



REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICES BOARD PUBLIC AGENDA

Thursday, March 28, 2024, 9:30 am

Niagara Regional Police Service - Headquarters
Community Room 1st Floor, 5700 Valley Way, Niagara Falls

*To view the live-stream meeting proceedings, please visit
<https://calendar.niagarapolice.ca/meetings>*

Pages

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT STATEMENT

3. DECLARATIONS OF CONFLICT/PECUNIARY INTEREST

4. ADOPTION OF MINUTES

4.1 Minutes of the Public Board Meeting held Thursday, February 22, 2024

7

That the Minutes of the Public Board Meeting held Thursday, February 22, 2024 be adopted as circulated.

5. REPORTS FROM BOARD CHAIR

6. REPORTS FROM THE CHIEF OF POLICE

7. PRESENTATIONS

7.1 Too Critical to Fail Inc.

18

Mario Vitti, Managing Partner of Too Critical to Fail Inc. will provide a presentation on the effectiveness and benefits of a proven holistic police culture, and the impact on sworn/civilian employees, leadership, organizational performance and mental health.

That the presentation be received.

7.2 NRPS Human Trafficking Unit

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The Service will provide a presentation on its Human Trafficking Unit which is dedicated to combatting Human Trafficking in Niagara and supporting its victims. The NRPS works cooperatively with law enforcement agencies and local community partners to address the pervasive threat to public safety posed by the incidence of human trafficking.

That the presentation be received.

7.3 NRPS Central Fraud Unit

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The Service will provide a presentation on its Central Fraud Unit, which was established to manage and investigate financial complaints throughout the Niagara Region. These include financial crimes that involve vulnerable victims, large sums of money, multi-agency frauds, serial fraud occurrences, and frauds involving complex circumstances including identity theft, power of attorney theft/fraud, payment card fraud, fraudulent cheques, counterfeit currency, employee fraud, investment fraud and internet fraud.

That the presentation be received.

7.4 NRPS Equity, Diversity and Inclusion Unit

44

The Service will provide a presentation on its Equity, Diversity, and Inclusion (EDI) Unit, comprised of both sworn and civilian members who are committed to ensuring that the Niagara Regional Police Service is providing education on the importance of promoting inclusivity within the police service and throughout the Niagara Region, by offering internal educational opportunities for police members as well as outreach programs/events and crime prevention and community safety initiatives throughout the Niagara Region.

That the presentation be received.

8. CONSENT AGENDA

8.1 Ministry of the Solicitor General - PSB Appointment Extension - T. McKendrick

57

Correspondence dated March 8, 2024 from Jacob Estrela-Robalino, Appointments Officer, Ministry of the Solicitor General, advising that Tara McKendrick has been reappointed to the Niagara Police Services Board for a period of three years, effective April 1, 2024, and providing a copy of Order in Council No. 391/2024, officiating the reappointment.

8.2 Ministry of the Solicitor General - Changes to the Special Constable Appointments Process Under the Police Services Act

59

Memorandum dated March 15, 2024 from Ken Weatherill, Assistant Deputy Minister, Public Safety Division, Ministry of the Solicitor General, to all Chiefs of Police and Board Chairs, advising of the changes to the Special Constable Appointments as a result of the transition from the Police Services Act (PSA) to the new legislative and regulatory framework under the Community Safety and Policing Act, 2019 (CSPA) coming into effect on April 1, 2024.

8.3 Ministry of the Solicitor General - Special Constable Employers under the Community Safety and Policing Act and O. Reg. 396 23

61

Memorandum dated March 15, 2024 from Ken Weatherill, Assistant Deputy Minister, Public Safety Division, Ministry of the Solicitor General, to all Chiefs of Police and Board Chairs, providing important information about Special Constable Employers and the new application process through which an eligible entity may apply to be an authorized special constable employer under the Community Safety and Policing Act, 2019.

8.4	2022-2025 Strategic Plan Status Update	66
	Service report dated March 14, 2023 providing a status update on the Service's performance measures and targets identified in the 2022-2025 Strategic Plan, specifically a comprehensive and detailed overview on achieved compliance of the Service's goals, objectives, performance metrics, targets and outcomes for the year 2023 (Year 2).	
8.5	Short Hills Provincial Park First Nations Deer Harvest - Associated Costs to the NRPS	112
	Service report dated February 15, 2024 advising the Board of the cost to the Service for police oversight at the First Nations Deer Harvest held at Short Hills Provincial Park in St. Catharines during 2023.	
8.6	Quarterly Report - Special Fund Activity - October 1 to December 31, 2023	116
	Service report dated March 4, 2024 submitted in accordance with the quarterly reporting requirements set out in Board By-law 392-2021.	
8.7	Quarterly Report - Overtime Activities Incurred by the NRPS - October 1 to December 31, 2023	120
	Service report dated March 4, 2024 providing the Board with a five-year uniform and civilian quarterly and year-to-date overtime trend analysis.	
8.8	Annual Report - Child Abuse and Neglect - January 1 to December 31, 2023	125
	Service report dated February 22, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 219-2000.	
8.9	Annual Report - Child Pornography (Internet Child Exploitation) Investigations - January 1 to December 31, 2023	129
	Service report dated February 23, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 333-2013.	
8.10	Annual Report - Illegal Gaming - January 1 to December 31, 2023	133
	Service report dated February 22, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 224-2000.	
8.11	Annual Report - Marine Unit - January 1 to December 31, 2023	136
	Service report dated February 29, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 227-2000.	
8.12	Annual Report - Municipal Freedom of Information and Protection of Privacy Act - January 1 to December 31, 2023	140
	Service report dated February 29, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 395-2022.	

8.13	Annual Report - Niagara Regional Police Service Tuck Shop - January 1 to December 31, 2023	143
	Service report dated February 22, 2024 advising the Board of the net proceeds from the sale of NRPS branded souvenirs and mementos sold through the Niagara Regional Police Service Tuck Shop during 2023.	
8.14	Annual Report - Parental/Non-Parental Abductions and Attempts - January 1 to December 31, 2023	145
	Service report dated February 28, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 295-2010.	
8.15	Annual Report - Police Action at Labour Disputes - January 1 to December 31, 2023	148
	Service report dated February 29, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 240-2000.	
8.16	Annual Report - Sudden Death and Found Human Remains - January 1 to December 31, 2023	151
	Service report dated February 27, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 229-2000.	
8.17	Annual Report - Underwater Search and Recovery Unit - January 1 to December 31, 2023	154
	Service report dated March 1, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 273-2005.	
8.18	Annual Report - Vehicle Theft - January 1 to December 31, 2023	158
	Service report dated February 26, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 235-2000.	
8.19	Annual Report - Witness Protection - January 1 to December 31, 2023	161
	Service report dated February 27, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 210-2000.	
	That the information be received.	

9. NEW BUSINESS

9.1	Inspectorate of Policing Centre of Data Intelligence and Innovation Branch - Data Collection Pilot Project	164
	Service report dated March 14, 2024 requesting the Board approve the Service's participation in a Data Collection Pilot Project developed by the Data Intelligence and Innovation (CDII) Branch of the Inspectorate of Policing (IOP). Involvement in this Pilot will allow the Service to assist the CDII and the IOP in the creation of a data collection method that could be implemented province wide.	

That the Board approve the Service's participation in the Data Collection Pilot Project being offered through the Centre for Data Intelligence and Innovation Branch of the Inspectorate of Policing Centre.

9.2 Police Services Board By-laws - Community Safety and Policing Act, 2019

166

Correspondence date March 22, 2024 from Deb Reid, Executive Director, Niagara Police Services Board, providing the Board with 34 draft by-laws as required for compliance with the Community Safety and Policing Act, 2019 (CSPA), its Regulations, and the Ministry of Solicitor General's Policing Standards Manual. The draft by-laws will come into effect upon implementation of the new CSPA on April 1, 2024.

That the Board adopt the draft By-laws, effective April 1, 2024, as appended to this report;

And further, that the Board Chair, Executive Director, and Board Solicitor be authorized to make any supplementary administrative amendments to Board By-laws, that may be required following any additional clarification of the CSPA and its Regulations that may be received by the Ministry of the Solicitor General.

9.3 2024-2025 Diversity Plan Report

361

Service report dated March 15, 2024 requesting the Board adopt the 2024-2025 Diversity Plan, developed to coincide with the release of the new Community Safety and Policing Act (CSPA), that is coming into effect on April 1, 2024, in compliance with Section 37 (1) (e), requiring all police boards to prepare and adopt a diversity plan to ensure that the members of the police service reflect the diversity of the area for which the board has policing responsibility.

That the Board adopt the 2024-2025 Diversity Plan of the Niagara Regional Police Service in compliance with Section 37 (1) (e) of the Community Safety and Policing Act (CSPA), as appended to the report.

9.4 2024 Ontario Police Video Training Alliance (OPVTA) Business Plan

384

Service report dated February 20, 2024 requesting the Board approve the 2024 OPVTA Business Plan, which reinforces both the NRPS and Board commitment to public safety and organizational excellence through the continuance of developing and distributing police learning materials to over 26,000 police officers representing 68 member agencies.

That the Board approve the 2024 Ontario Police Video Training Alliance (OPTVA) Business Plan as outlined in the report.

9.5 Versaterm Records Management System - Annual Maintenance and Support

392

Service report dated March 6, 2024 requesting the Board approve costings for the continuation of annual maintenance and support for the Service's Versaterm Public Safety applications.

That the Board approve payment of Budgetary Support Quote #00003865 in the amount of \$663,824.34, including HST, for the Service's Versaterm Public Safety annual maintenance and support.

9.6 Special Fund Request - Ontario Women in Law Enforcement - Awards Gala

398

Service report dated March 5, 2024 requesting the Board approve a donation at the Silver Sponsorship level in support of the Ontario Women in Law Enforcement Awards Gala being held May 3, 2024, as well the purchase of a table of 10 for police representation at the event. (*Previous donations: 2019 - \$250; 2023 - \$500.*)

That the Board approve a donation in the amount of \$2,280.00 from the Special Fund in support of the Ontario Women in Law Enforcement's Awards Gala.

9.7 Special Fund Request - NRPS Men and Women Tug of War Teams

400

Service report dated March 8, 2024 requesting the Board approve a donation to help offset costs for the Service members participating in the Annual Cross Border Tug of War event being held on May 11, 2024 on the Rainbow Bridge in Niagara Falls.

That the Board approve a donation in the amount of \$1,400.00 from the Special Fund in support of the Niagara Regional Police Service members participating in the Annual Cross Border Tug of War event.

10. OTHER NEW BUSINESS

11. IN CAMERA REPORTS

There are no in camera reports.

12. ADJOURNMENT

The Police Services Board will adjourn the public portion of the meeting and reconvene in-camera for consideration of confidential matters pursuant to Section 35(4) of the Police Services Act.



REGIONAL MUNICIPALITY OF NIAGARA
POLICE SERVICES BOARD
PUBLIC MINUTES

Thursday, February 22, 2024
Niagara Regional Police Service - Headquarters
Community Room 1st Floor, 5700 Valley Way, Niagara Falls

PSB MEMBERS:

J. Lawson, Chair
N. Kapisavanhu, Vice Chair
P. Chiocchio, Board Member
L. Ip, Board Member
T. McKendrick, Board Member
B. Steele, Board Member

W. McKaig, Board Solicitor
D. Reid, Executive Director
D. Cichocki, Executive Assistant

NRPS MEMBERS:

Chief of Police B. Fordy
A/Deputy Chief L. Greco, Support Services
A/Deputy Chief T. Waselovich, Operational Services
C. Gauley, General Counsel
A. Askoul, Director of Information Technology
Superintendent M. Lagrotteria, Corporate Services
Superintendent D. Masotti, District Operations
A/Superintendent D. Forbes, Operational Support
A/Superintendent S. Magistrale, Emergency Services
A/Superintendent P. Kosciński, Executive Services
Inspector N. Dave, Court Services
Inspector J. Nesbit, Duty Office
S/Sergeant T. Cummings, Central Holding Unit
S/Sergeant T. Rupnik, Real Time Operations Centre
R. Audeh, Corporate Strategy and Innovation Manager
Special Constable C. Tolsma, Supervisor, Central Holding Unit
T. Roome, Manager, Public Safety Radio System
L. Rullo, Finance Manager
S. Sabourin, Corporate Communications Manager
R. Brnjas, Commander's Assistant, Court and Prisoner Management

OTHERS:

Mr. D. Tilley, Policing Services Advisor, Ministry of the Solicitor General

1. CALL TO ORDER

The Public Meeting of the Niagara Police Services Board commenced at 9:30 am.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Board began its meeting by acknowledging that the Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hattiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississauga's of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The Regional Municipality of Niagara Police Services Board stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

3. DECLARATIONS OF CONFLICT/PECUNIARY INTEREST

Member Ip declared a conflict of interest with respect to Item 9.5 due to her employment relationship with Gillian's Place and therefore took no part in the voting or discussion on this matter.

4. ADOPTION OF MINUTES

4.1 Minutes of the Public Board Meeting held Thursday, January 25, 2024

Moved by: P. Chiocchio
Seconded by: L. Ip

That the Minutes of the Public Board Meeting held Thursday, January 25, 2024 be adopted as circulated.

Carried

4.2 Minutes of the Public Finance Committee Meeting held on Thursday, February 8, 2024

Moved by: N. Kapisavanhu
Seconded by: T. McKendrick

That the Minutes of the Public Finance Committee Meeting held Thursday, February 8, 2024 be adopted as circulated.

Carried

5. REPORTS FROM BOARD CHAIR

Official Welcome to Our New Chief of Police – Bill Fordy - On behalf of the Board, Chair Lawson officially welcomed Bill Fordy as Niagara's new Chief of Police. Chief Fordy was formally appointed on February 1 and will be officially sworn-in as Chief of Police of the Niagara Regional Police Service at special ceremony to be announced soon. Chair Lawson took the opportunity at the onset of the meeting to welcome Chief Fordy to his first Board meeting as Chief of Police, and to let him know that the Board looks forward to his participation and contributions to the Service in that role.

Chair Lawson further advised that in the view of the Board, the Chief's appointment represents a crucial move in putting an extremely important team in place – the Executive Management Team. The selection process for two Deputy Chief positions will begin immediately, with successors to be identified by the end of March 2024. She formally thanked Chief Fordy for leading the Service through this period of transition and expressed the Board's sincere appreciation to all Senior Officers for their support and patience throughout this process.

Welcome to Ministry Policing Services Advisor - On behalf of the Board, Chair Lawson welcomed Dave Tilley to the meeting. Dave is with the Inspectorate of Policing at the Ministry of the Solicitor General and he serves as a Policing Services Advisor to Zone 4 Police Boards in Ontario. He regularly attends Board meetings as part of the routine visits by Policing Services Advisors to Police Boards across the Province. The Board is pleased to see his continued attendance at their monthly meetings.

CAPG – Webinar Sessions - The Canadian Association of Police Governance hosts monthly webinars as part of their educational strategy to keep police boards and police executives across Canada apprised of issues currently affecting the policing community. Board members attended a webinar on January 31 entitled "Artificial Intelligence and Police Governance", and on February

15, entitled “Leadership and the Impact - Frontline Police Officers and Civilian Municipal Employees”. A webinar entitled “What is the Board's Role in Overseeing Workplace Culture” is scheduled on February 29 at 1:30 pm. Recorded copies of these webinars will be sent to the Board for their viewing.

Black History Month - Learning Event - On February 20, the NRPS Equity, Diversity & Inclusion Unit hosted a learning event for Black History Month. The event featured guest speaker Retired Durham Police Sergeant Keith Richards who spoke about the historical context and modern-day challenges for Black Canadians, and how ally-ship by colleagues and leadership can support the progress of Black-identifying persons within the workforce. Member Gibson attended the event on behalf of the Board, along with several members of the Service.

OAPSB/OACP Zone 4 Meeting - On February 21, the Ontario Association of Police Services Boards held their Zone 4 Quarterly Meeting. Zone 4 consists of a total of 14 Police Services Boards, including municipal and OPP Contract Boards or First Nations police governance bodies that are located within the regions or counties of Brant, Haldimand, Halton, Hamilton, Niagara, Norfolk and Oxford. These quarterly engagements allow Boards within a certain geographic area to meet for the purpose of discussing matters related to police governance. Chair Lawson attended the meeting on behalf of the Board.

PAO Employment Conference & CSPA Summit - There will be an Employment Conference and Community Safety and Policing Act Summit held from February 26 – 28 at the Toronto Airport Marriott Hotel. The events are being hosted by the Police Association of Ontario, and the Ontario Association of Police Services Boards in collaboration with the Ontario Association of Chiefs of Police, and the Ontario Senior Officer's Police Association. The Employment Conference sessions will provide comprehensive updates on WSIB, emerging issues in police labour relations; human rights; collective bargaining and arbitration current trends; and police discipline matters. The CSPA Summit will spotlight the major changes in the policing framework and focus on discussing details of the Act and its regulations, as well as related implications for Ontario's policing partners. Chair Lawson will be attending these events, along with Vice Chair Kapisavanhu, Members Chiochio, Gibson, Steele, the Board's Executive Director, Board Solicitor, Chief and NRPS staff.

Auto Theft Summit - On March 20, Peel Regional Police will be hosting the 2nd Annual Auto Theft Summit in collaboration with partnering police services and stakeholders from government and industry leaders. The Summit will discuss challenges in public safety that relate to auto theft and look to define real action and implement impactful solutions with partners in policing, government, and industry across Ontario's communities. The event is being held at the Luxe Convention Centre in Mississauga and the Board Chair, Member Steele, Chief of Police and Board's Executive Director will be attending.

State of the Region - Regional Chair Jim Bradley's Address - On March 27, Regional Chair Jim Bradley will be delivering his State of the Region Address. Chair Bradley's Address will include a comprehensive overview of the current economic conditions, as well as key initiatives and projects that are underway to support growth and development within Niagara Region. Participants will include Niagara's local business leaders, community members and elected officials. The event is being at John Michael's Banquet and Event Centre in Thorold from 11:00 am to 2:30 pm. Members interested in attending are asked to confirm with Board staff.

Upcoming PSB Meetings - The Board's next Committee meetings are scheduled for Thursday, March 14 and the next regular monthly Board meeting is scheduled for Thursday, March 28. Meetings will be held in the Community Room at Police Headquarters at 9:30 am.

6. REPORTS FROM THE CHIEF OF POLICE

NRPS Equity, Diversity and Inclusion Unit - Since the last Board meeting in January, Members of the NRPS Equity, Diversity and Inclusion Unit participated in Indigenous Awareness Training through "Boots on the Ground". One topic of discussion was intergenerational trauma caused by matters related to the residential schools and in particular, the roles that law enforcement played in removing children from their homes.

Black History Month - On February 15, the Niagara Regional Police Service was recognized as "Community Builder of the Year" at the Niagara Folk Arts Contributors Celebration breakfast. While later speaking with Emily Kovacs, Executive Director of Niagara Folk Arts, spoke about how she deeply appreciated the relationship between front-line members in the Service's CORE unit and the at-risk community recognizing the positive influence the Service has for those that are newcomers to Canada and might come from countries that have different relationships with police.

Later this evening, members of the Service will be attending the film screening of "Steadfast" at Brock university. The event is being hosted by TOES and features the Honorable Dr. Jean Augustine, who in 1993 was the first black female elected to the House of Commons and the first black female to serve in Canada's federal cabinet. During her first term, Dr. Augustine advanced the motion asking that Canada recognize Black History Month and in 1996 Canada began recognizing February as Black History Month.

The Service also had the pleasure of having local historian Rochelle Bush speak with the Chief of Police Community Inclusion Council to provide insight into some of the rich black history and significant landmarks across the Niagara Region. Earlier this week, as part of ongoing education sessions, members had the privilege of having retired Durham Police Sergeant Keith Richards share his personal story, and the value of allyship. In addition, Service Members joined together at a Black History Celebration in Welland that focused on Black Resilience and featured Keynote Lezlie Harper. The event was hosted by Janet Madume of the Welland Heritage Council, who through her leadership provided the framework for the NRPS to work together and build upon.

National Human Trafficking Awareness Day - February 22 marks the anniversary of Canada's Federal Cabinet declaring this day as National Human Trafficking Awareness Day. Given that, the Service is inviting the community to take the time to understand more about this crime and to help those that may be impacted by this predatory behaviour. Members of the public can learn more about the Canadian Centre to End Human Trafficking by contacting the Centre's hotline at 1-833-900-1010. Also, in regard to operations in this area, NRPS Investigators and several partnering agencies across the province were successful in advancing charges against 13 individuals engaged in human trafficking related matters.

Homicide Crime Statistics - There were 0 homicides and 0 attempted homicides reported since the last Board Meeting on January 25, with a total of 0 for 2024 to date. (The NRPS has made several arrests over the past 24 hours with regard to a previous homicide incident. Updates on those arrests will be provided at the next meeting.)

Fatal Motor Vehicle Statistics - There were 2 fatal motor vehicle collisions in January.

7. PRESENTATIONS

7.1 NRPS Technology Services Unit

The Service will provide a presentation on its Technology Services Unit responsible for promoting creativity, innovation and integrated information technology solutions in order to provide the best service possible for the use and implementation of information and technology in policing, and for maintaining the technological operations of a variety of key communication systems utilized by the organization, including but not limited to the 9-1-1 Emergency Answering Service and Police Dispatch Communications Operations, Public Safety Voice Radio and Mobile Data systems, Records Management System (RMS) and Computer Aided Dispatch (CAD) applications. *(The item was deferred from the January 25, 2024 Public Board Meeting.)*

Moved by: B. Steele
Seconded by: P. Chiocchio

That the presentation be received.

Carried

7.2 NRPS Central Holding Facility

The Service will provide a presentation on its Central Holding Unit, to which assigned members primary duties relate to the overall management and processing of all persons arrested and detained in custody, and to maintain the care and well-being of all prisoners housed at the primary Central Holding Unit at Headquarters in Niagara Falls, and the back-up overflow facility located at 3 District in Welland. *(The item was deferred from the January 25, 2024 Public Board Meeting.)*

Moved by: T. McKendrick

Seconded by: B. Steele

That the presentation be received.

Carried

7.3 NRPS Real Time Operations Centre (RTOC)

The Service will provide a presentation on its Real Time Operation Centre (RTOC), which operates 24 hours a day, 7 days a week in order to provide near real time actionable intelligence that assists police in obtaining critical information captured on community cameras for the purpose of optimizing officer and public safety to residents and visitors of the Niagara Region. *(The item was deferred from the January 25, 2024 Public Board Meeting.)*

Moved by: T. McKendrick

Seconded by: B. Steele

That the presentation be received.

Carried

8. CONSENT AGENDA

8.1 Ministry of the Solicitor General - New Mandatory Online Learning for the Public Safety Sector

Memorandum dated January 26, 2024 from Ken Weatherill, Assistant Deputy Minister, Public Safety Division, Ministry of the Solicitor General, addressed to all Chiefs of Police and Board Chairs, providing an update on the status of the development of the online learning modules designed to assist policing organizations in preparing for the transition from the current Police Services Act to the new Community Safety and Policing Act, 2019, coming into force on April 1, 2024.

8.2 Information and Privacy Commissioner of Ontario - Facial Recognition and Mugshot Databases - Guidance for Police in Ontario

Correspondence dated February 1, 2024 from the Office of the Information and Privacy Commissioner of Ontario providing a document released in January 2024 entitled, "Facial Recognition and Mugshot Databases: Guidance for Police in Ontario", offering practical recommendations as well as privacy, transparency and accountability related considerations for the design, use and governance of facial recognition programs being used or considered by police services across the province.

8.3 Corporation of the Town of Grimsby - Advocacy of Mental Health and Addiction Support

Letter dated February 7, 2024 from Victoria Steele, Town Clerk, Town of Grimsby, advising of a resolution passed by the Corporation of the Town of Grimsby at its meeting held on February 5, 2024, advocating for more preventative drug-education within their community, as well as assistance from the Canadian Mental Health Association, the

Niagara Regional Police Service, the Province of Ontario and the Region on matters concerning addiction, mental health support and treatment options. The Town of Grimsby is also requesting a response to their resolution from four political representatives of West Niagara and the province of Ontario who have a direct involvement in matters of such.

8.4 Quarterly Report - Administration of the Public Complaints System - October 1 to December 31, 2023

Service report dated February 14, 2024 submitted in accordance with the quarterly reporting requirements set out in Board By-law 301-2010.

8.5 Annual Report - Accessibility Standards and Accessibility Standards for Customer Service - January 1 to December 31, 2023

Service report dated February 1, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 366-2017.

8.6 Annual Report - Collection of Identifying Information in Certain Circumstances - Prohibition-Duties - January 1 to December 31, 2023

Service report dated January 16, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 360-2016.

8.7 Annual Report - Criminal Intelligence Unit - January 1 to December 31, 2023

Service report dated February 1, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 196-2000.

8.8 Annual Report - Disclosure of Secondary Employment - January 1 to December 31, 2023

Service report dated February 6, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 284-2008.

8.9 Annual Report - Drug Investigations - January 1 to December 31, 2023

Service report dated February 2, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 223-2000.

8.10 Annual Report - Fundraising for Service Related Organizations - January 1 to December 31, 2023

Service report dated February 12, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 186-1999.

8.11 Annual Report - Hate Bias Motivated Crimes and Hate Propaganda Offences - January 1 to December 31, 2023

Service report dated February 2, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 199/200-2000.

8.12 Annual Report - Informants and Agents - January 1 to December 31, 2023

Service report dated January 30, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 207-2000.

8.13 Annual Report - Major Incident Command - January 1 to December 31, 2023

Service report dated January 16, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 325-2012.

8.14 Annual Report - Marked General Patrol Vehicles - January 1 to December 31, 2023

Service report dated January 26, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 257-2003.

8.15 Annual Report - Occupational Health and Safety - January 1 to December 31, 2023

Service report dated February 22, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 330-2012.

8.16 Annual Report - Police Uniforms - January 1 to December 31, 2023

Service report dated January 26, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 259-2003.

8.17 Annual Report - Solicitation, Acceptance - Public Donations, Sponsorships or Private Sector Funding - January to December 31, 2023

Service report dated February 12, 2024 submitted in accordance with the annual reporting requirements set out in Board By-law 328-2012.

Moved by: P. Chiocchio

Seconded by: L. Ip

That the information be received.

Carried

9. NEW BUSINESS

9.1 Annual Report - Missing Persons - January 1 to December 31, 2023

Service report dated January 17, 2024 submitted in accordance with the annual reporting set out in Board By-law 386-2020.

Moved by: N. Kapisavanhu

Seconded by: T. McKendrick

That the information be received;

And further, that the report be provided to the Ministry of the Solicitor General and posted on the Niagara Regional Police Service website, pursuant to Section 8 of the Missing Persons Act, 2018.

Carried

9.2 Police Services Board By-laws - Community Safety and Policing Act, 2019

Correspondence date February 15, 2024 from Deb Reid, Executive Director, Niagara Police Services Board, providing the Board with 28 draft by-laws as required for compliance with the Community Safety and Policing Act, 2019 (CSPA), its Regulations, and the Ministry of Solicitor General's Policing Standards Manual. The draft by-laws will come into effect upon implementation of the new CSPA on April 1, 2024.

The Board directed the Executive Director to ensure that all revised and newly drafted by-laws use gender-neutral language.

Moved by: B. Steele

Seconded by: P. Chiocchio

That the Board adopt the draft By-laws, effective April 1, 2024, as appended to this report;

And further, that the Board Chair, Executive Director, and Board Solicitor be authorized to make any supplementary administrative amendments to Board By-laws, that may be required following any additional clarification of the CSPA and its Regulations that may be received by the Ministry of the Solicitor General.

Carried

9.3 Purchase Award - Grimsby Ford - Replacement of Patrol Vehicles from NRPS Fleet Pool

Service report dated February 16, 2024 requesting Board approval to award the purchase contract to Grimsby Ford to purchase 21 replacement patrol vehicles, in the total amount of \$1,274,077.26, including HST, which is allocated as part of the 2024 Capital Budget Vehicle Replacement Capital Project.

Moved by: L. Ip

Seconded by: N. Kapisavanhu

That the Board award the purchase contract to Grimsby Ford to purchase 21 replacement patrol vehicles, in the amount of \$1,274,077.26, including HST, under the Police Cooperative Purchasing Group (PCPG) Control Code #24G0050.

Carried

9.4 Special Fund Request - Family and Children Services (FACS) Niagara - Fundraising Gala

Service report dated February 7, 2024 requesting the Board approve a donation for the purchase of a corporate table at the Family and Children Services (FACS) Fundraising Gala being held at John Michael's Banquet Hall in Thorold on May 3, 2024. (Previous donation: 2023 - \$2,500)

Moved by: T. McKendrick

Seconded by: B. Steele

That the Board authorize a donation in the amount of \$2,500.00 from the Special Fund for the purchase of a corporate table at the annual Family and Children Services (FACS) Charity Gala.

Carried

9.5 Special Fund Request - Gillian's Place

Correspondence dated February 1, 2024 from Deb Reid, Executive Director, Niagara Police Services Board, providing a copy of a letter received from Nicole Regehr, Executive Director, and Graeme Dargavel, Director of Development & Communications, Gillian's Place, advising of two events occurring in 2024, and requesting the Board consider sponsoring one or both of these special events.

Moved by: P. Chiocchio

Seconded by: N. Kapisavanhu

That the Board approve a donation in the amount of \$1,000.00 from the Special Fund to Gillian's Place for their "Breakfast to End Gender-Based Violence" event being held on March 26, 2024;

And further, that the Board approve a donation in the amount of \$1,000.00 from the Special Fund to Gillian's Place for their "Wrapped in Courage Campaign Pancake Breakfast" event being held in November 2024.

Carried

9.6 Special Fund Request - Greater Niagara Chamber of Commerce Women in Niagara - International Women's Day Event

Service report dated February 13, 2024 requesting the Board approve the purchase of a table of 10 at the Greater Niagara Chamber of Commerce (GNCC) Women in Niagara (WIN) International Women's Day event being held March 8, 2024. (This is first time funding request.)

Moved by: T. McKendrick

Seconded by: B. Steele

That the Board authorize a donation in the amount of \$857.30 from the Special Fund for the purchase of a table of 10 at the Greater Niagara Chamber of Commerce Women in Niagara International Women's Day event.

Carried

9.7 Special Fund Request - Ontario Association of Police Services Boards (OAPSB) - Spring Conference and Annual General Meeting

Correspondence dated February 5, 2024 from Deb Reid, Executive Director, Niagara Police Services Board, providing the Board with a copy of communication received from Patrick Weaver, Chair, Ontario Association of Police Services Boards (OAPSB), requesting a donation to support the OAPSB 2024 Spring Conference and Annual General Meeting being held from June 3 - 5, 2024 at Blue Mountain Resort. (Previous donations: 2003-2023 - \$1,000, Conference Host in 2011 - \$10,000).

Moved by: L. Ip

Seconded by: N. Kapisavanhu

That the Board authorize a donation in the amount of \$1,000.00 from the Special Fund to the Ontario Association of Police Services Boards (OAPSB) in support of its 2024 Annual General Meeting and Spring Conference.

Carried

9.8 Special Fund Request - United Way - Campaign Celebration Breakfast

Service report dated February 8, 2024 requesting the Board approve the purchase of a table of 10 at the United Way Campaign Celebration Breakfast being held March 28, 2024 at the Holiday Inn and Suites Conference Centre in St. Catharines. (Previous donations: 2007-2010: \$500; 2011-2012, 2014-2019: \$1,000; 2021 - \$2,000; 2022 - 2023: \$3,000)

Moved by: B. Steele

Seconded by: P. Chiocchio

That the Board authorize a donation in the amount of \$400.00 from the Special Fund for the purchase of a table of 10 at the United Way Campaign Celebration Breakfast.

Carried

9.9 Special Fund Request - NRPS Women in Police Internal Support Network (ISN) - Lunch and Learn Initiative

Service report dated February 13, 2024 requesting the Board approve a donation to cover costs to the Service for hosting speakers at their Women in Police Internal Support Network lunch and learn session. (Previous donation: 2022: \$3,000)

Moved by: L. Ip
Seconded by: N. Kapisavanhu

That the Board approve a donation in the amount of \$3,000.00 from the Special Fund to cover costs of hosting a Women in Police Internal Support Network Lunch and Learn session.

Carried

9.10 Special Fund Request – NRPS Men’s Recreational Hockey Team - International Police Hockey Tournament

Service report dated January 24, 2024 requesting the Board approve a donation to help support and offset expenses incurred by the NRPS men’s recreational hockey team while participating in the 2024 International Police Hockey Tournament being held in Kingston on February 22-23, 2024. (Previous donations: 2006-2019 - \$500; 2020 - \$700; 2022 - \$500; 2023 - \$1,500)

Moved by: T. McKendrick
Seconded by: B. Steele

That the Board approve a Special Fund donation in the amount of \$1,500.00 in support of the NRPS Men's Recreational Hockey Team at the 2024 International Police Hockey Tournament.

Carried

9.11 Special Fund Request - Welland Heritage Council and Multicultural Centre (WHCMC) - Newcomer Youth Empowerment Award

Service report dated February 21, 2024 requesting the Board approve a donation in support of the Welland Heritage Council and Multicultural Centre's Newcomer Youth Empowerment Award designed to honour students of African descent who have demonstrated exceptional dedication to their academic pursuits while actively contributing to the social fabric of their school environment.

Moved by: P. Chiocchio
Seconded by: L. Ip

That the Board approve a Special Fund donation in the amount of \$2,000.00 to the Welland Heritage Council and Multicultural Centre in support of their Newcomer Youth Empowerment Award.

Carried

9.12 Police Services Board By-Law - Administration, Limitations and Guidelines of the Special Fund (392-2021)

Vice Chair Kapisavanhu recommended that at an upcoming Finance Committee Meeting, the Board review its Special Fund By-law, including the funding priorities and the allocation of discretionary funds, and how this aligns with the Board and Service strategic goals and the newly created Police Foundation Program, to determine the best use of funds that it considers in the public interest.

Moved by: N. Kapisavanhu
Seconded by: B. Steele

That, at the next scheduled Finance Committee Meeting, the Board review of the Administration, Limitations and Guidelines of the Special Fund.

Carried

10. OTHER NEW BUSINESS

There was no other new business raised or discussed.

11. IN CAMERA REPORTS

11.1 Special Investigations Unit - Case Number 23-OCI-206 - Incident of May 28, 2023

Service report dated January 2, 2024 advising that the SIU concluded their investigation in this matter and found no grounds for criminal charges against any police officer, and also advising that in compliance with S.32 of Ontario Regulation 268/10 made under the Police Services Act, the Service completed its review and investigation into this matter and concluded that there are no identified policy/service/officer conduct issues.

Moved by: P. Chiocchio

Seconded by: L. Ip

That, in accordance with Board direction, the above noted in camera report be received as public information.

Carried

12. ADJOURNMENT

The Police Services Board adjourned the public portion of the meeting and reconvene in-camera for consideration of confidential matters pursuant to Section 35(4) of the Police Services Act.

The Public Meeting adjourned at 10:59 am.

Jen Lawson, Chair

Deb Reid, Executive Director

Proven, Universal, Holistic, Culture Solution *(The Resilience Chain)*

Used by: Operating Rooms; Nuclear Subs and Power Generation; NTSB; Global Financial Networks; NASA; Nuclear Power; Many Other TCTF

Public Safety Services

Highest Priority is Community Public Safety, Wellbeing, Resilience, Community Needs

Roles

- (1) **Customers/Process-Owners** Define and Justify the Requirements/Business-Need, Define and Justify the Costs and Benefits and establish the Business Case. Consider Recommendations.
OWN SOLUTION. ENSURE FUNDING
- (2) **Service Providers** – Establish, Maintain, Manage, Deliver - Report Service Levels, as per Business Agreement.

Human Performance

A Service Provider that cannot Correct and Prevent Problems – is dysfunctional.

Use PROVEN Methodologies Statistics show majority of events are **Dormant, Latent Org/Cultural Issues**. Assume People are Innocent until **ROOT CAUSE** determines otherwise.

Corrective & Preventative Action Analysis focuses on “Why Error Prevention Barriers” failed. Key Recruitment “Deep Onboarding” – determine “Fit” “In or out.”

Psychological Safety

An environment where it’s OK to Challenge and be Challenged (e.g., preventable NASA Shuttle Event). Along with proven EDI Continuum. Proven to Eradicate Racism, and basis of “Self-Regulation.”

Enables all other Behaviours, Actions, Processes and Practices, that building capability and confidence - enables People to creates World-Class Results.

Community Safety, Wellbeing

Focuses/Links to the Community – creates & sustains “Trust and Confidence.” Direct connection and Integration with the Police - clear, focused, and quantifiable - e.g., Indigenous Cultural Alignment between Policing and the “Community.” (e.g., Thunder Bay Police, best known example).

Significantly Improves Police and Community “Resilience” . . . The ability to adapt when faced with adversity, trauma, tragedy, threats or even significant sources of stress.



Sample Integrated Culture Components

- Oversight and Governance
- Eradication of Racism
- Improved Mental Health
- Professionalism
- Peer Reviews/Benchmarking
- Leadership
- Transit Policing
- Recruitment, Retention
- Continuous Learning & Improvement
- Code of Conduct, Ethics, and Honor
- Many other Enabling, Supporting, and Training, Processors and Practices

People are Valued

They are – and must be Treated as the most important Asset.

Their Beliefs and Values are the “Culture” that determines the Performance and Resilience of the Organization.

Self-Regulation

Accountability, Collaboration, Teamwork, and Aligned to achieve the “Greater Good” through “Respect & Confidence,” “Self Actualization” and “Self Fulfillment.” **The Core of “Duty to Intervene”** – Consider “Uvalde,” “Yatim”

Continuous Improvement

Pursued by “Professionalism,” and “Competition” - Evolves Culture and “Benchmarking,” “Peer Reviews”

People realize “Fulfillment” “Actualization”

Organization Performance

- Proven “Significant” Performance and Mental Health Improvement.”
- People achieve “Barrett Vales.”
- Improved Recruitment, Retention.
- Community Trust and Confidence
- Public Safety, Wellbeing, Resilience
- Addresses Community Needs

Niagara Regional Police Service

Human Trafficking Unit (HTU)
Police Services Board Meeting
March 2024

Human Trafficking Unit Overview

- The NRPS Human Trafficking Unit (HTU) is part of the Special Victims Unit umbrella and is located at NRPS HQ.
- The HTU is comprised of the following:
 - 3 - Full Time Detective Constables
 - 1 - Detective Sergeant
- Officer salaries are funded with Provincial Grants
- Provincial Grant funds are also used to pay for the salary of one (1) HT trained Victim Services Niagara personnel

What is Human Trafficking?

- Human trafficking is an act of power and control.
- Usually for sexual exploitation or forced labour.
- Charges under Sections 279.01 and 279.011 in the Criminal Code of Canada.

Ontario Anti-Human Trafficking Strategy

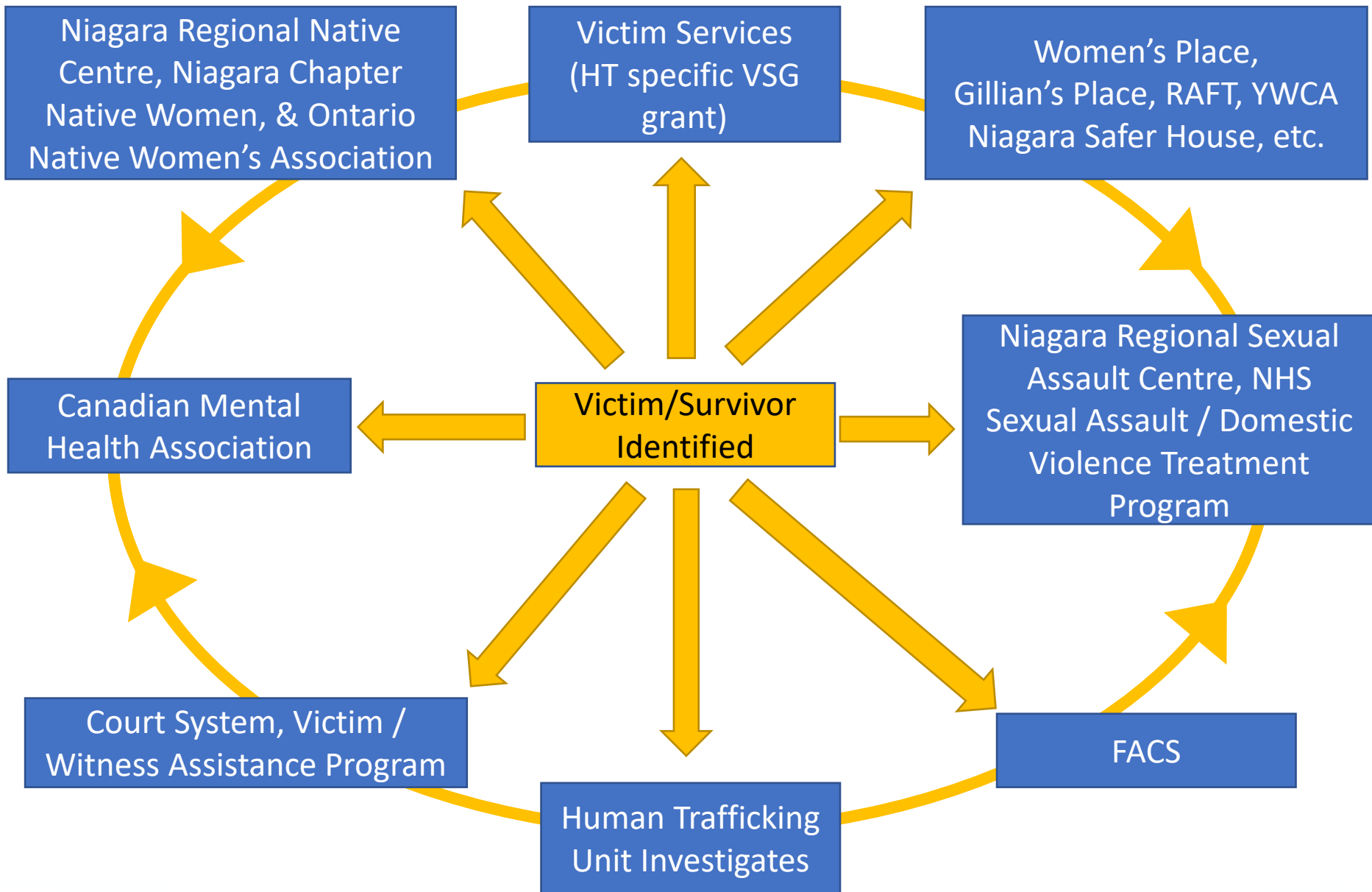
- Raising Awareness
- Protecting Victims
- Supporting Survivors
- Holding offenders accountable

Niagara Region Anti-Human Trafficking Response Protocol

- Is a collaborative community driven protocol
- Developed between the NRPS and community partners (14 total)
- It sets out each partner's respective role, responsibility and available services.
- Ensures the most appropriate services, assistance and safety planning is provided to victims and survivors, immediate family members, and witnesses to human trafficking.

HT Protocol Partner Agencies

- Victim Services Niagara
- Canadian Mental Health Association Niagara
- Niagara Regional Sexual Assault Centre
- Centre de Sante Communautaire Hamilton/Niagara
- Ontario Native Women's Association
- Family and Children Services
- NHS Sexual Assault / Domestic Violence Treatment Program
- YWCA Niagara Safer House
- Niagara Resource for Youth (RAFT)
- Gillian's Place
- Niagara Chapter Native Women
- Victim/Witness Assistance Program
- Niagara Regional Native Centre
- Women's Place



HT UNIT Statistics/Caseload

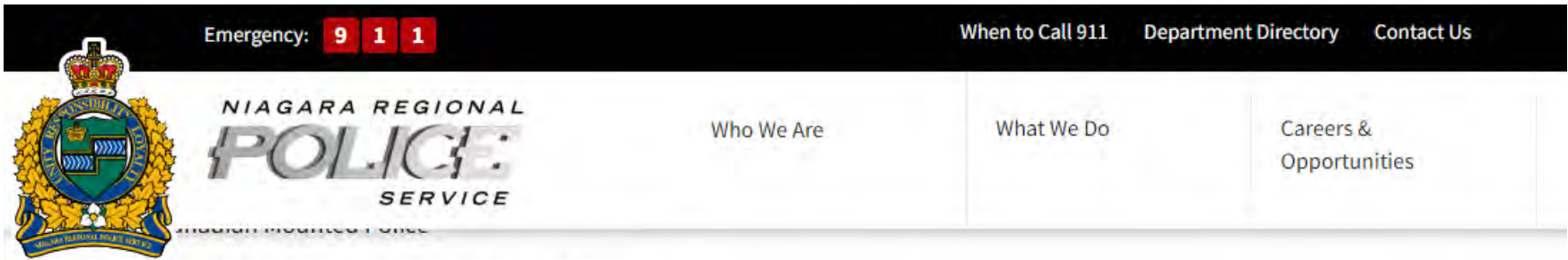
- Consistent increase in number of investigations, arrests and charges since the creation of the HT Unit.
- Creation of HTU in June 2019 with two Detective Constables
- Creation of a full-time Detective Sergeant position in January 2021
- In August 2022, through a Provincial funding, staffing increased from two Detective Constable positions, to three.

Project Rift

- Proactive measure to identify offenders seeking sexual services from persons under 18 years of age. Goal of the project was to create community awareness and proactively protect youth from being future victims of Human Trafficking sexual abuse
- Involved partners that included OPP-IJFS, Halton, Barrie, Windsor, Hamilton, and Durham police services, RCMP, BEST, CBSA and HSI, and the NRPS ICE, DVU, and Child Abuse Units.
- **In total 13 people were arrested, and 39 charges laid.**
 - **Obtaining sexual services for consideration from a person under 18 years**
 - **Invite/counsel etc, sexual exploitation of a young person**
 - **Agreement to commit a sexual offence against a person under 18 years**
- Media release:

[NRPS Human Trafficking Project Leads to 13 Arrests – Niagara - Niagara Regional Police Service \(niagarapolice.ca\)](https://niagarapolice.ca)

Project Rift – Media Release



Niagara Regional Police Service Chief Bill Fordy states:

“These arrests showcase the dedication of our members in ensuring some of the most vulnerable members of our community are protected, sending a strong message that the predatory behaviours associated with human trafficking will not be tolerated in Niagara.

We are committed to fighting human trafficking through intelligence-gathering and working cooperatively with law enforcement and community partners to support victims and enforcement efforts. Integrated resources, the sharing of information, a victim-centred approach and community partnerships are crucial to law enforcement’s effective response to this kind of crime.”

The investigation remains ongoing by NRPS detectives. Anyone with information about this incident is asked to contact the investigating officers by calling 905-688-4111, option 3, extension 1009544.

Members of the public who wish to provide information anonymously can contact Crime Stoppers of Niagara online or by calling 1-800-222-8477. Crime Stoppers offers cash rewards to persons who contact the program with information which leads to an arrest.

[Click Here for Crime Stoppers Online](#)

To learn more about how to prevent and identify Human Trafficking and Internet Child Exploitation click the links below.

[Human Trafficking](#)

[Internet Child Exploitation](#)

Questions?

Human Trafficking Unit

Detective Sergeant Tara Ryan

Detective Constable Dustan Picken

Niagara Regional Police Service

Central Fraud Unit

Police Services Board Meeting

March 2024

Central Fraud Personnel

1 Detective
Sergeant

7 Detective
Constables

Central Fraud Unit

- Fraud Over \$5000
- Employee Theft/Fraud
- Identity Theft/Fraud
- Theft by Power of Attorney
- Financial Elder Abuse
- Counterfeit Currency



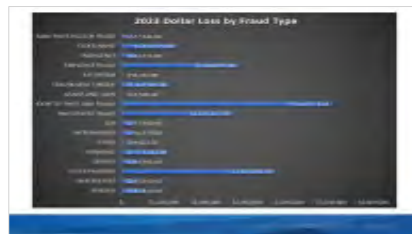
NRPS Fraud 2023

3132 Incidents

\$25.5 Million in Losses

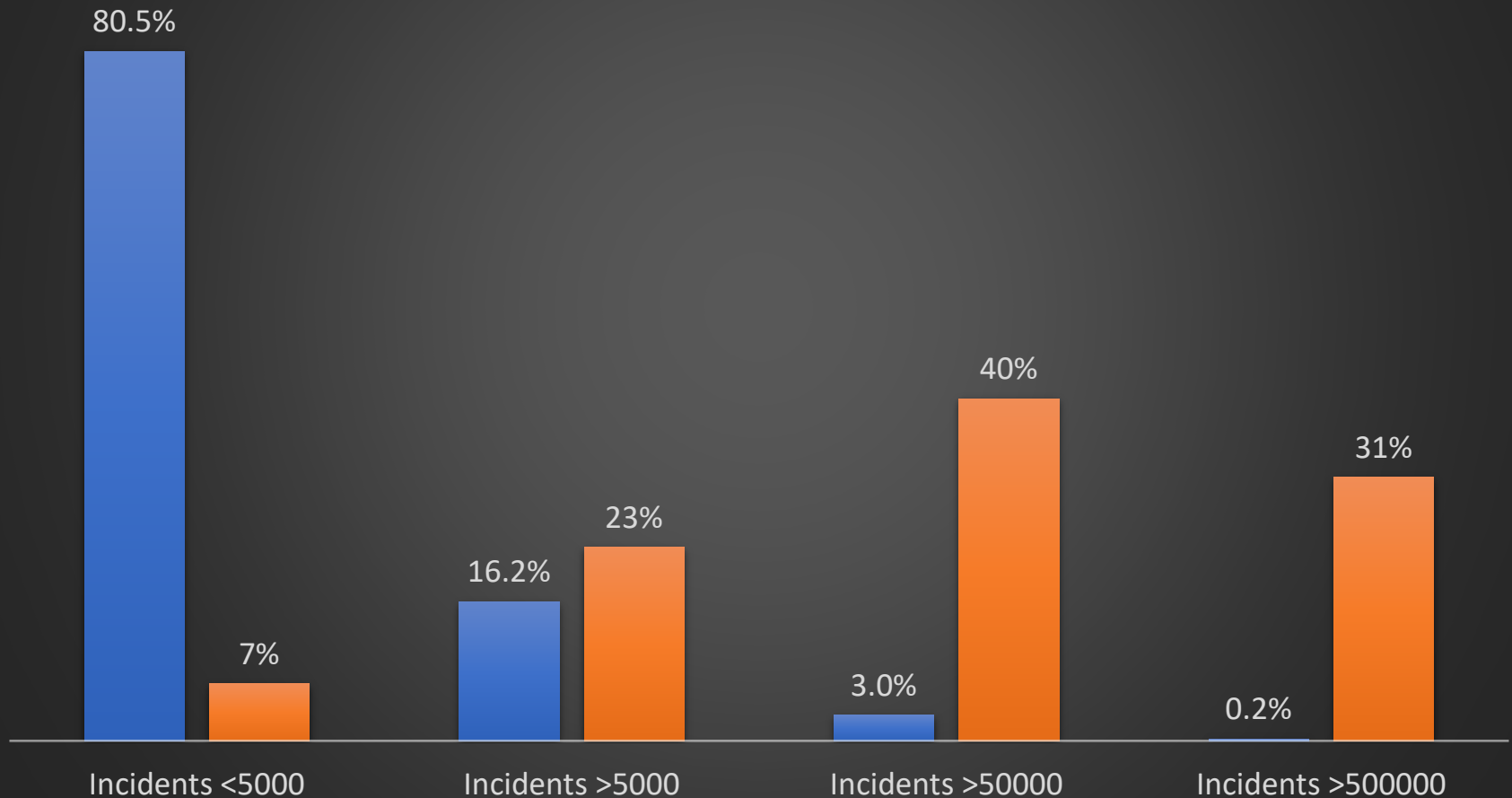
Fraud Under \$5000
2518 Incidents
\$5.5 Million

Fraud Over \$5000
614 Incidents
\$20 Million



2023 Number of Incidents vs Total Losses

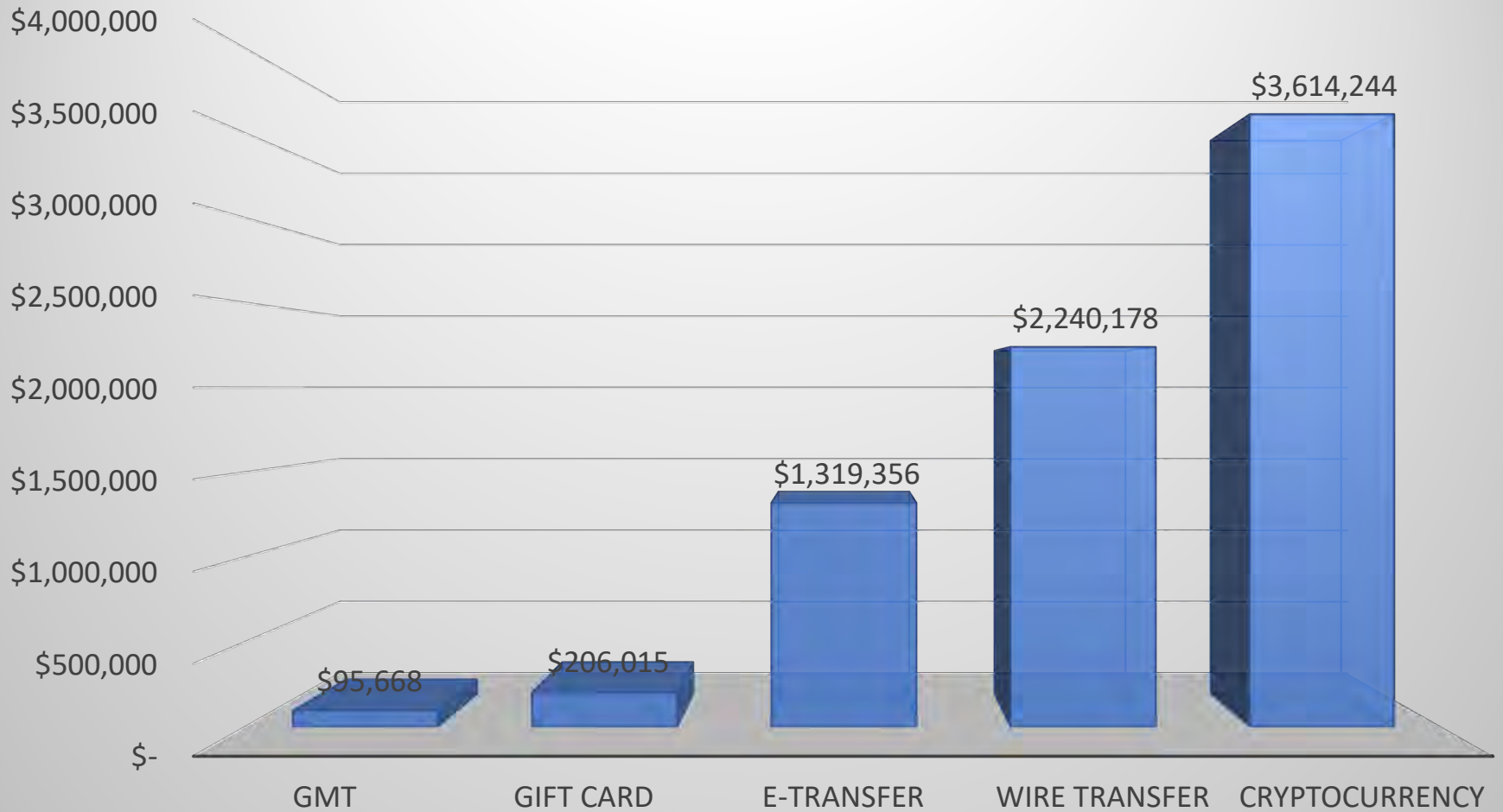
■ % of Incidents ■ % of Total Losses



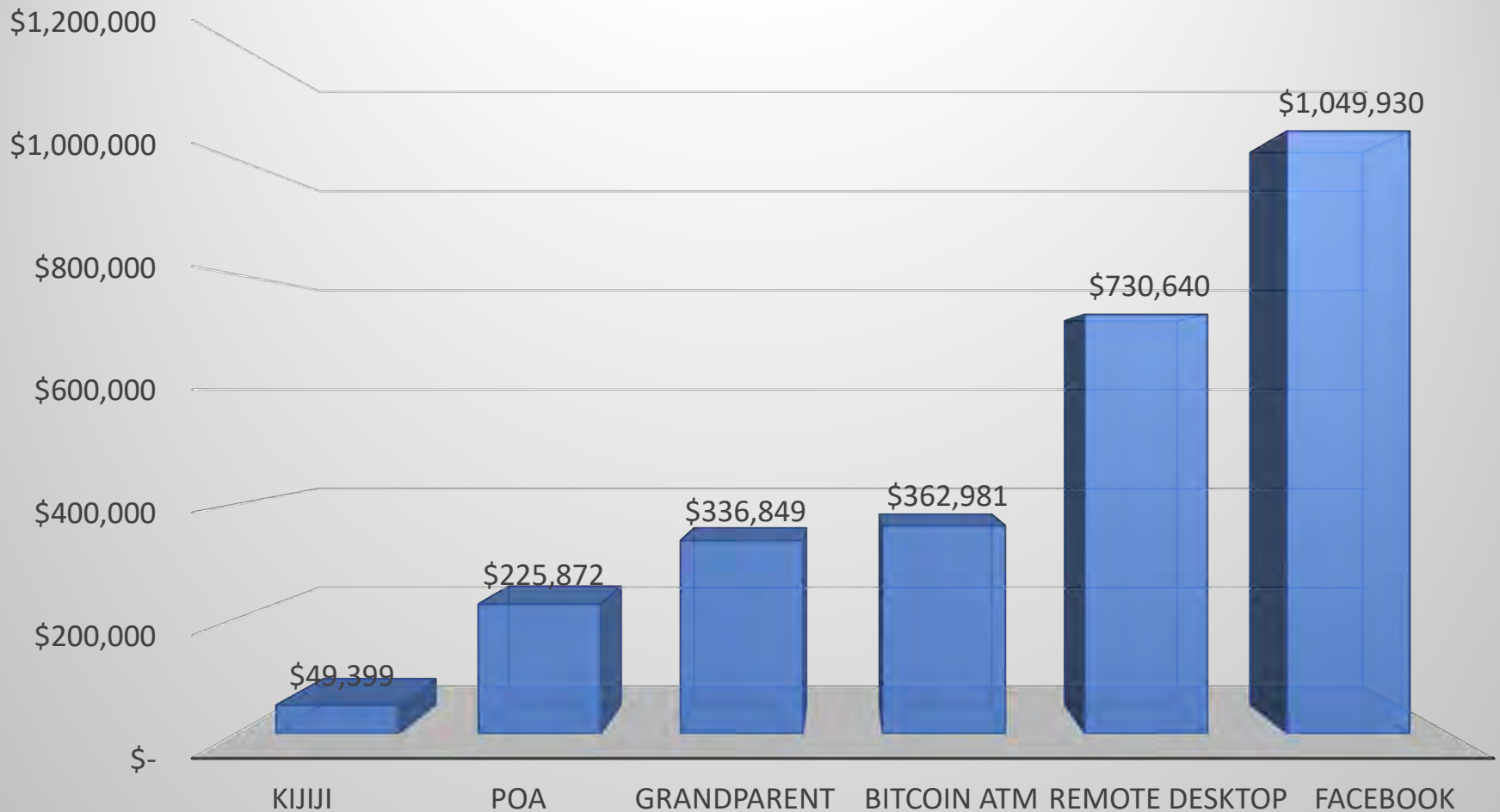
2023 Dollar Loss by Fraud Type



2023 - Method of Transfer



2023 - Losses by Keyword

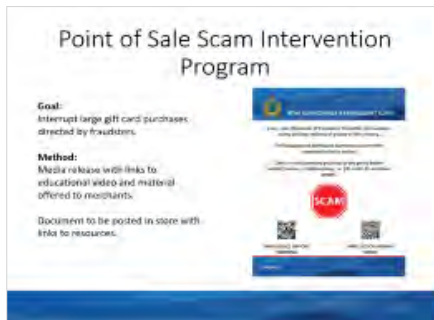


Partners

NRPS Cyber Crime Unit	Canadian Anti-Fraud Centre	Ministry of the Attorney General	Canadian Bankers Association
Municipal, Provincial, National Law Enforcement	Canadian Bank Corporate Security	Office of the Public Guardian and Trustee	Law Enforcement and Partners Protecting Seniors
Telco Crime Prevention & Investigation Framework	Joint Agency Intelligence Liaison	International Auto Theft/Fraud Group	

Education Programs

Point of Sale Scam Intervention Program



Point of Sale Scam Intervention Program

Goal:
Interrupt large gift card purchases directed by fraudsters.

