

Windsor Police Service Board

PUBLIC MEETING



Windsor Police Headquarters, 150 Goyeau Street, 4th Floor Boardroom



Start: Thursday, July 24, 2025 - 1:45pm

End: Thursday, July 24, 2025 - 3:00pm

1. Agenda

 1.1 July 24 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 May 22,, 2025.pdf

6. Business Arriving from the Minutes

7. Annual Reports

 7.1 A-001 Accessibility Standards for Customer Service - 2025 Annual Report.cleaned.pdf

 7.2 A-002 Quality Assurance and Audits - 2025 Annual Report.cleaned.pdf

 7.3 A-005 Officer Note Taking - 2025 Annual Report.cleaned.pdf

 7.4 A-007 Solicitation and Acceptance of Public Donations - 2025 Annual Report.cleaned.pdf

 7.5 A-009 Citizen Rewards.cleaned.pdf

 7.6 A-012 Marked Patrol Vehicles - 2025 Annual Report.cleaned.pdf

 7.7 G-004 Management of Police Records - 2025 Annual Report.cleaned.pdf

-  7.8 G-008 Freedom of Information Act - 2025 Annual Report.cleaned.pdf
-  7.9 HR-004 Respecting the Right to Disconnect from Work - 2025 Annual Report.cleaned.pdf
-  7.10 HR-006 Equal Opportunity Discrimination and Workplace Harassment - 2025 Annual Report.cleaned.pdf
-  7.11 .Appointment of Special Constables - SC Employers.pdf
-  7.12 HR-014 Use of Auxiliaries and Volunteers - 2025 Annual Report.cleaned.pdf
-  7.13 HR-015 Skills Development and Learning Plan - 2025 Annual Report.cleaned.pdf
-  7.14 P-004-Police Response to Persons in Crisis-2025 Annual Report.cleaned.pdf
-  7.15 P-005 Child Abuse and Neglect - 2025 Annual Report.cleaned.pdf
-  7.16 P-006 Child Pornography Internet Child Exploitation - 2025 Annual Report.cleaned.pdf
-  7.17 P-009 Victims Assistance - 2025 Annual Report.pdf
-  7.18 P-010 - Canine Units-2025 Annual Report.cleaned.pdf
-  7.19 P-011 Youth Crime - 2025 Annual Report.cleaned.pdf
-  7.20 P-012 Domestic and Family Violence Occurrences - 2025 Annual Report.cleaned.pdf
-  7.21 P-013 Use of Force - 2025 Annual Report.cleaned (2).pdf
-  7.22 P-014 Community-Based Crime Prevention - 2025 Annual Report.cleaned.pdf
-  7.23 P-015 Community Patrol-2025 Annual Report.cleaned.pdf
-  7.24 P-016 Problem Oriented Policing-2025 Annual Report.cleaned.pdf
-  7.25 P-017- Public Order Unit.cleaned.pdf
-  7.26 P-019 Hate Bias Motivated Crime and Hate Propaganda Offences - 2025 Annual Report.cleaned.pdf
-  7.27 P-020 Witness Protection and Security - 2025 Annual Report.cleaned.pdf
-  7.28 P-021 Vehicle Pursuits.pdf
-  7.29 P-022-Underwater Search and Recovery Unit.cleaned.pdf
-  7.30 P-024 Police Response to High-Risk Individuals - 2025 Annual Report.cleaned.pdf

-  7.31 P-025 Internal Task Force - 2025 Annual Report.cleaned.pdf
-  7.32 P-026 Joint Forces Operations - 2025 Annual Report.cleaned.pdf
-  7.33 P-027 Criminal Intelligence - 2025 Annual Report.cleaned.pdf
-  7.34 P-028 Communication and Dispatch - 2025 Annual Report.cleaned.pdf
-  7.35 P-029 Bail and Violent Crime - 2025 Annual Report.cleaned.pdf
-  7.36 P-031-Traffic Management, Enforcement and Road Safety-2025 Annual Report.cleaned.pdf
-  7.37 P-032 Informants and Agents - 2025 Annual Report.cleaned.pdf
-  7.38 P-033 – Police Action at Labour Disputes-2025 Annual Report.cleaned.pdf
-  7.39 P-036 Investigations into Homicides - 2025 Annual Report - 2025 Annual Report.cleaned.pdf
-  7.40 P-037 Criminal Harassment - 2025 Annual Report.cleaned.pdf
-  7.41 P-038 Arrest - 2025 Annual Report.cleaned.pdf
-  7.42 P-041 Acoustic and Hailing Devices-2025 Annual Report.cleaned.pdf
-  7.43 P-042 Elder Vulnerable Adult Abuse - 2025 Annual Report.cleaned.pdf
-  7.44 P-044 Collection Preservation and Control of Evidence and Property - 2025 Annual Report.cleaned.pdf
-  7.45 P-045 Persons in Custody - Prisoner Transportation.cleaned.pdf
-  7.46 P-047 Crime, Call and Public Disorder Analysis - 2025 Annual Report.pdf
-  7.47 P-048 Sex Offender Registry - 2025 Annual Report.cleaned.pdf
-  7.48 P-049 Missing Persons - 2025 Annual Report.cleaned.pdf
-  7.49 P-050 Safe Storage of Police Firearms - 2025 Annual Report.cleaned.pdf
-  7.50 P-052 Major Incident Command-2025 Annual Report.cleaned.pdf
-  7.51 P-054 Secure Holsters - 2025 Annual Report.cleaned.pdf
-  7.52 P-055 Illegal Gaming - 2025 Annual Report.cleaned.pdf
-  7.53 P-056 Communicable Diseases - 2025 Annual Report.cleaned.pdf

