

Windsor Police Service Board Meeting


PUBLIC MEETING



Start: Thursday, March 20, 2025 - 1:45pm

End: Thursday, March 20, 2025 - 3:00pm

1. Agenda


 1.1 March 20 2025 Public Agenda.pdf

2. Call to Order

3. Declarations of Conflict & Pecuniary Interest by Members

4. Approval of Agenda

5. Approval of Minutes


 5.1 Public Minutes of January 16, 2025.pdf

6. Business Arriving from the Minutes

7. Delegations


8. Monthly Reports


 P 8.1 - Crimestoppers Report Jan & Feb.cleaned.pdf

 P 8.2 - Human Resources - Strength Decrease.cleaned.pdf

 P 8.3 - Complaints System Public.cleaned.pdf


 P 8.4 - FOI MONTHLY REPORT - WPS Board December 2024.cleaned.pdf


 8.5 January 2025 crime stats.pdf


 8.5 February 2025 crime stats.pdf

 8.5 Amherstburg Policing Activities Jan-FEB2025.cleaned.pdf

9. Annual Reports

 P 9.1 University of Windsor 2024 SPC report.cleaned.pdf

 P 9.2 Amherstburg Detachment Policing Activities - Annual.cleaned.pdf


 P 9.3 - Final Annual Operating and Capital Budgets 2025 Budget Approval by City Council.cleaned.pdf

 P 9.4 - Annual Use of Force Report.cleaned.pdf


 P 9.5 - FOI YEAR END REPORT - WPS Board January 2024 to December 2024.cleaned.pdf

 P 9.6 - 2024 Donation Report to WPSB.cleaned.pdf

10. New Business

 10.1 WPSB Memo to Board re New and Updated Policies.pdf

 10.1.1 WPSB Policy Hostage Rescue.pdf


 APPENDIX A Hostage Rescue.pdf

 10.1.2 WPSB Policy Crisis Negotiation.pdf

 APPENDIX A Crisis Negotiation.pdf

 10.1.3 WPSB Policy Acoustic Devices.pdf


 APPENDIX A ACOUSTIC HAILING DEVICES.pdf


 10.1.4 WPSB Policy Elder and Vulnerable Adult Abuse.pdf

 APPENDIX A Elder and Vulnerable Adult Abuse.pdf

 10.1.5 WPSB Policy Emergency Planning.pdf


 APPENDIX A Emergency Planning.pdf

 10.1.6 WPSB Policy Collection Preservation and Control of Evidence and Property.pdf

 APPENDIX A Collection, Preservation and Control of Evidence and Property.pdf

 10.1.7 WPSB Policy Persons in Custody.pdf


 APPENDIX A Prisoner Care and Control.pdf


 APPENDIX B Prisoner Transportation.pdf

 10.1.8 WPSB Policy Search and Seizure.pdf

 APPENDIX A Search of Premises.pdf

 APPENDIX B Search of Persons.pdf


 10.1.9 WPSB Policy Crime, Call and Public Disorder Analysis.pdf

 APPENDIX A Crime, Call and Public Disorder Analysis.pdf


 10.1.10 WPSB Policy Ontario Sex Offender Registry.pdf

 APPENDIX A Ontario Sex Offender Registry.pdf

 10.1.11 WPSB Policy Missing Persons.pdf

 APPENDIX A Missing Persons.pdf


 10.1.12 WPSB Policy Safe Storage of Police Firearms.pdf


 APPENDIX A Safe Storage of Police Service Firearms.pdf


 10.1.13 WPSB Policy Explosives Forced Entry and Explosive Disposal.pdf

 APPENDIX A Explosives.pdf


 10.1.14 WPSB Policy Major Incident Command.pdf

 APPENDIX A Major Incident Command.pdf


 10.1.15 WPSB Policy Disbursement of Board Funds.pdf

 10.2 Auxiliary Swearing In Ceremony Request.pdf


 10.3 OPP Correspondence.pdf

 10.4 Memo from Administrative Director RE Kidney Foundation of Canada Sponsorship Request.pdf


 10.4 Kidney Foundation of Canada Sponsorship Opportunity Celebrity Men 2025 Event Appendix A.pdf


 P 10.5 - New CRTC NG911 Deadline.cleaned.pdf


 P 10.6 - WPSB Reward Request for Historical Homicide.pdf


 10.7 MEMO TO BOARD Notice of Retirement Chief Jason Bellaire.pdf


 10.7.1 Chief Bellaire Retirement Notice to WPSB (002).pdf


 10.8.1 HR-002 Policy for Selecting Chief of Police and Deputy Chiefs.pdf


 25-0001 - All Chiefs Memo - Amendments to the Cannabis Control Act 2017 through the Safer Streets Stronger Communities Act 2024.cleaned.pdf


 25-0001 - Attachment - MAG Memo - Prohibition on Illicit Cannabis Advertising or Sold.cleaned.pdf


 25-0002 - All Chiefs Memo - Reduce Impaired Driving Everywhere (RIDE) Grant Call for Applications 2024-2025.cleaned.pdf


 25-0002 - Attachment - Application Instructions and Guidelines - RIDE Grant 2024-25.cleaned.pdf


 25-0003 - All Chiefs Memo - Proposed Regulation Description under the Accommodation Sector Registration of Guests Act, 2021.pdf


 25-0003 - Attachment - SPD Memo - Ontario Regulatory Registry (ORR) Posting regarding the Accommodation Sector Registration of Guests Act, 2021.cleaned.pdf


 25-0004 - ACM - Recommended Best Practices and Requirements to Support Enforcement of the Provincial Animal Welfare Services Act 2019.cleaned.pdf

 25-0004 - Attachment - Recommended Best Practices and Requirements to Support Enforcement of the Provincial Animal Welfare Services Act, 2019.cleaned.pdf


 25-0005 - All Chiefs Memo - Ontario Regulation 87 24 Guidance Document.cleaned.pdf


 25-0005 - Attachment - Training Regulation Guidance Document V1.0 (January 23 2025).cleaned.pdf

 25-0006 - All Chiefs Memo - Updated Forms - Interprovincial Policing Act, 2009.cleaned.pdf


 25-0007 - All Chiefs Memo - Drug Impaired Driving Detection Training FY 2024-25 Eligible Expenses and Submission Processes.cleaned.pdf


 25-0007 - Attachment 1 - Standardized Field Sobriety Testing (SFST) and Drug Recognition Expert (DRE) Training.cleaned.pdf

 25-0007 - Attachment 2 - FY 2024-25 Cover Form - Travel Expenses for DRE Training Stage 2 (Field Certification).cleaned.pdf


 25-0007 - Attachment 3 - Procurement of Approved Drug Screening Equipment (ADSE).cleaned.pdf


 25-0007 - Attachment 4 - Drug Impaired Driving Detection Training FY 2024-25.cleaned.pdf

 25-0007 - Attachment 5 - Sample Invoices.cleaned.pdf

 25-0008 - All Chiefs Memo - Missing Persons Act - 2024 Annual Report.cleaned.pdf

 25-0008 - Attachment - SPD Memo - Missing Persons Act - 2024 Annual Report.cleaned.pdf

 25-0009 - All Chiefs Memo - Annual Reporting Requirement - Ontario Major Case Management.cleaned.pdf

 25-0009 - Attachment - Ontario Major Case Management Annual Report Form (Feb 2025).cleaned.pdf

11. Adjournment



PUBLIC Agenda

Date: Thursday, March 20, 2025
Time: 1:45 p.m. – 3:00 p.m.
Location: 150 Goyeau, 4th Floor, WPS Headquarters

1. Agenda
 - 1.1 Agenda
2. Call to Order
3. Declarations of Conflict & Pecuniary Interest by Members
4. Approval of Agenda
5. Approval of Minutes
 - 5.1 Public Minutes January 16, 2025
6. Business Arriving from the Minutes
7. Delegations
8. Monthly Reports
 - 8.1 Crime Stoppers
 - 8.2 Human Resources
 - 8.3 Complaints System
 - 8.4 Freedom of Information Report
 - 8.5 Crime Statistics – Windsor/Amherstburg
9. Annual Reports
 - 9.1 University of Windsor Annual Report
 - 9.2 Amherstburg Detachment Policing Activities
 - 9.3 Final Annual Operating and Capital Budgets
 - 9.4 Use of Force
 - 9.5 Information and Privacy Report
 - 9.6 2024 Donation Report
10. New Business
 - 10.1 Memo – Administrative Director – New and Updated Policies

- 10.1.1 Hostage Rescue
- 10.1.2 Crisis Negotiation
- 10.1.3 Acoustic Hailing Devices
- 10.1.4 Elder & Vulnerable Adult Abuse
- 10.1.5 Emergency Planning
- 10.1.6 Collection, Preservation and Control of Evidence and Property
- 10.1.7 Persons in Custody and Prisoner Transportation
- 10.1.8 Search of Premises/Search of Person
- 10.1.9 Crime, Call and Public Disorder Analysis
- 10.1.10 Ontario Sex Offender Registry
- 10.1.11 Missing Persons
- 10.1.12 Safe Storage of Police Service Firearms
- 10.1.13 Explosives, Forced Entry and Explosive Disposal
- 10.1.14 Major Incident Command
- 10.1.15 Disbursement of Board Funds
- 10.2 Request for Support – Auxiliary Swearing-In Ceremony
- 10.3 OPP – Full Efficiency Review and Cost Analysis
- 10.4 Sponsorship Request – Kidney Foundation of Canada
- 10.5 NG911 Update
- 10.6 WPSB Reward Request for Historical Homicide
- 10.7 Chief of Police Retirement
 - 10.7.1 Chief of Police letter to WPSB
- 10.8 Chief of Police Recruitment
 - 10.8.1 WPSB Policy HR-002 – Policy to Select Chief of Police and Deputy Chiefs
- 10.9 All Chiefs Memos
- 10.10 Closed Session

The Board met in closed session on March 20, 2025, pursuant to Section 44 of the Community Safety and Policing Act, for consideration of confidential subject matter related to personal matters, contractual negotiations, security of property, refusal to disclose under Municipal Freedom of Information and Privacy Act, financial information, and legal matters.

11. Adjournment

Date of Next Meeting – **May 22, 2025**



ITEM: 5.1

Public Minutes

DATE OF MEETING:

Thursday, January 16, 2025

LOCATION:

4th Floor Boardroom, WPS Headquarters

MEMBERS PRESENT:

Mayor Drew Dilkens
Councillor Jo-Anne Gignac
John Elliott
Sophia Chisholm
Robert de Verteuil
Councillor Jim Morrison

STAFF PRESENT:

Chief Jason Bellaire
Deputy Chief Jason Crowley
Deputy Chief Karel DeGraaf
Superintendent Paolo DiCarlo
Superintendent Jill Lawrence
Gary Francoeur, Director of WPS Corporate Communications
Constable Bianca Jackson, WPS Corporate Communications

RECORDER:

Administrative Director

1. Agenda

1.1 Agenda

2. Call to Order

Meeting is called to order at 12:00 p.m.

3. Election of Chair and Vice Chair

Administrative Director calls for nominations for Chair of the Windsor Police Service Board.

Motion to nominate Councillor Jo-Anne Gignac to serve as Chair of the Windsor Police Service Board Moved by J. Elliott Seconded by D. Dilkens

Councillor Gignac accepts the nomination.

Administrative Director calls for any further nominations a second time.

Administrative Director calls for any further nominations a third time.

Seeing none:

BE IT RESOLVED THAT the Windsor Police Service Board elects Councillor Jo-Anne Gignac to serve as Chair for the 2025 term.

The motion carried

Administrative Director calls for nominations for Vice Chair of the Windsor Police Service Board.

Motion to nominate Sophia Chisholm to serve as Vice Chair of the Windsor Police Service Board Moved by J. Morrison Seconded by J. Gignac

Sophia Chisholm accepts the nomination

Administrative Director calls for any further nominations a second time.

Motion to nominate Robert de Verteuil to serve as Vice Chair of the Windsor Police Service Board Moved by J. Elliott Seconder – There is no seconder for the nomination.

Administrative Director calls for any further nominations a third time.

Seeing none:

BE IT RESOLVED THAT the Windsor Police Service Board elects Sophia Chisholm to serve as Vice Chair for the 2025 term.

The motion carried

Councillor Jo-Anne Gignac takes the Chair at 12:04 p.m. and thanks the Board members for their confidence and support and thanks Mayor Drew Dilkens for his commitment and service as Chair of the Windsor Police Service Board.

4. Approval of Agenda

Motion to approve the Public Agenda for the meeting of Thursday, January 16, 2025, Moved by J. Morrison Seconded by J. Elliott

BE IT RESOLVED THAT the Public agenda for the Windsor Police Service Board meeting of January 16, 2025, be approved as circulated.

The motion carried

5. Conflict of Interest and Pecuniary Interest

NONE

Appointment of Committee Members

a) Finance Committee

Motion to appoint J. Morrison and R. de Verteuil to the 2025 Finance Committee Moved by D. Dilkens
Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board appoints J. Morrison and R. de Verteuil to serve on the 2025 Finance Committee.

The motion carried

b) Human Resources Committee

Motion to appoint J. Elliott and D. Dilkens to the 2025 Finance Committee Moved by S. Chisholm
Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board appoints J. Elliott and D. Dilkens to serve on the 2025 Human Resources Committee.

The motion carried

c) Cybersecurity Committee

Motion to appoint R. de Verteuil and J. Elliott to 2025 Cybersecurity Committee Moved by S. Chisholm
Seconded by D. Dilkens

BE IT RESOLVED THAT the Windsor Police Service Board appoints R. de Verteuil and J. Elliott to serve on the 2025 Cybersecurity Committee.

The motion carried

d) Zone 6 Representative

Motion to appoint S. Chisholm as the 2025 Zone 6 Representative Moved by D. Dilkens
Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board appoints S. Chisholm to serve as the Zone 6 representative for the Board.

The motion carried

6. Approval of the Minutes

6.1 Public Minutes of December 12, 2024

Motion to approve the Minutes of December 12, 2024, Moved by J. Elliott Seconded by D. Dilkens

BE IT RESOLVED THAT the Public Board Minutes of the Windsor Police Service Board of December 12, 2024, be approved as circulated.

The motion carried

7. Business Arriving from the Minutes

NONE

8. Monthly Reports

8.1 Crime Stoppers

Motion to receive the Crime Stoppers Report Moved by D. Dilkens Seconded by S. Chisholm

BE IT RESOLVED THAT the Board receives for information the Crime Stoppers Report as circulated.

The motion carried

8.2 PSA Complaints

Motion to receive the PSA Complaints Report Moved by S. Chisholm Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the PSA Complaints Report as circulated.

The motion carried

8.3 Crime Statistics Report - Verbal

Motion to receive the Verbal Crime Statistics Report Moved by S. Chisholm Seconded by J. Elliott or further details, refer to the WPSB Facebook livestream record:

<https://www.facebook.com/windsorpoliceservicesboard/> starting at Minute: 5:43

BE IT RESOLVED THAT the Windsor Police Service Board receives the Verbal Crime Statistics Report.

The motion carried

8.4 Human Resources

Motion to receive the Human Resources Monthly Report Moved by D. Dilkens Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Human Resources Monthly Report as circulated.

The motion carried

8.5 Freedom of Information

Motion to receive Freedom of Information Report Moved by J. Elliott Seconded by S. Chisholm

BE IT RESOVLED THAT the Windsor Police Service Board receives for information the Freedom of Information Report as circulated.

The motion carried

8.6 Calls for Service

Motion to receive the Calls for Service Report for November 2024 Moved by J. Elliott Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the November 2024 Calls for Service Report as circulated.

The motion carried

9. Quarterly Reports

9.1 Use of Force

Motion to receive the Use of Force Report Moved by S. Chisholm Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Use of Force Report as circulated.

The motion carried

9.2 Calls for Service CCP/POP

Motion to receive the Calls for Service CCP/POP Report Moved by J. Elliott Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Q4 2024 Calls for Service CCP/POP Report as circulated.

The motion carried

9.3 Youth Crime Statistics Q4 Report

For further details, refer to the WPSB Facebook livestream record:

<https://www.facebook.com/windsorpoliceservicesboard/> starting at Minute: 11:30

Motion to receive the Youth Crime Statistics Q4 Report Moved by S. Chisholm Seconded by J. Elliott

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Q4 Youth Crime Statistics Report as circulated.

The motion carried

9.4 Amherstburg Policing Activities Report

Motion to receive the Amherstburg Policing Activities Report Moved by D. Dilkens Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Amherstburg Policing Activities Report.

The motion carried

10. New Business

10.1 Memo Administrative Director – New and Updated Policies

Motion to receive Memo from Administrative Director re: New and Updated Policies Moved by S. Chisholm Seconded by D. Dilkens

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Memo from the Administrative Director re: New and Updated Policies as circulated.

The motion carried

10.1.1 – 10.1.20 Updated and New Policies

Motion to adopt WPSB Policies as circulated Moved by S. Chisholm Seconded by D. Dilkens

BE IT RESOLVED THAT the Windsor Police Service Board adopts the following policies as circulated, with amended signature line to reflect new Chair of the WPSB.

- **Citizen Rewards by the Windsor Police Service**
- **Witness Protection and Security**
- **Vehicle Pursuits**
- **Underwater Search and Recovery Units**
- **Tactical Units**
- **Police Response to High-Risk Individuals**
- **Internal Task Forces**
- **Joint Forces Operations**
- **Criminal Intelligence**
- **Communications and Dispatch**
- **Bail and Violent Crime**

- Marine Unit and Waterways Policing
- Traffic Management Enforcement and Road Safety
- Informant and Agents
- Police Action at Labour Disputes
- Policing First Nations Occupations and Protests
- Criminal Investigation Management and Procedure
- Investigations into Homicides
- Criminal Harassment
- Arrest

The motion carried

10.2 All Chiefs Memos

Motion to receive for information All Chiefs Memos Moved by D. Dilkens Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the All Chiefs Memos as circulated.

The motion carried

10.3 Board 2024 Travel Summary

Motion to receive for information the 2024 Windsor Police Service Board Travel Summary Moved by D. Dilkens Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the 2024 Windsor Police Service Board Travel Summary.

The motion carried

10.4 Inspectorate of Policing Letter

Motion to receive for information the correspondence from the Inspectorate of Policing dated December 10, 2024 Moved by S. Chisholm Seconded by J. Elliott

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the correspondence from the Inspectorate of Policing dated December 10, 2024, as circulated.

The motion carried

10.5 OAPSB 2025 Annual Conference

Motion to approve attendance at the 2025 OAPSB Annual Conference Moved by R. de Verteuil Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board approves Board members and Board staff to attend the OAPSB 2025 Annual Conference to be held in London, Ontario.

The motion carried

10.6 Waiver of Fees Report

Motion to approve the Waiver of Fees for groups named in the Waiver of Fees Report Moved by R. de Verteuil Seconded by J. Morrison

BE IT RESOLVED THAT the Windsor Police Service Board approves that the waiver of fees continues for: Apartment Watch/CERV; Neighbourhood Watch; Block Parent; Safety Village; Crime Stoppers; Crossing Guards and Camp Brombal.

The motion carried

11. Adjournment

Motion to adjourn the Public meeting of the Windsor Police Service Board Moved by S. Chisholm Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board adjourn the Public meeting of January 16, 2025 at 12:25 p.m.

The motion carried

Date of next meeting: March 20, 2025



Date: March 4, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Jason Crowley

Re: **Crime Stoppers Report – January & February**

Dear Chair and Members of the Police Service Board,

Please see the attached Crime Stoppers Report for January and February.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Crowley". The signature is fluid and cursive, written in a professional style.

Jason Crowley
Deputy Chief Operations
Windsor Police Service

Attachment: Crime Stoppers Report – January & February



Windsor & Essex County Crime Stoppers

Police Coordinator Report

January 1st – 31st, 2025

Overview

Crime Stoppers exists to provide a means for the public to pass along anonymous information that assists in solving crimes, recovering stolen property, seizing illegal drugs, and locating those for whom there is an outstanding warrant of arrest. Locally, the program is operated jointly as Windsor-Essex County Crime Stoppers and has the responsibility to receive and disseminate information to all law enforcement agencies within Essex County.

AM800

“Crime of the Week” report with AM800 radio recorded every Monday which airs every Tuesday morning and afternoon.

January 6th– Theft Under \$5000- LaSalle Police Service

January 13th– Wild Game Dinner Advertisement

January 20th– Theft of Yurt – Essex Ontario Provincial Police

January 27th– Fraud with two suspects- Windsor Police Service

St. Clair College-Media Plex and Radio CJAM FM 99.1

Recorded weekly – Crime of the Week

CTV News

Fraud Investigation - W.P.S. Case Featured January 31st

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- February 17th – Windsor Spitfire Game Chuck-A-Puck
- March 21st – Wild Game Dinner at Colasanti's Tropical Garden
- April 27th – Southern Footprints Run at Point Pelee National Park
- 1st Wednesday of every month- Cabato Club Pasta Event

This statistical report is reflective of January 1st – 31st, 2025.

Crime Stoppers tip information was distributed to the following agencies during this period.

Windsor Police Service
WPS - Amherstburg Detachment
Ontario Provincial Police
LaSalle Police Service
Ministry of Revenue and Finance
Windsor & Essex County Health Unit- Tobacco Enforcement
CBSA
ROPE
Windsor Police Criminal Intelligence Unit – Cannabis Enforcement

Attached documents include:

Police Coordinators Report
Monthly Statistical Report
Tip Summary Report

This Report was Prepared By:

Constable Lauren Brisco – Windsor Police Service

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

POPULATION (CITY) – 217,188

POPULATION (COUNTY) – 126,314

POPULATION (LASALLE) – 33,180

POPULATION (AMHERSTBURG) – 22,036

***SI on Statistical Report is “Since Inception” – 1985*



WINDSOR & ESSEX COUNTY

[illegible]

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	164	0	0	0	164	63,396
Tip Follow-ups	117	0	0	0	117	22,745
Calls Received	0	0	0	0	0	3,138
Arrests	4	0	0	0	4	7,188
Cases Cleared	9	0	0	0	9	10,505
Charges Laid	18	0	0	0	18	10,635
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	4	0	0	0	4	1,940
Rewards Approved	\$750	\$0	\$0	\$0	\$750	\$1,281,560
# of Rewards Paid	0	0	0	0	0	983
Rewards Paid	\$0	\$0	\$0	\$0	\$0	\$837,202
# of Weapons Recovered	1	0	0	0	1	562
# of Vehicles Recovered	0	0	0	0	0	38
Property Recovered	\$27,137	\$0	\$0	\$0	\$27,137	\$13,763,612
Cash Recovered	\$15,082	\$0	\$0	\$0	\$15,082	\$656,853
Drugs Seized	\$412,850	\$0	\$0	\$0	\$412,850	\$120,874,884
Total Recovered	\$455,069	\$0	\$0	\$0	\$455,069	\$135,295,349

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2025/01/01 to 2025/01/31

Offense Type	Count
Animal Cruelty	0
Arson	2
Assault	3
Attempt Murder	3
Breach of Condition	4
Break and Enter	6
By Law	0
Child Abuse	0
COVID-19	0
Cybercrime	1
Disqualified Driving	0
Drugs	42
Elder Abuse	0
Fraud	7
Highway Traffic Act	2
Hit and Run / Fail to Remain	0
Homicide	11
Human Smuggling	0
Human Trafficking	1

Impaired Driver	4
Indecent Act	1
Liquor (sales to minors, sales without licence)	1
Mischief	0
Missing Person	4
Motor Vehicle Collision	0
Possession of Stolen Property	1
Prostitution/Morality	2
Repeat Impaired Driver	0
Robbery	3
Sexual Assault	1
Stolen Vehicle	3
Suspended Driver	0
Suspicious Activity	4
Terrorism	0
Test Tip	0
Theft	24
Threats	2
Warrant	5
Weapons	3
<i>Other</i>	22
<i>Unknown</i>	2
Total	168



Windsor & Essex County Crime Stoppers

Police Coordinator Report

February 1st – 28th, 2025

Overview

Crime Stoppers exists to provide a means for the public to pass along anonymous information that assists in solving crimes, recovering stolen property, seizing illegal drugs, and locating those for whom there is an outstanding warrant of arrest. Locally, the program is operated jointly as Windsor-Essex County Crime Stoppers and has the responsibility to receive and disseminate information to all law enforcement agencies within Essex County.

AM800

“Crime of the Week” report with AM800 radio recorded every Monday which airs every Tuesday morning and afternoon.

February 3rd– Wild Game Dinner Advertisement

February 10th– Wild Game Dinner Advertisement

February 17th– Crime Stoppers 40th Anniversary

February 24th– Diane Dobson Cold Case- W.P.S.

St. Clair College-Media Plex and Radio CJAM FM 99.1

Recorded weekly – Crime of the Week

CTV News

Fraud Investigation - W.P.S. Case Featured January 31st

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- March 21st – Wild Game Dinner at Colasanti's Tropical Garden
- April 27th – Southern Footprints Run at Point Pelee National Park
- 1st Wednesday of every month- Cabato Club Pasta Event

This statistical report is reflective of February 1st – 28th, 2025.

Crime Stoppers tip information was distributed to the following agencies during this period.

Windsor Police Service

WPS - Amherstburg Detachment

Ontario Provincial Police

LaSalle Police Service

Ministry of Revenue and Finance

Windsor & Essex County Health Unit- Tobacco Enforcement

CBSA

ROPE

Windsor Police Criminal Intelligence Unit – Cannabis Enforcement

Attached documents include:

Police Coordinators Report

Monthly Statistical Report

Tip Summary Report

This Report was Prepared By:

Constable Lauren Brisco – Windsor Police Service

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

POPULATION (CITY) – 217,188

POPULATION (COUNTY) – 126,314

POPULATION (LASALLE) – 33,180

POPULATION (AMHERSTBURG) – 22,036

***SI on Statistical Report is “Since Inception” – 1985*



Windsor - Essex County Crime Stoppers - Statistical Report

Filter Date: February 2025 Run Date: 2025/03/03

[illegible]

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	319	0	0	0	319	63,550
Tip Follow-ups	206	0	0	0	206	22,825
Calls Received	0	0	0	0	0	3,138
Arrests	8	0	0	0	8	7,192
Cases Cleared	12	0	0	0	12	10,508
Charges Laid	31	0	0	0	31	10,648
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	7	0	0	0	7	1,943
Rewards Approved	\$2,100	\$0	\$0	\$0	\$2,100	\$1,282,910
# of Rewards Paid	2	0	0	0	2	985
Rewards Paid	\$600	\$0	\$0	\$0	\$600	\$837,802
# of Weapons Recovered	2	0	0	0	2	563
# of Vehicles Recovered	0	0	0	0	0	38
Property Recovered	\$28,037	\$0	\$0	\$0	\$28,037	\$13,764,512
Cash Recovered	\$15,082	\$0	\$0	\$0	\$15,082	\$656,853
Drugs Seized	\$421,850	\$0	\$0	\$0	\$421,850	\$120,883,884
Total Recovered	\$464,969	\$0	\$0	\$0	\$464,969	\$135,305,249

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2025/02/01 to 2025/02/28

Offense Type	Count
Animal Cruelty	0
Arson	1
Assault	4
Attempt Murder	2
Breach of Condition	3
Break and Enter	5
By Law	1
Child Abuse	0
COVID-19	0
Cybercrime	1
Disqualified Driving	1
Drugs	26
Elder Abuse	0
Fraud	18
Highway Traffic Act	12
Hit and Run / Fail to Remain	0
Homicide	6
Human Smuggling	0
Human Trafficking	3
Illegal Cigarettes	1

Immigration	0
Impaired Driver	0
Indecent Act	0
Liquor (sales to minors, sales without licence)	1
Mischief	0
Missing Person	0
Motor Vehicle Collision	0
Possession of Stolen Property	1
Prostitution/Morality	0
Repeat Impaired Driver	0
Robbery	2
Sexual Assault	0
Stolen Vehicle	2
Suspended Driver	1
Suspicious Activity	9
Terrorism	0
Test Tip	0
Theft	9
Threats	3
Warrant	2
Weapons	4
<i>Other</i>	30
<i>Unknown</i>	8
Total	156



Date: March 07, 2024

To: Windsor Police Service Board

From: Deputy Chief Karel DeGraaf

Re: Human Resources Board Report – March 2024

Windsor Police Service Board,

Please find attached the Human Resources reports for the 2024 March Public Board Meeting.

Respectfully submitted,

Karel DeGraaf
Deputy Chief, Operational Support
Windsor Police Service

WINDSOR POLICE SERVICE

Human Resources



Police Service
Board Report

Retirements



Date: March 7, 2025
To: Windsor Police Service Board
Chair and Members
From: Jason Bellaire, Chief of Police
Re: **Human Resources Monthly Report (Public)**

Retirements:

Jennifer Wilkes (#5924)

Date Hired: April 21, 1991
Date Retired: January 18, 2025
Years of Service: 33yrs & 9 months

Dawn Hool (#8421)

Date Hired: September 19, 1994
Date Retired: January 24, 2025
Years of Service: 30yrs

Lois Reaume (#5664)

Date Hired: April 16, 1992
Date Retired: January 31, 2025
Years of Service: 32yrs & 9 months

Tony Petrilli (#2287)

Date Hired: January 18, 1999
Date Retired: February 28, 2025
Years of Service: 26 yrs

Respectfully submitted for the information of the Board.



Date: March 4, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Karel DeGraaf

Re: PSB Reports January & February – Public Report

Dear Chair and Members of the Board,

Please see the attached reports for the Public agenda from the Windsor Police Services Professional Standard Branch for the months of January and February.

Sincerely,

A handwritten signature in dark ink, appearing to read "K.A. De Graaf". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Karel DeGraaf
Deputy Chief Operational Support
Windsor Police Service

Attachment: PSB Public Report – January & February

Professional Standards Branch Board Report

JANUARY 2025

The Professional Standards Office addressed the following number of complaints:

35

Previous Complaints Pending as of

Jan 1st

2025

Public

Opened In

2020

1

2021

1

2022

0

2023

0

2024

11

2025

13

Service

2024

2

2025

2

Chief

2022

1

2023

3

2024

5

2025

9

Tariff

2024

0

2025

0

Civilian

2024

3

2025

3

Workplace

2024

5

2025

5

SIU

2024

3

2025

3

21

New Complaints received in

January

2025

Public

15

Service

0

Chief

2

Tariff

4

Civilian Misconduct

1

Workplace Harassment

0

SIU

0

Of the

56

complaints handled in the PSB office in January

20

Complaint Files Closed

Total

Public

Service

Chief

Tariff

Civilian

Workplace

SIU

15

0

0

4

1

0

0

2020

0

2021

0

2022

0

2023

0

2024

5

0

0

0

0

0

2025

10

0

0

4

1

0

0

Files opened 2020-Jan 2025

5

0

0

0

0

0

0

Files opened Feb 2025

10

0

0

4

1

0

0

37

Pending Complaints Carried into

Feb

2025

Public

Opened In

2020

1

2021

1

2022

0

2023

0

2024

6

2025

5

13

Service

2024

2

2025

0

2

Chief

2022

1

2023

3

2024

5

2025

2

11

Tariff

2024

0

2025

0

0

Civlian

2024

3

2025

0

3

Workplace

2024

5

2025

0

5

SIU

2024

3

2025

0

3

YEAR TO DATE REPORT OF NEW COMPLAINTS

	LECA Complaints						Internal Complaints					
	Public Complaints			Service/Policy			Chief's Complaints			Informal Discipline		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
January	17	5	15	3	2	0	0	1	2	5	0	4
February	7	3		1	0		2	0		17	2	
March	7	3		0	1		0	0		7	0	
April	6	12		0	0		1	2		0	0	
May	12	7		0	1		3	0		2	0	
June	10	5		2	0		0	1		2	1	
July	7	9		3	1		0	3		3	1	
August	11	8		0	0		1	0		0	0	
September	9	9		1	1		3	0		0	0	
October	6	9		1	0		1	0		4	2	
November	16	10		1	0		2	1		1	0	
December	6			0			0			0		
TOTAL	114	80	15	12	6	0	13	8	2	41	6	4

Professional Standards Branch Board Report

FEBRUARY 2025

The Professional Standards Office addressed the following number of complaints:

37

Previous Complaints Pending as of

Feb 1st

2025

Public

Opened In

2020

1

2021

1

2022

2023

2024

6

2025

5

13

IOP (Service)

2024

2

2025

0

2

Chief

2022

1

2023

3

2024

5

2025

2

11

Tariff

2024

0

2025

0

0

Civilian

2024

3

2025

0

3

Workplace

2024

5

2025

0

5

SIU

2024

3

2025

0

3

18

New Complaints received in

February

2025

Public

12

Inspectorate of Policing (Service)

0

Chief

0

Tariff

4

Civilian Misconduct

2

Workplace Harassment

0

SIU

0

Of the

55

complaints handled in the PSB office in February

18

Complaint Files Closed

37

Pending Complaints Carried into

Mar

2025

Total

Public

IOP-Service

Chief

Tariff

Civilian

Workplace

SIU

11

0

1

4

1

0

1

2020

0

2021

0

2022

0

2023

0

2024

3

0

1

0

0

1

2025

8

0

0

4

1

0

0

Files opened 2020-Jan 2025

4

0

1

0

0

0

1

Files opened Feb 2025

7

0

0

4

1

0

0

Public

Opened In

2020

1

2021

1

2022

0

2023

0

2024

3

2025

9

14

IOP-Service

2024

2

2025

0

2

Chief

2022

1

2023

3

2024

4

2025

2

10

Tariff

2024

0

2025

0

0

Civilian

2024

3

2025

1

4

Workplace

2024

5

2025

0

5

SIU

2024

2

2025

0

2

YEAR TO DATE REPORT OF NEW COMPLAINTS													
LECA Complaints							Internal Complaints						
Public Complaints			Inspectorate of Policing (Service)				Chief's Complaints			Informal Discipline			
2023	2024	2025	2023	2024	2025		2023	2024	2025	2023	2024	2025	
January	17	5	15	3	2	0	0	1	2	5	0	4	
February	7	3	12	1	0	0	2	0	0	17	2	4	
March	7	3		0	1		0	0		7	0		
April	6	12		0	0		1	2		0	0		
May	12	7		0	1		3	0		2	0		
June	10	5		2	0		0	1		2	1		
July	7	9		3	1		0	3		3	1		
August	11	8		0	0		1	0		0	0		
September	9	9		1	1		3	0		0	0		
October	6	9		1	0		1	0		4	2		
November	16	10		1	0		2	1		1	0		
December	6			0			0			0			
TOTAL	114	80	27	12	6	0	13	8	2	41	6	8	

ITEM: 8.4

HONOUR IN SERVICE



Date: December 9, 2024

To: Windsor Police Services Board

From: Marilyn Robinet, Coordinator - Information & Privacy Unit

Re: **Municipal Freedom of Information and Protection of Privacy Act for December 1 – December 30, 2024**

Windsor & Amherstburg

MONTHLY REPORT	
Number of requests received	94
Number of Appeals received	0
Number of Privacy Complaints received	0
Total fees received	\$602.30
COMPLIANCE RATES	
Basic Compliance Rate	79%
Extended Compliance Rate	88%

SUMMARY OF APPEALS

MA21-00219 – An individual requested access to 911 call related to an allegation pending before the courts. Access was denied under 52(2.1) of the act which states: the act does not apply to a record relating to a prosecution if all proceedings in respect of the prosecution have not been completed. Requester has appealed the decision and continues to seek access to the report.

Stage: INTAKE

MA22-00278 – A general request for access to E911 Dispatch Contract (Resolved during Mediation), fees paid by Amherstburg for Policing (Resolved during Mediation) and number of times “specialty units” were dispatched to Amherstburg.

Stage: ADJUDICATION

Municipal Freedom of Information and Protection of Privacy Act for December 1 – December 31, 2024

MA23-00108 – An individual requested access to two reports involving the individual. Partial access granted. Individual seeking access to severed portions.

Stage: ADJUDICATION

MA23-00226 – Media request for record related to notification of a named officer speeding.

Stage: MEDIATION

MA23-00562 – Request for records involving the personal information of another individual.

Stage: MEDIATION

MA23-00644 – Request for records involving the personal information of the requester and other parties.

Stage: MEDIATION

MA23-00673 – Request for records involving the personal information of the requester and other parties.

Stage: MEDIATION

MA23-00672 – Request for records involving the personal information of the requester and other parties.

Stage: MEDIATION

MA23-00683 – Request for records involving the personal information of the requester and other parties.

Stage: MEDIATION

MA24-00079 – Request for records involving the personal information of the requester and other parties.

Stage: ADJUDICATION

Municipal Freedom of Information and Protection of Privacy Act for December 1 – December 31, 2024

MA24-00468 – Request for records that fall outside the scope of the act.

Stage: MEDIATION

Respectfully submitted,



Marilyn Robinet, Supervisor

Digital Evidence Disclosure / Information & Privacy Unit



Crime Report - Media Release

Primary Operational Standard

Windsor Police Service

Month

January

Year

Current Year

* Current Year: 2025

Area of Interest **ITEM:8.5**

Windsor (Jurisdiction All)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
[-] Crimes Against the Person	215	202	13	6.4%	231	-16	215	202	13	6.4%	114	53.0%	114	165	76.7%	165	76.7%
[-] Abduction (Forcible Confinement)	2		2		4	-2	2		2		2	100.0%	2	2	100.0%	2	100.0%
[-] Assault	119	116	3	2.6%	137	-18	119	116	3	2.6%	76	63.9%	76	103	86.6%	103	86.6%
[-] Homicide	4		4		1	3	4		4		2	50.0%	2	3	75.0%	3	75.0%
[-] Other Violence	2	2	0	0.0%		2	2	2	0	0.0%	2	100.0%	2	2	100.0%	2	100.0%
[-] Robbery	13	13	0	0.0%	14	-1	13	13	0	0.0%	8	61.5%	8	10	76.9%	10	76.9%
[-] Sexual Violations	22	29	-7	-24.1%	19	3	22	29	-7	-24.1%	10	45.5%	10	13	59.1%	13	59.1%
[-] Threats/Harassment	53	42	11	26.2%	56	-3	53	42	11	26.2%	14	26.4%	14	32	60.4%	32	60.4%
[-] Crimes Against Property	856	976	-120	-12.3%	937	-81	856	976	-120	-12.3%	90	10.5%	90	114	13.3%	114	13.3%
[-] Arson	9	1	8	800.0%	4	5	9	1	8	800.0%							
[-] Break and Enter	81	117	-36	-30.8%	119	-38	81	117	-36	-30.8%	8	9.9%	8	10	12.3%	10	12.3%
[-] Fraud	155	176	-21	-11.9%	159	-4	155	176	-21	-11.9%	4	2.6%	4	10	6.5%	10	6.5%
[-] Mischief	92	83	9	10.8%	108	-16	92	83	9	10.8%	21	22.8%	21	26	28.3%	26	28.3%
[-] Possession Stolen Property	11	14	-3	-21.4%	16	-5	11	14	-3	-21.4%	9	81.8%	9	9	81.8%	9	81.8%
[-] Theft	508	585	-77	-13.2%	531	-23	508	585	-77	-13.2%	48	9.4%	48	59	11.6%	59	11.6%
[-] Other Criminal Code Violations	140	147	-7	-4.8%	122	18	140	147	-7	-4.8%	92	65.7%	92	113	80.7%	113	80.7%
[-] Drug Crime	9	10	-1	-10.0%	3	6	9	10	-1	-10.0%	7	77.8%	7	7	77.8%	7	77.8%
[-] Other Federal Statute Violations		1	-1	-100.0%	3	-3		1	-1	-100.0%							
Total	1345	1444	-99	-6.9%	1569	-224	1345	1444	-99	-6.9%	324	24.1%	324	424	31.5%	424	31.5%

DISCLAIMER: The Canadian Centre for Justice and Community Safety Statistics (Statistics Canada) utilizes the Uniform Crime Reporting Survey (UCR) to collect incident-based data on the nature and extent of crime in Canada. An incident is defined as a set of connected events (usually contained in one general occurrence report) that are committed by the same group or groups of persons and occurred at the same time and place. An incident may contain one or more violations of the law, however the UCR survey counts the most serious violation present as determined by the maximum penalty. Any violations against a person take precedence over violations against property.



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

January

Year

Current Year

* Current Year: 2025

Area of Interest

Windsor (Entire City Only)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	207	195	12	6.2%	220	-13	207	195	12	6.2%	109	52.7%	109	158	76.3%	158	76.3%
<input checked="" type="checkbox"/> Abduction (Forcible Confinement)	2		2		4	-2	2		2		2	100.0%	2	2	100.0%	2	100.0%
<input checked="" type="checkbox"/> Assault	115	112	3	2.7%	132	-17	115	112	3	2.7%	73	63.5%	73	99	86.1%	99	86.1%
<input checked="" type="checkbox"/> Homicide	4		4		1	3	4		4		2	50.0%	2	3	75.0%	3	75.0%
<input checked="" type="checkbox"/> Other Violence	2	2	0	0.0%		2	2	2	0	0.0%	2	100.0%	2	2	100.0%	2	100.0%
<input checked="" type="checkbox"/> Robbery	13	13	0	0.0%	14	-1	13	13	0	0.0%	8	61.5%	8	10	76.9%	10	76.9%
<input checked="" type="checkbox"/> Sexual Violations	22	28	-6	-21.4%	17	5	22	28	-6	-21.4%	10	45.5%	10	13	59.1%	13	59.1%
<input checked="" type="checkbox"/> Threats/Harassment	49	40	9	22.5%	52	-3	49	40	9	22.5%	12	24.5%	12	29	59.2%	29	59.2%
<input checked="" type="checkbox"/> Crimes Against Property	833	947	-114	-12.0%	916	-83	833	947	-114	-12.0%	90	10.8%	90	113	13.6%	113	13.6%
<input checked="" type="checkbox"/> Arson	7	1	6	600.0%	4	3	7	1	6	600.0%							
<input checked="" type="checkbox"/> Break and Enter	79	115	-36	-31.3%	118	-39	79	115	-36	-31.3%	8	10.1%	8	10	12.7%	10	12.7%
<input checked="" type="checkbox"/> Fraud	146	166	-20	-12.0%	152	-6	146	166	-20	-12.0%	4	2.7%	4	10	6.8%	10	6.8%
<input checked="" type="checkbox"/> Mischief	89	80	9	11.3%	103	-14	89	80	9	11.3%	21	23.6%	21	25	28.1%	25	28.1%
<input checked="" type="checkbox"/> Possession Stolen Property	11	13	-2	-15.4%	16	-5	11	13	-2	-15.4%	9	81.8%	9	9	81.8%	9	81.8%
<input checked="" type="checkbox"/> Theft	501	572	-71	-12.4%	523	-22	501	572	-71	-12.4%	48	9.6%	48	59	11.8%	59	11.8%
<input checked="" type="checkbox"/> Other Criminal Code Violations	133	143	-10	-7.0%	116	17	133	143	-10	-7.0%	87	65.4%	87	107	80.5%	107	80.5%
<input checked="" type="checkbox"/> Drug Crime	9	10	-1	-10.0%	3	6	9	10	-1	-10.0%	7	77.8%	7	7	77.8%	7	77.8%
<input checked="" type="checkbox"/> Other Federal Statute Violations		1	-1	-100.0%	3	-3		1	-1	-100.0%							
Total	1304	1402	-98	-7.0%	1525	-221	1304	1402	-98	-7.0%	313	24.0%	313	409	31.4%	409	31.4%



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

January

Year

Current Year

* Current Year: 2025

Area of Interest

Amherstburg

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
[-] Crimes Against the Person	8	7	1	14.3%	11	-3	8	7	1	14.3%	5	62.5%	5	7	87.5%	7	87.5%
[+] Assault	4	4	0	0.0%	5	-1	4	4	0	0.0%	3	75.0%	3	4	100.0%	4	100.0%
[+] Sexual Violations		1	-1	-100.0%	2	-2		1	-1	-100.0%							
[+] Threats/Harassment	4	2	2	100.0%	4	0	4	2	2	100.0%	2	50.0%	2	3	75.0%	3	75.0%
[-] Crimes Against Property	21	29	-8	-27.6%	20	1	21	29	-8	-27.6%				1	4.8%	1	4.8%
[+] Arson	2		2			2	2		2								
[+] Break and Enter	2	2	0	0.0%	1	1	2	2	0	0.0%							
[+] Fraud	8	10	-2	-20.0%	6	2	8	10	-2	-20.0%							
[+] Mischief	3	3	0	0.0%	5	-2	3	3	0	0.0%				1	33.3%	1	33.3%
[+] Possession Stolen Property		1	-1	-100.0%				1	-1	-100.0%							
[+] Theft	6	13	-7	-53.8%	8	-2	6	13	-7	-53.8%							
[+] Other Criminal Code Violations	7	4	3	75.0%	6	1	7	4	3	75.0%	5	71.4%	5	6	85.7%	6	85.7%
[+] Provincial Statute Violations	2	1	1	100.0%	5	-3	2	1	1	100.0%							
[+] Traffic Violations	1	1	0	0.0%	1	0	1	1	0	0.0%	1	100.0%	1	1	100.0%	1	100.0%
Total	39	42	-3	-7.1%	43	-4	39	42	-3	-7.1%	11	28.2%	11	15	38.5%	15	38.5%



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

January

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 1 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input type="checkbox"/> Crimes Against the Person	14	8	6	75.0%	13	1	14	8	6	75.0%	5	35.7%	5	10	71.4%	10	71.4%
<input checked="" type="checkbox"/> Assault	4	5	-1	-20.0%	10	-6	4	5	-1	-20.0%	2	50.0%	2	3	75.0%	3	75.0%
<input checked="" type="checkbox"/> Homicide	1		1		1	0	1		1		1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Robbery	2		2			2	2		2		1	50.0%	1	1	50.0%	1	50.0%
<input checked="" type="checkbox"/> Sexual Violations	1	1	0	0.0%		1	1	1	0	0.0%				1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Threats/Harassment	6	2	4	200.0%	2	4	6	2	4	200.0%	1	16.7%	1	4	66.7%	4	66.7%
<input type="checkbox"/> Crimes Against Property	26	18	8	44.4%	19	7	26	18	8	44.4%	3	11.5%	3	3	11.5%	3	11.5%
<input checked="" type="checkbox"/> Arson	2		2			2	2		2								
<input checked="" type="checkbox"/> Break and Enter	5	1	4	400.0%		5	5	1	4	400.0%	2	40.0%	2	2	40.0%	2	40.0%
<input checked="" type="checkbox"/> Fraud	8	6	2	33.3%	10	-2	8	6	2	33.3%							
<input checked="" type="checkbox"/> Mischief	3	2	1	50.0%	1	2	3	2	1	50.0%	1	33.3%	1	1	33.3%	1	33.3%
<input checked="" type="checkbox"/> Theft	8	9	-1	-11.1%	8	0	8	9	-1	-11.1%							
<input checked="" type="checkbox"/> Other Criminal Code Violations	3	1	2	200.0%	3	0	3	1	2	200.0%	2	66.7%	2	2	66.7%	2	66.7%
<input checked="" type="checkbox"/> Drug Crime	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Provincial Statute Violations					8	-8											
<input checked="" type="checkbox"/> Traffic Violations	2		2		1	1	2		2		1	50.0%	1	1	50.0%	1	50.0%
Total	46	27	19	70.4%	44	2	46	27	19	70.4%	12	26.1%	12	17	37.0%	17	37.0%



Crime Report - Media Release

Primary Operational Standard

Windsor Police Service

Month

January

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 2 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	23	23	0	0.0%	35	-12	23	23	0	0.0%	14	60.9%	14	19	82.6%	19	82.6%
<input checked="" type="checkbox"/> Abduction (Forcible Confinement)					1	-1											
<input checked="" type="checkbox"/> Assault	13	11	2	18.2%	20	-7	13	11	2	18.2%	10	76.9%	10	12	92.3%	12	92.3%
<input checked="" type="checkbox"/> Homicide	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Robbery	1	5	-4	-80.0%	3	-2	1	5	-4	-80.0%	1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Sexual Violations	2	2	0	0.0%	2	0	2	2	0	0.0%	1	50.0%	1	1	50.0%	1	50.0%
<input checked="" type="checkbox"/> Threats/Harassment	6	5	1	20.0%	9	-3	6	5	1	20.0%	1	16.7%	1	4	66.7%	4	66.7%
<input checked="" type="checkbox"/> Crimes Against Property	126	168	-42	-25.0%	132	-6	126	168	-42	-25.0%	6	4.8%	6	6	4.8%	6	4.8%
<input checked="" type="checkbox"/> Arson	2		2			2	2		2								
<input checked="" type="checkbox"/> Break and Enter	18	19	-1	-5.3%	12	6	18	19	-1	-5.3%	2	11.1%	2	2	11.1%	2	11.1%
<input checked="" type="checkbox"/> Fraud	19	29	-10	-34.5%	23	-4	19	29	-10	-34.5%							
<input checked="" type="checkbox"/> Mischief	24	12	12	100.0%	19	5	24	12	12	100.0%	2	8.3%	2	2	8.3%	2	8.3%
<input checked="" type="checkbox"/> Possession Stolen Property	1	2	-1	-50.0%	4	-3	1	2	-1	-50.0%	1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Theft	62	106	-44	-41.5%	74	-12	62	106	-44	-41.5%	1	1.6%	1	1	1.6%	1	1.6%
<input checked="" type="checkbox"/> Other Criminal Code Violations	10	10	0	0.0%	11	-1	10	10	0	0.0%	8	80.0%	8	8	80.0%	8	80.0%
<input checked="" type="checkbox"/> Drug Crime	1	3	-2	-66.7%		1	1	3	-2	-66.7%	1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Provincial Statute Violations	2	2	0	0.0%	3	-1	2	2	0	0.0%							
<input checked="" type="checkbox"/> Traffic Violations	7	4	3	75.0%	3	4	7	4	3	75.0%	5	71.4%	5	6	85.7%	6	85.7%
Total	169	210	-41	-19.5%	184	-15	169	210	-41	-19.5%	34	20.1%	34	40	23.7%	40	23.7%



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Primary Operational Standard

Windsor Police Service

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Area of Interest

Municipal Ward 3 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	42	37	5	13.5%	48	-6	42	37	5	13.5%	26	61.9%	26	36	85.7%	36	85.7%
<input checked="" type="checkbox"/> Abduction (Forcible Confinement)					2	-2											
<input checked="" type="checkbox"/> Assault	20	23	-3	-13.0%	26	-6	20	23	-3	-13.0%	14	70.0%	14	19	95.0%	19	95.0%
<input checked="" type="checkbox"/> Homicide	1		1			1	1		1								
<input checked="" type="checkbox"/> Other Violence		1	-1	-100.0%				1	-1	-100.0%							
<input checked="" type="checkbox"/> Robbery	8		8		4	4	8		8		4	50.0%	4	6	75.0%	6	75.0%
<input checked="" type="checkbox"/> Sexual Violations	6	6	0	0.0%	6	0	6	6	0	0.0%	4	66.7%	4	4	66.7%	4	66.7%
<input checked="" type="checkbox"/> Threats/Harassment	7	7	0	0.0%	10	-3	7	7	0	0.0%	4	57.1%	4	7	100.0%	7	100.0%
<input checked="" type="checkbox"/> Crimes Against Property	154	142	12	8.5%	129	25	154	142	12	8.5%	17	11.0%	17	25	16.2%	25	16.2%
<input checked="" type="checkbox"/> Arson	1		1		1	0	1		1								
<input checked="" type="checkbox"/> Break and Enter	7	30	-23	-76.7%	7	0	7	30	-23	-76.7%							
<input checked="" type="checkbox"/> Fraud	27	25	2	8.0%	17	10	27	25	2	8.0%	1	3.7%	1	3	11.1%	3	11.1%
<input checked="" type="checkbox"/> Mischief	27	22	5	22.7%	25	2	27	22	5	22.7%	10	37.0%	10	11	40.7%	11	40.7%
<input checked="" type="checkbox"/> Possession Stolen Property	1	1	0	0.0%	3	-2	1	1	0	0.0%	1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Theft	91	64	27	42.2%	76	15	91	64	27	42.2%	5	5.5%	5	10	11.0%	10	11.0%
<input checked="" type="checkbox"/> Other Criminal Code Violations	45	38	7	18.4%	40	5	45	38	7	18.4%	26	57.8%	26	39	86.7%	39	86.7%
<input checked="" type="checkbox"/> Drug Crime	3	5	-2	-40.0%	2	1	3	5	-2	-40.0%	3	100.0%	3	3	100.0%	3	100.0%
<input checked="" type="checkbox"/> Provincial Statute Violations	78	48	30	62.5%	215	-137	78	48	30	62.5%				2	2.6%	2	2.6%
<input checked="" type="checkbox"/> Traffic Violations	3	5	-2	-40.0%	10	-7	3	5	-2	-40.0%	3	100.0%	3	3	100.0%	3	100.0%
Total	325	275	50	18.2%	444	-119	325	275	50	18.2%	75	23.1%	75	108	33.2%	108	33.2%