Method:
Media releases with links to educational videos and material offered to merchants.
Document to be posted in store with links to resources.

The flyer includes a 'SCAM!' warning graphic and logos for the FBI, the Department of Justice, and the Department of Homeland Security.

Banker Education Initiative



Banker Education Initiative

Goal:
Increase awareness in local branches to educate front line staff on large cash withdrawals, particularly with elderly clients.

Method:
Local Fraud Unit detectives attended more financial institutions in the Niagara Region in December 2022. Interaction with Bank of Montreal, TD Bank, and Scotiabank. Created email group (90 participants) to share concerns about local fraud trends.

Outcome:

	2022	2023
Reported Incidents	125	49
Losses	\$840,000	\$339,000

Public & Fraud Victim Education



Public & Fraud Victim Education Program

Public Education Sessions:
13 information sessions held at various locations in Niagara Region in coordination with community groups.

Fraud Victim Education Program:
Provide victims with fraud prevention information to prevent re-victimization.
Fraud Prevention Checklist/ Little Black Book of Scams emailed to 183 victims of Central Fraud Unit intake (2022).
Businesses provided with EAPC, CyberSafe for small and medium businesses protection.

Point of Sale Scam Intervention Program

Goal:

Interrupt large gift card purchases directed by fraudsters.

Method:

Media release with links to educational video and material offered to merchants.

Document to be posted in store with links to resources.



Banker Education Initiative

Goal:

Increase awareness at local branches to educate front line staff on large cash withdrawals, particularly with elderly clients.

Method:

Central Fraud Unit detectives attended most financial institutions in the Niagara Region in December 2022. Interaction with branch managers to discuss fraud concerns and obtain contact information. Created email group (90 participants) to share concerns about local fraud trends.

Outcome:

2022	2023
125 Reported Incidents	49 Reported Incidents
\$840,000 Losses	\$339,000 Losses

Public & Fraud Victim Education Program

Public Education Sessions

13 information sessions held at various locations in Niagara Region in coordination with community groups.

Fraud Victim Education Program

Provide victims with fraud prevention information to prevent re-victimization.

Fraud Prevention Checklist/
Little Black Book of Scams emailed to 188 victims(Central Fraud Unit Intake Officer).

Businesses provided with CAFC Cybersafe by email for small and medium businesses protection.

Questions?

Central Fraud Unit
Detective Sergeant Ray Aceti

Niagara Regional Police Service

Equity, Diversity & Inclusion Unit
Police Services Board Meeting
March 2024

Unit Information

Based out of HQ and comprised of two members:

- Sergeant Habib Rangi
- Professional Staff: Kristy Paniagua, Parental Leave Coverage

The EDI Unit is supported through the Executive Services Command by Staff Sergeant Ken McGregor, Inspector Paul Koscinski and Superintendent Sandy Staniforth.

EDI@niagarapolice.ca

Foster Learning & Provide Resources

- ❖ Maintain Intranet Webpage containing information relating to EDI events and resources:
 - Significant Dates Calendar
 - Language Services, including ASL
 - Religious and Cultural Guidebook
 - Learning Event recordings and resources
- ❖ Advance Internal Support Networks and Internal Inclusion Committee

Foster Learning & Provide Resources

❖ Facilitate Learning Events for members:

- Black History in Niagara
- Islam and Ramadan Awareness
- Autism Awareness
- Asylum Seekers in Niagara
- Hate Crimes and Hate Incidents

❖ Participate in Communities of Practice

Facilitate Diversity Tours



Clockwise from top left: Chinmaya Mission Hindu Temple, The Peace Mosque, Sikh Society of Niagara Falls Gurdwara, British Methodist Episcopal Church, Congregation B’Nai Israel Synagogue

Engage with the diverse communities we serve

- Attend focused information sessions and events with the Recruiting Unit
 - Black Community Information Session
 - South Asian Recruitment Fair
 - Association of Black Law Enforcers Career Fair
- Facilitate Chief of Police – Community Inclusion Council meetings



Collaborate with community partners

- NCDSB and DSBN partnership for Take Your Kids to Work Day
- Niagara Folk Arts Multicultural Centre Youth Soccer Initiative
- Ontario Festival of Culture, Arts & Sports – Filipino Heritage Celebration, Niagara Basketball League Championships



Outreach with International Students & Newcomers

- International/ESL student and Newcomer orientations and information package (Brock University, Niagara College, Niagara Folk Arts Multicultural Centre)
- Informative videos on the various ways one might encounter a member of law enforcement while in Canada (English, Arabic, Mandarin, Hindu/Urdu, Spanish)



Stop Hate Campaign

- Advance understanding of Hate-Motivated Offences and Incidents to strengthen our community
- Presentations (Brock, Niagara College, Mosque, Niagara Region Staff, Niagara Chapter of Native Women), and outreach
- Pamphlets available online in English, French, Arabic, Chinese, Farsi, Hindi, Spanish, Ukrainian, Urdu



Islamic Society of Niagara Peninsula, Stop
Hate Townhall

HATE CRIMES/INCIDENTS

THIS CARD HAS BEEN CREATED TO PROVIDE INFORMATION ON HATE CRIMES/INCIDENTS AND HOW TO REPORT THEM.

WHAT IS A HATE CRIME?

A criminal offence committed against a person or property, motivated in whole or in part by hate, bias, or prejudice against an identifiable group.

WHAT IS A HATE INCIDENT?

Any non-criminal incident which is perceived by any person to be, in whole or in part, motivated by hostility or prejudice against an identifiable group.

CRIMINAL OFFENCE + HATE = HATE CRIME

HATE - CRIMINAL OFFENCE = HATE INCIDENT

CRIMINAL OFFENCE - HATE = CRIMINAL OFFENCE

Please read the reverse side of this card for reporting instructions.

NIAGARA REGIONAL
POLICE
SERVICE

REPORTING HATE CRIME OR HATE INCIDENTS

IF THIS IS AN EMERGENCY, CALL 9-1-1

FOR HATE CRIMES AND INCIDENTS THAT ARE NOT AN EMERGENCY:

St. Catharines, Thorold, Niagara Falls &
Niagara-on-the-Lake - (905) 688-4111

Fort Erie - (905) 871-2300

Grimsby, Lincoln & West Lincoln - (905) 945-2211

Welland, Wainfleet, Pelham & Port Colborne -
(905) 735-7811

For additional info:

EDI@niagarapolice.ca
www.niagarapolice.ca/what-we-do/report-hate

NIAGARA REGIONAL
POLICE
SERVICE

Initiate and participate in community events



Clockwise from top left:
Black Community
Information Session, Brock
University International
Student Cricket, Ontario
Festival of Culture Arts
Sports Filipino Festival,
Chabad Niagara Lag Baomer
Celebration



Strengthen relationships



Clockwise from top left:
Indigenous Diabetes Health
Circle Unity Walk,
City of Welland/Pride Niagara
Flag Raising Ceremony, Soaring
Eagles Water Walk, Masjid Al
Salam Summer Fundraiser BBQ

Recognition & representation

- Annual DEI Summit
 - Eliminating barriers and changing culture within policing, inclusive policing, ethical storytelling
- Annual Hate Crimes Conference
 - Breaking Barriers of Hate
- Serving with Pride Gala: 2SLGBTQ+ Ally Award Recipient
- Association of Black Law Enforcers Awards and Gala (pictured below)



Questions?

Inspector Paul Koscinski
Professional Development – EDI Unit
Executive Services

edi@niagarapolice.ca

Ministry of the Solicitor General

Ministère du Solliciteur général

External Relations Branch

Direction des relations extérieures

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3

25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3

Telephone: (416) 314-3377
Facsimile: (416) 314-4037

Téléphone: (416) 314-3377
Télécopieur: (416) 314-4037



March 8, 2024

Tara McKendrick



Dear Tara Mckendrick:

I am pleased to enclose a copy of Order in Council 391/2024 reappointing you as a member of the Regional Municipality of Niagara Police Services Board for a period of three (3) years, effective March 7, 2024.

Should you have any questions now or in the future, please do not hesitate to contact me. Once again, thank you for your continued support and commitment to policing in Ontario.

Sincerely,

Jacob Estrela-Robalino
Appointments Officer
Jacob.Estrela-Robalino@ontario.ca
(437) 245-3666

c: Debbie Reid, Executive Director
Regional Municipality of Niagara Police Services Board

David Tilley, Police Services Advisor
Inspectorate of Policing



**Executive Council of Ontario
Order in Council**

On the recommendation of the undersigned, the Lieutenant Governor of Ontario, by and with the advice and concurrence of the Executive Council of Ontario, orders that:

**Conseil exécutif de l'Ontario
Décret**

Sur la recommandation de la personne soussignée, le lieutenant-gouverneur de l'Ontario, sur l'avis et avec le consentement du Conseil exécutif de l'Ontario, décrète ce qui suit :

WHEREAS the Regional Municipality of Niagara Police Services Board will be continued as a police service board under the *Community Safety and Policing Act, 2019* as of April 1, 2024,

THEREFORE, pursuant to section 31 of the *Community Safety and Policing Act, 2019*,

Tara L. McKendrick of Welland

be further reappointed as a member of the Regional Municipality of Niagara Police Service Board to serve at the pleasure of the Lieutenant Governor in Council for a period not to exceed three years, effective from the later of April 1, 2024 or the date this Order in Council is made.

ATTENDU QUE la Commission des services policiers de la municipalité régionale de Niagara sera prorogée comme une commission de service de police en vertu de la *Loi de 2019 sur la sécurité communautaire et les services policiers* à partir du 1^{er} avril 2024,

EN CONSÉQUENCE, en vertu de l'article 31 de la *Loi de 2019 sur la sécurité communautaire et les services policiers*,

Tara L. McKendrick, de Welland,

est reconduite dans ses fonctions de membre de la Commission de service de police de la municipalité régionale de Niagara, pour exercer son mandat à titre amovible pour une période maximale de trois ans, à compter du dernier en date du 1^{er} avril 2024 et du jour de la prise du présent décret.

Recommended: Solicitor General
Recommandé par : Le solliciteur général

Concurred: Chair of Cabinet
Appuyé par : La présidence du Conseil des ministres

Approved and Ordered: MAR 07 2024
Approuvé et décrété le :

Lieutenant Governor
La lieutenant-gouverneure

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Changes to the Special Constable Appointments
Process Under the *Police Services Act*

DATE OF ISSUE:	March 15, 2024
CLASSIFICATION:	General Information
RETENTION:	March 31, 2024
INDEX NO.:	24-0016
PRIORITY:	Normal

The Ministry of the Solicitor General is working to support the policing sector during the transition from the *Police Services Act* (PSA) to the new legislative and regulatory framework under the *Community Safety and Policing Act, 2019* (CSPA).

While the PSA is still in force, the ministry will be considering the [O. Reg. 396/23: Matters Respecting the Appointment and Functions of Special Constables and the Authorization of Special Constable Employers](#) under the CSPA when assessing whether to provide approval to a board to appoint a special constable pursuant to section 53 of PSA.

All pending requests submitted to the ministry since January 8, 2024, will be reviewed under these criteria. This is to ensure that special constables appointed under the PSA have similar purposes and powers as permitted under the CSPA framework.

When submitting new requests for approval, please aim to ensure there is alignment with the CSPA regulation and explain any deviations from the CSPA regulation.

On April 1, 2024, the CSPA will come into force, and police service boards or the Commissioner of the Ontario Provincial Police may appoint special constables, pursuant to section 92 of the CSPA, without the need to seek approval from the Solicitor General. These appointments will need to comply with the CSPA and [O. Reg. 396/23](#).

All requests for Solicitor General approval may continue to be submitted to Denise Lim, Appointments Officer, at denise.lim@ontario.ca until March 28, 2024.

.../2

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Weatherill', written in a cursive style.

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

Creed Atkinson
Chief of Staff, Ministry of the Solicitor General

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Special Constable Employers under the *Community Safety and Policing Act, 2019* and O. Reg. 396/23**

DATE OF ISSUE:	March 15, 2024
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	24-0017
PRIORITY:	Normal

I am writing to share important information about Special Constable Employers and the new application process through which an eligible entity may apply to be an authorized special constable employer under the *Community Safety and Policing Act, 2019* (CSPA) effective April 1, 2024.

Police service boards and the Commissioner of the Ontario Provincial Police (OPP) will not be required to apply to the Solicitor General for authorization. However, police service boards and the Commissioner will serve a vital role in the appointment of special constables pursuant to section 92 of the CSPA as well as liaising with prospective employers to meet the requirements in section 7 of O. Reg. 396/23.

Employers who currently employ special constables under the *Police Services Act* may continue to employ special constables whose appointments carry on for up to three (3) years after the CSPA comes into force (i.e., up to April 1, 2027), or are set to expire before April 1, 2027, whichever comes first.

Expired special constable appointments cannot be renewed by the police service board of jurisdiction or the Commissioner of the OPP unless the employer is authorized as a special constable employer. No new special constables may be appointed unless the employer is an authorized special constable employer.

Process to Authorize Special Constable Employers

To comply with these new requirements under the CSPA, the ministry has established an authorization process for entities, other than police service boards and the Commissioner of the OPP, to apply for authorization to be a special constable employer.

For details, please refer to the following resources:

1. [Appendix A](#): New Special Constable Employer Application Process
2. [Appendix B](#): Special Constable Employer Authorization Application Form
3. [Appendix C](#): Frequently Asked Questions

If you have questions please contact Andrea.D'Silva@ontario.ca and Sarah.Marshall@ontario.ca.

Thank you for your ongoing collaboration as we draw closer to bringing the *Community Safety and Policing Act, 2019* into force.

Sincerely,



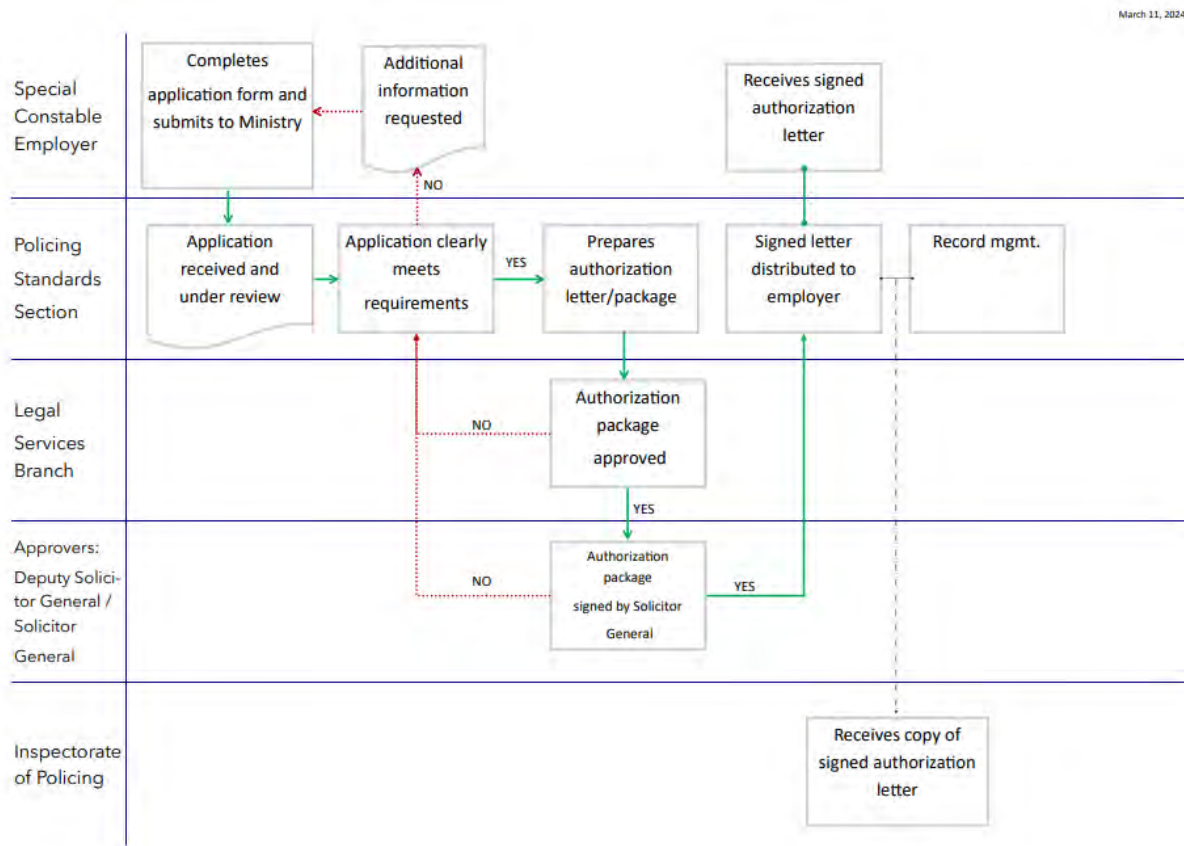
Ken Weatherill
Assistant Deputy Minister
Public Safety Division

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

Creed Atkinson
Chief of Staff, Ministry of the Solicitor General

Ryan Teschner
Inspector General of Policing

Appendix A: New Special Constable Employer Process



Appendix B: Special Constable Employer Application

The Application for Approval as a Special Constable Employer is available online. For entities other than police service boards and the Commissioner of the OPP, please follow the link provided to complete and submit your application. The ministry will receive a notice when your application has been submitted. As prospective special constable employers contact their police service board of jurisdiction or the Commissioner of the OPP, please provide them with the link to the online application or refer them to Andrea.D'Silva@ontario.ca and Sarah.Marshall@ontario.ca.

<https://forms.office.com/r/8evNVck0Cv>

Appendix C: Frequently Asked Questions

1. Why is the Ministry changing the appointment process?

The *Community Safety and Policing Act, 2019* (CSPA), builds a more comprehensive environment for special constables in Ontario. Under the Act, special constables must meet certain eligibility criteria and are issued a certificate of appointment. Additionally, special constable employers will require authorization by the Solicitor General to employ special constables.

Special constable employers must comply with the terms and conditions of their authorization and are required to investigate the conduct of their special constable employees that constitutes misconduct or contravenes the Act or the regulations.

2. Am I required to submit a Special Constable Employer Application if my organization/entity already employs special constables?

Yes, entities, other than police service boards and the Commissioner of the OPP, that currently employ special constables under the *Police Services Act, 1990* (PSA) are required to apply to the Solicitor General for authorization.

3. Who may apply for special constable employer authorization?

A person, other than a for-profit entity, may apply to the Solicitor General for authorization to employ special constables. "For-profit entity" here means a corporation incorporated under the *Business Corporations Act* or the *Canada Business Corporations Act* or any other entity that is prescribed.

4. Are police service boards or the Commissioner of the OPP required to submit a Special Constable Employer Application?

A police service board or the Commissioner is not required to make an application to become a special constable employer to employ special constable under the CSPA.

5. What happens to the existing special constable appointments under the PSA?

Subsection 92 (12) of the CSPA sets out the transitional provisions for special constable appointments made under Section 53 of the PSA. Special constable appointments made under the PSA would expire three years after the CSPA comes into force or at the date the appointment expires or is terminated, whichever comes first.

6. What happens if my application is not approved by April 1, 2024, can my special constables still perform their duties?

Subsection 92 (12) of the CSPA sets out the transitional provisions for special constable appointments made under Section 53 of the PSA. Special constable appointments made under the PSA would expire three years after the CSPA comes into force or at the date the appointment expires or is terminated, whichever comes first.

Expired special constable appointments cannot be renewed unless the employer becomes an authorized special constable employer. No new special constables could be appointed unless the employer is authorized by the Solicitor General to be a special constable employer.

7. After I submit the application, what is the processing time?

The ministry will aim to process complete applications within 30 days of receipt.

8. How will I know if my application has been approved?

The ministry will contact you by email and provide the decision in writing.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: 2022 – 2025 Strategic Plan Status Update
Report To: Chair and Members, Niagara Police Services Board
Report Date: 2024-03-14

Recommendation(s)

That the Niagara Police Services Board (Board) accept the 2022 - 2025 Strategic Plan Year 2 Compliance Report.

Key Facts

- The purpose of this report is to provide a status update on the Service's performance measures and targets identified in the 2022 - 2025 Strategic Plan.
- This is the second year the Service has provided an update on the Strategic Plan. A similar update was provided last year regarding year one.
- The appendix attached provides a comprehensive and detailed overview of year two.

Financial Considerations

There are no financial implications relating to the recommendations contained in this report. Approved operational budget and provincial grants support the plan.

Analysis

The Adequacy Standards Regulation directs the Service to provide a status report update on its current Strategic Plan. This report details all goals, objectives, performance metrics, targets and outcomes contained in the 2022 - 2025 Strategic Plan for the year 2023 (Year 2) of the plan.

At a high level, the following highlights the 2022 - 2025 Strategic Plan compliance outcome:

Goal 1, Public Safety

1. Reduction in Property Crime: Achieved a 4.82% drop in property crime incidents, surpassing the target set for the year.

2. Number of properties assessed by officers: 58 Crime Prevention Through Environmental Design (CPTED) engagements were conducted as it pertains to properties with identified community concerns throughout the Region.
3. Number of Drug Education and Safety Initiatives: Conducted 23 training sessions for drug education and safety initiatives related to opioids and drug trafficking, exceeding the target set.
4. Number of Fraud and Cybercrime Education Presentations: Achieved the target with 22 presentations conducted, contributing to increased awareness and prevention efforts.
5. Number of Waterway Safety Education Initiatives: Conducted three successful waterway safety education and safety initiatives, enhancing public awareness and safety measures on and off the water.
6. Number of Guns and Gangs-Related Education Initiatives: Conducted six presentations aimed at educating recruits and C.O.R.E. members about guns and gangs, surpassing the target of five presentations annually.
7. Enhancement of Victim Support Protocols: Successfully reviewed and amended protocols related to human trafficking, child abuse, and anonymous sexual assault reporting, ensuring improved support and outcomes for victims.
8. Increase in Traffic Education and Safety Initiatives: Exceeded the target by conducting seven traffic enforcement initiatives, addressing various issues such as distracted driving, seat belt enforcement, and street racing.
9. Emergency Preparedness Training: Achieved the target by ensuring Duty Officers and District Commanders participate in critical incident command training exercises, enhancing the readiness and effectiveness of emergency response.
10. Road Safety: Road Safety was enhanced by having at least 3 Drug Recognition Evaluator Officers per platoon, surpassing the target of 2. And conducting 13 Reduce Impaired Driving Everywhere (R.I.D.E.) initiatives across the 12 municipalities as well as 7 traffic enforcement initiatives, unique to the needs of each community.
11. Expansion of Real-Time Operations Centre (RTOC) Usage: During this calendar year the RTOC has responded to 5130 calls for service including 3 homicides, 142 reported armed persons, 162 Assaults, 461 disturbances, 126 mental health calls, 51 robberies, 11 reported stabbings, 3 shootings, 393 suicidal persons and 13 weapons calls. From the 4174 calls that the RTOC responded to in 2022, to the 5130 calls that the RTOC has responded to in 2023, there has been a 22% increase in calls that the RTOC has responded to in 2023 from 2022.

Goal 2, Community Engagement & Collaboration

1. Strengthening Community Partnerships:
 - Enhanced relationships with special victim agencies, social service partner agencies, diverse communities, and Indigenous communities through regular meetings and engagement initiatives.
 - Developed a comprehensive orientation package for newcomers and international students, fostering better integration and understanding of safety and legal rights in Canada.
2. Promoting Transparency and Understanding:
 - Conducted various community engagement sessions, including orientation packages for international students and engagement sessions at post-secondary educational institutions.
 - Increased awareness and understanding of police services through social media platforms and public releases, fostering transparency and public trust.
3. Enhancing Support for Vulnerable Persons:
 - Increased referrals to social service agencies by 9.4% in 2023, providing crucial support to individuals in crisis.
 - Expanded the Mobile Crisis Response Team (MCRRT) program to the City of Welland, achieving a 92% diversion rate and reducing Mental Health Act (MHA) apprehensions.
4. Youth Engagement and Crime Reduction:
 - Successfully launched the Youth in Policing Initiative (YIPI), engaging four youths in its inaugural year and planning to expand the program in subsequent years.
 - Developed strategies to address youth crime rates, including the development of extra-judicial measures (EJM) training for sworn officers to increase early intervention with at-risk youth.

Goal 3: Continuous Improvement & Organizational Continuity

1. Enhancement of Internal Communication: Establishment of a video conferencing solution for virtual daily briefings. This initiative ensures efficient communication channels across the organization, enabling timely dissemination of critical information and updates.
2. Comprehensive Recruitment Strategy Development: Establishment of a demographic profile of members and the community. By implementing a self-

identification survey, the organization gains insights into the diversity and composition of its workforce, fostering a more inclusive recruitment approach.

3. Process Efficiency and Sustainability: Implementation of a new applicant tracking system (TAMS). The introduction of TAMS streamlines recruitment processes, enhancing resource allocation and reducing time-to-hire, contributing to overall operational efficiency.
4. Member Development and Succession Planning: Development of an acting rank qualification program. This program facilitates career progression opportunities for members, fostering a culture of continuous learning and professional development within the organization.
5. Establishment of the Office of Continuous Improvement and Innovation: The development of a framework and identification of areas of responsibility within the new unit has been completed. The establishment of this office signifies a strategic commitment to fostering innovation and continuous improvement within the Service, ensuring that processes and practices are regularly evaluated and optimized to meet evolving needs and challenges.

Goal 4: Member Wellness & Resiliency

1. Establishment of Resilience Programs: The implementation of the BOS (Before Operational Stress) Resilience Program as a voluntary program for all service members, along with additional resiliency training initiatives, such as the Boots on the Ground program.
2. Early Intervention Program: Successful pilot and evaluation of the Early Intervention Program aimed at providing timely support to members who meet or exceed established thresholds, contributing to improved mental health support within the organization.
3. Peer Support Program Enhancement: Expansion and increased utilization of the Peer Support Program, evidenced by a significant increase in registrations and connections made through the Peer Connect App, reflecting a growing culture of peer support within the organization.
4. Promotion of Healthy Lifestyles: Implementation and successful maintenance of various physical wellness initiatives, including exercise classes, yoga sessions, running clubs, and flu shot clinics, contributing to promoting healthy lifestyles among service members.
5. Equity, Diversity, and Inclusion Initiatives: Implementation of comprehensive EDI-related training programs and initiatives aimed at fostering a culture of equity,

diversity, and inclusion within the organization, including the establishment of Internal Support Networks (ISN) for equity-seeking groups such as women in policing and Black/South Asian members.

6. Accessibility of Mental Health Resources: Establishment and maintenance of a comprehensive list of mental health care providers knowledgeable about the police culture. The list includes psychologists, social workers, and psychotherapists, ensuring that service members have access to mental health support tailored to their specific needs and experiences. Additionally, ongoing review and refinement of the provider list contribute to ensuring the quality and relevance of available mental health resources for members.

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

By-Law 356-2015 – Framework for Business Planning

Other Pertinent Reports

8.3.2023.07.27 2022 – 2025 Strategic Plan – Status Update

This report was prepared by Rany Audeh, Manager of Corporate Strategy and Innovation. Recommended by Luigi Greco, Deputy Chief of Police, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Appendix 1 – 2022 – 2025 Strategic Plan



Appendix 1

NIAGARA REGIONAL POLICE SERVICE

2022-2025 Strategic Plan

Goal	1: Public Safety
Objective	1.1 Reduce violent crime
Performance Metric	1.1.1 Number of violent offences
Target	Decrease rate annually by 2%
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Not Achieved
Comments	In 2022 the Niagara Regional Police Service (Service) recorded 3973 violent offences. In 2023 the Service recorded 4286 violent offences. This equates to an almost 8% increase in violent offences in the Niagara Region from 2022 to 2023. Performance metric of decreasing violent offences annually by 2% not achieved.
Goal	1: Public Safety
Objective	1.1 Reduce violent crime
Performance Metric	1.1.2 Number of initiatives in high violent crime areas
Target	Increase targeted initiatives by 5% annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	Unable to quantify 5% increase in initiatives in high violent crime areas due to no base established for 2022. #1 District in addition to focused foot and bicycle patrols conducted 9 initiatives in St. Catharines and Thorold in areas that have a higher rate of violence. #2 District had 4 initiatives in addition to focused 475 foot and bicycle patrols. #3 District had 5 initiatives in addition to 104 targeted foot and bicycle patrols in the Welland downtown sector (Market Square/Library/City Hall/Bus Station) due to higher rate of violence in this area.
Goal	1: Public Safety
Objective	1.1 Reduce violent crime
Performance Metric	1.1.3 Number of guns and gangs-related education and safety initiatives
Target	Five presentations annually
Reporting Status	Completed
Target Status	Achieved
Results	Six Presentations Completed
Comments	Special Investigative Services conducted 6 presentations in total – 4 for new recruits post Ontario Police College and 2 presentations to C.O.R.E. members



Goal	1: Public Safety
Objective	1.2 Reduce property crime
Performance Metric	1.2.1 Number of property crime incidents
Target	Reduce rate annually by 2%
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	In 2022 there were 14,169 property crimes that occurred in Niagara. In 2023 there were 13,517 property crimes that occurred in Niagara. There was a 4.82% drop in occurrences. Target achieved.
Goal	1: Public Safety
Objective	1.2 Reduce property crime
Performance Metric	1.2.2 Number of presentations related to crime prevention strategies for local businesses
Target	Establish a baseline for presentations provided to business owners in year 1. Increase in years 2 through 4 by 2% annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	Baseline year 1. Through 2022 the NRPS completed 20 formal presentations with respect to CPTED and Crime Prevention. In 2023, the Niagara Regional Police Service conducted 46 formal presentations to business owners with respect to CPTED and Crime Prevention. Well over a 2% increase from 2022 to 2023. Target achieved.
Goal	1: Public Safety
Objective	1.2 Reduce property crime
Performance Metric	1.2.3 Number of officers trained in crime prevention strategies and techniques (Crime Prevention Through Environmental Design – CPTED)
Target	Provide introductory video training related to CPTED to all frontline officers in Year 1 and 2
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Not Achieved
Comments	Introductory video training related to CPTED was not provided to all frontline officers in year 1 or 2. Inquiries will be made if an appropriate training video exists and if feasible to present to all front-line officers. Target not achieved.
Goal	1: Public Safety
Objective	1.2 Reduce property crime



Performance Metric	1.2.3 Number of officers trained in crime prevention strategies and techniques (Crime Prevention Through Environmental Design – CPTED)
Target	Also in year 1, establish a baseline for officers with advanced training related to CPTED, in order to facilitate property assessments, and increase that number by 5% annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	In 2022 there was a training session for CPTED - 13 people were trained. In total, the Service had a total of 33 officers trained in CPTED. In 2023 the Service hosted an in-person Crime Prevention Through Environmental Design (CPTED) certification course. Ten NRPS members took part in this training opportunity bringing the total number of officers trained in CPTED to 43. Target Achieved. Additionally, 30 members from the Niagara Region's various municipalities joined the NRPS members to achieve accreditation in CPTED. In-person training continues to be the preferred instructional method for CPTED due to the breadth of concept and practical exercises/applied examples. In this respect, a new instructional provider has been sourced who condenses learning into two instructional days, adding efficiency.
Goal	1: Public Safety
Objective	1.2 Reduce property crime
Performance Metric	1.2.4 Number of properties with identified community concerns (i.e., vagrancy, drug usage/sales, high crime, etc.) resolved per year
Target	In year 2 and in subsequent years, 25 problem properties to be assessed by CPTED trained officers annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	For 2023, 58 Crime Prevention Through Environmental Design (CPTED) engagements were conducted as it pertains to properties with identified community concerns throughout the Region (1 District = 23. 3, 6, and 8 Districts = 10. 2 and 5 District = 25). Also of note, CPTED training is being offered to municipal officials and persons in the private sector hence policing engagements for CPTED could potentially decrease over time. Performance metric achieved.
Goal	1: Public Safety
Objective	1.3 Enhance support and improve outcomes for victims of crime
Performance Metric	1.3.1 Number of referrals to Victim Services Niagara for victims of crime and tragic circumstances
Target	Increase the number of Victim Services Niagara referrals by 2% annually
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	2% Increase was not achieved



<p>2022 there were 1162 referrals. For 2023 there were 971 referrals.</p> <p>This target should be revised for clarity. Our referrals are provided as needed. We should have a target of ensuring all victims of crime and tragic incidents are provided with a referral to Victim Services.</p>	
Comments	
Goal	1: Public Safety
Objective	1.3 Enhance support and improve outcomes for victims of crime
Performance Metric	1.3.2 Meet with partner agencies and advocacy centers to review and improve established memorandums of understanding and special victim protocols
Target	Participate in an annual review of established protocols.
Reporting Status	Completed
Target Status	Achieved
Results	Establish Protocols Reviewed
<p>•Human Trafficking Protocol- A review of the protocol was conducted, and various amendments were identified. It was successfully amended and implemented through cooperation with partner agencies.</p> <p>•Child Abuse Protocol- A review of the protocol was implemented by CAU in cooperation with involved partner agencies and advocacy centers. Various amendments were identified. (Note: It is anticipated that this Protocol review will be completed and approved in mid-2024).</p> <p>•Anonymous 3rd Party Sexual Assault Reporting Protocol- A review of the protocol was implemented with cooperation with involved partner agencies. Various amendments were identified. (Note: It is anticipated that this Protocol review will be completed in the spring of 2024.)</p>	
Comments	
Goal	1: Public Safety
Objective	1.3 Enhance support and improve outcomes for victims of crime
Performance Metric	1.3.3 Number of Internet Child Exploitation (ICE) education and safety presentations
Target	20 presentations per year directed toward identified youth, parent, and school officials
Reporting Status	Completed
Target Status	Achieved
Results	20 Presentations
Comments	The ICE unit conducted 20 presentations to “identified youth and school officials”. Target achieved and not exceeded due to this Unit being very busy with numerous investigations.
Goal	1: Public Safety
Objective	1.3 Enhance support and improve outcomes for victims of crime



Performance Metric	1.3.4 Number of human trafficking education and safety presentations
Target	20 presentations per year directed toward identified youth groups and business involved in hospitality and tourism
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Slightly Under Target
Comments	The Human Trafficking Unit provided (12) presentations that were directed toward identified youth groups and businesses involved in hospitality and tourism. Furthermore, another (4) presentations were provided to Police audiences for training and educational purposes. Although we came under target, it is partly due to several lengthy investigations that demanded the Unit's attention in conjunction with the transitional turnover which saw the Unit receive a new Sergeant and Constable. Also, the Sergeant, who transferred from the Homicide Unit, spent a considerable amount of time in Court for a Homicide trial.
Goal	1: Public Safety
Objective	1.3 Enhance support and improve outcomes for victims of crime
Performance Metric	1.3.5 Number of fraud and cybercrime education and safety presentations
Target	20 presentations per year directed toward identified youth and identified adult groups, including the elderly
Reporting Status	Completed
Target Status	Achieved
Results	Target Achieved
Comments	The Cyber-Crime Unit has conducted 12 presentations to the public and an additional 3 internal presentation. Fraud has completed 10 external presentations. Total external presentations = 22
Goal	1: Public Safety
Objective	1.4 Reduce opioid use
Performance Metric	1.4.1 Number of drug education and safety initiatives as it relates to opioids and drug trafficking
Target	Increase the number of initiatives annually by 2%
Reporting Status	Completed
Target Status	Achieved
Results	Target Achieved
Comments	OEEU provided 23 training sessions for drug education and safety initiatives as it relates to opioids and drug trafficking. Target audiences included law enforcement (Various Units NRPS, NRPS - PSB, YRP, CISO, & OACP conferences) and various community stakeholders. (In 2022 there was 1 prescription drug drop off initiative and 18 presentations = 19)
Goal	1: Public Safety
Objective	1.5 Enhance road safety
Performance Metric	1.5.1 Fatal collision rate
Target	Reduce rate annually by 2%



Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Fatalities increased by 1 in 2022.
Comments	<p>Fatalities increased by 1 (18 to 19). This should never have been a metric as 2% would reflect ~0.4 of a fatal based on previous year's numbers.</p> <p>The majority of fatalities had the common causes of impairment and excessive speed. In an attempt to combat the impaired driving factor TEU conducted RIDE checkpoints throughout the Region and focused on impaired driving enforcement during regular duties. This resulted in increase of impaired driving arrests within TEU. As a Service, we arrest 31 more impaired drivers in 2023 than in 2022.</p> <p>Speed enforcement continued to be a focus with both specific projects and routine patrol enforcement being conducted. The number off issued offence notices remained constant over 2022 and 2023. Despite these efforts the number of fatalities in 2023 increase by 1 over 2022 and therefore the 2% reduction goal was not met.</p>
Goal	1: Public Safety
Objective	1.5 Enhance road safety
Performance Metric	1.5.2 Serious personal injury collision rate
Target	Reduce rate annually by 2%
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Increased by 7 from 5 to 12.
Comments	<p>Increased by 7 from 5 to 12.</p> <p>The same efforts were made as with fatalities. This is a CRU statistic and not an overall Service statistic. There are numerous factors as to why CRU would attend a serious personal injury crash that is usually based on information provided at the time. The number of personal injury crashes likely hasn't changed much from year to year, it just depends on whether CRU was requested to attend or not. This is a very challenging metric to report. On MVC reports, injuries are classified as none, minor, major or fatal.</p> <p>In 2022, there were 522 Serious PI Collisions reported.</p> <p>In 2023 there were 581, which is an increase of 59 collisions or just over 10% increase.</p>
Goal	1: Public Safety
Objective	1.5 Enhance road safety
Performance Metric	1.5.3 Enforcement related to alcohol and/or drug impaired driving
Target	By year 2, have two Drug Recognition Evaluators (DRE) on each Traffic Enforcement Unit (TEU) platoon. Increase the DRE complement per shift to 3 by year 4.
Reporting Status	Completed
Target Status	Achieved
Results	In year 2 we achieved our target by having 3 Drug Recognition Evaluators on each platoon



Comments	In 2023 we had 3 Drug Recognition Evaluators officer per platoon. Note: 2 of the platoons had 4 Drug Recognition Evaluators officers. Both Sergeants were also Drug Recognition Evaluators officers. By the end of 2024, all members of Traffic Enforcement Unit (19 Constables and 2 Sergeant's) will be trained as Drug Recognition Evaluators officers.
Goal	1: Public Safety
Objective	1.5 Enhance road safety
Performance Metric	1.5.4 Number of traffic enforcement initiatives
Target	Five additional traffic enforcement initiatives, unique to the needs of each community
Reporting Status	Completed
Target Status	Achieved
Results	13 RIDE initiatives were conducted in 2023- through 12 municipalities
Comments	In 2023, the Service conducted 13 RIDE initiatives. At least one RIDE checkpoint was set up in each of the 12 Municipalities. 18 Impaired or Excess 80mg arrests were made.
Goal	1: Public Safety
Objective	1.5 Enhance road safety
Performance Metric	1.5.5 Number of traffic education and safety initiatives
Target	Five (5) additional traffic enforcement initiatives, unique to the needs of each community
Reporting Status	Completed
Target Status	Achieved
Results	Initiatives exceeded target with 7 initiatives
Comments	<p>1- Project H.O.T. Wheel (Hands on the Wheel) – Cellular devices – 206 Offence notices issued.</p> <p>2- Back to School Traffic Safety Day- 45 officers participated on Sept. 5,2023 during this annual initiative. 97 tickets were issued.</p> <p>3- Seat belt Enforcement – multiple throughout year – 194 Offence notices Issued.</p> <p>4- Operation Loud & Clear – Loud mufflers – 111 Offence Notices issued.</p> <p>5- Project Erase – Multi-jurisdictional campaign against street racing – 38 Stunting charges laid.</p> <p>6- Project Speed Alert – Speed Enforcement on rural roads- 107 Offence notices laid.</p> <p>7- Joint Forces Commercial Motor Vehicle Enforcement (Halton, OPP, MTO) – Stats calculated through the MTO as their officer laid most charges. Note: This project was done in conjunction with 8 District personnel.</p>
Goal	1: Public Safety
Objective	1.6 Enhance waterway safety



Performance Metric	1.6.1 Number of waterway safety education and safety initiatives, both on and off of the water
Target	Facilitated by frontline officers and community engagement officer, in coordination with the TEU Staff Sergeant
Reporting Status	Completed
Target Status	Achieved
Results	3 Education and Safety Initiatives were conducted in 2023
Comments	<p>The Marine Unit, in partnership with Traffic Enforcement Unit conducted a 3-day waterway RIDE project over the Canada Long weekend. The dates coincided with the US National impaired operation project "Drywater". During the enforcement project it was found that boaters were compliant with legal requirements relating to alcohol and boating. No alcohol offences were noted.</p> <p>During the 2023 Marine season, the Unit conducted "Project Boat Smart" for the month of August. The project involved proactive checks at boat ramps prior to people launching vessels. As well as on the water checks of vessels. There were 124 boat inspections related to this project. The inspections resulted in 7 PONs, and 31 warning issued. Most of the warnings were in regard to flashlights that needed new batteries and the operator not having a copy of the vessel license onboard.</p> <p>During the 2023 Marine season, the Unit conducted joint training exercises with Niagara Parks Police, Niagara Falls Fire Department, Hornblower Tours, and Whirlpool Jetboats. This training was conducted on May 24, 2023, and involved mock rescues and recoveries of persons from the Niagara River. This initiative was conducted to enhance the safety of those involved in waterways rescues and recoveries.</p>
Goal	1: Public Safety
Objective	1.7 Improve emergency preparedness
Performance Metric	1.7.1 Number of waterway enforcement initiatives
Target	Facilitate two education and safety initiatives annually AND Conduct two waterway enforcement campaign initiatives annually
Reporting Status	Completed
Target Status	Achieved
Results	3 Initiatives were completed in 2023
Comments	<p>During the 2023 Marine season, the Unit took part in a joint services enforcement project with Canadian and US agencies related to vessel safety named "Operation Lake Thunder". The project was led by the US Coast Guard with RCMP, Toronto Police and NRPS representing the Canadian agencies. The project ran for July 28 to 31, 2023 with coverage on both Lake Ontario and Lake Erie. Due to the weather conditions, there were very few pleasure craft on the water.</p> <p>Throughout the 2023 boating season, members of the Marine Unit routinely stopped vessels on the water to enforce laws relating to vessel operation and equipment.</p> <p>Operation Dry Water- RIDE conducted on the boats on July 2 & 3, 2023. TEU members partnered with Marine officers and conducted sobriety checks on boaters. All boats stopped were found to be in compliance.</p>



Goal	1: Public Safety
Objective	1.7 Improve emergency preparedness
Performance Metric	1.7.2 Increase training exercises related to emergency preparedness
Target	Duty Officers and District Commanders shall participate yearly in joint training exercises
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>Members of the Emergency Services Unit conduct Critical Incident Command training in the spring and fall of each year and an invitation is extended to Duty Officers and District Commanders. The training is conducted with full-scale exercises that involve the Emergency Task Unit, Tactical Support Group, Canine Unit, Critical Incident Commanders, Scribes and Negotiators.</p> <p>Critical Incident Command training was conducted in April and October of 2023. One Inspector from the Duty Office attended the training in April. The training in October was suspended mid-way through the exercise due to the Emergency Task Unit being required for a tactical operation. No Duty Officers or District Commanders attended the training in October.</p>
Goal	1: Public Safety
Objective	1.7 Improve emergency preparedness
Performance Metric	1.7.3 Enhance and develop emergency planning partnerships
Target	All Inspectors to receive training in either Intermediate Incident Management System (IMS300) or Incident Command related courses within the first two years of promotion
Reporting Status	Completed
Target Status	In Progress
Results	Ongoing
Comments	<p>Only the Inspector in charge of Emergency Services has completed the IMS 300 training. No other Inspectors have completed the IMS300 or equivalent training. Available training was not utilized in 2023 with all other Inspectors indicating an inability to attend. This training should be a priority.</p> <p>The prerequisites for this training / target are extensive. Our Training Unit and Executive staff are working diligently to bring our Inspectors obtain this training.</p>
Goal	1: Public Safety
Objective	1.7 Improve emergency preparedness
Performance Metric	1.7.3 Enhance and develop emergency planning partnerships
Target	Attend monthly meetings and participate in Chemical, Biological, Radiological, Nuclear, Explosives (CBRNE) exercises, as facilitated by the Niagara Region, over the course of the plan
Reporting Status	Completed
Target Status	Achieved
Results	Achieved



Comments	A member of Emergency Services participates in CBRNE meetings when they take place. In 2023, there were no known CBRNE exercises facilitated by the Niagara Region.
Goal	1: Public Safety
Objective	1.7 Improve emergency preparedness
Performance Metric	1.7.3 Enhance and develop emergency planning partnerships
Target	Increase engagement with emergency partnerships and coordinate a minimum of one, in-house training exercise annually, that will include outside agency involvement
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	In April and October of 2023, the Emergency Services Unit hosted Critical Incident training exercises. Members of Niagara Emergency Medical Services attended the training to enhance the level of joint operations
Goal	1: Public Safety
Objective	1.7 Improve emergency preparedness
Performance Metric	1.7.3 Enhance and develop emergency planning partnerships
Target	Ensure one (1) waterway emergency (disaster) training exercise is facilitated per year, in conjunction with the appropriate emergency management partners given the scenario
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	On May 24, 2023, the Marine Unit conducted joint training exercises with Niagara Parks Police, Niagara Falls Fire Department, Hornblower Tours, and Whirlpool Jetboats. The training involved the rescue and recovery of persons from the Niagara River.
Goal	1: Public Safety
Objective	1.7 Improve emergency preparedness
Performance Metric	1.7.4 Review Emergency Plan
Target	To be conducted annually
Reporting Status	Completed
Target Status	Achieved
Results	Completed / Reviewed
Comments	The Emergency Services Unit Staff Sergeant reviewed the Service's Emergency Plan in 2023.
Goal	1: Public Safety
Objective	1.8 Effective response to calls for service
Performance Metric	1.8.1 Average response time to emergency calls for service
Target	Respond to Priority 1 emergency calls for service within established timelines



Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Data was not available during this reporting period to validate if established timelines were met.
Comments	<p>In May of 2021, the Niagara Regional Police Service adopted an enhanced prioritization system to better classify calls for service. The new system, Six Priorities (P6) was risk-based to ensure Communicators were better able to recognize calls for service that required an enhanced response. It also identified those calls for service that could be held longer, or referred to alternative response methods. P6 offered six different classifications for call types whereas the legacy method only offered three. Unfortunately, the implementation of the P6 system created unintended consequences which resulted in calls for service being improperly prioritized or coded. An analysis of our actual calls revealed that the overall number of Priority 1 emergency calls had been significantly reduced and that many Priority 3 calls had been over-prioritized. As a result, the data available to measure emergency response timelines has been skewed making the data collected insignificant. This is not to say that the Service is not meeting its intended goals. The data required to support our established timelines has not been reliable. As of January 2024, these issues have since been corrected and we are in a position to gather accurate data to determine if the Service is meeting its target goals. Steps are also being taken to review and reconcile data captured in 2023, so that the correct standards are applied for future and historical reporting.</p>
Goal	1: Public Safety
Objective	1.8 Effective response to calls for service
Performance Metric	1.8.2 Number of non-emergency calls for service, dealt with by an alternative response to frontline officers or by referral to appropriate service providers
Target	Establish a baseline for the percentage of calls redirected from frontline operations to an alternative response AND In subsequent years, increase the percentage of calls redirected by 2% annually
Reporting Status	Completed
Target Status	Achieved
Results	Redirect calls by 2%
Comments	<p>In accordance with the reporting requirements for the 2022-2025 Strategic Plan, The Service has achieved the year two Performance Metric 8.2, of increasing the percentages of calls redirected to alternative response by 2% annually. In 2023, the Service utilized 5 call diversion methods that allowed calls for service to be redirected from frontline operations. The alternate methods were Priority 6 Calls, Alternate Response Unit Calls, Online Reporting, Mobile Support Unit, and the Collision Reporting Centre. In 2023, the Service responded to a total of 148,348 calls for service, of which 32,205 of these were dealt with by alternative response.</p>
Goal	1: Public Safety
Objective	1.9 Expand the Real Time Operations Centre (RTOC) usage
Performance Metric	1.9.1 Number of RTOC involved calls
Target	5% increase in year 1, followed by a 2% increase annually in subsequent years
Reporting Status	Completed
Target Status	Achieved



Results	Achieved
Comments	<p>The main objective of the RTOC is to assist front line and investigative units by providing near time actionable intelligence. The RTOC plays a crucial role in notifying police of emerging events and our cameras are implemented on an incident basis and through intelligence led crime preventions. This strategic and intelligence driven approach assists police in obtaining crucial information to optimize public safety to the residents and visitors to the Niagara Region. During this calendar year the RTOC has responded to 5130 calls for service including 3 homicides, 142 reported armed persons, 162 Assaults, 461 disturbances, 126 mental health calls, 51 robberies, 11 reported stabbings, 3 shootings, 393 suicidal persons and 13 weapons calls. From the 4174 calls that the RTOC responded to in 2022, to the 5130 calls that the RTOC has responded to in 2023, there has been a 22% increase in calls that the RTOC has responded to in 2023 from 2022. Target achieved.</p>
Goal	1: Public Safety
Objective	1.9 Expand the Real Time Operations Centre (RTOC) usage
Performance Metric	1.9.2 Number of partnerships to expand the CCTV network (Post-Secondary Education Sector, Government, Business community)
Target	Increase engagement with community stakeholders and enter into four new CCTV camera sharing agreements by year 4
Reporting Status	Completed
Target Status	Achieved
Results	Completed. Added 4 new partnerships.
Comments	<p>We have created new partnerships with:</p> <ul style="list-style-type: none"> •The City of Port Colborne •Niagara College •John Howard Society Welland •MTO <p>In 2023 we added 7 new cameras to our system</p>
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.1 Enhance relationships with special victim agencies (e.g., FACS, Sexual Assault Centre, etc.)
Target	Meet with partner agencies quarterly
Reporting Status	Completed
Target Status	Achieved
Results	Target Achieved
Comments	<p>OEEU continued enrollment in O.P.E.N.N. (Overdose Prevention Education Network of Niagara), Niagara PAC (Program Advisory Committee), C.A.S.O.N. (Community Addition Services of Niagara), and Niagara Region Public Health (Infectious Control Unit) collectively monitoring the opioid epidemic across the Region.</p>



Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.2 Enhance relationships with social service partner agencies (e.g., Southridge, Salvation Army, Out of the Cold, John Howard Society, Port Cares, etc.)
Target	Meet with partner agencies quarterly
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>The NRPS meet with various community stakeholders throughout the year. These meetings often occur weekly, bi-weekly, monthly, and quarterly. The following is a list of agencies the Service regularly meets with:</p> <ul style="list-style-type: none"> • Port All Situation Table (includes) Port Cares, Bridges, FACS, Pathstones Mental Health, Contact Niagara, CASON, Raft, NASO, Ontario Works, Gateway, CMHA, Niagara Region Mental Health, Community Living, Probation Office, Youth Probation. • Canadian Mental Health Association – Court Diversion • Niagara Health System • Niagara Community Protocol (Violent Threat Risk Assessments) Committee • Niagara Assertive Street Outreach • Quest Community Health Care • Gateway of Niagara • Niagara Region Homelessness and Community Engagement • City of St. Catharines • City of Niagara Falls • Start Me Up Niagara • Safe Injection Sites St. Catharines • Positive Living • Brain Injury Association of Niagara • Autism Canada • Young Black Women • Native Centre • District School Board of Niagara
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.2 Enhance relationships with social service partner agencies (e.g., Southridge, Salvation Army, Out of the Cold, John Howard Society, Port Cares, etc.)
Target	Conduct a relationship needs survey from identified partner agencies by end of year 2.
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Not Achieved
Comments	While many members of the Service continually engage with social service partner agencies to identify solutions to problems and address short and long-term needs, concerns and issues as we move forward, no formal relationships needs survey was conducted. Hence, this Performance Metric in the literal sense was not achieved.



Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.3 Enhance relationships with diverse communities
Target	Conduct eight Chief of Police – Community Inclusion Council (CoP-CIC) meetings annually
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Concluded Not Achieved
Comments	8 Chief of Police Community Inclusion Council meetings were scheduled throughout 2023. Only 7 were actually held.
	January 9, 2023 - Meeting was cancelled due to Chief being away
	February 24, 2023
	April 14, 2023
	June 1, 2023
	July 10, 2023
	August 14, 2023
	September 25, 2023
	November 20, 2023
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.3 Enhance relationships with diverse communities
Target	Attend a minimum of 10 community events annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	The EDI Unit and members of the Service attended 65 community events across the Region through 2023.
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.3 Enhance relationships with diverse communities
Target	Include on NRPS website an orientation section for newcomers and international students that focuses on safety, legal rights, and law in Canada by the end of year 2
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	The NRPS Public Web Site on the EDI page includes an 11 minute informative video on the various ways one might encounter a member of law enforcement while in Canada. The video is in 5 languages (English, Arabic, Mandarin, Hindu/Urdu and Spanish)



Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.3 Enhance relationships with diverse communities
Target	Bi-annual up-date on the Diversity Strategic Plan
Reporting Status	Completed
Target Status	In Progress
Results	In Progress
Comments	The NRPS continued to review and update the 2023-2025 EDI Strategic plan. Numerous meetings were held with internal staff and external partners to identify SMART goals for the plan. The Plan is expected to be approved and delivered in early 2024.
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.4 Enhance relationships with the Indigenous community
Target	Attend a minimum of four events per year
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	EDI participated in 7 events with Indigenous Communities in the Region. Service members and CORE Members participated in over 50 Indigenous events in various locations across the Region.
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.4 Enhance relationships with the Indigenous community
Target	Attend a minimum of six Indigenous youth related programs per year
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	Service Members including CORE participated in 11 Indigenous youth related events throughout 2023.
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.4 Enhance relationships with the Indigenous community
Target	Develop training to increase awareness in Indigenous traditions, culture, and history in year 1 and implement it in year 2
Reporting Status	Completed
Target Status	Achieved
Results	Achieved



Indigenous Relationships: Training

The NRPS Video Unit and Fort Erie Native Friendship Centre produced 3 videos and gave permissions for them to be used by the NRPS for its members, entitled 'Indigenous Perspectives'. These videos, which provide 1 hour and 48 minutes of personal messages from indigenous community members were made available for all registered NRPS learn members. The videos were initially viewed by some in 2022 but were provided to our Sworn members March 31st, 2023. Since then 522 members have completed watching the videos. In an effort to impart understanding of the video's message knowledge retention questions at the end of each video.

All Senior leaders of the Service were required to complete The San'yas Indigenous Cultural Safety Training Program.

The online training and consultation focused on uprooting anti-Indigenous racism and promoting cultural safety for Indigenous people in Canada.

The course was designed to help increase the knowledge, self-awareness, and skills of participants, so that they work more safely and effectively with Indigenous people.

Covered topics such as:

Colonization in Canada

Racism, discrimination, stereotyping, and their impacts on Indigenous people

Taking action to uproot anti-Indigenous racism

Transforming systems to strengthen Indigenous cultural safety in relationships, practices, and services.