 7.54 P-058 Sexual Assault-Indecent Act Investigation - 2025 Annual Report.cleaned.pdf

 7.55 P-059 Supervision-2025 Annual Report.cleaned.pdf

 7.56 P-062 Parental and Non-Parental Abductions - 2025 Annual Report.cleaned.pdf

 7.57 P-075- Speed Measuring Devices-2025 Annual Report.cleaned.pdf

8. Monthly Reports

 8.1 Crime Stoppers Report May & June 2025.cleaned.pdf

 8.2 Professional Standards Branch Report - April & May - Public Agenda.cleaned.pdf

 8.4 FOI Monthly Report May & June 2025.cleaned.pdf

 8.5 July HR Report - PUBLIC.cleaned.pdf

9. Quarterly Reports

 9.1 CCP POP CALLS FOR SERVICE.docx.pdf

 9.2 Amherstburg Policing Activities 2025-JUNE2025.pdf

 9.3 YCJA Quarterly Report 2025 - Q2.cleaned.pdf

 9.4 2025 Q2 Use of Force Dashboard.cleaned.pdf

 9.5 2025 2nd Quarter Variance Report to WPSB.pdf

10. Communications

 10.1 Letter from Assistant Deputy Minister Ken Weatherill.pdf

 10.2 Letter to Mayors and Chairs - Incidents of Violence and Harassment In Condominium Communities - June 2025.pdf

 10.3 IG Annual Report 2024_June 27 2025.pdf

 25-0025 - ACM - Provincial Pool of Multi-Jurisdictional Major Case Managers.cleaned.pdf

 25-0026 - All Chiefs Memo - MHS4PSP Warrior Health Portal Grant Program and Inventory.cleaned.pdf

 25-0026 - Attachment - HSD Memo - MHS4PSP Warrior Health Portal Grant Program and Inventory.cleaned.pdf

 25-0027 - All Chiefs Memo - Combative Sports Act 2019.cleaned.pdf

-  25-0027 - Attachment - SPORT Memo - Working with Police Services to Address Illegal Combative Sport Events.cleaned.pdf
-  25-0028 - All Chiefs Memo - 2025-26 Constable Joe MacDonald Public Safety Officers Survivors Scholarship Fund - Call for Applications.cleaned.pdf
-  25-0028 - Attachment 1 - 2025-26 CJMPSOSSF - Application Guidelines and Appendix A (Student Living Allowances).cleaned.pdf
-  25-0028 - Attachment 2 - CJMPSOSSF 2025-26 Application Form.cleaned.pdf
-  25-0029 - All Chiefs Memo - Ontario Police College Major Case Management Training Courses Secondment Opportunity.cleaned.pdf
-  25-0030 - All Chiefs Memo - Changes to Dispatching Body Removal Services.cleaned.pdf
-  25-0030 - Attachment - OCC Memo - Changes to Dispatching Body Removal Services.cleaned.pdf
-  25-0031 - All Chiefs Memo - Amendments to CL as part of POTSSSCA.cleaned.pdf
-  25-0031 - Attachment - SPD Memo - Amendments to CL as part of POTSSSCA.cleaned.pdf
-  25-0032 - All Chiefs Memo - 2026 Basic Constable Training Program Dates.cleaned.pdf
-  25-0033 - All Chiefs Memo - Legal Requirements under Sections 25.1 to 25.4 of the Criminal Code of Canada.cleaned.pdf
-  25-0033 - Attachment 1 - Section 25 Annual Report Collection v3.2 (2023-24) fillable.cleaned (1).pdf
-  25-0033 - Attachment 2 - Section 25 Annual Report Collection v3.2 (2024-25) fillable.cleaned.pdf
-  25-0034 - All Chiefs Memo - Additional Basic Constable Training Program Intake.cleaned.pdf
-  25-0035 - All Chiefs Memo - Permitting the Sale Service and Consumption of Alcohol on Large Quadricycles effective July 1 2025.cleaned.pdf
-  25-0035 - Attachment - MAG Memo - Permitting the Sale, Service, and Consumption of Alcohol on Large Quadricycles effective July 1, 2025.cleaned.pdf
-  25-0036 - All Chiefs Memo - Regulation Amendments under the Towing and Storage Safety and Enforcement Act, 2021, Highway Traffic Act, and Provincial Offences Act.cleaned.pdf
-  25-0036 - Attachment - MTO Memo - Towing and Storage Safety and Enforcement Act and Highway Traffic Act Regulation Amendments - July 1 2025.cleaned.pdf