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Area of Interest

Municipal Ward 4 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	22	20	2	10.0%	29	-7	22	20	2	10.0%	12	54.5%	12	17	77.3%	17	77.3%
+ Assault	12	8	4	50.0%	18	-6	12	8	4	50.0%	7	58.3%	7	10	83.3%	10	83.3%
+ Robbery	1	2	-1	-50.0%		1	1	2	-1	-50.0%	1	100.0%	1	1	100.0%	1	100.0%
+ Sexual Violations	4	5	-1	-20.0%	2	2	4	5	-1	-20.0%	2	50.0%	2	2	50.0%	2	50.0%
+ Threats/Harassment	5	5	0	0.0%	9	-4	5	5	0	0.0%	2	40.0%	2	4	80.0%	4	80.0%
Crimes Against Property	113	102	11	10.8%	108	5	113	102	11	10.8%	8	7.1%	8	11	9.7%	11	9.7%
+ Arson	1		1			1	1		1								
+ Break and Enter	9	16	-7	-43.8%	25	-16	9	16	-7	-43.8%	1	11.1%	1	2	22.2%	2	22.2%
+ Fraud	18	21	-3	-14.3%	18	0	18	21	-3	-14.3%	1	5.6%	1	1	5.6%	1	5.6%
+ Mischief	12	9	3	33.3%	11	1	12	9	3	33.3%	2	16.7%	2	4	33.3%	4	33.3%
+ Possession Stolen Property	1		1		1	0	1		1		1	100.0%	1	1	100.0%	1	100.0%
+ Theft	72	56	16	28.6%	53	19	72	56	16	28.6%	3	4.2%	3	3	4.2%	3	4.2%
Other Criminal Code Violations	11	14	-3	-21.4%	13	-2	11	14	-3	-21.4%	7	63.6%	7	8	72.7%	8	72.7%
Drug Crime	1	1	0	0.0%		1	1	1	0	0.0%	1	100.0%	1	1	100.0%	1	100.0%
Other Federal Statute Violations		1	-1	-100.0%				1	-1	-100.0%							
Provincial Statute Violations	4	5	-1	-20.0%		4	4	5	-1	-20.0%							
Traffic Violations	1	6	-5	-83.3%	3	-2	1	6	-5	-83.3%	1	100.0%	1	1	100.0%	1	100.0%
Total	152	149	3	2.0%	153	-1	152	149	3	2.0%	29	19.1%	29	38	25.0%	38	25.0%



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Area of Interest

Municipal Ward 5 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input type="checkbox"/> Crimes Against the Person	18	28	-10	-35.7%	21	-3	18	28	-10	-35.7%	12	66.7%	12	15	83.3%	15	83.3%
<input type="checkbox"/> Assault	11	15	-4	-26.7%	13	-2	11	15	-4	-26.7%	10	90.9%	10	10	90.9%	10	90.9%
<input type="checkbox"/> Robbery	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
<input type="checkbox"/> Sexual Violations		3	-3	-100.0%	1	-1		3	-3	-100.0%							
<input type="checkbox"/> Threats/Harassment	6	10	-4	-40.0%	7	-1	6	10	-4	-40.0%	1	16.7%	1	4	66.7%	4	66.7%
<input type="checkbox"/> Crimes Against Property	74	95	-21	-22.1%	110	-36	74	95	-21	-22.1%	6	8.1%	6	8	10.8%	8	10.8%
<input type="checkbox"/> Arson	1		1			1	1		1								
<input type="checkbox"/> Break and Enter	9	14	-5	-35.7%	14	-5	9	14	-5	-35.7%							
<input type="checkbox"/> Fraud	8	11	-3	-27.3%	19	-11	8	11	-3	-27.3%							
<input type="checkbox"/> Mischief	5	7	-2	-28.6%	7	-2	5	7	-2	-28.6%	1	20.0%	1	2	40.0%	2	40.0%
<input type="checkbox"/> Possession Stolen Property	2	3	-1	-33.3%	7	-5	2	3	-1	-33.3%	2	100.0%	2	2	100.0%	2	100.0%
<input type="checkbox"/> Theft	49	60	-11	-18.3%	63	-14	49	60	-11	-18.3%	3	6.1%	3	4	8.2%	4	8.2%
<input type="checkbox"/> Other Criminal Code Violations	12	18	-6	-33.3%	12	0	12	18	-6	-33.3%	6	50.0%	6	6	50.0%	6	50.0%
<input type="checkbox"/> Other Federal Statute Violations					1	-1											
<input type="checkbox"/> Provincial Statute Violations	3	4	-1	-25.0%		3	3	4	-1	-25.0%							
<input type="checkbox"/> Traffic Violations	3	8	-5	-62.5%	5	-2	3	8	-5	-62.5%	3	100.0%	3	3	100.0%	3	100.0%
Total	110	153	-43	-28.1%	149	-39	110	153	-43	-28.1%	27	24.5%	27	32	29.1%	32	29.1%



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Area of Interest

Municipal Ward 6 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	15	9	6	66.7%	11	4	15	9	6	66.7%	5	33.3%	5	8	53.3%	8	53.3%
Assault	8	8	0	0.0%	9	-1	8	8	0	0.0%	5	62.5%	5	6	75.0%	6	75.0%
Robbery					2	-2											
Sexual Violations	3		3			3	3		3					1	33.3%	1	33.3%
Threats/Harassment	4	1	3	300.0%		4	4	1	3	300.0%				1	25.0%	1	25.0%
Crimes Against Property	26	48	-22	-45.8%	57	-31	26	48	-22	-45.8%				2	7.7%	2	7.7%
Arson					1	-1											
Break and Enter	6	7	-1	-14.3%	18	-12	6	7	-1	-14.3%				1	16.7%	1	16.7%
Fraud	9	12	-3	-25.0%	11	-2	9	12	-3	-25.0%				1	11.1%	1	11.1%
Mischief	1	1	0	0.0%	7	-6	1	1	0	0.0%							
Theft	10	28	-18	-64.3%	20	-10	10	28	-18	-64.3%							
Other Criminal Code Violations	2	4	-2	-50.0%	6	-4	2	4	-2	-50.0%	2	100.0%	2	2	100.0%	2	100.0%
Drug Crime	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
Provincial Statute Violations		1	-1	-100.0%				1	-1	-100.0%							
Traffic Violations	1		1		2	-1	1		1		1	100.0%	1	1	100.0%	1	100.0%
Total	45	62	-17	-27.4%	76	-31	45	62	-17	-27.4%	9	20.0%	9	14	31.1%	14	31.1%



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Area of Interest

Municipal Ward 7 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input type="checkbox"/> Crimes Against the Person	12	8	4	50.0%	11	1	12	8	4	50.0%	4	33.3%	4	7	58.3%	7	58.3%
<input type="checkbox"/> Abduction (Forcible Confinement)					1	-1											
<input type="checkbox"/> Assault	11	4	7	175.0%	8	3	11	4	7	175.0%	4	36.4%	4	7	63.6%	7	63.6%
<input type="checkbox"/> Robbery		3	-3	-100.0%				3	-3	-100.0%							
<input type="checkbox"/> Sexual Violations		1	-1	-100.0%				1	-1	-100.0%							
<input type="checkbox"/> Threats/Harassment	1		1		2	-1	1		1								
<input type="checkbox"/> Crimes Against Property	21	28	-7	-25.0%	38	-17	21	28	-7	-25.0%	2	9.5%	2	2	9.5%	2	9.5%
<input type="checkbox"/> Break and Enter	2	2	0	0.0%	7	-5	2	2	0	0.0%							
<input type="checkbox"/> Fraud	12	9	3	33.3%	5	7	12	9	3	33.3%							
<input type="checkbox"/> Mischief		7	-7	-100.0%	8	-8		7	-7	-100.0%							
<input type="checkbox"/> Possession Stolen Property		1	-1	-100.0%				1	-1	-100.0%							
<input type="checkbox"/> Theft	7	9	-2	-22.2%	18	-11	7	9	-2	-22.2%	2	28.6%	2	2	28.6%	2	28.6%
<input type="checkbox"/> Other Criminal Code Violations	2	5	-3	-60.0%	2	0	2	5	-3	-60.0%	1	50.0%	1	1	50.0%	1	50.0%
<input type="checkbox"/> Provincial Statute Violations					1	-1											
<input type="checkbox"/> Traffic Violations		1	-1	-100.0%	1	-1		1	-1	-100.0%							
Total	35	42	-7	-16.7%	53	-18	35	42	-7	-16.7%	7	20.0%	7	10	28.6%	10	28.6%



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Area of Interest

Municipal Ward 8 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	27	20	7	35.0%	20	7	27	20	7	35.0%	19	70.4%	19	23	85.2%	23	85.2%
<input checked="" type="checkbox"/> Assault	18	9	9	100.0%	12	6	18	9	9	100.0%	14	77.8%	14	17	94.4%	17	94.4%
<input checked="" type="checkbox"/> Other Violence	2		2			2	2		2		2	100.0%	2	2	100.0%	2	100.0%
<input checked="" type="checkbox"/> Robbery		2	-2	-100.0%	1	-1		2	-2	-100.0%							
<input checked="" type="checkbox"/> Sexual Violations	3	3	0	0.0%	3	0	3	3	0	0.0%	2	66.7%	2	3	100.0%	3	100.0%
<input checked="" type="checkbox"/> Threats/Harassment	4	6	-2	-33.3%	4	0	4	6	-2	-33.3%	1	25.0%	1	1	25.0%	1	25.0%
<input checked="" type="checkbox"/> Crimes Against Property	85	96	-11	-11.5%	100	-15	85	96	-11	-11.5%	13	15.3%	13	15	17.6%	15	17.6%
<input checked="" type="checkbox"/> Arson		1	-1	-100.0%	1	-1		1	-1	-100.0%							
<input checked="" type="checkbox"/> Break and Enter	3	11	-8	-72.7%	6	-3	3	11	-8	-72.7%							
<input checked="" type="checkbox"/> Fraud	17	18	-1	-5.6%	23	-6	17	18	-1	-5.6%				1	5.9%	1	5.9%
<input checked="" type="checkbox"/> Mischief	7	6	1	16.7%	11	-4	7	6	1	16.7%							
<input checked="" type="checkbox"/> Possession Stolen Property	2	2	0	0.0%	1	1	2	2	0	0.0%	2	100.0%	2	2	100.0%	2	100.0%
<input checked="" type="checkbox"/> Theft	56	58	-2	-3.4%	58	-2	56	58	-2	-3.4%	11	19.6%	11	12	21.4%	12	21.4%
<input checked="" type="checkbox"/> Other Criminal Code Violations	7	4	3	75.0%	12	-5	7	4	3	75.0%	5	71.4%	5	6	85.7%	6	85.7%
<input checked="" type="checkbox"/> Drug Crime					1	-1											
<input checked="" type="checkbox"/> Other Federal Statute Violations					2	-2											
<input checked="" type="checkbox"/> Provincial Statute Violations	3	4	-1	-25.0%		3	3	4	-1	-25.0%							
<input checked="" type="checkbox"/> Traffic Violations	5	6	-1	-16.7%		5	5	6	-1	-16.7%	4	80.0%	4	4	80.0%	4	80.0%
Total	127	130	-3	-2.3%	135	-8	127	130	-3	-2.3%	41	32.3%	41	48	37.8%	48	37.8%



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Area of Interest

Municipal Ward 9 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	13	12	1	8.3%	14	-1	13	12	1	8.3%	5	38.5%	5	9	69.2%	9	69.2%
<input checked="" type="checkbox"/> Abduction (Forcible Confinement)	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Assault	7	7	0	0.0%	7	0	7	7	0	0.0%	1	14.3%	1	5	71.4%	5	71.4%
<input checked="" type="checkbox"/> Robbery					2	-2											
<input checked="" type="checkbox"/> Sexual Violations	2	4	-2	-50.0%	2	0	2	4	-2	-50.0%	1	50.0%	1	1	50.0%	1	50.0%
<input checked="" type="checkbox"/> Threats/Harassment	3	1	2	200.0%	3	0	3	1	2	200.0%	2	66.7%	2	2	66.7%	2	66.7%
<input checked="" type="checkbox"/> Crimes Against Property	125	112	13	11.6%	122	3	125	112	13	11.6%	27	21.6%	27	30	24.0%	30	24.0%
<input checked="" type="checkbox"/> Arson					1	-1											
<input checked="" type="checkbox"/> Break and Enter	11	7	4	57.1%	19	-8	11	7	4	57.1%	3	27.3%	3	3	27.3%	3	27.3%
<input checked="" type="checkbox"/> Fraud	10	11	-1	-9.1%	13	-3	10	11	-1	-9.1%				1	10.0%	1	10.0%
<input checked="" type="checkbox"/> Mischief	6	2	4	200.0%	10	-4	6	2	4	200.0%	3	50.0%	3	3	50.0%	3	50.0%
<input checked="" type="checkbox"/> Possession Stolen Property	3	1	2	200.0%		3	3	1	2	200.0%	2	66.7%	2	2	66.7%	2	66.7%
<input checked="" type="checkbox"/> Theft	95	91	4	4.4%	79	16	95	91	4	4.4%	19	20.0%	19	21	22.1%	21	22.1%
<input checked="" type="checkbox"/> Other Criminal Code Violations	5	11	-6	-54.5%	6	-1	5	11	-6	-54.5%	4	80.0%	4	5	100.0%	5	100.0%
<input checked="" type="checkbox"/> Drug Crime		1	-1	-100.0%				1	-1	-100.0%							
<input checked="" type="checkbox"/> Provincial Statute Violations	1	1	0	0.0%	6	-5	1	1	0	0.0%							
<input checked="" type="checkbox"/> Traffic Violations		1	-1	-100.0%	2	-2		1	-1	-100.0%							
Total	144	138	6	4.3%	150	-6	144	138	6	4.3%	36	25.0%	36	44	30.6%	44	30.6%



Crime Report - Media Release

Primary Operational Standard

Windsor Police Service

Month

January

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 10 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	19	15	4	26.7%	15	4	19	15	4	26.7%	7	36.8%	7	14	73.7%	14	73.7%
Abduction (Forcible Confinement)	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
Assault	10	11	-1	-9.1%	9	1	10	11	-1	-9.1%	6	60.0%	6	10	100.0%	10	100.0%
Homicide	1		1			1	1		1					1	100.0%	1	100.0%
Robbery		1	-1	-100.0%	2	-2		1	-1	-100.0%							
Sexual Violations	1	2	-1	-50.0%		1	1	2	-1	-50.0%							
Threats/Harassment	6	1	5	500.0%	4	2	6	1	5	500.0%				2	33.3%	2	33.3%
Crimes Against Property	79	123	-44	-35.8%	99	-20	79	123	-44	-35.8%	7	8.9%	7	10	12.7%	10	12.7%
Break and Enter	9	6	3	50.0%	10	-1	9	6	3	50.0%							
Fraud	16	19	-3	-15.8%	12	4	16	19	-3	-15.8%	2	12.5%	2	3	18.8%	3	18.8%
Mischief	4	11	-7	-63.6%	4	0	4	11	-7	-63.6%	2	50.0%	2	2	50.0%	2	50.0%
Possession Stolen Property		2	-2	-100.0%				2	-2	-100.0%							
Theft	50	85	-35	-41.2%	73	-23	50	85	-35	-41.2%	3	6.0%	3	5	10.0%	5	10.0%
Other Criminal Code Violations	27	15	12	80.0%	7	20	27	15	12	80.0%	23	85.2%	23	23	85.2%	23	85.2%
Provincial Statute Violations	3	5	-2	-40.0%	4	-1	3	5	-2	-40.0%							
Traffic Violations	2	1	1	100.0%		2	2	1	1	100.0%	2	100.0%	2	2	100.0%	2	100.0%
Total	130	159	-29	-18.2%	125	5	130	159	-29	-18.2%	39	30.0%	39	49	37.7%	49	37.7%

CRIME OVERVIEW

Year-Over-Year (January 2025)

PROPERTY CRIMES

856

↓ 12.3%

(COMPARED TO JANUARY 2024)

CRIMES AGAINST PEOPLE

215

↑ 6.4%

(COMPARED TO JANUARY 2024)

OTHER CRIMINAL CODE VIOLATIONS

140

(Includes child pornography, administration of justice violations, non-violent weapons offences and gaming and betting offences.)

↓ 4.8%

(COMPARED TO JANUARY 2024)



CRIME OVERVIEW

Windsor Wards (January 2025)





Crime Report - Media Release

Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest **ITEM:8.5**

Windsor (Jurisdiction All)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	179	207	-28	-13.5%	219	-40	398	409	-11	-2.7%	88	49.2%	216	137	76.5%	307	77.1%
<input checked="" type="checkbox"/> Abduction (Forcible Confinement)	2	3	-1	-33.3%	3	-1	5	3	2	66.7%	2	100.0%	5	2	100.0%	5	100.0%
<input checked="" type="checkbox"/> Assault	109	127	-18	-14.2%	120	-11	229	243	-14	-5.8%	59	54.1%	141	93	85.3%	199	86.9%
<input checked="" type="checkbox"/> Homicide					4	-4	4		4				4			4	100.0%
<input checked="" type="checkbox"/> Other Violence	1		1		2	-1	3	2	1	50.0%			2	1	100.0%	3	100.0%
<input checked="" type="checkbox"/> Robbery	7	15	-8	-53.3%	13	-6	20	28	-8	-28.6%	3	42.9%	11	5	71.4%	15	75.0%
<input checked="" type="checkbox"/> Sexual Violations	20	18	2	11.1%	23	-3	43	47	-4	-8.5%	5	25.0%	17	10	50.0%	23	53.5%
<input checked="" type="checkbox"/> Threats/Harassment	40	44	-4	-9.1%	54	-14	94	86	8	9.3%	19	47.5%	36	26	65.0%	58	61.7%
<input checked="" type="checkbox"/> Crimes Against Property	658	975	-317	-32.5%	862	-204	1520	1951	-431	-22.1%	34	5.2%	147	63	9.6%	192	12.6%
<input checked="" type="checkbox"/> Arson	4	7	-3	-42.9%	9	-5	13	8	5	62.5%	1	25.0%	1	1	25.0%	1	7.7%
<input checked="" type="checkbox"/> Break and Enter	78	104	-26	-25.0%	81	-3	159	221	-62	-28.1%	13	16.7%	23	15	19.2%	26	16.4%
<input checked="" type="checkbox"/> Fraud	137	187	-50	-26.7%	161	-24	298	363	-65	-17.9%	1	0.7%	12	8	5.8%	23	7.7%
<input checked="" type="checkbox"/> Mischief	66	108	-42	-38.9%	92	-26	158	191	-33	-17.3%	6	9.1%	29	9	13.6%	35	22.2%
<input checked="" type="checkbox"/> Possession Stolen Property	7	11	-4	-36.4%	12	-5	19	25	-6	-24.0%	4	57.1%	13	6	85.7%	15	78.9%
<input checked="" type="checkbox"/> Theft	366	558	-192	-34.4%	507	-141	873	1143	-270	-23.6%	9	2.5%	69	24	6.6%	92	10.5%
<input checked="" type="checkbox"/> Other Criminal Code Violations	115	160	-45	-28.1%	146	-31	261	307	-46	-15.0%	76	66.1%	181	91	79.1%	211	80.8%
<input checked="" type="checkbox"/> Drug Crime	7	7	0	0.0%	9	-2	16	17	-1	-5.9%	5	71.4%	12	6	85.7%	13	81.3%
<input checked="" type="checkbox"/> Other Federal Statute Violations	1	2	-1	-50.0%		1	1	3	-2	-66.7%							
<input checked="" type="checkbox"/> Provincial Statute Violations	88	69	19	27.5%	100	-12	188	141	47	33.3%				1	1.1%	4	2.1%
Total	1061	1442	-381	-26.4%	1362	-301	2423	2886	-463	-16.0%	210	19.8%	586	310	29.2%	763	31.5%

DISCLAIMER: The Canadian Centre for Justice and Community Safety Statistics (Statistics Canada) utilizes the Uniform Crime Reporting Survey (UCR) to collect incident-based data on the nature and extent of crime in Canada. An incident is defined as a set of connected events (usually contained in one general occurrence report) that are committed by the same group or groups of persons and occurred at the same time and place. An incident may contain one or more violations of the law, however the UCR survey counts the most serious violation present as determined by the maximum penalty. Any violations against a person take precedence over violations against property.



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest

Windsor (Entire City Only)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	168	199	-31	-15.6%	211	-43	379	394	-15	-3.8%	83	49.4%	206	129	76.8%	292	77.0%
<input checked="" type="checkbox"/> Abduction (Forcible Confinement)	2	3	-1	-33.3%	3	-1	5	3	2	66.7%	2	100.0%	5	2	100.0%	5	100.0%
<input checked="" type="checkbox"/> Assault	100	123	-23	-18.7%	116	-16	216	235	-19	-8.1%	54	54.0%	133	85	85.0%	187	86.6%
<input checked="" type="checkbox"/> Homicide					4	-4	4		4				4			4	100.0%
<input checked="" type="checkbox"/> Other Violence	1		1		2	-1	3	2	1	50.0%			2	1	100.0%	3	100.0%
<input checked="" type="checkbox"/> Robbery	7	15	-8	-53.3%	13	-6	20	28	-8	-28.6%	3	42.9%	11	5	71.4%	15	75.0%
<input checked="" type="checkbox"/> Sexual Violations	19	18	1	5.6%	23	-4	42	46	-4	-8.7%	5	26.3%	17	10	52.6%	23	54.8%
<input checked="" type="checkbox"/> Threats/Harassment	39	40	-1	-2.5%	50	-11	89	80	9	11.3%	19	48.7%	34	26	66.7%	55	61.8%
<input checked="" type="checkbox"/> Crimes Against Property	637	946	-309	-32.7%	839	-202	1476	1893	-417	-22.0%	34	5.3%	146	62	9.7%	190	12.9%
<input checked="" type="checkbox"/> Arson	4	5	-1	-20.0%	7	-3	11	6	5	83.3%	1	25.0%	1	1	25.0%	1	9.1%
<input checked="" type="checkbox"/> Break and Enter	72	98	-26	-26.5%	79	-7	151	213	-62	-29.1%	13	18.1%	23	14	19.4%	25	16.6%
<input checked="" type="checkbox"/> Fraud	127	182	-55	-30.2%	152	-25	279	348	-69	-19.8%	1	0.8%	12	8	6.3%	23	8.2%
<input checked="" type="checkbox"/> Mischief	65	103	-38	-36.9%	89	-24	154	183	-29	-15.8%	6	9.2%	28	9	13.8%	34	22.1%
<input checked="" type="checkbox"/> Possession Stolen Property	7	10	-3	-30.0%	12	-5	19	23	-4	-17.4%	4	57.1%	13	6	85.7%	15	78.9%
<input checked="" type="checkbox"/> Theft	362	548	-186	-33.9%	500	-138	862	1120	-258	-23.0%	9	2.5%	69	24	6.6%	92	10.7%
<input checked="" type="checkbox"/> Other Criminal Code Violations	112	153	-41	-26.8%	139	-27	251	296	-45	-15.2%	76	67.9%	176	90	80.4%	204	81.3%
<input checked="" type="checkbox"/> Drug Crime	7	7	0	0.0%	9	-2	16	17	-1	-5.9%	5	71.4%	12	6	85.7%	13	81.3%
<input checked="" type="checkbox"/> Other Federal Statute Violations	1	2	-1	-50.0%		1	1	3	-2	-66.7%							
<input checked="" type="checkbox"/> Provincial Statute Violations	86	68	18	26.5%	98	-12	184	139	45	32.4%				1	1.2%	4	2.2%
Total	1023	1397	-374	-26.8%	1321	-298	2344	2799	-455	-16.3%	205	20.0%	569	300	29.3%	738	31.5%



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest

Amherstburg

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	10	8	2	25.0%	8	2	18	15	3	20.0%	5	50.0%	10	8	80.0%	15	83.3%
<input checked="" type="checkbox"/> Assault	9	4	5	125.0%	4	5	13	8	5	62.5%	5	55.6%	8	8	88.9%	12	92.3%
<input checked="" type="checkbox"/> Sexual Violations								1	-1	-100.0%							
<input checked="" type="checkbox"/> Threats/Harassment	1	4	-3	-75.0%	4	-3	5	6	-1	-16.7%			2			3	60.0%
<input checked="" type="checkbox"/> Crimes Against Property	20	29	-9	-31.0%	21	-1	41	58	-17	-29.3%			1	1	5.0%	2	4.9%
<input checked="" type="checkbox"/> Arson		2	-2	-100.0%	2	-2	2	2	0	0.0%							
<input checked="" type="checkbox"/> Break and Enter	6	6	0	0.0%	2	4	8	8	0	0.0%				1	16.7%	1	12.5%
<input checked="" type="checkbox"/> Fraud	10	5	5	100.0%	8	2	18	15	3	20.0%							
<input checked="" type="checkbox"/> Mischief		5	-5	-100.0%	3	-3	3	8	-5	-62.5%			1			1	33.3%
<input checked="" type="checkbox"/> Possession Stolen Property		1	-1	-100.0%				2	-2	-100.0%							
<input checked="" type="checkbox"/> Theft	4	10	-6	-60.0%	6	-2	10	23	-13	-56.5%							
<input checked="" type="checkbox"/> Other Criminal Code Violations	2	6	-4	-66.7%	7	-5	9	10	-1	-10.0%			5	1	50.0%	7	77.8%
<input checked="" type="checkbox"/> Provincial Statute Violations	2	1	1	100.0%	2	0	4	2	2	100.0%							
<input checked="" type="checkbox"/> Traffic Violations	1		1		1	0	2	1	1	100.0%			1			1	50.0%
Total	35	44	-9	-20.5%	39	-4	74	86	-12	-14.0%	5	14.3%	17	10	28.6%	25	33.8%



Crime Report - Media Release

Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 1 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	6	10	-4	-40.0%	14	-8	20	18	2	11.1%	2	33.3%	8	4	66.7%	14	70.0%
<input checked="" type="checkbox"/> Assault	5	6	-1	-16.7%	4	1	9	11	-2	-18.2%	2	40.0%	4	4	80.0%	7	77.8%
<input checked="" type="checkbox"/> Homicide					1	-1	1		1				1			1	100.0%
<input checked="" type="checkbox"/> Robbery					2	-2	2		2				1			1	50.0%
<input checked="" type="checkbox"/> Sexual Violations		1	-1	-100.0%	1	-1	1	2	-1	-50.0%						1	100.0%
<input checked="" type="checkbox"/> Threats/Harassment	1	3	-2	-66.7%	6	-5	7	5	2	40.0%			2			4	57.1%
<input checked="" type="checkbox"/> Crimes Against Property	22	36	-14	-38.9%	27	-5	49	54	-5	-9.3%			3			3	6.1%
<input checked="" type="checkbox"/> Arson					2	-2	2		2								
<input checked="" type="checkbox"/> Break and Enter	4	5	-1	-20.0%	5	-1	9	6	3	50.0%			2			2	22.2%
<input checked="" type="checkbox"/> Fraud	6	10	-4	-40.0%	9	-3	15	16	-1	-6.3%							
<input checked="" type="checkbox"/> Mischief	4	4	0	0.0%	3	1	7	6	1	16.7%			1			1	14.3%
<input checked="" type="checkbox"/> Theft	8	17	-9	-52.9%	8	0	16	26	-10	-38.5%							
<input checked="" type="checkbox"/> Other Criminal Code Violations	4	5	-1	-20.0%	4	0	8	6	2	33.3%	1	25.0%	3	1	25.0%	3	37.5%
<input checked="" type="checkbox"/> Drug Crime					1	-1	1		1				1			1	100.0%
<input checked="" type="checkbox"/> Provincial Statute Violations	2	1	1	100.0%		2	2	1	1	100.0%							
<input checked="" type="checkbox"/> Traffic Violations					2	-2	2		2				2			2	100.0%
Total	34	52	-18	-34.6%	48	-14	82	79	3	3.8%	3	8.8%	17	5	14.7%	23	28.0%



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 2 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	16	27	-11	-40.7%	25	-9	41	50	-9	-18.0%	7	43.8%	22	11	68.8%	32	78.0%
Abduction (Forcible Confinement)					1	-1	1		1				1			1	100.0%
Assault	8	15	-7	-46.7%	14	-6	22	26	-4	-15.4%	2	25.0%	12	6	75.0%	19	86.4%
Homicide					1	-1	1		1				1			1	100.0%
Robbery	1	3	-2	-66.7%	1	0	2	8	-6	-75.0%			1			1	50.0%
Sexual Violations	2	2	0	0.0%	2	0	4	4	0	0.0%	2	100.0%	3	2	100.0%	3	75.0%
Threats/Harassment	5	7	-2	-28.6%	6	-1	11	12	-1	-8.3%	3	60.0%	4	3	60.0%	7	63.6%
Crimes Against Property	105	163	-58	-35.6%	126	-21	231	331	-100	-30.2%	9	8.6%	17	11	10.5%	19	8.2%
Arson	1		1		2	-1	3		3								
Break and Enter	18	13	5	38.5%	18	0	36	32	4	12.5%	5	27.8%	8	6	33.3%	9	25.0%
Fraud	15	26	-11	-42.3%	19	-4	34	55	-21	-38.2%							
Mischief	21	24	-3	-12.5%	24	-3	45	36	9	25.0%	1	4.8%	3	2	9.5%	4	8.9%
Possession Stolen Property					1	-1	1	2	-1	-50.0%			1			1	100.0%
Theft	50	100	-50	-50.0%	62	-12	112	206	-94	-45.6%	3	6.0%	5	3	6.0%	5	4.5%
Other Criminal Code Violations	13	17	-4	-23.5%	10	3	23	27	-4	-14.8%	11	84.6%	19	12	92.3%	20	87.0%
Drug Crime					1	-1	1	3	-2	-66.7%			1			1	100.0%
Provincial Statute Violations	4	3	1	33.3%	2	2	6	5	1	20.0%							
Traffic Violations	2	7	-5	-71.4%	7	-5	9	11	-2	-18.2%	1	50.0%	6	2	100.0%	8	88.9%
Total	140	217	-77	-35.5%	171	-31	311	427	-116	-27.2%	28	20.0%	65	36	25.7%	80	25.7%



Crime Report - Media Release

Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 3 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	39	41	-2	-4.9%	42	-3	81	80	1	1.3%	16	41.0%	45	27	69.2%	64	79.0%
+ Abduction (Forcible Confinement)	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
+ Assault	23	29	-6	-20.7%	20	3	43	53	-10	-18.9%	12	52.2%	27	20	87.0%	39	90.7%
+ Homicide					1	-1	1		1				1			1	100.0%
+ Other Violence	1		1			1	1	2	-1	-50.0%				1	100.0%	1	100.0%
+ Robbery	1	3	-2	-66.7%	8	-7	9	3	6	200.0%	1	100.0%	5	1	100.0%	7	77.8%
+ Sexual Violations	8	6	2	33.3%	6	2	14	12	2	16.7%			4	2	25.0%	6	42.9%
+ Threats/Harassment	5	3	2	66.7%	7	-2	12	10	2	20.0%	2	40.0%	7	2	40.0%	9	75.0%
Crimes Against Property	111	159	-48	-30.2%	156	-45	267	304	-37	-12.2%	7	6.3%	33	12	10.8%	39	14.6%
+ Arson		3	-3	-100.0%	1	-1	1	3	-2	-66.7%							
+ Break and Enter	16	20	-4	-20.0%	7	9	23	50	-27	-54.0%	3	18.8%	3	3	18.8%	3	13.0%
+ Fraud	28	35	-7	-20.0%	27	1	55	63	-8	-12.7%			4	1	3.6%	5	9.1%
+ Mischief	13	23	-10	-43.5%	28	-15	41	45	-4	-8.9%	3	23.1%	14	4	30.8%	15	36.6%
+ Possession Stolen Property	1		1		1	0	2	1	1	100.0%			1	1	100.0%	2	100.0%
+ Theft	53	78	-25	-32.1%	92	-39	145	142	3	2.1%	1	1.9%	11	3	5.7%	14	9.7%
Other Criminal Code Violations	42	33	9	27.3%	46	-4	88	73	15	20.5%	28	66.7%	63	36	85.7%	78	88.6%
Drug Crime	2	1	1	100.0%	3	-1	5	6	-1	-16.7%	1	50.0%	4	2	100.0%	5	100.0%
Provincial Statute Violations	65	54	11	20.4%	78	-13	143	102	41	40.2%				1	1.5%	3	2.1%
Traffic Violations	3	3	0	0.0%	3	0	6	10	-4	-40.0%	1	33.3%	4	3	100.0%	6	100.0%
Total	262	291	-29	-10.0%	328	-66	590	575	15	2.6%	53	20.2%	149	81	30.9%	195	33.1%



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 4 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	24	21	3	14.3%	22	2	46	41	5	12.2%	16	66.7%	28	23	95.8%	40	87.0%
+ Abduction (Forcible Confinement)		1	-1	-100.0%				1	-1	-100.0%							
+ Assault	15	11	4	36.4%	12	3	27	19	8	42.1%	11	73.3%	18	14	93.3%	24	88.9%
+ Robbery	1	3	-2	-66.7%	1	0	2	5	-3	-60.0%	1	100.0%	2	1	100.0%	2	100.0%
+ Sexual Violations	2	1	1	100.0%	4	-2	6	6	0	0.0%			2	2	100.0%	4	66.7%
+ Threats/Harassment	6	5	1	20.0%	5	1	11	10	1	10.0%	4	66.7%	6	6	100.0%	10	90.9%
Crimes Against Property	71	98	-27	-27.6%	117	-46	188	200	-12	-6.0%	2	2.8%	11	3	4.2%	15	8.0%
+ Arson	1	1	0	0.0%	1	0	2	1	1	100.0%							
+ Break and Enter	6	15	-9	-60.0%	9	-3	15	31	-16	-51.6%			1			2	13.3%
+ Fraud	16	17	-1	-5.9%	22	-6	38	38	0	0.0%			2			2	5.3%
+ Mischief	4	12	-8	-66.7%	12	-8	16	21	-5	-23.8%			2			4	25.0%
+ Possession Stolen Property	1	1	0	0.0%	2	-1	3	1	2	200.0%	1	100.0%	2	1	100.0%	2	66.7%
+ Theft	43	52	-9	-17.3%	71	-28	114	108	6	5.6%	1	2.3%	4	2	4.7%	5	4.4%
Other Criminal Code Violations	11	15	-4	-26.7%	11	0	22	29	-7	-24.1%	8	72.7%	15	9	81.8%	17	77.3%
Drug Crime	3	2	1	50.0%	1	2	4	3	1	33.3%	3	100.0%	4	3	100.0%	4	100.0%
Other Federal Statute Violations	1		1			1	1	1	0	0.0%							
Provincial Statute Violations	2	1	1	100.0%	4	-2	6	6	0	0.0%							
Traffic Violations	1	4	-3	-75.0%	1	0	2	10	-8	-80.0%			1	1	100.0%	2	100.0%
Total	113	141	-28	-19.9%	156	-43	269	290	-21	-7.2%	29	25.7%	59	39	34.5%	78	29.0%



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Primary Operational Standard

Windsor Police Service

Month

February

Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 5 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	22	18	4	22.2%	18	4	40	46	-6	-13.0%	14	63.6%	26	17	77.3%	31	77.5%
Abduction (Forcible Confinement)	1		1			1	1		1		1	100.0%	1	1	100.0%	1	100.0%
Assault	12	11	1	9.1%	11	1	23	26	-3	-11.5%	9	75.0%	19	10	83.3%	20	87.0%
Robbery	2	1	1	100.0%	1	1	3	1	2	200.0%			1	1	50.0%	2	66.7%
Sexual Violations	1	2	-1	-50.0%		1	1	5	-4	-80.0%							
Threats/Harassment	6	4	2	50.0%	6	0	12	14	-2	-14.3%	4	66.7%	5	5	83.3%	8	66.7%
Crimes Against Property	76	92	-16	-17.4%	75	1	151	187	-36	-19.3%	2	2.6%	9	6	7.9%	14	9.3%
Arson		1	-1	-100.0%	1	-1	1	1	0	0.0%							
Break and Enter	5	11	-6	-54.5%	9	-4	14	25	-11	-44.0%	1	20.0%	1	1	20.0%	1	7.1%
Fraud	9	14	-5	-35.7%	8	1	17	25	-8	-32.0%				1	11.1%	1	5.9%
Mischief	13	7	6	85.7%	5	8	18	14	4	28.6%			1	1	7.7%	3	16.7%
Possession Stolen Property		6	-6	-100.0%	2	-2	2	9	-7	-77.8%			2			2	100.0%
Theft	49	53	-4	-7.5%	50	-1	99	113	-14	-12.4%	1	2.0%	5	3	6.1%	7	7.1%
Other Criminal Code Violations	7	10	-3	-30.0%	13	-6	20	28	-8	-28.6%	4	57.1%	10	4	57.1%	10	50.0%
Other Federal Statute Violations		1	-1	-100.0%				1	-1	-100.0%							
Provincial Statute Violations	1	2	-1	-50.0%	3	-2	4	6	-2	-33.3%							
Traffic Violations	1	1	0	0.0%	3	-2	4	9	-5	-55.6%	1	100.0%	4	1	100.0%	4	100.0%
Total	107	124	-17	-13.7%	112	-5	219	277	-58	-20.9%	21	19.6%	49	28	26.2%	59	26.9%



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

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* Current Year: 2025

Area of Interest

Municipal Ward 6 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	16	20	-4	-20.0%	16	0	32	29	3	10.3%	8	50.0%	14	14	87.5%	22	68.8%
+ Assault	10	13	-3	-23.1%	8	2	18	21	-3	-14.3%	5	50.0%	10	10	100.0%	16	88.9%
+ Robbery		1	-1	-100.0%				1	-1	-100.0%							
+ Sexual Violations	2	1	1	100.0%	4	-2	6	1	5	500.0%	1	50.0%	2	2	100.0%	3	50.0%
+ Threats/Harassment	4	5	-1	-20.0%	4	0	8	6	2	33.3%	2	50.0%	2	2	50.0%	3	37.5%
Crimes Against Property	30	36	-6	-16.7%	27	3	57	84	-27	-32.1%			1	2	6.7%	4	7.0%
+ Break and Enter	6	3	3	100.0%	6	0	12	10	2	20.0%			1			1	8.3%
+ Fraud	15	11	4	36.4%	10	5	25	23	2	8.7%				2	13.3%	3	12.0%
+ Mischief		9	-9	-100.0%	1	-1	1	10	-9	-90.0%							
+ Theft	9	13	-4	-30.8%	10	-1	19	41	-22	-53.7%							
Other Criminal Code Violations	6	16	-10	-62.5%	2	4	8	20	-12	-60.0%	4	66.7%	6	4	66.7%	6	75.0%
Drug Crime	1	1	0	0.0%	1	0	2	1	1	100.0%			1			1	50.0%
Provincial Statute Violations	1		1			1	1	1	0	0.0%							
Traffic Violations	2	1	1	100.0%	1	1	3	1	2	200.0%	2	100.0%	3	2	100.0%	3	100.0%
Total	56	74	-18	-24.3%	47	9	103	136	-33	-24.3%	14	25.0%	25	22	39.3%	36	35.0%



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Area of Interest

Municipal Ward 7 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
[-] Crimes Against the Person	7	8	-1	-12.5%	12	-5	19	16	3	18.8%	3	42.9%	8	5	71.4%	13	68.4%
[-] Assault	5	4	1	25.0%	11	-6	16	8	8	100.0%	2	40.0%	7	4	80.0%	12	75.0%
[-] Robbery								3	-3	-100.0%							
[-] Sexual Violations								1	-1	-100.0%							
[-] Threats/Harassment	2	4	-2	-50.0%	1	1	3	4	-1	-25.0%	1	50.0%	1	1	50.0%	1	33.3%
[-] Crimes Against Property	12	19	-7	-36.8%	21	-9	33	47	-14	-29.8%			3			4	12.1%
[-] Break and Enter	1	3	-2	-66.7%	2	-1	3	5	-2	-40.0%							
[-] Fraud	6	9	-3	-33.3%	12	-6	18	18	0	0.0%						1	5.6%
[-] Mischief	2		2			2	2	7	-5	-71.4%							
[-] Possession Stolen Property								1	-1	-100.0%							
[-] Theft	3	7	-4	-57.1%	7	-4	10	16	-6	-37.5%			3			3	30.0%
[-] Other Criminal Code Violations	3	2	1	50.0%	2	1	5	7	-2	-28.6%	3	100.0%	4	3	100.0%	4	80.0%
[-] Drug Crime		1	-1	-100.0%				1	-1	-100.0%							
[-] Traffic Violations	1	1	0	0.0%		1	1	2	-1	-50.0%				1	100.0%	1	100.0%
Total	23	31	-8	-25.8%	35	-12	58	73	-15	-20.5%	6	26.1%	15	9	39.1%	22	37.9%



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* Current Year: 2025

Area of Interest

Municipal Ward 8 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
<input checked="" type="checkbox"/> Crimes Against the Person	16	24	-8	-33.3%	27	-11	43	44	-1	-2.3%	7	43.8%	28	14	87.5%	37	86.0%
<input checked="" type="checkbox"/> Abduction (Forcible Confinement)		1	-1	-100.0%				1	-1	-100.0%							
<input checked="" type="checkbox"/> Assault	10	13	-3	-23.1%	18	-8	28	22	6	27.3%	6	60.0%	21	10	100.0%	27	96.4%
<input checked="" type="checkbox"/> Other Violence					2	-2	2		2				2			2	100.0%
<input checked="" type="checkbox"/> Robbery		2	-2	-100.0%				4	-4	-100.0%							
<input checked="" type="checkbox"/> Sexual Violations		5	-5	-100.0%	3	-3	3	8	-5	-62.5%			3			3	100.0%
<input checked="" type="checkbox"/> Threats/Harassment	6	3	3	100.0%	4	2	10	9	1	11.1%	1	16.7%	2	4	66.7%	5	50.0%
<input checked="" type="checkbox"/> Crimes Against Property	55	93	-38	-40.9%	84	-29	139	189	-50	-26.5%	5	9.1%	18	11	20.0%	26	18.7%
<input checked="" type="checkbox"/> Arson	1		1			1	1	1	0	0.0%	1	100.0%	1	1	100.0%	1	100.0%
<input checked="" type="checkbox"/> Break and Enter	5	15	-10	-66.7%	3	2	8	26	-18	-69.2%	2	40.0%	2	2	40.0%	2	25.0%
<input checked="" type="checkbox"/> Fraud	9	24	-15	-62.5%	17	-8	26	42	-16	-38.1%						1	3.8%
<input checked="" type="checkbox"/> Mischief	2	3	-1	-33.3%	6	-4	8	9	-1	-11.1%	1	50.0%	1	1	50.0%	1	12.5%
<input checked="" type="checkbox"/> Possession Stolen Property	1	1	0	0.0%	2	-1	3	3	0	0.0%			2	1	100.0%	3	100.0%
<input checked="" type="checkbox"/> Theft	37	50	-13	-26.0%	56	-19	93	108	-15	-13.9%	1	2.7%	12	6	16.2%	18	19.4%
<input checked="" type="checkbox"/> Other Criminal Code Violations	7	10	-3	-30.0%	7	0	14	14	0	0.0%	4	57.1%	9	6	85.7%	12	85.7%
<input checked="" type="checkbox"/> Provincial Statute Violations	4	1	3	300.0%	3	1	7	5	2	40.0%							
<input checked="" type="checkbox"/> Traffic Violations	1	3	-2	-66.7%	6	-5	7	9	-2	-22.2%	1	100.0%	6	1	100.0%	6	85.7%
Total	83	131	-48	-36.6%	127	-44	210	261	-51	-19.5%	17	20.5%	61	32	38.6%	81	38.6%



Crime Report - Media Release Primary Operational Standard

Windsor Police Service

Month

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Year

Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 9 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
Crimes Against the Person	7	12	-5	-41.7%	14	-7	21	24	-3	-12.5%	4	57.1%	11	6	85.7%	16	76.2%
+ Abduction (Forcible Confinement)					1	-1	1		1				1			1	100.0%
+ Assault	4	7	-3	-42.9%	8	-4	12	14	-2	-14.3%	3	75.0%	6	3	75.0%	9	75.0%
+ Robbery	1	1	0	0.0%		1	1	1	0	0.0%				1	100.0%	1	100.0%
+ Sexual Violations	1		1		2	-1	3	4	-1	-25.0%	1	100.0%	2	1	100.0%	2	66.7%
+ Threats/Harassment	1	4	-3	-75.0%	3	-2	4	5	-1	-20.0%			2	1	100.0%	3	75.0%
Crimes Against Property	87	103	-16	-15.5%	125	-38	212	215	-3	-1.4%	5	5.7%	38	9	10.3%	45	21.2%
+ Arson	1		1			1	1		1								
+ Break and Enter	5	4	1	25.0%	11	-6	16	11	5	45.5%	1	20.0%	4	1	20.0%	4	25.0%
+ Fraud	12	14	-2	-14.3%	12	0	24	25	-1	-4.0%	1	8.3%	3	3	25.0%	5	20.8%
+ Mischief	4	10	-6	-60.0%	6	-2	10	12	-2	-16.7%	1	25.0%	4	1	25.0%	4	40.0%
+ Possession Stolen Property					3	-3	3	1	2	200.0%			2			2	66.7%
+ Theft	65	75	-10	-13.3%	93	-28	158	166	-8	-4.8%	2	3.1%	25	4	6.2%	30	19.0%
+ Other Criminal Code Violations	4	4	0	0.0%	7	-3	11	15	-4	-26.7%	3	75.0%	9	3	75.0%	10	90.9%
+ Drug Crime					1	-1	1	1	0	0.0%							
+ Provincial Statute Violations	2	1	1	100.0%	1	1	3	2	1	50.0%							
+ Traffic Violations		2	-2	-100.0%				3	-3	-100.0%							
Total	100	122	-22	-18.0%	148	-48	248	260	-12	-4.6%	12	12.0%	58	18	18.0%	71	28.6%



Crime Report - Media Release

Primary Operational Standard

Windsor Police Service

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Current Year

* Current Year: 2025

Area of Interest

Municipal Ward 10 (WI)

Details

Crime Type	# Occ	# Occ Prev Yr	Diff	% Diff	# Occ Last Month	# Occ Last Month Diff	# Occ YTD	# Occ Prev Yr	YTD Diff	YTD % Diff	Cleared By Charge	Charged %	Cleared by Charge YTD	Cleared	Cleared %	Cleared YTD	Cleared YTD %
☐ Crimes Against the Person	14	10	4	40.0%	20	-6	34	25	9	36.0%	6	42.9%	16	8	57.1%	23	67.6%
☐ Abduction (Forcible Confinement)		1	-1	-100.0%	1	-1	1	1	0	0.0%			1			1	100.0%
☐ Assault	8	6	2	33.3%	10	-2	18	17	1	5.9%	2	25.0%	9	4	50.0%	14	77.8%
☐ Homicide					1	-1	1		1				1			1	100.0%
☐ Robbery	1	1	0	0.0%		1	1	2	-1	-50.0%	1	100.0%	1	1	100.0%	1	100.0%
☐ Sexual Violations	2		2		1	1	3	2	1	50.0%	1	50.0%	1	1	50.0%	1	33.3%
☐ Threats/Harassment	3	2	1	50.0%	7	-4	10	3	7	233.3%	2	66.7%	3	2	66.7%	5	50.0%
☐ Crimes Against Property	66	119	-53	-44.5%	78	-12	144	242	-98	-40.5%	4	6.1%	12	8	12.1%	20	13.9%
☐ Break and Enter	6	7	-1	-14.3%	9	-3	15	13	2	15.4%	1	16.7%	1	1	16.7%	1	6.7%
☐ Fraud	11	18	-7	-38.9%	15	-4	26	37	-11	-29.7%			3	1	9.1%	5	19.2%
☐ Mischief	2	7	-5	-71.4%	4	-2	6	18	-12	-66.7%			2			2	33.3%
☐ Possession Stolen Property	3	1	2	200.0%		3	3	3	0	0.0%	3	100.0%	3	3	100.0%	3	100.0%
☐ Theft	44	86	-42	-48.8%	50	-6	94	171	-77	-45.0%			3	3	6.8%	9	9.6%
☐ Other Criminal Code Violations	12	22	-10	-45.5%	29	-17	41	37	4	10.8%	8	66.7%	33	10	83.3%	35	85.4%
☐ Drug Crime	1	2	-1	-50.0%		1	1	2	-1	-50.0%	1	100.0%	1	1	100.0%	1	100.0%
☐ Other Federal Statute Violations		1	-1	-100.0%				1	-1	-100.0%							
☐ Provincial Statute Violations	4	1	3	300.0%	3	1	7	6	1	16.7%							
☐ Traffic Violations	1		1		2	-1	3	1	2	200.0%	1	100.0%	3	1	100.0%	3	100.0%
Total	98	155	-57	-36.8%	132	-34	230	314	-84	-26.8%	20	20.4%	65	28	28.6%	82	35.7%

CRIME OVERVIEW

Year-to-Date

PROPERTY CRIMES

1,520

↓ 22.1%

(COMPARED TO JANUARY TO FEBRUARY 2024)

CRIMES AGAINST PEOPLE

398

↓ 2.7%

(COMPARED TO JANUARY TO FEBRUARY 2024)

OTHER CRIMINAL CODE VIOLATIONS

261

(Includes child pornography, administration of justice violations, non-violent weapons offences and gaming and betting offences.)

↓ 15%

(COMPARED TO JANUARY TO FEBRUARY 2024)



CRIME OVERVIEW

Year-Over-Year (February 2025)

PROPERTY CRIMES

658

↓ 32.5%

(COMPARED TO FEBRUARY 2024)

CRIMES AGAINST PEOPLE

179

↓ 13.5%

(COMPARED TO FEBRUARY 2024)

OTHER CRIMINAL CODE VIOLATIONS

115

(Includes child pornography, administration of justice violations, non-violent weapons offences and gaming and betting offences.)

↓ 28.1%

(COMPARED TO FEBRUARY 2024)



CRIME OVERVIEW

Windsor Wards (February 2025)



2025 POLICING ACTIVITIES REPORT
WINDSOR POLICE SERVICE AMHERSTBURG DETACHMENT

[illegible]

ITEM: 9.1



University of Windsor Special Constable Service Annual Report 2024

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Message from the Superintendent

As Superintendent, University of Windsor Special Constable Service, I am pleased and honoured to present the 2024 Annual Report to our campus community. This report covers the period from January 1, 2024, through December 31, 2024.

The Special Constable Service provides onsite policing and security services to support the University of Windsor including all surrounding lands and properties. These services also include the University of Windsor downtown campus consisting of six buildings that house the School of Social Work and Centre for Executive and Professional Development (Windsor Hall), the School of Creative Arts (Windsor Armouries/Alan Wildeman Centre for Creative Arts) and the School of Computer Science – Master of Applied Computing program (300 Ouellette) & the Incubator, and Community Legal Aid.

The Special Constable Service reports to the Director Campus Safety and Emergency Planning in the Office of the Associate Vice President, Finance and Operations. As a component of the University's Operations portfolio the Service is closely aligned with other service departments and facets of the campus community. The Special Constable Service maintains a strong relationship with all student support services and strives to provide a safe and secure environment in collaboration with these areas to all full time, part time and graduate students.

During 2024, the Special Constable Service team was instrumental in supporting the return to campus for the Fall 2024 term in ensuring essential safety services were provided to all students, faculty, staff, and visitors who attended the campus community. For these efforts, I would like to acknowledge and thank all Special Constable Service members for their continued efforts, dedication, and commitment to providing a safe and secure community.

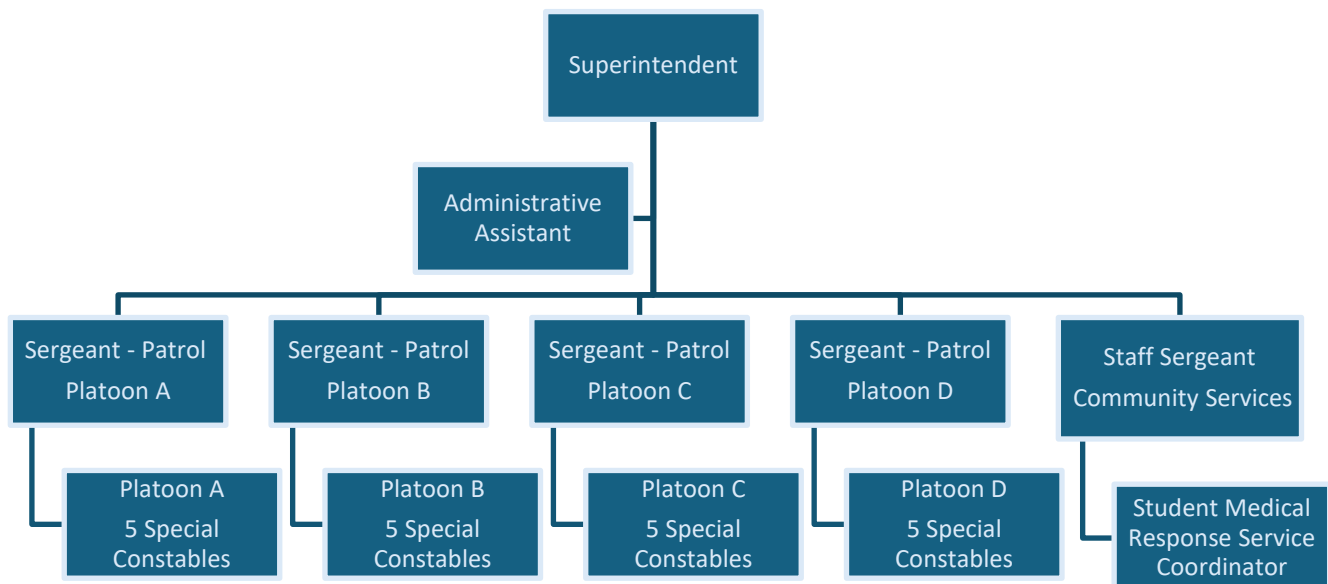
In support of our Special Constable Service, I would also like to thank the Windsor Police Service for their assistance, guidance, and support for our operations. Through this continued strong partnership, the team has been able to deliver an enhanced level service to the campus and acknowledged by members from within our broader University community.