Comments

Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.5 Enhance relationships with students at post-secondary educational institutions
Target	Create an orientation package for international students attending these institutions by the end of 2022
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
	International Student Orientation package created
Comments	
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.5 Enhance relationships with students at post-secondary educational institutions
Target	Two engagement sessions annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved



Comments	<ul style="list-style-type: none"> •3 engagement sessions at Brock: September 3, September 15, November 17 •2 engagement sessions at Niagara College: August 30, September 7
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.6 Enhance relationships with newcomers to Canada
Target	Conduct seven orientation sessions/presentations annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>7 orientation sessions/presentations completed:</p> <ul style="list-style-type: none"> -Brock University (3): September 3, September 15, November 17 -Niagara College (2): August 30, September 7 -Niagara Folk Arts Multicultural Centre (2): March 1, May 30,
Goal	2: Community Engagement & Collaboration
Objective	2.1 To strengthen relationships and continue to build trust with our community
Performance Metric	2.1.7 Enhance outreach to community
Target	Year 1: Establish a baseline number of foot and bicycle patrol hours, including patrol zones across the Region. Years 2-4: Expand foot and bicycle patrol zones by 10% each year
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>Baseline for Year 1: Western Region Foot Patrol (Hours) were 155, for Central Region they were 982.5 and for Eastern Region they were 801.5. In terms of Bicycle Patrol (Hours) they were 1, 292 and 305 respectively.</p> <p>Year 2 (2023): Western Region Foot Patrol Hours - 76.5 and Bicycle Patrol Hours - 73. Central Region Foot Patrol Hours - 1338.5 and Bicycle Patrol Hours - 339.5. Eastern Region Foot Patrol Hours - 968 and Bicycle Patrol Hours - 177. Total foot and bicycle patrol hours for 2022 was 2537. Total foot and bicycle patrol hours for 2023 is 2972.5. This is an increase of 17% in foot and bicycle patrol hours from 2022 to 2023. Performance metric achieved.</p>
Goal	2: Community Engagement & Collaboration
Objective	2.2 To foster transparency and enhance public understanding of police services
Performance Metric	2.2.1 Number of crime prevention initiatives, including those done in coordination with Auxiliary Officers
Target	Four initiatives per year
Reporting Status	Completed
Target Status	Achieved
Results	Achieved



Comments	Crime prevention initiatives conducted by the Service in 2023 include bail monitoring efforts, target hardening at Break and Enter locations, MTO and ATV enforcement, and Lock it or Lose it campaign. Additionally, crime prevention initiatives focused on areas having higher rates of assaults, disturbances, and thefts. Breakdown by District and number of crime prevention initiatives is as follows: 1 District - 9, 2 District - 4, 3 District - 2, 5 District - 0, 6 District - 1, and 8 District - 3. In total, 19 crime prevention initiatives were conducted by the Service in 2023. Performance metric achieved.
Goal	2: Community Engagement & Collaboration
Objective	2.2 To foster transparency and enhance public understanding of police services
Performance Metric	2.2.2 Number of Social Media platform engagements, public announcements, advisories, and/or other public releases
Target	Develop and implement an analytics structure to obtain a baseline number of engagements
Reporting Status	Completed
Target Status	Achieved
Results	Target achieved
Comments	<p>In the first quarter of 2023, the Service entered into a 3-year contract with Meltwater Suite for software that provides monitoring and analytics on the Service's social media engagement with our community.</p> <p>The Meltwater Suite allows the Corporate Communications Unit to strategically post public safety messaging, while also offering comprehensive media monitoring, particularly during non-office hours, as well as analysis across online news, social media, print and broadcast media.</p> <p>Through media intelligence, data integration and social media management, the software allows the Niagara Regional Police Service to measure and eventually increase engagement with the community while being alerted to emerging issues that require immediate attention and communication.</p>
Goal	2: Community Engagement & Collaboration
Objective	2.2 To foster transparency and enhance public understanding of police services
Performance Metric	2.2.3 Awareness of police service programs (e.g., media engagement)
Target	Increase engagements by 2% annually
Reporting Status	Completed
Target Status	In Progress
Results	Not achieved
Comments	Engagements through social media and other platforms have not increased due to the lack of dedicated resources in the corporate communications unit.
Goal	2: Community Engagement & Collaboration
Objective	2.3 Enhance supports for vulnerable persons
Performance Metric	2.3.1 Number of referrals to social service agencies
Target	Increase number of referrals of people in crisis to social service agencies annually by 2%



Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	The NRPS increased the number of referrals of persons in crisis to social service agencies by 9.4% in 2023. 5151 referrals in 2022 compared to 5658 referrals in 2023. Performance Metric met.
Goal	2: Community Engagement & Collaboration
Objective	2.3 Enhance supports for vulnerable persons
Performance Metric	2.3.2 Expand the Mobile Crisis Response Team (MCRRT) program to the City of Welland
Target	Reduce the number of Mental Health Act (MHA) apprehensions by 3% with a corresponding increase in the number of individuals diverted to appropriate community supports
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	The Mobile Crisis Rapid Response Team (MCRRT) ran in 3 District from April 2022 until April 2023 as part of a grant cycle. The grant was renewed, and a revised Civilian Crisis Response Team (CCRT) began operating in 3 District in November of 2023 in place of MCRRT. CCRT response to MHA calls while limited due to safety concerns of the CMHA members, have achieved a 100% clearance rate when they have attended calls for service. MCRRT has also been extremely successful in reducing apprehensions. Service wide, there was a 6% reduction of apprehensions from 2022 to 2023. Performance metric achieved.
Goal	2: Community Engagement & Collaboration
Objective	2.3 Enhance supports for vulnerable persons
Performance Metric	2.3.3 Number of Situation Tables
Target	Police participation at Situation Tables, where appropriate, to support the Niagara Region's Community Safety and Well-Being Plan
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	The NRPS has participated in the Port Colborne Situation Table (Port-All) since 2018. In 2023, the Regional Municipality of Niagara (RMN) supported the expansion of Port-All to cover the areas of Wainfleet, Welland and Pelham. In addition, the RMN launched a Situation Table in October of 2023 which covers the St. Catharines and Thorold area bringing a total of 2 Situation Tables the NRPS participates in. In 2024, the NRPS anticipates again participating in the expansion of the Situation Tables that will cover all municipalities in Niagara.
Goal	2: Community Engagement & Collaboration
Objective	2.3 Enhance supports for vulnerable persons
Performance Metric	2.3.4 Number of civilian members trained in mental health awareness
Target	Year 1: Establish baseline number of frontfacing civilian members trained in mental health awareness. Increase by 2% annually



Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	In 2022 (Year 1), the Niagara Regional Police Service commenced having civilian members trained on the Crisis Intervention Training (CIT) course facilitated by CMHA. 13 members were trained in 2022. In 2023 (Year 2), the Service had an additional 16 civilian members trained on CIT courses. The trained members come from many facets of the Service including the Communications Unit, Front Desk personnel, Member Support, Special Constables and Auxiliary members. This is a 123% increase in trained civilian members from 2022.
Goal	2: Community Engagement & Collaboration
Objective	2.3 Enhance supports for vulnerable persons
Performance Metric	2.3.5 Number of members trained in Crisis Intervention
Target	Train 75 members in Crisis Intervention annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	In cooperation with the CMHA, the Training Unit facilitated 4 Crisis Intervention Training courses during the 2023 calendar year. Despite front line staffing shortages, aggressive canvassing by the Training Unit CIT coordinator resulted in a total of 75 members trained, meeting the strategic goal. Attending members included civilian front desk staff, member support unit personnel, sworn members, Special Constables and even Auxiliary members.
Goal	2: Community Engagement & Collaboration
Objective	2.4 Foster youth engagement
Performance Metric	2.4.1 Develop and enhance relationships with youth
Target	Year 1: Develop a Youth in Policing Initiative (YIPI) Years 2-4: Increase the number of youths engaged by 10% per year.
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	In 2023 (Year 2) the Youth in Policing Initiative (YIPI) commenced with four youths and the program was a great success. For 2024 (Year 3), the Service plans to have five youths participate in the program.
Goal	2: Community Engagement & Collaboration
Objective	2.4 Foster youth engagement
Performance Metric	2.4.1 Develop and enhance relationships with youth
Target	Attend a minimum of ten (10) youth programs annually (e.g., Boys and Girls Club, RAFT, Niagara Youth Wellness Hub etc.)
Reporting Status	Completed
Target Status	Achieved



Results	Achieved
Comments	The Niagara Regional Police Service has attended/participated in 11 youth specific programs for 2023. This includes involvement with Niagara Folks Arts Multicultural Centre, Manchester After School Program, Grantham After School Program, Raft Youth Shelter, Resilience Connections, Pathstones Centre for Innovative Learning, Niagara Islamic School, and other various youth programs/partnerships. Performance metric achieved.
Goal	2: Community Engagement & Collaboration
Objective	2.4 Foster youth engagement
Performance Metric	2.4.2 Opioid education and awareness
Target	Develop and make available, an opioid education training video for youth
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Not Achieved - postponed to 2024
Comments	The Service has not developed an opioid education training video for youth. Through the Opioid Enforcement and Education Unit (OEEU), it is planned that such a video be developed in 2024. Despite this, the Service through the OEEU has provided drug education sessions and safety initiatives to stakeholders within the community in 2023.
Goal	2: Community Engagement & Collaboration
Objective	2.5 Reduce youth crime rate by increasing early intervention with at risk youth
Performance Metric	2.5.1 Youth crime rate
Target	Reduce criminal charge rate by 2% annually, with a corresponding increase in the number of extra-judicial measures referrals
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Not Achieved
Comments	In 2022 (Year 1) there was 219 youth prosecution summaries for offenders under 18 years of age with an additional 23 Extra-Judicial Measures (EJM's) administered in lieu of charges. In 2023 (Year 2) there was 276 youth prosecution summaries for offenders under 18 years of age with an additional 10 EJM's administered in lieu of charges. Criminal charge rate was not reduced and in fact increased. Additionally, EJM's utilized was down from the previous year. Strategic Plan goal performance metric for 2023 was not achieved. Steps are being taken in 2024 to have officers receive requisite training as it pertains to EJM's and meet this Strategic Plan goal for the next reporting year.
Goal	2: Community Engagement & Collaboration
Objective	2.5 Reduce youth crime rate by increasing early intervention with at risk youth
Performance Metric	2.5.2 Extra-judicial measures referrals
Target	Year 1: Develop and implement extra-judicial measures (EJM) training for sworn officers. Increase the number of extra-judicial measures (EJM) referrals by 2% annually
Reporting Status	Completed



Target Status	Concluded (Not Achieved)
Results	Not Achieved
Comments	Extra-Judicial Measure (EJM) referrals by the Service for 2022 (Year 1) was 23. EJM's for 2023 (Year 2) was 10. As the numbers dictate, the Service failed in increasing EJM referrals by 2% for 2023. This is for a number of reasons including insufficient training to frontline officers and elimination of the SRO program. SRO's when still engaged in the schools made the majority of EJM referrals, where now frontline officers often get called to schools and lack familiarity and/or comfort in the use of EJM's. The Service is currently conducting a review of EJM shortcomings and plans on introducing training for recruit officers, coach officers, and all sworn members.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.1 To enhance internal communication
Performance Metric	3.1.1 Number of Town Hall meetings
Target	Conduct two Town Hall meetings annually
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Unable to achieve target.
Comments	Due to other operational demands and priorities, the Office of the Chief was unable to conduct Town Hall meetings during 2023.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.1 To enhance internal communication
Performance Metric	3.1.2 Number of opportunities for member input
Target	Establish a Continuous Improvement Committee (CIC) by the end of Q-2 in year 1 to explore member improvement ideas and determine the feasibility of ideas. Establish Terms of Reference. Establish evaluation criteria
Reporting Status	Completed
Target Status	In Progress
Results	CIC has been established
Comments	Continuous Improvement Committee has been established, and there are more than 40 members who have joined it. The terms of reference, evaluation criteria, and other governing materials will be formulated when the new staff are hired as part of the creation of the new Strategic Planning and Innovation Office.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.1 To enhance internal communication
Performance Metric	3.1.2 Number of opportunities for member input
Target	Implement video conferencing solution to facilitate virtual daily briefings in year 1
Reporting Status	Completed
Target Status	Achieved
Results	Technology Services completed the technical setup of the Centralized Briefings Teams-Rooms solution



Comments	The electronic Centralized Briefings technology has been purchased, installed and operational at all District Briefing Rooms and the DI Office. It leverages the existing M365 investments via the MS Teams Rooms platform and integrates with the Crestron Flex platform for Microsoft Teams.
	The Community Rooms are now provisioned with the same solution and operational if needed. Other units such as the RTOC can also be invited to and participate in Briefing meetings.
	Training and demonstrations were provided and a refresh is recommended. Sep-by-step documentation on operating the technology and setting up a centralized briefing has been created and attached.
	District Operations is developing the appropriate operational plans and guidance to operationalize the technology, including the frequency of conducting the electronic briefing.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.2 Develop a comprehensive recruitment strategy that identifies quality candidates reflective of our community
Performance Metric	3.2.1 Establish demographic profile of our members and community
Target	Creation of self-identification question for new hires (uniform and civilian) during onboarding documentation in year 1 to establish baseline
Reporting Status	Completed
Target Status	Achieved
Results	achieved
Comments	A self-identification survey has been created using the internal survey application system. It was released to all newly hired members from January 1, 2023 going forward.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.2 Develop a comprehensive recruitment strategy that identifies quality candidates reflective of our community
Performance Metric	3.2.1 Establish demographic profile of our members and community
Target	Compare self-identification documentation numbers to census survey for Niagara population in year 1
Reporting Status	Completed
Target Status	In Progress
Results	In Progress No new information collected during 2023



Comparing self-identification numbers to census survey for Niagara population in year 1 will be more accurate over time after the development of the onboarding self identification survey.

That being said, data from Human Resources from the Service's 2021 self-identification survey and compared to the 2021 Census Data for the Niagara Region to provide the following information.

Arab at NRPS 1.2% and in the Region 0.8%

Black at NRPS 1.5% and in the Region 2.8%

Chinese at NRPS 0.3% and in the Region 1.4%

Japanese at NRPS 0.3% and in the Region 0.2%

Korean at NRPS 0.3% and in the Region 0.4%

Latin/South American at NRPS 0% and in the Region 1.5%

South Asian at NRPS 1.8% and in the Region 2.9%

Southeast Asian at NRPS 0% and in the Region 0.7%

West Asian at NRPS 0% and in the Region 0.2%

White at NRPS 91.4% and in the Region 86.7%

Mixed Origin at NRPS 3.0% and in the Region 0.6%

Other at NRPS 0.9% and in the Region 0.3%

Indigenous at NRPS 3% and in the Region 4%

Comments

Goal 3: Continuous Improvement & Organizational Continuity

Objective 3.3 Develop and sustain process efficiencies to enhance business continuity

Performance Metric 3.3.1 Time and resource materials

Target Implement new applicant tracking system to external candidates by the end of year 2

Reporting Status Completed

Target Status Achieved

Results Achieved

Comments New applicant tracking system TAMS was implemented and is active

Goal 3: Continuous Improvement & Organizational Continuity

Objective 3.3 Develop and sustain process efficiencies to enhance business continuity

Performance Metric 3.3.1 Time and resource materials

Target Expand applicant tracking system to the internal job posting process by the end of year 3

Reporting Status Completed

Target Status In Progress

Results In progress

Comments Applicant tracking system is currently being expanded to include internal Civilian postings and will also progress to include Uniform postings by end of year 3

Goal 3: Continuous Improvement & Organizational Continuity

Objective 3.3 Develop and sustain process efficiencies to enhance business continuity

Performance Metric 3.3.1 Time and resource materials

Target Implementation of Block Training model by 2023



Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	not started
Comments	<p>Training Unit Staff have reviewed this target and upon further inspection it was determined that this might not be achievable.</p> <p>It would be difficult to maintain the assigned dates due numerous administrative issues surrounding: Parental Leave, Transfers, Temporary Training Transfers, Leave due to illness</p>
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.3 Develop and sustain process efficiencies to enhance business continuity
Performance Metric	3.3.2 Streamlined training process for efficiencies in scheduling
Target	Establish framework for continuous service delivery during future pandemics by the end of year 2
Reporting Status	Completed
Target Status	Achieved
Results	Complete
Comments	Completed in first quarter of 2023.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.4 Modernization of Service Delivery
Performance Metric	3.4.2 Meet the Canadian Radio – Television & Telecommunications (CRTC) deadline for transition to NG911
Target	Retire current 911 systems and adopt new NG911 technology by the end of year 3
Reporting Status	Completed
Target Status	In Progress
Results	A project Kick-off meeting with Motorola and all stakeholders has been scheduled for Feb 1st, 2024



After a Negotiated Request for Proposal (RFP) process in compliance with the procurement By-Laws of Region of Niagara, a contract for Next Generation 9-1-1 (NG 9-1-1) got awarded to Motorola Solutions Inc., who was the top ranked respondent and also had the lowest cost. The approval of the contract now permits the implementation of a new Region-wide, Canadian National Emergency Number Association (NENA) i3 standards-based, integrated platform architecture NG 9-1-1 solution, that includes a managed services on-premises host/remote call-handling platform capable of handling all 9-1-1 operations for the Region, NRPS St. Catharines Fire Service (SCFS) and the Niagara Parks Police Service (NPPS). Reports to to Regional Council and the Police Services Board (PSB) have been submitted to advise of the the results of the RFP, contract negotiations and associated costs.

The contract provides the listed partners with an NG 9-1-1 Call Handling Solution (CHS), 10 years of managed services and 10 years of maintenance and support.

A project Kick-off meeting with Motorola and all stakeholders has been scheduled for February 1, 2024. The targeted schedule for production implementation is anticipated for end of 2024 or prior to the CRTC deadline of March 4, 2025.

Partner agencies SCFS and NPPS have committed to a financial and operating model with RMON on the NG 9-1-1 initiative and are included in the contract. This will avoid duplicating services and costs, maintain consistency in NG911 standards, and enhance interoperability and information sharing between the agencies.

Comments

Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.4 Modernization of Service Delivery
Performance Metric	3.4.3 Resource savings in processing evidence
Target	Adopt a new cloud based Digital Evidence Management System to efficiently process evidence and share it with other Ontario justice partners and stakeholders by Q1 in year 2
Reporting Status	Completed
Target Status	In Progress
Results	NRPS is still on target to complete the DEMS project by the end of 2024



NRPS was one of four police services that SolGen selected as early adopters for the Digital Evidence Management (DEM) onboarding program. On May 6, 2021, the NRPS was formally onboarded on the Provincial DEM system. A Ministry of Solicitor General (SolGen) MOU Agreement and Axon Contract were executed for five years with an option to renew two additional one-year extensions in favor of SolGen.

Since DEMS inception:

- 300 members have been trained, including Courts, Traffic, Criminal Investigation Bureau, Major Crime, Special Victims, the Real Time Operations Centre (RTOC), Crime Analysts, Forensic Video Analysts, Records Information and Management, RIM – FOI Analysts to assist in FOI requests – (Court order redactions and FIO disclosures), Professional Standards, Policy and Risk, Member Support Unit, Scenes of Crime Officers, and selected others.

355,665 pieces of Digital Evidence (DE) have been uploaded to Axon Evidence (e.com), 11,423 Conducted Energy Weapon (CEW) logs were created, 212,979 pieces of DE have been shared externally and 11,720 cases have been created. The current staffing model of two members cannot support this expansion, thereby necessitating the need for a minimum request of three additional positions approved in 2024.

Remaining areas to be trained

- Emergency Response Unit (ETU)
- Media Relations
- Charge Investigators

Comments

Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.4 Modernization of Service Delivery
Performance Metric	3.4.4 Increased access to realtime information by frontline officers
Target	Implement the Connected Officer program by providing Service-issued mobile devices with the right application suite to the majority of frontline officers by the end of year 2
Reporting Status	Completed
Target Status	In Progress
Results	On target for completion by the end of 2024



Comments	2023 Capital and Operating Funding was approved to facilitate the purchase of service-issued mobile devices.
	The program is anticipated to commence in Q3-2023 to equip Frontline officers with mobile devices that can be used to file reports, make calls, send emails, and access various databases & resources to meet their information & intelligence needs better while creating efficiencies for the Service as a whole.
	Funding for purchasing an Electronic Notes (eNotes) application was also approved as part of the 2023 Operating budget. A service-issued mobile device will need to be in place first to allow the implementation and rollout of eNotes.
	eNotes is envisioned to transform current paper-based processes via a digital mobile platform software that runs on mobile phones, mobile workstations, and desktop computers. It connects to central databases such as Computer-Aided Dispatch (CAD) and Records Management System (RMS), creating efficiencies and modernizing the current duty note-taking paper process. This digital solution through a mobile device will enable officers to record and upload audio statements and take photographs, once verified for accuracy and completion, to instantly deliver e-Notes to the RMS to improve workflow and disclosure processes. eNotes offers ease of searchability and can be accessed by the officer when required to be verified in court. Search and access can be configured in accordance with privacy and access permissions guidelines.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.4 Modernization of Service Delivery
Performance Metric	3.4.4 Increased access to realtime information by frontline officers
Target	Implement the full Microsoft Office 365 Productivity suite by the end of year 1
Reporting Status	Completed
Target Status	Achieved
Results	Microsoft O365 and associated applications are fully implmented
Comments	<p>The Microsoft Office 365 (O365) has been implemented in a hybrid deployment model. A hybrid deployment refers to the ability to extend the same on-perm server experiences, seamless look and feel and administrative controls to the cloud.</p> <p>The implementation included the following applications:</p> <ul style="list-style-type: none"> •M0365 •Microsoft Teams •Microsoft Exchange Online (email) •Microsoft SharePoint (Intranet) •Microsoft PowerBI Online •Microsoft Authenticator •Microsoft OneDrive •PowerApps and electronic Form with intelligent workflow such as POs (on going as more forms get reviewed for this level of migration) •Microsoft Intune (Mobile Device Management (MDM) and Defender
	M/O365 information management and governance will be fully integrated with the new recordkeeping software solution once purchased and installed.



Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.4 Modernization of Service Delivery
Performance Metric	3.4.5 Collaboration and knowledge sharing across the Service
Target	Develop governance model and completion of implementation plan. All records electronically filed, stored, and retrievable – Complete by the end of year 2
Reporting Status	Completed
Target Status	In Progress
Results	Still in progress
Comments	An Information Management and Governance (IM&G) training workshop was held in May to explore, guide and train the IM&G Committee on the principles of IM&G. The training reviewed the current governance framework; reviewed policy and assessed the current state; and aided in the development of an IM&G roadmap. It also educated the committee on IM&G best practices for organizing, storing, and utilizing various information digital assets for NRPS to be more effective in managing and using its data and information resources. The IM&G Committee will be meeting quarterly, commencing in 2024, in order to meet its vision: Information is collected once, managed physically and digitally in an open and secure environment, accessible from anywhere and used as authorized to its fullest potential to optimize community safety and well-being. The Committee will be focused on the immediate work initiatives identified in the Information Governance Roadmap that was developed in 2023.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.4 Modernization of Service Delivery
Performance Metric	3.4.5 Collaboration and knowledge sharing across the Service
Target	25% of remaining Service Units records to be converted to electronic records by the end of year 4
Reporting Status	Completed
Target Status	In Progress
Results	Still in progress



To achieve a successful Service wide IM&G model, the Service will require a recordkeeping software solution that is compliant with existing M365 applications as well as others, with automated record retention workflow reducing the requirement for manual intervention for both digital and physical files, and with enhanced search feature capabilities that access both physical and electronic records.

2023 Capital Funding in the amount of \$400,000 was approved to facilitate the replacement of the existing enterprise content / records management technology. The current software has reached its operational effectiveness and requires a considerable capital investment and costly ongoing operational licensing fees to achieve seamless digital and physical records integrations for the number of users required for a Service wide application.

In February 2024, the Service will be issuing a Request for Proposal (RFP) to invite prospective proponents to offer cost-effective and integrated recordkeeping software solutions to manage digital and physical corporate records.

The Records & Information Management Unit continues to provide guidance to various units throughout the Service regarding best practices for the digitization of their records, while remaining compliant with Service General Orders, including but not limited to the Records Classification & Retention Schedule.

Comments

Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.4 Modernization of Service Delivery
Performance Metric	3.4.6 Contractual documents initiative
Target	Identify a software platform and implement in year 1 Process all contracts through new platform in year 2 Software for searchable LOU, MOU's
Reporting Status	Completed
Target Status	Achieved
Results	Complete
Comments	A software has been developed by a vendor and implemented by Service staff. The system houses and manages all PSB contracts and grants including LOU's and MOUs and sends reminders when needed to concerned stakeholders. This target is now complete.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.5 Enhance Member Development and Succession Planning
Performance Metric	3.5.1 Number of General Orders converted to new platform
Target	Identify a platform and implement in year 1
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Will not be pursued at this time



Comments	Different platforms have been explored; however, a viable option was not identified. As a result, this target was not met, nor is it anticipated that a new platform will be explored.
	The Service, however, continues to create efficiencies when using the current platform. A review was done to ensure originators were identified correctly, mainly at the Superintendent and Director level, and general orders continue to be reviewed and updated accordingly.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.5 Enhance Member Development and Succession Planning
Performance Metric	3.5.1 Number of General Orders converted to new platform
Target	Convert 25 General Orders to new platform annually
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Decision to change General Order platform not entertained at this time.
Comments	It is believed that this project should be championed by Policy & Risk, however, as an update, and similarly to last year, a new platform to be used for General Orders has not been entertained, nor is it something currently being considered. Upon review of the current platform, General Orders are updated using Microsoft Word and a process exists to track any changes made to General Orders, which may include additions and deletions. Updated General Orders are then reviewed by an oversight committee made up of the Deputy Chiefs of Police and Superintendents/Director. Final approval is then given by the Chief of Police.
	In the absence of a new platform being identified and procured, this particular target has not been started, nor is it anticipated that it will be achieved not based on failure to execute, but rather based on a Service decision not to pursue a new platform at this time.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.5 Enhance Member Development and Succession Planning
Performance Metric	3.5.2 Number of qualified members to progress to higher ranks/ positions
Target	Develop mentorship program by the end of year 2
Reporting Status	Completed
Target Status	In Progress
Results	in progress
Comments	This task was assigned to Special Projects and remains in progress
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.5 Enhance Member Development and Succession Planning
Performance Metric	3.5.2 Number of qualified members to progress to higher ranks/ positions
Target	Implement the mentorship program in years 2 - 4 and ensure the identified positions have mentees capable of taking on these roles
Reporting Status	Completed
Target Status	In Progress



Results	In progress
Comments	Several concepts for the Mentorship program have been reviewed and this task remains in progress
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.5 Enhance Member Development and Succession Planning
Performance Metric	3.5.2 Number of qualified members to progress to higher ranks/ positions
Target	Develop Acting Rank qualification program by the end of year 2
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	The Service currently has an Acting Rank qualification program. This will continue to be evaluated to remove any potential barriers and improve the process .
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.6 Establish the Office of Continuous Improvement and Innovation
Performance Metric	3.6.1 Number and status of projects identified as supporting the 2022-2025 Strategic Plan
Target	Establish the framework of this new Unit and identify the areas of responsibility by end of year 1
Reporting Status	Completed
Target Status	Achieved
Results	Complete
Comments	The mandate for the new office has been established and communicated to the executive leadership team. This target is now complete.
Goal	3: Continuous Improvement & Organizational Continuity
Objective	3.6 Establish the Office of Continuous Improvement and Innovation
Performance Metric	3.6.1 Number and status of projects identified as supporting the 2022-2025 Strategic Plan
Target	Develop Business Case to establish and fund the unit. Create the Unit by end of year 2
Reporting Status	Completed
Target Status	Achieved
Results	Complete
Comments	The Corporate Strategy and Innovation Unit has been created and consists of only the Manager of the unit and a Corporate Analyst. 2 Business Cases have been developed to add a Crime Analyst Supervisor to oversee the Crime Analysis Mandate in the Service and 2 Project Coordinators to manage enterprise projects. Future business cases will be created to reach full capacity of the unit and enable it to carry its agreed on mandates.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy



Performance Metric	4.1.1 Ongoing development, evaluation, and revision of mental health related training programs
Target	Evaluation of one mental health related training program annually
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>The newly acquired Service Psychologist and Mental Health Clinician along with Member Support Unit Staff are reviewing all programs.</p> <p>In 2023 The Safeguarding Program was reviewed and will be aligned with CACP recommendations related to Safeguarding programs.</p> <p>The Member Support Unit records management process was reviewed and improved through the adoption of the Owl Electronic Record Management System to enhance operational efficiency, data security, and collaboration. The system's features align with the specific needs of the Member Support Unit, and its implementation will contribute significantly to modernizing record management practices within the NRPS Member Support Unit.</p> <p>All General Orders related to Member Support functions were updated to ensure roles and processes were updated based on the new Clinician role.</p> <p>Treatment Consent forms were also established to ensure regulatory compliance.</p>
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.1 Ongoing development, evaluation, and revision of mental health related training programs
Target	Implementation of Resilience Program in year 1
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>-BOS (Before Operational Stress) Resilience Program was identified as a voluntary program. All Service members were registered to participate in the program which was available as of November 2022.</p> <p>The Member Support Unit has identified additional resiliency training through Boots on the Ground which includes a 2 day resiliency training program through the FBI National Academy.</p>
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.1 Ongoing development, evaluation, and revision of mental health related training programs
Target	Completion of Resilience Program by 85% of the membership by the end of year 1
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Not Achieved
Comments	<p>- BOS (Before Operational Stress) Resilience Program was identified.</p> <p>- Voluntary Program</p> <p>- 1157 Members were registered.</p> <p>Due to this program being voluntary there was very low completion. 85 % was not achieved.</p>



Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.2 Accessibility of mental health resources
Target	Annual maintenance of the community list of mental health care providers knowledgeable about the police culture
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	List of mental health care providers knowledgeable about the police culture was created and is maintained. The list contains mental health care providers including Psychologist, Social Workers and Psycho Therapists. The Service Psychologist and Mental Health Clinician are continuing to review the provider list to ensure that providers have experience working with police, availability for our members, and to help distinguish CMHP/WSIB approved providers to help members make informed decisions about services.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.2 Accessibility of mental health resources
Target	Host bi-annual voluntary seminars with preferred providers to discuss current research, best practices, and challenges
Reporting Status	Completed
Target Status	In Progress
Results	In progress
Comments	Voluntary Bi-Annual seminars, and/or community meetings will be reviewed once the updated provider list has been established.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.3 Early Intervention Program
Target	Pilot Early Intervention Program in year 1
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>Since the fall of 2023, the Member Support Unit has been conducting check-ins with members who meet or exceed thresholds that were established in IAPro. The utilization of BlueTeam as the workflow system allows Member Support to assign follow ups with members and receive outcomes so the disposition can be assigned appropriately.</p> <p>A General Order has been created for review. An Implementation Plan has also been created.</p>



Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.3 Early Intervention Program
Target	Evaluation of the pilot Early Intervention Program in year 1
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>Since the fall of 2023, the Member Support Unit has been conducting check-ins with members who meet or exceed thresholds that were established in IAPro. The utilization of BlueTeam as the workflow system allows Member Support to assign follow ups with members and receive outcomes so they disposition can be assigned appropriately.</p> <p>The current model is working to achieve the established goal. The Service Psychologist and Mental Health Clinician will continue to review the program for effectiveness and efficiencies.</p>
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.3 Early Intervention Program
Target	Expand Early Intervention Program to 50% of sworn members in year 1 and 85% in year 2
Reporting Status	Completed
Target Status	In Progress
Results	In progress
Comments	Thresholds now include members of the Communications Unit and those listed on WSIB. The program continues to expand. Expected to be complete by end of year 3.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.3 Early Intervention Program
Target	Annual evaluation of Early Intervention Program and related criteria
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	An evaluation of the program was completed and input from the Service Psychologist and Mental Health Clinician has been received. The program will continue to be evaluated and adjusted for effectiveness.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.4 Accountability for stigmatizing behaviours



Target	Evaluate job and promotion processes for stigmatizing or biased components by the end of year 2. Revise as needed in subsequent years
Reporting Status	Completed
Target Status	In Progress
Results	In progress
Comments	The related processes and General Orders continue to be reviewed for stigmatizing or biased components. Expected to be completed by year 3.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.4 Accountability for stigmatizing behaviours
Target	Identify additional internal processes or policies to be reviewed for stigmatizing or biased components by the end of year 2
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>The following policies and processes have been identified for review:</p> <p>GO - 104.12 RESPECTFUL WORKPLACE POLICY</p> <p>GO – 189.15 Uniform Job Posting Guidelines</p> <p>GO 105.14 UNIFORM PROMOTION SYSTEM</p> <p>GO – 233.06 UNIFORM SENIOR OFFICER SELECTION PROCESS</p> <p>GO – 200.07 Civilian Posting Guidelines</p> <p>-Psychological Wellness Programs;</p> <p>-Workplace Violence;</p> <p>-Occupational Health and Safety Program;</p> <p>-Employee Accident/Recurrence Report;</p> <p>-Work Accommodation Program;</p> <p>-Attendance and Wellness Support Program; and</p> <p>-Employee Assistance Program.</p>
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.5 Peer Support Program
Target	Establish baseline measurement of Peer Support use in year 1. Increase use of Peer Support by 2% per year in subsequent years
Reporting Status	Completed
Target Status	Achieved
Results	Achieved



Comments	Peer support Team currently consists of 26 members plus 1 coordinator
	Peer Connect numbers: In 2022 there were 189 connection forms completed, meaning the Peer team reached out to that many members. 190 members registered on the App, which is approximately 16.5%
Comments	In 2023, 233 members registered in the Peer Connect app..
	There were 972 connections completed which is over a 400% increase in use.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.5 Peer Support Program
Target	Annual evaluation of Peer Support Program
Reporting Status	Completed
Target Status	In Progress
Results	In progress
Comments	Due to the late onboarding of the new Service Psychologist and Mental Health Clinician in December of 2023, the Peer support program evaluation is ongoing.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.6 Member Wellness
Target	Annual Member Support Survey to evaluate wellness
Reporting Status	Completed
Target Status	Concluded (Not Achieved)
Results	Not Achieved
Comments	Due to the departure of the previous Service Psychologist in the Spring of 2023 and onboarding of the new Psychologist in December 2023, the annual survey was not conducted.
Goal	4: Member Wellness & Resiliency
Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.6 Member Wellness
Target	Statistically significant decrease in mental health stigma each year
Reporting Status	Completed
Target Status	In Progress
Results	in progress
Comments	The Member Support Unit continues to provide information, education and support to staff in relation to member and psychological wellness. The target of being able to measure a statistically significant decrease mental health stigma is difficult to quantify.
Goal	4: Member Wellness & Resiliency



Objective	4.1 Promote a culture of resiliency, characterized by anti-stigma and mental health literacy
Performance Metric	4.1.6 Member Wellness
Target	Statistically significant increase in member quality of life each year
Reporting Status	Completed
Target Status	In Progress
Results	In progress
Comments	The Member Support Unit continues to provide information, education and support to staff in relation to member and psychological wellness. The target of being able to measure a statistically significant increase member quality of life is difficult to quantify with accurate statistical data.
Goal	4: Member Wellness & Resiliency
Objective	4.2 Promote and encourage healthy lifestyles and the physical well-being of members
Performance Metric	4.2.1 Resources available to members
Target	Physical wellness initiatives such as exercise classes, videos, lunch and learns, and literature will be offered to all Service members. Minimum 6 per year
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	<p>The following initiatives were conducted in 2023.</p> <p>1.8 Week Challenge</p> <p>2.Yoga has been offered to the membership in person and virtually: Six dates March 22, 29, April 5, 12, May 3, 10</p> <p>3.Family Night Out – Welland Jackfish</p> <p>4. A Running Club initiative was established 10 dates were established throughout the Region. Dates included: October 10, 13,16, 20, 24, 27, November 7, 10,13,16 2023.</p> <p>5.Flu Shot Clinic established: November 20th and November 24th, 2023.</p> <p>6.Donation to help build Courts Gym</p> <p>7.Purchase of Hurricane Bike for Training Unit</p>
Goal	4: Member Wellness & Resiliency
Objective	4.2 Promote and encourage healthy lifestyles and the physical well-being of members
Performance Metric	4.2.1 Resources available to members
Target	Member attendance and access to these initiatives will be recorded to ensure a yearly increase of 2%
Reporting Status	Completed
Target Status	Achieved
Results	Achieved



In 2022 there were limited initiatives due to covid restrictions. 2 initiatives- a skate and a flu clinic.

In 2023, 104 Members participated in the 8 week challenge,
 20 Members participated in yoga.
 23 Members and their families attended the Welland Jackfish outing
 34 Members participated in the flu clinic.
 5 Members participated in the running club.

Comments

Goal	4: Member Wellness & Resiliency
Objective	4.2 Promote and encourage healthy lifestyles and the physical well-being of members
Performance Metric	4.2.1 Resources available to members
Target	Implementation and ongoing maintenance of a member support application in year 1; allowing remote access to physical wellness health resources and literature
Reporting Status	Completed
Target Status	Achieved
Results	Achieved
Comments	The Peer Connect app was launched and is currently available for members to use. To date, the Peer App is used by 20% of the membership.
Goal	4: Member Wellness & Resiliency
Objective	4.3 Promote a culture that embraces equity, diversity, and inclusion (EDI)
Performance Metric	4.3.1 Ongoing development, evaluation, and revision of EDI-related training
Target	Annual delivery of at least one EDI training program And Presentation on EDI to all new police recruits
Reporting Status	Completed
Target Status	Achieved
Results	Acheived
Comments	<ul style="list-style-type: none"> •5 EDI learning events for all members: <ul style="list-style-type: none"> -February 26: Black History -March 21: Islam & Ramadan -April 12: Autism Awareness -May 15: Asylum Seekers -September 19: Truth and Reconciliation •April 6, 2023 – EDI/Hate presentation to Post OPC Recruits/ Diversity Tour •September 1, 2023 – EDI/Hate presentation to Post OPC Recruits /Diversity Tour
Goal	4: Member Wellness & Resiliency
Objective	4.3 Promote a culture that embraces equity, diversity, and inclusion (EDI)



Performance Metric	4.3.2 Systemic barriers
Target	Complete evaluation of identifying any existing systemic barriers related to EDI by the end of year 2
Reporting Status	Completed
Target Status	Achieved
Results	achieved
Comments	<p>October 2022, Review conducted of potential Systemic Barriers related to female Recruit applicants compared to male applicants</p> <p>After conducting this review, findings indicated that NRPS hiring process does not contain systemic barriers to female applicants. The data reveals that female applicants have a higher probability of being successful in our current process over male applicants.</p>
Goal	4: Member Wellness & Resiliency
Objective	4.3 Promote a culture that embraces equity, diversity, and inclusion (EDI)
Performance Metric	4.3.2 Systemic barriers
Target	If any barriers are identified, implement means for addressing them immediately at the start of year 3 and subsequent years
Reporting Status	Completed
Target Status	In Progress
Results	in progress
Comments	<p>October 2022, Review conducted of potential Systemic Barriers related to Female Recruit applicants compared to Male applicants</p> <p>After conducting this review, findings indicated that NRPS hiring process does not contain systemic barriers to female applicants. The data reveals that female applicants have a higher probability of being successful in our current process over male applicants.</p> <p>In December 2023, the Service and NRPA agreed to amend General Order 105-Uniform Promotion System in relation to "Work Product" submissions by candidates. Work Product submission timelines were increased to a 24-month period, to account for members who may have been out of the workplace on a protected leave.</p>
Goal	4: Member Wellness & Resiliency
Objective	4.3 Promote a culture that embraces equity, diversity, and inclusion (EDI)
Performance Metric	4.3.3 Development of Internal Support Networks (ISN) for members of equityseeking groups
Target	Implementation of a Global ISN in year 1. A Global ISN implemented and engaged in year 1 with more specific group ISN's formed from over the course of the Plan as required
Reporting Status	Completed
Target Status	Achieved
Results	Achieved



- November 15, 2022 creation of Global ISN
- November 25, 2022 NRPS Women In Policing ISN
- March 2, 2023 NRPS Black/South Asian Member ISN was established

Comments



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report - Deer Harvest at Short Hills Provincial Park
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-15

Recommendation(s)

That the Niagara Police Services Board (Board) receive this report for information purposes.

Key Facts

- This report is to inform the Board of the policing activities and associated costs of the 2023 First Nations Deer Harvest, conducted at Short Hills Provincial Park in St. Catharines on the following dates: October 21, October 28, November 14, November 28, December 12, and December 19, 2023.
- The Niagara Regional Police Service (NRPS) has jurisdiction of the areas surrounding the park as well as ensuring public safety and keeping the peace when required. This has a significant operational and financial impact.
- The 2023 Deer Harvest accrued 181 hours completed by on-duty Core Unit Officers and a further 267 hours of overtime, costing an estimated total of \$32,626.57.

Financial Considerations

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

Analysis

The Haudenosaunee Confederacy is made up of the Mohawk, Oneida, Onondaga, Cayuga, and Seneca First Nations. Section 35(1) of the Constitution Act, 1982 recognizes and protects the treaty rights of all "Aboriginal people" in Canada.

The deer harvest in Short Hills Provincial Park takes place in the context of the treaty relationship between the Haudenosaunee and the Crown. The 1701 Treaty at Albany speaks to "free hunting" for the Haudenosaunee "expecting to be protected therein by the Crown of England" in the area now known as southwestern Ontario. This includes hunting, fishing, logging, land access, and the right to enforcement of those treaties. The land currently identified as the Niagara Region is recognized as the traditional land of the Haudenosaunee and the Anishinaabe people. They are not required to hold the

applicable Ontario Hunting Licence and are not subject to enforcement by the Ministry of Natural Resources unless hunting in an unsafe manner.

Short Hills Provincial Park occupies an area of 660 hectares and is surrounded by privately owned land and approximately 100 residences. Wildlife inhabiting the park includes numerous white-tailed deer and coyotes. Short Hills Provincial Park is a popular destination for residents and visitors to the Niagara Region and is known for its various hiking trails and fishing. Hunting is not permitted in the park.

Monitoring conducted by the Ontario Ministry of the Environment, Conservation and Parks (MECP) and Haudenosaunee suggests that the deer population at Short Hills Provincial Park is significantly larger than the park's ecosystem can support in a balanced way. The biological diversity of the park is being impacted and based on the size of the deer population in the park (estimated over 600) and the number of deer previously harvested, MECP has no conservation concerns. Many different factors affect the size and health of the herds, and the parties continue to work together to evaluate the impact of those factors, and to examine the deer taken and observed with respect to their population, health, and nutrition. One important concern is the presence of ticks and other parasites, and the presence of tumors and other growths.

On October 21, October 28, November 14, November 28, December 12, and December 19, 2023, MECP closed Short Hills Provincial Park to allow the Haudenosaunee Confederacy to participate in a controlled deer harvest. The harvest was conducted from one half hour before sunrise to one half hour after sunset.

In previous years, the deer harvest was scheduled to take place on two consecutive days during the week. The first day was designated as a harvest day, and the second day reserved for park clean-up and retrieval of any downed deer that had not been collected on the previous harvest day. The park clean-up and tracking were conducted by a designated tracker from the Haudenosaunee.

In 2022, the decision for the second day to be used for park clean-up was discontinued due to the tight regulations set out by the MECP.

No firearms were allowed or utilized in the harvest; with bow-hunting being the only type of hunting permitted.

The annual deer harvest is overseen by three main partners: MECP, the Ontario Provincial Police (OPP), and the NRPS. The partners work collaboratively to execute operational plans designed to manage the harvest inside the park, as well as deal with any issues that arise due to protests outside of the park.

The Park Superintendent has overall responsibility on behalf of MECP for the management of the park, the safety of the harvest, and investigations or infractions that occur with respect to Ontario's Natural Resource Laws. A number of Conservation Officers were present during the harvest. The Conservation Officers were redeployed to the various park entrances to prevent any unauthorized entry during the harvest.

The OPP were responsible for any criminal matters within the park boundaries and were present at the Pelham Road entrance for the duration of the harvest, to assist NRPS officers with keeping the peace between protesters, First Nations harvesters, and their supporters.

The NRPS have jurisdiction outside of the park, and as such, are required to keep the peace, ensure public safety, and enforce applicable laws. This included Haudenosaunee Confederacy members, anti-hunting protestors, pro-hunt supporters, and local residents. Traffic and pedestrian crowd control were the main NRPS functions during the harvest. Officers facilitated the safe entry plus exit of the First Nations harvesters and ensured that protestors and counter-protestors exercised their constitutional rights safely.

In line with previous years, one NRPS sergeant was assigned to oversee the deer harvest. The sergeant was present for all harvest dates and was responsible for: developing and executing the Operational Plan, staffing levels, and liaising with OPP and MECP personnel, the Haudenosaunee harvesters, protestors, and counter-protestors.

Since the inception of the harvest, a group of local residents have attended each year to protest as part of their constitutional rights. Protesters have primarily attended the main entrance on Pelham Road but have also congregated at the Wiley Road and Roland Road entrances. The group has established themselves as the Short Hills Wildlife Alliance and have set up a social media site to help communicate their message.

There were no incidents of concern other than keeping protestors and harvesters separated while the harvesters entered and exited the park entrances. Protestors would routinely drive the perimeter of the park once the harvesters commenced hunting, and would typically photograph/ video record harvesters, MECP, and police personnel to post on their website. The large size of the park and multiple entrance points required adequate police resources to ensure all participants' safety.

Staffing shortfalls prevented the exclusive use of on-duty personnel during the peak hours of the harvest. Accordingly, off-duty personnel were often hired on an overtime basis to facilitate the safety of the harvesters and protestors. The Haudenosaunee Confederacy members generally arrived between 4:00am and 9:00am, then exited the park between 3:00pm and 8:00pm. The primary sergeant was present for the duration of the harvest, and 3 to 5 constables were also present at peak times.

As previously stated, the deer harvest was conducted with both on-duty personnel and officers hired on overtime. The following chart outlines the number of hours worked, as well as the associated costs incurred.

Rank	Regular Hours	Regular Hours Cost	Overtime Hours	Overtime Cost	Total Cost
Sergeant	N/A	N/A	96	\$9,189.48	\$9,189.48
Constable	181	\$9,913.76	171	\$13,523.33	\$23,437.09

Totals	181	\$9,913.76	267	\$20,434.17	\$32,626.57
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(Hourly rates are based on 2023 salary values and do not include benefits)

The 2023 harvest resulted in a higher cost to the NRPS than the previous year. Comparatively, the 2022 Deer Harvest had a lower cost of \$26,818.13. In 2021, there was a higher cost of \$38,534.92. The increased costs in 2023 were attributed to the need of hiring officers on overtime to meet on-duty personnel shortfalls and the required increase in uniform presence to ensure the safety of all participants at the main and alternate entrances during peak harvest times.

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

Not applicable.

Relevant Policy Considerations

Provincial Park and Conservation Reserves Act.
Constitution of Canada, including Aboriginal Rights and Treaty Rights.

Other Pertinent Reports

8.2.2023.03.23 Annual Deer Harvest at Short Hills Provincial Park.

This report was prepared by Tony Mummery, Sergeant, 1 District Uniform Patrol; in consultation with Rob LaPlante, Inspector, 1 District; reviewed by Dave Masotti, Superintendent, District Operations. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Special Fund Quarterly Activity Report for the Period of October 1, 2023, to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-03-04

Recommendation(s)

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

Key Facts

- The purpose of this report is to provide the Board with a detailed listing of quarterly activity in the Special Fund, as well as a bank reconciliation in accordance with the Administration, Limitations and Guidelines of the Special Fund By-Law 392-2021.
- The report contains any reward(s) offered/paid, revenue, disbursements, and provides the balance and unrestricted balance available to the Board.
- This report summarizes the balances and details the activities of the Niagara Regional Police Special Funds Accounts for the period of October 1, 2023 to December 31, 2023.

Financial Considerations

The Board has a discretionary pool of funds, which it uses primarily for donations. Disbursements from the fund are in accordance with guidelines provided in the Police Services Act (PSA), and with Board By-law 392-2021, Administration, Limitations and Guidelines of the Special Fund. Section 132(2) of the PSA establishes that the Board has the sole authority for spending the proceeds from the sale of found or seized property, which lawfully comes into the possession of the police service and is unclaimed. The PSA 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.

Analysis

The balances of the Police Special Funds as of December 31, 2023, and detailed in Appendix 1 are as follows:

- Special Fund – Special Operating Account #125-255-0 – \$59,832.33
- Special Fund – General Operating Account (Informant) #103-543-5 – \$47,336.01
- Total Special Funds – Special and General (Informant) Accounts – \$107,168.34

The summary of activities for the period ended December 31, 2023, is provided in Appendix 2. Informant payments during the period totalled \$8,750.00, made up of 14 payments ranging from \$100.00 - \$1,700.00 with a median of \$625.00.

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

To ensure compliance with the Administration, Limitations and Guidelines of the Special Fund By-Law 392-2021.

Relevant Policy Considerations

Section 132 and 133 of the PSA governs the disposition of personal property that comes into the possession of the police service and where the Board may use the proceeds for any purpose that it considers in the public interest.

Other Pertinent Reports

8.8 2023.11.23 Special Fund Quarterly Activity Report – July 1 to September 30, 2023

This report was prepared by Anthony Gallo, Finance Coordinator, Finance Unit; in consultation with Laura Rullo, Manager, Finance Unit; reviewed by Mario Lagrotteria, Superintendent, Corporate Services. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Appendix 1 Reconciliation of Balance of Special Funds
Appendix 2 Summary of Special Funds Activity

Appendix 1**Niagara Regional Police Service****Reconciliation of Balance of Special Funds as at:****December 31, 2023**

	Special Operating Account #125-255-0	General Operating Account #103-543-5	Total Special Funds
Balance per Bank Statement	\$ 64,547.82	\$ 47,336.01	\$ 111,883.83
<u>Outstanding Cheques:</u>			
<u>Description</u>	<u>Doc. #</u>		
Grant Thornton LLP	983	\$4,715.49	\$ 4,715.49
Total Outstanding Cheques		\$4,715.49	\$0.00
			\$4,715.49
Available Bank Balance	\$ 59,832.33	\$ 47,336.01	\$ 107,168.34
Deposits not Recorded			
Bank Charges not Recorded			
Niagara Regional Police Service	59,832.33	47,336.01	107,168.34

Appendix 2: Niagara Regional Police Service: Summary of Special Funds Activity

Special Fund - Special Operating			Activity Period		Account Number
			10/01/2023 - 12/31/2023		125-255-0
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Oct/23	Previous Balance				53,172.24
10/Oct/23	Police Auctions Canada Deposit Correction			2,011.59	55,183.83
25/Oct/23	Penner Home Hardware Gala	980	2,500.00		52,683.83
6/Nov/23	Activity Fee		0.21		52,683.62
17/Nov/23	Heartland Forest	979	1,000.00		51,683.62
17/Nov/23	Seized/Found Money Deposit	0040		731.69	52,415.31
17/Nov/23	Seized/Found Money Deposit	0039		11,862.21	64,277.52
21/Nov/23	Police Auctions Canada	26373		3,285.40	67,562.92
4/Dec/23	ABLE Awards Gala	982	1,500.00		66,062.92
6/Dec/23	Activity Fee		15.10		66,047.82
14/Dec/23	Out of the Cold - Knox Presbyterian Church	981	1,500.00		64,547.82
31/Dec/23	Grant Thornton LLP	983	4,715.49		59,832.33
					59,832.33
	Totals		11,230.80	17,890.89	
31/Dec/23	Closing Balance - General Fund				\$ 59,832.33

Special Fund - General Operating (Informant)			Activity Period		Account Number
			10/01/2023 - 12/31/2023		103-543-5
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Oct/23	Previous Balance				\$50,440.05
6/Oct/23	Activity Fee		1.87		\$50,438.18
10/Oct/23	Informant	LA321504	700.00		\$49,738.18
1/Nov/23	Informant - Return of Funds	LA325794		150.00	\$49,888.18
1/Nov/23	Informant - Return of Funds	LA325795		500.00	\$50,388.18
2/Nov/23	Deposit			5,000.00	\$55,388.18
2/Nov/23	Informant	LA326084	1,200.00		\$54,188.18
2/Nov/23	Informant	LA326083	1,700.00		\$52,488.18
6/Nov/23	Informant	LA326915	600.00		\$51,888.18
6/Nov/23	Informant	LA326916	600.00		\$51,288.18
6/Nov/23	Activity Fee		0.17		\$51,288.01
6/Dec/23	Informant	LA322974	250.00		\$51,038.01
6/Dec/23	Informant	LA322972	300.00		\$50,738.01
6/Dec/23	Informant	LA322971	450.00		\$50,288.01
6/Dec/23	Informant	LA322973	450.00		\$49,838.01
6/Dec/23	Activity Fee		2.00		\$49,836.01
12/Dec/23	Informant	LA324020	780.00		\$49,056.01
18/Dec/23	Informant	LA325265	100.00		\$48,956.01
18/Dec/23	Informant	LA325262	300.00		\$48,656.01
18/Dec/23	Informant	LA325263	420.00		\$48,236.01
18/Dec/23	Informant	LA325264	900.00		\$47,336.01
	Totals		8,754.04	5,650.00	
31/Dec/23	Closing Balance - Informant Fund				\$47,336.01

31/Dec/23	Total Special Funds Closing Balance				107,168.34
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NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Quarterly Report - Overtime Activities Incurred by the Niagara Regional Police Service, October 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-03-04

Recommendation(s)

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

Key Facts

- The purpose of this report is to provide a five-year uniform and civilian quarterly and year-to-date overtime trend analysis.
- Overtime activity reports, detailed in the tables below, provide a summary of the overtime hours by activity category. These categories were developed by the Executive Leadership Team and the hours are captured in the Service's time and attendance system.
- For uniform members, overtime continues to be predominantly driven by meeting minimum staffing requirements, and major investigation events.
- For civilian members, overtime continues to be predominantly driven by the need to meet minimums resulting from occupational and non-occupational illness, injury, and staffing shortages.

Financial Considerations

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

Analysis

Uniform Overtime Analysis

As illustrated in Table 1, uniform members worked a total of 34,079 hours of overtime for the quarter ended December 31; an increase of 3,351 hours or 10.9% from the same period in 2022.

Table 1 – Quarterly Uniform Overtime by Activity Hours

	2019 Oct. – Dec.	2020 Oct. – Dec.	2021 Oct. – Dec.	2022 Oct. – Dec.	2023 Oct. – Dec.
Meeting Minimums	16,084	16,373	17,671	20,955	20,783
Major Investigation and Incident Follow-Up	8,310	8,268	5,652	7,145	10,584
Administrative Workload	1,294	752	1,123	1,610	1,451
Pro Active & Community Driven Events	1,212	939	1,029	1,018	1,261
Sub-Total Before Unusual Activity	26,900	26,332	25,475	30,728	34,079
COVID-19	-	888	334	-	-
Total	26,900	27,220	25,809	30,728	34,079

Patrol Units continue to operate below authorized strength due to vacancies from occupational illness, non-occupational illness, members placed on modified duties, protected leaves, and vacancies due to retirement or promotion. These vacancies coupled with leave entitlements increase overtime requirements to meet minimum staffing in operationally essential positions.

Overtime related to major investigations and incident follow-ups contributed 31.1% toward total overtime hours. For the quarter ending December 31, the Service experienced 4 homicides and 3 additional incidents, which required attendance by the Major Crime Unit. The Service also experienced 4 fatal motor vehicle collisions and 4 life-threatening motor vehicle collisions.

For the quarter, the Service experienced a 23.9% increase in uniform overtime hours for proactive and community driven events in comparison with the previous year. The incurred overtime can be attributed to patrol and attendance provided during Niagara Region Native Centre Pow Wow Event, Niagara Regional Police Service job fair at Niagara College, 2023 Short Hills Deer Harvest, Remembrance Day events, Christmas parades, and holiday-season RIDE checkpoints. Overtime hours incurred by the Service's Public Order Unit are also reflected within this category.

Table 2 illustrates the year-to-date results over the previous 5-year period, including current 2023 data. Uniform overtime hours have increased by 3,995 hours or 4.0% when compared with the prior year.

Table 2 – Year-to-Date Uniform Overtime by Activity Hours

	2019 Jan. – Dec.	2020 Jan. – Dec.	2021 Jan. – Dec.	2022 Jan. – Dec.	2023 Jan. – Dec.
Meeting Minimums	45,480	42,938	46,433	57,624	59,654
Major Investigation and Incident Follow-Up	29,938	32,301	33,032	30,110	33,803
Administrative Workload	5,395	3,490	3,973	5,442	5,617
Pro Active & Community Driven Events	2,788	1,821	2,451	5,605	3,702
Sub-Total Before Unusual Activity	83,601	80,549	85,889	98,781	102,776
COVID-19	-	2,726	1,815	-	-
Total	83,601	83,276	87,704	98,781	102,776

Civilian Overtime Analysis

As detailed in Table 3, civilian members worked a total of 7,688 hours of overtime for the quarter ended December 2023; an increase of 31 hours, or 0.4% from the same period in 2023.

Table 3 – Quarterly Civilian Overtime by Activity Hours

	2019 Oct. – Dec.	2020 Oct. – Dec.	2021 Oct. – Dec.	2022 Oct. – Dec.	2023 Oct. – Dec.
Meeting Minimums	4,555	4,071	5,384	5,544	4,817
Major Investigation and Incident Follow-Up	347	215	31	109	205
Administrative Workload	1,224	773	1,273	1,973	2,639
Pro Active & Community Driven Events	24	-	32	31	27
Sub-Total Before Unusual Activity	6,150	5,059	6,720	7,657	7,688
COVID-19	-	205	-	-	-
Total	6,150	5,264	6,720	7,657	7,688

Consistent with prior periods, the main driver of civilian overtime continues to be meeting minimum staffing levels in operationally essential units such as the Records and Information Management (RIM) Unit and the Communications Unit.

The RIM Unit continued to encounter significant overtime in attempt to meet the demand for timely services. The period of October through December is typically busy with the commencement of winter sport leagues and scholastic extra-curricular activities.

Civilian overtime incurred for administrative workload increased by 666 hours or 33.8% in the fourth quarter of 2023, when compared with the same period prior year. The

Provincial Offences Unit was operating short 2 clerks, while experiencing a large backlog of cases. Prisoner transport hours were also increased as courts continued to run late with longer wait times to enter correctional facilities. These items are beyond the control of the Service and difficult to predict or avoid.

Table 4 illustrates the year-to-date results over the previous 5-year period, including current 2023 data. Civilian overtime hours have increased by 3,079 hours or 11.4% when compared with the prior year.

Table 4 – Year-to-Date Civilian Overtime by Activity Hours

	2019 Jan. – Dec.	2020 Jan. – Dec.	2021 Jan. – Dec.	2022 Jan. – Dec.	2023 Jan. – Dec.
Meeting Minimums	17,393	13,769	15,208	18,656	20,416
Major Investigation and Incident Follow-Up	858	787	485	409	430
Administrative Workload	4,154	2,964	3,909	7,523	9,248
Pro Active & Community Driven Events	91	45	73	462	57
Sub-Total Before Unusual Activity	22,495	17,565	19,675	27,050	30,151
COVID-19	-	874	114	22	-
Total	22,495	18,439	19,789	27,072	30,151

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

This report provides information required to monitor the Service's alignment with the 2022 – 2025 Strategic Plan goal to realize operational efficiencies and cost savings.

Relevant Policy Considerations

Police Services Act

Collective Agreements

2022 - 2025 Strategic Plan

Other Pertinent Reports

8.7.2023.11.23 Quarterly Report - Overtime Activities Incurred by the Niagara Regional Police Service, July 1 to September 30, 2023.

This report was prepared by Curtis Custers, Financial Analyst, Finance Unit; reviewed by Laura Rullo, Manager, Finance Unit and Mario Lagrotteria, Superintendent, Corporate Services. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Child Abuse and Neglect
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-22

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (Service) is in compliance with By-Law 219-2000 – Child Abuse and Neglect.
- By-Law 219-2000 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 Child Abuse Unit (CAU).

Financial Considerations

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

Analysis

In accordance with By-Law 219-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into child abuse and neglect. The report shall include:

- a) A summary of the written procedures concerning investigations into child abuse and neglect;
- b) Confirmation that the procedures and protocol are being complied with; and
- c) A summary of the training given to members regarding investigations into child abuse and neglect.

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

The CAU is staffed by one detective sergeant and six detective constables who are responsible for investigating the following:

- Incidents of child abuse by a caregiver that have occurred in the Niagara Region;
- Incidents of child sexual abuse that have occurred in the Niagara Region;
- Cases of neglect where serious injuries have resulted, a life has been endangered or where there has been a failure to provide the necessities of life; and
- Attempted murder of a child by a person having charge, care, or authority over a child.

a) *"...a summary of the written procedures concerning investigations into child abuse and neglect..."*

GO 084.08 - Child Abuse and Neglect was last revised in 2021 and is the primary Order related to this By-Law. The Order was authorized and has been fully implemented.

The Child Abuse Protocol is a procedural document that has been adopted by Family and Children Services (FACS), Ministry of the Attorney General for Niagara North and Niagara South, Victim/Witness Assistance Program, and the Office of the Regional Coroner for Niagara. This Protocol serves as a strategy for the coordination of a multidisciplinary response to issues of child abuse and neglect and is included as an attachment to the Child Abuse and Neglect GO.

The Protocol has been updated to reflect changes to the Child, Youth and Family Services Act (CYFSA). At year end, the Protocol had not been finalized; minor changes require further review by community stakeholders and the Service before it is presented to the Board for approval. During 2023, child abuse and neglect investigations were still guided by the 2017 Child Abuse Protocol, and further by procedural amendments to the CYFSA, enacted in 2019 and 2020.

The Child Abuse Protocol contains guidelines that promote inter-agency cooperation and effective response.

b) *"...confirmation that the procedures and protocol are being complied with..."*

Investigations are conducted in accordance with GO 084.08 and the Child Abuse Protocol and are compliant with procedures established in these documents.

A positive working relationship exists between members of CAU and their counterparts at FACS. Issues with respect to the interpretation of the Child Abuse Protocol are resolved informally, usually to the mutual satisfaction of both agencies.

The Kristen French Child Advocacy Centre of Niagara (KFCACN) continues to support a multi-disciplinary team approach to investigations, and a child-friendly environment to conduct forensic interviews with child victims and witnesses. CAU investigators attend the Centre on an as-needed basis during joint investigations with the on-site team of FACS Niagara child protection workers. The Service provides partial funding on an annual basis toward the operating costs of the KFCACN.

The Child Abuse Review Team (CART), led by FACS, and currently chaired by Detective Sergeant Allender, facilitates a coordinated multi-disciplinary review of child abuse and neglect issues, with representation from the Service, local school boards, medical staff, and mental health officials.

In 2023, 245 incidents of child abuse or neglect were investigated by CAU. Investigators conducted 219 child interviews and laid 88 criminal charges in 26 incidents. Additionally, members of the unit reviewed and monitored referrals to and from FACS Niagara involving child welfare concerns in accordance with the Child Abuse Protocol. The CAU had grounds to lay criminal charges in 14 additional investigations in which extra judicial measures, community resources or diversionary programs were utilized in lieu of criminal charges. The diversionary measures or extra judicial measures were primarily utilized in cases where the suspect was a young offender.