11. New Business

-  11.1 WPSB Memo to Board re New and Updated Policies.pdf
 -  11.1.1 P-063 WPSB Equipment and Body Armour.pdf
 -  APPENDIX P-063 Equipment and Body Armour.pdf
 -  11.1.2 P-064 WPSB Firearms Training and Investigations.pdf
 -  APPENDIX P-064 Firearms Training and Investigations.pdf
 -  11.1.3 P-065 WPSB Fraud and False Pretence Investigation (2).pdf
 -  APPENDIX P-065 Fraud and False Pretence Investigation.pdf
 -  11.1.4 P-066 WPSB Preliminary Perimeter Control and Containment.pdf
 -  APPENDIX P-066 Preliminary Perimeter Control and Containment.pdf
 -  11.1.5 P-067 WPSB Property Offences including Break and Enter.pdf
 -  APPENDIX P-067 Property Offences.pdf
 -  11.1.6 P-068 WPSB Robbery Investigations.pdf
 -  APPENDIX P-068 Robbery Investigations.pdf
 -  11.1.7 P-069 WPSB Stolen or Smuggled Firearms.pdf
 -  APPENDIX P-069 Stolen or Smuggled Firearms.pdf
 -  11.1.8 P-070 WPSB Vehicle Theft.pdf
 -  APPENDIX P-070 Vehicle Theft.pdf
 -  11.2 Auxiliary Swearing In Ceremony Request.cleaned.pdf
 -  11.3 Confirmation of E-POLL Chief of Police Recruitment Committee.pdf
 -  11.4 Confirmation of E-POLL Ottawa PSB request for assistance Canada Day MOU.pdf
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PUBLIC Agenda

Date: Thursday, July 24, 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 May 22, 2025
6. Business Arriving from the Minutes
7. Annual Reports
 - 7.1 A-001 Accessibility Standards for Customer Service
 - 7.2 A-002 Quality Assurance and Audits
 - 7.3 A-005 Officer Note Taking
 - 7.4 A-007 Solicitation and Acceptance of Public Donations, Sponsorships or private sector arrangements
 - 7.5 A-009 Citizen Rewards by the WPS
 - 7.6 A-012 Marked Patrol Vehicles
 - 7.7 G-004 Management of Police Records
 - 7.8 G-008 Freedom of Information Protection of Privacy Act
 - 7.9 HR-004 Respecting the Right to Disconnect from Work
 - 7.10 HR-006 Equal Opportunity; Discrimination and Workplace Harassment Prevention
 - 7.11 HR-011 Appointment of Special Constables - SC Employer
 - 7.12 HR-014 Use of Auxiliaries and Volunteers
 - 7.13 HR-015 Skills Development and Learning Plan
 - 7.14 P-004 Police Response to persons in Crisis
 - 7.15 P-005 Child Abuse and Neglect
 - 7.16 P-006 Child Pornography (ICE)