This report provides information including but not limited to data regarding calls for service, enforcement activities, community services, special events, training, and other information of interest.

Superintendent Michael Akpata C.D.
Special Constable Service
University of Windsor

Organizational Structure & Team Information

Organizational Chart 2024



2024 Special Constable Service Department Contact List

Superintendent	Michael Akpata
Administrative Assistant	Sandra EANSOR (retired) Kelly GARANT (successor)
Staff Sergeant	Michelle Farrah-Nohra
Patrol Supervisors	Sergeant Chris ZELEZNEY Sergeant John DEKOK Sergeant George HUNT Sergeant Anthony LIOLLI
Patrol Response Officers	Senior Special Constable Senior 1 st Class Wayne VENABLES Senior Special Constable Senior 1 st Class Michael RAPAICH Senior Special Constable Senior 1 st Class Christine FITZGERALD Senior Special Constable Senior 1 st Class James WILSON Senior Special Constable Senior 1 st Class Kevin JARVIS Senior Special Constable Senior 1 st Class Brian WUERCH Senior Special Constable Senior 1 st Class Kevin THOMPSON Senior Special Constable Senior 1 st Class Stephanie FAUTEUX Senior Special Constable Senior 1 st Class Andre LEROUX Senior Special Constable Senior 1 st Class Ramcharran RAMOTAR Senior Special Constable 1 st Class Chad RENAUD Special Constable- 1 st Class Tyson JACOB Special Constable 1 st Class Angelyn MAHEUX Special Constable 1 st Class Matt RUSTULKA Special Constable 1 st Class Kerra GRADWELL Special Constable 1 st Class Daniel LAURIER Special Constable 1 st Class Alexander SMITH Special Constable 4 th Class Marwan NASTA Special Constable 4 th Class Shahinda MUSTAPHA Special Constable 4 th Class Brandan CERVINI Special Constable 4 th Class Richard GALOY Cadet Kyle JOHNSON

Authority and Jurisdiction

Authority on Campus

The University of Windsor Special Constable Service is designated as a Special Constable Service and distinguished as an identifiable and separate organization from the Windsor Police Service, with duties derived from three separate authoritative bodies.

1. Special Constable Service team members have the authority of both a **Peace Officer** and **Police Officer** in their duties on campus by virtue of appointments as Special Constables through the Ministry of the Solicitor General. To obtain the required approvals, an Application for Appointment is submitted for each Special Constable through the Windsor Police Service, which acts as the sponsoring municipal police agency. The approval appoints each named applicant as a Special Constable for the purposes of:

- providing law enforcement and security services to University of Windsor in co-operation with the Windsor Police Services Board
- responding to and investigating activity that may violate federal or provincial legislation
- taking statements from victims, witnesses, and suspects; gathering and preserving evidence; laying information's
- apprehending, arresting, and releasing offenders; executing warrants
- transporting prisoners when required

2. The University of Windsor Special Constables Service and the Windsor Police Services Board operate under the authority of a Memorandum of Understanding (the Operating Agreement) dated February 2024 (amended) . This Operating Agreement confers the powers of a **Peace Officer** on the University of Windsor Special Constables to enforce the:

- Criminal Code of Canada, R.S.C. 1985, c.046, as amended.
- Controlled Drugs and Substances Act as amended; S.C. 1996, c.19.

And confers the powers of a Police Officer to enforce the:

- Trespass to Property Act, R.S.O. 1990, c. T-21, as amended
- Provisions of the Liquor Control Act 2019 related to the unlawful consumption, possession, supply, sale, intoxication, and failure to provide proper identification.
- The Mental Health Act, R.S.O. 1990, c. M-7, s. 17 as amended.
- Highway Traffic Act, R.S.O. 1990, c. H-8, (Section 134)
- City of Windsor Municipal By-Laws
- Safe Streets Act

Conferring these powers on the Special Constable Service team allows Special Constables to use the authority of a **Police Officer** when dealing with matters relative to the legislation identified above. This authority means that University Special Constables have the power to arrest persons, to use reasonable force where necessary and to bring offenders before the courts.

3. the Special Constable Service derive authority from the [University of Windsor Security and Policing Policy](#) adopted by the Board of Governors on January 28, 2003. This Policy designates the Special Constable Service team as being responsible for public safety on campus and as such, sets the objectives for Special Constables to follow mandate in this regard. Further, the Special Constable Service are the designated security department for the University of Windsor and through both criminal law and common law, Special Constables are the agents of the property and the authority figure on campus.

Jurisdiction

The geographic jurisdiction of the University of Windsor Special Constables is restricted to:

- The properties under control of the University and situated within the boundaries of the City of Windsor
- The properties under control of the universities, colleges and institutions federated or affiliated with the University and situated within such boundaries, if and to the extent that the assistance of such Special Constables is requested by any such federated or affiliated institution.

Summary of Services

The Special Constable Service is responsible for all public safety on campus including all buildings and lands under the control of the University by providing effective law enforcement and security services that respond to the needs and requirements of all students, staff, faculty, and visitors. The team offers the following key services to the University of Windsor campus properties and affiliated colleges:

- *A community-based service delivery model that emphasizes client service and utilizes a problem-oriented approach.*
 - by being accountable to the University of Windsor community
 - by identifying problems and targeting for directed uniform patrol, investigating using all available investigative tools and offering public education by crime prevention strategies
- *A highly visible security presence on campus.*
 - using fully marked patrol vehicles, bicycle patrols and foot patrols to effectively provide a visible uniform presence on campus to provide preventive patrols, general assistance, persons/money escorts,
 - to maintain the peace, resolve conflict and promote good order
- *Security for all university properties and buildings.*
 - all officers have authority to immediately access all University buildings and properties to provide the necessary service required
 - building lockout and key service
- *Security for special events in special circumstances.*
 - all University departments have access to Special Constable Service to provide a dedicated security and policing presence including off-duty personnel for special events
- *A dedicated and reliable response.*
 - 24-hour call-taking and dispatch duties
 - 24-hour coverage to respond to routine and emergency calls for service including building alarm monitoring and response, fire alarm monitoring and response, first aid response
- *Investigation of University policy and regulations.*
 - investigation and enforcement in respect to violations of university safety, security and conduct policies and University by-laws
 - law enforcement when required in respect to violations of Criminal Code and relevant federal and provincial statutes
 - the ability to process violations through the University judicial system as an alternative to the Criminal Justice system
- *Promotion of security, crime prevention and safety awareness.*
 - through the development of pro-active programs, the Community Services Office promotes safety and security for the entire campus community and can offer community services and referrals to those in need

Community Service

The Staff Sergeant carries the duties of Community and outreach services. This position proactively works to maintain a strong relationship with campus stakeholders from the broader University community, including students, faculty, staff, visitors, and guests.

Among their many duties, this position is responsible for CEPTED reviews, safety engagements, and security proposals.

This position also provides insight into the Special Constable Service security systems which includes CCTV, specifically to keep them updated and operational to support campus safety. This position works closely with the University Health & Safety Office to conduct an annual Lighting and Foliage Survey, Crime Prevention Through Environmental Design safety assessments and the design and implementation of personal safety plans for students, staff and faculty members as required.

Safety Programs & Initiatives

Crime Prevention through Environmental Design (CPTED)

Because of the continued expansion and retrofitting of the University of Windsor campus, several CPTED and safety assessments were conducted. Among the assessments completed in 2024 were recommendations for the increased and enhanced safety in the following buildings:

Safety Assessment Locations		
Centre of Engineering	Incubator Lab 144 University Avenue West	Maintenance Building
Centre of Automotive Research & Engineering	Joyce Entrepreneurship Centre	Odette 2 nd Floor
Registrars	Law School - Deans Office	Parking Garage
Biology (Animal Quarters)	Student Accessibility Services – Dillon Hall	Canadian Border Institute (Joyce Entrepreneurship Centre 2 nd Floor)
Dillon Hall	Essex Hall	Downtown Campus Buildings
Downtown Buildings Annual Lighting Survey	CAW Centre-Non-Academic Misconduct of Students rights & Responsibilities	Faculty of Education
Nursing	CAW Centre-CJAM Radio Station	Nursing TOLDO Medical Building
Physics Department	Jackman School of Dramatic Arts	
School of Creative Arts (SOCA) Armories	Law Building	
CAW Centre – Black Scholars Institute	Leddy Library	

Emergency & Safety Planning

The Special Constable Service has continued efforts, in consultation with Health & Safety and other key stakeholders, to review and update emergency plans for all buildings across campus. During 2024, the following campus areas were examined or reviewed:

University Locations - Examined & Reviewed	
300 Ouellette	Chrysler Hall Tower Finance
School of Creative Arts SOCA - Armories	Chrysler Hall Tower – Print Shop
Alan Wildeman	Chrysler Hall Tower Dean of FAHSS 1 st Floor
School of Creative Arts (Armories) & Alan Wildeman Building	Chrysler Hall Tower IT Services
Alumni Hall	Chrysler Hall Tower Student Award & Finance
Assumption Hall	Chrysler Hall Tower Grad Studies & OHREA
Canterbury College – Administrative Office (new)	Community Legal Aid
Canterbury College – Geoffrey Fisher (new)	Joyce Entrepreneurship Building (Cross Border Institute)
Canterbury Commons residence (new)	Dillon Hall
Canterbury College Augustine House (new)	Essex Hall
Canterbury College – Beckett House (new)	Memorial
Canterbury College Cramner House (new)	Erie/Lambton
Canterbury College- Anselm House (new)	Biology/ Animal Quarters
Canterbury College- Parker House (new)	Welcome Centre
Canterbury College – Whitgift House (new)	Facility Services Maintenance and Energy Conversion Centre
Canterbury College- Laud House	Human Kinetics
C.A.R.E Centre of Automotive Research and Innovation	Faculty of Education
Cartier Hall (Residence Services)	International Student Centre
Centre of Aboriginal Centre	School of Dramatic Art - Jackman
Centre Of Campus Dental (CAW Centre)	Joyce Entrepreneurship – Special Constable Service
Chiroworks- CAW Centre	Joyce Entrepreneurship- Parking Services
CAW Centre Information Desk	Joyce Entrepreneurship- UWIN Office
CAW Centre Lifetouch photography	Sociology and Criminology Department
CAW Centre Market Place Food Services	Law Building
CAW Centre Pharmacy	Leddy Library
CAW Centre Students Rights and Responsibilities	Odette Building
CAW Centre- Student Experience	Computer Services (IT Services)
CAW Centre The Lance HUM Space	Toldo Health Education Centre (Nursing)
Centre of Engineering and Innovation	Sexual Violence Prevention & Support Dillon Hall
Centre of Education Learning and Development	Student Health Services Caw Centre
Centre of Teaching and Learning	UWSA University of Windsor Student Alliance
Chrysler Hall Tower Human Resources	Vanier Hall
Chrysler Hall Tower – 6 th Floor	Welcome Centre

In addition to these efforts, the University has also updated support resources and information available to support campus community members during 2024. This information can be referenced on the [Special Constable Service website](#).

Of note, the Special Constable Service has provided reference resource materials for the following emergency situations:

- [Active Attacker](#)
- [Bomb Threats](#)
- [Evacuation](#)
- [Explosion](#)
- [Fire](#)
- [HazMat/Shelter in Place](#)
- [Medical Emergency](#)
- [Severe Weather](#)
- [Suspicious Package](#)
- [Utility Outage](#)

Safe Lancer Mobile App

The Special Constable Service team has continued to work in collaboration with vendor and campus partners to coordinate and deploy additional feature updates and enhancements to the University's Safe Lancer App. Existing features of the mobile app include:

- One-touch access to Special Constable Service and Windsor Police (emergency and non-emergency numbers)
- Personal "blue light" button for pedestrians on campus to contact Special Constable Service immediately.
- Virtual Walk home features which allow Special Constable Service (or a friend in lieu of Special Constable Service) to follow a walker online to their destination.
- "Chat with Special Constable Service" dispatcher directly using the app
- National Weather Service and Environment Canada alerts to the home screen
- Push notifications from UWindsor Alert for campus emergencies
- Report-a-Tip in numerous ways online via the app
- Access to all campus emergency plans and procedures
- Crime map—see Special Constable Service and Windsor Police reported crimes on a geo-located map
- Access to on and off-campus support services
- Quick links to Special Constable Service social media platform

Committee Involvement

The Special Constable Service has active participation on several campus committees and other strategic initiatives, including providing recommendations regarding safety and security of students, staff, and faculty while on campus. Committee duties range from reviewing and updating policy, to writing supporting documentation as part of the funding request process for items used to increase and enhance safety on campus.

Special Events

The Special Constable Service provides “Off-Duty (Contract Duty) services, on request, to the University of Windsor community, as well as for special events hosted by external groups and organizations on campus that require added security services. When holding events on campus, there is a need to consider extra safety requirements and Special Constables, while still maintaining their authority on campus, are available for hire to provide an added measure of safety and security for all campus events.

To provide context of this service, the Special Constable Service supported the following notable special events during 2024:

Event	Date	Resources
Celebration of Nations Parade	March 06	2
Equipment Watch Together fest	March 08-09	2
Relay for Life	March 22	1
Robotics Competition	March 27-30	4
Acritical Conversations on Anti-Black Racism Lecture	April 18	2
Spring Open House	April 06	2
Eid Celebrations	April 10	7
African Diaspora Youth Conference	May 09	2
Spring Convocation Equipment Watch	May 11	4
EID celebration	June 16	4
Ravens Football	July 06	2
Beer Mile AV Equipment Watch	August 16	1
Beer Mile Event	August 17	2
Lancers Football	August 24	2
Private Wedding	September 07	01
Welcome Week (First week of Classes)	September 07-13	15
Lancer Football	September 21	2
Humanities Research Group Lecture	September 26	2
Lancer Football	September 28	1
Lancer Football	October 11	3
Board Of Governors Meeting	October 22	2
WIFF Armouries	October 26	2
Lancer Football/Fall open house	October 26	5

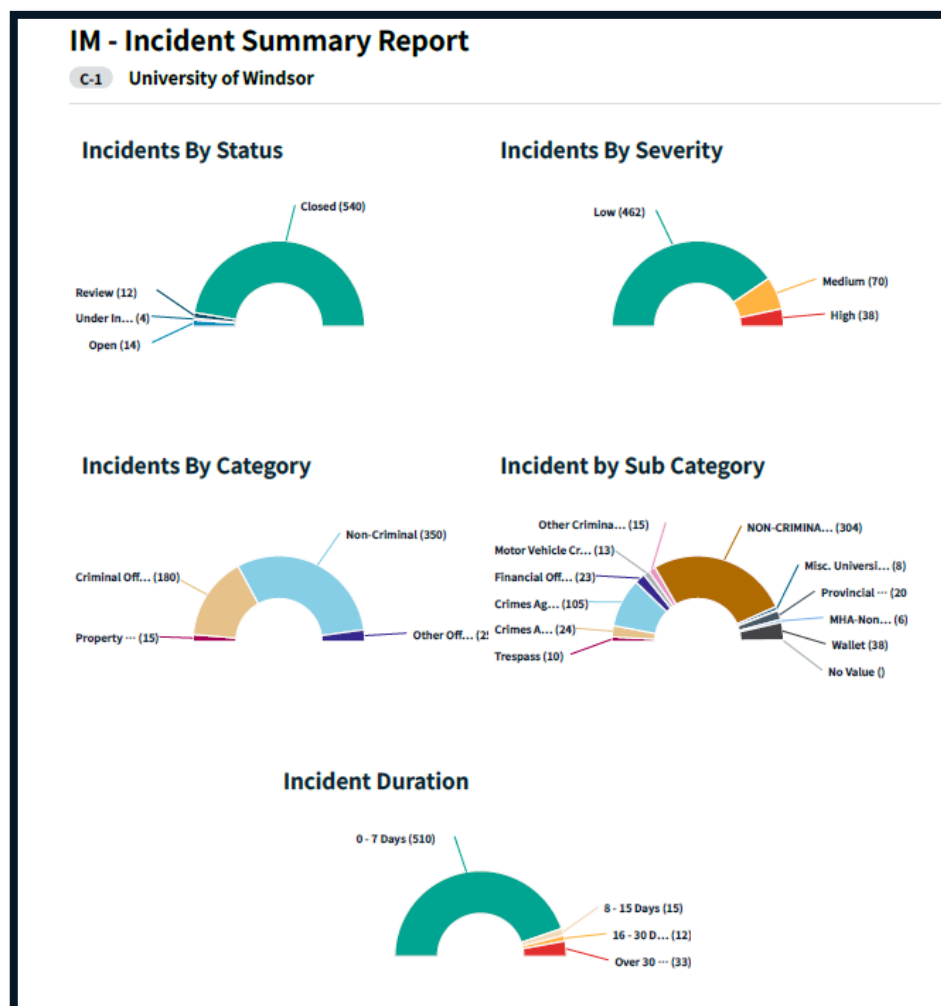
Training

To ensure the Special Constable Service remains compliant with legislation and current in the practice of their duties, team members continue to receive required training and other professional development to enhance delivery of their services to campus. During 2024, Special Constable Service received annual In-Service training delivered through the Windsor Police Service Training Branch.

Training is focused on the mandatory topics that comply with the Ministry of the Solicitor General's guidelines for the training required by Special Constables such as Use of Force, Defensive Tactics, Provincial and Federal Legislative Updates and Police Powers. The Special Constable Service also re-qualifies for First Aid/CPR and AED training and receives this on an annual basis.

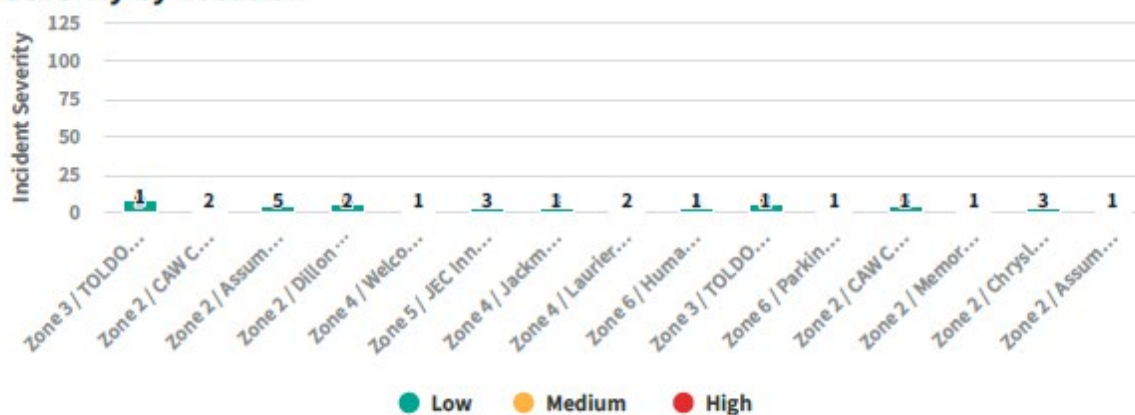
Incident Summary Report

January 1, 2024 – December 31, 2024

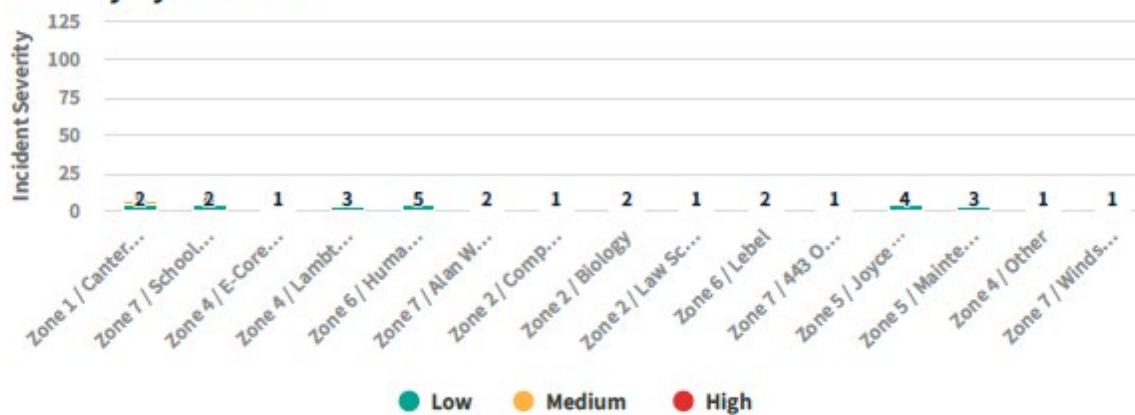


Severity by Locations I

Severity by Location

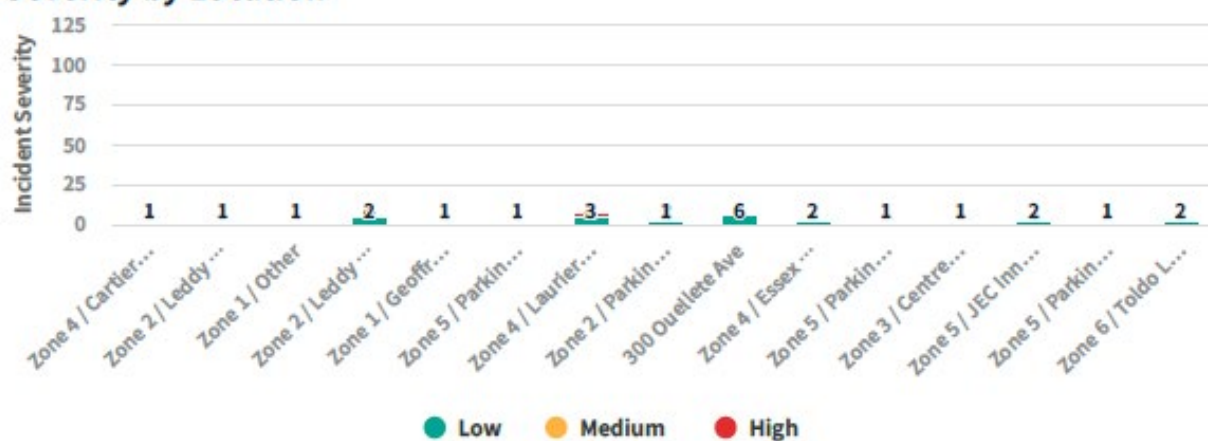


Severity by Location

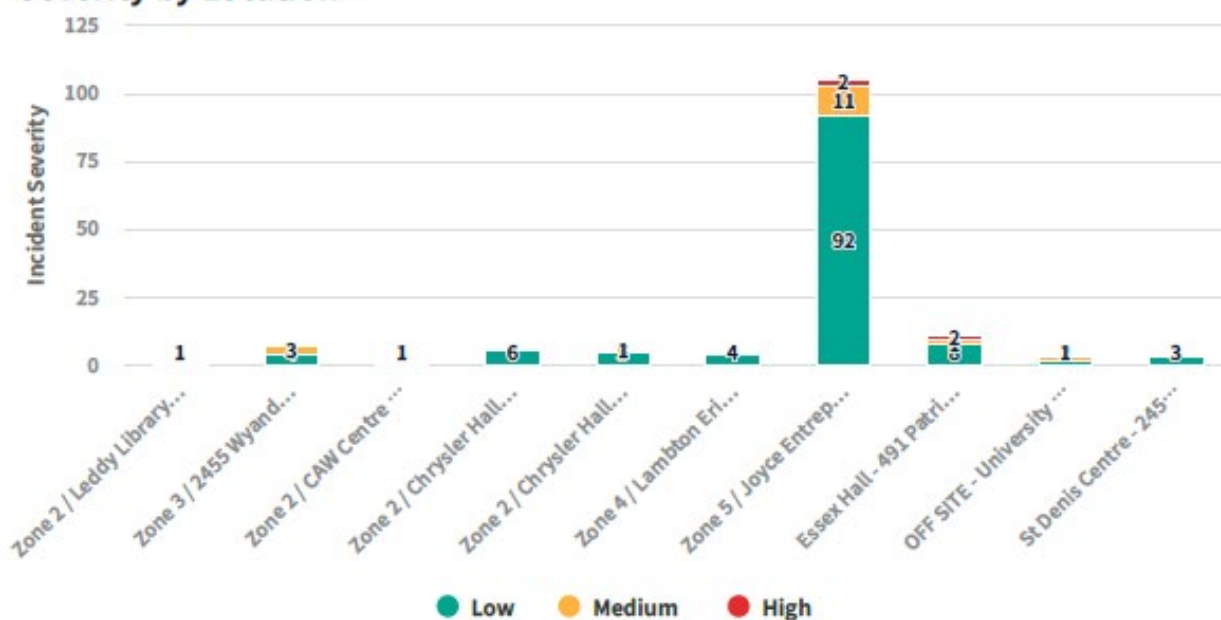


Severity by Locations II

Severity by Location

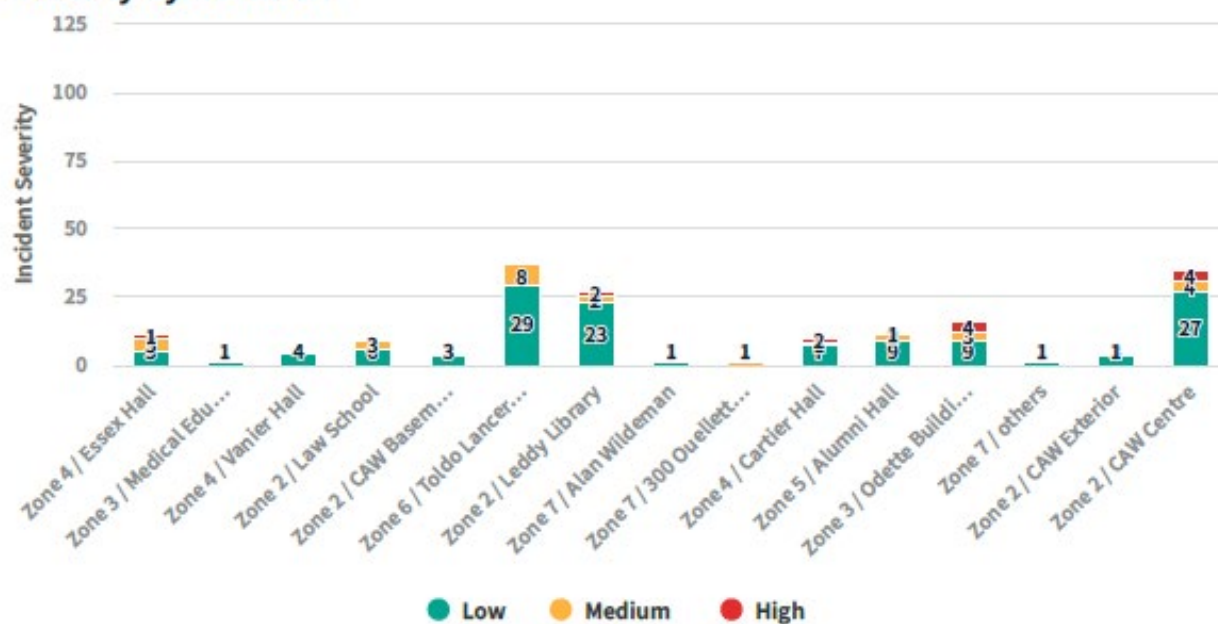


Severity by Location

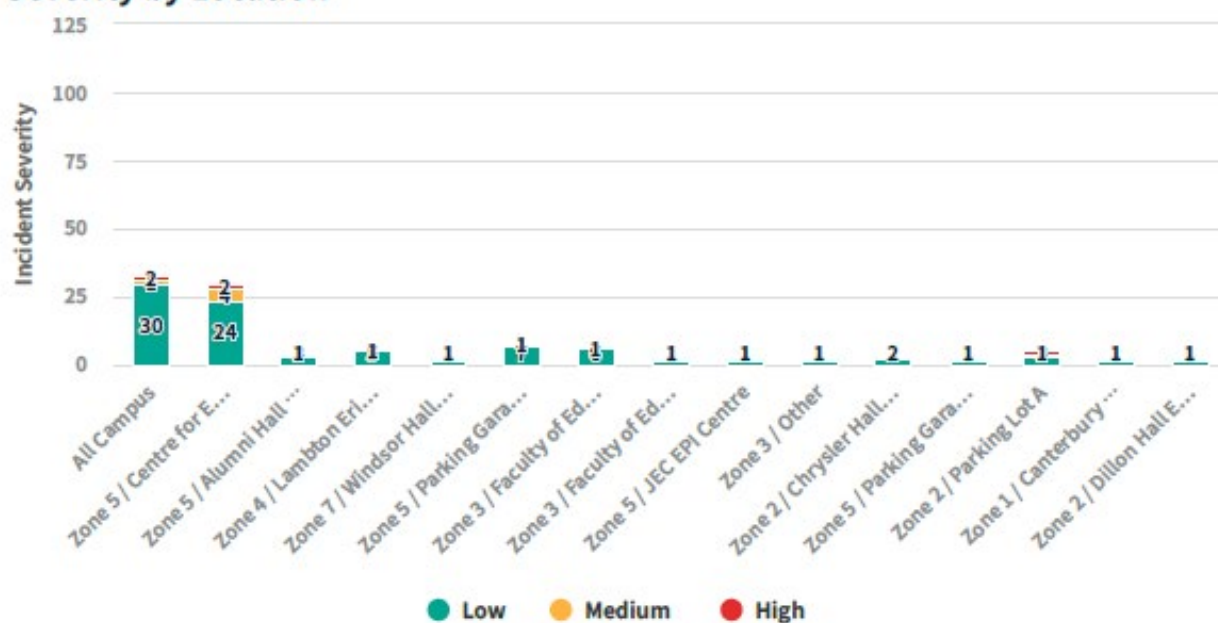


Severity by Locations III

Severity by Location



Severity by Location

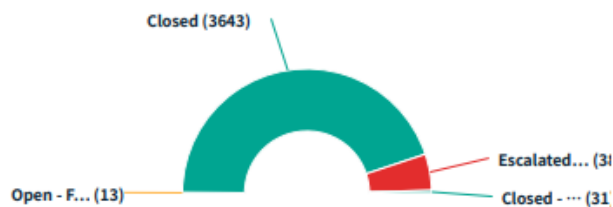


Activity Summary Report

CC - Activity Summary Report

C-1 University of Windsor

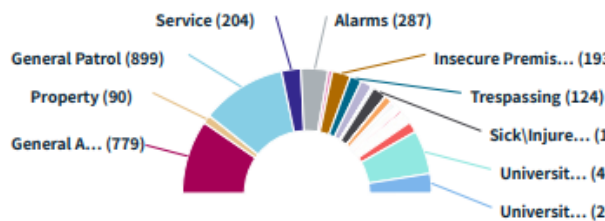
Activities by Status



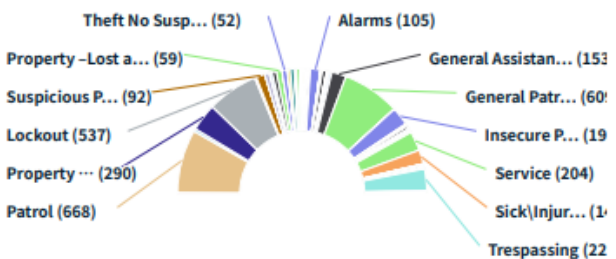
Activities by Priority



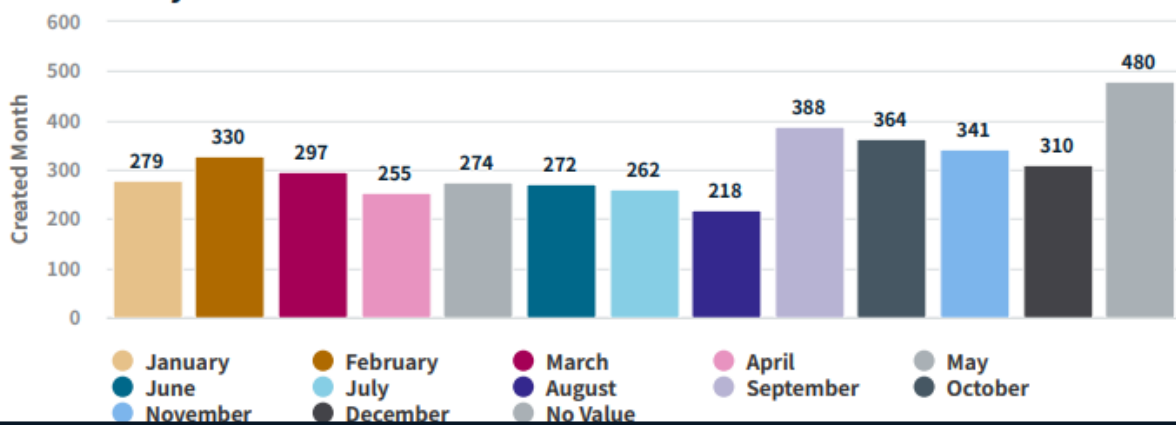
Activities by Category



Activities by Sub Category



Activities by Month

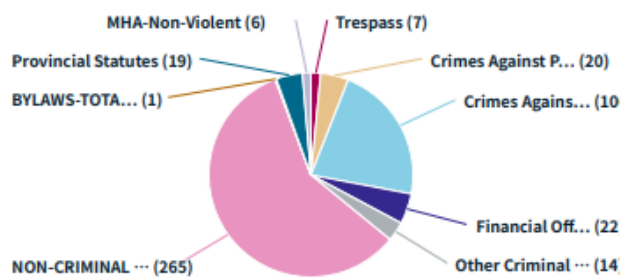


Incidents by Category

IM - Incidents by Category

C-1 University of Windsor

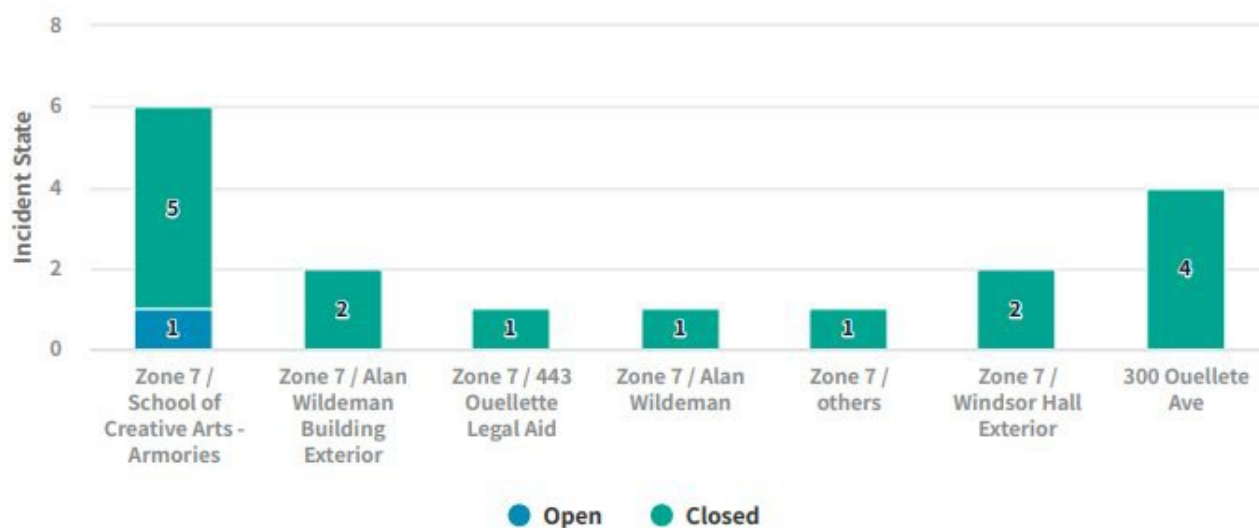
Incidents by Category



Incidents by Locations

IM - Incident by Locations

C-1 University of Windsor



Campus Map

The University of Windsor has a main campus and a downtown campus, and the Campus contains more information about locations of buildings, parking lots, accessibility features, food services locations and designated smoking areas.

↓ SCAN HERE ↓



Contact Information



University of Windsor Special Constable Service

**2455 Wyandotte Street West
Windsor, Ontario N9B 3P4
519-253-3000 ext. 1234**

**Mailing Address:
401 Sunset Ave
Windsor, Ontario
N9B 3P4**

Compliance Statement

In accordance with the Windsor Police Service policy HR-011 Appointment of Special Constables -SC Employer please find the required information provided herein,

- a) Name of Special Constable Employer – The University of Windsor*
- b) Number of Special Constables appointed in the proceeding year (3)*
Matt RUSTULKA, Angie MAHEUX, William Kyle JOHNSON
- c) General description of duties is outlined within this report.*
- d) Special Constables terminated for discipline - None*
- e) Special Constables terminated for non-discipline- None*
- f) Number of Public Complaints – None*

Please let this confirm that the University of Windsor Special Constable Service is a full participant in the legislation, regulations and policies as set out by Province of Ontario, and the Windsor Police Service board through the Memorandum of Understanding. As such the University of Windsor Special Constable Service will comply with all applicable Provincial legislation, regulations and direction received in support of maintaining this designation.

2024 POLICING ACTIVITIES REPORT
WINDSOR POLICE SERVICE AMHERSTBURG DETACHMENT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
CALLS FOR SERVICE													
Dispatch Generated Incidents (CAD calls)	1067	1050	986	1058	1068	999	924	852	868	834	673	631	11010
Self-Generated Walk-In Incidents	0	11	6	14	10	23	28	17	10	18	15	12	164
TOTAL INCIDENTS	1067	1061	992	1072	1078	1022	952	869	878	852	688	643	11174
PROVINCIAL OFFENCES													
Traffic Offences	774	721	670	686	578	488	364	360	313	415	252	225	5846
Part III Summons	16	9	9	21	5	9	13	10	11	3	5	8	119
Liquor Offences	1	1	2	3	1	0	0	0	0	0	0	0	8
Other Provincial Offences	135	89	72	72	42	48	34	14	18	10	10	4	548
TOTAL	926	820	753	782	626	545	411	384	342	428	267	237	6521
CRIME STATISTICS													
Attempted Murder	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0
Break and Enter	2	7	3	0	2	4	5	5	7	2	4	1	42
Theft Over	5	2	3	1	0	0	0	0	1	1	1	0	14
Theft Under	8	7	3	9	10	14	9	9	3	3	4	5	84
Possession Stolen Goods	1	1	1	0	0	0	1	1	4	0	1	0	10
Fraud	12	4	10	5	12	9	15	9	10	8	10	4	108
Mischief	3	6	3	7	10	5	5	8	5	7	7	7	73
Assault (All)	9	6	11	8	8	15	9	13	12	8	3	9	111
Drugs	0	0	0	0	1	0	1	0	0	0	0	0	2
Firearms	0	0	0	0	0	0	0	0	0	0	2	1	3
Arson/Fire Calls	0	2	0	0	0	0	1	1	3	1	0	0	8
Impaired Driving	1	0	2	0	4	0	7	2	7	1	8	1	33
Federal Statutes	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Criminal Code	6	8	5	5	7	8	2	6	8	9	6	8	78
TOTAL	47	43	41	35	54	55	55	54	60	40	46	36	566
COMMUNITY OUTREACH ACTIVITIES													
Community Service Calls / Coast	9	19	23	19	26	21	20	16	13	15	14	12	207

*February 7th - commenced implementation of Aburg walk-in procedure with dispatch.

2024 WPS-Amherstburg Detachment Year End Report

2024 Total of Reports- 2085

2024 Total amount of arrests- 196

2024 Community Service calls- 207

2024 Persons in Crisis- 173

2024 Coast follow ups- 518



WINDSOR POLICE SERVICE

ITEM: 9.3
Chief's Executive Office
Chief J. Bellaire
Deputy Chief K. DeGraaf
Deputy Chief J. Crowley

MEMORANDUM

Date: February 27, 2025

To: Chair and Members of the Windsor Police Service Board

From: Chief Jason Bellaire

Re: 2025 Capital and Operating Budget Acceptance by Council of the City of Windsor

On January 27th, 2025, Council for the City of Windsor held a special meeting to deliberate the 2025 Operating and Capital Budgets.

During the meeting, City Council accepted the Capital Budget (BR2024-119) and the Operating Budget (BR2024-121) for the Windsor Police Service as presented by the Windsor Police Services Board.

As a result of the special meeting of City Council the overall 2025 Operating Budget for the Windsor Police Service (preceding corporate adjustments for insurance and utilities) is \$110,924,074; a 7.1% increase over 2024.

Sincerely,

Jason Bellaire
Chief of Police
Windsor Police Service

CC: Deputy Chief Karel DeGraaf
Deputy Chief Jason Crowley
Director Melissa Brindley



Date: March 5, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Karel DeGraaf

Re: Use of Force Annual Report – Public Agenda

Dear Chair and Members of the Board,

Please see the attached Use of Force Annual Report for the Public Agenda.

Sincerely,

A handwritten signature in dark ink, appearing to read "K.A. De Graaf". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Karel DeGraaf
Deputy Chief Operational Support
Windsor Police Service

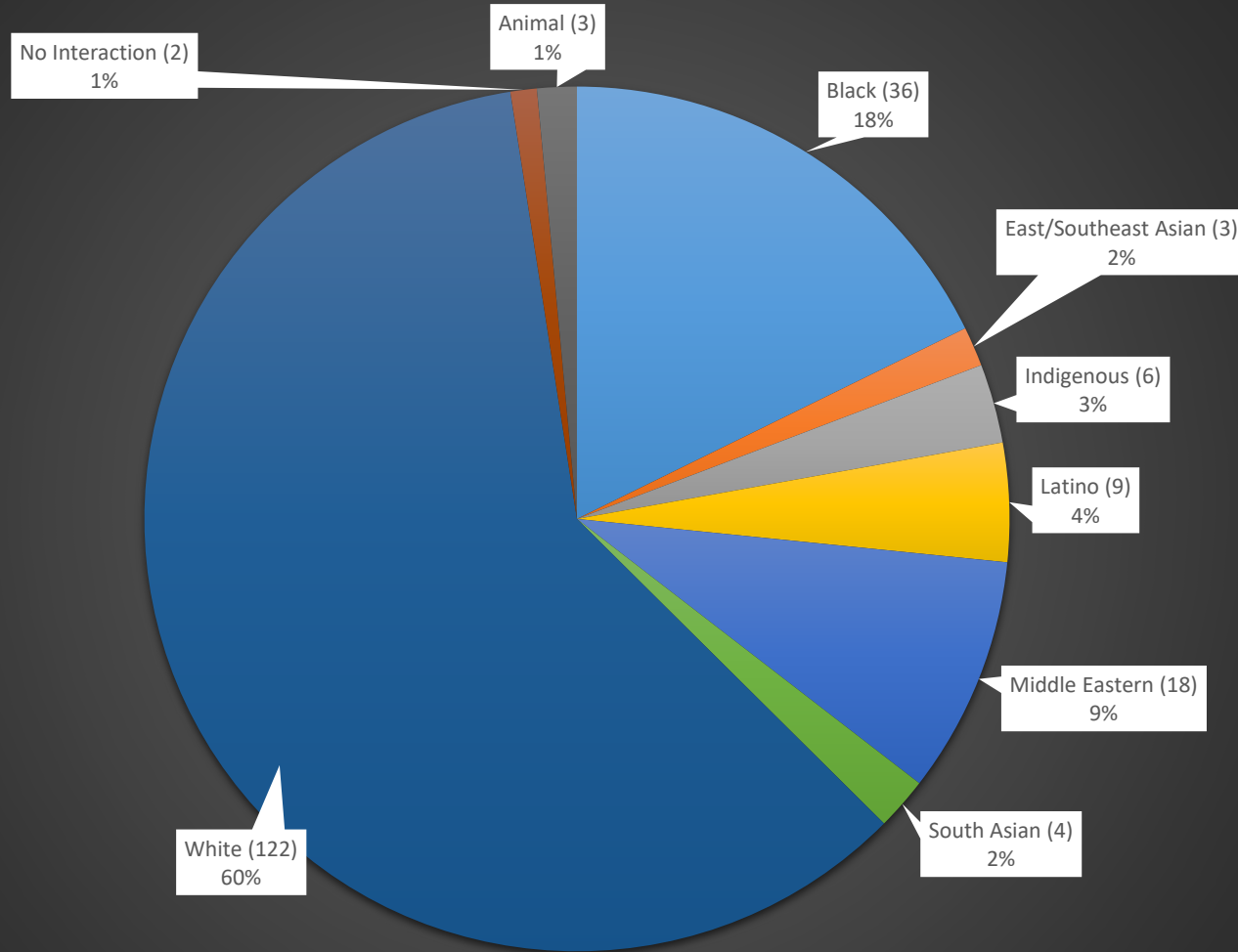
Attachment: Use of Force Annual Report



2024 Year End Use of Force Dashboard

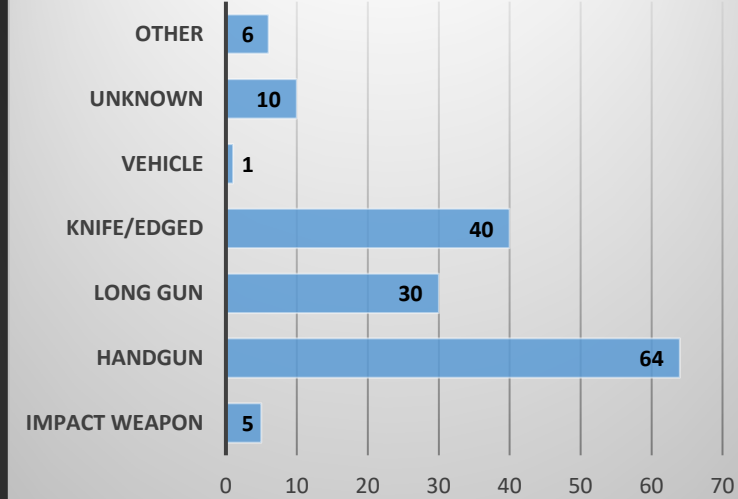
157095 Calls for Service – 202 Reports (0.13%)

Perceived Race of Subject (per reported event)

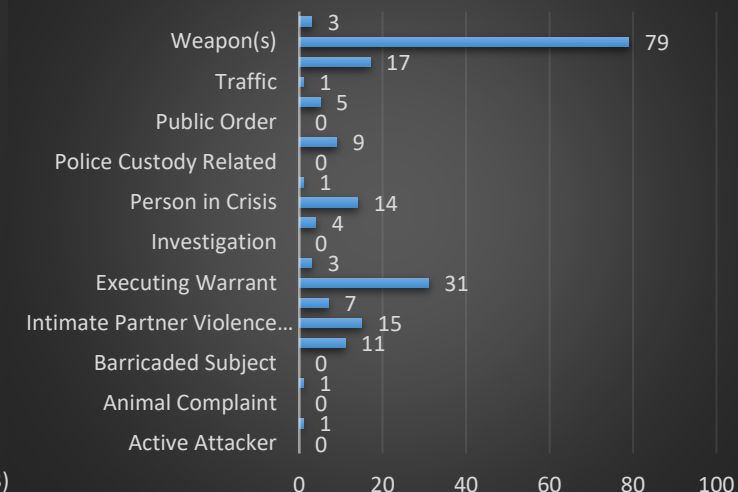


Black (36) East/Southeast Asian (3) Indigenous (6) Latino (9) Middle Eastern (18) South Asian (4) White (122) No Interaction (2) Animal (3)