Year	Incidents Investigated	Child Interviews	Criminal Charges	Cleared by Charge
2021	272	234	227	37
2022	291	270	151	57
2023	245	219	88	26

In summary, the Service is in compliance with the written procedures outlined in the GO.

- c) *"...a summary of the training given to members regarding investigations into child abuse and neglect..."*

All members of the CAU are required by the Provincial Adequacy Standard Regulation (LE-027) to obtain the following training:

- Criminal Investigator Training;
- Ontario Major Case Management;
- Sexual Assault Investigation;
- Investigation of Offences against Children; and
- Investigative Interviewing Techniques.

New investigators assigned to the CAU are required to attend the above-noted training as soon as practicable; however, some courses are only offered once or twice a year

and have prerequisite training. Accordingly, it can take in excess of a year for new investigators to become fully trained.

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 219-2000 – Child Abuse and Neglect
General Order 084.08 – Child Abuse and Neglect
Provincial Adequacy Standards Regulation, LE-027 – Child Abuse and Neglect

Other Pertinent Reports

8.6.2023.03.23 - Annual Report – Child Abuse and Neglect - January 1 to December 31, 2022

This report was prepared by Nick Allender, Detective Sergeant, Child Abuse Unit, in consultation with Mike Casella, Staff Sergeant, Special Victims Unit. Reviewed by David Masotti, Inspector, Investigative Support Services, and recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report - Child Pornography (Internet Child Exploitation)
Investigations - January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-23

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (NRPS) is in compliance with By-Law 333-2013 – Child Pornography (Internet Child Exploitation).
- The Chief is required to make a written annual report to the Board with respect to investigations of child pornography (Internet Child Exploitation).
- This report is submitted to the Board for review and consideration of information relating to the Service's response to child pornography (Internet Child Exploitation).

Financial Considerations

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

Analysis

In accordance with By-Law 333-2013, the Chief shall make a written report to the Board on or before August 30 of each year in respect of the investigations of child pornography (Internet child exploitation). The report shall include:

- a) A summary of the written procedures concerning child pornography (Internet child exploitation) investigations, including charges since the date of the last report;
- b) The status of Service compliance with the said procedures; and
- c) A summary of the steps taken by the Service to monitor and evaluate response to child pornography occurrences.

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

- a) *"...a summary of the written procedures concerning child pornography (Internet child exploitation) investigations, including charges since the date of the last report..."*

General Order 169.08 - Internet Child Exploitation Investigations was updated in 2021 and is scheduled for re-evaluation. This Order addresses the requirements of Provincial Adequacy Standards Regulations LE-036 and Police Services Board By-Law 333-2013, Child Pornography (Internet Child Exploitation).

The Internet Child Exploitation (ICE) Unit has established a local police response to crimes against children perpetrated via the Internet. In addition to a reactive response to public complaints, investigators proactively initiate investigations of identified targets, authoring search warrants that are judicially authorized and executed locally. This leads to the identification and arrest of offenders possessing, distributing, and making child pornography, and persons who utilize the Internet to lure children into sexual activity.

Since 2007, the ICE Unit has continued full-time membership in the Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet. This initiative has led to a high level of interagency co-operation and successful joint investigations of Internet Child Exploitation throughout the province, nationally, and internationally. The Service's ICE Unit conducted joint investigations with the FBI, Department of Homeland Security, Interpol, and local police agencies across Canada and throughout the United States.

The ICE Unit continues to respond to referrals provided by the Royal Canadian Mounted Police (RCMP) through the Operational Child Exploitation Analysis Network (OCEAN). Major corporations such as, Microsoft, Google, and Meta (Facebook) monitor their networks for the presence of Child Sexual Abuse Material (CSAM) and report their findings from Canada to the RCMP. RCMP analysts examine these images/videos to determine if they contain CSAM and then distribute these referrals to the responsible agency for further investigation. OCEAN referrals have remained very high and are the primary contributor to the ICE Unit workload.

The ICE Unit is mandated to categorize all images and videos of child pornography following an investigation. Technology continues to provide increased storage capabilities at a very low cost. This has resulted in large seizures of electronic data that results in media collections of over 750,000 images and 50,000 videos of varying lengths. The ICE Unit uses specialized software designed to detect CSAM, however, each image and video must be viewed and confirmed by an investigator. This process continues to be labour intensive and is imperative in satisfying the Provincial Strategy mandate to assist in identifying victims.

In 2023, the ICE Unit received a total of 249 referrals from OCEAN and conducted 103 investigations of CSAM and Internet luring within the Niagara Region. The ICE Unit

also received numerous Cybertips and Crime Stoppers tips, with most relating to incidents of “sextortion”. In essence, “sextortion” is a form of “blackmail”, which occurs when someone online threatens to distribute a person’s private and sensitive content if they fail to provide them money or personal images that are of a sexual nature. Such incidents tend to originate in overseas countries and involve international organized criminal networks, which causes many investigative and prosecutorial challenges.

The following is a summary of investigations conducted during the past three years:

Child Pornography and Internet Luring Investigations

Year	OCEAN Referrals	Referred + Proactive	Arrests	Criminal Charges
2021	324	98	16	65
2022	246	70	16	61
2023	249	103	16	52

b) "...the status of Service compliance with the said procedures..."

With the assignment of child pornography and luring investigations to 4 specially trained officers, the Service has ensured and maintained a consistently high quality, specialized response to these types of incidents. The number of investigators was increased by 1 in the 2023 calendar year in response to the high workload experienced by the ICE Unit. Currently, the ICE Unit has 1 investigator trained to conduct proactive undercover luring investigations with 2 more investigators slated for this training. All investigations are supervised by the officer-in-charge of the Electronic Crimes (E-Crimes) Unit and evaluated to confirm compliance with the Provincial Adequacy Standard Regulation and General Orders with respect to child pornography and related criminal investigations.

c) "...a summary of the steps taken by the Service to monitor and evaluate response to child pornography occurrences..."

ICE investigators participate in a structured training regimen consisting of relevant topical Ontario Police College and Canadian Police College courses, as well as Provincial Strategy mandated training and international conferences, which has led to high-quality, consistent training, and best practices that are updated on an ongoing basis. In the current workload and training environment, it takes approximately two years to fully train an ICE investigator. Ongoing training is required to address the continually changing and emerging technologies of the Internet as well as the technical abilities of offenders.

While attending specialized training sessions, via Internet access and in the course of regular duties, investigators are in daily contact with ICE colleagues from other police services throughout Canada and internationally. This continued contact ensures that the Service’s response is consistent with, or exceeds, the current standards of practice elsewhere in Ontario and Canada.

The daily subject matter and nature of these investigations can be psychologically and emotionally demanding for even the most resilient of investigators. In addition to the regular competitive processes utilized in the selection of ICE investigators, psychological testing is conducted prior to the confirmation of an applicant, and annual follow-up examinations are conducted to ensure the psychological health and well-being of investigators, in accordance with established recommendations and standards.

The Service remains in compliance with By-Law 333-2013 Child Pornography (Internet Child Exploitation).

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 333-2013 Child Pornography (Internet Child Exploitation)
General Order 169.08 – Internet Child Exploitation Investigations

Other Pertinent Reports

8.7.2023.03.23 – Annual Report – Child Pornography (Internet Child Exploitation)
Investigations – January 1 to December 31, 2022

This report was prepared by Jason Myers, Detective Sergeant, E-Crimes Unit, in consultation with Mike Casella, Staff Sergeant, Special Victims Unit. Reviewed by David Masotti, Inspector, Investigative Support Services and by Steve Magistrale, Acting Superintendent, Emergency and Investigative Services. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Illegal Gaming
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-22

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (NRPS) is in compliance with By-Law 224-2000 – Illegal Gaming.
- The Chief is required to make an annual written report to the Board concerning illegal gaming.
- This report is submitted to provide the Board with the necessary and required information, pursuant to the By-Law, relating to illegal gaming investigations.

Financial Considerations

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

Analysis

In accordance with By-Law 224-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into illegal gaming. The report shall include:

- a) A summary of the written procedures concerning investigations into illegal gaming; and
- b) The status of Service compliance with the said procedures.

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

- a) *“...a summary of the written procedures concerning investigations into illegal gaming...”*

General Order (GO) 162.08, Illegal Gaming Investigations addresses the requirements of Provincial Adequacy Standard (LE-032) and the Board By-Law 224-2000.

- Section 2.0 deals with definitions of Gaming Terminology and Ontario Gaming governing bodies;
- Section 3.1 deals with Information Sharing and details on how information will be shared and with whom;
- Sections 3.2 - 3.4 deal with Primary Investigation Function, member's duties and responsibilities;
- Sections 3.5 and 3.6 deal with Licensing of certain lotteries by municipalities;
- Section 3.7 deals with Provincial Gaming Licenses;
- Section 3.8 deals with First Nation Communities Licensing;
- Sections 3.13 – 3.16 deal with Carnivals, Agricultural Fairs and Exhibitions Licensing; and
- Section 3.17 – 3.19 deal with Monte Carlo Applications at the divisional level.

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

GO 162.08, Illegal Gaming Investigations, was established in order to comply with the Provincial Adequacy Standards and the Board By-Law. The Order provides clear guidelines for officers who become involved in illegal gaming complaints. All illegal gaming investigations in Niagara will be addressed through the Special Investigative Services (SIS) Unit. In the event that an investigation requires gambling and gaming expertise, the Ontario Lottery and Gaming Corporation will be consulted.

There were no illegal gaming investigations conducted by the Service in 2023. Although gaming investigations are directed to the SIS Unit, the Unit has not had a dedicated Illegal Gaming investigator since December 2009, when the Service terminated their secondment position with the Ontario Provincial Police.

These procedures and a biennial review of GO 162.08 – Illegal Gaming Investigations ensure the Service is compliant with the Board By-Law 224-2000 – Illegal Gaming as well as Provincial Adequacy Standards Regulation LE-032 – Illegal Gaming.

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

Board By-Law 224-2000 – Illegal Gaming
General Order 162.08 – Illegal Gaming Investigations
Provincial Adequacy Standards Regulation, Law Enforcement 032 – Illegal Gaming

Other Pertinent Reports

8.8.2023.03.23 - Annual Report – Illegal Gaming - January 1 to December 31, 2022

This report was prepared by Dave Santo, Acting Staff Sergeant, Special Investigative Services, in consultation with and reviewed by Mike Tripp, Acting Inspector, Investigative Support Services, and Acting Superintendent Steve Magistrale, Emergency and Investigative Services. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Marine Unit – January 1 to December 31, 2023
Report To: Chair and Members, Niagara Police Services Board
Report Date: 2024-02-29

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (NRPS) is in compliance with By-Law 227-2000 as it relates to the Marine Unit.
- The Chief is required to make a written annual report to the Board with respect to the Marine Unit.
- This report will set out the particulars with respect to the procedures required, and compliance with the procedures.
- This report will identify areas the Marine Unit has been utilized by other services, including the extent of such utilization.

Financial Considerations

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

Analysis

In accordance with By-Law 227-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect to the Marine Unit. The report shall include:

- a) a summary of the procedures for the Marine Unit;
- b) the status of Service compliance with the said procedures; and
- c) whether or not the Marine Unit has been utilized by other services and the extent of such utilization.

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

a) *“...a summary of the procedures for the Marine Unit...”*

Under Section 10(6) of the Comprehensive Ontario Police Services Act, the Service shall provide policing in respect of all navigable bodies and courses of water within the Region of Niagara. General Order (GO) 144.07 sets out the procedures and policies of the Marine Unit. The Marine Unit, unless otherwise provided by law, shall be responsible for effective waterways enforcement, general patrol, and emergency response throughout the waters within the Region of Niagara.

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

The Marine Unit is fully compliant with the policies and regulations as prescribed by the GO, Criminal Code of Canada, and the Canada Shipping Act, 2001. During 2023, the Marine Unit was staffed with 1 sergeant and 6 constables. A current list of Marine Unit personnel is maintained by the Inspector of Emergency Services.

With two members accredited by Transport Canada as course providers (Small Domestic Vessel Basic Safety and Small Vessel Operator Proficiency), all members meet monthly emergency drills and annual skills evaluations.

During the winter months (November to April), the members of the Marine Unit provide support to frontline patrol services. In addition to this support, the members conduct mandatory training in Surface Ice Rescue, Sub Ice Diving, and Swift Water Rescue to address the search, rescue, and recovery of persons and vessels on the waterways within the jurisdiction of the municipality.

c) *“...whether or not the Marine Unit has been utilized by other services and the extent of such utilization...”*

Members of the Marine Unit provided support to Niagara Parks Police and Niagara Falls Fire Department through the use of equipment and personnel for swift water rescues and recoveries in the Niagara Gorge.

Further, members of the Marine Unit provided training to the Hamilton Police Service, the Ontario Ministry of Labour and our Auxiliary Unit. This training provided the agencies with Transport Canada certifications in Small Domestic Vessel Basic Safety and Small Vessel Operator Proficiency.

The Marine Unit provides support to the Joint Rescue Co-ordination Center (JRCC) and the Canadian Coast Guard (CCG) with search and rescue incidents on Lake Ontario, Lake Erie, Niagara River, and Welland River. During the 2023 season, the Marine Unit

responded to 76 dispatched, JRCC and CCG requests, including the search for missing persons, as well as stranded, disabled, abandoned, and overdue vessels.

The members of the Marine Unit are also part of the Service's Hostage Rescue Team and are referred to as the Tactical Support Group (TSG). In 2023, the members of the Marine Unit responded to 35 Emergency Task Unit operational requests that consisted primarily of ground searches, armed persons, and high-risk warrant support.

The following operational chart has been included to show the activities of the Marine Unit over the past three years. Water-related calls for service include search and rescue operations and missing persons investigations in proximity to water. Frontline calls for service include police response to incidents while Marine Unit officers are redeployed to general patrol.

Marine Unit Activities	2023	2022	2021
Calls for Service – Water-related	76	105	133
Calls for Service – Frontline	570	352	431
Provincial Offence Notices – Water-related	259	185	215
Arrests	9	4	8
Community Public Safety Events	8	6	7
Search and Rescue Calls	28	47	62
TSG Calls for Service	35	25	38
Explosives Disposal Calls	2	1	6

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

Board By-Law 227-2000 - Marine Unit
General Order 144.07 – Marine Unit

Other Pertinent Reports

8.9.2023.03.23 – Annual Report – Marine Unit – January 1 to December 31, 2022.

This report was prepared by Jon Pilkington, Sergeant, Marine Unit, reviewed by Jamie Munro, Staff Sergeant, Emergency Services, Paul Webb, Acting Inspector, Emergency Services, Steve Magistrale, Acting Superintendent, Emergency and Investigative. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Municipal Freedom of Information and Protection of Privacy Act – January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-29

Recommendation(s)

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

Key Facts

- The purpose of this report is to provide the Board with 2023 Freedom of Information (FOI) statistical information in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and Board By-Law 395-2022.
- The information is consistent with what has been reported to the Information Privacy Commissioner pursuant to Section 26 of MFIPPA.
- The report includes comparisons to the previous year's statistical information.

Financial Considerations

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

Analysis

The purpose of this legislation is to provide right of access to information under the control of institutions in accordance with the principle that information should be available to the public. It allows for necessary exemptions, but mandates that they should be limited and specific. It also protects the privacy of individuals with respect to personal information about themselves held by institutions, while providing individuals with a right of access to that information.

The FOI office, within the Records and Information Management (RIM) Unit, processes each access to information request and reports yearly statistics to the office of the Information Privacy Commissioner. A summary of these statistics is provided below.

Statistics Reported to the Information Privacy Commissioner	2023	2022
Number of FOI requests received	1232	1079
Number of personal information requests (i.e., involved party)	1157	1013
Number of general information requests (e.g., policies, statistics)	75	66
Number of Police Services Board requests	0	0
Number of appeals filed by the applicant	20	8
Number of appeals still open at end of reporting year	13	15
Number of appeals where the Service decision was upheld or not overturned by the Information & Privacy Commissioner of Ontario	16	1
Number of complaints and compliance investigations	1	2
Number of outstanding requests at end of reporting year	24	30
Extended compliance rate for the reporting year*	99.0%	85.3%

*The Extended Compliance Rate is the percentage of all requests completed within the reporting year that were completed either within the statutory 30-day completion time limit (where no notice(s) were issued) or within the time limit specified in Notices of Extension, Section 20(1) and Notices to Affected Persons, Section 21(1). Such notices are used in circumstances where, for example, there is a need to search through a large number of records or consult with 1 or more people outside the organization.

The extended compliance rate for 2022 was affected by the retirement of both FOI Analysts, (July 1 and October 1), and the subsequent appointment and training of new members in the FOI office, within the RIM Unit. The backlog of files that developed during the transition has since been eliminated.

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 Regulations.

Relevant Policy Considerations

General Order 006.09 – Municipal Freedom of Information and Protection of Privacy Act
Board By-Law 395-2022 - Municipal Freedom of Information and Protection of Privacy Act

Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

Other Pertinent Reports

8.10.2023.03.23 Annual Report – Municipal Freedom of Information and Protection of Privacy Act – January 1 to December 31, 2022

This report was prepared by Laurie Switzer, Manager/FOI Coordinator, Records and Information Management, in consultation with Andrea Vreken, Information Management Supervisor, Records and Information Management, and reviewed by Mario Lagrotteria, Superintendent, Corporate Services. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Niagara Regional Police Service Tuck Shop – January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-22

Recommendation(s)

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

Key Facts

- The purpose of this report is to inform the Board on the net proceeds from the sale of the Niagara Regional Police Service (NRPS) Souvenir Display and Sales Program for the 2023 year.
- In 2008, the Board approved the founding of the NRPS Tuck Shop to raise funds to support local community initiatives.
- The net proceeds from the sale of souvenirs and mementos are transferred annually to the Board's Special Fund account where the funds are used in accordance with By-Law 392-2021 Administration, Limitations, and Guidelines of the Special Fund.

Financial Considerations

A transfer of \$709.40 has been made to the Board's Special Fund. There are no financial considerations relating to the recommendations contained within this report.

Analysis

The sale of NRPS branded souvenirs and mementos allows Service and community members to display their support for the Service, while raising funds to support local community initiatives. In 2008, the Board approved the founding of a NRPS Souvenir Display and Sales Program. The Tuck Shop is coordinated through the joint efforts of the Finance/Quartermaster Units.

Net proceeds from the sales of \$3,547.00 were \$709.40 in 2023. The funds have been transferred to the Board's Special Fund for distribution. These funds are distributed at the discretion of the Board based on recommendations by the Chief and the Executive Leadership Team.

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 Regulations.

Relevant Policy Considerations

Police Services Board By-Law 392-2021 - Administration, Limitations, and Guidelines of the Special Fund

Other Pertinent Reports

8.4.2023.03.23 Annual Report – Niagara Regional Police Service (NRPS) Tuck Shop – January 1 to December 31, 2022

This report was prepared by Laura Rullo, Manager, Finance Unit, and reviewed Mario Lagrotteria, Superintendent, Corporate Service. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Parental/Non-Parental Abductions and Attempts
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-28

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (NRPS) is in compliance with By-Law 295-2010 – Parental and Non-Parental Abductions and Attempts.
- The Chief is required to make an annual written report to the Board concerning parental and non-parental abductions and attempts.
- This report is submitted to provide the Board with the required information relating to the Service's written procedures and response to parental and non-parental abductions and attempts.

Financial Considerations

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

Analysis

In accordance with By-Law 295-2010, the Chief shall make a written report to the Board on or before August 30 of each year in respect to parental and non-parental abductions and attempts. The report shall include:

- a) A summary of the written procedures concerning investigations into parental and non-parental abductions and attempts;
- 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; and
- d) A summary of training given to members regarding parental and non-parental abductions and attempts.

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

- a) *“...a summary of the written procedures concerning investigations into parental and non-parental abductions and attempts...”*

General Order (GO) – 173.10 Parental and Non-Parental Abductions was prepared and approved to comply with the Provincial Adequacy Standards Regulation, Law Enforcement LE-040 – Parental and Non-Parental Abductions and Attempts, and the Ontario Major Case Management (OMCM) Manual. GO 173.10 Parental and Non-Parental Abductions includes the Ontario Amber Alert Protocol.

In summary, it is the policy of the Service to investigate all instances of parental and non-parental abductions and attempts in accordance with GOs: 095.10 Major Incidents and Routine Criminal Investigations, 076.13 Missing Persons, 084.08 Child Abuse and Neglect, including the Memorandum of Understanding with Family and Children Services Niagara and to manage these investigations in accordance with the OMCM Manual.

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

GO 173.10 Parental and Non-Parental Abductions has been structured to comply with the legislated requirements of the regulations and to address the procedures contained in the OMCM Manual. A revised version of the OMCM Manual was released on December 1, 2017, and a subsequent review of Service procedures has confirmed compliance with the latest version of the manual.

The Service previously underwent a review of Adequacy Standards by the Ministry of Public Safety and Security and was found to be in compliance with the standards.

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

Violent Crime Analysts, under the direction of the Officer in Charge of the Special Victims Unit, monitor calls for service in order to ensure that all incidents involving non-parental abductions and attempts are investigated and managed in accordance with Service policy and the OMCM Manual. In addition, all reports are reviewed by a staff sergeant or detective sergeant in the district where the offence occurred and assigned to a detective for investigation.

- d) *“...a summary of training given to members regarding parental and non-parental abductions and attempts ...”*

An extensive range of specialized training is required and provided to investigators engaged in the investigation of parental and non-parental abductions and attempts.

In 2023, 10 members received the OMCM Course. The OMCM course includes components relevant to the investigation of parental and non-parental abductions and attempts and the management of these cases.

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 provisions with the Provincial Adequacy Standards Regulations.

Relevant Policy Considerations

Board By-Law 295-2010 - Parental and Non-Parental Abductions and Attempts
General Order 173.10 - Parental and Non-Parental Abductions
General Order 095.10 - Major Incidents & Routine Criminal Investigations
General Order 076.13 - Missing Persons
General Order 084.08 - Child Abuse and Neglect

Other Pertinent Reports

8.11.2023.03.23 – Annual Report – Parental and Non-Parental Abductions and Attempts – January 1 to December 31, 2022.

This report was prepared by Andrew Knevel, Staff Sergeant, Major Crime Unit, in consultation with and reviewed by Mike Casella, Acting Inspector, Investigative Support Services and Steve Magistrale, Acting Superintendent, Emergency and Investigative Services. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Police Action at Labour Disputes -
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-29

Recommendation(s)

That the Niagara Police Services Board (Board) receive this report for information purposes.

Key Facts

- The purpose of this report is to advise the Board that the Service is in compliance with Board By-Law 240-2000 - Police Action at Labour Disputes.
- The Chief is required to make an annual written report to the Board in respect to Police Action at Labour Disputes.
- The reporting period of this report is January 1, 2023 to December 31, 2023.

Financial Considerations

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

Analysis

In accordance with By-Law 240-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect of Police Action at Labour Disputes. The report shall include:

- a) A summary of the written procedures concerning police action at labour disputes.
- b) The status of Service compliance with the said procedures.
- c) A summary of any incidents of police response to a labour dispute.

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

- a) A summary of the written procedures concerning police action at labour disputes.

The Niagara Regional Police Service (NRPS) has established written procedures concerning police action at labour disputes which can be found within General Order 132 - Labour Disputes. Specific police procedures are outlined in Sections 3.1 to 3.26 inclusive. Furthermore, Section 3.15 details the role of the Labour Dispute Officer.

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

As per Section 3.15, Labour Dispute Liaison Officers/District Administrative Sergeant fall under the direction of District Commanders and will be responsible for coordinating the implementation of these procedures. During this reporting period, the Service remained compliant with all procedures.

The Service conducts a bi-annual review of all General Orders; General Order 132 Labour Disputes is currently under review.

- c) A summary of any incidents of police response to a labour dispute.

March 31 to April 24, 2023, Community Living Port Colborne – Wainfleet and Canadian Union of Public Employees labour dispute. NRPS members responded to strike lines on several occasions to keep the peace and facilitated communications between all parties involved.

Treasury Board of Canada and Public Service Alliance Canada labour dispute. Dates: April 26, 27, 28, May 1, May 3, 2023; locations Peace Bridge Fort Erie, Rainbow Bridge Niagara Falls, St Catharines Downtown. NRPS members liaised with parties involved to ensure the flow of traffic was not impacted at the international border crossings and maintained a presence to ensure the safety of all involved.

October 22 – 29, 2023, St. Lawrence Seaway Management Corp. and Unifor, the union representing St. Lawrence Seaway workers labour dispute. NRPS members worked collaboratively with representatives from both sides, facilitating communications between all parties involved and ensured legal rights were respected and public safety was maintained.

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

This report is submitted for information purposes, pursuant to By-Law 240-2000 – Police Action at Labour Disputes.

Relevant Policy Considerations

PSB By-Law 240-2000 – Police Action at Labour Disputes
General Order 132.06 – Labour Disputes
Police Services Act – s.20 Ont. Reg. 3/99
Policing Standards Manual (2000) – Part PO-002

Other Pertinent Reports

8.12.2023.03.23 Police Action at Labour Disputes January 1 to December 31, 2023

This report was prepared by Robert LaPlante, Inspector, 1 District; reviewed by Dave Masotti, Superintendent, District Operations. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Sudden Death and Found Human Remains
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-27

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (NRPS) is in compliance with By-Law 229-2000 – Sudden Death and Found Human Remains.
- The Chief is required to make an annual written report to the Board concerning sudden death and found human remains investigations.
- This report is submitted to provide the Board with the required information relating to the Service's written procedures and response to Sudden Death and Found Human Remains.

Financial Considerations

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

Analysis

In accordance with By-Law 229-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect of sudden death and found human remains investigations. The report shall include:

- a) A summary of the written procedures concerning sudden death and found human remains investigations;
- b) The status of Service compliance with the said procedures;
- c) A summary of the memoranda of the Chief Coroner relating to sudden death; and
- d) The status of Service compliance with the said memoranda.

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

- a) *“...a summary of the written procedures concerning sudden death and found human remains investigations...”*

Two General Orders (GOs) were prepared and approved to address the legislative requirements of the regulation relating to sudden death and found human remains:

- General Order (GO) 028.12 - Sudden Death and Homicide Investigations standardizes procedures for all sudden death investigations; and
- GO 024.05 – Unidentified Human Remains details the procedures to be followed when unidentified human remains, or suspected human remains are found. The purpose of this procedure is to conduct investigations to identify as yet unidentified human remains and/or to determine if the remains are non-human, with the objective of establishing the identity of the individual, determining the cause and manner of death, and notifying next of kin.

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

The Service complies with these procedures by conducting scheduled reviews of the listed GOs. Further compliance is realized through the training process and through procedures set in place to ensure an efficient and timely response to investigations involving sudden deaths and found human remains. The GOs and procedures were found to be in compliance with the standards.

The Service has undergone a review of Adequacy Standards by the Ministry of Public Safety and Security and was found to be in compliance with the standards.

- c) *“...a summary of the memoranda of the Chief Coroner relating to sudden death...”*

Memorandum 12-11 that was submitted by the Office of the Chief Coroner titled "Investigation Questionnaire for Sudden Unexpected Deaths in Infants (Less Than One Year of Age)" form was revised on December 14, 2012, and issued to all the Coroners, Chiefs of Police, and the Commissioner of the Ontario Provincial Police. The form is to be utilized during investigations involving unexpected deaths in infants who are less than 1 year of age.

- d) *“...the status of Service compliance with the said memoranda...”*

Memorandum 12-11 was disseminated to Service personnel to ensure compliance with the directions of the Chief Coroner, existing GOs, and investigative practices. Any additional requirements from the Chief Coroner's office will be reported annually during the regularly scheduled By-Law compliance process. To date, there have been no additional memoranda issued.

GO 028.12 - Sudden Death and Homicide Investigations is in compliance with the said memorandum.

The Missing Person / Unidentified Human Remains Coordinator was a position created within the Service in 2021, as the centralized resource to ensure a consistent investigative response for all occurrences of persons reported missing in the Niagara Region. This includes both new and historic cases. The coordinator is currently in the process of updating GO 024.05 to include the role and responsibilities of this position and the position of the Cold Case Investigator assigned to the Homicide Unit.

The Service remains in compliance with By-Law 229-2000, as it relates to Sudden Death and Found Human Remains.

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 229-2000 – Sudden Death and Found Human Remains
GO 024.05 – Unidentified Human Remains
GO 028.12– Sudden Death and Homicide Investigations

Other Pertinent Reports

8.13.2023.03.23 – Annual Report – Sudden Death and Found Human Remains – January 1 to December 31, 2022.

This report was prepared by Andrew Knevel, Staff Sergeant, Major Crime Unit, in consultation with and reviewed by Mike Casella, Acting Inspector, Investigative Support Services and Steve Magistrale, Acting Superintendent, Emergency and Investigative Services. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Underwater Search and Recovery Unit
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-03-01

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (Service) is in compliance with By-Law 273-2005, as it relates to the Underwater Search and Recovery Unit (USRU).
- The Chief is required to make a written annual report to the Board with respect to the USRU.
- 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 USRU has been deployed.

Financial Considerations

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

Analysis

In accordance with By-Law 273-2005, the Chief shall make a written report to the Board on or before August 30 of each year in respect of the services of Underwater Search and Recovery. The report shall include:

- a) a summary of the procedures as required 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 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 services have 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 as required by this By-Law...”*

The Service is required to provide 24/7 USRU services to support police operations within the jurisdiction of the Service and pursuant to a Memorandum of Understanding providing police diving services to the Waterloo Regional Police Service (WRPS).

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 (GO) 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 Service is in full compliance with this By-Law. The Service has a total of 8 fully trained officers who serve as police divers. The procedures for deployment, selection, and training are clearly set out in GO 088.07 and Provincial Adequacy Standard ER-009. One diver is a qualified Police Explosives Technician. The Service's USRU has provided search and recovery services to the WRPS 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 Niagara Region Public Works, 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.

Members of USRU routinely 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 Service ensures that In-Service Training of police divers meets or exceeds competency requirements detailed in:

- i. GO 088.07 Underwater Search and Recovery Unit;
- 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; and
- 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 mandated training and evaluation by a recognized agency. Qualified members must present proof of competency upon the request of a Ministry of Labour Diving Inspector in Occupational SCUBA (self-contained underwater breathing apparatus) and Restricted Surface-Supplied Air categories while engaged in Service training or operational dives.

The members conducted 153 training dives in 2023 with 91 using SCUBA apparatus and 62 using surface supplied air apparatus, an average of 19 training dives per member.

e) *“...a summary of the circumstances in which the Underwater Search and Recovery services have been deployed...”*

The USRU was operationally deployed 28 times in 2023. This includes 2 investigations that involved multiple days of underwater searching. The 1 incident involved the USRU conducting 3 days of dive operations outside the Region of Niagara searching for evidence relating to a Niagara investigation. The second investigation had the USRU conducting 6 days of dive operations in the Region of Niagara searching for evidence relating to a York Regional Police Service homicide.

The following is a summary of the circumstances in which the USRU was deployed from January 1, 2023, to December 31, 2023:

USRU Deployments	2023
Search for Missing Persons	2
Body Recoveries	17
Investigations Involving Vehicle/Vessel Investigations	1
Evidence and Property Recovery	5
Public Relations Events	2
Expert Consultation	1

The following is a three-year comparison of USRU deployments:

	2023	2022	2021
USRU Deployments	28	17	33

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

Board By-Law 273 – 2005 Underwater Search and Recovery Units
GO 088.07 – Underwater Search and Recovery Unit

Other Pertinent Reports

8.14.2023.03.23 Annual Report – Underwater Search and Recovery Unit – January 1 to December 31, 2022

This report was prepared by Joe Shatkosky, Constable/Coordinator, Underwater Search and Recovery Unit, in consultation with Jon Pilkington, Sergeant, Marine Unit/Underwater Search and Recovery Unit, reviewed by Jamie Munro, Staff Sergeant Emergency Services, Paul Webb, Acting Inspector, Emergency Services, and Steve Magistrale, Acting Superintendent, Emergency and Investigative Services. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Vehicle Theft
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-26

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (NRPS) is in compliance with By-Law 235-2000 – Vehicle Theft.
- By-Law 235-2000 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 with the necessary and required information relating to the Service's response to incidents related to vehicle theft.

Financial Considerations

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

Analysis

In accordance with By-Law 235-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into vehicle theft occurrences. The report shall include:

- a) A summary of the written procedures concerning vehicle theft investigations; and
- b) The status of Service compliance with the said procedures.

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

- a) *"...a summary of the written procedures concerning vehicle theft investigations..."*

General Order (GO) 187.06 – Vehicle Theft specifically addresses the requirements of the Provincial Adequacy Standard LE - 043 Vehicle Theft and Board By-Law 235-2000. This Order was reviewed in 2021 and there are no changes pending.

GO187.06 addresses the following topics:

- Sections 3.0 – 3.6 outline the procedures to be followed when members are called upon to investigate all incidents of vehicle theft, attempted theft, and recovered stolen vehicles, including the need to share information on vehicle theft with other relevant law enforcement agencies, government agencies, and other organizations that have bona fide authority in the investigation of stolen vehicles;
- Section 3.7 directs an investigating officer to make all reasonable attempts to notify the registered owner of recovered stolen vehicles, except where ongoing criminal investigations may be compromised.

GO 095.10 Major Incidents and Routine Criminal Investigations mandates which units are responsible for investigations related to vehicle theft.

- Section 3.11(h) states that personnel of the District Detective Office shall be responsible for conducting theft investigations.

General Order – 057.04 Vehicle Towing, Seizure and Release addresses Service policy in relation to recovered stolen vehicles.

- Section 1.1 details that it is the policy of the Service not to unnecessarily tow or detain any vehicle, and to dispense with any vehicle lawfully detained in police custody as efficiently as possible, considering its need for evidential and investigative purposes.

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

Training for vehicle theft related incidents is provided by the Ontario Police College and the Canadian Police College. Specialized training is also offered by the International Association of Auto Theft Investigators. The following chart illustrates the statistics regarding vehicle theft in the Niagara Region for the past three years:

Statistics	2021	2022	2023
Actual Incidents	821	778	756
Total Cleared	94	88	77
Cleared by charge	83	75	62
Cleared otherwise	11	13	15
Total persons charged	89	123	69

*Source - Versadex Records Management System

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

To comply with the provision of the Police Service's Board By-Laws and to maintain compliance with the Provincial Adequacy Standards Regulations.

Relevant Policy Considerations

Police Services Board By-Law 235-2000 – Vehicle Theft
General Order 187.06 – Vehicle Theft
General Order 095.10 – Major Incidents and Routine Criminal Investigations
General Order 057.04 – Vehicle Towing, Seizure and Release
Provincial Adequacy Standard LE-043 Vehicle Theft

Other Pertinent Reports

8.15.2023.03.23 - Annual Report – Vehicle Theft – January 1 to December 31, 2022

This report was prepared by Dave Santo, Acting Staff Sergeant, Special Investigative Services, in consultation with and reviewed by Mike Tripp, Acting Inspector, Investigative Support Services, and Steve Magistrale, Acting Superintendent, Emergency and Investigative Services. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Annual Report – Witness Protection
January 1 to December 31, 2023

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-02-27

Recommendation(s)

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

Key Facts

- The purpose of this report is to advise the Board that the Niagara Regional Police Service (NRPS) is in compliance with By-Law 210-2000 – Witness Protection.
- The Chief is required to make an annual written report to the Board concerning witness protection.
- This report is submitted to provide the Board with the necessary and required information, pursuant to the By-Law, relating to the operation of the Witness Protection Program.

Financial Considerations

An operational account in the amount of \$1,500.00 is maintained by the Witness Protection Liaison Officer. These funds have been put in place to cover immediate expenses with respect to relocation costs upon the initiation of a witness protection application.

Analysis

In accordance with By-Law 210-2000, the Chief shall make a written report to the Board on or before August 30 of each year in respect of witness protection and security and witness assistance. The report shall include:

- a) A summary of the written procedures concerning witness protection and security and witness assistance;
- b) The status of Service compliance with the said procedures; and
- c) On an anonymous basis, the cost of witness protection and assistance.

It is the policy of the Service to ensure that all victims and witnesses of crime are informed of, and given access to, all rights and privileges afforded them by law, and that they are treated with respect, compassion, and courtesy, for their personal dignity and privacy. The Service is committed to the development, implementation, and support, of appropriate victim/witness assistance programs and activities.

When dealing with witnesses, consideration is given to the impact their testimony will have on the prosecution, the impact on the administration of justice, and the potential for adverse consequences for the witness in their testimony, if any.

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

- a) *“...a summary of the written procedures concerning witness protection and security and witness assistance...”*

The written procedures were developed in order to comply with the Adequacy Standards and the Board By-Law. They are as follows:

General Order 122.08 – Witness Protection and Security Program addresses the requirements of the Provincial Adequacy Standards Regulation LE-018 – Witness Protection and Board By-Law 210-2000.

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

Members of the Service obtain specialized training regarding Witness Protection through courses provided by Criminal Intelligence Service Ontario (CISO). Those courses are Human Source Development and Witness Assistance and Relocation. The Witness Protection Liaison Officer is a member of the Criminal Intelligence Unit within the Special Investigative Services.

The Service has complied with the procedures as set out in the General Order.

- c) *“...on an anonymous basis, the cost of witness protection and assistance...”*

Costs incurred during the witness protection process will fluctuate on the merits of each case. There were no costs incurred in 2023 with respect to witness protection.

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 Provincial Adequacy Standards Regulations.

Relevant Policy Considerations

Police Services Board By-Law 210-2000 – Witness Protection
General Order 122.08 - Witness Protection and Security Program
General Order 115.07 – Assistance for Victims and Witnesses
Provincial Adequacy Standards Regulation, Law Enforcement 018 – Witness Protection

Other Pertinent Reports

8.16.2023.03.23 - Annual Report – Witness Protection - January 1 to December 31, 2022

This report was prepared by Mike Tripp, Staff Sergeant, Special Investigative Services, in consultation with and reviewed by Steve Magistrale, Acting Superintendent, Emergency and Investigative Services. Recommended by Todd Waselovich, Deputy Chief, Operational Services.



Submitted by:

Bill Fordy, O.O.M. #5835
Chief of Police

Appendices

Not applicable.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Data Collection Pilot Project – Inspectorate of Policing, Centre for Data Intelligence and Innovation

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-03- 14

Recommendation(s)

That the Niagara Police Services Board (Board) receives this report for information and approves participation in the Data Collection Pilot Project.

Key Facts

- This report is submitted to the Board to advise that the Centre for Data Intelligence and Innovation (CDII) Branch of the Inspectorate of Policing is seeking the participation of police services in a Data Collection Pilot Project.
- The Data Collection Pilot Project is directly associated with the Community Safety and Policing Act, 2019 and the Inspector General.
- The CDII is collaborating directly with the public safety sector to promote data-informed approaches in support of improving outcomes and relationships with communities.

Financial Considerations

No Financial implications.

Analysis

The Community Safety and Policing Act, 2019, will come into force on April 1, 2024. Within the Act is the Inspectorate of Policing (IOP), a new division, established to meet the legislative mandate of the Inspector General of Policing under the Community Safety and Policing Act, 2019 (CSPA). In addition to many objectives, the IOP is responsible for taking a proactive role on the consistent application of policing across the province.

Within the framework of the IOP, assisting the Inspector General, is the CDII Branch. The CDII is looking to begin collecting information from Police Services and Boards and is implementing a data collection pilot project to inform the best methodology to gather the data. The pilot project includes use of a data collection tool and incorporating technology to ensure efficiency, timelines and consistency.

This data collection and related analytics will help shape the future of police service delivery and police governance. Key initiatives include fostering continuous improvement, measuring and improving performance, and ensuring public confidence and accountability.

The types of data collected will include the number of members and related demographics, training courses, the types of units and their staffing levels, technology utilized, and equipment issued.

Participating in the pilot program will allow the Service to assist CDII and the IOP in the creation of a data collection method that could be implemented province wide.

The Ontario Association of Police Services Boards (OAPSB) has recently been advised of the pilot project by Executive Director Lisa Darling as reported by Rekha Chetlur, Acting Director of CDII. The pilot project was reported to be well received by the OAPSB.

Alternatives Reviewed

Not applicable

Relationship to Police Service/Board Strategic Priorities

This report is being provided for approval for participation in the project. Participation is directly related to the Service's 2022-2025 Strategic Plan: Goal 1: Public Safety in the collection of data to inform actionable intelligence; and Goal 2: Community Engagement and Collaboration in improving relationships with communities.

Relevant Policy Considerations

Community Policing and Safety Act, 2019

Other Pertinent Reports

Not applicable.

This report was prepared by Inspector Nilan Davé, Inspector, Chief's Office.



Submitted by:

Bill Fordy O.O.M. #9615
Chief of Police

Appendices

Not applicable



INTERNAL CORRESPONDENCE

To:	Chair and Members	From:	Deb Reid
Dept:	Niagara Police Service Board	Dept:	Executive Director Niagara Police Services Board

Date: March 22, 2024

Re: Police Service Board By-laws - Community Safety and Policing Act, 2019

Purpose:

The purpose of this report is to provide the Board with 34 *draft* by-laws as required for compliance with the *Community Safety and Policing Act, 2019 (CSPA)*, its Regulations, and the Ministry of Solicitor General's Policing Standards Manual.

Background Information and Discussion:

In March 2019, the Provincial Government passed the *Community Safety and Policing Act, 2019 (CSPA)*, as part of the *Comprehensive Ontario Police Services Act, 2019*. The CSPA will replace the current *Police Services Act (PSA)*.

On December 18, 2023, the Ministry of the Solicitor General advised that the Regulations required to bring the *Community Safety and Policing Act (CSPA)* into force were approved by Cabinet and that April 1, 2024 was proclaimed as the official date on which the *Community Safety and Policing Act, 2019* will come into force.

All Police Service Boards and Police Services are expected to be ready to comply with the *Act* and its Regulations starting on the in-force date. To prepare for these changes, the Board Solicitor, Executive Director, and Service staff have been working through the requirements under the CSPA and its Regulations to make sure the necessary governance, operational and process changes are in place as required by the new legislation.

There are a total of 103 Police Services Board By-laws under review, and these have been divided into smaller groups that will be submitted to the Board for approval over the next few months to ensure compliance with the CSPA by April 1, 2024. The revised By-laws submitted for Board approval at the March 28, 2024 meeting are as follows:

1. Accessibility Standards
2. Accessibility Standards for Customer Service
3. Administration of the Disclosure of Secondary Activities to the Chief of Police
4. Administration of the Public Complaints System Regarding the Conduct of Police Officers
5. Arrest
6. Bail and Violent Crime
7. Child Abuse and Neglect
8. Child Pornography (Internet Child Exploitation)

9. Crime Analysis
10. Criminal Harassment
11. Criminal Intelligence
12. Criminal Investigation Management and Procedures
13. Drug Investigations
14. Elder and Vulnerable Adult Abuse
15. Framework for Annual Reporting
16. Fraud and False Pretence Investigations
17. Hate/Bias Motivated Crimes and Hate Propaganda Offences
18. Illegal Gaming
19. Informants and Agents
20. Internal Task Forces
21. Interprovincial Policing Act
22. Joint Forces Operations
23. Ontario Sex Offender Registry
24. Parental and Non-Parental Abductions and Attempts
25. Persons In Custody
26. Police Response to Persons in Crisis Including Those Who Appear to Have a Mental Illness or Neurodevelopmental Disability
27. Property Offences (including Break and Enter)
28. Protocol for the Sharing of Information between the Board and the Region
29. Search and Seizure
30. Stolen or Smuggled Firearms
31. Vehicle Theft
32. Victims' Assistance
33. Witness Protection and Security
34. Youth Crime

To ensure compliance with legislative requirements, the above noted draft By-laws have been updated to reflect legislative and administrative amendments to meet the requirements of the CSPA and its Regulations, as well as to address any procedural updates or minor housekeeping revisions as required. At a minimum, these By-laws require compliance with the CSPA and its Regulations, in addition with the requirement to provide the Board with reports to assess compliance on an ongoing basis. These reports also assist during the budget preparation process and development of the strategic plan and as an ongoing assessment of the needs of the Service.

Cost of Recommendation:

There will be no additional costs associated with the implementation of the attached by-laws. Specific costs resulting from the implementation of the procedures referenced in the Board By-laws and policies are dealt with by the Chief and the Board on an ongoing basis as part of the annual budget processes.

Alternative Options:

The Board is required to develop a host of policies for every aspect of service delivery. The policies presented comply with the CSPA and its Regulations and Ministry of the Solicitor General guidelines and there are no realistic alternatives.

Reasons for Recommendation:

As indicated above, subsection 37 (1) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA. This provision is a mandated responsibility of Police Services Boards. The By-laws and reporting requirements will assist in future budget processes, strategic plans and in assessing the needs of the Service on an ongoing basis.

(These policies have been reviewed and discussed with Chief Fordy, Service staff, and the Board's Solicitor, Woody McKaig, and are now presented to the Board for final approval.)

Recommendation:

That the Board adopt the draft by-laws as appended to this report, effective April 1, 2024;

And further, that the Board Chair, Executive Director, and Board Solicitor be authorized to make any supplementary administrative amendments to Board By-laws, that may be required following any additional clarification of the CSPA and its Regulations that may be received by the Ministry of the Solicitor General.



Deb Reid
Executive Director

Encl.



BY-LAW NO. 431-2024

**A BY-LAW RESPECTING
ACCESSIBILITY STANDARDS**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS the Accessibility for Ontarians with Disabilities Act (AODA) was enacted into law by the Provincial Government in 2005 to ensure the development, implementation, and enforcement of accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025;
- 1.4 AND WHEREAS the Accessibility Standards for Customer Service Regulation 429/07 (ASCS) is the first of five sets of standards to be issued by the Provincial Government in support of the AODA;
- 1.5 AND WHEREAS the O. Reg. 429/07 (ASCS) establishes accessibility standards for customer service and applies to every designated public sector organization, and to every other person or organization that has at least one employee in Ontario and that provides goods or services to members of the public or other third parties;
- 1.6 AND WHEREAS the Integrated Accessibility Standards Regulation 191/11 (IASR) was enacted in 2011 and is a consolidation of accessibility standards in the following five areas: General; Information and Communications; Employment; Transportation; Design of Public Spaces (Accessibility for the Built Environment);
- 1.7 AND WHEREAS Section 1 of the Ontario Human Rights Code, c. H. 19 states that, "Every person has a right to equal treatment with respect to services, goods and facilities, without discrimination because of race, ancestry, place of origin, colour ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability."

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Accessibility Plan" means a document approved by the Regional Municipality of Niagara and made available to the public that includes:
- a) the strategy to identify, remove and prevent barriers to people with disabilities and meet its requirements under the enacted regulations of the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*; and
 - b) all other information and actions required under the *Ontarians with Disabilities Act, 2001 (ODA)* and AODA.
- 2.2 "Accessibility Standard" means a rule that persons and organizations must follow to identify, remove and prevent barriers to accessibility;
- 2.3 "Accessible Formats" include, but are not limited to, large print, recorded audio and electronic formats, Braille and other formats usable by people with disabilities;
- 2.4 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.5 "Agent" means a third-party individual or organization who deals directly with members of the public to provide a program, service or facility on behalf of the Board;
- 2.6 "Barrier" means anything that prevents a person with a disability from fully participating in all aspects of society because of their disability, including physical, architectural, information and communications, attitudinal, technological, policy or practice barriers;
- 2.7 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.8 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.9 "Communication Supports" includes, but are not limited to, captioning, alternative and augmentative sound devices, plain language, sign language and other supports that facilitate effective communications;
- 2.10 "Disability" is defined as prescribed in the *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11* and the *Human Rights Code, R.S.O. 1990, c. H. 19*, as follows:
- a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or in a wheelchair or other remedial appliance or device,
 - b) a condition or mental impairment or a development disability;
 - c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
 - d) a mental disorder, or
 - e) an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*;
- 2.11 "Kiosk" means an interactive electronic terminal, including a point of sale device, intended for public use that allows users to access one or more services or products, or both; and
- 2.12 "NRPS" means the Niagara Regional Police Service.

3 BOARD POLICY

- 3.1 The Board is committed to providing equal treatment to people with disabilities with respect to the use and benefit of services, programs, facilities and goods provided by the Niagara Regional Police Service, in a manner that respects their dignity and that is equitable in relation to the broader public. This commitment extends to residents, visitors and employees with visible and non-visible disabilities.
- 3.2 It is therefore the policy of the Board that the Chief of Police develop procedures and practices which address integration, independence, dignity and equal opportunity, in compliance with the requirements of the Accessibility Standards for Customer Service (ASCS), O. Reg. 429/07 and Integrated Accessibility Standards Regulation (IASR), O. Reg. 191/11 made under the Accessibility for Ontarians with Disabilities Act, 2005.

4 APPLICATION AND SCOPE

- 4.1 This By-law applies with the necessary modifications to Police Service Board members and staff, and to all employees of the Niagara Regional Police Service, auxiliary members, volunteers, and third-party contractors and agents.

5 DIRECTION TO THE CHIEF

5.1 PROCEDURES

- 5.1.1 The Chief shall establish written procedures and processes that incorporate the following principles and provisions listed in Section 5.2.

5.2 PRINCIPLES

- 5.2.1 The Chief shall ensure that the NRPS meets:

- (a) all requirements of the ASCS, O. Reg. 429/07 under the AODA are met on an ongoing basis;
- (b) all requirements of the IASR, O. Reg. 191/11 under the AODA are met on an ongoing basis in accordance with the timelines set out in the regulation;
- (c) all policies, practices and procedures are aligned with all requirements of the IASR, O. Reg. 191/11 under the AODA;
- (d) accessibility requirements related to the implementation of this By-law are part of the annual budget and planning processes.

5.3 DESCRIPTION

- 5.3.1 This Accessibility By-law functions as an overarching policy for the requirements of the Accessibility Standards developed under the AODA;

- (a) Customer Service Standards (ASCR, O. Reg. 429/07);
- (b) Transportation Standard (IASR, O. Reg. 191/11);
- (c) Information and Communications Standards (IASR, O. Reg. 191/11);
- (d) Employment Standards (IASR, O. Reg. 191/11);
- (e) Design of Public Spaces Standards (currently under development).

- 5.3.2 Compliance with the AODA is achieved through the following directives.

6 CUSTOMER SERVICE STANDARDS

6.1 CUSTOMER SERVICE

- 6.1.1 The Board is committed to providing excellent customer service to everyone, including people with disabilities. When serving customers with disabilities, reasonable efforts shall be made to provide the same level of service given to other customers and service shall be provided in the same manner that respects their dignity and independence. The Accessible Customer Service Policy governs how the Board offers goods and services to people with disabilities. See Reference: Accessibility Standards for Customer Service By-law 432-2024.

7 INTEGRATED ACCESSIBILITY STANDARDS

7.1 ACCESSIBILITY PLANNING

- 7.1.1 Accessibility planning for the operations of the Board and NRPS will be reflected in the multi-year accessibility plan adopted by the Regional Municipality of Niagara, which will be posted on the Region's website.
- 7.1.2 The multi-year plan will outline the ways NRPS will prevent and remove barriers and meet the requirements of the standards developed under the AODA as they apply to the operation of the NRPS, and will form part of the Region's multi-year accessibility plan.
- 7.1.3 The Region's multi-year accessibility plan is reviewed and updated at least every five (5) years and is done so in consultation with persons with disabilities and Police representatives on the Niagara Region Accessibility Advisory Committee.
- 7.1.4 The Board will be included in the Region's annual status report on the progress of measures taken to implement the above, which report will be posted on the Region's website.

7.2 PROCUREMENT OF GOODS, SERVICES, FACILITIES AND KIOSKS

- 7.2.1 When procuring goods, services, self-service kiosks or facilities, the Board and NRPS shall incorporate accessibility design, criteria and features, unless it is not feasible or practicable. If not feasible or practicable, the Board or NRPS, as the case may be, shall provide an explanation upon request.

7.3 INFORMATION AND COMMUNICATIONS

- 7.3.1 The Board is committed to meeting the communication needs of people with disabilities upon request. When communicating with a person with a disability, employees, volunteers and third-party contractors shall do so in a manner that takes into account the person's disability.

7.4 FEEDBACK

- 7.4.1 The Chief shall ensure that a process is established in accordance with the Accessibility Standards for receiving and responding to feedback about the manner in which the NRPS provides goods or services to persons with disabilities, and that information shall be made readily available to the public.

7.5 ACCESSIBLE FORMATS AND COMMUNICATIONS SUPPORTS

- 7.5.1 Except as otherwise provided by the AODA, the Board and NRPS shall, upon request, and in consultation with the person making the request, provide or make arrangements to provide accessible formats and communications supports for persons with disabilities. Accessible formats and communication supports shall be provided in a timely manner, taking into account the person's accessibility needs and at a cost charged to other persons.

7.6 EMERGENCY PROCEDURES, PLANS AND INFORMATION

- 7.6.1 The NRPS shall provide all existing public emergency procedures, plans and public safety information upon request in an accessible format or with appropriate communication supports in a timely manner.

7.7 ACCESSIBLE WEBSITES AND WEB CONTENT

- 7.7.1 Internet websites and web content controlled directly by the Board, NRPS or through a contractual relationship that allows for modification of the product will conform to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level A and AA in accordance with the schedule set out in the AODA Integrated Accessibility Standards.

7.8 EMPLOYMENT

- 7.8.1 The Board and Chief of Police will create an accessible work environment for all employees across the employment life cycle, in accordance with the requirements and timelines set out in the *Employment Standards Act*, existing requirements under the *Ontario Human Rights Code* to accommodate people with disabilities, and the provisions of Part III of O. Reg.191/11.

7.9 TRAINING

- 7.9.1 All Police Service Board members and staff, NRPS employees, auxiliary members, volunteers and contractors who deal with the public on behalf of the NRPS shall receive accessibility training, including ongoing training to address changes to accessibility requirements. Training shall include information about the purposes of the *Accessibility for Ontarians with Disabilities Act*, 2005, S.O. 2005, c.11 and the requirements of the Accessibility Standards as they pertain to the NRPS.
- 7.9.2 Training records shall be maintained, including dates when training is provided and the number of employees who received training.
- 7.9.3 A document describing the training policy shall be prepared that includes a summary of the contents of the training and details of when the training is to be provided.
- 7.9.4 Third party contractors shall be required to demonstrate to the NRPS that they are in compliance with the AODA.

7.10 BUILT ENVIRONMENT STANDARDS

- 7.10.1 The Board and NRPS shall comply with the AODA Design of Public Spaces Standards (Accessibility Standards for the Built Environment) and the Niagara Region's Accessibility Design Standards when undertaking new construction and redevelopment of public spaces in the following areas:

- (a) Exterior paths of travel;
- (b) Accessible parking;
- (c) Obtaining services; and
- (d) Maintenance of accessible elements.

7.11 NON-COMPLIANCE WITH POLICY/MONITORING REQUIREMENTS

- 7.11.1 Failure to comply with the AODA regulations can result in administrative penalties as defined in Part V: Compliance of *Integrated Accessibility Standards Regulation, Ontario Regulation 191/11*. Employees who fail to comply with this policy may be subject to disciplinary action.
- 7.11.2 The Chief shall ensure supervisors and managers monitor current practices to ensure compliance.
- 7.11.3 On an annual basis, the Chief shall review and assess the effectiveness of the Police Service's policies and procedures related to the IASR.

8 REPORT TO THE BOARD

- 8.1 The Chief shall make an annual written report to the Board on or before August 30th of each year in respect of Accessibility Standards for Customer Service. The report shall include:
 - (a) a summary of the written procedures concerning Accessibility Standards for Customer Service; and
 - (b) confirmation of NRPS compliance with said procedures.

9. IMPLEMENTATION

- 9.1 By-law No. 366-2017 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 9.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director



BY-LAW NO. 432-2024

A BY-LAW RESPECTING ACCESSIBILITY STANDARDS FOR CUSTOMER SERVICE

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS the *Accessibility for Ontarians with Disabilities Act* ("AODA") was enacted into law by the Provincial Government in 2005 to ensure the development, implementation, and enforcement of accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025;
- 1.4 AND WHEREAS the Accessibility Standards for Customer Service Regulation 429/07 (ASCS) is the first of five sets of standards to be issued by the Provincial Government in support of the AODA;
- 1.5 AND WHEREAS the O. Reg. 429/07 (ASCS) establishes accessibility standards for customer service and applies to every designated public sector organization, and to every other person or organization that has at least one employee in Ontario and that provides goods or services to members of the public or other third parties;
- 1.6 AND WHEREAS Section 1 of the Ontario Human Rights Code, c. H. 19 states that, "Every person has a right to equal treatment with respect to services, goods and facilities, without discrimination because of race, ancestry, place of origin, colour ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability."

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Assistive Devices" include, but are not limited to, auxiliary aids such as communication aids, cognition aids, personal mobility aids and medical aids (i.e. canes, crutches, wheelchairs, or hearing aids);

- 2.3 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.4 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.5 "Disability" is defined as prescribed in the *Accessibility for Ontarians with Disabilities Act*, 2005, S.O. 2005, c. 11 and the *Human Rights Code*, R.S.O. 1990, c. H. 19, as follows:
- a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or in a wheelchair or other remedial appliance or device,
 - b) a condition or mental impairment or a development disability;
 - c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
 - d) a mental disorder, or
 - e) an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act*, 1997;
- 2.6 "NRPS" means the Niagara Regional Police Service;
- 2.7 "Service Animals" are defined as prescribed in the Accessibility Standards for Customer Service, O. Reg. 429/07, as follows: "An animal is a service animal for a person with a disability:
1. If it is readily apparent that the animal is used by the person for reasons relating to their disability; or
 2. If the person provides a letter from a recognized health care professional confirming that the person requires the animal for reasons relating to the disability;"
- 2.8 "Support Persons" means, in relation to a person with a disability, another person who accompanies them in order to help with communication, mobility, personal care or medical needs or with access to goods or services.

3 BOARD POLICY

- 3.1 The Board is committed to providing equal treatment to people with disabilities with respect to the use and benefit of services, programs and goods provided by the Niagara Regional Police Service, in a manner that respects their dignity and that is equitable in relation to the broader public.
- 3.2 It is therefore the policy of the Board that the Chief of Police develop procedures and practices which address integration, independence, dignity and equal opportunity, in compliance with the requirements of the Accessibility Standards for Customer Service, O. Reg. 429/07 made under the *Accessibility for Ontarians with Disabilities Act*, 2005.

4 APPLICATION AND SCOPE

- 4.1 This By-law applies with the necessary modifications to Police Service Board members and staff, and to all employees of the Niagara Regional Police Service, auxiliary members, volunteers, and third-party contractors and agents.

5 DIRECTION TO THE CHIEF

5.1 PROCEDURES

5.1.1 The Chief shall establish written procedures and processes that incorporate the following principles and provisions listed in Section 5.2.

5.2 PRINCIPLES

5.2.1 The Chief shall ensure that the services, programs and goods provided by the NRPS to people with disabilities shall be done in a manner that:

- (a) accommodates disability-related needs by modifying the delivery of services, programs and goods to make them accessible to persons with disabilities;
- (b) reflects the principles of dignity and independence;
- (c) seeks to provide integrated services; and
- (d) provides equal opportunity to obtain, use or benefit from the programs, goods and services.

5.3 ASSISTIVE DEVICES

5.3.1 The Chief shall ensure that NRPS employees, auxiliary members, volunteers and third-party contractors accommodate the use of personal assistive devices. If a person with a disability requires assistive devices to access goods or services of the NRPS, they are allowed to use such devices.

5.4 GUIDE DOGS AND SERVICE ANIMALS

5.4.1 The Chief shall ensure that if a person with a disability is accompanied by a guide dog or other service animal, the NRPS will permit the person to enter the premises with the animal and keep it with them, unless the animal is otherwise excluded by law from the premises. If the service animal or guide dog is excluded by law from the premises, the NRPS will look to other measures to enable the person with a disability to obtain, use or benefit from the NRPS goods and services.

5.5 SUPPORT PERSONS

5.5.1 Where a person with a disability accessing NRPS goods or services is accompanied by a support person, NRPS employees, auxiliary members, volunteers and third-party contractors shall ensure that both persons are permitted to enter the premises together and shall ensure that the person with a disability can access the support person while on the premises.

5.6 ADMISSION FEES

5.6.1 If the NRPS charges an admission fee in connection with a support person's presence at an event or function, the NRPS shall ensure that notice is given in advance about the amount, if any, that is payable in respect of the support person accompanying a person with a disability.

5.7 COMMUNICATIONS

5.7.1 When communicating with a person with a disability, NRPS employees, auxiliary members, volunteers and third-party contractors shall do so in a manner that respects the person's disability.

- 5.7.2 Upon request, any documents required to be provided to a person with a disability pursuant to Section 9 (1) of Regulation 429/07 shall be provided in a format which takes into account the person's disability.

5.8 NOTICE OF TEMPORARY SERVICE DISRUPTION

- 5.8.1 If there is a disruption in the availability of facilities, services or goods used by persons with disabilities, the NRPS shall give notice to the public of the reason for the disruption, the date(s) of disruption, its anticipated duration and a description of alternative facilities or services, if any, that are available.
- 5.8.2 Such notice shall be posted in a conspicuous place on the premises of the NRPS or provided by other reasonable methods in the circumstances.
- 5.8.3 If the temporary disruption is anticipated, the NRPS will provide reasonable amount of advance notice of the disruption. If the temporary disruption is unexpected, notice will be provided as soon as possible.
- 5.8.4 A document shall be prepared that sets out the steps to be taken in conjunction with a disruption and upon request, shall be given to any person.

5.9 TRAINING

- 5.9.1 All Police Service Board members and staff, NRPS employees, auxiliary members, volunteers and contractors who deal with the public on behalf of the NRPS shall receive training on accessible customer service. Training shall include information about the purposes of the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c.11 and the requirements of the Accessibility Standards for Customer Service, O. Reg. 429/07 as they pertain to the NRPS.
- 5.9.2 Training records shall be maintained, including dates when training is provided and the number of employees, volunteers and others where applicable who received training.
- 5.9.3 A document describing the training policy shall be prepared that includes a summary of the contents of the training and details of when the training is to be provided.
- 5.9.4 Third-party contractors shall be required to demonstrate to the NRPS that they are in compliance with the AODA Customer Service Standards training before services are procured.

5.10 FEEDBACK

- 5.10.1 The Chief shall ensure that a process is established in accordance with the Accessibility Standards for Customer Service Regulation for receiving and responding to feedback about the manner in which the Niagara Regional Police Service provides goods or services to persons with disabilities, and that information shall be made readily available to the public.

5.11 DOCUMENTATION

- 5.11.1 Notice shall be given to persons to whom the NRPS provides goods or services that documents required by the Accessibility Standards for Customer Service Regulation are available upon request.

- 5.12.1 Documentation requested shall be given in a format that takes into account the person's disability.

6 REPORT TO THE BOARD

- 6.1 The Chief shall make an annual written report to the Board on or before August 30th of each year in respect of Accessibility Standards for Customer Service. The report shall include:
- (a) a summary of the written procedures concerning Accessibility Standards for Customer Service; and
 - (b) confirmation of NRPS compliance with said procedures.

7. IMPLEMENTATION

- 7.1 By-law No. 366-2017 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 7.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director



BY-LAW NO. 433-2024

**A BY-LAW TO ESTABLISH POLICY
FOR THE ADMINISTRATION OF THE DISCLOSURE
OF SECONDARY ACTIVITIES TO THE CHIEF OF POLICE**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (1) (d) of the CSPA provides a Police Service Board shall establish policies respecting disclosure of secondary activities under Section 89 and decisions under that section;
- 1.3 AND WHEREAS subsection 39 (1) (h) provides that a Police Service Board shall monitor the Chief of Police's decisions regarding the restrictions on secondary activities set out in Section 89 and review the reports from the Chief of Police on those decisions;
- 1.4 AND WHEREAS the Board deems it expedient to pass a By-law to establish guidelines relating to secondary activities to the Chief of Police.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of Police of the Niagara Regional Police Service;
- 2.4 "Member" means a Member of the Niagara Regional Police Service as defined in the CSPA;
- 2.5 "Secondary Activities" means off-duty employment/activities other than the duties performed for the Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. DIRECTION TO THE CHIEF

- 3.1 The Chief shall develop and implement a procedure requiring full disclosure of the details on any secondary activity in which a Member is engaged.
- 3.2 When a Member has disclosed full particulars of an activity to the Chief, the Chief shall first determine whether the provisions of Section 89 of the CSPA prohibits the activity.
- 3.3 Where the Chief determines the activity is prohibited by subsection 89 (1) of the CSPA, the Member shall not be permitted to engage in that activity.
- 3.4 The Chief shall take such steps as are necessary to determine that his or her decision has been complied with.

4. REPORT TO THE BOARD

- 4.1 The Chief shall submit to the Board annual reports on disclosures and decisions made pursuant to Section 89 of the CSPA and the provisions of this By-law, which shall appear on the public agenda.
- 4.2 The annual report shall be divided into two sections entitled "Uniform" and "Civilian" and shall contain the following information:
- (a) the total number of applications or disclosures of secondary activities made to the Chief of Police;
 - (b) the nature or type of each of the secondary activities applied for or disclosed;
 - (c) the total number of secondary activities approved by the Chief of Police;
 - (d) the nature or type of each of the secondary activities approved by the Chief of Police;
 - (e) the total number of secondary activities denied by the Chief of Police;
 - (f) the nature or type of each of the secondary activities denied by the Chief of Police;
 - (g) the reasons for each of the denials referred to in subparagraph (f) above;
 - (h) the total number of applications or disclosures of secondary activities presently pending.

5. IMPLEMENTATION

- 5.1 By-law Nos. 150-1995 and 284-2008, as amended, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 5.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director



BY-LAW NO. 434-2024

A BY-LAW RESPECTING THE ADMINISTRATION OF THE PUBLIC COMPLAINTS SYSTEM REGARDING CONDUCT OF POLICE OFFICERS

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS Parts X, XI and XIII of the CSPA set out in detail the requirements of the Board, the Chief and the Complaints Director regarding public complaints made against police officers, including Chiefs of Police and Deputy Chiefs of Police;
- 1.4 AND WHEREAS O. Reg. 406/23: Discipline prescribes limits on forfeiture of pay discipline imposed on a police officer;
- 1.5 AND WHEREAS O. Reg. 404/23: Adjudication Hearings prescribes procedures for discipline hearings conducted under Sections 201, 202 and 210 of the CSPA;
- 1.6 AND WHEREAS Parts VIII and X of the CSPA set out the process for dealing with public complaints;
- 1.7 AND WHEREAS the said Board deems it expedient to enact this By-law to ensure that the response to public complaints by the Board and the Service adheres to the principles set out in Parts X, XI and XII of the CSPA, O. Reg. 406/23: Discipline, O. Reg. Regulation 404/23 Adjudication Hearings, directives and guidelines received from the Law Enforcement Complaints Agency (LECA) and this By-law.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;

- 2.4 “*Complaints Director*” means the person appointed by the Lieutenant Governor in Council under Section 131 of the CSPA as the head of LECA;
- 2.5 “*Deputy*” means the Deputy Chief of Police of the Niagara Regional Police Service;
- 2.6 “*Executive Director*” means the Executive Director of the Board;
- 2.7 “*LECA*” means the Law Enforcement Complaints Agency established under Section 130 of the CSPA, which has replaced the Office of the Independent Police Review Director;
- 2.8 “*Member*” means a member of the Niagara Regional Police Service;
- 2.9 “*Police Officer*” is defined in accordance with the CSPA;
- 2.10 “*Professional Standards Unit*” means the Unit within the Service designated by the Chief to deal with discipline matters, including Public Complaints, and to liaise with LECA; and
- 2.11 “*Service*” means the Niagara Regional Police Service.

3 BOARD POLICY

- 3.1 The Board recognizes and adheres to the principle that fair, open, prompt, thorough and efficient response to Public Complaints is a cornerstone to establishing and maintaining a positive community-police relationship, and it is therefore the policy of the Board that such complaints be dealt with in a professional and thorough manner in accordance with Parts X, XI and XII of the CSPA, O. Reg. 406/23: Discipline, O. Reg 404/23 Adjudication Hearings, directives and guidelines received from the Law Enforcement Complaints Agency (LECA), and procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF – PUBLIC COMPLAINTS

4.1 PROCEDURES

- 4.1.1 The Chief shall develop and maintain a procedure to ensure that complaints are processed in accordance with the provisions of Part X, XI and XII of the CSPA, and shall provide a copy of the said procedure to the Board.
- 4.1.2 The Chief shall maintain a Professional Standards Unit, adequately staffed and trained, to liaise with the LECA, to receive, investigate and where appropriate, prosecute or assist in the prosecution of Public Complaints against police officers in accordance with Part X, XI and XII of the Act and Regulations 406/23 and 404/23.

- 4.2 The Chief shall ensure that said procedure referred to in Article 4.1 above includes the following provisions:

- 4.2.1 That Public Complaint process information, including Public Complaint forms provided by the LECA, be posted and made available in each District in an area accessible to the public;
- 4.2.2 That Public Complaints received by any member of the Service be forwarded immediately to the Chief to be dealt with in accordance with Part X of the CSPA;

- 4.2.3 That when the Service is accepting a complaint it will ensure that notice of the complaint is not provided to the respondent officer or any other officer until the Complaints Director makes a direction in accordance with its powers under Section 157 (3) of the CSPA;
- 4.4 That adequate training is provided to all Members of the Service in respect of the complaints procedures of the Service and Parts X, XI and XII of the CSPA and Regulations 406/23 and 404/23.
- 4.5 That the Chief and the Professional Standards Unit's Inspector or their designee co-operate and follow the direction of the Complaints Director in respect of all Public Complaints, including but not limited to providing the Complaints Director with information to assist in screening or assigning the complaint to investigation, investigating the complaint, reporting on the investigation, and prosecuting or assisting the Complaints Director in the prosecution of the complaint when appropriate;
- 4.6 That the procedures developed by the Chief include a mechanism to provide assistance for Public Complainants who may not be literate, or who may not be fluent in English;
- 4.7 That all notices to the Complainant, the police officer who is the subject of the Complaint, the Complaint Director and the Board be given as required by the CSPA.

5 CONDUCT COMPLAINTS AGAINST THE CHIEF OR DEPUTY CHIEF

- 5.1 Conduct Complaints about the Chief or Deputy Chief shall be referred to the Complaints Director immediately upon receipt by the Board.

6 REPORTING REQUIREMENTS

6.1 CONDUCT COMPLAINTS OF A SERIOUS NATURE

- 6.1.1 The Chief shall make a confidential written report in respect of any Conduct Complaint which involves allegations of criminal misconduct by a police officer, or which involves allegations of misconduct described in Part X, XI or XII of the CSPA or Regulation 407/23: Code of Conduct, either of which are of such a serious nature that, if proven, are likely to call into question the reputation or integrity of the Service, or which involve the public interest.
- 6.1.2 The Chief shall not make this confidential written report to the Board without the prior consent of the Complaint Director.
- 6.1.3 The said reports shall contain information as to the nature of the conduct alleged, the action being taken regarding the complaint, and any other information which the Chief feels is relevant, but shall not include the name of the police officer who is the subject of the report.

6.2 BOARD REPORTS

- 6.2.1 The Chief shall make quarterly written reports to the Board on the administration of the Public Complaints process, such report to be provided to the Board in March, June, September and December of each year.
- 6.2.2 The reports, as provided in 6.2.1 above, shall include comparative data for the same time period in the immediately preceding calendar year.

6.2.3 The report shall provide cumulative year-to-date information on Public Complaints as provided in 6.3 below.

6.2.4 The Chief shall include the relevant Complaints information in the Annual Report of the Service.

6.3 The reports shall include the following information in respect of conduct complaints, except for those complaints against the Chief or the Deputy Chief:

6.3.1 the total number of conduct complaints made;

6.3.2 the number of referrals to the Complaint Director;

6.3.3 the number of conduct complaints determined to be unsubstantiated after investigation, or not acted upon pursuant to Section 158 of the CSPA;

6.3.4 the number of hearings and findings from the hearings held pursuant to Sections 201 and 202 of the CSPA;

6.3.5 the number of complaints dealt with informally pursuant to Section 169 of the CSPA, together with a summary of the nature of the complaints dealt with informally and the informal resolutions achieved;

6.3.6 the number of complaints resolved or dealt with pursuant to Section 215;

6.3.7 a summary of the penalties imposed pursuant to Sections 200, 201 and 202 of the CSPA;

6.3.8 the number of outstanding complaints as at the end of the reporting period; and

6.3.9 the time to complete each complaints process from the date the complaint is received to the date it is disposed of.

7. IMPLEMENTATION

7.1 By-law Nos. 155-1996, 173-1997, 301-2010 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

7.2 This By-law shall come into force on April 1, 2024.

7.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director



BY-LAW NO. 435-2024

**A BY-LAW RESPECTING
ARREST**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services and requires in subsection 6 (1) 4. xi that a Chief of Police shall establish written procedures on arrest;
- 1.4 AND WHEREAS the Board deems it appropriate that it enact a policy on arrest;
- 1.5 AND whereas Part LE-005 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to arrest.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that issues involving arrest of criminal suspects form an important part of investigative and preventative policing and are crucial to the prosecution of criminal offences, and it is therefore the policy of this Board that issues involving arrest be dealt with in a professional and thorough manner in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall establish procedures on arrest that require the compliance by Members with legal, constitutional and caselaw requirements relating to arrest and detention.
- 4.1.2 The Chief shall ensure that the procedures on arrest include a procedure for search and seizure incidental to arrest.

4.2 TRAINING

- 4.2.1 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.

- 4.3 The procedures referred to above shall be in accordance with Appendix A.

5. REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into property offences. The report shall include:
- (a) a summary of the written procedures regarding arrest and detention; and
 - (b) confirmation of compliance with the procedures regarding arrest and detention.

6. IMPLEMENTATION

- 6.1 By-law No. 197-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on arrest. In addition, section 13(1)(j) requires the Chief of Police to establish procedures and processes in respect of arrest.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to arrest that the Chief of Police will:

- a) establish procedures on arrest that require the compliance by members of the police service with the legal, constitutional and case law requirements relating to arrest; and
- b) ensure that officers, and other members as appropriate, are kept informed of changes in the law relating to arrest.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on arrest should:
 - a) require an officer, when making an arrest, to comply with legal, constitutional and case law requirements;
 - b) require that, except under extraordinary circumstances that must be fully documented, any person under arrest that requires medical aid shall be provided access to appropriate medical attention prior to processing;
 - c) require that in all cases of arrest, the officer shall ensure that appropriate documentation and record checks are completed, including completing and submitting a record of arrest that:
 - i) outlines the details of the arrest;
 - ii) provides information on the arrested person, including if detained:
 - any injuries;
 - medication required and/or administered;
 - property seized;
 - telephone calls;
 - potential for suicide;
 - potential for violence;
 - risk to escape;
 - emotional disturbance, any mental illness or developmental disability;

- whether the prisoner is on bail, probation/parole or serving a conditional sentence; and
 - any other information which would assist custodial personnel to adequately care and control the prisoner;
- d) require that a record of arrest be kept current, including making changes required under the police service's procedures on prisoner care and control;
 - e) address the circumstances and process for fingerprinting and photographing the arrested person;
 - f) require that, when an arrested person has the care, charge or custody of another person who, because of age, physical or medical condition, is unable to care for themselves, the officer shall make every effort to secure proper care for that person;
 - g) require that, when a person is released following an arrest, every effort shall be made to ensure the safety of that person and any others who may be affected by the release given the time and location of release; and
 - h) require officers to comply with the police service's procedures for bail.

- Information** 2. Every Chief of Police should ensure that their police officers are:
- a) kept informed of changes in the law with respect to arrest, and other matters as appropriate; and
 - b) provided with a current card that includes the rights and cautions for persons being arrested.



BY-LAW NO. 436-2024

**A BY-LAW RESPECTING
BAIL AND VIOLENT CRIME**

1. PREAMBLE

- 1.1 WHEREAS Part XVI of the Criminal Code of Canada deals with bail for criminal offenders;
- 1.2 AND WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.3 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.4 AND WHEREAS subsection 6 (1) 4 xii of O.Reg. 392/23: Adequate and Effective Policing (General) prescribes that a Chief of Police shall establish procedures and processes with respect to bail and violent crime;
- 1.5 AND WHEREAS the Board deems it appropriate that it has a policy on bail and violent crime;
- 1.6 AND WHEREAS Part LE-023 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing police services relative to bail and violent crime.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Chief Judge" means the local administrative judge in conjunction with the Regional Senior Justice;

- 2.5 "Crown Attorney" means the Crown Attorney for the Judicial District of Niagara North, the Crown Attorney for the Judicial District of Niagara South and the Federal Prosecutor;
- 2.6 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.7 "Member" means a member of the Niagara Regional Police Service;
- 2.8 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that issues relating to bail and in particular, bail for persons accused of violent crimes are important components of investigative and preventative policing, and it is therefore the policy of this Board that such issues be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 OPPOSING BAIL ON SECONDARY GROUNDS

- 4.1.1 The Chief shall develop a procedure on bail and violent crimes that addresses the assessing of whether to recommend opposing bail on the secondary grounds.
- 4.1.2 The Service's procedure on assessing whether to oppose bail on secondary grounds shall address the factors set out in Section 1 of Appendix "A".

4.2 PREPARATION OF THE BAIL HEARING BRIEF

- 4.2.1 The Chief shall establish procedures on bail and violent crime that address the preparation of the show cause report.
- 4.2.2 The Service's procedures on the preparation of the bail hearing brief shall include those criteria identified in Section 2 of Appendix "A".

4.3 PRE-HEARING NOTIFICATIONS

- 4.3.1 The Chief shall ensure that the Service's procedure on bail provides for advance notification of the bail hearing to the appropriate Crown Attorney.

4.4 POST-BAIL HEARING NOTIFICATIONS

- 4.4.1 The Chief shall establish procedures for post-bail hearing notification.
- 4.4.2 The Service's procedure on post-bail hearing notification shall include those matters identified in Section 3 of Appendix "A".

4.5 BREACH OF BAIL CONDITIONS

- 4.5.1 The Chief shall ensure that the procedures that deal with breach of bail conditions.
- 4.5.2 The Service's procedure on breach of bail conditions shall include those matters identified in Section 5 of Appendix A.

4.6 TRAINING

4.6.1 The Chief shall ensure that Members involved with bail have the requisite knowledge, skill and abilities.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into property offences. The report shall include:

- (a) a summary of the written procedures regarding bail; and
- (b) confirmation of compliance with the procedures regarding bail.

6. IMPLEMENTATION

6.1 By-law No. 215-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on bail and violent crime. In addition, section 13(1)(k) requires the Chief of Police to establish procedures and processes with respect to bail and violent crime.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to bail and violent crime that the Chief of Police will establish procedures on bail and violent crime that address:

- a) assessing opposing bail on the secondary grounds;
- b) preparing the show cause report (bail hearing brief);
- c) post-bail hearing notifications; and
- d) breach of bail conditions.

Police Service Guidelines

Opposing Bail on the Secondary Grounds

1. Every police service's procedures on assessing whether to oppose bail on the secondary grounds in cases involving violence or threatened use of violence should address:
 - a) information to be gathered by officers, including:
 - i) obtaining the accused's criminal record and taking reasonable steps to obtain the underlying facts supporting prior criminal convictions or outstanding charges, including the name of the victim, where they may be of assistance;
 - ii) verifying whether the accused faces outstanding charges, type of release and any conditions of release;
 - iii) making reasonable efforts to obtain general background information on the accused, including any known history of violent behaviour, as well as any information on any known psychiatric, emotional or mental problems that are relevant to the circumstances of the offence, or which may provide grounds for supporting the continued detention of the accused;
 - iv) making reasonable efforts to obtain information on whether the accused has an alcohol or drug abuse history, and assessing whether drugs or alcohol were involved or related to the offence;
 - v) verifying whether any non-restricted, restricted or prohibited firearm, cross-bow, prohibited weapon, ammunition or explosive substance was seized

- from the accused, and whether any specific firearm or other weapon alleged to have been used in the offence has been recovered; and
- vi) obtaining information on whether the accused is legally entitled to possess or acquire, or has access to non-restricted, restricted or prohibited firearms, prohibited weapons, cross-bows, ammunition or explosive substances;
- b) assessing the circumstances of the case in order to determine whether:
- i) the protection or safety of the public and victim can be satisfied if the accused is released by an officer pursuant to Part XVI of the *Criminal Code*;
 - ii) there is a need to impose conditions on the release pursuant to section 515 of the *Criminal Code* in order to protect the safety of the public and victim; or
 - iii) the accused's continued detention is necessary for the protection or safety of the public, victim or victim's children;
- c) the factors to be considered in assessing whether to recommend that bail be opposed in a case, including:
- i) whether the case involves a threat of death or serious bodily harm;
 - ii) whether the victim suffered more than minor injuries in an assault;
 - iii) whether the accused used or threatened to use a weapon or firearm;
 - iv) whether the police have information that there is a history of prior violence or abuse by the accused towards the victim, and the officer believes that the victim may be at continued risk from the accused;
 - v) whether the victim is concerned about his or her safety;
 - vi) whether there was planning and deliberation;
 - vii) whether there is reason to believe that the accused will continue to offend, including in criminal harassment cases, the accused engaged in repetitive harassing behaviour;
 - viii) whether the accused has a history of violent behaviour, or is a repeat offender who has been previously convicted of violent offences, or is engaged in an escalating pattern of violent behaviour;
 - ix) whether the accused is on bail, parole, temporary absence, conditional sentence or probation or has a history of disregarding court orders;
 - x) whether there is reason to believe that the accused has alcohol or drug problems, or may be mentally unstable, and would likely re-offend or be dangerous if released;
 - xi) whether the accused has attempted to obstruct justice;
 - xii) whether the accused's release will impede further investigation;
 - xiii) whether the accused has threatened retaliation against the complainant; or
 - xiv) in cases involving a domestic violence occurrence, other risk indicators set out in the domestic violence supplementary report form;
- d) documenting in any case where one or more of the factors in 1(c) is determined to exist, the reasons if the officer decides not to recommend that bail be opposed; and

- e) the requirement that a review be undertaken in any case where the accused commits a violent crime while awaiting trial for charges relating to a domestic violence occurrence, sexual assault, criminal harassment or firearms, where the officer had not recommended to the Crown that bail be opposed.

**Preparing
the Bail
Hearing
Brief**

- 2. Every police service's procedures on the preparation of the bail hearing brief should:
 - a) require officers when preparing a bail brief to make every reasonable effort to follow the specified steps for preparing a bail brief, including:
 - i) displaying in the brief, the officer's recommendation that bail be opposed, or that the officer is recommending that the accused be released with conditions;
 - ii) including in the brief, information regarding the alleged offence which clearly sets out those circumstances of the offence which emphasize its seriousness, and those factors which indicate that the accused is a threat to the protection or safety of the public, as well as any evidence known to the officer that demonstrates the strong possibility of conviction that can be disclosed at the bail hearing in a manner that does not jeopardize an on-going investigation;
 - iii) including in the brief, the accused's complete criminal record and underlying facts supporting prior criminal convictions where they may be of assistance in opposing bail;
 - iv) displaying in the brief, whether the accused faces outstanding charges and the underlying facts, and information on any outstanding release orders (including type of release), warrants and conditions of release;
 - v) displaying in the brief, whether the accused is currently on parole, temporary absence or probation, or has been previously convicted of committing offences while on bail, parole, temporary absence, or probation and if so, including relevant information concerning these occurrences and any information on the accused's prior response to community supervision that has been obtained from federal or provincial correctional services, including institution and community-based services;
 - vi) including in the brief, any general background information on the accused, including any known history of violent behaviour, as well as any information on any known psychiatric, emotional or mental problems of the accused that are relevant to the circumstances of the offence, or which may provide grounds for supporting the continued detention of the accused;
 - vii) inserting into the brief, at the earliest opportunity, information on whether the accused has an alcohol or drug abuse history (and victim's concerns), and the involvement of drugs or alcohol in the offence;
 - viii) ensuring that a detailed statement of the victim and other supporting witnesses is available at the earliest opportunity and inserted in the brief,

- including the victim's concerns, if any, as to the accused's dangerousness and threat to the victim's safety;
- ix) include any relevant statements or utterances of the accused within the brief;
- x) displaying in the brief, any information that the accused may be a suicide risk or have suicidal tendencies;
- xi) displaying in the brief, whether or not the specific weapon allegedly involved in the offence has been recovered;
- xii) displaying in the brief, whether the accused is legally entitled to possess or acquire, or has access to non-restricted, restricted or prohibited firearms, prohibited weapons, cross-bows, ammunition or explosive substances;
- xiii) displaying in the brief, any known criminal associates of the accused;
- xiv) in cases involving domestic violence occurrences, including information on any breaches of restraining orders if known, or whether there are any outstanding orders relating to custody of or access to children;
- xv) recording in the brief, any aspects of the bail hearing brief preparation that are as yet incomplete which may assist in opposing bail, and ensure that the Crown is aware of any need for an adjournment to enable the completion of an investigation bearing upon the accused's threat to the protection or safety of the public (including an estimate of how much time will be required);
- xvi) in cases where bail is opposed, indicating in the brief that bail is opposed but in the event of release, include recommendations for conditions of release that the Crown should request, including in all cases involving domestic violence occurrences, sexual assault and criminal harassment the recommendation that a firearms prohibition order be sought under section 515 of the *Criminal Code*;
- xvii) flagging when a brief relates to a domestic violence occurrence, child abuse, sexual assault or criminal harassment; and
- xviii) attaching to the brief, in cases of domestic violence occurrences, the completed domestic violence supplementary report form.

3. Every police service's procedures should:

- a) require supervisors to review bail hearing briefs completed by officers, including monitoring all briefs to ensure that the contents are correct and complete;
- b) require that the Crown conducting the bail hearing is made aware, as soon as possible, if the officer is recommending that bail be opposed, and if requested by the Crown the officer should attend at the bail hearing; and
- c) ensure that the victim be informed of the right to attend the bail hearing (the officer preparing the brief should also consider whether it is necessary for the victim to attend the bail hearing to testify regarding any safety fears the victim may have, and if so, should discuss this with the victim).

4. Every police service's procedures on post-bail hearing notifications should address, consistent with local protocols, who is responsible for:
 - a) notifying the victim of the outcome of the bail hearing, including any conditions of release;
 - b) entering the conditions for release on CPIC, within at least 24 hours or as soon as practicable, if the accused is released on bail;
 - c) the steps to be followed for the receipt and storage of information on an accused who is released on bail and is required to reside in or report to the police service; and
 - d) the steps to be taken in the event that an accused fails to report.

**Breach of
Bail
Conditions**

5. Every police service's procedures on the breach of bail conditions should:
 - a) set out the steps to be taken by an officer when an accused is alleged to have breached or is about to breach any condition of his or her release, including:
 - i) promptly investigating the alleged breach;
 - ii) arresting the accused under subsection 524(2) of the *Criminal Code*;
 - iii) obtaining a warrant for the accused's arrest under 524(1) of the *Criminal Code*, if the accused cannot be located;
 - iv) documenting the reasons if the officer does not arrest an accused, or obtain a warrant for the accused's arrest; and
 - v) notifying the victim about the breach;
 - b) set out the steps to be taken by officers when a breach involves an accused whose conditions of release originated in the jurisdiction of another police service, including:
 - i) in all cases notifying the other police service about the alleged breach;
 - ii) requesting that the other police service provide information on the underlying offence, whether bail was opposed, and any reasons for the conditions of release;
 - iii) communicating all relevant information concerning the alleged breach to the other police service, including information on whether the accused has been, or will be, charged with another serious offence; and
 - iv) consulting with the other police service, and, if necessary, the local Crown's office on the options available, including dealing with the breach in the jurisdiction where it occurred or returning the accused to the jurisdiction where the conditions of release originated;
 - c) set out the steps to be taken by officers when a breach involves an accused whose original conditions of release occurred in the officer's home jurisdiction, and the officer is subsequently notified by another police service about an alleged breach of those conditions by the accused, including:
 - i) ensuring that all relevant information is provided to the police service in whose jurisdiction the breach occurred; and
 - ii) informing the duty officer or designate regarding the breach conditions;

- d) identify the duty officer or designate, as being responsible for determining whether the accused is returned to the jurisdiction where the conditions of release originated, or remain in the jurisdiction where the breach occurred, and that the duty officer should, where practical:
 - i) consult with the local Crown Counsel regarding the breach of conditions;
 - ii) consult with the police service where the breach occurred; and
 - iii) document the reasons for the decision; and
- e) set out the factors to be considered when determining whether to return an accused to the jurisdiction where the conditions of release originated, including:
 - i) in cases involving domestic violence, sexual assault, criminal harassment, and other serious crime, it is preferable to return the individual to the jurisdiction where the conditions of release originated because the gravity of the breach will be best understood in the context of the original offence;
 - ii) the logistics involved in seeking to cancel the accused's release;
 - iii) whether *Criminal Code* charges are being laid against the accused as a result of the breach; and
 - iv) whether the accused is being charged with another serious substantive offence.



BY-LAW NO. 437-2024

**A BY-LAW RESPECTING
CHILD ABUSE AND NEGLECT**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O.Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board deems it appropriate that the Chief of Police develop and maintain procedures on and processes for undertaking and managing investigations into child abuse and neglect;
- 1.5 AND WHEREAS Part LE-027 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix "A", contains guidelines directing the Chief and police service relative to investigations into child abuse and neglect.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that matters of child abuse and neglect are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1. The Chief shall develop and maintain procedures for undertaking and managing investigations into child abuse and neglect. These procedures shall be in accordance with Appendix A.
- 4.1.2 The Chief shall ensure that the procedures referred to in section 4.1.1 above include a clear delineation of duties and responsibilities for all Members who come into contact with victims of child abuse and neglect.

4.2 PROTOCOL

- 4.2.1 The Chief shall ensure that the Police Service enters into a child abuse protocol with Family and Children's Services Niagara and the Regional Crown Attorney with respect to investigations into complaints of child abuse and neglect and the sudden unexpected death of any child.
- 4.2.2 The Chief shall ensure that the protocol referred to in section 4.2.1 is reviewed on an annual basis.

4.3 TRAINING

- 4.3.1. The Chief shall ensure that Members involved in the investigations of child abuse and neglect have the requisite knowledge, skills and abilities required.

5. REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30th of each year in respect of investigations into child abuse and neglect. The report shall include:
- (a) a summary of the written procedures concerning investigations into child abuse and neglect;
 - (b) confirmation that the procedures and protocol are being complied with; and
 - (c) a summary of the training given to Members regarding investigations into child abuse and neglect.
- 5.2 The Chief shall ensure that a proposed protocol is presented to the Board for review and approval.

6. IMPLEMENTATION

- 6.1 By-law No. 219-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into the physical and sexual abuse of children. In addition, section 12(1)(a) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into the physical and sexual abuse of children.

Furthermore, the *Child and Family Services Act (CFSA)* mandates that the paramount purpose of any child abuse and neglect investigation is to promote the best interests, protection and well being of the child.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to child abuse and neglect investigations that the Chief of Police will:

- a) in partnership with the local Crown, Children's Aid Societies, municipalities, school boards and other appropriate service providers, including hospital staff, work to establish a committee to develop a local strategy to prevent, and respond to complaints of, child abuse and neglect;
- b) develop and maintain procedures on and processes for undertaking and managing child abuse and neglect investigations;
- c) enter into a child abuse protocol with their local Children's Aid Societies with respect to investigations into complaints of child abuse and neglect, and the sudden unexpected death of any child; and
- d) if the alleged child abuse fits the definition of a major case, require officers to comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.

Police Service Guidelines

Multi-Disciplinary Coordination

1. Every Chief of Police should, in partnership with the local Crown, Children's Aid Societies (CAS), municipalities, school boards and other appropriate service providers, including hospital staff, work to establish a committee to coordinate the development of a local strategy for preventing, and responding to issues and complaints of, child abuse and neglect.

2. The mandate of the committee should include:
 - a) addressing information sharing among the member organizations, in order to facilitate a coordinated response to child abuse and neglect;
 - b) the implementation of local community strategies and education/awareness initiatives/programs for addressing issues related to child abuse and neglect; and
 - c) liaising with the local Child Abuse Review Team(s) (CART), where one(s) exists within the community.
3. The mandate of the above committee may be fulfilled through an existing CART, or other planning and review committee, already established within the community (in which case the committee (referred to in sections 1 and 2) need not be established).

**Child Abuse
Protocol**

4. Every Chief of Police shall enter into a child abuse protocol with their local Children's Aid Societies (CAS), which should:
 - a) include a statement of principles consistent with prevailing legislation;
 - b) provide definitions of terms consistent with current applicable legislation, including:
 - i) child;
 - ii) neglect;
 - iii) sexual abuse and assault;
 - iv) physical abuse;
 - v) assault;
 - vi) emotional abuse and assault;
 - vii) child at risk;
 - viii) place of safety;
 - ix) child in need of protection;
 - x) criminal negligence;
 - xi) abandonment;
 - xii) failure to provide the necessities of life;
 - xiii) duty to report, including an officer's legislative duty to report;
 - xiv) person having charge of a child;
 - xv) sudden infant death and sudden unexpected death; and
 - xvi) major case and threshold major case;
 - c) provide for police participation in the local Child Abuse Review Team(s) (CART), including in every child abuse and neglect case in which there is a history of domestic violence or a firearm is known to be in the home;
 - d) set out the circumstances in which each organization will notify the other regarding a case/occurrence where children may be at risk of physical or emotional abuse or otherwise in need of protection as set out in the section 37(2) of the *CFSA*, including in domestic violence occurrences;
 - e) set out the initial response procedures;

- i) when a Children's Aid Society contacts the police regarding a case, including where applicable the use of a referral form if one has been developed;
 - ii) when the police contact a Children's Aid Society, including in domestic violence occurrences where children, in the care of the victim or suspect, may be at risk of physical or emotional abuse or otherwise in need of protection as set out in the section 37(2) of the *CPSA*; and
 - iii) for consultation between police and CAS workers regarding the extent of police involvement;
- f) require procedures for undertaking and managing joint investigations that:
- i) set out the respective roles and responsibilities;
 - ii) address interviewing children, non-offending parents and/or person having charge of the child and alleged offenders, including the use of audio/videotaping and *R. v. K.G.B.* statements where appropriate; and
 - iii) set out the procedures for the collection, handling and preservation of evidence taking into consideration the unique circumstances of child physical and sexual abuse investigations, including for arranging for the child to be medically examined;
- g) address information sharing and disclosure at the time of initial notification, during the joint investigation and after the investigation has been completed, including the sharing of information on any legal proceedings arising from the investigation;
- h) set out procedures for the apprehension of children with and without a warrant;
- i) establish procedures for undertaking investigations involving suspects employed by a police service or a Children's Aid Society;
- j) address the investigation requirements/procedures following the death of a child, including where foul play is suspected or the death is sudden and unexpected, in accordance with the *Ontario Major Case Management Manual* and the Chief Coroner's memorandum on the protocol to be used in the investigation of the Sudden and unexpected death of any child under 5 years of age;
- k) address the requirement for an assessment of the risk to other children be completed in any case following the death of a child where foul play is suspected;
- l) address the procedures for the investigation of multiple victim incidents, including, but not limited to, those occurring at a school, residential facility or a correctional facility;
- m) address the duty to report that a child is or may be in need of protection, and the subsequent laying of charges in relation to a failure to report;
- n) if the alleged child abuse fits the definition of a major case, require compliance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*;
- o) address compliance with the *ViCLAS Regulation*; and
- p) require the regular monitoring and evaluation of the effectiveness of the local protocol.

- Procedures** 5. Every police service's procedures on and processes for undertaking and managing child abuse and neglect investigations should:
- a) require that investigations be conducted in accordance with the police service's local child abuse protocol, the criminal investigation management plan, and where applicable the Ministry's designated *Ontario Major Case Management Manual* and the Chief Coroner's memorandum on the protocol to be followed during the investigation of a sudden and unexpected death of any child under 5 years of age;
 - b) require that the audio/videotaping of victim, suspect and witness statements be in accordance with the local child abuse protocol, and with *R. v. K.G.B.* guidelines where appropriate;
 - c) address the investigation into the past conduct by a suspect towards children, where necessary, including making appropriate checks with other agencies in communities where the suspect has previously resided;
 - d) address the legal duty to report when a child is in need of protection, including the requirements for officers;
 - e) address the unique circumstances involved in collecting, handling and preserving evidence in child physical and sexual abuse cases;
 - f) provide that officers are to take into account the statutory responsibilities of a Children's Aid Society when investigating a homicide or suspicious death of a child;
 - g) address the provision of victim services to the child, other siblings, and the non-offending parent and/or person having charge of the child; and
 - h) require the referral to a local Children's Aid Society in situations where children are involved in a domestic violence occurrence, and are believed to be at risk of physical or emotional harm or otherwise in need of protection as set out in the section 37(2) of the *CFSA*.
6. Every Chief of Police should ensure that police officers involved in the investigation of child physical and sexual abuse have the knowledge, skills and abilities required, including:
- a) knowledge of current relevant legislation and case law;
 - b) knowledge of local protocols with their Children's Aid Societies;
 - c) understanding of child development and implications for an investigation;
 - d) interviewing and investigative techniques relating to children, including children who have witnessed violence;
 - e) evidentiary procedures relating to child abuse and neglect, including knowledge of:
 - i) Munchausen Syndrome by Proxy;
 - ii) Shaken Baby Syndrome;
 - iii) Sudden Infant Death Syndrome; and
 - iv) Sudden Unexplained Death Syndrome;

- f) use of the Special Interest Police (SIP) category on CPIC; and
- g) the dynamics of child sexual abuse, child physical abuse and child neglect.

Appendix

FRAMEWORK FOR MODEL CHILD ABUSE PROTOCOL

Signatories

Statement of Principles

Introduction

- purpose of model protocol to:
 - assist in the greater safety and protection of children;
 - provide guidelines to support components of the revised Risk Assessment Model for Child Protection in Ontario;
 - provide direction on the components which should be included in all police/CAS protocols;
 - ensure that the fulfilment of all mandated requirements for all investigations involving children is facilitated, by:
 - providing for appropriate sharing and disclosure of information;
 - emphasizing the importance of joint consultation;
 - emphasizing the importance of teamwork; and
 - respecting requirements of both systems;
 - serve as a basis of review for current police/CAS protocols;
 - ensure consistency with the *Ontario Major Case Management Manual*; and
 - contribute to the overall integrity of the justice system.

Role and Mandate of Police Services

- *Criminal Code, Police Services Act* and its regulations and guidelines;
- to protect public;
- burden of proof (beyond a reasonable doubt);
- police powers/CFSA;
- duty to report;
- participate in the CART (at minimum in every child abuse and neglect case where there is a history of domestic violence or a firearm known to be in the home); and
- compliance with the *Ontario Major Case Management Manual*.

Role and Mandate of Children's Aid Societies

- principles of CFSA;
- functions of a CAS;
- grounds for protection;
- burden of proof (balance of probabilities);
- Risk Assessment Model for Child Protection In Ontario (revised 1999) and Standards:
 - Eligibility Spectrum; and
 - Requirements Regarding Protection Investigations;
- duty to report;
- Child Abuse Register;
- Child Welfare Information System; and
- role and mandate of Child Abuse Review Team (CART).

Definitions

- child;
- neglect;
- sexual abuse and assault;
- physical abuse;
- assault;
- emotional abuse and assault;
- child at risk;
- place of safety;
- child in need of protection;
- criminal negligence;
- failing to provide the necessities of life;
- duty to report, including a police officer's legislative duty to report;
- person having charge of the child;
- major cases and threshold major case;
- sudden infant death;
- sudden unexpected death; and
- domestic violence.

Initial Response Procedures

- circumstances in which each organization will notify the other, including in domestic violence cases where children may be at risk of physical or emotional abuse or otherwise in need of protection as set out in the section 37(2) of the CFSA; and
- initial consultation between police and CAS regarding police involvement.

The Investigation**A) Planning the Joint Investigation**

- set out respective roles and responsibilities;
- how determination of response time is made;
- planning for the interview of victims, suspects and witnesses;
- how determination of where to conduct initial investigation interviews is made;
- how to determine who takes lead in interview;
- audio/videotaping of statements; and
- the need for and availability of an interpreter.

B) Collection and Preservation of Evidence

- unique circumstances for collecting, handling and preserving evidence in child physical and sexual abuse investigations, including:
 - warrants;
 - documentary evidence;
 - photographs; and
 - forensic evidence and medical evidence, including the use of a Sexual Assault Evidence Kit, and interviewing physicians regarding prior disclosures and examinations.

C) Conducting Joint Investigative Interviews of the Child(ren)

- review of interview lead;
- general considerations for interview of the child:
 - access to school-age child;
 - providing safe and comfortable environment;
- requirements regarding videotaping interviews; and
- requirements regarding audio taping interviews.

D) Post-Interview Consultation

- discussion on interview;
- discussion regarding the possibility of laying criminal charges;
- discussion on the need for additional interviews;
- discussion on the next steps for each system; and
- need for medical examination.

E) Interview with Non-Offending Parent

- when to interview;

- preparation for the interview; and
- roles and responsibilities of the police and CAS.

F) Interview of Alleged Offender

- legal requirements relating to statements made to persons in authority, including:
 - when to be conducted;
 - who is present for interview;
 - preparation, lead, methodology, videotaping, etc.;
 - statements to CAS by an alleged offender who has not been cautioned; and
 - spontaneous utterances by an alleged offender.

G) Victims' Assistance

- roles and responsibilities of police/CAS; and
- information sharing and referrals.

H) Ongoing Consultation and Case Tracking

- mutual notification of key events; and
- CART.

Information Sharing and Disclosure

- at time of initial notification;
- dispositions of investigations, including consultation in cases involving a failure to report;
- dispositions of court proceedings and/or orders;
- during joint investigation; and
- ongoing joint investigation.

Child Protection Proceedings

Joint Training Between Police and CAS

Special Circumstances

1. Investigation of Child Deaths

- Sudden Infant Death and Sudden Unexplained Deaths;
- role of police and CAS in respect to investigation of child homicides;
- information sharing;
- assessment of risk for other children; and

- role of local coroner, police/Coroner protocol.

2. Multiple Victim Investigation

- at a school, residential facility, correctional facility, etc; and
- applicability of the *Ontario Major Case Management Model*.

3. Investigations Involving Domestic Violence

4. Assistance with Apprehensions of Children

- with a warrant; and
- without a warrant.

5. Neglect

6. Duty to Report

7. Investigations Involving Police or CAS Staff

7. Major Cases

8. Historical

9. Monitoring and Evaluation

Appendices

- Applicable Criminal Charges for physical and sexual abuse, including child pornography;
- Consent no Defence;
- CFSA Grounds for Protection;
- Ministry of the Solicitor General guideline on *Child Abuse and Neglect*;
- Relevant agreements with other community organizations; and
- *Ontario Major Case Management Manual*.



BY-LAW NO. 438 - 2024

**A BY-LAW RESPECTING
CHILD PORNOGRAPHY (INTERNET CHILD EXPLOITATION)**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O.Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board deems it appropriate that the Chief of Police develop and maintain procedures on and processes for undertaking and managing investigations into child pornography (Internet child exploitation);
- 1.5 AND WHEREAS Section 163.1 of the *Criminal Code* defines *child pornography* and related offences;
- 1.6 AND WHEREAS Section 172.1 of the *Criminal Code* defines *child luring* and prohibits the use of computers to communicate with an underage person or a person whom the accused believes to be underage for the purpose of facilitating the commission, with respect to that person of the specified sexual offences;
- 1.7 AND WHEREAS Part LE-036 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service and the Chief relative to investigations into child pornography (Internet child exploitation).

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2 DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;

- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Ministry" means the Ministry of the Solicitor General;
- 2.7 "Provincial Strategy Co-ordinator" means the OPP Staff Sergeant, or other officer, designated from time to time by the OPP, responsible for the liaison and co-ordination between various policing agencies participating in the implementation of the project;
- 2.8 "Provincial Strategy" means the Ministry of the Solicitor General's Provincial Strategy to protect children from sexual abuse and exploitation on the Internet. This is a unified team approach intended to support child victims of Internet exploitation. The Provincial Strategy will assist child victims of Internet sexual abuse and exploitation, and permit the justice system to build the capacity and sustainability to:
- Identify child victims through image analysis;
 - Provide specialized child victim support;
 - Identify and prosecute offenders which will assist in preventing children from being re-victimized;
 - Educate via awareness campaigns to assist victims to self-identify and thereby prevent both victimization and re-victimization (self-identification); and
 - Engage in partnerships with key stakeholders, which will establish and maintain community and justice system linkages ensuring the reporting and prosecution of offences with a link to victim support;
- 2.9 "Service" means the Niagara Regional Police Service.

3 BOARD POLICY

- 3.1 The Board recognizes that matters involving child pornography are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop and maintain procedures relating to investigations into child pornography (Internet child exploitation). These procedures shall be in accordance with Appendix A and shall:
- (a) require that investigations be undertaken in accordance with the Service's Criminal Investigation Management Plan; and
 - (b) require compliance with the procedures set out in the Ministry's designated Ontario Major Case Management Manual.

4.1.2 The procedure referred to in Section 4.1.1 above shall require that the Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet (Provincial Strategy) be immediately notified in all cases of suspected child pornography (Internet child exploitation).

4.2 TRAINING

4.2.1 The Chief shall ensure that Members involved in investigations into child pornography offences have the requisite knowledge, skills and abilities.

4.2.2 The Chief shall ensure support is provided to manage the psychological well-being of Members to acknowledge risks associated with long-term effects from exposure to Internet child exploitation investigation related-activities.

4.2.3 The Chief shall ensure that the Skills Development and Learning Plan is consistent with Appendix A for Members performing this function.

5 REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of the investigations of child pornography (Internet child exploitation). The report shall include:

- (a) a summary of the written procedures concerning child pornography (Internet child exploitation) investigations, including charges since the date of the last report;
- (b) the status of Service compliance with the said procedures; and
- (c) a summary of the steps taken by the Service to monitor and evaluate response to child pornography occurrences.

6. IMPLEMENTATION

6.1 By-law Nos. 228-2000 and 333-2013, as amended, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy and Effectiveness of Police Services Regulation made under the *Police Services Act*, requires a police services board to have a policy on investigations into child pornography.

In addition, section 12 (1)(b) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into child pornography.

Child pornography

In section 163.1 of the *Criminal Code*, child pornography means:

- a) a photographic, film, video or other visual representation, whether or not it was made by electronic or mechanical means,
 - (i) that shows a person who is or is depicted as being under the age of eighteen years and is engaged in or is depicted as engaged in explicit sexual activity, or
 - (ii) the dominant characteristic of which is the depiction, for a sexual purpose, of a sexual organ or the anal region of a person under the age of eighteen years;
- b) any written material, visual representation or audio recording that advocates or counsels sexual activity with a person under the age of eighteen years that would be an offence under this Act;
- c) any written material whose dominant characteristic is the description, for a sexual purpose, of sexual activity with a person under the age of eighteen years that would be an offence under this Act; or
- d) any audio recording that has as its dominant characteristic the description, presentation or representation, for a sexual purpose, of sexual activity with a person under the age of eighteen years that would be an offence under this Act.

The *Criminal Code* makes it an offence to:

- a) make, print, publish or possess for the purpose of publication any child pornography (section 163.1(2));
- b) transmit, make available, distribute, sell, advertise, import, export or possess for the purpose of transmission, making available, distribution, sale, advertising or exportation any child pornography (section 163.1(3));
- c) possess any child pornography (section 163.1(4));
- d) access any child pornography (section 163.1(4.1)).

Child Luring

Section 172.1 of the *Criminal Code* prohibits the use of telecommunications systems to communicate with an underage person or a person whom the accused believes to be underage for the purpose of facilitating the commission, with respect to that person, of the specified sexual offences.



Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to child pornography (Internet child exploitation) investigations that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken in accordance with the police service's criminal investigation management plan;
- b) notify the Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet (Provincial Strategy) in all cases of suspected child pornography (Internet child exploitation); and
- c) ensure support is provided to manage the psychological well-being of members to acknowledge risks associated with long-term effects from exposure to Internet child exploitation investigation-related activities.

Police Service Guidelines

For the purpose of this guideline, Internet child exploitation means that type of child pornography which victimizes children using the Internet.

Procedures

1. Every police service's procedures on the investigation of child pornography (Internet child exploitation) should:
 - a) require that investigations be undertaken in accordance with the police service's criminal investigation management plan;
 - b) provide that if the police service does not have the resources to undertake an investigation into child pornography (Internet child exploitation) it should make arrangements with the Provincial Strategy Coordinator to transfer responsibility for the investigation to another law enforcement agency;
 - c) where the child pornography (Internet child exploitation) investigation meets the criteria of a major case, require compliance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*;
 - d) require officers to follow the police service's procedures on child abuse and neglect, including local protocols with the Children's Aid Societies and victim services; and
 - e) provide that the Provincial Strategy Coordinator be contacted upon identifying a victim of child pornography (Internet child exploitation) to ensure any images or videos of the identified victim get added to the International Child Sexual Exploitation database.



2. If assistance is required, the Provincial Strategy Coordinator may be consulted to contact a law enforcement and any other relevant agency outside of Ontario in relation to a child pornography (Internet child exploitation) investigation.

Training

3. Every Chief of Police should ensure that the police service's skills development and learning plan addresses the training for child pornography (Internet child exploitation) investigators either through formal training or work under the supervision or in consultation with a trained investigator.





BY-LAW NO. 439-2024

**A BY-LAW RESPECTING
CRIME ANALYSIS**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 5 (1) 2 ii of O. Reg. 392/23: Adequate and Effective Policing (General) requires the police service to have a crime analysis, call analysis and public disorder analysis capacity;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that the Chief of Police establish procedures and processes in respect of crime, call and public disorder analysis;
- 1.5 AND WHEREAS subsection 38 (1) (g) of the CSPA and subsection 24 (1) of O. Reg. 392/23: Adequate and Effective Policing (General) require that a Chief of Police and a police service have a policy and procedure respecting the publication of crime analysis, call analysis and public disorder analysis data, and of information on crime trends;
- 1.6 AND WHEREAS Part LE-003 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to crime, call and public disorder analysis;
- 1.7 AND WHEREAS crime, call and public disorder analysis is an essential function of every law enforcement agency.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;

- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that crime, call and public disorder analysis form an important part of investigative and preventative policing, and it is therefore the policy of this Board that such information be collected, collated, analyzed and disseminated in a professional and thorough manner and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall establish written procedures for the collection, collation, analysis and dissemination of crime, call and public disorder data in accordance with Appendix A and subsection 24 (1) of O. Reg. 392/23: Adequate and Effective Policing (General).

4.2 TRAINING

- 4.2.1 The Chief shall ensure that Members involved in the collection, collation, analysis, and dissemination of crime, call and public disorder data have the requisite knowledge, skills and abilities to perform these functions.

4.3 EQUIPMENT

- 4.3.1 The Chief shall recommend that sufficient funding be included in the Board budget to ensure that the police service has the equipment necessary for the collection, collation, analysis and dissemination of crime, call and public disorder data.

4.4 USE OF CRIME ANALYSIS

- 4.4.1 The Chief shall ensure that crime analysis is used by Members to identify areas or issues requiring directed patrol, target enforcement, problem oriented or community based crime prevention initiatives.

4.5 SHARING OF DATA

- 4.5.1 The Chief shall ensure that the procedures referred to in section 4.1 above include a process to be used for sharing relevant crime, call and public disorder analysis with municipal councils and officials, school boards, community organizations and groups, businesses and members of the public.

5. REPORT TO THE BOARD

5.1 Chief shall make a written report to the Board on or before August 30 of each year in respect of crime, call and public disorder analysis. The report shall include:

- (a) a summary of the written procedures concerning crime, call and public disorder analysis;
- (b) confirmation of Service compliance with the said procedures;
- (c) an indication of the resources used and costs associated with crime analysis;
- (d) the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal councils and officials, school boards, community organizations and groups, businesses and members of the public; and
- (e) a summary of crime, calls for service and public disorder patterns, trends and forecasts based on crime, call and public disorder analysis.

6. IMPLEMENTATION

6.1 By-law No. 195-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 5(1)(c) of the Adequacy Standards Regulation requires a police service to have a crime analysis, call analysis and public disorder analysis capacity. Section 5(4) allows a police service to provide crime, call and public disorder analysis by contracting with another police service, or entering into arrangements to perform these services on a combined, regional or cooperative basis.

In addition, under section 7 of the regulation a police service may obtain the services of a crime analysis specialist who is not a member of a police service to assist with crime, call and public disorder analysis, subject to that individual being under the direction of a member of a police service.

Section 29 requires a police services board to have a policy on crime, call and public disorder analysis. Also, section 13(1)(d) requires the Chief of Police to establish procedures and processes in respect of crime, call, and public disorder analysis.

Furthermore, section 13(2) requires a board to have a policy that addresses the sharing of crime, call and public disorder analysis and information on crime trends with its municipal council, school boards, community organizations and groups, businesses and members of the public in the municipality it serves.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to crime, call and public disorder analysis that:

- a) crime, call and public disorder analysis will be provided by (identify service delivery method);
- b) the Chief of Police will:
 - i) establish systems and procedures for the collection, collation, analysis and dissemination of crime, call, and public disorder data;
 - ii) ensure, if the police service uses its own members to perform crime, call and public disorder analysis, and persons who assist, that they have the knowledge, skills and abilities to perform the functions, and have the necessary equipment;
 - iii) promote the use of crime analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement, problem-oriented or community-based crime prevention initiatives;
 - iv) report back to the board on the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal council and



officials, school boards, community organizations and groups, businesses and members of the public; and

- v) provide information in the annual report on crime, calls for service and public disorder patterns, trends and forecasts based on crime, call and public disorder analysis.

Police Service Guidelines

Systems

1. Every Chief of Police should ensure that a crime analysis system is implemented that will assist in identifying, at minimum:
 - a) patterns of crime;
 - b) linked offences;
 - c) high crime or high occurrence places/areas and times;
 - d) methods of offending;
 - e) prolific criminal offenders and organizations who are active in the community;
 - f) type of individuals, businesses or property that may be at risk; and
 - g) repeat victimization.
2. Every Chief of Police should ensure that a call analysis system is implemented that will assist in analyzing calls-for-service data, including identifying repeat calls for service to the same address.
3. Every Chief of Police should ensure that a public disorder analysis system is implemented that will assist in identifying geographic locations that are perceived to be unsafe or disorderly, including geographic locations where there are high occurrences of:
 - a) vandalism and graffiti;
 - b) street prostitution, drug-dealing, loitering, aggressive solicitation, public drunkenness; and
 - c) unruly crowds.

Procedures

4. Every police service's procedures on crime, call and public disorder analysis should:
 - a) if the police service uses its own members, designate one or more positions in the police service that are responsible for:
 - i) overseeing the crime, call, and public disorder analysis functions;
 - ii) staying current on emerging trends and new techniques for analysis; and
 - iii) ensuring that the members performing these functions have the necessary knowledge, skills, abilities and equipment;
 - b) address the dissemination of crime, call and public disorder analysis within the police service and with other law enforcement agencies;



- c) require supervisors to use crime analysis for identifying areas or issues requiring directed patrol, targeted enforcement, problem-oriented policing or community-based crime prevention initiatives;
- d) set out the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal council and officials, school boards, community organizations and groups, businesses and members of the public; and
- e) address the storage and retention of crime, call and public disorder analysis.



BY-LAW NO. 440-2024

**A BY-LAW RESPECTING
CRIMINAL HARASSMENT**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board deems it appropriate that the Chief of Police develops and maintains procedures on and processes for undertaking and managing investigations into criminal harassment;
- 1.5 AND WHEREAS Part LE-028 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to investigations into criminal harassment.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3 BOARD POLICY

- 3.1 The Board recognizes that matters of criminal harassment are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall establish procedures for the investigations of criminal harassment complaints in accordance with the said Appendix A.
- 4.1.2 The Chief shall ensure that the procedures referred to in section 4.1.1 above include procedures relating to the provision of victim's assistance.
- 4.1.3 The Chief shall ensure that the procedures referred to in section 4.1.1 comply with the Ministry's designated Ontario Major Case Management Manual for criminal harassment.

4.2 TRAINING

- 4.2.1 The Chief shall ensure that Members are familiar with the offence provisions in the Criminal Code relating to criminal harassment offences.
- 4.2.2 The Chief shall ensure that Members involved in criminal harassment investigations have the requisite knowledge, skills and abilities.

4.3 USE OF INVESTIGATIVE TECHNIQUES

- 4.3.1 The Chief shall ensure that the procedures referred to in section 4.1.1 address the use of enhanced investigative techniques, such as behavioural science services as part of the investigation.

5 REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into criminal harassment. The report shall include:
- (a) a summary of the written procedures concerning investigations into criminal harassment; and
 - (b) confirmation of Service compliance with the said procedures.

6. IMPLEMENTATION

- 6.1 By-law No. 220-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into criminal harassment. In addition, section 12(1)(c) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into criminal harassment.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to undertaking and managing investigations into criminal harassment that the Chief of Police will develop and maintain procedures that address:

- a) the procedures for investigating criminal harassment complaints in accordance with the police service's criminal investigation management plan;
- b) the use of enhanced investigative techniques, such as behavioural science services as part of the investigation;
- c) the provision of victims' assistance;
- d) the information to be provided to police officers on criminal harassment; and
- e) compliance with the Ministry's designated *Ontario Major Case Management Manual* for criminal harassment cases that fall within the definition of major case.

Police Service Guidelines

Procedures

1. Every police service's procedures on criminal harassment should require that:
 - a) a complaint of criminal harassment be investigated as soon as possible, and in accordance with the police service's criminal investigation management plan;
 - b) an officer interview the victim and other witnesses, and advise the victim as to the methods for collecting, preserving and documenting evidence of harassment, including the maintenance of telephone message tapes and daily log/diary of communications, sightings and contacts in relation to the suspect;
 - c) an officer gather all relevant information and evidence, including where applicable information and evidence on:
 - i) the nature of the harassing behaviour;
 - ii) any available identifiers of the suspect (name, address, employer, apparent sex, age, ethnic origin, location, physical descriptors, vehicle information);
 - iii) the history of any relevant relationships between the suspect, victim or victim's associates;

- iv) accounts or records of the suspect's face-to-face or telephone conversations with the victim or her/his associates;
 - v) any telecommunication or computer evidence (such as e-mail);
 - vi) any written communications, writings or photographs by the suspect relating to the victim;
 - vii) why the victim fears for their safety or for the safety of their family members (both physical and psychological);
 - viii) the suspect's criminal record, outstanding charges, prior occurrences, restraining orders, conditions of bail, conditions of probation/parole, history of abuse and violence;
 - ix) alcohol/drug abuse by the suspect;
 - x) any known psychiatric, emotional or mental problems of the suspect;
 - xi) any previous occurrences involving disturbing, harassing or threatening behaviour by the suspect;
 - xii) whether there is a threat by the suspect to harm the victim or another person;
 - xiii) if a threat is made or exists, where, when, and the manner/method in which the threat may be carried out;
 - xiv) time, date and location at which the threat is received;
 - xv) the location of the suspect and whether the suspect has the means and opportunity to carry out the threat, as well as whether the victim believes that the suspect has the means and opportunity to carry it out;
 - xvi) how the threatened harm can be avoided;
 - xvii) why the suspect is making this threat and what the suspect wants;
 - xviii) indications of increasing specificity of the threat;
 - xix) any reference by the suspect to weapons, ammunition, explosives, arson, etc.;
 - xx) emotional tone and change in attitude in any conversations between the suspect and victim;
 - xxi) number of contacts made with the victim; and
 - xxii) observations by the suspect's family members and associates, if known;
- d) as part of the investigation, an officer should include in the case file information such as:
- i) the profile of the suspect including sex, age, physical description, education, marital and employment status;
 - ii) the suspect's behavioural history including criminal record, outstanding charges, prior occurrences, restraining orders, conditions of bail, conditions of probation/parole, history of abuse and violence;
 - iii) evidence of alcohol/drug abuse, mental illness, mental or emotional problems, and/or disturbing, harassing or threatening behaviour;
 - iv) any risk assessment if undertaken; and
 - v) any other evidence and information gathered as set out in 1(c);

- e) an officer, prior to interviewing a suspect concerning a criminal harassment complaint, should consider the risk implications for the victim and, if necessary, obtain advice from a risk assessment specialist;
- f) officers when assessing the reasonableness of the fear from the victim's perspective, to consider the following factors:
 - i) the age, gender and physical size of the victim;
 - ii) the background of the victim and suspect;
 - iii) the relationship between the victim and suspect; and
 - iv) the context of the relationship particularly as it applies to abuse;
- g) where an officer has reasonable grounds to believe that an offence has been committed under the criminal harassment or related provisions of the *Criminal Code* a charge should be laid;
- h) in all domestic violence occurrences that involve a complaint of criminal harassment, the officers involved will also comply with the police service's procedures on domestic violence occurrences;
- i) in all occurrences that involve a complaint of criminal harassment, the officers involved will also comply with the police service's procedures on preventing or responding to occurrences involving firearms;
- j) during all criminal harassment investigations the officers involved will also comply with the police service's procedures relating to bail and violent crime;
- k) a criminal harassment investigation that involves a suspect who is a stranger to the victim will be dealt with as a major case, and that the investigation will be undertaken in accordance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*;
- l) officers notify correctional authorities when it is determined that the accused is on probation, parole, temporary absence, etc., and /or when a condition of probation, parole or temporary absence has been violated, including forwarding the relevant occurrence reports or synopses;
- m) the content of the Crown brief should include, in addition to general information, the following:
 - i) any utterances by the suspect;
 - ii) place or location and time where the conduct occurred;
 - iii) whether the victim was alone;
 - iv) the vulnerability of the victim;
 - v) the relationship between the victim and suspect, and the suspect's perception of the relationship;
 - vi) terms of any pre-existing bail, probation, prohibition, parole, civil orders or peace bonds;
 - vii) previous conduct including conduct aimed at the victim's peers, co-workers or other members of the victim's family or household;

- viii) whether there was a warning or request to cease by the complainant, or the suspect persisted in harassing behaviour despite requests to cease from any source; and
 - ix) any damage, mischief, theft, or vandalism; and
 - n) an officer consult with the Crown and correctional authorities, regarding the appropriate response to an accused continuing, while in custody, to engage in harassing behaviour.
2. Every police service's procedures should address the use of enhanced investigative techniques, including the use of behavioural science services to assess the risk posed by a suspect when necessary.
3. Every police service's procedures should address the provision of victims' assistance, including:
- a) that the investigating officer will provide the victim with assistance based on local procedures;
 - b) that victims will be kept fully informed of any contact made with the suspect by the police that may escalate the situation or have some impact on the victim;
 - c) that victims will be provided with information on safety planning, and advised on appropriate protective/supportive measures which may be taken to enhance the victim's safety and reduce the accessibility of the victim to the suspect; and
 - d) the roles and responsibilities are set out for notifying and informing the victim about the release of the accused, bail conditions and the criminal justice process, consistent with local protocols.
- Information** 4. Every Chief of Police should ensure that police officers are familiar with the offence provisions of the *Criminal Code* relating to criminal harassment, including assessing and establishing specific facts in issue relating to the offence of criminal harassment, including:
- a) the suspect did not have lawful authority to engage in the proscribed conduct;
 - b) the suspect engaged in any one of the following types of proscribed conduct:
 - i) repeatedly following from place to place the other person or anyone known to them;
 - ii) repeatedly communicating with, either directly or indirectly, the other person or anyone known to them;
 - iii) besetting or watching the dwelling-house, or place where the other person, or anyone known to them, resides, works, carries on business or happens to be; or
 - iv) engaging in threatening conduct directed at the other person or any member of their family (does not require repetition);
 - c) the suspect knew the victim was harassed;

- d) the suspect was reckless as to whether the victim was harassed by this conduct (e.g., the suspect was persistent/coercive, the victim made direct indications to the suspect that were ignored); and
- e) the victim reasonably, in all of the circumstances, feared for her/his safety or the safety of anyone known to the him/her.



BY-LAW NO. 441-2024

**A BY-LAW RESPECTING
CRIMINAL INTELLIGENCE**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 5 (1) 2 of O. Reg. 392/23: Adequate and Effective Policing (General) requires the police service to have a criminal intelligence capacity and process that meets the requirements of subsection 5 (2) of the said regulation, including a procedure for sharing criminal intelligence with other law enforcement agencies;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that it has a policy on criminal intelligence;
- 1.5 AND WHEREAS Part LE-004 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to criminal intelligence.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that issues relating to criminal intelligence are important components of investigative and preventative policing, and it is therefore the policy of this Board that such matters be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall establish written priorities and written procedures for criminal intelligence.
- 4.1.2 The Chief shall ensure that the written procedures referred to in subsection 4.1.1. include procedures regarding strategic and tactical intelligence.
- 4.1.3 The procedures referred to above shall be in accordance with Appendix A and O.Reg.392/23: Adequate and Effective Policing (General).

4.2 CRIMINAL INTELLIGENCE ANALYSIS

- 4.2.1 The Chief shall promote the use of criminal intelligence analysis by supervisors to identify areas for issues requiring directed patrol, targeted enforcement, problem-oriented policing initiatives or community-based crime prevention initiatives.

4.3 TRAINING

- 4.3.1 The Chief shall ensure that Members used to perform criminal intelligence functions have the knowledge, skills and abilities to perform this function.

4.4 EQUIPMENT

- 4.4.1 The Chief shall ensure that Members involved in criminal intelligence have available and use appropriate equipment in performing this function.

5. REPORT TO THE BOARD

- 5.1 Chief shall make a written report to the Board on or before August 30 of each year in respect of criminal intelligence. The report shall include:

- (a) a summary of the written procedures concerning criminal intelligence;
- (b) the status of Service compliance with the said procedures; and
- (c) confirmation that Members have been trained in accordance with section 4.3.

6. IMPLEMENTATION

- 6.1 By-law No. 196-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 5(1)(b) of the Adequacy Standards Regulation requires a police service to have a criminal intelligence capacity.

Section 5(4) of the regulation allows a police service to deliver criminal intelligence by contracting with another police service, or entering into arrangements to provide this service on a combined, regional or cooperative basis.

Furthermore, section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on criminal intelligence. In addition, section 13(1)(c) requires the Chief of Police to establish procedures and processes in respect of criminal intelligence.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to criminal intelligence that:

- a) criminal intelligence will be provided by (identify service delivery method);
- b) the Chief of Police will:
 - i) establish priorities and procedures for criminal intelligence, including strategic and tactical intelligence;
 - ii) promote the use of criminal intelligence analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement, problem-oriented policing initiatives or community-based crime prevention initiatives; and
 - iii) ensure, if the police service uses its own members to perform the criminal intelligence function, that the members have the knowledge, skills and abilities to perform this function and the necessary tools and equipment.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on criminal intelligence should:
 - a) set out the circumstances and steps to be followed for notifying criminal intelligence personnel about occurrences or information that is relevant, including when an occurrence involves gang or organized crime activity;
 - b) require supervisors to use criminal intelligence analysis for identifying areas or issues requiring directed patrol, targeted enforcement, problem-oriented policing or community-based crime prevention initiatives;
 - c) require the separate storage, security and maintenance of intelligence records; and

- d) set out the steps for disseminating intelligence within the police service, and to other police services, law enforcement agencies, such as Criminal Intelligence Service Ontario (CISO), appropriate government agencies, and other organizations that have a bona fide need for the intelligence.
2. Where a police service undertakes criminal intelligence using its own members, its procedures should address:
- a) the collection, collation and analysis of criminal intelligence, including strategic and tactical analysis;
 - b) the control and management of a special fund for intelligence activities if the police service maintains such a fund;
 - c) the evaluation criteria for assessing the reliability of information and sources;
 - d) the purging of out-of-date information from the records; and
 - e) the designation of a position within the police service that is responsible for the intelligence function, including:
 - i) staying current on emerging trends and new techniques for performing this function; and
 - ii) ensuring that the members performing this function have the necessary knowledge, skills, abilities and equipment.





BY-LAW NO. 442-2024

**A BY-LAW RESPECTING
CRIMINAL INVESTIGATION
MANAGEMENT AND PROCEDURES**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that it require the police service to have investigative supports including supports in the areas of scenes of crime analysis, forensic identification, canine tracking, physical surveillance, electronic interception, video and photographic surveillance, polygraph and behavioral science;
- 1.5 AND WHEREAS the Board has deemed it appropriate that it require the police service to have one or more criminal investigators who are members of the police service and who have successfully completed the required Ministry accredited training;
- 1.6 AND WHEREAS the Board has deemed it appropriate that it require the Chief of Police to prepare a Criminal Investigation Management Plan;
- 1.7 AND WHEREAS Part LE-006 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to criminal investigation management and procedures.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;

- 2.2 “Board” means the Regional Municipality of Niagara Police Service Board;
- 2.3 “Chief” means the Chief of the Niagara Regional Police Service;
- 2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General
- 2.5 “Member” means a member of the Niagara Regional Police Service;
- 2.6 “Service” means the Niagara Regional Police Service.

3 BOARD POLICY

- 3.1 The purpose of this policy is to require that the Chief ensures that investigations into criminal acts:
- (a) are effectively and efficiently investigated by qualified investigators and investigative supervisors;
 - (b) respect the individual rights of victims, persons of interest, suspects and witnesses alike; and
 - (c) are capable of supporting a successful prosecution of the person(s) for the criminal acts in question.
- 3.2 The Board recognizes that appropriate criminal investigation management and procedure is crucial to policing, and it is therefore the policy of this Board that criminal investigation management and procedures be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 CRIMINAL INVESTIGATION MANAGEMENT PLAN

- 4.1.1 The Chief shall prepare a Criminal Investigation Management Plan that addresses general criminal investigation procedure.
- 4.1.2 The Chief shall ensure that the Criminal Investigation Management Plan meets the investigative needs of the Service, including identifying the types of occurrences which should be investigated through a combined or cooperative service delivery method.
- 4.1.3 The Chief shall ensure that the Criminal Investigation Management Plan makes reference to the existence of additional guidelines dealing with specific type of occurrences that address procedures and processes that are unique to that type of occurrence.
- 4.1.4 The Chief shall ensure that the Criminal Investigation Management Plan is reviewed on an annual basis and amended as required.

4.2 PROCEDURES

- 4.2.1 The Chief shall develop and maintain written procedures on processes for undertaking and managing criminal investigations.

4.2.2 The Chief ensure that the police service has one or more members who are criminal investigators.

4.2.3 The Chief shall establish a selection process for criminal investigators which shall ensure that Members who provide this service meet the requirements of O. Reg. 392/23: Adequate and Effective Policing (General).

4.3 TRAINING

4.3.1 The Chief shall ensure that the procedures developed and maintained in Section 4.2 ensure that Members to whom a supervisor assigns an occurrence have the training, knowledge, skills and abilities to investigate that type of occurrence.

4.4 INVESTIGATIVE SUPPORTS

4.4.1 The Chief shall ensure that the Service has investigative supports, including supports in the areas of scenes of crime analysis, forensic identification, canine tracking, physical surveillance, electronic interception, video and photographic surveillance, polygraph and behavioral science.

4.4.2 The Chief shall establish written procedures and processes in respect of the investigative supports referred to in section 4.4.1 above.

4.4.3 The Chief shall ensure that the procedures in respect of investigative supports include that a person providing investigative supports in the areas of scenes of crime analysis or forensic identification have successfully completed the required Ministry accredited training.

4.4.4 The Chief shall ensure that persons who provide any type of investigative supports have the knowledge, skills and abilities to provide that support.

4.5 POLICE SERVICE GUIDELINES

4.5.1 The Chief shall ensure that all written procedures referred to above are in accordance with Appendix A and this By-law.

5 REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of the criminal investigation management plan. The report shall include:

- (a) a summary of the Criminal Investigation Management Plan;
- (b) the status of Service compliance with the said procedures;
- (c) confirmation that Members have been trained in accordance with section 4.3; and
- (d) confirmation of the appropriate use of investigative supports in accordance with section 4.4.

6. IMPLEMENTATION

6.1 By-law Nos. 198-2000, 310-2011 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

6.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (1)

Legislative/Regulatory Requirements

Section 9 of the Adequacy Standards Regulation requires a police service to have one or more criminal investigators who are members of the police service and who have successfully completed the required Ministry accredited training or acquired the Ministry approved equivalent competencies. Additionally, section 9 permits:

- criminal investigators to perform other duties not related to criminal investigation, including community patrol; and
- a police services board to enter into an agreement with a board of another police service in order to augment the number of criminal investigators available to its police service.

Section 11(1) requires the Chief of Police to prepare a criminal investigation management plan that:

- lists the occurrences for which a police officer is required to contact a supervisor as soon as practicable;
- permits the supervisor, except as provided for in the plan, to assign responsibility for the investigation of an occurrence to any police officer whether or not he or she is a criminal investigator;
- lists the occurrences which shall be assigned to a criminal investigator to undertake or manage the investigation;
- lists the occurrences for which the board has entered into agreements with another police services board(s) that would result in the investigation being undertaken on a combined or regional or cooperative basis or by another police force;
- addresses the monitoring by supervisors of criminal investigations; and
- identifies the specific occurrences, designated by the Solicitor General, for which the police service shall notify another police service, unit or task force designated by the Solicitor General.

Section 11(2) requires the Chief of Police to establish procedures to ensure that the person to whom the supervisor assigns an occurrence listed in the plan, whether or not a criminal investigator, has the knowledge, skills and abilities to investigate that type of occurrence.

In addition, section 11(4) requires the Chief of Police to establish procedures for obtaining the assistance of another police service in relation to undertaking or managing a criminal investigation in circumstances when the police service does not have access to a criminal investigator or police officer with the knowledge, skills and abilities to investigate a specific type of occurrence.

Nothing in sections 9 and 11 precludes any member, who is supervised, from participating in a criminal investigation.

Furthermore, section 12(1) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing general criminal investigations.

Section 29 requires a police services board to have a policy on the criminal investigation management plan that addresses the knowledge, skill and ability requirements needed for the investigation of specific types of occurrences.

Section 11(3) allows a police service, where its service does not have any criminal investigators or police officers with the knowledge, skills and abilities to investigate specific occurrences, to have access to criminal investigators or police officers who have the knowledge, skills and abilities by entering into an agreement with the board of another police service or entering into an agreement with the boards of one or more police services to provide these investigators on a combined, regional or cooperative basis.

Section 5(1)(d) requires a police service to have investigative supports, including supports in the areas of scenes of crime analysis, forensic identification, canine tracking, physical surveillance, electronic interception, video and photographic surveillance, polygraph and behavioral science. Investigative supports may be provided by:

- using the police service's own members;
- entering into agreement with the board of another police service or entering into an agreement with the boards of one or more police services to provide those supports on a combined, regional or cooperative basis; or
- entering into an agreement with one or more persons or organizations other than police services to provide those supports by means of a person or organization that is not a police service, where it's legally permissible.

Section 14(1) requires the Chief of Police to establish procedures and processes in respect of the investigative supports referred to in section 5(1)(d).

If a board obtains investigative supports by entering into an agreement with one or more persons or organizations other than police services to provide those supports by means of a person or organization that is not a police service, where it's legally permissible, the person providing the investigative support shall:

- report directly to, and take direction from, the member of the police service to whom the investigative support is being provided; and

- comply with the procedures and processes of the police service in respect of the investigative support.

Section 14(3) requires the Chief of Police to ensure that a person providing investigative support in the area of scenes of crime analysis or forensic identification has successfully completed the required training accredited by the Ministry or has equivalent qualifications and skills as approved by the Ministry to provide that support.

Furthermore, section 14(4) requires the Chief of Police to ensure that persons who provide another type of investigative support referred to in section 5(1)(d) have the knowledge, skills and abilities to provide that support.

Section 29 requires a police services board to have policies with respect to general criminal investigation and investigative supports.

Finally, police services are also required to adhere to the provisions of the *Violent Crime Linkage Analysis System Reports (ViCLAS) Regulation*.

Note: This guideline addresses the criminal investigation management plan and general criminal investigation procedures. Additional guidelines dealing with specific occurrences will address procedures and processes that are unique to that occurrence. It will be a local police services board's and Chief of Police's decision on whether to integrate these unique elements into the general criminal investigation policy/procedures and processes as sub-headings, or have separate policy, procedures and processes.

Sample Board Policy

The objective of Criminal Investigations Management and Procedures is to ensure that investigations into criminal acts:

- Are effectively and efficiently investigated by qualified investigators and investigative supervisors;
- Respect the individual rights of victims, persons of interest, suspects and witnesses alike; and
- Are capable of supporting a successful prosecution of the person(s) for the criminal acts in question.

Board Policy # _____

To this end, it is the policy of the _____ Police Services Board with respect to general criminal investigation that:

- a) the Chief of Police will:
 - i) periodically review and report back to the board on the occurrences which can be investigated by members of the police service based on their knowledge, skills and abilities, and which occurrences require the services of another police service;
 - ii) prepare a criminal investigation management plan that meets the requirements of the Adequacy Standards Regulation, including identifying the type of occurrences which should be investigated by another police service or through a combined, regional or cooperative service delivery method;
 - iii) develop and maintain procedures on and processes for undertaking and managing criminal investigations;
 - iv) establish a selection process for criminal investigators, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
 - v) ensure that the police service has one or more members who are criminal investigators;
 - vi) require supervisors to ensure that the member assigned an occurrence listed in the criminal investigation management plan has the knowledge, skills and abilities to investigate that type of occurrence;
 - vii) ensure that persons providing scenes of crime analysis and forensic identification investigative supports meet the requirements of the Adequacy Standards Regulation; and
 - viii) ensure that persons who provide other investigative supports identified in (d) have the knowledge, skills and abilities to provide that support.
- b) *(optional – enter into an agreement with one or more Boards/OPP for the investigation of occurrences pursuant to section 11(3) of the Adequacy Standards Regulation (list occurrences and Boards/OPP for which there is an agreement));*
- c) *(optional - this Board will augment the number of criminal investigators available to the police service by (identify service delivery method)); and*
- d) scenes of crime analysis, forensic identification, canine tracking, behavioural science, physical surveillance, electronic interception, video and photographic surveillance and polygraph investigative supports will be provided by (identify service delivery method for each investigative support).

Police Service Guidelines

Criminal Investigation Management

1. Every Chief of Police:
 - a) will prepare and maintain a criminal investigation management plan that meets the requirements of the Adequacy Standards Regulation;
 - b) should identify the member who is responsible for the overall management of the criminal investigation function;

- c) should ensure that supervisors are provided with information on the requirements for undertaking and managing general criminal investigations set out in the Adequacy Standards Regulation and the criminal investigation management plan;
- d) should establish a selection process for criminal investigators, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
- e) will ensure that the police service has one or more members who are criminal investigators;
- f) establish procedures for obtaining the assistance of another police service pursuant to section 11(4) of the Adequacy Standards Regulation;
- g) will ensure that persons providing scenes of crime analysis and forensic identification investigative supports meet the requirements of the Adequacy Standards Regulation; and
- h) will ensure that persons who provide canine tracking, behavioural science, physical surveillance, electronic interception, video and photographic surveillance and polygraph investigative supports have the knowledge, skills and abilities to provide that support.

Procedures

2. Every police service's procedures on undertaking and managing criminal investigations should:
 - a) set out the initial investigative response, including:
 - i) role of the first officer on the scene;
 - ii) protection of the crime scene; and
 - iii) complying with the criminal investigation management plan;
 - b) address the audio/videotaping of statements;
 - c) require the documentation of statements, confessions and admissions;
 - d) require the preparation and retention of investigative notes;
 - e) identify the process for obtaining/delivering the following investigative supports:
 - i) scenes of crime analysis;
 - ii) forensic identification;
 - iii) other expert or specialized resources/assistance;
 - iv) canine tracking;
 - v) behavioural science supports;
 - vi) polygraph services, including documenting and retaining polygraph results;
 - vii) physical surveillance;
 - viii) electronic interception;
 - ix) video and photographic surveillance;
 - x) analytical charting techniques; and
 - xi) investigative resources specializing in pediatric deaths including, but not limited to, the Office of the Chief Coroner's Paediatric Death Review Committee and/or the Deaths Under Five Committee.
 - f) require notification, as soon as practicable, to federal or provincial correctional authorities when it is determined that a suspect is under some form of federal or provincial community-based supervision that has been violated.

3. Every police service should establish a case management system that includes:
 - a) case-screening criteria;
 - b) the identification of records to be maintained in a case file;
 - c) security and retention of records;
 - d) a process for ensuring that the appropriate level of human and financial resources is assigned to a case; and
 - e) a process for supporting a multi-jurisdictional investigation (that is not a major case), including liaising with other law enforcement agencies.
4. Every police service should establish procedures that address circumstances that may require an independent investigation by another law enforcement agency.
5. Every police service should establish procedures that address undercover and/or plainclothes operations.
6. Every police service should establish procedures, in consultation with the Crown, that address:
 - a) preparation of the Crown brief;
 - b) court preparation, including the use of notebooks;
 - c) police responsibility in relation to disclosure;
 - d) the treatment of late-breaking evidence; and
 - e) post-conviction continuing disclosure.

Review

7. Every Chief of Police should:
 - a) enter into an agreement with the Crown regarding the process for notifying the Chief or designate of any concerns raised by the Crown or judiciary over the police service's procedures, or the practices of members related to arrest, search of persons/premises, and criminal investigation, including in any case where there is perceived to be false/unreliable testimony; and
 - b) ensure that a review is undertaken in any case where the Chief is notified under 7(a).



BY-LAW NO. 443-2024

**A BY-LAW RESPECTING
DRUG INVESTIGATIONS**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA to require the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into drug related offences other than simple possession;
- 1.5 AND WHEREAS the Board has deemed it appropriate that it establish policies into drug investigations;
- 1.6 AND WHEREAS the Ministry has published a Policing Standards Manual (2000) which provides direction to the Board and Service in respect of certain general operational issues, including policy directions with respect to the investigation of certain criminal offences;
- 1.7 AND WHEREAS Part LE-031 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to the investigation of drug offences.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;

- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3 BOARD POLICY

- 3.1 The Board recognizes that matters of drug investigations are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief establish procedures for undertaking and managing investigations into drug related offences other than simple possession. These procedures shall be in accordance with Appendix A.

4.2 TRAINING

- 4.2.1 The Chief shall ensure that Members investigating drug related offences have the requisite knowledge, skills and abilities.

5 REPORT TO THE BOARD

- 5.1 The Chief shall, as part of the budget process, provide the Board with the number of officers assigned to the investigations of drug related crime and the duration of their assignments.
- 5.2 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 procedures for the investigations into drug related offences other than simple possession;
 - (b) the status of Service compliance with said procedures; and
 - (c) a summary of Service assistance to other police services in respect of drug investigations.

6. IMPLEMENTATION

- 6.1 By-law No. 223-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 6.2 This By-law shall come into force on April 1, 2024.
- 6.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on the investigation of drug-related offences other than simple possession.

In addition, section 12(1)(e) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into drug-related offences other than simple possession.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to undertaking and managing investigations into drug-related offences other than simple possession that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan; and
- b) ensure that officers investigating drug-related offences other than simple possession have the knowledge, skills and abilities required.

Police Service Guidelines

Procedures

1. Every police service's procedures should:
 - a) require that drug investigations other than simple possession be undertaken and managed in accordance with the police service's criminal investigation management plan;
 - b) address the accountability, control and planning required for drug surveillance, undercover and raid operations;
 - c) require that all officers conducting a planned drug raid be visually identifiable as police officers, except if wearing a visual identifier would put an undercover/plain clothes officer at risk;
 - d) where designated, set out the approval process for reverse undercover drug operations and controlled deliveries, including accountability and control for such operations;
 - e) set out the approval process for illicit drug purchases by officers for the purpose of obtaining evidence in a drug investigation, including the accountability and control over the use of "buy money" in drug investigations;

- f) require that consideration be given to undertaking a proceeds of crime investigation in accordance with the police service's procedures on proceeds of crime;
 - g) require compliance by officers with the police service's procedures on the collection, preservation and control of evidence and property;
 - h) require that the use of paid informants and agents in support of drug investigations is in accordance with the police service's procedures on paid informants and agents;
 - i) set out the circumstances and process for submitting drug exhibits for analysis in accordance with the requirements of Health and Welfare Canada;
 - j) set out the steps to be followed when it is necessary to contact an agency outside Canada for information in connection with a drug investigation;
 - k) set out the criteria and approvals process for participating in joint forces drug operations in accordance with the police service's procedures on joint forces operations; and
 - l) where designated, address the steps to be followed to conform to the provisions of the *Controlled Drugs and Substances Act* regarding the handling of state and street drugs.
2. Every Chief of Police should ensure that officers investigating drug-related offences other than simple possession have the knowledge, skills and abilities required.



BY-LAW NO. 444-2024

**A BY-LAW RESPECTING
ELDER AND VULNERABLE ADULT ABUSE**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS Section 15 of O. Reg. 395/23: Investigations requires that at least one member of a team primarily responsible for investigating elder abuse complete prescribed training;
- 1.5 AND WHEREAS the Board deems it appropriate that the Chief of Police develop and maintain procedures on and processes for undertaking and managing investigations into elder abuse and vulnerable adult abuse;
- 1.6 AND WHEREAS Part LE-021 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the police service relative to investigations of elder abuse and vulnerable adult abuse.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General
- 2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 The Board recognizes that matters of elder and vulnerable adult abuse are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain written procedures for undertaking and managing investigations into elder and vulnerable adult abuse.

4.2 MONITORING

4.2.1 The Chief shall develop and implement a written procedure to monitor all responses to complaints of elder and vulnerable adult abuse to ensure compliance with the said procedures by Members.

4.3 COMMUNITY PARTNERSHIP

4.3.1 The Chief shall, where possible, work in partnership with the local Crown Attorney, municipalities, community and social service agencies and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse.

4.4 TRAINING

4.4.1 The Chief shall ensure that Members involved in the investigation of elder abuse and vulnerable adult abuse occurrences have the requisite knowledge, skills and abilities.

4.5 The procedures referred to above shall be in accordance with Appendix A.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of the investigation of elder and vulnerable adult abuse occurrences. This report will contain:

- (a) a summary of the written procedures concerning elder and vulnerable adult abuse investigations;
- (b) the status of Service compliance with the said procedures;
- (c) a summary of training given to Members regarding elder and vulnerable adult abuse;
- (d) a summary of the steps taken by the Service to monitor and evaluate responses to elder and vulnerable adult abuse; and
- (e) a summary of issues raised and/or discussed with community partners relating to elder and vulnerable adult abuse.

6. IMPLEMENTATION

6.1 By-law No. 213-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on elder abuse and vulnerable adult abuse. In addition, section 12(1)(f) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into elder abuse and vulnerable adult abuse.

For the purposes of this guideline police services may wish to consider the following definition of elder abuse that is being used by the Ontario Seniors' Secretariat:

"Any act that harms or threatens to harm the health or well-being of an older adult. Forms of abuse include psychological, financial and physical abuse, as well as neglect and sexual assault."

Police services may also wish to apply this definition of abuse for vulnerable adults. For the purposes of this guideline, vulnerable adult means:

"A person who depends on others to meet every day needs because he/she has a mental illness or developmental disability, or requires long term or indefinite care due to age or medical condition."

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to elder and vulnerable adult abuse that the Chief of Police will:

- a) where possible, work in partnership with the local Crown, municipalities, community and social service agencies/providers, businesses, seniors' and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse, including fraud awareness and prevention; and
- b) develop and maintain procedures that require that investigations into elder or vulnerable adult abuse be undertaken and managed in accordance with the police service's criminal investigation management plan.

Police Service Guidelines**Multi-
disciplinary
Coordination**

1. Every Chief of Police should, where possible, work in partnership with the local Crown, municipalities, community and social service agencies/providers, businesses, seniors' and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse, including fraud awareness and prevention.

Procedures

2. Every police service's procedures on elder and vulnerable adult abuse should:
 - a) require that an investigation be undertaken or managed in accordance with the police service's criminal investigation management plan;
 - b) require that officers responding to an occurrence or undertaking an investigation should:
 - i) ensure the safety of the victim;
 - ii) assess the needs of the victim such as emergency shelter, finances, food, clothing and legal advice; and
 - iii) refer the victim to access community and government resources for assistance when necessary;
 - c) set out the steps to be followed to respond to and investigate the abuse of elder and vulnerable adults in residential care facilities and institutional settings, including liaising with the Chief Coroner's Office, where appropriate;
 - d) require liaison and information sharing with other police services and government agencies on issues relating to elder and vulnerable adult abuse, including fraud; and
 - e) address the dissemination of information to the public on fraud against seniors, and other types of serial crime against seniors in the community.





BY-LAW NO. 445-2024

**A BY-LAW RESPECTING
THE FRAMEWORK FOR ANNUAL REPORTING**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 79 (3) of the CSPA provides that a Chief of Police of a Police Service maintained by a Police Service Board shall administer the Police Service and oversee its operation in accordance with the Board's policies and Strategic Plan, and
- (c) comply with the lawful directions of the Board;
- 1.4 AND WHEREAS Section 12 of O. Reg. 399/23: General Matters Under the Authority of the Lieutenant Governor in Council prescribes annual reporting requirements of Chiefs of Police relating to the activities of the police service during the previous fiscal year, including information on,
- (a) implementation of the Strategic Plan prepared and adopted by the Police Service Board under subsection 39 (1) of the CSPA;
- (b) public complaints;
- (c) the actual cost of policing; and
- (d) any other information that is required to be in the annual report by other regulations made under the CSPA.
- 1.5 AND WHEREAS subsection 12 (2) of the said O. Reg. 399/23 provides that the Board shall publish the annual report on the internet;
- 1.6 AND WHEREAS Section 39 of the CSPA provides that the Police Service Board shall, in accordance with the regulations, if any, prepare and adopt a Strategic Plan for the provision of policing, which shall address at least the matters detailed in Section 39;
- 1.7 AND WHEREAS Section 41 of the CSPA requires that the Board shall file an annual report with the municipality regarding the matters detailed in Section 41;

- 1.8 AND WHEREAS the Board deems it appropriate to require the Chief of Police to prepare, for the Police Services Board, an annual report on the activities of the police service during the previous fiscal year, which include, at a minimum the matters detailed in Sections 39 and 41 of the CSPA, and:
- (a) performance objectives, indicators and results;
 - (b) public complaints; and
 - (c) the actual cost of police services.
- 1.9 AND WHEREAS subsection 41 (3) of the CSPA provides that the Board shall make its best efforts to negotiate and enter into a protocol with its municipality that addresses the sharing of information with the municipality, including the type of information to be shared and the frequency for sharing such information;
- 1.10 AND WHEREAS Part AI-011 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to the Framework for Annual Reporting;
- 1.11 AND WHEREAS Part XIII of the CSPA sets out obligations of Police Service Boards and police services relative to public complaints.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2 DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Complaints Director" means the person appointed to the position by the Lieutenant Governor pursuant to subsection 131 (1) of the CSPA;
- 2.5 "LECA" means the Law Enforcement Complaints Agency created pursuant to subsection 130 (1) of the CSPA;
- 2.6 "Member" means a member of the Niagara Regional Police Service;
- 2.7 "Ministry" means the Ministry of the Solicitor General;
- 2.8 "Municipal Council" means the Municipal Council of the Regional Municipality of Niagara;
- 2.9 "Service" means the Niagara Regional Police Service.

3 POLICY

- 3.1 The Chief shall develop for the Board's approval an annual report in accordance with O. Reg. 399/23 and this By-law.

4 FRAMEWORK FOR ANNUAL REPORTING

4.1 ANNUAL REPORTING ON STRATEGIC PLAN

- 4.1.1 The Chief of Police will prepare an Annual Report for the Board on matters detailed in Section 39 of the CSPA, and consistent with the requirements of Board bylaw 413/2024: Framework for Strategic Planning, subsection 12 (1) (a) of O. Reg. 399/23.
- 4.1.2 The Board, in consultation with the Chief, will establish a process, with Municipal Council, for the communication of the annual report to:
 - (a) Members; and
 - (b) Members of the public.

4.2 ANNUAL REPORTING ON PUBLIC COMPLAINTS

- 4.2.1 The Chief of Police will prepare an Annual Report for the Board on matters detailed in Part X of the CSPA, and consistent with the reporting requirements of Board By-law 434-2024: Public Complaints, and subsection 12 (1) (b) of O. Reg. 399/23.

4.3 COST OF POLICING

- 4.3.1 In accordance with subsection 12 (1) (c) of O. Reg. 399/23, the Chief shall ensure that the Annual Reports to Municipal Council and the Board include:
 - (a) the actual cost of policing for the previous fiscal year; and
 - (b) a comparison between the actual cost of policing and estimated cost projections for implementing the Strategic Plan or approved budget.

4.4 PROBLEM-ORIENTED POLICING AND CRIME ANALYSIS

- 4.4.1 The Chief shall ensure the police service's Annual Report to the Board addresses:
 - (a) the initiatives undertaken by the police service to promote, implement and evaluate problem-oriented policing, as set out in the Ministry's guideline on Problem Oriented Policing;
 - (b) crime, calls for service, public disorder patterns, trends and forecasts, based on crime, calls for service and public disorder analysis, as set out in the Ministry's guideline on Crime, Call and Public Disorder Analysis;
 - (c) the number of completed joint forces operations that the police service participated in, the cost to the police service and whether they achieved performance objectives, as set out in the Ministry's guideline on Joint Forces Operations; and
 - (d) the number of completed internal task forces established within the police service, the cost to the police service and whether they achieved their performance objectives, as set out in the Ministry's guideline on Internal Task Forces.

4.5 ORGANIZATIONAL STRUCTURE

- 4.5.1 The Chief shall develop for the Board's approval:
 - (a) a statement of purpose of the Service; and

- (b) an organizational structure which is effective and meets the needs of the community and the Service, as amended from time to time in accordance with the needs of the Board, the Service and the communities served.

4.5.2 The Chief shall report to the Board, for Board approval, any proposed changes to the organizational structure, together with the reasons therefor.

5 IMPLEMENTATION

5.1 By-law No. 262-2003, as amended, and all other By-laws, sections of By-laws and strategic planning policies of the Board inconsistent with the provisions of this By-law are hereby repealed on March 31, 2024.

5.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director



BY-LAW NO. 446-2024

**A BY-LAW RESPECTING
FRAUD AND FALSE PRETENCE INVESTIGATION**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA to require the Chief of Police to develop and maintain procedures and processes for undertaking and managing investigations into fraud and false pretences;
- 1.5 AND WHEREAS the Board has deemed it appropriate that it establish a policy on fraud and false pretence investigation;
- 1.6 AND WHEREAS Part LE-038 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the police service relative to investigation into fraud and false pretences.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General

2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3 BOARD POLICY

3.1 The Board recognizes that matters of fraud and false pretences are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain procedures for undertaking and managing investigations into fraud and false pretences. These procedures shall be in accordance with Appendix A.

4.1.2 The Chief shall ensure that the Service's response to fraud and false pretence occurrences are monitored and evaluated.

4.2 COMMUNITY INVOLVEMENT

4.2.1 The Chief shall work with local social assistance officials to develop and maintain a local protocol on the investigation of social assistance fraud.

4.2.2 The Chief shall ensure that the protocol referred to in Section 4.2.1 above is reviewed on an annual basis.

4.3 TRAINING

4.3.1 The Chief shall ensure that Members investigating fraud and false pretence occurrences have the requisite knowledge, skills and abilities.

5 REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations of fraud and false pretences. The report shall include:

- (a) a summary of the written procedures concerning fraud and false pretence investigations;
- (b) the status of Service compliance with the said procedures; and
- (c) a summary of the steps taken by the Service to monitor and evaluate response to fraud and false pretence investigations.

6. IMPLEMENTATION

6.1 By-law No. 230-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.
- 6.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into fraud and false pretences.

In addition, section 12(1)(g) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into fraud and false pretences.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to fraud and false pretences investigations that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan;
- b) work, where possible, with municipal and provincial social assistance officials and the Crown, to develop a local protocol on the investigation of social assistance fraud;
- c) establish, where possible, cooperative arrangements for the investigation of fraud and false pretences occurrences with:
 - i) the Employment Insurance Commission;
 - ii) the Fire Marshal's Office;
 - iii) the Ministry of Consumer and Commercial Relations; and
 - iv) the insurance industry; and
- d) ensure that police officers investigating complex fraud and false pretences occurrences have the knowledge, skills and abilities required.

Police Service Guidelines

- Coordination**
1. Every Chief of Police should work, where possible, with municipal and provincial social assistance officials and the Crown, to develop a local protocol on the investigation of social assistance fraud that addresses:
 - a) collation of information when a person is suspected of social assistance fraud;
 - b) process for referring a case to the police;
 - c) initial preparation and vetting of the case file;
 - d) collection, preservation and control of evidence; and
 - e) preparation and vetting of the Crown brief.

2. Every Chief of Police should, where possible, enter into cooperative arrangements, for the investigation of fraud and false pretences occurrences with:
 - a) the Employment Insurance Commission;
 - b) the Fire Marshal's Office;
 - c) the Ministry of Consumer and Commercial Relations; and
 - d) the insurance industry.

Procedures

3. Every police service's procedures on fraud and false pretences investigations should:
 - a) require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan;
 - b) address the criteria and steps for obtaining investigative supports and specialized resources, including forensic accountants, fire marshals and other experts in the field of fraud investigation, where required;
 - c) address the provision of assistance to victims of fraud, in particular elder or vulnerable adults, in accordance with the police service's procedures on victims' assistance and elder and vulnerable adult abuse;
 - d) set out the steps for sharing information with other relevant law enforcement and government agencies on serial fraud occurrences, including multi-jurisdictional occurrences; and
 - e) address the dissemination of information to the public on fraud.
4. Every police service's procedures should address social assistance fraud, including:
 - a) upon receiving a case file from an Eligibility Review Officer, the investigating officer should review it carefully to determine if reasonable grounds exist for a charge to be laid or if further evidence or information is required utilizing the checklists provided;
 - b) if further information is required, the investigating officer should consult with the Eligibility Review Officer regarding information that can be lawfully and feasibly collected for delivery to the police, i.e., information, which is under the control of the Ministry of Community and Social Services/Municipality and was collected as part of the Eligibility Review Officer's regulatory investigation;
 - c) if it is not lawful or feasible for the Eligibility Review Officer to collect the specified information and/or evidence, the investigating officer should endeavour to do so in accordance with applicable legislation and the police service's procedures referring to such matters;
 - d) if a charge is laid, the investigating officer should use the supplemental Crown brief checklist as a guide and submit the case file, through the appropriate chain of command, to the Crown; and
 - e) where the Crown determines upon review of the case file that additional investigation is required, the investigating officer should follow up and endeavour to provide the requested information and/or evidence, as soon as practicable.



Recommended Social Assistance Fraud Investigative Checklist

CODE KEY:		POTENTIAL SOURCES						
I =	Income	S =	Spousal					
E =	Earnings	R =	Replacement					
A =	Assets		Cheque					
AD =	Not living at reported address	D =	Dependent Child (not in the home)					
		I	E	A	S	R	AD	D
1. Landlord/Lease/Mail Box & Buzzer Labels		*	*		*		*	*
2. Neighbours					*		*	*
3. Property Tax Records/Title Searches				*	*		*	
4. Post Office					*		*	*
5. Bell Canada/Calling Cards/Receipts/Directories					*		*	*
6. Vernon/Mights Directories					*		*	
7. Utilities (hydro, gas, cable, water)					*		*	
8. Registrar-General (marriage/birth/divorce)					*			*
9. Schools (day-care centres)					*		*	*
10. Former Spouse (private support)		*		*	*		*	*
11. Bank		*	*	*	*	*	*	*
12. Human Resources Development Canada (CPP, OAS, E.I.)		*	*	*	*		*	*
13. Lawyers (i.e., Lawyer of Spouse)		*		*	*		*	*
14. Family Court Payments		*			*		*	*
15. Employer		*	*		*		*	*
16. Business Registry/Licence							*	
17. Credit Bureau/Creditors		*	*	*	*		*	
18. Newspapers (obituaries, client criminal activity)		*	*	*	*		*	*
19. Revenue Canada		*	*		*		*	*
20. Ministry of Transportation (MTO)					*		*	*
21. Police Records		*	*		*	*	*	*
22. Probation and Parole		*	*		*		*	*
23. Personal Property Security Registration System				*				
24. Ministry of Education and Training		*	*		*		*	*
25. Department of Veterans' Affairs (DVA)		*					*	
27. Workplace Safety and Insurance Board		*	*				*	

Recommended Social Assistance Fraud Crown Brief Checklist

The crown brief should include, but not be limited to, the following items, where appropriate:

- duplicates of all documents for disclosure;
- accused name and date of birth, dependants, previous addresses;
- charge and section number;
- police case file number;
- social services' case file number;
- name of investigating police officer(s) and contact numbers;
- copy of the information;
- witness list;
- will say from police investigators, eligibility review officers, case workers, employer(s) or any witness(es);
- officer's notes;
- all relevant social assistance legislation, including section numbers;
- restitution letter;
- police synopsis and narrative;
- social services' synopsis;
- transcript of accused statement, if applicable;
- copy of notice under section 28 of the *Canada Evidence Act*;
- application for assistance document;
- consent to disclose and verify information document;
- agreement to reimburse;
- job search list and intake sheets;
- pay stubs;
- income statements;
- letters to employers;
- overpayment calculations;
- narrative report;
- original social assistance cheque(s) / verification of bank deposits;
- signed rights and responsibilities document;
- centre for employment options, i.e., job skills, upgrading;
- exhibits list as an appendix; and
- victim impact statement (optional).





BY-LAW NO. 447-2024

A BY-LAW RESPECTING HATE/BIAS MOTIVED CRIMES AND HATE PROPAGANDA OFFENCES

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS Section 15 of O. Reg. 395/23: Investigations requires that at least one member of a team primarily responsible for investigating hate crimes;
- 1.5 AND WHEREAS the Board deems it appropriate that the Chief of Police develops and maintains procedures on and processes for undertaking and managing investigations into hate propaganda offences and hate/bias motivated crimes;
- 1.6 AND WHEREAS Parts LE-007 and LE-008 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and Members relative to hate propaganda offences and hate/bias motivated crimes.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Hate/Bias Motivated Crimes" means a criminal offence committed against a person or property that is based solely or partly upon the victim's race, religion, nationality, ethnic origin, sexual orientation or disability;

- 2.5 *"Hate Propaganda Offences"* means:
- (a) any offence that promotes or advocates genocide;
 - (b) any statement that is made in a public place that incites hatred against an identifiable group that is likely to lead to a breach of the peace; and
 - (c) any statement, other than in private conversation, that willfully promotes hatred against an identifiable group;
- 2.6 *"Manual"* means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.7 *"Member"* means a member of the Niagara Regional Police Service;
- 2.8 *"Service"* means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board is concerned over the occurrence of hate propaganda offences and hate/bias motivate crimes in the community and the impact on victims, groups and the wellbeing of the community.
- 3.2 The Board recognizes that the investigation of complaints of hate propaganda offences and hate/bias motivated crimes is a priority for the Police Service.
- 3.3 The Board believes that the Police Service must commit to assuming a leadership role in coordinating policing community responses to hate propaganda offences and hate/bias motivated crimes.
- 3.4 The Board believes that the Police Service must commit to keeping the community appropriately informed on the occurrence of hate propaganda offences and hate/bias motivated crimes and the status of the police investigation into such occurrences.
- 3.5 It is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with the procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop and implement written procedures for the investigation of Hate Propaganda Offences and Hate/Bias Motivated Crimes in accordance with the guidelines set out in the Manual, and amendments thereto.

4.2 MONITORING

- 4.2.1 The Chief shall develop and implement written procedures to monitor all responses to complaints of Hate Propaganda Offences and/or Hate/Bias Motivated Crimes to ensure compliance with the said procedures.

4.3 **INFORMATION TO THE COMMUNITY**

- 4.3.1 The Chief shall ensure that community organizations, school boards, victims' organizations, social service agencies, and the media are aware that the Service has developed written procedures for the investigation of Hate Propaganda Offences and Hate/Bias Motivated Crimes.

4.4 **COMMUNITY PLAN**

- 4.4.1 The Chief shall ensure that the Services works, where possible, with community organizations, school boards, victims' organizations and social service agencies to prevent the repetition of Hate Propaganda Offences and hate/Bias Motivated Crimes and to counter the activities of organized hate groups in the community.

4.5 **TRAINING**

- 4.5.1 The Chief shall ensure that all Members are advised of this By-law and further that all Members are advised of the written procedures of the Service for the investigation of Hate Propaganda Offences and Hate/Bias Motivated Crimes.
- 4.5.2 The Chief shall ensure that Members involved in the investigation of Hate Propaganda Offences and Hate/Bias Motivated Crimes have the requisite knowledge, skills and abilities, and that at least one member of a team primarily responsible for investigating Hate/Bias Motivated Crimes and Hate Propaganda Offences completes prescribed training.

- 4.6 The procedures referred to above shall be in accordance with Appendix A.

5. REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of the investigation of Hate Propaganda Offences and Hate/Bias Motivated Crimes. The report shall include:
- (a) a summary of the written procedures concerning the investigation of Hate Propaganda Offences and Hate/Bias Motivated Crimes, including changes since the date of the last report;
 - (b) the status of Service compliance with the said procedures;
 - (c) confirmation that Members dealing with Hate Propaganda Offences and Hate/Bias Motivated Crimes have been trained in accordance with section 4.5; and
 - (d) a report on the Service's involvement in community organizations to prevent the repetition of Hate Propaganda Offences and Hate/Bias Motivated Crimes.

6. IMPLEMENTATION

- 6.1 By-law Nos. 199/200-2000, as amended, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (2)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into hate/bias motivated crime.

In addition, section 12(1)(h) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into hate/bias motivated crime.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to undertaking and managing investigations into hate/bias motivated crime that the Chief of Police will:

- a) ensure that community organizations, school boards, victims' organizations, social services agencies, and the media are informed about the police service's procedures for investigating hate/bias motivated crime;
- b) ensure that the police service works, where possible, with community organizations, school boards, victims' organizations, and social service agencies to prevent the repetition of hate/bias motivated crime and to counter the activities of organized hate groups in the community;
- c) develop and maintain procedures on and processes for undertaking and managing investigations into hate/bias motivated crime;
- d) ensure that officers are provided with information on hate/bias motivated crime;
- e) ensure that the police service works with other law enforcement and government agencies to respond to hate/bias motivated crime and the activities of organized hate groups; and
- f) assess and report back to the board on the need for, cost and feasibility of establishing a dedicated unit to investigate hate/bias motivated crime.

Police Service Guidelines

- Procedures**
1. Every police service's procedures should provide that:
 - a) officers are to respond to all criminal occurrences that are suspected to be hate/bias motivated;
 - b) all evidence from a hate/bias crime scene is to be protected, gathered, and secured in accordance with the police service's procedures on the collection, preservation and control of evidence and property (including pamphlets, literature, and photographing graffiti and other symbols at the scene);

- c) all suspected hate/bias motivated criminal occurrences are to be investigated;
- d) officers are to inform the intelligence unit/officer of all hate/bias motivated criminal occurrences, and the intelligence unit/officer (or dedicated hate/bias crime unit if established) is responsible for:
 - i) ensuring that a records bank or database is kept of all information relevant to criminal occurrences that are motivated by hate/bias;
 - ii) sharing appropriate information on the occurrence of hate/bias motivated crime with other police services and government agencies; and
 - iii) providing specialized knowledge and support, as required, to the Crown prosecuting hate/bias motivated crime;
- e) if a suspect is charged with a hate/bias motivated criminal occurrence, that the officer check if the suspect owns, possesses or has access to firearms, and if so, consider the powers available under the *Criminal Code* to search and seize the firearms;
- f) the Chief or designated senior officer is to be notified of any hate/bias motivated criminal occurrence, and the Chief or designated senior officer will be responsible for:
 - i) ensuring that appropriate resources are assigned to the investigation;
 - ii) meeting with the victim or group affected to answer questions and inform them of the police service's activities to investigate the crime; and
 - iii) ensuring the police service works, where possible, with community organizations, school boards, victim's associations and social services agencies to respond to the occurrence, and to counter the activities of organized hate groups in the community;
- g) officers are to indicate on the occurrence report that the occurrence is a suspected hate/bias motivated crime;
- h) officers are to highlight in the Crown Brief that the offence is hate/bias motivated; and
- i) officers are to use the following definition of hate/bias motivated criminal occurrence:

A criminal occurrence committed against a person or property which is motivated by hate/bias or prejudice based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation, or any other similar factor.

2. Every police service should ensure that its procedures includes the following information on how to recognize a hate/bias motivated criminal occurrence:

Often no single factor will be sufficient to determine that a criminal occurrence is motivated by hate/bias. Various pieces of information will have to be assessed.



Determining the motivation of a suspect can be difficult. Before an incident should be classified as a hate/bias motivated crime, police officers should consider the following:

- *if a suspect has been arrested, any statements made by the suspect that would indicate that the crime was motivated because of hate/bias toward the victim's group;*
- *the absence of any apparent motive for the offence;*
- *the use or display of any symbols, graffiti, oral comments, acts or gestures that are commonly associated with hate/bias towards the victim's group or are known to be used by organized hate groups (i.e. swastika);*
- *whether the offence coincided with a holiday, event or date of significance (religious, historical) to the victim's or suspect's group;*
- *the perception of the victim or victim's community of the motivation behind the offence;*
- *the perception of any witnesses to the offence;*
- *any historical animosity that exists between the victim's group and the suspect's group;*
- *whether the suspect has been previously been involved in similar incidents, or is a member of an organized hate group or an organization which is known for its hate/bias/animosity towards members of the victim's group;*
- *whether several occurrences have occurred in the community with victims from the same group and by a similar manner and means for each offence; and*
- *whether the offence occurred at the same time, or shortly after, a hate group was active in the community (i.e. distribution of hate literature).*

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into hate propaganda.

In addition, section 12(1)(h) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into hate propaganda.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to undertaking and managing investigations into hate propaganda that the Chief of Police will:

- a) ensure that community organizations, school boards, victims' organizations, social services agencies, and the media are informed about the police service's procedures for investigating hate propaganda occurrences;
- b) ensure that the police service works, where possible, with community organizations, school boards, victims' organizations, and social service agencies to respond to hate propaganda occurrences and to counter the activities of organized hate groups in the community;
- c) develop and maintain procedures that require that investigations into hate propaganda be undertaken and managed in accordance with the police service's criminal investigation management plan; and
- d) if the police service has a dedicated unit to investigate hate/bias motivated crime, assign that unit the responsibility to investigate hate propaganda occurrences.

Police Service Guidelines

Procedures

1. Every police service's procedures should provide that:
 - a) investigations into hate propaganda be undertaken and managed in accordance with the police services criminal investigation management plan;
 - b) officers are to respond to all occurrences that are suspected to involve hate propaganda;
 - c) all evidence relating to a hate propaganda occurrence is to be protected, gathered, and secured in accordance with the police service's procedures on the collection, preservation and control of evidence and property (including pamphlets, literature, and photographing graffiti and other symbols at the scene);
 - d) all suspected hate propaganda occurrences are to be investigated;

- e) officers are to inform the intelligence unit/officer of all hate propaganda occurrences, and the intelligence unit/officer (or dedicated hate/bias crime unit if established) is responsible for:
 - i) ensuring that a records bank or database is kept of all information relevant to hate propaganda occurrences;
 - ii) sharing appropriate information on the occurrences with other police services and government agencies; and
 - iii) providing specialized knowledge and support, as required, to the Crown prosecuting a hate propaganda occurrence;
- f) if a suspect is charged with a hate propaganda occurrence, that the officer check if the suspect owns, possesses or has access to firearms, and if so, consider the powers available under the *Criminal Code* to search and seize the firearms;
- g) the Chief or designated senior officer is to be notified of any hate propaganda occurrence, and the Chief or designated senior officer will be responsible for:
 - i) ensuring that appropriate resources are assigned to the investigation;
 - ii) meeting with the victim or group affected to answer questions and inform them of the police service's activities to investigate the occurrence; and
 - iii) ensuring that the police service works, where possible, with community organizations, school boards, victims' organizations and social service agencies to respond to the occurrence and to counter the activities of organized hate groups in the community;
- h) officers are to indicate on the occurrence report that the occurrence involves hate propaganda; and
- i) officers are to consult the local Crown on hate propaganda occurrences to assess whether they fall within Sections 318 and 319(2) of the *Criminal Code*, and where appropriate, should seek the Attorney General's consent to lay a charge.





BY-LAW NO. 448 – 2024

**A BY-LAW RESPECTING
ILLEGAL GAMING**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board deems it appropriate that the Chief of Police develops and maintains procedures and processes in respect of investigations into illegal gaming;
- 1.5 AND WHEREAS Part LE-032 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service relative to investigations into illegal gaming.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

2 BOARD POLICY

- 2.1 The Board recognizes that matters of illegal gaming are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

3 DIRECTION TO THE CHIEF

3.1 PROCEDURES

- 3.1.1 The Chief shall develop specific procedures to be followed during investigations into illegal gaming. These procedures shall be in accordance with Appendix A.

3.2 TRAINING

- 3.2.1 The Chief shall ensure that Members receive the appropriate training in gaming and licencing requirements.

4 REPORTING REQUIREMENTS

- 4.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into illegal gaming. The report shall include:

- (a) a summary of the written procedures concerning investigations into illegal gaming;
and
- (b) the status of Service compliance with the said procedures.

5. IMPLEMENTATION

- 5.1 By-law No. 224-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 5.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into illegal gaming.

In addition, section 12(1)(k) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into illegal gaming.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to illegal gaming that the Chief of Police will develop and maintain procedures that require that:

- a) investigations be undertaken and managed in accordance with the police service's criminal investigation management plan; and
- b) information on illegal gaming shall be shared with the *Ontario Illegal Gaming Enforcement Unit* (OIGEU).

Police Service Guidelines

- Procedures**
1. Every police service's procedures on illegal gaming should:
 - a) require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan, including notifying the *Ontario Illegal Gaming Enforcement Unit* (OIGEU) upon discovery of illegal gaming activities for the appropriate assistance or investigative procedure to follow; and
 - b) require that information on illegal gaming shall be shared with OIGEU on:
 - i) the type of gaming offence;
 - ii) date and location of offence;
 - iii) key principals or organization running the illegal activity;
 - iv) name and phone number of the investigating officer(s);
 - v) approximate value of the illegal gaming equipment and/or money seized, where applicable; and
 - vi) number of illegal gaming devices seized, where applicable.





BY-LAW NO. 449-2024

**A BY-LAW RESPECTING
INFORMANTS AND AGENTS**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 6 (1) 4 vi of O. Reg. 392/23: Adequate and Effective Policing (General) prescribes that a Chief of Police shall establish procedures and processes with respect to informants and agents;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that it has a policy on informants and agents;
- 1.5 AND WHEREAS Part LE-015 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing police services relative to informants and agents.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that issues relating to informants and agents form an important part of investigative policing and of prosecution of criminal offences, and it is therefore the policy of this Board that issues involving informants and agents be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop procedures and processes relating to the use and management of paid informants and agents.

4.2 SOURCE OF FUNDS

- 4.2.1 The policy referred to in 4.1 shall include that any payment to an informant be made pursuant to the By-law Respecting the Administration, Limitations and Guidelines of the Special Fund.

4.3 IN-CUSTODY INFORMANTS

- 4.3.1 The Chief shall establish procedures and processes on the use of in-custody informants that are consistent with the procedures set out in the Ministry's designated Ontario Major Case Management Manual.

- 4.4 The procedures established above shall be in accordance with Appendix A and subsection 6 (1) 4 xii of O. Reg. 392/23: Adequate and Effective Policing (General).

5. REPORT TO THE BOARD

- 5.1 Chief shall make a written report to the Board on or before August 30 of each year in respect of informants and agents. The report shall include:

- (a) the status of the implementation of the written procedures regarding informants and agents;
- (b) confirmation of compliance with the provisions of the procedures regarding informants and agents; and
- (c) on an anonymous basis, a summary of payments made to informants.

6. IMPLEMENTATION

- 6.1 By-law No. 207-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on informants and agents. In addition, section 13(1)(e) requires the Chief of Police to establish procedures and processes in respect of informants and agents.

For the purposes of this requirement, informant means a “paid” informant of the police service.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to paid informants and agents that the Chief of Police will:

- a) establish procedures and processes relating to the use and management of paid informants and agents; and
- b) establish procedures on the use of in-custody informants that are consistent with the procedures set out in the Ministry’s designated *Ontario Major Case Management Manual*.

Police Service Guidelines

- Program** 1. Every police service should designate one officer as responsible for the overall management of the police service’s paid informant and agent program.
- Procedures** 2. Every police service’s procedures and processes on paid informants should:
- a) indicate that a paid informant will become an agent of the police service, if carrying out any direction or task requested by a police officer;
 - b) indicate that a paid informant is an asset of the police service;
 - c) designate one or more officers to be responsible for approving and reviewing the use of paid informants;
 - d) require the inclusion of all paid informants in a master file that is maintained and kept secure by an officer assigned this responsibility;
 - e) require that the content of paid informant files are to include, at minimum:
 - i) biographical and background information;
 - ii) criminal history, if any;
 - iii) parole or probation conditions, if any;
 - iv) code name or number;
 - v) possible motives for participation;



- vi) information on the reliability of information provided by a paid informant;
 - vii) risk assessment (based upon the potential for harm to the paid informant, harm to the police officer involved and harm to the community); and
 - viii) payment receipts;
- f) require the documentation of every contact/communication with the paid informant;
 - g) require the maintenance and periodic review of a paid informant's file;
 - h) require that paid informant files and related codes shall be kept secured, and access to the files limited;
 - i) require the identity of paid informants to be protected, consistent with case law on informer privilege, including the use of separate notebooks for every paid informant;
 - j) promote the verification and corroboration of information supplied by a paid informant prior to action being taken on it; and
 - k) require that the Crown be consulted in circumstances:
 - i) where legal proceedings are to commence where a paid informant is involved with the subject matter of the case; or
 - ii) where a paid informant has been charged with a criminal offence.
3. Every police service should establish procedures on the use of in-custody informers that are consistent with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.
4. Every police service's procedures and processes relating to the use of agents should:
- a) require that reasonable steps be taken to evaluate the reliability of a potential agent, including the validity of previous information, and possible motivations for participation, prior to considering utilizing the services of an individual in an agent capacity;
 - b) require that a Witness Protection Liaison Officer complete a background assessment on a potential agent, prior to an agreement being formed;
 - c) require that a potential agent be advised of the conditions of their involvement, including disclosure of their identity and possibility of becoming a compellable witness;
 - d) require a contractual arrangement (Letter of Agreement) between the agent and the Chief of Police or designate;
 - e) require that all communications with an agent are fully documented;
 - f) require that illicit drug purchases by an agent be in accordance with Sec. 55 of the *Controlled Drugs and Substances Act*;
 - g) require that officers address the security of an agent during an investigation;
 - h) require additional protective measures, where the identity of an agent is revealed, inadvertently, through disclosure or in testimony, including introducing an agent into a witness protection program, where necessary; and

- i) require officers to consult with the Crown in circumstances where an agent is suspected of committing an offence, or has been charged with a criminal offence.