- 7.17 P-009 Victims Assistance
- 7.18 P-010 Canine Units
- 7.19 P-011 Youth Crime
- 7.20 P-012 Domestic and Family Violence Occurrences
- 7.21 P-013 Use of Force and Weapons
- 7.22 P-014 Community-Based Crime Prevention
- 7.23 P-015 Community Patrol
- 7.24 P-016 Problem Oriented Policing
- 7.25 P-017 Public Order Units
- 7.26 P-019 HATE/BIAS Motivated Crime and Hate Propaganda Offences
- 7.27 P-020 Witness Protection and Security
- 7.28 P-021 Vehicle Pursuits
- 7.29 P-022 Underwater Search and Recovery Units
- 7.30 P-024 Police Response to High-Risk Individuals
- 7.31 P-025 Internal Task Forces
- 7.32 P-026 Joint Forces Operations
- 7.33 P-027 Criminal Intelligence
- 7.34 P-028 Communications and Dispatch
- 7.35 P-029 Bail and Violent Crime
- 7.36 P-031 Traffic Management Enforcement and Road Safety
- 7.37 P-032 Informants and Agents
- 7.38 P-033 Police Actions at Labour Disputes
- 7.39 P-036 Investigations into Homicides
- 7.40 P-037 Criminal Harassment
- 7.41 P-038 Arrest
- 7.42 P-041 Acoustic and Hailing Devices
- 7.43 P-042 Elder and Vulnerable Adult Abuse
- 7.44 P-044 Collection Preservation and Control of Evidence and Property
- 7.45 P-045 Persons in Custody/Prisoner Transportation
- 7.46 P-047 Crime, Call and Public Disorder Analysis
- 7.47 P-048 Sex Offender Registry
- 7.48 P-049 Missing Persons
- 7.49 P-050 Safe Storage of Firearms
- 7.50 P-052 Major Incident Command
- 7.51 P-054 Secure Holsters
- 7.52 P-055 Illegal Gaming
- 7.53 P-056 Communicable Diseases
- 7.54 P-058 Sexual Assault Investigations
- 7.55 P-059 Supervision
- 7.56 P-062 Parental and Non-Parental Abductions
- 7.57 P-075 Speed Measuring Devices

8. Monthly Reports

- 8.1 Crime Stoppers
- 8.2 Professional Standards Branch

- 8.3 Crime Statistics (VERBAL)
- 8.4 Freedom of Information
- 8.5 Human Resources

9. Quarterly Reports

- 9.1 POP/CCP/Calls for Service
- 9.2 Amherstburg Statistics
- 9.3 Youth Crime (Q2)
- 9.4 Use of Force (Q2)
- 9.5 2nd Quarter Variance Report

10. Communications

- 10.1 Ministry of the Solicitor General – Police Helicopters
- 10.2 Condominium Associations Joint Letter
- 10.3 Inspector General of Policing 2024 Annual Report
- 10.4 All Chiefs Memos

11. New Business

- 11.1 Memo – Administrative Director – New and Updated Policies
 - 11.1.1 Equipment and Body Armour (**UPDATED**)
 - 11.1.2 Firearms Training and Investigations (**NEW**)
 - 11.1.3 Fraud and False Pretence Investigation (**UPDATED**)
 - 11.1.4 Preliminary Perimeter Control and Containment (**UPDATED**)
 - 11.1.5 Property Offences (including Break and Enter) (**UPDATED**)
 - 11.1.6 Robbery Investigations (**UPDATED**)
 - 11.1.7 Stolen or Smuggled Firearms (**UPDATED**)
 - 11.1.8 Vehicle Theft (**UPDATED**)
- 11.2 Auxiliary – Request for Funds – Swearing In Ceremony
- 11.3 Confirmation of E-Poll Resolution – Chief of Police Recruitment Committee
- 11.4 Confirmation of E-Poll Resolution – Ottawa Request for Assistance – Canada Day
- 11.5 Chair of Finance Committee – Verbal Report
- 11.6 Closed Session

The Board met in closed session on July 24, 2025, pursuant to Section 44 of the *Community Safety and Policing Act*, for consideration of confidential subject matter related to (b) personal matters, (a) security of property, (j) Position/Plan – negotiations/agreement, and (e) litigation or potential litigation, (k) Section 8 of *Municipal Freedom of Information and Protection of Privacy Act*.

12. Adjournment

Date of Next Meeting – **September 25, 2025**



Public Minutes

DATE OF MEETING:	Thursday, May 22, 2025
LOCATION:	4 th Floor Boardroom, WPS Headquarters
LIVESTREAMED AT:	https://windsorpolice.ca/about/wps-board/meeting-minutes
MEMBERS PRESENT:	Councillor Jo-Anne Gignac (Chair) Sophia Chisholm (Vice Chair) Robert de Verteuil David Hammond
STAFF PRESENT:	Chief Jason Bellaire Deputy Chief Jason Crowley Deputy Chief Karel DeGraaf Inspector Chris Werstein Gary Francoeur, Director of WPS Corporate Communications Constable Bianca Jackson, WPS Corporate Communications
OTHERS PRESENT:	Mayor Michael Prue, Advisor, Town of Amherstburg Tanya Todorovic, Odgers (Item 7) Amanda Bugatto, Odgers (Item 7)
REGRETS:	Mayor Drew Dilkens Councillor Jim Morrison
RECORDER:	Administrative Director

1. Agenda

1.1 Agenda

2. Call to Order

Meeting is called to order at 1:45 p.m.