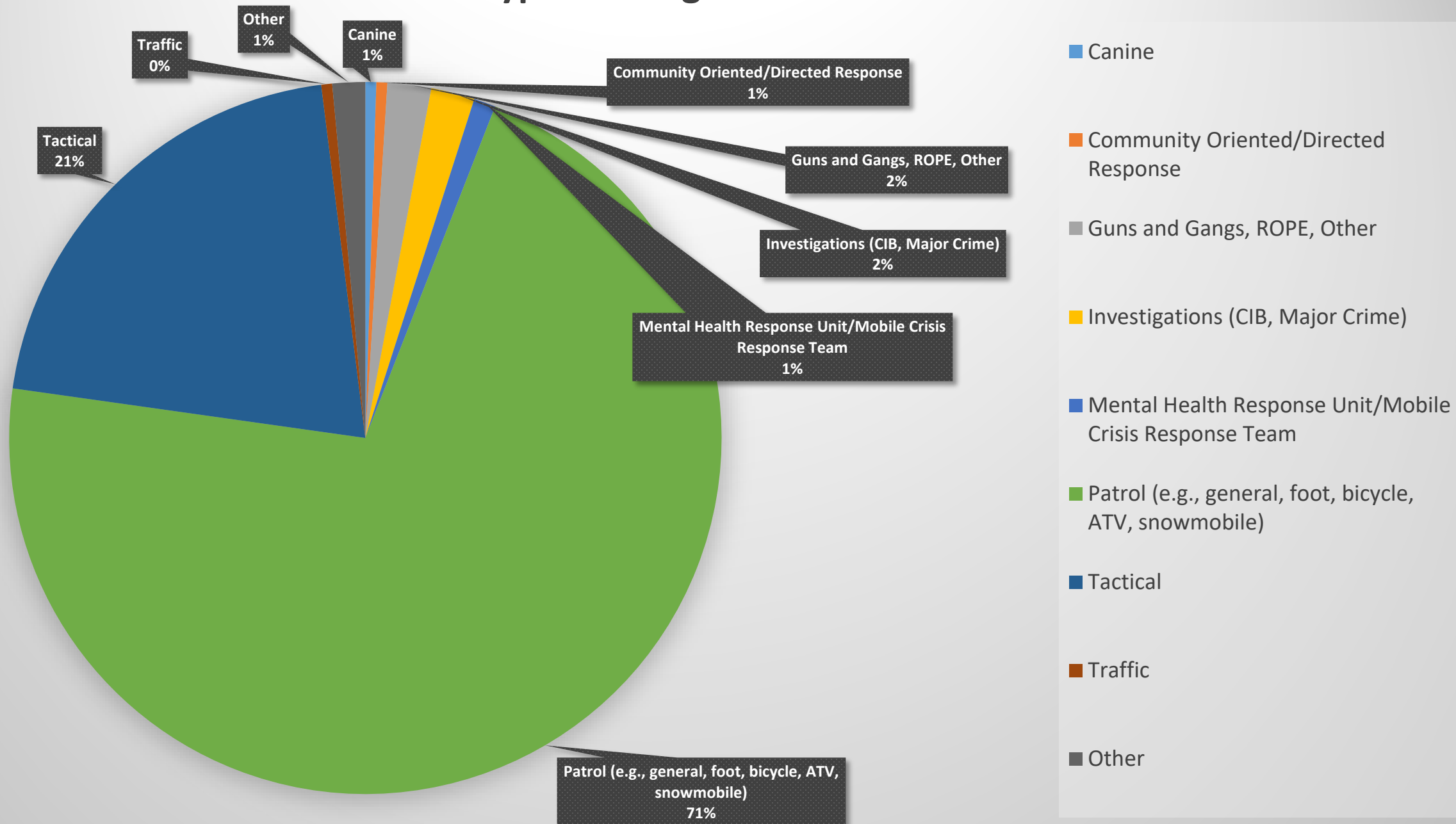
Weapon Carried by Subject



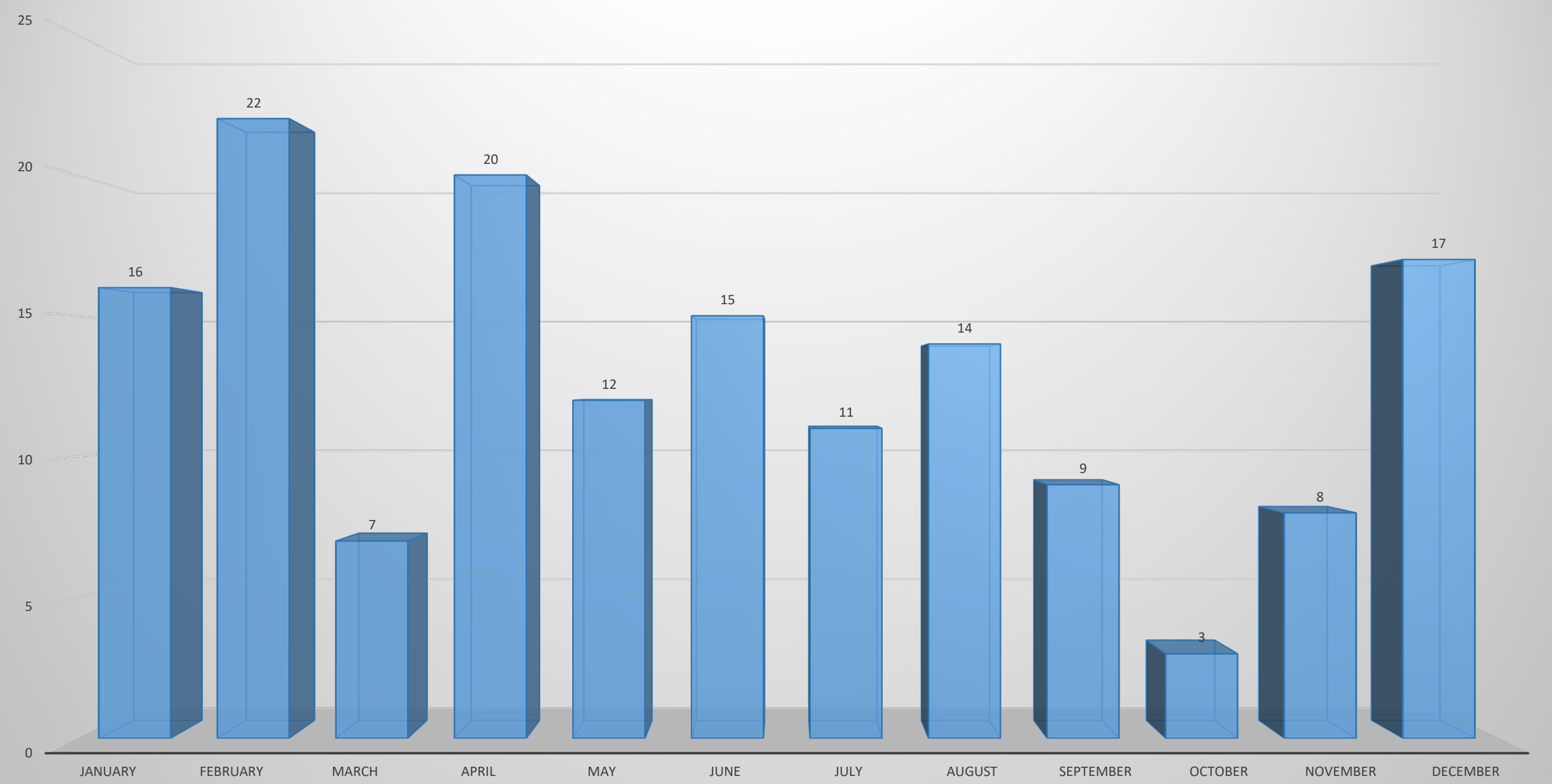
Type of Incident



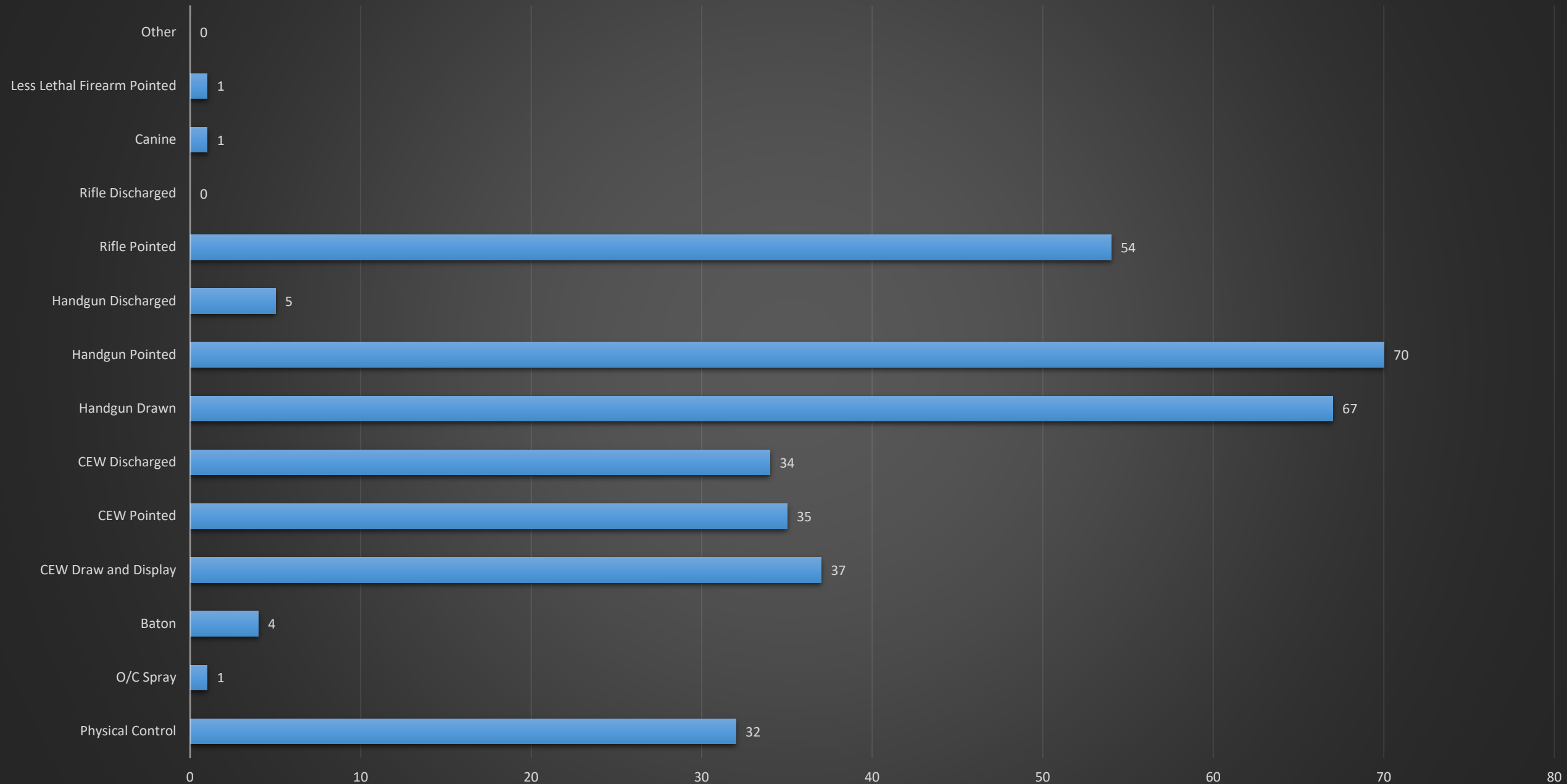
Type of Assignment



Events per Month (154 Events for 2024)



Type of Force Used by Officer

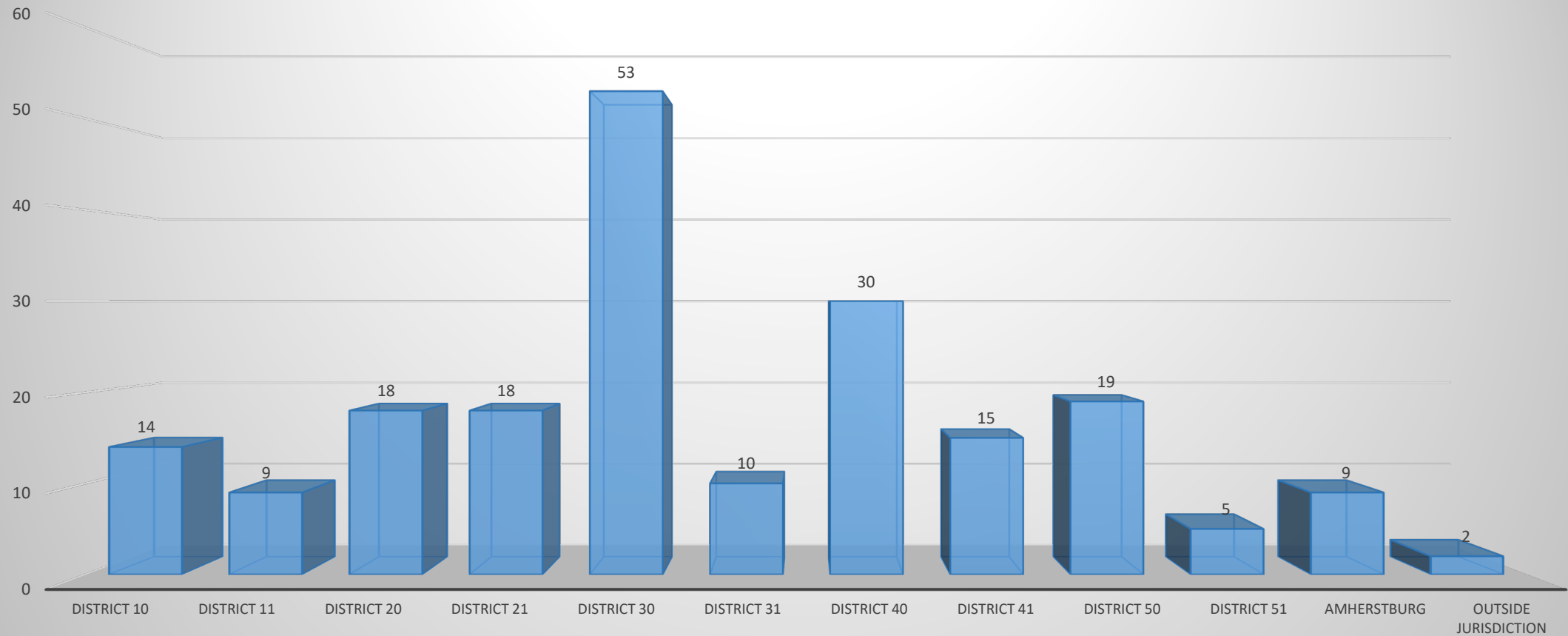


Amherstburg: 9 Reports

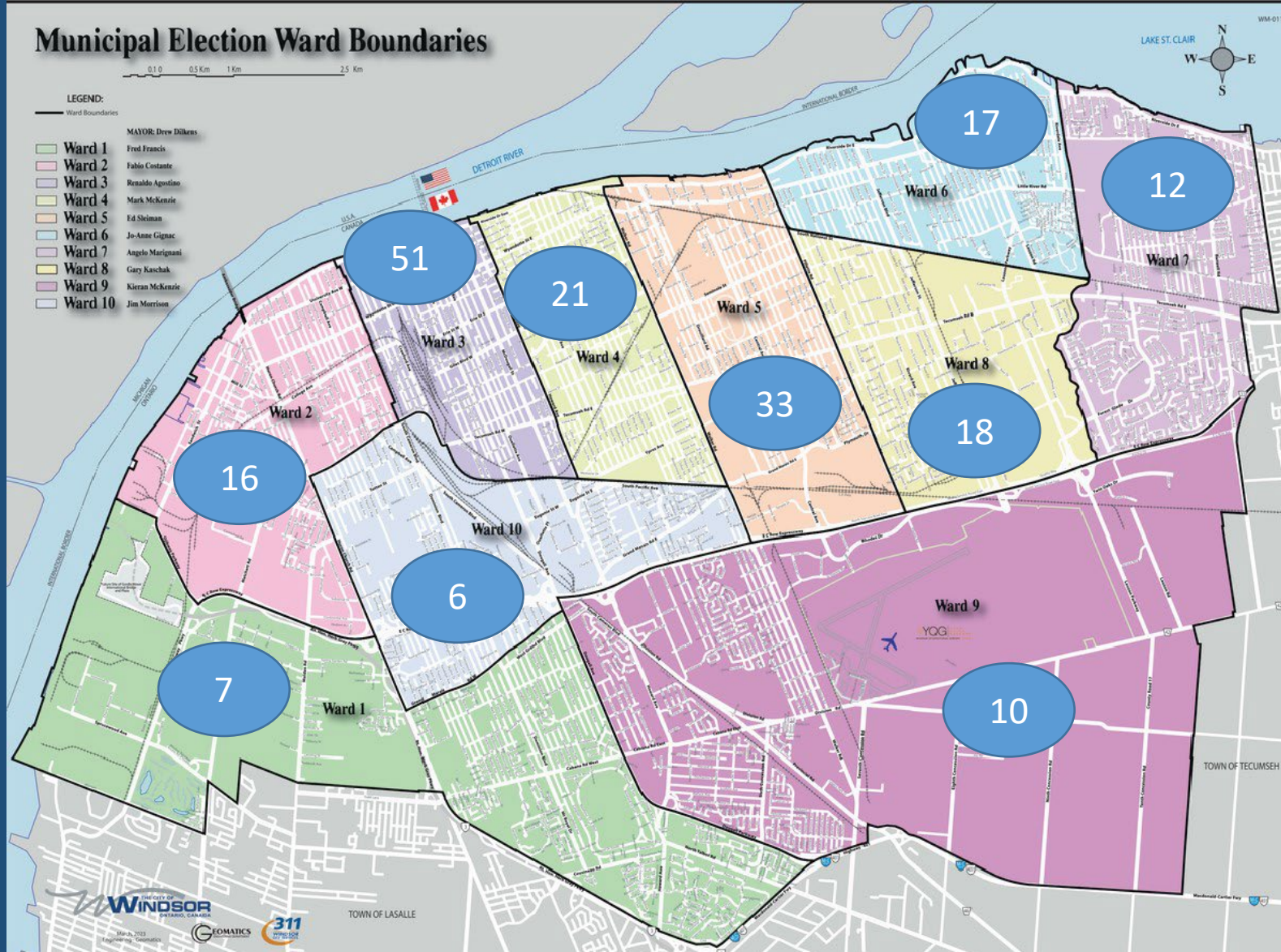
Neighborhood	Report Count
Forest Glade	51 (5)
Riverside	50 (19)
East Windsor	40 (30)
Devonshire Heights	41 (15)
South Windsor	10 (14)
Jackson Park	31 (10)
Walkerville	30 (53)
Malden Park	20 (18)
Windsor	21 (18)

Amherstburg: 9 Reports

2024 Use of Force Reports by Zone

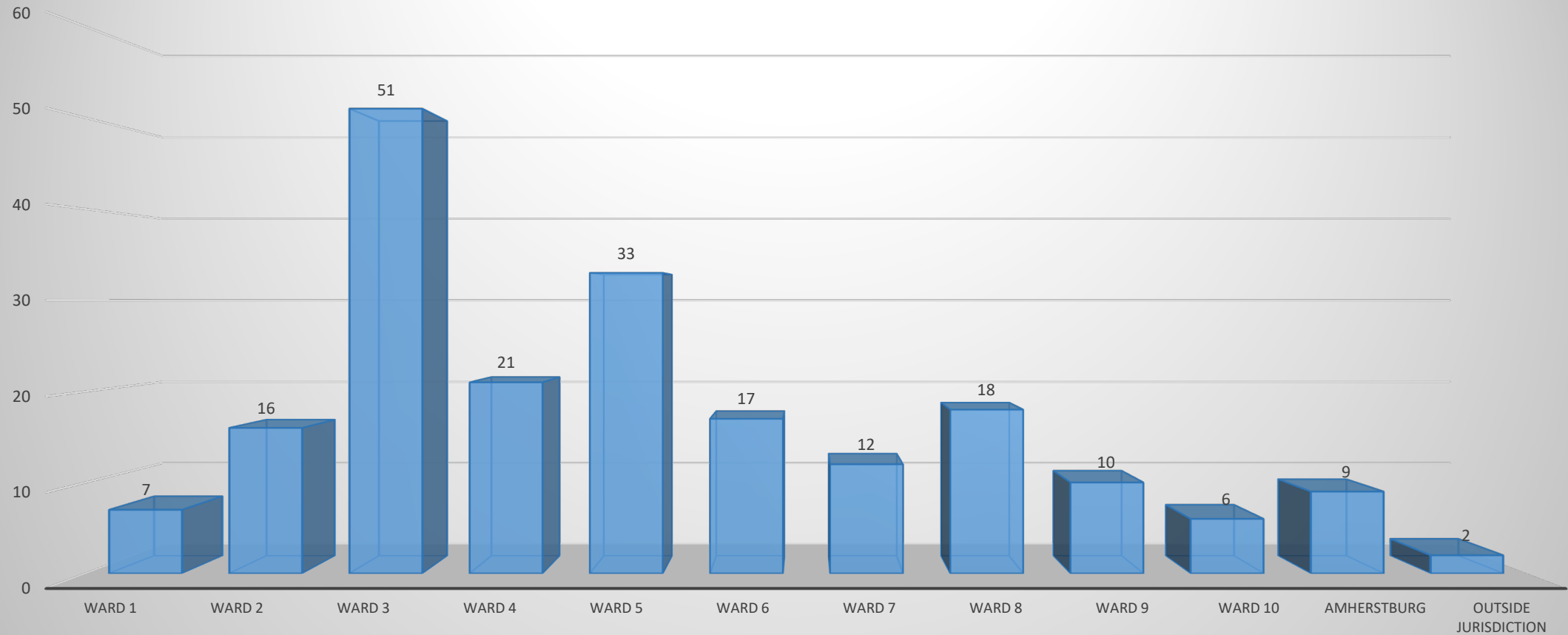


2024 Use of Force Map by Ward (# of Use of Force Reports)

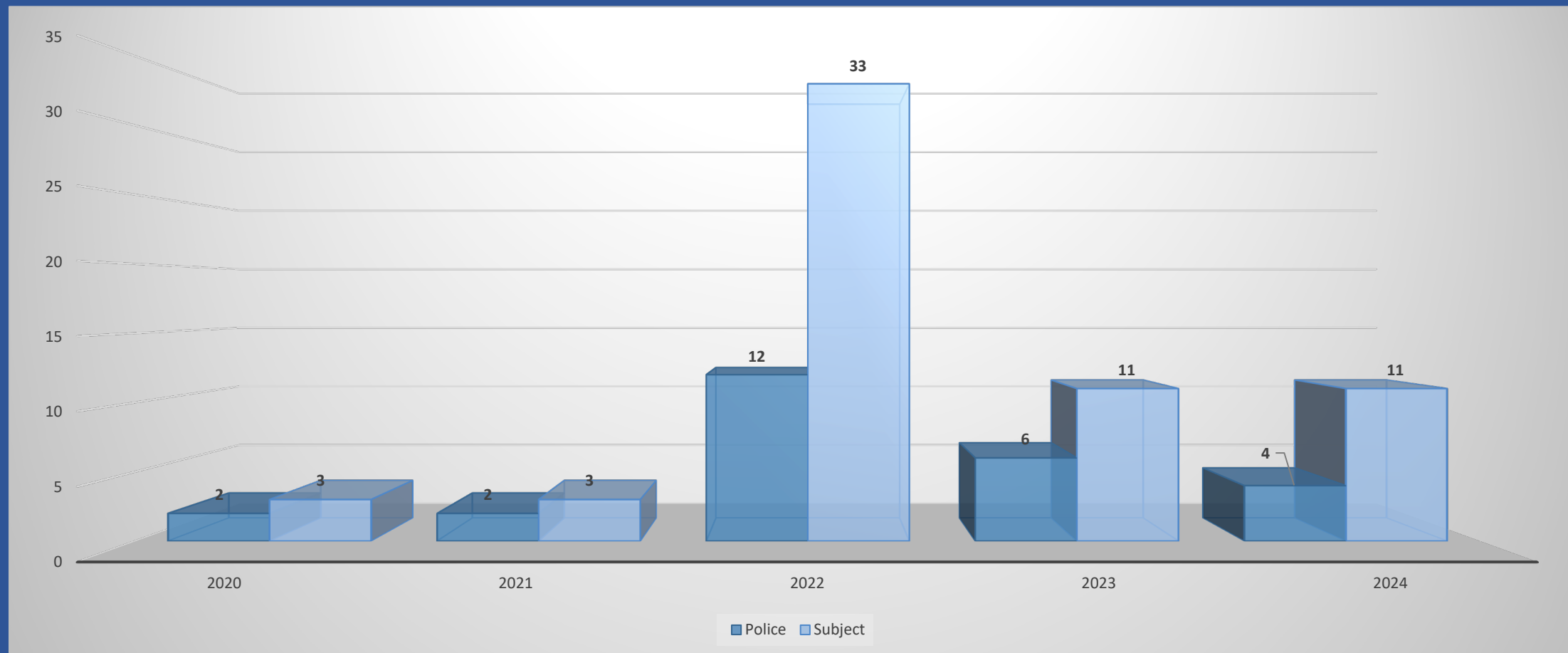


Amherstburg:
9 Reports

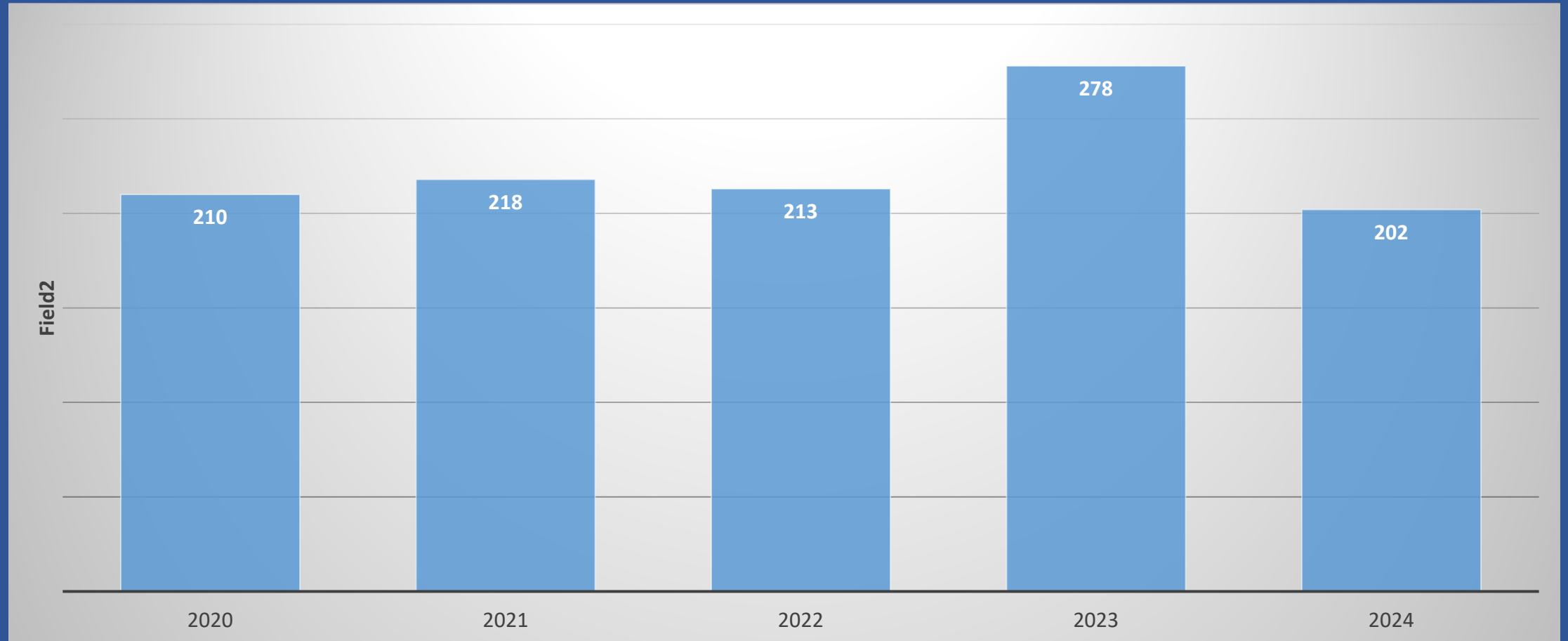
2024 Use of Force Reports by Ward



Injuries - Five Year Comparison



Number of Reports - Five Year Comparison





Date: January 31, 2025

To: Windsor Police Services Board

From: Marilyn Robinet, Supervisor Information & Privacy Unit

Re: **Municipal Freedom of Information and Protection of Privacy Act for January 2024 TO December 2024**

Windsor & Amherstburg

ANNUAL REPORT	2023	2024
Total number of requests received	869	936
Percentage increase/decrease	11%	8%
Total number of Appeals received	19	4
Total number of Privacy Complaints received	0	0
Total number of requests currently pending	157	58
Total fees received	\$5882.40	\$6652.63

Respectfully submitted,

Marilyn Robinet

Marilyn Robinet, Supervisor
Digital Evidence Disclosure / Information & Privacy Unit



Date: January 21, 2025

To: Jason Bellaire, Chief of Police

From: Melissa Brindley, Director of Finance

Re: **2024 Donations to Windsor Police Service**

As required under the Windsor Police Service (WPS) Directive Public Donations, #221-01, section F.1. d), the Chief is required to provide an annual report of donations to the Board.

The donations received by WPS during 2024 are as follows:

- **Law Enforcement Torch Run for Special Olympics Ontario** – An annual province-wide police supported fundraising initiative where WPS received various donations totaling **\$3,220.00** on behalf of Special Olympics Ontario.

Respectfully,

A handwritten signature in cursive script that reads "M Brindley".

Melissa Brindley B.Comm (Hons), CPA, CMA
Director of Finance

cc: D/C DeGraaf

Attachment: N/A

ITEM: 10.1



March 20, 2025

TO: Windsor Police Service Board

FROM: Administrative Director

RE: BOARD POLICIES

Attached for the Board's review are policies pursuant to Section 38(2) of the Community Safety and Policing Act: Other policies: In addition to the policies required by subsection (1), a police service board may establish policies respecting any other matters related to the police service or the provision of policing.

Included on today's agenda are existing policies that have been updated to reflect the name and sections of the new CSPA and/or Adequacy Regulations. These include:

- (a) Hostage Rescue (Updated)
- (b) Crisis Negotiation (Updated)
- (c) Acoustic Hailing Devices (Updated)
- (d) Elder and Vulnerable Adult Abuse (Updated)
- (e) Emergency Planning (Updated)
- (f) Collection, Preservation and Control of Evidence and Property (Updated)
- (g) Persons In Custody and Prisoner Transportation (Updated)
- (h) Search and Seizure (Updated)
- (i) Crime, Call and Public Disorder Analysis (Updated)
- (j) Ontario Sex Offender Registry (Updated)
- (k) Missing Persons (Updated)
- (l) Safe Storage of Police Firearms (Updated)
- (m) Explosives, Forced Entry and Explosive Disposal (Updated)
- (n) Major Incident Command (Updated)
- (o) Disbursement of Board Funds (Updated)

Additional policies, as they are prepared or updated, will be included on future WPSB agendas.



WINDSOR POLICE SERVICE BOARD

POLICY

Police Name: HOSTAGE RESCUE		Policy Number: P-039
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 21, 2025
Repeals: Number: AR—ER003, January 24, 2013	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequate and Effective Policing (General) ("the Adequacy Regulation") prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS Section 9 of the Adequacy Regulation prescribes, inter alia, the functions and capacity of Hostage Rescue Teams;

1.5 AND AS subsection 2 (5) 2 of O. Reg. 398/23: Alternative Provision of Policing Functions and Section 14 of the CSPA permit a Police Service to deliver the services of a Hostage Rescue Team by contracting with another police service;

1.6 AND AS Section 10 of the Adequacy Regulation provides that every Chief of Police shall establish written procedures in relation to the functions of Tactical Units and Hostage Rescue Teams, authorizing the Tactical Supervisor or Incident Commander to determine deployment needs at an incident;

1.7 AND AS the Board has deemed it appropriate that it establish a policy concerning Hostage Rescue;

1.8 AND AS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA to require the Chief of Police to establish procedures regarding selection, training, equipping and deployment of the Hostage Rescue Teams;

1.9 AND AS Part ER-003 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service relative to Hostage Rescue.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Ministry” means the Ministry of the Solicitor General; and

2.7 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that Hostage Rescue is an important part of policing, and it is therefore the policy of this Board that Hostage Rescue be conducted professionally and thoroughly, and in accordance with the procedures established by the Chief as directed in this Policy, and in accordance with any protocol in force between the Service and an outside police service, if applicable.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall,

(i) establish procedures that are in accordance with Sections 9 and 10 of the Adequacy Regulation and Appendix A and that set out the circumstances in which the services of the Hostage Rescue Team will be deployed, including the process for obtaining the services and reporting relationships;

(ii) ensure that the hostage rescue team can undertake containment, the apprehension of an armed barricaded person, and hostage rescue;

(iii) develop and maintain a manual on hostage rescue team services that is available to each Member providing this service;

(iv) establish a selection process for members of the Hostage Rescue Team, including ensuring that Members who provide this service meet the requirements of the Adequacy Regulation;

Ensure ongoing training of Members

4.2 PROTOCOL

4.2.1 The Chief shall ensure that the protocol referred to in Section 3 and the procedures referred to in Section 4 above comply with the Adequacy Regulation in all aspects including:

- (a) the police service will provide the services of a hostage rescue team by using its own members;
- (b) that the services of a Hostage Rescue Team are available 24 hours a day;
- (c) that the services of a Hostage Rescue Team are available within a reasonable response time; and
- (d) the Hostage Rescue Team consists of a minimum of 12 full-time tactical officers, including a supervisor, who are dedicated to the team, but who, when not training or undertaking tactical or hostage rescue activities, may undertake community patrol.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board each year in respect of Hostage Rescue. The report shall include:

- (a) a summary of the procedures as required by this Policy;
- (b) the status of Service compliance with the said procedures;
- (c) confirmation that the existing protocol with another service, if any, complies with legislative requirements; and
- (d) a summary of the circumstances in which Hostage Rescue services have been utilized.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy - Adequacy O.REG. 3/99 – Number AR-ER003, January 1, 2013 and any other policies or sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 21 of the Adequacy Standards Regulation requires a police service to provide, within a reasonable response time, the services of a hostage rescue team.

Additionally, Section 21 of the regulation permits a police service to deliver the services of a hostage rescue team by contracting with another police service, or entering into arrangements to provide this service on a combined, regional or cooperative basis.

Section 23 requires every hostage rescue team to consist of a minimum of twelve full-time tactical officers, including the supervisor and that a hostage rescue team shall be able to perform the following functions:

- containment;
- apprehension of an armed barricaded person; and
- hostage rescue.

Section 24(1) requires, when a board has entered into an agreement to provide the services of a hostage rescue team or has entered into arrangements to provide hostage rescue on a combined, regional or cooperative basis, the police service to:

- enter into agreement with the same police service to obtain the services of its major incident commanders and crisis negotiators who have trained with that hostage rescue team; or
- require the Chief of Police to ensure that at least one of the police service's major incident commanders and crisis negotiators train with the other police service's hostage rescue team.

Section 24(2) requires the Chief of Police to ensure that no person is to be a member of a hostage rescue team unless that person has successfully completed the required Ministry accredited training or acquired the Ministry approved equivalent competencies. Section 29 requires a police services board to have a policy in respect of required accredited training and equivalent competencies for members of a hostage rescue team.

Section 29 requires a board to have a policy concerning the deployment of a hostage rescue team. Also, section 25(2)(a) requires the Chief of Police to establish procedures that set out the circumstances in which a hostage rescue team will be deployed.

Furthermore, section 29 requires a board to have a policy on the delegation to the tactical supervisor or major incident commander of responsibility for determining how many tactical officers are required to be deployed to a hostage rescue incident. Section

25(2)(b) requires the Chief of Police to establish procedures that delegates to the tactical supervisor or major incident commander the responsibility for determining how many tactical officers are required to be deployed to a hostage rescue incident.

Finally, section 29 requires a board to have a policy requiring that all members of a hostage rescue team have access to a procedures manual. Section 25(3) requires the Chief of Police to ensure that the police service's procedures for a hostage rescue team are contained in a manual that is available to each member providing that service.

Note: The functions of a tactical unit and hostage rescue team may be provided by one unit or team that is capable of performing the functions of both a tactical unit and a hostage rescue team. Also, it is implicit that a hostage rescue team must have the capability to undertake explosive forced entry.

Sample Board Policy

Board Policy # _____

Contracted Delivery

It is the policy of the _____ Police Services Board with respect to the services of a hostage rescue team that:

- a) this Board will contract with _____ Police Services Board/OPP to provide to the services of a hostage rescue team (decision also required on whether to contract for major incident commanders and crisis negotiators from the same police service) that is available 24 hours a day and within a reasonable response time; and
- b) the Chief of Police, in consultation with the police service providing the service, will:
 - i) establish procedures that set out the circumstances in which the service will be deployed, including the steps for obtaining the service and the reporting relationships; and
 - ii) ensure that the police service's major incident commanders and crisis negotiators train with the other police service's hostage rescue team.

Direct, or Combined, Regional or Cooperative Delivery

It is the policy of the _____ Police Services Board with respect to the services of a hostage rescue team that:

- a) the police service will provide the services of a hostage rescue team by (identify service delivery method - using its own members, or by entering into an agreement for a combined, regional or cooperative delivery);
- b) the services will be available 24 hours a day and within a reasonable response time;
- c) the team will consist of a minimum of 12 full-time tactical officers, including the supervisor, who are dedicated to the team but who, when not training or



undertaking tactical or hostage rescue activities, may undertake community patrol; and

d) the Chief of Police will:

- i) establish procedures that set out the circumstances in which the services of the hostage rescue team will be deployed, including the process for obtaining the services and reporting relationships;
- ii) ensure that the hostage rescue team can undertake containment, the apprehension of an armed barricaded person, and hostage rescue;
- iii) develop and maintain a manual on hostage rescue team services that is available to each member providing this service;
- iv) establish a selection process for members of the team, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
- v) ensure the ongoing (and joint if applicable) training of members who provide this service; and
- vi) ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to the members who provide this service.

Police Service Guidelines

Procedures 1. Every police service's procedures should address:

- a) the mandate, functions and reporting relationships of the hostage rescue team;
- b) the circumstances in which the services of a hostage rescue team should be deployed; and
- c) the process and operational responsibility for authorizing the deployment of a hostage rescue team.

- Manual** 2. Where a police service has established its own hostage rescue team, or has officers who are members of joint hostage rescue team, a manual shall be developed, maintained and made available to the members of the unit that addresses:
- a) general procedures for the hostage rescue team, including:
 - i) the hostage rescue team's mandate, functions, and reporting relationships;
 - ii) call-out procedures;
 - iii) communications with members of the hostage rescue team;
 - iv) operational procedures;
 - v) organizational charts for the emergency response function;
 - vi) the operational linkages between the hostage rescue team, and other emergency response and public order unit services;
 - vii) a selection process for members of a hostage rescue team, including that officers must meet the minimum requirements set out in the Adequacy Standards Regulation;



- viii) reporting relationship regarding the hostage rescue team; and
- ix) the recording and reporting of incidents involving a hostage rescue team; and
- b) procedures specific to members of a hostage rescue team, including:
 - i) members' responsibilities;
 - ii) command and control;
 - iii) communications with team members;
 - iv) incident assessment;
 - v) provision and use of equipment;
 - vi) operational training;
 - vii) reporting relationships within the hostage rescue team;
 - viii) hand-off/relief of teams within the hostage rescue team;
 - ix) use of training, operational and equipment logs; and
 - x) debriefing process.

- Training**
3. Where a police service has established its own hostage rescue team, or has officers who are members of joint hostage rescue team, the Chief of Police should develop a skills development and learning plan that includes:
- a) training requirements set out in the Ministry's guideline on Tactical Units (ER-002); and
 - b) training specific to hostage rescue.

- Equipment**
4. Where a police service has established its own hostage rescue team, or has officers who are members of joint hostage rescue team, the Chief of Police should ensure that the members are provided, at minimum, with the equipment and facilities set out in the Ministry's designated equipment and facilities list contained in the guideline on Tactical Units (ER-002).





WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: CRISIS NEGOTIATION		Policy Number: P-040
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 21, 2025
Repeals: Windsor Police Service Board Policy – Adequacy O.REG 3/99 – Policy Number: AR-ER005	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequacy and Effective Policing (General) (“the Adequacy Regulation”) prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS Section 9 (1) of the Adequacy Regulation requires the Police Service to deploy at least two crisis negotiators simultaneously to any incident requiring the functions of a Crisis Negotiator;

1.5 AND AS Sections 23 and 24 of O. Reg. 87/24: Training prescribes initial and ongoing training requirements for Crisis Negotiators;

1.6 AND AS Section 10 of the Adequacy Regulation requires the Chief of Police to establish a written procedure concerning:

- (a) the deployment of Crisis Negotiators; and
- (b) access to a procedures manual;

1.7 AND AS Part ER-005 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Police Service relative to Crisis Negotiation.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Ministry” means the Ministry of the Solicitor General; and

2.7 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that crisis negotiation is an important part of policing, and it is therefore the policy of this Board that such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 CRISIS NEGOTIATION

4.1.1 The Chief shall ensure the Service will provide, within a reasonable response time, access to the services of a Crisis Negotiator.

4.1.2 The Chief shall ensure the services of a Crisis Negotiator will be available 24 hours a day.

4.1.3 The Chief shall ensure the Crisis Negotiator will not perform any incident management role other than crisis negotiation.

4.2 PROCEDURES

4.2.1 The Chief shall develop procedures, in accordance with Appendix A, that address the circumstances in which the Crisis Negotiator is to be deployed.

4.3 MANUAL

4.3.1 The Chief shall develop a Manual on crisis management in accordance with Appendix A, that is available to each Member providing this service.

4.3.2 The Chief shall ensure that the manual referred to in section 4.3.1 is reviewed on an annual basis and amended as required.

4.4 MEMBERSHIP AND TRAINING

4.4.1 The Chief shall establish a selection process for Members who provide the service of crisis negotiation, including ensuring that Members who provide this service meet the requirements of O.Reg. 392/23: Adequate and Effective Policing (General) and O. Reg 87/24: Training.

4.4.2 The Chief shall ensure that Members who provide services of crisis negotiation have the requisite knowledge, skills and abilities and receive training on an ongoing basis.

4.5 EQUIPMENT

4.5.1 The Chief shall ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to Members who provide the service of crisis negotiation.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board each year in respect of crisis negotiation. The report shall include:

- (a) a summary of the procedures as required by this Policy;
- (b) the status of Service compliance with the said procedures;
- (c) confirmation of the development and maintenance of the Manual on crisis negotiation; and
- (d) a summary of the circumstances in which a Crisis Negotiator has been deployed.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy-Adequacy O.REG. 3/99, Number AR-ER005, August 7, 2014; April 26, 2001 and all other policies or sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 21 of the Adequacy Standards Regulation requires a police service to provide, within a reasonable response time, the services of one or more crisis negotiators.

Additionally, Section 21 of the regulation permits a police service to deliver the services of crisis negotiation by contracting with another police service, or entering into arrangements to provide this service on a combined, regional or cooperative basis.

Section 24(2) requires the Chief of Police to ensure that no person is to be a crisis negotiator unless that person has successfully completed the required Ministry accredited training or acquired the Ministry approved equivalent competencies. Section 29 requires a police services board to have a policy in respect of required accredited training and equivalent competencies for crisis negotiators.

Furthermore, section 29 requires a board to have a policy concerning the deployment of crisis negotiators. Also, section 25(2)(a) requires the Chief of Police to establish procedures that set out the circumstances in which crisis negotiators will be deployed.

Finally, section 29 requires a board to have a policy requiring that all crisis negotiators have access to a procedures manual. Section 25(3) requires the Chief of Police to ensure that the police service's procedures for crisis negotiation are contained in a manual that is available to each member providing that service

Sample Board Policy

Board Policy # _____

Contracted Delivery It is the policy of the _____ Police Services Board with respect to crisis negotiation services that:

- a) this Board will contract with _____ Police Services Board/OPP to provide the services of a crisis negotiator, available 24 hours a day and within a reasonable response time; and
- b) the Chief of Police will, in consultation with the police service providing the service, establish procedures that set out the circumstances in which the service will be deployed, including the steps for obtaining the service and the reporting relationships.

**Direct, or
Combined or
Cooperative
Delivery**

It is the policy of the _____ Police Services Board with respect to crisis negotiation services that:

- a) the police service will provide the services of a crisis negotiator by (identify service delivery method - using its own members, or by entering into an agreement for a combined, regional or cooperative delivery);
- b) the services will be available 24 hours a day and within a reasonable response time;
- c) a crisis negotiator will not perform any incident management role other than crisis negotiation;
- d) the Chief of Police will:
 - i) develop procedures that address the circumstances in which a crisis negotiator is to be deployed;
 - ii) develop and maintain a manual on crisis negotiation that is available to each member providing this service;
 - iii) establish a selection process for members who provide this service, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
 - iv) ensure the ongoing training of members who provide this service; and
 - v) ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to members who provide this service.

Police Service Guidelines**Procedures**

1. Every police service's procedures on crisis negotiation should address:
 - a) the circumstances in which a crisis negotiator should be deployed;
 - b) operational responsibility within the police service for requesting the services of a crisis negotiator; and
 - c) the requirement that, wherever possible, two crisis negotiators attend an incident.

Manual

2. Where a police service provides crisis negotiation services using its own members, a manual shall be developed, a maintained and made available to the members providing that service, that addresses:
 - a) general procedures for crisis negotiation, including:
 - i) mandate, functions and reporting relationships;
 - ii) call-out procedures;
 - iii) communications with the crisis negotiators;
 - iv) operational procedures;
 - v) organizational charts for the emergency response function;
 - vi) the operational linkages between crisis negotiators and other emergency response and public order unit services;



- vii) a selection process for crisis negotiators, including that members must meet the requirements set out in the Adequacy Standards Regulation; and
- viii) the recording and reporting of incidents involving crisis negotiation; and
- b) procedures specific to members providing crisis negotiation, including:
 - i) members' responsibilities;
 - ii) command and control functions;
 - iii) operational training;
 - iv) situation specific checklists;
 - v) incident assessment;
 - vi) provision and use of equipment;
 - vii) use of training, operational and equipment logs; and
 - viii) debriefing process.

Equipment 3. Where a police service provides crisis negotiation services using its own members, the Chief of Police should ensure that members are provided, at minimum, with the equipment and facilities set out in the Ministry's designated equipment and facilities list.

Training 4. Where a police service provides crisis negotiation services using its own members, the Chief of Police should develop a skills development and learning plan that, at minimum, addresses annual participation, wherever possible, in a joint training exercise involving major incident commanders, crisis negotiators, public order units, tactical units, hostage rescue teams, other police personnel, or outside emergency services deemed appropriate or subject of service delivery agreements.

5. The Chief of Police should review, as part of the skills development and learning plan, the extent to which the police service's crisis negotiators are making sufficient use of their skills.



MINISTRY'S DESIGNATED EQUIPMENT LIST

Crisis Negotiation – Equipment List

The following minimum equipment shall be made available to a crisis negotiator:

NEGOTIATION EQUIPMENT
<ul style="list-style-type: none">• (optional) lap top computer with template forms, checklists and LENS database access capability• clothing and accessories suitable for the varied weather conditions and situational circumstances, which may be encountered• portable, easy to operate, field phone equipped with one-way monitoring capability• consul phone for dedicated connection to the field phone complete with a logging monitor capable of recording, spare batteries and ample recording storage capability• portable tape recorder• current training manual (CPC/OPP) for crisis negotiators
Crisis Negotiators Deployed in the Inner Perimeter
<ul style="list-style-type: none">• appropriate head and body protection and other safety equipment deemed necessary



WINDSOR POLICE SERVICE BOARD POLICY

Police Name: ACOUSTIC AND HAILING DEVICES		Policy Number: P-041
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Windsor Police Service Board Policy – Adequacy R.R.O. 1990, Reg. 926	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA to establish requirements in relation to the use of acoustic hailing devices including the need for independent testing, for training and to develop standard operating procedures;

1.4 AND AS O. Reg. 405/23: Police Uniforms and Equipment (O. Reg. 405/23) to the CSPA prescribes a definition and use of acoustic hailing devices by Police Service Members;

1.5 AND AS the Board has deemed it appropriate that it establish a policy with respect to acoustic hailing devices for the purposes of workplace safety;

1.6 AND AS the Occupational Health and Safety Act, R.S.O. 1990, c.0.1 as amended, sets out the responsibilities of employers, supervisors and workers for workplace safety, and accordingly the Board requires the Chief of Police to establish procedures and processes with respect to acoustic hailing devices;

1.7 AND AS Part AI-017 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 acoustic hailing devices.

THE WINDSOR POLICE SERVICE BOARD ADOPTS AS FOLLOWS:

2. DEFINITIONS

2.1 “Acoustic Hailing Device” means a device that was designed for communicating voice messages or other sounds over long distances and that is capable of emitting, or was designed to emit, sounds that are 135 decibels or greater when measured at a distance of one metre from the device, but does not include a siren that was designed to be mounted on a vehicle;

2.2 “Act” or “CSPA” means the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, and amendments thereto;

2.3 “Board” means the Windsor Police Service Board;

2.4 “Chief” means the Chief of the Windsor Police Service;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Ministry” means the Ministry of the Solicitor General; and

2.7 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes the importance of workplace and public safety, including safety with respect to long-range acoustic hailing devices, and therefore it is the policy of this Board to require the Chief to set out procedures as directed in this Policy with respect to the provision, use and function of long-range acoustic hailing devices.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain written procedures in accordance with O. Reg. 405/23 and Appendix A that govern the provision, use and function of acoustic hailing devices.

4.1.2 The Chief shall ensure that recorded voice announcements are recorded using good engineering practices and that existing and future recordings are reviewed to ensure messages are clear and do not result in higher than anticipated sound pressure levels.

4.2 MEMBERSHIP AND TRAINING

4.2.1 The Chief shall ensure that the procedures developed and maintained in section 4.1 above require that members receive the appropriate training in relation to acoustic hailing devices.

4.2.2 The Chief shall ensure that members operating the device have received training on the police service procedures, proper use of the device, and training on product information, warnings and practical application of the device.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board each year with respect to acoustic hailing devices. The report shall contain:

- (a) a summary of the written procedures relating to acoustic hailing devices;
- (b) the status of Service compliance with the said procedures;
- (c) confirmation that Members have been trained in accordance with section
- (d) a summary of the circumstances in which acoustic hailing devices have been deployed; and
- (e) the results of the testing and recommendations relied on by the Service in relation to Sections 3 of O. Reg. 405/23

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy – Adequacy R.R.O. 1990, Reg. 926 and all other Policies or sections of Policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

The Equipment and Use of Force Regulation, as amended, under the *Police Services Act*, sets out the requirements in relation to the use of acoustic hailing devices including the need for independent testing, for training and to develop standard operating procedures.

The requirements of the Equipment and Use of Force Regulation in relation to the use of acoustic hailing devices do not replace an employer's obligations under the *Occupational Health and Safety Act* to provide information, instruction and supervision to a worker to protect the health or safety of the worker.

Sample Board Policy

Board Policy # _____

It is the Policy of the _____ Police Services Board with respect to long-range acoustic hailing devices that:

- a) Acoustic hailing devices will only be used in accordance with procedures that set out the supervisory, operating, reporting and training requirements for their deployment; and
- b) Police service procedures regarding the use of acoustic hailing devices are based on recommendations about the devices per section 16 (1)(c) of the Equipment and Use of Force Regulation.

Police Services Guidelines

1. Every police service's procedures on the use of acoustic hailing devices shall:
 - a) be established per section 16 (1)(d) of the Equipment and Use of Force Regulation; and
 - b) indicate the device is to be used only to communicate.
2. Every police service's procedures on the use of acoustic hailing devices should:
 - a) identify the type of incidents in which an acoustic hailing device may be used;
 - b) address the supervision of operators, including authorization(s) to be obtained prior to deploying the device;
 - c) require any recorded communication be followed by a period of silence to allow for effective communication while reducing bystander exposure;
 - d) require that the following information be documented:
 - i) the date, time and location of the deployment of the device;
 - ii) the purpose for which the device was used;
 - iii) the volume level(s) or setting(s) at which the device was used;

- iv) the approximate distance(s) and the decibel level(s) from the intended audience at which the device was used;
 - v) all messages and communications; and
 - vi) the authorizing member(s).
 - e) require operators of the acoustic hailing devices wear appropriate hearing protection devices during equipment operation.
3. Every Chief of Police shall ensure members operating the device have received training on the police service's procedures and on proper use of the device. Training should include product information and warnings and practical application.
 4. Every Chief of Police should ensure that recorded voice announcements are recorded using good engineering practice. Existing and future recordings should be reviewed to ensure messages are clear and do not result in higher than anticipated sound pressure levels.
 5. Every Chief of Police should ensure the report of the testing and recommendations relied on by the police service in relation to sections 16 (1) (b) and (c) of the Equipment and Use of Force Regulation are available to the public.



WINDSOR POLICE SERVICE BOARD POLICY

Police Name: ELDER & VULNERABLE ADULT ABUSE		Policy Number: P-042
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AR-LE021, April 27, 2000	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS Section 15 of O. Reg. 395/23: Investigations requires that at least one member of a team primarily responsible for investigating elder abuse complete prescribed training;

1.5 AND AS the Board deems it appropriate that the Chief of Police develop and maintain procedures on and processes for undertaking and managing investigations into elder abuse and vulnerable adult abuse;

1.6 AND AS Part LE-021 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the police service relative to investigations of elder abuse and vulnerable adult abuse.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that matters of elder and vulnerable adult abuse are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain written procedures for undertaking and managing investigations into elder and vulnerable adult abuse.

4.2 MONITORING

4.2.1 The Chief shall develop and implement a written procedure to monitor all responses to complaints of elder and vulnerable adult abuse to ensure compliance with the said procedures by Members.

4.3 COMMUNITY PARTNERSHIP

4.3.1 The Chief shall, where possible, work in partnership with the local Crown Attorney, City of Windsor, community and social service agencies and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse.

4.4 TRAINING

4.4.1 The Chief shall ensure that Members involved in the investigation of elder abuse and vulnerable adult abuse occurrences have the requisite knowledge, skills, and abilities.

4.5 The procedures referred to above shall be in accordance with Appendix A.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board each year in respect of the investigation of elder and vulnerable adult abuse occurrences. This report will contain:

- (a) a summary of the written procedures concerning elder and vulnerable adult abuse investigations;
- (b) the status of Service compliance with the said procedures;
- (c) a summary of training given to Members regarding elder and vulnerable adult abuse;
- (d) a summary of the steps taken by the Service to monitor and evaluate responses to elder and vulnerable adult abuse; and
- (e) a summary of issues raised and/or discussed with community partners relating to elder and vulnerable adult abuse.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy-Adequacy O.REG. 3/99, April 27, 2000, of the Board or any other policies or sections of policies inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachments (1)

WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on elder abuse and vulnerable adult abuse. In addition, section 12(1)(f) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into elder abuse and vulnerable adult abuse.

For the purposes of this guideline police services may wish to consider the following definition of elder abuse that is being used by the Ontario Seniors' Secretariat:

"Any act that harms or threatens to harm the health or well-being of an older adult. Forms of abuse include psychological, financial and physical abuse, as well as neglect and sexual assault."

Police services may also wish to apply this definition of abuse for vulnerable adults. For the purposes of this guideline, vulnerable adult means:

"A person who depends on others to meet every day needs because he/she has a mental illness or developmental disability, or requires long term or indefinite care due to age or medical condition."

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to elder and vulnerable adult abuse that the Chief of Police will:

- a) where possible, work in partnership with the local Crown, municipalities, community and social service agencies/providers, businesses, seniors' and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse, including fraud awareness and prevention; and
- b) develop and maintain procedures that require that investigations into elder or vulnerable adult abuse be undertaken and managed in accordance with the police service's criminal investigation management plan.



Police Service Guidelines**Multi-
disciplinary
Coordination**

1. Every Chief of Police should, where possible, work in partnership with the local Crown, municipalities, community and social service agencies/providers, businesses, seniors' and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse, including fraud awareness and prevention.

Procedures

2. Every police service's procedures on elder and vulnerable adult abuse should:
 - a) require that an investigation be undertaken or managed in accordance with the police service's criminal investigation management plan;
 - b) require that officers responding to an occurrence or undertaking an investigation should:
 - i) ensure the safety of the victim;
 - ii) assess the needs of the victim such as emergency shelter, finances, food, clothing and legal advice; and
 - iii) refer the victim to access community and government resources for assistance when necessary;
 - c) set out the steps to be followed to respond to and investigate the abuse of elder and vulnerable adults in residential care facilities and institutional settings, including liaising with the Chief Coroner's Office, where appropriate;
 - d) require liaison and information sharing with other police services and government agencies on issues relating to elder and vulnerable adult abuse, including fraud; and
 - e) address the dissemination of information to the public on fraud against seniors, and other types of serial crime against seniors in the community.





WINDSOR POLICE SERVICE BOARD POLICY

Police Name: EMERGENCY PLANNING		Policy Number: P-043
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AR-ER008, April 26, 2001	Reporting	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequacy and Effective Policing (General) ("the Adequacy Regulation") prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS Section 20 of the Adequacy Regulation requires the Chief of Police to prepare an Emergency Plan for the Police Service that sets out the procedures to be followed during an emergency;

1.5 AND AS Part ER-008 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the Police Service relative to an Emergency Plan.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Member” means a member of the Windsor Police Service;

2.5 “Ministry” means the Ministry of the Solicitor General;

2.6 “Municipality” means the City of Windsor; and

2.7 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes the importance of emergency planning, and it is therefore the policy of this Board that issues involving emergency planning be dealt with in a professional and thorough manner, and in accordance with the procedures established by the Chief as directed by this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain an Emergency Plan that is in accordance with Appendix A and Section 20 of the Adequacy Regulation and addresses the roles and duties of the Police Service during an emergency, and the procedures to be followed by Members during an emergency.

4.1.2 The Chief shall consult with the Municipality and other emergency services on the development of the Emergency Plan.

4.1.3 The Chief shall ensure that the Emergency Plan is reviewed on an annual basis and amended as required.

5. IMPLEMENTATION

6.1 Windsor Police Service Board Policy-Adequacy O.REG. 3/99 – Number AR-ER008, April 26, 2001 and all other policies or sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy with respect to emergency planning by the police service.

In addition, section 26(1) requires the Chief of Police to prepare an emergency plan for the police service that sets out the procedures to be followed during an emergency.

Furthermore, under section 26(2), the Chief of Police may adopt the municipality's emergency plan as the police service's emergency plan if it addresses the role and duties of the police service during an emergency, and the procedures to be followed by members of the police service during an emergency.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to emergency planning that the Chief of Police will consult with the municipality and other emergency services on the development of an emergency plan that addresses the role and duties of the police service during an emergency, and the procedures to be followed by members of the police service during an emergency.

Police Service Guidelines

Consultation

1. Every Chief of Police should consult with the municipality and other emergency services on the development of an emergency plan that addresses the role and duties of the police service during an emergency, and the procedures to be followed by members of the police service during an emergency.

Plan

2. Every police service's emergency plan should address:
 - a) the role and duties of the police service during an emergency, including to:
 - i) maintain law and order within the community;
 - ii) notify and assist relevant emergency services, as required;
 - iii) establish a command post, as required;
 - iv) alert persons endangered by the emergency and coordinate evacuation procedures, as necessary;
 - v) establish inner and outer perimeters around the emergency site;
 - vi) notify the Coroner of fatalities and provide assistance with respect to the collection, security and identification of deceased persons, and notification of next of kin;



- vii) ensure the timely and accurate dissemination of information and instructions to the public, in coordination with local emergency management officials;
- viii) undertake and manage, in concert with any other police action relating to the incident, investigations into criminal acts that have been committed or suspected;
- ix) provide traffic control to facilitate the movement of emergency vehicles; and
- x) liaise with other municipal, provincial and federal agencies, as required;
- b) the procedures to be followed by members of the police service during an emergency, including:
 - i) initial response, including the role of the first officer on the scene;
 - ii) perimeter control and containment;
 - iii) communications and dispatch;
 - iv) incident command;
 - v) traffic control;
 - vi) evacuation, including community notification procedures, assistance services and forcible removal procedures;
 - vii) mobilization of police personnel;
 - viii) support/assistance to employees and the employees' families;
 - ix) media and public information; and
 - x) investigation;
- c) command/control of police personnel at an emergency;
- d) an up-to-date call-out list of police personnel;
- e) the implementation of an emergency classification system;
- f) arrangements for requesting assistance from other police services or organizations;
- g) undertaking a risk analysis to identify potential hazards in the community;
- h) compliance with appropriate regulatory requirements;
- i) cross references with other relevant emergency/operational plans;
- j) the use of checklists during an emergency;
- k) an up-to-date contact list for:
 - i) Head of Council;
 - ii) Chief Administrative Officer/Clerk;
 - iii) Emergency Measures Ontario – Duty Officer and Ontario Provincial Police – Duty Officer after business hours;
 - iv) fire services;
 - v) ambulance services;
 - vi) Coroner;
 - vii) Justice(s) of the Peace;
 - viii) public works;
 - ix) hospitals;
 - x) social services;
 - xi) emergency shelters (schools, community centres, etc.);
 - xii) public utilities (gas, electrical, telephone);



- xiii) Spills Action Centre;
- xiv) CANUTEC; and
- xv) other contacts deemed appropriate;
- l) the periodic review and testing of the emergency plan and participation in municipal emergency plan exercises involving other agencies, e.g., other police services, fire, ambulance, public works and public utilities;
- m) the distribution of copies of the plan, including to communications/dispatch personnel;
- n) police training on emergency response;
- o) conducting an operational review at the conclusion of an emergency; and
- p) the equipment, facilities and clothing available for use by members during an emergency.



WINDSOR POLICE SERVICE BOARD POLICY

Police Name: COLLECTION PRESERVATION AND CONTROL OF EVIDENCE AND PROPERTY		Policy Number: P-044
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 2025
Repeals: AR-LE020, March 23, 2000	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS subsection 6 (1) 4 (xv) of O. Reg. 392/23: Adequacy and Effective Policing (General) requires the Chief of Police to establish written procedures in respect of property and evidence control;

1.5 AND AS Section 13 of O. Reg. 395/23: Investigations prescribes requirements respecting the collection and control of evidence in the course of investigations;

1.6 AND AS the Board deems it appropriate to require the Chief of Police to establish procedures and processes in respect of the collection, handling, preservation, documentation and analysis of physical evidence;

1.7 AND AS Part LE-020 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to collection, preservation and control of evidence and property.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Ministry” means the Ministry of the Solicitor General;

2.7 “Property” means articles or personal property of all kinds that come into possession of the police pursuant to the CSPA and regulations made thereunder, but not including: a. licit and illicit drugs; and b. motor vehicles;

2.8 “Service” means the Windsor Police Service.

3. BOARD POLICY

3.1 The Board recognizes that the collection, preservation and control of evidence and property are important parts of both investigative policing and the prosecution of criminal offences, and it is therefore the policy of this Board that issues relating to collection, preservation and control of evidence and property be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURE FOR DEALING WITH COLLECTION, PRESERVATION AND CONTROL OF PROPERTY

4.1.1 The Chief shall establish a procedure for the secure collection, preservation, and control of Property.

4.1.2 The Chief shall ensure that the procedure outlined in section 4.1.1 above complies with Section 258 of the CSPA, Appendix A, O. Reg. 392/23: Adequacy and Effective Policing (General), and Section 13 of O. Reg. 395/23: Investigations.

4.1.3 The Chief shall ensure that an annual audit of Property held by the Police Service is conducted by Member(s) not routinely or directly connected with the Property.

4.2 EVIDENCE

4.2.1 The Chief shall establish procedures for the secure collection, preservation and control of evidence that comply with Appendix A O. Reg. 392/23: Adequacy and Effective Policing (General), and Section 13 of O. Reg. 395/23: Investigations.

4.2.2 The Chief shall ensure that an annual audit of evidence held by the Police Service is conducted by Member(s) not routinely or directly connected with the evidence control function.

4.3 MONITORING OF EVIDENCE AND PROPERTY

4.3.1 The Chief shall, where a Member who has responsibility for a Property or evidence storage area is transferred or replaced, ensure that an inventory is taken of the Property or evidence in that area.

4.4 The procedures established above shall be in accordance with Appendix A.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board each year in respect of the collection, preservation and control of property and evidence. The report shall include:

- (a) a summary of the written procedures concerning the collection, preservation and control of Property and evidence;
- (b) confirmation that the written procedures comply with Appendix A and Section 258 of the CSPA;
- (c) the status of Service compliance with the said procedures; and
- (d) the result of the annual audit of the Property and evidence held by the Police Service.

6. IMPLEMENTATION

6.1 All Policies or sections of Policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachments (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Sections 132, 133 and 134 of the *Police Services Act* address the effective management, storage and disposition of personal property, money and firearms, which come into the possession of the police service.

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy with respect to property and evidence control and the collection, handling, preservation, documentation and analysis of physical evidence.

In addition, section 13(1)(n) requires the Chief of Police to establish procedures and processes in respect of property and evidence control. Furthermore, section 14(1)(b) requires the Chief of Police to establish procedures and processes in respect of the collection, handling, preservation, documentation and analysis of physical evidence.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to property and evidence control and the collection, preservation, documentation and analysis of physical evidence that the Chief of Police will:

- a) ensure and report back on compliance by members of the police service with sections 132, 133 and 134 of the *Police Services Act*;
- b) establish procedures, consistent with the advice from the Centre of Forensic Sciences and its current version of the *Laboratory Guide for the Investigator*, for the safe and secure collection, preservation, control, handling and packaging of evidence;
- c) establish procedures for the secure collection, preservation and control of property;
- d) ensure that an annual audit of the property/evidence held by the police service is conducted by a member(s) not routinely or directly connected with the property/evidence control function, and report the results to the Board; and
- e) where a member who has responsibility for a property/evidence storage area is transferred or replaced, ensure that an inventory is taken of the property/evidence in that area.

Police Service Guidelines

- Procedures on Evidence Control**
1. Every police service's procedures should:
 - a) set out the procedures, consistent with the advice from the Centre of Forensic Sciences and its current version of the *Laboratory Guide for the Investigator*, for the safe and secure collection, preservation, control, handling and packaging of evidence;
 - b) require that in all cases a secure continuity of evidence be maintained and documented;
 - c) require that complete records be kept of the seizing, finding, retaining, storing, returning, disposing of, or destruction of, all evidence coming into the possession of the police service consistent with legal requirements;
 - d) require the establishment of designated secure areas for the storage of evidence, and ensure access by members is controlled and recorded; and
 - e) where an investigation falls within the definition of a major case, require officers to comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.
- Local Protocol**
2. Every police service should enter into a local protocol with the Crown on the retention and release of evidence.
- Body Site Searches**
3. Every police service should establish and maintain procedures relating to body site and other major crime searches that address, where practicable, the use of:
 - a) a grid search;
 - b) methods to preserve the scene against inclement weather;
 - c) adequate lighting;
 - d) procedures for documenting any found evidence, including the precise locations and continuity of evidence;
 - e) photography and videotaping, where available, of the scene and any found evidence;
 - f) a method for indexing exhibits and photographs;
 - g) decontamination suits, where appropriate;
 - h) aerial and topographic mapping information, where available; and
 - i) resources to avoid cross-contamination of different sites, where appropriate.
- Procedures on Property Control**
4. Every police service's procedures for receiving, tracking and disposing of all property that comes into the police service's possession should:
 - a) address compliance by members with sections 132, 133 and 134 of the *Police Services Act*;
 - b) require that all property be logged into the police service's records, as soon as practicable;



- c) require that all property be placed under the control of personnel responsible for this function before the member obtaining the property reports off-duty, unless otherwise authorized by a supervisor;
 - d) require that a report be completed providing details regarding the circumstances by which the property came into the possession of the police service and a description of each item of property obtained;
 - e) address procedures for the packaging and labeling of all property prior to storage;
 - f) require members to make reasonable effort to identify and notify the owner of stolen or found property;
 - g) require the establishment of designated secure areas for the storage of property, with limited access by members;
 - h) set out procedures for the temporary and final release or disposition of all property; and
 - i) ensure that secure facilities are designated for the temporary storage of property when the property area is closed.
5. Every Chief of Police should ensure that an annual audit of the property/evidence control function is conducted by a member(s) not routinely or directly connected with the property/evidence control function, and report the results to the Board.
6. Where a member who has responsibility for a property/evidence storage area is transferred or replaced, every Chief of Police should ensure that an inventory is taken of the property/evidence in that area. The inventory should be jointly conducted by the newly appointed member responsible and a designee of the Chief of Police, in order to ensure that all records relating to the stored property/evidence are accurate.



WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: PERSONS IN CUSTODY/PRISONER TRANSPORTATION		Policy Number: P-045
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: AR-LE016, June 22, 2000	Reporting: Chief annual report to the Board as per Section 6	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequate and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that the Board have a policy on persons in custody and prisoner care and control;

1.5 AND AS Part LE-016 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and members relative to prisoner care and control and Part LE-033, a copy of which is attached hereto as Appendix B, contains guidelines directing the Chief and the Service relative to prisoner transportation.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes the rights of persons in custody, and it is therefore the policy of this Board that such persons be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop a procedure for the care and control of prisoners including a procedure for the effective monitoring of prisoners.

4.1.2 The procedure shall include ensuring the secure custody of persons in custody in respect of court proceedings in accordance with subsection 243 (1) 3 of the CSPA.

4.2 PROCEDURES – ESCAPE FROM CUSTODY

4.2.1 The Chief shall establish a procedure for responding to an escape from police custody.

4.3 PROCEDURES – PRISONER TRANSPORTATION

4.3.1 The Chief shall develop procedures on prisoner transportation.

4.4 TRAINING

4.4.1 The Chief shall ensure that Members involved in prisoner care and control have the knowledge, skills and abilities required for the care and control of prisoners.

4.4.2 The Chief shall ensure that Members used to escort persons in custody have the knowledge, skills and abilities required to perform the function.

4.5 EQUIPMENT

4.5.1 The Chief shall ensure that Members used to escort persons in custody have available and use the appropriate safety equipment in performing this function.

4.6 The procedures established above shall be in accordance with Appendix A and B.

5. REVIEW OF PROCEDURES

5.1 The Chief shall review the procedures, processes, and practices of the Service for prisoner care and control following an escape or in-custody death.

6. REPORT TO THE BOARD

6.1 REPORTING REQUIREMENTS – ESCAPE FROM CUSTODY

6.1.1 The Chief shall make a written report to the Board immediately following any escape from police custody or in-custody death.

6.2 REPORTING REQUIREMENTS – INQUEST

6.2.1 The Chief shall make a written report to the Board summarizing the findings of a coroner's jury following an inquest into the death of an individual in police custody and a further report within six (6) months reporting on compliance with the said recommendations.

6.3 ANNUAL REPORTING REQUIREMENTS

6.3.1 The Chief shall make a written report to the Board each year. The report shall include:

- (a) a summary of the written procedures regarding prisoner care and control including prisoner transportation;
- (b) confirmation of compliance with the procedures regarding prisoner care and control including prisoner transportation; and
- (c) a summary of the training given to Members involved in prisoner care and Members used to escort prisoners.

7. IMPLEMENTATION

7.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99, Number AR-LE06, June, 22, 2000 and all policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

7.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachments (2)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on prisoner care and control. In addition, section 13(1)(l) requires the Chief of Police to establish procedures and processes in respect of prisoner care and control.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to prisoner care and control that the Chief of Police will:

- a) establish procedures and processes for:
 - i) the care and control of prisoners, including effective monitoring; and
 - ii) responding to an escape from police custody;
- b) ensure that members involved in prisoner care and control have the knowledge, skills and abilities required to perform this function; and
- c) following an escape or in-custody death, review the procedures, processes and practices of the police service for prisoner care and control and report back to the board.

Police Service Guidelines

- Procedures**
1. Every police service's procedures and processes should:
 - a) require that the officer in charge/supervisor or designate be immediately notified on, and the record of arrest updated when there are any changes relating to (and prior to transfer), a prisoner's:
 - i) injuries;
 - ii) medication, or whether any medication has been administered;
 - iii) impairment due to alcohol or drugs;
 - iv) potential for suicide, violence or risk of escape; and
 - v) emotional disturbance, any mental illness or developmental disability;
 - b) require the recording, and notification to the investigating officer, of any admissions or threats made by an arrested person at the time of processing;
 - c) require that all personal property, such as belts, ties, shoelaces or any article with which a prisoner could cause harm are removed and stored securely prior to the prisoner being placed in a cell;
 - d) require that the officer in charge/supervisor or designate ensure the performing and recording of regular prisoner visual and physical security checks;

- e) set out the special precautions to be implemented for prisoners who are known or suspected to:
 - i) be violent;
 - ii) be emotionally disturbed;
 - iii) have a mental illness;
 - iv) have a developmental disability;
 - v) be suicidal;
 - vi) have a communicable disease;
 - vii) be at risk of a medical emergency; or
 - viii) be under the influence of alcohol/drugs;
 - f) require that meals be provided at all regular meal times and recorded;
 - g) require the display of a “right to counsel” poster;
 - h) address issues relating to:
 - i) security, including firearms and lock-up areas;
 - ii) young persons;
 - iii) use of restraints;
 - iv) separation, by sight, of women, young persons and males from each other;
 - v) the release of a prisoners’ personal property; and
 - vi) emergency procedures and processes, including medical emergencies, cell deaths and evacuations;
 - i) require that prisoner transportation personnel, and any person(s), organization or facility to which the prisoner is transferred, are provided with the appropriate documentation on the prisoner, and are alerted to any information on the prisoner referred to in section 1(a); and
 - j) require the officer in charge/supervisor to regularly audit compliance by members with the police service’s procedures on prisoner care and control.
2. Every police service’s procedures should address an escape from police custody, including, at minimum, that:
- a) upon discovering that a person in custody has escaped, a member shall immediately advise the communications centre of the escape and relevant information; and
 - b) the member, if the escapee cannot be immediately apprehended, shall:
 - i) ensure a CPIC Alert is issued if the person is believed to be a danger to themselves or other persons; and
 - ii) ensure the information on the escapee is entered on CPIC.
3. Every Chief of Police should ensure that members involved in prisoner care and control have the knowledge, skills and abilities required to perform this function, including knowledge of first aid/CPR, precautions for communicable diseases, suicide prevention, recognition of symptoms of excited delirium and positional

asphyxia and prevention, care for impaired persons and the maintenance and operation of safety equipment.

- Review**
4. Every Chief of Police should, following an escape or in-custody death, review the procedures, processes and practices of the police service for prisoner care and control and report back to the board.

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on prisoner transportation. In addition, section 13(1)(m) requires the Chief of Police to establish procedures and processes in respect of prisoner transportation.

Furthermore, section 53(5) of the *Police Services Act* permits the use of special constables by police services to escort and convey persons in custody.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to prisoner transportation that the Chief of Police will:

- a) establish procedures on prisoner transportation that require compliance by police officers/special constables with the police service's procedures on prisoner care and control;
- b) ensure that police officers/special constables used to escort persons in custody have the knowledge, skills and abilities required to perform this function; and
- c) ensure that appropriate safety equipment is used/available to police officers/special constables performing this function.

Police Service Guidelines

- Procedures**
- 1. Every police service's procedures on prisoner transportation should:
 - a) set out the circumstances when at least two police officers/special constables are required for a prisoner escort;
 - b) address issues relating to:
 - i) security, including firearms;
 - ii) transporting young persons;
 - iii) transporting prisoners of the opposite sex;
 - iv) transporting prisoners with physical disabilities; and
 - v) the use of restraints during transportation;
 - c) set out the special precautions and/or additional security measures to be implemented for transporting prisoners who are known or suspected to:
 - i) be violent;
 - ii) be an escape risk;
 - iii) be involved with organized crime or have other known criminal associates in the community;



- iv) be emotionally disturbed;
 - v) have a mental illness;
 - vi) have a developmental disability;
 - vii) be suicidal;
 - viii) have a communicable disease;
 - ix) be at risk of a medical emergency; or
 - x) be under the influence of alcohol/drugs;
- d) require that, when custody of a prisoner is transferred, any person(s), organization or facility receiving custody is provided with the appropriate documentation on the prisoner, and is alerted to any information on the prisoner regarding:
- i) injuries;
 - ii) medication, or whether any medication has been administered;
 - iii) impairment due to alcohol or drugs;
 - iv) potential for suicide, violence or risk of escape; and
 - v) emotional disturbance, any mental illness or developmental disability;
- e) require the maintenance of records concerning a prisoner's transportation;
- f) ensure the provision of meals to prisoners attending court;
- g) address the type of vehicles that should be used for prisoner transportation; and
- h) require police officers/special constables to comply with the police service's procedures on prisoner care and control.
2. Every Chief of Police should ensure that police officers/special constables used to escort persons in custody have the knowledge, skills and abilities required to perform this function, including knowledge of first aid/CPR, precautions for communicable diseases, suicide prevention, recognition of symptoms of excited delirium and positional asphyxia and prevention, care for impaired persons and the maintenance and operation of safety equipment.
- Equipment** 3. Every Chief of Police should ensure that the appropriate safety equipment is used/available to police officers/special constables performing this function, including communications access during transportation.





WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: SEARCH AND SEIZURE		Policy Number: P-046
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AR-LE011, March 23, 2000	Reporting:	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequate and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA to establish policies with respect of search of premises and search of persons;

1.5 AND AS Part LE-011 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to search of premises;

1.6 AND AS Part LE-012 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix B, contains guidelines directing the Chief and police service relative to search of persons.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General; 458-2024 2024.04.01 1

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that issues relating to search and seizure are of paramount importance in the investigation and prosecution of criminal offences, and it is therefore the policy of this Board that such issues be dealt with in a professional and thorough manner, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 SEARCH OF THE PREMISES

4.1.1 The Chief shall establish procedures on search of premises that require compliance by Members with the legal, constitutional and caselaw requirements relating to search of the premises and in accordance with Appendix A.

4.2 SEARCH OF PERSONS

4.2.1 The Chief shall establish procedures on search of persons that comply with Appendix A and address:

- (a) the compliance by Members of the Service with the legal, constitutional and caselaw requirements relating to when and how searches of the persons are to be undertaken;
- (b) the circumstances in which an officer may undertake a search of person;
- (c) frisk/field searches;
- (d) strip/complete searches;
- (e) body cavity searches;
- (f) consent searches;
- (g) supervision of searches of persons; and
- (h) the documentation of searches of persons.

4.3 TRAINING

4.3.1 The Chief shall ensure that Members are kept informed of changes in the law relating to search and seizure.

5. IMPLEMENTATION

5.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 Number AR-LE011, March 23, 2000, and any other policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

5.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachments (2)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 29 of the Police Adequacy Standards Regulation requires a police services board to have a policy on search of premises. In addition, section 13(1)(i) requires the Chief of Police to establish procedures and processes in respect of search of premises.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to search of premises that the Chief of Police will:

- a) establish procedures on search of premises that require the compliance by members of the police service with the legal, constitutional and case law requirements relating to the search of premises; and
- b) ensure that officers and other members as appropriate are kept informed of changes in the law relating to search of premises.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on search of premises should:
 - a) require an officer to comply with legal, constitutional and case law requirements for undertaking a search of premise, as well as for vehicle /conveyance searches and the contents found within;
 - b) address the procedures for:
 - i) obtaining and executing search warrants; and
 - ii) undertaking a consent search;
 - c) provide that an officer shall not use a Coroner's warrant as a means of obtaining evidence in respect to a criminal act;
 - d) require that before conducting a search of a dwelling, the officer in possession of the search warrant will, where practicable and unless safety or operational requirements clearly dictate otherwise, indicate the reason for their attendance and request that the door be opened;
 - e) require that sufficient personnel be deployed to control the search and to provide adequate security;
 - f) require that seized evidence be collected, handled, packaged, marked, recorded, transported and stored in accordance with the police service's procedures for the collection, preservation and control of evidence and property;
 - g) require that all searches be conducted in accordance with the police service's procedures on communicable diseases;



- h) require that the results of any search be fully documented; and
- i) require that the search of a person found within a premise be conducted in accordance with the police service's procedures on the search of the person.

Information 2. Every Chief of Police should ensure that officers and other members as appropriate are kept informed of changes in the law relating to search of premises.

Legislative/Regulatory Requirements

Section 29 of the Police Adequacy Standards Regulation requires a police services board to have a policy on search of persons. In addition, section 13(1)(h) requires the Chief of Police to establish procedures and processes in respect of the search of persons.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to the search of persons that the Chief of Police will:

- a) establish procedures that address:
 - i) the compliance by members of the police service with the legal, constitutional and case law requirements relating to when and how searches of persons are to be undertaken;
 - ii) the circumstances in which an officer may undertake a search of person;
 - iii) frisk/field searches;
 - iv) strip/complete searches;
 - v) body cavity searches;
 - vi) consent searches;
 - vii) the supervision of searches of persons; and
 - viii) the documentation of searches of persons; and
- b) ensure that officers and other members as appropriate are kept informed of changes in the law relating to the search of persons.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on the search of persons should:
 - a) require an officer when undertaking a search of person to comply with legal, constitutional and case law requirements;
 - b) address the circumstances in which an officer may undertake a search of person;
 - c) set out the procedures for undertaking:
 - i) frisk/field searches;
 - ii) strip/complete searches, including:
 - the circumstances under which a strip/complete search may be conducted;
 - the circumstances when a strip/complete search must be reported;
 - the circumstances, if any, where the permission of a supervisor must be obtained before a strip/complete search is conducted;
 - a requirement against conducting a strip/complete search while any person is present who is not a member of a police service, or whose attendance is



- not appropriate or required in the circumstances, unless safety requirements dictate otherwise;
- that a search be conducted by a member of the same gender as the person to be searched, unless safety requirements dictate otherwise;
 - that a search be conducted in a place in which the privacy of the person can be reasonably assured, unless safety requirements dictate otherwise;
 - that the person be encouraged to remove their own clothing, unless safety requirements or destruction of evidence issues dictate otherwise; and
 - that the search be conducted in a manner which avoids unnecessary body contact;
- iii) body cavity searches, including:
- that such searches be conducted in private by a qualified medical practitioner and other medical staff as required, and in the presence of a member of the police service of the same gender as the person to be searched; and
 - operational responsibility for authorizing such a search; and
- iv) consent searches;
- d) address the search of a young person and a person with a disability which affects communication or comprehension; and
- e) require that the results of all searches be documented.

Information 2. Every Chief of Police should ensure that the members who may perform search of persons are kept informed of changes in the law with respect to the search of persons.



WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: Crime, Call and Public Disorder Analysis		Policy Number: P-047
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Windsor Police Service Board Policy – Adequacy O.REG 3/99 – Policy Number: AR-LE003, August 7, 2024 and January 27, 2000	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS subsection 5 (1) 2 ii of O. Reg. 392/23: Adequate and Effective Policing (General) requires the police service to have a crime analysis, call analysis and public disorder analysis capacity;

1.4 AND AS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA that the Chief of Police establish procedures and processes in respect of crime, call and public disorder analysis;

1.5 AND AS subsection 38 (1) (g) of the CSPA and subsection 24 (1) of O. Reg. 392/23: Adequate and Effective Policing (General) require that a Chief of Police and a police service have a policy and procedure respecting the publication of crime analysis, call analysis and public disorder analysis data, and of information on crime trends;

1.6 AND AS Part LE-003 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and police service relative to crime, call and public disorder analysis;

1.7 AND AS crime, call and public disorder analysis is an essential function of every law enforcement agency.

NOW THEREFORE THE WINDSOR POLICE SERVICE BOARD ADOPTS 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 ;

2.2 “Board” means the Windsor Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that crime, call and public disorder analysis form an important part of investigative and preventative policing, and it is therefore the policy of this Board that such information be collected, collated, analyzed and disseminated in a professional and thorough manner and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall establish written procedures for the collection, collation, analysis and dissemination of crime, call and public disorder data in accordance with Appendix A and subsection 24 (1) of O. Reg. 392/23: Adequate and Effective Policing (General).

4.2 TRAINING

4.2.1 The Chief shall ensure that Members involved in the collection, collation, analysis, and dissemination of crime, call and public disorder data have the requisite knowledge, skills and abilities to perform these functions.

4.3 EQUIPMENT

4.3.1 The Chief shall recommend that sufficient funding be included in the Board budget to ensure that the police service has the equipment necessary for the collection, collation, analysis and dissemination of crime, call and public disorder data.

4.4 USE OF CRIME ANALYSIS

4.4.1 The Chief shall ensure that crime analysis is used by Members to identify areas or issues requiring directed patrol, target enforcement, problem oriented or community based crime prevention initiatives.

4.5 SHARING OF DATA

4.5.1 The Chief shall ensure that the procedures referred to in section 4.1 above include a process to be used for sharing relevant crime, call and public disorder analysis with municipal councils and officials, school boards, community organizations and groups, businesses and members of the public.

5. **REPORT TO THE BOARD**

5.1 Chief shall make a written report to the Board each year in respect of crime, call and public disorder analysis. The report shall include:

- (a) a summary of the written procedures concerning crime, call and public disorder analysis;
- (b) confirmation of Service compliance with the said procedures;
- (c) an indication of the resources used, and costs associated with crime analysis;
- (d) the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal councils and officials, school boards, community organizations and groups, businesses and members of the public; and
- (e) a summary of crime, calls for service and public disorder patterns, trends and forecasts based on crime, call and public disorder analysis.

6. **IMPLEMENTATION**

6.1 Windsor Police Service Board Policy – Adequacy O.REG 3/99 – Policy Number: AR:LE003 , August 7, 2024 and January 27, 2000, and all other Policies, sections of Policies and procedural policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20 day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 5(1)(c) of the Adequacy Standards Regulation requires a police service to have a crime analysis, call analysis and public disorder analysis capacity. Section 5(4) allows a police service to provide crime, call and public disorder analysis by contracting with another police service, or entering into arrangements to perform these services on a combined, regional or cooperative basis.

In addition, under section 7 of the regulation a police service may obtain the services of a crime analysis specialist who is not a member of a police service to assist with crime, call and public disorder analysis, subject to that individual being under the direction of a member of a police service.

Section 29 requires a police services board to have a policy on crime, call and public disorder analysis. Also, section 13(1)(d) requires the Chief of Police to establish procedures and processes in respect of crime, call, and public disorder analysis.

Furthermore, section 13(2) requires a board to have a policy that addresses the sharing of crime, call and public disorder analysis and information on crime trends with its municipal council, school boards, community organizations and groups, businesses and members of the public in the municipality it serves.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to crime, call and public disorder analysis that:

- a) crime, call and public disorder analysis will be provided by (identify service delivery method);
- b) the Chief of Police will:
 - i) establish systems and procedures for the collection, collation, analysis and dissemination of crime, call, and public disorder data;
 - ii) ensure, if the police service uses its own members to perform crime, call and public disorder analysis, and persons who assist, that they have the knowledge, skills and abilities to perform the functions, and have the necessary equipment;
 - iii) promote the use of crime analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement, problem-oriented or community-based crime prevention initiatives;
 - iv) report back to the board on the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal council and

- officials, school boards, community organizations and groups, businesses and members of the public; and
- v) provide information in the annual report on crime, calls for service and public disorder patterns, trends and forecasts based on crime, call and public disorder analysis.

Police Service Guidelines

Systems

1. Every Chief of Police should ensure that a crime analysis system is implemented that will assist in identifying, at minimum:
 - a) patterns of crime;
 - b) linked offences;
 - c) high crime or high occurrence places/areas and times;
 - d) methods of offending;
 - e) prolific criminal offenders and organizations who are active in the community;
 - f) type of individuals, businesses or property that may be at risk; and
 - g) repeat victimization.
2. Every Chief of Police should ensure that a call analysis system is implemented that will assist in analyzing calls-for-service data, including identifying repeat calls for service to the same address.
3. Every Chief of Police should ensure that a public disorder analysis system is implemented that will assist in identifying geographic locations that are perceived to be unsafe or disorderly, including geographic locations where there are high occurrences of:
 - a) vandalism and graffiti;
 - b) street prostitution, drug-dealing, loitering, aggressive solicitation, public drunkenness; and
 - c) unruly crowds.

Procedures

4. Every police service's procedures on crime, call and public disorder analysis should:
 - a) if the police service uses its own members, designate one or more positions in the police service that are responsible for:
 - i) overseeing the crime, call, and public disorder analysis functions;
 - ii) staying current on emerging trends and new techniques for analysis; and
 - iii) ensuring that the members performing these functions have the necessary knowledge, skills, abilities and equipment;
 - b) address the dissemination of crime, call and public disorder analysis within the police service and with other law enforcement agencies;



- c) require supervisors to use crime analysis for identifying areas or issues requiring directed patrol, targeted enforcement, problem-oriented policing or community-based crime prevention initiatives;
- d) set out the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal council and officials, school boards, community organizations and groups, businesses and members of the public; and
- e) address the storage and retention of crime, call and public disorder analysis.



WINDSOR POLICE SERVICE BOARD

POLICY

Policy Name: SEX OFFENDER REGISTRY		Policy Number: P-048
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AE-LE046, June 21, 2012; October 26, 2006	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS the Ministry of the Solicitor General requires a Police Service Board to have a policy with respect to the Ontario Sex Offender Registry for the purpose of crime prevention or law enforcement and disclosures of personal information under the CSPA;

1.4 AND AS Part LE-046 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Board, the Chief and Members relative to the Ontario Sex Offender Registry;

1.5 AND AS the Act known as Christopher's Law (Sex Offender Registry), 2000, S.O. 2000, chapter 1, as amended (Christopher's Law) sets out the responsibilities of police services in relation to sex offenders in the province of Ontario and requires, among other obligations, a sex offender, as defined in the Act, to report in person to the police service for the purposes of identification and registration and each police service is required to submit offender information to the Ministry of Solicitor General for inclusion in the Ontario Sex Offender Registry.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes the importance of maintaining current information to facilitate timely and effective police investigations into sex-related occurrences and it is therefore the policy of the Board that the designation and maintenance of registration sites be conducted in accordance with the procedure set out by the Chief of Police as established in accordance with this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall designate and maintain a registration site(s).

4.1.2 The Chief shall establish written procedures and processes on the use of the Ontario Sex Offender Registry that are consistent with the requirements of Christopher’s Law, as amended.

4.1.3 The Chief shall establish written procedures and processes consistent with the requirements legislated by the federal Sex Offender Information Registration Act; SC 2004 c 10, as amended;

4.1.4 The procedures referred to above shall be in accordance with Appendix A.

4.2 REGISTRATION SITE

4.2.1 The Chief shall designate and maintain a registration site(s), within the area where it provides police services, at which offenders may present themselves for the purposes described by the regulation.

4.3 TRAINING

4.3.1 The Chief shall ensure that appropriate members receive training on the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them for the purposes of managing the sex offenders in their jurisdiction.

4.3.2 The Chief shall ensure that appropriate members receive training from the Ontario Sex Offender Registry with respect to the federal legislation (Sex Offender Information Registration Act) for the purposes of managing the sex offenders in their jurisdiction.

4.4 EQUIPMENT

4.4.1 The Chief shall ensure that member involved with the Ontario Sex Offender Registry have available and use appropriate tools and equipment in performing this function.

4.4.2 The procedures established above shall be in accordance with Appendix A.

5. REPORT TO THE BOARD

5.1 ANNUAL REPORTING REQUIREMENTS The Chief shall make a written report to the Board on or before August 30th of each year. The report shall include:

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

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 Number AR-LE046; October 10, 2006, and all other policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

The Act known as *Christopher's Law (Sex Offender Registry)*, 2000 sets out the responsibilities of police services in relation to sex offenders in the province of Ontario. Among other obligations, the Act requires a sex offender, as defined in the Act, to report in person to the police service for the purposes of identification and registration. Each police service is required to submit offender information to the Ministry of Community Safety and Correctional Services (Ministry) for inclusion in the Ontario Sex Offender Registry (OSOR).

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to the Ontario Sex Offender Registry that the Chief of Police will:

- a) designate and maintain a registration site(s);
- b) establish procedures and processes consistent with the requirements of *Christopher's Law (Sex Offender Registry)*, 2000;
- c) establish procedures and processes consistent with the requirements legislated by the federal *Sex Offender Information Registration Act*;
- d) ensure that appropriate members receive training on the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them; and
- e) ensure that appropriate members receive training on both the provincial and federal Sex Offender legislative requirements.

Police Service Guidelines

Registration Site

1. Every Chief of Police shall designate and maintain a registration site(s), within the area where it provides police services, at which an offender may present himself or herself for the purpose of:
 - a) providing police with satisfactory proof of his or her:
 - i) identity;
 - ii) name(s);
 - iii) date of birth;
 - iv) addresses;
 - v) other information that may be prescribed by regulation; and
 - b) where applicable, provide police with proof of a pardon.

Legislative Requirements

2. Every police service shall:
 - a) make reasonable efforts to ensure that the police service provides written notice of the obligation to register (Ministry Form 5, Notification of Duty to Register) to

- every person charged by the police service with a sex offence as defined by the Act at the time of the charge;
- b) require the recording of the information provided by the offender as set out in section 1 above;
 - c) require satisfactory proof from the offender that the information provided by the offender is correct;
 - d) require the submission of information provided by the offender, upon satisfaction that the information is correct, to the Ministry in the manner approved by the Ministry;
 - e) ensure the accessibility of the Ontario Sex Offender Registry at all times by authorized members;
 - f) ensure the disclosure of, and access to, information contained in the Ontario Sex Offender Registry in accordance with *Christopher's Law (Sex Offender Registry)*, 2000;
 - g) collect and submit additional information as prescribed by regulation;
 - h) make reasonable efforts to verify an offender's address, as provided to the police force by the offender, at least once after the offender last presented himself or herself to the police force.

Procedures

- 3. Every police service's procedures should:
 - a) identify designated staff position(s) with overall responsibility for the Ontario Sex Offender Registry, and legislative requirements of the federal *Sex Offender Information Registration Act*;
 - b) address the role and responsibilities of:
 - i) the registrar, including recording and submitting information provided by the offender, upon satisfaction that the information is correct, to the Ministry in the approved manner; and
 - ii) supervisors, investigators, police officers, communications operators/dispatchers and other members as appropriate;
 - c) address the security of the information collected for the Ontario and federal Sex Offender Registries, in accordance with the police service's procedures on the management of police records;
 - d) address the access authorization to the Ontario Sex Offender Registry by registrars, supervisors, investigators, police officers, communications operators/dispatchers and other members as appropriate;
 - e) set out the days and times when offenders may present themselves for the purpose of providing information;
 - f) address the mechanisms for tracking sex offenders, as defined by the Act, residing in the police service's jurisdiction;
 - g) set out the steps for initiating investigations and apprehensions of non-compliant offenders, including policies on the procedures for obtaining warrants;
 - h) set out the steps for accessing, recording, verifying and updating sex offender information, including the steps for:

- i) accessing offender information;
- ii) recording information obtained from the offender;
- iii) obtaining additional information on the offender (e.g., CPIC);
- iv) verifying information provided by the offender (i.e., name, date of birth);
- v) updating offender information, including status;
- vi) submitting offender information to the Ministry in an approved manner;
- i) ensure the entry of offenders on the Special Interest Police (SIP) category of CPIC in accordance with CPIC policy;
- j) address the use by supervisors of information obtained from the Ontario Sex Offender Registry for the purpose of crime prevention or law enforcement;
- k) require that appropriate information from the Ontario Sex Offender Registry be shared with patrol officers;
- l) address the sharing of information from the Ontario Sex Offender Registry with other police services in or outside of Canada and other relevant law enforcement agencies, where appropriate; and
- m) address the disclosure of personal information under section 41(1.1) of the *Police Services Act*.

Training 4. (1) Every Chief of Police should ensure that appropriate members receive training with respect to the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them.

(2) Every Chief of Police should ensure that appropriate members receive training from the Ontario Sex Offender Registry with respect to the federal legislation (*Sex Offender Information Registration Act*) for the purposes of managing the sex offenders in their jurisdiction.



WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: MISSING PERSONS		Policy Number: P-049
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AR-LE026, January 23, 2014; April 27, 2000; AR-ER007, August 10, 2000	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objectives and priorities determined pursuant to Sections 37 and 38 of the CSPA to require the Chief of Police to establish procedures and processes for undertaking and managing investigations into missing persons;

1.5 AND AS the Board has deemed it appropriate and consistent with the principles set out in Section 1 of the CSPA, with its objective sand priorities determined pursuant to Sections 37 and 38 of the CSPA to require the Chief of Police to develop procedures on ground searches and promote through partnerships with other emergency providers and volunteer groups the co-ordination of ground searches;

1.6 AND AS the Board has deemed it appropriate that it establish a policy on investigations into missing persons;

1.7 AND AS Parts LE-026 and ER-007 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 managing investigations into missing persons and respecting ground searches for lost or missing persons;

1.8 AND AS the Missing Persons Act, 2018, (O. Reg. 182/19) was enacted on July 1, 2019 to assist Members of a Police Service when responding to missing persons occurrences;

1.9 AND AS Section 5 of O. Reg. 182/19, made under the Missing Persons Act, 2018, provides operational clarity about the requirements regarding urgent demands for records;

1.10 AND AS Section 8 of O. Reg. 182/19, made under the Missing Persons Act, 2018, requires the Chief of Police to report annually on the use of urgent demands for records by Members of the Police Service and the date by which the Board is required to make the annual report available to the public.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.4 “Member” means a member of the Windsor Police Service;

2.5 “Missing Persons Act” includes O. Reg. 182/19 made under the Missing Persons Act, 2018;

2.6 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that matters of missing persons are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted in a professional and thorough manner and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES TO BE FOLLOWED WHEN INVESTIGATING A “MISSING PERSON” INCIDENT

4.1.1 The Chief shall develop and maintain procedures that set out the steps to be followed for undertaking investigations into reports of missing persons, including situations involving children, teenagers, and elder and vulnerable adults.

4.1.2 The Chief shall ensure that the procedures referred to in Section 4.1.1 above include a mechanism for investigative follow-up on outstanding missing person cases.

4.1.3 The Chief shall establish procedures and processes to recognize and deal with the circumstances where there is the possibility of foul play and comply with the Ministry’s designated Ontario Major Case Management Manual.

4.1.4 The Chief shall ensure that an AMBER Alert activation is considered in all missing children investigations and Major Case Management is implemented in all cases involving AMBER Alert activation.

4.2 GROUND SEARCH

4.2.1 The Chief shall develop procedures on ground search for lost or missing persons.

4.2.2 The Chief shall promote, through partnerships with other emergency service providers and volunteer groups the co-ordination of ground search services in the City of Windsor.

4.3 TRAINING

4.3.1 The Chief shall ensure that search coordinators and team leaders involved in investigating a missing person incident and/or ground search incident have the requisite knowledge, skills, and abilities.

4.3.2 The procedures referred to above shall be in accordance with Appendix A.

4.4 NUMBER OF URGENT DEMANDS

4.4.1 The Chief shall ensure that officers who make an urgent demand for records do so in accordance with Section 5 of the Missing Persons Act, 2018.

5. REPORT TO THE BOARD

5.1 ANNUAL REPORTING REQUIREMENTS The Chief shall make a written report to the Board on or before April 1st of each year. The report shall include:

(a) A summary of the written procedures concerning investigations into missing persons and ground searches for lost or missing persons;

(b) The status of Service compliance with said procedures;

(c) Under Section 8 of the Missing Persons Act, 2018 the Service is to report annually on the use of urgent demands for records by members of the Service, this includes:

(i) The total number of urgent demands made that year and the number of missing persons investigations to which they related; and,

(ii) A description of the types of records specified in the urgent demands for records made in that year; and,

(iii) The total number of times that different types of records listed in subsection 4 (2) of the Missing Persons Act were specified in the urgent demands made in that year; and if applicable, a description of any types of records not listed in subsection 4 (2) of the Missing Persons Act;

(d) The Annual Report must be provided to the Board by April 1st in a format approved by the Minister and made available to the public on the Police Service website by June 1st of the year it is received

(e) A copy of the Annual Report must be filed with the Ministry including the lead contact information of the Service.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 Number: AR-LE026, January 23, 2014, April 27, 2000; AR-ER007, August 10, 2000, and any other or sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachments (2)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 29 of the Adequacy and Effectiveness of Police Services Regulation requires a police services board to have a policy on investigations into missing persons.

In addition, section 12(1)(l) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into missing persons.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to undertaking and managing investigations into missing persons that the Chief of Police will develop and maintain procedures that:

- a) set out the steps to be followed for undertaking investigations into reports of missing persons, including situations involving children, teenagers and elder and vulnerable adults;
- b) ensure investigative follow-up on outstanding cases; and
- c) where circumstances indicate a strong possibility of foul play, require officers to comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.
- d) ensure an AMBER Alert activation is considered in all missing children investigations, and Major Case Management is implemented in all cases involving AMBER Alert activation.

Police Service Guidelines

Procedures

1. Every police service's procedures should:
 - a) require that investigations be undertaken or managed in accordance with the police service's criminal investigation management plan;
 - b) require that, when information is received that a person is missing, a report be taken and an investigation undertaken to establish the missing person's identity, physical description, any medical condition, emotional disturbance, mental illness or developmental disability, and circumstances surrounding the disappearance;
 - c) require that appropriate information be entered on CPIC upon verification of the report;
 - d) require that interviews with the reporting individual(s) and associates of a missing person be conducted as soon as practicable;

- e) set out the steps to be followed for situations involving:
 - i) a report that a missing person from another jurisdiction was last seen in the police service's jurisdiction; and
 - ii) a report that a missing person from the police service's jurisdiction was last seen in another jurisdiction;
- f) set out the steps for collecting information to assist in the identification of a missing person, including any photographs, media reports, dental records, fingerprints and DNA samples;
- g) require that any evidence be collected, preserved and secured in accordance with the police service's procedures for the collection, preservation and control of evidence and property;
- h) set out the steps to be followed in situations in which a missing person is a:
 - i) child;
 - ii) teenager; or
 - iii) elder or vulnerable adult, including liaising with the person's caregivers;
- i) require officers to also follow the police service's procedures on parental and non-parental abductions;
- j) require that officers liaise with voluntary or community agencies that are involved in locating missing children, teenagers and adults;
- k) require that any searches undertaken during a missing persons investigation be supervised by a trained search co-ordinator and conducted in accordance with the police service's procedures on ground search for lost or missing persons;
- l) address the steps to be followed during investigative follow-up when a missing person is not located, including the mandatory retention of the complete file, which includes the original and subsequent reports, photos, media reports, missing person identifiers and CPIC messages;
- m) where circumstances indicate a strong possibility of foul play, require officers to comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.
- n) consider AMBER Alert activation in all missing children investigations;
 - Before an Alert is initiated, these guidelines must be met:
 - 1. Law enforcement agency believes a child under 18 years of age has been abducted;
 - 2. Law enforcement agency believes the child is in danger;
 - 3. There is descriptive information about one or more of the following:
 - Child
 - Abductor
 - Vehicle
- o) require Major Case Management be implemented in all cases involving AMBER Alert activation.

Legislative/Regulatory Requirements

Section 29 of the Adequacy Standards Regulation requires a police services board to have a policy on ground search.

Section 27(a) requires the Chief of Police to develop procedures on ground search. In addition, section 27(b) requires the Chief of Police to promote through partnerships with other emergency service providers and volunteer groups the coordination of ground search services in the municipality served by the police service.

For the purposes of this guideline ground search means ground search for lost or missing persons.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to ground search for lost or missing persons that the Chief of Police will:

- a) promote, through partnerships with other emergency service providers and volunteer groups, the coordination of ground search services in the jurisdiction served by the police service;
- b) develop procedures on ground search for lost or missing persons; and
- c) ensure that search coordinators and team leaders have the knowledge, skills and abilities required to perform these functions.

Police Service Guidelines

Coordination of Ground Search

1. Every Chief of Police will promote, through partnerships with other emergency service providers and trained volunteer groups, the coordination of ground search services in the jurisdiction served by the police service.

Procedures

2. Every police service's procedures on ground search for lost or missing persons should:
 - a) require the designation of a trained member to coordinate search efforts in an area, with responsibility for:
 - i) selecting trained members to lead and direct small teams of searchers;
 - ii) consulting with the Ontario Provincial Police (OPP) when local resources are determined insufficient to conduct the required ground search operation;



- iii) requesting the assistance of Emergency Measures Ontario (EMO), where required;
- iv) requesting the assistance of trained volunteers or volunteer groups, where required;
- v) coordinating information and actions between the police service, other police services, other emergency service providers, government agencies, municipal officials, volunteer groups and the family of the lost or missing person; and
- vi) advising assisting agencies of the decision to terminate a search;
- b) where volunteers from the community, who are not part of an organized volunteer search and rescue group, are utilized in a ground search operation, require that the search coordinator ensure that each volunteer is:
 - i) registered by name and address;
 - ii) properly dressed and equipped in accordance with environmental conditions;
 - iii) assigned to an area of search according to that person's capabilities; and
 - iv) supervised to the extent reasonable and practicable, to avoid injury and damage to property;
- c) require officers to follow the police service's procedures on missing persons;
- d) where a ground search operation involves a major case, require compliance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*;
- e) set out the process for obtaining the assistance of canine tracking investigative support;
- f) where federal operational assistance/humanitarian aid is needed to assist with a ground search operation, require that notification be made to the OPP to contact the Federal Government directly, including notifying EMO, where appropriate; and
- g) require the provision of assistance to victims and victims' families, in accordance with the police service's procedures on victims' assistance.

Training

3. Every Chief of Police should ensure that search coordinators and team leaders have the knowledge skills and abilities to perform these functions.





WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: SAFE STORAGE OF POLICE FIREARMS		Policy Number: P-050
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AR-AI009, October 26, 2006	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS Section 117 of the Firearms Act, S.C. 1995, c.39 sets out the requirements relating to the safe storage and transfer of firearms for both individual owners and public agents, including police officers;

1.4 AND AS Section 3 (1) of the Public Agents Firearms Regulations requires that a public agent shall store firearms when not in use in a container, receptacle, vault, safe or room that is kept securely locked and that is constructed so that it cannot be easily broken open or into;

1.5 AND AS O. Reg. 392/23: Adequate and Effective Policing (General) ("the Adequacy Regulation") prescribes standards for adequacy and effectiveness of police services;

1.6 AND AS O. Reg. 391/23: Use of Force and Weapons prescribes requirements for firearms training;

1.7 AND AS the Board has deemed it appropriate that it establish a policy with respect to the safe storage of police service firearms;

1.8 AND AS Part AI-009 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 safe storage of police service firearms.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Member” means a member of the Windsor Police Service;

2.5 “Ministry” means the Ministry of the Solicitor General; and

2.6 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes the importance of the safe storage of police service firearms, and it is therefore the policy of this Board that such storage of firearms be established and maintained in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop procedures and processes relating to the safe storage of police service firearms in accordance with Section 117 of the Firearms Act, Section 3 (1) of the Public Agents Firearms Regulations and Appendix A.

4.2 TRAINING

4.2.1 The Chief shall ensure that Members receive the appropriate training in relation to firearms safety as required by the Adequacy Regulation, Section 117 of the Firearms Act, Section 3(1) of the Public Agents Firearms Regulations and Appendix A, and that Members have the requisite knowledge, skills, and abilities to perform this function.

5. REPORT TO THE BOARD

5.1 REPORTING REQUIREMENTS – EXCEPTION BASED REPORTING

5.1.1 The Chief shall make a written report to the Board immediately following any incidents involving the discharge of a firearm:

- (a) when a member of the police service, accidentally 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; and
- (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 ANNUAL REPORTING REQUIREMENTS

5.2.1 The Chief shall make a yearly written report to the Board with respect to the safe storage of police service firearms. The report shall contain:

- (a) a summary of the written procedures relating to the safe storage of police service firearms;
- (b) the status of Service compliance with the said procedures; and
- (c) confirmation that Members have been trained in accordance with Section 4.2.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 Number AR-AI009, October 26, 2006, and any other policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 117 of the *Firearms Act* provides the legislative authority for the regulations made under the *Firearms Act*. These regulations set out stringent requirements relating to the safe storage and transfer of firearms for both individual owners and public agents, including police officers.

Section 3 (1) of the *Public Agents Firearms Regulations* requires that a public agent shall store firearms when not in use in a container, receptacle, vault, safe or room that is kept securely locked and that is constructed so that it cannot easily be broken open or into.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to the safe storage of police service firearms that the Chief of Police will establish procedures that are consistent with the requirements of the *Firearms Act* and the *Public Agents Firearms Regulations*.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on the safe storage of firearms should:
 - a) require that unloading stations be available in police facilities;
 - b) require that the security measures for police firearms are consistent with the requirements set out in the *Firearms Act* and the *Public Agents Firearms Regulations*;
 - c) require that police officers do not store their service firearms in their private residence, or location other than a police facility, except where permitted by written policy of the police service, or specific written order of the Chief of Police or designate; and
 - d) require that when a police officer's service firearm is stored in a dwelling house it be stored in accordance with the requirements of the *Storage, Display, Transportation and Handling of Firearms by Individuals Regulations*, including the following:
 - i) the firearm be unloaded;
 - ii) the firearm be:
 - rendered inoperable by means of a secure locking device; and
 - the firearm be stored in a container, receptacle or room that is kept securely locked and that is constructed so that it cannot readily be broken open or into; and



- iii) the stored firearm not be readily accessible to ammunition, unless the ammunition is stored, together with or separately from the firearm, in a container or receptacle that is kept securely locked and that is constructed so that it cannot readily be broken open or into.





ITEM: 10.1.13

WINDSOR POLICE SERVICE BOARD POLICY

Police Name: EXPLOSIVES FORCED ENTRY AND EXPLOSIVE DISPOSAL		Policy Number: P-051
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AR-ER006, June 28, 2001	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS Sections 37 and 39 of O. Reg. 87/24: Training prescribes training requirements for police officers whose duties include explosive forced entry or explosive disposal;

1.4 AND AS subsection 8 (2) of O. Reg. 392/23: Adequate and Effective Policing (General) ("the Adequacy Regulation") prescribes equipment and resources to be provided to police officers whose duties include explosive forced entry or explosive disposal;

1.5 AND AS Section 10 (1) of the Adequacy Regulation requires the Chief of Police to establish procedures on explosive forced entry and explosive disposal;

1.6 AND AS Section 9 (1) of the Adequacy Regulation requires a Police Service to provide, within a reasonable time, the services of, inter alia, explosive disposal;

1.7 AND AS Part ER-006 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Police Service relative to explosives.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Ministry” means the Ministry of the Solicitor General; and

2.7 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that the services of police explosive forced entry technicians and police explosive disposal technicians are a required part of policing, and it is therefore the policy of this Board that this service be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 EXPLOSIVE FORCED ENTRY AND EXPLOSIVE DISPOSAL

4.1.1 The Chief shall ensure that the Service will provide, within a reasonable response time, access to the services of police explosive forced entry technician and police explosive disposal technician.

4.1.2 The Chief shall ensure that the services of police explosive forced entry technician and a police explosive disposal technician will be available 24 hours a day.

4.2 PROCEDURES

4.2.1 The Chief shall set out the circumstances when police forced entry explosives and explosive disposal services will be deployed.

4.2.2 The Chief shall develop procedures, in accordance with Appendix A, for the initial response to occurrences involving found or suspected explosives.

4.3 MANUAL

4.3.1 The Chief shall develop and maintain a Manual, in accordance with Appendix A and subsection 10 (1) 6 of the CSPA, setting out procedures regarding the use of

police forced entry explosives and explosive disposal services that is available to each Member providing this service.

4.3.2 The Chief shall ensure that the Manual referred to in section 4.3.1 is reviewed on an annual basis and amended as required.

4.4 MEMBERSHIP AND TRAINING

4.4.1 The Chief shall establish a selection process for forced entry explosive technicians and explosive disposal technicians, ensuring that Members who provide this service meet the requirements of Sections 37 and 39 of O. Reg. 87/24: Training.

4.4.2 The Chief shall ensure that Members who provide the services of forced entry or explosive disposal have the requisite knowledge, skills and receive training on an ongoing basis.

4.5 EQUIPMENT

4.5.1 The Chief shall ensure that appropriate equipment and resources as prescribed by subsection 8 (2) the Adequacy Regulation are provided to Members providing explosive forced entry or explosive disposal services.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of police explosive forced entry and disposal. The report shall include:

- (a) a summary of the procedures as required by this Policy;
- (b) the status of Service compliance with the said procedures;
- (c) confirmation of the development and maintenance of the Manual on explosive forced entry and explosive disposal;
- (d) confirmation of training in accordance with section 4.4 above;
- (e) confirmation that required equipment and resources have been provided to Members who perform explosive forced entry and explosive disposal services in accordance with section 4.5 above; and
- (f) a summary of the circumstances in which forced entry and explosive disposal services have been deployed.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy-Adequacy O.REG. 3/99 – Number AR-ER006, June 28, 2001 and any other policies or sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

6.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 21 of the Adequacy Standards Regulation requires a police service to provide, within a reasonable response time, the services of police explosive forced entry technicians and explosive disposal technicians.

Section 21(2) of the regulation allows a police service to deliver the services of police explosive forced entry technicians or explosive disposal technicians by contracting with another police service, or entering into arrangements to provide these services on a combined, regional or cooperative basis.

Furthermore, section 21(4) allows a police service to enter into an agreement with the Canadian Armed Forces or another organization to provide explosive disposal technicians. In situations where the police service enters into an agreement with another organization to provide explosive disposal services, the explosive disposal technician must work under the direction of a member of the police service.

Section 29 of the regulation requires a police services board to have a policy on the services of police explosive forced entry technicians and explosive disposal technicians. In addition, section 25 requires the Chief of Police to establish procedures on the services of police explosive forced entry technicians and explosive disposal technicians which:

- set out the circumstances in which police explosive forced entry technicians and explosive disposal technicians will be deployed;
- require that, if the police service has its own police explosive forced entry technicians and explosive disposal technicians, the police service's procedures on these services are contained in a manual that is available to all members providing these services; and
- ensure that a person who is a police explosive forced entry technician or explosive disposal technician has the knowledge, skills and abilities to provide the specific service.

Note: It is the Ministry's position that, except in exceptional circumstances, the safe detonation, removal and disposal of improvised explosive devices should be undertaken by members of police services.



Sample Board Policy

Board Policy # _____

- Contracted Delivery** It is the policy of the _____ Police Services Board with respect to the services of police forced entry explosive technicians and explosive disposal technicians that:
- a) this Board will contract with _____ Police Services Board/OPP to provide the services of police forced entry explosive technicians, available 24 hours a day and within a reasonable response time;
 - b) this Board will contract with (identify service provider) to provide the services of explosive disposal technicians, available 24 hours a day, within a reasonable response time; and
 - c) the Chief of Police will, in consultation with the agencies providing the services, establish procedures that set out the circumstances in which the services will be deployed, including the steps for obtaining the services and the reporting relationships.

- Direct, or Combined, Regional or Cooperative Delivery** It is the policy of the _____ Police Services Board with respect to the services of police forced entry explosive technicians and explosive disposal technicians that:
- a) the police service will provide the services of police forced entry explosive technicians and explosive disposal technicians by (identify service delivery method - using its own members, or by entering into an agreement for a combined, regional or cooperative delivery);
 - b) the services will be available 24 hours a day and within a reasonable response time;
 - c) the Chief of Police will set out the circumstances when police forced entry explosives and explosive disposal services will be deployed; and
 - d) the Chief of Police will:
 - i) develop procedures for the initial response to occurrences involving found or suspected explosives;
 - ii) develop and maintain a manual on the use of police forced entry explosives and explosives disposal services that is available to each member providing that service;
 - iii) develop a selection process to ensure that members who provide these services have the knowledge, skills and abilities required to deliver these services effectively and safely;
 - iv) ensure the ongoing training of members providing these services; and
 - v) ensure that appropriate equipment is used/available to members providing these services.

Police Service Guidelines

- Procedures** 1. Every police service's procedures should address:
- a) the initial response to occurrences involving found or suspected explosives;
 - b) the circumstances when police forced entry explosives and explosive disposal services should be deployed; and
 - c) the operational responsibility for authorizing the use of police forced entry explosives and explosive disposal services.
- Manual** 2. Where a police service provides police forced entry explosive services or explosive disposal services using its own members, a manual shall be developed, maintained and made available to the members providing that service, that addresses:
- a) mandate, functions and members' responsibilities;
 - b) call-out procedures;
 - c) command and control;
 - d) reporting relationships;
 - e) operational procedures and training;
 - f) provision and use of equipment;
 - g) the selection process to ensure that members who provide these services have the knowledge, skills and abilities required to deliver these services effectively and safely;
 - h) debriefing process; and
 - i) the recording and reporting of incidents involving police forced entry explosives and explosive disposal services.
- Equipment** 3. Where a police service provides police forced entry explosive services or explosive disposal services using its own members, the Chief of Police should ensure that appropriate equipment is used/available to members providing these services.
- Training** 4. Where a police service provides police forced entry explosive services or explosive disposal services using its own members, the Chief of Police should ensure the ongoing training of members providing these services.





WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: MAJOR INCIDENT COMMAND		Policy Number: P-052
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: March 20, 2025
Repeals: Number: AR-ER004, January 24, 2013; April 26, 2001	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequate and Effective Policing (General) ("the Adequacy Regulation") prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS subsections 9 (1) and 11 (1) of the Adequacy Regulation and subsection 5 (2) of Schedule 1 to the Adequacy Regulation prescribes standards for adequacy and effectiveness of police services, including the functions of Incident Commanders;

1.5 AND AS the Board has deemed it appropriate that it establish a policy with respect to access to the deployment and functions of Major Incident Commanders;

1.6 AND AS subsection 10 (1) of the Adequacy Regulation requires the Chief of Police to establish procedures that set out circumstances in which Major Incident Commanders will be deployed;

1.7 AND AS Part ER-004 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service and the Chief relative to Major Incident Command.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of the Windsor Police Service;

2.4 “Manual” means the Policing Standards Manual published by the Ministry of the Solicitor General;

2.5 “Member” means a member of the Windsor Police Service;

2.6 “Ministry” means the Ministry of the Solicitor General; and

2.7 “Service” means the Windsor Police Service.

3. POLICY

3.1 The Board recognizes that Major Incident Command is an important part of policing, and it is therefore the policy of this Board that the deployment of Major Incident Commanders be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this By-law, the Adequacy Regulation and Appendix A.

4. PROVISION OF MAJOR INCIDENT COMMAND

4.1 The Service will provide, within a reasonable response time, access to the services of Major Incident Commanders.

4.2 The services of Major Incident Commanders will be available 24 hours a day.

5. DIRECTION TO THE CHIEF

5.1 PROCEDURES

5.1.1 The Chief will develop written procedures in accordance with the Adequacy Regulation and Appendix “A” that set out the circumstances in which a Major Incident Commander is to be deployed.

5.2 MANUAL

5.2.1 The Chief shall develop and maintain a Manual, in accordance with the Adequacy Regulation and Appendix A, on Major Incident Command that is available to each Member providing the service.

5.2.2 The Chief shall ensure that the Manual referred to in section 5.2.1 above is reviewed on an annual basis and amended as required.

5.3 MEMBERSHIP AND TRAINING

5.3.1 The Chief shall establish a selection process for Major Incident Commanders, ensuring that Major Incident Commanders who provide the service meet the requirements of the Adequacy Regulation.

5.3.2 The Chief shall ensure that Members who provide services of Major Incident Command have the requisite knowledge, skills and abilities and receive training on an ongoing basis.

5.4 EQUIPMENT

5.4.1 The Chief shall ensure that appropriate equipment and resources, in accordance with subsection 5(2) of Schedule 1 to the Adequacy Regulation and the Ministry's designated equipment and facilities list, are used/available to Members providing Major Incident Command.

6 REPORT TO THE BOARD

6.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of major incident command. The report shall include:

- (a) a summary of the procedures as required by this Policy;
- (b) the status of Service compliance with the said procedures;
- (c) confirmation of the development and maintenance of the Manual on Major Incident Command; and
- (d) a summary of the circumstances in which Major Incident Commanders have been deployed.

7. IMPLEMENTATION

7.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 – Number AR-ER004, January 24, 2013; April 26, 2001 and any other policies or sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective March 20, 2025.

7.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

Section 21 of the Adequacy Standards Regulation requires a police service to provide within a reasonable response time access to the services of one or more major incident commanders.

Additionally, Section 21 of the regulation permits a police service to deliver the services of major incident command by contracting with another police service, or entering into arrangements to provide this service on a combined, regional or cooperative basis.

Section 24(2) requires the Chief of Police to ensure that no person is to be a major incident commander unless that person has successfully completed the required Ministry accredited training or acquired the Ministry approved equivalent competencies. Section 29 requires a police services board to have a policy in respect of required accredited training and equivalent competencies for major incident commanders.

Furthermore, section 29 requires a board to have a policy concerning the deployment of major incident commanders. Also, section 25(2)(a) requires the Chief of Police to establish procedures that set out the circumstances in which major incident commanders will be deployed.

Finally, section 29 requires a board to have a policy requiring that all major incident commanders have access to a procedure manual. Section 25(3) requires the Chief of Police to ensure that the police service's procedures for major incident command are contained in a manual that is available to each member providing that service.

Sample Board Policy

Board Policy # _____

Contracted Delivery It is the policy of the _____ Police Services Board with respect to major incident command services that:

- a) this Board will contract with _____ Police Services Board/OPP to provide the services of a major incident commander, available 24 hours a day and within a reasonable response time; and
- b) the Chief of Police will, in consultation with the police service providing the service, establish procedures that set out the circumstances, in which the service will be deployed, including the steps for obtaining the service and the reporting relationships.

**Direct, or
Combined,
Regional or
Cooperative
Delivery**

It is the policy of the _____ Police Services Board with respect to major incident command services that:

- a) the police service will provide the services of a major incident commander by (identify service delivery method - using its own members, or by entering into an agreement for a combined, regional or cooperative delivery);
- b) the services will be available 24 hours a day and within a reasonable response time; and
- c) the Chief of Police will:
 - i) develop procedures that address the circumstances in which a major incident commander is to be deployed;
 - ii) develop and maintain a manual on major incident command that is available to each member providing this service;
 - iii) establish a selection process for members who provide this service, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
 - iv) ensure the ongoing training of members who provide this service; and
 - v) ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to members who provide this service.

Police Service Guidelines

- Procedures** 1. Every police service's procedures on major incident command should address:
- a) the circumstances in which a major incident commander should be deployed; and
 - b) the operational responsibility within the police service for requesting the services of a major incident commander.

- Manual** 2. Where a police service provides major incident command services using its own members, a manual shall be developed, maintained and made available to the members providing that service, that addresses:
- a) general procedures for major incident command, including:
 - i) mandate, functions and reporting relationships;
 - ii) call-out procedures;
 - iii) processes for establishing a major incident command;
 - iv) communications with the major incident commanders;
 - v) taking precautionary measures that are adequate and effective, to secure communication between officers for tactical decisions and intelligence;
 - vi) communication protocols by police services to ensure that the police chief/commissioner or his/her designate including incident commanders are

- alert to the perception of political interference during incidents and take steps to avoid such interference;
 - vii) operational procedures;
 - viii) organizational charts for the emergency response function;
 - ix) the operational linkages between major incident commanders and other emergency response and public order unit services;
 - x) a selection process for major incident commanders, including that members must meet the requirements of the Adequacy Standards Regulation; and
 - xi) the recording and reporting of incidents involving major incident command; and
- b) procedures specific to members of major incident command, including:
- i) members' responsibilities;
 - ii) command and control;
 - iii) operational training;
 - iv) situation specific checklists;
 - v) disaster response;
 - vi) acquiring medical support;
 - vii) incident assessment;
 - viii) provision and use of equipment;
 - ix) hand-off/relief of major incident commanders;
 - x) use of training, operational and equipment logs; and
 - xi) debriefing process.

**Equipment
and
Supports**

3. Where a police service provides major incident command services using its own members, the Chief of Police should ensure that members are provided, at minimum, with the equipment and facilities set out in the Ministry's designated equipment and facilities list.
4. Where a police service provides major incident command services using its own members, the Chief of Police should ensure that the following support resources, at minimum, are made available to a major incident commander:
- a) command post facilities and equipment;
 - b) media liaison;
 - c) police liaison officer(s);
 - d) communications advisor; and
 - e) scribe.

Training

5. Where a police service provides major incident command using its own members, the Chief of Police should develop a skills development and learning plan that, at minimum, addresses annual participation, wherever possible, in a joint training exercise involving major incident commanders, crisis negotiators, public order units, tactical units,

hostage rescue teams, other police personnel, or outside emergency services deemed appropriate or subject of service delivery agreements.

6. The Chief of Police should review, as part of the skills development and learning plan, the extent to which the police service's major incident commanders are making sufficient use of their skills.

MINISTRY'S DESIGNATED EQUIPMENT LIST***Incident Command – Equipment and Facilities List***

The following minimum equipment shall be made available, as soon as practicable, to an incident commander. If a command centre is established at the discretion of an incident commander, it shall include the equipment and facilities outlined below:

COMMAND CENTRES
<ul style="list-style-type: none">• access to Mobile Command Post (CP)• self-sufficient• capable of prolonged housing of minimum of six persons• pre-configured or multi-channel communications (including mobile terminal)• radio and video media monitoring capability• dedicated phone line• separate and secure area for negotiation team• writing and recording facilities, wherever possible• individually numbered authorization tags for entry into frozen zone• data lines and facsimile system• current training manual (CPC/OPP) for incident commanders



WINDSOR POLICE SERVICE BOARD

POLICY

Policy Name: DISBURSEMENT OF BOARD FUNDS		Policy Number: A-010
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 years	Effective Date: March 20, 2025
Repeals: FIN-06	Reporting: As per Section 6 (6.1.8)	Next Review Date: March 2028

1. PREAMBLE

1.1 AS 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 AS 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 AS subsection 258 (2) of the CSPA governs the disposition of personal property that comes into the possession of the Police Service;

1.4 AND AS subsection 258 (2) of the CSPA provides 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 a charitable donation;

1.5 AND AS subsection 259 (3) of the CSPA provides with respect to money that comes into the possession of the Police Service other than under Section 258, that if three months have elapsed after the day the money came into the possession of a Police Service maintained by a Police Service Board and the owner has not claimed it, the Police Service Board may use it for any purpose that it considers in the public interest;

1.6 AND AS the Board deems it expedient to pass a policy regarding the use of the Special Fund.

1.5 AND AS the funds accrued from auctions and found and forfeited funds are deposited in a special Board account (Special Fund) and are reviewed periodically to ensure maximum investment benefits are earned;

1.6 AND AS it is the policy of the Board that these funds be spent at the discretion of the Board and with the consensus of the Board, within the guidelines of the *CSPA*.

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 Chief” means the Chief of Police of the Windsor Police Service;

2.4 “Service” means the Windsor Police Service.

2.5 “Member” means a member of the Windsor Police Service.

3. BOARD POLICY

3.1 To establish a Special Fund policy, consisting of a set of guidelines that identifies recognized funding priorities to assist the Board in allocating the discretionary funds in a manner that provides consistency and rationale in dealing with expenditures that come before the Board for consideration.

3.2 The Board will have the authority to commit these funds for items/issues directly related to five (5) priority areas including:

i) BOARD ADMINISTRATION

- Recruitment process of Chief of Police and Deputy Chiefs of Police
- Facilitation of Board and Committee Meetings
- Conferences, training and provincial meetings

ii) COMMUNITY OUTREACH

- Supporting community policing programs
- Enhancing community relationships with the Windsor Police Service
- Supporting crime prevention and education programs

iii) AWARDS AND RECOGNITION

- Expenditures related to recognition of the work of board members, Windsor Police Service members and retirees, auxiliary members and volunteers
- Rewards pertaining to criminal matters and informant fees

- The Chair and the Vice Chair have been granted standing authority to approve expenditures from the Special Fund for costs associated with the Board's awards and recognition programs

iv) **WINDSOR ESSEX COUNTY CRIME STOPPERS**

- Transfer of funds to Windsor Essex County Crime Stoppers for the sale of bicycles

v) **BURSARIES AND SCHOLARSHIPS**

- Annual bursaries and scholarships with the University of Windsor and St. Clair College

4. APPLICATION ASSESSMENT CRITERIA:

4.1 Requests for funding will be evaluated according to the following criteria:

- 4.1.1 Falls within one of the five delegated categories
- 4.1.2 Proposes clear, measurable objectives and benefits
- 4.1.3 Involves both community partners and the Windsor Police Service
- 4.1.4 Clearly indicates how funded initiatives will be evaluated
- 4.1.5 Where appropriate, applicants must indicate how they propose to sustain the initiative after Board funding has been utilized

5. APPLICATION PROCEDURES:

5.1 Request for funding must be made in writing, signed and forwarded to the Chair of the Board.

5.2 In addition to the requirements stated in the Application Assessment Criteria section, requests must include:

- 5.2.1 Project/initiative mandate
- 5.2.2 Budget
- 5.2.3 Timelines for completion
- 5.2.4 One or more letters of support

6. ADMINISTRATION

6.1 It is the policy of the Board with respect to the administration of the Special Fund that:

- 6.1.1 All approval of funding is subject to the availability of funds as outlined in this policy
- 6.1.2 All requests for funding, except for initiatives that have been granted standing authority, will be considered as part of the Board's public agenda
- 6.1.3 The Board will not commit to recurring donations or to the ongoing funding of particular initiatives/projects. The approval of funding for a particular purpose will not be considered as a precedent which binds the Board
- 6.1.4 The Special Fund will not support retroactive funding of events that have already taken place
- 6.1.5 Recipients of funding will be advised that as a condition of receiving funds, they must file a report that accounts for and evaluates the effectiveness of

the event or project which was funded, the use of the funds, and further, they must return any unexpended monies

- 6.1.6 Recipients of funding must provide this report to the Board within 60 days of the conclusion date noted in their application
- 6.1.7 The Board, on a case-by-case basis, may consider exceptions to this policy. Exceptions must be clearly stated in the Board report requesting funding
- 6.1.8 The Board will receive a semiannual financial report of the Special Fund account
- 6.1.9 All funds committed require the majority support of the Board

7. IMPLEMENTATION

7.1 Windsor Police Service Board Policy – FIN-06 and any policies, section or policies of the Board inconsistent with the provisions of this Policy are hereby repealed on March 20, 2025.

7.2 This Policy shall come into force on March 20, 2025.

ADOPTED AND PASSED this 20th day of March 2025.

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Chair

Date

Date

ITEM: 10.2

HONOUR IN SERVICE



Date: March 3, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Jason Crowley

Re: **2025 WPS Auxiliary Swearing- In Ceremony**

Dear Chair and Members of the Police Service Board,

Please see the attached 2025 WPS Auxiliary Swearing-In Ceremony Memorandum.

Sincerely,

A handwritten signature in black ink, appearing to read "JC", which is the signature of Jason Crowley.

Jason Crowley
Deputy Chief Operations
Windsor Police Service

Attachment: 2025 WPS Auxiliary Swearing In Ceremony



WINDSOR POLICE SERVICE

Chief's Executive Office

Chief J. Bellaire
Deputy Chief J. Crowley
Deputy Chief K. DeGraaf

MEMORANDUM

Date: March 3, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Jason Crowley

Re: 2025 WPS Auxiliary Swearing-In Ceremony

The WPS Auxiliary Patrol is comprised of a group of dedicated individuals who donate numerous volunteer hours to augment and support our sworn officers at various special events throughout the community.

In addition to their volunteer efforts, Auxiliary members conduct foot and bicycle patrols throughout the City of Windsor's many parks and walking trails from early May to the end of October each year. This park patrol provides residents and visitors to the City of Windsor with visible presence and a sense of security while enjoying our parks and trails. With the exception of their paid time for patrolling our parks, our Auxiliary Officers receive no other remuneration.

In previous years, the Windsor Police Services Board generously funded the swearing in ceremony, contributing \$4407 in 2024. Given the current fiscal constraints faced by everyone, we have planned to scale back and simply offer refreshments through a local Tim Hortons, we anticipate the total cost to be \$1500.

Once the date is confirmed, all members of the Board will be invited to attend the Swearing In Ceremony to join in meeting and honouring the Windsor Police Service Auxiliary Police Patrol Unit members.

With respect to the above, I recommend the following resolution:

RESOLVED THAT the Windsor Police Services Board APPROVES the financial support for the 2025 Auxiliary Swearing In Ceremony in the amount of \$1,500.00.

Sincerely,

Jason Crowley
Deputy Chief Operations
Windsor Police Service



THE CORPORATION OF THE CITY OF WINDSOR

WINDSOR POLICE SERVICE BOARD

Mayor Drew Dilkens	Councillor Jo-Anne Gignac	Councillor Jim Morrison	Sophia Chisholm	Mr. Robert de Verteuil	Mr. John Elliott
Chair	Vice-Chair	Member	Member	Member	Member

November 20, 2024

PUBLIC
BR2024-120

RE: Cost Analysis from Ontario Provincial Police (OPP)

The Windsor Police Service Board at the Special Board meeting of November 20, 2024, passed the following resolution with respect to the matter noted above:

BE IT RESOLVED THAT

in order to ensure value for taxpayer dollars spent on policing in the City of Windsor, the Windsor Police Service Board make a request to the Ontario Provincial Police (OPP) to provide a full comparative cost analysis of providing services - as they are currently provided - by the Windsor Police Service.
--

Norma Coleman
Administrative Director
Windsor Police Service Board



Thomas Carrique

Commissioner Le Commissaire

File #: OPP-7900

February 7, 2025

Mr. Drew Dilkins
Chair
Windsor Police Service Board
150 Goyeau Street
PO Box 60
Windsor ON N9A 6J5

Dear Mr. Dilkins:

Thank you for your letter requesting assistance from the Ontario Provincial Police (OPP) in relation to a full efficiency review and cost analysis of the services provided by the Windsor Police Service.

The OPP is open to discussing this matter further. Superintendent Steve Ridout, Commander, Municipal Policing Bureau, is the contact and can be reached at 705-329-7519 or at Steve.Ridout@opp.ca.

Additionally, the OPP website includes resources such as the [Calls for Service estimate form](#) and the [2015-2024 Cost by Municipality](#), which could help you with a comparison.

The OPP appreciates the cooperative relationship shared between our organizations.

Yours truly,

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a smaller 'S' and a final flourish.

Thomas Carrique, C.O.M.

c: Chief Jason Bellaire, Windsor Police Service
Mr. Mario Di Tommaso, Deputy Solicitor General, Community Safety
Mr. Ryan Teschner, Inspector General of Policing
Provincial Commander, Investigations and Organized Crime
Commander, Investigation and Support Bureau



ITEM: 10.4



March 20, 2025

TO: Members of the Windsor Police Service Board

FROM: Administrative Director

RE: Kidney Foundation of Canada – Windsor & District Chapter
Sponsorship Request – Celebrity Men 2025 event

A request for sponsorship has been received from the Kidney Foundation of Canada – Windsor & District Chapter, for their upcoming event in May 2025. The event, Celebrity Men 2025, will be held on Thursday, May 22, 2025, and will feature local male celebrities who have been touched by kidney disease. The evening will feature a fashion show, hors d'oeuvres, a silent auction, as well as additional activities, and proceeds from the event will support vital programs and research related to kidney disease.

There are four sponsorship levels available (Appendix "A") for the Board's consideration.

APPENDIX “A”

Kidney Foundation of Canada (Windsor & District Chapter)

Celebrity Men 2025 (May 22, 2025)

Sponsorship Opportunities

Bronze Sponsor: \$1,000.

Includes:

- Company logo on event day slide show
- Thank you, signage, with logo
- Two (2) complimentary tickets to the event
- Quarter-page ad in the event program OR a minimum of 2 mentioned on Kidney Foundation local Facebook page

Silver Sponsor: \$2,500.

Includes:

- Company logo on event day slide show
- Thank you, signage, with logo
- Company logo on posters
- A minimum of two mention on Kidney Foundation local Facebook page
- Four (4) complimentary ticket to the event
- Quarter-page ad in the event program

Gold Sponsor: \$5,000.

Includes:

- Company logo on event day slide show
- Thank you, signage, with logo
- Company logo on print ads
- Company logo on all marketing materials (posters, tickets, save the date cards)
- A minimum of 4 mentions on Kidney Foundation local Facebook page and 1 mention on the provincial channels
- Six (6) complimentary tickets to the event
- Half-page ad in the event program

Diamond Sponsor: \$10,000

Includes:

- Company logo on event day slide show
- Thank you signage with logo
- Recognition on local radio ads and company logo on print ads
- Company logo on all marketing materials (posters, tickets, save the date cards)
- A minimum of 5 mentions on Kidney Foundation local Facebook page and 1 mention on the provincial channels
- Six (6) complimentary VIP* tickets to the event
- Full-page ad in the event program
- Podium acknowledgement and speaking opportunity with cheque presentation on event day
- Opportunity to display own signage at the event



**WINDSOR
POLICE
SERVICE**

Patrol Services

Superintendent J. Lawrence
E911 Director L. Smith
Inspector A. Randall
Inspector J. Crosby
Inspector R. Wilson

MEMORANDUM

Date: March 3, 2025
To: Chief Jason Bellaire
From: Director Laura Smith
Re: NG911 New Deadline from CRTC

The Canadian Radio-television and Telecommunications Commission (CRTC) requested that CRTC Interconnection Steering Committee (CISC) Emergency Services Working Group (ESWG) file status reports on the transition to NG911. The summary report ultimately concluded that national compliance would not be achieved under the current schedule and deadline.

The CRTC advised that based on the public record of this proceeding, the Commission considers that additional time to complete the transition to NG9-1-1 is necessary and in the public interest. In extending the deadline, the Commission is helping to ensure that Canadians do not lose access to 9-1-1 services, while also maintaining incentives for other key 9-1-1 stakeholders to continue their rapid transition efforts and minimizing financial impact on telephone service providers. Accordingly, the Commission is setting a **revised deadline of 31 March 2027 for the transition to NG9-1-1.**

The Windsor Police Service has been compliant and fully prepared and ready to transition for some time. Any delays have been and continue to be due to vendor actions and availability.

Sincerely,

A handwritten signature in cursive script that reads "Laura Smith".

Director Laura Smith

HONOUR IN SERVICE



Date: March 6, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Jason Crowley

Re: Request for Reward – Diane Dobson Cold Case

In February of 2025, a pilot project for the newly established Cold Case Review Team within the Windsor Police Major Crime Unit was formed. This team was formed to investigate unsolved crimes, with a primary focus on homicides, missing persons, and violent sexual assaults. The team's efforts included reviewing historical evidence, re-examining witness statements, and utilizing advancements in forensic technology to uncover any new leads in an attempt to resolve these unresolved cases. Through review, investigators established that the homicide of Diane Dobson contained investigative avenues that could lead to both solvency and arrest of a suspect.

Diane Dobson 1958-08-30 was located deceased in the area of 4700 Water Street, in the City of Windsor on February 15th, 1995, at approximately 1:30pm. Investigation revealed that DOBSON died as a result of numerous blunt force traumas to the head.

Dobson was last seen on February 14th, 1995, at the intersection of Prince and Myrtle in the City of Windsor.

Investigators believe that Dobson was murdered at an area separate of the location where the body was discovered. This conclusion was made due to the small amount of blood at the scene and the fact that the deceased was found not wearing shoes. Further, Dobson was found to have plant material on her hand associated to a species of plant not native to Ontario. This was identified as a "houseplant" variety, leading investigators to believe Dobson was indoors when she was murdered.

A media release took place on Friday, February 14th, 2025, in an effort to stimulate public interest and potentially bring forward further tips and information.

The request of the Windsor Police Service Board is to provide a reward to a maximum of \$20,000 for information determined to contribute in a meaningful way to the identification of the perpetrator of this crime. This request is consistent with BR2023-122 which is attached.

Based on the information outlined above, I recommend the following resolution:

RESOLVED THAT

The Windsor Police Service Board APPROVES reward, to a maximum of \$20,000.00 for information leading to the arrest of the person(s) responsible for the murder of:

1. Diane Dobson – February 14, 1995



Jason Crowley
Deputy Chief Operations
Windsor Police Service



THE CORPORATION OF THE CITY OF WINDSOR

WINDSOR POLICE SERVICES BOARD

Mayor Drew Dilkens
Chair

Councillor Jo-Anne Gignac
Vice Chair

Mr. Robert de Verteuil
Member

Ms. Sophia Chisholm
Member

Mr. John Elliott
Member

PUBLIC
BR2023-122

December 14, 2023

Dear Chief Bellaire,

RE: Renewal Extension and Increase Request – Various Homicides

The Windsor Police Services Board approved the following resolution relating to the above-captioned matter on December 14, 2023:

RESOLVED THAT	The Windsor Police Services Board APPROVES rewards, to a maximum of \$20,000.00 each, for information leading to the arrest of the person(s) responsible for the murder of: <ol style="list-style-type: none">1. Kirk KNIGHT – January 10, 19802. Geraldine BUTTERFIELD – May 25, 20193. Jerome ALLEN – October, 2018
FURTHER RESOLVED THAT	The Windsor Police Services Board APPROVES a reward in the amount of \$40,000.00 for information leading to the arrest of the person(s) responsible for the murders of <ol style="list-style-type: none">1. Debileanne WILLIAMSON and Xavier RUCKER2. Marlene SWEET and Jason SWEET
FURTHER RESOLVED THAT	The portion, if any, of the reward to be paid shall be determined by the Board after consultation with the Chief of Police. This consultation shall be for the purpose of examining the value of the information received and the number of claimants
FURTHER RESOLVED THAT	The reward offer is to expire December 31, 2025.

Sincerely,
Windsor Police Services Board

A handwritten signature in black ink, appearing to read 'Alex George', with a long horizontal stroke extending to the right.

Alexandra George, Administrative Director

CC:
Deputy Chief Frank Providenti
Deputy Chief Jason Crowley
A/Deputy Chief Karel DeGraaf



THE CORPORATION OF THE CITY OF WINDSOR

WINDSOR POLICE SERVICE BOARD

Councillor Jo-Anne Gignac
Chair

Sophia Chisholm
Vice Chair

Councillor Jim Morrison
Member

Mayor Drew Dilkens
Member

Robert de Verteuil
Member

John Elliott
Member

David Hammond
Member

March 20, 2025

TO: MEMBERS OF THE WINDSOR POLICE SERVICE BOARD
FROM: ADMINISTRATIVE DIRECTOR
RE: CHIEF OF POLICE RETIREMENT

The following motion is being put before the Windsor Police Service Board for consideration:

BE IT RESOLVED THAT the Windsor Police Service Board accept the formal notice of retirement received from Chief Jason Bellaire by letter dated February 5, 2025.



WINDSOR POLICE SERVICE

JASON BELLAIRE
Chief of Police

JASON CROWLEY
Deputy Chief
Operations

KAREL DEGRAAF
Deputy Chief
Operational Support

P.O. BOX 60
WINDSOR, ON N9A 6J5
PH. (519) 255-6700

info@windsorpolice.ca
www.windsorpolice.ca

February 5, 2025

Ms. Joanne Gignac
Chair, Windsor Police Service Board
Via email to jgignac@wpsboard.ca

Dear Chair Gignac,

As discussed, I am sending this correspondence to advise the Windsor Police Service Board (WPSB) of my decision to retire in November of this year (2025). I intend to fulfill my duties and obligations up until the official date of my retirement and want to reassure you and the WPSB that I will continue to actively lead the Windsor Police Service until my scheduled departure.

It has truly been an honour to serve in my current and previous roles at the Windsor Police Service and I wish to thank you, former Chair Mayor Dilkens and the other members of the WPSB for your support over the years. As mentioned, I will always make myself available to you and the WPSB after my retirement should my knowledge or perspective be helpful.

Sincerely,

Jason Bellaire
Chief of Police
Windsor Police Service

Cc: ncoleman@windsorpolice.ca



WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: Process of Selecting Chief and Deputy Chiefs		Policy Number: HR-002
Responsible Manager: Administrative Director	Review Schedule: 3 Years	Effective Date: September 1, 2024
Repeals: HR – 02, July 22, 2021	Reporting:	Next Review Date: September 2027

1. PREAMBLE:

1.1 AS 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 AS 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 AS O. Reg. 392/23: Adequacy and Effective Policing (General) ("the Adequacy Regulation") prescribes standards for adequacy and effectiveness of police services;

1.4 AND AS subsection 37 (1)(d) provides that a police service board shall 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;

1.4 AND AS the Board deems it expedient to enact this Policy to ensure that the process of selecting the chief of police and any deputy chief of police is fair, transparent, equitable and consistent;

THE WINDSOR POLICE SERVICE BOARD ADOPTS 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;

2.2 “Board” means the Windsor Police Service Board;

2.3 “Chief” means the Chief of Police of the Windsor Police Service;

2.4 “Deputy” means the Deputy Chief of the Windsor Police Service;

2.74 “Service” means the Windsor Police Service.

3. POLICY:

3.1 The Board is committed to ensuring the effective management of the Windsor Police Service by its leadership.

3.2 The Board is committed to ensuring that the recruitment and appointment process for the Chief of Police and any Deputy Chief of Police is fair and transparent.

3.3 The Board is committed to ensuring that there is a good working relationship between the Board and the Chief of Police and any Deputy Chief of Police.

3.4 The Board expects the Chief of Police and any Deputy Chief to serve as role models for Service Members, demonstrating the values and principles of the Service.

3.5 The Board will place emphasis on Chief or Deputy’s ability to represent the Service’s values, to communicate effectively with Service Members, Board Members and the public, as well as on their professional excellence.

3.6 The Board is committed to recruiting and selecting individuals for the Chief of Police and Deputy Chief of Police positions who are the most qualified based on an assessment of their demonstrated skill, competence, experience, training, education and ability to meet the job requirements.

3.6.1 Other important criteria in the selection process includes: candidates who share the philosophy, vision, mission and mandate of the Service. Candidates for these positions may be from current Windsor Police Service members or from an outside Service.

3.7 The Board provides equitable treatment and accommodation to ensure barrier-free employment in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. Any candidate may request accommodation related to the protected grounds at any stage of the hiring process – application, assessment, and placement.

4. PROCEDURE:

4.1 RECRUITMENT

4.1.1 The Board shall determine the method of recruitment - full recruitment, internal recruitment or by appointment - by which a vacancy of Chief of Police or Deputy is to be filled.

4.1.2 The Board will ensure that the recruitment process is consistent with the Board's Equity, Diversity and Inclusion Plan, to ensure that the selection of candidates is free from bias or prejudice on the grounds of race, sex, place of origin, sexual orientation, age, disability and socio-economic status, and to ensure that the candidates selected will uphold the values expressed in the plan.

4.2 The Board may choose, at its discretion, to undertake a recruitment based on the priorities and needs of the Service as determined by the Board in one of the following ways:

4.2.1 A full recruitment and selection process which is both internal and external in nature.

4.2.2 Limit the advertisement of the position to candidates within the Windsor Police Service only.

4.2.3 Outright appointment of a candidate to the position.

4.3 If the Board decides to undertake an appointment process, the Board should ensure persons to be appointed:

4.3.1 Meet each essential qualification of the position as determined by relevant legislation, past and current position requirements and all relevant policy.

4.3.2 Meet any operational requirements and/or current organizational needs.

4.4 Should the Board decide to undertake a full competitive recruitment and selection process, the following procedures will be followed:

4.4.1 The Board will establish the requirements for the positions of Chief of Police and Deputy Chief of Police by which the position posting shall be created and candidates will be assessed. These will include:

a) A list of essential qualifications and experience necessary for consideration for the role of Chief of Police or Deputy Chief of Police.

b) A list of competencies that shall be used to screen candidates, develop interview questions and assess candidates.

4.4.2 Recruitment for the position of Chief of Police or Deputy Chief of Police will be posted internally within the Windsor Police Service and externally on various online job boards and appropriate publications.

4.4.3 All candidates, whether internal or external, will be treated in the same manner and proceed through the same objective process.

4.4.4 The Board will determine the composition of the Selection Committee. The Board may also engage an external recruitment service to support any step in the recruitment and selection process.

4.4.5 The role of the Selection Committee will be to develop the job posting based on the skills, experience and competencies established by the Board. They will screen candidates, develop interview questions, interview and assess candidates, and conduct reference checks of identified candidates.

4.4.6 All individuals of the Selection Committee will be instructed on the importance of recognizing biases, the purpose and components of the objective recruitment process, and the structured screening and interview process.

4.4.7 The Board may engage a third-party to consult the public with respect to the qualities and characteristics of a new Chief of Police or Deputy Chief of Police to assist in the development of the job posting and subsequent interview questions.

4.5 APPLICANT SCREENING

4.5.1 Applicants will be screened based on the selection criteria outlined in the job posting. Those that meet the criteria will be invited to continue in the recruitment process including in-person interviews.

4.5.2 Individuals selected for interviews will be required to submit a completed Attestation Form which will ensure a full review of the work history and identify any areas for further review.

4.6 INTERVIEW PROCESS

4.6.1 Structured interviews will be conducted by the Selection Committee using predetermined interview questions for all candidates. The goal of this objective assessment is to confirm experience and education, other complementary skills, and overall values that align with the Windsor Police Service based on the competencies and qualifications contained in the position posting.

4.6.2 There will be a mixture of behavioural and situational interview questions that will be designed to determine the candidate's suitability to assume a leadership role within the Service. The same questions will be used for each candidate interviewing for the same position.

4.6.3 The candidate's Attestation Form will be reviewed with them as part of the interview process. Any areas of concern will be identified and may generate additional questions. These questions will be compliant with the Human Rights Code and other relevant legislation.

4.6.4 If required, a second interview may be scheduled with short-listed candidates. This interview may be informed with behavioural assessments previously conducted with short-listed candidates.

4.7 REFERENCE CHECKS

4.7.1 Confidential reference checking will be conducted and may include a candidate's current commanding officer, former commanding officer, colleagues or subordinates. The identification of references will be done in a manner that does not adversely impact the candidate's current employment. A candidate may also be requested to provide recent performance evaluations, commendations, or records of discipline as part of the overall assessment of their suitability for the position.

4.8 SELECTION

4.8.1 Upon completion of the recruitment, interview and reference check process, the Selection Committee will make a recommendation to the Board. The final decision rests with the Board. An offer of employment will be drafted by the City of Windsor Legal and Human Resources Departments and will be presented to the candidate(s).

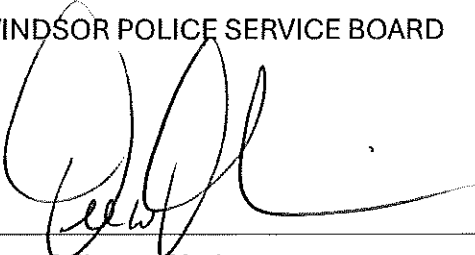
5. IMPLEMENTATION

5.1 Policy HR-02, July 22, 2021 and any other policies, sections of policies of the Board inconsistent with this Policy are repealed effective August 29, 2024.

6.2 This Policy shall come into force on September 1, 2024.

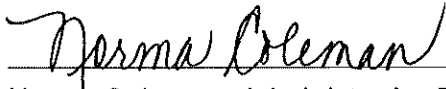
ADOPTED AND PASSED THIS 29th day of August 2024

WINDSOR POLICE SERVICE BOARD



Drew Dilkens, Chair

Sept 3/24
Date:


Norma Coleman, Administrative Director

Sept. 3, 2024
Date:

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

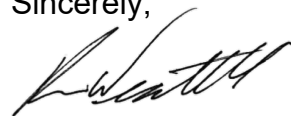
SUBJECT: **Amendments to the *Cannabis Control Act, 2017*
through the *Safer Streets, Stronger Communities Act,*
2024**

DATE OF ISSUE:	January 2, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0001
PRIORITY:	Normal

At the request of the Ministry of the Attorney General's Policy Division, I am sharing a communication to advise that on December 4, 2024, the [Safer Streets, Stronger Communities Act, 2024](#) received Royal Assent and enacted amendments to the *Cannabis Control Act, 2017*, which created a new prohibition on advertising or promoting the sale of illegal cannabis.

For further information, please review the attached memo from Assistant Deputy Attorney General Jane Mallen, Policy Division, Ministry of Attorney General. If you have any questions, please contact Julie Lessard, Manager, Regulatory Agency Oversight Policy Unit, MAG at Julie.Lessard@ontario.ca.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

**Ministry of the
Attorney General**

Office of the Assistant Deputy
Attorney General

Policy Division

McMurtry-Scott Building
720 Bay Street, 3rd Floor
Toronto ON M7A 2S9

Tel: 416 212-5365
Fax: 416 326-2699

**Ministère du
Procureur général**

Bureau du sous-procureur
général adjoint

Division des politiques

Édifice McMurtry-Scott
720, rue Bay, 3^{ème} étage
Toronto ON M7A 2S9

Tél. : 416 212-5365
Télec. : 416 326-2699



MEMORANDUM TO: Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division
Ministry of the Solicitor General

DATE: December 30, 2024

FROM: Jane Mallen,
Assistant Deputy Attorney General

RE: Prohibition on advertising or promoting of cannabis sold
unlawfully in Force December 4, 2024.

This memorandum is to provide information about a new prohibition on advertising or promoting the sale of illegal cannabis. The changes came into force on December 4, 2024.

The [Safer Streets, Stronger Communities Act, 2024](#) received Royal Assent on December 4, 2024. Schedule 1 of the Act made amendments to the *Cannabis Control Act, 2017* (CCA) to enact a new section 8.2 with the goal of combatting the illegal cannabis market, including illegal online and in-person sales.

On December 4, 2024, section 8.2 of the CCA came into force:

8.2 No person shall knowingly advertise or promote the sale of cannabis by a person or entity that is not authorized to produce, sell or distribute cannabis under this Act or the *Cannabis Act* (Canada).

Contravention of the new prohibition constitutes a provincial offence under section 22 of the CCA. Section 23 of the [CCA](#) establishes the following penalties an individual or corporation may be subject to on conviction:

For an individual (s. 23(2) CCA):

- on a first conviction, a fine between \$10,000 and \$250,000, a term of imprisonment of up to two years less a day, or both.

- on a subsequent conviction, a fine between \$5,000 and \$100,000 for each day or part of a day on which the offence occurs or continues, a term of imprisonment of up to two years less a day, or both.

For a corporation (s. 23(3) CCA):

- on a first conviction, a fine between \$25,000 and \$1,000,000.
- on a subsequent conviction, a fine between \$10,000 and \$500,000 for each day or part of a day on which the offence occurs or continues.

I would ask that you please bring this memorandum to the attention of the policing community. For more information, or if you have any questions, you may contact Julie Lessard, Manager, Regulatory Agency Oversight Policy Unit, Ministry of the Attorney General at Julie.Lessard@ontario.ca .

Thank you for your assistance in communicating these changes.

Sincerely,

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

Jane Mallen
Assistant Deputy Attorney General

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Reduce Impaired Driving Everywhere (RIDE) Grant
Call for Applications (2024-25)**

DATE OF ISSUE:	January 10, 2025
CLASSIFICATION:	For Action
RETENTION:	February 7, 2025
INDEX NO.:	25-0002
PRIORITY:	Normal

I am pleased to advise that the Ministry of the Solicitor General is now accepting applications for the **Reduce Impaired Driving Everywhere (RIDE) Grant for 2024-25**.

The RIDE Grant is available to police services in Ontario, including municipal and First Nations police services, as well as municipalities policed by the Ontario Provincial Police (OPP). It is expected that, in addition to this RIDE Grant funding, successful applicants will also engage in their own routine spot checks. This funding must be used exclusively for sworn officers' overtime or paid duty assignments.

For the current call for applications, the ministry is launching a one-year grant cycle for 2024-25.

All applications will be reviewed against the number of applicants and the funding grid outlined in the Grant Guidelines.

In accordance with the terms of funding, a transfer payment agreement must be executed between the ministry and the recipient (Police Service Board, First Nation Band Council or Municipality), as applicable, and must be signed before reimbursement is received. All reporting requirements must be submitted to the ministry within the established timeframes to reimburse the recipient. Financial reimbursement to the recipient only occurs after the end of the program year, following the submission of the RIDE Grant final reports.

Eligible applicants may submit one application per police service (Municipal and First Nations police services). Similarly, municipalities policed by the OPP may submit one joint application per OPP detachment.

The application form is accessible on Transfer Payment Ontario (TPON). **All applications must be submitted through TPON by 4:00 p.m. Eastern Standard Time on February 7, 2025.**

NEW: For all OPP-policed municipalities, applications must be reviewed by the OPP's Grant Support Team at OPP.Grant.Support.Team@OPP.ca prior to submission in Transfer Payment Ontario (TPON). Applications must be submitted through the municipality's TPON account.

Late submissions will not be considered for funding. More details on the application process, including accessing the application and applying through TPON, are outlined in the attached Grant Application Instructions & Guidelines.

Please direct all inquiries regarding the RIDE Grant and/or application process to Yoko Iwasaki at Yoko.Iwasaki@ontario.ca and Amanda Scrivo at Amanda.Scrivo@ontario.ca.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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



Ministry of the Solicitor General

Application Instructions & Guidelines

Grant Program: **Reduce Impaired Driving Everywhere
(RIDE) Grant**

Grant Term: **2024-25 (one year)**

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INTRODUCTION

The Ministry of the Solicitor General (ministry) is pleased to present the 2024-25 RIDE Grant.

The Government of Ontario established the RIDE Grant to provide funding to police services/boards to enhance local enforcement capabilities and to ensure a year-round provincial program to conduct RIDE spot check activities. The RIDE Grant assists police services/boards in offsetting their staff costs for implementing RIDE programs of sobriety checks in their jurisdictions.

For the current call for applications, the ministry will offer the RIDE Grant as a one-year program.

This document outlines the grant process and contains important information on the eligibility criteria and application review process to assist applicants to complete and submit the RIDE Grant application.

ELIGIBILITY CRITERIA

Who is Eligible

Funding is available to:

- Municipal and First Nations Police Services;
- Municipalities policed by the Ontario Provincial Police (OPP).

NEW: For all OPP-policed municipalities, applications must be reviewed by the OPP's Grant Support Team at OPP.Grant.Support.Team@OPP.ca prior to submission in Transfer Payment Ontario (TPON). In addition, applications **must be submitted through the municipality's TPON account.**

- Municipalities that receive policing from the same OPP detachment that wish to apply for grant funding will be required to submit **one joint application** (per detachment) and must identify a lead municipality who will be responsible for submitting the application on TPON.

What is Eligible

- Grant funding must be used exclusively for sworn officers' **overtime or paid duty** assignments for street-level enforcement activities in relation to the RIDE Grant (e.g., RIDE check stops).
- Sworn officers may include but are not limited to Approved Screening Device (ASD), Standardized Field Sobriety Testing (SFST), and/or Drug Recognition Expert (DRE) trained officers.

What is NOT Eligible

- Overtime, paid duty assignments and other RIDE activities by civilian or auxiliary officers is not eligible for funding.

FUNDING

Funding under the RIDE Grant will be available for a one-year period (2024-25). Eligible police services/boards and OPP-policed municipalities can submit applications for funding which must be used exclusively for sworn officers' overtime or paid duty assignments for street-level enforcement activities in relation to the RIDE Grant (e.g., RIDE check stops)

Approved applicants will be provided with a funding allocation (maximum funds) for fiscal year 2024-25, ending March 31, 2025.

Please note that the funding allocation for the fiscal year must be spent within the period (e.g., spent on activities taking place between April 1, 2024, and March 31, 2025). Unspent allocations will not be paid.

Financial reimbursement only occurs after the end of the program year, following the submission of the RIDE Grant final reports. All reporting requirements must be submitted to the ministry within the established timeframes in order to be reimbursed.

APPLICATION REVIEW & ASSESSMENT

All applications submitted by the deadline that meet the eligibility criteria will be reviewed by the ministry. Funding allocations will be determined based on the number of applications and the RIDE funding outlined below. Successful projects are subject to the Solicitor General's approval.

RIDE Funding Grid

Sworn Officers Range*	Maximum Allocation**
1-10	\$7,200.00
11-25	\$9,400.00
26-50	\$13,800.00
51-100	\$16,000.00
101-200	\$25,000.00
201-500	\$38,000.00
501-999	\$45,000.00
1,000+	Allocation to be determined on an individual basis.
<i>*Based on the total sworn officers/FTE at the OPP detachment level, municipal, or First Nation police service.</i>	
<i>**Allocations may increase/decrease depending on the number of applicants.</i>	

CONTRACTUAL AGREEMENT

As a requirement of providing funding, the ministry will enter into a Transfer Payment Agreement (TPA) with the respective police service board or municipality. Once the TPA is signed, the funds will be disbursed based on the reporting/payment schedule outlined in the TPA. The project funds must be used for the purposes described in the application and according to the terms of the TPA.

Standard government procedures regarding grants (as outlined in the Treasury Board Transfer Payment Accountability Directive) will be followed. The TPA will outline:

- Purpose for which the grant will be used;
- Commitments to be undertaken or specific activities to support the application;
- Final reporting dates and requirements; and,
- Funding disbursement schedule.

APPLICATION SUBMISSION

All applications **must be submitted through Transfer Payment Ontario (TPON) by 4:00 p.m. EST on February 7, 2025**. Submissions that are late or incomplete will not be considered for funding. No exceptions will be permitted.

For OPP-policed municipalities:

- Municipalities that receive policing from the same OPP detachment that wish to apply for RIDE Grant funding will be required to submit a joint application per OPP Detachment, identifying a lead municipality to submit through TPON.
 - **Note:** OPP-policed municipalities submitting applications per OPP Detachment must do so through the lead municipality's account on TPON.
 - **Reminder:** For all OPP-policed municipalities, applications must be reviewed by the OPP's Grant Support Team (GST) via OPP.Grant.Support.Team@OPP.ca prior to submission in TPON.

More details on the application process, including accessing the application and applying through TPON, are outlined in "[TPON Instructions for Application Submission](#)".

MINISTRY CONTACT

If you have any questions regarding the RIDE Grant, please contact Yoko Iwasaki at Yoko.Iwasaki@ontario.ca and Amanda Scrivo at Amanda.Scrivo@ontario.ca

For questions related to Transfer Payment Ontario (TPON), including assistance with registration and the intake form, please contact [Transfer Payment Ontario Client Care \(see below\)](#)

TPON INSTRUCTIONS FOR APPLICATION SUBMISSION

Transfer Payment Ontario (<https://www.tpon.gov.on.ca/tpon/psLogin>) is the Government of Ontario's online transfer payment management system. It provides one window access to information about available funding, how to submit for Transfer Payment (TP) funding, and how to track the TP status of your submission.

Getting Started

- **NOTE:**
 - **Effective December 16, 2024:** TPON has moved to the cloud. Applicants will have access to TPON using a new website address (<https://www.tpon.gov.on.ca/tpon/psLogin>). To minimize disruptions, the old URL will redirect you to the new website. Other than the new URL, there are no other changes to the TPON system.
 - Effective April 17, 2023, TPON changed the way you access Transfer Payment Ontario. You will need to Create a My Ontario Account for the first time if you have not done so already.
 - For more information: See the Creating a My Ontario Account [guide](#) and [video](#).
- All organizations must be registered with Transfer Payment Ontario in order to submit the intake form to request funding for this TP program.
 - The form must be submitted online through Transfer Payment Ontario.
- **For both existing and new users to TPON:** please use the link below to gain access to the Government of Ontario's online transfer payment management system.
 - [Transfer Payment Ontario](#)

NOTE: Google Chrome web browser and Adobe Acrobat Reader DC are required to access funding opportunities and download required forms from TP Ontario. For more information and resources visit the [Get Help](#) section of our website.

Technical Support

Transfer Payment Ontario Client Care support for external users is available from Monday to Friday 8:30 a.m. to 5:00 p.m., except for government and statutory holidays, at:

- Toll-free: 1-855-216-3090
- TTY: 416-325-3408
- Toll-free TTY: 1-800-268-7095
- Email: TPONCC@ontario.ca

Ministry of the Solicitor General

Public Safety Division

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3Telephone: (416) 314-3377
Facsimile: (416) 314-4037**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor
12^e étage
Toronto ON M7A 2H3Téléphone: (416) 314-3377
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MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Service Boards

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Proposed Regulation Description under the
*Accommodation Sector Registration of Guests Act,
2021***

DATE OF ISSUE:	January 17, 2025
CLASSIFICATION:	For Action
RETENTION:	February 12, 2025
INDEX NO.:	25-0003
PRIORITY:	Normal

I am sharing this communication to advise that a description of a proposed regulation under the *Accommodation Sector Registration of Guests Act, 2021* is available on the Ontario Regulatory Registry for public and stakeholder input and feedback. The posting will be available until February 12, 2025.

For further information, please review the attached memo from Sarah Caldwell, Assistant Deputy Minister, Strategic Policy Division (SPD), Ministry of the Solicitor General (SOLGEN). If you have any questions, please contact Nicole Rogers, Manager, Community Safety Policy Unit, SPD, SOLGEN at Nicole.Rogers@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weatherill".

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

Ministry of the Solicitor General

Strategic Policy Division

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MEMORANDUM TO: Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

FROM: Sarah Caldwell
Assistant Deputy Minister
Strategic Policy Division

DATE: January 15, 2025

SUBJECT: Ontario Regulatory Registry (ORR) Posting regarding the
Accommodation Sector Registration of Guests Act, 2021

This memorandum is to advise the policing community that there is a regulatory posting available for public and stakeholder input on the Ontario Regulatory Registry (ORR), concerning the *Accommodation Sector Registration of Guests Act, 2021* (ASRGA).

The ASRGA was passed in 2021 as part of Ontario's Anti-Human Trafficking Strategy and is intended to replace the *Hotel Registration of Guests Act*. The ASRGA seeks to combat human trafficking in the accommodation sector, which is a commonly used source for traffickers. Once in force, the ASRGA would require accommodation providers to keep specified guest information in a register, as well as clarify police powers to access that register (e.g., production order and urgent demand powers).

The proposed regulation, if made, would provide police services with operational clarity in relation to urgent demands for records in the accommodation sector and the related reporting requirements. Additionally, the proposed regulation would define the businesses that must maintain a register, what information must be recorded in the register, and how long the information must be retained.

Your feedback will be invaluable to the regulatory development process. We encourage police services to learn more about the proposal at [Proposed New Regulation under the Accommodation Sector Registration of Guests Act, 2021](#). The posting will be available for comment until February 12, 2025. It should be noted that draft regulations are subject to change based on consultation and final approval.

Thank you, as always, for your continued support.

Sincerely,

A handwritten signature in blue ink, appearing to read 'A Caldwell', is positioned below the word 'Sincerely,'.

Sarah Caldwell
Assistant Deputy Minister
Strategic Policy Division
Ministry of the Solicitor General

CC:

Sheela Subramanian, Director, Community Safety and Intergovernmental Policy
Branch Nicole Rogers, Manager, Community Safety Policy Unit, Community Safety
and Intergovernmental Policy Branch

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Recommended Best Practices and Requirements to
Support Enforcement of the *Provincial Animal Welfare
Services Act, 2019***

DATE OF ISSUE:	January 20, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0004
PRIORITY:	Normal

Further to All Chiefs Memorandum 19-0093 issued on December 19, 2019, regarding the [Provincial Animal Welfare Services Act, 2019](#) (PAWS Act), I am writing to share guidance on recommended best practices and requirements to support enforcement of the PAWS Act; specifically, police taking possession of animals in distress and the requirement to notify Animal Welfare Services (AWS).

Effective January 1, 2020, the PAWS Act came into force creating a new provincial animal welfare enforcement model. The Ministry of the Solicitor General established the AWS Branch, with a Chief Animal Welfare Inspector who in turn appointed animal welfare inspectors across the province.

Police officers and First Nation Officers have authority under section 60 of the PAWS Act to exercise the powers of an animal welfare inspector in relation to animals in distress and the investigation of offences.

Taking Possession of Animals in Distress

Amongst other authorities, section 60 of the PAWS Act provides that police and First Nation Officers may exercise the powers of an animal welfare inspector under section 31 (taking possession of animals in distress). An animal may be removed where a veterinarian has advised that relieving the animal's distress necessitates its removal; where there are reasonable grounds for believing that an animal is in distress and the

owner/custodian cannot be promptly found, or where an animal is in critical distress; and an order respecting the animal has been made and it has not been complied with.

The PAWS Act defines:

“distress” means the state of being,
(a) in need of proper care, water, food or shelter,
(b) injured, sick, in pain or suffering, or
(c) abused or subject to undue physical or psychological hardship, privation or neglect;

“critical distress” means distress that requires immediate intervention in order to prevent serious injury or to preserve life;

Steps Where an Animal is Deemed in Distress

1. Determining whether to take possession of an animal

AWS has inspectors available on call to provide guidance and support, 24/7. It is encouraged that police officers and First Nation Officers contact AWS for information and support prior to removing the animal. An AWS inspector may be reached upon request when contacting the call centre at **1-833-9-ANIMAL** (1-833-926-4625).

The AWS inspector can provide advice and assistance in terms of the necessities that may need to be provided to relieve the animal's distress, including, for example, when veterinary care may be required, the scope of that care, and how to obtain these services.

Police services and First Nation Officers that have access to NICHE may wish to consult the database to determine if AWS is actively involved and/or has any pertinent information (e.g., next of kin, current and/or previous AWS involvement, etc.) that may help with the situation.

2. Requirement to provide notice to AWS

Pursuant to section 60 (3) of the PAWS Act, a police officer or First Nation Officer who exercises the power in section 31 to take possession of an animal must promptly notify an animal welfare inspector.

Where this takes place, police officers and First Nation Officers can contact the call centre at **1-833-9-ANIMAL** (1-833-926-4625) and request to speak with an AWS inspector to fulfill this legal obligation. AWS inspectors are available 24/7.

Following this notice, as required pursuant to section 60 (4) of the PAWS Act, an animal welfare inspector shall inspect the animal and determine whether to take possession.

Note: If a police officer or First Nation Officer has not removed an animal pursuant to their legal authority under the PAWS Act, AWS may decline to cover costs that

police services incur while animals are in their possession and AWS may not be able to take possession of the animal. Police services are strongly encouraged to contact an AWS inspector to discuss the provision of necessities and costs.

3. Transporting the animal(s)

Please be prepared to safely transport the animal to a local emergency veterinary clinic for medical care and/or boarding in your region.

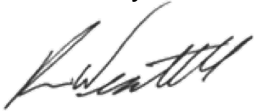
Local kennels or animal control services may also be available for after hours arrival and boarding services.

It is also recommended to contact the call centre at **1-833-9-ANIMAL** (1-833-926-4625) and request to speak with an AWS inspector who may be able to refer you to local services.

Please share this memorandum with police officers and First Nation Officers who may be exercising powers under the PAWS Act.

The ministry looks forward to continuing to work in partnership with you as we implement the provincial animal welfare enforcement model to ensure that animals are protected. Should you have any questions or comments, please contact Melanie Milczynski, Chief Animal Welfare Inspector/Director, Animal Welfare Services at Melanie.Milczynski@ontario.ca.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

Relevant Sections of the Provincial Animal Welfare Services (PAWS) Act

Section 31 of the PAWS Act

Taking possession of animal in distress

31 (1) An animal welfare inspector may remove an animal from the place where it is and take possession of the animal for the purpose of relieving its distress if,

- (a) a veterinarian has advised the inspector in writing that relieving the animal's distress necessitates its removal;
- (b) the inspector has inspected the animal and has reasonable grounds for believing that,
 - (i) the animal is in distress and the owner or custodian of the animal is not present and cannot be found promptly, or
 - (ii) the animal is in critical distress; or
- (c) an order respecting the animal has been made under section 30 and the order has not been complied with. 2019, c. 13, s. 31 (1); 2023, c. 12, Sched. 6, s. 5 (1-3).

Taking possession, animal trained to or participating in fight

(2) An animal welfare inspector may remove an animal from the place where it is and take possession of the animal if the inspector has reasonable grounds for believing that,

- (a) the animal is being trained to fight another animal; or
- (b) the animal is participating or soon will participate in a meeting, competition, exhibition, pastime, display or event at or in the course of which an animal fights another animal. 2019, c. 13, s. 31 (2).

Section 60 of the PAWS Act

Police and First Nation Officer powers

60 (1) Subject to the regulations, a police officer or First Nation Officer may exercise the powers of an animal welfare inspector under sections 28, 29, 31, 32, 33, 41, 42, 43, 44, 47 and 48. 2019, c. 13, s. 71 (5).

Exercise of powers to be reported

(2) A chief of police, or person who is in charge of a group of First Nation Officers, shall report as prescribed to the Chief Animal Welfare Inspector regarding the exercise of powers described in subsection (1) by police officers or First Nation Officers who are under that person's direction. 2019, c. 13, s. 71 (5).

Prompt notice to animal welfare inspector

(3) A police officer or First Nation Officer who exercises the power in section 31 to take possession of an animal shall promptly notify an animal welfare inspector. 2019, c. 13, s. 71 (5).

Inspector to take possession

(4) The animal welfare inspector who is notified under subsection (3) shall inspect the animal and determine whether to take possession of it pursuant to section 31. 2019, c. 13, s. 71 (5).

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Ontario Regulation 87/24 Guidance Document

DATE OF ISSUE:	January 23, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0005
PRIORITY:	Normal

On April 1, 2024, the *Community Safety and Policing Act, 2019* and its regulations came into force.

Ontario Regulation 87/24: Training ([O. Reg. 87/24](#)) prescribes various mandatory recruit and senior/specialized training requirements for police officers and special constables, with the aim of enhancing the standardization and interoperability between police services.

To assist police services, boards, and special constable employers with implementing O. Reg. 87/24, the Ministry of the Solicitor General has developed a **Training Regulation (O. Reg. 87/24) Guidance Document**.

This guidance document provides a plain language description of the regulation and examples of how certain provisions can operate (for example, certain exemption criteria). This will support the sector in understanding what training is required of, and the timelines for, current police officers and special constables who are focused on senior/specialized training, and what is required for new recruits in the months and years to come.

If you have any questions, please do not hesitate to reach out to or contact your respective Police Service Advisor.

Sincerely,

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

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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



Training Regulation (O. Reg. 87/24) Guidance Document

Community Safety and Policing Act, 2019

Developed in alignment with O. Reg. 87/24: As filed on November 7, 2024

Version of Guidance Document: v1.0 (January 23, 2025)

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A. LEGAL DISCLAIMER

This guidance document is based on the Training regulation (O. Reg. 87/24) under the Community Safety and Policing Act, 2019 (CSPA). It is intended to assist police services, boards, and special constable employers with implementing O. Reg. 87/24. This document does not form part of the law. It is not legal advice and is not intended to be a substitute for legal advice.

In the event of any conflict between this guidance document and any statute or regulation, including the CSPA and its regulations, the statute or regulation prevails.

This document is not intended for public consumption, it is intended for police services, boards, and special constable employers. Please do not distribute this document beyond members of the intended organizations.

B. OVERARCHING PROVISIONS & PROCESSES

Terms bolded throughout the document have specific definitions in the regulation, which can be found in the definitions section of this document.

I. What happens if an officer or special constable is required to successfully complete training as a result of this regulation, but they already successfully completed the training before April 1, 2024?

If an individual has successfully completed training before April 1, 2024, that satisfies a requirement to successfully complete training under this regulation, then the individual is not required to re-take the required training after April 1, 2024, solely because they initially successfully completed training before April 1, 2024.¹

*For example, say an officer successfully completed the Communications Centre Supervisor course delivered by the **College** before April 1, 2024. They do not need to re-take the training in order to start or continue the role after April 1, 2024. (Please refer to section XX for further details on the Communications Centre Supervisor course and requirements).*

For example, say an officer successfully completed the Public Order Section Lead (initial training) course before April 1, 2024. They do not need to re-take the initial training course to start or continue their role after April 1, 2024, but they do need to abide by the requalification requirements going forward. (Please refer to section XV for further details on the Public Order Section Lead course and requirements).

¹ O. Reg. 87/24 s. 1 (6).

For example, say an officer successfully completed the Boards and Scribes course before April 1, 2024. This officer does not need to re-take the training in order to start or continue undertaking the responsibility after April 1, 2024, because they have already met the requirement prescribed in the regulation. (Please refer to section XVI for further details on the Boards and Scribes course and requirements).

Note that this rule only applies if the training taken is the training prescribed in O. Reg. 87/24. If the officer successfully completed training that is similar to but not the same as the training prescribed in the regulation, the officer may still be eligible for an exemption – please refer to the specific training requirement for more information.

II. What parts of the regulation apply to interprovincial police officers?

Only subsections 15 (1) and (2) of the regulation apply to police officers appointed under the *Interprovincial Policing Act, 2009*. The rest of the regulation does not apply.²

III. What is a certified trainer?

The **Director** may issue an individual a certificate that identifies them as a **certified trainer** for specific training in the regulation if the **Director** has determined, after considering training taken by the individual, that they are qualified to deliver the applicable training in a manner that is consistent with the **College's** course training standards. The certificate is valid until the identified expiry date on the certificate, which cannot be more than three years from the issuing date of the certificate.³

IV. What happens if I was enrolled in mandatory training that did not finish before April 1, 2024, or enrolled in a course before April 1, 2024, that did not/does not start until after April 1, 2024?

Where there are requirements to have successfully completed training by April 1, 2024, if an individual was enrolled in the training before that date, the requirement was considered met on April 1. These individuals are no longer deemed to have met the requirement if they did not successfully complete the training requirement as soon as possible after April 1, 2024.⁴

For example: There is a requirement to have training completed before April 1, 2024, whenever an officer is assigned a role/responsibility on or before April 1, 2024, and the regulation says the officer needs to successfully complete the training before undertaking or continuing to undertake the role/responsibility as of April 1, 2024.

² O. Reg. 87/24 s. 2.

³ O. Reg. 87/24 s. 3.

⁴ O. Reg. 87/24 s. 4.

If an officer was assigned a role/responsibility and was enrolled in a course that is mandated as required training under the CSPA and it needed to be successfully completed before continuing to undertake the role/responsibility, and they were either participating in the course as of April 1 but it did/does not finish until after April 1, 2024, or they are enrolled to start in the next session, which starts/started after April 1, 2024, they are not in non-compliance with the regulation if they perform that role/responsibility as of April 1, 2024, as long as they successfully complete the course as soon as possible after the regulation is in force.

For example, officers who have covert technical surveillance or covert intelligence gathering responsibilities assigned to them on or after April 1, 2024, need to successfully complete certain training before undertaking or continuing to undertake the responsibilities. Since it says “before continuing to undertake”, someone assigned the responsibilities before the regulation came into force needed to have successfully completed the training before April 1, 2024, in order to continue performing the role without interruption. However, if they were in the process of taking the course as of April 1 or are/were signed up for the first session after April 1, 2024, they are not in contravention of the regulation as long as they successfully complete the training as soon as possible. Some exceptions to the requirement to complete this training also apply – see below. (Please refer to section XXXIII for further details on the Criminal Intelligence Service Ontario courses and requirements.)

C. APPOINTMENTS

V. Police Officers

The training an individual needs to successfully complete to be appointed as a police officer is the Basic Constable Training Program (BCT) delivered by the **College**.

An individual is exempt from having to successfully complete BCT if they have met all of the following criteria:

1. They have successfully completed a police recruit training program delivered elsewhere in Canada.
2. In the **Director's** opinion, the person has demonstrated qualifications and skills that are substantially equivalent to those they would have obtained through BCT.
3. Within 12 months before the appointment, the person has successfully completed the Use of Force Requalification course delivered by a **certified trainer**.

The person can have gained the substantially equivalent qualifications and skills through any means, including through the successful completion of courses or examinations specified by the **Director**. The **Director** needs to issue a certificate of

completion to every person who successfully completes BCT or meets the exemption criteria.⁵

Meeting the requirements above is prescribed for the purposes of subsection 11 (2), (3) & (4) under O. Reg. 391/23 for police officers; i.e., officers cannot use force or carry or use a firearm or other weapon, unless they are in compliance with these requirements.⁶ However, note that different training is required to carry or use conducted energy weapons or PepperBalls; conducted energy weapon training is covered later in this document, and no training has been prescribed yet for PepperBalls.

VI. Special Constables

Special constables must successfully complete the following training in order to be appointed under the CSPA (including where they are being reappointed after their *Police Services Act* appointment expires):⁷

Type of special constable	Training
Category 1 special constable: Member of police service under CSPA or First Nation policing provider	<p>The program entitled “Police Employed Training Program”, developed by the College and delivered by police services or special constable employers, with any use of force training delivered by a certified trainer.⁸</p> <p>This training is prescribed for the purpose of subsection 11 (2) of O. Reg. 391/23 with respect to the use of force on another person by the special constable.⁹</p> <p>This training is prescribed for the purpose of subsection 11 (4) of O. Reg. 391/23 with respect to the use of weapons that are not firearms (other than conducted energy weapons or PepperBalls) by the special constable.¹⁰</p>
Category 2 special constable: Employed by a ministry, commission, board or other part of the Ontario government, including	<p>The program entitled “Regulatory Enforcement Training Program”, developed by the College and delivered by police services or special constable employers, with any use of force training delivered by a certified trainer.¹¹</p>

⁵ O. Reg. 87/24 s. 5.

⁶ O. Reg. 87/24 s. 15 (1).

⁷ Anyone appointed as a special constable in a category identified in the table must successfully complete the mandatory training set out in the table unless one of the exemptions described in the regulation applies, regardless of whether they will wear a uniform or have use of force options.

⁸ O. Reg. 87/24, Table: Appointment As Special Constable.

⁹ O. Reg. 87/24 s. 15 (3) & (4).

¹⁰ O. Reg. 87/24 s. 15 (3) & (4).

¹¹ O. Reg. 87/24, Table: Appointment As Special Constable.

any government agency, but excluding Niagara Parks Commission, Metrolinx, and public colleges.	
Category 3 special constable:	The program entitled “Basic Constable Training Program”, delivered by the College . ¹²
Niagara Parks constable	This training is prescribed for the purpose of subsection 11 (2), (3), & (4) under O. Reg. 391/23 for Niagara Parks constables . ¹³
Category 4 special constable:	None ¹⁴
Employed by an entity that employs police officers outside Ontario.	
Category 5 special constable:	The program entitled “Broader Public Sector Specialized Law Enforcement Training Program”, developed by the College and delivered by police services or special constable employers, with any use of force training delivered by a certified trainer . ¹⁵
Employer not captured in categories 1-4 (e.g., Metrolinx, public colleges, universities, municipal transit agencies).	

The following exemptions from special constable training apply:

Exemption Category	Description
Completed special constable training delivered elsewhere in Canada (applicable for Category 1, 2, and 5 special constables only)	An individual is exempt from needing to have successfully completed the training for Category 1, 2, or 5 if they have met all of the criteria: 1. The individual i. Has successfully completed training delivered elsewhere in Canada that the Director has determined is substantially equivalent to the training required for that category of special constable, and

¹² O. Reg. 87/24, Table: Appointment As Special Constable.

¹³ O. Reg. 87/24 s. 15 (1).

¹⁴ O. Reg. 87/24, Table: Appointment As Special Constable.

¹⁵ O. Reg. 87/24, Table: Appointment As Special Constable.

	<p>ii. In the Director's opinion, has demonstrated qualifications and skills that are substantially equivalent to those they would have obtained through their respective training.*</p> <p>2. Within 12 months before the appointment, the individual has successfully completed the "Use of Force Requalification (Special Constables)" course delivered by a certified trainer.¹⁶</p> <p>*Note, the person can have gained the substantially equivalent qualifications and skills through any means, including through the successful completion of courses or examinations specified by the Director.</p> <p>If after their appointment/reappointment, these individuals cease to be appointed as a special constable, they do not need to successfully complete the training required for appointment for the purpose of being reappointed, if they are to be reappointed to a position with substantially the same purposes and powers as their previous appointment, and the reappointment occurs no later than one year following the day on which the most recent reappointment ceased. The exemption from training for reappointment can apply one or more times, as long as the criteria are met (i.e., substantially same purposes and powers and less than 1 year since the previous appointment ceased).¹⁷</p>
Former Police Officers, First Nation Officers, or Niagara Parks constables (applicable for Category 1, 2, 3, and 5 special constables only)	<p>An individual is exempt from needing to successfully complete the training required for appointment as a category 1, 2, 3, or 5 special constable if they have met all of the following criteria:</p> <ol style="list-style-type: none"> 1. The individual was previously appointed as a police officer, First Nation Officer or Niagara Parks constable. 2. The individual has not ceased to be appointed as a police officer, First Nation Officer or Niagara Parks constable for more than 2 years. 3. The individual successfully completed within 12 months before their appointment as a category 1, 2, 3, or 5 special constable: <ol style="list-style-type: none"> a. The Use of Force Requalification course if being appointed as a Niagara Parks constable.

¹⁶ O. Reg. 87/24, s. 10 (3).

¹⁷ O. Reg. 87/24, s. 10 (8).

	<p>b. Either the Use of Force Requalification course or Use of Force Requalification (Special Constables) course if being appointed as a category 1, 2, or 5 special constable.¹⁸</p> <p>If an individual was exempt from the training based on the above criteria and was appointed or reappointed as a category 1, 2, 3, or 5 special constable, and their appointment or reappointment subsequently ceases, they are not required to take the training required for appointment in order to be reappointed as any category of special constable, no matter how many times they cease to be appointed and then seek to be reappointed and no matter the amount of time that passes in between special constable appointments.¹⁹</p> <p>If a former police officer, First Nation Officer or Niagara Parks constable ceased to be appointed in that position for more than two years, then they would need to take the applicable training program for the class of special constable they are seeking to be appointed as, unless they qualify for another exemption.</p>
<p>Completed police officer training delivered elsewhere in Canada (applicable to Category 3 special constables only)</p>	<p>Individuals who are to be appointed as a Niagara Parks constable are exempt from the requirement to successfully complete the BCT program if they have met all of the following criteria:</p> <ol style="list-style-type: none"> 1. They have successfully completed a police recruit training program delivered elsewhere in Canada. 2. In the Director's opinion, the individual has demonstrated qualifications and skills that are substantially equivalent to those they would have obtained through BCT.* 3. Within 12 months before the appointment, the individual has successfully completed the Use of Force Requalification course delivered by a certified trainer.²⁰ <p>*Note, the person can have gained the substantially equivalent qualifications and skills through any means, including through the successful completion of courses or examinations specified by the Director.</p>

¹⁸ O. Reg. 87/24, s. 10 (1.1).

¹⁹ O. Reg. 87/24, s. 10 (2.1).

²⁰ O. Reg. 87/24, s. 10 (2).

	<p>If an individual was exempt from the training and was appointed or reappointed as a Niagara Parks constable, and their appointment or reappointment subsequently ceases, they are not required to take the training required for appointment in order to be reappointed as any category of special constable, no matter how many times they cease to be appointed and then seek to be reappointed and no matter the amount of time that passes in between special constable appointments.²¹</p>
Continuation of appointment on April 1, 2024	<p>A special constable whose appointment is continued under subsection 92 (12) of the Act (i.e., their appointment made under the <i>Police Services Act</i> continues under the CSPA) is exempt from the requirement to successfully complete the training required for appointment for the period of time that the appointment continues. Under s. 92 (12) of the Act, their appointment can only continue until April 1, 2027 or the end date in the appointment, whichever is sooner.</p> <p>If these individuals cease to be appointed as a special constable, they do not need to successfully complete the training required for appointment for the purpose of being reappointed under the CSPA, if they are to be reappointed to a position with substantially the same purposes and powers as their previous appointment, and the reappointment occurs no later than one year following the day on which the most recent appointment ceased. The exemption from training for reappointment can apply one or more times, as long as the criteria are met (i.e., substantially same purposes and powers and less than 1 year since the previous appointment ceased).²²</p>
Appointment ceased less than one year before April 1, 2024	<p>An individual whose special constable appointment ceased before April 1, 2024 does not need to successfully complete the training required for appointment for the purpose of being reappointed as a special constable, if they are being reappointed to a position that has purposes and powers that are substantially the same to what they had in their previous appointment, and if the reappointment occurs no later than one year following the day on which their previous appointment ended. The exemption from training for reappointment can apply one or more times, as long as the criteria are met (i.e.,</p>

²¹ O. Reg. 87/24, s. 10 (2.1).

²² O. Reg. 87/24, s. 10 (5) & (8).

	substantially same purposes and powers and less than 1 year since the previous appointment ceased). ²³
Exemption from appointment training from April 1, 2024 to March 31, 2025 (applicable to category 1, 2, or 5 special constables only)	<p>An individual who is to be appointed as a category 1, 2, or 5 special constable does not need to successfully complete the training required for appointment as outlined in the table above if on or after April 1, 2024 and before April 1, 2025 they successfully complete training that meets the following criteria:</p> <ol style="list-style-type: none"> 1. The training is, in the opinion of their special constable employer or chief of police (as applicable), substantially equivalent to the training that was most recently provided before April 1, 2024 to special constables, for the purposes of appointment, who had substantially the same purposes and powers in their certificates of appointment. 2. The training is delivered by a police service, an entity that employs special constables or another provider that delivered the training most recently before April 1, 2024.²⁴ <p>If after their appointment, these individuals cease to be appointed as a special constable, they do not need to successfully complete the training required for appointment for the purpose of being reappointed, if they are to be reappointed to a position with substantially the same purposes and powers as their previous appointment, and the reappointment occurs no later than one year following the day on which the most recent reappointment ceased. The exemption from training for reappointment can apply one or more times, as long as the criteria are met (i.e., substantially same purposes and powers and less than 1 year since the previous appointment ceased).²⁵</p>

Note that if a special constable is exempt from training under section 10, the exemption also applies for the purpose of section 15 of the training regulation.

²³ O. Reg. 87/24, s. 10 (6) & (8).

²⁴ O. Reg. 87/24, s. 10 (7).

²⁵ O. Reg. 87/24, s. 10 (8).

Scenario 1: *I take training to be a special constable sometime between April 1, 2024 and April 1, 2025. I can take either the OPC-developed training or the training that was most recently provided before April 1, 2024 and both can count as the training required for appointment. I took the training most recently offered prior to April 1, 2024, and am appointed as a special constable, and sometime after being appointed I cease to be appointed as a special constable. I don't need to take the OPC-developed training as a condition of being reappointed as long as I haven't ceased to be employed as a special constable for more than 1 year following the day on which my appointment ended, and I am being reappointed to a position with substantially the same purposes and powers in my certificate of appointment that I had before. The one year time period starts again every time I cease to be employed as a special constable. (Applicable for classes 1, 2, and 5)*

Scenario 2: *I am hired to be a special constable and take training after April 1, 2024 that is, in the opinion of my special constable employer or chief of police (as applicable), substantially equivalent to the training that was most recently provided before April 1, 2024. The training needs to be completed on or before March 31, 2025 to count for my appointment. If that training is not completed until after April 1, 2025, it will not count for appointment and I will need to successfully complete the OPC-developed training instead (unless I am eligible for another exemption). (Applicable for classes 1, 2, and 5)*

Scenario 3: *If I was appointed as a special constable before April 1, 2024, I do not need to successfully complete the OPC-developed training for reappointment as long as I stay continuously reappointed as a special constable. If my appointment ceases, I don't need to take the OPC-developed training as a condition of being reappointed as long as I haven't ceased to be appointed as a special constable for more than one year following the day on which my most recent appointment ended and I am being reappointed to a position with substantially the same purposes and powers in my certificate of appointment that I had before. The one year time period starts again every time I cease to be appointed as a special constable. If I change my position and it requires taking on new purposes or powers in my certificate of appointment, then I need to successfully complete the OPC-developed training for reappointment (unless I am eligible for another exemption). (Applicable for classes 1, 2, 3, and 5)*

Scenario 4: *My appointment as a special constable ceased prior to April 1, 2024. I don't need to successfully complete the OPC-developed training as a condition of being reappointed as long as I haven't ceased to be appointed as a special constable for more than one year following the day on which my most recent appointment ended and I am being reappointed to a position with substantially the same purposes and powers in my certificate of appointment that I had before. The one year time period starts again every time I cease to be appointed as a special constable. (Applicable for classes 1, 2, 3, and 5)*

Scenario 5: *I was previously appointed as a police officer, First Nation Officer, or Niagara Parks constable in Ontario. This means I successfully completed either the Basic Constable Training Program, or a program of police training elsewhere in Canada that the Director deemed substantially equivalent. Since the training required to be appointed as a police officer, First Nation Officer, or Niagara Parks constable goes beyond the training required to be a special constable, I do not need to take the OPC-developed training for appointment as a special constable if I haven't ceased to work as a police officer, First Nation Officer, or Niagara Parks constable for more than 2 years. If my appointment as a special constable ceases, I am able to be reappointed without taking the training required for appointment on an ongoing basis, it does not matter how much time has passed since I stopped being appointed as a special constable. (Applicable for classes 1, 2, 3, and 5)*

Scenario 6: *I successfully complete the training that is required for my category of special constable and am appointed. I do not have to retake that training to be reappointed as a special constable in that category, even if there is a gap in time between my last appointment ending and being reappointed. However, if I want to change to a different category of special constable, I need to successfully complete the training required for appointment to that class (for example, transitioning from a category 1 special constable to a category 5 special constable), unless another exemption applies to me. (Applicable for all classes)*

D. MENTAL HEALTH CRISIS RESPONSE TRAINING

VII. Initial Training

Before April 1, 2026, every police officer needs to successfully complete the Mental Health Crisis Response (MHCR) Education and Applied Training program delivered by Wilfrid Laurier University, Toronto Metropolitan University, or a person who has successfully completed the MHCR Train-the-Trainer (MHCR-T3) course delivered by either university, and has been certified by one of the universities to deliver the program. *(A person is considered certified if they have a valid certificate from one of the two universities).*

The training described above does not apply to a police officer who was appointed on or after April 1, 2024, or successfully completed BCT after June 1, 2023. *(This is because the training was introduced as part of BCT as of June 1, 2023).*²⁶

VIII. Ongoing Training

If you are an officer that needed to successfully complete the Mental Health Crisis Response (MHCR) Education and Applied Training program before April 1, 2026, then within 12 months of successfully completing the program and within every subsequent

²⁶ O. Reg. 87/24 s. 6.

12 months, you need to successfully complete the MHCR In-Service Officer Requalification Requirements course delivered by one of the universities or a certified trainer as mentioned above.

If you are appointed on or after April 1, 2024, you need to successfully complete the MHCR In-Service Officer Requalification Requirements course within 12 months after your appointment and then within every subsequent 12 months.

If you are an officer who successfully completed BCT after June 1, 2023, but were appointed before April 1, 2024, you need to successfully complete the MHCR In-Service Officer Requalification Requirements course no later than April 1, 2026, and then within every subsequent 12 months.

If it is not reasonably possible for an officer to successfully complete the MHCR In-Service Officer Requalification Requirements program within a 12 month period, their chief of police can provide them an extension of up to 60 days to successfully complete the program.²⁷

E. COACHING

IX. Coaching

Officers assigned the responsibility of coaching a probationary officer need to, no later than 12 months after being assigned the responsibility, successfully complete one of the following courses:

1. The Coaching Police Professionals course delivered by the **College**.
2. An in-service course delivered by a police service that has been accredited by the **Director**.

An officer does not need to successfully complete the training if they have the responsibilities of a coach officer before April 1, 2025, and they have successfully completed training before April 1, 2025, that their chief of police has determined is substantially equivalent to the training prescribed above.²⁸

²⁷ O. Reg. 87/24 s. 7.

²⁸ O. Reg. 87/24 s. 8.

F. COLLECTION OF IDENTIFYING INFORMATION IN CERTAIN CIRCUMSTANCES

X. Collection of Identifying Information in Certain Circumstances

The training required in section 12 of Ontario Regulation 400/23 under the CSPA is the Collection of Identifying Information in Certain Circumstances course delivered by the **College**.²⁹

Ontario Regulation 400/23, Section 12

A chief of police shall ensure that every police officer in the police service who attempts to collect identifying information about an individual from the individual, and any member of the police service to whom the chief delegates any powers or duties of the chief under section 10, has successfully completed the training prescribed by the Minister for the purposes of this section within the previous 36 months.

G. USE OF FORCE AND WEAPONS

XI. Police Officer and Niagara Parks constable Ongoing Use of Force and Weapons Training

Police officers and **Niagara Parks constables** complete their initial use of force and weapons training during their initial training for their appointment (i.e., BCT).

Every police officer or **Niagara Parks constable** needs to successfully complete the Use of Force Requalification course delivered by a **certified trainer** within every 12 month period (i.e., no less than on an annual basis). This training is prescribed for the purpose of subsections 11 (2), (3), & (4) under O. Reg. 391/23 for police officers and **Niagara Parks constables**.³⁰

If it is not reasonably possible for a police officer or **Niagara Parks constable** to successfully complete the course within a 12 month period, their chief of police, or the Niagara Parks Commission in the case of Niagara Parks constables, can provide them an extension of up to 60 days to successfully complete the course.³¹

XII. Police Officer and Niagara Parks constable Conducted Energy Weapon Initial and Ongoing Training

²⁹ O. Reg. 87/24 s. 9.

³⁰ O. Reg. 87/24 s. 15 (1).

³¹ O. Reg. s. 11 (2).

Every police officer or **Niagara Parks constable** who is authorized to carry or use a conducted energy weapon needs to:

1. Successfully complete the Conducted Energy Weapon (CEW) Operator course delivered by the **College** or a **certified trainer** before carrying or using the weapon.
2. Every 12 months after the initial training, successfully complete the Conducted Energy Weapon (CEW) Requalification course delivered by the **College** or a **certified trainer**.

The training above is prescribed for the purposes of subsection 11 (4) under O. Reg. 391/23 with respect to the use of conducted energy weapons by a police officer or **Niagara Parks constable**.³²

If it is not reasonably possible for a police officer or **Niagara Parks constable** to successfully complete the requalification course within a 12 month period, their chief of police, or the Niagara Parks Commission in the case of Niagara Parks constables, can provide them an extension of up to 60 days to successfully complete the course.³³

XIII. Carbines

Every police officer who performs community patrol functions, and who may be required to respond to an incident involving an active attacker, needs to successfully complete the Carbine Operator course delivered by the **College** or a **certified trainer**.

If an officer was appointed before April 1, 2024, they need to successfully complete the course by no later than April 1, 2026.

An officer appointed on or after April 1, 2024, needs to successfully complete the course within 12 months from their date of appointment.

Every officer needs to successfully complete the Carbine Operator Requalification course delivered by the **College** or a **certified trainer** within 12 months after the initial training and then within every subsequent 12 months.³⁴

XIV. Use of Force and Weapons Ongoing Training for Category 1, 2, and 5 Special Constables

This section applies to **category 1, 2 or 5 special constables** if they may be required to use force on another person or are authorized to carry or use a weapon. (*These special constables complete their initial use of force and weapons training during their initial training for their appointment*).

³² O. Reg. 87/24 s. 15 (2).

³³ O. Reg. 87/24 s. 12.

³⁴ O. Reg. 87/24 s. 13.

These special constables need to successfully complete the Use of Force Requalification (Special Constables) course delivered by the **College** or a **certified trainer** within every 12 month period.

This training is prescribed for the purpose of subsection 11 (2) of O. Reg. 391/23 with respect to the use of force on another person by the special constable and 11 (4) of O. Reg. 391/23 with respect to the use of a weapon that is not a firearm (other than conducted energy weapons or PepperBalls) by the special constable.³⁵

If it is not reasonably possible for a special constable to successfully complete the requalification course within a 12 month period, they can be given an extension of up to 60 days to successfully complete the course by one of the respective entities depending on the type of special constable:

1. For special constables who are members of a police service, the extension can be provided by their chief of police.
2. For special constables whose employer is a **First Nation policing provider**, the extension can be provided by the most senior ranking First Nation Officer.
3. For any other special constable, the extension can be provided by their employer.³⁶

H. PUBLIC ORDER

XV. Public Order

Every police officer who has an assigned responsibility in column 1 of the table needs to successfully complete the initial training outlined in column 2 of the table before undertaking or continuing to undertake the responsibility.

Officers do not need to successfully complete the initial training if they had the assigned responsibility before April 1, 2024, and they have successfully completed training before April 1, 2024, that their chief of police has determined is substantially equivalent to the initial training identified for their respective responsibility in column 1.

Every police officer who has an assigned responsibility in column 1 needs to successfully complete the recertification training outlined in column 3 of the table.

Officers who need to successfully complete the initial training prescribed in column 2 need to successfully complete the requalification training identified in column 3 every 12 months after successfully completing the initial training.

³⁵ O. Reg. 87/24 s. 15 (3) & (4).

³⁶ O. Reg. 87/24 s. 14.

Officers who are exempt from having to successfully complete the initial training in column 2 need to successfully complete the recertification training in column 3 no later than April 1, 2025, and within every subsequent 12 months.³⁷

Column 1 Responsibilities	Column 2 Initial training	Column 3 Ongoing training
Safe crowd management and maintaining public order	The course entitled “Public Order Operator”, delivered by the College or by a certified trainer	The course entitled “Public Order Operator Re-certification”, delivered by the College or by a certified trainer
Supervision of a public order unit	The course entitled “Public Order Section Lead”, delivered by the College or by a certified trainer	The course entitled “Public Order Section Lead Re-certification”, delivered by the College or by a certified trainer
Tactical command of a public order unit	The course entitled “Public Order Commander”, delivered by the College	The course entitled “Public Order Commander Re-certification”, delivered by the College

I. INCIDENT COMMAND

XVI. Boards and Scribes

Every police officer and special constable, whose assigned responsibilities on or after April 1, 2025 include recording decisions of an incident commander during an incident, needs to successfully complete one of the following courses before undertaking the responsibilities or continuing to undertake the responsibilities:

1. Boards and Scribes delivered by the **College**
2. A course delivered by the Canadian Police College that the **Director** has determined is substantially equivalent to the **College's** course.

³⁷ O. Reg. 87/24 s. 16.

Officers and special constables do not need to successfully complete the training if they had the responsibilities before April 1, 2024, and they have successfully completed training before April 1, 2024, that the officer or special constable's chief of police or special constable employer, as applicable, has determined is substantially equivalent to one of the courses above.³⁸

Officers or special constables assigned the responsibilities between April 1, 2024 and March 31, 2025, have until April 1, 2025 to successfully complete one of the two courses above. If they do not successfully complete the training by April 1, 2025, they cannot continue to undertake the responsibilities until they successfully complete the training. Officers or special constables assigned the responsibilities on or after April 1, 2025, must successfully complete the course before they undertake the responsibilities.

Officers who had the responsibilities before April 1, 2024, but have not successfully completed substantially equivalent training, as of April 1, 2025, can no longer continue to undertake these responsibilities until they successfully complete one of the two courses above.

XVII. Community Patrol

Police officers or **Niagara Parks constables** who have assigned responsibilities that include community patrol and successfully completed BCT before January 1, 2020, need to successfully complete the Incident Command 100 course delivered by the **College** no later than April 1, 2025.³⁹ (the Incident Command 100 course was added to the Basic Constable Training Program as of January 1, 2020).

This is an online course that can be accessed through the Ontario Police College Virtual Academy.

XVIII. Community Patrol Supervision

Police officers or **Niagara Parks constables** whose assigned responsibilities include community patrol supervision need to successfully complete the following training within 12 months after being assigned the responsibility:

1. One of the following
 - a. Front Line Supervisor course delivered by the **College** or a **certified trainer**
 - b. An in-service course delivered by a police service that has been accredited by the **Director**
2. Incident Command 100 delivered by the **College**

³⁸ O. Reg. 87/24 s. 17.

³⁹ O. Reg. 87/24 s. 18.

3. Incident Command 200 delivered by the **College** or a **certified trainer**⁴⁰

A police officer or **Niagara Parks constable** who had these responsibilities before April 1, 2024, and successfully completed training before that date that the officer's chief of police or the Niagara Parks Commission, as the case may be, has determined is substantially equivalent to the courses above, does not need to successfully complete the prescribed training.

If an officer or special constable had the responsibilities before April 1, 2024, but has not taken substantially equivalent training, they need to successfully complete the prescribed courses no later than April 1, 2025.⁴¹

XIX. Incident Commanders

Every police officer whose assigned responsibilities include those of an incident commander, as the term is used in Ontario Regulation 392/23 under the Act, needs to comply with the following:

1. If the assignment includes responsibility for providing an analytical level response to an incident, the officer needs to successfully complete the Incident Command 300 course delivered by the **College** or a **certified trainer** no later than 12 months after being assigned the responsibility.
2. If the assignment includes responsibility for providing a strategic level response to an incident, the officer needs to successfully complete the Incident Command 400 course delivered by the **College** no later than 12 months after being assigned the responsibility.⁴²

A police officer who had these responsibilities before April 1, 2024, and successfully completed training before that date that the officer's chief of police has determined is substantially equivalent to the Incident Command 300 course, does not need to successfully complete the Incident Command 300 course.

A police officer does not need to successfully complete the Incident Command 400 course if they had the responsibilities before April 1, 2024, and successfully completed training delivered by the Ontario Provincial Police or the Canadian Police College before April 1, 2024 that the officer's chief of police has determined is substantially equivalent to the Incident Command 400 course.

If an officer had the responsibilities of either type of incident commander before April 1, 2024, but has not successfully completed substantially equivalent training, they need to successfully complete the prescribed course(s) no later than April 1, 2025.⁴³

⁴⁰ O. Reg. 87/24 s. 19.

⁴¹ O. Reg. 87/24 s. 22.

⁴² O. Reg. 87/24 s. 20.

⁴³ O. Reg. 87/24 s. 22.

XX. Communications Centre Supervisor

Every police officer whose assigned responsibilities include directly supervising communications operators and dispatchers needs to successfully complete the Communications Centre Supervisor course delivered by the **College** or a **certified trainer** no later than 12 months after being assigned the responsibility.⁴⁴

A police officer who had these responsibilities before April 1, 2024, and successfully completed training before that date that the officer's chief of police has determined is substantially equivalent to the course above, does not need to successfully complete the prescribed training.

If an officer had the responsibilities before April 1, 2024, but has not successfully completed substantially equivalent training, they need to successfully complete the prescribed course no later than April 1, 2025.⁴⁵

J. CRISIS NEGOTIATION

XXI. Initial training

Every police officer whose assigned responsibilities include those of a crisis negotiator as the term is used in Ontario Regulation 392/23 under the Act, needs to successfully complete one of the following courses before undertaking the responsibilities or continuing to undertake the responsibilities:

1. The Crisis Negotiator course delivered by the **College**.
2. A course delivered by the Canadian Police College that the **Director** has determined is substantially equivalent to the course offered by the **College**.

Officers do not need to successfully complete the initial training if they had the responsibilities before April 1, 2024, and they have successfully completed training before April 1, 2024, that their chief of police has determined is substantially equivalent to the training prescribed above.⁴⁶

XXII. Ongoing training

Every police officer whose assigned responsibilities include those of a crisis negotiator needs to successfully complete one of the following courses every 24 months after successfully completing the initial training:

1. The Crisis Negotiator Re-certification course delivered by the **College**.

⁴⁴ O. Reg. 87/24 s. 21.

⁴⁵ O. Reg. 87/24 s. 22.

⁴⁶ O. Reg. 87/24 s. 23.

2. A course delivered by the Canadian Police College that the **Director** has determined is substantially equivalent to the course offered by the **College**.

Police officers that are exempt from the initial crisis negotiator training need to successfully complete the recertification training no later than April 1, 2025, and within every subsequent 24 months.

Officers do not need to successfully complete the recertification training if their chief of police has determined that they have, during that 24 month period, conducted a crisis negotiation.⁴⁷

XXIII. Tactical unit

The prescribed training for the purposes of paragraph 6 of subsection 9 (1) of Ontario Regulation 392/23 under the Act is one of the following:

1. The Basic Crisis Negotiator course delivered by the **College**.
2. The Crisis Negotiators course delivered by the Canadian Police College.

If a police officer was a member of a tactical unit before April 1, 2024, and has successfully completed training before April 1, 2024, that the chief of police has determined is substantially equivalent to one of the above courses, they do not need to successfully complete the training, and they are deemed to have successfully completed it for the purpose of Ontario Regulation 392/23.⁴⁸

This is the prescribed training that at least one member of a tactical unit must have successfully completed.

K. IMMEDIATE RAPID DEPLOYMENT

XXIV. Initial Training

The section applies to a police officer who performs community patrol functions and who may be required to respond to an incident involving an active attacker.

These police officers, no later than 12 months after being assigned these responsibilities, or no later than April 1, 2025, if they already have these responsibilities before April 1, 2024, need to successfully complete one of the following:

1. The Immediate Rapid Deployment (IRD) Basic course delivered by the **College** or a **certified trainer**.
2. An in-service course delivered by a police service that has been accredited by the **Director**.

⁴⁷ O. Reg. 87/24 s. 24.

⁴⁸ O. Reg. 87/24 s. 25.

Officers who successfully completed BCT after April 30, 2023, do not need to take the initial training, as it is included in the BCT program as of April 30, 2023.

Officers who were assigned the responsibilities before April 1, 2024, and successfully completed training before April 1, 2024, that their chief of police determines is substantially equivalent to one of the courses above, do not need to take the initial training.⁴⁹

XXV. Ongoing Training

A police officer who performs community patrol functions and who may be required to respond to an incident involving an active attacker needs to successfully complete one of the following courses every 24 months after completing the initial active attacker training:

1. The Immediate Rapid Deployment (IRD) Refresher Training course delivered by the **College** or a **certified trainer**.
2. An in-service course that has been accredited by the **Director**.

Officers who were exempt from having to successfully complete the initial active attacker training need to successfully complete the requalification training requirement no later than April 1, 2026, and within every subsequent 24 months.

If it is not reasonably possible for the police officer to successfully complete the requalification training within a 24 month period, the chief of police may provide an extension of up to 60 days for the officer to successfully complete the training.⁵⁰

L. INVESTIGATORS

XXVI. Investigator

The training prescribed for the purposes of the definition of an “investigator” in section 1 of Ontario Regulation 395/23 under the Act is BCT delivered by the **College**.⁵¹

XXVII. Senior Investigator

The training prescribed for the purpose of clause (a) of the definition of “senior investigator” in section 1 of Ontario Regulation 395/23 under the Act are the following three requirements:

1. The Criminal Investigators Training course delivered by the **College** or a **certified trainer**.

⁴⁹ O. Reg. 87/24 s. 26.

⁵⁰ O. Reg. 87/24 s. 27.

⁵¹ O. Reg. 87/24, s. 28 (1).

2. One of the following:
 - i. The Investigative Interviewing Techniques course delivered by the **College** or a **certified trainer**.
 - ii. A course delivered by the Canadian Police College that the **Director** has determined is substantially equivalent to the course offered by the **College**.
3. One of the following:
 - i. The Search Warrant course delivered by the **College** or a **certified trainer**.
 - ii. A course delivered by the Canadian Police College that the **Director** has determined is substantially equivalent to the course offered by the **College**.

The investigative interviewing techniques and search warrant courses need to be successfully completed within 12 months after successfully completing the Criminal Investigators Training course.⁵²

All three courses need to be successfully completed for someone to be considered a “senior investigator” under clause (a) of the definition in O Reg 395/23.

Ontario Regulation 395/23, section 1.

In Ontario Regulation 395/23, an investigator is defined as a peace officer who is a member of a police service and who has successfully completed the applicable training prescribed by the Minister.

In Ontario Regulation 395/23, a senior investigator is defined as a police officer who

- a) Has successfully completed the applicable training prescribed by the Minister (which is outlined above), or
- b) Within the three years before Ontario Regulation 395/23 came into force,
 - i. Participated as a police officer in a threshold investigation, as defined in the Major Case Management Regulation
 - ii. Led a non-threshold investigation, as defined in the Major Case Management Regulation,
 - iii. Led an investigation into an offence involving firearms or conducted energy weapons or into a criminal organization offence or terrorism offence, as those terms are defined in section 2 of the Criminal Code (Canada), or
 - iv. Led any other investigation that, in the opinion of the officer’s chief of police, required the exercise of the skills that a police officer would acquire by successfully completing the applicable training prescribed by the Minister.

This means that an officer does not need to take the prescribed training if in the three years before April 1, 2024 they met any of the criteria in clause b.

⁵² O. Reg. 87/24, s. 28 (2) & (3).

M. MAJOR CASES

XXVIII. Initial Training

A police officer who has an assigned role listed in column 1 of the Table needs to successfully complete the applicable training outlined in column 2 of the table before undertaking the role or continuing to undertake the role.

A police officer does not need to successfully complete the training in column 2 if the officer was assigned the role before April 1, 2024, and the officer's chief of police has determined that they successfully completed substantially equivalent training to that in the Table before April 1, 2024.⁵³

Item	Column 1 Role	Column 2 Training	Notes
1.	Major case manager or primary investigator	The course entitled "Ontario Major Case Management", delivered by the College or by a certified trainer	
2.	File co-ordinator	The following courses: 1. "Ontario Major Case Management", delivered by the College or by a certified trainer 2. "Managing Investigation Using PowerCase", delivered by the College	
3.	Forensic identification officer	One of the following courses: 1. The course entitled "Forensic Identification Officer" delivered by the College 2. A course delivered by the Canadian Police College that the Director has determined is substantially equivalent to the College course	This training and the recertification training described below for a forensic identification officer is the training prescribed for the purpose of subsection 3 (4) of Ontario Regulation 394/23. ⁵⁴

⁵³ O. Reg. 87/24, s. 29.

⁵⁴ O. Reg. 87/24, s. 31.

4.	Forensic identification officer whose responsibilities include providing scientific expert opinion evidence in bloodstain pattern analysis	The following courses and programs: 1. One of the courses set out in item 3 of Column 2 2. One of the following programs: i. The program entitled “Bloodstain Pattern Analyst Certification Program” delivered by the College ii. A program delivered by the Canadian Police College that the Director has determined is substantially equivalent to the College program	This training and the recertification training described below for a forensic identification officer whose responsibilities include providing scientific expert bloodstain pattern analysis is the training prescribed for the purpose of subsection 3 (4) of Ontario Regulation 394/23. ⁵⁵
5.	Information co-ordinator	The course entitled “Managing Investigation Using PowerCase”, delivered by the College	This training is prescribed for the purpose of subsection 3 (4) of Ontario Regulation 394/23. ⁵⁶ This is also the training prescribed for the purposes of paragraph 4 of subsection 8 (3) of Ontario Regulation 394/23. ⁵⁷
6.	Scenes of crime officer	One of the following courses: 1. “Scenes of Crime Officer” delivered by the College or by a certified trainer 2. An in-service course delivered by a police service that the Director has accredited 3. A course delivered by the Canadian Police College that the Director has determined is	

⁵⁵ O. Reg. 87/24, s. 31.

⁵⁶ O. Reg. 87/24, s. 31.

⁵⁷ O. Reg. 87/24, s. 32.

		substantially equivalent to College course	
7.	Multi-jurisdictional major case manager	The following courses: 1. "Ontario Major Case Management", delivered by the College or by a certified trainer 2. "Multi-Jurisdictional Major Case Management", delivered by the College	This is the training prescribed for the purposes of clause 15 (3) (b) of Ontario Regulation 394/23. ⁵⁸

XXIX. Ongoing Training for Forensic Identification

A police officer who is assigned the role of a **forensic identification officer** needs to, within 36 months after successfully completing the initial training in the table above, and then within every subsequent 36 months, successfully complete the Forensic Identification Officer Re-Certification course delivered by the **College**.

A police officer who is assigned the role of a **forensic identification officer** whose responsibilities include providing expert opinion evidence in bloodstain pattern analysis needs to:

- Successfully complete the recertification training required of a **forensic identification officer** as outlined above; and
- Within every subsequent 36 months after successfully completing the initial training in the table above, successfully complete the Bloodstain Pattern Analyst Re-Certification course delivered by the College.⁵⁹

Forensic identification officers whose responsibilities include providing expert opinion evidence in bloodstain pattern analysis still need to successfully complete the re-certification requirement for just a **forensic identification officer**. This is an additional re-certification requirement due to the additional specification of their role.

⁵⁸ O. Reg. 87/24, s. 33.

⁵⁹ O. Reg. 87/24, s. 30.

N. FAMILIAL OR INTIMATE PARTNER VIOLENCE OCCURENCES, HATE CRIMES, ELDER ABUSE, AND HUMAN TRAFFICKING

XXX. Familial or Intimate Partner Violence Occurrences, Hate Crimes, Elder Abuse, and Human Trafficking

In respect of officers who had/have the responsibilities assigned before April 1, 2025

A police officer whose assigned responsibilities include conducting any of the following investigations – familial or intimate partner violence occurrences; hate crimes; elder abuse; human trafficking – needs to comply with the following requirements for each type of investigation they are responsible for:

- If they had responsibility for these types of investigations before April 1, 2025, they need to successfully complete the training assigned to that role in column 2 of the table below.
 1. This training needs to be successfully completed no later than April 1, 2026, and
 2. The same training needs to be successfully completed within every subsequent 24 months.⁶⁰

These police officers do not need to successfully complete the training if the officer has successfully completed training before April 1, 2024, that the officer's chief of police has determined is substantially equivalent to the training outlined in column 2. If this is the case, a police officer is deemed to have successfully completed the training on April 1, 2025 (so their requalification training clock starts from this date).⁶¹

Police officers do not need to re-take the training for one or more of the four types of investigations if their chief of police determines that the officer has, during the respective 24 month period:

- In the case of an officer with responsibilities for investigating familial or intimate partner violence, elder abuse, and/or human trafficking occurrences, conducted an investigation of that type.
- In the case of an officer with responsibilities for investigating hate crimes, conducted a hate crime investigation or been the **primary investigator** assigned to another **threshold investigation**.⁶²

⁶⁰ O. Reg. 87/24, s. 34 (2).

⁶¹ O. Reg. 87/24, s. 34 (4).

⁶² O. Reg. 87/24, s. 34 (5).

In the case of officers who are assigned the responsibilities on or after April 1, 2025

A police officer whose assigned responsibilities include conducting any of the following investigations – familial or intimate partner violence occurrences; hate crimes; elder abuse; human trafficking – needs to comply with the following requirements for each type of investigation they are responsible for:

- If an officer was assigned the responsibilities on or after April 1, 2025, they need to successfully complete the training set out in column 2 of the Table:
 1. No later than 12 months after being assigned that type of investigation, and
 2. The same training needs to be successfully completed within every subsequent 24 months.⁶³

Police officers do not need to re-take the training for one or more of the four types of investigations if their chief of police determines that the officer has, during the respective 24 month period:

- In the case of an officer with responsibilities for investigating familial or intimate partner violence, elder abuse, and/or human trafficking occurrences, conducted an investigation of that type.
- In the case of an officer with responsibilities for investigating hate crimes, conducted a hate crime investigation or been the **primary investigator** assigned to another **threshold investigation**.⁶⁴

Column 1 Type of Investigation	Column 2 Training
Familial or intimate partner violence occurrences	One of the following: 1. The course entitled “Domestic Violence Investigation”, delivered by the College . 2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service
Hate crimes	One of the following courses: 1. “Hate Crime Investigation”, delivered by the College . 2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service
Elder abuse	One of the following courses: 1. “Elder Abuse Investigation”, delivered by the College . 2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service
Human trafficking	One of the following courses:

⁶³ O. Reg. 87/24, s. 34 (2).

⁶⁴ O. Reg. 87/24, s. 34 (5).

	1. “Human Trafficking Investigation”, delivered by the College . 2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service.
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For example: If a police officer had the responsibilities before April 1, 2025, for investigating hate crimes and had successfully completed training the chief of police determines is substantially equivalent before April 1, 2024, they do not need to successfully complete the training. If this is the case, the police officer is deemed to have successfully completed the training on April 1, 2025 (so their requalification training clock starts from this date). They do not need to successfully complete the requalification training if, during every 24 month period, their chief of police determines they conducted a hate crime investigation or have been the primary investigator assigned to another threshold investigation. If they had the responsibilities but had not successfully completed training their chief of police can determine is substantially equivalent before April 1, 2024, then they need to successfully complete the training by April 1, 2026. They do not need to successfully complete the requalification training if, during every 24 month period, their chief of police determines they conducted a hate crime investigation or have been the primary investigator assigned to another threshold investigation.

A police officer who is assigned responsibility on or after April 1, 2025, for investigating hate crimes needs to successfully complete the training no later than 12 months after being assigned the responsibilities. They do not need to successfully complete the requalification training if, during every 24 month period, their chief of police determines they conducted a hate crime investigation or have been the primary investigator assigned to another threshold investigation.

O. HOMICIDES AND POTENTIAL HOMICIDES, SEXUAL ASSAULT AND INVESTIGATING OFFENCES AGAINST CHILDREN

XXXI. Homicides and Potential Homicides, Sexual Assault, and Investigating Offences Against Children

For an officer with the responsibilities before April 1, 2024

A police officer whose assigned responsibilities include conducting any of the following investigations – homicide or potential homicide (see definition in table below); sexual assault; child abuse and neglect – needs to comply with the following requirements:

- If they had responsibility for these types of investigations before April 1, 2024, they need to successfully complete the training assigned to that role in column 2 of the table below.

1. This training needs to be successfully completed no later than April 1, 2025, and
2. The same training needs to be successfully completed within every subsequent 24 months.⁶⁵

These police officers do not need to successfully complete the training if the officer has successfully completed training before April 1, 2024, that the officer's chief of police has determined is substantially equivalent to the training outlined in column 2. If this is the case, a police officer is deemed to have successfully completed the training on April 1, 2024 (so their requalification training clock starts from this date).⁶⁶

Officers do not need to re-take the training for one or more of the three types of investigations if their chief of police determines that the officer has, during the respective 24 month period:

- In the case of an officer with responsibilities for investigating homicides or potential homicides, conducted a homicide investigation or been the **primary investigator** assigned to another **threshold investigation**.
- In the case of an officer with responsibilities for investigating sexual assaults, conducted a sexual assault investigation or been the **primary investigator** assigned to any **threshold investigation**.
- In the case of an officer with responsibilities for investigating child abuse and neglect, conducted an investigation into child abuse or neglect or been the **primary investigator** assigned to any **threshold investigation**.⁶⁷

In the case of officers who got assigned the responsibilities on or after April 1, 2024

A police officer whose assigned responsibilities include conducting any of the following investigations – homicide or potential homicide; sexual assault; child abuse and neglect – needs to comply with the following requirements:

- If an officer was assigned the responsibilities on or after April 1, 2024, they need to successfully complete the training set out in column 2 of the Table:
 1. Within 12 months after being assigned that type of investigation, and
 2. The same training needs to be successfully completed every subsequent 24 months.⁶⁸

Officers do not need to re-take the training for one or more of the three types of investigations if their chief of police determines that the officer has, during the respective 24 month period:

- In the case of an officer with responsibilities for investigating homicides or potential homicides, conducted a homicide investigation or been the **primary investigator** assigned to another **threshold investigation**.

⁶⁵ O. Reg. 87/24, s. 34 (3).

⁶⁶ O. Reg. 87/24, s. 34 (4).

⁶⁷ O. Reg. 87/24, s. 34 (5).

⁶⁸ O. Reg. 87/24, s. 34 (3).

- In the case of an officer with responsibilities for investigating sexual assaults, conducted a sexual assault investigation or been the **primary investigator** assigned to any **threshold investigation**.
- In the case of an officer with responsibilities for investigating child abuse and neglect, conducted an investigation into child abuse or neglect or been the **primary investigator** assigned to any **threshold investigation**.⁶⁹

Column 1 Type of Investigation	Column 2 Training
Investigating suspicious deaths, missing persons occurrences where the disappearance is suspicious, or any other circumstances that could reasonably lead to a homicide investigation (“homicides and potential homicides”)	The course entitled “Homicide Investigation”, delivered by the College or a course accredited by the Director for the purpose of this type of investigation that is delivered by a police service.
Investigating sexual assaults	The course entitled “Sexual Assault Investigation”, delivered by the College or a course accredited by the Director for the purpose of this type of investigation that is delivered by a police service.
Investigating child abuse and neglect	The course entitled “Investigating Offences Against Children”, delivered by the College or a course accredited by the Director for the purpose of this type of investigation that is delivered by a police service.

⁶⁹ O. Reg. 87/24, s. 34 (5).

For example: If a police officer had the responsibilities before April 1, 2024, for investigating sexual assaults and successfully completed training the chief of police determines is substantially equivalent before April 1, 2024, they do not need to successfully complete the training. If this is the case, the police officer is deemed to have successfully completed the training on April 1, 2024 (so their requalification training clock starts from this date). They do not need to successfully complete the requalification training if, during every 24 month period, their chief of police determines they conducted a sexual assault investigation or have been the primary investigator assigned to any threshold investigation. If they had the responsibilities but had not successfully completed training before April 1, 2024, their chief of police can determine is substantially equivalent, then they need to successfully complete the training. They do not need to successfully complete the requalification training if, during every 24 month period, their chief of police determines they conducted a sexual assault investigation or have been the primary investigator assigned to any threshold investigation.

A police officer who is assigned responsibility on or after April 1, 2024, for investigating sexual assaults needs to successfully complete the training no later than 12 months after being assigned the responsibilities. They do not need to successfully complete the requalification training if, during every 24 month period, their chief of police determines they conducted a sexual assault investigation or have been the primary investigator assigned to any threshold investigation.

P. SPECIALIZED INVESTIGATIVE TEAMS

XXXII. Specialized Investigative Teams

As of April 1, 2025, at least one member of a specialized investigative team responsible for the matter in the table below must have successfully completed the training named in the table.⁷⁰

Column 1 Provision of O. Reg. 395/23	Column 2 Training
Familial or intimate partner violence	One of the following: 1. The course entitled “Domestic Violence Investigation”, delivered by the College . 2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service
Hate crimes	One of the following courses: 1. “Hate Crime Investigation”, delivered by the College .

⁷⁰ O. Reg. 87/24, s. 35.

	2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service
Elder abuse	One of the following courses: 1. “Elder Abuse Investigation”, delivered by the College . 2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service
Human trafficking	One of the following courses: 1. “Human Trafficking Investigation”, delivered by the College . 2. A course that has been accredited by the Director for the purposes of this type of investigation, delivered by a police service

Q. CRIMINAL INTELLIGENCE SERVICE ONTARIO

XXXIII. Criminal Intelligence Service Ontario Courses

A police officer whose assigned responsibilities are included in column 1 of the table needs to successfully complete the course set out opposite the responsibility in column 2 before undertaking the responsibility or continuing to undertake the responsibility.

An officer does not need to successfully complete the training if they had the assigned responsibility before April 1, 2024, and the officer’s chief of police determines they have successfully completed training before April 1, 2024, that is substantially equivalent to the training in column 2.

Column 1 Responsibilities	Column 2 Training
Covert technical surveillance or covert intelligence gathering	The course entitled “Lawful Justification Training”, delivered by the Criminal Intelligence Service Ontario
Technical investigation	The course entitled “Technical Investigator Training”, delivered by the Criminal Intelligence Service Ontario
Covert physical surveillance	One of the following: 1. The course entitled “Mobile Surveillance Outreach Training”, delivered by the Criminal Intelligence Service Ontario or by a person who has been approved to deliver the training by

	the Director of the Criminal Intelligence Service Ontario
	2. The course entitled “Physical Surveillance Training”, delivered by the Ontario Provincial Police
Handling and deployment of covert or undercover operator	The course entitled “Covert Operation Handler”, delivered by the Criminal Intelligence Service Ontario

For the purpose of the Mobile Surveillance Outreach Training, the Director of the Criminal Intelligence Service Ontario (CISO) may approve an individual to deliver the training if that Director has determined, taking into consideration the training received by the individual, that they are qualified to deliver the training in a manner that is consistent with CISO course training standards. The individual’s approval is valid until the date specified by the Director of CISO, which cannot be later than three years following the issuing of the approval.⁷¹

R. EXPLOSIVES

XXXIV. Explosive Forced Entry

Every police officer whose assigned responsibilities include explosive forced entry needs to successfully complete the Tactical – Police Explosives Technician course delivered by the Canadian Police College before undertaking the responsibilities or continuing to undertake the responsibilities.

A police officer does not need to successfully complete the training if this was part of the officer’s assigned responsibilities before April 1, 2024, and they have successfully completed training before April 1, 2024, that their chief of police has determined is substantially equivalent to the training above.⁷²

XXXV. Explosives Disposal

Every police officer whose assigned responsibilities include explosive disposal needs to successfully complete the Police Explosives Technicians Course delivered by the Canadian Police College before undertaking the responsibilities or continuing to undertake the responsibilities.

Officers do not need to successfully complete the training if this was part of the officer’s assigned responsibilities before April 1, 2024, and the officer successfully completed

⁷¹ O. Reg. 87/24, s. 36.

⁷² O. Reg. 87/24, s. 37.

training before April 1, 2024, that their chief of police has determined is substantially equivalent to the training above.

Every police officer who is assigned these responsibilities needs to successfully complete the Police Explosives Technicians Validation Course delivered by the Canadian Police College as requalification training.

For an officer who needs to successfully complete the initial explosive disposal training (i.e., the Police Explosives Technicians Course), they need to successfully complete this requalification training within five years after successfully completing the initial training and within every subsequent five-year period.

Officers who are exempt from the initial explosive disposal training need to successfully complete the requalification training within 5 years of successfully completing their substantially equivalent training and within every subsequent five years.⁷³

S. Chemical, Biological, Radiological, Nuclear and Explosive Response (CBRNE)

XXXVI. CBRNE

Every police officer whose assigned responsibilities include chemical, biological, radiological, nuclear and explosive response on or after April 1, 2025, needs to successfully complete the Chemical, Biological, Radiological, Nuclear and Explosive Response course delivered by the **College** before undertaking the responsibilities or continuing to undertake the responsibilities.

Officers do not need to successfully complete the training if this was part of the officer's assigned responsibilities before April 1, 2024, and the officer successfully completed training before April 1, 2024, that their chief of police has determined is substantially equivalent to the training above.⁷⁴

Officers assigned these responsibilities between April 1, 2024 and March 31, 2025, have until April 1, 2025 to successfully complete the training. If it is not successfully completed by April 1, 2025, they cannot continue to undertake the assigned responsibilities until they successfully complete the training.

⁷³ O. Reg. 87/24, s. 39.

⁷⁴ O. Reg. 87/24, s. 38.

T. Synthetic Drug Operations

XXXVII. Synthetic Drug Operations Initial and Ongoing Training

Every police officer whose assigned responsibilities include the physical collection of evidence for the rendering safe and decommissioning of synthetic drug laboratories needs to successfully complete the Synthetic Drug Operations course delivered by the **College** before undertaking the responsibilities or continuing to undertake the responsibilities.

Officers do not need to successfully complete the training if this was part of the officer's assigned responsibilities before April 1, 2024, and the officer successfully completed training before April 1, 2024, that their chief of police has determined is substantially equivalent to the training above.

Every police officer who is assigned these responsibilities needs to successfully complete the Synthetic Drug Operations Recertification course delivered by the **College** as requalification training.

For officers who have to successfully complete the initial training (i.e., the Synthetic Drug Operations course), they need to successfully complete this requalification training within 12 months of successfully completing the initial training and within every subsequent 12 months.

Officers exempt from the initial training need to successfully complete the course no later than April 1, 2025, and then within every subsequent 12 months.⁷⁵

U. Security Measures

XXXVIII. Motorcycle Escort

This applies to any officer who has assigned responsibilities that include acting as a motorcycle escort to a motorcade for passengers requiring enhanced security measures.

Before the officer undertakes the responsibility or before they continue to undertake the responsibility, they need to successfully complete the Motorcade VIP Escort course delivered by the **College** or a **certified trainer**.

An officer does not need to successfully complete the course if they had the assigned responsibilities before April 1, 2024, and they successfully completed training before

⁷⁵ O. Reg. 87/24, 40.

April 1, 2024, that their chief of police determines is substantially equivalent to the training prescribed above.⁷⁶

XXXIX. Protection of Person

Every police officer whose assigned responsibilities include protecting people who require enhanced security measures needs to successfully complete the Close Protection Operator course delivered by the **College** before undertaking the responsibility or continuing to undertake the responsibility.

An officer does not need to take the course if they had the assigned responsibilities before April 1, 2024, and they successfully completed training before April 1, 2024, that their chief of police determines is substantially equivalent to the training prescribed above.⁷⁷

V. BREATH SAMPLES

XL. Breath Samples

In this section “approved instrument” has the same meaning as in section 320.11 of the *Criminal Code* (Canada).

Every police officer whose assigned responsibilities include analyzing breath samples with an approved instrument needs to successfully complete the Qualified Technician (Breath) course delivered by the Centre of Forensic Sciences before undertaking the responsibility or continuing to undertake the responsibility.

An officer does not need to take the course if they had the assigned responsibilities before April 1, 2024, and they successfully completed training before April 1, 2024, that their chief of police determines is substantially equivalent to the training prescribed above.⁷⁸

W. BOARD AND COMMITTEE MEMBER TRAINING

XLI. Board and Committee Member Training Timelines

A member of a police service board, OPP detachment board or First Nation OPP board, or a committee, cannot continue to exercise the powers or perform the duties of their

⁷⁶ O. Reg. 87/24, s. 41.

⁷⁷ O. Reg. 87/24, s. 42.

⁷⁸ O. Reg. 87/24, s. 43.

position if they have not successfully completed the following training required by the Act within 6 months after the day of their appointment⁷⁹:

- The training approved by the Minister, with respect to human rights and systemic racism.
- The training approved by the Minister that promotes recognition of and respect for,
 - the diverse, multiracial and multicultural character of Ontario society, and
 - the rights and cultures of First Nation, Inuit and Métis Peoples.⁸⁰

The above training is otherwise known as thematic training. Please refer to Appendix II for further information on thematic training.

X. DEFINITIONS

Term	Definition
Certified Trainer	An individual who possesses a certificate issued by the Director of the Ontario Police College for a specific type of training included in the regulation, and the certificate is valid on the day when the training is delivered. (<i>i.e., the trainer is able to present a certificate that is not past the expiry date on a day they are delivering training</i>) ⁸¹
College	Means the Ontario Police College. ⁸²
Director	Means the Director of the Ontario Police College. ⁸³
Niagara Parks constable	Means a special constable whose special constable employer is the Niagara Parks Commission. ⁸⁴
First Nation policing provider	Is an entity that employs First Nation Officers, in other words a First Nation policing organization that is not a “police service” as defined in the CSPA. If a police service board has been constituted under s. 32 of the CSPA, that police service board maintains a “police service” as defined in the CSPA and is not a “First Nation policing provider”.
Assigned responsibilities or roles	Are responsibilities or roles that have been assigned to an individual by: <ul style="list-style-type: none"> • their chief of police, if they are a member of a police service (whether a police officer or special constable), or • the individual’s employer, if they are not a member of a police service (special constables only)

⁷⁹ O. Reg. 87/24, s. 44.

⁸⁰ CSPA s. 35 (2) 2 & 3.

⁸¹ O. Reg. 87/24 s. 1 (1).

⁸² O. Reg. 87/24 s. 1 (1).

⁸³ O. Reg. 87/24 s. 1 (1).

⁸⁴ O. Reg. 87/24 s. 1 (1).

	<p>if those roles or responsibilities were assigned to be performed:</p> <ul style="list-style-type: none"> • over an indefinite period of time, or • as a primary component of their duties over a specific period of time.⁸⁵ <p>If the chief of police or employer is of the opinion that the specific period of time for which a person is being assigned the roles or responsibilities is so short that it would be unreasonable for them to have to successfully complete the training specific to the role/responsibility, then it is not considered to be an assigned responsibility or role for the purpose of the regulation.⁸⁶</p> <p><i>For example, if an officer is asked to cover as a coach officer for a few days while the regular officer assigned to the role is away on sick leave, the chief of police could determine that it is not reasonable to ask the covering officer to successfully complete the training required of a coach officer. The covering officer would not be required to successfully complete the training in accordance with the regulation.</i></p>
Category 1 special constable	Special constable who is a member of a police service or whose special constable employer is an entity that employs First Nation Officers (i.e., a First Nation policing provider). ⁸⁷
Category 2 special constable	Special constables whose special constable employer is a ministry, commission, board or other administrative unit of the Government of Ontario, including any agency thereof, other than the Niagara Parks Commission, Metrolinx, and public colleges. ⁸⁸
Category 4 special constable	Special constables whose special constable employer employs police officers pursuant to the law of another jurisdiction. ⁸⁹
Category 5 special constable	Special constables who are not included in Category 1 or Category 2, but who are not a Niagara Parks constable or special constable whose special constable employer employs police officers pursuant to the law of another jurisdiction (i.e., a Broader Public Sector Special Constable, e.g., who would work for a university). ⁹⁰

These terms are defined to have the same meaning as in Ontario Regulation 394/23 (Major Case Management and Approved Software Requirements):

⁸⁵ O. Reg. 87/24 s. 1 (3) & (4).

⁸⁶ O. Reg. 87/24 s. 1 (5).

⁸⁷ O. Reg. 87/24 Table: Appointment as special constable.

⁸⁸ O. Reg. 87/24 Table: Appointment as special constable.

⁸⁹ O. Reg. 87/24 Table: Appointment as special constable.

⁹⁰ O. Reg. 87/24 Table: Appointment as special constable.

1. File co-ordinator
2. Forensic identification officer
3. Information co-ordinator
4. Major case manager
5. Multi-jurisdictional major case investigation
6. Multi-jurisdictional major case manager
7. Primary investigator
8. Scenes of crime officer
9. Threshold investigation⁹¹

Y. APPENDICES

I. Other Considerations

Chiefs of police are reminded that in addition to ensuring any Minister-prescribed training requirements are met (O. Reg. 399/23, s. 10), chiefs of police are required to:

- Establish a skills development and learning plan for members of the police service, which must address the development and maintenance of capabilities of members of the service (O. Reg. 399/23, s. 11); and
- Manage members of the police service to ensure they carry out their duties in accordance with the Act and the regulations (CSPA, s. 79 (1)), including delivering policing in accordance with the standards for adequate and effective policing.

Special constable employers are reminded that they are required to comply with any terms or conditions on their authorization to employ special constables (CSPA, s. 98 (1) (a)).

II. Training Requirements in the Act

Thematic Training

Under sections 35, 67, 78, 83 and 92 of the CSPA, a member of a police service board, OPP detachment board or First Nation OPP board or committee of such boards, police officers and special constables are required to successfully complete thematic training. Thematic training consists of Minister approved e-learning modules that cover the following topics:

- Human rights;
- Systemic racism;
- The diverse, multiracial and multicultural character of Ontario society; and
- The rights and cultures of First Nation, Inuit and Métis Peoples.

⁹¹ O. Reg. 87/24 s. 1 (2).

In order to be appointed as a police officer under the CSPA, an individual needs to have successfully completed the thematic training prior to their appointment as a police officer. Police officers appointed under the *Police Services Act* whose appointments continued under the CSPA have until March 31, 2027 to successfully complete the training.⁹²

In order to be appointed as a special constable under the CSPA, an individual needs to have successfully completed the thematic training prior to their appointment as a special constable. Special constables appointed under the *Police Services Act* whose appointments continued under the CSPA need to successfully complete the training before re-appointment.⁹³

Board members appointed under the *Police Services Act* who continued in office under the CSPA had until September 31, 2024, to successfully complete the training.⁹⁴ For further information on board member timelines, refer to section XLI.

Roles and Responsibilities Training

Under sections 35, 67 and 78 of the CSPA, a member of a police service board, OPP detachment board or First Nation OPP board or committee of such boards must successfully complete Minister approved training with respect to the role of their board and the responsibilities of the board members and board committee members.⁹⁵ This training is delivered through online learning modules. This training must be successfully completed before the member can exercise their powers or perform their duties as a board member or board committee member.⁹⁶

⁹² CSPA s. 83 (8).

⁹³ CSPA, ss 92 (1) & (12).

⁹⁴ O. Reg. 125/24, s. 5 (2).

⁹⁵ CSPA s. 35 (2).

⁹⁶ CSPA s. 35 (3).

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Updated Forms – *Interprovincial Policing Act, 2009*

DATE OF ISSUE:	January 28, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0006
PRIORITY:	Normal

Please be advised that the Ministry of the Solicitor General has made updates to the forms used for the purposes of the *Interprovincial Policing Act, 2009* (IPA).

Updated forms have been issued for:

- requests to the Minister to designate a person as an appointing official pursuant to section 34 of the IPA (Form #0209);
- applications to appoint extra-provincial police officers (both Part II and Part III; #0137 and #0146);
- the approval for applications (both Part II and Part III; #0138 and #0139); and
- the termination of appointments (#0140).

All forms can be accessed on Ontario's [Central Forms Repository](#).

Completed requests to designate a person as an appointing official, as well as any questions regarding the processes under the IPA may be submitted to Denise Lim, Financial Officer, Public Safety Division, by email at denise.lim@ontario.ca.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

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

Ryan Teschner
Inspector General of Policing

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Drug Impaired Driving Detection Training
FY 2024-25 Eligible Expenses and Submission
Processes**

DATE OF ISSUE:	January 29, 2025
CLASSIFICATION:	General Information
RETENTION:	April 1, 2025
INDEX NO.:	25-0007
PRIORITY:	Normal

Through the Federal-Provincial Drug Impaired Driving Contribution Agreement, supports are provided to law enforcement across the province to help ensure communities and roads are safe from drug-impaired driving.

Provincial Coordination

The Ontario Police College (OPC) is the provincial coordinator of all Standardized Field Sobriety Testing (SFST) training, including instructor development courses. All requests related to SFST training should be directed to the OPC to Chief Instructor Amanda Martikainen by email at Amanda.Martikainen@ontario.ca or by phone at 519-773-4451.

The Ontario Provincial Police (OPP) is the provincial coordinator for all Drug Recognition Expert (DRE) training, including instructor development courses. All requests related to DRE training should be directed to A/Sgt. Jordan Taman, OPP, by email at Jordan.Taman@opp.ca or by phone at 705-329-6148.

Eligible Expenses & Reimbursement

As a reminder to police services about critical timelines, the Ministry of the Solicitor General (ministry) is providing general information on the eligible expenses and invoice submission process for costs incurred by the municipal and First Nations police services and the OPP for:

- Standardized Field Sobriety Testing (SFST) training;
- Drug Recognition Expert (DRE) training; and
- Procurement of Approved Drug Screening Equipment (ADSE).

The ministry established a specific process for reimbursement of training costs and purchase of drug screening equipment incurred between April 1, 2024 and March 31, 2025. Please note, timelines to submit your costs for reimbursement may vary between SFST, DRE, and ADSE, so please make sure to review the appendices in detail:

- **Attachment 1:** Details on SFST and DRE training
- **Attachment 2:** Fiscal Year 2024-25 cover form for travel expenses for DRE Stage 2 (Field Certification)
- **Attachment 3:** Procurement of ADSE – Reimbursement eligibility/process
- **Attachment 4:** Fiscal Year 2024-25 cover form for ADSE reimbursement
- **Attachment 5:** Sample Invoices

Thank you for your continued support on this important initiative.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachments (5)

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

Attachment 1

STANDARDIZED FIELD SOBRIETY TESTING (SFST) TRAINING

The Ontario Police College (OPC) is the provincial coordinator for Standardized Field Sobriety Testing (SFST) training and has worked with police services to develop a schedule to meet police service's needs.

Contact Information

For questions related to SFST training, please contact Chief Instructor Amanda Martikainen, OPC, by email at Amanda.Martikainen@ontario.ca or by phone at 519-773-4451.

For questions related to registration or scheduling a course, please contact Assistant Registrar Elizabeth Allen, by email at Elizabeth.Allen@ontario.ca or by phone at 519-773-4412.

Eligible Expenses

Students

- SFST training is offered to police services at no cost – the ministry will reimburse police services for all student travel, meal, and accommodation expenses*.
 - Salary and overtime costs for students are not eligible for reimbursement.

Instructors

- The OPC will reimburse police services for travel, meal, and accommodation expenses* incurred by instructors as well as offer a **\$600** per diem for the duration of the course to offset salary costs.
- The OPC requests police services to continue to provide SFST instructors to help facilitate our training initiatives.

Host Agencies / Police Services

- The OPC will reimburse host agencies that run SFST courses for facility and alcohol workshop costs.

*Eligible travel expenses will be reimbursed in accordance with the Management Board of Cabinet Travel, Meal and Hospitality Expenses (TMHE) Directive [Travel, Meal and Hospitality Expenses Directive \(ontario.ca\)](#).

DRUG RECOGNITION EXPERT (DRE) TRAINING

The Ontario Provincial Police (OPP) is the provincial coordinator for Drug Recognition Expert (DRE) training and certification. The OPP has worked with police services to develop a schedule to meet the needs of police services' for DRE training. DRE training takes place in two stages:

- Stage 1: Nine-day classroom event in Ontario (Ontario Police College & other locations)
- Stage 2: Five-day field certification event that takes place in the United States (Jacksonville, Florida)

Contact Information

For questions related to DRE training, registration, or scheduling, please contact A/Sgt. Jordan Taman by email at Jordan.Taman@opp.ca or by phone at 705-329-6148.

Eligible Expenses

Students

- Only DRE student expenses related to Stage 2 (Field Certification) are eligible for reimbursement from the ministry.
- The ministry will reimburse police services for a maximum of **\$2,350 (CAD)** per student for travel, meals, and accommodation expenses during Field Certification training.
 - Please note that only students who pass are eligible for reimbursement.
 - Salary and overtime costs are not eligible for reimbursement.

Reimbursement Process

To receive reimbursement, police services are required to submit the following to the ministry:

- Completed DRE cover form (see Attachment 2);
- Copies of all corresponding receipts/invoices for all students for the following travel expenses:
 - Accommodation
 - Meals
 - Travel (e.g., air fare, shuttle, taxi)

The above documents must be submitted by email to SafetyPlanning@ontario.ca. Reimbursement will be issued upon receipt of the above documents to the ministry. ***The ministry will not process payments if the above documentation is incomplete.***

*Eligible travel expenses will be reimbursed in accordance with the Management Board of Cabinet Travel, Meal and Hospitality Expenses (TMHE) Directive [Travel, Meal and Hospitality Expenses Directive \(ontario.ca\)](#).

*Meal Rates outside of Canada (page 23 of the TMHE Directive) which refers to the National Joint Council Travel Directive, Appendix C – Allowances – Module 2 (Meal Allowances) [Travel Directive \(njc-cnm.gc.ca\)](http://njc-cnm.gc.ca)

Attachment 2

2024-25 COVER FORM

DRUG RECOGNITION EXPERT (DRE) TRAINING

Please submit the following cover form and all corresponding receipts related to travel expenses for **Stage 2 (Field Certification)** training to SafetyPlanning@ontario.ca after completing the training.

Police Service:

Stage 2 Field Certification course date:

Number of students (passed only):

Name of students (passed only):

(tab to add a line)

Please complete the table below outlining the total reimbursement request in Canadian \$.

Item	Total Expenses (combined for all students)	Corresponding Numbered Receipt(s)
Accommodation	\$	
Meals	\$	
Travel (e.g., air fare, shuttle, taxi)	\$	
Total =	\$	

Note:

- Please ensure that all receipts are clearly ***numbered or labelled*** for each of the above categories to ensure that the ministry can easily reference documents and calculate totals.
- Reimbursement will be issued upon receipt of all required documents to the ministry. **The ministry will not process payments if required documentation is incomplete.**
- Only student expenses related to **Stage 2 (Field Certification)** are eligible for reimbursement.
 - o The ministry will reimburse police services up to a maximum of **\$2,350.00 (CAD)** per student for travel, meals and accommodation expenses during Field Certification portion of the training.
 - o The ministry will only reimburse expenses for students who ***passed*** the Field Certification test.
 - o Note:
 - Expenses for students who did not pass the training are not eligible for reimbursement.
 - Salary and overtime costs are also not eligible for reimbursement.

Attachment 3

PROCUREMENT OF APPROVED DRUG SCREENING EQUIPMENT

Federal Bill C-46 authorizes police to use approved drug screening equipment at roadside if they reasonably suspect a driver has a drug in their system.

Eligible Expenses for Reimbursement

Approved drug screening devices (e.g., Dräger DrugTest 5000 or the Abbott SoToxa®) and related equipment purchased (e.g., swabs and QA kits) by police services between April 1, 2024, to March 31, 2025, are eligible for reimbursement for the 2024-25 fiscal year.

- If your police service has previously procured a device(s), the purchase of additional swabs and QA kits to support the continued use of the device(s) are also eligible for reimbursement.
- Reimbursements will be issued based on a first come, first served basis.
- HST and annual extended warranty are not eligible for reimbursement.

Reimbursement Process

To receive reimbursement, police services are required to submit the following to the ministry:

- The attached ADSE cover form (Attachment 4), completed for your order; and
- Final paid invoice(s) from the supplier related to your order.

Please submit the above documents by email to SafetyPlanning@ontario.ca by **March 31, 2025**.

- Reimbursement will be issued upon receipt of the above documents to the ministry. The ministry will not process payments if the above documentation is incomplete.

Note:

- There may be multiple components to an order for drug screening device(s). Please ensure that your invoice(s) includes all components before submitting to the ministry. If your invoice is missing components or contains any errors, please contact the supplier directly for correction.
- For example, please see the attached sample invoices (Attachment 5).

Procurement Support

The federal government is leading a national standing order offer (i.e., an offer from potential suppliers to provide goods and/or services at pre-arranged prices, under set terms and conditions, when and if required) to facilitate the purchase of ADSEs by police services.

The ministry provided a list of designated agencies (i.e., all police service providers) that should have access to this system in Ontario. It is up to individual police services to decide whether to purchase the equipment and how they want to use it within the terms of the legislation.

For your information, the standing offer for the approved drug screening devices have been posted on Buy and Sell Canada: [Search - Buyandsell.gc.ca](https://buyandsell.gc.ca)

Attachment 4

FY 2024-25 COVER FORM

PURCHASE OF APPROVED DRUG SCREENING EQUIPMENT (ADSE)

Please complete and submit the following cover form and final paid invoices related to your order to SafetyPlanning@ontario.ca **by March 31, 2025.**

Police Service:

Supplier/Company:

Order date:

Received date:

Number of devices purchased:

Number of swabs purchased
(if applicable):

Number of QA kits purchased
(if applicable):

Total (**before tax**) for reimbursement:

Note:

- Approved drug screening devices and related equipment purchased by police services between April 1, 2024, to March 31, 2025, are eligible for reimbursement for the 2024-25 fiscal year.
- There may be multiple components to an order for drug screening device(s). Please ensure that your invoice(s) includes all components before submitting to the ministry. If your invoice is missing components or contains any errors, please contact the supplier directly for correction.
- If your police service has previously procured a device(s), the purchase of additional swabs and QA kits to support the continued use of the device(s) are also eligible for reimbursement.
- Reimbursements will be issued based on a first come, first served basis.
- Reimbursement will be issued upon receipt of all required documents to the ministry. ***The ministry will not process payments if the required documentation is incomplete.***
- **Note:** HST and annual extended warranty are ***not eligible*** for reimbursement.

Attachment 5
SAMPLE INVOICES



Order confirmation

Customer no.
9119999999

Our order
207034165

Date
mm/dd/year

Please reference on inquiries

Customer
SAMPLE REGIONAL POLICE
HEAD QUARTERS ADMINISTRATION
200 SAMPLE ROAD, PO BOX 1234
CAMBRIDGE ON N3D 3B7

Payer 91195495
SAMPLE REGIONAL POLICE,
HEAD QUARTERS ADMINISTRATION
200 SAMPLE ROAD,
CAMBRIDGE ON N3D 3B7

Your order
mm/dd/year
248101TEST

Ship-To party 91100000
SAMPLE REGIONAL POLICE,
HEAD QUARTERS ADMINISTRATION
200 SAMPLE RD,
CAMBRIDGE ON N3D 3B7

Your contact person

Einat Velichover
Tel.: 416-518-8636
Einat.Velichover@draeger.com

Page 1 / 2 Partial delivery

Pos.	Quant.	Part no.	Description	Unit price CAD	Total price CAD
			STANDING OFFER E60PV-18DRUG		
0010	1 EA	3701413	Dräger DrugTest 5000 CA	XXXX.XX	XXXX.XX
0020	1 EA	8319310	Mobile Printer (Standard)	XXX.XX	XXX.XX
			Contains Battery, dry (Alkaline); Not restricted, as per ADR, IMDG and IATA SP A123		
0030	1 EA	8319441	Keyboard A9510 Qwerty (USB)	XXX.XX	XXX.XX
0040	1 EA	8319002	Thermal print.paper 10 years (5pcs.) A9510	XX.XX	XX.XX
0050	1 EA	AG02661	USB cable	XX.XX	XX.XX
0060	1 EA	8322675	DrugTest 5000 carrying case	XXX.XX	XXX.XX
0070	1 EA	8312166	Vehicle cable 12 V	XX.XX	XX.XX

Draeger Safety Canada Ltd.
2425 Skymark Ave, Unit 1
Mississauga, ON, L4W 4Y6
Tel: 1-905-212-6600 (Main)
Tel: 1-877-372-4371 (Toll Free)
Fax: 1-905-212-6602
GST# 101479129 QST# 1011314721
BC PST# 1048-9136
www.draeger.com

Remit To:
Draeger Safety Canada Ltd.
C/O TH1294C
PO BOX 4290 STN A
Toronto ON M5W 0E1

Remit Wire Transfers To:
Account Name: Draeger Safety Canada Ltd.
CAD Account Number: 052/435180/001 - Transit# 10052
SWIFT: HKBCCATT
HSBC Bank Canada
4550 Hurantario Street, Mississauga, Ontario, CA
USD Payments:
USD Account Number: 052/435180/70 - Transit# 10052
(Correspondent Bank: Citibank, SWIFT: CITIUS333, ABA: 021000089)

Order confirmation

Customer no.
9110000

Our order 207034165 Date mm/dd/year

Please reference on inquiries

Payer
91195495

Page 2 / 2

Pes.	Quant.	Part no.	Description	Unit price CAD	%	Total price CAD
0080	1 EA	3700791	DDT 5000 STK-CA (PU20)	XXX.XX		XXX.XX
0090	1 EA	8323640	DDT 5000 TTK (+/-), (6 pcs.)	XX.XX		XX.XX
-----				-----	-----	-----
Net value excl. Sales Tax						x,xxx.xx
+ GST						xxx.xx
+ HST						xxx.xx
-----				-----	-----	-----
Total amount						x,xxx.xx
=====				=====	=====	=====
<p>The sale of the products identified herein is expressly subject to the Draeger Safety Canada Ltd. Terms and Conditions of Sale previously provided to customer or may be found at www.draeger.com/en-us_ca/Home/Terms-Conditions</p> <p>PLEASE CHECK THIS ORDER CAREFULLY FOR ACCURACY IN PRICING, PART # AND DESCRIPTION. Contact Customer Service immediately if there are any discrepancies. This acknowledgement and note constitutes the entire agreement with respect to the contemplated transaction and supersedes all previous negotiations, proposals, writings, advertisements, or publications.</p> <p>Terms of delivery: Parcel Startday</p> <p>Arrival date (latest)</p> <p>Item 0010: dd/mm/year 1 EA</p> <p>Item 0020: dd/mm/year 1 EA</p> <p>Item 0030: dd/mm/year 1 EA</p> <p>Item 0040: dd/mm/year 1 EA</p> <p>Item 0050: dd/mm/year 1 EA</p> <p>Item 0060: dd/mm/year 1 EA</p> <p>Item 0070: dd/mm/year 1 EA</p> <p>Item 0080: dd/mm/year 1 EA</p> <p>Item 0090: dd/mm/year 1 EA</p> <p>Payment terms:</p> <p>30 days after invoice date</p>						

E-INVOICING-Register for Electronic Invoice Delivery today

Would you like to receive future invoices electronically? Register for e-invoicing from Draeger at: <https://www.draeger.com/E-Invoicing-US-CA>



133 Walgreen Road, Ottawa, ON K0A 1L0

P 613.831.6009 F 613.831-6610

SALES QUOTE	
SQ-172095	dd/mm/year

Customer		Contact	Ship To					
Prospective customer CANADA		Ontario Police Agency - TBA Attn: TBA Any Street Town ON N1N 1N1 1N1 CANADA	Ontario Police Agency - TBA Attn: TBA Any Street Town ON N1N 1N1 CANADA					
Account	Terms		Due Date		Account Rep		Schedule Date	
7053	COD CASH/CERTIFIED FUNDS		dd/mm/year		Davtech		dd/mm/year	
Quotation	PO #		Reference		Ship VIA		Page	Printed
SQ-172095					UPS Ground		1	dd/mm/year 1:36:22PM
Item	Description	Qty		Pric	UM	Discount		Amount
TOX400SCAN	SoToxa™ Mobile Test System Includes: Abbott SoToxa Mobile Analyzer, printer, cable, QC cartridge set, power supply unit and power cable, system carry case.	1		\$x,xxx.xx	EA			\$x,xxx.xx
TOX417	SoToxa™ Oral Fluid Test Kit - THC Includes Oral Fluid Collection Device	1		\$xxx.xx	BX25			\$xxx.xx
FR-INCL-FOB-DES	Freight - Included - FOB Destination Reference Quote for Period October 4, 2022 to October 2, 2023.	1		\$0.00	EA			\$0.00
Thank You for this opportunity to quote. All shipments are FOB DAVTECH unless noted. GST/HST # 89094 1792RT0001			Tax Details ON.HST13 \$xxx.xx			Taxable HST 13%		\$x,xxx.xx \$xxx.xx
						Others Total Tax Exempt Total		0.00 \$xxx.xx \$0.00 \$x,xxx.xx
						Balance		\$x,xxx.xx

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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: *Missing Persons Act, 2018 – 2024 Annual Report and
Training Supports*

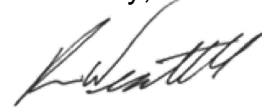
DATE OF ISSUE:	January 30, 2025
CLASSIFICATION:	For Action
RETENTION:	June 1, 2025
INDEX NO.:	25-0008
PRIORITY:	Normal

I am sharing the attached communication on the annual reporting requirements for police services under the *Missing Persons Act, 2018* (MPA), where you can access the annual report form, and training supports offered through the Ontario Police College.

The 2024 annual report must include urgent demands made during the period of January 1, 2024 to December 31, 2024 and should be submitted to the Ministry of the Solicitor General (SOLGEN) by email at MPreporting@ontario.ca by **June 1, 2025**.

For further information, please review the attached communication from Sarah Caldwell, Assistant Deputy Minister, Strategic Policy Division, SOLGEN. If you have any questions regarding the annual reporting requirements, please contact MPreporting@ontario.ca.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

Ministry of the Solicitor General

Ministère du Solliciteur général

Strategic Policy Division
Office of the Assistant Deputy Minister

Division des politiques stratégiques
Bureau du sous-ministre adjoint



25 Grosvenor Street, 9th Floor
Toronto ON M7A 1Y6
Tel: 416 212-4221

25, rue Grosvenor, 9^e étage
Toronto ON M7A 1Y6
Tél. : 416 212-4221

MEMORANDUM TO:

Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

FROM:

Sarah Caldwell
Assistant Deputy Minister
Strategic Policy Division

SUBJECT:

Missing Persons Act, 2018 – 2024 Annual Report and Training Supports

On July 1, 2019, the *Missing Persons Act, 2018* (MPA) came into force, providing police services with new tools to effectively investigate missing persons occurrences where there is no evidence that a crime has been committed.

I am writing to request your assistance in sending out a reminder to the policing community related to the annual reporting requirements under the MPA, as well as the available training supports.

Annual Report

Under Section 8 of the MPA, police services are required to report annually on their use of urgent demands, and police service boards are required to make this report available to the public. The 2024 annual report must include urgent demands made during the period of January 1, 2024 to December 31, 2024. The annual report must be completed using Form 7: Annual Report Template which can be found on the [Ontario Central Forms Repository Website](https://forms.mgcs.gov.on.ca/). The URL for the Central Forms Repository is <https://forms.mgcs.gov.on.ca/>.

The general regulation under the MPA ([O. Reg. 182/19](#)) sets out the specific timelines for meeting this requirement. Municipal and First Nations Chiefs of Police are required to provide an annual report to their police service boards by April 1, 2025. Police service boards must make the annual report public on a website by June 1, 2025 and must provide a copy to the Ministry of the Solicitor General. Which website the annual report is posted on (e.g., the police service board's website or the police service's

website) and the format of the public posting is up to the discretion of the police service board. Similar requirements apply to the Ontario Provincial Police.

Please submit the annual report to the ministry by email at

MPreporting@ontario.ca by June 1, 2025. In the submission email, please also include:

- The contact information (i.e., first name, surname, and email address) of a lead contact in the police service for the annual report; and,
- A link to where the annual report has been posted on the police service board's or police service's website.

Training

Basic training outlining the key elements of the MPA, developed by the Ontario Police College in collaboration with the ministry, can be found on the Ontario Police College's Virtual Academy (OPCVA) at <https://www.opcva.ca/content/missing-persons-act>. It can also be accessed via the main OPCVA page under the 'Resources' drop-down list at the top of the page.

A supplementary training video is also available on the OPCVA and can be accessed at: <https://www.opcva.ca/content/missing-persons-act-disclaimer>. This training video, created by the Ontario Provincial Police's Ontario Centre for Missing Persons and Unidentified Remains, is approximately 13 minutes in length and provides additional guidance and situational examples for officers regarding the application and use of the Act.

Any questions or concerns can be directed to MPreporting@ontario.ca.

Thank you for your assistance in communicating this.

Sincerely,



Sarah Caldwell
Assistant Deputy Minister
Strategic Policy Division

Ministry of the Solicitor General

Public Safety Division

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

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

Ministère du Solliciteur général

Division de la sécurité publique

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

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



MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Annual Reporting Requirement: Ontario Major Case
Management

DATE OF ISSUE:	February 11, 2025
CLASSIFICATION:	For Action
RETENTION:	February 28, 2025
INDEX NO.:	25-0009
PRIORITY:	Normal

[O. Reg. 90/24: General Matters Under the Authority of the Minister](#) under the *Community Safety and Policing Act, 2019*, continues the requirement for every chief of police to prepare and submit an annual report to the Ministry of the Solicitor General setting out the number of major cases, as defined in [O. Reg. 394/23: Major Case Management and Approved Software Requirements](#), investigated by the police service in the year.

Please find attached an annual reporting form. Annual reports must be submitted by each police service no later than **February 28, 2025**. This form can be submitted electronically to SPCIC@ontario.ca.

If you have any questions about completing this form, please contact Detective Constable Erin Ouellette, Police Support and Outreach Officer at (647) 532-1393.

Thank you for your continued cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weatherill".

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

GENERAL INSTRUCTIONS

Completing the Report

- Police service members must complete all fields that are applicable and those identified as mandatory by an asterisk (*).
- For the purposes of this report, police services including First Nations police services that opt-in to the *Community Safety and Policing Act, 2019* (CSPA) are to identify the number of major cases, as defined in Ontario Regulation 394/23 (Major Case Management and Approved Software Requirements) made under the CSPA, investigated by the police service in the year.
- The Annual Report reflects major case investigations that were initiated within the calendar year, not when the investigations were entered into the RMS or PowerCase.
- Including both RMS and PowerCase numbers provide police services with the opportunity to reconcile discrepancies.
- Police services shall report those discrepancies to the Ministry of the Solicitor General in Part C of this form.
- Major cases are separated into two classifications: Threshold and Non-Threshold (See Definitions).
- To use drop down lists, type the first letter of your response to go directly to that option and use arrow keys to navigate up and down.
- Information provided in this report should be supported by information contained within police services records management systems and the PowerCase software application.
- Police services are required to submit the completed form by **February 28th** to the Serial Predator Crime Investigations Coordinator (SPCIC), Ontario Major Case Management, at SPCIC@ontario.ca.
- If you have any questions with respect to completing this report, please contact the SPCIC at SPCIC@ontario.ca.

Definitions – Threshold Major Cases

Abduction and/or Kidnapping: within the meaning of section 279, 280 or 281 of the *Criminal Code (Canada)*, where the victim and offender are not in a familial relationship, or an attempt thereof.

Found Human Remains: An occurrence involving found human remains that is suspected to be homicide.

Homicide: within the meaning of subsection 222 (4) of the *Criminal Code (Canada)* or attempted homicide within the meaning of section 239 of the *Criminal Code (Canada)*.

Missing Person: if there is a strong possibility that the missing person has been the victim of homicide, an assault causing serious bodily harm, abduction, or kidnapping.

Sexual Assault or Attempted Sexual Assault: i) within the meaning of sections 271 to 273 of the *Criminal Code (Canada)*. Sexual interference within the meaning of section 151 of the *Criminal Code (Canada)*. ii) Sexual exploitation within the meaning of sections 153 and 153.1 of the *Criminal Code (Canada)*. iii) Invitation to sexual touching within the meaning of section 152 of the *Criminal Code (Canada)*.

Sexual assault, attempted sexual assault, sexual interference, sexual exploitation or invitation to sexual touching, if, in relation to these offences, both of the following criteria are met:

- The offender is believed to have done one or more of the following:
 - Carried, used or threatened to use a weapon or an imitation weapon.
 - Threatened to cause bodily harm to a person other than the victim.
 - Caused bodily harm to the victim.
 - Been a party to the offence with any other person.
 - Committed an aggravated sexual assault within the meaning of subsection 273 (1) of the *Criminal Code (Canada)*.
 - Tortured the victim.
 - Used restraints, bondage or a disguise.
 - Used photographic, video or audio equipment to record the offence.
 - Removed a personal item of the victim from the location of the offence.
 - Told the victim what to say or how to speak during their interaction.
 - Used a deception, trick or ruse to lure the victim.
 - Committed an offence for the purpose of facilitating an offence listed in this definition.

ii. None of the following circumstances apply:

- A. The victim and offender have or had a familial relationship or any other kind of personal relationship.
- B. The offence being investigated occurred more than one year prior to the commencement of the investigation.
- C. Within 14 days after the commencement of the investigation into the offence, the offender is identified, whether or not they are arrested or charged, or the offender is deceased.

Definitions – Non-Threshold Major Cases

Criminal Harassment: within the meaning of section 264 of the *Criminal Code (Canada)* where the harasser is not known to the victim and there is reason to believe the harassment is for a sexual purpose.

Missing Person: if the person cannot be located or contacted by a member of a police service for 30 days after being reported missing.

Sexual Assault or Attempted Sexual Assault: **i)** within the meaning of sections 271 to 273 of the *Criminal Code (Canada)*. Sexual interference within the meaning of section 151 of the *Criminal Code (Canada)*. **ii)** Sexual exploitation within the meaning of sections 153 and 153.1 of the *Criminal Code (Canada)*. **iii)** Invitation to sexual touching within the meaning of section 152 of the *Criminal Code (Canada)*.

Sexual assault, attempted sexual assault, sexual interference, sexual exploitation or invitation to sexual touching, if, in relation to these offences, any of the following criteria are met:

- A. The victim and offender have or had a familial relationship or any other kind of personal relationship.
- B. The offence being investigated occurred more than one year prior to the commencement of the investigation.
- C. Within 14 days after the commencement of the investigation into the offence, the offender is identified, whether or not they are arrested or charged, or the offender is deceased.
- D. The offender is not believed to have done any of the following:
 - a) Carried, used or threatened to use a weapon or an imitation weapon.
 - b) Threatened to cause bodily harm to a person other than the victim.
 - c) Caused bodily harm to the victim.
 - d) Been a party to the offence with any other person.
 - e) Committed an aggravated sexual assault within the meaning of subsection 273 (1) of the *Criminal Code (Canada)*.
 - f) Tortured the victim.
 - g) Used restraints, bondage or a disguise.
 - h) Used photographic, video or audio equipment to record the offence.
 - i) Removed a personal item of the victim from the location of the offence.
 - j) Told the victim what to say or how to speak during their interaction.
 - k) Used a deception, trick or ruse to lure the victim.
 - l) Committed an offence for the purpose of facilitating an offence listed in this definition.

Trafficking in Persons: within the meaning of section 279.01 of the *Criminal Code (Canada)* or trafficking in persons under the age of 18 years within the meaning of section 279.011 of the *Criminal Code (Canada)*, or an attempt thereof.

Saving and Reviewing the Report

- Members completing this report will be alerted to any missing or incorrect fields, and a visual indicator (e.g., red highlighted border) may appear.
- The form should be saved in the following naming convention "YYYY-Annual Report-[Name of Police Service]".
- Once completed, the police service member shall submit the form to the Serial Predator Crime Investigations Coordinator, Ontario Major Case Management, Ministry of the Solicitor General, at SPCIC@ontario.ca.

REPORTING REQUIREMENTS

Every chief of police is required to provide to the Minister an annual report setting out the number of major cases as defined in O. Reg. 394/23 investigated by the police service in the year, pursuant to s. 6 (1) of O. Reg. 90/24.

Fields marked with an asterisk (*) are mandatory.

Select Police Service * (select only one)

Calendar Year *

Municipal Police Service

Ontario Provincial Police

First Nations Police Service

PART A: Threshold Major Cases *		
	RMS	PowerCase
Abduction and/or Kidnapping		
Found Human Remains		
Homicide		
Missing Person		
Sexual Assault or Attempted Sexual Assault		
TOTAL Threshold Cases:		

PART B: Non-Threshold Major Cases *		
	RMS	PowerCase
Criminal Harassment		
Missing Person		
Sexual Assault or Attempted Sexual Assault		
Trafficking in Persons		
TOTAL Non-Threshold Cases:		

PART C: Rationale for Discrepancies

If there are any discrepancies between RMS and PowerCase numbers, provide rationale below:

PART D: Notifications to the Serial Predator Crime Investigations Coordinator (SPCIC) *

Does your police service have a process in place to notify the SPCIC within seven days when there are unsolved linked major cases?

PART E: Contact Information *

Sworn Police Officer

Civilian

Name:	
Email Address:	
Branch/Unit:	
Date (yyyy/mm/dd):	