BY-LAW NO. 450-2024

**A BY-LAW RESPECTING
INTERNAL TASK FORCES**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 6 (1) 4 i of O. Reg. 392/23: Adequate and Effective Policing (General) prescribes that a Chief of Police shall establish procedures and processes with respect to Internal Task Forces;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that it has a policy on Internal Task Forces;
- 1.5 AND WHEREAS Part LE-010 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing police services relative to Internal Task Forces.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that the work of Internal Task Forces forms an important part of investigative and preventative policing, and it is therefore the policy of this Board to support the use of internal task forces where appropriate in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop a procedure to approve Internal Task Forces. These procedures shall be in accordance with Appendix A and subsection 6 (1) 4 i of O. Reg. 392/23: Adequate and Effective Policing (General).
- 4.1.2 The Chief shall develop a procedure to measure the accountability of Internal Task Forces.

5. REPORTING REQUIREMENTS

5.1 BUDGET REPORT

- 5.1.1 The Chief shall make a report to the Board as part of the budget process that outlines the number of planned Internal Task Forces. This report shall include an estimate of the cost of the planned Internal Task Forces.

5.2 GENERAL REPORT

- 5.2.1 Upon completion of an Internal Task Force, the Chief shall make a report to the Board advising the Board:

- (a) if the Internal Task Force achieved its objectives; and
- (b) the actual cost of the Task Force, including personnel costs.

5.3 ANNUAL REPORT

- 5.3.1 The Chief shall make an annual report to the Board before August 30th of each year in respect of Internal Task Forces. This 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.

6. IMPLEMENTATION

- 6.1 By-law No. 202-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on internal task forces. In addition, section 13(1)(a) requires the Chief of Police to establish procedures and processes in respect of internal task forces.

For the purposes of these requirements an internal task force is defined as a planned operation established within the police service related to the investigation of criminal activity.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect internal task forces that the Chief of Police will:

- a) develop procedures that address the approval process and accountability mechanisms for internal task forces; and
- b) provide information in the annual report on the number of completed internal task forces established within the police service, the cost to the police service and whether they achieved their performance objectives.

Police Service Guidelines

Procedures

1. Every police service's procedures on internal task forces should:
 - a) set out the criteria and approval process for establishing an internal task force;
 - b) require the development of a written mandate and operational plan for each task force established within the police service that addresses:
 - i) the purpose, performance objectives and indicators for the task force;
 - ii) the identification of the task force manager, and authority and responsibilities within the task force;
 - iii) the allocation of the resources required to accomplish the task force's mandate; and
 - iv) mechanisms for monitoring and evaluating the progress of the task force and its continued necessity; and
 - c) require that a final report and evaluation be prepared when a task force is completed.



BY-LAW NO. 451-2024

A BY-LAW TO ESTABLISH POLICY FOR COMPLIANCE WITH THE INTERPROVINCIAL POLICING ACT

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS the Board deems it expedient to pass a By-law to designate an appointing official for the purposes of the *Interprovincial Policing Act, 2009* and to establish guidelines relating to oversight of the extra-provincial police officers operating within the Board's jurisdiction.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Appointing Official" means a Chief of Police or Deputy Chief of Police who has been designated Appointing Official under the *Interprovincial Policing Act* for the purposes of granting police officer status to a police officer from another Canadian province or territory who is required to enter Ontario to perform policing duties;
- 2.3 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.4 "Chief" means the Chief of Police of the Niagara Regional Police Service;
- 2.5 "Extra-provincial Police Officer" means a police officer appointed or employed under the law of another province or territory, but does not include a Member of the Royal Canadian Mounted Police;
- 2.6 "IPA" means the *Interprovincial Policing Act, 2009 S.O. 2009, c. 30*, as amended;
- 2.7 "Ministry" means the Ministry of the Solicitor General;

2.8 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 The Board recognizes the purpose of the IPA to be a mechanism whereby a Ministry designated Appointing Official can grant police officer status to a police officer from another Canadian province or territory that is required to enter Ontario to perform policing duties, and also provides for oversight of extra-provincial police officers operating in Ontario. The Board is committed to compliance with the IPA and therefore, it is the policy of the Board that designation of an Appointing Official be dealt with in accordance with the procedure set out by the Chief as established and directed in this By-law and in compliance with the IPA.

4. DIRECTION TO THE CHIEF

4.1 The Chief shall develop and implement written procedures to ensure compliance with the requirements of the CSPA, Interprovincial Policing Act, and Ontario Regulation 273/10.

5. REPORT TO THE BOARD

5.1 The Chief shall make annual confidential written reports to the Board on extra-provincial police officer appointments, such report to be provided to the Board before March of each year covering the preceding calendar year.

5.2 The annual report shall include the following information in respect of extra-provincial police officer appointments:

- (a) the number of appointments made or terminated that primarily affect the Board's jurisdiction;
- (b) the name of the province the extra-provincial police officer is from; and
- (c) the duration of extra-provincial police officer appointments.

6. IMPLEMENTATION

6.1 By-law No. 317-2012, as amended, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director



BY-LAW NO. 452-2024

A BY-LAW RESPECTING JOINT FORCES OPERATIONS

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 6 (1) 4 ii of O. Reg. 392/23: Adequate and Effective Policing (General) prescribes that a Chief of Police shall establish procedures and processes with respect to Joint Forces Operations;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that it has a policy on Joint Forces Operations;
- 1.5 AND WHEREAS Part LE-009 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service relative to Joint Forces Operations;
- 1.6 AND WHEREAS the Board is committed to ensuring that incidents which occur across jurisdictional boundaries are properly investigated.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Protocol" means any written or verbal contract agreement or understanding relating to the provision of ongoing policing services by one board for another, or by the Board for another organization or for the ongoing sharing of resources in respect of policing services but does not include:

- (a) on a day-to-day co-operation between police services or other organization; or
- (b) any unforeseen operational emergencies;

2.7 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 The Board recognizes that Joint Forces Operations form an important part of investigative and preventative policing, and it is therefore the policy of this Board that such Joint Forces Operations be established and maintained in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop procedures that address the approval process for establishing a Joint Forces Operation.

4.1.2 The Chief shall establish procedures for evaluating the effectiveness of any Joint Forces Operation.

4.1.3 The procedures referred to above shall be in accordance with Appendix A and subsection 6 (1) 4 ii of O. Reg. 392/23: Adequate and Effective Policing (General).

5. REPORTING REQUIREMENTS

5.1 The Chief shall provide the Board with a draft copy of a Protocol for a Joint Forces Operation for the review and approval of the Board.

5.2 The Chief shall make a written report to the Board on or before August 30th of each year in respect of the Joint Forces Operations in which the Service has participated. This report shall include:

- (a) the cost to the Service of the Joint Forces Operation; and
- (b) an indication of whether the Joint Forces Operation achieved its performance objective.

6. IMPLEMENTATION

6.1 By-law No. 201-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on joint forces operations. In addition, section 13(1)(b) requires the Chief of Police to establish procedures and processes in respect of joint forces operations.

For the purposes of these requirements a joint forces operation is defined as a planned operation, supported by a written agreement, involving two or more police services who have common objectives related to the investigation of multi-jurisdictional criminal activity. This is not meant to include situations where one police service requests assistance from another police service with an investigation into an individual or specific criminal occurrence(s).

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to joint forces operations that the Chief of Police will:

- a) develop procedures that address the approval process and accountability mechanisms for joint forces operations; and
- b) provide information in the annual report on the number of completed joint forces operations that the police service participated in, the cost to the police service and whether they achieved their performance objectives.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on joint forces operations should:
 - a) address the criteria and approval process for establishing a joint forces operation;
 - b) require the establishment of a joint management team for each operation;
 - c) require the development of a written mandate and operational plan for each joint forces operation that addresses the:
 - i) purpose, performance objectives and indicators for the joint forces operation;
 - ii) role and responsibilities of the joint management team;
 - iii) methods to accomplish the objectives and how the allocated resources are to be utilized;
 - iv) identification of a project manager, and the authority and responsibilities within the joint forces operation;
 - v) identification of a financial control officer for the project;



- vi) mechanisms for monitoring and evaluating its progress and continued necessity; and
 - vii) the periodic reporting back to the joint management team on its activities; and
 - d) require that a final report and evaluation be prepared when a joint forces operation is completed.
2. Where two or more police services request funding in support of a joint forces initiative from the Criminal Intelligence Service Ontario (CISO), the police services should follow the requirements established by CISO for joint forces operations.
 3. Where a joint forces operation is a major case, the police services should also comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.



BY-LAW NO. 453-2024

**A BY-LAW RESPECTING
ONTARIO SEX OFFENDER REGISTRY**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS the Ministry of the Solicitor General requires a Police Service Board to have a policy with respect to the Ontario Sex Offender Registry for the purpose of crime prevention or law enforcement and disclosures of personal information under the CSPA;
- 1.4 AND WHEREAS Part LE-046 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and Members relative to the Ontario Sex Offender Registry;
- 1.5 AND WHEREAS the Act known as *Christopher's Law (Sex Offender Registry), 2000, S.O. 2000, chapter 1*, as amended (Christopher's Law) sets out the responsibilities of police services in relation to sex offenders in the province of Ontario and requires, among other obligations, a sex offender, as defined in the Act, to report in person to the police service for the purposes of identification and registration and each police service is required to submit offender information to the Ministry of Solicitor General for inclusion in the Ontario Sex Offender Registry.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 The Board recognizes the importance of maintaining current information to facilitate timely and effective police investigations into sex-related occurrences and it is therefore the policy of the Board that the designation and maintenance of registration sites be conducted in accordance with the procedure set out by the Chief of Police as established in accordance with this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall designate and maintain a registration site(s).

4.1.2 The Chief shall establish written procedures and processes on the use of the Ontario Sex Offender Registry that are consistent with the requirements of *Christopher's Law*, as amended.

4.1.3 The Chief shall establish written procedures and processes consistent with the requirements legislated by the federal *Sex Offender Information Registration Act*; SC 2004 c 10, as amended;

4.1.4 The procedures referred to above shall be in accordance with Appendix A.

4.2 REGISTRATION SITE

4.2.1 The Chief shall designate and maintain a registration site(s), within the area where it provides police services, at which offenders may present themselves for the purposes described by the regulation.

4.3 TRAINING

4.3.1 The Chief shall ensure that appropriate members receive training on the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them for the purposes of managing the sex offenders in their jurisdiction.

4.3.2 The Chief shall ensure that appropriate members receive training from the Ontario Sex Offender Registry with respect to the federal legislation (*Sex Offender Information Registration Act*) for the purposes of managing the sex offenders in their jurisdiction.

4.4 EQUIPMENT

4.4.1 The Chief shall ensure that member involved with the Ontario Sex Offender Registry have available and use appropriate tools and equipment in performing this function.

4.4.2 The procedures established above shall be in accordance with Appendix A.

5 REPORT TO THE BOARD

5.1 ANNUAL REPORTING REQUIREMENTS

The Chief shall make a written report to the Board on or before August 30th of each year. 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;
- (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.

6. IMPLEMENTATION

6.1 By-law Nos. 318- 2012, 290-2009, and 261-2003, as amended, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

The Act known as *Christopher's Law (Sex Offender Registry)*, 2000 sets out the responsibilities of police services in relation to sex offenders in the province of Ontario. Among other obligations, the Act requires a sex offender, as defined in the Act, to report in person to the police service for the purposes of identification and registration. Each police service is required to submit offender information to the Ministry of Community Safety and Correctional Services (Ministry) for inclusion in the Ontario Sex Offender Registry (OSOR).

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to the Ontario Sex Offender Registry that the Chief of Police will:

- a) designate and maintain a registration site(s);
- b) establish procedures and processes consistent with the requirements of *Christopher's Law (Sex Offender Registry)*, 2000;
- c) establish procedures and processes consistent with the requirements legislated by the federal *Sex Offender Information Registration Act*;
- d) ensure that appropriate members receive training on the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them; and
- e) ensure that appropriate members receive training on both the provincial and federal Sex Offender legislative requirements.

Police Service Guidelines

Registration Site

1. Every Chief of Police shall designate and maintain a registration site(s), within the area where it provides police services, at which an offender may present himself or herself for the purpose of:
 - a) providing police with satisfactory proof of his or her:
 - i) identity;
 - ii) name(s);
 - iii) date of birth;
 - iv) addresses;
 - v) other information that may be prescribed by regulation; and
 - b) where applicable, provide police with proof of a pardon.

Legislative Requirements

2. Every police service shall:
 - a) make reasonable efforts to ensure that the police service provides written notice of the obligation to register (Ministry Form 5, Notification of Duty to Register) to

2012

LE-046

1/3



Ministry of Community Safety and
Correctional Services

- every person charged by the police service with a sex offence as defined by the Act at the time of the charge;
- b) require the recording of the information provided by the offender as set out in section 1 above;
 - c) require satisfactory proof from the offender that the information provided by the offender is correct;
 - d) require the submission of information provided by the offender, upon satisfaction that the information is correct, to the Ministry in the manner approved by the Ministry;
 - e) ensure the accessibility of the Ontario Sex Offender Registry at all times by authorized members;
 - f) ensure the disclosure of, and access to, information contained in the Ontario Sex Offender Registry in accordance with *Christopher's Law (Sex Offender Registry)*, 2000;
 - g) collect and submit additional information as prescribed by regulation;
 - h) make reasonable efforts to verify an offender's address, as provided to the police force by the offender, at least once after the offender last presented himself or herself to the police force.

Procedures

- 3. Every police service's procedures should:
 - a) identify designated staff position(s) with overall responsibility for the Ontario Sex Offender Registry, and legislative requirements of the federal *Sex Offender Information Registration Act*;
 - b) address the role and responsibilities of:
 - i) the registrar, including recording and submitting information provided by the offender, upon satisfaction that the information is correct, to the Ministry in the approved manner; and
 - ii) supervisors, investigators, police officers, communications operators/dispatchers and other members as appropriate;
 - c) address the security of the information collected for the Ontario and federal Sex Offender Registries, in accordance with the police service's procedures on the management of police records;
 - d) address the access authorization to the Ontario Sex Offender Registry by registrars, supervisors, investigators, police officers, communications operators/dispatchers and other members as appropriate;
 - e) set out the days and times when offenders may present themselves for the purpose of providing information;
 - f) address the mechanisms for tracking sex offenders, as defined by the Act, residing in the police service's jurisdiction;
 - g) set out the steps for initiating investigations and apprehensions of non-compliant offenders, including policies on the procedures for obtaining warrants;
 - h) set out the steps for accessing, recording, verifying and updating sex offender information, including the steps for:

- i) accessing offender information;
- ii) recording information obtained from the offender;
- iii) obtaining additional information on the offender (e.g., CPIC);
- iv) verifying information provided by the offender (i.e., name, date of birth);
- v) updating offender information, including status;
- vi) submitting offender information to the Ministry in an approved manner;
- i) ensure the entry of offenders on the Special Interest Police (SIP) category of CPIC in accordance with CPIC policy;
- j) address the use by supervisors of information obtained from the Ontario Sex Offender Registry for the purpose of crime prevention or law enforcement;
- k) require that appropriate information from the Ontario Sex Offender Registry be shared with patrol officers;
- l) address the sharing of information from the Ontario Sex Offender Registry with other police services in or outside of Canada and other relevant law enforcement agencies, where appropriate; and
- m) address the disclosure of personal information under section 41(1.1) of the *Police Services Act*.

- Training** 4. (1) Every Chief of Police should ensure that appropriate members receive training with respect to the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them.
- (2) Every Chief of Police should ensure that appropriate members receive training from the Ontario Sex Offender Registry with respect to the federal legislation (*Sex Offender Information Registration Act*) for the purposes of managing the sex offenders in their jurisdiction.



BY-LAW NO. 454-2024

**A BY-LAW RESPECTING
PARENTAL AND NON-PARENTAL ABDUCTIONS AND ATTEMPTS**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.3 AND WHEREAS the Board deems it appropriate that the Chief of Police develop and maintain procedures on and processes for undertaking and managing investigations into missing persons including parental and non-parental abductions;
- 1.4 AND WHEREAS the Board deems it appropriate to have a policy on parental and non-parental abductions and attempts;
- 1.5 AND WHEREAS Part LE-040 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to investigations of parental and non-parental abductions and attempts.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" means the *Police Services Act*, R.S.O. 1990 c.P.15, as amended;
- 2.2 "Board" means the Regional Municipality of Niagara Police Services Board;
- 2.3 "Chief" means the Chief of Police of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of Community Safety and Correctional Services;
- 2.5 "Member" means a member of the Niagara Regional Police Service as defined in the *Act*;
- 2.6 "Ministry" means the Ministry of Community Safety and Correctional Services;
- 2.7 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that matters of missing persons, parental and non-parental abductions and attempts are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted in a professional and thorough manner and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop and maintain procedures for undertaking and managing investigations into parental/familial abductions and attempts. These procedures shall be in accordance with Appendix A and the Service's Criminal Investigation Management Plan.
- 4.1.2 The Chief shall ensure that the procedures referred to in Section 4.1.1 comply with the procedures set out in the Ministry's designated Ontario Major Case Management Manual and with the prescribed requirements of Sections 1, 6 (2), 14.1 and 18 (1) 8 of O. Reg. 395/23: Investigations.
- 4.1.4 The Chief shall ensure that an AMBER Alert activation is considered in all missing children investigations and Major Case Management is implemented in all cases involving AMBER Alert activation.

4.2 TRAINING

- 4.2.1 The Chief shall ensure that Members investigating parental and non-parental abductions and attempts have the requisite knowledge, skills and abilities.

5. REPORT TO THE BOARD

5.1 ANNUAL REPORTING REQUIREMENTS

The Chief shall make a written report to the Board on or before August 30th of each year. The report shall include:

- (a) a summary of the written procedures concerning investigations into parental and non-parental abductions and attempts;
- (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 said procedures; and
- (d) a summary of training given to Members regarding parental and non-parental abductions and attempts.

6. IMPLEMENTATION

- 6.1 By-law Nos. 232-2000 and 295-2010, as amended, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into parental and non-parental abductions.

In addition, section 12 (1)(m) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into parental and non-parental abductions.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to parental and non-parental abductions and attempted abductions of children that the Chief of Police will:

- a) develop and maintain procedures that require that investigations into parental/familial abductions and attempted abductions be undertaken in accordance with the police service's criminal investigation management plan; and
- b) develop and maintain procedures that require that investigations into non-parental/non-familial abductions and attempted abductions be undertaken in accordance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on parental/familial abductions and attempted abductions of children should:
 - a) require that investigations be undertaken in accordance with the police service's criminal investigation management plan;
 - b) require officers to follow the police service's procedures on missing persons;
 - c) require officers to follow the police service's procedures on child abuse and neglect, including local protocols with the Children's Aid Societies;
 - d) require officers to determine whether any custody order exists pertaining to the child, where applicable;
 - e) require that appropriate information and Orders of Apprehension, where applicable, are immediately entered on CPIC, including obtaining a Canada-wide radius where it is believed that the accused is leaving or has left the province;
 - f) ensure that relevant information on parental/familial abductions is entered on the RCMP *Missing Child Registry*, where applicable;

- g) address the sharing of information with patrol officers by communications/dispatch personnel, including suspect and victim descriptions, where available;
 - h) address the dissemination and sharing of information with other relevant law enforcement and government agencies, including border points, and appropriate community organizations;
 - i) in a case of an attempted parental/familial abduction, ensure that notification is made to the child's school officials, care givers and others, where appropriate; and
 - j) set out the steps to be followed when it is necessary to contact an agency outside Canada for information in connection with a parental/familial abduction or an attempted abduction of a child.
2. Every police service's procedures on non-parental/non-familial abductions or attempted abductions of children should:
- a) require officers to comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*;
 - b) require officers to follow the police service's procedures on child abuse and neglect, including local protocols with the Children's Aid Societies, where appropriate;
 - c) require that appropriate information is immediately entered on CPIC;
 - d) ensure that relevant information on non-parental/non-familial abductions is entered on the RCMP *Missing Child Registry*;
 - e) address the sharing of information with patrol officers by communications/dispatch personnel, including suspect and victim descriptions, where available;
 - f) address the dissemination and sharing of information with other relevant law enforcement and government agencies, including border points, and appropriate community organizations;
 - g) set out the steps to be followed when it is necessary to contact an agency outside Canada for information in connection with a non-parental/non-familial abduction or an attempted abduction of a child; and
 - h) address compliance with the requirements of the *ViCLAS Regulation*.
- Community Notification** 3. Every police service's procedures should address community notification in cases of non-parental/non-familial abductions or attempted abductions of children.





BY-LAW NO. 455-2024

A BY-LAW RESPECTING PERSONS IN CUSTODY

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequate and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that the Board have a policy on persons in custody and prisoner care and control;
- 1.5 AND WHEREAS Part LE-016 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to prisoner care and control and Part LE-033, a copy of which is attached hereto as Appendix B, contains guidelines directing the Chief and the Service relative to prisoner transportation.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 The Board recognizes the rights of persons in custody, and it is therefore the policy of this Board that such persons be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop a procedure for the care and control of prisoners including a procedure for the effective monitoring of prisoners.

4.1.2 The procedure shall include ensuring the secure custody of persons in custody in respect of court proceedings in accordance with subsection 243 (1) 3 of the CSPA.

4.2 PROCEDURES – ESCAPE FROM CUSTODY

4.2.1 The Chief shall establish a procedure for responding to an escape from police custody.

4.3 PROCEDURES – PRISONER TRANSPORTATION

4.3.1 The Chief shall develop procedures on prisoner transportation.

4.4 TRAINING

4.4.1 The Chief shall ensure that Members involved in prisoner care and control have the knowledge, skills and abilities required for the care and control of prisoners.

4.4.2 The Chief shall ensure that Members used to escort persons in custody have the knowledge, skills and abilities required to perform the function.

4.5 EQUIPMENT

4.5.1 The Chief shall ensure that Members used to escort persons in custody have available and use the appropriate safety equipment in performing this function.

4.6 The procedures established above shall be in accordance with Appendix A and B.

5. REVIEW OF PROCEDURES

5.1 The Chief shall review the procedures, processes and practices of the Service for prisoner care and control following an escape or in-custody death.

6. REPORT TO THE BOARD

6.1 REPORTING REQUIREMENTS – ESCAPE FROM CUSTODY

6.1.1 The Chief shall make a written report to the Board immediately following any escape from police custody or in-custody death.

6.2 REPORTING REQUIREMENTS – INQUEST

- 6.2.1 The Chief shall make a written report to the Board summarizing the findings of a coroner's jury following an inquest into the death of an individual in police custody and a further report within six (6) months reporting on compliance with the said recommendations.

6.3 ANNUAL REPORTING REQUIREMENTS

- 6.3.1 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 prisoner care and control including prisoner transportation;
 - (b) confirmation of compliance with the procedures regarding prisoner care and control including prisoner transportation; and
 - (c) a summary of the training given to Members involved in prisoner care and Members used to escort prisoners.

7. IMPLEMENTATION

- 7.1 By-law No. 208-2000 and 225-2000, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 7.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (2)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on prisoner care and control. In addition, section 13(1)(l) requires the Chief of Police to establish procedures and processes in respect of prisoner care and control.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to prisoner care and control that the Chief of Police will:

- a) establish procedures and processes for:
 - i) the care and control of prisoners, including effective monitoring; and
 - ii) responding to an escape from police custody;
- b) ensure that members involved in prisoner care and control have the knowledge, skills and abilities required to perform this function; and
- c) following an escape or in-custody death, review the procedures, processes and practices of the police service for prisoner care and control and report back to the board.

Police Service Guidelines

- Procedures**
1. Every police service's procedures and processes should:
 - a) require that the officer in charge/supervisor or designate be immediately notified on, and the record of arrest updated when there are any changes relating to (and prior to transfer), a prisoner's:
 - i) injuries;
 - ii) medication, or whether any medication has been administered;
 - iii) impairment due to alcohol or drugs;
 - iv) potential for suicide, violence or risk of escape; and
 - v) emotional disturbance, any mental illness or developmental disability;
 - b) require the recording, and notification to the investigating officer, of any admissions or threats made by an arrested person at the time of processing;
 - c) require that all personal property, such as belts, ties, shoelaces or any article with which a prisoner could cause harm are removed and stored securely prior to the prisoner being placed in a cell;
 - d) require that the officer in charge/supervisor or designate ensure the performing and recording of regular prisoner visual and physical security checks;



- e) set out the special precautions to be implemented for prisoners who are known or suspected to:
 - i) be violent;
 - ii) be emotionally disturbed;
 - iii) have a mental illness;
 - iv) have a developmental disability;
 - v) be suicidal;
 - vi) have a communicable disease;
 - vii) be at risk of a medical emergency; or
 - viii) be under the influence of alcohol/drugs;
 - f) require that meals be provided at all regular meal times and recorded;
 - g) require the display of a “right to counsel” poster;
 - h) address issues relating to:
 - i) security, including firearms and lock-up areas;
 - ii) young persons;
 - iii) use of restraints;
 - iv) separation, by sight, of women, young persons and males from each other;
 - v) the release of a prisoners’ personal property; and
 - vi) emergency procedures and processes, including medical emergencies, cell deaths and evacuations;
 - i) require that prisoner transportation personnel, and any person(s), organization or facility to which the prisoner is transferred, are provided with the appropriate documentation on the prisoner, and are alerted to any information on the prisoner referred to in section 1(a); and
 - j) require the officer in charge/supervisor to regularly audit compliance by members with the police service’s procedures on prisoner care and control.
2. Every police service’s procedures should address an escape from police custody, including, at minimum, that:
- a) upon discovering that a person in custody has escaped, a member shall immediately advise the communications centre of the escape and relevant information; and
 - b) the member, if the escapee cannot be immediately apprehended, shall:
 - i) ensure a CPIC Alert is issued if the person is believed to be a danger to themselves or other persons; and
 - ii) ensure the information on the escapee is entered on CPIC.
3. Every Chief of Police should ensure that members involved in prisoner care and control have the knowledge, skills and abilities required to perform this function, including knowledge of first aid/CPR, precautions for communicable diseases, suicide prevention, recognition of symptoms of excited delirium and positional

asphyxia and prevention, care for impaired persons and the maintenance and operation of safety equipment.

- Review**
4. Every Chief of Police should, following an escape or in-custody death, review the procedures, processes and practices of the police service for prisoner care and control and report back to the board.

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on prisoner transportation. In addition, section 13(1)(m) requires the Chief of Police to establish procedures and processes in respect of prisoner transportation.

Furthermore, section 53(5) of the *Police Services Act* permits the use of special constables by police services to escort and convey persons in custody.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to prisoner transportation that the Chief of Police will:

- a) establish procedures on prisoner transportation that require compliance by police officers/special constables with the police service's procedures on prisoner care and control;
- b) ensure that police officers/special constables used to escort persons in custody have the knowledge, skills and abilities required to perform this function; and
- c) ensure that appropriate safety equipment is used/available to police officers/special constables performing this function.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on prisoner transportation should:
 - a) set out the circumstances when at least two police officers/special constables are required for a prisoner escort;
 - b) address issues relating to:
 - i) security, including firearms;
 - ii) transporting young persons;
 - iii) transporting prisoners of the opposite sex;
 - iv) transporting prisoners with physical disabilities; and
 - v) the use of restraints during transportation;
 - c) set out the special precautions and/or additional security measures to be implemented for transporting prisoners who are known or suspected to:
 - i) be violent;
 - ii) be an escape risk;
 - iii) be involved with organized crime or have other known criminal associates in the community;



- iv) be emotionally disturbed;
 - v) have a mental illness;
 - vi) have a developmental disability;
 - vii) be suicidal;
 - viii) have a communicable disease;
 - ix) be at risk of a medical emergency; or
 - x) be under the influence of alcohol/drugs;
- d) require that, when custody of a prisoner is transferred, any person(s), organization or facility receiving custody is provided with the appropriate documentation on the prisoner, and is alerted to any information on the prisoner regarding:
- i) injuries;
 - ii) medication, or whether any medication has been administered;
 - iii) impairment due to alcohol or drugs;
 - iv) potential for suicide, violence or risk of escape; and
 - v) emotional disturbance, any mental illness or developmental disability;
- e) require the maintenance of records concerning a prisoner's transportation;
- f) ensure the provision of meals to prisoners attending court;
- g) address the type of vehicles that should be used for prisoner transportation; and
- h) require police officers/special constables to comply with the police service's procedures on prisoner care and control.
2. Every Chief of Police should ensure that police officers/special constables used to escort persons in custody have the knowledge, skills and abilities required to perform this function, including knowledge of first aid/CPR, precautions for communicable diseases, suicide prevention, recognition of symptoms of excited delirium and positional asphyxia and prevention, care for impaired persons and the maintenance and operation of safety equipment.
- Equipment** 3. Every Chief of Police should ensure that the appropriate safety equipment is used/available to police officers/special constables performing this function, including communications access during transportation.





BY-LAW NO. 456-2024

**A BY-LAW RESPECTING
POLICE RESPONSE TO PERSONS IN CRISIS
INCLUDING THOSE WHO APPEAR TO HAVE A MENTAL ILLNESS
OR NEURODEVELOPMENTAL DISABILITY**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 6 (1) 4. viii O. Reg. 392/23: Adequate and Effective Policing (General) requires the Chief of Police to establish written procedures respecting police response to persons who are in crisis, including those persons who appear to have a mental illness or a neurodevelopmental disability,
- 1.4 AND WHEREAS subsection 39 (1) 4 of the CSPA requires that the Strategic Plan of the Police Service Board address, inter alia, police interactions with persons who appear to have a mental illness or a neurodevelopmental disability;
- 1.5 AND WHEREAS Part LE-013 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the police service relative to police response to persons who are emotionally disturbed or who have a mental illness or a developmental disability.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 It is the policy of this Board that investigations involving persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

3.2 The Board is committed to working in partnership with community mental health agencies to provide prompt coordinated service delivery.

3.3 The Board is committed to working with community agencies, persons with mental illnesses and their families to reduce the stigma of mental illness and to share the responsibility for improving the quality of life for persons who suffer from mental illnesses and disorders.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain written procedures that address the police response to persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability.

4.1.2 The procedures referred to in Section 4.1.1 shall be in accordance with Appendix A and subsection 6 (1) 4. viii of O. Reg. O. Reg. 392/23: Adequate and Effective Policing (General).

4.2 COMMUNITY PARTNERSHIP

4.2.1 The Chief shall, where possible, work with appropriate community members and agencies, healthcare providers, government agencies, municipal officials, other criminal justice agencies, and the local Crown Attorney to address Service issues relating to persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability.

4.3 TRAINING

4.3.1 The Chief shall ensure that all Members have the requisite knowledge, skills and abilities to deal with persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability.

4.3.2 The Chief shall ensure that the Service's skills development and learning plan addresses training of Members, on:

- (a) local protocols;
- (b) conflict resolution and use of force in situations involving persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability; and
- (c) the provisions of the Mental Health Act.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of police response to persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability. The report shall include:

- (a) a summary of the written procedures concerning police response to persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability;
- (b) the status of Service compliance with the said procedures;
- (c) a summary of the training given to Members with respect to police response to persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability;
- (d) a summary of issues raised and/or discussed with community partners relating to police response to persons who are in crisis, including those persons appear to have a mental illness or a neurodevelopmental disability.

6. IMPLEMENTATION

6.1 By-law No. 205-2000, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability. In addition, section 13(1)(g) requires the Chief of Police to establish procedures and processes in respect of the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability that the Chief of Police will:

- a) work, where possible, with appropriate community members and agencies, health care providers, government agencies, municipal officials, other criminal justice agencies, and the local Crown to address service issues relating to persons who have a mental illness or developmental disability;
- b) establish procedures and processes that address the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability; and
- c) ensure that the police service's skills development and learning plan addresses the training and sharing of information with officers, communications operators /dispatchers and supervisors on:
 - i) local protocols; and
 - ii) conflict resolution and use of force in situations involving persons who may be emotionally disturbed, or may have a mental illness or developmental disability.

Police Service Guidelines

Local Service Coordination

1. Every Chief of Police, or designate, should work, where possible, with appropriate community members and agencies, health care providers, government agencies, municipal officials, other criminal justice agencies, and the local Crown to address service issues relating to persons who have a mental illness or developmental disability in that community.

Protocol

2. Every Chief of Police should work, where possible, with local hospitals and psychiatric facilities, where ones exist, towards developing a protocol that should address:



- a) the admission of a person who is emotionally disturbed or has a mental illness who has been arrested or transported by the police;
- b) criminal offences by a person who is emotionally disturbed or has a mental illness within that facility/hospital; and
- c) unauthorized absences by persons who are emotionally disturbed or have a mental illness from that facility/hospital.

Procedures 3. Every police service's procedures and processes on the police response to persons who may be emotionally disturbed, or may have a mental illness or developmental disability should:

- a) require communications operators/dispatchers to provide information to officers, if known, on:
 - i) any medications being taken by the person or that are prescribed;
 - ii) whether the individual is under the influence of illicit drugs and/or alcohol;
 - iii) whether the individual has a history of violence;
 - iv) whether the individual is presently armed or may have access to a firearm;
 - v) whether the individual is in a public/open area or is barricaded;
 - vi) whether there are any reported injuries;
 - vii) whether the individual is involved with any community agencies or local health care providers; and
 - viii) whether the police have previously attended the same address or had prior contacts with the same individual(s) involved;
- b) address the steps for a police officer, or communications operator/dispatcher to obtain assistance from, or refer a call/situation to, another agency;
- c) set out the circumstances in which more than one officer should be dispatched to a call, where practical, or where containment or tactical support should be provided;
- d) set out the steps to be taken by a police officer when invoking the provisions under the *Mental Health Act*;
- e) require that, where an officer has reasonable grounds to believe that the individual has committed a violent crime, the officer should consider charging the individual and not consider voluntary or involuntary hospitalization as a substitute to laying a charge, absent compelling circumstances;
- f) require that in those circumstances where the suspect is taken to a hospital, the police officer shall advise the hospital as to the circumstances of the occurrence, the background of the person, whether he or she may be suicidal, and other such information as may be provided;
- g) address the transportation of persons who may be emotionally disturbed, or may have a mental illness to a psychiatric facility or hospital; and
- h) set out the procedures for responding to calls for service at a local psychiatric facility, where one exists, or hospital, including where the call relates to an

unauthorized absence of an individual who is emotionally disturbed or has a mental illness from the facility.

Training

4. Every Chief of Police should ensure that the police service's skills development and learning plan addresses the training and sharing of information with officers, communications operators/dispatchers and supervisors on:
 - a) local protocols;
 - b) conflict resolution and use of force in situations involving persons who may be emotionally disturbed, or may have a mental illness or developmental disability;
 - c) the relevant provisions of the *Mental Health Act*, *Substitute Decisions Act* and *Health Care Consent Act*;
 - d) the recognition of common mental illnesses; and
 - e) providing assistance to families of persons who have a mental illness.



BY-LAW NO. 457-2024

**A BY-LAW RESPECTING
PROPERTY OFFENCES (including Break and Enter)**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS subsection 1 (1) of the CSPA provides, inter alia, that policing shall be provided throughout Ontario in accordance with the principle of the need to ensure the safety and security of all persons and property in Ontario, including on First Nations Reserves;
- 1.5 AND WHEREAS the Board deems it appropriate that the Chief of Police develops and maintains procedures on and processes for undertaking and managing investigations into property offences;
- 1.6 AND WHEREAS Part LE-030 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the police service relative to investigations into property offences.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;

- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that property offences are serious in nature, and it is therefore the policy of this Board that investigations into property offences be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop and maintain procedures that require investigations into property offences be undertaken and managed in accordance with the Service's criminal investigation management plan and in accordance with Appendix A.

4.2 CRIME PREVENTION INITIATIVES

- 4.2.1 The Chief shall identify the need for the implementation of crime prevention initiatives for property crime based on crime, call and public disorder analysis, criminal intelligence and community needs.

4.3 TRAINING

- 4.3.1 The Chief shall ensure that Members investigating property offence occurrences have the requisite knowledge, skills and abilities.

5. REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into property offences. The report shall include:

- (a) a summary of the written procedures concerning property offence investigations;
- (b) the status of Service compliance with the said procedures; and
- (c) a summary of crime prevention initiatives for property crime.

6. IMPLEMENTATION

- 6.1 By-law No. 222-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on the investigation of property offences, including break and enter.

In addition, section 12(1)(p) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into property offences, including break and enter.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to property offences, including break and enter that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan; and
- b) identify the need for the implementation of crime prevention initiatives for property crime based on crime, call and public disorder analysis, criminal intelligence and community needs.

Police Service Guidelines

Crime Prevention

1. Every Chief of Police should identify the need for the implementation of crime prevention initiatives for property crime based on crime, call and public disorder analysis, criminal intelligence and community needs, including the implementation of bicycle registration and property identification programs.

Procedures

2. Every police service's procedures on property offences should:
 - a) require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan;
 - b) require the retention and disposition of property relating to on-going investigations and prosecutions in accordance with the police service's procedures on the collection, preservation and control of evidence and property;
 - c) address the identification, tracing and seizing of stolen property;
 - d) provide for the processing and evaluation of reports received pursuant to the *Pawnbrokers Act* and any municipal by-laws governing the sale of second-hand goods;
 - e) address police interaction with pawnbrokers and second-hand dealers;



- f) address the investigative procedures for different classifications of property offences, including the criteria for the use of investigative supports when investigating property offences;
- g) address the investigative procedures for arson investigations;
- h) require that appropriate information be shared with patrol officers on break and enter and serious property occurrences, including any descriptions of suspects; and
- i) address the sharing of information with other police services and relevant organizations on serial break and enters, and other offences.

**PROTOCOL FOR THE SHARING OF INFORMATION
BETWEEN THE
REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD
AND THE
REGIONAL MUNICIPALITY OF NIAGARA**

WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the in the area for which it has policing responsibility as required by Section 10 of the CSPA;

AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;

AND WHEREAS subsection 41 (3) of the CSPA, provides that the Regional Municipality of Niagara Police Service Board shall make best efforts to negotiate and enter into a protocol with the Council for the Regional Municipality of Niagara that addresses:

- 1) The sharing of information with the Regional Municipality of Niagara including the type of information to be shared and the frequency for sharing such information; and
- 2) At the request or Regional Council, with any information, other than personal information, relevant to the preparation or review of the Community Safety and Well-Being Plan or to the Board's estimates.

AND WHEREAS the Regional Municipality of Niagara is required, pursuant to Section 50 (1), which provides that a municipality that maintains a municipal board shall provide the board with sufficient funding to, a) provide adequate and effective policing in the municipality and b) pay the expenses of the board's operations, other than the remuneration of board members;

AND WHEREAS subsection 227 (11) of the CSPA provides that the municipality may make representations before the arbitration board in an arbitration involving a municipal board if the municipality is authorized to do so by a resolution.

THEREFORE, THE PARTIES HEREBY AGREE THAT:

The Regional Municipality of Niagara Police Service Board shall provide the Regional Clerk of the Regional Municipality of Niagara:

1. In December of each year, a copy of the Police Service Board's meeting schedule for the upcoming year including dates, times and location of its meetings.
2. Electronic access to public agenda and minutes through the Regional Municipality of Niagara Police Service Board's Internet site at www.niagarapolice.ca

3. Should the Board and Chief of Police host public information sessions on current policing issues in the Niagara Region they will inform the Regional Clerk of where and when these events are to take place as soon as this information has been confirmed.
4. Notice of other public consultation processes scheduled by the Police Service Board for the development of a Niagara Regional Police Service Strategic Plan.
5. The Board will provide information as required or requested by Regional Council or as directed by the Board for Regional Council's consideration, with respect to Board meeting agendas, minutes, budget, and any other matter from time to time as may be permitted by the CSPA.
6. The Board will review and respond to Regional Council decisions applicable to the Board. In its response, the Board will consider its statutory responsibilities and the objectives of both the Board and Regional Council relevant to the decision.
7. Regional Council will communicate to the Board any information it obtains pertaining to the Board or the Service or that is necessary for the effective and efficient provision of policing services in Niagara Region, in a timely manner.
8. Any other reports or information as determined by the Police Service Board.
9. In accordance with Section 39 of the CSPA the Regional Municipality of Niagara Police Service Board shall:
 - (a) Pursuant to subsection 39 (3) of the CSPA consult with the Regional Council or any local area municipalities in the Boards' area of policing responsibility with regards to preparing or revising the Strategic Plan;
 - (b) Pursuant to subsection 39 (4), in preparing or revising the Strategic Plan, the Board shall consider, at a minimum:
 - i) The results of the consultations conducted under subsection (3);
 - ii) Any community safety and well-being plans adopted by the municipalities or First Nations that are in the Board's area of policing responsibility.
 - (c) Publish the Strategic Plan on the Internet in accordance with the regulations made by the Minister, if any. The Regional Clerk will be provided with a copy of the Strategic Plan prior to it being published on the Board's website for public viewing.
10. The Board will provide copies of the Niagara Regional Police Service Statistical Annual Report, and to the public no later than June 30 in each year.
11. On or before June 30 in each year, and in accordance with Section 41 of the CSPA, the Regional Municipality of Niagara Police Services Board shall file an annual report with Regional Council regarding:

- (a) the implementation of the Board's Strategic Plan and the achievement of the performance objectives identified in the Strategic Plan;
- (b) the affairs of the Niagara Regional Police Service;
- (c) the provisions of policing as it relates to any Community Safety and Well-Being Plans adopted by the municipalities or First Nations that are in the Board's area of policing responsibility; and
- (d) any other prescribed matters.

12. The Board shall publish the annual report referred to in section 41 of the CSPA on the Internet in accordance with the regulations made by the Ministry, if any. If the Ministry does not regulate the publishing of the annual report, the Board will post it on their website on or before June 30 in each year, after it has provided a copy to the Regional Clerk.

13. This Protocol is subject to the provisions of CSPA and *Municipal Freedom of Information and Protection of Privacy Act*.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

DATED AT Niagara Falls, Ontario this _____ day of _____, 2024.

Jen Lawson, Chair

Deb Reid, Executive Director

THE REGIONAL MUNICIPALITY OF NIAGARA

DATED AT Thorold, Ontario this _____ day of _____, 2024.

Jim Bradley, Regional Chair

Ann-Marie Norio, Regional Clerk



BY-LAW NO. 458-2024

**A BY-LAW RESPECTING
SEARCH AND SEIZURE**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequate and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA to establish policies with respect of search of premises and search of persons;
- 1.5 AND WHEREAS Part LE-011 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to search of premises;
- 1.6 AND WHEREAS Part LE-012 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix B, contains guidelines directing the Chief and police service relative to search of persons.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 The Board recognizes that issues relating to search and seizure are of paramount importance in the investigation and prosecution of criminal offences, and it is therefore the policy of this Board that such issues be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 SEARCH OF THE PREMISES

4.1.1 The Chief shall establish procedures on search of premises that require compliance by Members with the legal, constitutional and caselaw requirements relating to search of the premises and in accordance with Appendix A.

4.2 SEARCH OF PERSONS

4.2.1 The Chief shall establish procedures on search of persons that comply with Appendix A and address:

- (a) the compliance by Members of the Service with the legal, constitutional and caselaw requirements relating to when and how searches of the persons are to be undertaken;
- (b) the circumstances in which an officer may undertake a search of person;
- (c) frisk/field searches;
- (d) strip/complete searches;
- (e) body cavity searches;
- (f) consent searches;
- (g) supervision of searches of persons; and
- (h) the documentation of searches of persons.

4.3 TRAINING

4.3.1 The Chief shall ensure that Members are kept informed of changes in the law relating to search and seizure.

5. REPORT TO THE BOARD

5.1 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 search and seizure; and
- (b) confirmation of compliance with the procedures regarding search and seizure.

6. IMPLEMENTATION

6.1 By-law No. 203-2000 and 204-2000, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachments (2)

Legislative/Regulatory Requirements

Section 29 of the Police Adequacy Standards Regulation requires a police services board to have a policy on search of premises. In addition, section 13(1)(i) requires the Chief of Police to establish procedures and processes in respect of search of premises.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to search of premises that the Chief of Police will:

- a) establish procedures on search of premises that require the compliance by members of the police service with the legal, constitutional and case law requirements relating to the search of premises; and
- b) ensure that officers and other members as appropriate are kept informed of changes in the law relating to search of premises.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on search of premises should:
 - a) require an officer to comply with legal, constitutional and case law requirements for undertaking a search of premise, as well as for vehicle /conveyance searches and the contents found within;
 - b) address the procedures for:
 - i) obtaining and executing search warrants; and
 - ii) undertaking a consent search;
 - c) provide that an officer shall not use a Coroner's warrant as a means of obtaining evidence in respect to a criminal act;
 - d) require that before conducting a search of a dwelling, the officer in possession of the search warrant will, where practicable and unless safety or operational requirements clearly dictate otherwise, indicate the reason for their attendance and request that the door be opened;
 - e) require that sufficient personnel be deployed to control the search and to provide adequate security;
 - f) require that seized evidence be collected, handled, packaged, marked, recorded, transported and stored in accordance with the police service's procedures for the collection, preservation and control of evidence and property;
 - g) require that all searches be conducted in accordance with the police service's procedures on communicable diseases;



- h) require that the results of any search be fully documented; and
- i) require that the search of a person found within a premise be conducted in accordance with the police service's procedures on the search of the person.

Information 2. Every Chief of Police should ensure that officers and other members as appropriate are kept informed of changes in the law relating to search of premises.

Legislative/Regulatory Requirements

Section 29 of the Police Adequacy Standards Regulation requires a police services board to have a policy on search of persons. In addition, section 13(1)(h) requires the Chief of Police to establish procedures and processes in respect of the search of persons.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to the search of persons that the Chief of Police will:

- a) establish procedures that address:
 - i) the compliance by members of the police service with the legal, constitutional and case law requirements relating to when and how searches of persons are to be undertaken;
 - ii) the circumstances in which an officer may undertake a search of person;
 - iii) frisk/field searches;
 - iv) strip/complete searches;
 - v) body cavity searches;
 - vi) consent searches;
 - vii) the supervision of searches of persons; and
 - viii) the documentation of searches of persons; and
- b) ensure that officers and other members as appropriate are kept informed of changes in the law relating to the search of persons.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on the search of persons should:
 - a) require an officer when undertaking a search of person to comply with legal, constitutional and case law requirements;
 - b) address the circumstances in which an officer may undertake a search of person;
 - c) set out the procedures for undertaking:
 - i) frisk/field searches;
 - ii) strip/complete searches, including:
 - the circumstances under which a strip/complete search may be conducted;
 - the circumstances when a strip/complete search must be reported;
 - the circumstances, if any, where the permission of a supervisor must be obtained before a strip/complete search is conducted;
 - a requirement against conducting a strip/complete search while any person is present who is not a member of a police service, or whose attendance is

- not appropriate or required in the circumstances, unless safety requirements dictate otherwise;
- that a search be conducted by a member of the same gender as the person to be searched, unless safety requirements dictate otherwise;
- that a search be conducted in a place in which the privacy of the person can be reasonably assured, unless safety requirements dictate otherwise;
- that the person be encouraged to remove their own clothing, unless safety requirements or destruction of evidence issues dictate otherwise; and
- that the search be conducted in a manner which avoids unnecessary body contact;
- iii) body cavity searches, including:
 - that such searches be conducted in private by a qualified medical practitioner and other medical staff as required, and in the presence of a member of the police service of the same gender as the person to be searched; and
 - operational responsibility for authorizing such a search; and
- iv) consent searches;
- d) address the search of a young person and a person with a disability which affects communication or comprehension; and
- e) require that the results of all searches be documented.

Information 2. Every Chief of Police should ensure that the members who may perform search of persons are kept informed of changes in the law with respect to the search of persons.





BY-LAW NO. 459-2024

**A BY-LAW RESPECTING
STOLEN OR SMUGGLED FIREARMS**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS Section 260 of the CSPA provides for storage, recording and reporting on firearms that come into the possession of the Service;
- 1.5 AND WHEREAS the Board deems it appropriate that the Chief of Police develop and maintain procedures on and processes for undertaking and managing investigations into stolen or smuggled firearms;
- 1.6 AND WHEREAS the Ministry has published a Police Standards Manual (2000) which provides direction to the police service in respect of investigations into stolen or smuggled firearms;
- 1.7 AND WHEREAS Part LE-019 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the Service relative to investigations of stolen or smuggled firearms.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3 BOARD POLICY

3.1 The Board recognizes that matters of stolen or smuggled firearms are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 The Chief shall develop a procedure to ensure compliance with Section 260 of the CSPA.

4.2 ORIGIN OF FIREARM

4.2.1 The Chief shall develop and implement a procedure to determine the origin of every firearm that comes into the possession of the Service with a view to determining whether the firearm is:

- (a) lost or stolen;
- (b) registered in Canada; or
- (c) illegal in Canada.

4.3 INVESTIGATION OF STOLEN OR SMUGGLED FIREARMS

4.3.1 The Chief shall develop and implement written procedures relating to the investigation of stolen or smuggled firearms.

4.4 SHARING OF INFORMATION

4.4.1 The Chief shall develop and implement a procedure to address the sharing of information on stolen and smuggled firearms with law enforcement agencies.

4.5 TRAINING

4.5.1 The Chief shall ensure that Members receive the appropriate training in relation to firearms safety and that Members involved in investigations of stolen or smuggled firearms have had the requisite knowledge, skills and abilities.

4.6 The procedures referred to above shall be in accordance with Appendix A.

5 REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of the investigation of stolen or smuggled firearms. This report will contain:

- (a) a summary of the written procedures concerning investigations into stolen or smuggled firearms; and
- (b) the status of Service compliance with the said procedures.

6. IMPLEMENTATION

6.1 By-law No. 211-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into stolen or smuggled firearms.

In addition, section 12(1)(s) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into stolen or smuggled firearms.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to stolen or smuggled firearms that the Chief of Police will develop and maintain procedures:

- a) that require that every firearm that comes into the possession of the police service will be checked to determine whether the firearm:
 - i) has been reported stolen or lost;
 - ii) is legally registered in Canada; or
 - iii) is smuggled;
- b) on the investigation of stolen or smuggled firearms in accordance with the police service's criminal investigation management plan; and
- c) that address the sharing of crime analysis, criminal intelligence and other information on stolen or smuggled firearms with relevant law enforcement agencies and as required by section 134(8)4 of the *Police Services Act*.

Police Service Guidelines

- Procedures**
1. Every police service's procedures should:
 - a) require that every firearm that comes into the possession of the police service shall be checked to determine whether the firearm:
 - i) has been reported stolen or lost;
 - ii) is legally registered in Canada; or
 - iii) is smuggled;
 - b) provide that the police service participates in the *Firearms Tracing and Analysis Program* (FATE), and that members should comply with the administrative requirements specified by the program;
 - c) provide that where it is determined that a seized firearm has been stolen an investigation shall be undertaken, in accordance with the police service's criminal investigation management plan, to determine how the individual from whom the



firearm was seized came into possession of the stolen firearm, as well as whether the original owner of the firearm complied with requirements for the safe storage of firearms;

- d) provide that where it is determined that the seized firearm is of the type that should be registered in Canada but is not, or the firearm is prohibited, that:
 - i) the *Provincial Weapons Enforcement Unit* (PWEU) shall be consulted for the appropriate assistance and/or investigative procedure to be followed; and
 - ii) an investigation shall be undertaken, in accordance with the police service's criminal investigation management plan, to determine how the individual from whom the firearm was seized came into possession of the unregistered or prohibited firearm; and
- e) provide that information shall be shared with PWEU, and appropriate law enforcement agencies when:
 - i) the seized weapon may have been distributed through a "supplier" or "distribution network";
 - ii) there is a theft/robbery of firearms from a store that sells firearms, a gun club or a theft from a private residence; and
 - iii) it is suspected that individuals within the community are involved in the smuggling and/or distribution of firearms.





BY-LAW NO. 460-2024

**A BY-LAW RESPECTING
VEHICLE THEFT**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS the Board deems it appropriate that the Chief of Police develops and maintains procedures on and processes for undertaking and managing investigations into vehicle theft;
- 1.5 AND WHEREAS Part LE-043 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service relative to vehicle theft investigations.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3 BOARD POLICY

- 3.1 The Board recognizes that vehicle theft is serious in nature, and it is therefore the policy of this Board that investigations into vehicle thefts be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop and maintain procedures that require investigations into vehicle theft occurrences to be undertaken in accordance with the Service's Criminal Investigation Management Plan and in accordance with Appendix A.

4.2 NOTIFICATION TO OWNERS

- 4.2.1 The Chief shall ensure the timely notification of registered owners of the recovery of stolen vehicles, except where ongoing criminal investigations may be compromised.

4.3 TRAINING

- 4.3.1 The Chief shall ensure that Members investigating vehicle theft occurrences have the requisite knowledge, skills and abilities.

5 REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into vehicle theft occurrences. The report shall include:

- (a) a summary of the written procedures concerning vehicle theft investigations; and
- (b) the status of Service compliance with the said procedures.

6. IMPLEMENTATION

- 6.1 By-law No. 235-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into vehicle thefts.

In addition section 12(1)(t) requires the Chief of Police to establish procedures on and processes for undertaking and managing investigations into vehicle thefts.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to vehicle thefts that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken in accordance with the police service's criminal investigation management plan; and
- b) ensure the timely notifications of registered owners of the recovery of stolen vehicles, except where ongoing criminal investigations may be compromised.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on the investigation of vehicle thefts should:
 - a) require that investigations be undertaken in accordance with the police service's criminal investigation management plan, including notifying the *Ontario Provincial Auto Theft Team* in investigations involving:
 - i) organized theft rings; and
 - ii) thefts of heavy construction equipment vehicles;
 - b) require the sharing of information on vehicle theft with relevant law enforcement agencies, government agencies and other organizations;
 - c) require the recording of vehicle theft information on CPIC, including the VIN number and/or license plate number;
 - d) address the communications of stolen vehicle reports, including any descriptions of suspects;
 - e) require that information on stolen vehicles be shared with patrol officers, including any descriptions of suspects; and
 - f) require the timely notifications of registered owners of the recovery of stolen vehicles, except where ongoing criminal investigations may be compromised.





BY-LAW NO. 461-2024

**A BY-LAW RESPECTING
VICTIMS' ASSISTANCE**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 1. 4 of the CSPA provides for the importance of respect for victims of crime and understanding of their needs;
- 1.4 AND WHEREAS subsection 82 (1) (c) of the CSPA provides that police officers have a duty to assist victims of crime;
- 1.5 AND WHEREAS subsection 11 (1) 5 of the CSPA provides that adequate and effective policing includes, inter alia, providing assistance to victims of crime;
- 1.6 AND WHEREAS subsection 13 (1) and (2) of O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequate and effective policing respecting assistance to victims of crime;
- 1.7 AND WHEREAS the Board deems it appropriate that the Chief of Police establish procedures on providing assistance to victims that reflect the principles of the *Victims' Bill of Rights, 1995* and sets out the role and responsibilities of Members providing victims' assistance;
- 1.8 AND WHEREAS the Board deems it appropriate to have a policy on victims' assistance;
- 1.9 AND WHEREAS Part VA-001 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to victims' assistance.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;

- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;
- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

- 3.1 The Board recognizes that issues relating to victims' assistance form an important part of policing, and it is therefore the policy of this Board that victims' assistance issues be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall establish procedures on providing assistance to victims in accordance with Appendix A, and the Community and Safety Well-Being Plan developed by the Region of Niagara in accordance with Part XVI of the CSPA.

4.2 COMMUNITY PARTNERSHIP

- 4.2.1 The Chief shall work in partnership with the Ministry of the Attorney General's Victim/Witness Assistance Program (VWAP) and agencies that deliver the Victim Crisis and Referral Service (VCARS) program, where available, and municipalities, community and social service agencies and other local organizations, to promote the development of an integrated service delivery framework for providing assistance to victims, including safety planning.

4.3 TRAINING

- 4.3.1 The Chief shall ensure that Members are aware of victims' service providers or a victim referral service available in the area.
- 4.3.2 The Chief shall ensure that in each instance where there is police service contact with one or more victims of crime involving physical and/or psychological injury that such victims are referred to the appropriate community service available in their area.
- 4.3.3 The Chief shall ensure that Members are aware of the provisions of the *Victims Bill of Rights, 1995*, and are kept informed of changes in the law relating to victims' assistance.

5. REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of victims' assistance. The report shall include:
- (a) a summary of the written procedures concerning victims' assistance;

- (b) quantitative and qualitative performance objectives and indicators of outcomes relating to police assistance to victims of crime and re-victimization rates in accordance with subsection 39 (1) 3. vii of the CSPA; and
- (c) the status of Service compliance with the said procedures.

6. IMPLEMENTATION

- 6.1 By-law Nos. 312-2011 and 322-2012, and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.
- 6.2 This By-law shall come into force on April 1, 2024.
- 6.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this ____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 42(1)(c) of the *Police Services Act* provides that police officers have a duty to assist victims of crime.

Section 29 of the Adequacy and Effectiveness of Police Services Regulation requires a police services board have a policy on victims' assistance.

In addition, section 17 of the Regulation requires the Chief of Police establish procedures on providing assistance to victims that:

- reflect the principles of the *Victims' Bill of Rights, 1995*; and
- set out the roles and responsibilities of members for providing victims' assistance.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to providing assistance to victims that the Chief of Police will:

- a) working in partnership with the Ministry of the Attorney General's Victim/Witness Assistance Program (V/WAP) and agencies that deliver the Victim Crisis and Referral Service (VCARS) program, where available, municipalities, community and social service agencies and other local organizations, promote the development of an integrated service delivery framework for providing assistance to victims, including safety planning;
- b) ensure that members of the police service are aware of victim service providers or a victim referral service available in the area;
- c) establish procedures on providing assistance to victims; and
- d) ensure that in each instance where there is police service contact with one or more victims of crime involving physical and/or psychological injury, that such victims are referred to the appropriate community service available in their area.

Police Service Guidelines

*Integrated
Service
Delivery*

1. Every Chief of Police should, working in partnership with the V/WAP and VCARS program, where available, municipalities, community and social service agencies and other local organizations, promote the development of an integrated service delivery framework for providing assistance to victims, including safety planning.

April 2012

VA-001

1/4



Ministry of Community
Safety and Correctional
Services

Procedures

2. Every police service's procedures on providing assistance to victims should:
- a) reflect the principles of the *Victims' Bill of Rights, 1995 (Act Respecting Victims of Crime)*;
 - b) set out the roles and responsibilities of members for providing victims' assistance;
 - c) require confidentiality to the extent consistent with applicable law;
 - d) require that a victim's property be promptly returned, where the property is no longer needed for the purposes of the justice system;
 - e) set out the procedures for notifying next-of-kin of deceased, seriously injured or seriously ill persons;
 - f) address direct services to victims, including:
 - i) providing victims, in accordance with local protocols, with the following information, where applicable:
 - arrests and charges laid with respect to the crime, and, if no charges are laid, the reasons why no charges are laid;
 - the progress of investigations that relate to the crime;
 - the protection available to victims to prevent unlawful intimidation;
 - interim release of the accused and any conditions;
 - prior to leaving the scene, officers' names and badge numbers; and
 - at the request of the victim, the date of all court appearances of the accused;
 - ii) providing information to the victim on available community services;
 - iii) upon notice to the victim, providing the following victim related information, on a timely basis, to an appropriate community agency (such as a VCARS agency), unless the victim specifically declines this assistance:
 - Victim's name,
 - Victim's telephone number,
 - Victim's address,
 - Spoken language (so the service can arrange for an interpreter if required),
 - Accommodation needs (if victim requires a disability accommodation),
 - The *Criminal Code* offence for which charges have been laid, and
 - The release status of the accused, if deemed necessary.
 - iv) providing the victim with information on safety planning, or on the availability of safety planning information and assistance within the community;
 - v) in cases involving domestic violence occurrences, providing assistance to victims in accordance with the police service's procedures on domestic violence occurrences;
 - vi) requiring officers to remain at a scene until satisfied that there is no imminent threat to the victim and issues related to the victim's safety have been addressed;

- vii) arranging transportation of a victim to a shelter or place of safety, if necessary, the location of which shall remain confidential to third parties;
 - viii) when a victim has a disability, contacting appropriate community resources or services to provide assistance, including suitable transportation, care and shelter, if necessary;
 - ix) if immigration status is an issue, advising the victim to seek independent legal advice;
 - x) if language is a barrier, making reasonable effort to obtain the services of an interpreter;
 - xi) requiring that victims of sexual assault, when resources and circumstances permit, should:
 - be interviewed during the investigation by members of the gender of their choice, upon request;
 - be interviewed in a private and victim appropriate environment that provides for the safety and security of the victim.
 - be advised regarding appropriate protective measures, which may be taken to enhance the victim's safety and/or reduce the accessibility of the victim to the suspect;
- (g) require that procedures be developed with the local Crown and VWAP (justice partners), where available, to provide timely victim related information to V/WAP and the Crown as part of the Early Victim Contact in Domestic Violence Cases Initiative and for other core cases where V/WAP provides services to victims, and to ensure the general provision of information to victims, including on:
- i) relevant provisions of the *Victims' Bill of Rights, 1995 (Act Respecting Victims of Crime)* and the *Compensation for Victims of Crime Act*;
 - ii) victims' role in the prosecution;
 - iii) court procedures that relate to prosecutions;
 - iv) interim release and, in the event of conviction, the sentencing of an accused;
 - v) dispositions made under sections 672.54 or 672.58 of the *Criminal Code* in respect of an accused who is found unfit to stand trial, or who is found not criminally responsible on account of a mental disorder;
 - vi) provisions of the *Criminal Code* that allow for the protection of the victim's identity; and
 - vii) rights of victims under the *Criminal Code* to make representation to the court by way of a victim impact statement, including the option of filing the statement in an alternate format; and
- (h) for major cases, require officers to also comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.
- (i) devise a policy to ensure that officers have:
- provided victims with information about victim assistance available through the police and through community agencies.

- provided victims with notice about sharing their contact information with community service providers for the purpose of victim assistance;
- shared victim contact information with the appropriate service providers, unless a victim has specifically declined this assistance; and
- indicated in writing, e.g. in their notebook, that the above notice has been given to victim.

Information 3) Every Chief of Police should ensure that members of the police service are aware of victim service providers or a victim referral service available in the area.



BY-LAW NO. 462-2024

**A BY-LAW RESPECTING
WITNESS PROTECTION AND SECURITY**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA")* provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS subsection 6 (1) 4 vii of O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes that a Chief of Police shall establish procedures and processes with respect to witness protection and security;
- 1.4 AND WHEREAS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA;
- 1.5 AND WHEREAS the Ministry has published a Policing Standards Manual (2000) which provides direction to the police service in respect of witness protection and security;
- 1.6 AND WHEREAS Part LE-018 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to witness protection and security.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 "Member" means a member of the Niagara Regional Police Service;

2.6 "Service" means the Niagara Regional Police Service.

3. BOARD POLICY

3.1 The Board recognizes that issues relating to the protection of witnesses form an important part of policing and of the prosecution of criminal offences, and it is therefore the policy of this Board that witness protection issues be dealt with in a professional and thorough manner in accordance with procedures established by the Chief as directed in this By-law.

4. DIRECTION TO THE CHIEF

4.1 WITNESS PROTECTION LIAISON OFFICER

4.1.1 The Chief shall appoint a Member, who as part of his or her duties, will act as a Witness Protection Liaison Officer.

4.2 PROCEDURES FOR SECURITY OF WITNESSES

4.2.1 The Chief shall develop and implement written procedures and processes in respect of the protection and security of witnesses.

4.3 PROCEDURES FOR WITNESS ASSISTANCE

4.3.1 The Chief shall establish procedures and processes in respect of witness assistance.

4.4 TRAINING

4.4.1 The Chief shall ensure that Members are aware of the provisions of the *Witness Protection Act* and are kept informed of changes in the law relating to witness protection.

4.5 The Chief shall establish written procedures relative to witness protection issues in accordance with Appendix A and subsection 6 (1) 4 vii of O. Reg. 392/23: Adequate and Effective Policing (General).

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of witness protection and security and witness assistance. The report shall include:

- (a) a summary of the written procedures concerning witness protection and security and witness assistance;
- (b) the status of Service compliance with the said procedures; and
- (c) on an anonymous basis, the cost of witness protection and assistance.

6. IMPLEMENTATION

6.1 By-law No. 210-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

- 6.2 This By-law shall come into force on April 1, 2024.
- 6.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on witness protection and security. In addition, section 13(1)(f) requires the Chief of Police to establish procedures and processes in respect of witness protection and security.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to witness protection and security that the Chief of Police will:

- a) establish procedures and processes in respect of witness protection and security; and
- b) ensure that the police service has a Witness Protection Liaison Officer, or an arrangement with another police service to use their Witness Protection Liaison Officer.

Police Service Guidelines

- Procedures**
1. Every police service's procedures and process in respect of witness protection and security should:
 - a) require that all members of the police service who may become involved in the investigation of serious crimes are aware of the provisions of the *Witness Protection Program Act* and any provincial Witness Protection Program; and
 - b) require the designation of at least one Witness Protection Liaison Officer or set out the procedures for accessing a Witness Protection Liaison Officer from another police service.





BY-LAW NO. 463-2024

**A BY-LAW RESPECTING
YOUTH CRIME**

1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;
- 1.2 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- 1.3 AND WHEREAS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.4 AND WHEREAS subsection 39 (1) 3) (vi) of the CSPA provides that a Board is to include in its Strategic Plan a requirement, inter alia, quantitative and qualitative performance objectives and indicators of outcomes relating to Youth Crime and clearance rates for Youth Crime;
- 1.5 AND WHEREAS the Board deems it appropriate that the Chief of Police develops and maintains procedures on and processes for undertaking and managing investigations into Youth Crime;
- 1.6 AND WHEREAS Part LE-044 of the Policing Standards Manual (2000), a copy of which is attached as Appendix A contains guidelines directing the Chief and the police service relative to investigations into Youth Crime.

NOW THEREFORE THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD ENACTS AS FOLLOWS:

2. DEFINITIONS

- 2.1 "Act" or "CSPA" means the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, and amendments thereto;
- 2.2 "Board" means the Regional Municipality of Niagara Police Service Board;
- 2.3 "Chief" means the Chief of the Niagara Regional Police Service;
- 2.4 "Manual" means the Policing Standards Manual published by the Ministry of the Solicitor General

- 2.5 "Member" means a member of the Niagara Regional Police Service;
- 2.6 "Service" means the Niagara Regional Police Service;
- 2.7 "Youth Crime" means offences, within the meaning of the Youth Criminal Justice Act (Canada), committed by a person while they were a young person within the meaning of that Act.

3 BOARD POLICY

- 3.1 The Board recognizes that matters of Youth Crime are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with the procedures established by the Chief as directed by this By-law.

4 DIRECTION TO THE CHIEF

4.1 PROCEDURES

- 4.1.1 The Chief shall develop and maintain procedures on and processes for undertaking and managing investigations into Youth Crime in accordance with Appendix A.

4.2 SCHOOL LIAISON PROGRAM

- 4.2.1 The Chief shall develop and maintain a school liaison program which includes establishing protocols for investigating school related occurrences.
- 4.2.2 The Chief shall ensure that the protocols referred to in section 4.2.1 above is reviewed on an annual basis.

4.3 COMMUNITY PARTNERSHIP

- 4.3.1 The Chief shall consider the need for a multi-agency strategy to prevent or counter the activities of youth gangs in the community in accordance with the Service's procedures on crime prevention and problem-oriented policing.

5 REPORT TO THE BOARD

- 5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations into youth crime. The report shall include:
- (a) a summary of the written procedures concerning Youth Crime investigations;
 - (b) the status of Service compliance with the said procedures;
 - (c) a summary of steps taken by the Service to monitor and evaluate Youth Crime; and
 - (d) reference to the requirement in section 4.3.1.

6. IMPLEMENTATION

- 6.1 By-law No. 236-2000 and all other By-laws, sections of By-laws and procedural policies of the Board inconsistent with the provisions of this By-law are hereby repealed effective March 31, 2024.

6.2 This By-law shall come into force on April 1, 2024.

ENACTED AND PASSED this _____ day of _____, 2024.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

Jen Lawson, Chair

Deb Reid, Executive Director

Attachment (1)

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on investigations into youth crime.

In addition section 12(1)(u) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into youth crime.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to youth crime that the Chief of Police will:

- a) develop and maintain procedures on and processes for undertaking and managing investigations into youth crime;
- b) work, where possible, with local school boards to develop programs for safe schools, including establishing protocols for investigating school-related occurrences; and
- c) consider the need for a multi-agency strategy to prevent or counter the activities of youth gangs in the community in accordance with the police service's procedures on crime prevention and problem-oriented policing.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on the investigation of offences committed by young persons should:
 - a) address compliance by members with the relevant federal legislation relating to young persons;
 - b) address the steps to be taken by officers, in accordance with local protocols, when responding to school-related occurrences;
 - c) require the sharing of information with intelligence personnel if it is believed that an offence committed by a young person is gang-related;
 - d) address the sharing of information with officers, appropriate members, other police services and relevant organizations on youth gang activities;
 - e) set out the steps to be followed if a young person should escape, be unlawfully at large or breach probation; and
 - f) require that young persons' records are flagged in order to avoid unlawful disclosure.

**Safe
Schools**

2. Every Chief of Police should work, where possible, with local school boards to develop programs for safe schools, including establishing a protocol for the investigation of school-related occurrences that is consistent with the Ministry of Education's policies relating to safe schools.

**Youth
Gangs**

3. Every Chief of Police should consider the need for a multi-agency strategy to prevent or counter the activities of youth gangs in the community, including working, where possible, with school boards, municipalities, youth and other community organizations, businesses and the Crown.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: 2024 – 2025 Diversity Plan
Report To: Chair and Members, Niagara Police Services Board
Report Date: 2024-03-15

Recommendation(s)

That the Board adopt the 2024-2025 Diversity Plan of the Niagara Regional Police Service in compliance with Section 37 (1) (e) of the Community Safety and Policing Act (CSPA).

Key Facts

- The Community Safety and Policing Act (CSPA) comes into force on April 1, 2024. Section 37(1) provides the framework for the responsibilities of the Board, inclusive of the need to prepare and adopt a Diversity Plan.
- The purpose of this report is to inform the Board of the work undertaken in the development of the 2024 – 2025 Diversity Plan and to seek their continued support as the Service implements its contents.
- The Niagara Regional Police Service (NRPS) recognizes the significance of the authority entrusted to our members by the community that we serve, and the critical importance of maintaining public confidence in policing.
- The NRPS 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 NRPS developed its initial Diversity 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 foundation for the Service's intentional adoption of diversity, equity, and inclusion as a strategic priority.

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 was 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 2024 – 2025 Diversity Plan is the natural extension of these previous plans and was developed in consultation with both the Chief of Police - Community Inclusion Council, which has representatives from different parts of the community, as well as the Service's Internal Inclusion Committee. This plan is intended to coincide with the release of the new CSPA that is coming into effect on April 1st 2024. The CSPA specifies the need for police services to have such a plan.

The plan identifies three major Goals:

Goal 1: Foster a culture of Equity, Diversity, and Inclusion with the Service.

Goal 2: Reflect the community we serve.

Goal 3: Collaborate with our community partners to build and strengthen relationships.

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

1. **Building an Inclusive Culture:** Promoting equity, diversity, and inclusion (EDI) within the Service, creating a safe and welcoming environment for everyone, regardless of background.
2. **Removing Barriers and Representation:** Identifying and removing any existing barriers that disadvantage specific groups and ensuring that the Service reflects the diversity of the community that it serves.
3. **Supporting Internal Networks:** Supporting internal employee networks that can provide support, mentorship, and resources for members of Indigenous and diverse groups.
4. **Strategic Recruitment:** Attracting individuals from underrepresented groups through focused recruitment efforts.
5. **Community Engagement:** Collaborating and building trust with Indigenous and diverse community partners to strengthen relationships and understanding.

Each objective has a specific and quantifiable indicator, allowing the Service to objectively evaluate and report on its successes as we continue our journey toward "Building Inclusiveness...One Step at a Time."

There are many notable accomplishments that occurred since the implementation of the last Diversity Plan. Most notably is the creation of the EDI Unit in April of 2021, which has allowed the Service to dedicate focused efforts in the following areas:

1. Building stronger relationships with the 2SLGBTQQIA+ community within Niagara
2. Maintaining excellent alliances with different Indigenous and diverse groups

3. Enhancing the comfort level for community members and police personnel respectively to effectively work together for fruitful conclusions to investigations.
4. Rollout of resources and learning initiatives internally to Service members, including language interpreter services and learning events.

Alternatives Reviewed

Not applicable.

Relationship to Police Service/Board Strategic Priorities

The Diversity Plan integrates with the goals of the 2022-2025 NRPS Strategic Plan.

Relevant Policy Considerations

General Order 106-09 – Diverse Communities.
Section 37 (1) (e) Community Safety and Policing Act

Other Pertinent Reports

Not applicable

This report was prepared by Rany Audeh, Manager of Corporate Strategy and Innovation. In consultation with Ms. Stephanie Sabourin Manager of Corporate Communications and Sgt. Habib Rangi, Equity Diversity and Inclusion Unit. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Appendix 1 2024 – 2025 Diversity Plan

Regional Municipality of Niagara Police Service Board

NIAGARA REGIONAL **POLICE** *SERVICE*

2024-2025 Diversity Plan Niagara Regional Police Service



BE WHO WE SERVE

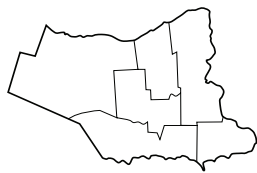
Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The Regional Municipality of Niagara stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

LAND ACKNOWLEDGMENT



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MESSAGE FROM THE CHAIR OF THE POLICE SERVICE BOARD



On behalf of the Regional Municipality of Niagara Police Service Board we are proud to present the 2024-2025 Diversity Plan for the Niagara Regional Police Service to our community. This Plan builds on the initial three-year Diversity,

Equity and Inclusion Strategic Plan that was launched in 2020. It was a groundbreaking plan that included nine strategic objectives to improve areas within the Service and for the community. Many positive results have been achieved but there is much more we must do to continue the momentum of the initial Diversity Plan.

The creation of the 2024-2025 Diversity Plan involved consultation with a variety of community groups and organizations, internal resources, and a scan of best practices with policing partners across the province. This Plan demonstrates our Board and Service commitment to engage better – externally and internally – as we continue to modernize, learn, and grow. It presents new

avenues for improvement while building on past successes to provide better service delivery and operational excellence.

Our Service and its members are committed to building a safer and more inclusive Niagara Region. The 2024-2025 Diversity Plan provides, in part, a road map to position us for success. We have begun the process of implementing a variety of pieces in this Plan and will continue to follow its guidance as we move forward with our efforts to modernize and better serve the Niagara Region community. We, however, cannot do this alone. This Plan outlines the importance of engaging continually with diverse community groups, our own members, advocates, and

The Regional Municipality of Niagara Police Service Board



Board Vice-Chair
Nyarayi
Kapisavanhu



Board Member
Pat Chiochio



Board Member
Kevin Gibson



Board Member
Laura Ip



Board Member
Tara McKendrick



Board Member
Bill Steele



experts in Niagara Region. By approaching this in a collaborative way, we can work towards the goal of better representing the community we serve.

Throughout the duration of this Plan and into the future, our Equity, Diversity, and Inclusion (EDI) Unit, in collaboration with Senior Leaders and working group members, will continue to turn the highlighted recommendations into meaningful and lasting change. We hope you will take the time to review this Plan and in partnership with us create a stronger, safer, and more vibrant Niagara Region where everyone thrives.

To achieve our aims, we must act boldly against the structural barriers underpinning racial

inequality. We must create an organization where diverse groups are reflected in the people and lived experiences around them. We must create safe spaces for difficult conversations, and we must learn the truth about institutionalization of discrimination to implement the remedies. This work is not easy, yet it is necessary and overdue.

EDI is part of an ongoing transformation, not an endpoint or a box to check off, and there is still a long way to go. Together, we now have a path that will allow us to embed EDI in all that the Niagara Regional Police Service does, and to create safe spaces so all can feel acknowledged, valued, and respected.

Thank you – and please join us on this journey for a better tomorrow.



Jen Lawson
Board Chair

MESSAGE FROM THE CHIEF OF POLICE



of our community, we are actively working with our community partners to enhance and solidify relationships to ensure that all those who call Niagara home, or who visit our Region, feel safe.

The Chief of Police Community Inclusion Council, which brings partners to the table from a variety of Indigenous and diverse groups, continue to have valuable conversations, share insights, and learn from, and with, each other.

The Niagara Regional Police Service, through the daily work of our sworn and professional staff members, is dedicated to serving and protecting the residents and visitors within the Regional Municipality of Niagara.

In our commitment to providing bias-free policing to all members

Since the creation of the Service's Equity, Diversity, and Inclusion Unit in early 2021, our members continue to be engaged in ongoing dialogue and consultation with the various Indigenous and diverse groups, and their allies, to address areas of concern.

This Diversity Plan continues to build upon the advancements and foundations that have been put in place in previous Strategic Plans; while ensuring that those voices were also heard to help guide the path forward of the Service.

Internally, we continue to have difficult and open conversations, as we work to enhance a culture of inclusion and make our workplace one where everyone feels valued, included, and heard.

This Diversity Plan will continue to shape and guide our efforts, as we continue to move forward together, recognizing that this is not a path we can walk alone.

As a team, we remain dedicated to ensuring the success of this strategic path forward through strong leadership and a commitment to listening to, and working with our community and our members.



Deputy Chief
Luigi Greco



Deputy Chief
Todd Waselovich

A handwritten signature in blue ink that reads "Bill Fordy".

Bill Fordy, O.O.M.



INTRODUCTION



The police hold a distinctive position in society as they are responsible for serving, safeguarding, and upholding the laws of the communities in which they serve.

The NRPS acknowledges the importance of the authority entrusted to its members by the community and the critical role of preserving public trust in policing. Our goal is to provide high-quality policing services with integrity, diligence, and sensitivity, and we recognize that achieving this requires embracing diversity principles.

Our organization's vision is to become an excellent, effective, and relevant police service for our diverse community, which we aim to achieve by engaging in honest and open dialogue with both community partners and members. By embracing equity, diversity, and inclusion, we strive to develop and execute creative and impactful solutions to policing issues while holding ourselves accountable to our objectives, as outlined in this diversity plan.





The Evolving Landscape of Equity, Diversity, and Inclusion in Policing

The NRPS strives to provide the communities we serve with policing excellence. We do this by prioritizing equity, diversity, and inclusion initiatives and engaging with our communities, and fostering a workplace environment where members are given opportunities to showcase their unique strengths and become involved in their areas of interest.

To do that, we understand the need to address perceived negative experiences and opinions that hinder trust and cooperation between the public and police. Diversity is essential in allowing our members and the community to see and become a police service that is reflective of the communities it serves, thereby enhancing recruiting and policing services that are provided with empathy and sensitivity. By taking these steps, we can enhance the effectiveness with which we recognize and eliminate barriers and discrimination, such as relationships with the Indigenous, and other diverse communities, while maintaining a professional culture where both member wellness and community safety are considered critical elements of a successful strategy.

Our Path Forward

The 2024-2025 “Be Who We Serve” Diversity Plan builds upon foundations and relationships as the Niagara Regional Police Service remains an organization that upholds equity, diversity, and inclusion as a strategic priority, as outlined in the Service’s 2022-2025 Strategic Plan.

In the development of the Diversity Plan, it was imperative that we consulted with, and listened to, the input from various interested and affected individuals, including Indigenous and diverse groups, faith leaders, elected officials and other first responders to ensure we were representing our entire community.

NIAGARA BY THE NUMBERS



In serving our community we recognize that 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 2021 Statistics Canada Census:

- Approximately 3% of residents identify as Indigenous, 4% identify as having Indigenous ancestry
- 13% of residents identify as racialized
- 17% of residents do not identify English as their first language, including 2.3% who identify French as their first language
- Women comprise 51% of Niagara's population
- 385 people identified as non-binary, 370 as transgender women, and 315 as transgender men
- 665 international students were reported at Brock University in 2023, and more than 3,000 international students were also reported at Niagara College
- There are 145 female officers within the Niagara Regional Police Service, making up 18% of our Sworn compliment



Understanding the need for our Service to be reflective of the community we serve, we are committed to the continued growth of representation across our Service, reflective of those who live and work in the Niagara Region.

The NRPS pursues excellence in all areas, including equity, diversity, and inclusion. This diversity plan is an integral part of that focus. We will continue our path toward an inclusive and respectful workplace and community, strengthening relationships and recognizing the value of a diverse workforce and community. The Service is committed to continuing to build trust with Indigenous and diverse members of the community, recognizing that there are barriers to reporting incidents to police for investigation. The Service continues to utilize the #StopHateNiagara campaign to educate Service members as well as the community on how to report incidents for thorough investigation, while building community trust. Leveraging relationships with the Niagara Folk Arts Multicultural Centre, information was translated into several different languages and posted online while also shared in direct outreach with communities.

Continuing the path and commitment of the NRPS to diversity, the Service has held numerous internal learning opportunities including education regarding asylum seekers, black history, cultural awareness of the Islamic community, as well as truth and reconciliation through the lens of an Indigenous person.

The Service continues to embed cultural humility with new recruits through ongoing and interactive learning opportunities with local faith-based groups through a diversity tour which is embedded in their recruit training.

Externally, the Service remains committed to enhanced awareness and understanding of what a career in policing entails by hosting focused information sessions with various equity-deserving groups such as South Asian, Black community, 2SLGBTQIA+ and the Indigenous communities.

Embedded within the Service website (niagarapolice.ca), the Service continues to promote videos that break down perceived societal barriers to policing, and understanding laws in Canada, through videos that have been translated into several languages and are accessible to newcomers to Canada. In addition, the Service is leveraging technology to enhance communication between frontline officers and Deaf/Hard of Hearing, as well as non-English speaking, members of the public.

In recognition of the importance that Internal Support Networks (ISN) play within the cultivation of a flourishing and inclusive workplace, the Service has supported the creation of an ISN while also supporting the future creation of specific groups to address areas within the Service.

We strive to continue to incorporate an organizational culture that is dedicated to anti-racism, and the path towards eliminating all forms of discrimination for all members within the Service and to the community we serve.

2024-2025 GOALS

GOAL 1

*FOSTER A CULTURE
OF EQUITY, DIVERSITY,
AND INCLUSION WITHIN
THE SERVICE*

The NRPS recognizes that our members are our greatest asset. By committing to diversity initiatives that promote member wellness, we can achieve organizational excellence.

GOAL 2

*REFLECT THE
COMMUNITY WE SERVE*

The aim of the NRPS is to offer high-quality policing services that is characterized by integrity, diligence, and sensitivity to the community we are entrusted to police. We are dedicated to reflecting the community we serve as it undergoes continuous evolution and diversification.

GOAL 3

*COLLABORATE WITH OUR COMMUNITY PARTNERS
TO BUILD AND STRENGTHEN RELATIONSHIPS*

The NRPS will continue its commitment to engaging with community partners that represent our diverse communities and all who recognize diversity as a valued pursuit. Through collaborative efforts that are based in respect and learning we will address any concerns and issues, participate in ongoing dialogue and find responsive solutions that will make us better as a Service and as a community. We will work together with our communities to sustain strong relationships that aim to ensure understanding and respect for everyone.





GOAL 1

FOSTER A CULTURE OF EQUITY, DIVERSITY, AND INCLUSION WITHIN THE SERVICE

STRATEGIC OBJECTIVE	PERFORMANCE METRIC	TARGET
1.1 Promote a culture that embraces diversity.	Web page and calendar created and updated annually.	Create an updated internal webpage and calendar containing information and events relating to diversity. Champion: Equity, Diversity, and Inclusion Unit, Corporate Communications Unit, Office of the Chief of Police
	Number of events held annually.	Provide six diversity related internal learning events to all members of the Service annually. Champion: Superintendent Executive Services
	Increase attendance to internal learning diversity-related events by 5% annually.	Number of attendees who participated in an online or in person diversity related internal learning event. Champion: Superintendent Executive Services
	Number of members who belong to diverse associations (ie. OWLE, ABLE, Serving with Pride) and the number of diverse associations.	Identify potential diversity related association memberships to offer members on an annual basis. Create the framework and establish a baseline of members involved in Indigenous and diverse professional associations and related groups by end of Q4- 2024. Champion: Superintendent Executive Services



STRATEGIC OBJECTIVE	PERFORMANCE METRIC	TARGET
1.1 Continued Promote a culture that embraces diversity.	Number of diversity presentations and Diversity Tours completed.	Conduct at least 4 diversity-related presentation and diversity tours annually. Include diversity training in the Service's supervisor training course for all new supervisors starting 2024, including anti-racism, and anti-bias. Create Indigenous and diversity-related training for new professional staff during onboarding starting 2024. Champion: Superintendent Executive Services
1.2 Identify and address barriers within the Service that may disadvantage members of Indigenous and diverse groups and review General Orders for diversity compliance.	Number of systemic barriers identified and addressed.	A PRIORITY Retain a consultant to review all policies related to human resources. GO – 002 – Constable Recruitment GO – 004 – Rank Reclassification-Constable GO- 017 – Coach Officers (section on selection) GO – 049 – Dress Code GO – 053 – Use of Force GO – 069 – Death of a Service Member GO – 083 – Equal Opportunity GO – 105 – Uniform Promotion System GO – 159 – Civilian Job Classification System GO – 170 – Acting Rank GO – 189 – Uniform Job Posting Guidelines GO – 200 – Civilian Posting Guidelines GO – 217 – Accessibility GO – 232 – Senior Civilian Officer Job Evaluation System

STRATEGIC OBJECTIVE	PERFORMANCE METRIC	TARGET
1.2 Continued Identify and address barriers within the Service that may disadvantage members of Indigenous and diverse groups and review General Orders for diversity compliance.	<p>Number of systemic barriers identified and addressed (continued).</p>	<p>B PRIORITY</p> <p>GO – 030 – Training and Career Development GO – 029 – Conduct Complaints and Discipline GO – 047 – Work Accommodation Program GO – 051 – Attendance and Wellness Support Program GO – 081 – Chaplains GO – 131 – Awards and Commendations GO – 155 – Related Members Conflict of Interest</p> <p>Consider during or after corporate Performance Appraisal Program Review:</p> <p>GO – 013 – Senior Management Performance Appraisal and Development Plan GO – 014 – Police Performance Appraisal and Development Plan GO – 015 – Civilian Performance Appraisal and Development Plan</p> <p>Proposal to review is already being considered: GO – 104 – Respectful Workplace GO – 222 – Workplace Violence GO – 018 – Persons in Custody</p> <p>Champion: Superintendent Executive Services</p>
1.3 Support the formalization of Internal Support Networks (ISN) for members.	<p>Creation of a framework to establish ISNs.</p> <p>Creation of a policy to govern ISNs.</p>	<p>Introduce a framework and a policy at the Internal Inclusion Committee (Global ISN) level to review existing ISNs and create new ones as needed, this should be established by the end of 2024.</p> <p>Champion: Deputy Chief, Support Services</p>



GOAL 2

REFLECT THE COMMUNITY WE SERVE

STRATEGIC OBJECTIVE	PERFORMANCE METRIC	TARGET
2.1 Reflect the community we serve in NRPS membership.	Number of members who self-identify as belonging to an Indigenous or diverse group.	Include a voluntary question on the member onboarding survey that asks if a member identifies as part of an Indigenous or diverse group by end of 2024. Champion: Superintendent Executive Services
2.2 Continue to attract individuals from Indigenous and diverse groups through focused recruiting efforts.	Number of applicants from Indigenous and diverse groups.	Conduct at least four focused recruiting events based on the community demographics identified. By the end of 2025, increase the representation of Indigenous and diverse communities in NRPS recruitment processes by 10% through strategic partnerships and targeted outreach efforts. Champion: Superintendent, Executive Services
2.3 Build trust with diverse communities.	Increased measure of positive sentiment regarding online engagement and impressions from the public.	Recognize and highlight members who have engaged in initiatives with Indigenous and diverse groups. Champion: Office of the Chief of Police
2.4 Establish specific diversity training for members of the Recruiting Unit and Senior Leadership to ensure a safe workplace in compliance with Human Rights legislation.	Training to be completed within 12 months of successful placement in the Recruiting Unit.	Implement a diversity-related training course for members in the Recruiting Unit and those seeking positions in the Recruiting Unit before the end of 2024. Examples of this training are the Human Rights training, anti-bias training, AODA training, and anti-racism training. Champion: Superintendent, Executive Services
	Number of Senior Leadership Team members who have received the diversity training.	Complete one training annually on diversity awareness for Senior Leadership of the Service in 2024-2025. Champion: Superintendent, Executive Services

GOAL 3

COLLABORATE WITH OUR COMMUNITY PARTNERS TO BUILD AND STRENGTHEN RELATIONSHIPS

STRATEGIC OBJECTIVE	PERFORMANCE METRIC	TARGET
3.1 Collaborate and engage with community partners who represent Indigenous and diverse groups.	Number of engagements.	Conduct eight Chief of Police – Community Inclusion Council (CoP – CIC) meetings annually. Attend a minimum of 10 community events annually. Champion: Superintendent, Executive Services
	Enhance relationships with newcomers to the community.	Conduct seven presentations to community partners per year focusing on safety, legal rights, and laws in Canada. Champion: Superintendent, Executive Services
	Enhanced Relationships with the Indigenous Community.	Attend a minimum of four Indigenous community events annually. Attend a minimum of six Indigenous youth-related programs per year. Allocate spots for non-member youth from Indigenous groups to participate in “Take Your Kids to Work Day” annually. Develop training to increase awareness in Indigenous traditions, culture, and history in 2024 and implement it in 2025. Champion: Superintendent Executive Services
	Number of events to enhance relationships with students at post-secondary educational institutions.	Attend at least two international student orientations per year at Brock University and Niagara College combined. Champion: Superintendent, Executive Services
	Number of social media posts.	Create social media campaign to increase awareness of police oversight reporting. Champion: Corporate Communications Unit, Office of the Chief of Police







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NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Ontario Police Video Training Alliance 2024 Business Plan
Report To: Chair and Members, Niagara Police Services Board
Report Date: 2024-02-20

Recommendation(s)

That the Niagara Police Services Board (Board) approve the Ontario Police Video Training Alliance (OPVTA) 2024 Business Plan.

Key Facts

- The purpose of this report is to seek the Board's approval for the OPVTA 2024 Business Plan.
- The OPVTA creates and distributes learning material to over 26,000 police officers.
- Cost recovery for material produced by OPVTA is achieved by way of a fee schedule for members.

Financial Considerations

The OPVTA operates on a not-for-profit basis. The OPVTA operates on a cost recovery basis through membership fees, which is obtained from member agencies. The membership fee is unique to each agency and is based on the size of each agency's sworn strength.

Analysis

The Niagara Regional Police Service (NRPS) Video Unit was formed in 1982 as a cost effective means of providing in-service training to its members. Current responsibilities include Service-specific video production, e-learning development, technical and investigative support, community engagement, and corporate communications. Yearly, half of the Unit's time and resources are devoted to the OPVTA. The OPVTA produces and distributes training videos, e-learning courses and support materials to a police audience of over 26,000 officers, representing 68 member agencies.

Ensuring that the OPVTA revenues adequately cover actual OPVTA costs is an important priority for both the Video Unit and the Service. Since 2001, cost recovery has been achieved through a sliding fee schedule (see attached Appendix A), which is based on the sworn strength of each member agency.

In 2024, it is anticipated the OPVTA will generate \$351,650.00 in total revenues.

To help ensure that OPVTA related costs are being recovered, ongoing financial analyses are conducted of all projected and actual OPVTA related expenses and cost recovery.

Since 2020, the foundation for the OPVTA Business Plan has been a 50/50 time split between NRPS tasks and OPVTA related activities. In planning for the 2024 Video Unit Operational Budget, and for the purpose of estimating the revenue required to recover costs attributed to OPVTA involvement, personnel costs will be estimated at 50% of available staff hours. In addition to budgeted staff hours, other areas of the Video Unit budget are attributed to the OPVTA by an estimated percentage. Expenses such as travel and meal administration are assessed by a percentage that has been informed by past experience.

Further, additional costs (e.g., building maintenance, vehicle maintenance, and fuel) are not directly reflected in the Video Unit's operational budget, however, they are also taken into account in order to provide a true assessment of projected OPVTA 2024 costs (see attached Appendix B).

The OPVTA Board of Directors met on February 24, 2023, to analyze the future of OPVTA membership fees. The Board unanimously approved an annual 4% increase in membership fees over a 4-year term starting in 2023. This annual increase in fees will result in OPVTA revenues and operating costs to balance in 2026. The OPVTA offered its 74 membership services a 2-year contract in 2023. As a result, 49 of those members returned 2-year contracts, 17 returned 1-year contracts, and 7 did not renew. The 7 services that did not renew, resulted in \$6,100.00 in lost revenues.

The OPVTA 2023 Business Plan estimated a reserve withdrawal of \$25,556.00 in order to reconcile the variance. The actual reserve withdrawal required was \$21,212.00, which was \$4,344.00 less than the original estimate. This transfer was approved at the February 8, 2024, Police Service Board Finance Committee Meeting.

As of February 1, 2024, the OPVTA reserve fund has a balance of \$79,318.12. Based on the expected 2024 revenue deficiency of \$21,810.00, it is anticipated the reserve fund balance will be \$57,508.12 in January 2025 (see attached Appendix C). The 4-year Strategic Plan developed in 2023 estimated a reserve fund balance of \$56,400.00 in January 2025. This current business case resulted in an anticipated surplus of \$1,108.12 based on that original estimate.

The OPVTA reserve fund was established for non-production related expenses and to offset potential surpluses and deficiencies between OPVTA revenues and operating costs.

In 2019, there was a significant surplus due to personnel costs and staffing deficiencies, which resulted in a \$48,175.00 deposit. The 4-year strategic membership fee increase takes that surplus into consideration and a moderate annual fee increase, which essentially gives the 2019 surplus back to the membership without any significant year-over-year membership fee increases. The proposed 4-year Plan would result in \$48,249.00 remaining in the OPVTA reserve fund entering 2027.

Although membership in the OPVTA is relatively stable, there are invariably some changes year-over-year. The anticipated cost recovery assumes that all members and associate members remain part of the OPVTA. In the event revenue unexpectedly does not cover the costs associated with Service participation in the OPVTA, then a recommendation would be made to the OPVTA Board of Directors to access the OPVTA reserve fund to reconcile the variance. Conversely, in the event that revenue is found to exceed actual costs attributed to Service involvement in OPVTA, an application will be made to have the resulting variance deposited in the OPVTA reserve fund.

Based on the foregoing analysis, and approval of this recommendation, it is anticipated that the OPVTA will again remain entirely self-sufficient in 2024. The financial impact of this recommendation is reflected in the attached Appendix D.

Alternatives Reviewed

To terminate the provision of this shared service.

Relationship to Police Service/Board Strategic Priorities

The Board's approval of the OPVTA 2024 Business Plan reinforces both the Service's and the Board's commitment to public safety and organizational excellence. The knowledge in-service training provides to our membership and partner agencies is invaluable.

Relevant Policy Considerations

Not applicable.

Other Pertinent Reports

9.2.2023.03.23 – Ontario Police Video Training Alliance (OPVTA) – 2023 Business Plan

This report was prepared by Zachary Labute, Video Unit Coordinator, Video Unit, in consultation with Mark Di Egidio, Staff Sergeant, Training Unit, and Paul Koscinski, Acting Superintendent, Executive Services. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

- Appendix A OPVTA 2024 Membership Fees
- Appendix B OPVTA 2024 Cost Assessment 2024
- Appendix C OPVTA 2024 Reserve Fund
- Appendix D Anticipated 2024 OPVTA Membership and Associated Revenue Projection

Appendix A

OPVTA 2024 Membership Fees

AUTHORIZED SWORN (Police) STRENGTH	Ontario	Associate **
1 - 49	\$850	\$750
50 - 99	\$1,500	\$1,150
100 - 199	\$4,000	\$3,050
200 - 299	\$6,600	\$4,900
300 - 399	\$9,100	\$6,900
400 - 499	\$11,550	\$8,750
500 - 749	\$15,400	\$11,550
750 - 999	\$19,150	\$14,450
1,000 - 1,249	\$22,950	\$17,300
1,250 - 1,499	\$26,800	\$20,050
1,500 +	\$30,600	\$22,950

** An OPVTA “**Associate Membership**” is available only to accredited agencies located outside the province of Ontario and is subject to approval by the OPVTA Executive Board of Directors.

In 2009, Associate Membership fees were pro-rated to approximately 75% of regular/Ontario fees and have since been subject to incremental increases. The 75% rate is based on the historical and anticipated proportion of OPVTA programs that address issues and/or legislation of a national scope.

Appendix B

OPVTA 2024 Cost Assessment

Category	Video Unit Budget	OPVTA Percentage	Dollar Value of OPVTA Allocation
Personnel Costs	613,353	50	\$306,677
Overtime	1,500	90	1,350
Total Personnel	614,853		308,027
Other Expenses			
Consulting Services	25,000	100 ¹	25,000
Office Supplies	200	50	100
Travel Admin	1,000	90 ²	900
Meal Admin	6,000	90 ²	5,400
Cellular phone	2,000	50	1,000
Other program specific supplies	2,000	50	1,000
Minor Machinery & Equipment	10,000	50	5,000
Leases, etc.	8,000	50	4,000
Repair & Maintenance	500	50	250
Total other	54,700		42,650
Total Direct Costs	669,553		350,677
Additional Items			
Category	Video Unit Budget	OPVTA Percentage	Dollar Value of OPVTA Allocation
Building/Office space	35,666	50 ³	17,833
Vehicle	-	90 ⁴	-
Fuel and Maintenance	5,500	90 ⁴	4,950
Transfer In From Reserve	(21,810)	100 ⁵	(21,810)
Total Additional Items			22,783
Total Expected OPVTA Expenses			373,460
Total Expected OPVTA Revenues ⁶			351,650
NRPS Cost to Run OPVTA ⁷			\$0

1. Estimate: Costs associated with the distribution of OPVTA material through CPKN and the management of OPVTA.com are fully attributed to the OPVTA.
2. Estimate: Production of OPVTA materials takes place across the province; OPVTA activities account for the vast majority (90%) of all travel-related expenses (meals and accommodation).
3. Building maintenance costs of \$463,191.00 - provided by the Service's Finance Manager, Laura Rullo, pro-rated at 7.7% (Total facility area = 25,140 ft², Video Unit area = 1,942 ft², or 7.7%) = \$35,666.00 (50%).
4. Vehicle is a 2017 Dodge Caravan which was amortized over a seven-year period. The vehicle has been fully amortized as of 2024.
5. Withdrawal from Reserve Account to reconcile the variance. Approved by the OPVTA Board of Directors on February 1, 2024.
6. 4% increase in fees for 67 membership agencies represent \$351,650.00 in projected revenues.
7. OPVTA Expenses minus Revenues plus Reserve Withdrawal enables OPVTA to be self-sustained in 2024.

Appendix C
OPVTA 2024 Reserve Fund

Niagara Regional Police Service OPVTA

Reserve Fund Continuity Schedule

As of February 1, 2024

Opening Balance Jan 1, 2016	37,882.12
2016 Reserve Transfer In/(Out)	(7,183.00)
Opening Balance Jan 1, 2017	30,699.12
2017 Reserve Transfer In/(Out)	30,423.00
Opening Balance Jan 1, 2018	61,122.12
2018 Reserve Transfer In/(Out)	-
Opening Balance Jan 1, 2019	61,122.12
2019 Reserve Transfer In/(Out)	48,175.00
Opening Balance Jan 1, 2020	109,297.12
2020 Reserve Transfer In/(Out)	(2,250.00)
Opening Balance Jan 1, 2021	107,047.12
2021 Reserve Transfer In/(Out)	4,477.00
Opening Balance Jan 1, 2022	111,524.12
2022 Reserve Transfer In/(Out)	(10,994.00)
Opening Balance Jan 1, 2023	100,530.12
2023 Reserve Transfer In/(Out)	(21,212.00)
Opening Balance Feb 1, 2024	79,318.12

Expected 2024 deficit and transfer	(21,810.00)
Expected Reserve Balance Jan 1, 2025	57,508.12

Appendix D

Anticipated 2024 OPVTA Membership and Associated Revenue Projection

Member	Strength	2024 Fee	Member	Strength	2024 Fee
Akwesasne Mohawk **	43	750	Ontario Fire Marshal	40	850
Altona **	9	750	Ontario Police College	0	0
Anishinabek	65	1,500	O.P.P.	6,218	30,600
Assiniboine College **	25	750	Ottawa	1,339	26,800
Atlantic Police Academy **	35	750	Owen Sound	41	850
Aylmer	13	850	Peel Regional	2,190	30,600
Belleville	96	1,500	Port Hope	24	850
Brantford	202	6,600	RCMP Resource Centre **	350	6,900
Brock University	13	850	Saint John (NB) **	130	3,050
Brockville	42	850	Sarnia	124	4,000
CFMPA	44	850	Sask. Police College **	37	750
Carleton University	25	850	Saugeen Shores	23	850
Chatham-Kent	170	4,000	Six Nations Police	35	850
CN Police **	80	1,150	Smiths Falls	23	850
Cobourg	36	850	South Simcoe	99	1,500
Cornwall	91	1,500	St. Thomas	79	1,500
Deep River	8	850	Stratford	66	1,500
Durham Regional	962	19,150	Strathroy-Caradoc	33	850
Gananoque	15	850	Thunder Bay	247	6,600
Greater Sudbury	280	6,600	Timmins	84	1,500
Guelph	217	6,600	Toronto	5,498	30,600
Halton Regional	629	15,400	TTC	80	850
Hamilton	824	19,150	Treaty Three	75	1,500
Hanover	21	850	University of Guelph	18	850
Kawartha Lakes	39	850	University of Toronto - St G	35	850
Kingston	201	6,600	University of Western Ont.	18	850
LaSalle	36	850	Waterloo Regional	799	19,150
London	611	15,400	West Grey	24	850
McMaster University	30	850	Wickwemikong	18	850
Miramichi (MB) **	33	750	Wilfrid Laurier University	15	850
Niagara Parks	23	850	Windsor	501	11,550
Niagara Regional	754	0	Woodstock	77	1,500
Nishnawbe-Aski	250	6,600	York Region Transit	30	850
North Bay	104	1,500	York Regional	1,697	30,600
Total Expected Revenue				26,093	\$351,650

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In 2009, Associate Membership fees were pro-rated to approximately 75% of regular Ontario fees and have since been subject to incremental increases. The 75% rate is based on the historical and anticipated proportion of OPVTA programs that address issues and/or legislation of a national scope.



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Versaterm Public Safety Annual Maintenance & Support for the Period of March 1, 2024 to February 28, 2025

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-03-06

Recommendation(s)

That the Niagara Police Services Board (Board) approve the 2024 annual maintenance renewal – budgetary support quote #00003865 - for the Niagara Regional Police Services Versaterm Public Safety annual maintenance and support in the amount of \$663,824.34, including HST.

Key Facts

- The purpose of this report is to seek Board approval for the Versaterm Public Safety applications purchase order in accordance with By-Law 384-2019 Financial Reporting, Control and Procurement of Goods and Services.
- The Computer Aided Dispatch (CAD) System is a mission critical application supporting the primary and secondary public safety answering point (9-1-1) and dispatch services.
- The Records Management System (RMS) controls and manages our records throughout their lifecycle, which includes classification, retention, disposal, and security. Integrations with Versaterm CAD and RMS include all mobile applications: Mobile Data Terminals (MDT's), vMobile (IOS/Android application), Mobile Report Entry (MRE) and Remote RMS.
- The eJust Charge Management System (CMS) maintains the application with the current Criminal Code and Provincial Offence Act (POA) charge wordings in keeping with legislative requirements.
- The invoice includes licensing for the whole Versaterm suite emergency after-hours support, on-site upgrades and the support of several internal and external application interfaces.
- All upgrades and updates maintain an up-to-date system with current software versions that are supported by companies supplying these licenses and maintaining on the Service's behalf to current Canadian Police Information Centre standards.

Financial Considerations

As per By-Law 384-2019 Financial Reporting, Control and Procurement of Goods and Services, the Board is required to approve all contracts valued over \$150,000.00 resulting from a sole source/direct negotiation with the supplier.

This contract, worth \$597,794.38 net of HST rebates, includes annual maintenance to support our Versaterm applications, which include RMS, MRE, CAD, MDT system, vMobile, and Mobile RMS, from March 1, 2024 to February 28, 2025.

The maintenance cost for the associated applications has been budgeted within the IT 2024 operating budget.

The contract price includes the annual support for St Catharine's Fire CAD/Mobile interface. The Niagara Regional Police Service (NRPS) will invoice the City of St. Catharines on behalf of St. Catharines Fire to recover their share of the annual maintenance costs. This recovery amount has also been included in the 2024 operating budget. Each item next year will be issued on 1 invoice.

With the acquisition of eJust by Versaterm, all applications under the Versaterm umbrella will be billed under one contract. In previous years, each application was billed separately and brought before the Board.

The following table breaks down the contract price per application:

Applications	Contract Price	Additional Information
RMS/MRE Annual Support	\$162,775.68	Prorated June 1, 2024 to Feb 28, 2025, which includes Mobile RMS.
CAD/MDT/Vmobile Annual Support	\$312,400.64	CAD Annual Maintenance/Support includes 5 CAD Desks, vMobile, Remote CAD and supported interfaces for St. Catharines Fire.
CAD/Mobile Interface Annual Support	\$1,555.83	St. Catharines Fire Service (SCFS): Supports 3 interfaces for the period of Jan 4 to Feb 29, 2024.
	\$9,630.00	SCFS: Supports 3 interfaces for full contract year Mar 1, 2024 - Feb 28, 2025
CAD/Mobile	\$420.00	SCFS: Remote CAD
eJust - Part I POA Processing	\$9,118.48	Prorated Jun 7, 2024 to Feb 28, 2025
eJust - CMS Subscription	\$91,554.54	Prorated Jun 7, 2024 to Feb 28, 2025
Total – before HST	\$587,455.17	

The Service will invoice the City of St. Catharines for the annual Fire CAD subscription for the period of November 14, 2023 (on-boarding date) to February 28, 2025, on a separate invoice for a total amount of \$138,012.00 net of HST rebates for this year only.

The proposed billing for St. Catharines Fire is as follows:

Description	Amount
FIRE vCAD Annual Subscription – Nov 14, 2023 – Feb 28, 2025	\$ 135,625.00
SCFS: CFS to FireRMS – MNT for Jan 4, 2024 – Feb 28, 2025	\$ 1,555.83
SCFS: RemoteCAD-vMonitor	\$420.00
SCFS: CFS to FireRMS – March 1, 2024 – Feb 28, 2025	\$9,630.00
Non-Refundable HST Chargeback	\$2,591.26
Total Invoice	\$149,822.09

Moving forward, St. Catharines Fire's annual subscription will be added to our contract.

Analysis

The Versaterm software maintenance covers the period of March 1, 2024 to February 28, 2025.

The maintenance and support agreement includes Versaterm support services to modify and update the application, correct problems, improve performance and enhance functionality.

Alternatives Reviewed

None Proposed.

Relationship to Police Service/Board Strategic Priorities

An up-to-date Versaterm system allows the Service to maintain alignment with the 2022 - 2025 Strategic Plan, as it utilizes its investments in technology solutions to realize operational efficiencies and cost savings through automation and digitalization.

Relevant Policy Considerations

Regional Municipality of Niagara Police Services Board By-Law 384-2019, Financial Reporting, Control and Procurement in the NRPS.

Other Pertinent Reports

Not Applicable.3

This report was prepared by Tracey McDowall, Manager Technology Systems, in consultation with Laura Rullo, Finance Manager, Courtney Woods, Financial Planning Coordinator and reviewed by Akram Askoul, Director, Technology Services. Recommended by Luigi Greco, Deputy Chief, Support Services.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

- Appendix 1 Versaterm Quote: CAD/RMS eJust Annual Support/MNT-FY24
- Appendix 2 Versaterm INV21-0062, Fire vCAD Annual Subscription

Appendix 1

Company Information



Versaterm Public Safety, Inc.
400-1331 Clyde Ave.
Ottawa, ON
K2C 3G4

Quote Name	Niagara Regional Police Service (ON) CAD/RMS/eJust Annual Support/MNT - FY24
Quote Number	00003865
Expiration Date	2024-03-31
Prepared By	Blair Falkinson
Email	blair.falkinson@versaterm.com

Customer Information

Account Name	Niagara Regional Police Service (ON)	Contact Name	Tracey McDowall
Bill To	1815 Sir Isaac Brock Way PO Box 1042 Thorold ON L2V 4T7 CAN	Email	tracey.mcdowall@niagarapolice.ca

Quote Line Items

Product	Quantity	Total Price	Line Item Description
RMS/Mobile Annual Support/MTN	1.00	CAD 162,775.68	Prorated Jun 1, 24 to Feb 28, 25
CAD/Mobile Annual Support/MTN	1.00	CAD 312,400.64	NRPS: CAD Annual Maintenance/Support incl vMob add-on
CAD/Mobile Interface Annual Support/MTN	3.00	CAD 1,555.83	SCFS: CFS to FireRMS - MNT for Jan 4 - Feb 29 - \$3,210/year for 59 days = \$ 518.61
CAD/Mobile Subscription - OnPrem	1.00	CAD 420.00	SCFS : RemoteCAD-vMonitor
CAD/Mobile Interface Annual Support/MTN	3.00	CAD 9,630.00	SCFS: CFS to FireRMS Interface Full Year Mar 1/24-Feb 28/25
eJust - Part I POA Processing	1.00	CAD 9,118.48	Prorated Jun 7, 24 to Feb 28, 25
eJust - CMS Subscription	1.00	CAD 91,554.54	Prorated Jun 7, 24 to Feb 28, 25

Totals

Quote Currency	CAD	Subtotal	CAD 587,455.17
Net Terms	Net 30	Total Price	CAD 587,455.17
		Grand Total	CAD 587,455.17

The products and services listed under this renewal quote shall be governed by the existing agreement(s) between Customer and Versaterm Public Safety.

By accepting this renewal quote, the Customer is hereby bound to renew the service for the period described and/or to purchase the products listed for the grand total stated herein. An accepted renewal quote transmitted through email is valid and binding even if an original paper document bearing the customer's original signature is not delivered.



Appendix 2

400-1331 Clyde Ave
Ottawa, ON, K2C 3G4
(613) 820-0311
ar@versaterm.com

DOCUMENT #: INV21-00622
DATE: 12/19/2023

BILL TO: Niagara Regional Police Service
5700 Valley Way
Niagara, ON L2E 1X8, Canada

SHIP TO: Niagara Regional Police Service
5700 Valley Way
Niagara, ON L2E 1X8, Canada

Internal ID: CON-05234 St. Catharines Fire Services (Niagara PSAP) (ON) (add on to NRP CAD) -Subs - Part 2 of 2 - FY23

P.O. #	REFERENCE	PAYMENT TERMS	DUE DATE
		N30	01/18/2024

QUANTITY	REVENUE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		FIRE vCAD Annual Subscription (St Catharines Fire Services) Subscription Period :November 14, 2023 to February 28, 2025		\$135,625.00
Subtotal				\$135,625.00
Sales Tax Total				\$17,631.25
Total				\$153,256.25
Currency				CAD
NOTE:				

Remit To:

ACH/Wire: Transit No. 03546, Institution No. 004, Account No. 7947-5287335, SWIFT TDOMCATTOR
For Credit to: Versaterm Public Safety Inc.
OR
Check: Make checks payable to Versaterm Public Safety Inc.
Mail to: 400-1331 Clyde Ave, Ottawa, ON, K2C 3G4 using FedEx #116016427

HST# 10175 6807 RT0001



NIAGARA REGIONAL POLICE SERVICE

Police Services Board Report

PUBLIC AGENDA

Subject: Special Fund Request – Ontario Women in Law Enforcement (OWLE) Awards Gala

Report To: Chair and Members, Niagara Police Services Board

Report Date: 2024-03-05

Recommendation(s)

That the Niagara Police Services Board approves a Special Fund donation in the amount of \$2280.00 in support the Ontario Women in Law Enforcement Awards Gala.

Key Facts

- The purpose of this report is to seek a \$1000.00 donation from the Niagara Police Services Board's special fund account to help recognize the significant contribution of women in law enforcement across Ontario. The donation will obtain the status of Silver Sponsorship for the event.
- Additionally, it is also being requested that an additional amount of \$1280.00 be provided to purchase a table for this year's event which takes place on May 3, 2024.
- The Service in partnership with Ontario in Law Enforcement (OWLE) were host agencies for the International Association of Women Police (IAWP) 59th conference that the was held in Niagara Falls, September 12-16, 2022.
- This financial support from the Police Service Board serves as its commitment to the importance of Police training and its encouragement to women to consider a career in Policing.

Financial Considerations

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 By-law 376-2018, Special Fund Administration, Limitations and Guidelines. 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.

Analysis

The OWLE Annual Awards Banquet recognizes outstanding achievements of women in law enforcement across the province of Ontario. Included are long service awards for 25, 30, 35, 40 and 45 years of service. This year, our Service has 4 members receiving Service Awards.

Additionally, several major awards are presented at this function. Included are awards for: Leadership, Mentoring, Excellence in Performance, Community Service, Civilian Award of Achievement, Teamwork Award, Bravery, and Police Officer of the Year. We are proud to report that we have received several nominations for female members of our Service to be nominated for such awards.

This event is very well attended event and typically has representation from every police service in Ontario. Attendance and participation at this event is in accordance with our Service 2022-2025 Strategic Plan. Specifically, promoting a culture that embraces equity, diversity, and inclusion. It is paramount that we recognize and acknowledge the outstanding accomplishments of our female members.

If approved, a cheque can be made payable to the Ontario Women in Law Enforcement.

Alternatives Reviewed

To deny the request for funding or approve a lower amount.

Relationship to Police Service/Board Strategic Priorities

The Board is supportive of Service initiatives that promote diversity including encouraging women to consider a career in Policing.

Relevant Policy Considerations

Board By-law 376-2018 Special Fund Administration, Limitations and Guidelines.

Other Pertinent Reports

Not applicable.

This report was prepared and recommended by Acting Inspector Brett Atamanyk #9127, Executive Officer to the Chief of Police.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police



NIAGARA REGIONAL POLICE SERVICE Police Services Board Report

PUBLIC AGENDA

Subject: Special Fund Request - NRPS Men and Women Tug of War Teams
Report To: Chair and Members, Niagara Police Services Board
Report Date: 2024-03-08

Recommendation(s)

That the Niagara Police Services Board (Board) approves a Special Fund Request of \$1,400.00 for the Niagara Regional Police Service (NRPS) Men and Women Tug of War Teams to assist with off-setting costs for expenses incurred by NRPS members participating in this event.

Key Facts

- The purpose of this report is to seek the Board's approval for a \$1,400.00 Special Fund request for the NRPS Men and Women Tug of War Teams for the Annual Cross Border Event.
- This year's event will be held on Saturday, May 11, 2024, at 2:00pm on the Rainbow Bridge in Niagara Falls.
- There are approximately 35 members on each of the male and female teams consisting of approximately 70 civilian/sworn members participating in this event.
- Last year was the third time in its history that female teams competed in this event.
- Both the male and female NRPS Teams won their events last year.

Financial Considerations

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 By-Law 392-2021, Administration, Limitations and Guidelines of the Special Fund. 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.

If this request is approved by the Board, the cheque can be made payable to NRPS Tug of War Team Captain, Sergeant Tony Mummery.

Analysis

Over fifty years ago, the City of Niagara Falls, Ontario, Police Department commenced an annual tug-of-war event with the City of Niagara Falls, New York, Police Department. This event has gained in popularity and over the years, attracting significant attention. For all but one of those years the NRPS has put forth a team to compete against our American Law Enforcement partners.

In 2018, for the first time in the event's history the Service put forth a female team to compete against an American female team from various Law Enforcement agencies. In last year's event there were approximately 70 NRPS civilian and sworn members that participated with approximately 35 members on each team. Both the male and female teams were successful in winning their events and bringing home a trophy.

Participation in an event of this magnitude does not come without hard work, self-sacrifice and some monetary expense. The Tug of War is a "one of a kind" spectacle where an international border is restricted to one lane so that neighbouring countries can participate in this special event. Family, friends and tourists from all over the world are in attendance to cheer on the teams and witness law enforcement officials represent their countries.

The NRPS Tug of War Teams (men & women) with the support of Chief Fordy and the Senior Leadership Team will be hosting a BBQ for all those who wish to participate on this special day including their families, friends and co-workers. Members of the Board are welcome to attend the BBQ and march with the NRPS to the center of the Rainbow Bridge.

The Tug-of-War team captains, Sergeant Tony Mummery, and Detective Constable Sara Mummery, are requesting that the Board continues their historical support and request a donation of \$1,400.00 be made to offset the costs incurred for participating in this annual event.

The following organizations have benefited from the team participation in this event over the years: Project Share; The Kidney Foundation; Annual Beach Jam; The Lung Association Pull for Kids; City of Welland Rose Festival; Niagara Falls Blossom Festival; Brock University Walk for Cancer; Cops for Cancer; and events against the St. Catharines Fire Fighters to raise money for the Wise Guys Charity Fund.

This year the NRPS Tug of War Teams (men & women) will continue to sponsor local organizations by collecting non-perishable food donations at the event going to the local Project Share food bank in Niagara Falls, which assists those in need.

Alternatives Reviewed

To not support this request.

Relationship to Police Service/Board Strategic Priorities

This is a community engagement event that allows members of the NRPS the opportunity to participate in public events that enhance the image of the Service and its members in our community. This event also aligns with the community engagement goals and objectives of the NRPS Strategic Plan.

Relevant Policy Considerations

By-Law 392-2021 Administration, Limitations and Guidelines of the Special Fund.

Other Pertinent Reports

9.10.03.23.2023 – Special Fund Request – Cross Border Tug of War Competition: refers that the Board authorized a \$1400.00 donation.

This report was prepared by Nilan Davé, Inspector, Chief's Office in consultation with Sergeant Tony Mummery, 8 District Uniform Patrol and Detective Constable Sara Mummery, 2 District Detective Office.



Submitted by:

Bill Fordy, O.O.M. #9615
Chief of Police

Appendices

Not applicable