary of the circumstances in which the Canine Unit has been deployed;**

The Canine Unit responded to 1,437 calls for service in 2019. Police service dogs were utilized at 576 of those calls. Members tracked suspects using police service dogs on 389 occasions. Police service dogs were utilized for the detection of controlled substances on 37 occasions and for the detection of explosives on seven occasions. In addition to tracking and locating suspects, police service dogs were utilized in locating property and evidence.

**e) Confirmation that Members have been trained in accordance with Section 5.3**

As indicated in section b, all members performing the functions of a canine team and/or unit have the requisite knowledge, skills and abilities and receive training on an ongoing basis.

**Alternatives Reviewed**

Not applicable.

**Relationship to Police Service/Board Strategic Priorities**

This report is for information purposes and has no immediate strategic priorities.

**Relevant Policy Considerations**

Board By-law 316-2012

**Other Pertinent Reports**

131.2019 – Annual Report – Canine Unit – January 1 to December 31, 2018

*This report was prepared by Staff Sergeant Jamie Munro, Emergency Services Unit, in consultation with Sergeant Scott Johnstone, Canine Unit and Inspector Joseph Garvey, Emergency Services Unit. Reviewed by Superintendent Brian Ash, Emergency and Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

**Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

104.

**PUBLIC AGENDA**

**Subject:** Annual Report – Collection, Preservation & Control of Evidence & Property - January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-03



**Recommendation(s)**

**That the Niagara Regional Police Services Board receive this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with By-law 212-2000 – Collection, Preservation & Control of Evidence & Property.
- By-law 212-2000 contains provisions requiring the Chief of Police to report specific information in order to ensure compliance with legislative guidelines.
- This report is submitted to provide the Board with the necessary and required information pursuant to the operation of the Evidence Management Unit.

**Financial Considerations**

Not Applicable

**Analysis**

On November 30, 2000 and December 14, 2000, the Regional Municipality of Niagara Police Services Board enacted By-laws in response to Provincial Adequacy Standards Regulations that address the collection, preservation and control of evidence and property. The By-laws in question mandate the Chief of Police to provide the Board with information that demonstrates the Service's compliance with the legislative guidelines.

This report is submitted to provide the Board with information, pursuant to By-law No. 212-2000, respecting Collection, Preservation & Control of Evidence & Property. Subsequent reports will follow annually in accordance with the reporting process.

By-Law No. 212-2000 Collection, Preservation & Control of Evidence & Property

By-Law No. 212-2000, a By-law respecting the Collection, Preservation & Control of Evidence & Property, was enacted in response to Provincial Adequacy Standards Regulation, Law Enforcement LE-020. By-law No. 212-2000 defines the type of information that shall be provided to the Board and creates an annual reporting timeline.

The Chief of Police shall make a written report to the Board on or before August 30 of each year in respect to the collection, preservation and control of property and evidence. The report shall include:

- a) a summary of the written procedures concerning the collection, preservation & control of property & evidence;
- b) the status of Service compliance with the said procedures; and
- c) the result of the annual audit of the Property and evidence held by the Police Service.

The following is a detailed response to each of the above-noted clauses.

- a) *“...a summary of the written procedures concerning the collection, preservation and control of property and evidence...”*

General Order 035.12 – Found, Seized or Received Property details the procedures that Service members shall adhere to when seizing or receiving evidence and/or property. Additionally, the Order establishes timelines for the retention, return, and disposal of property and evidence handled by the Service.

The General Order adequately addresses the procedures concerning the collection, preservation and control of property and evidence. Detailed information and instructions can be easily found on the following topics:

- Section 2.0, defines such issues as biological hazards, finder/owner implications, the Service’s Firearms Officer and Property Clerks, defines property, and replevin action.
- Section 3.0, provides general handling instructions and rules for members engaged in the processing of incoming evidence and property.
- Section 3.8, details the packaging guidelines of evidence/property items.
- Sections 3.9 through 3.46, addresses the methods employed by the Service to dispose of found property and items seized as evidence. In all instances, the Service endeavors to rejoin citizens with lost, found, stolen, or recovered property; unfortunately, in many instances, the Service is unable to identify the rightful owners of items. In such situations, in accordance with the mandates of the Police Services Act, the Service consigns unclaimed items to a third party auction service. Additionally, the order establishes practices for the disposal of items seized as a result of investigative undertakings. Illicit and/or prohibited items are disposed of

in accordance with provincial and federal legislation. While the proceeds of crime, in most instances, are subject to forfeiture orders issued by the courts.

- Sections 3.79 to 3.80 detail the handling and return of items pertaining to deceased persons.
- Section 3.84 details the acceptance of firearms.
- In the autumn of 2017, the Service's inventory of evidence and property (which previously had been stored in seven autonomous evidence/property storage facilities) was amalgamated into one storage facility located within the new headquarters complex.

Additionally, General Order 121.12 – Forensic Services Unit, details the duties and responsibilities of Service members relative to investigations involving the collection and preservation of physical evidence.

This General Order specifically addresses the following topics:

- Section 3.1, outlines the mandate of the Forensic Services Unit as it relates to the collection and preservation of physical evidence.
- Sections 3.10 to 3.17, details the procedure for exhibit continuity with respect to evidence handled within the Forensic Services Unit. It also addresses exhibit submission to the Centre of Forensic Sciences for examination, ensuring that the chain of continuity is maintained and accordingly recorded.

b) *“...the status of Service, compliance with the said procedures...”*

The method of evidence and property employed by the Service complies with requirements as detailed in Provincial Adequacy Standards Regulations (LE-020). Evidence and property storage practices are addressed in Service General Order 035.12 - Found, Seized or Received Property, and General Order 121.12. Specifically, the Service's evidence-storage warehouse, located within the new headquarters facility, securely houses evidence and property in a climate controlled, restricted-access storage area.

To comply with Provincial Adequacy Standards Regulations (LE-20), pertaining to “collection, preservation, and control of evidence and property,” the Service adopted an evidence management model that incorporated the centralization of operations. By centralizing evidence storage operations, coinciding with the Service's move to the new headquarters facility, the Service is in compliance with this clause of the regulation.

c) *“...the result of the annual audit of the property and evidence held by the Police Service...”*

The Evidence Management Unit (EMU) bears responsibility for oversight and control of the Service's evidence/property inventory. As such, the Evidence Management Unit conducts annual audits of the inventories contained in the Service's evidence/property inventory, Drug Section inventory, and Firearms Section inventory. The audits are conducted by an EMU member in conjunction with a sworn member of the Service who is not a member of the EMU. Audit results are forwarded to the Sergeant of the Evidence Management Unit, and the Inspector of Operational Support.

Annual audits of the evidence/property inventory ensure that handling, processing, and storage practices comply with Service policy. In July 2019, audits were conducted in each branch of the Evidence Management Unit. All items in the Service's possession were accounted for and no irregularities were discovered.

The International Association for Property and Evidence (IAPE) is a non-profit organization created by and for law enforcement professionals to help establish recommended standards for all property and evidence departments.

The IAPE inspects Evidence Management Units with the intent of bringing their policies and procedures to the highest industry standards available resulting in accreditation.

In 2018, the Service budgeted for IAPE accreditation. This process is ongoing and should be concluded by Q3 of 2020. The following steps have been completed, subsequently bringing the Niagara Regional Police Service - Evidence Management Unit closer to being the first accredited Evidence Management Unit in Canada:

- All EMU clerks and the supervisor have been trained to IAPE standards.
- General Order 035.13, has been written and submitted for approval thus bringing the EMU to IAPE operational standards.
- New Evidence Submission Manual has been written and distributed thus providing front line officers with a user friendly tool for evidence submissions that meets IAPE standards.
- Police Auctions Canada continued as the accountable vendor for mandated property disposal. This contract has maintained tighter controls thus meeting IAPE standards.
- The Evidence Management Unit continued mandated destruction of evidence on sight invoking tighter controls thus meeting IAPE standards.
- An ongoing reorganization, purge and inventory of existing property have resulted in a reduction of approximately 8000 items thus making the unit more efficient.

## **Alternatives Reviewed**

To not accept this report.

## **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of Police Services By-laws and to maintain compliance with Provincial Adequacy Standards Regulations.

## **Relevant Policy Considerations**

Police Services By-law No. 212-2000 - Collection, Preservation & Control of Evidence & Property.

Provincial Adequacy Standards Regulation, Law Enforcement LE-020

General Order 035.12 - Found, Seized or Received Property.

General Order 121.11 - Forensic Services Unit.

## **Other Pertinent Reports**

Not Applicable

*This report was prepared by Bruce Mair, Sergeant, Evidence Management Unit in consultation with James Mackay, Inspector, Operational Support Services and reviewed by Richard Frayne, Superintendent, Operational Support Services and recommended by Bill Fordy, Deputy Chief of Police, Support Services.*



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**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

## **Appendices**

Not Applicable



**NIAGARA REGIONAL POLICE SERVICE  
Police Services Board Report**

105.

**PUBLIC AGENDA**

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**Subject:** Annual Report – Crisis Negotiation  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-04



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**Recommendation(s)**

**That the Niagara Police Services Board receives this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with By-law 245-2000 as it relates to Crisis Negotiation.
- The Chief is required to make a written annual report to the Board with respect to Crisis Negotiation.
- This report will set out a summary of the procedures required by this By-law and the status of Service compliance with the said procedures.
- The report will indicate confirmation of the development and maintenance of the manual on Crisis Negotiation.
- The report will have a summary of the circumstances in which a Crisis Negotiator has been deployed.

**Financial Considerations**

Not applicable.

**Analysis**

In accordance with By-law 245-2000, the Chief shall make a written report to the Board each year with respect to Crisis Negotiation and that report must include the following:

- a) A summary of the procedures required by this By-law;
- b) The status of service compliance with the said procedures;
- c) Confirmation of the development and maintenance of the manual on Crisis Negotiation; and
- d) A summary of the circumstances in which a Crisis Negotiator has been deployed.

This Board report will outline each of the above and confirm our compliance with the By-law.

**a) A summary of the procedures required by this By-law;**

The Niagara Regional Police Service is required to have trained Crisis Negotiators available within a reasonable response time to provide services seven days a week and 24 hours a day. The role of Crisis Negotiator is a part-time role performed by members assigned to other permanent positions within the Service. The Niagara Regional Police Service is in full compliance. The Service has a complement of 10 Crisis Negotiators. Due to recent transfers and succession planning, the Service has eight fully trained and operational Crisis Negotiators and is currently in the process of adding two new members to the Unit. The new members will be trained to meet the requirements of O.Reg.3/99. The Inspector of Emergency Services maintains the current list of qualified Crisis Negotiators. Copies of the list are located in the Duty Office, the Communications Unit and can be located electronically through the Computer Aided Dispatch System.

**b) The status of Service compliance with the said procedures;**

The procedures for Crisis Negotiator deployment, selection and training are clearly set out in General Order 133.08. The Service is in compliance with those procedures.

**c) Confirmation of the development and maintenance of the manual on Crisis Negotiation;**

The Niagara Regional Police Service presently uses the Canadian Police College's "Guide for Incident Commanders and Crisis Negotiators" as its manual. Each Crisis Negotiator has an electronic copy as well as a hard copy. As new Crisis Negotiators attend the Canadian Police College or attend Ontario Police College accredited Crisis Negotiator training, the manual is updated.

**d) A summary of the circumstances in which a Crisis Negotiator has been deployed;**

The following is a summary of the 26 circumstances in which Crisis Negotiators were deployed from January 1, 2019 to December 31, 2019:

<b>Classification of Calls</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Armed / Barricaded Persons	5	11	6
High-Risk Warrant / Arrests	8	1	11
Persons in Crisis / Missing Persons	8	6	9
Total Calls	21	18	26

## **Alternatives Reviewed**

Not applicable.

## **Relationship to Police Service/Board Strategic Priorities**

This report is being brought forward to demonstrate the Service is meeting requirements of By-law No. 245-2000, a By-law respecting Crisis Negotiation.

## **Relevant Policy Considerations**

Police Services Board By-law 245-2000, Crisis Negotiation.  
General Order 133.08, Crisis Negotiators  
Policing Standards Manual (2000) ER-005 Hostage Rescue  
Policing Standards Manual (2000) ER-005 Crisis Negotiation

## **Other Pertinent Reports**

104.2019 – Annual Report – Crisis Negotiation – January 1 to December 31, 2018

*This report was prepared by Jamie Munro, Staff Sergeant, Emergency Services Unit and reviewed by Joe Garvey, Inspector, Emergency Services Unit and Brian Ash, Superintendent, Emergency & Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



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**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

## **Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE  
Police Services Board Report**

106.

**PUBLIC AGENDA**

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**Subject:** Annual Report – Emergency Planning  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-08



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**Recommendation(s)**

**That the Niagara Police Services Board receive this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with Board By-law 248-2000 – Emergency Planning.
- The Chief is required to make an annual written report to the Board with respect to Emergency Planning.
- This report will set out a summary of the procedures required by this By-law and the status of Service compliance with the said procedures.

**Financial Considerations**

Not applicable.

**Analysis**

In accordance with Board By-law 248-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect of the Emergency Plan. The report shall include:

- a. A summary of the Emergency Plan; and
- b. The status of Service compliance with the said plan

This Board Report will outline each of the above and confirm our compliance with the By-law.

- a. A summary of the Emergency Plan

The Niagara Regional Police Service has participated with the Regional Municipality of Niagara Public Health Department (Public Safety Division), in the development of a Regional Emergency Management Plan. That plan, in conjunction with supporting

documents, serves to outline basic responsibilities of the police service and other agencies during an emergency.

Section 26(2) of Ontario Regulation 3/99 Adequacy and Effectiveness of Police Services, permits the Chief of Police to adopt a municipality's Emergency Plan as the Emergency Plan of the police service, provided that the plan addresses the roles and duties of the police service during an emergency and the procedures to be followed by members of the police service during an emergency.

The Service developed a police service specific Emergency Plan in 2014 that better reflected the requirements of Emergency Response Guideline #008 (Emergency Planning) as described within the Policing Standards Manual. That plan is cross-referenced to plans held by the Regional Municipality of Niagara, as well as specific Service policies that direct police responses during emergencies. Further, the plan has been developed to reflect our adoption of the provincially based Incident Management System (IMS) as introduced by the Office of the Fire Marshal and Emergency Management.

That plan was approved by the Chief of Police on March 24, 2014. Hardcopies of the plan were made available to Senior Officers, Police Districts and the Communications Unit. An electronic version of the plan has been made available on a shared network drive and is accessible to all Service members on IRIS (NRPS member's information portal). The Emergency Plan has been reviewed and updated, most recently in January 2020, to reflect minor changes to relevant General Orders that are cross-referenced in the plan.

**b. The status of Service compliance with the said Plan**

With the development of a police specific Emergency Plan, complemented by Emergency Plans held by the Regional Municipality of Niagara, Police Service General Orders, participation in joint training exercises and the provision of ongoing consultation, the Service complies with the requirements of the Provincial Adequacy Standards as well as the procedures outlined within Section 4 of By-law 248-2000.

In addition, the Service, the Regional Municipality of Niagara Public Health Department (Public Safety Division), municipal fire services from across the Region and Niagara Health Systems have long partnered in order to form the Chemical, Biological, Nuclear and Explosives response team (CBRNE Niagara). The Service is now represented on this committee by Inspector Joe Garvey and Staff Sergeant Jamie Munro. Members of Emergency Services and the Explosive Disposal Unit also serve on a consultative basis to this committee.

Inspector Garvey also represents the Service on the Regional Emergency Management Program Committee. This group functions to ensure that there are open lines of communication and a collaborative approach to Emergency Planning that is maintained

across all Regional Municipality of Niagara departments. In 2018 this group participated in scenario based training that involved a simulated train derailment.

Inspector Garvey also participates in regular meetings with the Regional Community Emergency Management Coordinators (CEMCs). This group is comprised of the CEMCs from each municipality (Fire Chiefs) as well as the Regional CEMC. Also participating with this group are representatives from Niagara Health Systems and Niagara Emergency Medical Services.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

This report is for information purposes and has no immediate strategic priorities.

### **Relevant Policy Considerations**

Board By-law 248-2000 – Emergency Planning  
Section 26, O.Reg. 3/99 Ontario Police Services Act  
Policing Standards Manual, ER-008, Emergency Planning

### **Other Pertinent Reports**

147.2019 – Annual Report – Emergency Planning – January 1 to December 31, 2018.

*This report was prepared by Inspector Joe Garvey, Emergency Services, reviewed by Superintendent Brian Ash, Emergency and Investigative Services and recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



**Submitted by:**  
Bryan MacCulloch, M.O.M. #5835  
Chief of Police

### **Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

107.

**PUBLIC AGENDA**

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**Subject:** Annual Report – Hostage Rescue  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-05



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**Recommendation(s)**

**That the Niagara Police Services Board receives this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with Board By-law 243-2000 – Hostage Rescue.
- The Chief is required to make an annual written report to the Board in respect to Hostage Rescue.
- The Service's Emergency Task Unit (ETU) is responsible for Hostage Rescue.

**Financial Considerations**

There are no financial implications relating to the recommendations contained within this report.

**Analysis**

In accordance with By-law #243-2000, the Chief shall make a written report to the Board of each year in respect to Hostage Rescue and must include the following:

- A summary of the procedures referred to in section 4.1 of this By-law;*
- Confirmation that the existing protocol complies with legislative requirements;*
- A summary of the circumstances in which hostage rescue services have been utilized.*

The following is a detailed response to the above noted requirements:

**a) *A summary of the procedures referred to in section 4.1 of this by-law;***

Hostage Rescue became the responsibility of the ETU upon receiving Ministry accreditation as a Hostage Rescue Team on September 11, 2006. The written procedures as set out in General Order 089.07 - Emergency Task Unit, remain applicable. As required, the written procedures include:

1. Establishment of procedures that set out the circumstances in which the services of the hostage rescue team will be deployed, including the process for obtaining the services and reporting relationships; and
2. Ensure that the Service's Major Incident Commanders and Crisis Negotiators train with the Service's Hostage Rescue Team.

**b) *Confirmation that the existing protocol complies with legislative requirements;***

The Niagara Regional Police Service is in compliance with this By-law. Our Hostage Rescue Team Course Training Standards are accredited by the Ministry of the Solicitor General as required under Regulation 3/99 of the Police Services Act for Adequacy and Effectiveness of Police Services. Incident Commanders and Crisis Negotiators participate in staged scenarios during ETU's spring and fall training sessions. Current accreditation is valid until July 31, 2021.

**c) *A summary of the circumstances in which hostage rescue services have been utilized.***

Hostage rescue procedures were initiated when individuals, other than the suspect, are in danger from the suspect. These actions varied from breach and delay operations, where an entryway was breached and response from the suspect was monitored, to a dynamic entry and/or arrest of suspects. These offensive action plans, often in the form of dynamic entry styled operations, were used for arresting armed suspects who were capable of taking hostages.

These offensive action procedures were required for the safety of the public and/or a suspect(s) on 41 occasions in 2019. Below is a summary of the types of hostage rescue procedures executed in 2019:

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<b>Hostage Rescue Procedures</b>	<b>2019</b>
Armed / Barricaded Persons	4
High-Risk Warrants	10
High-Risk Arrests	11
High-Risk Canine Tracks	16
<b>Total</b>	<b>41</b>

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

This report is for information purposes and has no immediate strategic priorities.

### **Relevant Policy Considerations**

Board By-law 243-2000 - Hostage Rescue.

### **Other Pertinent Reports**

100.2019 – Annual Report – Hostage Rescue – January 1 to December 31, 2018.

*This report was prepared by Constable Chris Wegelin, Emergency Task Unit Team Leader in consultation with Inspector Joe Garvey, Emergency Services Unit and reviewed by Superintendent Brian Ash, Emergency & Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

### **Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

108.

**PUBLIC AGENDA**

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**Subject:** Annual Report – Internal Task Forces  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-03



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**Recommendation(s)**

**That the Niagara Police Services Board receives this report for information.**

**Key Facts**

- The purpose of this report is to inform the Board that the Service is in compliance with By-Law 202-2000 – Internal Task Forces.
- The Chief is required to make a written annual report to the Board with respect to Internal Task Forces.
- This report provides information to the Board for review and consideration of information relating to the Service's response to Internal Task Forces.

**Financial Considerations**

There are no financial implications relating to the recommendations contained within this report.

**Analysis**

In accordance with By-Law 202-2000, the Chief shall make an annual report to the Board on or before August 30 of every year in respect of Internal Task Forces. The report shall contain:

- a) the number of completed Internal Task Forces established within the Service;
- b) the cost to the Service of the Internal Task Forces, including personnel costs; and
- c) whether or not the Internal Task Force obtained its performance objectives.

There were no Internal Task Forces for the reporting period, therefore there are also no costs or performance objectives to report to the Board.

## **Alternatives Reviewed**

Not applicable.

## **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of Police Services Board By-Laws and to maintain compliance with the Provincial Adequacy Standards Regulations.

## **Relevant Policy Considerations**

- Provincial Adequacy Standards Guidelines LE-009 and LE-010.
- General Order 145.07 – Investigative Task Force Protocols.

## **Other Pertinent Reports**

79.2019 – Annual Report – Internal Task Forces – January 1 to December 31, 2018

*This report was prepared by Steve Magistrale, Staff Sergeant, Major Crime Unit in consultation with James Leigh, Inspector, Investigative Support Services, reviewed by Brian Ash, Superintendent, Emergency and Investigative Services and recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



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**Submitted by:**  
Bryan MacCulloch, M.O.M. #5835  
Chief of Police

## **Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

109.

**PUBLIC AGENDA**

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**Subject:** Annual Report - Officer Note Taking  
**Report To:** Chair and Members, Niagara Police Services Board  
**Report Date:** 2020-05-19



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**Recommendation(s)**

**That the Niagara Police Services Board receives this report for information.**

**Key Facts**

- This report is submitted to the Niagara Police Services Board pursuant to By-Law 214-2000, Officer Note Taking which states the Chief of Police shall make a written report to the Board on or before August 30 of each year.
- By-Law 213-2000, a by-law respecting Officer Note Taking was enacted as a result of Provincial Adequacy Standard Regulations LE-022, Officer Note Taking.
- The report shall include a summary of written procedures regarding officer note taking.

**Financial Considerations**

Not Applicable.

**Analysis**

The General Order obliges members to maintain accurate and complete notes, recording in chronological order and in detail all matters involving police activity coming to the officer's attention, by the end of their shift.

The General Order identifies the method in which members are to record their daily activities. It prescribes that only Service issued books with consecutive page numbers are to be used for note taking. Treatment of duty books with regard to disclosure, use for court purposes and information and privacy matters, are also addressed.

The General Order identifies supervisors' responsibilities for secure storage, availability, inspection, entry of details, and logging of notebooks. It further prescribes that duty books remain the property of the Niagara Regional Police Service and are retained and destroyed in accordance with the Records Retention By-law.

Training of newly appointed members of this Service regarding the use of duty books is also addressed by the General Order.

Notebooks are checked on a weekly basis by District Supervisors to ensure compliance with policy relating to the content and use of duty books.

Notebooks are retained by the districts and units for three years. Each January, the duty book cabinet in each district or unit is audited by the Unit Commander and notebooks beyond the three-year district retention period are forwarded to the Records and Information Management Unit. When an officer is transferred notebooks are forwarded to their new district or unit for prescribed storage.

Storage and retention of officers' notes is addressed by Provincial Adequacy Guidelines LE-022. They require secure storage of officers' notes and set a minimum retention period of 15 years from the last date of entry in the books, or longer if the notebooks relates to an unsolved major case. This is being managed by the Corporate Records and Information Management Unit.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of the Police Services Board by-laws and to maintain compliance with the Provincial Adequacy Standards Regulation LE-022.

### **Relevant Policy Considerations**

Regional Municipality of Niagara Services Board By-Law No. 214-2000 - Officer Note Taking

General Order 168.06 Duty Books

### **Other Pertinent Reports**

27-2018 Annual Report Officer Note Taking

*This report was prepared by Evan Lindsay #9107, Constable, No. 3 District, in consultation with Shawn Dowd #9236, Inspector, 3 District Welland, reviewed by Cindy White #8381, Superintendent, District Operations and recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

### **Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

110.

**PUBLIC AGENDA**

**Subject:** Annual Report – Ontario Sex Offender Registry  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-03



**Recommendation(s)**

**That the Niagara Police Services Board receive this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with By-Law 318-2012 – Ontario Sex Offender Registry.
- By-Law 318-2012 contains provisions requiring the Chief of Police to report specific information in order to ensure compliance with the legislative guidelines.
- This report is submitted to provide the Board with the necessary and required information pursuant to the operation of the Ontario Sex Offender Registry.

**Financial Considerations**

There are no financial implications relating to the recommendations contained within this report.

**Analysis**

In accordance with By-Law 318-2012, the Chief shall make a written report to the Board on or before August 30 of each year in respect of the Ontario Sex Offender Registry. The report shall include:

- a) A summary of the written procedures regarding the Ontario Sex Offender Registry;
- b) The status of Service compliance with said procedures; and
- c) Confirmation that members have been trained with respect to the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them, and with respect to the federal legislation for the purposes of managing the sex offenders in their jurisdiction.

The following are a detailed response to each of the above-noted requirements:

- a) *"...a summary of the written procedures regarding the Ontario Sex Offender Registry..."*

General Order 178.07 - Ontario Sex Offender Registry (OSOR) was created in response to Provincial Adequacy Standards Guideline LE-046 and Regional Municipality of Niagara Police Services Board By-Law 318-2012. The order clearly defines the purpose, policy, procedures and duties of the Local Registrar, in relation to the operation of the Ontario Sex Offender Registry.

- Section 2.0 provides definitions and sets out what a criteria offence is; and
- Section 3.0 sets out procedures and responsibilities of Service members including the Local Registrar (Offender Management Unit members) when dealing with persons charged with criteria offences or following convictions for these offences.

General Order 178.07- Ontario Sex Offender Registry was recently reviewed and updated and is awaiting final approval.

- b) *"....the status of Service compliance with said procedures; and...."*

The unit presently meets the standards required under the Provincial Adequacy Standards Guideline LE-046, Sex Offender Registry and the Regional Municipality of Niagara Police Services Board By-Law 318-2012. The Sex Offender Registrar is a function performed by a detective in the Offender Management Unit of the Service.

The unit meets its obligations under the legislation and the Adequacy Standards with a compliance rate of 98%. For the past 3 years, Niagara has been above the Provincial average for Sex Offender Registry compliance, with the most recent OPP site assessment having been completed April 24, 2019. Arrests warrants and investigations have been initiated on the 2% outstanding.

- c) *"...confirmation that members have been trained with respect to the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them, and with respect to the federal legislation for the purposes of managing the sex offenders in their jurisdiction..."*

The Detective Constables of the Offender Management Unit are designated as the Sex Offender Registrars for the Service and have attended all training in relation to the operation of the Ontario Sex Offender Registry and the National Sex Offender Registry. They possess the required knowledge, skills and abilities to perform the duties of the Local Registrar.

## **Alternatives Reviewed**

Not applicable.

## **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of Police Services Board By-Laws and to maintain compliance with the Provincial Adequacy Standards Guidelines.

## **Relevant Policy Considerations**

By-Law 318-2012 - Ontario Sex Offender Registry  
General Order 178.08 - Ontario Sex Offender Registry

## **Other Pertinent Reports**

113.2019 - Annual Report – Ontario Sex Offender Registry - January 1 to December 31, 2018

*This report was prepared by Matt Hodges, Detective Sergeant, Sexual Assault Unit, in consultation with Paul Koscinski, Staff Sergeant, Special Victims Unit, and in consultation with James Leigh, Inspector, Investigative Support Services, reviewed by Brian Ash, Superintendent, Emergency and Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



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**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

## **Appendices**

Not applicable.



# NIAGARA REGIONAL POLICE SERVICE

## Police Services Board Report

111.

PUBLIC AGENDA

**Subject:** Annual Report – Police Response to High Risk Individuals  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-03



### Recommendation(s)

**That the Niagara Police Services Board receive this report for information.**

### Key Facts

- The purpose of this report is to advise the Board that the Service is in compliance with By-law 340-2013 Police Response to High Risk Individuals.
- By-law 340-2013 contains provisions requiring the Chief of Police to report specific information in relation to legislative guidelines.
- This report is submitted to provide the Board with the necessary and required information pursuant to the operation of the Police Response to High Risk Individuals.

### Financial Considerations

There are no financial implications relating to the recommendations contained within this report.

### Analysis

In accordance with By-Law 340-2013, the Chief shall make a written report to the Board on or before August 30 of each year in respect of police response to high risk individuals. The report shall include:

- a) a summary of the written procedures regarding police response to high-risk individuals;
- b) the status of Service compliance with the said procedures; and
- c) confirmation that members have been trained in accordance with Section 4.3.

The following is a detailed response to each of the above-noted requirements:

- a) *“...a summary of the written procedures regarding police response to high-risk individuals...”*

In January 2001, the Niagara Regional Police Service entered into a Protocol with Correctional Services Canada, the Ministry of Community Safety and Correctional Services and the Ministry of Community Safety and Correctional Services - Niagara Detention Centre. The Offender Management Protocol is a community-driven document that outlines how our community will make a coordinated effort to effectively manage persons in or returning to the community who pose a threat to the safety of the community. In addition to presenting clearly defined roles and responsibilities for all service providers, the protocol delineates the approach and agreed upon principles. This results in a consistent, comprehensive and knowledgeable response from the above-mentioned Services within our community. In 2018, the protocol was updated by the partner agencies and signed in the summer of 2019.

In April 2005, General Order 190.05 Police Response to High Risk Individuals was approved. The order was created in response to Provincial Adequacy Standards Regulation LE-047 and Regional Municipality of Niagara Police Services Board By-Law 340-2013. The order is currently under review. General Order 190.05 clearly defines the purpose, policy, procedures and duties of the Local Registrar, in relation to the operation of the Sex Offender Registry.

- Section 2.0 provides definitions; and
- Section 3.0 sets out procedures and general information, the duties of members of the service who come in contact with high risk individuals during the course of their duties, the mandate of the High Risk Offender Unit and the responsibilities of the investigators assigned to the unit.

- b) *“....the status of Service compliance with said procedures; and....”*

The unit presently meets the standards required under the Provincial Adequacy Standards Regulation LE-047, Police Response to High Risk Individuals and the Regional Municipality of Niagara Police Services Board By-Law 340-2013. The High Risk Offender Unit meets its obligations under the legislation and the Adequacy Standards. The unit has made numerous applications under Sections 810.1 and 810.2 of the *Criminal Code*, in response to persons who were at large in the community without any form of supervision. These applications result in court ordered restrictions that ensure these individuals are monitored within the community. The Community Notification and Advisory Committee meet to make appropriate recommendations to the Chief of Police, in order to inform the public of individuals in the community who have been deemed to be at a high risk to reoffend.

- c) *“....confirmation that members have been trained in accordance with Section 4.3....”*

The investigators assigned to the High Risk Offender Unit have attended training in relation to Dangerous Offender Applications, the Special Interest Police (SIPS) Category on CPIC, threat and risk assessment, and applications under Sections 810.1 and 810.2 of the *Criminal Code*. Further, a designated investigator within the Offender Management Unit receives ongoing training in high risk assessments and continues to support uniform and investigative units.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of Police Services Board By-laws and to maintain compliance with the Provincial Adequacy Standards Regulations.

### **Relevant Policy Considerations**

By-Law 340-2013, Police Response to High Risk Individuals  
General Order 190.05, Police Response to High Risk Individuals

### **Other Pertinent Reports**

112-2019 - Annual Report – Police Response to High Risk Individuals - January 1 to December 31, 2018

*This report was prepared by Matthew Hodges, Detective Sergeant, Sexual Assault Unit, in consultation with Paul Koscinski, Staff Sergeant, Special Victims Unit and in consultation with James Leigh, Inspector, Investigative Support Services, reviewed by Brian Ash, Superintendent, Emergency and Investigative Services and recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



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**Submitted by:**  
Bryan MacCulloch, M.O.M. #5835  
Chief of Police

### **Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE  
Police Services Board Report**

112.

**PUBLIC AGENDA**

**Subject:** Annual Report – Search and Seizure  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-09



**Recommendation(s)**

**That the Niagara Police Services Board receive this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with By-Law 203/204-2000 – Search and Seizure.
- The Chief is required to make a written annual report to the Board with respect to Search and Seizure.
- This report is submitted to provide the Board with the necessary and required information with respect to Search and Seizure procedures.

**Financial Considerations**

There are no financial implications relating to the recommendations contained within this report.

**Analysis**

In accordance with By-Law 203/204-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect to Search and Seizure. The report shall include:

- a) A summary of the written procedures regarding Search and Seizure; and
- b) Confirmation of compliance with the procedures regarding Search and Seizure.

This Board report will outline each of the above and confirm our compliance with the By-Law:

- a) *“...a summary of the written procedures regarding Search and Seizure, including changes since the date of the last report...”*

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Written procedures regarding Search and Seizure are found in the following Niagara Regional Police Service General Orders:

- GO - 018.21 – Persons in Custody
- GO - 035.12 – Found, Seized or Received Property
- GO - 053.21 – Use of Force
- GO - 059.06 – Diplomatic and Consular Immunity
- GO - 061.09 – Impaired Driving Offences
- GO - 075.11 – Scenes of Crime Officer
- GO - 079.09 – Special Investigations Unit
- GO - 095.10 – Major Incidents and Routine Criminal Investigations
- GO - 100.09 – Powers of Arrest
- GO - 103.11 – Exposure to Communicable Diseases
- GO - 110.07 – Proceeds of Crime and Offence Related Property
- GO - 114.12 – Domestic/Family Violence
- GO - 117.08 – Search and Seizure
- GO - 121.12 – Forensic Services Unit
- GO - 150.06 – Civil Disturbances and Mass Arrests
- GO - 167.07 – Mentally Ill Persons
- GO - 169.07 – Child Pornography
- GO - 175.06 – Firearms Investigations/Seizure/Property/Maintenance
- GO - 185.07 – Court Security
- GO - 192.04 – Technological Crime Unit Services
- GO - 199.04 – Grow Operations and Clandestine Labs
- GO - 208.06 – Drug Related Offences
- GO - 236.03 – Intoxicated Persons

These above-noted General Orders detail the responsibilities of officers when conducting searches of persons or premises in virtually all conceivable situations. They were prepared and approved to comply with Provincial Adequacy Standards Regulations. Considerable effort has been dedicated to ensuring that these orders reflect current legislative and case law authorities. The General Orders are reviewed on an annual basis and amended as deemed necessary.

- b) *“...confirmation of compliance with procedures regarding Search and Seizure...”*

Searches of persons and premises are done on an almost daily basis by police officers with and without prior judicial authorization. Due to the fact that most of these searches are inextricably linked to a criminal charge, one method of measuring effectiveness would appear to be through judicial review. It should be noted that there is no formal process of data collection in relation to this and the information is therefore somewhat anecdotal. Little empirical data exists to provide confirmation. Further, plea agreements are occasionally entered into between Crown and Defense Counsel in the resolution of

criminal matters where police searches may have been challenged in the court process, making it less likely that issues with search and seizure become common knowledge.

The success achieved in matters relating to Search and Seizure can, in part, be attributed to the ongoing emphasis on the topic in police related training programs. The issue of search, in particular search of persons and/or premises either by judicial authorization or incident to arrest, is always an issue for review in training courses offered by the Ontario Police College, the Canadian Police College, and the NRPS Training Unit. As such, in order to maintain the established legal guidelines for police officers to follow during search incidents, such courses as General Investigative Techniques, Ontario Major Case Management, Search Warrant Preparation, and Advanced Patrol Training, offer as part of the required curriculum, reviews on the issues of search and seizure, and the judicial authorities associated to them.

Further, the Ontario Police Video Training Alliance (OPVTA) offers the following training videos that cover the legal aspects of search and seizure:

Volume 094 "Vehicle Search Authorities" – September 2006  
Volume 116 "Building Searches" – July 2009  
Volume 118 "Foundations of Warrantless Search" – January 2010  
Volume 122 "Head to Toe – Search of Persons" – August 2010  
Volume 123 "Firearms Seizures" – August 2010  
Volume 137 "Investigative Detention" – June 2013  
Volume 141 "Credibility and Reliability on the Stand" – May 2014  
Volume 148 "Articulation – Investigative Detention" – April 2015  
Volume 150 "NRPS Justice Panel" – May 2015  
Volume 160 "Vehicle Inventory Searches" – June 2017

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of Police Services Board By-Laws and to maintain compliance with the Provincial Adequacy Standards Regulations.

### **Relevant Policy Considerations**

By-Law No. 203/204-2000 - Search and Seizure.  
General Orders listed above under the "Analysis" heading.

## **Other Pertinent Reports**

106.2019 – Annual Report – Search and Seizure – January 1 to December 31, 2018.

*This report was prepared by Steve Magistrale, Staff Sergeant, Major Crime Unit; reviewed by James Leigh, Inspector, Investigative Support Services and Brian Ash, Superintendent, Emergency and Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



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**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

## **Appendices**

Not applicable.



# NIAGARA REGIONAL POLICE SERVICE

## Police Services Board Report

113.

PUBLIC AGENDA

**Subject:** Annual Report – Sexual Assault Investigations  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-08



### Recommendation(s)

**That the Niagara Police Services Board receive this report for information.**

### Key Facts

- The purpose of this report is to advise the Board that the Service is in compliance with By-law 313-2011 – Sexual Assault Investigation.
- The Chief of Police is required to report specific information in order to ensure compliance with the legislative guidelines.
- This report is submitted to provide the Board with the necessary and required information pursuant to the operation of Sexual Assault Investigations.

### Financial Considerations

There are no financial implications relating to the recommendations contained within this report.

### Analysis

In accordance with By-law 313-2011, the Chief shall make a written report to the Board on or before August 30 of each year in respect of the investigation of sexual assault occurrences. This report will contain:

- a) a summary of the written procedures concerning sexual assault investigations, including changes since the date of the last report;
- b) confirmation that the procedures are in compliance with the Ministry's designated Ontario Major Case Management manual;
- c) the status of Service compliance with the said procedures;
- d) a summary of the training given to Members with respect to sexual assault;
- e) a summary of the steps taken by the Service to monitor and evaluate response to sexual assault occurrences; and
- f) a summary of the issues dealt with by the Sexual Assault Committee.

The following are a detailed response to each of the above noted requirements:

- a) *“...a summary of the written procedures concerning sexual assault investigations, including changes since the date of the last report...”*

The Niagara Regional Police Service continues to be a part of the Sexual Assault Response Protocol in partnership with the Niagara Region Sexual Assault Centre (CARSA Inc.), Niagara Health System – Sexual Assault/Domestic Violence Treatment Program, Ministry of Attorney General – Crown Attorney's Office and Victim Witness Assistance Program, and Victim Services Niagara. The Sexual Assault Response Protocol is a community-driven document that outlines how partners respond to and support victims/survivors of sexual assault.

Throughout 2019, the Service and community partners have regularly met to review the protocol, and have been closely following the work of the OACP, which in 2018 undertook to create a Sexual Violence Response Model. The completion of this work resulted in a joint OACP/CACP release, in December of 2019, of the Canadian Framework for Collaborative Police Response to Sexual Violence. The Service and its protocol partners continue to work on amendments to the Sexual Assault Response Protocol, in order to implement guidelines from the newly created national framework document, which represent current best practices in responding to sexual violence, and include the development of an external advocate case review program.

The Niagara Regional Police Service General Order 020.12 – Sexual Assault Investigations – sets out procedures with respect to the investigation of sexual assault by the Service; including initial response and supervision, victim support, investigation, sexual assault evidence kits and forensic services, Major Case Management, and records retention in relation to sexual offenders. General Order 020 was reviewed and updated in 2018, and is scheduled for review in 2020.

- b) *“...confirmation that the procedures are in compliance with the Ministry's designated Ontario Major Case Management manual...”*

In March of 2019, the Service received results of the Ministry of Solicitor General audit of its Major Case Management system, which confirmed that Service procedures were in compliance with the Ontario Major Case Management Manual. All sexual assaults investigated by the Service are criteria offences and are assigned to the Sexual Assault Unit, Child Abuse Unit or Domestic Violence Unit for investigation.

In cases of sexual assault involving victims over the age of 16 – at the time of reporting – the Detective Sergeant in charge of the Sexual Assault Unit is the designated Major Case Manager responsible for ensuring that sexual assault investigations comply with procedures set out in the Ontario Major Case Management Manual. The Detective Sergeant in Charge of the Child Abuse Unit is the Major Case Manager for sexual assault investigations involving victims who are under the age of 16 at the time of reporting.

c) *“...the status of Service compliance with the said procedures...”*

Sexual assault is designated as a criteria offence in the Major Case Management (MCM) Manual and the Violent Crime Linkage Analysis System (ViCLAS). The Service conducts an annual audit of all MCM and ViCLAS cases and reports findings to the Ministry of Solicitor General through a mandated annual report.

In 2019, the Service implemented changes to improve compliance monitoring of its major cases, including a Major Case Management Checklist added to the Versadex system, which captures case designation, investigation, disposition and case management review. Further, through the checklist process, the Service improved its monitoring of Serial Predatory Crimes Coordinator Notifications, required in cases that are serial or predatory in nature.

All cases of sexual assault investigated in 2019 were compliant with Service procedures.

d) *“...a summary of the training given to Members with respect to sexual assault...”*

Service members assigned to Sexual Assault Investigations receive the following training:

- General Investigative Techniques;
- Sexual Assault Investigations;
- Investigating Offences Against Children;
- Domestic Violence Investigation; and
- Ontario Major Case Management System.

In 2019, members of the Sexual Assault Unit and Child Abuse Unit received additional in-service training on the Major Case Management system.

Further, in 2019, members of the Special Victims Unit, including Sexual Assault, Child Abuse and Domestic Violence, received training on Trauma Informed Interviewing and Investigation.

e) *“...a summary of the steps taken by the Service to monitor and evaluate response to sexual assault occurrences...”*

The Service monitors response to sexual assault occurrences from the initial call for service through to the final disposition of the investigation. Initial reports are reviewed by the Quality Assurance Unit, to ensure compliance with Service procedures, and are forwarded to the Supervisors in charge of the investigative units responsible for sexual assault investigation – Sexual Assault Unit and Child Abuse Unit. The supervisors review the initial reports to ensure compliance with Service procedures and assign cases for investigation, in accordance with the Service's Criminal Investigation Management Plan

(General Order 095.10 – Major Incidents and Routine Criminal Investigations) and the Major Case Management Manual. Sexual assault investigations are regularly monitored by the respective Major Case Manager in consultation with the Primary Investigator and File Coordinator, where applicable.

Victims of sexual assault are referred to Victim Services Niagara to receive additional support and access to counselling. Services for victims of sexual assault are also offered through referral to the Niagara Health System – Sexual Assault/Domestic Violence Treatment Program, Family and Children's Services Niagara, Niagara Region Sexual Assault Centre, and Victim Witness Assistance Program. Community partners who offer support services to victims of sexual assault are part of the Sexual Assault Response Protocol, and/or the Child Abuse Protocol. Through regular meetings with its protocol partners the Service evaluates response to sexual assault occurrences, in general, based on input from community partners. Specific case review is being anticipated to be implemented in 2020.

<b>Sexual Assault Reports 2017-2019</b>						
			<b>Clearance Type</b>			
<b>Year</b>	<b>Total Reports</b>	<b>Charge</b>	<b>Otherwise</b>	<b>Unfounded</b>	<b>Non CCJS</b>	<b>Suspended</b>
2019	388	54	30	16	22	266
2018	332	62	2	11	28	229
2017	308	28	23	22	68	167

In 2019, the Service assigned two additional investigators to the Sexual Assault Unit, bringing the total number to six investigators and one supervisor. The addition of resources was the result of a demonstrated need, in light of an increase in reporting of sexual assault occurrences, based on an observed uptrend. This trend in increased reporting has continued through 2018 and 2019, and will require further review.

f) *“...a summary of the issues dealt with by the Sexual Assault Committee...”*

Currently the Sexual Assault Committee is comprised of the Niagara Regional Police Services, the Victim/Witness Assistance Program, Victim Services Niagara, Niagara Region Sexual Assault Centre and the Niagara Health System Sexual Assault /Domestic Violence Treatment Program. The purpose of the Committee is to review response to sexual assault occurrences, identify systematic problems, and jointly make proactive changes to the investigative process. Positive practices and training needs are identified and provided to all members.

A review of sexual assault investigations cleared as "Unfounded" between the years 2014 and 2018 has been completed. A review of sexual assault cases that were cleared as "Unfounded" during the year 2019 is underway, and an external advocate case review program will be implemented in 2020.

During 2019, timely access to Sexual Assault Nurse Examiners at the Niagara Health System was identified as an issue, and is under review for corrective action by the Niagara Health System. In late 2018, the Service participated in the delivery of training for new nurse examiners, but the additional staff had since been lost through attrition.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

To comply with the provisions of Police Services Board By-laws and to maintain compliance with the Provincial Adequacy Standards Regulations.

### **Relevant Policy Considerations**

Police Services Board By-Law 313-2011, Sexual Assault Investigation  
General Order 020.12, Sexual Assault Investigations

### **Other Pertinent Reports**

107.2019 Annual Report – Sexual Assault Investigations - January 1 to December 31, 2018

*This report was prepared by Matthew Hodges, Detective Sergeant, Sexual Assault Unit, in consultation with Paul Koscinski, Staff Sergeant, Special Victims Unit and reviewed by James Leigh, Inspector, Investigative Support Services and Brian Ash, Superintendent, Emergency and Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

### **Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

114.

**PUBLIC AGENDA**

**Subject:** Annual Report - Skills Development and Learning Plan  
January 1 – December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-03



**Recommendation**

**That the Niagara Police Services Board receive this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with Board By-law 250-2000 - A By-law respecting the Skills Development and Learning Plan (AI-002).
- The Chief is required to ensure that the Skills Development and Learning Plan ensures the development and maintenance of knowledge, skills and abilities of members consistent with Ontario Regulation 3/99 and is reviewed on an annual basis and amended as required.
- This report sets out a summary of the plan as called for in the reporting requirements of the By-law.

**Financial Considerations**

Not applicable.

**Analysis**

Ontario Regulation 3/99 – Adequacy and Effectiveness of Police Services, requires that every Service has a skills development and learning plan that addresses:

- a) The plan's objectives;
- b) The implementation of a program to coach or mentor new officers; and
- c) the development and maintenance of the knowledge, skills and abilities of members of the police force, including,
  - i. the police force's criminal investigators,
  - ii. members of the police force who provide investigative support functions, if any,
  - iii. members of the public order unit, if any, and

- iv. members of the police force who provide any emergency response service referred to in section 21 and 22.

### Objective

The objective of the Skills Development and Learning Plan is to ensure the highest quality service to the residents and visitors of the Niagara Region by identifying, developing and effectively utilizing the knowledge, skills and abilities of our members. The plan focuses on staff development in a planned, coordinated and continuous manner to optimize efficiency and promote safety, professional confidence and effective operations. Through the plan, the Service acknowledges the responsibilities it shares with members, supervisors and senior leaders for the development and maintenance of knowledge, skills and abilities to ensure the provision of adequate and effective policing.

### Implementation of a Program to Coach or Mentor New Officers

General Order 017.06 – Coach Officer. This General Order sets out the procedure and criteria for senior staff in the selection process for Coach Officers. Coach Officers are selected once it has been identified that they possess the knowledge, experience and competencies to convey the best philosophies of the Police Service. The Officers also serve as positive role models for Recruit Constables. Coach Officers' responsibilities are to observe the duties performed by the Recruit Constable over a minimum of 60 working days. The Coach Officer provides guidance, direction and correction as needed.

The Coach Officer regularly reports to the Supervisor in charge of the platoon with regard to the Recruit's performance. A Recruit Field Training Manual is completed by the Recruit and Coach Officer on a daily basis. At specified intervals (15, 30 and 60 working days) a progress report is completed by the Coach Officer and Supervisor, then reviewed by the District Commander and Superintendent of District Operations.

The assessment is a comprehensive review of the Recruit's progress in relation to the identified core competencies i.e. Knowledge of the Law, Officer Safety, Police Vehicle Operations, etc. Any identified deficiencies are dealt with immediately or through planned training activities.

A quarterly performance appraisal is also completed, initially by the responsible Coach Officer with subsequent quarterly appraisals by the Recruit's immediate supervisor, throughout the first year of the Recruit officer's probationary period.

At the completion of the coaching period, a final report is completed by the Coach, Sergeant and Staff Sergeant. This comprehensive review summarizes the Recruit's demonstrated knowledge, skills and abilities, and recommends either completion or extension of the field training stage of learning.

The completed Field Training Manual is forwarded through the Chain of Command to the Deputy Chief of Operations who determines the Recruit's suitability for independent placement.

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## Police Service's Criminal Investigation

Through the Career Development Officer, in consultation with District and Unit Commanders, each Criminal Investigative position within the Service has knowledge, skills and abilities identified. Officers are required to present with an acceptable level of KSA's in order to apply for a Criminal Investigative position. Those selected and assigned to Criminal Investigative positions will continue to enhance their skills development. In consultation with the District and Unit Commanders, the Superintendent of Executive Services and the Training Unit determine the assignment of the skill development courses for criminal investigations that are held at both the Ontario Police College and the Canadian Police College.

- District Detective Offices
- Sexual Assault Unit
- Domestic Violence Unit
- Internet Child Exploitation Unit
- Investigative Analysis
- Cyber Crime Unit
- Homicide Unit
- Child Abuse Unit
- Intelligence Unit
- Centralized Fraud
- Offender Management Unit
- DNA Unit

The Niagara Regional Police Service provided several opportunities for members of investigative units to attend the Ontario Police College and/or the Canadian Police College to become qualified, re-qualified and to further develop their skills through various courses. Below are examples of courses routinely attended by members of the Service:

- Advanced CPIC Query
- Communications Centre Supervisor
- Crisis Negotiators (NEGOTR)
- Drug Investigation
- Facilitating and Assessing Police Learning
- Fraud Investigation
- Human Trafficking Investigation
- Investigating Offences Against Children
- IACP: Leadership in Police Organizations
- Managing Investigation Using PowerCase
- PowerCase for the Command
- Synthetic Drug Operations Recertification
- CEW Master Trainer
- Coaching Police Professionals
- Shotgun Trainer
- CPIC Terminal Operator
- Death Investigation
- Fire Investigation
- Use of Force Trainer
- Homicide Investigation
- Influential Police Leadership
- Investigative Interviewing Techniques
- Organized Crime Course
- Sexual Assault Investigation
- Ontario Major Case Management
- Search Warrant Triangle
- Sexual Assault Investigation

The Niagara Regional Police Service Training Unit provides the main source of all skills and knowledge development, through competent instructors who themselves must be certified by the Ontario Police College. Throughout 2019, the Training Unit offered several courses pertaining to a variety of subjects. The majority of these courses were directed towards the members of the Niagara Regional Police Service, but on occasion where space permitted, classes were supplemented by members of outside police agencies. The following are courses either instructed or facilitated by the Training Unit:

- Supervisor R2MR
- Special Constable UOF In Service Training
- Shotgun Qualification & Requalification
- Search Warrant Course
- Motorcycle qualification
- Domestic Violence Investigators Course
- UOF & Firearms
- Scenes Of Crime Officer (SOCO) Training
- OPC Standard Field Sobriety Testing
- Confidential Informant Course
- Criminal Investigators Training
- Police Motorcycle Requalification
- Recruit Crown Brief Training
- C8 Qualification & Requalification
- Police Bicycle Qualification & Bicycle Refresher
- C-24 Lawful Justification Course
- Joint Job Evaluation System (JJES)
- Crisis Intervention Team Training
- ATV Requalification
- CEW Qualification & Requalification
- Community Policing Through Environmental Design (CPTED)
- NRPS Supervisor Course
- Special Constable Training
- Critical Incident Reintegration
- Workplace Investigation Training
- Coach Officer Course
- Pre & Post OPC Recruits
- PEACE Model Interviewing
- C8 Qualification & Requalification

#### Investigative Support functions

Those areas designated by adequacy as providing an Investigative Support function include scenes of crime analysis, forensic identification, canine tracking, technical collision investigation and reconstruction, breath analysis, physical surveillance, electronic interception, video and photographic surveillance, polygraph and behavioral science.

Those members who are assigned to Investigative Support functions must possess the required knowledge, skills and abilities in order to enter into any of these specialty positions. Once assigned, these Investigators continue to develop their skills through attendance at accredited training. In many cases, designations, basic qualification and regular requalification is required and provided. Depending on the field of specialty, such training may be provided in-house through the Training Unit, individual support unit, CISO, the Ontario Police College and/or the Canadian Police College.

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- Applied Forensic Videography
  - Basic Bloodstain Pattern Recognition
  - Chemical Treatment & Fluorescent Techniques
  - Forensic Collection and Recovery of Human Remains
  - Photoshop for Forensics
  - Scenes of Crime Officer
  - Polygraph Course
  - Standardized Field Sobriety Testing (SFST)
  - Drug Recognition Officer Course
  - Intoxilyzer Technician (Breath Technician)
  - Reconstruction Collision Investigation Level IV

### Public Order Unit

The Niagara Regional Police Service has a protocol agreement with the Hamilton Police Service and the Waterloo Regional Police Service for the providing of these services when called upon.

### Emergency Response

Regulation 3/99 – Adequacy and Effectiveness of Police Services defines those units that may provide an emergency response function as Tactical Unit; Hostage Rescue Team; Major Incident Commanders; Crisis Negotiators; Police Explosive Forced Entry Technicians; Explosive Disposal Technicians. The Emergency Service Unit provides emergency response on a daily basis for the Service. Members that are assigned to Emergency Services must possess the knowledge, skills and abilities as prescribed by the Adequacy Standards. They are also provided with a high level of training both internally and externally to meet with current requirements according to international, national and provincial standards. Ministry accredited training is conducted in-house to develop new members of the Emergency Task Unit to the accepted standards for Hostage Rescue. General Order 089.07 – Emergency Task Unit details the procedures and training for the Service in incidents involving emergency situations.

The majority of training required for Major Incident Command, Negotiators and Explosives is provided through the Canadian Police College. Officers who are engaged in such activities are required to maintain their qualifications through continuous training both internal and external and through practical work in the field.

- Critical Incident Commanders
- Crisis Negotiators
- Police Explosives Technicians Course
- Police Explosives Technicians – Forced Entry Instructors
- Critical Incident Scribe
- Crisis Negotiators - Refresher
- Police Explosives Technicians Validation Course
- Improvised Explosives Devices to PET - IED Recognition & Reconstruction

The Niagara Regional Police Service also has given the opportunity for members to develop professionally through the achievement of a higher level of formal education, as per the policy of the Tuition Assistance Program General Order, 011.10. Throughout 2019, courses were taken by 27 sworn members and 9 civilian members. These courses were for the completion of University Degrees and College Diplomas in a variety of police and business related topics.

The Niagara Regional Police Service is committed to the continuous development of our sworn and civilian members. As such the Career Development Officer and Training Unit continue to refine and update the Skills Development and Learning Plan to provide a framework for short and long range career planning for members to ensure proper development and training at each stage of their career.

The Niagara Regional Police Service is in compliance with Board By-law 250-2000 – A By-law respecting the Skills Development and Learning Plan as well as Ontario Regulation 3/99 Adequacy and Effectiveness of Police Services.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

The Skills Development and Learning Plan directly supports the Board's Strategic Objective 3.4 Enhance Employee Training and Development as stated in the 2019-2021 Strategic Plan.

### **Relevant Policy Considerations**

- By-law No. 250-2000 - Skills Development and Learning Plan (AI-002)
- Ontario Regulation 926 – Equipment and Use of Force
- General Order 030 - Training and Career Development
- General Order 017 – Coach Officer
- General Order 089 – Emergency Task Unit
- General Order 011 - Tuition Assistance Program

### **Other Pertinent Reports**

189.2019 Annual Report – Skills Development and Learning Plan – January 1 to December 31, 2018.

*This report was prepared by Jay Nesbit, Staff Sergeant, Career Development, reviewed by Todd Waselovich, Inspector Labor Relations and Career Development, and David Meade, Superintendent, Executive Services and recommended by Bill Fordy, Deputy Chief of Police, Support Services.*



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**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

**Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE  
Police Services Board Report**

115.

**PUBLIC AGENDA**

**Subject:** Annual Report – Tactical Units  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-05



**Recommendation(s)**

**That the Niagara Police Services Board receives this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with Board By-law 242-2000 – Tactical Units.
- The Chief is required to make an annual written report to the Board in respect to Tactical Units.
- The Tactical Unit role remains the responsibility of the Emergency Task Unit (ETU).

**Financial Considerations**

There are no financial implications relating to the recommendations contained within this report.

**Analysis**

In accordance with By-law #242-2000, the Chief shall make a written report to the Board of each year in respect to Tactical Units and must include the following:

- a) A summary of the procedures relating to Tactical Units as required by this By-law;
- b) The status of service compliance with the said procedures;
- c) Confirmation of the development and maintenance of the manual on Tactical Unit services;
- d) A summary of the circumstances in which the tactical unit has been deployed;
- e) Confirmation that Members are trained in accordance with Section 5.3.

The following is a detailed response to the above noted requirements:

**a) A summary of the procedures relating to Tactical Units as required by this By-law;**

The Tactical Unit role remains the responsibility of the ETU and the written procedures are set out in General Order 089.07 – Emergency Task Unit. As required, the written procedures include:

- I. The circumstances in which a tactical unit will be deployed, including the process for obtaining the service of the tactical unit and reporting relationships.
- II. The tactical unit can undertake containment, the apprehension of an armed barricaded person, an explosive force entry if it uses the services of a police explosive entry technician.

**b) The status of service compliance with the said procedures;**

The Niagara Regional Police Service is in compliance with this By-law. Niagara's Tactical training is accredited by the Ministry of the Solicitor General as required under Regulation 3/99 of the Police Services Act for Adequacy and Effectiveness of Police Services. Current accreditation is valid until July 31, 2021.

**c) Confirmation of the development and maintenance of the manual on Tactical Unit services;**

The General Order, along with written standard operating procedures and the Tactical Response Teams Course Training Standards, fulfill the obligation of a written manual that is available to each team member. Written copies of the procedures are presented to team members as they are taught. A central copy of updated procedures is available to all members. The Tactical Response Teams Course Training Standards are reviewed on an ongoing basis and as previously mentioned been accredited by the Ministry of the Solicitor General.

**d) A summary of the circumstances in which the tactical unit has been deployed;**

The services of the ETU were utilized on 182 occasions in 2019 which represents a 24.6% increase in calls for service from the previous year.

This total includes non-tactical type operations for which the ETU is responsible such as VIP security, community demonstrations and search and rescue operations for missing and/or vulnerable persons. In addition, ETU members responded to Containment, or Tactical calls for service as an Immediate Response Team in circumstances that did not necessarily require a full team response.

Highlights from 2019 tactical operations include:

- 30 high-risk arrests
- 19 high-risk warrants
- 36 ground searches
- 16 barricaded person calls
- 18 armed person calls
- 13 V.I.P. details including numerous visits by Canada's Prime Minister, the Premier of Ontario, President of Israel, President of Ukraine

**e) Confirmation that Members are trained in accordance with Section 5.3.**

All members of the ETU are trained within the guidelines of Provincial Adequacy Standards.

**Alternatives Reviewed**

Not applicable.

**Relationship to Police Service/Board Strategic Priorities**

This report is for information purposes and has no immediate strategic priorities.

**Relevant Policy Considerations**

Board By-law 242-2000 – Tactical Units.

**Other Pertinent Reports**

99.2019 – Annual Report – Tactical Units – January 1 to December 31, 2018.

*This report was prepared by Staff Sergeant Jamie Munro, Emergency Services Unit in consultation with Inspector Joe Garvey, Emergency Services Unit, reviewed by Superintendent Brian Ash, Emergency & Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

**Appendices**

Not applicable.



**NIAGARA REGIONAL POLICE SERVICE**  
**Police Services Board Report**

116.

**PUBLIC AGENDA**

**Subject:** Annual Report – Underwater Search and Recovery Unit  
January 1 to December 31, 2019

**Report To:** Chair and Members, Niagara Police Services Board

**Report Date:** 2020-06-03



**Recommendation(s)**

**That the Niagara Police Services Board receives this report for information.**

**Key Facts**

- The purpose of this report is to advise the Board that the Service is in compliance with By-Law 273-2005 as it relates to the Underwater Search and Recovery Unit.
- The Chief is required to make a written annual report to the Board with respect to the Underwater Search and Recovery Unit.
- This report will set out the particulars with respect to the procedures required, compliance with the procedures, confirmation of the development and maintenance of the reference file on all diving hazards, and confirmation of training.
- This report will provide a summary of the circumstances in which the Underwater Search and Recovery Unit have been deployed.

**Financial Considerations**

Not applicable.

**Analysis**

In accordance with By-Law 273-2005, the Chief shall make a written report to the Board each year in respect to the Underwater Search and Recovery Unit and that report must include the following:

- a) a summary of the procedures required for the Underwater Search and Recovery Unit;
- b) the status of Service compliance with the said procedures;
- c) confirmation of the development and maintenance of the reference file on all diving hazards;
- d) confirmation of training in accordance with section 5.3; and

- 
- e) a summary of the circumstances in which the Underwater Search and Recovery Unit has been deployed.

This Board Report will outline each of the above and confirm our compliance with the By-Law.

- a) A summary of the procedures required by this By-Law;

The Niagara Regional Police Service is required to provide 24/7 Underwater Search and Recovery Unit (USRU) services to support police operations within the jurisdiction of the Niagara Regional Police Service and their contracted partners (St. Lawrence Seaway Management Corporation and Waterloo Regional Police Service).

Deployment and response is designed to ensure that a fully trained and equipped police diving service is available in a timely manner and in compliance with Provincial Adequacy Standard ER-009 Underwater Search and Recovery Units. The written procedures for deployment are clearly set out in General Order – 088.07 Underwater Search and Recovery Unit. These written procedures include the circumstances in which the USRU will be deployed, including the process for obtaining the services and reporting relationships.

- b) The status of Service compliance with the said procedures;

The Niagara Regional Police Service is in full compliance with this By-Law. The Police Service has a total of eight trained and competent officers who serve as police divers. The procedures for deployment, selection and training are clearly set out in General Order – 088.06 and Provincial Adequacy Standard ER-009. One diver is a qualified Police Explosives Technicians (PET) and holds specialty certifications in the use and rendering safe of underwater explosives and ordnance. The Service's USRU has provided search and recovery services to the Waterloo Regional Police Service on a contract basis since 1998.

- c) Confirmation of the development and maintenance of the reference file on all diving hazards.

A reference file identifying diving hazards throughout the Region has been developed in cooperation with USRU partners, including the St. Lawrence Seaway Management Corporation and Ontario Power Generation. The file is maintained on an ongoing basis and is available to members of the Dive Unit by accessing the USRU network drive on the Service's computer system or by paper copies located in USRU vehicles.

On a yearly basis members of the USRU take part in a tour of the canal and lock systems of the Welland Canal to identify any changes/updates to hazard files.

d) Confirmation of training in accordance with section 5.3.

The Niagara Regional Police Service ensures that In-Service training of NRPS Police Operations Divers meets or exceeds competency requirements determined by:

- i. General Order 088.06
- ii. Provincial Adequacy Standard ER-009 Underwater Search and Recovery Units.
- iii. Canadian Standards Association (CSA) - a Competency Standard for Diving Operations CAN/CSA Z275.4.
- iv. Occupational Health and Safety Act and Diving Regulation 629/94 (including Section 21 Police Health and Safety Committee).

Proof of competency of Service diving supervisors and divers is dependent upon successful completion of a Diver Certification Board of Canada (DCBC) audit and competency evaluation. Qualified members must present a DCBC certification card upon the request of a Ministry of Labour Diving Inspector as proof of qualifications in Restricted/Unrestricted SCUBA and Restricted Surface-Supplied Air categories while engaged in Service training or operational dives.

The members conducted 176 training dives in 2019 with 89 using SCUBA apparatus and 87 using Surface Supplied Air apparatus, an average of 22 training dives per member.

e) A summary of the circumstances in which the Underwater Search and Recovery Unit has been deployed.

The USRU was operationally deployed 23 times in 2019. This includes two incidents which required multiple days of searches being conducted by members. Also, one incident to assist Waterloo Regional Police Service with a search for a missing person.

The following is a summary of the 23 circumstances in which the USRU was deployed from January 1, 2019 to December 31, 2019.

<b>Underwater Search and Recovery Unit Deployments</b>	<b>2019</b>
Search for Missing Persons	3
Body Recoveries	11
Investigations Involving Vehicle Investigations and Recoveries	4
Evidence and Property Recovery	2

Assisting Other Police Services	1
Other Deployments	2

The following is a 3 year comparison of USRU deployments:

	2017	2018	2019
USRU Deployments	16	22	23

### Alternatives Reviewed

Not applicable.

### Relationship to Police Service/Board Strategic Priorities

Not applicable.

### Relevant Policy Considerations

General Order 088.07 – Underwater Search and Recovery Unit

### Other Pertinent Reports

113.2019 – Annual Report – Underwater Search and Recovery Unit – January 1 to December 31, 2018

*This report was prepared by Jon Pilkington, Sergeant, Marine Unit, reviewed by Joe Garvey, Inspector, Emergency Services Unit and Brian Ash, Superintendent, Emergency & Investigative Services recommended by Brett Flynn, Deputy Chief of Police, Operational Services.*



#### Submitted by:

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

### Appendices

Not applicable.



# NIAGARA REGIONAL POLICE SERVICE Police Services Board Report

117.

PUBLIC AGENDA

**Subject:** 2020 – 2022 Diversity, Equity & Inclusion Strategic Plan  
**Report To:** Chair and Members, Niagara Police Services Board  
**Report Date:** 2020-06-09



## Recommendation(s)

1. That the Niagara Police Services Board receive this report for information;
2. That the Board offer support to the Service with its implementation of the 2020 – 2022 Diversity, Equity & Inclusion Strategic Plan.

## Key Facts

- The purpose of this report is to inform the Board regarding the content of the 2020 – 2022 Diversity, Equity & Inclusion Strategic Plan and seek their continued support as the Service implements its contents.
- The Niagara Regional Police Service recognizes the significance of the authority entrusted to our members by the community we serve, and the critical importance of maintaining public confidence in policing.
- The Niagara Regional Police Service is committed to improving the diversity of our workforce, enhancing relations with communities of focus, and embedding the principles of diversity, equity and inclusion within the culture of our organization.

## Financial Considerations

There are no financial implications relating to the recommendations contained within this report.

## Analysis

In 2014, the Niagara Regional Police Service developed its initial Diversity Strategic Plan to support its efforts to be an organization of excellence, effectiveness and relevance to its diverse community. This plan was the first step in laying the foundations for the Service's intentional adoption of diversity, equity and inclusion as a strategic priority. This plan was crafted to both align and support the 2019-2021 Niagara Regional Police Service Strategic Plan and was envisioned to be sustained over a three year period with sufficient flexibility built-in to extend up to five years.

In 2019, the Service assessed its progress toward achieving the goals and objectives of the plan. Building upon the 2014 plan, the 2020-2022 Diversity, Equity and Inclusion

Strategic Plan has been crafted to advance our efforts to engage communities of focus and implement programs that will provide our members with opportunities to interact with Niagara's diverse community, and allow our own diverse members a greater voice within the organization.

The current plan identifies three major Goals:

- Goal 1: Promote a culture of inclusivity within the Service.
- Goal 2: Be a Police Service that reflects the community we serve.
- Goal 3: Strengthen relationships with our community partners.

The plan identifies nine strategic objectives to be met in support of those goals. The main themes of those objectives include:

- The formation of an internal committee to oversee the Diversity Strategic Plan.
- Providing members with increased training opportunities.
- The development of Employee Resource Groups.
- Focusing on recruiting to ensure our recruiters embody the principles of the plan, and are working toward building a more diverse and inclusive organization.
- Communicating and collaborating with community partners representing our diverse communities and affording members of the Service greater opportunities to engage with those communities.

Each objective has measurable metrics to allow the Service to review and report on its successes as we continue along our journey toward "Building Inclusiveness...One Step at a Time."

Since the implementation of the last Diversity Strategic Plan the Service has created a Diversity portfolio held within the position of the Policy and Risk Management Sergeant. The creation of this portfolio has been instrumental in advocating diversity within the Service, and building relations with the diverse communities, notably the creation of the Chief of Police - Community Inclusion Council. In relation to the 2020-2022 Diversity, Equity & Inclusion Strategic Plan, the Sergeant will have responsibilities for implementation, monitoring and reporting to the Executive Leadership Team.

### **Alternatives Reviewed**

Not applicable.

### **Relationship to Police Service/Board Strategic Priorities**

The Diversity, Equity & Inclusion Strategic Plan integrates with the goals of the 2019-2021 Niagara Regional Police Service Strategic Plan.

## **Relevant Policy Considerations**

General Order 106-09 – Diverse Communities.

## **Other Pertinent Reports**

38.2014 – NRPS Diversity Strategic Plan

*This report was prepared by David Meade, Superintendent, Executive Services in consultation with Ms. Wanda Shreve, General Counsel and Tammy Morden, Sergeant, Policy and Risk Management and recommended by Bill Fordy, Deputy Chief of Police, Support Services.*



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**Submitted by:**

Bryan MacCulloch, M.O.M. #5835  
Chief of Police

## **Appendices**

Appendix 1 2020 – 2022 Diversity, Equity & Inclusion Strategic Plan



Be who we serve

2020 – 2022 Diversity, Equity & Inclusion Strategic Plan



**MESSAGE FROM BOARD CHAIR KENNETH GANSEL**

On behalf of Niagara Police Services Board, I am pleased to introduce the Diversity, Equity & Inclusion Strategic Plan for the Niagara Regional Police Service (NRPS) for years 2020 - 2022. This strategy sets out how, over the next three years we will promote a culture of inclusivity, be a police service that reflects the communities we serve and strengthen the relationships with our community partners.

Embedding diversity, equity and inclusion into all that we do is an essential ingredient for success. This can only be achieved if we understand, embrace and value differences within our communities and our workforce. There are important benefits and reasons for wanting to be a more inclusive and diverse police service. It is 'the right thing to do'; it builds stronger community relations; trust and confidence; maximizes employee health, well-being and productivity; and enables the NRPS to recruit and retain the best available talent. This in turn improves the quality of policing service to the public, making it more accessible and responsive to different needs.

The Board is fully committed to this strategy and looks forward to working with the Chief of Police and the Niagara Regional Police Service so that together, we can deliver the best possible service to all groups which make up the wonderful tapestry of people who bring differences and uniqueness to our great Region. I would encourage everyone to read this strategy and find ways in which you can actively support our efforts to change.

A handwritten signature in black ink, which appears to read "Kenneth A.W. Gansel". The signature is fluid and cursive.

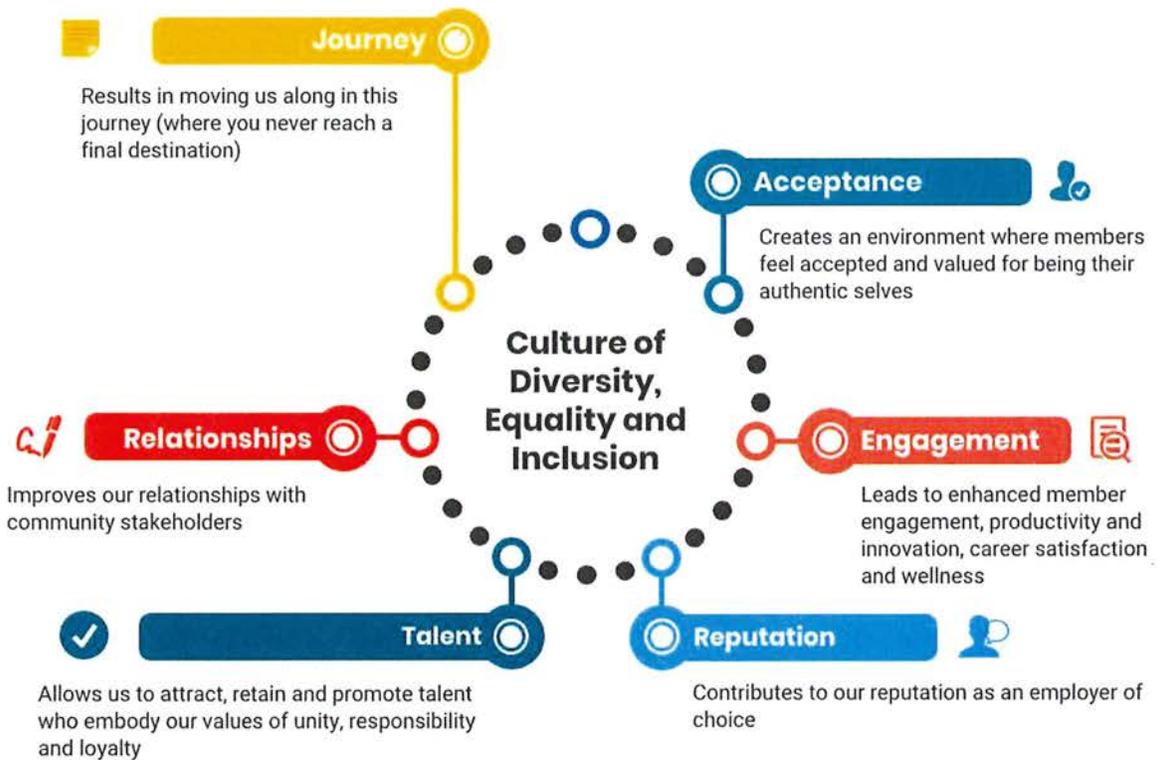
Kenneth A.W. Gansel

Board Chair

**MESSAGE FROM CHIEF BRYAN MACCULLOCH**

It's my firm belief that advancing diversity, equity and inclusion within the Niagara Regional Police Service will enhance our ability to achieve our mission of providing quality policing services with integrity, diligence and sensitivity.

Our Service Strategic Plan (from which this plan flows) recognizes that police cannot contribute to community safety and well-being in a vacuum and require collaboration with a vast array of stakeholders from the business community, social services, equity seeking groups, education institutions, etc. Advancing a culture that embraces diversity, equity and inclusivity, provides compounding benefits:



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I am proud of the work that has been done so far and optimistic about our ability to progress in meeting the objectives of this plan. I also recognize that a key element to creating a culture of diversity, equity and inclusion requires the talk and action of leadership. As the Chief of Police, I am committed to further success through collaboration with our members and community.

Bryan MacCulloch M.O.M. BA, MA

A handwritten signature in black ink, appearing to read "Bryan MacCulloch". The signature is written in a cursive style with a large initial "B" and "M".

Chief of Police

## **INTRODUCTION**

Police play a unique role in society; being entrusted to serve, protect and enforce the laws within the communities where they live, work and play. The Niagara Regional Police Service recognizes the significance of the authority entrusted to our members by the community we serve, and the critical importance of maintaining public confidence in policing. It is our Mission to provide quality policing services with integrity, diligence and sensitivity. Our ability to effectively accomplish this mission requires embracing the principles of diversity, equity and inclusion. By developing and implementing this strategic plan, we will advance our vision to be an organization of excellence, effectiveness and relevance to our diverse community. We will accomplish this through honest and open dialogues with our community partners as well as our members, seeking the diversity of thought necessary to develop and implement creative and impactful solutions to policing concerns, while holding ourselves accountable to our objectives.

### **The Importance of Diversity, Equity & Inclusion to Policing**

NPRS is committed to our Values of providing responsive, diversity-competent service, effective community engagement and being an employer of choice for individuals with diverse talents and skills. To do that, we understand the need to address negative realities and perceptions that impede trust and collaboration between the public and police. Diversity, equity and inclusion is essential, in allowing our members and the community to see a police service that is reflective of themselves, thereby enhancing fair and unbiased policing services that are provided with compassion and understanding. In this way, we can work to erode barriers while fostering open communication, mutual understanding, engagement, and the well-being of our dedicated members.

### **Our Journey Toward "Building Inclusiveness...One Step at a Time"**

The "Building Inclusiveness...One Step at a Time" diversity plan provided the foundational beginning of the NRPS's formal journey to join visionary organizations that intentionally adopt diversity, equity and inclusion as a strategic priority.

Through that plan, we successfully laid groundwork that we will continue to build upon. We appointed a Diversity Officer to advance our efforts to engage communities of focus, and implemented programs such as "Diversity Tours" to provide members an introduction and opportunity to interact with Niagara's diverse local community.

The Chief of Police - Community Inclusion Council – a collective of 22 representatives from external organizations who each represent diverse communities of focus within the Niagara Region was established.



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There is still work to be done. The Niagara Region not only attracts visitors from all over the world, but the demographics of our population are becoming increasingly diverse. According to the latest 2016 Census:

- Approximately 6% of residents identify as Indigenous, or having indigenous ancestry
- Nearly 9% of residents identify as racialized
- 16% of residents do not identify English as their first language
- Women comprise 52% of Niagara's population

In recognition that our Service is currently under-represented among equity seeking groups, we are dedicated to the continuous pursuit of excellence through the development, implementation and administration of this plan. We are committed to improving the diversity of our workforce, enhancing relations with communities of focus, and embedding the principles of diversity, equity and inclusion within the culture of our organization.

## Goal 1

# Promote a culture of inclusivity within the Service

*The Niagara Regional Police Service is committed to organizational excellence and recognizes that the wellbeing of our members is elevated and enhanced by a healthy and respectful work environment that supports fairness, opportunity, a sense of belonging, and promotes diversity, equity and inclusion.*

Strategic Objective	Performance Metric	Target
<b>1.1 Form an internal committee of members who will oversee the implementation of the Diversity Strategic Plan.</b>	a. Internal Inclusion Committee formed	<ul style="list-style-type: none"> <li>• Invite members to participate by the end of Q-2 2020.</li> <li>• Terms of Reference approved by Q-4 2020.</li> <li>• Establish a baseline of members who self- identify as belonging to an equity seeking group by the end of Q-4 2020.</li> </ul> <p><b>Facilitators:</b> Deputy Chief, Support Services and Diversity Officer</p>

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Strategic Objective	Performance Metric	Target
<p><b>1.2 Provide members with diversity, equity and inclusion resources and training.</b></p>	<p>a. Create a dedicated IRIS webpage containing information and events related to diversity, equity and inclusion.</p> <p>b. Develop training related to diversity, equity and inclusion that is delivered to all new members within their first year of employment.</p>	<ul style="list-style-type: none"> <li>• Complete by the end of Q2 2020.</li> </ul> <p><b>Facilitators:</b> Corporate Communications and Diversity Officer</p> <ul style="list-style-type: none"> <li>• Assess current training by the end of Q-2 2020.</li> <li>• Identify training needs by end of Q-4 2020.</li> <li>• Implement training program by end of Q-2 2021.</li> <li>• Provide 4 "lunch and learns" and 3 diversity tours each year.</li> <li>• Commit a budget line to track dollars spent on diversity, equity and inclusion related training.</li> </ul> <p><b>Facilitator:</b> Superintendent, Executive Services</p>

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Strategic Objective	Performance Metric	Target
<p><b>1.3 Address barriers to professional development within the Service that hinder members of equity seeking groups.</b></p>	<p>a. Assess the existence of any systemic barriers in the Service.</p>	<ul style="list-style-type: none"> <li>• Submit a report with recommendations for action by the Executive Leadership Team by the end of Q-4 2020</li> </ul> <p><b>Facilitators:</b> Co-Chairs, Internal Inclusion Committee</p>
<p><b>1.4 Support the development of Employee Resource Groups (ESGs) for members of equity seeking groups.</b></p>	<p>a. Creation of member-led ESGs to provide a sense of belonging to members of equity seeking groups</p>	<ul style="list-style-type: none"> <li>• One ESG will be formed by the end of Q-4 2021.</li> </ul> <p><b>Facilitators:</b> Co-Chairs, Internal Inclusion Committee</p>

## Goal 2

# Be a police service that reflects the community we serve

*The Niagara Regional Police Service's Mission is to provide quality policing services with integrity, diligence and sensitivity to the community we serve. We are committed to reflecting our community as it continues to evolve and diversify.*

Strategic Objective	Performance Metric	Target
<p><b>2.1 Attract individuals from equity seeking groups through focused recruiting efforts.</b></p>	<p>a. Number of focused events on equity seeking groups.</p> <p>b. Diversity of applicant pool.</p>	<ul style="list-style-type: none"> <li>• Host and/or attend 10 events focused on equity seeking groups.</li> <li>• Establish a baseline for the number of applicants who self-identify as belonging to equity seeking groups by the end of 2020; Increase the number of applicants who self-identify as belonging to equity seeking groups year-over-year</li> </ul> <p><b>Facilitator:</b> Superintendent, Executive Services</p>

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Strategic Objective	Performance Metric	Target
<p><b>2.2 Ensure our Recruiting Unit members and senior leadership is trained in diversity, equity and inclusiveness.</b></p>	<p>a. Develop and implement a diversity, equity and inclusiveness training course for members seeking job postings in the Recruiting Unit.</p> <p>b. Recruiting Unit applicants must demonstrate proficiency in diversity, equity and inclusion for posting consideration.</p> <p>c. Develop and implement a diversity, equity and inclusiveness awareness training for senior leadership of the organization.</p>	<ul style="list-style-type: none"> <li>• Training to be completed within one year of job posting to unit.</li> </ul> <p><b>Facilitator:</b> Superintendent, Executive Services</p> <ul style="list-style-type: none"> <li>• At least 2 pre-posting diversity, equity and inclusion activities completed by applicants.</li> </ul> <p><b>Facilitator:</b> Superintendent, Executive Services</p> <ul style="list-style-type: none"> <li>• Training to be completed by the end of Q- 4 2020.</li> <li>• Future senior leaders are to complete awareness training within one calendar year of appointment.</li> </ul> <p><b>Facilitator:</b> Superintendent, Executive Services</p>



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Strategic Objective	Performance Metric	Target
<p><b>3.2 Communicate the strategic objectives of this plan with the community.</b></p>	<p>a. Demonstrate transparency by utilizing on-line digital media platforms.</p> <p>b. Number of newcomer information videos on safety and the law in Canada available in different languages.</p>	<ul style="list-style-type: none"> <li>• Completed by the end of Q-4 2020.</li> </ul> <p><b>Facilitators:</b> Corporate Communications and Diversity Officer</p> <ul style="list-style-type: none"> <li>• Produce videos in 5 languages by the end of Q-4 2022.</li> </ul> <p><b>Facilitator:</b> Superintendent, Executive Services</p>
<p><b>3.3 Provide opportunities for members to represent the Service and engage with associations that represent equity seeking groups (e.g. Ontario Women in Law Enforcement, Association of Black Law Enforcers, Serving with Pride).</b></p>	<p>a. Member participation in professional associations and related groups.</p>	<ul style="list-style-type: none"> <li>• Establish a baseline of members involved in equity seeking professional associations and related groups by the end of Q-4 2020.</li> <li>• Increase membership in professional associations and related groups by 10% year over year.</li> <li>• Commit a budget line for the 2021 Budget to enable tracking of dollars spent and member attendance.</li> </ul> <p><b>Facilitator:</b> Superintendent, Executive Services</p>