3. Declaration of Conflict & Pecuniary Interest by Members

NONE

4. Approval of Agenda

Motion to approve the Public Agenda for the meeting of Thursday, March 20, 2025, Moved by S. Chisholm Seconded by D. Hammond

BE IT RESOLVED THAT the Public agenda for the Windsor Police Service Board meeting of May 22, 2025, be approved as circulated.

The motion carried

5. Approval of the Minutes

5.1 Public Minutes of March 20, 2025

Motion to approve the Minutes of March 20, 2025, Moved by D. Hammond Seconded by S. Chisholm

BE IT RESOLVED THAT the Public Board Minutes of the Windsor Police Service Board of March 20, 2025, be approved as circulated.

The motion carried

5.2 Finance Committee Minutes of April 9, 2025

Motion to accept the Minutes of the Finance Committee dated April 9, 2025 Moved by R. de Verteuil Seconded S. Chisholm

BE IT RESOLVED THAT the Minutes of the Windsor Police Service Board Finance Committee meeting of April 9, 2025, be accepted as circulated.

The motion carried

6. Business Arriving from the Minutes

NONE

7. Delegations/Presentations

Presentation to John Elliott

Chair Gignac presents a token of the Windsor Police Service Board's appreciation to John Elliott for his service to the Board and the Windsor Police Service from 2023 to 2025.

For further details, refer to the WPSB livestream record: <https://windsorpolice.ca/about/wps-board/meeting-minutes>

Presentation by Tanya Todorovic and Amanda Bugatto from Odgers regarding the Chief of Police Recruitment Process

For further details, refer to the WPSB livestream record: <https://windsorpolice.ca/about/wps-board/meeting-minutes>

8. Monthly Reports

8.1 Crime Statistics

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

BE IT RESOLVED THAT the Board receives for information the Crime Statistics Report as presented.

The motion carried

For further details, refer to the WPSB livestream record: <https://windsorpolice.ca/about/wps-board/meeting-minutes>

8.2 Crime Stoppers Report

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

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

The motion carried

8.3 PSB Reports

Motion to receive the PSB Reports Moved by S. Chisholm Seconded by D. Hammond

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the PSB Reports as circulated.

The motion carried

8.4 Freedom of Information Report

Motion to receive the Freedom of Information Report Moved by S. Chisholm Seconded by D. Hammond

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

The motion carried

8.5 Human Resources Report

Motion to receive the Human Resources Report Moved by S. Chisholm Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board receives the Human Resources Monthly Report.

The motion carried

9. Quarterly Reports

9.1 POP/CCP/Calls for Service

Motion to receive the POP/CCP/Calls for Service Report Moved by R. de Verteuil Seconded by D. Hammond

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

The motion carried

9.2 Use of Force Report

Motion to receive the Use of Force Report Moved by S. Chisholm Seconded by D. Hammond

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

The motion carried

9.3 Amherstburg Detachment – Policing Activities

Motion to receive the Amherstburg Detachment – Policing Activities Report Moved by D. Hammond Seconded by S. Chisholm

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

The motion carried

9.4 Youth Crime Stats Report

Motion to receive the Youth Crime Stats Report Moved by S. Chisholm Seconded by D. Hammond

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Youth Crime Stats Report.

The motion carried

10. Communications

10.1 Risk-Driven Tracking Database (RTD) Agreement

Motion to receive the correspondence re: Risk-Driven Database (RTD) Moved by R. de Verteuil
Seconded by D. Hammond

BE IT RESOLVED THAT the Windsor Police Service Board receives for information the Risk-Driven Tracking Database correspondence.

The motion carried

10.2 All Chiefs Memos

Motion to receive the All Chiefs Memos Moved by S. Chisholm Seconded by D. Hammond

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

The motion carried

11. New Business

11.1 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. Hammond

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

11.1.1 – 11.1.12 Updated and New Policies

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

BE IT RESOLVED THAT the Windsor Police Service Board adopts the following policies as circulated,

- **Use of Police Service Board Resources during an Election Campaign**
- **Marked General Patrol Vehicles**
- **Drug Investigations**
- **Secure Holster**
- **Illegal Gaming**
- **Communicable Diseases**
- **Speed Measuring Devices**
- **Sexual Assault Investigation**
- **Supervision**
- **Proceeds of Crime**
- **Critical Points**
- **Parental and Non-Parental Abductions and Attempts**

The motion carried

11.2 Request for Sponsorship – University of Windsor Bursary

Motion to approve sponsorship request from University of Windsor Moved by D. Hammond
Seconded by S. Chisholm

BE IT RESOLVED THAT the Windsor Police Service Board approves the request from the University of Windsor for sponsorship for the Windsor Police Service Criminology Bursary in the amount of \$500.00.

The motion carried

11.3 Public Salary Disclosure Report

Motion to receive the 2024 Public Salary Disclosure Report Moved by S. Chisholm Seconded by D. Hammond

BE IT RESOLVED THAT the Windsor Police Service Board receives the 2024 Public Salary Disclosure Report for information as circulated.

The motion carried

11.4 Committee Appointments

- **Human Resources Committee**

Motion to appoint a member to the Human Resources Committee Moved by D. Hammond
Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board appoints Sophia Chisholm to the Human Resources Committee

The motion carried

- Finance Committee

Motion to appoint a member to the Finance Committee Moved by S. Chisholm Seconded by R. de Verteuil

BE IT RESOLVED THAT the Windsor Police Service Board appoints David Hammond to the Finance Committee.

The motion carried

- Cybersecurity Committee

Motion to appoint a member to the Cybersecurity Committee Moved by S. Chisholm Seconded by D. Hammond

BE IT RESOLVED THAT the Windsor Police Service Board appoints Jim Morrison to the Cybersecurity Committee.

The motion carried

- Chief of Police Recruitment Committee

Board members discuss membership on the Chief of Police Recruitment Committee. Consensus is that since there are two Board members missing from the meeting, that an E-Poll be conducted so that all members of the Board can participate in the process to appoint members to the committee.

11.5 Asset Management Plan Update

Motion to receive the Asset Management Plan Moved by S. Chisholm Seconded by D. Hammond

BE IT RESOLVED THAT the Windsor Police Service Board receives the Asset Management Plan Update Report as circulated.

The motion carried

11.6 Closed Session

The Board met in closed session on May 22, 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, and legal matters.

11. Adjournment

Motion to adjourn the Public meeting of the Windsor Police Service Board Moved by S. Chisholm
Seconded by D. Hammond

BE IT RESOLVED THAT the Windsor Police Service Board adjourns the Public meeting of May 22, 2025 at 2:36 p.m.

The motion carried

Date of next meeting: September 22, 2025

7.1 HONOUR IN SERVICE



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Bryce Chandler

Re: **A-001 Accessibility Standards for Customer Service**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

WPSB Policy A-001 establishes the importance of accessibility and accessibility services for individuals who avail themselves of services provided by the Windsor Police Service. Policy A-001 requires an annual report that includes a summary of the written procedures concerning Accessibility Standards for Customer Service and a confirmation that the WPS is in compliance with said standards.

Directive Name:

**Mandatory Reporting
Code of Professional Ethics
Equity, Diversity, and Inclusion
Human Rights**

Directive Number:

**WPS Directive 112-01
WPS Directive 140-01
WPS Directive 309-01
WPS Directive 310-01**

Last Reviewed on:

WPS 112-01: 06/18/2025

WPS 140-02: 09/30/2024

WPS 309-01: 24/04/2025

WPS 310-01: 22/01/2025

Scheduled For Next Review:

06/18/2028

09/10/2026

24/04/2028

22/01/2028

Reviewed By:

Inspector – Executive Officer

**Inspector – Professional
Advancement**

Director, Human Resources

Director, Human Resources

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The WPSB policy identifies accessible standard issues that, although they have been the subject of training for members, are not clearly identified in Board Policies. A new draft policy has been circulated and is currently under review to address these deficiencies.

Sincerely,

Bryce Chandler

Legal Counsel and Director, Human Resources



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector K. Cribley

Re: **A-002 Quality Assurance and Audits**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

The CSPA directs that processes shall be in place to implement a quality assurance process relating to the provision of adequate and effective policing, and compliance with the Act and the Regulations. The WPS Quality Assurance and Audits Team prepares an internal audit workplan each year, in advance of the annual mandatory Audit. Directive 151-01 is a comprehensive policy which has been updated to comply with the WPS Board policy, as well as legislative requirements pursuant to the CSPA.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Audits

Directive Number:
151-01

Last Reviewed on:
June 2025

Scheduled For Next Review:
June 2028

Reviewed By:
Insp. K. Cribley

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,

A handwritten signature in black ink, appearing to be "K. Cribley".



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Marc Murphy

Re: A-005 Officer Note Taking

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Note taking responsibilities

Directive Number:

761-01

Last Reviewed on:

06/23/2025

Scheduled For Next Review:

06/23/2028

Reviewed By:

Inspector Marc Murphy

Deputy Chief Jason Crowley

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,

Inspector Marc Murphy
Professional Advancement



Date: July 15, 2025

To: Chair and Members of the Police Service Board

From: Director of Finance, Melissa Brindley

Re: A-007 Solicitation and acceptance of public donations, sponsorship or private sector arrangements

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

The Windsor Police Service has developed policies and procedures to guide the process of accepting donations to ensure transparency and integrity. All potential donations must undergo a screening process to determine suitability. The Chief of Police is responsible to provide the determination for donations less than \$5,000. For donations greater than \$5,000, the decision is the responsibility of the Board. A report of all donations is provided to the Board on an annual basis.

Directive Name:
Public Donations

Directive Number:
221-01

Last Reviewed on:
10/01/2022

Scheduled For Next Review:
10/01/2025

Reviewed By:
**Frank Providenti, Deputy Chief
– Operational Support**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Sincerely,

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



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **WPSB Policy A-009 - CITIZEN REWARDS**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Rewards

Directive Number:

782-04

Last Reviewed on:

01/05/2025

Scheduled For Next Review:

January 2027

Reviewed By:

Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service adheres to Directive 782-04 – Rewards, which is regularly reviewed to ensure a consistent, effective, and accountable process when offering monetary rewards. These rewards aim to enhance public awareness and encourage the submission of information or evidence that could help resolve outstanding cases.

The Chief of Police reviews each application and submits it, along with the Board Resolution Document, to the Windsor Police Services Board for consideration.

Sincerely,

Paolo DiCarlo
Superintendent Investigations



Date: July 8, 2025

To: Chair and Members of the Windsor Police Service Board

From: Barry Horrobin – Director of Planning & Physical Resources

Re: **A-012 MARKED POLICE VEHICLES**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
POLICE VEHICLES

Directive Number:
721-01

Last Reviewed on:
12/06/2025

Scheduled For Next Review:
12/06/2026

Reviewed By:
Barry Horrobin - Director

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

After thoroughly reviewing the Board's policy, I can confirm the corresponding WPS directive for this issue (721-01), which has been recently updated, is congruent to it and addresses all key procedures that have been directed to the Chief by the Board.

Total number of vehicles in the WPS fleet = 243

- Comprised of all cars, trucks, SUV's, boats, trailers, and ATV's [marked and unmarked]

Total number of kilometres travelled in 2024:

- 1,137,558 km [marked police vehicles]
- 1,264,432 [unmarked police vehicles]

Total amount of fuel consumed in 2024:

- 469,140 litres [regular unleaded gasoline]
- 1,468 litres [diesel]

Note: Within the total fleet complement, there are 32 hybrid electric vehicles, plus 2 plug-in hybrid electric vehicles.

All new fleet acquisitions are carefully made according to the WPS 6-Year Strategic Fleet Plan, a plan that is updated annually and presented to the Board for review and approval. The plan is aligned with the Fleet Capital Reserve Account to ensure adequate funding is maintained on an ongoing basis to make all necessary purchases to meet operational needs.

Sincerely,

A handwritten signature in blue ink, appearing to read "Barry Horrobin".

Barry Horrobin,
Director of Planning & Physical Resources



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Dawn Hill, Director Information Services

Re: **G-004 Management of Police Records**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

All records managed by the Windsor Police Service are governed by policies covering their creation, use, retention, storage, and eventual disposal, in alignment with applicable laws, standards, and internal policies. Where applicable, records are disposed of in accordance with the suggested retention in the Windsor Police Records Classification and Retention Schedule, using secure methods such as shredding, burning, or erasure. It is the policy of the Windsor Police Service to ensure the security of records, including those containing personal information, throughout their life cycle. Inactive physical records are housed securely in one of two storage facilities (Headquarters and Jefferson) where access is restricted to authorized personnel. Electronic general occurrence reports are retained in the Versadex RMS from 2002 to present. All records pertaining to ViCLAS offences (eg: homicides, sexual assaults, abductions), digital or hardcopy are retained permanently. Along with a number of other police services, the purging of occurrence reports in Versadex was halted in 2009 due to various technical constraints related to active cases pending before the court.

Directive Name:

Records Management

Directive Number:

521-01

Last Reviewed on:

06/18/2025

Scheduled For Next Review:

01/09/2029

Reviewed By:

Dawn Hill, Director Information Services

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service is in the process of conducting a comprehensive review of its retention schedule, guided by recommendations from the OACP Law Enforcement and Records Manager's Network. This initiative will involve a coordinated effort across multiple units within the service to ensure thorough evaluation and implementation. Additionally, in 2023, Versaterm introduced key enhancements to the Versadex RMS, significantly optimizing the process of purging electronic general occurrence reports.

Sincerely,

A handwritten signature in black ink that reads "Dawn Hill".

Dawn Hill

Director, Information Services



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Dawn Hill, Director Information Services

Re: G-008 Freedom of Information Protection of Privacy Act

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

The Windsor Police Information & Privacy Directive outlines how the service collects, uses, discloses, and protects personal information. The Windsor Police Service is subject to the Municipal Freedom of Information and Protection of Privacy Act, which provides the legal framework for citizens to access information while also protecting personally identifiable information from being disclosed. This directive appoints the Information and Privacy Coordinator to act under the authority of the Chair of the Windsor Police Service Board. The directive mandates that no member shall disclose personal information of another person, unless under the authority of a lawful purpose. It also outlines the procedures for responding to access to information requests. Statistics for 2024 and 2023 access request are provided below.

Directive Name:

Information and Privacy

Directive Number:

541-01

Last Reviewed on:

6/20/2025

Scheduled For Next Review:

6/20/2028

Reviewed By:

**Dawn Hill, Director
Marilyn Robinet, Supervisor
Digital Disclosure/Information
& Privacy**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

In 2025, the directive was amended to include the procedures to follow in the case of a suspected privacy breach as well as the requirement to complete a Privacy Impact Assessment (PIA) for any new programs or technologies that involve the collection, use or disclosure of personal information. These amendments are currently under review and have not yet been published.

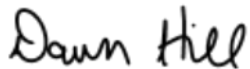
Municipal Freedom of Information and Protection of Privacy Act Statistics

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 Personal Information Requests	727	785
Total number of General Information Requests	142	151
Total Number of Requests for Police Service Board Records	2	0
Total number of Appeals Filed by Applicant	19	4
Total number of appeals still open	16	11
Total number of Appeals Completed – Windsor Police Decision Upheld *	1	1
Total number of Privacy Complaints received	0	0
Total number of requests currently pending	157	58
Final Extended Compliance Rate	91%	95%
Total fees received	\$5882.40	\$6652.63

* Refers to decisions upheld at adjudication. Some appeals are closed as the result of mediation or because the appellant failed to respond to IPC inquiry.

Sincerely,



Director, Information Services



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Bryce Chandler

Re: **HR-004 Respecting the Right to Disconnect from Work**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

WPSB Policy HR-004 establishes the amendments to the *Employment Standards Act, 2000*, which require an employer to allow employees to disconnect from work, recognizing the limited application of the *ESA* to sworn police officers. WPSB Policy HR-004 requirements are met in the following WPS Directive:

Directive Name:

Disconnecting From Work

Directive Number:

WPS Directive 361-08

Last Reviewed on:

WPS 310-08: 04/24/2025

Scheduled For Next Review:

04/24/2027

Reviewed By:

Director – Human Resources

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,

Bryce Chandler

Legal Counsel and Director, Human Resources



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Bryce Chandler

Re: HR-006 – Equal Opportunity Discrimination and Workplace Harassment Prevention

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements: WPSB Board Policy HR-006 requires an annual reporting of details equal opportunity in the workplace and taking appropriate measures to prevent discrimination and harassment in the workplace.		
Directive Name: Mandatory Reporting Human Rights Directive Equity, Diversity, and Inclusion Directive Workplace Violence, Harassment, and Sexual Harassment	Directive Number: WPS Directive 112-01 WPS Directive 310-01 WPS Directive 309-01 WPS Directive 361-04	
Last Reviewed on: WPS 112-01: 06/18/2025 WPS 309-01: 04/24/2025 WPS 310-01: 01/22/2025 WPS 361-04: 04/11/2024	Scheduled For Next Review: 06/18/2028 04/24/2028 01/22/2028 11/04/2025	Reviewed By: Inspector – Executive Officer Director, Human Resources Director, Human Resources Director, Human Resources

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins: The Annual Human Resources Report provides all information regarding workplace harassment / violence complaints, which are also reported at each WPSB meeting during the year. Information regarding training, the implementation of the EDI Strategic Plan, as well as updates, is also provided annually in the Annual Human Resources Report.
--

Sincerely,

Bryce Chandler

Legal Counsel and Director, Human Resources



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Bryce Chandler

Re: **HR-011 Appointment of Special Constables – Special Constable Employers**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements: HR-010 requires an annual reporting of statistics and information involving the employment, hiring, termination, and complaints against Special Constables.		
Directive Name: Mandatory Reporting WPS - UWindsor Special Constable Memorandum of Agreement	Directive Number: WPS Directive 112-01 Memorandum of Agreement	
Last Reviewed on: WPS Directive 112-01 06/18/2025 Memorandum of Agreement 08/29/2024	Scheduled For Next Review: 06/18/2028	Reviewed By: Inspector – