



# REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD PUBLIC AGENDA

Thursday, July 24, 2025, 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>*

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## 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, June 26, 2025

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That the Minutes of the Public Board Meeting held Thursday, June 26, 2025 be adopted as circulated.

### 5. REPORTS FROM BOARD CHAIR

### 6. REPORTS FROM THE CHIEF OF POLICE

### 7. PRESENTATIONS

#### 7.1 Police Tow Rotation List Delegation - Chris York

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Email dated July 13, 2025 from Chris York, Operator, Jo's Auto Collision & Towing, confirming his acceptance to appear as a delegation at the Board's July 24, 2025 public meeting to speak to the current operations of Niagara's police tow rotation list.

That the presentation be received.

#### 7.2 Police Tow Rotation List Delegation - Joe Vieira

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Email dated July 14, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, confirming the request of Joe Vieira, Owner, Regional Towing, to appear as a delegation at the Board's July 24, 2025 public meeting to speak to the current operations of Niagara's police tow rotation list.

That the presentation be received.

## **8. CONSENT AGENDA**

- 8.1 RMON - 2026 Budget Planning** 30
- Letter dated June 27, 2025 from Ann-Marie Norio, Regional Clerk, Niagara Region, advising of a resolution passed by Regional Council at their meeting held May 22, 2025 regarding the 2026 budget process, and including a copy of Niagara Region report CSD 31-2025 specific to 2026 budget planning.
- 8.2 Police Service Board - Internal Compliance Audit – CSPA and Regulations** 50
- Correspondence dated July 8, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, advising the Board of the completion of an internal compliance audit specific to the policy and reporting requirements set out under the Community Safety and Policing Act, 2019 (CSPA) and its regulations.
- 8.3 Impaired Driving and the Discontinuation of Name Publication** 52
- Service report dated July 4, 2025 advising the Board that the Niagara Regional Police Service has discontinued the practice of regularly publishing the names of all individuals arrested for impaired driving-related offences.
- 8.4 Quarterly Report - Administration of the Public Complaints System for Conduct of Police Officers - April 1 to June 30, 2025** 57
- Service report dated June 25, 2025 submitted in accordance with the quarterly reporting requirements set out in Board By-law 434-2024.
- 8.5 Quarterly Report - Brock University Campus Safety Services Special Constables - April 1 to June 30, 2025** 60
- Report dated July 1, 2025 from Scott Johnstone, Vice President, Administration and Services, Brock University, providing a quarterly report about complaints, use of force, discipline and arrests associated with officers designated as Special Constables and employed with Brock University Campus Safety Services.
- 8.6 Quarterly Report - NRPS Authorized Strength as at July 1, 2025** 63
- Service report dated July 2, 2025 providing a summary of the actual versus the authorized strength by rank/salary band of the uniform and civilian complement of the Niagara Regional Police Service.
- 8.7 Quarterly Report - Special Fund Activity - January 1 to March 31, 2025** 66
- Service report dated June 25, 2025 submitted in accordance with the quarterly reporting requirements set out in Board By-law 403-2024.
- 8.8 Semi-Annual Report - Internal Complaints Regarding Misconduct of Police Officers - January 1 to May 31, 2025** 71
- Service report dated June 24, submitted in accordance with the semi-annual reporting requirements set out in Board By-law 514-2024.

<b>8.9</b>	<b>Annual Report - Bail and Violent Crime - January 1 to December 31, 2024</b>	<b>74</b>
	Service report dated June 25, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 436-2024.	
<b>8.10</b>	<b>Annual Report - Brock University Campus Safety Services - January 1 to December 31, 2024</b>	<b>79</b>
	Report dated July 14, 2025 from Scott Johnstone, Vice President, Administration and Services, Brock University, submitted in accordance with the annual reporting requirements set out in the Memorandum of Understanding between the Board and Brock University.	
<b>8.11</b>	<b>Annual Report - Citizen Rewards - January 1 to December 31, 2024</b>	<b>85</b>
	Service report dated June 25, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 406-2024.	
<b>8.12</b>	<b>Annual Report - Criminal Harassment - January 1 to December 31, 2024</b>	<b>87</b>
	Service report dated June 24, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 440-2024.	
<b>8.13</b>	<b>Annual Report - Criminal Investigation Management and Procedures - January 1 to December 31, 2024</b>	<b>91</b>
	Service report dated June 27, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 442-2024.	
<b>8.14</b>	<b>Annual Report - Electronic Monitoring of Employees - January 1 to December 31, 2024</b>	<b>97</b>
	Service report dated June 23, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 410-2024.	
<b>8.15</b>	<b>Annual Report - Investigations into Homicides - January 1 to December 31, 2024</b>	<b>100</b>
	Service report dated June 20, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 481-2024.	
<b>8.16</b>	<b>Annual Report - Officer Note Taking - January 1 to December 31, 2024</b>	<b>105</b>
	Service report dated July 2, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 486-2024.	
<b>8.17</b>	<b>Annual Report - Problem Oriented Policing, Community Patrol and Crime Prevention - January 1 to December 31, 2024</b>	<b>108</b>
	Service report dated June 27, 2025 submitted in accordance with the annual reporting requirements set out in Board By-laws 493-2024, 472-2024 and 473-2024.	

<b>8.18</b>	<b>Annual Report - Right to Disconnect from Work - January 1 to December 31, 2024</b>	<b>117</b>
	Service report dated June 23, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 422-2024.	
<b>8.19</b>	<b>Annual Report - Robbery Investigations - January 1 to December 31, 2024</b>	<b>120</b>
	Service report dated June 24, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 496-2024.	
<b>8.20</b>	<b>Annual Report - Skills Development and Learning Plan - January 1 to December 31, 2024</b>	<b>124</b>
	Service report dated June 26, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 423-2024.	
<b>8.21</b>	<b>Annual Report - Speed Detection Devices - January 1 to December 31, 2024</b>	<b>130</b>
	Service report dated July 2, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 500-2024.	
<b>8.22</b>	<b>Annual Report - Supervision - January 1 - December 31, 2024</b>	<b>134</b>
	Service report dated July 1, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 502-2024.	
<b>8.23</b>	<b>Annual Report - Traffic Management, Enforcement and Road Safety - January 1 to December 31, 2024</b>	<b>141</b>
	Service report dated July 2, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 504-2024.	
<b>8.24</b>	<b>Annual Report - Use of Auxiliaries and Volunteers - January 1 to December 31, 2024</b>	<b>147</b>
	Service report dated July 1, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 426-2024.	
<b>8.25</b>	<b>Annual Report - Violence and Harassment Prevention in the Workplace - January 1 to December 31, 2024</b>	<b>152</b>
	Service report dated June 23, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 430-2024.	
<b>8.26</b>	<b>Special Fund Acknowledgement - Canadian Mental Health Association</b>	<b>154</b>
	Letter dated June 20, 2025 from Executive Director Tara McKendrick, Canadian Mental Health Association (CMHA), Niagara, acknowledging the Board's special fund donation in support of CMHA's Wellness for All event.	

**That the information be received.**

## **9. NEW BUSINESS**



**9.1 Tow Truck Rotation List for the Niagara Region - Options and Recommendations** 155

Service report dated July 7, 2025 providing recommendations for the police tow truck rotation list, specifically that the NRPS take over management of the tow rotation list to alleviate tow industry concerns raised at the March 20, 2025 Regional Council meeting by maximizing the Service's ability to directly address and regulate the industry, utilize legislative authorities, ensure compliance with application criteria, and incorporate a model for overlap and oversight of any criminal activity in the tow truck industry.

**That the Board and approve the recommendation (Option Two) outlined in the report for the management and oversight of the tow truck rotation list by the Niagara Regional Police Service.**

**9.2 NRPS Special Duty Billable Rate Schedule for the Years 2025 and 2026** 161

Service report dated June 27, 2025 advising of the required amendments to the Service's Special/Paid Duty Rates schedule, set out in Board By-law 425-2024, to accurately reflect the fee charges based on the recently ratified sixth ranked wage adjustment negotiated between the Niagara Region Police Association and the Board. *(The item was preapproved by the Board on June 28, 2025 and is before the Board for ratification.)*

**That the Board approve the revised Special Paid Duty Rates schedule on By-Law 425-2024 effective for July 1, 2025, and for January 1, 2026; and direct staff to ensure that all documentation is revised accordingly.**

**9.3 Broadcom Enterprise Licensing Agreement Renewal** 166

Service report dated July 2, 2025 requesting the Board approve the renewal of the VMware Enterprise Licensing Agreement with OnX Enterprise Limited for continued Broadcom services support products that serve as a critical virtualization platform for the Service's core IT infrastructure, server consolidation, disaster recovery and private cloud operations.

**That the Board approve the attached quote for the 3-year termed renewal of the VMware Enterprise Licensing Agreement through OnX Enterprise Solutions Ltd. in the amount of \$1,016,428.05 (Canadian dollars) including HST (net of rebates).**

**9.4 Special Fund Requests - July 2025** 171

Service report dated July 2, 2025 requesting the Board approve the following Special Fund requests:

1. Niagara Regional Fire Chiefs' Association Golf Tournament - \$900;
2. 4th Annual Cliff Priest Memorial Golf Tournament - \$1,650;
3. Penner Home Hardware Bravehearts Gala - \$3,500; and
4. Youth and Citizen Academy - \$5,000.

**That the Board authorize the Special Fund donations as outlined in the report and approve payment in the requested amounts.**

**9.5 Police Service Board By-law - Amendments to Administration of the Police Service** 186

Correspondence dated June 25, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, providing a proposed amended by-law regarding the Administration of the Police Service that ensures continued compliance with the Community Safety and Policing Act, 2019 (CSPA), and its Regulations.

**That the Board adopt the administrative amendments to By-law 522-2024 as appended to this report;**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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.**

**9.6 Police Service Board By-law - Amendments for Framework for Strategic Planning and Annual Reporting** 191

Correspondence dated June 24, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, providing a draft by-law that consolidates the Board's Framework for Annual Reporting By-law with the Framework for Strategic Planning By-law while ensuring continued compliance with current legislative requirements.

**That the Board rescind By-law No. 413-2024: The Framework for Strategic Planning, and By-law No. 445-2024: The Framework for Annual Reporting;**

**And further, that the Board adopt the amended By-law No. 535-2025: The Framework for Strategic Planning and Annual Reporting, as attached to this report.**

**9.7 Police Service Board By-law - Amendments for Use of Force** 203

Correspondence dated June 17, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, providing a proposed amended by-law regarding Use of Force that ensures continued compliance with current legislative requirements.

**That the Board adopt the amended By-law 506-2024, as attached to this report.**

**9.8 Police Service Board By-law – Conduct of Investigations** 267

Correspondence dated June 24, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, providing a draft by-law regarding Conduct of Investigations as required for compliance with the Community Safety and Policing Act, 2019 (CSPA), and its Regulations.

**That the Board adopt the draft by-law as appended to this report:**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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.**

Correspondence dated June 23, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, providing a draft by-law regarding Disclosure of Personal Information as required for compliance with the Community Safety and Policing Act, 2019 (CSPA), and its Regulations.

**That the Board adopt the draft by-law as appended to this report:**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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.**

#### 9.10 Police Service Board By-law – Investigations by the Special Investigations Unit

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Correspondence dated June 27, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, providing a draft by-law regarding Investigations by the Special Investigations Unit as required for compliance with the Community Safety and Policing Act, 2019 (CSPA), and its Regulations.

**That the Board adopt the draft by-law as appended to this report:**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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.**

### 10. OTHER NEW BUSINESS

### 11. IN CAMERA REPORTS

#### 11.1 Special Investigations Unit – Case Number 24-OFP-505 – Incident of November 25, 2024

282

Service report detailing the findings and action taken pertaining to the investigation undertaken by the Special Investigations Unit (SIU) and the Niagara Regional Police Service for the incident referenced below:

1. Case Number 24-OFP-505 – Incident of November 25, 2024.

**That, in accordance with Board direction, the in camera report be made available to the public.**

### 12. MOTION FOR CLOSED SESSION

**That the Board move into Closed Session for consideration of confidential matters pursuant to Section 44 of the Community Safety and Policing Act, namely for subject-matter related to potential litigation, human resources matters, information supplied in confidence by the Ministry of the Solicitor General and from vendors for contract awards, as well as legal matters that are subject to solicitor-client privilege.**

### 13. ADJOURNMENT



# REGIONAL MUNICIPALITY OF NIAGARA

## POLICE SERVICE BOARD

### PUBLIC MINUTES

Thursday, June 26, 2025  
Niagara Regional Police Service - Headquarters  
Community Room 1st Floor, 5700 Valley Way, Niagara Falls

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#### PSB MEMBERS:

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

D. Reid, Executive Director

#### NRPS MEMBERS:

Chief B. Fordy  
Deputy Chief L. Greco, Support Services  
Deputy Chief M. Lagrotteria, Community Services  
A/Deputy Chief D. Forbes, Operational Services  
A. Askoul, Director of Information Technology  
L. Blood, Director of Human Resources  
L. Rullo, Director of Finance and Asset Management  
Superintendent P. Koscinski, Executive Services  
Superintendent D. Masotti, Emergency Investigative Services  
Superintendent J. Nesbit, Operational Services  
Superintendent S. Parrent, Community Services  
Superintendent S. Staniforth, Operational Support  
Inspector N. Dave, Executive Officer to Chief of Police  
Inspector M. Tripp, Major Crime, Investigative Services  
Staff Sergeant A. Knevel, Major Crime  
Staff Sergeant D. Santo, Special Investigative Services, Intelligence  
D/Sergeant N. Abbott, Executive Officer to D/C Operational Services  
D/Sergeant J. Peazel, Homicide Unit  
D/Sergeant D. Pierini, Homicide Unit  
D/Constable K. Gerrie, Homicide Unit  
D/Constable C. Hrcak, Homicide Unit  
D/Constable J. Prinsen, Homicide Unit  
D/Constable L. Williams, Homicide Unit  
H. Perez, Corporate Analyst  
R. Audeh, Corporate Strategy and Innovation Manager  
S. Sabourin, Corporate Communications Manager  
M. Asher, Executive Assistant to the Chief

#### 1. CALL TO ORDER

The Public Meeting of the Niagara Police Service 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 Service 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**

There were no declarations of conflict or pecuniary interest.

### 4. **ADOPTION OF MINUTES**

#### 4.1 **Minutes of the Public Board Meeting held Thursday, May 22, 2025**

Moved by: N. Kapisavanhu

Seconded by: J. Lawson

**That the Minutes of the Public Board Meeting held Thursday, May 22, 2025 be adopted as circulated.**

**Carried**

### 5. **REPORTS FROM BOARD CHAIR**

**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. There were two webinars held during this month for discussions on inclusive workplaces and effective strategic plans. Recorded copies of all webinars are sent to Board Members for their viewing.

**NRPS Auxiliary Graduation Ceremony** - On May 27, Vice Chair Kapisavanhu attended the Auxiliary Graduation Ceremony to welcome 12 new Auxiliary Members to the Niagara Regional Police Service. The NRPS Auxiliary team dedicates thousands of hours of work each year. They take part in several community and directed patrol initiatives with uniform officers and assist with emergency response training. Their dedication and contributions play an integral part in the policing services provided to the citizens and visitors of the Niagara.

**Pride Flag Raising Ceremony** - On June 2, the Service held a flag raising ceremony at Police Headquarters in recognition of the commencement of Pride Month beginning June 1. Member Lawson and Board staff joined Chief Fordy and members of the Service outside Police Headquarters to raise the Service's Pride flag which will be flown throughout the month of June.

**OAPSB Spring Conference & AGM** - The Ontario Association of Police Service Boards hosted its Spring Conference and Annual General Meeting in London, Ontario, from June 3 to 5. The conference program featured a variety of special guest speakers and the sessions offered educational and learning opportunities on issues that are currently impacting policing. Vice Chair Kapisavanhu, Members Lawson, Gibson and Executive Director Reid attended the conference.

**Ride Along - CORE Unit** - On June 19, Member Ip joined the Niagara Regional Police Service for a Ride Along with officers from the Services' Community Orientation Response and Engagement (CORE) Unit. The tour offered Member Ip firsthand insight into the types of calls that require police response from this specialized unit focused on community-oriented policing. Chair Chiocchio encourages all Board Members to participate in similar initiatives, like ride-alongs, to gain a better understand policing in our community.

**Canada Beyond the Blue - Ontario Police Suicide Memorial** - On June 22, Member Lawson joined Chief Fordy, and members of the Service at the Canada Beyond the Blue Ontario Suicide Police Memorial at Queen's Park in Toronto. This Ceremony of Remembers is held to honour and pay tribute to Ontario's Police Members who have died by suicide 'Because of the line of duty'. There were families of those loved ones who died by suicide present from several police services throughout Ontario and the officer's names were read and honoured.

**Kristen French Child Advocacy Centre Niagara - Annual Donor Appreciation Reception -**

On June 25, Member McKendrick attended a Donor Appreciation Reception for the Kristen French Child Advocacy Centre Niagara. The event was held at the Centre's St. Catharines office and guests were recognized for their generous support and unwavering commitment to the Centre's mission.

**CAPG Executive Director & Chair Quarterly Meeting -** The Canadian Association of Police Governance is holding a meeting on July 8 with Board Chairs and Executive Directors across Canada. The purpose of the meeting is to discuss governance issues related to police service boards and to share ideas about best practice approaches. The meeting will be held virtually and Chair Chiocchio and Executive Director will attend.

**PSB Training/Learning Day - NRPS Investigative Services -** On July 10, the Service is hosting a Board Training Day to provide insight into the operations of the Service's Investigative Support Service Units. The Service will provide the Board with an in-depth overview of the policing obligations, roles and responsibilities carried out by members assigned to units such as Homicide, Forensics, Opioid Enforcement, Major Drugs and Gangs, Domestic Violence, Child Abuse, Sexual Assault, and Human Trafficking. The session begins at 9:30 am in the Community at Police Headquarters and will conclude at 1:00 pm. All Board Members are encouraged to attend.

**Upcoming Police Service Board Meetings -** There are no Committee Meetings scheduled for July. The next scheduled regular monthly Board meeting is Thursday, July 24, 2025 at 9:30 am in the Community Room at Police Headquarters.

## **6. REPORTS FROM THE CHIEF OF POLICE**

### **Announcements:**

**Displacement of Members of the Indigenous Community Update -** As of June 23, there were 2900 evacuees displaced from Manitoba and an anticipated several hundred are being repatriated this week. Indigenous peoples from these communities are already struggling with the intergenerational trauma of residential schools, and some people may be triggered by the stress of evacuation and turning to alcohol or drugs to cope. Also, the influx of vulnerable persons has placed additional pressures on the frontline. Service members inclusive of Chief Fordy, Deputy Chief Lagrotteria, Superintendent Parrent, Indigenous Liaison Officers, and member of the CORE Unit have attended the hotels to identify culturally sensitive and respectful ways to manage the situation. This resulted in the community leaders and elders declaring the hotels to be dry properties. Expera has hired private security and has done a good job of reducing police calls for service at the hotels. However, they are unable to control what occurs outside of the hotels. The calls for service range from minor disturbances to a few isolated serious matters.

### **Community Safety:**

**Auto Theft Project -** A major project regarding auto thefts was undertaken in April and May in collaboration with the OPP, the CBSA and Hamilton, Halton and Montreal Police Services. The project resulted in the arrests of three individuals believed to be connected to the theft of approximately 50 vehicles across Niagara and the GTA. This highlights the excellent work being done with our partners as we continue to work together to address this prevalent criminal activity.

**Beach Day Event -** Significant preparations and appropriate staffing levels were implemented for the annual Beach Day event on June 6 for schools in the Region and the day unfolded with no events of significance.

**Human Trafficking Awareness Campaign -** Earlier this month the Service launched a Human Trafficking Awareness Campaign through a special fund request. The campaign features vinyl decals designed to increase awareness, provide discreet access to support resources for survivors, and educate the public placed in public washrooms across the region. The decals have been distributed to several community partners, including Niagara Health, both Niagara Casinos, and various hotels—particularly those in Niagara Falls.

**OACP Annual Conference** - Service members met with other police leaders from across the province to share ideas and solutions to the challenges we are all facing while attending the OACP Annual Conference at Blue Mountain Resorts from June 22 to 25.

**Community Engagement:**

**May 26, 2025** - Service members attended the inaugural Ontario Police Trainers Conference in Niagara Falls to welcome nearly one hundred attendees from police services across the province as they collaborate to bring the best training to police officers. This includes the mandated training requirements under the CSPA and the increased responsibilities associated with staffing considerations, budgets and facilities.

**May 27, 2025** - The Service held an Auxiliary Graduation at police headquarters and welcomed 13 new members who volunteer their time and assist the NRPS in numerous events and taskings.

**May 30 and June 1, 2025** - Service members attended the Ontario Parasport Games where Deputy Chief Lagrotteria and Superintendent Parrent participated in the Opening Ceremony.

**May 31, 2025** - The Service hosted a Prescription Drug Drop Off Day at each District so citizens could safely dispose of unused medication. This proactive measure, in partnership with the OPP, NHS and Public Health resulted in 28.5 kilograms of prescription drugs being turned in.

**June 1, 2025** - Service members attended several Decoration Day Ceremonies honoring our military veterans and remembering their sacrifices.

**June 2, 2025** - The Service raised the PRIDE Flag at police headquarters for Pride Month. Members of our EDI Unit also attended numerous flag raisings throughout the region.

**June 4, 2025** - Service members of the EDI Unit attended the Niagara DEI Community of Practice meeting in Port Colborne.

**June 4, 2025** - Service members attended the Niagara Unity Awards that recognized and showcased the important successes of individuals, organizations, and groups that have made an impact for our 2SLGBTQ+ community.

**June 5, 2025** - Constable Al Rivet of the Recruiting Unit was recognized by Bridges Niagara as the Career Guide of the Year for his work in supporting immigrants and newcomers in Niagara.

**June 5, 2025** - EDI and CORE Unit members attended St. George Catholic Elementary School for their end of school year event, celebrating and interacting with students and faculty.

**June 7, 2025** - Service members attended the Wellspring Gala in recognition of Wellspring's support to those impacted by cancer.

**June 11, 2025** - Service members attended the Sobeys National Loss Prevention Summit to welcome delegates from across Canada as they work in partnership with police services to advance best practices and initiatives.

**June 11, 2025** - Members of the EDI Unit presented to the Niagara Local Immigration Partnership Council on the Service's Stop Hate Campaign.

**June 14, 2025** - EDI Unit members attended the Niagara Falls Fam Jam event, alongside various community partners including fire and EMS. This event sees positive interaction with children, parents and caregivers who attend to learn about community resources.

**June 14, 2025** - Members of the EDI and CORE Units attended the festival of colours, known as Holi, with the South Asian community in St. Catharines. The event was hosted by the Downtown Association.

**June 14, 2025** - Service members attended the Pathstone Hope Gala in recognition of Pathstone's support toward the mental health care provided to members of community, particularly children.

**June 19, 2025** - EDI Unit members participated in the 5 kilometer World Refugee Day Celebration Walk in Fort Erie.

**June 22, 2025** - EDI Unit members attended the Congregation B'nai Israel 100<sup>th</sup> Anniversary Celebration.

**Member Wellness:**

**June 7 & 21, 2025** – Service members participated in the annual Rob Gittings Memorial Baseball Tournament in support of donations raised for the NRPS Benevolent Fund.

**June 22, 2025** - Service members were joined by Member Lawson at the Ontario Police Suicide Memorial in Toronto to pay our respects to officers who have died “Because of the Line of Duty” and to show support and understanding to their families.

**7. PRESENTATIONS**

**7.1 Major Crime/Homicide Unit**

Presentation on major crime, specific to the responsibilities and enforcement of officers assigned to the Niagara Regional Police Service's Homicide Unit.

Moved by: B. Steele

Seconded by: K. Gibson

**That the presentation be received.**

**Carried**

**8. CONSENT AGENDA**

**8.1 Inspector General of Policing - Provincial Public Order Maintenance Recommendations**

Service report dated June 5, 2025 providing a summary of the Service's compliance with the 12 recommendations that focus on the shared responsibility of police services, police service boards, and the Ontario Ministry of the Solicitor General (SOLGEN) to further strengthen Ontario's public order system, as identified following an inspection conducted between May 2023 and February 2024 by the Inspectorate of Policing to ensure compliance with Provincial Public Order Maintenance requirements.

**8.2 RMON - NRPS Request for Operating Budget Amendment**

Letter dated May 23, 2025 from Ann-Marie Norio, Regional Clerk, Niagara Region, advising of a resolution passed by Regional Council at their meeting held May 22, 2025 regarding the Niagara Police Service Board's request for an amendment to the Operating Budget to temporarily fund a NRPS secondment to the Homeland Security Investigations Border Enforcement Security Task Force.

**8.3 RMON - Motion Respecting Consolidated General Levy Rate**

Letter dated June 4, 2025 from Ann-Marie Norio, Regional Clerk, Niagara Region, advising of a resolution passed by Regional Council at their meeting held May 22, 2025, regarding the establishment of the consolidated 2026 general levy rate.

**8.4 Special Fund Acknowledgement/Sponsorship Fulfillment Report - Canadian Mental Health Association**

Email dated June 4, 2025 from Karen Marazzo, Communications & Revenue Development Coordinator, CMHA, acknowledging the Board's special fund donation in support of the “Wellness for All” fundraiser, and providing the Sponsorship Fulfillment Report for the event.



**8.5 Special Fund Acknowledgement - Ontario Association of Police Service Boards**

Letter dated June 16, 2025 from Executive Director Lisa Darling, OAPSB, acknowledging the Board's special fund donation in support of the 2025 OAPSB Spring Conference and Annual General Meeting.

**8.6 Annual Report - Collection Preservation and Control of Evidence and Property - January 1 to December 31, 2024**

Service report dated May 28, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 469-2024.

**8.7 Annual Report – Emergency Planning - January 1 to December 31, 2024**

Service report dated June 3, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 476-2024.

**8.8 Annual Report – Internal Task Forces - January 1 to December 31, 2024**

Service report dated May 20, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 450-2024.

**8.9 Annual Report - Ontario Sex Offender Registry - January 1 to December 31, 2024**

Service report dated May 21, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 453-2024.

**8.10 Annual Report – Police Response to High-Risk Individuals - January 1 to December 31, 2024**

Service report dated May 28, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 489-2024.

**8.11 Annual Report – Safe Storage of Police Service Firearms - January 1 to December 31, 2024**

Service report dated May 23, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 497-2024.

**8.12 Annual Report – Search and Seizure - January 1 to December 31, 2024**

Service report dated May 21, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 458-2024.

**8.13 Annual Report - Secure Holsters - January 1 to December 31, 2024**

Service report dated May 27, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 498-2024.

**8.14 Annual Report - Sexual Assault Investigation - January 1 to December 31, 2024**

Service report dated May 30, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 499-2024.

**8.15 Annual Report – Victims' Assistance - January 1 to December 31, 2024**

Service report dated June 5, 2025 submitted in accordance with the annual reporting requirements set out in Board By-law 461-2024.

Moved by: T. McKendrick  
Seconded by: L. Ip

**That the information be received.**

**Carried**

## **9. NEW BUSINESS**

### **9.1 Community Watch in Niagara - Request to Reinvigorate Program**

Email dated June 15, 2025 from Cheryl Rowe requesting the establishment of a community/neighbourhood watch program in the Niagara Region.

Moved by: K. Gibson

Seconded by: N. Kapisavanhu

**That the matter be referred to Niagara Region and the Chief of Police for further consideration regarding the potential implementation of a community/neighbourhood watch program in Niagara.**

**Carried**

### **9.2 Provincial Grant Funding Update - Impact on Police Budgets**

Service report dated June 6, 2025 providing a provincial grant funding update and request for Board approval to write the Ministry of the Solicitor General to acknowledge the benefits of their support for policing grant programs and to recommend improvements for more timely grant notifications to assist with budget planning and risk mitigation.

Moved by: J. Lawson

Seconded by: B. Steele

**That the Board correspond with the Ministry of Solicitor General (SOLGEN) to urge the provincial government to prioritize sustainable and predictable funding for police services, and to implement improvements to existing grant programs to better support effective community safety planning and fiscal management.**

**Carried**

### **9.3 Budget Planning – 2026 Operating Budget Forecast and Budget Timetable**

Service report dated June 6, 2025 requesting Board approval of the draft 2026 budget planning timetable in accordance with the Regional Budget Planning By-law 2019-79, and providing a summary of known budget pressures to-date. This follows Regional Council's approved motion recommending a 3.5% increase to the consolidated general levy, which would require a 4.5% reduction to the 2026 police base budget, resulting in a reduction of approximately 50 sworn police officers.

Moved by: L. Ip

Seconded by: K. Gibson

**That the Board approve the draft timetable in accordance with Regional By-Law 2017-63 - Budget Control, as outlined in Appendices 1 and 2 of the report.**

**Carried**

### **9.4 Service Partnership Funding Model and Agreements**

Service report dated June 2, 2025 requesting the Board approve funding agreements with Crime Stoppers, Kristen French Child Advocacy Centre, Victim Services Niagara and Niagara Safety Village to officiate continued funding support from the NRPS operating budget to each partnering agency.

Moved by: N. Kapisavanhu

Seconded by: L. Ip

**That the Board authorize the Service to enter into Funding Agreements with Crime Stoppers of Niagara (Crime Stoppers); Kristen French Child Advocacy Centre (KFCAC); Victim Services Niagara (VSN) and Niagara Safety Village (Safety Village) to officiate the Service Partnership Funding Model, as appended to the report;**

**And further, that Schedule "F" of each agreement be amended to include a requirement for enhanced and comprehensive reporting, encompassing a progress report, final report, financial report, data report or matrix/dashboard, and a project evaluation;**

**And further, that Service Counsel be authorized to make minor adjustments to the agreements, as may be necessary, in consultation with Board Counsel.**

**Carried**

**9.5 2024 Annual Report & Strategic Plan Status Update (Year 3)**

Service report dated June 6, 2025 submitted in accordance with the reporting requirements set out in Board By-law 413-2024 to provide an annual report relating to the strategic plan prepared and adopted by the Police Service Board under Section 41 of the Community Safety and Policing Act. This report provides the Board with a status update on the objectives, performance metrics, targets and outcomes specific to year 3 of the Board and Service's 2022-2025 Strategic Plan.

Moved by: K. Gibson

Seconded by: J. Lawson

**That the Board receive the 2024 Annual Report and Strategic Plan Status Update for information;**

**And further, that in accordance with Section 41 of the Community Safety and Policing Act, 2019, the Board file the Report with Regional Council.**

**Carried**

**9.6 Ontario Police Video Training Alliance (OPVTA) - 2025 Business Plan**

Service report dated June 4, 2025 requesting the Board approve the 2025 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.

Moved by: L. Ip

Seconded by: N. Kapisavanhu

**That the Board approve the 2025 Ontario Police Video Training Alliance (OPTVA) Business Plan as outlined in the report.**

**Carried**

**9.7 Ontario Police Video Training Alliance (OPVTA) - 2025-2026 Membership Agreement**

Service report dated June 4, 2025 requesting the Board authorize the Chief of Police to enter into contractual agreements in relation to OPVTA memberships to allow member police services access to police video training materials and services provided by the Niagara Regional Police Service.

Moved by: J. Lawson

Seconded by: T. McKendrick

**That the Board authorize the Chief of Police to enter into the contractual agreement in relation to the Ontario Police Video Training Alliance (OPVTA) 2025-2026 membership, and to make minor adjustments as may be necessary in consultation with the Board Solicitor.**

**Carried**

**9.8 Multi-Function Device Renewal and Replacement Lease Contract**

Service report dated June 2, 2025 requesting the Board approve extending the Service's Multi-Function Devices lease contract with Ricoh Canada Incorporated for an additional five years, which is consistent with the Region's Vendor of Record (VOR) approach, and will continue to provide the Service with competitive pricing, ongoing efficiencies, and access to vendor-managed support.

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

**That the Board approve a five-year extension of the current lease contract between the Niagara Regional Police Service and Ricoh Canada Inc., for the supply, installation, and support of Multi-Function Devices and the Separate Agreement as appended to the report.**

**Carried**

**9.9 Repurposing of NRPS Sergeant and Constable Positions**

Service report dated June 4, 2025 requesting the Board approve the repurposing of one Sergeant position from the Member Support Unit to the Emergency Planning Unit and one Constable position from Community Services Program to the Member Support Unit, in support of frontline operations and better alignment with the Service's goal of enhancing public safety and ensuring frontline policing receives adequate support when/where needed.

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

**That the Board approve the repurposing of the authorized Sergeant position from Member Support to the new Emergency Planning Unit Sergeant position and the Constable position from the Community Services Program to the Member Support Unit, as provided for in the 2025 operating budget.**

**Carried**

**9.10 Approval for Public Donation to NRPS Canine Unit**

Service report dated June 2, 2025 requesting the Board approve a donation from the estate of Irene May Gladwell to the NRPS Canine Unit. This will be the third and final donation from said estate to enhance the safety and security of Niagara citizens, while in keeping with the approval criteria set out in Article 9 of Board By-Law 424-2024 - Solicitation and Acceptance of Public Donations, Sponsorships or Private Sector Funding Arrangements.

Moved by: J. Lawson  
Seconded by: T. McKendrick

**That the Board approve a public donation from the estate of Irene May Gladwell in the amount of \$20,965.14 to the Niagara Regional Police Service's Canine Unit.**

**Carried**

**9.11 Special Fund Requests - June 2025**

Service report dated June 3, 2025 requesting the Board approve the following Special Fund requests:

1. Police Week - \$2,000;
2. Youth in Policing Initiative (YIPI) - \$3,000; and
3. Future Black Female Summer Games - \$1,000.

Moved by: B. Steele  
Seconded by: L. Ip

**That the Board authorize the Special Fund donations as outlined in the report and approve payment in the requested amounts.**

**Carried**

**9.12 Police Service Board By-Law Amendments - Chief of Police Performance Evaluation System**

Correspondence dated May 30, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, recommending amendments to the By-law governing the Chief of Police Performance Evaluation System to clarify and streamline the evaluation process by reordering the procedural steps.

The Board directed staff to update the final document to change any reference to he/she or him/her, to they/them/their.

Moved by: N. Kapisavanhu  
Seconded by: K. Gibson

**That the Board adopt the amended by-law as appended to this report.**

**Carried**

**9.13 Police Service Board By-law – Discipline of Service Members**

Correspondence dated June 13, 2025 from Deb Reid, Executive Director, Niagara Police Service Board, providing a draft by-law regarding the discipline of Service members as required for compliance with the Community Safety and Policing Act, 2019 (CSPA), and its Regulations.

Moved by: J. Lawson  
Seconded by: T. McKendrick

**That the Board adopt the draft by-law as appended to the report;**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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**

**10. OTHER NEW BUSINESS**

There was no other new business raised or discussed.

**11. IN CAMERA REPORTS**

**11.1 Agreement Extension Award - Police Towing**

At its May 22, 2025 Confidential meeting, the Board considered a Service report dated April 30, 2025 requesting the Board approve extending the Agreement with Parkway Towing Inc. to set out service provisions regarding the towing of NRPS fleet vehicles and NRPS authorized towing and storage of public vehicles only. The following motion was passed:

*"The Board approved the Contract Extension Agreement between Parkway Towing Inc. and the Regional Municipality of Niagara Police Service Board for the period of June 1, 2025 to May 31, 2026, with an option to extend the term of the agreement for one additional year; and requested their decision be reported publicly. Carried."*

## **11.2 Special Investigations Unit**

Service reports detailing the findings and action taken pertaining to the investigations undertaken by the Special Investigations Unit (SIU) and the Niagara Regional Police Service for the incidents referenced below:

1. Case Number 24-OCI-360 – Incident of August 27, 2024;
2. Case Number 24-OCI-441 – Incident of October 17, 2024; and
3. Case Number 24-OCI-466 – Incident of October 31, 2024.

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

**That, in accordance with Board direction, the Board's decision(s) and/or in camera report(s) be made available to the public.**

**Carried**

## **12. MOTION FOR CLOSED SESSION**

Moved by: L. Ip  
Seconded by: J. Lawson

**That the Board move into Closed Session for consideration of confidential matters pursuant to Section 44 of the Community Safety and Policing Act, namely for subject-matter related to potential litigation, human resources matters, information supplied in confidence by the Ministry of the Solicitor General and from vendors for contract awards, as well as legal matters that are subject to solicitor-client privilege.**

**Carried**

## **13. ADJOURNMENT**

The Public Meeting adjourned at 11:17 am.

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Pat Chiochio, Chair

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Deb Reid, Executive Director

**From:** Chris York  
**Sent:** Sunday, July 13, 2025 7:51 PM  
**To:** Deb Reid <[Deb.Reid@niagarapolice.ca](mailto:Deb.Reid@niagarapolice.ca)>  
**Subject:** Re: Request to Appear Before Niagara Police Service Board

Please take this as my official request to delegate to the police service board at the July 24 2025 meeting. My plan is to talk about the current state of our towing rotation list and how it is currently run. I plan to make suggestions on how it can be improved and why I believe it is best dealt with and maintained by the police. I also plan to discuss the report that is anticipated to come forward on that date as well as per inspector Nilan Dave. This is of course contingent upon the matter being on the agenda and the report actually coming forward. Thank you.

On July 11, 2025 3:45:52 p.m. EDT, Deb Reid <[Deb.Reid@niagarapolice.ca](mailto:Deb.Reid@niagarapolice.ca)> wrote:  
Good afternoon Chris,

I'm writing on behalf of the Niagara Police Service Board further to our recent phone conversation regarding your request to appear as a delegation before the Board at its meeting on July 24, 2025.

In accordance with Section 23 of the Board's Procedural By-law, individuals or groups wishing to address the Board must submit a written request to the Executive Director. This request should include an outline of the matter to be addressed, the name of the presenter and any other persons appearing with the presenter, and a copy of any materials to be provided to the Board. All delegations will be heard upon the consent of the Board.

Once the written request is received, the delegation will be scheduled on the next appropriate regular meeting agenda, and the Executive Director will confirm the time and place of the presentation. Delegations are limited to one spokesperson and a maximum speaking time of 10 minutes, unless an extension is approved by the Board.

If you have any questions or require assistance with the process, please don't hesitate to reach out.

Kind regards,  
Deb

**Deb Reid**  
Executive Director  
Niagara Regional Police Service Board  
[Deb.Reid@niagarapolice.ca](mailto:Deb.Reid@niagarapolice.ca)  
5700 Valley Way, Niagara Falls, Ontario L2E 1X8  
(905) 688-4111 Ext 1006022

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On Mon, Jul 14, 2025 at 3:20 PM Deb Reid <[Deb.Reid@niagarapolice.ca](mailto:Deb.Reid@niagarapolice.ca)> wrote:

Good afternoon Joe,

On behalf of the Niagara Police Service Board, I'm writing to acknowledge receipt of your request to appear as a delegation at the Police Service Board meeting on July 24, 2025, regarding the police tow rotation list.

This will confirm that you have been placed on the agenda to provide a presentation at the public meeting, which is scheduled for 9:30 am. The meeting will take place at the Niagara Regional Police Service Headquarters, Community Room, 5700 Valley Way, Niagara Falls. Please note that the Board's policy limits delegations to a maximum of 10 minutes.

Should you have any questions or require assistance with the process, please don't hesitate to reach out.

Kind regards,  
Deb



**Deb Reid**

Executive Director

Niagara Regional Police Service Board

[Deb.Reid@niagarapolice.ca](mailto:Deb.Reid@niagarapolice.ca)

5700 Valley Way, Niagara Falls, Ontario L2E 1X8

(905) 688-4111 Ext 1006022



**From:** Joe Vieira

**Sent:** Monday, July 14, 2025 9:56 AM

**To:** Deb Reid <[Deb.Reid@niagarapolice.ca](mailto:Deb.Reid@niagarapolice.ca)>

**Subject:** Request to speak.

You don't often get email from [niagaratow@gmail.com](mailto:niagaratow@gmail.com). [Learn why this is important](#)

Hi Deb.

I'd like to make my formal request to speak in front of the police services board this upcoming July 24 2025.

I'll be speaking as to why I think the rotation should be kept in control of the nrps and have zero involvement with the niagara towing alliance.

I'll also be speaking on the report that is coming out by inspector Dave. That of course is if it's on the agenda .

Thank you.



Joe Vieira  
Regional towing  
24 hour service  
Regionaltowing.ca  
Niagararegionaltowing.ca

<https://www.youtube.com/@TowJoePodcast>

# Joe Vieira

# Regional Towing

Niagara Police Service Board Meeting

July 24, 2025



























**Administration**

Office of the Regional Clerk

1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7

Telephone: 905-980-6000 Toll-free: 1-800-263-7215 Fax: 905-687-4977

[www.niagararegion.ca](http://www.niagararegion.ca)

June 27, 2025

**CL 9-2025, June 26, 2025**

**BRCOTW 1-2025, May 22, 2025**

**CSD 31-2025, May 22, 2025**

***DISTRIBUTION LIST***

***SENT ELECTRONICALLY***

2026 Budget Planning

CSD 31-2025

Regional Council, at its meeting held on June 26, 2025, passed the following recommendation of its Budget Review Committee of the Whole:

That Report CSD 31-2025, dated May 22, 2025, respecting 2026 Budget Planning, **BE RECEIVED** and **BE CIRCULATED** to agencies boards and commissions (ABCs) in accordance with By-Law No. 2017-63 "Budget Control".

A copy of CSD 31-2025 is enclosed for your reference.

Yours truly,



Ann-Marie Norio

Regional Clerk

:kl

CLK-C 2025-072

Distribution List:

Niagara Peninsula Conservation Authority

Niagara Regional Housing

Niagara Regional Police Service Board

Niagara Transit Commission

cc:

B. Brens, Associate Director, Budget Planning and Strategy

T. Ellis, Commissioner, Corporate Services/Treasurer

K. Beach, Executive Assistant to the Commissioner, Corporate Services



**Subject:** 2026 Budget Planning

**Report to:** Budget Review Committee of the Whole

**Report date:** Thursday, May 22, 2025

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## **Recommendations**

1. That Report CSD 31-2025 **BE RECEIVED** for information; and
2. That Report CSD 31-2025 **BE CIRCULATED** to agencies, boards, and commissions (ABCs) in accordance with By-Law No. 2017-63 “Budget Control”.

## **Key Facts**

- The purpose of this report is to initiate the 2026 budget process with discussion of projected service costs to maintain existing service levels and to propose the plan for the preparation and presentation of the 2026 General Tax Levy budget, Water and Wastewater budget, and Waste Management and Niagara Transit Special Tax Levy budgets.
- In addition, this report outlines items for Council consideration, the projected investment required for our capital program to close the funding gap, based on draft report to Committee of the Whole on June 5, 2025, per the 2025 Asset Management Plan, as well as existing commitments and other incremental strategic considerations in support of Council Strategic Priorities.
- The 2026 budget projections in this report have been refined since initial presentation of the budget projections as part of the 2025 budget, and reflect additional significant information known at the time of preparation of these revised projections. These numbers will continue to be refined throughout the finalization of the budget process.
- The budgets are prepared in alignment with the Budget Planning By-Law’s principles and priorities of sustainability and affordability, the Capital Financing Strategy and to support Council Strategic Priorities.
- The 2026 budget timetable (Appendix 1) was previously approved by Council in CSD 23-2025 and plans for 2026 budget being approved before year-end.
- The 2026 budget will be supported by a 12-month long campaign that aims to educate, empower, and evolve residents’ understanding of and relationship to the budget. The 2026 budget also includes a revised budget process including Phase 1, which will focus on significant service areas and will include service level overviews,

efficiencies, and identify pressures and opportunities to drive Council discussions and provide input to staff, and Phase 2 which will present the full proposed budget and support final approval.

## **Financial Considerations**

By-Law 2019-79 “Budget Planning” is used to structure the Niagara Region’s budget strategy each year. The principles in the By-Law support the following:

- **Sustainability:** ensuring we have adequate funding to support base service levels
- **Affordability:** gives consideration to the impact on taxpayers
- **Transparency:** foundational and important for Council to have fullness of information for decision making

The four areas of budget development included in the By-Law are:

1. **Base services:** on-going costs and revenues that are influenced by multi-year contracts, collective agreements, and inflationary pressures.
2. **Capital financing:** requirements of the Asset Management Plan (AMP) should be funded in accordance with the Capital Financing Policy.
3. **Program changes:** incremental considerations that have a strong alignment to Council strategic priorities.
4. **Growth funded programs:** After Tax Increment Grants (TIGs) are funded, the by-law prioritizes the use of assessment growth for the costs of growth, capital, and council strategic priorities.

The financial information disclosed in this report (Tables 1 – 3) is presented in an alternative way to the four categories noted above. Staff have denoted on each line of the tables the reference to each of the four budget categories as per the by-law. Base services is denoted by (1), capital financing by (2), program changes by (3), and growth funded programs by (4).

The original 2026 budget presented to council as part of the 2025 budget process including recommended deferrals was 10.14% for the general tax levy, 9.24% for rate, 5.19% for the waste management special tax levy, and 10.46% for the transit special tax levy. Since the approval of the 2025 budget, staff have worked to refine these estimates as shown in the tables below. Additional pressures include revised NRPS estimates and additional contract price increases.

Table 1 presents the revised projection for the 2026 general tax levy budget and is broken out into departments including other agencies, boards, and commissions (Courts, Niagara Regional Housing, and Niagara Peninsula Conservation Authority) and Niagara Regional Police, and denotes the four areas of budget development (budget categories) as per the Budget Planning By-Law.

Table 1: 2026 Projected General Tax Levy Budget

<b>Budget Items / Categories</b>	<b>Departments including other ABC's</b>	<b>Niagara Regional Police Services</b>	<b>General Tax Levy</b>
Departments (1)	2.63%	n/a	2.63%
Incentives (1) (Note A)	0.01%	n/a	0.01%
NRPS (1)	n/a	5.18%	5.18%
Other ABCs (1)	0.10%	n/a	0.10%
Smart Growth Incentives (1)	0.71%	n/a	0.71%
Growth – Tax Increment Grants (4)	0.89%	n/a	0.89%
Assessment Growth (4) (Note B)	(1.59%)	n/a	(1.59%)
<b>General Tax Levy before other considerations</b>	<b>2.75%</b>	<b>5.18%</b>	<b>7.93%</b>
2022 Tax Deferral (1)	0.37%	n/a	0.37%
Capital Financing (2)	3.68%	0.14%	3.82%
Other Incremental Considerations (Note C)	0.43%	n/a	0.43%
<b>Total General Tax Levy</b>	<b>7.23%</b>	<b>5.32%</b>	<b>12.55%</b>

Note: numbers may not add up due to rounding.

Note A – Smart Growth Incentives and Tax Increment Grants (TIGs) have not been included in Incentives as these programs have been shown on separate lines.

Note B – The by-law prioritizes the use of assessment growth for TIGs, the costs of growth, capital, and council strategic priorities.

Note C – Other Incremental Considerations are shown in further detail in Table 3.

Table 2 presents the revised projection of the four regional budgets for 2026 and denotes the budget development (budget categories) as per the Budget Planning By-Law. To note, general tax levy, waste management and transit special tax levies will benefit from assessment growth as new residents also benefit from these enhancements.

Table 2: 2026 Projected Budgets

<b>Budget Items / Categories</b>	<b>General Tax Levy (see Table 1)</b>	<b>Water &amp; Wastewater Rates</b>	<b>Waste Management Special Tax Levy</b>	<b>Niagara Transit Special Tax Levy</b>
Departments (1)	2.63%	1.80%	5.19%	3.91%
Incentives (1) (Note A)	0.01%	n/a	n/a	n/a
NRPS (1)	5.18%	n/a	n/a	n/a
Other ABCs (1)	0.10%	n/a	n/a	n/a
Smart Growth Incentives (1)	0.71%	n/a	n/a	n/a
Growth – TIGs (4)	0.89%	n/a	n/a	n/a
Assessment Growth (4)	(1.59%)	n/a	(1.59%)	(1.59%)
<b>Budget before incremental considerations</b>	<b>7.93%</b>	<b>1.80%</b>	<b>3.60%</b>	<b>2.32%</b>
2022 Tax Deferral (1)	0.37%	n/a	n/a	n/a
Capital Financing (2)	3.82%	7.25%	0.04%	0.88%
Phase out of Provincial Gas Tax (PGT) (1)	n/a	n/a	n/a	0.48%
Other Incremental Considerations (Note B)	0.43%	0.00%	0.00%	2.94%
<b>Total</b>	<b>12.55%</b>	<b>9.05%</b>	<b>3.64%</b>	<b>6.62%</b>

Note: numbers may not add up due to rounding.

Note A – Smart Growth Incentives and Tax Increment Grants have not been included in Incentives as these programs have been shown on separate lines.

Note B – Other Incremental Considerations are shown in further detail in Table 3.

The analysis section speaks to each of the 2026 general tax levy, special tax levies and water and wastewater rates and explains how these budgets align with the Budget Planning By-Law.

## **Analysis**

### **Revised Budget Process**

The 2026 budget cycle approach will be different in comparison to prior years. The 2026 Budget Timetable, included in Appendix 1, was approved by Council in CSD 23-2025, 2026 Budget Timetable and plans for the approval of all four budgets by the end of the year.

The 2026 budget will be supported by a 12-month long campaign that aims to educate, empower, and evolve residents' understanding of and relationship to the budget.

#### **Phase 1: Education**

Phase 1, scheduled from May to October, will focus on the more significant service lines at the Region. Presentations will include service level overviews in alignment with the 2025 approved budget, and identify efficiencies, pressures, and opportunities for 2026 to drive conversations with Council and provide input to staff.

#### **Phase 2: Outcomes**

Phase 2, scheduled from November to December, will dedicate time to review final 2026 budget outcomes based on Council input from Phase 1, and support final approval. Presentations and reports will include the full proposed 2026 budget to council, including detailed information and business cases.

### **Base Pressures**

The Budget Planning By-Law recommends that the base services be adjusted for inflation and the Core Consumer Price Index (CPIX) may be used as a measure of inflation. CPIX represents the change in inflation but excludes eight of the most volatile components including fruit, vegetables, gasoline, fuel, oil, natural gas, mortgage interest, inter-city transportation and tobacco products. Based on our estimated CPIX from fall 2025, this budget projection has been prepared with a 2% inflation rate, inclusive of deferral impacts from the 2025 budget process, and has been further refined for any significant known pressures and opportunities.

Across all four budgets, departments are expecting pressures in excess of inflation for items including insurance, software licensing, repairs and maintenance, fuel, utilities, water and wastewater treatment chemicals, and contracted services. In addition, there



is anticipated pressure above inflation for labour related costs due to existing contracts and in support of the People Plan which supports the council strategic priority of an effective region.

Budget pressures are also anticipated as a result of Provincial and Federal subsidies not keeping pace with inflation or adequately funding service needs required by the community. Staff are in the process of preparing information to be distributed for Phase 1 of the budget process, which will outline the levy impact of health and human services, updating previously reported amounts in CSD 30-2024 Levy Impact of Mandated Services Provided Under Provincial and Federal Agreements. This analysis highlights the enhanced levy investment and the need for ongoing advocacy to the Province to ensure funding is sustainable to meet service levels and support community needs.

### **Smart Growth Incentive Regional Development Charges Reduction Program**

Based on information known at the time the 2025 budget was approved, in relation to the properties with transition agreements in place or properties who are expected to enter into a transition agreement with the Region prior the April 1, 2026 deadline, the Region estimated refunds totalling \$19.6 million to be issued to these developments prior to the end of the Smart Growth DC Incentive program. The exact timing of refunds at this time is unknown and will be based on construction completion of these projects and final eligibility assessments.

The Regional strategy in 2025 was to annually contribute \$4.9 million to the taxpayer relief reserve (\$19.6 million spread over 4 years), which would be used to support developer refunds when eligibility criteria are met. The 2025 budget included a mitigation to balance taxpayer affordability, reducing this transfer to \$2.0 million. The preliminary strategy for 2026 is to transfer an additional \$3.9 million, or 0.71% of the general tax levy, to have a total of \$5.9 million put aside for the next 3 years to reach the full \$19.6 million in 4 years.

Staff anticipate that this annual contribution will need to be increased based on additional commitments made after 2025 budget approval. Details will be provided as part of an overall update on incentives during the 2026 budget process.

### **Tax Increment Grants (TIGs)**

TIGs reimburse property owners for up to 100% of the municipal property tax increase created by property improvement for up to 10 years. Staff estimate this will be an

additional \$4.8 million or 0.89% of the general tax levy based on anticipated reassessment of applicable properties in 2026. As per the Budget Planning By-Law, TIGs are funded from assessment growth.

### **Assessment Growth**

Assessment growth for 2026 is forecasted at 1.59% as shown in Appendix 2. The Budget Planning By-Law allocates assessment growth to TIGs, operating costs related to new and growth capital assets, capital financing and council strategic priorities.

### **Levy Before Incremental Considerations**

As a result of the pressures noted above, the estimated increases before incremental considerations are 7.93% for the general tax levy (2.63% for departments, 0.01% for incentives, 5.18% for NRPS, 0.10% for other ABCs, and 0.01% growth net of TIGs and smart growth incentives, 1.80% for water & wastewater rates, 3.60% for waste management special tax levy and 2.32% for Niagara Transit special tax levy. To help mitigate inflationary pressures reflected in the current estimates, preparation of the operating budgets will prioritize maintaining existing service levels. As part of Phase 1 of the 2026 budget process, staff will engage Council in early discussions on service levels in alignment with the 2025 approved budget as well as known pressures, opportunities, and efficiencies for 2026.

### **Incremental Considerations**

The table presents incremental considerations for Council in further detail, including existing commitments, capital financing, and program changes.

Table 3 – Incremental Considerations

<b>Budget Items / Categories</b>	<b>General Tax Levy</b>	<b>Water &amp; Wastewater Rates</b>	<b>Waste Management Special Tax Levy</b>	<b>Niagara Transit Special Tax Levy</b>
<b>Budgets before incremental considerations</b>	<b>7.93%</b>	<b>1.80%</b>	<b>3.60%</b>	<b>2.32%</b>
2022 Tax Deferral (1)	0.37%	n/a	n/a	n/a
Capital Financing (2)	3.82%	7.25%	0.04%	0.88%
Phase out of Provincial Gas Tax (PGT) (1)	n/a	n/a	n/a	0.48%
<b>Subtotal</b>	<b>4.19%</b>	<b>7.25%</b>	<b>0.04%</b>	<b>1.36%</b>
Homelessness Permanent Shelter Capacity (3)	0.14%	n/a	n/a	n/a
Housing End of Mortgage Strategy (3)	0.13%	n/a	n/a	n/a
Housing Master Plan (3)	0.11%	n/a	n/a	n/a
EMS Master Plan (3)	0.05%	n/a	n/a	n/a
New Housing Incentive (3)	TBD	n/a	n/a	n/a
Non-Eligible Service (3)	n/a	n/a	TBD	n/a
Sunday & Holiday Service (3)	n/a	n/a	n/a	2.94%
Specialized Transit Demand (3)	n/a	n/a	n/a	TBD
<b>Subtotal Other Incremental Considerations</b>	<b>0.43%</b>	<b>n/a</b>	<b>n/a</b>	<b>2.94%</b>
<b>Subtotal Incremental Considerations</b>	<b>4.62%</b>	<b>7.25%</b>	<b>0.04%</b>	<b>4.30%</b>
<b>Total Consolidated Levy</b>	<b>12.55%</b>	<b>9.05%</b>	<b>3.64%</b>	<b>6.62%</b>

Note: numbers may not add up due to rounding.

## **2022 Base General Tax Levy Services Funded with Reserves**

The 2022 general tax levy base services budget was approved with funding of \$6.0 million from the taxpayer relief reserve as per a motion from BRCOTW to reduce the net general tax levy operating budget from 4.35% to 2.87%. The 2023 budget reduced the reliance on the reserve to \$4.0 million which was held constant in 2024, and the 2025 budget reduced the reliance on the reserve to \$2.0 million. The 2026 plan is to reduce the reserve reliance to \$0 which will result in a budget pressure of 0.37% to the general tax levy. This will eliminate the Region's reliance on reserves to fund day to day operations as this funding source is not sustainable.

The Region's taxpayer relief reserve acts as the main contingency reserve to address unknown risks that could arise. Per the Region's reserve policy C-F-013, the targeted balance in this reserve should be 10% to 15% of the gross operating expenditures it supports. This reserve is currently underfunded with a balance in the reserve at December 31, 2024 of \$38.5 million, representing 4.96% of gross operating levy expenditures excluding ABC's. Continuing to draw on the reserve annually to fund operations would further reduce our ability to respond to risks.

## **Capital Financing**

The updated Asset Management Plan (AMP) will be going to Committee of the Whole for approval June 5, 2025. Preliminary estimates are increases of 3.79% to the annual general tax levy (3.18% for departments, 0.11% for Niagara Regional Police Services, 0.5% for Niagara Regional Housing), 7.25% to the annual water and wastewater combined rate requisition, 0.04% to the waste management special levy, and 0.88% to the Niagara Transit special levy. The increased capital contributions strategy aims to reduce the backlog, address high-risk assets, and ensure base-level service in the region. Table 1 and 2 disclose a total increase of 3.82%, with the difference of 0.03% resulting from an ask from Niagara Regional Police Services of 0.14% greater than the AMP recommendation of 0.11%.

## **Debt**

The 2026 projected budget does not include incremental debt, which places greater importance on the need to invest in our contributions to the Capital Levy Reserve. As noted in CSD 37-2024 and CSD 46-2024 the Niagara Region has limited capacity to take on additional debt as we are approaching Infrastructure Ontario (IO)'s sector limit and the anticipated impact of additional debt on the Niagara Region's Standard & Poor's

(S&P) bond rating when considering both Regional and Local area municipality future debt requirements.

### **Phase out of Provincial Gas Tax (PGT)**

Included in the Niagara Transit triple majority strategy was the strategy to earmark reserve PGT entirely for capital for long-term asset sustainability. In 2025, the budget included a reduction of PGT used in operating by \$0.3 million. The 2026 budget strategy continues to reduce the use of PGT in operating by \$0.3 million which represents 0.48% of the Transit special tax levy. This reduction is to continue to reduce the use of PGT to \$0 over 5 years to fund operations, thus removing an unsustainable source of funding from operating and ensuring capital needs are met.

### **Other Incremental Considerations**

The Budget Planning By-Law requires that program changes or new services be funded with separate increases to ensure base services are not eroded. In the By-Law, new programs are also intended to refer to new full-time equivalent (FTE) positions or investments required to support existing service levels which are more commonly referred to as program changes.

The 2026 proposed budget will prioritize program changes that address incremental considerations to sustain current service delivery including recommending FTE's where required.

Preliminary incremental considerations (program changes) for the general tax levy are \$2.3 million or 0.43% including:

- Homelessness permanent shelter capacity (COM 21-2023) \$0.8 million or 0.14% of the general tax levy. Investing in additional shelter capacity ensures we can continue to protect vulnerable residents and respond to seasonal cold weather surges and other potential uncertainties such as the economic impacts from tariffs on the homeless population.
- Housing services end of mortgage strategy (COM 28-2024) \$0.7 million or 0.13% of the general tax levy, supports the preservation and growth of community housing stock in Niagara through incentivizing non-profit providers to remain within the community housing portfolio, funding capital repairs, and fostering continued partnerships and new investments in line with the Consolidated Housing Master Plan Initiatives.

- 
- The Consolidated Housing Master Plan (COM 14-2025) \$0.6 million or 0.11% of the general tax levy, guides the responsible and economically feasible (re)development of community housing to promote housing stability, support equitable and inclusive communities, with the goal of increasing NRH's supply from 3,051 units in 2025 to 6,037 units by 2050.
  - EMS master plan (PHD 1-2025) \$0.3 million or 0.05% of the general tax levy. The 10-year plan based on the Council-endorsed Hub and Spoke model, transitions away from the existing decentralized model, and considers future demographic and development impacts, as well as potential effects on EMS call volumes and response times, to optimize service delivery for Niagara residents.
  - New housing incentive program amount to be determined. Council has directed staff to design and make recommendations on a new Housing Incentive Program to support the objective of building more homes.

There are no recommended incremental considerations (program changes) for water and wastewater rates at the time of developing the planning report.

Preliminary incremental considerations (program changes) for the waste management special tax levy are under review and include the current collection and processing costs of recyclables from non-eligible sources, of which, several collection scenarios and the impacts to the waste management special tax levy are outlined in PW 8-2025.

Preliminary incremental considerations (program changes) for the Niagara Transit special tax levy include:

- Sunday and holiday service \$1.8 million or 2.94% of the transit special tax levy as outlined in the 2025 budget report BRC-C 2-2024.
- Increasing access to specialized transit to better meet demand with amount to be determined.

As always, staff will continue to refine these incremental considerations (program changes) requests while looking for efficiencies to minimize budget pressure. Detailed business cases on all program changes will be made available through the budget process and will connect to Council's strategic priorities.

## **Budget Campaign**

As the Region approaches the 2026 budget cycle, Partnerships and Communication, working with Financial Management and Planning, is executing a communications

strategy to help shape and frame the budget to the public. This communications strategy plans for a 12-month long campaign that aims to educate, empower, and evolve residents' understanding of and relationship to the budget. The 2026 Budget, with a shift in focus toward programs, services and key priorities, presents an incredible opportunity to do things differently. This campaign will focus our budget narrative on the value Niagara Regional services, programs and priorities bring to residents.

This campaign aims to communicate with Niagara residents and our wider audience on a variety of different channels through the creation of disruptive content and a holistic communications approach. This campaign will ensure that our message appears at multiple relevant touchpoints for residents to increase resonance and visibility. This communications approach works to meet residents where they are and engage with them in spaces they already occupy. The Region will also target channels that focus on a range of demographics to arm both future and current residents on the budget with the information they need to make informed decisions and to empower them to have meaningful conversations.

### **Campaign Objectives**

This campaign has four key objectives as identified below.

1. Create awareness on Niagara Region's budget and increase the number of engaged residents.
2. Generate engagement and conversation in Niagara residents online and in-person.
3. Residents gain baseline understanding of Region's budget and value of programs and services in the Niagara community.
4. Leverage learnings and content resonance for future state campaigns.

### **Campaign Strategy**

The focus of this campaign is to educate, empower and evolve residents' understanding of and relationship to the Niagara Region budget. To achieve this over a 12-month period, we will focus on four key areas as identified below.

- **Create Conversation:** Create new conversation and evolve existing conversation surrounding the budget. To create and amplify conversations, various tactics will be exercised to meet resident where they are both online and in-person.
- **Educate Residents:** Educate residents on the budget process and purpose to gain basic understanding. This works to clarify and address any existing confusion on the

budget and empowers them to feel confident in where their tax dollars are being spent. Simple digestible language will be used to ensure that resident can both understand the content and arm themselves with knowledge to participate in conversations.

- **Brand the Budget:** Create an ownable and shareable visual world for “the budget” that complements the “Growing Better Together” brand to encourage virality, shareability and talkability.
- **Strengthen Trust and Advocacy:** Strengthen and generate resident and employee trust and advocacy towards the budget, its resources and secure understanding as services to be vital to Niagara’s community.
- **Media Relations:** Reinforce our budget narrative that focuses on the value of our services and our key priorities through proactive media relation activities.

### Campaign Timeline

Overarching Timing	Key Campaign Activities
June	Social Content, Digital Tactics, Traditional Advertising
July to September	Digital & Traditional Advertising, Eventing, Community Building, Media Relations
October to December	Social Content, Digital & Traditional Advertising, Community Engagement, Media Relations

Partnerships and Communication will work with Corporate Services to ensure that relevant campaign updates are provided to Committee and Council accordingly.

### Alternatives Reviewed

The purpose of this report is to inform Council of the 2026 proposed strategy to support the development of the operating and capital budget for 2026. Information will continue to be developed, analyzed, and summarized for the Budget Review Committee during Phase 1 to facilitate decision-making. Council will have the opportunity to consider all options throughout the budget process.



## **Relationship to Council Strategic Priorities**

The 2026 Budget will provide the financial framework to achieve Council's Strategic Priorities.

## **Other Pertinent Reports**

[CAO 10-2023](#)      [2023-2026 Council Strategic Priorities](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=32884>)

[BRC-C 25-2024](#)      [2025 Consolidated General Levy Budget Update](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=40721>)

[CSD 23-2025](#)      [2026 Budget Timetable](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=42248>)

[BRC-C 12-2024](#)      [Non-Union Compensation Review Phase 2 – Budget Impacts](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=40528>)

[CSD 30-2024](#)      [Levy Impact of Mandated Services Provided Under Provincial and Federal Agreements](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=38318>)

[CSD 37-2024](#)      [Debt Strategy Update](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=38319>)

[CSD 46-2024](#)      [2025 Capital Budget](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=39143>)

[COM 19-2024](#)      [Considerations for New Homeless Shelter Site Selection](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=37737>)

[COM 21-2023 Homeless Shelter Capacity Review](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=31872>)

[COM 28-2024 Housing Provider End of Mortgage Strategy – Service Agreements](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=39112>)

[COM 14-2025 Consolidated Housing Master Plan: Implementation Plan](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=42731>)

[PHD 1-2025 Niagara Emergency Medical Services \(NEMS\) 10 Year Master Plan](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=41321>)

[CL 14-2024 Open Session Minutes, Regional Council, September 26, 2024, Item 12.1.1](#)

(<https://pub-niagararegion.escribemeetings.com/FileStream.ashx?DocumentId=40062>)

[PW 8-2025 Recycling Collection to Non-Eligible Sources Following End of Provincial Transition Period December 31, 2025](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=41691>)

[BRC-C 2-2024 2025 Proposed Operating Budget and Special Levy Requisition – Niagara Transit Commission](#)

(<https://pub-niagararegion.escribemeetings.com/filestream.ashx?DocumentId=39703>)

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**Prepared by:**

Beth Brens, CPA, CA  
Associate Director, Budgets Planning  
and Strategy  
Corporate Services

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**Recommended by:**

Dan Carnegie  
Acting Commissioner of Corporate  
Services/Treasurer  
Corporate Services

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**Submitted by:**

Ron Tripp, P.Eng.  
Chief Administrative Officer

This report was prepared in consultation with Lauren Ansley, Senior Budget Specialist and Dorothy Szymkow, Supervisor Corporate Budgets and reviewed by Melissa Raquion, Director Financial Management and Planning/Deputy Treasurer.

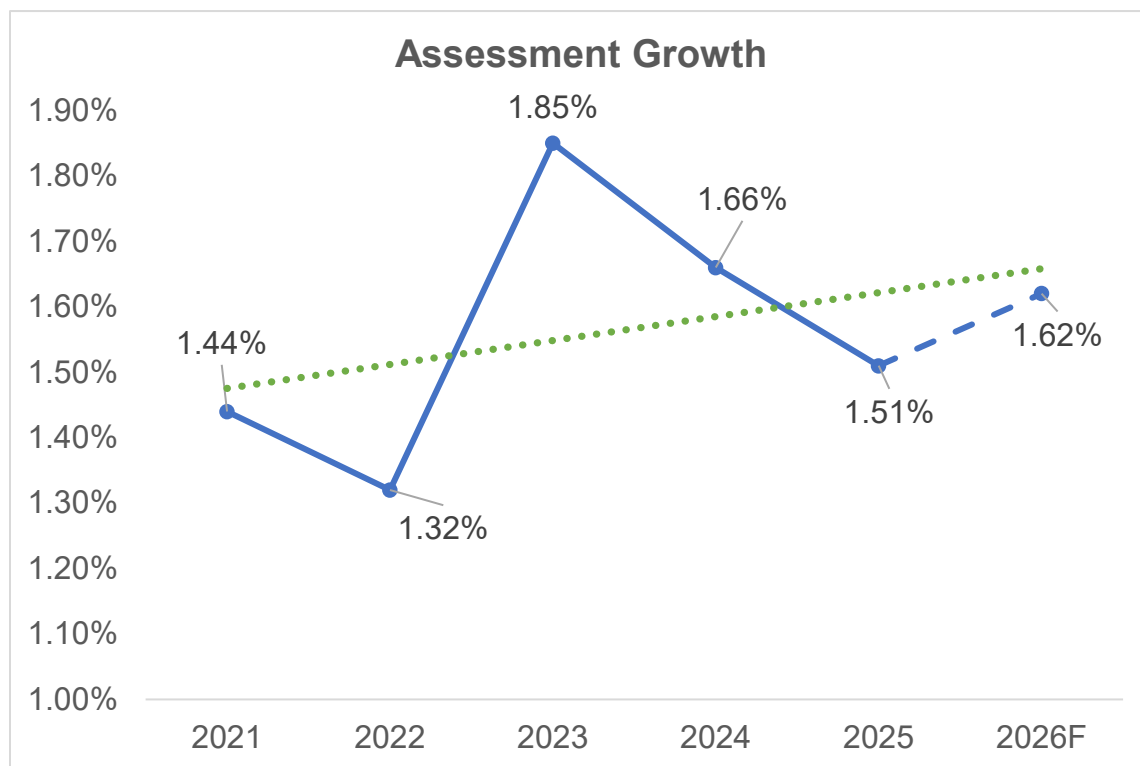
**Appendices**

- |            |                              |
|------------|------------------------------|
| Appendix 1 | 2026 Budget Timetable        |
| Appendix 2 | Historical Assessment Growth |

## 2026 Budget Timetable

Meeting Type	Topic	Date
<b>Phase One</b>		
BRCOTW	Budget Planning and Revised Budget Process Overview	Thursday, May 22, 2025, 4:30 p.m.
BRCOTW	Service Based Discussion – Public Health and Community Services	Thursday, June 5, 2025, 4:30 p.m.
BRCOTW	Service Based Discussion – Public Works and Infrastructure	Thursday, July 3, 2025, 4:30 p.m.
BRCOTW	Service Based Discussion - Water & Wastewater Rates	Thursday, August 14, 2025, 6:30 p.m.
BRCOTW	Service Based Discussion – Niagara Regional Police Service	Thursday, September 4, 6:30 p.m.
BRCOTW	Service Based Discussion – Niagara Regional Transit	Thursday, October 2, 2025, 6:30 p.m.
<b>Phase Two</b>		
BRCOTW	2026 Consolidated Budget Overview, Capital, and General Government	Thursday, November 13, 2025, 6:30 p.m.
BRCOTW	2026 Regional Levy Departments and Waste Management	Thursday, November 20, 2025, 4:30 p.m.
BRCOTW	2026 ABCs and Niagara Regional Transit	Thursday, November 27, 2025, 6:30 p.m.
BRCOTW	2026 Water & Wastewater Rates	Thursday, December 4, 2025, 6:30 p.m.
BRCOTW	2026 Consolidated Budget for Debate and Approval	Thursday, December 11, 2025, 4:30 p.m.
Council	Budget & User Fee By-laws	Thursday, December 18, 2024, 4:30 p.m.

## Historical Assessment Growth



### Notes –

- Budget Planning by-law states that assessment growth is prioritized for Capital Financing, Council Strategic Priorities, and Operating Costs of Capital
- The five-year average increase in assessment growth is 1.59%
- 2026 assessment growth is forecasted at 1.62%



## INTERNAL CORRESPONDENCE

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

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**Date:** July 8, 2025

**Re: PSB Internal Compliance Audit – CSPA and Regulations**

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Purpose:

The purpose of this report is to inform the Board of a recent internal compliance audit completed by the Executive Director in response to information shared at the Ontario Association of Police Service Boards (OAPSB) Zone 4 meeting, held on February 19, 2025. The audit focused on the policy and reporting requirements set out under the Community Safety and Policing Act, 2019 (CSPA) and its regulations.

Background Information and Discussion:

At the February 19, 2025 OAPSB Zone 4 Meeting, Dave Tilley, Police Services Advisor with the Ministry of the Solicitor General's Inspectorate of Policing (IOP), delivered an update on the Inspectorate's ongoing work to support policing modernization and oversight under the CSPA. As part of his presentation, Mr. Tilley shared a reference guide he developed outlining the required policies, procedures, and reporting obligations of Police Service Boards and Chiefs of Police under the CSPA and its regulations. A copy of this reference guide was provided to the Executive Director following the meeting.

The Executive Director initiated a thorough internal review and audit of the CSPA and the regulations identified in the document. The goal of this audit was to ensure that the Board and the Niagara Regional Police Service (NRPS) are fully compliant with all legislative and regulatory obligations that fall within their respective roles and responsibilities. The audit process involved:

- A review of the reference guide to extract all applicable requirements related to Board governance, policy development, and Chief of Police reporting obligations;
- Cross-referencing the 85 identified legislative and regulatory citations in the reference guide with the Board's existing policies, procedures, and governance practices;
- Liaising with the NRPS Executive Office and Legal Counsel to confirm implementation of operational policies under the Chief's responsibility;
- Consultation with the Board's Solicitor to verify compliance with legislation and existing Board-level policies and practices.

The reference guide confirmed a total of 85 separate citations under the CSPA and its regulations that are relevant to either the Board or the Chief of Police. These citations encompass a broad range of requirements, including governance policies and procedural obligations of the Police Service Board, prescribed content and timelines for reports from the Chief of Police to the Board, and oversight of prescribed functions and services mandated under the CSPA and its regulations.

All identified requirements have been reviewed, and where necessary, policies or procedures have been confirmed, updated, or developed to ensure compliance. The Board's Solicitor provided advice on compliance with legislative expectations of revised or newly developed Board policies; and NRPS Legal Counsel, confirmed that the operational requirements under the Chief's purview are being met in accordance with the legislative framework. Based on this collaborative review, it is confirmed that the Board and the Niagara Regional Police Service are fully compliant with the policy requirements set out under the CSPA and its regulations.

This audit was an important exercise in due diligence and legislative readiness for future inspections that will be conducted by the Inspectorate of Policing to ensure compliance with Ontario's policing legislation and regulations. It demonstrates the Board's and Service's commitment to strong governance, legislative compliance, transparency, and public accountability. The Executive Director will continue to monitor for any updates to the legislation, regulations, or guidance from the Inspectorate of Policing and ensure that the Board remains informed of any changes that may affect its responsibilities.

**Recommendation:**

**That the information be received.**

A handwritten signature in dark ink, appearing to read 'Deb Reid', with a stylized, cursive script.

Deb Reid  
Executive Director



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Impaired Driving and the Discontinuation of Name Publication  
**Report To:** Chair and Members, Niagara Police Service Board  
**Report Date:** 2025-07-04

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### Recommendation(s)

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

### Key Facts

- The purpose of this report is to inform the Board that the Niagara Regional Police Service (Service) has discontinued the practice of regularly publishing the names of all individuals arrested for impaired driving-related offences.
- The Service had previously issued media releases, typically on a weekly basis that included lists of all individuals arrested and charged with impaired driving (alcohol and/or drug).
- The practice was believed to act as a deterrent and contribute to impaired driving prevention; however, there is no evidence to support this claim.
- Other impaired driving initiatives will continue, and new strategies will be explored, as impaired driving remains a top priority for enforcement, education, and prevention.
- Discontinuing the regular publication of names does not prevent the release of an individual's name under specific circumstances, such as serious incidents. It also does not affect the issuance of media releases related to Reduce Impaired Driving Everywhere (RIDE) programs or other traffic enforcement initiatives.
- This report has been prepared to provide context, as this change in practice is expected to attract media interest.

### Financial Considerations

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

### Analysis

Impaired driving remains one of the leading criminal causes of personal injury and death in Canada. In response, police services across the country have implemented various initiatives to reduce these incidents within their jurisdictions. One such initiative in



Niagara was the publication of the names of all individuals charged with impaired driving offences.

Since January 2014, the Service regularly published these lists. Compiled weekly by the Traffic Enforcement Unit (TEU), the lists were distributed through media releases by the Corporate Communications Unit. While there is no empirical evidence demonstrating that this practice deterred impaired driving, it was introduced based on two assumptions:

1. Publicly naming individuals might cause embarrassment, thereby discouraging impaired driving.
2. Because impaired driving charges result in an automatic 90-day administrative licence suspension, publishing names could encourage members of the public to report individuals who continued to drive while suspended, preventing the continuation of the offence.

The second assumption was thought to assist in identifying and arresting repeat offenders, though there is no data supporting its effectiveness. It is important to note that the 90-day suspension is an administrative consequence triggered by the charge itself, not a predictor of future offences. In cases where repeat behaviour is a concern, police may impose conditions upon release through an undertaking or request specific bail conditions during a hearing, if appropriate.

Table 1 provides data on the number of individuals charged with impaired driving-related offences since the Service began publishing these lists in 2014. Notably, the data shows no measurable impact on annual totals, offering no evidence that the publication of names acted as a deterrent.

Table 1:

<b>Charged Impaired Driver Statistics</b>			
<b>Year</b>	<b>Impaired by Alcohol</b>	<b>Impaired by Drug</b>	<b>Total</b>
2014	474	0	474
2015	483	0	483
2016	538	1	539
2017	528	0	528
2018	432	1	433
2019	433	48	481
2020	360	108	468
2021	377	130	507
2022	428	71	498
2023	458	79	537
2024	464	62	526

It is important to note that any time information is released by the Service, it introduces potential risk and liability. Discontinuing the practice of publishing all names of

individuals charged with impaired driving helps mitigate these risks. One consistent issue has been confusion caused when individuals with the same name are mistaken for those listed in public releases, leading to reputational harm for uninvolved members of the public.

#### Environmental Scan:

As part of this process review, an environmental scan was conducted with neighbouring police services to determine their current practices regarding the publication of names for all impaired driving arrests.

The following police services were consulted:

- Hamilton Police Service
- Halton Regional Police Service
- Peel Regional Police
- Toronto Police Service
- Waterloo Regional Police
- York Regional Police

None of these services currently publish regular lists of all individuals charged with impaired driving-related offences.

In December 2018, York Regional Police began publishing the names, ages, and hometowns of those charged with impaired driving. The goal was to make impaired driving “socially unacceptable” and to alert the public to individuals who may be driving under suspension. However, the practice was discontinued in May 2019 due to challenges with data verification and concerns over public backlash.

Similarly, Halton Regional Police Service had engaged in this practice, but following a 2023 review that showed no measurable impact on impaired driving rates, they also chose to end it. Their focus has since shifted to providing broader educational information about impaired driving on local roads.

#### Considerations:

Several factors were taken into account during the review process:

- Deterrence – While public exposure may discourage some individuals from impaired driving due to shame or reputational harm, this appears to be anecdotal, as no evidence supports its effectiveness.
- Transparency – Publishing names can demonstrate the Service’s commitment to enforcing impaired driving laws, potentially increasing public trust.
- Public Safety - Sharing names may help alert the community, especially in cases involving repeat offenders.

- Accountability – Public consequences may encourage individuals to take responsibility for their actions.
- Presumption of Innocence – Publishing names before conviction may unfairly damage reputations, as all individuals are presumed innocent until proven guilty.
- Privacy Concerns - Even though arrest records are public, widespread dissemination of names can have lasting personal and professional consequences, for both individuals and families.
- Stigmatization – Publicizing names can disproportionately impact certain communities and cause undue shame for first-time or borderline offenders.
- Unequal Impact – Individuals with greater resources may better mitigate reputational damage, while others could face long-term harm.

#### Future Direction:

Given the lack of measurable benefit and the fact that other Ontario police services do not regularly publish names in all impaired driving arrests, the discontinuation of this practice aligns with modern policing standards. It also protects individual rights and reduces the Service's organizational risk.

The Service recognizes that transparency, public education, and evidence-based crime prevention remain essential. In place of name publication, a new initiative will be launched to release anonymized, aggregated data monthly. This will include:

- Age
- Sex
- Niagara resident or non-resident
- Municipality/location of arrest
- Driver's license class (G1, G2, G, etc.)
- Driving experience (less than 5 years / more than 5 years)

This data-driven approach will provide meaningful public education while allowing the Service to:

- Identify hotspot locations for focused enforcement;
- Develop customized deterrence strategies;
- Tailor educational outreach to overrepresented groups; and
- Maintain privacy and uphold individual rights.

This shift supports the principles of evidence-based policing and ensures that enforcement strategies are guided by actionable data, rather than unproven assumptions. In alignment with this long-standing change in practice, the Service remains committed to its partnership with Mothers Against Drunk Driving (MADD) Canada, supporting impactful initiatives that reduce impaired driving in our region through education and prevention.

While the publication of all names will cease, media releases related to impaired driving will continue. These include updates on RIDE campaigns, highlighting locations and general statistics such as the number of vehicles stopped and arrests made, as well as case-specific releases, such as media releases for serious collisions involving injury or death where impaired driving charges are laid, or in instances involving repeat offenders, where a public release is deemed appropriate.

This change reflects the Service's commitment to responsible information sharing, balanced with the need to protect individual rights and uphold public trust. By adopting an evidence-based data-driven approach, the Service will continue to prioritize road safety, while enhancing transparency and accountability in a more effective and equitable manner.

### **Alternatives Reviewed**

Not applicable.

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

Niagara Regional Police Service 2022-2025 Strategic Plan - Goal 1: Public Safety, 5.0 Enhance road safety, 5.3 Enforcement related to alcohol and/or drug impaired driving, 5.4 Number of traffic enforcement initiatives, 5.5 Number of traffic education and safety initiatives.

### **Relevant Policy Considerations**

Not applicable.

### **Other Pertinent Reports**

Not applicable.

*This report was prepared by Mario Lagrotteria, Deputy Chief, Community Services, in consultation with Stephanie Sabourin, Manager, Corporate Communications.*



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#### **Submitted by:**

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

### **Appendices**

Not applicable.



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Quarterly Report – Administration of the Public Complaints System  
Regarding Conduct of Police Officers – April 1 to June 30, 2025

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

**Report Date:** 2025-06-25

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### Recommendation(s)

**That the Niagara Police Service Board (Board) receive the report for information.**

### Key Facts

- The purpose of this report is to provide the Board with statistics that represent public complaints received for the periods of April 1, 2025 to June 30, 2025 (Q2), compared to Q2 of 2024 pursuant to By-Law 434-2024.
- The public complaints process is administered by the Law Enforcement Complaints Agency (LECA), who review the complaints and determine whether it is screened in for investigation or screened out for a variety of reasons, as determined by the LECA. Complaints can be retained for investigation by the LECA or referred to a police service for investigation.
- Public complaints that have been referred by the LECA to the Niagara Regional Police Service are investigated by the Professional Standards Unit.
- LECA no longer has jurisdiction over policy and service complaints. The Inspectorate of Policing reviews matters involving the adequacy and effectiveness of police services.

### Financial Considerations

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

### Analysis

#### Conduct Complaints – April 1 to June 30, 2025 – Q2

#### Total Number of Conduct Complaints Made:

In Q2, 2025, there were a total of 36 conduct complaints received, compared to 54 received in Q2, 2024.

Number of Referrals to the Complaint Director:

In Q2, 2025 there was 1 complaint referred to the Complaint Director. There were 2 comparatives to previous years as this was a newly implemented process.

Number of Conduct Complaints Determined to be Unsubstantiated After Investigation, or Not Acted Upon Pursuant to Section 158 of the Community Policing and Safety Act (CSPA):

In Q2, 2025, 6 conduct complaint investigations were concluded as unsubstantiated compared to 13 in Q2, 2024. These numbers can include case closures carried over from the previous quarter/year.

In Q2, 2025, 2 conduct complaints were classified by the LECA as frivolous, vexatious, or made in bad faith and were screened out. This compares to 0 complaint screened out in this manner in Q2, 2024.

In Q2, 2025, 0 conduct complaints were classified as being more than 6 months old and screened out. This compares to 0 screened out in this manner in Q2, 2024.

In Q2, 2025, 18 conduct complaints were screened out by the LECA for a variety of other reasons, including no misconduct alleged in the complaint, referral to the applicable court to dispute a charge, or an investigation was deemed not to be in the public interest by the LECA. This compares to 32 complaints screened out in this manner during Q2, 2024.

Number of Hearings and Findings from the Hearings Held Pursuant to Sections 201 and 202 of the CSPA:

In Q2, 2025, there were 0 hearings conducted under the CSPA. For comparison, there were 0 disciplinary hearings conducted under the Police Services Act in Q2, 2024.

Number of Complaints Dealt with Informally Pursuant to Section 169 of the CSPA:

In Q2, 2025, there was 1 conduct complaint resulting in an early resolution before the completion of an investigation compared to 1 complaint in Q2, 2024.

Number of Complaints Resolved or Dealt with Pursuant to Section 215:

In Q2, 2025, there were 0 complaints dealt with pursuant to Section 215. This compares to 0 complaints in Q2, 2024.

Summary of Penalties Imposed Pursuant to Sections 200, 201, and 202 of the CSPA:

In Q2, 2025, there were 0 penalties imposed pursuant to these sections of the CSPA. This compares to 0 penalties in Q2, 2024.

Number of Outstanding Complaints at the End of Reporting Period:

There were 20 conduct complaint investigations open at the conclusion of Q2, 2025, compared to 21 open for investigation at the conclusion of Q2, 2024.

Time to Complete:

It took an average of 88 days to conclude a conduct complaint investigation in Q2, 2025, compared to 78 days in Q2, 2024.

**Alternatives Reviewed**

Not applicable.

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

Not applicable.

**Relevant Policy Considerations**

This report is submitted to provide the Board with the necessary and required information pursuant to By-Law 434-2024 - Administration of the Public Complaints System Regarding Conduct of Police Officers, and in compliance with Provincial Adequacy Standards Regulations.

**Other Pertinent Reports**

Not applicable.

*This report was prepared by Lynda Hughes, Inspector, Professional Standards and recommended by Paul Kosciński, Acting Deputy Chief, Support Services.*



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**Submitted by:**

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

**Appendices**

Not applicable.



## Campus Safety Services

Brock University  
Niagara Region  
1812 Sir Isaac Brock Way  
St. Catharines, ON  
L2S 3A1 Canada  
T 905 688 5550 x 4300  
F 905 688 6402  
[www.brocku.ca](http://www.brocku.ca)

### REPORT OF BROCK UNIVERSITY CAMPUS SAFETY SERVICES

TO

### THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

**Date of Report:** July 1<sup>st</sup>, 2025

**Date of Board Meeting:** July 24<sup>th</sup>, 2025

**Chair Pat Chiocchio  
and Members of the  
Regional Municipality of Niagara Police Service Board**

**Reference:** Quarterly Report on Brock University Special  
Constables

**Recommendation:** Receive for Information

**Background:**

Brock University, Campus Safety Services presently has a Memorandum of Understanding (M.O.U.), which describes the ongoing formal relationship between the Regional Municipality of Niagara Police Service Board and Brock University.

This M.O.U requires Brock University to supply information to the Board, on a quarterly basis, pertaining to complaints, use of force, discipline and arrests associated with Brock University Special Constables. At present, there are fifteen staff members who have Special Constable status at the University. In compliance with the current M.O.U, the following information is provided for the Board's consideration.



## **COMPLAINTS**

During the 2<sup>nd</sup> quarter of 2025, there were no public complaints that resulted in discipline in relation to any Special Constable of Campus Safety Services.

## **USE OF FORCE**

During the 2<sup>nd</sup> quarter of 2025, the Special Constables did not require the application of use of force options in the performance of their duties.

## **DISCIPLINE**

During the 2<sup>nd</sup> quarter of 2025, there were no occurrences that resulted in the arrest of any Special Constables at Campus Safety Services.

## **MONTHLY STATISTICS**

Campus Safety Services produces a chart which captures calls for service and crime related statistics. The types of calls and their frequency tend to vary over the course of a calendar year, given the higher populations associated with the Fall and Winter Terms. Attached are statistics for the 2<sup>nd</sup> quarter of 2025 (April, May and June), as well as data from the 2<sup>nd</sup> quarter of 2024 for comparative purposes.

<b><u>Relevant Policy Considerations:</u></b>	Memorandum of Understanding (M.O.U) between the Regional Municipality of Niagara Police Service Board and Brock University.
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<b><u>Cost of Recommendations:</u></b>	Nil
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<b><u>Alternative Options:</u></b>	Not Receive Report
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<b><u>Reasons for Recommendation:</u></b>	Compliance with the M.O.U between The Regional Municipality of Niagara Police Service Board.
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Prepared and approved by:

*Donna Moody*

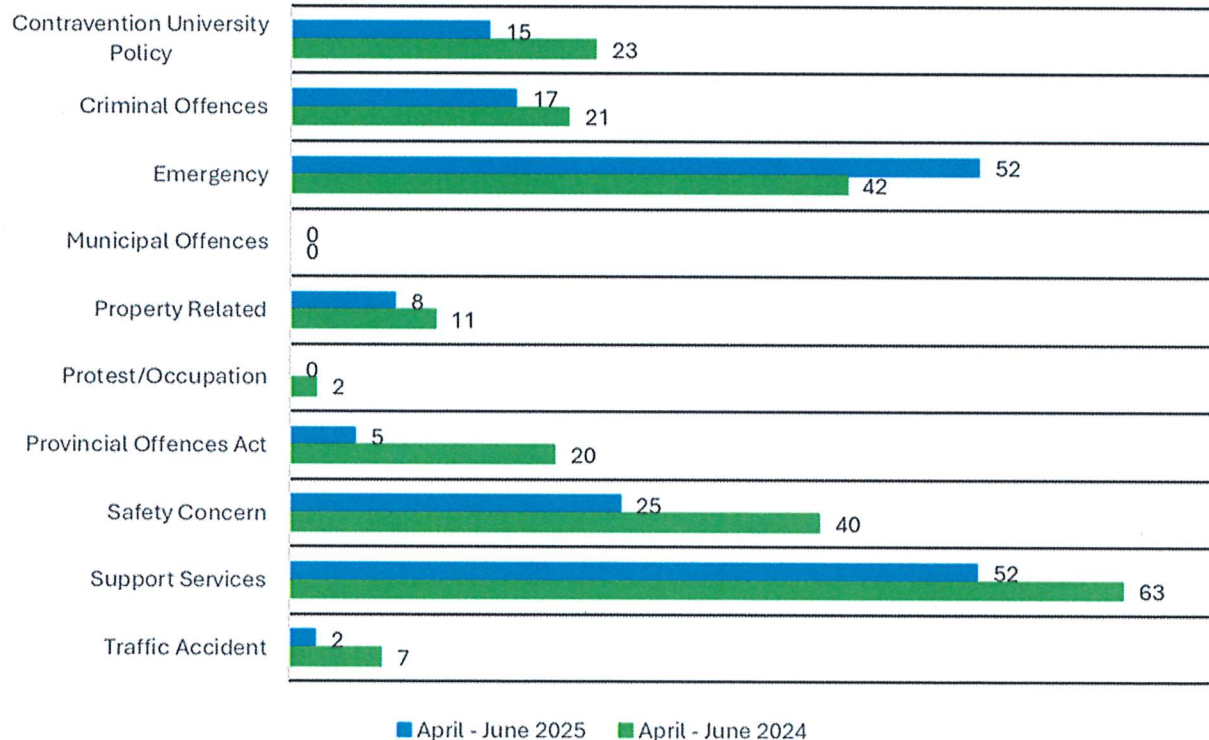
**Donna Moody, Director  
Campus Safety Services  
Brock University**

Respectfully submitted by:

*Scott Johnstone*

**Scott Johnstone  
Vice-President Administration and Services  
Brock University**

Brock University Campus Safety Services  
2nd Quarter Report April - June 2024 vs 2025





## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Quarterly Report – Niagara Regional Police Service Authorized Strength as of July 1, 2025

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

**Report Date:** 2025-07-02

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### Recommendation(s)

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

### Key Facts

- The purpose of this report is to provide the Board with a summary of actual versus authorized strength by rank/salary band of the uniform and civilian complement on a quarterly basis.
- This report is for the quarterly period beginning July 1, 2025.
- The Service Executive Leadership Team is provided access to an authorized strength dashboard that updates on a weekly basis.

### Financial Considerations

There are no financial implications relating to the recommendation contained in this report.

### Analysis

In 2015, following a comprehensive staffing and workload review, the Board requested that the Chief of Police provide a quarterly report to the Board of actual versus authorized strength, by rank/salary grade for all uniform and civilian positions. In addition to the authorized strength, there are 13 uniform pre-hire positions included in the annual budget to mitigate the impact of retirements on front line operations.

The quarterly report for the period beginning July 1, 2025, is as follows:

	Authorized	Actual
Chief of Police	1	1
Deputy Chiefs	3	3
Superintendents	6	7
Inspectors	16	15
Staff Sergeants	33	34

	<b>Authorized</b>	<b>Actual</b>
Sergeants	115	115
Constables	674	638
Prehires/Recruit Officers in Training	13	29
<b>Uniform Total*</b>	<b>861</b>	<b>842</b>
Civilian Non-Union (Directors HR/Finance, General Counsel)	3	3
Civilian SOA Band 11	1	1
Civilian SOA Band 10	0	0
Civilian SOA Band 9	0	0
Civilian SOA Band 8	8	7
Civilian SOA Band 7	1	1
Civilian SOA Band 6	4	4
Civilian SOA Band 5	3	2
Civilian SOA Band 4	1	1
Civilian SOA Band 3	0	0
Civilian SOA Band 2	0	0
Civilian SOA Band 1	4	4
Civilian NRPA Band 11	22	22
Civilian NRPA Band 10	131	132
Civilian NRPA Band 9	21	19
Civilian NRPA Band 8	27	26
Civilian NRPA Band 7	50	47
Civilian NRPA Band 6	28	28
Civilian NRPA Band 5	35	33
Civilian NRPA Band 4	14	12
Civilian NRPA Band 3	0	0
Civilian NRPA Band 2	0	0
Civilian NRPA Band 1	0	0
<b>Civilian Total</b>	<b>353</b>	<b>342</b>
<b>Service Total</b>	<b>1214</b>	<b>1184</b>

\*Twenty secondments are included in the Uniform Authorized Strength and are subject to external funding.

## Alternatives Reviewed

The only alternative is for the Board not to receive this report.

## Relationship to Police Service/Board Strategic Priorities

This report is being provided for information purposes at the request of the Board.

## **Relevant Policy Considerations**

Community Safety and Policing Act.

## **Other Pertinent Reports**

8.3 - 2024.07.25 - Quarterly Report - NRPS Authorized Strength as of April 1, 2025

*This report was prepared by Sarah Whitehead, Total Rewards Coordinator, Human Resources in consultation with Linda Blood, Director, Human Resources.  
Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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### **Submitted by:**

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

## **Appendices**

Not applicable.



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Special Fund Quarterly Activity Report for the Period of January 1, 2025, to March 31, 2025

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

**Report Date:** 2025-06-25

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### Recommendation(s)

**That the Niagara Police Service 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 403-2024.
- 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 Service (Service) special funds accounts for the period of January 1, 2025 to March 31, 2025.

### 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 Community Safety and Policing Act (CSPA), and also with Board By-Law 403-2024, Administration, Limitations, and Guidelines of the Special Fund. Section 258(2) of the CSPA establishes that the 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, including charitable donations." 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 March 31, 2025, and detailed in Appendix 1 are as follows:

- Special Fund – Special Operating Account #125-255-0 – \$85,301.11
- Special Fund – General Operating Account (Informant) #103-543-5 – \$44,694.60
- Total Special Funds – Special and General (Informant) Accounts – \$129,995.71

The summary of activities for the period ended March 31, 2025, is provided in Appendix 2. Informant payments during the period totalled \$21,655.00, made up of 36 payments ranging from \$150.00 - \$2,700.00, with a median of \$500.00.

### **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 403-2024.

### **Relevant Policy Considerations**

Sections 132 and 133 of the CSPA govern 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**

9.4 - 2025.02.27 - Special Fund Quarterly Activity Report for the period of October 1 to December 31, 2024

8.3 - 2024.11.28 - Special Fund Quarterly Activity Report for the period of July 1 to September 30, 2024

8.10 - 2024.09.26 - Special Fund Quarterly Activity Report for the period of April 1 to June 30, 2024

8.5 - 2024.05.23 - Special Fund Quarterly Activity Report for the period of January 1 to March 31, 2024

*This report was prepared by Anthony Gallo, Acting Finance Manager, Finance Unit and reviewed by Laura Rullo, Director, Finance and Asset Management. Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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#### **Submitted by:**

Mario Lagrotteria #9187  
Acting 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:****March 31, 2025**

	<b>Special Operating Account #125-255-0</b>	<b>General Operating Account #103-543-5</b>	<b>Total Special Funds</b>
<b>Balance per Bank Statement</b>	\$ 85,301.11	\$ 44,694.60	\$ 129,995.71
<b><u>Outstanding Cheques:</u></b>			
<b><u>Description</u></b>	<b><u>Doc. #</u></b>		\$ -
Total Outstanding Cheques	\$0.00	\$0.00	\$0.00
<b>Available Bank Balance</b>	<b>\$ 85,301.11</b>	<b>\$ 44,694.60</b>	<b>\$ 129,995.71</b>
Deposits not Recorded			
Bank Charges not Recorded			
<b>Niagara Regional Police Service</b>	<b>85,301.11</b>	<b>44,694.60</b>	<b>129,995.71</b>

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

			Activity Period		Account Number
Special Fund - Special Operating			01/01/2025 - 03/31/2025		125-255-0
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Jan/25	Previous Balance				\$ 167,920.90
7/Jan/25	Activity Fee		0.08		167,920.82
13/Jan/25	Police Auctions Canada			1,388.69	169,309.51
31/Jan/25	Seized/Found Money Deposit			14,493.10	183,802.61
6/Feb/25	Activity Fee		18.52		183,784.09
18/Feb/25	Gillian's Place Breakfast	1047	1,000.00		182,784.09
20/Feb/25	NRPS Women's Hockey	1048	1,500.00		181,284.09
20/Feb/25	NRPS Men's Hockey	1049	1,500.00		179,784.09
20/Feb/25	NRPS Coldest Night of the Year	1050	2,000.00		177,784.09
4/Mar/25	United Way Niagara	1052	400.00		177,384.09
6/Mar/25	Activity Fee		0.16		177,383.93
7/Mar/25	Police Auctions Canada	26373		741.97	178,125.90
7/Mar/25	NRPS Foundation Excess Funds Transfer	1051	77,920.90		100,205.00
17/Mar/25	NRPS International Women in Policing	1055	903.89		99,301.11
17/Mar/25	NRPS Jimmy Williams Hockey	1057	1,500.00		97,801.11
17/Mar/25	NRPS Telecommunicator Week	1056	2,000.00		95,801.11
17/Mar/25	NRPS Women ISN Lunch	1059	3,000.00		92,801.11
17/Mar/25	NRPS Film Fest	1058	5,000.00		87,801.11
24/Mar/25	Ontario Association of Police Service Boards	1053	1,000.00		86,801.11
24/Mar/25	Socks for Change	1054	1,500.00		85,301.11
	<b>Totals</b>		<b>99,243.55</b>	<b>16,623.76</b>	
31/Mar/25	<b>Closing Balance - General Fund</b>				<b>\$ 85,301.11</b>

			Activity Period		Account Number
Special Fund - General Operating (Informant)			01/01/2025 - 03/31/2025		103-543-5
Date	Description	Ref.	Withdrawals	Deposits	Balance
1/Jan/25	Previous Balance				\$55,642.24
7/Jan/25	Activity Fee		2.55		\$55,639.69
28/Jan/25	2024 Tuck Shop Proceeds			714.50	\$56,354.19
6/Feb/25	Activity Fee		2.38		\$56,351.81
17/Feb/25	Deposit			5,000.00	\$61,351.81
6/Mar/25	Activity Fee		2.21		\$61,349.60
17/Mar/25	Deposit			5,000.00	\$66,349.60
28/Mar/25	Informants		21,655.00		\$44,694.60
	<b>Totals</b>		<b>21,662.14</b>	<b>10,714.50</b>	
31/Mar/25	<b>Closing Balance - Informant Fund</b>				<b>\$44,694.60</b>

31/Mar/25	<b>Total Special Funds Closing Balance</b>				<b>\$129,995.71</b>
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# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Semi-Annual – Internal Complaints Regarding Misconduct of Police Officers - January 1 to May 31, 2025

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

**Report Date:** 2025-06-24

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### Recommendation(s)

**That the Niagara Police Service Board (Board) receives the report for information.**

### Key Facts

- The purpose of this report is to provide the Board with statistics in respect of internal complaints for the period of January 1, 2025, to May 31, 2025, pursuant to By-Law 514-2024.
- By-Law 514-2024 came into effect on May 23, 2024, after the implementation of the Community Safety and Policing Act, 2019 (CSPA) on April 1, 2024, which changed the process of internal complaints, therefore comparatives may not be relatable.
- Internal complaints are processed in accordance with the provisions of Part XI, XII, and the Regulations of the CSPA.
- The Complaints Director is notified of internal complaints in accordance with Section 197 of the CSPA and makes a determination on investigation.
- Internal complaints are investigated by the Professional Standards Unit.

### Financial Considerations

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

### Analysis

#### Aggregate disciplinary measures under Part XII:

During the reporting period, there were 5 informal resolutions for misconduct. Discipline included 1 officer that was required to work without pay for a total of 6 hours, and 4 officers forfeited a total of 18 hours. There is no comparative to previous years as this was a newly implemented process.

#### Referrals to Complaints Director:

There were two notifications made to the Complaints Director. These included both on duty and off duty allegations of misconduct. Both were referred back to the Professional Standards Unit for investigation. There is no comparative to previous years as this was a newly implemented process.

#### Number of Internal Complaints Determined to be Unsubstantiated After Investigation:

There were four complaints determined to be unsubstantiated after investigation during the reporting period. Two investigations remain open for investigation. There is no comparative to previous years as this was a newly implemented process.

#### Number of Hearings and Findings from the Hearings Held Pursuant to Sections 201 and 202 of the CSPA:

There were 0 hearings held during the reporting period. There is no comparative to previous years as this was a newly implemented process.

#### Number of Complaints Resolved or Dealt with on Consent of the Member:

There were 0 complaints resolved in this fashion during the reporting period.

#### Summary of the Penalties Imposed Pursuant to Sections 200, 201 and 202 of the CSPA:

During the reporting period 5 officers forfeited 24 hours without pay.

### **Alternatives Reviewed**

Not applicable.

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

Not applicable.

### **Relevant Policy Considerations**

This report is submitted to provide the Board with the necessary and required information pursuant to By-Law 514-2024 – A By-Law to Establish Policy for Internal Complaints System Regarding Misconduct of Police Officers, and in compliance with Provincial Adequacy Standards Regulations.

### **Other Pertinent Reports**

Not applicable.

*This report was prepared by Lynda Hughes, Inspector, Professional Standards and recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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**Submitted by:**

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

**Appendices**

Not applicable.



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report - Bail and Violent Crime -  
January 1 to December 31, 2024

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

**Report Date:** 2025-06-25

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### Recommendation(s)

**That the Niagara Police Service 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 compliant with Board By-Law 436-2024, Bail and Violent Crime.
- By-Law 436-2024, a By-Law respecting Bail and Violent Crime, was enacted to meet the requirements of Section 39(1) of the Community Safety and Policing Act, 2019. Ontario Regulation 392/23 - Adequate and Effective Policing, subsections 6(1) 4 xii.
- A summary of written procedures concerning Bail and Violent Crime can be found in General Order (GO) 019.09 – Violent Crime Bail.

### Financial Considerations

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

### Analysis

The Chief shall make a written report to the Board on or before August 30 of each year in respect of bail and violent crime. The report shall include:

- a) a summary of the written procedures regarding bail; and
- b) confirmation of the compliance with the procedures regarding bail.

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

- a) *“...a summary of the written procedures regarding bail...”*

In 2024, the NRPS operated under the direction of GO 019.09 - Violent Crime Bail. This GO places responsibility on the investigating officer to determine the necessity of a bail hearing for any case involving violence or threatened use of violence. The GO also

outlines in detail the factors, information and documents that ought to be considered and reviewed by the officer in making this determination, as well as actions regarding non-compliance with bail release conditions.

When it is determined, based on all the information and evidence available, that an accused party is to be held for a bail hearing, the investigating officer is required to either oppose or choose not to oppose the bail release of the accused. The GO and established bail processes requires that the officer articulate and substantiate their position and provide appropriate release conditions on the Bail Hearing Template in the Versadex Records Management System if the accused is released. The officer's supervisor will review this template and determine if it is complete and appropriate for the circumstances. The case preparation specialist later reviews all crown brief packages during the preparation of the information documents for the court and serves as an additional layer of accountability. The Quality Assurance Unit conducts a further review of all report submissions to ensure compliance with GOs.

Section 3.4 (s) of the GO directs that the investigating officer explain the bail hearing procedure to the victim and the right of the victim to attend the bail hearing. The officer preparing the brief should also consider and discuss with the victim whether it is necessary for the victim to attend the bail hearing to testify regarding any safety fears the victim may have.

Upon the arrival of the accused for a bail hearing, the GO directs that a Court Services Bail Officer is present to record and report on the outcome. If an accused is released, the bail officer will notify the victim of the conditions of release if the victim is not present in the courtroom. If the bail officer is unable to speak with the victim, the bail officer will contact the Communications Unit and generate a call for service. A uniform patrol officer is then assigned to follow up with the victim, complete the notification process and prepare a post-bail report or supplementary report under the original incident. The bail officer also ensures that release orders and release conditions are forwarded for entry on to the Canadian Police Information System.

Lastly, in the event of an accused being outside the jurisdiction of the NRPS, the GO details procedures to be followed for their return.

*b) "...confirmation of compliance with the procedures regarding bail..."*

The compliance of the NRPS, regarding bail procedures and the handling of persons in custody, can be evaluated by examining the effectiveness of the policies and practices in place.

In 2024, the NRPS presented 6,103 matters before the courts for bail hearings in relation to charges laid by police, representing a 13% increase over the previous year. These matters were mostly processed by video, while the accused was detained at

NRPS - Central Holding at 5700 Valley Way, Niagara Falls, except for specific cases where an “In-person” bail hearing was ordered by the court.

In all cases involving the use of violence, bail officers were responsible for promptly recording and reporting the outcome of the bail hearing by way of a “Post Bail Report”. In 2024, bail officers submitted 2,416 post bail reports for 1,444 matters. This indicates that 24% of the matters before the courts involved the use of violence. The number of violent matters before the courts decreased by 2% over the previous year.

The Courts and Prisoner Management Unit within the NRPS processed a total of 15,237 matters involving “in-custody accused persons” through the court houses at 59 Church Street, St. Catharines, and 102 East Main Street, Welland. These numbers include both the new charges and existing charges, where the accused had been remanded back into custody and is an 18% increase over the previous year. Of those total matters, 6,103 cases were processed “In-person”, a 14% increase over the previous year, and 9,134 were processed virtually (by video or telephone), a 21% increase over the previous year.

The bail process is a vital function that serves as the mechanism for the NRPS and the justice system to protect victims of crime. The navigation of accused parties and victims of crime through the bail process has proven to be a well-established practice that includes multiple layers of review and accountability.

The first layer of review and accountability is the investigating officer, as detailed within GO 019.09. The investigating officer, having intimate knowledge of the offence(s), is directed to determine the necessity of a bail hearing for any case involving violence or threatened use of violence. The GO outlines in detail the factors, information and documents that ought to be considered and reviewed by the officer in making this determination. Direction is also provided regarding the information and/or documentation required to support the position of the officer to oppose bail or not.

The second layer of accountability is the uniform staff sergeant who is responsible for reviewing and approving all criminal crown briefs (with the exception of Form 9 releases) and for authorizing either the release or further detention/bail of all accused parties. Accused persons requiring further detention/bail are transported to Central Holding located at 5700 Valley Way in Niagara Falls. All Form 9 releases are reviewed and approved by charge investigator detective sergeants.

The third layer of accountability is the combined efforts of the bail officers and the Office of the Crown Attorney that prepare and review the crown briefs for the courts. Any errors or oversights are identified, addressed, and presented to the presiding official during the bail hearing.

Charge investigator detective sergeants offer a fourth layer of accountability to the criminal process. Crown briefs are reviewed, and any deficiencies are addressed



through issuing workflow follow-ups to the appropriate officer. Incident reports and crown briefs are also reviewed by Quality Assurance Constables ensuring compliance with the NPRS's GOs inclusive of GO 019.09. Each stage of the NRPS's review and authorization of bail matters, and the steps and decisions implemented by the investigating officer are checked for quality, consistency, and compliance. If issues or errors are identified, corrective action is taken.

GO 016.13 - Crown Brief Submissions, requires that the Court Services Unit provide a court services officer, and outlines duties and responsibilities regarding bail hearings. A review of internal practices revealed that the NRPS Court Unit assigns at least 2 bail officers to the centralized bail court function, located at 59 Church St., St. Catharines on normal business days. On weekends and statutory holidays, the court services officer function is assigned to one bail officer. In addition to in-court bail officers, NRPS Central Holding assigns a video bail team to facilitate virtual bail hearings for prisoners held in custody.

#### Ministry of the Attorney General – Crown Attorney's Office

There continues to be an exceptional rapport between the Ministry of the Attorney General (Crown Attorney's Office) and the NRPS. To ensure that any concerns about the bail hearing process would be addressed in a timely fashion, the NRPS entered a Crown Protocol on February 10, 2004, as provided for in the Adequacy and Effective Policing LE-006. Regular meetings have been held since that time to address any issues. These regular meetings proved invaluable as justice partners could quickly and collaboratively respond and adapt to emerging issues. During 2024, these meetings continued by video/teleconference call and included all justice partners inclusive of; the Local Administrative Judge, the Local Administrative Justice, the Head Crown Attorney, Duty Counsel, Court Operations Managers, Victim/Witness Assistance Program, Probation and Parole and the NRPS.

#### **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of the Board By-Laws and to maintain compliance with Adequacy and Effective Policing.

#### **Relevant Policy Considerations**

- By-Law 436-2024, Bail and Violent Crime
- GO 019.09 – Violent Crime Bail
- GO 018.21 – Persons in Custody

## Other Pertinent Reports

8.4 - 2024.07.25 - Annual Report – Bail and Violent Crime – January 1 to December 31, 2023

*This report was prepared by Chris Sirie, Inspector, Court Services and Prisoner Management Unit and reviewed by Sandy Staniforth, Superintendent, Operational Support and Projects. Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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**Submitted by:**

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

## Appendices

Not applicable.

**REPORT OF BROCK UNIVERSITY CAMPUS SAFETY SERVICES**

**TO**

**THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD**

**Date of Report:** July 14<sup>th</sup>, 2025  
**Date of Board Meeting:** July 24<sup>th</sup>, 2025  
**Report To:** Chair Pat Chiocchio and Members of the  
Regional Municipality of Niagara Police Service  
Board

**Reference:** Brock University Campus Safety Services Annual  
Report 2024

**Recommendation:** Receive for Information

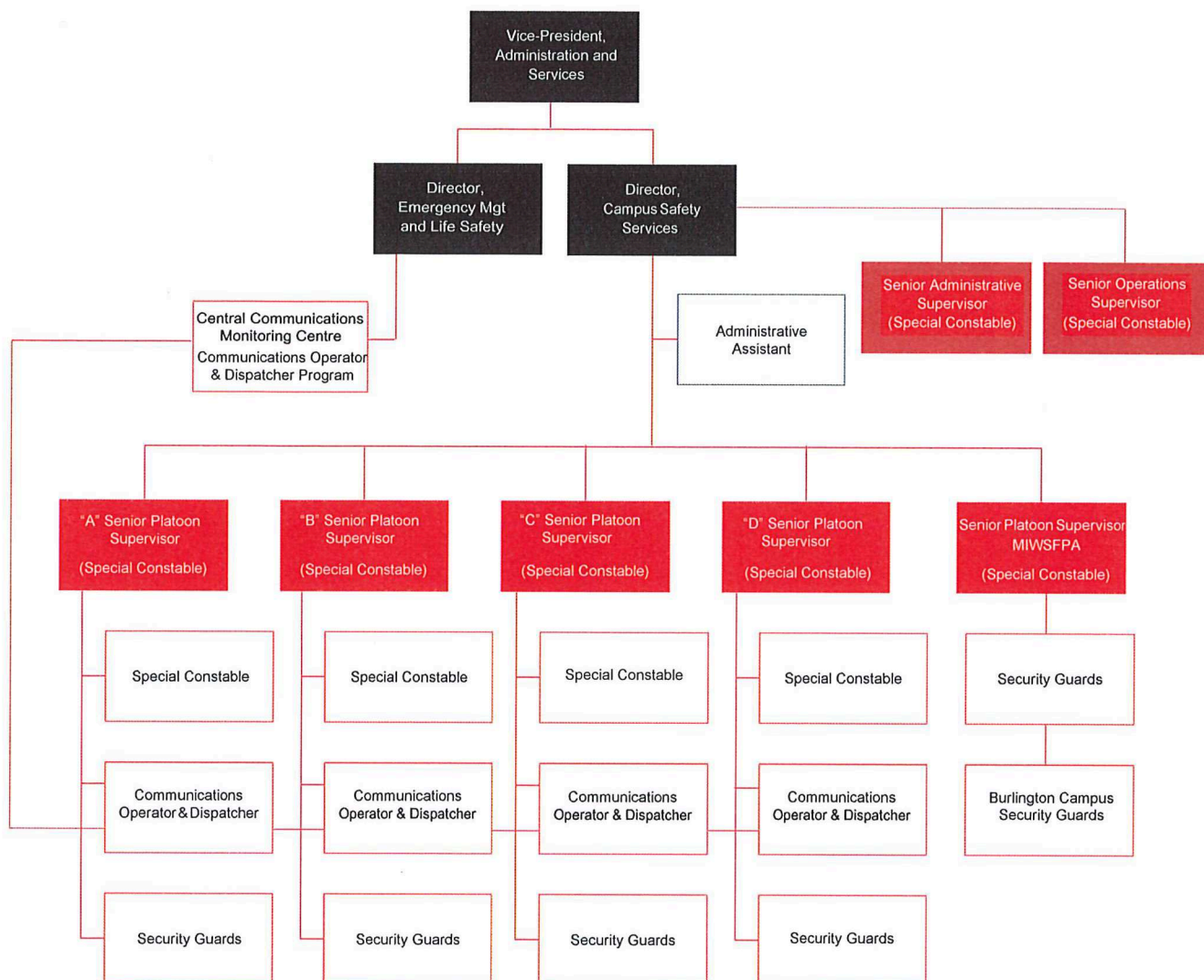
**Background:**

Brock University Campus Safety Services (CSS) takes pride in our dedicated team of experienced professionals who provide a safe, welcoming environment for students, faculty, staff and visitors. The safety of our Brock community is our number one priority along with promoting community-oriented services to all who live, work and learn at Brock University. In 2024, Brock University had a student population of just over 19,000 students, along with 6,000 full and part-time staff. This was also our 60<sup>th</sup> anniversary year (1964-2024), which brought many of our 120,000 alumni back to celebrate.

**Community Safety and Policing Act, 2019 (CSPA):**

The CSPA came into force on April 1, 2024. This legislation created a new process and oversight for Ontario's policing sector. Under the new framework, our authorities as Special Constables are now approved through the Regional Municipality of Niagara Police Service Board (NPSB). As such, a new Memorandum of Understanding between CSS and the NPSB was established. The legislation sets out new responsibilities for Special Constables expanding training, educational requirements and examinations through or approved by the Ontario Police College. Further, it includes a code of conduct, a complaints process, a process for appointments, requirements for authorization to become a Special Constable employer. After a lengthy application process, Brock University's application to become a Special Constable employer was approved by the Ministry of the Solicitor General on March 20<sup>th</sup>, 2025.

## Campus Safety Services - Organizational Chart:



CSS reports directly to the Vice-President of Administration and Services. Presently, we have an authorized strength of 16 Special Constables which are complimented by 18 security guards from GardaWorld Security. We have a fully functional Central Communications Monitoring Centre located in our building, staffed with four full-time civilian communicators/dispatchers. This team is responsible for the 900 plus cameras, 280 panic buttons and 200 emergency phones across all campuses. This technology compliments our emergency responses campus-wide under our Emergency Management and Life Safety branch.



## **Statistical Information 2023-2024:**

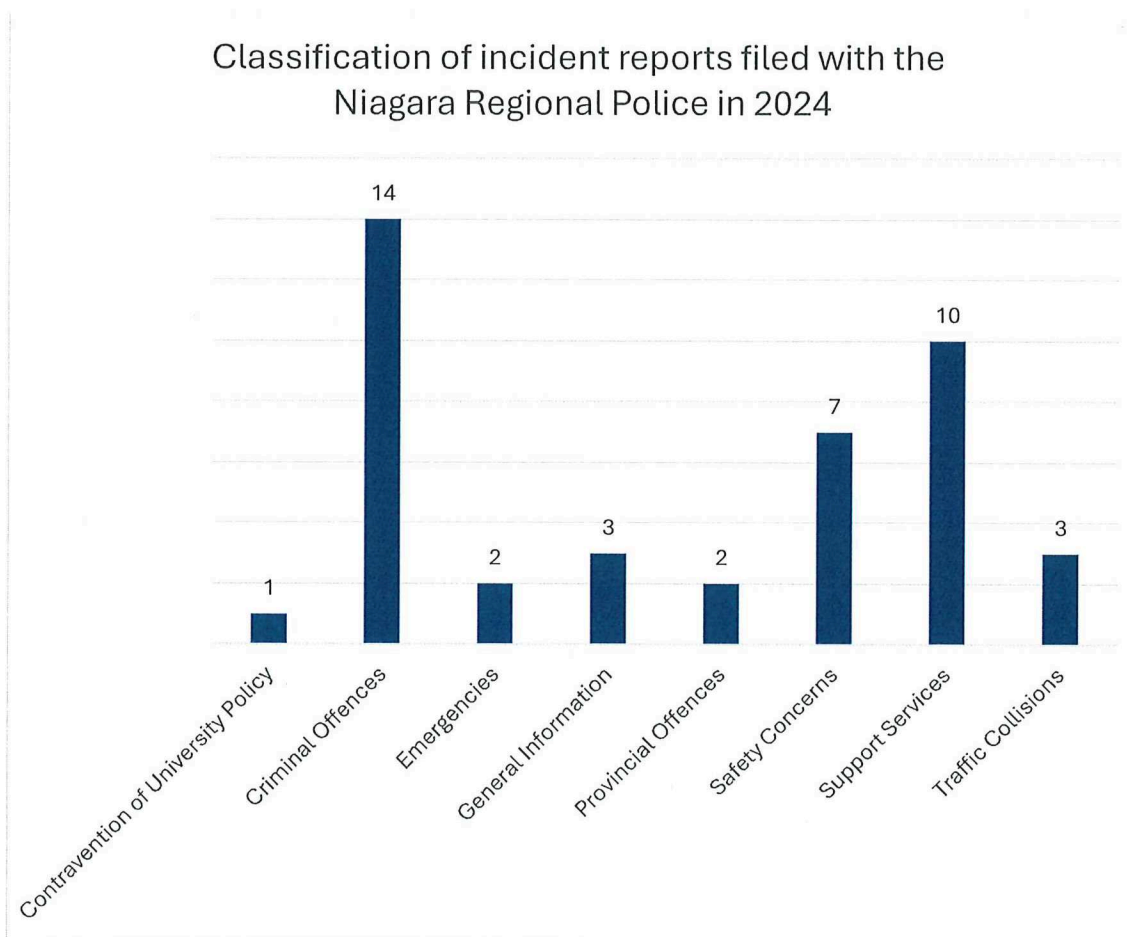
As required by the current M.O.U. The University shall provide the Board with an annual report with statistical and evaluative information including but not limited to enforcement activities, training and supervision of its Special Constables. Further categories of information may be requested by the Board from time to time. This information may include but not limited to information regarding enforcement activities (including the type of incidents responded to and investigations undertaken). See the following tables 1,2, 3 below

**Table 1**

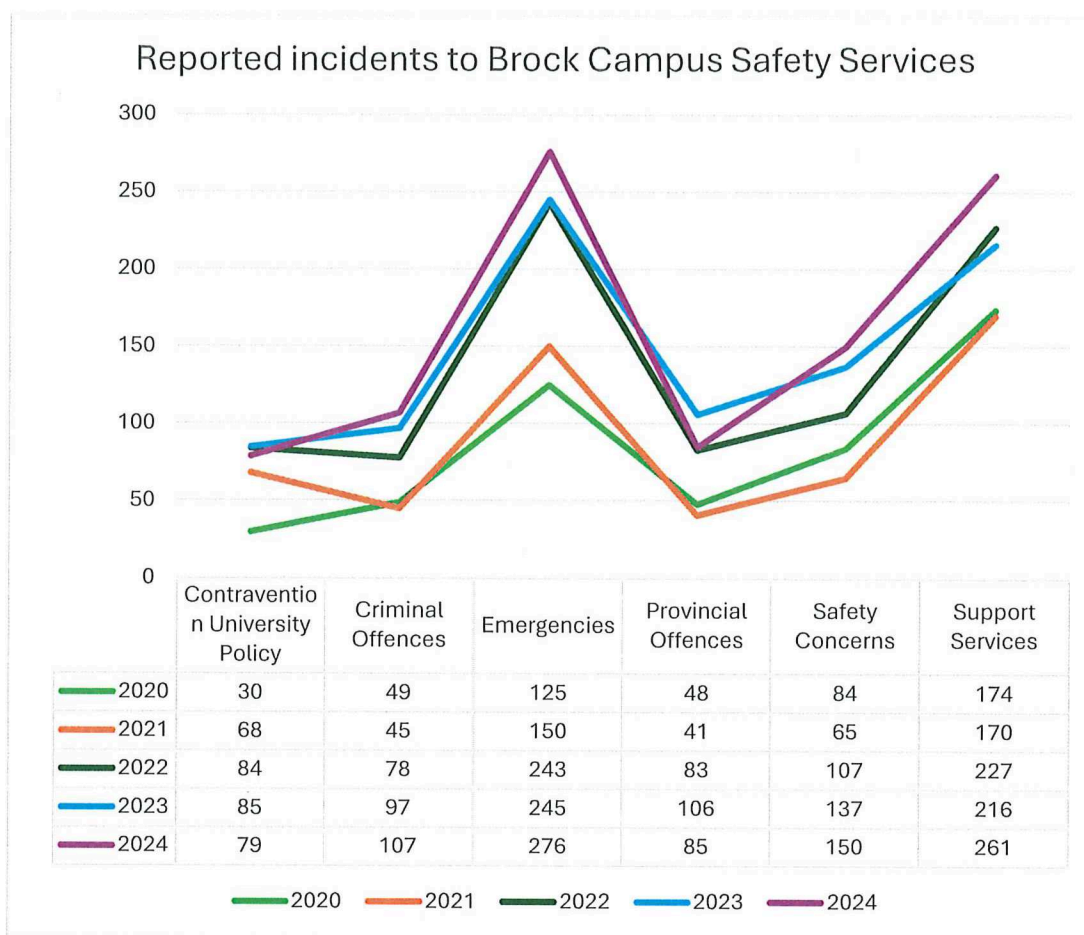
<b>Reporting Requirements</b>	<b>2023</b>	<b>2024</b>
<b>Contravention of University Policy</b>		
Contravention of University Policy	85	79
<b>Criminal Offences</b>		
Assaults (Common, Bodily Harm)	3	5
Breaking and Entering	1	1
Criminal Harassment	2	1
Disorderly Conduct	0	1
Fail to Stop at an Accident	1	1
Fraud/Attempted	6	8
Forgery	2	0
Harassment by Telephone	1	4
Hate Propaganda	1	4
Impaired Operation of a Vehicle	0	1
Mischief (over \$5000/under \$5000, University Property/Other)	11	7
Other Criminal Codes	1	0
Other Sexual Offences	1	0
Pointing a Firearm	1	0
Possession of a Controlled Substance	2	1
Possession of a Prohibited Weapon	0	1
Sexual Assault/Harassment	2	4
Theft/Attempted	55	60
Uttering a Forged Document	2	2
Uttering Threats	4	2
<b>Emergency</b>		
Buildings (Elevator Entrapments, Fire Panels, Floods)	15	15
Fire Alarms	70	80
Medical Calls	151	178
<b>Municipal Offences</b>		
Mark or Apply Graffiti	1	1
Public Nuisance By-law	0	1
<b>Property</b>		
Property Damage	46	49
Recovered Stolen Property	4	2
<b>Protests/Occupation</b>		
Occupation/Demonstrations	3	8
<b>Provincial Offences</b>		

Cannabis Act	3	5
Highway Traffic Act	3	3
Liquor Licence & Control Act	11	12
Mental Health Act	17	30
Safe Streets Act	0	0
Trespass to Property Act	72	35
<b>Safety Concern</b>		
Missing Person	1	1
Personal Safety Concerns	36	60
Safety Hazard	5	5
Suspicious Person or Vehicle	55	57
<b>Support Services</b>		
Assistance	213	254
Escorts (Person/Currency)	3	7
<b>Traffic Accident</b>		
Traffic Collision Parking lot	13	23
Traffic Collision Roadway	10	6

**Table 2**





**Table 3**

### **Training and Supervision**

Each new Special Constable is required to successfully complete a five-week prescribed training course. Presently T.N.T Justice Consultants delivers that Training to Brock University and several other universities in the province. TNT Justice Consultants is a service provider that offers specialized training for organizations including multiple Universities within the Province. Training regulations are set out by the Police Services Act, Section 53, 1990 and the new Community Safety and Policing Act, 2019, S.O 2019, c. 1, Sched 1. According to these legislations, the Ministry requires that all training requirements are fulfilled. This training includes Use of Force, First Aid and CPR training, Provincial and Federal Legislation, Police Powers (special Constable). In addition, the new Community Safety and Policing Act requires four more requirements during the initial training.

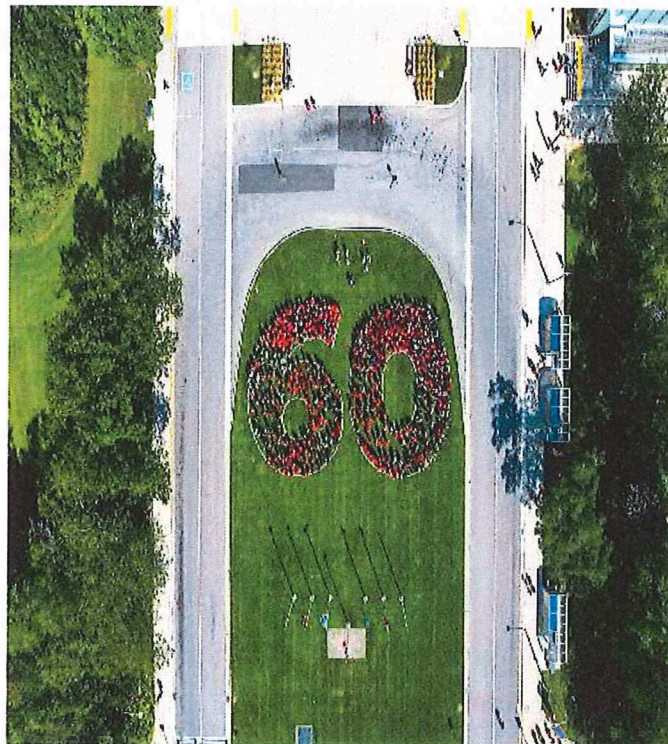
1. Techniques to de-escalate conflict situations.
2. Respect to human rights and systemic racism
3. The diverse, multiracial and multicultural character of Ontario society
4. The rights and cultures of First Nation, Inuit, and Métis peoples

Once all training is successfully complete the Special Constables then participate in an online examination conducted by the Ontario Police College.



## Campus Safety Services, Niagara Regional Police Service, and Communities:

Brock University Campus Safety Services works closely with many of our community partners both on and off our campuses, including the Niagara Regional Police Service (NRPS), Regional Emergency Management Coordinators, Emergency Medical Services (EMS), Fire Services, and the local municipalities of St. Catharines and Thorold. During Fall and Winter terms, particularly on busier nights, Brock University hires special duty NRPS officers and CSS will accompany officers into these neighborhoods with city By-Law officers. This targeted approach increases neighborhoods patrols; parking enforcement and noise complaints are dealt with swiftly. Over the past two years, this program has been very successful in reducing neighborhood complaints earning gratitude from both the community and local officials.



About 200 people gathered in front of the Maj.-Gen. Sir Isaac Brock statue on Wednesday, Sept 4th to take an aerial photo in celebration of Brock University's 60th anniversary. (Photo by Matt Milliere)

**Prepared by:**

*Donna Moody*

**Donna Moody, Director  
Campus Safety Services  
Brock University**

**Respectfully submitted by:**

*Scott Johnstone*

**Scott Johnstone  
Vice-President Administration and  
Services, Brock University**



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – Citizen Rewards  
January 1 to December 31, 2024

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

**Report Date:** 2025-06-25

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### Recommendation(s)

**That the Niagara Police Service 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 Board By-Law 406-2024 - Citizen Rewards by the Niagara Regional Police Service, which establishes the policy for citizen rewards by the Service.
- The Service has issued General Order (GO) 245.02 - Citizen Rewards, to ensure that established procedures are in place to govern the posting of rewards to further the investigations of serious criminal offences.
- As per By-Law 406-2024, the Chief is to provide the Board with annual status reports on rewards posted.
- No rewards were posted during the year ending December 31, 2024, and no rewards from previous years were claimed or paid out during the reporting period.

### Financial Considerations

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

### Analysis

From January 1, 2024, to December 31, 2024, no rewards were posted to further the investigations of serious criminal offences.

On June 16, 2021, the Service offered a reward for \$50,000.00 for information leading to the arrest and conviction of the person or persons responsible for the January 19, 2021, murders of Christine Crooks and Juliana Pannunzio. On July 8, 2021, with the support of a third party who wished to remain anonymous, the Service increased the reward offering to \$100,000.00.

The funds provided by the third party remains deposited in the Board's General Operating Special Fund Account.

Arrests were made in relation to these homicides; however, charges against one accused are still before the courts with an anticipated trial in October 2025.

### **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of the Board By-Laws and to maintain compliance with Adequate and Effective Policing requirements.

### **Relevant Policy Considerations**

Board By-Law 406-2024 - Citizen Rewards by the Niagara Regional Police Service  
GO 245.02 - Citizen Rewards

### **Other Pertinent Reports**

8.5 – 2024.07.25 Annual Report – Citizen Rewards – January 1 to December 31, 2023.

*This report was prepared by Ray Aceti, Detective Sergeant/Executive Officer to the Deputy Chief of Police, Support Services; in consultation with Dave Masotti, Superintendent, Investigative Services, in consultation with and reviewed by Laura Rullo, Director, Finance and Asset Management. Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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**Submitted by:**

Mario Lagrotteria, #9187  
Acting Chief of Police

### **Appendices**

Not applicable.



## **NIAGARA REGIONAL POLICE SERVICE Police Service Board Report**

### **PUBLIC AGENDA**

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**Subject:** Annual Report – Criminal Harassment  
January 1, 2024 to December 31, 2024

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

**Report Date:** 2025-06-24

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### **Recommendation(s)**

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

### **Key Facts**

- The purpose of this report is to provide the Board with the required necessary information, pursuant to By-Law 440-2024, relating to investigations into criminal harassment,
- The Niagara Regional Police Service (Service) maintains written procedures concerning criminal harassment investigations,
- The Service is in compliance with the written procedures concerning criminal harassment investigations.

### **Financial Considerations**

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

### **Analysis**

By-Law 440-2024, a By-Law respecting investigations into criminal harassment, was enacted as a result of the Adequacy and Effective Policing, LE-028 Criminal Harassment. This By-Law details specific requirements that are reported as follows:

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 written procedures concerning investigations into criminal harassment, and,
- b) confirmation 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 criminal harassment..."*

General Order 021.07 – Criminal Harassment, was prepared and approved to comply with By-Law 440-2024 with respect to procedures governing criminal harassment investigations.

The General Order includes the following information:

1. Definitions of terms contained within the General Order;
2. General information as to the definition of criminal harassment, as well as police response to such complaints;
3. Responsibilities of the Communications Unit, and in particular, the complaint taker and dispatcher;
4. Responsibilities of the investigating officer; and
5. Responsibilities of the officer in charge.

- b) *"... confirmation of Service compliance with the said procedures..."*

The following procedures validate the Service's response to criminal harassment complaints:

1. Criminal harassment incidents are monitored by Communications Unit personnel, who ensure an appropriate police response to all reported incidents. Patrol supervisors are also tasked to ensure investigations are conducted in accordance with applicable General Orders.
2. While investigating any complaint of criminal harassment, which stems from a domestic violence incident, officers shall also comply with the procedures established in General Order 114.13 – Domestic/Family Violence.
3. Initial occurrence reports are submitted by the reporting officer to the Quality Assurance Unit for review. In cases where charges are laid by the original uniform officer, a supervisory review of the completed crown brief is also conducted.
4. Following the review by the Quality Assurance Unit, the report is either routed back to the initial investigating officer for completion of the investigation or to the District Detective Services Unit Staff Sergeant, or Detective Sergeant, for review and/or further investigation.

5. In cases where there is a previous or existing relationship of an intimate nature, the report is forwarded to the Domestic Violence Unit for review and/or further investigation.
6. Crime Analysts within the Special Victims Unit monitor incoming reports and ensure compliance regarding the completion of a Violent Crime Linkage Analysis System (ViCLAS) submission report.
7. Completed investigations are again subject to supervisory review before a matter is closed, either by charge or otherwise in accordance with Canadian Centre for Justice and Community Safety Statistics (CCJS) requirements.
8. As part of the mandated Adequacy and Effective Policing, criminal harassment training is a component of the Domestic Violence Investigators course.

The present Computer Aided Dispatch and Versadex Records Management Systems provides an accurate reference as to how many calls the Service receives on a yearly basis, including calls regarding allegations of Criminal Harassment.

The following chart helps illustrate our compliance with the written procedures by detailing the number of criminal harassment investigations conducted by the Service over the last five years, and the way they were cleared:

<b>Year</b>	<b>Reports</b>	<b>Cleared by Charge</b>	<b>Unfounded</b>	<b>Cleared Otherwise</b>	<b>Not Cleared</b>
<b>2020</b>	305	56	42	44	163
<b>2021</b>	381	89	68	34	190
<b>2022</b>	317	67	53	17	180
<b>2023</b>	452	83	53	65	247
<b>2024</b>	501	80	51	26	344

Of note, in 2020, Uniform Crime Report Clerks implemented audit and coding for the CCJS resulting in an increase in “Not Cleared” calls. From 2020, onward, the “Not Cleared” category includes calls where investigations were suspended, with and without an identified suspect.

### **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of the Niagara Regional Police Service Board By-Laws and to maintain compliance with the Adequacy and Effective Policing requirements.

## **Relevant Policy Considerations**

Board By-Law 440-2024 – Criminal Harassment  
GO 021.07 – Criminal Harassment

## **Other Pertinent Reports**

8.5 – 2024.06.27 – Annual Report – Criminal Harassment January 1, 2023, to December 31, 2023.

*This report was prepared by Jeffrey Bootsma, Acting Inspector, 2 District, and reviewed by Shaun Parrent, Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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### **Submitted by:**

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

## **Appendices**

Not Applicable.



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – Criminal Investigation Management and Procedures – January 1, 2024, to December 31, 2024

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

**Report Date:** 2025-06-27

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### Recommendation(s)

**That the Niagara Police Service 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 442-2024 – Criminal Investigation Management and Procedures.
- The Chief is required to make an annual written report to the Board concerning criminal investigation management.
- This report is submitted to provide the Board with the necessary and required information relating to the Service's written procedures concerning criminal investigation management.

### Financial Considerations

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

### Analysis

By-Law No.442-2024, a By-Law respecting Criminal Investigation Management and Procedures was enacted as a result of the Adequacy and Effective Policing, Law Enforcement – 006 – Criminal Investigation Management and Procedures (LE-006).

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 support in accordance with section 4.4.

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

- a) *“... a summary of the Criminal Investigation Management Plan...”*

Written procedures regarding Criminal Investigation Management and Procedures are found in the following Service General Orders (GOs):

GO – 095.10 – Major Incidents and Routine Criminal Investigations, provides a criminal investigation plan that addresses general criminal investigation procedures. It is intended to familiarize police officers with their duties and responsibilities as investigators to conduct routine criminal investigations, while also outlining the process to be followed when involved in incidents considered to be major in nature. The GO details the occurrences that are to be investigated by the first officer at the scene and the occurrences that are the responsibility of district detectives. The GO describes the duties of the investigating officer and the supervisor’s guidelines for case management. Also included are arrest procedures that comply with the Canadian Charter of Rights and Freedoms. The provisions contained in this GO address the items detailed in Sections 4.1.1 and 4.2.1 of the By-Law.

Complementing the above GO are several others that deal exclusively with specific offences and investigations:

1. GO – 020.15 – Sexual Assault Investigations
2. GO – 021.07 – Criminal Harassment
3. GO – 028.13 – Sudden Death and Homicide
4. GO – 037.08 – Fire Calls and Arson Investigation
5. GO – 060.06 – Traffic Enforcement
6. GO – 061.11 – Impaired Driving Offences
7. GO – 084.08 – Child Abuse and Neglect
8. GO – 114.13 – Domestic/Family Violence
9. GO – 165.08 – Elder and Vulnerable Adult Abuse
10. GO – 173.10 – Parental and Non-Parental Abduction
11. GO – 192.05 – Electronic Crime Investigations

These GOs detail the duties and responsibilities of officers when responding to specific offences and emphasize when a supervisor is to be notified. These GOs also describe the duties and responsibilities of the supervisors and/or specialty unit officers in continuing the investigation. The provisions contained in these GOs address the items detailed in Section 4.1.3 of the By-Law.

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

The Service's GOs were prepared and approved to comply with the Adequacy and Effective Policing standards. The GOs establish responsibilities for supervisors in routine criminal investigations, major incidents, and specific types of occurrences. These GOs clearly explain their duty to ensure that all criminal investigations follow the described procedures. The supervisors of the District Detective Offices utilize the Versadex/Workflow system to monitor the status of individual investigations. The Versadex/Workflow system can provide information and statistics for individual officers and units within the Service and allow tracking of individual crimes and trends. It is also used as a management tool to monitor caseloads and to ensure that the officer in charge of the investigation has completed the assignments within the prescribed period.

- c) *"... confirmation that members have been trained in accordance with section 4.3..."*

Officers assigned to the District Detective Offices are required to complete the Ontario Police College (OPC) approved Criminal Investigator Training (CIT) course. This two-week course provides training in criminal investigation and includes case management, crime scene management, search and seizure, interviewing, canvassing, and death investigation. The training involved in this course provides the investigator with the knowledge, skills, and abilities to investigate criminal occurrences and serves as the basis for District and Investigative Support Detectives. In 2024, 33 members of the Service attended the CIT course (Source: Service Training Unit).

Investigators within the District Detective Offices and some Investigative Support Units may be required to investigate major case threshold offences, which mandate the utilization of the Ontario Major Case Management (MCM) system. Threshold offences include homicides and attempts, certain sexual assaults, suspicious missing persons, and non-familial abductions. Most investigators assigned to the District Detective Offices or Investigative Support Detectives conducting these types of investigations have received the Ontario MCM training module. This course provides specialized training to ensure compliance with the MCM Manual and to standardize investigative procedures across the province. Components of this course include fundamentals of MCM, crime scene management, search and seizure, judicial authorization to intercept private communications, strategic approach to investigative interviewing and statement admissibility, behavioral sciences, dangerous offenders, search incident command, and the role of the coroner, media / public appeal, and victim issues. Officers who have successfully completed the OPC MCM training are available to investigate threshold offences. In 2024, 31 sworn Service members received MCM training (Source: Service Training Unit). This training satisfies section 4.3 of the By-Law.

- d) *"... confirmation of the appropriate use of investigative supports in accordance with section 4.4..."*

Criminal investigations are supplemented with investigative 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. These services are established in the following GO's:

1. GO – 075.11 – Scenes of Crime Officer
2. GO – 077.14 – Canine Unit
3. GO – 111.10 – Special Investigative Services Unit and Technical Support Access
4. GO – 112.08 – Mobile Surveillance
5. GO – 121.12 – Forensic Services Unit
6. GO – 146.07 – Polygraph Examination
7. GO – 192.05 – Electronic Crime Investigations

GO 075.11 – Scenes of Crime Officer: The Scenes of Crime Officer (SOCO) supplements the duties of the Forensic Services Unit (FSU) by evaluating and investigating certain crimes as described in this Order. This Order establishes the guidelines for the SOCO and describes the occurrences that they are qualified to attend and other scenes that require the attendance of the FSU.

GO 077.14 – Canine Unit: This Order describes the responsibilities of the members of the Canine Unit and outlines the procedure for after hour call outs, as well as the type of occurrences where the use of a Canine Unit team is not suitable.

GO 111.11 – Special Investigative Services Unit & Technical Support Access: This Order outlines the responsibility of the unit and describes the duties of the members of the unit. These duties include physical surveillance, electronic interception, video, and photographic surveillance.

GO 112.08 – Mobile Surveillance: This Order describes the objective of the Mobile Surveillance Unit and provides the investigator with the process to be used when requesting mobile surveillance assistance.

GO 121.12 – Forensic Services Unit: This Order establishes the mandate of the Forensic Services Unit. It provides the first responding officer with information on their responsibilities to protect a crime scene and identifies occurrences when the FSU must be notified to attend.

GO 146.07 – Polygraph Examination: This Order establishes the procedure and responsibilities of investigators requiring polygraph examinations to assist in investigations. This Order also outlines the duties and responsibilities of the polygraph examiner.

GO 192.05 – Electronic Crime Investigations: The purpose of this Order is to familiarize members with the function and capabilities of the Technological Crime Unit, Cyber Crime, Forensic Video Analysis, and Internet Child Exploitation Unit, and to outline the procedure to be followed when requesting the services of the units.

The Service does not have a Behavioral Science Section but has requested and used the services of the Ontario Provincial Police Behavioral Sciences Section in past investigations.

The above-mentioned Investigative Support General Orders provide the detail required to ensure that an investigator is aware of the capabilities and services that may assist in criminal investigations. These orders satisfy section 4.4.1 and 4.4.2 of the By-Law.

### **Alternatives Reviewed**

Not Applicable.

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

To comply with the provisions of Board By-Laws and to maintain compliance with Adequacy and Effective Policing requirements.

### **Relevant Policy Considerations**

GO-020.15 – Sexual Assault Investigations  
GO-021.07 – Criminal Harassment  
GO-028.13 – Sudden Death and Homicide  
GO-037.08 – Fire Calls and Arson Investigations  
GO-060.06 – Traffic Enforcement  
GO-061.11 – Impaired Driving Offences  
GO-084.08 – Child Abuse and Neglect  
GO-114.13 – Domestic/Family Violence  
GO-165.08 – Elder and Vulnerable Adult Abuse  
GO-173.10 – Parental and Non-Parental Abduction  
GO-192.05 – Electronic Crime Investigations  
GO-075.11 – Scenes of Crime Officer  
GO-077.14 – Canine Unit  
GO-111.10 – Special Investigative Services Unit and Technical Support Access  
GO-112.08 – Mobile Surveillance  
GO-121.12 – Forensic Services Unit  
GO-146.07 – Polygraph Examination

### **Other Pertinent Reports**

8.6 - 2024.07.25 - Annual Report – Criminal Investigation Management and Procedures – January 1, 2023, to December 31, 2023.

*This report was prepared by Jeffrey Bootsma, Acting Inspector, 2 District, and reviewed by Shaun Parrent, Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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**Submitted by:**

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

**Appendices**

Not applicable.



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – Electronic Monitoring of Employees  
January 1, 2024 to December 31, 2024

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

**Report Date:** 2025-06-23

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### Recommendation(s)

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

### Key Facts

- The Chief of Police is required to make a written report on an annual basis with respect to the electronic monitoring of employees.
- The purpose of this report is to advise the Board that the Service is in compliance with By-Law 410-2024 Section 6.1 - *The Chief of Police shall provide the Board with a written report on an annual basis in respect of the electronic monitoring of employees.*
- The Service confirms compliance with the provisions of the Employment Standards Act, for the period of January 1, 2024, to December 31, 2024.

### Financial Considerations

There are no financial implications relating to the recommendation in this report.

### Analysis

By-Law 410-2024 requires the Chief of Police to make an annual written report to the Board which includes:

- a) a summary of the written procedures concerning the electronic monitoring of employees.
- b) confirmation of Service compliance with the said procedures as it relates to the Electronic Monitoring of Employees.

An amendment to the *Employment Standards Act, 2000 (ESA)*, introduces through Bill 88, the *Working for Workers Act, 2022*, made it a requirement for employers in Ontario to have a written policy regarding the electronic monitoring of employees covered by the ESA.

General Order 224.05 – Technology, Communications Systems and Online Communities Appropriate Use was amended during 2022 to reflect the requirement to advise civilian employees of the Services ability to monitor their activity through Service owned electronic assets.

While the Service does not actively engage in real-time electronic monitoring, members are aware that all activities that take place via Service owned electronic assets, or which utilize Service Technology and Communications systems may be subject to retrieval or review. Members must not expect privacy when using Service systems.

More specifically, members have been made aware that multiple audit and reporting capabilities are included in the design of Service Technology and Communication Systems including but not limited to:

- a) the logging of data and the statistical capabilities built within Computer Aided Dispatch (CAD), and Records Management System (RMS) to capture data such as calls for Service, number of reports, number of Provincial Offence Notices, etc. may be utilized in assisting in the evaluation of performance;
- b) all information contributed to, or retrieved from, the Canadian Police Information Centre (CPIC);
- c) the recording of telephone and radio communications as outlines in General Order 033 - Communications Systems, General Order 094 – Communications Master Logger and General Order 239 – Telephone and Voicemail Systems Protocol;
- d) Human Resources Information system (HRIS) and Finance applications such as PeopleSoft, Kronos, IRIS and related dashboards;
- e) the placement of security cameras and card accessed doors within and around Service facilities;
- f) recording equipment within the prisoner holding facilities in accordance with General Order 018 – Persons in Custody;
- g) the GPS/AVL and a speed safety program as outlines in General Order 228- GPS/AVL – Speed Safety Program and General Order 033 – Communications Systems as well as portable radios that have been logged on through the Communications Unit;
- h) call logs and text messages on Service issued phones; and
- i) network access, including remote access to the Service network.

The General Order will be reviewed on a bi-annual basis or earlier to reflect changes to any relevant legislation.

### **Alternatives Reviewed**

Not applicable.

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

This report is being provided for information purposes.

## **Relevant Policy Considerations**

General Order 224.05, together with the relevant collective agreement(s), and the *Employment Standards Act, 2000* as amended, guide the Services approach to electronic monitoring of employees.

## **Other Pertinent Reports**

8.7 – 2024.07.25 – Electronic Monitoring of Employees – January1 to December 31, 2023.

*This report was prepared by Linda Blood, Director, Human Resources. Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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### **Submitted by:**

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

## **Appendices**

Not applicable.





# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – Investigations into Homicides  
January 1 to December 31, 2024

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

**Report Date:** 2025-06-20

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### Recommendation(s)

**That the Niagara Police Service 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 481-2024 – Investigations into Homicides.
- The Chief of Police is required to make a written annual report to the Board with respect to homicide investigations.
- This report is submitted to the Board for review and consideration of information relating to the Service's response to homicide investigations.

### Financial Considerations

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

### Analysis

In accordance with By-Law 481-2024, the Chief of Police shall make a written report to the Board on or before August 30 of each year respecting investigations into homicides. The report shall include:

- a) A summary of the written procedures concerning homicide and attempted homicide investigations;
- b) Confirmation that the procedures are in compliance with the Ministry's designated Ontario Major Case Management (OMCM) Manual and O. Reg. 394/23: Major Case Management (MCM) and Approved Software Requirements;
- c) The status of Service compliance with the procedures; and
- d) A summary of training given to members regarding homicide and attempted homicide investigations.

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 homicide and attempted homicide investigations...”*

General Order (GO) – 026.09 – Homicide Unit, was prepared and approved to comply with both Adequate and Effective Policing, Law Enforcement 039 – Homicide, and the OMCM Manual. This GO directs that the Homicide Unit must undertake investigative responsibility for all homicides and states, in part: “all homicides within the Region of Niagara; the direction, management, administration, and investigation of all assaults where death is imminent; sudden deaths of persons in police custody; missing persons (suspicious circumstances); or any criminal offence designated by the Chief of Police or designee.”

Responsibilities for attempted murder investigations are detailed in GO 095.10 – Major Incidents and Routine Criminal Investigations. This GO directs personnel of the District Detective Office shall be responsible for conducting investigations including attempted murders.

- b) *“...confirmation that the procedures are in compliance with the Ministry’s designated Ontario Major Case Management Manual and O. Reg. 394/23: Major Case Management and Approved Software Requirements...”*

O. Reg. 394/23 pursuant to the Community Safety and Policing Act makes it mandatory for officers to manage and investigate designated major cases in accordance with the OMCM Manual. Homicide and attempted homicide investigations are designated major cases.

GO 202.06 – Major Case Management directs members to adhere to MCM Standards. These standards, along with the PowerCase software, were developed to ensure effective management of defined major cases.

Training to ensure compliance with the Manual is also extensive and mandatory for homicide investigators and other investigators likely to be involved in homicide cases or incidents that require investigation using the MCM system.

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

Policies and procedures continue to comply with the standards set out by the OMCM Manual. On April 1, 2024, a revised version of the OMCM Manual was issued and a review of the GOs confirmed compliance with the changes to the Manual.

- d) *“...a summary of training given to members regarding homicide and attempted homicide investigations...”*

An extensive range of specialized training is required and has been provided to investigators engaged in homicide investigations. Investigators assigned to the Homicide Unit are given priority consideration for the OMCM training. This two-week course provides specialized training to ensure compliance with the OMCM Manual and to standardize investigative procedures across the province. Components of this course include fundamentals of MCM, crime scene management, search and seizure, judicial authorization to intercept private communications, strategic approach to investigative interviewing, statement admissibility, behavioural sciences, dangerous offenders, incident command, role of the coroner, media/public appeals, and victim issues.

The Service ensures that all members in primary investigator roles receive the Ontario Police College (OPC) accredited MCM course. Positions for members are allotted in each class to provide training each year. As part of the continued professional development of members of the Homicide Unit, designated investigators have been delegated the responsibility to assist in the facilitation of the MCM course and deliver key lectures to students during service-delivered classes. This practice has also allowed other members to benefit from the knowledge and expertise of members of the Homicide Unit.

General investigative training has also been provided to members engaged in conducting criminal investigations. This training is delivered through the OPC accredited Criminal Investigators Training (CIT) course. The course curriculum includes components in homicide and sudden death investigations. Positions for Service members are allotted in CIT classes offered at OPC and at satellite locations when the training is facilitated by other police services. When the CIT course is facilitated by the Service, investigators from the Homicide Unit play a significant role during the preparation and delivery of the course presentations.

Specific specialized training in homicide and major crime investigations is also provided to members fulfilling investigative roles. These courses include the Homicide Investigators course, the Major Investigation courses, and Investigative and Forensic Interviewing courses. These courses are held at the Canadian Police College and OPC. Service members assigned to investigative roles have also attended Homicide Investigators conferences in Ontario and elsewhere, if applicable. This training ensures that investigators continue to receive the training that will enable them to continue to perform at the level expected of an investigator in a homicide environment.

In 2024, 1 member of the Homicide Unit attended the OPC Homicide Course. All Homicide Unit members have had the MCM and CIT training courses.

For the reasons stated above, the Service remains in compliance with By-Law 481-2024, as it relates to investigations into homicides.

#### Status of Homicide Investigations:

Year	Homicides	Before the Courts	Unsolved
2022	10	14	2
2023	12	15	4
2024	15	25	0
Total	37	N/A	6

The Opioid Education and Enforcement Unit (OEEU) is funded by the province's Community Safety and Policing Grant. The OEEU was established in 2017 with the objective to provide enforcement and education to reduce the availability and usage of opioids in the Niagara Region. In 2022, the OEEU began to address the rapidly increasing number of opioid-related deaths with the intention of holding those criminally responsible for such deaths accountable. The focus remains on the enforcement and education of opioid use and trafficking; however, when the evidence dictates, other offences such as manslaughter charges will be laid accordingly. Despite numerous unrelated charges laid by the OEEU, no charges for the offence of manslaughter were laid in relation to any 2024 investigations. There were however two manslaughter cases still before the courts in 2024, which are reflected in the 'Before the Courts' category above.

#### Alternatives Reviewed

Not applicable.

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

To comply with the provisions of Board By-Laws and to maintain compliance with Adequate and Effective Policing requirements.

#### Relevant Policy Considerations

Board By-Law 481-2024 – Investigations into Homicides  
GO 026.09 – Homicide Unit  
GO 095.10 – Major Incidents and Routine Criminal Investigations  
GO 202.06 – Major Case Management

#### Other Pertinent Reports

8.9 - 2024.07.25 - Annual Report – Investigations into Homicides – January 1 to December 31, 2023.

*This report was prepared by Andrew Knevel, Staff Sergeant, Major Crime Unit, in consultation with Mike Tripp, Inspector, Major Crime; and reviewed by Dave Masotti, Superintendent, Investigative Services.*



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**Submitted by:**

Mario Lagrotteria, #9187  
Acting Chief of Police

**Appendices**

Not applicable.



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report - Officer Note Taking  
January 1 to December 31, 2024

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

**Report Date:** 2025-07-02

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### Recommendation(s)

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

### Key Facts

- This report is submitted to the Board pursuant to By-Law 486-2024, Officer Note Taking, which states the Chief of Police shall make a written report to the Board on or before August 30 of each year.
- By-Law 486-2024, a By-Law respecting Officer Note Taking, was enacted as a result of Adequacy and Effective Policing LE-022, Officer Note Taking.
- The report shall include a summary of written procedures regarding officer note taking.

### Financial Considerations

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

### Analysis

The Chief shall make a written report to the Board on or before August 30 of each year. The report shall include a summary of the written procedures regarding officer note taking.

General Order 168, Officer Note Taking, obliges members to maintain accurate and complete notes, recording in chronological order, and in detail, all matters involving police activity coming to the officer's attention, by the end of their shift.

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

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

Training of newly appointed Service members regarding the use of duty books is also addressed by the General Order. Notebooks are continuously checked weekly by District Supervisors to ensure compliance with policy relating to the content and use of duty books.

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

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

### **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of Board By-Laws and to maintain compliance with the Adequacy and Effective Policing LE-022.

### **Relevant Policy Considerations**

By-Law No. 486-2024 - Officer Note Taking.  
General Order 168 - Officer Note Taking.

### **Other Pertinent Reports**

8.9 – 2024-06-27 – Annual Report – Officer Note Taking – January 1 to December 31, 2023.

*This report was prepared by Evan Lindsay, Constable, 3 District, and reviewed by Dave Gomez, Acting Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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**Submitted by:**

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

**Appendices**

Not applicable.





## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – Problem-Oriented Policing, Community-Based Crime Prevention and Community Patrol  
January 1 to December 31, 2024

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

**Report Date:** 2025-06-27

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### Recommendation(s)

**That the Niagara Police Service 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 Board By-Law 493-2024 – Problem-Oriented Policing, By-Law 472-2024 – Community-Based Crime Prevention, and By-Law 473-2024 – Community Patrol.
- The Chief of Police is required to make a written annual report to the Board with respect to problem-oriented policing, community-based crime prevention, and community patrol.
- This report provides a summary of requirements to ensure the Service is compliant in following these By-Laws.

### Financial Considerations

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

### Analysis

#### Problem-Oriented Policing By-Law 493-2024

The Chief shall make a written report to the Board on or before August 30 of every year in respect of problem-oriented policing. This report will contain:

- a) a summary of the written procedures regarding problem-oriented policing;
- b) the status of Service compliance with the said procedures;
- c) the steps taken by the Service to promote, implement and evaluate problem-oriented policing initiatives.

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

- a) *“... a summary of the written procedures regarding problem-oriented policing...”*

General Order (GO) 149.05 - Community Patrol and Problem-Oriented Policing, provides members with written procedures on how to initiate problem-oriented policing initiatives to address community issues concerns. This GO is reviewed bi-annually and is set for review in 2025.

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

In accordance with GO 149.05, all officers and supervisors assigned to general patrol shall promote, plan, and implement directed patrol and/or problem-oriented policing initiatives to address public safety concerns, high incidents of crime, public disorder, and road safety.

- c) *“... the steps taken by the Service to promote, implement, and evaluate problem-oriented policing initiatives...”*

Recruit officer training, from the onset, includes preparing and delivering problem-oriented initiatives. This training prepares officers to recognize key elements of community safety concerns and respond with initiatives and/or directed patrol efforts throughout their career. The following directed patrol and/or problem-oriented policing initiatives are an overview of several implemented during this reporting period. Many of the initiatives are operationalized in all districts across the region, while others are exclusive to the concerns in a specific community.

#### Summary of 2024 Initiatives and Community Patrols

Traffic and Safety Awareness Day: This annual initiative was conducted to remind drivers that kids are back in school. Patrols aimed to target impaired drivers, drivers who are speeding, disobeying school bus protections, disobeying stop signs, and other Highway Traffic Act (HTA) violations that endanger the safety of the students. This initiative has been developed to establish safe roadways and a safe environment for the students in the Niagara Region. Officers issued 142 Provincial Offence Notices (PONs) and warnings for HTA offences.

Stop and Look Initiative: This initiative focused on community concerns regarding vehicles failing to stop at stop signs in a small residential neighbourhood within 1 District. Uniform members attended the area over the course of the summer months, as traffic increases due being close to Sunset Beach. Uniform members were visible near the intersection of Cindy Drive and Arthur Street where they had many occasions to speak with the residents of this community. As a result of this initiative, 11 PONs were issued and a suspension notice. Uniform members took the time to educate drivers on the importance of coming to a complete stop at stop signs.

We Can't See You Initiative: This initiative was designed as a result of growing concerns from St Catharines residents involving cyclists obeying the rules of the road within St Catharines. The target was to educate cyclists on road safety to avoid motor vehicle collisions and injuries. As a result of this initiative five PONs were issued, one warning and seven positive service tickets were issued. This initiative was a success as uniform members interacted with community members of all ages.

2 District Community Safety Initiatives: These initiatives were conducted by 2 District platoons to address community concerns related to traffic safety. A myriad of initiatives occurred throughout the year that targeted speeding, careless driving, unnecessary noise, and distracted driving. Two additional initiatives were conducted, proactively targeting open alcohol consumption and conducting Liquor License Act inspections at problem establishments. Nine PONs were issued, and multiple liquor license inspections were conducted with the assistance of the Alcohol and Gaming Commission of Ontario.

Driving Complaints: 3 District received driving complaints from vehicles not stopping for red lights/stop signs/school buses, speeding, loud mufflers, heavy trucks, and off-road vehicles. Subsequently, traffic initiatives were conducted by recruit officers in identified areas with officers monitoring intersections and conducting radar/lidar enforcement in order to address these community complaints.

5 District Traffic Enforcement Project: 5 District conducted a special project related to traffic enforcement in areas of Fort Erie. As part of a platoon initiative, officers attended elementary schools in the Greater Fort Erie area during morning and afternoon bell times for increased visibility and to curb speeding and other traffic offences in these areas. Officers also took this opportunity to engage with students and parents who appreciated the uniform presence.

As part of a 5 District platoon initiative, officers conducted foot patrols throughout the year in the Fort Erie downtown core (Jarvis Street area). This was an effort to increase visibility in high crime areas for the benefit of the small businesses that line Jarvis Street.

Directed Patrol near Sherkston Shores: In an effort to address ongoing community concerns in the area of Sherkston Shores in Port Colborne, 6 District officers conducted enforcement relating to speeding and impaired driving. Enforcement was focused on long weekends however additional patrols and uniformed presence were added throughout the operating season. A total of 73 PONs were issued, and 2 drivers were arrested for impaired driving.

**Overweight Trucks:** 8 District officers along with members from the Traffic Enforcement Unit responded to complaints regarding overweight trucks on west Niagara roadways. Education was pushed out over the District's social media account. This led to a heightened awareness of the approved truck routes within west Niagara. A considerable number of charges were laid under the Highway Traffic Act, and a significant reduction in the number of commercial motor vehicles traveling on restricted roadways.

The 2024 Ministry of Transportation initiative that coincides with the overweight truck enforcement took place 7 times throughout the year. This initiative is run by the Ministry of Transportation, assisted by the Town of Lincoln, to contend with commercial trucks bypassing the Lincoln Ministry of Transportation scales, causing traffic concerns through the town's infrastructure. The Ministry of Transportation and the Service's joint initiative statistics for 2024 included 101 vehicle inspections, 15 vehicles removed from the highways due to serious defects, 455 total charges laid.

The Fleming Centre community policing initiative was conducted due to youth complaints received by the Service from residents. Uniform members attended the Fleming Centre 103 times in 2024 to foster new relations and build trust within the community. This was a year long project spreading across all shifts that has taken place yearly since 2021.

**Bicycle Safety:** Police and Wendy's Restaurants once again partnered in the 'Free Frosty Campaign' where 10,000 coupons were provided to frontline officers to distribute to youths displaying good bicycle safety by wearing helmets and obeying the rules of the road. Once again Wendy's, with the assistance of officers, gave away 500 bicycle helmets on kick off day. Officers also assisted the Niagara's Safety Village with their 2 summer bicycle safety courses that are 1 week, respectively.

**The Community Oriented Response and Engagement (CORE) Unit:** The CORE Unit continued their collaborative efforts in 2024, focusing on building relationships with key community partners and identifying problems and resolutions together. This has brought about greater police visibility and easier accessibility to police by members of the public and partner agencies in the community to address an array of topics.

**Bicycle and Foot Patrol Initiatives:** Throughout the year, to adopt a stronger focus on community policing and visibility, bicycle and foot patrols were initiated in downtown cores and recreational areas. While walking the beat, officers routinely engaged with local shop keepers and citizens identifying problem areas and concerns. Issues related to homelessness, unwanted persons, thefts, property damage, drug use, and discarded drug paraphernalia were identified and addressed.

**Homeless Persons:** During 2024, the City of Welland continued to see an increase in homeless persons and tents constructed on both public and private properties. With the onset of cooler weather, police collaborated closely with the staff from Niagara Assertive Street Outreach, Gateway Niagara, and The Hope Centre. These partnerships were valuable and assisted persons who were living in tents, or vehicles, by providing them with temporary and/or permanent shelter. The 3 District CORE Unit has joined a city lead task force to address homelessness concerns in the City.

Lock it or Lose It: This initiative is an annual public reminder. Using social media posts and increased police visibility, the community is alerted to the risk of theft from vehicles. Officers conduct foot and bicycle patrols throughout open-air malls and businesses, making themselves visible to patrons and business owners. Furthermore, while onsite, officers also walked through the parking lots, visually checking for unlocked cars, and placed an educational pamphlet on the windshield of parked vehicles. This initiative incorporated increased police visibility along with awareness for motorists to secure items in their vehicles out of plain view.

Crime Prevention Through Environmental Design (CPTED): The Service completed several CPTED audits for businesses, community groups, and homeowners who requested to have an officer come out to their property and offer suggestions to discourage crime. Police were able to collaborate with homeowners and business owners to make recommendations for improved safety. In an effort to mobilize community partners to work with the Service in accomplishing the goals of our Strategic Plan, the 2 District CORE Unit hosted a CPTED training course which trained approximately 40 staff from various community agencies on how to conduct CPTED audits.

High School Beach Day: District officers, CORE Unit members and members of the Public Order Unit planned for and were present during the annual high school unsanctioned beach day across the Region. Officers utilized All Terrain Vehicle (ATV) patrols and foot patrols to engage with the thousands of students who attended this event. Police enforced the Criminal Code, Liquor Licence Act, and the Trespass to Property Act throughout the day in multiple municipalities.

Beach Patrols: The beaches of Niagara remained popular destinations in 2024 and quickly overwhelmed local infrastructure. On weekends, beaches were often at, or over, capacity and parking issues arose at various locations. Affected Districts worked with local Municipal By-Law offices to address the influx of people and address parking concerns. Additional patrols were also conducted around nearby cottages to deter break and enters from occurring.

#### Community Based Crime Prevention By-Law 472-2024

The Chief shall make a written report to the Board on or before August 30 of each year in respect of community-based crime prevention initiatives. The report shall include:

- a) a summary of the written procedures concerning community-based crime prevention initiatives;
- b) the status of Service compliance with the said procedures;
- c) a summary of current crime prevention initiatives and an indication of their success; and
- d) a summary of current concerns, as voiced by the community through the community partnership initiatives.

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

- a) *“...summary of the written procedures concerning community-based crime prevention initiatives...”*

GO 149.05 - Community Patrol and Problem-Oriented Policing provides direction on a police officer's duties including "Crime Prevention". In addition, section 82(1) of the *Community Safety and Policing Act, 2019*, establishes specific statutory duties for police officers that include: preventing crimes and other offences, and providing assistance and encouragement to other persons in their prevention.

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

The Service is committed to working with municipalities, school boards, community organizations, neighbourhoods, businesses, and neighbouring municipalities or jurisdictions, to develop and implement community-based crime prevention initiatives. The Service ensures the community-based crime prevention initiatives are consistent with the Ontario Mobilization and Engagement Model of Community Policing.

- c) *“... a summary of current crime prevention initiatives and an indication of their success...”*

The following is a summary of Crime Prevention initiatives during 2024:

1 District CORE officers initiated Project 3P (Past the Point of Purchase) to address the recent surge in retail theft offences. The project was conducted for 14 days during October through December and resulted in over 90 arrests and 71 criminal charges. There was a 70% drop in retail theft offences in one particular location during this period.

As mentioned above, 2 District officers conducted proactive Liquor License Act inspections at local establishments in an attempt to prevent alcohol related offences from occurring. As Niagara Falls holds a large entertainment district, over consumption of alcohol can have a negative effect on public safety. This initiative was designed to prevent breaches of public safety before they occurred.

5 District conducted ATV patrols in certain areas of Fort Erie and Crystal Beach. This initiative was in response to community requests for higher police visibility in these areas. Locations of a particular concern were along shorelines, cottage rentals, and private properties. Certain properties belonging to the Town of Fort Erie were focused on. The Service utilized uniform members on marked ATVs to enforce and educate violators.

The Service has acknowledged that CPTED is an important tool in addressing community complaints. As mentioned above, the 2 District CORE Unit hosted a CPTED training course over 2 days to teach officers and community partners how to properly conduct CPTED audits. Throughout the year, CORE officers also completed over 50 CPTED audits for local businesses and residences to help with crime prevention.

As part of the Service's commitment to crime prevention and patrols of summer vacation properties, uniform members utilized foot patrols, ATV patrols, and marked cruisers to conduct cottage checks along the Lake Erie shoreline. The cottage checks consisted of ensuring doors, as well as windows, had been locked and secured with no obvious signs of damage or forced entry. Cottage check signs were left at the property for owners to inform them that police were active in the area patrolling and conducting these checks.

- d) *"... a summary of current concerns, as voiced by the community through the community partnership initiatives..."*

The Service regularly monitors and evaluates the effectiveness and on-going need for community-based crime prevention initiatives in collaboration with municipalities, school boards, businesses, and community organizations. Property crime and crime prevention strategies remain a community concern. Crime prevention and engagement initiatives with youth also continue to be a concern. Crimes related to the societal issues of illicit drug use are an ever-growing community concern. The Service remains cognizant of these issues and strives to address them through continued collaboration with community partners and continuing with proactive community-based crime prevention.

#### Community Patrol By-Law 473-2024

The Chief shall make a written report to the Board on or before August 30, of each year in respect of community patrol. This report shall include:

- a) confirmation of compliance with the Directed Patrol procedure.
- b) the high and low numbers of members assigned to the patrol unit, with particulars and reasons for any period that the patrol unit numbers were less than those required under Section 4.3.1.
- c) costs of Directed Patrols; and
- d) the status of the outcome of the Directed Patrol initiative including the effect of Directed Patrol on crime, calls for service, public disorder analysis and road safety.

#### Detailed Response

- a) *"... confirmation of compliance with the Directed Patrol procedure..."*

GO 149.05 - Community Patrol and Problem-Oriented Policing provides direction to supervisors that they shall monitor and evaluate all Directed Patrols to ensure compliance with procedures. During this reporting period, the Service has remained compliant with all procedures.

- b) *"... the high and low numbers of members assigned to the Patrol Unit, with particulars and reasons for any period that the Patrol Unit numbers were less than those required under Section 3.3.1..."*

Directed Patrol, as part of addressing concerns raised within the community, forms the core patrol responsibilities of every uniform member of the Service. When staffing levels permit, front-line supervisors can assign members to problem-oriented policing initiatives, including traffic enforcement. Supervisors are responsible for the deployment of all members when hired on overtime to deal with Directed Patrols targeting concerns raised within the community. Patrol Unit numbers were not less than required at anytime in 2024.

c) *“... costs of Directed Patrols...”*

Unless otherwise indicated, the projects referenced in this report were conducted by on-duty personnel, during the regular course of their duties and did not incur additional costs to the Service.

d) *“...the status of the outcome of the Directed Patrol initiative including the effect of Directed Patrol on crime, calls for service, public disorder analysis and road safety...”*

Supervisors are responsible for monitoring and evaluating problem-oriented policing initiatives. The evaluation includes an assessment of the level of success achieved and a consideration of the potential for the initiative to be continued, expanded, or ended. This evaluation is documented by way of a memorandum directed to the District Commander.

### **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of the Board By-Laws and to maintain compliance with Adequacy and Effective Policing requirements.

### **Relevant Policy Considerations**

By-Law 493-2024 – Problem-Oriented Policing  
By-Law 472-2024 – Community-Based Crime Prevention  
By-Law 473-2024 – Community Patrol  
GO 149.05 – Community Patrol and Problem-Oriented Policing

### **Other Pertinent Reports**

8.12 – 2024.07.27 - Annual Report – Problem-Oriented Policing, Community-Based Crime Prevention and Community Patrol – January 1 to December 31, 2023



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*This report was prepared by Jeff Bootsma, Staff Sergeant, Community Engagement, in consultation with Sarah Rose, Inspector, 1 District, Rob LaPlante, Inspector, 2 District, Mike Ryan, Staff Sergeant, 5 District, Phil Licskai, Staff Sergeant, 6 District, Dylan Bourgeois, Staff Sergeant, 8 District, and reviewed by Dave Gomez, Acting Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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**Submitted by:**

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

**Appendices**

Not Applicable.



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – The Right to Disconnect from Work  
January 1, 2024 to December 31, 2024

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

**Report Date:** 2025-06-23

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### Recommendation(s)

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

### Key Facts

- The purpose of this report is to advise the Board that the Service is compliant with By-Law 422-2024 as it relates to the Right to Disconnect from Work.
- The Chief of Police is required to provide a written report on an annual basis to the Board with respect to disconnecting from work.
- The Service confirms compliance with the provisions of the Employment Standards Act as amended for the period January 1, 2024, to December 31, 2024.

### Financial Considerations

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

### Analysis

By-Law 422-2024 requires the Chief of Police to make an annual written report to the Board which includes:

- a) a summary of the written procedures concerning the right to disconnect from work; and
- b) confirmation of Service compliance with said procedures.

The Service values the health and well-being of its members and recognizes that disconnecting from work is appropriate and vital to achieve and maintain work-life balance.

In compliance with the provisions of the *Employment Standards Act, 2000* (ESA) and specifically Bill 27, the Service has developed a written policy on disconnecting from work for all members covered by the ESA.

General Order 256.01 – Disconnecting from Work, sets out the parameters for disconnecting from work for Civilian Service members in accordance with the ESA, relevant Collective Agreement provisions, and Terms of Employment.

The General Order provides guidance to both members and supervisors to assist them in disconnecting from work while also identifying situations where it may be operationally necessary for communication to occur outside of the regular work schedule, including but not limited to, the following circumstances:

- a) Where emergency or exigent circumstances arise, with or without notice;
- b) To assist or fill in at a short notice for a member (e.g., overtime);
- c) Where the nature of a member's duties requires work and/or work-related communications outside of their regular work hours;
- d) Unforeseeable business or operational reasons (e.g., major incident);
- e) A member's request or agreement to work certain hours or have flexible working hours on rare occasions to accommodate the needs of the member or Service; and
- f) Other unusual circumstances which are inherent to a member's position.

In addition, the General Order provides guidance for members and supervisors that have been issued devices, such as mobile phones, laptops, tablets etc., making it clear that being issued these devices does not imply that a member is expected to make themselves available for work or work-related communications outside of their scheduled work hours.

This General Order is reviewed bi-annually or sooner if legislative amendments occur that require a policy update. Policy compliance has been maintained through the initial reporting period per the Board By-Law.

### **Alternatives Reviewed**

Not applicable.

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

This report is being provided for information purposes.

### **Relevant Policy Considerations**

General Order 256.01, together with the relevant collective agreements, and the *Employment Standards Act, 2000*, as amended, guide the Service's protocols with respect to disconnecting from work.

## **Other Pertinent Reports**

8.12 – 2024.07.25 – Annual Report – The Right to Disconnect from Work – January 1 to December 31, 2023

*This report was prepared by Linda Blood, Director, Human Resources and recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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**Submitted by:**

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

## **Appendices**

Not applicable.



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report - Robbery Investigations  
January 1, 2024, to December 31, 2024

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

**Report Date:** 2025-06-24

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### Recommendation(s)

**That the Niagara Police Service 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 496-2024 – Robbery Investigations.
- The Chief of Police is required to make an annual written report to the Board concerning robbery investigations, and,
- This report is submitted to provide the Board with the necessary information relating to the Service's written procedures concerning robbery investigations.

### Financial Considerations

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

### Analysis

By-Law 496-2024 – Robbery Investigations, was enacted because of Adequacy and Effective Policing Law Enforcement – Robbery Investigations (LE-042). This By-Law details specific requirements that are reported as follows:

The Chief of Police shall make a written report to the Board on or before August 30 of each year in respect of investigations into robbery occurrences. The report shall include:

- a) a summary of the written procedures concerning robbery investigations; and
- b) confirmation that the Service procedures comply with Appendix A (LE-042).

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

- a) *“... a summary of the written procedures concerning Robbery investigations...”*

General Order (GO) 095.10 – Major Incidents and Routine Criminal Investigations was prepared and approved to comply with LE-042.

In summary, this Order is intended to familiarize police officers with the duties and responsibilities necessary to conduct routine criminal investigations, while also outlining the process to be followed when involved in incidents considered to be of a major nature. The Order mandates that it is the responsibility of personnel assigned to a District Detective Services Unit to conduct robbery investigations.

GO 091.07 – Alarms/Robbery Investigations was prepared and approved to comply with LE-042.

In summary, this Order details the procedure to be followed when members respond to an alarm from a financial institution.

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

A wide range of specialized training is required and has been provided to investigators engaged in robbery investigations. Basic criminal investigative training is provided to members engaged in conducting various types of investigations. This training is delivered through the Ontario Police College (OPC) Criminal Investigator Training (CIT) course, with the course curriculum designed to include components related to robbery investigations. The Service's Training Unit hosts this satellite course. Members also can attend this course at the OPC and neighbouring police services as positions become available. In 2024, 33 members of the Service attended the CIT course. (Source – Service Training Unit).

Investigators assigned to District Detective Services Units also receive Ontario Major Case Management (MCM) training as space becomes available. This two-week course provides specialized training to ensure compliance with the Ontario MCM Manual and to standardize investigative procedures across the province. Components of this course include fundamentals of MCM, crime scene management, search and seizure, judicial authorization to intercept private communications, strategic approach to investigative interviewing and statement admissibility, behavioral sciences, dangerous offenders, search incident command, the role of the coroner, media / public appeals, and victim issues.

The Service's Training Unit conducts a satellite MCM course on an annual basis. Positions for several Service members are allotted in each class. In the past, additional members have also attended courses provided at the OPC and by neighbouring police services. In 2024, 31 Service members received MCM training. (Source – Service Training Unit)

Other training in robbery investigations is also provided to select members through approved seminars and conferences.

The initial uniform patrol response to a reported robbery is in accordance with the procedures established in GO 095.10 – Major Incidents and Routine Criminal Investigations and GO 091.07 – Alarms/Robbery Investigations. Compliance is ensured by the oversight of the uniform patrol sergeant at these occurrences, and a review of the completed initial reports by the uniform staff sergeant.

Robbery investigations are forwarded to Detective Services Units for continued investigation. Detectives respond to the scene for this purpose, and further ensure compliance with established procedures. A Detective Sergeant or Detective Staff Sergeant assigns investigations, reviews initial and supplementary reports, and provides an additional level of quality control and compliance monitoring.

The following chart helps illustrate compliance with the written procedures by detailing the number of robbery investigations conducted by the Service over the last five years, and the manner in which they were cleared.

Year	Robberies	Unfounded	Cleared by Charge	Cleared Otherwise	Unsolved
2020	198	19	82	5	92
2021	154	6	76	4	68
2022	186	7	73	5	101
2023	121	5	56	17	44
2024	179	11	63	4	101

\*\*Statistics current as of June 24, 2025.

\*Note: Based on recommendations from the Police Information and Statistics (POLIS) Committee, some of the UCR Incident Clearance Status Options were changed in 2018. These changes may contribute to minor differences in the number of investigations that were cleared otherwise or unsolved, but they would not affect the investigations that were cleared unfounded or cleared by charge.

## Alternatives Reviewed

Not Applicable.

## Relationship to Police Service/Board Strategic Priorities

To comply with the provisions of the Board By-Laws and to maintain compliance with Adequacy and Effective Policing requirements.

## **Relevant Policy Considerations**

Police Service Board By-Law No. 496-2024 Robbery Investigations  
General Order 095.10 – Major Incidents and Routine Criminal Investigations  
General Order 091.07 – Alarms/Robbery Investigations  
Adequacy and Effective Policing, Law Enforcement LE-042 – Robbery Investigations

## **Other Pertinent Reports**

8.13 – 2024.06.27 – Annual report – Robbery Investigations – January 1, 2023, to December 31, 2023.

*This report was prepared by Jeffrey Bootsma, Acting Inspector, 2 District, and reviewed by Shaun Parrent, Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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### **Submitted by:**

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

## **Appendices**

Not applicable.





## **NIAGARA REGIONAL POLICE SERVICE**

### **Police Service Board Report**

#### **PUBLIC AGENDA**

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**Subject:** Annual Report – Skills Development and Learning Plan  
January 1 to December 31, 2024

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

**Report Date:** 2025-06-26

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#### **Recommendation(s)**

**That the Niagara Police Service 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 Board By-Law 423-2024 - A By-Law Respecting the Skills Development and Learning Plan (AI-002).
- The Chief of Police is required to ensure that the Skills Development and Learning Plan ensures the development and maintenance of knowledge, skills, and abilities of members consistent with the Skills Development and Learning Adequacy Standard prescribed by the Policing Standards Manual (2000) – continued during transition to the Community Safety and Policing Act, 2019 (CSPA) under Ontario Regulation 392/23: Adequate and Effective Policing (General) and Ontario Regulation 87/24: Training – and is reviewed on an annual basis and amended as required.
- This report sets out a summary of the plan as called for in the reporting requirements of the By-Law.

#### **Financial Considerations**

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

#### **Analysis**

The By-Law details specific requirements that are to be reported on by the Chief as follows:

- a. a summary of the Skills Development and Learning Plan; and
- b. the status of Service compliance with the said Plan.

The following is a detailed response to the above requirements:

*a. a summary of the Skills Development and Learning Plan*

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

Public Order Unit

The Service maintains a Public Order Unit (POU), compliant with By-Law 495-2024. Effective July 2024, General Order 259.01 – Public Order Unit was created. Under the direction of the POU Commander, members assigned responsibilities that fall within the mandate of the POU receive initial training commensurate with the level of their responsibility, including Public Order Operator, Public Order Section Lead, and Public Order Commander. Members of the POU are required to complete re-certification training within 12 months of the initial training for the duration of their assignment to the POU.

The Service's Criminal Investigation

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

The Service's Criminal Investigative Units:

- |                                    |                                  |
|------------------------------------|----------------------------------|
| • District Detective Offices       | • Homicide Unit                  |
| • Sexual Assault Unit              | • Child Abuse Unit               |
| • Domestic Violence Unit           | • Special Investigative Services |
| • Internet Child Exploitation Unit | • Centralized Fraud              |
| • Technological Crimes Unit        | • Offender Management Unit       |
| • Cyber Crime Unit                 | • Forensic Services Unit         |

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

• Sexual Assault Investigation	• Digital Technologies for Investigators (DTIC)
• Search Warrant	• Death Investigation
• Investigating Offences Against Children	• Homicide Investigations
• IACP: Leadership in Police Organizations	• Human Trafficking Investigation
• Investigative Interviewing Techniques	• Drug Investigation
• Criminal Investigator Training	• Ontario Major Case Management
• Coaching Police Professionals	• Managing Investigations Using Powercase

The Training Unit provides the main source of all skills and knowledge development, through competent instructors who are certified by the OPC. In 2024, the Training Unit offered several courses pertaining to a variety of subjects. Most of these courses were directed towards the members of the Service, but on occasion where space permitted, classes were supplemented by members from outside police agencies.

The following are courses either instructed or facilitated by the Training Unit:

• Crown Brief Training	• C8 Qualification & Requalification
• Coach Officer Course	• Service Supervisor Course
• Special Constable Use of Force In-Service Training	• Police Bicycle Qualification
• Shotgun Qualification & Requalification	• PEACE Model Interviewing
• Search Warrant Course	• Working Mind for First Responders
• Criminal Investigators Training	• Use of Force & Firearms
• Domestic Violence Investigators Course	• CEW Qualification & Requalification
• Use of Force Trainer	• CEW Master Trainer Facilitating and Assessing Police Learning

### Investigative Support Functions

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

Members who are assigned to investigative support functions must possess the required knowledge, skills, and abilities in order to enter into any of these specialty positions. Once assigned, these investigators continue to develop their skills through successful completion of accredited training. In many cases, designations, basic qualifications, and regular requalification are required and provided. Depending on the field of specialty, such training may be provided in-house through the Training Unit, the individual support unit, the Criminal Intelligence Service Ontario, the OPC and/or the Canadian Police College.

• Applied Forensic Videography	• Forensic Shooting Scene Examination
• Advanced Friction Ridge Analysis	• Using the Internet as an Intelligence Tool (INTINT)
• Basic Bloodstain Pattern Recognition	• Standardized Field Sobriety Testing (SFST)
• Forensic Identification Officer	• Technical Collision Investigation Level III
• Forensic Collection and Recovery of Human Remains	• Scenes of Crime Officer (SOCO)

### Emergency Response

Regulation 392/23: Adequate and Effective Policing (General), defines those units that may provide an emergency response function as a Tactical Unit, a Hostage Rescue Team, an Incident Commander, Crisis Negotiators, and Explosives Disposal. Emergency Services provides emergency response daily for the Service. Members that are assigned to Emergency Services must possess the knowledge, skills and abilities as prescribed by the adequacy standards. They are also provided with a high level of training both internally and externally to meet with current requirements according to international, national and provincial standards. Ministry accredited training is conducted in-house to develop new members of the Emergency Task Unit to the accepted standards for Hostage Rescue. General Order 089.08 – Emergency Task Unit, details the procedures and training for the Service in incidents involving emergency situations.

Training required for Incident Command and Negotiators is facilitated through the OPC, and Explosives Disposal training is provided through the Canadian Police College. Officers who are engaged in such activities are required to maintain their qualifications through continuous training both internal and external and through practical work in the field. In keeping with the new training standards in Ontario for Incident Command, the Service has multiple members with responsibility for tactical and strategic command of major incidents on Incident Command 200 and Incident Command 300 courses, facilitated through the OPC.

### Service Incident Command and Negotiators

- Critical Incident Commanders
- Critical Incident Scribe
- Crisis Negotiators
- Crisis Negotiators - Refresher

The Service also provides an opportunity for members to develop professionally through the achievement of higher level of formal education, in accordance with General Order – 011.12: Tuition Assistance Program. Throughout 2024, courses were taken by 8 sworn members and 12 civilian members. These courses were for the completion of university degrees and college diplomas in a variety of police and business-related topics.

The Service is committed to the continuous development of our sworn and civilian members. As such the Career Development Officer and Training Unit continue to refine and update the Skills Development and Learning Plan to provide a framework for short-

and long-term career planning for members to ensure proper development and training at each stage of their career.

### The CSPA

On April 1, 2024, the CSPA came into force, bringing about significant changes to mandated training, inclusive of, but not limited to, Immediate Rapid Deployment, C8 Patrol Carbine, Mental Health Crisis Response, Incident Command and Incident Management System, Special Constable, and other less impactful changes to existing training by prescribing new standards of compliance. These changes required the Service to deliver initial training within a prescribed timeline from the transition date (April 1, 2024), and to develop a sustainable training model for the foreseeable future that includes annual refresher training and initial development training for sworn members.

Pursuant to Ontario Regulation 87/24: Training, the above mandatory training requirements for all police officers who perform community patrol functions are outlined with timelines for qualifications and subsequent refresher training.

The CSPA also prescribed the mandatory OPC training requirements for members in the Training Unit to be able to facilitate said training to the members of the Service, inclusive of, but not limited to, Use of Force, Immediate Rapid Deployment, Patrol Carbine, and Mental Health Crisis Response. This has increased personnel, scheduling and budget pressures on the Training Unit.

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

The Service is in compliance with Board By-Law 423-2024 - A By-Law Respecting the Skills Development and Learning Plan (AI-002), as well as Ontario Regulation 392/23: Adequate and Effective Policing (General) and Ontario Regulation 87/24: Training.

### **Alternatives Reviewed**

Not applicable.

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

The Skills Development and Learning Plan directly supports objective 3.4 from the 2022 - 2025 Board's Strategic Plan related to enhance employee training and development.

### **Relevant Policy Considerations**

- Board By-Law No. 423-2024 – Skills Development and Learning Plan (AI-002)
- Ontario Regulation 392/23: Adequate and Effective Policing (General)
- Ontario Regulation 87/23: Training
- General Order 053 – Use of Force
- General Order 030 – Training and Career Development
- General Order 089 – Emergency Task Unit
- General Order 011 – Tuition Assistance Program

- General Order 259.01 – Public Order Unit

### **Other Pertinent Reports**

8.15 - 2024.07.25 – Annual Report – Skills Development and Learning – January 1 to December 31, 2023

*This report was prepared by Steve Magistrale, Inspector, Professional Development, and recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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**Submitted by:**

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

### **Appendices**

Not applicable.



## **NIAGARA REGIONAL POLICE SERVICE Police Service Board Report**

### **PUBLIC AGENDA**

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**Subject:** Annual Report – Speed Detection Devices  
January 1 to December 31, 2024

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

**Report Date:** 2025-07-02

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### **Recommendation(s)**

**That the Niagara Police Service 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 500-2024 as it relates to speed detection devices.
- The Chief is required to make a written annual report to the Board with respect to speed detection devices.
- This report will set out the particulars with respect to the procedures required under the By-Law and compliance with those procedures.

### **Financial Considerations**

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

### **Analysis**

In accordance with By-Law 500-2024 – Speed Detection Devices, the Chief shall make a written report to the Board on or before August 30 of each year with respect to speed detection devices. The report shall include:

- a) a summary of the procedures as required by this By-Law;
- b) the status of Service compliance with the said procedures; and
- c) a summary of the training given to members with respect to speed detection devices and confirmation that members have been trained in accordance with section 4.2.

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

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

The Service is required by the *Community Safety and Policing Act, 2019*, (CSPA) to establish policies and procedures on the use, maintenance, and training with respect to speed measuring devices. Speed measuring devices are governed by the written procedures as set out in General Order (GO) 124 – Speed Measuring Devices. These written procedures are in accordance with the Ministry of the Solicitor General Policing Standards Manual and Adequacy and Effective Policing AI-013. GO 124 defines the procedures in relation to operators, equipment specifications, maintenance, records, training enforcement, and safety requirements.

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

The Service assigns an officer as the Speed Management Coordinator (SMC). The SMC oversees the Service’s inventory of speed detection devices, repairs, and the training of all personnel pertaining to speed measuring devices. Reporting to the Traffic Services Staff Sergeant, the SMC is a subject matter expert in the field of speed management and possesses the knowledge, skills, and abilities to perform the required duties. The SMC is a member of the Ontario Speed Management Advisory Group, which is made up of subject matter experts from around the province in the area of speed management that are responsible for making recommendations to the Ontario Association of Chiefs of Police Traffic Committee.

The Service also has two certified Master Radar and Lidar instructors who assist the SMC when it comes to developing and administering speed measuring device courses for the Service.

Radar devices acquired and used by Service members are tested and certified initially by the manufacturer to be in accordance with the National Highway Safety Administration current radar device performance standards adopted by the International Association of Chiefs of Police. The speed measuring devices listed below are currently in use by the Service. All of these devices fall within the safety guidelines of Health Canada's Safety Code 6 as adopted by the Ontario Ministry of Labour. These devices are purchased, repaired, and certified by an approved Canadian distributor:

- Genesis VPD Handheld Radar;
- Genesis Scout Handheld Radar;
- Genesis II Mobile Radar;
- Genesis II Select-Directional Mobile Radar;
- Genesis III Mobile Radar;
- MPH BEE III Mobile Radar; and
- LTI Ultralyte LRB Handheld Lidar.



- c) *“... a summary of the training given to members with respect to speed detection devices and confirmation that members have been trained in accordance with section 4.2...”*

A Provincial Course Training Standard was introduced to the Province through the Ontario Police College in the spring of 2013. The Service is in compliance with Adequacy and Effective Policing. All recruits are given a 10-hour lidar certification training course. Every officer that is certified on lidar is required to take a 4-hour re-certification course in a thirty-six-month period, to remain qualified as a lidar operator. Officers that have shown an interest in traffic enforcement and speed measuring devices can then request to take the sixteen-hour radar operator certification course. The following are the prescribed training guidelines that are met by the Service:

- Radar Operator Certification Course – 16 hours;
- Lidar (laser) Operator Certification Course – 10 hours;
- Radar Operator Re-Certification Course – 4 hours;
- Lidar (laser) Operator Re-Certification Course – 4 hours;
- Radar Instructor Certification Course – 45 hours; and
- Radar Instructor Re-Certification Course – 8 hours.

The SMC is responsible for the co-ordination of radar/lidar training and ensures that all radar/lidar instructors are provided with the current course training standard and teaching material to ensure compliance with Adequacy and Effective Policing. The Service has the following number of speed measuring device instructors:

- 16 Lidar Instructors – qualified to teach and certify Lidar Operators
- 21 Radar Instructors – qualified to teach and certify Radar Operators
- 2 Master Radar Instructor Trainers – qualified to teach the Radar Instructor Certification Course

#### 2021-2023 Speed Measuring Device Instructors

Lidar and Radar Speed Measuring Device Instructors	2021	2022	2023	2024
Lidar Instructors	12	17	12	16
Radar Instructors	23	23	36	21
Master Radar Instructor Trainers	2	2	2	2

The SMC advises that frontline officers have been receiving the required mandated lidar training. Uniform Districts, along with the Traffic Enforcement Unit, have demonstrated a commitment to traffic enforcement. The majority of frontline uniform personnel have received the prescribed training and for this reporting period there were approximately 225 members that were qualified to operate speed detection devices.

The Service continues to make traffic enforcement and road safety a priority. The membership continues to receive the necessary training required to operate speed detection devices and the inventory of speed management devices has been maintained to ensure equipment is available for operational use. The Service is in compliance with By-Law 500-2024 regarding speed detection devices, as well as all aspects of Adequacy and Effective Policing in relation to speed measuring devices.

### **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of the Board By-Laws and to maintain compliance with Adequacy and Effective Policing requirements.

### **Relevant Policy Considerations**

Board By-Law 500-2024 – Speed Detection Devices

GO 124 – Speed Measuring Devices

Adequacy and Effective Policing, AI-013 – Speed Measuring Devices

### **Other Pertinent Reports**

8.16 - 2024.07.25 – Annual Report – Speed Detection Devices – January 1 to December 31, 2023.

*This report was prepared by Todd Lantz, Staff Sergeant, Traffic Management and Road Safety, Traffic Services Administration, and reviewed by Shaun Parrent, Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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#### **Submitted by:**

Bill Fordy, O.O.M. #9615

Chief of Police

### **Appendices**

Not applicable.



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report - Supervision - January 1 to December 31, 2024  
**Report To:** Chair and Members, Niagara Police Service Board  
**Report Date:** 2025-07-01

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### Recommendation(s)

**That the Niagara Police Service 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 502-2024, a by-law respecting Supervision.
- The Chief is required to make a written annual report to the Board with respect to supervision.
- This report is submitted to the Board for review and consideration of information relating to the Service's response to By-Law 502-2024.

### Financial Considerations

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

### Analysis

Section 17 of Ontario Regulation 392/23: Adequacy and Effective Policing (General) requires the Chief of Police to establish procedures and processes on supervision.

In compliance with the Community Safety and Policing Act, 2019, and Ontario Regulation 392/23, the Regional Municipality of Niagara Police Service Board implemented policy as detailed within Board By-Law 502-2024, a by-law respecting Supervision, and Part LE-025 of the Policing Standards Manual.

Section 5 of the By-Law directs the Chief of Police to make a written report to the Board on or before August 30 of every year in respect to supervision. This report shall include:

- a) summary of the written procedures regarding supervision; and
- b) the status of Service compliance with the said procedures

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

a) *"... summary of the written procedures regarding supervision..."*

### The Chain of Command

General Order 067.09 – Organizational Structure, details the organizational structure of the Service. The organizational chart attached to the Order simplifies this structure.

Section 3.5 specifies the chain of command for members in an operational capacity as follows:

- (a) Chief of Police.
- (b) Deputy Chief of Police – Operational Services.
- (c) Superintendent.
- (d) Inspector.
- (e) Staff Sergeant.
- (f) Sergeant.

Section 3.7 specifies the chain of command for members in a non-operational capacity as follows:

- (a) Chief of Police.
- (b) Deputy Chief of Police – Support Services.
- (c) Director.
- (d) Manager; and
- (e) Coordinator/Supervisor.

The Order also serves to outline various reporting responsibilities in regard to:

- normal day-to-day operations, reporting, and supervision.
- situations where command members are absent or otherwise not available due to unforeseen circumstances.
- the absence of command officers where Inspectors assigned to the Duty Office are responsible for "the command, control, and co-ordination of all areas of the Service."

### Front Line Supervision

Supervisors on the front line include Sergeants, Staff Sergeants, and Inspectors. These ranks form the backbone of supervision for the more than three hundred officers who work under them. Each of these three levels of supervision has a unique and important role to fill with respect to the delivery of policing services.

**Sergeants:** Forty-two Sergeants are authorized to operate on front line platoons. This group is the largest and most influential complement of supervisors in the Service. These officers work shifts alongside front line constables, providing immediate and direct supervision on a twenty-four-hour basis. Patrol Sergeant duties include briefing officers before shift, preparing duty rosters, managing overtime, monitoring and directing response to calls for service, providing backup for constables, responding to calls for service, and generally ensuring that Service policy is followed during operations. They also have frequent contact with members of the community and are available to address concerns when the presence of a supervisor is requested.

In smaller districts (Fort Erie, Port Colborne, Grimsby), the front-line Sergeant is the Platoon Commander. On night shifts and on weekends, a Sergeant is the highest-level supervisor assigned to the district.

**Staff Sergeants:** Fifteen Uniform Staff Sergeants provide a bridge between frontline officers and senior managers. This rank provides balance in mid-level supervision; it has sufficient weight to carry the post of District Commander, yet still allows for direct supervision with respect to operations at the platoon level.

In the larger districts (St. Catharines, Niagara Falls, and Welland), the Staff Sergeant functions as the Platoon Commander, providing supervision for Sergeants and Constables, while working closely with District Commanders (Inspectors). Staff Sergeant duties (for St. Catharines, Niagara Falls, and Welland) include commanding platoons, managing front desk personnel, handling overtime, fielding public complaints, assessing member job performance, and reviewing reports and crown briefs.

In smaller districts (Fort Erie, Port Colborne, Grimsby) the Staff Sergeant fulfills the responsibility of the District Commander. In this capacity, the Staff Sergeant assumes a challenging role, with all the public and administrative duties that it entails.

**Duty Inspectors:** Four Duty Inspectors are the highest-ranking officers working front line duties. Working from the Service's headquarters and utilizing a marked patrol vehicle when in the field, the Duty Inspector oversees operations across the entire Region. This officer provides senior management supervision during a night shift and assumes the initial role of incident commander during serious occurrences, until relieved by a Critical Incident Commander.

### The Duty Office

General Order 181 entitled "Duty Office," provides for "senior management support... at all times to members of this Service."

Section 3.2 and 3.3 serve to detail both the general and specific responsibilities of the Duty Officer, which include:

- (a) while on duty and in the absence of other senior officers, ensuring that Uniform Patrol and other Units are properly supervised and that there is an appropriate police response to calls for service;
- (b) ensuring that members are performing their duties in accordance with existing rules, regulations, and policies of the Service. Where deficiencies are found, take corrective action through liaison with supervisors, district and/or unit commanders, unless circumstances demand immediate personal intervention;
- (c) attending the scene of incidents where, in their judgment, attendance of the Duty Officer is required to ensure that an adequate level of police service is being rendered;
- (d) reporting on a daily basis to the Superintendent in charge as to their activities and any deficiencies found, recommendations, or corrective action taken during each tour of duty;
- (e) in the absence of the Media Relations Officer, liaising, as necessary, with the media for the purposes of the release of information regarding newsworthy incidents;
- (f) performing the duties as required by General Orders, such as those involving pursuits, missing persons, and returning persons on warrants held by the Service;
- (g) visiting each District on a regular basis and liaising with front line supervisors;
- (h) attending uniform and specialized unit briefings and performing inspections of personnel and equipment and maintaining a log;
- (i) ensuring responsibilities as directed by the Chief of Police are met;
- (j) ensuring where appropriate that all reporting of incidents as required in General Orders to Senior Staff up to and including the Chief of Police are met;
- (k) suspension of members (Note: suspensions of members will be performed by a confirmed Senior Officer only);
- (l) arbitration of staffing issues;
- (m) providing counseling, guidance, and discipline to members where such action is necessary;
- (n) ensuring that Uniform Supervisors are attending the scene of incidents as set out in specific General Orders;
- (o) understanding that Duty Officers are subject to operational call response in emergency situations subject to the exigencies of the Service, they will attend community meetings and other special events or functions as a representative of senior management and the Chief;
- (p) performing other duties as directed; and,
- (q) when an incident falls within the mandate of the Special Investigations Unit (SIU), refer to General Order 079, Special Investigations Unit.

### Supervisor Responsibilities

In that same General Order (Duty Office), section 3.4 states the District Uniform Staff Sergeant, Communication's Supervisor, and Sergeant in charge of the station will ensure that the Duty Officer, when on duty, is notified of all major incidents or other matters required by General Order or requiring the attention of a senior officer.

### Requirements of the Chief of Police

Section 1.4, subsection (a) of By-Law 502-2024 requires the Chief of Police to, "ensure that there is supervision available to members of the police force twenty-four hours a day."

The current shift system and authorized staffing levels ensures that there are 3 Uniform Staff Sergeants and at least 10 Sergeants on duty 24 hours a day, seven days a week.

Section 1.4, subsection (b) of By-Law 502-2024 requires that the Chief of Police "establish procedures and processes on supervision, including setting out circumstances where a supervisor must be contacted and when a supervisor must be present at an incident."

Service General Orders outline the circumstances that demand the notification of report to or attendance of a supervisor. Further, such orders list the individual responsibilities of the pertinent supervisor.

Section 1.5 of By-Law 502-2024 and LE-025 of the Policing Standards Manual (PSM-2000), contains guidelines directing the Service relative to supervision. In addition, Section 10 requires the Chief of Police to "ensure that the police force's supervisors have the knowledge, skills, and abilities to supervise."

This requirement has been satisfied through the implementation of policy and procedure relating to the selection of supervisors. These processes are detailed in the following general orders:

- (i) General Order 105 – Uniform Promotion System
- (ii) General Order 233 – Uniform Senior Officer Selection Process

With respect to the uniform promotion system, in 2024, a qualifying examination relating to one's knowledge of legislation, community policing and the principles of effective supervision and management must be successfully completed. Further, an additional examination designed to test the officer's knowledge of specific General Orders, must also be successfully completed before a member can fulfill the role of either a Sergeant or a Staff Sergeant in an acting capacity. Prior to consideration for promotion, a member must be qualified to act in the rank sought.

The promotional system strives to ensure that those members identified for promotion are the most qualified. This usually entails a three-level process beyond the qualifying exam whereby the pertinent skills are analyzed and graded.

To ensure that members have the required knowledge, skills, and abilities to supervise beyond their selection, several training and career development requirements have been implemented;

- 1) The Career Development Office was instituted to ensure timely training and assignment of individuals to gain experience and knowledge.
- 2) The Training Unit oversees selection of candidates for supervisory courses in other institutions.
- 3) Upon successfully completing the qualifying written examinations for a supervisory position, a member is permitted to engage in supervisory duties of the rank above in an acting capacity. This allows the candidate to develop the skills of that position and allows for evaluation of the candidate for promotion potential.

#### 2024 Year at a Glance

2024 saw a significant transition in Leadership.

The 2024 anticipated promotional opportunities for Sergeant and Staff Sergeant were five vacancies for Sergeant and five vacancies for Staff Sergeant. However, by the end of 2024, fifteen members were promoted to the rank of Sergeant and ten members were promoted to the rank of Staff Sergeant.

In the Senior Officer rank, one member was promoted to Chief, two members were promoted to the rank of Deputy Chief, three members were promoted to the rank of Superintendent and four members were promoted to the rank of Inspector.

The role of the supervisor is crucial to ensure the delivery of adequate and effective policing services to our communities. By selecting capable people to provide leadership and guidance; and providing them with tools and measurements to assess performance and ensure accountability, the Service will be in a position to meet the challenges associated with a changing demographic profile.

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

As outlined in the paragraphs above, the Service is in compliance with all related procedures.



## **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of Board By-Laws and to maintain compliance with Adequacy and Effective Policing.

## **Relevant Policy Considerations**

Board By-Law 502-2024 – A By-Law Respecting Supervision (LE-025)  
Policing Standards Manual: Supervision (LE-025)  
General Order 067 – Organizational Structure  
General Order 181 – Duty Office  
General Order 105 – Uniform Promotion System  
General Order 233 – Uniform Senior Officer Selection Process

## **Other Pertinent Reports**

8.12 – 2024.09.26 – Annual Report – Supervision – January 1 to December 31, 2023.

*This report was prepared by Nicole Abbott, Detective Sergeant, Executive Officer to the Deputy Chiefs of Police, Community & Operational Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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### **Submitted by:**

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

## **Appendices**

Not applicable



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report – Traffic Management, Enforcement and Road Safety – January 1 to December 31, 2024

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

**Report Date:** 2025-07-02

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### Recommendation(s)

**That the Niagara Police Service 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 504-2024 – Traffic Management, Enforcement and Road Safety.
- The Chief is required to make a written annual report to the Board with respect to Traffic Management, Enforcement and Road Safety.
- This report will set out the particulars with respect to the procedures required under the By-Law and compliance with those procedures.

### Financial Considerations

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

### Analysis

In accordance with By-Law 504-2024 – Traffic Management, Enforcement and Road Safety, the Chief shall make a written report to the Board on or before August 30 of each year in respect of the Traffic Management Plan and Traffic Law Enforcement and the Road Safety Plan. This report will contain:

- a) a summary of the Traffic Management Plan;
- b) a summary of Traffic Law Enforcement and the Road Safety Plan; and
- c) the status of Service compliance with a) and b).

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

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a) *“... a summary of the Traffic Management Plan...”*

Traffic Management, Traffic Law, Enforcement and Road Safety Plan

The Service has made road safety and traffic enforcement the responsibility of every police officer in the Service. Adequacy and Effective Policing LE-017 also calls for the Service to have a Traffic Management, Traffic Law, Enforcement and Road Safety Plan (Plan). The Plan itself, supplemented by several General Orders (GOs) that relate directly to traffic enforcement, ensures that members understand and appreciate the importance of effective enforcement. Further, the Plan makes clear the objectives of traffic enforcement and provides information on effective enforcement strategies. The current Plan was updated during this reporting period, to ensure that it addressed recent trends experienced in our communities.

The Plan has evolved to include the following:

- The legislation and guidelines that call for the creation of such a Plan;
- References to Service policies that directly affect traffic enforcement and road safety (example: GO 058.09 entitled "Traffic - Collision Investigations," GO 060.06 entitled "Traffic Enforcement," GO 061.11 entitled "Impaired Driving Offences", GO 062.07 entitled "Traffic Management" and GO 124.07 entitled "Speed Measuring Devices";
- Identification of the 4 main causal factors of collisions (in general – by the Canadian Association of Chiefs of Police) as impaired driving, failure or improper use of seatbelts, distracted driving, and aggressive driving;
- The identification of key community partners within the community who also play a role in road safety and police interaction on related committees;
- A review of the trends identified by the Service;
- A further depiction of the most recent 5-year trend by members of the Collision Reconstruction Unit (CRU);
- The Plan speaks to the responsibilities of members assigned to frontline patrol duties, the Traffic Enforcement Unit (TEU) and the CRU. Also stressed is the fact that traffic enforcement is a core policing responsibility;
- The requirements to develop intelligence-led traffic enforcement initiatives, while providing examples of initiatives or projects that remain in effect;
- Equipment available to support traffic initiatives;
- The importance of working with community partners including the media and in particular, the Regional Niagara Road Safety Committee (RNRSC), which at the current time is focusing on distracted driving through the "Think and Drive" program, with support from both the Service and the Ontario Provincial Police; and
- The creation of a Service Road Safety Twitter account. Each day, messages are sent through social media advising followers of road safety information, updates, and details on enforcement initiatives.

It is recognized that traffic-related issues are constantly evolving as our community changes through development, technological advancement, demographics, road design, and population. As we grow as a society our needs change. As a police service, we are responsible for adapting to these changes and must make certain that the Plan evolves accordingly. Members of the TEU and the CRU will ensure that the traffic enforcement strategies outlined within the Plan remain relevant.

### Collision Reconstruction Unit

The *Community Safety and Policing Act, 2019*, (CSPA) regulations prescribe that a police service has a CRU. The Service is in compliance with this standard.

The CRU is comprised of six Detective Constables and one Detective Sergeant and is mandated to investigate all fatal and serious life-threatening motor vehicle collisions that occur within the Niagara Region.

A review of the 2024 year, reveals the CRU investigated 35 incidents involving 22 fatal collisions (24 fatalities), 8 life threatening injury collisions, and 5 investigative assistance incidents. Additionally, they authored 9 blood warrants for uniform investigators.

### 2020-2024 Summary – Collisions Involving Fatalities or Life-Threatening Injuries

Collision Type	2020	2021	2022	2023	2024
Fatal Collisions	19	21	19	19	22
MTO Reportable Deaths	16	21	18	18	24
Non-Reportable Deaths	3	0	1	0	0
Life Threatening Injuries	8	11	4	4	8
Assist other Investigative Units	7	5	4	3	5
Blood Warrants for other Units	11	10	6	7	9

### Traffic Enforcement Unit/Breath Analysis Support

As per CSPA regulations, a police service must be able to provide breath analysis support. The Service is in compliance with the Act and this directive falls under the mandate of the TEU.

Members of the TEU conduct proactive enforcement throughout the Niagara Region, while also addressing specific traffic-related complaints received from members of the public through the NRPS website, Crime Stoppers, and the dedicated traffic hotline. In 2024, officers from this unit were responsible for issuing 7185 Provincial Offence Notices (PONs) and Summonses, comprising approximately 29% of the Service's total enforcement efforts. Members also arrested several drivers for driving while disqualified, impaired driving (alcohol and drugs), and other criminal offences.

## 2021-2024 Summary Tests for Impairment

Tests for Impairment	2021	2022	2023	2024
Performed by BATs	400	461	486	472
Performed by DREs	138	91	98	68
Number of tests for impairment	538	552	584	540

### b) “... a summary of Traffic Law Enforcement and the Road Safety Plan...”

The sections that follow provide additional detail regarding some of the law enforcement actions detailed within the Plan.

#### Directed Enforcement Initiatives

Directed enforcement initiatives are meant to be directed on specific Ontario Highway Traffic Act (HTA) matters, including locations associated to serious motor vehicle collisions. Using data from public complaints, calls from the traffic hotline and data compiled regarding locations involving frequent motor vehicle collisions, officers assigned to directed enforcement duties are better equipped to make the most of their time spent on enforcement. Many of these initiatives are generated at the district level and are supported by the TEU, addressing issues specific to the municipality. The following enforcement initiatives have been conducted by members of the TEU in 2024:

- Rural Road Speed Enforcement
- Commercial Motor Vehicle Inspection Blitz
- Back 2 School - Children and Road Safety Day
- Seatbelt Enforcement
- Project Loud & Clear

All of these enforcement initiatives are directed towards enhancing road safety and public education through enforcement. Members of the TEU have successfully formed partnerships with district uniform officers to address local safety concerns, while demonstrating compliance with the By-Law.

#### Enhanced Reduced Impaired Drivers Everywhere (RIDE) Program

Once again, the Service received grant funding for 2023/24 from the Ministry of the Solicitor General as part of the RIDE program. A total of 15 scheduled RIDE spot checks were conducted throughout the year with a significant number of the dates scheduled during the holiday season. In 2024, approximately 7,817 vehicles were stopped and checked, 265 roadside tests were conducted, 16 people had their licenses suspended for 3 days or more, 11 people were charged criminally with impaired driving, and 79 HTA charges were issued.

## 2021-2024 R.I.D.E. Program Statistics

R.I.D.E. Program	2021	2022	2023	2024
Vehicles stopped	7785	6564	8581	7817
Administered roadside tests	287	254	235	265
Issued 3-day suspensions	12	27	21	16
Impaired driving arrest	7	4	16	11
Liquor Licence Act charges	4	7	4	8
HTA charges	73	91	105	79
Other Criminal Code charges	0	0	12	7

### Back 2 School – Children and Road Safety Day

On Tuesday September 3, 2024, the Service conducted its 24th Annual Back 2 School – Children and Road Safety Day. The project coincides with the return to school for most of the Region's school children. In addition to the usual speed and distracted driving enforcement, this year officers focused on the 14 Community Safety Zones. A total of 60 officers, including Executive Staff, detectives, and officers from several specialty units, assisted with this initiative. Officers issued 142 PONs and warnings for HTA offences.

### Educational Traffic Initiatives

Niagara Traffic Operations and Safety Committee (NTOSC).

Communication with community partners regarding the serious collisions in Niagara, led to the forming of NTOSC. NTOSC has a clear mandate of making the Region's roadways safer for Niagara's citizens and visitors.

The group has representation from:

- Regional Niagara Public Health Department
- Regional Niagara Public Works and Utilities Department
- Niagara Regional Police Service
- Ministry of Transportation

With considerable consultation and planning, NTOSC developed a strategic plan to address the main causes of the area's most serious collisions using a multi-disciplinary approach in the areas of road safety:

- Education (Public Health)
- Engineering (Public Works)
- Enforcement (Police)

The NTOSC continues to identify distracted driving as their primary road safety hazard and are developing educational strategies focusing on young drivers with a goal to reduce collisions caused by cell phone and the use of other electronic devices while driving.

c) “... the status of Service compliance with a) and b)...”

The Service is in compliance with By-Law 504-2024 pertaining to Traffic Management, Enforcement and Road Safety.

### **Alternatives Reviewed**

Not applicable.

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

To comply with the provisions of Board By-Laws and to maintain compliance with Adequacy and Effective Policing requirements.

### **Relevant Policy Considerations**

Board By-Law 504-2024 – Traffic Management, Enforcement and Road Safety  
GO 058.09 – Traffic – Collision Investigations  
GO 060.06 – Traffic Enforcement  
GO 061.11 – Impaired Driving Offences  
GO 062.07 – Traffic Management  
GO 124.07 – Speed Measuring Devices  
Adequacy and Effective Policing LE-017 – Traffic Management

### **Other Pertinent Reports**

8.17 – 2024.07.25 – Annual Report – Traffic Management, Enforcement and Road Safety – January 1 to December 31, 2023.

*This report was prepared by Todd Lantz, Staff Sergeant, Traffic Management and Road Safety, Traffic Services Administration, reviewed by Shaun Parrent, Superintendent, Community Services. Recommended by Mario Lagrotteria, Deputy Chief, Community Services.*



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#### **Submitted by:**

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

### **Appendices**

Not applicable.



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Annual Report Use of Auxiliaries and Volunteers for 2024  
**Report To:** Chair and Members, Niagara Police Service Board  
**Report Date:** 2025-07-01

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### Recommendation(s)

**That the Niagara Police Service 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 426-2024 – Use of Auxiliaries and Volunteers.
- The Chief of Police is required to make a written annual report to the Board with respect to the use of auxiliaries and volunteers.
- The reporting period is from January 1, 2024, to December 31, 2024.

### Financial Considerations

The Auxiliary Budget is required for overall administration, recruiting, training, and providing equipment for Auxiliary members.

Auxiliary Budget:

Year	Approved Budget	Actual Budget
2020	\$83,150.00	\$51,699.73
2021	\$72,250.00	\$24,369.44
2022	\$75,031.00	\$140,727.32
2023	\$110,737.76	\$93,903.00
2024	\$82,050.00	\$85,315.16

As of 2017, all Auxiliary candidates are sent for interviews with a psychologist, to help determine suitability, which has increased the overall cost related to the hiring process. Additionally, the Recruiting Unit has taken over the responsibility of the hiring process, formerly a duty assumed by the Auxiliary Command staff, which has increased labour costs. The outfitting of the Auxiliary members with only new uniform apparel, instead of gently used, has also increased the operating cost.



## Analysis

By-Law 426-2024 – Use of Auxiliaries and Volunteers, was enacted as a result of reporting requirements pursuant to the Ministry of Community Safety and Corrections Services Guideline, related to the use of auxiliaries and volunteers as outlined in Provincial Adequacy Standards Regulation AI-005, Use of Auxiliaries, and AI-006, Use of Volunteers.

In accordance with By-Law 426-2024, the Chief of Police shall make a written report to the Board each year, that shall include:

- a) a summary of the written procedures that address the use of auxiliaries/volunteers;
- b) the status of Service compliance with said procedures;
- c) confirmation that auxiliary members have been trained in accordance with section 4.3.1;
- d) generally commenting on the appointment process in respect of auxiliary members;
- e) confirming the number and rank of auxiliary members and any changes since the date of the last report;
- f) confirming the work performed by the auxiliary members; and
- g) an indication of resources used and costs associated with the Niagara Regional Auxiliary Police Service.

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

- a) *“... a summary of written procedures that address the use of auxiliaries/volunteers...”*

General Order 012.11 – Auxiliary Police Service and General Order 025.08 – Volunteer Services meet Ministry Guidelines and are in compliance with mandated standards.

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

Both General Orders have been reviewed to ensure compliance with Provincial Legislation and the By-Law.

- c) *“... confirmation that auxiliary members have been trained in accordance with section 4.3.1...”*

Each auxiliary member is trained in accordance with legislation that necessitates annual use of force refresher training. Auxiliary members last received training in October 2024.

Auxiliary recruit members receive a total 98 hours of training facilitated by the Training Unit. In addition, monthly training sessions for all auxiliary members occur throughout the year. Training modules included mental and spiritual health, crisis response training, human trafficking, tech crimes, marine and underwater search and rescue, communications and mobile data terminal procedures, victim services, fraud, and recruiting practices. In 2024, 2 members were bicycle trained and 17 were trained for marine patrol.

d) *“... generally commenting on the appointment process in respect of auxiliary members...”*

The Recruiting Unit oversees the recruiting and selection process for the Auxiliary Unit, which commences in January of each year. The process includes a recruitment drive utilizing various social media platforms, recruitment fairs at local post-secondary institutions, and information nights. Additional recruitment information is available on the Service’s website. The Auxiliary selection process is comparable to that of a regular Police Constable.

Candidates must undergo both written and physical testing, an interview, background investigation, psychological assessment, and medical testing. Auxiliary recruits must then successfully complete training prior to their appointment.

e) *“... confirming the number and rank of auxiliary members and any changes since the date of the last report...”*

The complement of Auxiliary Officers in 2024 consisted of 1 Auxiliary Inspector, 2 Auxiliary Staff Sergeants, 2 Auxiliary Sergeants, 2 Auxiliary Acting Sergeants, and 52 Auxiliary Constables, for a total complement of 59 members.

In 2024, the Service had 4 Chaplains who are bound by all oaths and requirements of all Auxiliary Police Officers and in accordance with General Order 081.10 – Chaplains.

In May 2024, the Auxiliary Unit hosted the annual recruit graduation ceremony. Twelve new Auxiliary members were sworn in on this occasion.

The current process for hiring of new Auxiliary Constables is ongoing in order to increase the complement to proactively prepare for anticipated taskings and to replenish the number of members due to turnover.

### Yearly Summary of Auxiliary Officers:

	# Auxiliary start of year	Resigned	Hired as Constables NRPS/Other	# Auxiliary end of year	# Auxiliary Chaplains	Chaplain hours	Total hours
2019	60	17	4/3	52	1/6	828	10384
2020	52	16	6/5	36	1/5	646.75	1775
2021	36	7	1/4	29	1/5	559.75	1341.75
2022	29	9	1/4	43	1/5	852	7087
2023	43	13	4*/3	44	1/5	446	8822
2024	44	11	8/1	47	4	463	9141

*\*1 Communications dispatcher*

*f) "... confirming the work performed by the auxiliary members..."*

In 2024, the Auxiliary Unit fulfilled 100 taskings and volunteered a total of 8,678 hours to the Service.

Volunteer service included training, administration, special events, community-oriented initiatives, uniform patrol, assistance with other units such as the Emergency Task Unit, Public Order Unit Training, and Recruiting.

Community oriented initiatives included on-going participation with and attendance at parades, spring food drive, RIDE program, and special events.

*g) "... an indication of resources used and costs associated with the Niagara Regional Auxiliary Police Service..."*

Refer to the Financial Considerations section.

### Alternatives Reviewed

There are no alternatives to review.

### Relationship to Police Service/Board Strategic Priorities

To comply with the provisions of Board By-Laws and to maintain compliance with Adequacy and Effective Policing requirements.

The Auxiliary Unit has taken part in several community and directed patrol initiatives, high visibility patrol with uniform officers, and assistance with emergency response training.

## **Relevant Policy Considerations**

By-Law 426-2024 – Use of Auxiliaries and Volunteers  
General Order 012.11 – Auxiliary Police Service  
General Order 025.08 – Volunteer Services  
General Order 081.10 – Chaplains

## **Other Pertinent Reports**

8.18 – 2024.07.25 – Annual Report – Use of Auxiliaries and Volunteers – January 1 to December 31, 2023.

*This report was prepared by Nicole Abbott, Detective Sergeant, Executive Officer to the Deputy Chiefs of Police, Community & Operational Services, and recommended by Mario Lagrotteria, Deputy Chief of Police, Community Services.*



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### **Submitted by:**

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

### **Appendices**

Not Applicable



## **NIAGARA REGIONAL POLICE SERVICE**

### **Police Service Board Report**

#### **PUBLIC AGENDA**

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**Subject:** Annual Report – Violence and Harassment Prevention in the Workplace - January 1 to December 31, 2024

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

**Report Date:** 2025-06-23

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#### **Recommendation(s)**

**That the Niagara Police Service 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 430-2024 as it relates to Violence and Harassment Prevention in the Workplace.
- The Chief of Police is required to provide a written report on an annual basis to the Board with respect to Violence and Harassment Prevention in the Workplace.
- The Service confirms compliance with the provisions of the Occupational Health and Safety Act (OHSA) for the year ending December 31, 2024.

#### **Financial Considerations**

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

#### **Analysis**

By-Law 430-2024 requires the Chief of Police to make an annual written report to the Board, which includes:

- (i) A summary of the written procedures with respect to the workplace violence and harassment prevention policy;
- (ii) Confirmation of compliance with the policies and procedures regarding workplace violence and harassment; and
- (iii) Results of the program evaluation to reassess the risks of workplace violence to ensure that the related policy and programs continue to protect workers from workplace violence.

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General Order (GO) 222.07 – Workplace Violence and GO 104.13 – Respectful Workplace Policy, outline the Service's policies in relation to the prevention of violence and harassment in the workplace. These policies are reviewed at least annually or sooner if legislative amendments occur that require a policy update. Policy compliance has been maintained through the reporting period.

In compliance with the provisions of the OHSA, workplace violence risk assessments are required to identify areas within the Service, where there is a potential risk of violence arising from the nature of the workplace, the type of work, or the conditions of work. There have been no significant risks identified through any of the assessments that have been conducted in recent years.

Service policy requires risk assessments be conducted every five years or sooner if there is a significant change in job duties or physical work location. Updated assessments were previously identified to be a priority and are currently being completed throughout the Service. In accordance with the OHSA, the results of the assessments will be communicated to the Joint Health and Safety Committee.

### **Alternatives Reviewed**

Not applicable.

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

This report is being provided for information purposes.

### **Relevant Policy Considerations**

- GO 222.07 - Workplace Violence
- GO 104.13 - Respectful Workplace Policy
- By-Law 430-2024 - Violence and Harassment Prevention in the Workplace
- Relevant Collective Agreement(s), OHSA, and the Ontario Human Rights Code, guide the workplace violence and harassment protocol for the Service.

### **Other Pertinent Reports**

8.20 – 2024.07.25 - Annual Report – Violence and Harassment Prevention in the Workplace – January 1 to December 31, 2023.

*This report was prepared by Cheryl Pathe, Manager, Member Health and Safety and reviewed by Linda Blood, Director, Human Resources. Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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**Submitted by:**

Mario Lagrotteria, #9187  
Acting Chief of Police

### **Appendices**

Not applicable.



**Canadian Mental  
Health Association**  
Niagara

June 20, 2025

Niagara Regional Police Board  
5700 Valley Way  
Niagara Falls, ON L2E 1X8

Dear Niagara Regional Police Board, Chief of Police Bill Fordy, and NRP Board Chair Pat Ciocchio:

On behalf of the Board, staff, and clients of Canadian Mental Health Association - Niagara Branch, thank you so much for your participation in and \$2,500 sponsorship of CMHA Niagara's Wellness for All event.

The demand for mental health and addiction services continues to rise, with one in five Canadians expected to experience a mental health concern in their lifetime. Chances are someone from your own circle of friends, family or co-workers will-- or already have turned to CMHA Niagara for help.

As a not-for-profit organization working to meet the growing demand for mental health and addiction services, we are continually challenged to do more with limited resources. Underfunding, inflation, and the growing demand for our programs has made fundraising an essential part of our ability to deliver timely and effective mental health care.

Your belief in our mission makes a meaningful difference in the lives of the thousands of individuals who turn to CMHA Niagara for help. Investing in mental health leads to healthier individuals, higher recovery rates, stronger communities, a more productive workforce, and a reduced reliance on emergency and crisis interventions.

Yours truly,

Tara McKendrick, M.S.W., RSW  
CMHA Niagara Executive Director

Please note: Your name may appear as a supporter of CMHA Niagara in our publications or website unless you advise us that you wish to remain anonymous.





## **NIAGARA REGIONAL POLICE SERVICE Police Service Board Report**

### **PUBLIC AGENDA**

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**Subject:** Tow Truck Rotation List for the Niagara Region - Options and Recommendations

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

**Report Date:** 2025-07-07

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### **Recommendation(s)**

**That the Niagara Police Service Board (Board) receive this report on the Niagara Region Tow Truck Rotation List and approve the included recommendation for the management and oversight of the tow truck rotation list.**

### **Key Facts**

- In May 2019, the Niagara Region assumed responsibility for all aspects of Business Licensing, including but not limited to taxis, adult entertainment, and tow trucks, which included management of the tow truck rotation list, which was previously managed by the Niagara Regional Police Service (NRPS) through a fully staffed Licencing and By Law Unit.
- At the March 20, 2025, Niagara Region Council meeting, concerns were raised by two owners of tow truck companies regarding the management and administration of the tow truck rotation list. During this meeting, Niagara Region staff indicated that they no longer oversee the tow truck rotation, as it is a “legacy piece” and no longer a requirement since the province/Ministry of Transportation (MTO) took over the licencing of tow trucks, in January 2024. The licencing includes tow truck operator certificates, tow driver certificates, and vehicle storage operator certificates. This issue has subsequently been raised at recent Niagara Regional Council meetings.
- Since this time, NRPS and Niagara Region staff have consulted and NRPS has gathered information to provide recommendations to the Board regarding the management and administration of the tow truck rotation list. This also included consultation with members of the NRPS who have first-hand knowledge of the management of tow trucks in Niagara prior to the transition to the Niagara Region in 2019.
- NRPS has also consulted other jurisdictions in the province all of which have varying forms of operating the rotation list. There is no standard across the province and it is up to each jurisdiction how tow trucks are managed once they are licenced by the province/MTO.



## Financial Considerations

- There are staffing costs associated to any responsibilities undertaken by any entity that oversees the management of a tow truck rotation list. These are outlined in the following report and more specifically in the recommendations.

## Analysis

As previously noted in the Tow Truck Rotation List Board Report submitted and received on April 24, 2025, the towing of vehicles currently falls into two categories:

- The NRPS has a contract with Parkway Towing (Niagara Falls) for the towing of vehicles for specific criteria, including vehicles held for examination, certain statutory impounds, vehicles requiring further investigation, and for Service vehicles. Parkway Towing was awarded the contract in 2022 through an RFP process supported by the Niagara Region procurement unit and valid until May 31, 2026.
- All other vehicle tows, being largely owner/operator requested tows, including collisions and broken-down vehicles (where no preference of a tow truck company is given by the driver) are handled by a “next on the list” tow truck rotation that is overseen by the Niagara Region.

At issue is the latter, the tow truck rotation list.

Currently the list is in a “status quo” position and being managed and overseen by the Niagara Region. This situation forms part of the issue. The Niagara Region has indicated that they were no longer responsible for the list once the licencing of tow trucks was taken over by the Ministry of Transportation in January 2024. Currently the list is in operation as it has been to this point in time, with a freeze on any new applicants to the list. As part of its current status, the administration of the list was assigned to the Niagara Towing Alliance (NTA). The NTA was created in 2021, with the knowledge of the Niagara Region Licencing Manager at the time, who believed it would serve to create a streamlined process for the tow truck rotation list. Tow truck companies who wanted to be on the list went through an application process, as overseen and managed by the Niagara Region. The NTA should have no authority to add or delete companies to the tow rotation list. The NTA would only administer the rotational call outs for which they charge a fee for using a dispatch company. Currently the fee is \$85.00 a month, plus tax, per tow company.

There are questions regarding whether the NTA is operating as a for profit, or as a not-for-profit corporation or business. Additionally, the NTA is run by an individual who is also an owner of a tow truck company that is on the list of tow trucks for the NTA, appearing to be a direct conflict of interest. The existence of the NTA is a point of contention in the examination of the current situation and many questions remain.

NRPS, through its information gathering, environmental scan of other policing agencies processes and consultation with Niagara Region staff present two options for the operation and administration of the tow truck rotation list as follows:

Option One: the Niagara Region maintains the tow rotation list.

The first option to consider is that the Niagara Region maintains the tow rotation list, which shall be deemed to include management, oversight and administration. As the Niagara Region has held this responsibility since 2019 it maintains knowledge of what is required to remedy the current points of concern including those transparency and conflict of interest matters brought to Regional Council. The Niagara Region has a Licensing Unit that has been in place since taking over licensing from the NRPS in May 2019. As the Niagara Region is aware of the current issues, they can rectify them by examining and reevaluating how the list is managed and overseen, including a new system that does not have an any conflict of interest. While outside of the scope of knowledge of the NRPS, as the Niagara Region previously managed this within its Licensing Unit, there appears to be minimal financial impact to the Niagara Region. Despite those advantages, the Niagara Region may not be the best positioned entity to continue the maintenance of the tow truck rotation list. Since 2021 and the establishment of the NTA, it appears that there has been a significant gap in the oversight of the NTA and how it is operating. This includes a lack of a process to address complaints directly associated with the NTA, oversight over the fair administration of the tow list, financial accountability of the NTA, and addressing the conflict of interest associated with the NTA being presided over by a tow truck company owner that is on the list. The reasons for these gaps are not fully known by the NRPS. It is also recognized that as the Niagara Region no longer maintains licensing authority, managing the tow truck rotation is a legacy function for which they no longer have remedial powers to manage and would be required to either make report to the province/MTO and/or NRPS for issues of non-compliance or enforcement.

Option Two: the NRPS assume carriage of the tow rotation list.

The NRPS has historical knowledge of tow truck operations in the region and managed it well for many years prior to May 2019. Technology, including communication software, still exists to manage the tow truck rotation and can be reactivated with little required lead time. In assuming carriage of the tow rotation list, the NRPS would be able to leverage prior application materials and processes for tow operators and engage in the appropriate updating to reflect those changes, legislative and operational, necessary to present date these materials and populate a tow rotation list for use. The NRPS would be positioned to dispatch next on the list operators by removing this function currently being done through/by the NTA and having the NRPS Communications/Dispatch Unit directly call the next company on the list via the Computer Aided Dispatch (CAD) system and advise them to attend the scene.

The NRPS has knowledge of the legislative requirements under the Highway Traffic Act (HTA) and related Towing Storage Safety and Enforcement Act (TSSEA) so what appears to be a current gap in oversight and compliance, would naturally be filled when police are directly involved. Managing the tow truck rotation list alone is not a core police function. However, managing a tow truck rotation list and the related responsibilities would inherently lead to greater enforcement, compliance and oversight, which all appear to be the current gaps. The same entity, the NRPS, would be positioned to manage enforcement of the legislated HTA and related TSSEA and the regular compliance checks necessary to maintain confidence and transparency of those operators on the list. This affords a greater span of control.

There are public safety concerns regarding the tow truck industry that do fall within core policing functions. The criminal aspect associated with tow trucks in the Greater Toronto and Hamilton area is a real and credible risk in Niagara. The NRPS is aware of the criminal element in the tow truck industry within our jurisdiction and this is a valid concern. The responsibility of managing, administering, and enforcement in all aspects of the tow trucks operating in Niagara, would position the NRPS well to both address the criminal element and take a proactive approach through the oversight function associated with management of the tow rotation list. From a public perception and accountability lens, members of community impacted or involved in accidents believe that the NRPS is controlling every aspect of the scene, including the tow truck(s) attending, therefore there is already a perceived responsibility on the NRPS by the community. Assuming carriage of the tow rotation list aligns NRPS operations with this public perception.

Should the NRPS assume this function, it provides an opportunity to work closely with our partners in the OPP, who currently have an officer who is the Tow Coordinator for the Burlington/Niagara Cluster. This partnership would further support the NRPS in the initial transition and ongoing oversight of tow trucks in Niagara and allow integration with the OPPs model. This would potentially recognize efficiencies in resources for both police services, related to training, applications, compliance, and enforcement opportunities.

While well positioned, the NRPS does not have the ability to staff these functions. There may be opportunity for reallocation of resources as between the Niagara Region to the NRPS to fund these positions that were previously performed by the Region and/or consideration of continuing the fee for service charged to remain on the tow rotation list. Assuming this responsibility will automatically add potential risk to the Service as the tow list coordination will become part of our Service delivery, which is open to public complaints from owners and operators, as well as complaints from members of the public. There is also consideration that managing a tow truck rotation list is not a policing function but related to police by its nature and direct related functions as previously described, including enforcement of legislation.

### Recommendation – Option Two

After gathering all relevant information with a view to community safety, best practice, and effectiveness, it is recommended that the NRPS take over management of the tow-truck rotation list.

This will maximize the ability for the NRPS to directly address and regulate the industry utilizing legislative authorities, compliance with application criteria, and a model that has overlap and oversight. This will help to assist with addressing the concerns regarding any criminal activity in the tow truck industry.

This will require two police constables as tow truck co-ordinators (TTCs) to account for effective and appropriate workload management, using the recognized shift relief factor of 1.56 to account for leave, training, and so forth. These two positions are not authorized strength and will require funding for this unanticipated transition from the Niagara Region. Two TTC's will provide constant and consistent coverage to increase success. The two TTCs would form part of our Traffic Enforcement Unit where they would work under the supervision of the already existing sergeants and staff sergeant. The two TTCs would also be able to utilize the current Traffic Services clerk for what is anticipated to be minor administrative tasks. As with any new positions implemented in the NRPS, once established, roles and workload will need to be assessed to ensure capacity and sustainability moving forward. Regarding this current model, a comprehensive background assessment was done to ensure this recommendation can be incorporated with the requested staffing increase of two TTCs and their related roles and responsibilities. This was done with the advantage of knowing that the NRPS had performed this role prior to 2019 and many members involved at that time were consulted on what this recommendation would involve.

As indicated, part of the staffing cost may be absorbed through the collection of fees from those approved to be on the tow truck rotation list and the potential cost savings realized by the Niagara Region when the role is transferred.

### **Alternatives Reviewed**

To not receive this report.

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

Not applicable.

### **Relevant Policy Considerations**

Not applicable.

## Other Pertinent Reports

Report – Tow Truck Rotation List – Niagara Region Item 8.4 - 04.24.2025

Transition Agreement between the Niagara Regional Police Service Board and Niagara Region regarding Licencing of various trades, callings, businesses and occupations dated May 30, 2019.

*This report was prepared by Inspector Nilan Davé in consultation with Vita Gauley, General Counsel, and Mario Lagrotteria, Deputy Chief Community Services.*



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**Submitted by:**

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



## NIAGARA REGIONAL POLICE SERVICE Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Special Duty Billable Rate Schedule – For the 2025 and 2026 Years  
**Report To:** Chair and Members, Niagara Police Service Board  
**Report Date:** 2025-06-27

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### Recommendation(s)

**That the Niagara Police Service Board (Board) approve the revised Special Paid Duty Rates schedule on By-Law 425-2024 effective for July 1, 2025, and for January 1, 2026; and direct staff to ensure that all documentation be revised accordingly.**

### Key Facts

- The purpose of this report is to update By-Law 425-2024 a By-Law to Amend Certain Charges for Police Services Special/Paid Duty Rates 2022 – 2026 schedule based on the recently ratified sixth ranked wage adjustment negotiated between the Niagara Region Police Association (NRPA) and the Board.
- Special Paid Duty billable rate schedules are established with the object of recovering the cost of providing the service.
- Special Duties are defined in the NRPA Collective Agreement as *“duties assigned to members apart from their regular duties, resulting from the request of individuals, corporations or organizations for special services...Such duty is to be paid for at the rate fixed by the Niagara Police Board...”*.
- Special Paid Duty billable rate schedule for By-Law 425-2024 as outlined in Appendices 1 and 2 have been updated with the recent sixth ranked wage adjustment negotiated for the 2025 and 2026 years.

### Financial Considerations

The billable rate fees for Special Paid Duties are established with the objective of recovering the cost of providing the service. The current published billable rates are based on salary rates as per the 2021-2026 NRPA Collective Agreement. Approving the recommendation to update the Special Paid Duty billable rates for the sixth ranked wage adjustment will ensure the Niagara Regional Police Service (Service) continues to recover the cost of providing the service.

## **Analysis**

Special Duties are defined in the NRPA Uniform Collective Agreement as “...*duties assigned to members apart from their regular duties, resulting from the request of individuals, corporations or organizations for special services...Such duty is to be paid for at the rate fixed by the Niagara Police Board...*”. The rate applicable to a Special Duty officer is specified as “... *the overtime rate of a First-Class Constable’s wage.*”

The Performance Allowance provisions of the Collective Agreement stipulate that it is to be included in the calculation of Special Duty Pay. The payroll system is configured to capture a single rate of pay for each category of Special Duty participant. Consequently, the rate of pay with full Performance Allowance has been implemented (i.e., rate for 23 years of service). Also, an administrative fee equal to 20% of the total amount charged for officers has been included in the final fee. This is consistent with the methodology of establishing previous Special Duty fees and is intended to cover costs such as benefits, vehicle operations, and administrative functions.

Appendices 1 and 2 outline the Special Paid Duty billable rates based on the contract rate of pay for constables and sergeants beginning July 1, 2025, and January 1, 2026, respectively.

## **Alternatives Reviewed**

Not applicable.

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

The Board determines the appropriate user fees in respect of certain services provided by the Service.

## **Relevant Policy Considerations**

By-Law 412-2024 - Financial Reporting, Control and Procurement of Goods and Services in the Niagara Regional Police Service

By-Law 425-2024 – a By-Law to Amend Certain Charges for Police Services Special/ Paid Duty Rates 2022 - 2026

By-Law 524-2024 - a By-Law to Provide for the Imposition of Charges for Police Services

## **Other Pertinent Reports**

Not applicable.

*This report was prepared by Anthony Gallo, Acting Finance Manager, Finance Unit, and reviewed by Laura Rullo, Director, Finance & Asset Management. Recommended by Luigi Greco, Deputy Chief, Support Services.*



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**Submitted by:**

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

**Appendices**

- Appendix 1 Special Duty Rates Effective July 1, 2025
- Appendix 2 Special Duty Rates Effective January 1, 2026



**NIAGARA REGIONAL POLICE SERVICE**

**SPECIAL DUTY RATES EFFECTIVE JULY 1, 2025**

HOURS	CONSTABLE		SERGEANT		INSPECTOR	
	REGULAR RATE	HOLIDAY RATE	REGULAR RATE	HOLIDAY RATE	REGULAR RATE	HOLIDAY RATE
	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER
3	\$338	\$450	\$381	\$508	\$468	\$623
3 1/4	\$366	\$488	\$413	\$550	\$507	\$675
3 1/2	\$394	\$525	\$444	\$592	\$545	\$727
3 3/4	\$422	\$563	\$476	\$635	\$584	\$779
4	\$450	\$600	\$508	\$677	\$623	\$831
4 1/4	\$478	\$638	\$540	\$719	\$662	\$883
4 1/2	\$506	\$675	\$571	\$762	\$701	\$935
4 3/4	\$534	\$713	\$603	\$804	\$740	\$987
5	\$563	\$750	\$635	\$846	\$779	\$1,039
5 1/4	\$591	\$788	\$666	\$889	\$818	\$1,091
5 1/2	\$619	\$825	\$698	\$931	\$857	\$1,143
5 3/4	\$647	\$863	\$730	\$973	\$896	\$1,195
6	\$675	\$900	\$762	\$1,016	\$935	\$1,247
6 1/4	\$703	\$938	\$793	\$1,058	\$974	\$1,299
6 1/2	\$731	\$975	\$825	\$1,100	\$1,013	\$1,351
6 3/4	\$759	\$1,013	\$857	\$1,143	\$1,052	\$1,403
7	\$788	\$1,050	\$889	\$1,185	\$1,091	\$1,455
7 1/4	\$816	\$1,088	\$920	\$1,227	\$1,130	\$1,507
7 1/2	\$844	\$1,125	\$952	\$1,270	\$1,169	\$1,559
7 3/4	\$872	\$1,163	\$984	\$1,312	\$1,208	\$1,610
8	\$900	\$1,200	\$1,016	\$1,354	\$1,247	\$1,662
8 1/4	\$928	\$1,238	\$1,047	\$1,396	\$1,286	\$1,714
8 1/2	\$956	\$1,275	\$1,079	\$1,439	\$1,325	\$1,766
8 3/4	\$984	\$1,313	\$1,111	\$1,481	\$1,364	\$1,818
9	\$1,013	\$1,350	\$1,143	\$1,523	\$1,403	\$1,870
9 1/4	\$1,041	\$1,388	\$1,174	\$1,566	\$1,442	\$1,922
9 1/2	\$1,069	\$1,425	\$1,206	\$1,608	\$1,481	\$1,974
9 3/4	\$1,097	\$1,463	\$1,238	\$1,650	\$1,520	\$2,026
10	\$1,125	\$1,500	\$1,270	\$1,693	\$1,559	\$2,078
10 1/4	\$1,153	\$1,538	\$1,301	\$1,735	\$1,597	\$2,130
10 1/2	\$1,181	\$1,575	\$1,333	\$1,777	\$1,636	\$2,182
10 3/4	\$1,209	\$1,613	\$1,365	\$1,820	\$1,675	\$2,234
11	\$1,238	\$1,650	\$1,396	\$1,862	\$1,714	\$2,286
11 1/4	\$1,266	\$1,688	\$1,428	\$1,904	\$1,753	\$2,338
11 1/2	\$1,294	\$1,725	\$1,460	\$1,947	\$1,792	\$2,390
11 3/4	\$1,322	\$1,763	\$1,492	\$1,989	\$1,831	\$2,442
12	\$1,350	\$1,800	\$1,523	\$2,031	\$1,870	\$2,494

**NIAGARA REGIONAL POLICE SERVICE**

**SPECIAL DUTY RATES EFFECTIVE JANUARY 1, 2026**

HOURS	CONSTABLE		SERGEANT		INSPECTOR	
	REGULAR RATE	HOLIDAY RATE	REGULAR RATE	HOLIDAY RATE	REGULAR RATE	HOLIDAY RATE
	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER	CHARGE PER OFFICER
3	\$344	\$459	\$389	\$518	\$477	\$636
3 1/4	\$373	\$497	\$421	\$561	\$517	\$689
3 1/2	\$402	\$536	\$453	\$604	\$556	\$742
3 3/4	\$430	\$574	\$486	\$648	\$596	\$795
4	\$459	\$612	\$518	\$691	\$636	\$848
4 1/4	\$488	\$650	\$550	\$734	\$676	\$901
4 1/2	\$516	\$689	\$583	\$777	\$715	\$954
4 3/4	\$545	\$727	\$615	\$820	\$755	\$1,007
5	\$574	\$765	\$648	\$863	\$795	\$1,060
5 1/4	\$603	\$803	\$680	\$907	\$835	\$1,113
5 1/2	\$631	\$842	\$712	\$950	\$874	\$1,166
5 3/4	\$660	\$880	\$745	\$993	\$914	\$1,219
6	\$689	\$918	\$777	\$1,036	\$954	\$1,272
6 1/4	\$717	\$956	\$809	\$1,079	\$994	\$1,325
6 1/2	\$746	\$995	\$842	\$1,122	\$1,033	\$1,378
6 3/4	\$775	\$1,033	\$874	\$1,166	\$1,073	\$1,431
7	\$803	\$1,071	\$907	\$1,209	\$1,113	\$1,484
7 1/4	\$832	\$1,109	\$939	\$1,252	\$1,153	\$1,537
7 1/2	\$861	\$1,148	\$971	\$1,295	\$1,192	\$1,590
7 3/4	\$889	\$1,186	\$1,004	\$1,338	\$1,232	\$1,643
8	\$918	\$1,224	\$1,036	\$1,381	\$1,272	\$1,696
8 1/4	\$947	\$1,262	\$1,068	\$1,425	\$1,312	\$1,749
8 1/2	\$975	\$1,301	\$1,101	\$1,468	\$1,351	\$1,802
8 3/4	\$1,004	\$1,339	\$1,133	\$1,511	\$1,391	\$1,855
9	\$1,033	\$1,377	\$1,166	\$1,554	\$1,431	\$1,908
9 1/4	\$1,062	\$1,415	\$1,198	\$1,597	\$1,471	\$1,961
9 1/2	\$1,090	\$1,454	\$1,230	\$1,640	\$1,510	\$2,014
9 3/4	\$1,119	\$1,492	\$1,263	\$1,684	\$1,550	\$2,067
10	\$1,148	\$1,530	\$1,295	\$1,727	\$1,590	\$2,120
10 1/4	\$1,176	\$1,568	\$1,327	\$1,770	\$1,630	\$2,173
10 1/2	\$1,205	\$1,607	\$1,360	\$1,813	\$1,669	\$2,226
10 3/4	\$1,234	\$1,645	\$1,392	\$1,856	\$1,709	\$2,279
11	\$1,262	\$1,683	\$1,425	\$1,899	\$1,749	\$2,332
11 1/4	\$1,291	\$1,721	\$1,457	\$1,943	\$1,789	\$2,385
11 1/2	\$1,320	\$1,760	\$1,489	\$1,986	\$1,828	\$2,438
11 3/4	\$1,348	\$1,798	\$1,522	\$2,029	\$1,868	\$2,491
12	\$1,377	\$1,836	\$1,554	\$2,072	\$1,908	\$2,544



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### PUBLIC AGENDA

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**Subject:** Broadcom Enterprise Licensing Agreement Renewal  
**Report To:** Chair and Members, Niagara Police Service Board  
**Report Date:** 2025-07-02

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### Recommendation(s)

1. That the Niagara Police Service Board (Board) approve the renewal of the VMware Enterprise Licensing Agreement (ELA) through OnX Enterprise Solutions Ltd. (OnX) for a total 3-year term, in the amount of \$1,016,428.05, in Canadian dollars (CAD) including HST (net of rebates) based on the attached quote #QTV 4.07.19.1.167922 (Appendix 1).
2. That the Board authorizes the Chief of Police or designate to execute the attached ELA on behalf of the Board.

### Key Facts

- The current VMware ELA agreement expires on September 29, 2025.
- In January 2025, the Niagara Regional Police Service (Service) adopted a Master Services, Products, and License Agreement (MSPLA) with OnX as a qualified Value-Added Reseller and a certified VMware technologies partner.
- The Service has obtained two pricing quotes from Broadcom and OnX, allowing flexibility in procurement options for cost comparison.
- OnX has offered more cost-effective pricing than Broadcom directly.

### Financial Considerations

As per Board By-Law 412-2024 – A By-Law to Regulate Financial Reporting, Control and Procurement of Goods and Services. In accordance with Schedule A of the By-Law, the Service may enter into arrangements with any government body, ministry, agency, board or municipality on a cooperative or joint basis for the acquisition of goods or services where there are economic advantages and the method of acquisition to be used is a public and competitive method. Contractual agreements awarded via a sole-source procurement process require Board approval.

The OnX quotation #QTV 4.07.19.1.167922. represents a 3-year ELA cost for the Broadcom – services support (VMware) products, including direct technical support, totalling CAD \$1,016,428.05, including HST (net of rebates). The ELA can be paid annually in the amount of \$338,809.35 including HST (net of rebates).

The renewal cost represents an 80% increase over the previous ELA term. The impact on the 2026 operating budget is approximately CAD \$137,949.44.

Budgetary provisions are being adjusted to accommodate this increase within the 2026 Technology Services operating budget.

## **Analysis**

VMware is the virtualization technology platform responsible for the enterprise-class virtualization solution. VMware technologies have long served as a critical virtualization platform supporting the Service's core IT infrastructure, including server consolidation, disaster recovery, and private cloud operations. The technologies remain foundational to ensuring high availability, scalability, and efficiency within the Service's hybrid IT environment.

In 2023, Broadcom completed its acquisition of VMware, resulting in significant changes to VMware's product offerings, licensing structure, support model and revised cost structure. Under the new model, existing licenses and support agreements must be transitioned to Broadcom's subscription-based VMware Cloud Foundation, or equivalent bundles.

The proposed renewal represents a substantial increase in cost compared to previous agreements, primarily driven by Broadcom's revised pricing model and consolidation of license bundles. Despite pricing concerns, the VMware technology remains critical to the Services' operational continuity at this immediate time. A lapse in licensing would significantly impact business-critical systems and security posture.

The Service, in collaboration with OnX and the Service's strategic technology partners, will investigate the development and costing plan for an exit strategy to increase overall virtualization value to the Service through alternative technology solutions that can be achieved within three years or less.

The OnX MSPLA was awarded a Request for Proposal (RFP) #1527003-22 Technology Infrastructure, Software and Services Value-Added Reseller on, or about December 12, 2022 by the Toronto Police Service (TPS). The Service is taking advantage of the piggyback clause details outlined in TPS RFP #1527003-22. OnX will extend the pricing terms and conditions of the RFP to other government agencies, including the Ontario Association of Chiefs of Police Cooperative Purchasing Group.

In consultation with OnX, the following police agencies are currently using OnX as their VMware procurement partner:

- Toronto Police Service
- Edmonton Police Service

- Peel Police Regional Service (They will transition their future VMware ELA renewals and purchases through OnX, upon expiry of the current ELA.)

The following agencies are in the process of transitioning to OnX:

- Hamilton Police Service
- Halton Regional Police Service
- Windsor Police Service
- London Police Service

To ensure operational continuity at a lower cost, it is recommended that the Board approve the renewal of the Broadcom ELA for a term of three years, to ensure continued access to critical infrastructure services which provides:

- Substantial cost savings over Broadcom direct
- Access to the same VMware subscription licenses
- Support model parity with previous direct agreements
- Familiarity with large policing environments across Canada

### **Alternatives Reviewed**

An alternate option to purchase the ELA from a VMware-certified channel partner is available. The Service reviewed the Broadcom direct renewal option, but it came at a significantly higher cost and in United States dollars only. Given market volatility and cost constraints, this option is no longer considered financially viable.

OnX offers equivalent access to VMware licensing with better pricing, flexible billing options, and a proven track record of supporting other Canadian policing agencies.

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

The Service is committed to delivering quality police service, improving the services it provides the citizens of the Niagara Region, enhancing business continuity, and improving the effectiveness and efficiency of its workforce.

This recommendation aligns with the Service's strategic priorities, focusing on digital modernization, business continuity, and cost-efficient service delivery. It ensures uninterrupted access to core IT infrastructure platforms while ensuring fiscal stewardship.

### **Relevant Policy Considerations**

Board By-Law 412-2024 – A By-Law to Regulate Financial Reporting, Control and Procurement of Goods and Services

## Other Pertinent Reports

8.1-2025.01.23 – OnX Enterprise Solutions Ltd. Master Services Products and License Agreement

*This report was prepared by Akram Askoul, Director Technology Services in consultation with Laura Rullo, Finance Manager, and Stephen Harman, Materials Manager. Reviewed by Vita Gauley, General Counsel, Chief's Office. Recommended by Paul Koscinski, Acting Deputy Chief, Support Services.*



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**Submitted by:**

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

## Appendices

Appendix 1 – OnX Quote #QTV 4.07.19.1.167922



## Appendix 1

### Niagara Regional Police Services

#### Customer Contact

<b>Name:</b>	Akram Askoul
<b>Email:</b>	<a href="mailto:akram.askoul@niagarapolice.ca">akram.askoul@niagarapolice.ca</a>
<b>Phone:</b>	905-688-4111 x 1007710
<b>Address:</b>	5700 Valley Way Niagara Falls, ON L2E 1X8

#### Quote Fields

<b>Quote Number:</b>	QTV 4.07.19.1.167922
<b>Quote Date:</b>	20-Jun-2025
<b>Quote Expiration:</b>	26-Jun-2025
<b>Billing Cycle:</b>	Annual

#### Quote Summary

Contract ID	Renewal Price
ERP 7218188 Year 1 in CAD	\$332,949.44
ERP 7218188 Year 2 in CAD	\$332,949.44
ERP 7218188 Year 3 in CAD	\$332,949.44
<b>Total in CAD</b>	<b>\$998,848.32</b>

#### [Terms and Conditions](#)

See Tab 2 for details

OnX Enterprise Solutions Ltd.  
20 Toronto St., Suite 800  
Toronto, ON M5C 2B8

This quote constitutes an offer to sell products and services contained herein. Freight and taxes are not included in the quote total unless otherwise indicated and are subject to change upon final invoice. OnX reserves the right to amend the pricing provided in this quote prior to receiving the Client's purchase order for any reason, including but not limited to an increase in tariffs or other market conditions impacting OnX's costs. Absent any negotiated agreement between the parties, this quote shall be governed by the Master Services, Products, and License Agreement available at <https://www.onx.com/master-services-products-and-license-agreement>. CLIENT'S ACCEPTANCE OF THE QUOTE IS EXCLUSIVELY LIMITED TO ACCEPTANCE OF ONX'S TERMS. ONX HEREBY OBJECTS TO AND REJECTS ANY PROPOSAL BY CLIENT FOR ADDITIONAL OR DIFFERENT TERMS.

Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_

### Broadcom - Services Support Quotation

#### Account Representative

<b>Name:</b>	Richard Rahil
<b>Email:</b>	<a href="mailto:Richard.rahil@onx.com">Richard.rahil@onx.com</a>

#### Service Representative

<b>Name:</b>	Patrizia Carbone
<b>Email:</b>	<a href="mailto:patrizia.carbone@onx.com">patrizia.carbone@onx.com</a>
<b>Phone:</b>	(365)606-5041

#### Notes

<b>3 year Annual Renewal Quote</b> Pricing in CAD. Pricing subject to FX rate. Taxes excluded. Quote valid until 26 June 2025 3 year Annual Payment renewal, please provide an upfront PO covering all 3 years Year 1 to be invoiced at time of order Year 2 to be invoiced on anniversary date Year 3 to be invoiced on anniversary date
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## **NIAGARA REGIONAL POLICE SERVICE**

### **Police Service Board Report**

#### **PUBLIC AGENDA**

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**Subject:** Special Fund Requests  
**Report To:** Chair and Members, Niagara Police Service Board  
**Report Date:** 2025-07-02

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### **Recommendation(s)**

**That the Regional Municipality of Niagara Police Service Board (Board) authorizes Special Fund donations.**

### **Key Facts**

The purpose of this report is to seek the Board's approval for donations from the Special Fund for the following:

- Niagara Regional Fire Chiefs' Association Golf Tournament \$900.00
- 4th Annual Cliff Priest Memorial Golf Tournament \$1650.00
- Penner Home Hardware Bravehearts Gala \$3500.00
- Youth and Citizen Academy \$5000.00

Details of each Special Fund Request are attached in Appendix 1.

### **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 Community Safety and Policing Act (CSPA), and with Board By-law 403-2024, Special Fund Administration, Limitations and Guidelines. Section 258 (2) of the CSPA establishes that the Niagara Police Service 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, including charitable donations." These funds do not form part of the police operating budget and are separate from the Regional tax base.

### **Analysis**

These Special Fund requests are submitted to the Police Service Board with a detailed report for each in Appendix 1.



## **Alternatives Reviewed**

To not support the requests.

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

The Special Fund requests are aligned with the Niagara Regional Police Service 2022-2025 Strategic Plan and Niagara Regional Police Service Board By-law 403-2024, Special Fund Administration, Limitations and Guidelines.

## **Relevant Policy Considerations**

By-Law 403-2024, Special Fund Administration, Limitations and Guidelines.

## **Other Pertinent Reports**

Not Applicable

*This report was prepared by Inspector Nilan Davé, Office of the Chief, and reviewed by Mario Lagrotteria, Acting Chief of Police.*



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### **Submitted by:**

Mario Lagrotteria #9187  
Acting Chief of Police

## **Appendices**

Appendix 1 – Special Fund Requests



# NIAGARA REGIONAL POLICE SERVICE

## Appendix 1

### Special Fund Request

**Note: If necessary, Open in Desktop, Download, or Save Form to create a fillable form – then save and forward through Chain of Command**

*(Please limit to two pages per Special Fund Request)*

**1. Request for Funding (Sections A-O):**

**A. Event (Event Name):**

Niagara Regional Fire Chiefs Association 26<sup>th</sup> Annual Golf Classic

**B. Date of Event (YYYY-MM-DD):**

2025-09-25

**C. Hosting Agency and Benefactor of the Event (if any):**

Host: Niagara Regional Fire Chiefs Association (NRFCA)

Benefactor: Community Care, St. Catharines &  
Thorold (CCSTC&T)

**D. Brief Description of the Event:**

The NRFCA 26<sup>th</sup> Annual Golf Classic will be held at Peninsula Lakes golf course on Thursday September 26, 2024. The Special Fund donation of \$900.00 will cover the cost of sponsoring a foursome of golfers at the tournament.

These funds will contribute to an annual event led by the NRFCA over many years that supports our community. The 2025 NRFCA donations go to Community Care, St. Catharines and Thorold (CCSTC&T) who have been supporting those in need since 1919.

Their programs have expanded to 20 in total, including the 1994 expansion into Thorold.

CCSTC&T is more than a food bank. In addition to food security, they offer services that address housing access, medical emergencies, clothing and household goods, an Identification Clinic, homelessness prevention, and a Trusteeship Program for both youth and adults.

CCSTC&T also runs seasonal programs such as the Back-to-School Program and the Christmas Program and led the creation of Feed Niagara, an alliance of 10 food security agencies that work together to share resources and maximize food recovery efforts across the region.

**E. Service Staff or Board Members Attending (*if applicable*) (Name, Rank of Members):**

To be determined, senior leaders and/or PSB members.

**F. Aligns with the Special Fund guiding principles (Community Relations, Board/Service Relations, or Public Education/Awareness) (*Please explain how the event aligns with the three categories as outlined in the Guiding Principles of Administration, Limitations and Guidelines of the Special Funds By-Law 403-2024 and the Service's Strategic Plan (i.e., Goal 2.2 Objective)*):**

This is a community engagement event which supports the NRFCA (representing all 12 Municipalities in the Niagara Region) and their efforts to assist area charities and organizations and build a stronger community.

This request aligns with the Police Service By Law #403-4024 Respecting the administration, limitations and guidelines of the Special Fund. 5.1 a) Community Relations through Involvement with Police-Related Organizations - Intended to enable the Board/Service to purchase tickets or contribute donations for individuals officially representing the Police Service Board and/or the Niagara Regional Police at external organizations and/or fundraising events. The attendance and participation of Board and Service members at fundraising events for organizations that work closely with the Niagara Regional Police Service serves to demonstrate the Board's goodwill and community involvement.

This relates to the 2022-2025 Strategic Plan Goal #2 "Community Engagement and Collaboration", Objective 1,0: "To Strengthen relationships and build trust with our community."

By raising funds for local charities, we have a positive impact on our local communities.

**G. Detail account of funds requested and its intended uses:**

Items	Amount
Registration Fee – One Foursome	\$900.00
Total Amount Requested:	\$900.00

**H. Funds will be disbursed by (*Please provide the cheque payable to "Name of Agency" and address to mail cheque OR issued to Niagara Regional Police under the control of the finance unit*):**

Registration can be paid by cheque, payable to:

Niagara Regional Fire Chiefs Association  
Sylvia Zappitelli, c/o Pelham Fire Department, 177 Highway 20 West, PO Box  
323, Fonthill, ON, L0S 1E0

- I. Submitted by: Nilan Davé, Inspector #9260, Chief's Executive Officer
- J. Immediate Supervisor Approval: N.A.
- K. Program Manager Approval: N.A.
- L. Sponsored by (*Member of the Executive Leadership Team*): Mario Lagrotteria, Acting Chief of Police #9187
- M. Date Submitted to Chief's Office: July 14, 2025
- N. Chief's Approved ☒ or Denied ☐
- O. Chief's Comments:

Click or tap here to enter text.

**2. Post Event Report:**

- A. Please provide a follow-up report on the outcome of the event(s), achievement of the main objective, and members that attended the event (*please limit to 2-3 paragraphs*):

Click or tap here to enter text.

**B. Final Financial Report\* (*to be completed by Finance*):**

Items	Funding Request	Amount Spent	Difference
Total Amount			

*\*Any unspent funds will be returned to the Special Funds Account*



# NIAGARA REGIONAL POLICE SERVICE

## Appendix 1

### Special Fund Request

**Note: If necessary, Open in Desktop, Download, or Save Form to create a fillable form – then save and forward through Chain of Command**

*(Please limit to two pages per Special Fund Request)*

**1. Request for Funding (Sections A-O):**

**A. Event (Event Name):**

4th Annual Cliff Priest Memorial Golf Tournament – “The Clifford”

**B. Date of Event (YYYY-MM-DD):**

2025-09-15

**C. Hosting Agency and Benefactor of the Event (if any):**

Host: Niagara Regional Police Association

Benefactor: Victim Services Niagara

**D. Brief Description of the Event:**

The Niagara Regional Police Association (NRPA) 4th Annual Cliff Priest Memorial Golf Tournament will take place at the Bridgewater Country Club in Fort Erie on Monday September 15, 2025. A Special Fund donation of \$1650.00 will cover the cost of a Bronze sponsorship (one golfer and signage) and three additional golfers, thereby sponsoring a foursome of golfers at the tournament.

The NRPA has been hosting a charity golf tournament for over 17 years, but it was renamed in 2022 in honour of the former president, Cliff Priest, after his sudden passing in July of 2021.

These funds will contribute to an annual event led by the NRPA that supports our community and this year proceeds will be given to Victim Services Niagara. Victim Services Niagara utilizes trained staff and volunteers to deliver crisis intervention, information and referral services to victims of crime and tragic circumstances 24 hours a day, seven days a week. Victim Services Niagara is a close partner of the Service assisting victims of crime.

**E. Service Staff or Board Members Attending (if applicable) (Name, Rank of Members):**

To be determined, senior leaders and/or PSB members.

**F. Aligns with the Special Fund guiding principles (Community Relations, Board/Service Relations, or Public Education/Awareness) (Please explain how the event aligns with the three categories as outlined in the Guiding Principles of Administration, Limitations and Guidelines of the Special Funds By-Law 403-2024) and the Service's Strategic Plan (i.e., Goal 2.2 Objective):**

This request aligns with the Police Service By Law #403-4024 Respecting the administration, limitations and guidelines of the Special Fund. 5.1 a) Community Relations through Involvement with Police-Related Organizations - Intended to enable the Board/Service to purchase tickets or contribute donations for individuals officially representing the Police Service Board and/or the Niagara Regional Police at external organizations and/or fundraising events. The attendance and participation of Board and Service members at fundraising events for organizations that work closely with the Niagara Regional Police Service serves to demonstrate the Board's goodwill and community involvement.

This relates to the 2022-2025 Strategic Plan Goal #2 "Community Engagement and Collaboration", Objective 1,0: "To Strengthen relationships and build trust with our community."

Supporting the raising of funds for Victim Services Niagara through "The Clifford" golf tournament, will have a positive impact on our local communities.

**G. Detail account of funds requested and its intended uses:**

Items	Amount
Bronze sponsorship and foursome	\$1650.00
Total Amount Requested:	\$1650.00

**H. Funds will be disbursed by (Please provide the cheque payable to "Name of Agency" and address to mail cheque OR issued to Niagara Regional Police under the control of the finance unit):**

Registration can be paid by cheque, payable to:

Niagara Regional Police Association  
1706 Merrittville Hwy, RR2, Welland ON L5B 5N5

- I.** Submitted by: Nilan Davé, Inspector #9260, Chief's Executive Officer
- J.** Immediate Supervisor Approval: N.A.
- K.** Program Manager Approval: N.A.
- L.** Sponsored by (*Member of the Executive Leadership Team*): Mario Lagrotteria, Acting Chief of Police #9187.
- M.** Date Submitted to Chief's Office: July 14, 2025
- N.** Chief's Approved ☒ or Denied ☐
- O.** Chief's Comments:

Click or tap here to enter text.

**2. Post Event Report:**

- A.** Please provide a follow-up report on the outcome of the event(s), achievement of the main objective, and members that attended the event (*please limit to 2-3 paragraphs*):

Click or tap here to enter text.

**B.** Final Financial Report\* (*to be completed by Finance*):

Items	Funding Request	Amount Spent	Difference
Total Amount			

*\*Any unspent funds will be returned to the Special Funds Account*



# NIAGARA REGIONAL POLICE SERVICE

## Appendix 1

### Special Fund Request

**Note: If necessary, Open in Desktop, Download, or Save Form to create a fillable form – then save and forward through Chain of Command**

*(Please limit to two pages per Special Fund Request)*

**1. Request for Funding (Sections A-O):**

**A. Event (Event Name):**

Annual Penner Home Hardware “BraveHearts” Gala for the Kristen French Child Advocacy Centre

**B. Date of Event (YYYY-MM-DD):**

2025-11-07

**C. Hosting Agency and Benefactor of the Event (if any):**

Host: Sponsored by Penner Home Hardware

Benefactor: Kristen French Child Advocacy Centre

**D. Brief Description of the Event:**

This Special Fund Request is to seek the Board’s approval in authorizing the payment of \$3,500.00 for the purchase of a Silver Sponsorship that includes a corporate table and print program sponsorship.

The Silver Sponsorship will support the Penner Home Hardware “BraveHearts” Gala for the Kristen French Child Advocacy Centre. The event takes place on Friday November 7, 2025, at Central Niagara in Niagara-on-the-Lake. The annual gala features a live and silent auction, premier musical entertainment, and special guests. The Kristen French Child Advocacy Centre is an important community partner that brings children and families together in a safe and secure environment where they are supported, comforted, and provided the opportunity to heal from traumatic childhood events.

The mission of the Kristen French Child Advocacy Centre is to service children and families in the Niagara Region who have been impacted by child abuse. The Centre provides an



environment that is child-focused and private, offering a safe and non-threatening place for children and youth to disclose their experience of abuse to specially trained teams from the Niagara Regional Police Service and Family and Children's Services.

The Centre's caring professionals are committed to making life easier for a child or youth who has experienced abuse. Mental health professionals from the Family Counselling Centre Niagara provide much needed follow-up counselling support at no cost and without a wait list.

**E. Service Staff or Board Members Attending (if applicable) (Name, Rank of Members):**

To be determined, senior leaders and/or Police Service Board members.

**F. Aligns with the Special Fund guiding principles (Community Relations, Board/Service Relations, or Public Education/Awareness) (Please explain how the event aligns with the three categories as outlined in the Guiding Principles of Administration, Limitations and Guidelines of the Special Funds By-Law 403-2024) and the Service's Strategic Plan (i.e., Goal 2.2 Objective):**

This request aligns with the Police Service By Law #403-4024 Respecting the administration, limitations and guidelines of the Special Fund. 5.1 a) Community Relations through Involvement with Police-Related Organizations - Intended to enable the Board/Service to purchase tickets or contribute donations for individuals officially representing the Police Service Board and/or the Niagara Regional Police at external organizations and/or fundraising events. The attendance and participation of Board and Service members at fundraising events for organizations that work closely with the Niagara Regional Police Service serves to demonstrate the Board's goodwill and community involvement.

This relates to the 2022-2025 Strategic Plan Goal #2 "Community Engagement and Collaboration", Objective 1.0: "To Strengthen relationships and build trust with our community; enhancing relationships with social service partner agencies."

**G. Detail account of funds requested and its intended uses:**

Items	Amount
Corporate Table (10) Sponsorship and Print Program Sponsorship	\$3,500.00
Total Amount Requested:	\$3,500.00

**H. Funds will be disbursed by (Please provide the cheque payable to "Name of Agency" and address to mail cheque OR issued to Niagara Regional Police under the control of the finance unit):**

Registration can be paid by cheque, payable to:

Kristen French Child Advocacy Center  
c/o Katie Marino  
8 Forster Street  
St. Catharines ON L2N 1Z9

- I. Submitted by: Nilan Davé, Inspector #9260, Chief's Executive Officer
- J. Immediate Supervisor Approval: N.A.
- K. Program Manager Approval: N.A.
- L. Sponsored by (*Member of the Executive Leadership Team*): Mario Lagrotteria, Acting Chief of Police #9187
- M. Date Submitted to Chief's Office: July 14, 2025
- N. Chief's Approved ☒ or Denied ☐
- O. Chief's Comments:

Click or tap here to enter text.

**2. Post Event Report:**

- A. Please provide a follow-up report on the outcome of the event(s), achievement of the main objective, and members that attended the event (*please limit to 2-3 paragraphs*):

Click or tap here to enter text.

**B. Final Financial Report\* (*to be completed by Finance*):**

Items	Funding Request	Amount Spent	Difference
Total Amount			

*\*Any unspent funds will be returned to the Special Funds Account*



# NIAGARA REGIONAL POLICE SERVICE

## Appendix 1

### Special Fund Request

**Note: If necessary, Open in Desktop, Download, or Save Form to create a fillable form – then save and forward through Chain of Command**

*(Please limit to two pages per Special Fund Request)*

**1. Request for Funding (Sections A-O):**

**A. Event (Event Name):**

Niagara Regional Police Service (NRPS) Youth and Citizen Academy 2025

**B. Date of Event (YYYY-MM-DD):**

Academies will convene in the Fall 2025.

**C. Hosting Agency and Benefactor of the Event (if any):**

Niagara Regional Police Service

**D. Brief Description of the Event:**

This Special Fund Request is to seek the Board's approval for \$5000.00 for the Niagara Regional Police Service Youth and Citizen Police Academy Program to assist with program costs (NRPS related items to hand out to the participants, incidental costs, and graduation events).

Citizen police academies were first formed in the late 1970s in the United Kingdom. Since that time Citizen Police Academies have become quite popular across North America. Multiple police services in Ontario have programs including the Ontario Provincial Police, Toronto Police Service, London Police Service, Waterloo Police Service, Halton Police Service, Brantford Police Service, South Simcoe Police Service, Hamilton Police Service, Owen Sound Police Service, Durham Police Service, and Chatham Kent Police Service.

A citizen academy is a free opportunity for members of the communities to meet and interact with police personnel and learn firsthand what police officers do every day. Over the duration of the multi-week program the NRPS would have opportunities to engage with members of our

communities which will foster a better understanding of policing and create community based, knowledge backed champions. Taught by NRPS subject matter experts, students will also gain a better understanding of how they can partner with us to keep our communities safe.

The NRPS Citizen Police Academy will provide citizens of Niagara with a unique opportunity to gain insight into the policing profession. Through interactive sessions and firsthand experiences, participants will develop a deeper understanding of the role of modern-day policing in the region.

The Citizen Police Academy is/was not intended to train or encourage community members to be police officers. Instead, the hope is that by giving community insight into police services and operations, residents will have a better understanding of the NRPS, the services provided, and the decisions made, sometimes in an emergency or crisis.

The expansion to include a Youth Academy, Grade 7 and 8 students, builds on the success of the inaugural NRPS Citizen Academy held in Fall of 2024.

There will be twenty participants in the Citizen Academy and twenty participants in the Youth Academy.

**E. Service Staff or Board Members Attending (*if applicable*) (Name, Rank of Members):**

NRPS members from various units and ranks, including Chief Fordy.

**F. Aligns with the Special Fund guiding principles (Community Relations, Board/Service Relations, or Public Education/Awareness) (*Please explain how the event aligns with the three categories as outlined in the Guiding Principles of Administration, Limitations and Guidelines of the Special Funds By-Law 403-2024*) and the Service's Strategic Plan (i.e., Goal 2.2 Objective):**

This request aligns with the Police Service By Law #403-4024 Respecting the administration, limitations and guidelines of the Special Fund. 5.1 a) Community Relations through Involvement with Police-Related Organizations - Intended to enable the Board/Service to purchase tickets or contribute donations for individuals officially representing the Police Service Board and/or the Niagara Regional Police at external organizations and/or fundraising events. b) Board/Police Service Relations - To assist members of the police service to participate in police-sponsored events, with the goal of enhancing the image of the Niagara Regional Police in other communities as well as homeThis is also related to the 2022-2025 Strategic Plan Goal 2: Community Engagement and Collaboration - Objective 1.0 To strengthen relationships and build trust with our community.

**G.** Detail account of funds requested and its intended uses:

Items	Amount
NRPS polos and hats for participants along with other program incidentals	\$5000.00
Total Amount Requested:	\$5000.00

**H.** Funds will be disbursed by *(Please provide the cheque payable to “Name of Agency” and address to mail cheque OR issued to Niagara Regional Police under the control of the finance unit):*

Funds (\$5000.00) to be issued to Niagara Regional Police under the control of the Finance Unit.

**I.** Submitted by: Stephanie Sabourin, Manager, Corporate Communications

**J.** Immediate Supervisor Approval: Nilan Davé, Inspector #9260, Chief’s Executive Officer

**K.** Program Manager Approval: N/A

**L.** Sponsored by *(Member of the Executive Leadership Team)*: Mario Lagrotteria, Acting Chief of Police #9187

**M.** Date Submitted to Chief’s Office: 2025-07-14

**N.** Chief’s Approved ☒ or Denied ☐

**O.** Chief’s Comments:

Click or tap here to enter text.

**2.** Post Event Report:

**A.** Please provide a follow-up report on the outcome of the event(s), achievement of the main objective, and members that attended the event *(please limit to 2-3 paragraphs)*:

Click or tap here to enter text.

**B. Final Financial Report\* (to be completed by Finance):**

Items	Funding Request	Amount Spent	Difference
Total Amount			

*\*Any unspent funds will be returned to the Special Funds Account*



## INTERNAL CORRESPONDENCE

**To:** Chair and Members

**From:** Deb Reid

**Dept:** Niagara Police Service Board

**Dept:** Executive Director  
Niagara Police Service Board

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**Date:** June 25, 2025

**Re: Police Service Board By-law – Amendment to Administration of the Police Service**

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Purpose:

The purpose of this report is to provide the Board with proposed amendments to By-law 522-2024: Administration of the Police Service to ensure continued compliance with the *Community Safety and Policing Act, 2019 (CSPA)*, and its Regulations.

Background Information and Discussion:

On April 1, 2024, the *Community Safety and Policing Act, 2019 (CSPA)* and its associated Regulations came into force. The CSPA is a significant step forward in modernizing policing and enhancing community safety across Ontario. All Police Service Boards and Police Services are required to comply with the CSPA and its Regulations. As part of this compliance, the CSPA requires Boards to establish policies governing the administration of their Police Service.

To meet these legislative requirements under the CSPA and Ontario Regulation 392/23: Adequate and Effective Policing (General), the Board approved By-law 522-2024 on October 31, 2024. This By-law directs the Chief of Police to ensure the administration of the Service is consistent with the CSPA, its Regulations, and all applicable Board By-laws and policies. The Chief of Police provides regular reports to the Board to demonstrate compliance and inform the budget process, strategic planning, and ongoing evaluation of the Service's operational needs.

This By-law is now being updated to reflect an administrative change. When the Framework for Annual Reporting By-law was consolidated with the Framework for Strategic Planning, the provisions related to Organizational Structure required relocation. As a result, the policy requirement for Organizational Structure, previously listed within the Framework for Annual Reporting, is being moved to the Administration of the Police Service By-law, Section 4.3, and where it is more appropriately aligned.

Cost of Recommendation:

There will be no additional costs associated with the implementation of the attached By-law. Specific costs resulting from the administration of the Police Service are dealt with by the Chief of Police 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 By-law presented complies with the CSPA and its Regulations and Ministry of the Solicitor General guidelines and there are no realistic alternatives.

Reasons for Recommendation:

Subsection 38 (1) (a) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, (“CSPA”) requires the Police Service Board shall establish policies respecting the administration of the Police Service. This provision is a mandated responsibility of Police Service Boards. This By-law ensures compliance with the CSPA and its Regulations. The Board Solicitor, Woody McKaig, has reviewed and endorsed this By-law and it is now presented to the Board for final approval.

Recommendation:

**That the Board adopt the administrative amendments to By-law 522-2024 as appended to this report;**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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. 522-2024

### A BY-LAW RESPECTING THE ADMINISTRATION OF THE POLICE 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 (1) (a) of the CSPA provides that a Police Service Board shall establish policies respecting the administration of the Police Service;
- 1.3 AND WHEREAS subsection 38 (2) of the CSPA provides that a Police Service Board shall establish policies respecting matters related to the Police Service or the provision of policing;
- 1.4 AND WHEREAS, O. Regulation 392/93: Adequate and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;
- 1.5 AND WHEREAS the Board deems it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Section 38 of the CSPA that the Board have a policy on the administration of the police service.

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 “Member” means a member of the Niagara Regional Police Service;
- 2.5 “Ministry” means the Ministry of the Solicitor General;
- 2.6 “Municipality” means the Regional Municipality of Niagara; and

2.7 “Service” means the Niagara Regional Police Service.

### **3 BOARD POLICY**

3.1 Under the CSPA, Police Service Boards are entrusted with the governance and oversight of policing within their municipalities.

3.2 The Board is committed to developing evidence-based, community-centred, and equitable policies to govern the Niagara Regional Police Service to foster increased trust between the Niagara Regional Police Service and the community.

3.3 Sections 37-39 of the CSPA define the role and duties of the Board. The primary role of the Board is to ensure that adequate and effective policing is provided within the Niagara Region. Legislated responsibilities are set out in Section 37 of the CSPA and include:

- 1) Ensure the provision of adequate and effective policing;
- 2) Ensure that any police facilities used by the Board comply with any prescribed standards;
- 3) Prepare and adopt a diversity plan to ensure the Members of the Police Service reflect the diversity of the area subsection 37 (1);
- 4) Employ the Members of the Police Service;
- 5) Appoint Members of the Police Service as police officers;
- 6) Recruit and appoint the Chief of Police and any Deputy Chief of Police and determine their remuneration and working conditions, taking their submissions into account;
- 7) Monitor the Chief of Police’s performance;
- 8) Conduct a review of the Chief of Police’s performance at least annually in accordance with the regulations made by the Minister, if any;
- 9) Monitor the Chief of Police’s decision regarding the restrictions on secondary activities set out in Section 89 and review the reports from the Chief of Police on those decisions;
- 10) 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;
- 11) Perform such other duties as are assigned to it by or under this or any other Act, including any prescribed duties.

The Board negotiates collective agreements and approves the capital and operating budgets.

3.4 The Board commits to fulfilling this responsibility by ensuring that policing actions and consequences are consistent with community needs, values, and expectations. The Board is committed to ensuring that the principles of integrity and accountability govern the oversight and management practices of the Board and the Niagara Regional Police Service.

### **4 DIRECTION TO THE CHIEF**

4.1 The Chief of Police is responsible for administering the police service and overseeing its operation in accordance with the objectives, priorities and policies established by the Board.

4.2 The Chief of Police is to ensure the administration of the police service is in compliance with the CSPA, its regulations, and applicable Board By-laws and policies.

#### 4.3 ORGANIZATIONAL STRUCTURE

4.3.1 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.

4.3.2 Where the Chief proposes change(s) to the organizational structure that require reporting pursuant to Board By-law 412-2024, 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 Any By-laws, sections of by-laws and policies of the Board inconsistent with the provisions of this By-law are hereby repealed.

5.2 This By-law shall come into force on the date of its passage.

5.3 The Chief shall implement this By-law, where applicable, through General Order.

ENACTED AND PASSED this 24<sup>th</sup> day of July, 2025.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

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Pat Chiocchio, Chair

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Deb Reid, Executive Director



## INTERNAL CORRESPONDENCE

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

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**Date:** June 24, 2025

**Re: Amendments to Police Service Board By-law  
Framework for Strategic Planning and Annual Reporting**

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Purpose:

The purpose of this report is to present the Board with a draft by-law that consolidates the Framework for Annual Reporting By-law with the Framework for Strategic Planning By-law to ensure continued compliance with current legislative requirements.

Background and Discussion:

On April 1, 2024, the Community Safety and Policing Act, 2019 (CSPA) and its associated Regulations came into force, marking a significant milestone in the modernization of policing legislation in Ontario. The CSPA is designed to enhance public safety and accountability by strengthening governance, promoting transparency, and supporting more effective delivery across all communities in Ontario. As a result, all Police Services and Police Service Boards across the province are required to operate in full compliance with the CSPA and its Regulations.

In alignment with the new legislative framework, and pursuant to the requirements set out in Ontario Regulation 399/23: General Matters Under the Authority of the Lieutenant Governor In Council, the Board approved two foundational by-laws. By-law 413-2024: The Framework for Strategic Planning on February 22, 2024 and By-law 445-2024: The Framework for Annual Reporting on March 28, 2024.

These by-laws established clear governance policies with respect to the development and maintenance of a Strategic Plan for the Niagara Regional Police Service (NRPS), as well as the annual reporting obligations of the Chief of Police relating to the performance and activities of the police service.

Following a comprehensive review led by the Chief of Police, and a review of Board by-laws conducted by the Executive Director, it was determined that further refinements were necessary to ensure full alignment with the CSPA and its regulatory obligations. As a result of this review, the provisions contained in the original Framework for Annual Reporting By-law have now been integrated into an updated version of the Strategic Planning Framework. This consolidation reflects a more cohesive and streamlined approach, eliminating redundancy while ensuring that both strategic direction and annual performance reporting are address in a single, comprehensive governance document.

The revised framework also formalizes changes to the structure of the NRPS Annual Report, transitioning from a traditional statistical report to a modernized format consistent with reporting standards. These changes were reflected in the 2024 Annual Report/Strategic Plan Update, which was presented to the Board at its meeting on June 26, 2025.

The proposed consolidated by-law has been reviewed by the Board Solicitor, Woody McKaig, and NRPS Legal Counsel Vita Gauley. Following their legal review and endorsement, the revised by-law is now submitted to the Board for final approval.

Cost of Recommendation:

There will be no additional costs associated with the implementation of the attached By-law. Specific costs resulting from the Framework for Strategic Planning and Annual Reporting are dealt with by the Chief of Police 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 By-law presented complies with the CSPA and its Regulations and Ministry of the Solicitor General guidelines and there are no realistic alternatives.

Recommendation:

**That the Board rescind By-law No. 413-2024: The Framework for Strategic Planning, and By-law No. 445-2024: The Framework for Annual Reporting;**

**And further, that the Board adopt the amended By-law No. 535-2025: The Framework for Strategic Planning and Annual Reporting, as attached to this report.**



Deb Reid  
Executive Director

Encl. (1)  
By-law 535-2025: Framework for Strategic Planning and Annual Reporting



**BY-LAW NO. 535-2025**

**A BY-LAW RESPECTING  
THE FRAMEWORK FOR STRATEGIC PLANNING AND 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, as amended* ("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 a Police Service Board shall in accordance with the regulations, if any, prepare and adopt a Strategic Plan for the provision of policing;
- 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 Service 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;

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 “Member” means a member of the Niagara Regional Police Service;
- 2.5 “Ministry” means the Ministry of the Solicitor General;
- 2.6 “Municipal Council” means the Municipal Council of the Regional Municipality of Niagara;
- 2.7 “Service” means the Niagara Regional Police Service.

## **3 POLICY**

- 3.1 The Board and the Niagara Regional Police Service are committed to providing quality policing to the citizens of Niagara Region. The development of a sound Strategic Plan that reflects the needs of our communities and of the Niagara Regional Police Service and regular reporting to the Board on the Strategic Plan are fundamental to the effective delivery of adequate and effective policing, and it is therefore the policy of the Board to establish a framework for strategic planning and reporting that is consistent with the guidelines provided by the Ministry of Solicitor General and in accordance with Section 39 of the CSPA and this By-law.

## **4 ROLES & RESPONSIBILITIES**

### **4.1 Police Service Board**

The Board has the powers and responsibilities set out in the recitals and in sections 3, 7 and 9 of this By-law. The practical effect of these legislative powers and responsibilities is that the Board develops and approves the process for strategic planning, monitors the consultation process, leads and participates in external consultations and environmental scanning; implements the external consultation process in order to obtain input from the

business community, regional and municipal councils, school boards and the public at-large; ensures data is analyzed and issues identified; participates in planning discussions and identifies policing priorities collaboratively with the Chief of Police; weighs costing factors and approves action plans and funding estimates; shares expectations regarding the success indicators and milestones; and reviews and assess reports from the Chief of Police.

4.2 **Chief of Police**

The Chief of Police has authority to make the operational and administrative decisions required to operate the Police Service. The role of the Chief of Police in connection with strategic planning policy role is to ensure implementation of this policy; to undertake internal consultation and organizational review; to analyze data and bring issues forward to the Board; to participate in planning discussions and identify policing priorities collaboratively with the Board; to estimate costs to identified priorities and goals and participate in funding allocation discussions; to provide the Board with details of agreed to policing priorities; and to prepare regular and annual reports.

5 **DIRECTION TO CHIEF**

5.1 **Procedures**

The Chief shall develop and implement procedures that are consistent with the requirements of the CSPA that provides a co-operative framework for strategic planning to achieve our legislative responsibilities and respond to community concerns.

6 **PROTOCOL**

6.1 The Board shall enter into a protocol with the Regional Municipality of Niagara that sets out the dates by which the Strategic Plan should be provided to Municipal Council, the responsibility for making it public, and if Municipal Council chooses, jointly determining and participating in the consultation process for the development of the Strategic Plan, in accordance with Section 39 of the CSPA and this By-law.

7 **FRAMEWORK FOR STRATEGIC PLANNING**

7.1 **FRAMEWORK FOR STRATEGIC PLANNING**

7.1.1 The Board, in consultation with the Chief, will prepare a framework for the development of a Strategic Plan that is consistent with the requirements of Section 39 of the CSPA.

7.1.2 The framework referred to in subsection 7.1.1. above for the development of a Strategic Plan will include consultation on:

- a. an environmental scan of the community that highlights crime, calls for service and public disorder trends within the community;
- b. the results achieved by the Service in relation to the Strategic Plan currently in effect;
- c. a summary of the workload assessments and service delivery evaluations undertaken during the existing Strategic Plan cycle;
- d. the Board's proposals with respect to the Service's objectives, core business and functions, and performance objectives and indicators for the functions set out in O. Reg. 392/23: Adequate and Effective Policing (General); and



- e. the estimated cost of delivering adequate and effective police services to meet the needs in the draft Strategic Plan.

## 7.2 PERFORMANCE OBJECTIVES

7.2.1 The Board, in consultation with the Chief, will consider the following factors when developing performance objectives:

- a. the Service's existing and/or previous performance and estimated costs;
- b. crime, calls for services and public disorder analysis and trends, and other social, demographic and economic factors that may impact on the community;
- c. the type of performance objectives, indicators and results being used/achieved in other similar/comparable jurisdictions;
- d. the availability of measurements of assessing the success in achieving the performance objectives; and
- e. community expectations, derived from the consultation process, community satisfaction surveys and victimization surveys.

## 7.3 INFORMATION TECHNOLOGY

7.3.1 The Board, in consultation with the Chief, will include in the Strategic Plan an information technology plan that:

- a. is based on an evaluation of the Service's information technology needs, including its ability to mitigate risk and its capacity to electronically share information with other agencies, organizations and community groups;
- b. requires periodic review of key business processes, practices and related technology to identify possible changes that may reduce the administrative workload of front-line officers; and
- c. addresses information technology acquisition, updating, replacement and training.

## 7.4 POLICE FACILITIES

7.4.1 The Board, in consultation with the Chief, will include in the Strategic Plan, a police facilities plan that, at minimum, ensures that the Service maintains one or more police facilities that are accessible to the public during normal working hours, and that during all other hours, the public has telecommunications access to a communications centre.

7.4.2 The Chief will implement a resource planning methodology that is either automated or manual and which takes into account the Strategic Plan and existing demands for service.

## 7.5 COMMUNICATION OF STRATEGIC PLAN

7.5.1 The Board, in consultation with the Chief, will establish a process, with Municipal Council, for the communication of the Strategic Plan to:

- a. Members; and
- b. Members of the public.

The Board's approved Strategic Plan will be provided to Members of Regional Council in accordance with the *Protocol For The Sharing of Information Between The Regional Municipality of Niagara Police Service Board and The Regional*

*Municipality of Niagara* as referred to in subsection 6.1 (a copy of which is attached hereto as Appendix A).

- 7.5.2 The Chief of Police will ensure the Strategic Plan is communicated to all members of the Niagara Regional Police, and that it is available to the general public on the Niagara Regional Police web site.

## 7.6 COST PROJECTIONS

- 7.6.1 The Chief shall ensure that the Strategic Plan includes the operating and capital budgets and estimated cost projections for implementing the Strategic Plan for each year that the plan covers.

## 8 STRATEGIC PLAN

- 8.1 The Board shall develop a Strategic Plan in accordance with Section 39 of the CSPA and this By-law.

The Strategic Plan shall address at least the following matters:

1. How the Police Service Board will ensure the provision of adequate and effective policing in accordance with the needs of the population of the area.
2. The objectives, priorities and core functions of the Police Service.
3. Quantitative and qualitative performance objectives and indicators of outcomes relating to:
  - (i) the provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
  - (ii) community satisfaction with the policing provided;
  - (iii) emergency calls for service;
  - (iv) violent crime and clearance rates for violent crime;
  - (v) drug crime and clearance rates for drug crime;
  - (vi) property crime and clearance rates for property crime;
  - (vii) youth crime and clearance rates for youth crime;
  - (viii) police assistance to victims of crime and re-victimization rates;
  - (ix) interactions with persons described in paragraphs 4 and 5 of this subsection;
  - (x) road safety; and
  - (xi) any other prescribed matters.
4. Interactions with,
  - (i) youths;
  - (ii) members of racialized groups; and
  - (iii) members of First Nation, Inuit and Métis communities.
5. Interactions with persons who appear to have a mental illness or a neurodevelopmental disability.
6. Information technology.
7. Resource planning.
8. Police facilities.
9. Any other prescribed matters.

- (2) The Strategic Plan must also provide an overview of the consultations that were conducted under subsection (3) and state whether and, if applicable, how the needs and concerns regarding policing identified during the consultations have been addressed by the Plan. 2019, c. 1, Sched. 1, s. 39 (2).
- (3) In preparing or revising the Strategic Plan, the Police Service Board shall consult with:
  - (a) Chief of Police;
  - (b) the municipal council of any municipalities in the Board's area of policing responsibility;
  - (c) the Band Councils of any First Nations in the Board's area of policing responsibility;
  - (d) groups representing diverse communities in the Board's area of policing responsibility;
  - (e) school boards, community organizations, businesses and members of the public in the Board's area of policing responsibility; and
  - (f) any other prescribed persons, organizations or groups. 2019, c. 1, Sched. 1, s. 39 (3).
- (4) In preparing or revising the Strategic Plan, the Police Service Board shall consider, at a minimum,
  - (a) the results of the consultations conducted under subsection (3);
  - (b) 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
  - (c) the needs of members of the diverse communities in the Board's area of policing responsibility, including the needs of members of racialized groups and of First Nation, Inuit, and Métis communities. 2019, c. 1, Sched. 1, s. 39 (4).
- (5) The Police Service Board shall review and, if appropriate, revise the Strategic Plan in accordance with the regulations, if any, at least once every four years. 2019, c. 1, Sched. 1, s. 39 (5).
- (6) The Police Service Board shall publish the Strategic Plan on the Internet in accordance with the regulations made by the Minister, if any.

## **9 FRAMEWORK FOR ANNUAL REPORTING**

### **9.1 FRAMEWORK FOR ANNUAL REPORTING**

- 9.1.1 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 this Board By-law and subsection 12 (1) (a) of O. Reg 399/23.
- 9.1.2 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.

9.2 ANNUAL REPORTING ON PUBLIC COMPLAINTS

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.

9.3 COST OF POLICING

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 the actual cost of policing.

**10 REPORT TO THE BOARD ON STRATEGIC PLAN**

10.1 The Chief shall provide the Board with updates on the progress related to the objectives in the Plan in June and December, with one of these updates being the annual report referenced in Section 10.2 below.

10.2 The Chief shall prepare and submit an annual report to the Board in June of each year that addresses the following:

- a. the implementation of the Strategic Plan and the achievement of the performance objectives identified in the Strategic Plan;
- b. the affairs of the Police Service;
- c. the provision of policing as it relates to any Community Safety and Well-Being Plan adopted by the Niagara Region and municipalities or First Nations that are in the Board's area of policing responsibility; and
- d. Any other prescribed matters.

10.3 The Board shall submit the report provided by the Chief of Police to Niagara Regional Council by no later than June 30 of each year, and publish the report on the Internet.

**11 IMPLEMENTATION**

11.1 By-law Nos. 293-2009, 356-2015, 413-2024, and 445-2024, 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.

11.2 This By-law shall come into force on the date of its passage.

11.3 The Chief shall implement this By-law, where applicable, through general order.

ENACTED AND PASSED this 24<sup>th</sup> day of July, 2025.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

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Pat Chiochio, Chair

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Deb Reid, Executive Director

**Attachments (1)**

**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)(a) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, ("CSPA") provides that a Board shall ensure that adequate and effective policing is provided 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 any other 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 Regional Municipality of Niagara (its municipality) that addresses the sharing of information, including the type of information to be shared and the frequency for sharing such information;

AND WHEREAS subsection 41 (4) of the CSPA, provides that the Regional Municipality of Niagara Police Service Board regardless of the existence of an information sharing protocol, shall provide the municipality, on request, 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 subsection 50(1) provides that a municipality that maintains a municipal board shall provide the board with sufficient funding to, a) comply with the Act and the regulations; and b) pay the expenses of the board's operations, other than the remuneration of board members.

**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](http://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 Board's 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.
    - iii) the needs of members of diverse communities in the board's area of policing responsibility, including the needs of members of racialized groups and of First Nation, Inuit and Métis communities.
  - (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, to the public no later than June 30 in each year.
  - (a) 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: 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 provision 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.

11. 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.

12. 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 28<sup>th</sup> day of March, 2024.

  
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Jen Lawson, Chair

  
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Deb Reid, Executive Director

#### **THE REGIONAL MUNICIPALITY OF NIAGARA**

DATED AT Thorold, Ontario this 3<sup>rd</sup> day of July, 2024.

  
\_\_\_\_\_  
Jim Bradley, Regional Chair

  
\_\_\_\_\_  
Ann-Marie Norio, Regional Clerk



## INTERNAL CORRESPONDENCE

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

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**Date:** June 17, 2025

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**Re: Amendments to Police Service Board By-law – Use of Force**

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Purpose:

The purpose of this report is to present the Board with proposed amendments to the Use of Force By-law to ensure continued compliance with current legislative requirements.

Background and Discussion:

On April 1, 2024, the Community Safety and Policing Act, 2019 (CSPA) and its associated Regulations came into force. The CSPA represents a modernization of policing legislation in Ontario, aimed at enhancing community safety. All Police Service Boards and Police Services are required to comply with the CSPA and its Regulations.

In accordance with the legislative requirements under the CSPA and Ontario Regulation 391/23 – Use of Force and Weapons, the Board approved By-law 506-2024 on April 25, 2024. This By-law established policy with respect to the Use of Force, including approved weapons, training requirements, handgun specifications, and related reporting obligations.

Following a recent internal audit conducted by the Executive Director using the Inspectorate of Policing reference guide, further revisions have been identified to ensure full compliance. Specifically, with Section 8 of O. Reg. 391/23, which addresses investigations into firearm discharge incidents where this is no injury or death, and Section 7 of O. Reg. 90/24, requirements for other reporting to the Minister under Section 4 of the CSPA. As a result, new Sections 1.6, 4.4.1, 4.4.2, 4.4.5, and 4.4.6 have been added to the By-law, along with updated reporting requirements under Section 5.2.2 (f). These revisions are highlighted in yellow in the attached document for ease of reference.

The Board Solicitor, Woody McKaig, and NRPS Legal Counsel Vita Gauley, have reviewed the proposed amendments and the By-law is now presented to the Board for final approval.

Cost of Recommendation:

There are no additional costs associated with implementing the amended By-law. Any ongoing or related expenses are managed by the Chief of Police and the Board through the regular annual budget process.



Alternative Options:

There are no viable alternatives to the proposed amendments. The Board is mandated to maintain a comprehensive set of policies governing all aspects of police service delivery. The amendments to By-law 506-2024 ensure compliance with the CSPA, O. Reg. 391/23, and the Ministry of the Solicitor General's guidelines.

Recommendation:

**That the Board adopt the amended By-law 506-2024, as attached to this report.**



Deb Reid  
Executive Director

Encl. (1)  
Revised By-law 506-2024: Use of Force



## BY-LAW NO. 506-2024

### A BY-LAW RESPECTING USE OF FORCE

#### 1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, as amended* ("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 *Criminal Code of Canada*, other legislation and case law address the use of force by police and other authorized persons;
- 1.4 AND WHEREAS O. Reg. 391/23: Use of Force and Weapons under the CSPA prescribes requirements in relation to the use of force, including use of approved weapons, training, the use/technical specifications for handguns and reporting;
- 1.5 AND WHEREAS O. Reg. 87/24: Training prescribes use of force training and requalification requirements, including weapons training;
- 1.6 AND WHEREAS subsection 7 of O. Reg. 90/24: General Matters Under the Authority of the Minister prescribes requirements for other reporting to the Minister under Section 4 of the CSPA;
- 1.7 AND WHEREAS Part AI-012 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 use of force.

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 “*Member*” means a member of the Niagara Regional Police Service;
- 2.5 “*Ministry*” means the Ministry of the Solicitor General; and
- 2.6 “*Service*” means the Niagara Regional Police Service.

### **3 BOARD POLICY**

- 3.1 The Board recognizes that issues involving the use of force are an important part of policing, and it is therefore the policy of this Board that issues involving use of force be dealt with in a professional and thorough manner in accordance with the procedures established by the Chief as directed in this By-law.

### **4 DIRECTION TO THE CHIEF**

#### **4.1 USE OF FORCE OPTIONS**

- 4.1.1 The Chief of Police shall ensure that Members use approved use of force options as set out in the O. Reg. 391/23: Use of Force and Weapons, the O. Reg. 87/24: Training, the Ministry of the Solicitor General Guidelines, the Ontario Use of Force Model and Appendix A, as amended from time to time.
- 4.1.2 The Chief shall establish written procedures on use of force that address the reasonable use of weapons of opportunity by police officers when none of the approved options are available or appropriate to defend themselves or members of the public.
- 4.1.3 The Chief shall ensure the ongoing review and evaluation of local use of force procedures, training and reporting.

#### **4.2 DOCUMENTARY PROCEDURES**

- 4.2.1 The Chief shall establish written procedures to ensure compliance with O. Reg. 391/23: Use of Force and Weapons under the CSPA.
- 4.2.2 The written procedures referenced above shall be in accordance with the use of force reporting guidelines described in Appendix A and the said O. Reg. 391/23.

#### **4.3 MEMBERSHIP AND TRAINING**

- 4.3.1 The Chief shall ensure that all Members receive at a minimum, prescribed adequate training, refresher training and re-qualification training in accordance with Appendix A and O. Reg. 87/24: Training, in respect of the use of force and related equipment provided by the Board including but not limited to officer safety, communication, physical control, handcuffing, impact weapons, aerosol weapons, conducted energy weapons and firearms.
- 4.3.2 The Chief shall maintain training records on the use of force and the use of firearms in respect of each Member, which records shall be maintained in each Member’s personnel file and shall contain at least the following information:
- (a) the date, nature and success of required training undertaken by the Member;
  - (b) the date or dates before which Members are to complete required training;

- (c) a copy of written notification given to Members who have failed to complete any aspect of required training within the required time; and
- (d) where requalification is required, a document signed by the qualified trainer that the officer has demonstrated safety and proficiency required to continue to use the specific use of force option which is the subject of the training.

#### 4.4

#### FIREARMS

4.4.1 The Chief shall provide the Minister, within 30 days of authorizing a member of the Police Service to carry a firearm under subsection 3(2) of Ontario Regulation 391/23 (Use of Force and Weapons), a report identifying:

- i. the type of firearm;
- ii. the ammunition that may be used with the firearm; and
- iii. the special purpose for which the firearm is authorized to be carried.

4.4.2 Use of Force reports are submitted to the Minister in accordance with the Regulation, and within 60 days of an incident that requires the submission of a report.

4.4.3 The Chief shall ensure that all reports on investigations of death or injury resulting from the discharge of a firearm made pursuant to Section 9 of O. Reg. 391/23: Use of Force and Weapons are submitted to the Board within thirty (30) days of such incident occurring.

4.4.4 The Chief shall immediately cause an investigation and file a report to the Board where a member, by the discharge of a firearm in the performance of his or her duty, kills or injures another person.

4.4.5 The Chief shall immediately cause an investigation to be made where a member unintentionally or intentionally discharges a firearm, except on a target range or in the course of ordinary weapon maintenance.

4.4.6 The Chief shall immediately cause an investigation and file a report to the Board and the Niagara Parks Commission where a Niagara Parks Police Service Special Constable intentionally discharges a firearm, except on a target range or in the course of ordinary weapon maintenance.

4.4.5 The Chief shall ensure that all instances of the Chief's discharge of a firearm in the course of their duties shall be reported back to the Board pursuant to Section 9 (5) of O. Reg. 391/23: Use of Force and Weapons within thirty (30) days of such incident occurring.

4.4.7 The Board, upon receiving a report on the investigation into an injury or death caused by the discharge of a Member's firearm, will:

- (a) review the report and make further inquiries as necessary; and
- (b) file a copy with the Solicitor General, including any additional inquiries of the Board.

4.4.8 The Board, upon being notified that the Chief of Police has discharged a firearm in the performance of their duty, will cause an investigation into the circumstances and file a report on the investigation with the Solicitor General.

#### 4.5 SPECIAL INVESTIGATIONS UNIT

- 4.5.1 The Chief shall develop and maintain a policy to ensure that incidents of serious injury or death are reported as required to the Special Investigations Unit, which procedure shall include:
- (a) The appointment of a Member from time to time to act as liaison between the Service and the Special Investigations Unit; and
  - (b) Service requirements for making reports to the Special Investigations Unit, including the time for making the report, the contents of the report and procedures for regular follow-up, if applicable.

#### 4.6 CRITICAL INCIDENT TRAUMA AFTERCARE

- 4.6.1 The Chief shall ensure that, whenever possible and necessary, a response strategy/protocol be developed in cooperation with emergency medical service personnel to address post-deployment medical attention for individuals subjected to use of force options, including activation of a conducted energy weapon and discharge of a firearm.
- 4.6.2 The Chief shall ensure that satisfactory critical incident trauma aftercare arrangements are made for Members, including medical and counseling services.

#### 4.7 EQUIPMENT

- 4.7.1 The Chief shall ensure that Members do not use a weapon other than a firearm, with the exception of those used on another Member in the course of a training exercise in accordance with procedures, unless:
- (a) that type of weapon has been approved for use by the Solicitor General;
  - (b) the weapon conforms to technical standards established by the Solicitor General; and
  - (c) the weapon is used in accordance with standards established by the Solicitor General.
- 4.7.2 The Chief shall ensure that every police officer is issued and carries a handgun that meets the technical specifications set out in O. Reg. 391/23: Use of Force and Weapons.
- 4.7.3 The Chief shall be authorized to issue a conducted energy weapon to police officers who are:
- (a) front-line officers and supervisors;
  - (b) Members of Tactical/Hostage Rescue Teams;
  - (c) Members of Preliminary Perimeter Control and Containment Teams; and
  - (d) other classes of officers as deemed appropriate.
- 4.7.4 The Chief shall ensure that every police officer is issued oleoresin capsicum aerosol spray and a baton.
- 4.7.5 The Chief shall report to the Board annually on or before August 30<sup>th</sup> of each year, confirming that all old equipment was turned in to the Service, and on the disposition of such equipment.

4.7.6 The Chief shall ensure,

- (a) that accurate records are maintained disclosing all equipment issued to each Member;
- (b) that old equipment is relinquished to the Service when no longer used by the Member; and
- (c) that a written procedure is implemented for the disposition of old equipment no longer used by the Members.

## **5 REPORT TO THE BOARD**

### **5.1 REPORTING REQUIREMENTS - EXCEPTION BASED REPORTING**

5.1.1 The Chief shall make written reports to the Board immediately following any incidents involving the discharge of a firearm:

- (a) when a Member of the police service, unintentionally discharges a firearm during the ordinary firearm maintenance in accordance with the rules of the Police Service;
- (b) there has been property damage;
- (c) there has been a personal injury or death;
- (d) the procedures with respect to firearms safety were not followed;
- (e) in any other circumstance where, in the opinion of the Chief, there is significant issue or potential liability to the Board or the Service.

### **5.2 REPORTING REQUIREMENTS**

5.2.1 The Chief shall make written reports to the Board as required by Sections 8 through 17 of O. Reg. 391/23: Use of Force and Weapons.

5.2.2 The said reports shall include but are not limited to an Annual Report on the use of force/training issues, which report shall disclose the following information and be made available to the community:

- (a) use of force trends, and the Service response to such trends, as disclosed by the procedures referred to in 4.2.1 above, and in accordance with Appendix A;
- (b) all matters which in Part B of the Use of Force report that were retained for more than the required timeframes outlined in Section 17(1), (2) and (3) of O. Reg. 391/23: Use of Force and Weapons made under the CSPA;
- (c) all matters which in Part B of the Use of Force report was retained for more than thirty (30) days, the reasons therefore, and the action taken in respect of Members in connection with the retained report;
- (d) in respect of training, whether Use of Force training meets or exceeds Ministry standards, as amended from time to time;
- (e) in respect of training, the number of Members who did not successfully complete the required training, the reasons for not so doing and the remedial action taken;
- (f) a summary of all reports made pursuant to 4.4.3, 4.4.4, 4.4.5 and 4.4.6 above regarding the discharge of firearms;
- (g) the nature of critical incident trauma aftercare available pursuant to 4.6 above and the number of Members using the aftercare arrangements;
- (i) Service compliance with equipment standards of the Ministry as amended from time to time;

- (j) a summary of Service policy regarding disposition of old equipment, and comment on Service compliance with that policy;
- (k) anticipated changes in the cost of any of the above matters to be considered in the budget for the ensuing year, which information shall also be included in the training program budget submitted to the Board.

## **6. IMPLEMENTATION**

6.1 By-law No. 346-2014 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 26<sup>th</sup> day of July, 2025.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

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Pat Chiocchio, Chair

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Deb Reid, Executive Director

## **Attachments (9)**

## Legislative/Regulatory Requirements

The *Criminal Code*, other legislation and case law address the use of force by police and other authorized persons.

The *Equipment and Use of Force Regulation* (R.R.O. 1990, Reg. 926), under the *Police Services Act*, sets out requirements in relation to the use of force including use of approved weapons, training and reporting, as well as use/technical specifications for handguns.

## Sample Board Policy

Board Policy # \_\_\_\_\_

It is the policy of the \_\_\_\_\_ Police Services Board with respect to use of force that:

- a) this Board, upon receiving a report on the investigation into an injury or death caused by the discharge of a member's firearm, will:
  - i) review the report and make further inquiries as necessary; and
  - ii) file a copy with the Solicitor General, including any additional inquiries of the Board;
- b) this Board, upon being notified that the Chief of Police has discharged a firearm in the performance of his/her duty, will cause an investigation into the circumstances and file a report on the investigation with the Solicitor General;
- c) the Chief of Police will:
  - i) ensure that members do not use a weapon other than a firearm, with the exception of those used on another member in the course of a training exercise in accordance with procedures, unless:
    - that type of weapon has been approved for use by the Solicitor General;
    - the weapon conforms to technical standards established by the Solicitor General; and
    - the weapon is used in accordance with standards established by the Solicitor General;
  - ii) ensure that, at minimum, police officers are:
    - issued a handgun that meets the technical specifications set out in the *Equipment and Use of Force Regulation*;
    - issued oleoresin capsicum aerosol spray;
    - issued a baton; and
    - trained in officer safety, communication, handcuffing and physical control techniques;
  - iii) be authorized to issue a conducted energy weapon to police officers who are:
    - front line supervisors;
    - members of tactical/hostage rescue teams;
    - members of preliminary perimeter control and containment teams; and
    - \_\_\_\_\_ (other classes of officers deemed appropriate, in consultation with the Chief of Police)



- iv) ensure that members do not:
  - use force on another person unless they have successfully completed a training course on the use of force;
  - carry a firearm unless they have successfully completed a training course on the use of firearms, and are competent in the use of the firearm;
- v) ensure that, subject to section 14.3 (2) of the *Equipment and Use of Force Regulation*, at least once every 12 months, members:
  - who may be required to use force on other persons receive a training course on the use of force; and
  - authorized to carry a firearm, receive a training course on the use of firearms;
- vi) permit the use of reasonable weapons of opportunity by police officers, when none of the approved options is available or appropriate to defend themselves or members of the public;
- v) establish procedures consistent with the requirements of the *Equipment and Use of Force Regulation*;
- vi) immediately cause an investigation to be made where a member unintentionally or intentionally discharges his or her firearm, except on a target range or in the course of weapon maintenance;
- vii) immediately cause an investigation and file a report to this Board where a member, by the discharge of a firearm in the performance of his or her duty, kills or injures another person;
- viii) where the Chief discharges a firearm in the performance of the Chief's duties, promptly report the matter to this Board;
- ix) ensure that a written record is maintained of the training courses taken by the members of the police service on the use of force and the use of firearms;
- x) ensure the reporting of the use of force by members in accordance with the *Equipment and Use of Force Regulation*;
- xi) ensure the ongoing review and evaluation of local use of force procedures, training and reporting; and
- xii) provide a copy of the police service's annual use of force study to this Board for review, and ensure the availability of the study to the community.

## Police Service Guidelines

### General

1. Every Chief of Police shall ensure that members do not use a weapon other than a firearm, with the exception of those used on another member in the course of a training exercise in accordance with procedures, unless:
  - a) that type of weapon has been approved for use by the Solicitor General;
  - b) the weapon conforms to technical standards established by the Solicitor General; and
  - c) the weapon is used in accordance with standards established by the Solicitor General.
2. Every Chief of Police should ensure that, at minimum, police officers are:
  - a) issued a handgun;
  - b) issued oleoresin capsicum aerosol spray;

- c) issued a baton; and
  - d) trained in officer safety, communication and physical control techniques.
3. Every Chief of Police shall ensure that members do not:
- a) use force on another person unless the member has successfully completed a training course on the use of force, including training on the following matters:
    - i) legal requirements;
    - ii) the exercise of judgement;
    - iii) safety;
    - iv) theories relating to the use of force; and
    - v) practical proficiencies; and
  - b) carry a firearm unless, during the 12 previous months, they have successfully completed a training course on the use of firearms and are competent in the use of the firearm, subject to section 14.2 (3) of the *Equipment and Use of Force Regulation*.
4. Every Chief of Police shall ensure that, subject to section 14.3 (2) of the *Equipment and Use of Force Regulation*, at least once every 12 months, members:
- a) who may be required to use force on other persons receive a training course on the use of force; and
  - b) authorized to carry a firearm, receive a training course on the use of firearms.
5. Every Chief of Police should ensure that training on the use of force is:
- a) in the context of the Use of Force Model currently used in Ontario;
  - b) consistent with the Ministry's approved Use of Force options that include:
    - i) officer presence;
    - ii) communication;
    - iii) physical control:
      - empty hand techniques;
    - iv) intermediate weapons:
      - impact weapons;
      - conducted energy weapons, as applicable;
      - aerosol weapons; and
    - v) lethal force:
      - firearms; and
  - c) conducted by a Use of Force Trainer, certified by the Ministry.
6. Every police service's procedures on use of force:
- a) shall address the reasonable use of weapons of opportunity by police officers, when none of the approved options is available or appropriate to defend themselves or members of the public;
  - b) shall address the issuance of a firearm to an auxiliary member as set out in the *Equipment and Use of Force Regulation*;
  - c) should set out Special Investigations Unit (SIU) liaison policies and practices;

- d) should require that any potential use of force situation where a subject appears to be in a state of “excited delirium” be treated as a medical emergency;
- e) should require, if possible, a response strategy be developed in cooperation with emergency medical service personnel to address situations in 6 d); and
- f) should require that if an injury to a member of the public is claimed or observed, the injury be documented;
- g) should ensure arrangements for critical incident trauma aftercare for members.

**Officer  
Safety**

7. Every Chief of Police should ensure that annual refresher\* training on officer safety:
- a) is integrated into other appropriate use of force options; and
  - b) covers a review of the topics set out in Appendix A: *Ontario Police College Guideline* section 2 (c).

**Communication**

8. Every Chief of Police should ensure that annual refresher\* training on communication covers a review of the topics set out in Appendix A: *Ontario Police College Guideline* section 3(b).

**Physical Control**

9. Every Chief of Police should ensure that annual refresher\* training on empty hand techniques includes a minimum of 2 hours of training and covers a review of the topics set out in Appendix A: *Ontario Police College Guideline* section 4.

**Intermediate  
Weapons**

10. Every police service’s procedures on impact weapons should require that:
- a) batons are the only impact weapon permitted for use when dealing directly with the public;
  - b) officers are not issued with, or trained in the use of, impact devices commonly known as ‘saps’ or ‘blackjacks’; and
  - c) batons have the following features:
    - i) the capability of being used defensively;
    - ii) they must be rigid at all times, including when expanded;
    - iii) they must be straight, handled, or expandable design; and
    - iv) minimum length (when expanded) of 16 inches.
11. Every Chief of Police should ensure that the annual re-qualification\*\* training on the use of a baton includes a minimum of 1 hour of training and requires officers to demonstrate competency in the following skills and knowledge to the satisfaction of the Use of Force Trainer certified by the Ministry:
- a) use context;
  - b) stances;
  - c) control techniques;
  - d) blocks/strikes; and
  - e) baton retention techniques.

**Aerosol  
Weapons**

12. Every police service’s procedures on aerosol weapons shall require that:
- a) aerosol weapons are not used if the active ingredient is a gas or chemical; and

- b) the use of a substance commonly known as tear gas is not applied intentionally in a concentrated form directly to a person.
13. Every police service's procedures on aerosol weapons should:
- a) address the use of aerosol weapons as a legitimate force option, only when alternatives reasonably present a risk of injury to a subject or police officers;
  - b) require that canisters for aerosol weapons:
    - i) be issued to individual officers who are responsible for the canister;
    - ii) be identified by an individual serial number either engraved or stamped on the can, or through numbered adhesives;
    - iii) carried by uniformed officers, be in a secure holder that can be securely fastened to the duty belt to prevent accidental loss; and
    - iv) be equipped with a safety device, which may be part of the canister or may be integrated into the design of the holster, to prevent unintentional discharge;
  - c) require that the active ingredient of aerosol weapons is oleoresin capsicum (5%-10%);
  - d) require that aerosol weapons, where the active ingredient is oleoresin capsicum products blended with tear gas (CS-CN), not be permitted for use;
  - e) require that the propellant for aerosol weapons:
    - i) be provided by the manufacturer;
    - ii) be non-flammable; and
    - iii) not be chlorofluorocarbon (CFCs), such as Freon 113, as prohibited by the *Montreal Protocol on Substances that Deplete the Ozone Layer*;
  - f) require that the shelf life of aerosol weapons is as recommended by the manufacturer, but no longer than 2 years;
  - g) require that aerosol weapons be replaced as recommended by the manufacturer, but no less than every 2 years; and
  - h) require that all reasonable efforts be taken to decontaminate sprayed individuals at the earliest safe or practicable opportunity, including the consideration of aerosol water mist decontamination devices.
14. Every Chief of Police should ensure that the annual refresher\* on aerosol weapons includes a minimum of 1 hour of training that:
- a) covers a review of the following issues:
    - i) technical data on the product, including active ingredients and propellant;
    - ii) the effects of being sprayed;
    - iii) use of force legislation including the *Criminal Code*, *Police Services Act*, *Provincial Offences Act*, and case law; and
    - iv) local police service policies and procedures and case studies of recent use; and
  - b) ensures competence is demonstrated in:
    - i) proper application of spray; and
    - ii) decontamination procedures.

**Conducted  
Energy  
Weapons**

15. Every Chief of Police should ensure that:
  - a) all training on conducted energy weapons is conducted by a ministry-certified Use of Force Trainer who has successfully completed the Conducted Energy Weapon Trainers course; and
  - b) conducted energy weapon trainer, user, user re-qualification, trainer re-certification and familiarization training is consistent with ministry training standards as per the appendices to this guideline.
16. Every Chief of Police should ensure that police officers are issued conducted energy weapons in accordance with the policy of the Police Services Board.
17. A Chief of Police may permit an officer to use a conducted energy weapon subject to the following:
  - a. the conducted energy weapon must be the TASER X26, TASER X26P, TASER X2, or TASER 7;
  - b. the conducted energy weapons must conform to the technical standards contained in Appendix H;
  - c. the officer believes a subject is threatening or displaying assaultive behavior or, taking into account the totality of the circumstances, the officer believes there is an imminent need for control of a subject; and
  - d. the officer believes it is reasonably necessary to use a conducted energy weapon, which may involve consideration of the following factors:
    - i. whether efforts to de-escalate the situation have been effective;
    - ii. whether verbal commands are not practical or are not being followed;
    - iii. the risk of secondary injury (e.g., as a result of a fall); and
    - iv. the conducted energy weapon's capabilities in relation to the context and environment.
18. Every police service's procedures on conducted energy weapons should include the following:
  - a) at the commencement of each shift during which a conducted energy weapon is to be carried:
    - i) a function test should be conducted before use to ensure proper functioning;
    - ii) the results of the function test should be recorded in the officer's notebook or the appropriate log book; and
    - iii) if the weapon is not personally issued, the serial number of the conducted energy weapon being used should be recorded in the officer's notebook or the appropriate log book;
  - b) in an incident in which a conducted energy weapon is used, one or more additional officers should be present to provide support when possible and restraint of a subject should be attempted when appropriate during the conducted energy weapon activation cycle;
  - c) when appropriate, an announcement should be made to other officers on the scene that a conducted energy weapon is going to be activated;

- d) conducted energy weapon use should be avoided in the presence of flammable or explosive substances (e.g., alcohol, gas vapours, natural gas, propane) especially in interventions in clandestine labs;
- e) as with any use of force option, a conducted energy weapon should only be used as necessary to gain physical control of a subject;
- f) conducted energy weapon use should be avoided:
  - i) on a handcuffed subject;
  - ii) on a pregnant woman, elderly person, young child or visibly frail person;
  - iii) on sensitive areas of the body (i.e., head, neck, genitals); and
  - iv) on a subject in control of a moving vehicle, bicycle or other conveyance;
- g) the subject should be informed that a conducted energy weapon has been used and the effects are of short duration;
- h) once the subject is controlled, he or she should be placed in a position for care and observation by officers (e.g., sitting or recovery position);
- i) a medical assessment should be obtained in the following circumstances:
  - i) when a conducted energy weapon is used on a subject who is pregnant, elderly, young, or visibly frail;
  - ii) when a CEW is used on a sensitive area of the body (see section 18 f) iii));
  - iii) when both probes are deployed on the chest near the heart;
  - iv) if a subject loses consciousness or strikes his/her head during a fall; or
  - v) when the CEW is used multiple times or for an extended period of time.
- j) embedded probes should be removed by medical personnel or an officer who has received specific training in doing so
- k) the officer removing the probes should seek medical assistance if he/she has concerns regarding the potential for injury resulting from removal of the probes;
- l) officers should request medical personnel remove probes embedded in sensitive areas;
- m) probes that have penetrated the subject's body should be handled with the same precautions as other biohazards;
- n) following CEW use, data should be downloaded for audit and analysis by designated personnel as soon as practicable;
- o) secure storage requirements for CEWs.

19. Every Chief of Police should ensure a response strategy/protocol be developed in cooperation with emergency medical service personnel to address post-deployment medical attention for individuals subjected to activation of a CEW.

## Firearms

20. Every Chief of Police shall ensure that every police officer is issued and carries a handgun that meets the technical specifications set out in the *Equipment and Use of Force Regulation*.

21. Every police service's procedures on firearms should provide that the authority to use firearms is an exceptional responsibility and must be exercised with the highest concern for human life.

22. Every police service's procedures on firearms shall require that a member of a police force shall not draw a handgun, point a firearm at a person, or discharge a firearm unless he or she believes, on reasonable grounds, that to do so is necessary to protect against loss of life or serious bodily harm; or unless
- a) they are engaged in a training exercise, target practice or ordinary weapon maintenance in accordance with the rules of the police force;
  - b) the discharge of a handgun or other firearm is to call for assistance in a critical situation, if there is no reasonable alternative; or
  - c) the discharge of a handgun or other firearm is to destroy an animal that is potentially dangerous or is so badly injured that humanity dictates that its suffering be ended.
23. Every police service's procedures on firearms shall:
- a) address the authorization of members by the Chief of Police to carry firearms (except revolvers) of a type other than that permitted by section 3(1) of the *Equipment and Use of Force Regulation*, including:
    - i) whether or not the Chief of Police has designated another police officer to give authorization; and
    - ii) the special purpose for which the firearms will be carried;
  - b) prohibit members from altering or modifying their issued handguns;
  - c) require that members who are issued a handgun:
    - i) are issued a minimum of three full magazines; and
    - ii) one of the issued full magazines is loaded in the handgun while the member is on duty;
  - d) require that ammunition issued for handguns, other than those authorized for a special purpose, meet the specifications set out in subsection 3(3) of the *Equipment and Use of Force Regulation*; and
  - e) provide that procedures addressing subsections 23 (a)-(d) do not apply to members when engaged in a training exercise, target practice or ordinary weapon maintenance in accordance with procedures governing these activities.
24. Every police service's procedures shall require that members not discharge their firearm for the sole purpose of attempting to stop a fleeing motor vehicle.
25. Every Chief of Police should ensure that the annual re-qualification\*\* on service handguns:
- a) includes an inspection of service handguns and related equipment by a qualified armorer and an exchange of duty ammunition for new ammunition; and
  - b) is divided into the following three areas:
    - i) a minimum of 1 hour of in-class academic training that provides a review of the following topics:
      - use of force legislation, including the *Criminal Code*, *Provincial Offences Act*, *Police Services Act* and case law;
      - reporting requirements;
      - principles of firearms safety; and
      - safe storage and security practices;



- ii) a minimum of 1½ hours of proficiency training that:
  - requires the firing of a minimum of 100 rounds of live service velocity ammunition of which at least 50 rounds will be a test on the Ministry's approved Course of Fire under daylight conditions;
  - may provide police officers the opportunity to shoot more, including, if practicable, under low light and outdoor conditions; and
  - reinforces handgun training received at the basic qualification level; and
- iii) a minimum of 1½ hours of judgement development training that:
  - is designed to develop decision-making skills in stressful conditions;
  - may be delivered in several different ways, including role-playing, live or simulated fire and/or branching/interactive simulator systems;
  - allows sufficient time for a Use of Force Trainer, certified by the Ministry, to determine the police officer's competency in using good judgement;
  - ensures that officers are debriefed on powers of arrest, threat perceptions, communication skills, tactics used, less than-lethal force options, justification for force used, weapons discipline, reaction time and accuracy, following the completion of training; and
  - requires that an officer will not be considered qualified to carry a firearm unless a Use of Force Trainer, certified by the Ministry, determines that the officer has the judgement skills, regardless of the officers performance in other components of handgun training.

- Accountability** 26. Every Chief of Police shall immediately cause an investigation to be made consistent with sections 12 and 13 of the *Equipment and Use of Force Regulation*:
- a) where a member unintentionally or intentionally discharges his or her firearm, except on a target range or in the course of weapon maintenance; or
  - b) where a member, by the discharge of a firearm in the performance of his or her duty, kills or injures another person.
27. Every Chief of Police shall ensure that a written record is maintained of the training courses taken by the members of the police service on the use of force and the use of firearms.
28. Every police service's procedures should address remedial training and administrative steps to be taken when a police officer does not qualify in a specific use of force area.

- Use of Force Reporting** 29. Every police service's procedures on use of force reporting shall require that:
- a) a report be submitted by a member to the Chief of Police whenever the member:
    - i) draws a handgun in the presence of a member of the public, excluding a member of the police service while on duty;
    - ii) points a firearm at a person;
    - iii) discharges a firearm;
    - iv) uses a weapon other than a firearm on another person, including a conducted energy weapon in cartridge/probe mode, three-point contact, and drive/push stun mode; or



- v) uses physical force on another person that results in an injury requiring medical attention;
- b) the report be in Form 1 as set out in the *Equipment and Use of Force Regulation*;
- c) the retention period on Part B of a use of force report is consistent with section 14.5 of the *Equipment and Use of Force Regulation*;
- d) Section 29 a) does not apply when:
  - i) a handgun is drawn, a firearm is pointed at another person, or a firearm is discharged, in the course of a training exercise, target practice or ordinary firearm maintenance, in accordance with the procedures of the police force;
  - ii) a weapon other than a firearm is used on another member of a police service in the course of a training exercise in accordance with the procedures of the police force; or
  - iii) physical force is used on another member of a police service in the course of a training exercise; in accordance with the procedures of the police force;
- e) use of force reports not be admitted in evidence at any hearing under Part V of *The Police Services Act*, other than a hearing to determine whether the police officer has contravened section 14.5 of the *Equipment and Use of Force Regulation* and local procedures on use of force reporting;
- f) the Chief of Police deliver or make available to the Solicitor General a copy of a report, upon the request of the Solicitor General; and
- g) a regular review is conducted on the police service's procedures, training and reporting on the use of force based on information obtained from the reports.

30. Every police service's procedures on use of force reporting should:

- a) require that a use of force report be submitted by a member to the Chief of Police whenever the member uses a CEW as demonstrated force presence (i.e., overt display of the CEW with the intent to achieve compliance);
- b) require use of force reports to be collected and used only to identify individual and group training requirements, or organizational use of force policy and procedure requirements;
- c) require use of force reports and associated occurrence reports to be completed and submitted to the front-line supervisor as soon as possible after the relevant incident;
- d) where a member is incapacitated, allow for the completion of the report by the member's immediate supervisor;
- e) allow for the completion of team reports by leaders of specialist teams (e.g., tactical units);
- f) require front-line supervisors to:
  - i) report, in conjunction with associated occurrence reports, to identify individual training requirements;
  - ii) indicate on the use of force report whether additional training is required by the officer; and
  - iii) forward the use of force report to the training analyst;
- g) set out the supervisory levels, if any, beyond the front-line supervisors, who will review the use of force reports, prior to review by the training analyst;

- h) require that use of force reports not be introduced, quoted from, or in any way referred to, during considerations of promotion or job assignment without the consent of the reporting officer;
- i) require that information from a use of force report not be contained in an officer's personnel file;
- j) require the appointment of a training analyst responsible for:
  - i) reviewing use of force reports to identify individual and group training requirements;
  - ii) maintaining a database (electronic or manual) of use of force data from Part A of all use of force reports; and
  - iii) at least once every calendar year, producing a study, including an analysis of use of force trends for the entire police service, which does not contain data that identifies reporting police officers;
- k) require review by the Chief of Police and the police services board of the annual use of force study; and
- l) require the availability of the annual use of force study to the community.

Ministry's Approved Course of Fire				
Stage	Distance	Minimum Rounds	Time Allowed	
			Drawing / Firing from Secure Holster	Firing from Ready Position
One	0-10 ft / 0-3.04 m	12	2 sec. for one round 3 sec. for two rounds 4 sec. for three rounds	1 sec. for one round 2 sec. for two rounds 3 sec. for three rounds
Two	11-39 ft / 3.35-11.88 m	12	3 sec. for one round 3 sec. for two rounds 4 sec. for three rounds	2 sec. for one round 3 sec. for two rounds 4 sec. for three rounds
Three	over 40 ft / 12.19 m	6	maximum of 5 seconds per round (after the police officer has drawn the handgun and adopted a firing position behind cover)	Maximum of 5 seconds per round
<p><b>Approved Targets</b> Targets for the qualification will be of a life-sized silhouette type. The designated scoring area will be incorporated within the upper center mass of the torso, and be approximately 12" wide x 18" (30.5 cm x 45.7 cm) in height.</p> <p><b>Scoring</b> Only hits to the designated scoring area will be counted. Hits outside the designated scoring area, but on the silhouette do not count. Shots fired in a "no shoot" situation will result in failure. The minimum passing score on this Course of Fire for police officers using a semi-automatic pistol will be 90% or 45 hits out of 50 rounds in the designated scoring area.</p> <p><b>Duty Attire:</b> All officers will qualify wearing their regular attire, with their issued handgun, carried in the manner in which it is carried on duty.</p> <p><b>Handgun:</b> Police officers must successfully complete the course of fire with their issued service handgun.</p>				

**Teaching Points for Ministry Approved Course of Fire:**

- It may not be possible to include all teaching points in each individual stage in the Course of Fire. However, when all three stages are combined, the following training points should be covered:
  - ✓ cover / concealment, including:
    - the importance of gaining cover is stressed throughout handgun training, refresher and re-qualification training; and
    - concealment only hides the police officer's position;
  - ✓ tactical / emergency reload, including the importance of being able to perform tactical or emergency reloads under stressful conditions;
  - ✓ shooting with one hand, including the ability to discharge handgun at close quarters with strong hand and support hand;
  - ✓ draw and fire, including the ability to draw and fire from a secure holster under stressful conditions;
  - ✓ handgun at ready position, including the ability to fire from the previously unholstered position;
  - ✓ move with the handgun unholstered, including the ability to move safely from position to position with the handgun unholstered;
  - ✓ Scan target, follow through, including reminding police officers of the need to continually conduct a threat evaluation. Police officers will be required to evaluate the threat before reholstering;
  - ✓ use of sights, including the importance of using the sights at intermediate and long distances;
  - ✓ various positions, including teaching police officers to draw and discharge from various positions, including standing and kneeling;
  - ✓ Ontario Adopted Police Challenge - "POLICE – DON'T MOVE" where applicable;
  - ✓ don't shoot situations - designed to develop decision-making skills in stressful situations;
  - ✓ stress, including the issue of physical or psychological stress inducements to simulate stressful conditions; and
  - ✓ stoppages and immediate Action Drills, including the method used to clear stoppages from the handgun.

\*Refresher training is training which does not involve a pass/fail test.

\*\*Re-qualification training is training with pass/fail evaluation of an individual's skills or knowledge.

## APPENDIX A

### Ontario Police College Guidelines

#### *General*

1. The Ontario Police College should ensure that recruit training on the use of force is:
  - a) in the context of the Ministry's approved Use of Force Model (attached);
  - b) consistent with the Ministry's approved Use of Force options that include:
    - i) officer presence;
    - ii) communication;
    - iii) physical control;
    - iv) empty hand techniques;
    - v) intermediate weapons;
    - vi) impact weapons;
    - vii) aerosol weapons;
    - viii) lethal force; and
    - ix) firearms;
  - c) from approved course training standards; and
  - d) conducted by a Use of Force Trainer certified by the Ministry.

#### *Officer Safety*

2. The Ontario Police College shall ensure that all recruits receive officer safety training that:
  - a) is integrated into other appropriate use of force options, and is not an independent instructional component;
  - b) incorporates role playing exercises and case study discussions; and
  - c) ensures competence is demonstrated in;
    - i) tactical considerations, including;
      - containment principles;
      - vehicle approaches, including unknown and known risks;
      - suspect approaches, including unknown and known risks;
      - the role and purpose of emergency response teams (perimeter control containment teams, tactical teams, hostage rescue teams);
      - cover and concealment;
      - building search;
      - situational planning; and
      - edged weapon awareness training;
    - ii) personnel searches and handcuffing;
    - iii) handgun retention; and
    - iv) the use of the Ontario Adopted Police Challenge ("POLICE – DON'T MOVE"), when appropriate.
3. The Ontario Police College shall ensure all recruits receive training on communication that:
  - a) is practiced and reinforced in all appropriate recruit training; and



- b) ensures competence is demonstrated in;
  - i) basic communication skills, including:
    - subject rapport development;
    - voice control;
    - receiver/sender issues; and
    - active listening;
  - ii) race relations and cross-cultural communication skills;
  - iii) mental illness/communication awareness;
  - iv) mediation skills;
  - v) diagnosing verbal encounters;
  - vi) creating voluntary compliance;
  - vii) defusing aggressive behaviour;
  - viii) use policy; and
  - ix) role-playing exercises.

*Physical Control* 4. The Ontario Police College shall ensure that all recruits receive training on empty hand techniques that ensures competence is demonstrated in;

- a) soft hand - controlling techniques, which includes:
  - i) restraining techniques;
  - ii) joint locks;
  - iii) compliance techniques; and
  - iv) defensive blocking; and
- b) hard strikes, including punches, elbow strikes and open hand strikes;
  - i) leg strikes, including kicks and knee strikes;
  - ii) alternative strikes; and
  - iii) grounding techniques.

*Intermediate Weapons* 5. The Ontario Police College shall ensure that all recruits receive training and meet the Ministry approved standard on impact weapons that:

- a) is based on the fundamental principles that:
  - i) batons are the only impact weapon permitted for use when dealing directly with the public;
  - ii) a baton is an impact weapon used to control resistive or assaultive behaviour of a subject; and
  - iii) a baton strike to the head is potentially lethal;
- b) ensures competence is demonstrated in:
  - i) use context;
  - ii) parallel communication;
  - iii) nomenclature;
  - iv) carriage;
  - v) draws;
  - vi) target areas;
  - vii) gripping;
  - viii) soft techniques, including:

- control techniques such as baton retention; and
  - ix) hard techniques, including:
    - blocking; and
    - striking; and
  - c) involves the use of training batons and protective equipment.
6. The Ontario Police College shall ensure all recruits receive training on aerosol weapons that:
- a) is based on the principle that aerosol weapons do not preclude the use of lethal force;
  - b) covers the following topics:
    - i) a brief history of aerosol weapons;
    - ii) technical data on the product, including the active ingredient and propellant;
    - iii) effects of being sprayed, including:
      - the varying degrees of its effectiveness; and
      - the possibility of an intense physical shock reaction;
    - iv) use of force legislation, (i.e., *Criminal Code* and *Police Services Act*);
    - v) training exercises with inert canisters; and
    - vi) evaluation and testing;
  - c) ensures competence is demonstrated in;
    - i) proper application of spray;
    - ii) decontamination procedures; and
    - iii) weapon retention;
  - d) includes a written examination prior to recruits being issued with an aerosol weapon;
  - e) requires officers to view others being sprayed;
  - f) allows officers the opportunity to voluntarily experience the effects of capsicum weapons, in light of their own health and physical conditioning; and
  - g) highlights the benefits of being sprayed, including:
    - i) for court purposes, an officer can indicate that he/she used no more force than he/she has experienced in the past;
    - ii) to develop a better understanding of the physical effects of this weapon;
    - iii) to prevent possible misuse of this weapon; and
    - iv) to prepare the police officer to deal with a suspect who has been sprayed with this weapon especially in the area of cross contamination.

**Firearms**

7. The Ontario Police College shall ensure all recruits receive service handgun qualification training that:
- a) includes theoretical training that may be conducted in conjunction with proficiency training, and that covers the following topics:
    - i) safety, including:
      - storage (home & police facility);
      - transportation; and
      - rules and regulations under the *Firearms Act*;

- ii) handgun nomenclature;
  - iii) holsters/equipment placement
  - iv) soft body armor;
  - v) equipment maintenance;
  - vi) function, including:
    - fire;
    - extract;
    - eject; and
    - feed;
  - vii) ballistics, including:
    - specifications; and
    - performance;
  - viii) loading/unloading, including:
    - administrative (round rotation);
    - tactical; and
    - emergency (speed);
  - ix) fundamentals;
  - x) stoppages and immediate action drills;
  - xi) low light shooting and flashlight techniques;
  - xii) multiple targets;
  - xiii) unusual shooting positions (e.g., sitting (as in a car or chair), prone);
  - xiv) strong and support hand shooting;
  - xv) firearms identification and awareness;
  - xvi) mental conditioning, including:
    - rules of survival;
  - xvii) critical incident stress (e.g., tachy-psyche, incident debriefing);
  - xviii) tactics (having a “plan B”);
  - xix) limitation of weapons and myths; and
  - xx) knowledge of relevant laws;
- b) includes proficiency training to prescribed standards that requires the firing of a minimum of 1000 rounds, and is divided into the following:
- c) fundamentals that involve the slow firing of live ammunition in exercises specifically designed to develop skills and ensures the recruit can demonstrate competency in shooting fundamentals and accuracy, including:
- i) grip/stance;
  - ii) trigger control;
  - iii) sight picture/sight alignment;
  - iv) follow-through (guard/cover position); and
  - v) tactical/emergency reloading;
- d) includes stoppages and immediate action drills that involves the firing of live ammunition and the use of dummy rounds in exercises specifically designed to develop skills and ensures the recruit can demonstrate competency in immediate action skills, or skills to quickly clear any pistol stoppage;



- e) includes tactical shooting skills that involve the timed firing of live ammunition in exercises specifically designed to develop skills and ensures the recruit can demonstrate competency in tactical shooting skills, including:
  - i) draw and fire drills/pistol presentation;
  - ii) time to fire rounds gradually restricted;
  - iii) firing from standing, kneeling, sitting and prone positions;
  - iv) gradually increasing target distances;
  - v) firing under varied lighting conditions;
  - vi) firing from the ready (gun drawn) position;
  - vii) firing from behind cover;
  - viii) reloading drills (tactical, emergency);
  - ix) vertical tracking drills; and
  - x) the use of the Ontario Adopted Police Challenge (“POLICE – DON’T MOVE”) where applicable;
- f) includes close quarter skills that involve the firing of live ammunition in exercises specifically designed to develop skills and ensures the recruits can demonstrate competency in close quarter skills, including:
  - i) time to fire rounds severely restricted;
  - ii) target distances reduced to under 12 feet (3.65 meters);
  - iii) firing under varied lighting conditions;
  - iv) introduction to reactive shooting techniques; and
  - v) introduction of one hand shooting movement, multiple and reactive targets;
- g) includes the successful completion of a qualification test, consistent with the Ministry’s approved Course of Fire, using a minimum of 50 rounds of service velocity ammunition;
- h) includes judgment development training that:
  - i) is undertaken following the completion of the proficiency segment of firearms training;
  - ii) provides practical experience in making use of force option choices under realistic circumstances;
  - iii) for purpose of handgun training, emphasizes “shoot-don’t-shoot” decision-making in stressful, realistic, scenarios in which various options might be exercised;
  - iv) is given through live or simulated fire, and/or branching/interactive simulator systems that incorporate training scenarios sensitive to race relations confidence and restraint;
  - v) ensures that recruits are debriefed on powers of arrest, threat perceptions, communication skills, tactics used, less than-lethal force options, justification for force used, weapons discipline, reaction time and accuracy, following the completion of training; and
  - vi) includes a requirement that a recruit meets a standard in judgement training in order to be deemed qualified to carry a firearm.

## APPENDIX B

### TRAINING STANDARD FOR CONDUCTED ENERGY WEAPON USERS

<b>COURSE DESCRIPTION</b>	<p>This course provides training to members of police services authorized to use a conducted energy weapon (CEW).</p> <p>CEWs were first authorized for use in 2002 by trained members of tactical units and hostage rescue teams in accordance with Section 14 of the Equipment and Use of Force Regulation 926/90.</p> <p>In 2004, authorization was extended to trained members of preliminary perimeter control and containment teams as well as front-line supervisors or their designates.</p> <p>In 2013, police services were given the authority to determine their own CEW deployment models.</p> <p>This course will be taught by a Use of Force Trainer, certified by the Ministry, who has completed the ministry-approved CEW Trainer's course.</p>
<b>PREREQUISITES</b>	Learners must be authorized to carry a CEW by their police service.
<b>DURATION</b>	The recommended duration of this course is 12 hours with 4 hours dedicated to judgment training in accordance with the Ontario CEW Trainer's Manual.
<b>STANDARDS</b>	<p>Learners will:</p> <ol style="list-style-type: none"> <li>1. meet the requirements of all User assessments as in accordance with the Ontario CEW Trainer's Manual.</li> </ol>
<b>SUBJECTS</b>	<ol style="list-style-type: none"> <li>1. Legislative and Regulatory Framework for CEWs</li> <li>2. Structure and Function of the CEW</li> <li>3. Effects of CEWs</li> <li>4. Operating the CEW</li> <li>5. Practical Assessments</li> </ol>
<b>DRESS</b>	Dress of the day or per police service policy
<b>OTHER DRESS OR EQUIPMENT REQUIRED</b>	<ul style="list-style-type: none"> <li>▪ approved security holster and belt</li> <li>▪ body armour</li> <li>▪ eye protection</li> <li>▪ duty flashlight</li> <li>▪ handcuffs and key</li> </ul>

<b>BIBLIOGRAPHY</b>	<b>LEGISLATION</b> <u>Police Services Act</u> O. Reg. 926 Equipment and Use of Force Criminal Code sections 25, 26, 27, 34, 37
	<b>CASE LAW</b> R. v. Hannibal R. v. St. Amand R. v. Galloway R. v. Shott R. v. Cameron New case law as applicable Updated material on Ontario Police College Virtual Academy (OPCVA)
	<b>SECONDARY MATERIALS</b> Policing Standards Manual, Use of Force Guideline (AI-012) including Appendix A All Chiefs Memoranda (02-0045, 04-0002, 05-0007, 05-0014, 05-0050, 08-0001, 08-0011, 09-0060, 09-0076, 10-0034, 12-0011, 13-0020, 13-0073, 13-0075, 14-0069, 20-0152) Local policy and procedures Office of the Chief Coroner, Memorandum #10-06 (April 28, 2010)

SUBJECT	LEGISLATIVE AND REGULATORY FRAMEWORK
<b>RATIONALE</b>	CEW Users must understand and comply with the legislative and regulatory environment that governs their use of the CEW.
<b>LEARNING OBJECTIVES AND ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"><li>1. describe/explain the legislative and regulatory issues related to the CEW taking into account:<ol style="list-style-type: none"><li>a) Criminal Code;</li><li>b) <u>Police Services Act</u>;</li><li>c) O. Reg. 926 Equipment and Use of Force;</li><li>d) Local policy;</li><li>e) Jurisprudence;</li><li>f) Ontario Use of Force Model;</li><li>g) Use of Force Guideline (AI-012)</li></ol></li></ol> <p>to the extent that he/she achieves 75% on the written examination and demonstrates judgment and proficiency with the CEW in drills and practical assessments, as evaluated by the Trainer, in compliance with the Ontario CEW Trainer's Manual.</p>

SUBJECT	STRUCTURE AND FUNCTION OF THE CEW
<b>RATIONALE</b>	CEW Users must understand the structure and function of the unit.
<b>LEARNING OBJECTIVES AND ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"> <li>1. describe/explain               <ol style="list-style-type: none"> <li>a) the history/development of the public context regarding police use of CEWs;</li> <li>b) civilian models;</li> <li>c) other CEWs available;</li> <li>d) how the CEW works;</li> <li>e) safe handling/operation of the CEW;</li> <li>f) the structure of the unit, taking into account:                   <ol style="list-style-type: none"> <li>i) nomenclature;</li> <li>ii) basic electrical information;</li> <li>iii) cartridge functionality;</li> <li>iv) projectile characteristics;</li> <li>v) LED lighting;</li> <li>vi) laser sight(s);</li> <li>vii) holster and retention features;</li> </ol> </li> <li>g) reporting and accountability procedures, taking into account:                   <ol style="list-style-type: none"> <li>i) device data storage;</li> <li>ii) data downloading process;</li> <li>iii) evidence collection;</li> <li>iv) unit testing and calibration;</li> </ol> </li> </ol> </li> <li>2. conduct a function test.               <p>to the extent that he/she achieves 75% on the written examination and demonstrates judgement and proficiency with the CEW in drills and practical assessments, as evaluated by the Trainer, in compliance with the Ontario CEW Trainer's Manual.</p> </li> </ol>

SUBJECT	EFFECTS OF CONDUCTED ENERGY WEAPONS
RATIONALE	CEW Users must understand the effects of the CEW on the human body.
LEARNING OBJECTIVES AND ASSESSMENT STANDARDS	<p>The learner will:</p> <ol style="list-style-type: none"> <li>1. describe/explain the common effects and side effects of a CEW on the human body, taking into account:               <ol style="list-style-type: none"> <li>a) persons subjected to a CEW discharge may experience:                   <ol style="list-style-type: none"> <li>i) falling to ground;</li> <li>ii) involuntary/strong muscle contractions;</li> <li>iii) yelling/shouting;</li> <li>iv) freezing in place with legs locked;</li> <li>v) eye injury if probe strikes eye;</li> <li>vi) minor burns;</li> <li>vii) major burns if flammable liquids or gases are ignited;</li> <li>viii) secondary injury from falling;</li> <li>ix) feeling dazed for several seconds/minutes;</li> <li>x) tingling sensations;</li> <li>xi) critical stress amnesia;</li> <li>xii) vertigo;</li> <li>xiii) minor scarring;</li> </ol> </li> </ol> </li> <li>2. describe/explain that the CEW is not likely to cause:               <ol style="list-style-type: none"> <li>a) damage to nerve tissue;</li> <li>b) defecation or urination;</li> <li>c) harm to fetus (apart from that which may occur as a result of the mother falling);</li> <li>d) death;</li> </ol> </li> <li>3. describe/explain that the CEW does not cause:               <ol style="list-style-type: none"> <li>a) electrocution in a wet environment;</li> <li>b) harmful pacemaker effects;</li> </ol> </li> <li>4. observe the effects of a CEW on humans which may be achieved through video recordings, etc.;</li> <li>5. describe/explain the need to obtain immediate medical attention when the signs and symptoms of “excited delirium” are being displayed by the subject, which may include:               <ol style="list-style-type: none"> <li>a) pain tolerance;</li> <li>b) tachypnea (abnormally fast breathing);</li> </ol> </li> </ol>

	<ul style="list-style-type: none"><li>c) sweating;</li><li>d) agitation;</li><li>e) tactile hyperthermia;</li><li>f) police non-compliance;</li><li>g) lack of tiring;</li><li>h) unusual strength;</li><li>i) inappropriately clothed;</li><li>j) mirror/glass attraction;</li></ul> <p>6. describe/explain the effect of the CEW on aggressive animals to the extent that he/she achieves 75% on the written examination and demonstrates judgment and proficiency with the CEW in drills and practical assessments, as evaluated by the Trainer, in compliance with the Ontario CEW Trainer's Manual.</p>
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SUBJECT	OPERATING THE CEW
RATIONALE	CEW Users must operate the CEW safely and proficiently.
LEARNING OBJECTIVES AND ASSESSMENT STANDARDS	<p>The learner will:</p> <ol style="list-style-type: none"> <li>1. describe/explain use of the weapon, taking into account:               <ol style="list-style-type: none"> <li>a) legal and regulatory issues related to use of force;</li> <li>b) impact factors as per the Use of Force Model;</li> <li>c) function testing;</li> <li>d) modes of use;</li> <li>e) probe spread;</li> <li>f) optimal deployment distance;</li> <li>g) tactical considerations;</li> <li>h) malfunctions;</li> <li>i) multiple and/or extended cycles and associated risks;</li> <li>j) control of the subject while CEW is activated;</li> </ol> </li> <li>2. smoothly draw and holster CEW;</li> <li>3. load the CEW, taking into account:               <ol style="list-style-type: none"> <li>a) safety issues regarding loading cartridges;</li> <li>b) damage/injuries that can be sustained from improper loading;</li> </ol> </li> <li>4. transition to and from CEW and other use of force options taking into account tactical considerations;</li> <li>5. reload cartridge multiple times using expended/inert cartridges;</li> <li>6. respond to malfunctions;</li> <li>7. fire the CEW with expended/inert cartridge, in probe mode, taking into account:               <ol style="list-style-type: none"> <li>a) the 5 second cycle deployment;</li> <li>b) multiple and extended cycles;</li> <li>c) reloading;</li> <li>d) malfunctions;</li> <li>e) laser sight(s);</li> <li>f) fixed sights;</li> <li>g) control of the subject while CEW is activated;</li> </ol> </li> <li>8. fire the CEW in drive stun mode, taking into account:               <ol style="list-style-type: none"> <li>a) effective areas on which to use drive stun mode;</li> <li>b) drive stun with cartridge (drill);</li> <li>c) close range probe deployment with drive stun follow up (drill);</li> </ol> </li> </ol>



	<p>d) drive stun without cartridge (drill);</p> <p>9. fire the CEW at:</p> <p>a) a single target:</p> <ol style="list-style-type: none"> <li>at 2.5 metres;</li> <li>using fixed sights;</li> <li>hitting with both probes;</li> </ol> <p>b) multiple targets, one at 2.5 metres and one at 4 metres, or with TASER 7: two “stand off” cartridges between 3.4 metres (11 feet) and 6.7 metres (22 feet), and two “close quarter” cartridges between 1.2 metres (4 feet) and 3.4 metres (11 feet), with one being fired in stealth mode:</p> <ol style="list-style-type: none"> <li>using laser sight(s);</li> <li>hitting with both probes; <ul style="list-style-type: none"> <li>taking into account: <ul style="list-style-type: none"> <li>target area (equivalent to TASER Mylar target or a human silhouette/ mannequin, with legs)</li> <li>preferred target zones;</li> <li>unintentional targets;</li> <li>throat/head hits are off-target;</li> <li>the safety switch;</li> <li>giving verbal commands;</li> <li>safety considerations;</li> <li>equipment considerations</li> </ul> </li> </ul> </li> </ol> <p>10. for the TASER 7, engage the tilt select feature (if enabled), and observe the cartridge bay and laser adjustments;</p> <p>11. explain post-deployment procedures, taking into account:</p> <ol style="list-style-type: none"> <li>probe removal;</li> <li>probe storage/disposal;</li> <li>evidence collection;</li> <li>data downloads;</li> <li>subject after-care;</li> <li>documentation and reporting requirements including the Use of Force Report</li> </ol> <p>to the extent that he/she achieves 75% on the written examination and demonstrates judgment and proficiency with the CEW in drills and practical assessments, as evaluated by the Trainer, in compliance with the Ontario CEW Trainer’s Manual.</p> <p>Proficiency assessments may be attempted three times in one course.</p>
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**Before advancing to the judgment/practical assessments, the User must:**

- a) meet standard on the written test;**
- b) demonstrate proficiency on the use of the CEW in drills; and**
- c) demonstrate proficiency on the use of the CEW per section 9 a) and b) of “Operating the CEW”.**

<b>SUBJECT</b>	<b>PRACTICAL ASSESSMENTS</b>
<b>RATIONALE</b>	The User must demonstrate judgement and proficiency with the CEW in practical assessments.
<b>LEARNING OBJECTIVES AND ASSESSMENT STANDARDS</b>	<p>Preamble:</p> <p>In selecting a use of force option, officers use their judgement to make ongoing threat assessments taking into account the totality of the situation, the behaviour of the subject(s), and tactical considerations. It is recognized that, in practice, situations are fluid, dynamic and may change rapidly. As with any use of force option, a CEW should only be used as necessary to gain physical control of a subject.</p> <p>Trainers will explain that the scenarios are presented in such a way to allow learners to build competence in situations that, for the purposes of training, conform closely to subject behaviours identified in the Ontario Use of Force Model. Scenarios may NOT require use of CEW or any other use of force method.</p> <p>Judgement scenario assessments should include dynamic scenarios.</p> <p>Scenario content should be consistent with the Scenario Planning and Design Guide in the CEW Trainers Manual.</p> <p>Learners will be assessed in compliance with the Trainer’s Manual and the User Assessment Form.</p>

**CEW USER ASSESSMENT FORM**

Date	Training Location
Student	Police Service
Trainer	

**Knowledge Assessment**

- ☐ The officer has achieved 75% on written test of factual and procedural knowledge about the CEW and its use on a written examination consisting of no fewer than 25 questions from the accredited question bank.

**Proficiency Assessment**

- ☐ Proficiency on the use of the CEW has been demonstrated in drills as detailed in the Course Training Standard.

**Practical Assessment**

- ☐ Judgement and proficiency in the use of the CEW has been assessed in scenarios.

**The officer met standard as he/she:**

- ☐ independently completed all tasks and procedures proficiently and safely
- ☐ made ongoing threat assessments taking into account the totality of the situation, the behaviour of the subject(s), and tactical considerations
- ☐ developed/alterd a plan of action and acted accordingly
- ☐ demonstrated confidence, competence, judgment and restraint
- ☐ demonstrated coordinated movements
- ☐ demonstrated smooth transition between use of force options
- ☐ demonstrated CEW deployment mode(s) as required by the totality of the situation
- ☐ communicated with subject and others taking into account tone, volume and cadence
- ☐ communicated with other officers
- ☐ effected arrest as required
- ☐ articulated rationale for lawful use of force
- ☐ critiqued his/her own practice and identified ways to improve

**The officer did not meet standard as he/she:**

- ☐ was unable to assess the totality of the situation and determine the appropriate response
- ☐ did not reasonably identify level of threat
- ☐ failed to respond to the threat
- ☐ over-reacted to the threat
- ☐ was unable to transition between use of force options
- ☐ was unable to demonstrate proficiency with the CEW (speed, accuracy, confidence)
- ☐ compromised safety of self or others
- ☐ was unable to articulate his/her rationale for lawful use of force
- ☐ was unable to critique his/her own practice and identify ways to improve.

Comments: (Use additional pages if necessary)

Trainer Signature: \_\_\_\_\_

## APPENDIX C

### TRAINING STANDARD FOR CONDUCTED ENERGY WEAPON TRAINERS

<b>COURSE DESCRIPTION</b>	This course prepares Use of Force Trainers to provide training and assessment for members of police services who are authorized to use conducted energy weapons (CEWs). This course encompasses the standards of the CEW User Course.
<b>PREREQUISITES</b>	Learners must be Use of Force Trainers certified by the Ministry (as per PSM AI-012 Appendix A).
<b>DURATION</b>	The recommended duration of this course is 16 hours.
<b>STANDARDS</b>	Learners will: <ol style="list-style-type: none"> <li>1. meet the requirements of all Trainer proficiency assessments; and</li> <li>2. facilitate training in accordance with the Ontario CEW Trainer's Manual.</li> </ol>
<b>CERTIFICATION MAINTENANCE</b>	CEW Trainers will complete ministry accredited re-certification every two years.
	<ol style="list-style-type: none"> <li>1. Introduction/Obligations of a CEW Trainer</li> <li>2. Legislative and Regulatory Framework for CEWs</li> <li>3. Effects of CEWs</li> <li>4. Structure and Function of the CEW</li> <li>5. Operating the CEW</li> <li>6. Practical Assessments</li> <li>7. Conducting Assessments</li> </ol>
<b>DRESS</b>	Dress of the day or per police service policy
<b>OTHER DRESS OR EQUIPMENT REQUIRED</b>	<ul style="list-style-type: none"> <li>▪ approved security holster and belt</li> <li>▪ body armour</li> <li>▪ eye protection</li> <li>▪ duty flashlight</li> <li>▪ handcuffs and key</li> <li>▪ protective cup</li> <li>▪ whistle</li> </ul>
<b>BIBLIOGRAPHY</b>	<b>LEGISLATION</b> <u>Police Services Act</u> O. Reg. 926 Equipment and Use of Force Criminal Code sections 25, 26, 27, 34, 37

	<b>CASE LAW</b> R. v. Hannibal R. v. St. Amand R. v. Galloway R. v. Shott R. v. Cameron New case law as applicable through the Ontario Police College Virtual Training Academy (OPVTA)
	<b>SECONDARY MATERIALS</b> CEW Course Training Standard for Users Policing Standards Manual Use of Force Guideline (AI-012) including Appendix A All Chiefs Memoranda (02-0045, 04-0002, 05-0007, 05-0014, 05-0050, 08-0001, 08-0011, 09-0060, 09-0076, 10-0034, 12-0011, 13-0020, 13-0073, 13-0075, 14-0069, 20-0152) Local policy and procedures TASER International Training Materials Facilitating and Assessing Police Learning (FAPL) Course Training Standard Use of Force Trainers Course Training Standard

<b>SUBJECT</b>	<b>INTRODUCTION TO CEW TRAINING</b>
<b>RATIONALE</b>	CEW Trainers must provide training to new and experienced Users of CEWs.
<b>LEARNING OBJECTIVES and ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"><li>1. comply with CEW trainer obligations by maintaining:<ol style="list-style-type: none"><li>a) certification as an Ontario Use of Force Trainer;</li><li>b) certification as an Ontario CEW trainer;</li></ol></li><li>2. facilitate training, taking into account:<ol style="list-style-type: none"><li>a) communicating verbally and non-verbally;</li><li>b) monitoring learners for safety and performance;</li><li>c) allocating time efficiently;</li><li>d) motivating learners and sustaining their interest;</li><li>e) modeling professional/ethical behavior;</li></ol></li><li>3. assess learners taking into account:<ol style="list-style-type: none"><li>a) identifying learner errors and provide correction;</li><li>b) complying with documentation requirements; and</li></ol></li><li>4. maintain a safe training environment in compliance with the Ontario CEW Trainer's Manual.</li></ol>

<b>SUBJECT</b>	<b>LEGISLATIVE AND REGULATORY FRAMEWORK</b>
<b>RATIONALE</b>	CEW Trainers provide training to Users on the legislative and regulatory environment that governs the use of the CEW.
<b>LEARNING OBJECTIVES and ASSESSMENT STANDARDS</b>	The learner will: 1. describe/explain the legislative and regulatory issues related to the CEW to the extent that he/she achieves 75% on the written examinations and demonstrates judgment and proficiency as a Trainer in drills and practical assessments, in compliance with the Ontario CEW Trainer's Manual.



<b>SUBJECT</b>	<b>STRUCTURE AND FUNCTION OF THE CEW</b>
<b>RATIONALE</b>	CEW Trainers must provide training to Users on the structure and function of the CEW.
<b>LEARNING OBJECTIVES AND ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"><li>1. describe/explain<ol style="list-style-type: none"><li>a) the history/development of the public context regarding police use of CEWs;</li><li>b) how the CEW works;</li><li>c) safe handling/operation of the CEW;</li><li>d) the structure of the unit;</li><li>e) reporting and accountability procedures; and</li></ol></li><li>2. conduct a function test</li></ol> <p>to the extent that he/she achieves 75% on the written examination and demonstrates judgment and proficiency with the CEW in drills and practical assessments, in compliance with the Ontario CEW Trainer's Manual.</p>

<b>SUBJECT</b>	<b>EFFECTS OF CONDUCTED ENERGY WEAPONS</b>
<b>RATIONALE</b>	CEW Trainers must train CEW Users on how a CEW works and its effects on the human body.
<b>LEARNING OBJECTIVES and ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"><li>1. describe/explain:<ol style="list-style-type: none"><li>a) common effects and side effects of a CEW on the human body;</li><li>b) effects the CEW is not likely to cause;</li><li>c) effects the CEW does not cause;</li></ol></li><li>2. debrief videos on the effects of a CEW on humans;</li><li>3. describe/explain how to safely conduct voluntary exposures;</li><li>4. describe/explain warning signs indicating the need to consider immediate medical attention; and</li><li>5. describe/explain the effect of the CEW on aggressive animals to the extent that he/she achieves 75% on the written examination and demonstrates judgment and proficiency with the CEW in drills and practical assessments, in compliance with the Ontario CEW Trainer's Manual.</li></ol>

<b>SUBJECT</b>	<b>OPERATING THE CEW</b>
<b>RATIONALE</b>	CEW Trainers must train Users to operate the unit in a safe and proficient manner.
<b>LEARNING OBJECTIVES and ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"> <li>1. describe/explain: <ol style="list-style-type: none"> <li>a) use of CEW;</li> <li>b) post-deployment procedures;</li> </ol> </li> <li>2. demonstrate proficiency in User drills as per the User Course Training Standard;</li> <li>3. conduct drills in compliance with the Users Course Training Standard and the Trainer's Manual</li> <li>4. when using the TASER 7 platform, fire three "stand off" cartridges between 3.4 metres (11 feet) and 6.7 metres (22 feet) and three "close quarter" cartridges between 1.2 metres (4 feet) and 3.4 metres (11 feet), with one of the shots in stealth mode</li> </ol> <p>to the extent that he/she achieves 75% on the written examination and demonstrates judgment and proficiency with the CEW in drills and practical assessments, in compliance with the Ontario CEW Trainer's Manual.</p>

**Before advancing to the judgment/practical assessment, the Trainer must:**

- a) **meet standard on the written test;**
- b) **demonstrate proficiency on the use of the CEW in drills per the Training Standard for CEW Users (AI-012B); and**
- c) **demonstrate proficiency on the use of the CEW per the Training Standard for CEW Users (AI-012B).**

SUBJECT	PRACTICAL ASSESSMENTS
<b>RATIONALE</b>	The Trainer must demonstrate judgment and proficiency with the CEW in practical scenarios.
<b>LEARNING OBJECTIVES AND ASSESSMENT STANDARDS</b>	<p>Trainers will demonstrate judgment and proficiency with the CEW in practical scenarios. As with any use of force option, a CEW should only be used as necessary to gain physical control of a subject.</p> <p>In selecting a use of force option, officers use their judgment to make ongoing threat assessments taking into account the totality of the situation, the behavior of the subject(s), and tactical considerations. It is recognized that, in practice, situations are fluid, dynamic and may change rapidly.</p> <p>Scenarios may NOT require use of a CEW or any other use of force method.</p> <p>Trainers will be assessed in practical scenarios in compliance with the Trainer's Manual and the User Assessment Form.</p>

<b>SUBJECT</b>	<b>CONDUCTING ASSESSMENTS</b>
<b>RATIONALE</b>	CEW Trainers must ensure Users demonstrate judgment and proficiency with the CEW in practical exercises.
<b>LEARNING OBJECTIVES and ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"><li>1. acknowledge the requirements for conducting the knowledge test in compliance with the Trainer's Manual;</li><li>2. conduct:<ol style="list-style-type: none"><li>a) proficiency drills;</li><li>b) judgment scenarios;</li></ol></li><li>3. assess learners in compliance with assessment standards; and</li><li>4. comply with documentation requirements in compliance with the Trainer's Manual.</li></ol>

**CEW TRAINER ASSESSMENT FORM**

Date	Training Location
Student	Police Service
Trainer	

**Knowledge Assessment**

- ☐ The officer has achieved 75% on written test of factual and procedural knowledge about the CEW and its use on a written examination consisting of no fewer than 50 questions from the accredited question bank.

**Proficiency Assessment**

- ☐ Demonstrated proficiency on the use of the CEW in drills as detailed in the Trainer's Manual (equivalent to User proficiency standard).
- ☐ Conducted proficiency drills in compliance with the Trainer's Manual.

**Judgment / Practical Assessments**

- ☐ Demonstrated judgment and proficiency in the use of the CEW in scenarios in compliance with the Trainer's Manual to the User standards.
- ☐ Conducted scenario-based practical testing and assessed Users in compliance with the Trainer's Manual.

**Trainer Proficiency Criteria**

- ☐ Monitors and maintains safety
- ☐ Allocates time in accordance with the Trainer's Manual
- ☐ Demonstrates skills
- ☐ Communicates verbally
- ☐ Communicates non-verbally
- ☐ Identifies student errors
- ☐ Provides correction
- ☐ Motivates learners, sustains interest
- ☐ Conducts assessments in compliance with standards
- ☐ Complies with documentation requirements

**To meet standard the officer will:**

- ☐ independently complete all tasks and procedures proficiently and safely
- ☐ make ongoing threat assessments taking into account the totality of the situation, the behaviour of the subject(s), and tactical considerations
- ☐ develop/alter a plan of action and act accordingly
- ☐ demonstrate confidence, competence, judgment and restraint
- ☐ demonstrate smooth transition between use of force options
- ☐ demonstrate CEW deployment mode(s) as required by the totality of the situation
- ☐ communicate with subject and others taking into account tone, volume and cadence
- ☐ communicate with other officers
- ☐ effect arrest as required
- ☐ articulate rationale for lawful use of force
- ☐ critique his/her own practice and identify ways to improve

**The officer will not meet standard if he/she:**

- ☐ is unable to assess the totality of the situation and determine the appropriate response
- ☐ does not reasonably identify level of threat
- ☐ fails to respond to the threat
- ☐ over-reacts to the threat
- ☐ is unable to transition between use of force options
- ☐ is unable to demonstrate proficiency with the CEW (speed, accuracy, confidence)
- ☐ compromises safety of self or others
- ☐ is unable to articulate his/her rationale for lawful use of force
- ☐ is unable to critique his/her own practice and identify ways to improve.

Comments: (Use additional pages if necessary)

Student Signature : \_\_\_\_\_ Trainer Signature : \_\_\_\_\_

**APPENDIX D**  
**TRAINING STANDARD FOR CONDUCTED ENERGY WEAPON**  
**RE-QUALIFICATION TRAINING**

<b>COURSE DESCRIPTION</b>	<p>This course provides training to members of police services authorized to use a conducted energy weapon (CEW).</p> <p>As per section 14.3 of the Equipment and Use of Force Regulation, at least once every twelve months, members who may be required to use force on other persons shall take a training course on the use of force.</p> <p>This course will be taught by a Use of Force Trainer, certified by the Ministry, who has completed the ministry-approved CEW Trainer's course.</p>
<b>PREREQUISITES</b>	Learners must be authorized to carry a CEW by their police service.
<b>DURATION</b>	The recommended duration of this course is 4 hours.
<b>STANDARDS</b>	<p>Learners will:</p> <ol style="list-style-type: none"> <li>1. meet the requirements of all User proficiency assessments as in accordance with the Ontario CEW Trainer's Manual.</li> </ol>
<b>SUBJECTS</b>	<ol style="list-style-type: none"> <li>1. Structure and Function of the CEW</li> <li>2. Effects of CEWs</li> <li>3. Operating the CEW</li> <li>4. Legislative and Regulatory Framework for CEWs</li> <li>5. Practical Assessments</li> </ol>
<b>DRESS</b>	Dress of the day or per police service policy
<b>OTHER DRESS OR EQUIPMENT REQUIRED</b>	<ul style="list-style-type: none"> <li>▪ approved security holster and complete duty belt</li> <li>▪ body armour</li> <li>▪ eye protection</li> <li>▪ duty flashlight</li> <li>▪ handcuffs and key</li> </ul>
<b>BIBLIOGRAPHY</b>	<p><b>LEGISLATION</b></p> <p><u>Police Services Act</u></p> <p>O. Reg. 926 Equipment and Use of Force</p> <p>Criminal Code sections 25, 26, 27, 34, 37</p>
	<p><b>CASE LAW</b></p> <p>R. v. Hannibal, 2003 BCPC 504</p> <p>R. v. St. Amand, 2006 BCPC 508</p>



	<p>R. v. Galloway, 2007 NSSC 71 R. v. Shott, 2006 ABPC 265 R. v. Cameron, 2008 BCPC 231 New case law as applicable from Ontario Police College Virtual Academy (OPCVA)</p>
	<p><b>SECONDARY MATERIALS</b> Policing Standards Manual, Use of Force Guideline (AI-012) including Appendix A All Chiefs Memoranda (02-0045, 04-0002, 05-0007, 05-0014, 05-0050, 08-0001, 08-0011, 09-0060, 09-0076, 10-0034, 12-0011, 13-0020, 13-0073, 13-0075, 14-0069, 20-0152) Office of the Chief Coroner, Memorandum #10-106 (April 28, 2010) Local policy and procedures</p>

SUBJECT	STRUCTURE AND FUNCTION OF THE CEW
RATIONALE	CEW Users must understand the structure and function of the unit.
LEARNING OBJECTIVES AND ASSESSMENT STANDARDS	<p>The learner will:</p> <ol style="list-style-type: none"><li>1. describe/explain<ol style="list-style-type: none"><li>a) how the CEW works;</li><li>b) safe handling/operation of the CEW;</li><li>c) the structure of the unit, taking into account:<ol style="list-style-type: none"><li>i) nomenclature;</li><li>ii) basic electrical information;</li><li>iii) cartridge functionality;</li><li>iv) projectile characteristics;</li><li>v) LED lighting;</li><li>vi) laser sight(s);</li><li>vii) holster and retention features;</li></ol></li></ol></li><li>2. conduct a function test</li></ol> <p>to the extent he/she demonstrates judgement and proficiency with the CEW in drills and practical assessments, as evaluated by the Trainer, in compliance with the Ontario CEW Trainer's Manual.</p>

SUBJECT	EFFECTS OF CONDUCTED ENERGY WEAPONS
RATIONALE	CEW Users must understand the effects of the CEW on the human body.
LEARNING OBJECTIVES AND ASSESSMENT STANDARDS	<p>The learner will:</p> <ol style="list-style-type: none"> <li>1. describe/explain the common effects and side effects of a CEW on the human body, taking into account:               <ol style="list-style-type: none"> <li>a) persons subjected to a CEW discharge may experience:                   <ol style="list-style-type: none"> <li>i) falling to ground;</li> <li>ii) involuntary/strong muscle contractions;</li> <li>iii) yelling/shouting;</li> <li>iv) freezing in place with legs locked;</li> <li>v) eye injury if probe strikes eye;</li> <li>vi) minor burns;</li> <li>vii) major burns if flammable liquids or gases are ignited;</li> <li>viii) secondary injury from falling;</li> <li>ix) feeling dazed for several seconds/minutes;</li> <li>x) tingling sensations;</li> <li>xi) critical stress amnesia;</li> <li>xii) vertigo;</li> <li>xiii) minor scarring;</li> </ol> </li> </ol> </li> <li>2. describe/explain that the CEW is not likely to cause:               <ol style="list-style-type: none"> <li>a) damage to nerve tissue;</li> <li>b) defecation or urination;</li> <li>c) harm to foetus (apart from that which may occur as a result of the mother falling);</li> <li>d) death;</li> </ol> </li> <li>3. describe/explain that the CEW does not cause:               <ol style="list-style-type: none"> <li>a) electrocution in a wet environment;</li> <li>b) harmful pacemaker effects;</li> </ol> </li> <li>4. describe/explain the need to obtain immediate medical attention when the signs and symptoms of “excited delirium” are being displayed by the subject, which may include:               <ol style="list-style-type: none"> <li>a) pain tolerance;</li> <li>b) tachypnea (abnormally fast breathing);</li> <li>c) sweating;</li> <li>d) agitation;</li> </ol> </li> </ol>

	<ul style="list-style-type: none"><li>e) tactile hyperthermia;</li><li>f) police non-compliance;</li><li>g) lack of tiring;</li><li>h) unusual strength;</li><li>i) inappropriately clothed;</li><li>j) mirror/glass attraction</li></ul> <p>5. describe/explain the effect of the CEW on aggressive animals</p> <p>to the extent he/she demonstrates judgment and proficiency with the CEW in drills and practical assessments, as evaluated by the Trainer, in compliance with the Ontario CEW Trainer's Manual.</p>
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SUBJECT	OPERATING THE CEW
RATIONALE	CEW Users must operate the CEW safely and proficiently.
LEARNING OBJECTIVES AND ASSESSMENT STANDARDS	<p>The learner will:</p> <ol style="list-style-type: none"> <li>1. describe/explain use of the weapon, taking into account:               <ol style="list-style-type: none"> <li>a) legal and regulatory issues related to use of force;</li> <li>b) impact factors as per the Ontario Use of Force Model;</li> <li>c) function testing;</li> <li>d) modes of use;</li> <li>e) probe spread;</li> <li>f) optimal deployment distance;</li> <li>g) tactical considerations;</li> <li>h) malfunctions;</li> <li>i) multiple and/or extended cycles and associated risks;</li> <li>j) control of the subject while the CEW is activated;</li> </ol> </li> <li>2. smoothly draw and holster the CEW;</li> <li>3. load the CEW, taking into account:               <ol style="list-style-type: none"> <li>a) safety issues regarding loading cartridges;</li> <li>b) damage/injuries that can be sustained from improper loading;</li> </ol> </li> <li>4. transition to and from the CEW and other use of force options taking into account tactical considerations;</li> <li>5. reload cartridges multiple times using expended/inert cartridges;</li> <li>6. respond to malfunctions;</li> <li>7. fire the CEW with expended/inert cartridge, in probe mode, taking into account:               <ol style="list-style-type: none"> <li>a) the 5 second cycle deployment;</li> <li>b) multiple and extended cycles;</li> <li>c) reloading;</li> <li>d) malfunctions;</li> <li>e) laser sight(s);</li> <li>f) fixed sights;</li> <li>g) control of the subject while CEW is activated;</li> </ol> </li> <li>8. fire the CEW in drive stun mode, taking into account:               <ol style="list-style-type: none"> <li>a) effective areas on which to use drive stun mode;</li> <li>b) drive stun with cartridge (drill);</li> <li>c) close range probe deployment with drive stun follow up (drill);</li> </ol> </li> </ol>

	<p>d) drive stun without cartridge (drill);</p> <p>9. fire the CEW at a target at 2.5 metres:</p> <p>a) using fixed sights;</p> <p>b) hitting with both probes; and</p> <p>c) taking into account the following factors:</p> <ul style="list-style-type: none"> <li>▪ target area (equivalent to TASER mylar target or human silhouette/ mannequin, with legs)</li> <li>▪ preferred target zones</li> <li>▪ unintentional targets</li> <li>▪ throat/head hits are off-target</li> <li>▪ the safety switch</li> <li>▪ giving verbal commands</li> <li>▪ safety considerations</li> <li>▪ equipment considerations</li> </ul> <p>10. fire an expended/inert cartridge at a target at 2.5 metres using the laser sight(s);</p> <p>11. fire the CEW at a target at 4 metres:</p> <p>a) using the laser sight(s);</p> <p>b) hitting with both probes; and</p> <p>c) taking into account the factors listed in 9 c);</p> <p>12. when using the TASER 7 platform, fire two “stand off” cartridges between 3.4 metres (11 feet) and 6.7 metres (22 feet), and two “close quarter” cartridges between 1.2 metres (4 feet) and 3.4 metres (11 feet), with one being fired in stealth mode, taking into account the factors listed in 9 c);</p> <p>13. for the TASER 7, engage the tilt select feature (if enabled), and observe the cartridge bay and laser adjustments;</p> <p>14. explain post-deployment procedures, taking into account:</p> <p>a) probe removal;</p> <p>b) probe storage/disposal;</p> <p>c) evidence collection;</p> <p>d) subject after-care;</p> <p>e) documentation and reporting requirements including the Use of Force Report</p> <p>to the extent he/she demonstrates judgment and proficiency with the CEW in drills and practical assessments as evaluated by the Trainer, in compliance with the Ontario CEW Trainer’s Manual.</p>
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SUBJECT	LEGISLATIVE AND REGULATORY FRAMEWORK
<b>RATIONALE</b>	CEW Users must understand and comply with the legislative and regulatory environment that governs their use of the CEW.
<b>LEARNING OBJECTIVES AND ASSESSMENT STANDARDS</b>	<p>The learner will:</p> <ol style="list-style-type: none"><li>1. describe/explain the legislative and regulatory issues related to the CEW taking into account:<ol style="list-style-type: none"><li>a) Criminal Code;</li><li>b) <u>Police Services Act</u>;</li><li>c) O. Reg. 926 Equipment and Use of Force;</li><li>d) Local policy;</li><li>e) Jurisprudence;</li><li>f) Ontario Use of Force Model;</li><li>g) Use of Force Guideline (AI-012)</li></ol></li></ol> <p>to the extent he/she demonstrates judgment and proficiency with the CEW in drills and practical assessments, as evaluated by the Trainer, in compliance with the Ontario CEW Trainer's Manual.</p>

**Before advancing to the judgment/practical assessments, the User must:**

- a) demonstrate proficiency on the use of the CEW in drills; and**
- b) demonstrate proficiency on the use of the CEW per section 9, 10 and 11 of “Operating the CEW”.**

<b>SUBJECT</b>	<b>PRACTICAL ASSESSMENTS</b>
<b>RATIONALE</b>	The User must demonstrate judgement and proficiency with the CEW in practical scenarios.
<b>LEARNING OBJECTIVES AND ASSESSMENT STANDARDS</b>	<p>Preamble:</p> <p>In selecting a use of force option, officers use their judgement to make ongoing threat assessments taking into account the totality of the situation, the behaviour of the subject(s), and tactical considerations. It is recognized that, in practice, situations are fluid, dynamic and may change rapidly. As with any use of force option, a CEW should only be used as necessary to gain physical control of a subject.</p> <p>Trainers will explain that the scenarios are presented in such a way to allow learners to build competence in situations that, for the purposes of training, conform closely to subject behaviours identified in the Ontario Use of Force Model.</p> <p>Scenarios may NOT require use of a CEW or any other use of force method.</p> <p>In addition to practical scenarios, judgement may also be assessed using case studies, table-top discussions, etc.</p> <p>Learners will be assessed in compliance with the Ontario CEW Trainer’s Manual.</p>



**APPENDIX E**  
**TRAINING STANDARD FOR CONDUCTED ENERGY WEAPON**  
**FAMILIARIZATION**

<b>COURSE DESCRIPTION</b>	<p>This course provides familiarization training to front-line members of police services who are not authorized to use a conducted energy weapon (CEW).</p> <p>The course should be delivered on an as-needed basis, as determined by the Chief of Police.</p>
<b>SUBJECTS</b>	<p>The following subject areas should be addressed:</p> <ol style="list-style-type: none"> <li>1. CEW model(s) in use within the police service;</li> <li>2. Members within the police service who are authorized to carry a CEW;</li> <li>3. Basic structure and function of the CEW;</li> <li>4. Spark test;</li> <li>5. Deployment modes (probe, drive stun, 3-point contact);</li> <li>6. Use of demonstrated force presence;</li> <li>7. Circumstances for use as per section 17 of Use of Force Guideline AI-012;</li> <li>8. Verbal warnings;</li> <li>9. Arrest team movement and “controlling under power”;</li> <li>10. Tactical considerations (e.g., fragile wires);</li> <li>11. Excited delirium;</li> <li>12. Multiple and extended cycles;</li> <li>13. Transition between force options;</li> <li>14. Lethal back-up.</li> </ol>

**ATTACHMENT 1**  
**TRAINING STANDARD FOR RE-CERTIFICATION OF CONDUCTED ENERGY**  
**WEAPON TRAINERS**

<b>COURSE DESCRIPTION</b>	CEW Trainers will re-certify every two years by completing the CEW Trainers course in compliance with the Ontario CEW Trainers Manual.  Re-certification assessments must be conducted by Ministry certified CEW Instructor Trainers.
<b>PRE-REQUISITES</b>	Ministry certified CEW Trainer
<b>STANDARDS</b>	The learner will complete the CEW Trainers course in compliance with the Ontario CEW Trainers Manual.
<b>SUBJECTS</b>	<ol style="list-style-type: none"> <li>1. Introduction/Obligations of a CEW Trainer</li> <li>2. Legislative and Regulatory Framework for CEWs</li> <li>3. Effects of CEWs</li> <li>4. Structure and Function of the CEW</li> <li>5. Operating the CEW               <ol style="list-style-type: none"> <li>a) describe/explain:                   <ol style="list-style-type: none"> <li>i. use of CEW;</li> <li>ii. post-deployment procedures;</li> </ol> </li> <li>b) demonstrate proficiency in User drills as per the User Course Training Standard; and</li> <li>c) conduct drills in compliance with the Users Course Training Standard and the Trainer's Manual</li> </ol> </li> <li>6. Practical Assessments</li> <li>7. Conducting Assessments</li> </ol> <p>Candidates for re-certification may be assessed for #5 b) and c), #6 and #7 during the Trainers course or in a live teaching environment prior to re-certification. Candidates must meet standard on the written test as per the Course Training Standard for Trainers.</p>
<b>DRESS</b>	Dress of the day or per police service policy
<b>OTHER DRESS OR EQUIPMENT REQUIRED</b>	<ul style="list-style-type: none"> <li>▪ duty belt, including holster</li> <li>▪ body armour</li> <li>▪ eye protection</li> <li>▪ duty flashlight</li> <li>▪ handcuffs and key</li> </ul>
<b>REFERENCES</b>	N/A

**ATTACHMENT 2**  
**TRAINING STANDARD FOR CONDUCTED ENERGY WEAPON**  
**INSTRUCTOR-TRAINERS**

<b>COURSE DESCRIPTION</b>	This course prepares CEW Trainers to train new CEW Trainers and conduct re-certification training for CEW Trainers.
<b>PRE-REQUISITES</b>	Candidates must be a Ministry-certified CEW Trainer. Candidates must have delivered a minimum of five CEW User courses as a Trainer.
<b>STANDARDS</b>	<p>Candidates will:</p> <ol style="list-style-type: none"> <li>1. achieve a minimum grade of 90% on the Entrance Examination;</li> <li>2. teach a short session from the Users Course in compliance with the assessment rubric;</li> <li>3. meet standard on the provincial proficiency standard as set out in the Training Standard for CEW Users; <i>(Failure to meet standard on any of the first three elements will result in immediate dismissal from the course.)</i></li> <li>4. present a solution to a training issue (assigned) in compliance with assessment rubrics, and submit a brief written report on their recommended solution;</li> <li>5. participate in classroom discussions and exercises; and</li> <li>6. be in full attendance.</li> </ol>
<b>RE-CERTIFICATION REQUIREMENTS</b>	<p>Instructor Trainers will participate in annual professional development activities coordinated by OPC.</p> <p>Subject matter will vary from year to year. Emphasis will be placed on new research, jurisprudence and lessons learned from practice and training.</p>
<b>SUBJECTS</b>	<ol style="list-style-type: none"> <li>1. Entrance assessments: <ol style="list-style-type: none"> <li>a. Examination</li> <li>b. Teach-backs</li> <li>c. CEW proficiency</li> </ol> </li> <li>2. Responsibilities of an Instructor-Trainer: <ol style="list-style-type: none"> <li>a. Updates to trainer resources</li> <li>b. Preparation of evidence/expert testimony</li> <li>c. Technical analysis</li> <li>d. Voluntary exposure safety protocols, if permitted by the</li> </ol> </li> </ol>

	<p>candidate's police service</p> <ul style="list-style-type: none"><li>e. Removal of probes</li><li>f. Use of force/CEW tactics: lessons learned</li><li>g. Problem solving</li></ul> <p>3. Conducting trainer re-certification</p>
<b>DRESS</b>	Dress of the day or per police service policy
<b>OTHER DRESS OR EQUIPMENT REQUIRED</b>	N/A
<b>REFERENCES</b>	N/A

**APPENDIX H**  
**TECHNICAL SPECIFICATIONS FOR APPROVED CONDUCTED ENERGY WEAPONS**

<b>TASER X26</b>	<b>TASER X26P</b>	<b>TASER X2</b>	<b>TASER 7</b>
<b>Output Characteristics</b>			
Main phase charge: 80 to 125 $\mu$ C (microcoulombs)  Pulse duration: 105 to 155 $\mu$ s (microseconds)  Pulse rate: 19 +1/-2.5 pulses per second  Peak loaded voltage: 1,400 to 2,520 V (volts)	Into 600-ohm load: • Pulse duration: 50– 125 $\mu$ s • Peak loaded voltage: 840–1,440 V  Into 250–1,000 ohm loads: • Pulse rate: 19 $\pm$ 1 pulses per second • Full pulse charge: 63 $\pm$ 9 $\mu$ C • Current: 1.2 milliamperes (mA) typical	Into 600-ohm load: • Pulse duration: 50– 125 $\mu$ s • Peak loaded voltage: 840–1,440 V  Into 250–1,000 ohm loads: • Pulse rate: 19 $\pm$ 1 pulses per second • Full pulse charge: 63 $\pm$ 9 $\mu$ C • Current: 1.2 mA typical	Into 600-ohm load: • Pulse duration: 35 – 55 $\mu$ s • Peak loaded voltage: 1500-2600 V  Into 250-1000 ohm loads: • Pulse rate single bay: 21 - 23 pulses per second • Pulse rate two bays: 43- 45 pulses per second • Pulse charge: 59-67 $\mu$ C  22 Pulses per Second into 600-ohm: • Aggregate current: .0013-.0015 amperes • Total discharge time: .00077 - .0012 seconds  Into 500-ohm: • Energy per pulse: .063- .104 joules

TASER X26	TASER X26P	TASER X2	TASER 7
Other Features			
<p>The trigger activates a five second cycle. The cycle can be stopped and the discharge can be continued beyond five seconds.</p> <p>An illumination source is present.</p> <p>Redundant targeting systems (i.e., fixed sights and laser) are present.</p> <p>Capable of drive-stun with or without cartridge installed.</p> <p>Electrical charge can penetrate up to 2 inches [5.08 cm] cumulative of clothing, or one inch [2.54 cm] per probe.</p> <p>Information Display includes battery life percentage, countdown, warranty expiration, unit temperature, illumination status, and current time and date.</p> <p>Ambidextrous safety levers are present.</p> <p>Unit stores time, date, burst duration,</p>	<p>The trigger activates a single cycle (approximately 5 seconds) which can be stopped or continued beyond five seconds (except when used with battery with automatic shutoff feature).</p> <p>An illumination source is present.</p> <p>Redundant targeting systems (i.e., fixed sights and laser) are present.</p> <p>Information Display displays data such as calculated remaining energy, burst time, and notifications.</p> <p>Information is recorded into three data logs: Event log, Pulse log, and Engineering log.</p> <p>Data can be downloaded.</p> <p>Real-time clock with back-up battery.</p> <p>Onboard self-diagnostic and system status monitoring and reporting.</p> <p>Ambidextrous safety switch.</p>	<p>The trigger activates a single cycle (approximately 5 seconds) which can be stopped or continued beyond five seconds.</p> <p>An illumination source is present.</p> <p>Redundant targeting systems (i.e., fixed sights and dual lasers) are present.</p> <p>Capable of a drive stun with or without a cartridge installed.</p> <p>Information Display displays remaining energy, burst time, operating mode, and user menu to change settings.</p> <p>Information is recorded into three data logs: Event log, Pulse log, and Engineering log.</p> <p>Data can be downloaded.</p> <p>Real-time clock with back-up battery.</p> <p>Onboard self-diagnostic and system status monitoring and reporting.</p> <p>Ambidextrous safety switch.</p>	<p>The trigger activates a single cycle (approximately 5 seconds) which can be stopped or continued beyond five seconds.</p> <p>An illumination source is present.</p> <p>Redundant targeting systems (i.e., fixed sights and single/dual lasers) are present.</p> <p>Capable of a drive stun with or without a cartridge installed.</p> <p>Information Display displays remaining energy, burst time, operating mode, and user menu to change settings.</p> <p>Information is recorded into three data logs: Event log, Pulse log, and Engineering log.</p> <p>Data can be downloaded.</p> <p>Real-time clock with back-up battery.</p> <p>Onboard self-diagnostic and system status monitoring and reporting.</p> <p>Ambidextrous safety switch.</p>

unit temperature, and remaining battery life percentage for a minimum of 1,000 firings.  Data can be downloaded.		Optional automatic shut-off, if enabled	Tilt Select feature allows for toggling between cartridge bays  Optional automatic shut-off, if enabled  Body-worn camera activation, if enabled
Cartridges			
TASER X26	TASER X26P	TASER X2	TASER 7
21-foot and 15-foot interchangeable cartridges: <ul style="list-style-type: none"> <li>• use nitrogen gas propellant @ 1800 psi; and</li> <li>• contain Standard Probe: 0.375" (9.53mm)</li> </ul> 25-foot interchangeable cartridge (7.62m): <ul style="list-style-type: none"> <li>• uses nitrogen gas propellant @ 2200 psi; and</li> <li>• contains XP Probe: 0.525 (13.33 mm)</li> </ul>	25-foot (7.6m) and 15- foot (4.6m) TASER Smart™ cartridges: <ul style="list-style-type: none"> <li>• use compressed nitrogen gas propellant; and</li> <li>• contain probes of 0.53" (13.3mm length)</li> </ul>	Close Quarters Cartridge (12°) and Stand-Off Cartridge (3.5°): <ul style="list-style-type: none"> <li>• use compressed nitrogen gas as propellant</li> <li>• maximum range 25' (7.6 m)</li> <li>• probe length 0.45" (11.5mm)</li> <li>• muzzle velocity 175'/second (53 m/second)</li> </ul>	



## INTERNAL CORRESPONDENCE

**To:** Chair and Members

**From:** Deb Reid

**Dept:** Niagara Police Service Board

**Dept:** Executive Director  
Niagara Police Service Board

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**Date:** June 24, 2025

**Re: Police Service Board By-law – Conduct of Investigations**

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Purpose:

The purpose of this report is to provide the Board with a draft by-law as required for compliance with the *Community Safety and Policing Act, 2019 (CSPA)*, and its Regulations.

Background Information and Discussion:

On April 1, 2024, the *Community Safety and Policing Act, 2019 (CSPA)* and its Regulations came into force. The CSPA is an opportunity to modernize policing and enhance community safety in Ontario. All Police Service Boards and Police Services are required to comply with the CSPA and its associated Regulations. The CSPA mandates that the Board establish a policy for the conduct of investigations as prescribed for the purpose of clause 38 (1)(g) of the CSPA. To meet these legislative requirements, a draft By-law has been created. This By-law instructs the Chief of Police to comply with Ontario Regulation 395/23 – Investigations, and ensure adherence to the CSPA, its Regulations, and all relevant Board By-laws and policies. The Chief of Police regularly provides the Board with reports to monitor compliance, which also support the budget process, strategic planning, and ongoing assessment of the Service's needs.

Cost of Recommendation:

There will be no additional costs associated with the implementation of the attached By-law. Specific costs resulting from the conduct of investigations are dealt with by the Chief of Police 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 By-law presented complies with the CSPA and its Regulations and Ministry of the Solicitor General guidelines and there are no realistic alternatives.

Reasons for Recommendation:

Subsection 38 (1)(g) of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, ("CSPA") requires the Police Service Board shall establish policies respecting the conduct of investigations. This provision is a mandated responsibility of Police Service Boards. This By-law ensures compliance with the CSPA and its Regulations. The Board Solicitor, Woody McKaig, and NRPS Legal Counsel Vita Gauley, have reviewed and endorsed this By-law and it is now presented to the Board for final approval.



**Recommendation:**

**That the Board adopt the draft by-law as appended to this report,**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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. 533-2025

### A BY-LAW TO ESTABLISH POLICY RELATING TO THE CONDUCT OF INVESTIGATIONS

#### 1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1)(a) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, as amended* ("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)(g) of the CSPA provides that the Board shall establish policies any other prescribed matters;
- 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 24 of Ontario Regulation 395/23 – Investigations, as amended (O. Reg. 395/23), requires the Board to establish policies respecting the conduct of investigations as prescribed for the purpose of clause 38 (1)(g) of the CSPA;
- 1.5 AND WHEREAS the Board deems it expedient to enact this By-law to establish a policy relating to the conduct of 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 "Member" means a member of the Niagara Regional Police Service;
- 2.5 "Minister" means the Ministry of the Solicitor General; and
- 2.6 "Service" means the Niagara Regional Police Service.

### **3 BOARD POLICY**

- 3.1 The Board recognizes that investigations into criminal and other matters are a core function of the Niagara Regional Police Service. Effective investigations not only enhance community safety but also build public trust in law enforcement. Conversely, investigations that result in wrongful accusations can seriously undermine confidence in the police. Accordingly, the Board affirms the importance of maintaining the highest standards of investigative excellence. Upholding these standards is essential to ensuring organizational integrity and fostering enduring trust within the community.

### **4. DIRECTIONS TO CHIEF**

#### **4.1 PROCEDURES**

- 4.1.1 The Chief shall establish and maintain the following procedures as required by Section 20 of the CSPA:

- (i) Procedures regarding notifying supervisors of matters for the purposes of Section 6 of O. Reg. 395/23;
- (ii) Procedures for undertaking investigations in accordance with O. Reg. 395/23;
- (iii) Procedures for the management of information relating to investigations in accordance with O. Reg. 395/23;
- (iv) Procedures for managing informers and agents and ensuring their security in accordance with O. Reg. 395/23.

#### **4.2 STANDARDS FOR INVESTIGATIONS**

- 4.2.1 The Chief shall ensure:

- (i) That the Service has a Senior Investigator, a supervisor or a case manager available 24 hours per day, and that every investigation is undertaken by an investigator or senior investigator, as determined by a supervisor, as required by Sections 4 and 5 of O. Reg. 395/23, and that Service Members and supervisors are trained to ensure compliance with Sections 6, 7, 8, and 9 of O. Reg. 395/23.
- (ii) That investigators take all reasonable and necessary steps to ensure the safety of persons relevant to the investigation as required by Section 10 of O. Reg. 395/23;
- (iii) That Members of the Service are adequately trained and deployed as required to undertake or supervise investigations in compliance with Sections 11 to 19 inclusive of O. Reg. 395/23;
- (iv) That extensive co-operation occurs with police in other jurisdictions to maximize investigative effectiveness, if deemed necessary;
- (v) That the Chief deploy Members of the Service required to undertake or supervise investigations, and to consider the following factors when determining the number of Members of the Service that are required to undertake and supervise an investigation as required by Section 23 of O. Reg. 395/23:
  - a. Data on the workload of Members conducting the investigations from the previous five years;
  - b. The crime severity index for areas being policed;
  - c. The Strategic Plan for the Police Service;
  - d. The geographical characteristics of the community;

- e. That Service Members are trained on and comply with Section 20.1 of O. Reg. 395/23 regarding crime guns.

#### 4.3 CONSULTATION WITH CROWN ATTORNEY

- 4.3.1 The Chief shall consult with the Crown Attorney as required in accordance with Section 21 or O. Reg. 395/23 and shall ensure that investigators consult with a Crown Attorney in the circumstances required by Section 17 of O. Reg. 395/23.

### 5. REPORTING TO THE BOARD

- 5.1 The Chief shall make a written annual report to the Board demonstrating compliance with this By-law. The report shall include:
  - (i) The number of major cases in the preceding year, as defined in Ontario Regulation 395/23, which is to be reported to the Minister by February 28 of the following year; and
  - (ii) The number of ViCLAS Crime Analysis Reports submitted by Members of the Police Service in the preceding year, not including updated reports, which is to be reported to the Minister by February 28 of the following year.

### 6 IMPLEMENTATION

- 6.1 Any By-laws, sections of by-laws and policies of the Board inconsistent with the provisions of this By-law are hereby repealed.
- 6.2 This By-law shall come into force on the date of its passage.

ENACTED AND PASSED this 24<sup>th</sup> day of July, 2025.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

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Pat Chiocchio, Chair

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Deb Reid, Executive Director



## INTERNAL CORRESPONDENCE

**To:** Chair and Members

**From:** Deb Reid

**Dept:** Niagara Police Service Board

**Dept:** Executive Director  
Niagara Police Service Board

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**Date:** June 23, 2025

**Re: Police Service Board By-law – Disclosure of Personal Information**

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Purpose:

The purpose of this report is to provide the Board with a draft by-law as required for compliance with the *Community Safety and Policing Act, 2019 (CSPA)*, and its Regulations.

Background Information and Discussion:

On April 1, 2024, the *Community Safety and Policing Act, 2019 (CSPA)* and its Regulations came into force. The CSPA is an opportunity to modernize policing and enhance community safety in Ontario. All Police Service Boards and Police Services are required to comply with the CSPA and its associated Regulations. The CSPA mandates that the Board establish a policy for the disclosure by the Chief of Police of personal information about individuals. To meet these legislative requirements, a draft By-law has been created. This By-law also instructs the Chief of Police to ensure clear criteria and conditions for the disclosure of personal information in adherence to the CSPA, its Regulations, and all relevant Board By-laws and policies. The Chief of Police regularly provides the Board with reports to monitor compliance, which also support the budget process, strategic planning, and ongoing assessment of the Service's needs.

Cost of Recommendation:

There will be no additional costs associated with the implementation of the attached By-law. Specific costs resulting from the disclosure of personal information are dealt with by the Chief of Police 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 By-law presented complies with the CSPA and its Regulations and Ministry of the Solicitor General guidelines and there are no realistic alternatives.

Reasons for Recommendation:

Subsection 38 (1) (c) of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, ("CSPA") requires the Police Service Board shall establish policies respecting the disclosure by the Chief of Police of personal information about individuals. This provision is a mandated responsibility of Police Service Boards. This By-law ensures compliance with the CSPA and its Regulations. The Board Solicitor, Woody McKaig, and NRPS Legal Counsel Vita Gauley, have reviewed and endorsed this By-law and it is now presented to the Board for final approval.

**Recommendation:**

**That the Board adopt the draft by-law as appended to this report,**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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. 531-2025

### A BY-LAW TO ESTABLISH POLICY RELATING TO DISCLOSURE OF PERSONAL INFORMATION

#### 1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1)(a) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, as amended* ("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)(c) of the CSPA provides that the Board shall establish policies respecting the disclosure by the Chief of Police of personal information about individuals;
- 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 Ontario Regulation 412/23 - Disclosure of Personal Information, as amended, (O. Reg. 412/23) establishes to whom and in what circumstances personal information may be disclosed by a Chief of Police or a designate for the purposes of subsection 80 (1) of the CSPA;
- 1.5 AND WHEREAS the Board deems it expedient to enact this By-law to establish a policy relating to the disclosure by the Chief of Police of personal information about individuals.

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 "Member" means a member of the Niagara Regional Police Service; and
- 2.5 "Service" means the Niagara Regional Police Service.

### **3 BOARD POLICY**

- 3.1 The Board recognizes that when making decisions regarding the release of personal information, a number of considerations must be weighed within the applicable legislative parameters that aim to balance the privacy and the public interest. This policy intends to promote accountability and consistency by establishing clear criteria and conditions for the disclosure of personal information.

### **4. DIRECTIONS TO CHIEF**

#### **4.1 PROCEDURES**

- 4.1.1 The Chief or a designate will develop procedures and processes consistent with Section 80 of the CSPA, along with the relevant regulation, O. Reg. 412/23: Disclosure of Personal Information.

#### **4.2 PURPOSE OF DISCLOSURE**

- 4.2.1 The Chief or a designate will ensure that any disclosure of personal information will be for one or more of the purposes set out in subsection 80 (2) of the CSPA.

#### **4.3 CONSIDERATIONS**

- 4.3.1 The Chief or a designate will consider, in deciding whether or not to disclose personal information, based on the factors set out in Section 4 of O. Reg. 412/23.

### **5. DISCLOSURE OF PERSONAL INFORMATION**

- 5.1 The Chief or a designate may disclose any personal information about any person as follows:

- (i) Personal information described in Section 6 of O. Reg. 412/23 regarding individuals charged under a Federal or Provincial statute in the circumstances described in Section 3 of O. Reg. 412/23;
- (ii) Personal information described in Section 6 of O. Reg. 412/23 regarding individuals convicted or found guilty of an offence under a Federal or Provincial statute in the circumstances described in Section 5 of O. Reg. 412/23; and
- (iii) Personal information described in Section 6 of O. Reg. 412/23 and information set out in subsection 7 (1) of O. Reg. 412/23 which the Chief or designate reasonably believes is necessary to protect and keep victims of crime informed.

- 5.2 The Chief or a designate may disclose personal information about an individual who is under investigation for having committed an offence under any Federal or Provincial Act, or is charged with, convicted of, or found guilty of such an offence, to any agency described in subsection 8 (1) of O. Reg. 412/23, provided such disclosure is consistent with subsections 8 (2) and 8 (3) of O. Reg. 412/23.

### **6. REPORTING TO THE BOARD**

- 6.1 The Chief will report to the Board any matters of significant public interest as they relate to this By-law as the need arises.



6.2 The Chief shall make a written report to the Board each year in respect of disclosures of personal information. The report shall include:

- (i) a summary of the procedures regarding disclosures of personal information;
- (ii) confirmation that the said procedures comply with the CSPA and O. Reg. 412/23; and
- (iii) the status of Service compliance with the said procedures.

## **7 IMPLEMENTATION**

7.1 Any By-laws, sections of by-laws and policies of the Board inconsistent with the provisions of this By-law are hereby repealed.

7.2 This By-law shall come into force on the date of its passage.

ENACTED AND PASSED this 24<sup>th</sup> day of July, 2025.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

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Pat Chiocchio, Chair

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Deb Reid, Executive Director



## INTERNAL CORRESPONDENCE

**To:** Chair and Members

**From:**

Deb Reid

**Dept:** Niagara Police Service Board

**Dept:**

Executive Director  
Niagara Police Service Board

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**Date:**

June 27, 2025

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**Re: Police Service Board By-law – Investigations by the Special Investigations Unit**

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Purpose:

The purpose of this report is to provide the Board with a draft by-law as required for compliance with the *Community Safety and Policing Act, 2019 (CSPA)*, and its Regulations.

Background Information and Discussion:

On April 1, 2024, the *Community Safety and Policing Act, 2019 (CSPA)* and its Regulations came into force. The CSPA is an opportunity to modernize policing and enhance community safety in Ontario. All Police Service Boards and Police Services are required to comply with the CSPA and its associated Regulations. The CSPA and its Regulation mandates that the Board establish a policy for investigations by the Special Investigations Unit. To meet this legislative requirement, a draft By-law has been created. This By-law also instructs the Chief of Police with respect to reporting on SIU investigations that adhere to the to the CSPA, its Regulations, and all relevant Board By-laws and policies. Under the CSPA, the Chief of Police regularly provides the Board with reports to monitor compliance, which also support the budget process, strategic planning, and ongoing assessment of the Service's needs.

Cost of Recommendation:

There will be no additional costs associated with the implementation of the attached By-law. Specific costs resulting from the SIU investigation of Service Members are dealt with by the Chief of Police 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 By-law presented complies with the CSPA and its Regulations and Ministry of the Solicitor General guidelines and there are no realistic alternatives.

Reasons for Recommendation:

Section 81 of the CSPA provides for the Special Investigation Unit (SIU) investigation of a Member of the Police Service, and subsection 8 of Ontario Regulation 90/24 – General Matters Under the Authority of the Minister, as amended (O. Reg. 90/24), requires the Board to establish policy on reports regarding Special Investigation Unit investigations under Section 81 of the CSPA. This provision is a mandated responsibility of Police Service Boards. This By-law ensures compliance with the CSPA and its Regulations. The Board Solicitor, Woody McKaig, and NRPS Legal Counsel Vita Gauley, have reviewed and endorsed this By-law and it is now presented to the Board for final approval.

**Recommendation:**

**That the Board adopt the draft by-law as appended to this report,**

**And further, that the Board Chair and Executive Director be authorized to make any supplementary administrative amendments to the by-law, 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. 534-2025

### A BY-LAW TO ESTABLISH POLICY RELATING TO INVESTIGATIONS BY THE SPECIAL INVESTIGATIONS UNIT

#### 1. PREAMBLE

- 1.1 WHEREAS subsection 37 (1)(a) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, as amended* ("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)(g) of the CSPA provides that the Board shall establish policies any other prescribed matters;
- 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 Section 81 of the CSPA provides for the Special Investigation Unit (SIU) investigation of a Member of the Police Service;
- 1.5 AND WHEREAS subsection 8(1) of Ontario Regulation 90/24 – General Matters Under the Authority of the Minister, as amended (O. Reg. 90/24), requires the Board to establish policy on reports regarding Special Investigation Unit investigations under Section 81 of the CSPA;
- 1.6 AND WHEREAS the Board deems it expedient to enact this By-law to establish a policy relating to the conduct of 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 "Deputy Chief" means a Deputy Chief of the Niagara Regional Police Service;
- 2.5 "Member" means a member of the Niagara Regional Police Service;

- 2.6 “Minister” means the Ministry of the Solicitor General;
- 2.7 “SIU” means the Special Investigations Unit; and
- 2.8 “Service” means the Niagara Regional Police Service.

### **3 BOARD POLICY**

- 3.1 The Board respects the role of the Special Investigations Unit (SIU) to conduct rigorous and independent investigations into police officers and select special constables and peace officers for incidents involving serious injury, death, and allegations of sexual assault or discharge of a firearm at a person. This critical form of civilian oversight supports accountability and consequently enhances the community’s trust in policing institutions. Reports from the SIU are an important mechanism for the police to consider and implement organizational improvement.

## **4. DIRECTIONS TO CHIEF**

### **4.1 PROCEDURES**

- 4.1.1 Subject to rights provided to Members under the Charter of Rights and Freedoms, the Chief shall direct all Service Members to cooperate in the SIU investigation under Section 15 of the *Special Investigations Unit Act, 2019* involving a Member of the Niagara Regional Police Service, including but not limited to the provisions of subsection 31 of the said Act.
- 4.1.2 If the SIU Director causes an incident to be investigated under Section 15 of the *Special Investigations Unit Act, 2019* involving a member of the Niagara Regional Police Service, other than a Deputy Chief, the Chief shall investigate:
- (i) the Member’s conduct in relation to the incident;
  - (ii) the policing provided by the Member in relation to the incident; and
  - (iii) the procedures established by the Chief of Police as they related to the incident.
- 4.1.3 The investigation shall occur promptly, subject to the following:
- (i) the investigation shall not occur until the SIU investigation is complete;
  - (ii) if the matter that is the subject of an investigation becomes the subject of a prosecution of an offence under a law of Canada, a province or a territory:
    - a. the Chief shall consult a Crown Attorney or prosecutor and, if advised by a Crown Attorney or prosecutor to do so, postpone the commencement of the investigation under this section, or suspend it, for as long as is necessary in the Crown Attorney’s or prosecutor’s opinion to avoid interfering with the prosecution;
    - b. Whether or not postponement or suspension is required under subparagraph a., the Chief may postpone the commencement of the investigation under this section, or suspend it, for as long as is necessary to avoid interfering with the prosecution, in the opinion of the Chief.

- 4.1.4 The Chief may request that a person who is not a Member of a Police Service investigate a member of the Niagara Regional Police Service for the purposes set out in paragraph 4.1.1 and report back on their findings, if the Chief determines that it is necessary to have such a person conduct the investigation, including if it is necessary to obtain special expertise or to ensure public confidence in the investigation.
- 4.1.5 If the incident being investigated involves the Chief or a Deputy Chief, the Board shall investigate the matter as described in paragraph 4.1.1.

## **5. REPORTING TO THE BOARD**

- 5.1 The Chief shall submit reports to the Board in accordance with subsection 8(1) of O. Reg. 90/24, including the following:
- (i) If an investigation under Section 15 of the *Special Investigations Unit Act, 2019* does not result in charges being laid against a member of the Durham Regional Police Service in respect of the incident, the report shall be given:
    - a. within 90 days after the SIU Director publishes a report in respect of the incident under subsection 34 (1) of that Act or decides under subsection 34 (6) of that Act to not publish the report, or
    - b. if it is not possible to give the report within the time specified above, as soon as possible after that time.
  - (ii) If an investigation under Section 15 of the *Special Investigations Unit Act, 2019* results in charges being laid against a member of the Niagara Regional Police Service in respect of the incident, the report shall be given:
    - a. within 90 days after the final disposition of the charges, or
    - b. if it is not possible to give the report within the time specified above, as soon as possible after that time.

## **6 IMPLEMENTATION**

- 6.1 Any By-laws, sections of by-laws and policies of the Board inconsistent with the provisions of this By-law are hereby repealed.
- 6.2 This By-law shall come into force on the date of its passage.

ENACTED AND PASSED this 24<sup>th</sup> day of July, 2025.

THE REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICE BOARD

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Pat Chiocchio, Chair

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Deb Reid, Executive Director



# NIAGARA REGIONAL POLICE SERVICE

## Police Service Board Report

### CONFIDENTIAL AGENDA

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**Subject:** Special Investigations Unit – Case Number 24-OFP-505 – Incident of November 25, 2024

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

**Report Date:** 2025-05-30

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### Confidential Report

Confidential Report with respect to the legal matter of an identifiable individual – *Community Safety and Policing Act, s. 44(2)(b)* “personal matters about an identifiable individual, including members of the police service or any other employees of the board” and *Community Safety and Policing Act 2019, s.44(2)(e)* “litigation or potential litigation affecting the Board, including matters before administrative tribunals.”

### Recommendation(s)

1. That the Niagara Police Service Board (Board) receive this report for information.
2. That the Board makes the report available to the public.

### Key Facts

- The purpose of this report is to advise the Board of the findings and any action taken or recommended by the Chief of Police following a notification and investigation of an incident by the Special Investigations Unit (SIU). Section 81 of the Community Safety and Policing Act, 2019 (CSPA) requires that the Chief of Police initiate an investigation following a notification to the SIU.
- The purpose of the Chief's investigation is to review the member's conduct in relation to the incident, the policing provided by the member in relation to the incident, and the procedures established by the Chief of Police as they related to the incident.
- November 25, 2024, a notification was made to the SIU after officers deployed Anti-riot Weapon Enfield (ARWEN) firearms during an interaction with a male, resulting in the incident meeting the investigative mandate of the SIU.
- On March 24, 2025, the SIU notified the Niagara Regional Police Service (NRPS) that their investigation had concluded and advised that there were no grounds for criminal charges against the subject officials.

- The subsequent section 81 investigation by the Professional Standards Unit (PSU) determined there were no issues with respect to officer conduct, policies or services provided by the NRPS.

## **Financial Considerations**

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

## **Analysis**

On November 25, 2024, uniform officers with the NRPS a 'Suicide Attempt' call for service in the area of Dunkirk Road and Bunting Road in the City of St. Catharines. Information received from Niagara EMS was that they received a call from a male who called due to him believing people were after his family. He further advised he was in a blue Ford Ranger in the mentioned area.

Uniformed officers and a Mobile Crisis Response (MCR) unit located the male in the driver's seat of his vehicle, with a large knife in his right hand and cuts on his left wrist. Officers attempted to speak to the male, however, he refused to put the knife down and appeared to be in a state of psychosis. Negotiators and tactical officers attended to assist.

Approximately two hours later, the male exited his vehicle but attempted to return almost immediately. Fearing the male would retrieve the knife, two officers deployed ARWEN firearms. The male was safely apprehended and transported to the hospital.

Due to the discharge of firearms, the SIU was notified and invoked their mandate.

The SIU designated three members as witness officials.

Two members were designated as subject officials.

On March 24, 2025, the SIU closed its investigation into this matter. In his decision letter, SIU Director, Mr. Joseph Martino wrote, " The file has been closed and no further action is contemplated. In my view, there were no reasonable grounds in the evidence to proceed with criminal charges against the subject officials."

A copy of the SIU report was publicly posted on the SIU's website.

In accordance with section 81, the Service's PSU conducted an investigation and review of this incident, which considered the following 3 areas:

1. The member's conduct in relation to the incident;
2. The policing provided by the member(s) in relation to the incident; and
3. The procedures established by the chief of police as they related to the incident.



The section 81 investigation encompassed a compliance review of applicable provincial legislation, which governs members of the NRPS, as well as General Orders, policies and procedures, and the conduct of the involved officers.

Where available, investigations include a review of communication recordings, NRPS occurrence reports, forensic evidence and reports, officer interviews conducted by the SIU and all duty book notes, SIU documentation including the Director's decision letter and report, statements of civilian witnesses gathered and released by the SIU at the conclusion of their investigation upon the consent of the civilian witnesses, and any other information and evidence available on a case-by-case basis.

1. Conduct of NRPS Officers

There were no officer conduct issues identified during the SIU investigation or the PSU investigation and review of this incident regarding compliance with General Orders or legislation.

2. Services Provided by the NRPS

There were no issues identified relating to the services provided by NRPS during this incident.

3. The Procedures of the NRPS

PSU investigators determined that the following General Orders had primary relevance in this matter, and they have been reviewed accordingly in the context of this incident.

- 1) General Order 079.10 – Special Investigations Unit
- 2) General Order 053.25 – Use of Force
- 3) General Order 167.08 – Mentally Ill Persons
- 4) General Order 168.06 – Officer Note Taking
- 5) General Order 034.11 – Report Submissions

Upon review, it was determined that the direction and guidance provided by the relevant General Orders was sufficient in its governance for members of the NRPS and no issues were identified.

The PSU investigation and review of this incident was undertaken in compliance with section 81 of the CSPA. The relevant procedures of the NRPS, the services provided, and the conduct of the involved NRPS members was the focus of this review and investigation.

In conclusion, there were no issues identified as it pertains to services provided, the conduct of the involved NRPS members, or the existing General Orders governing these situations.

## Alternatives Reviewed

- 1) To not receive the report.
- 2) To not make the report available to the public.

The CSPA provides that meetings of the Board shall be open to the public subject to exceptions that are set out in subsection 44. The applicable exception to be considered in this case is the subject matter being considered includes, “personal matters about an identifiable individual, including members of the police service or any other employees of the board.”

In considering whether or not to make this report available to the public, it is respectfully submitted that the Board consider the following factors:

- 1) There are no public security matters revealed in this report.
- 2) This report does not reveal any intimate financial or personal matters.

## Relationship to Police Service/Board Strategic Priorities

Not applicable.

## Relevant Policy Considerations

Not applicable.

## Other Pertinent Reports

C8.12-2025.05.22 – Request for Legal Indemnification – SIU Case 24-OFP-505 Incident of November 25, 2024.

*This report was prepared by Lynda Hughes, Inspector, Professional Standards.  
Reviewed by Paul Koscinski, Superintendent, Executive Services. Recommended by  
Luigi Greco, Deputy Chief, Support Services.*



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### Submitted by:

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Chief of Police

## Appendices

Not applicable.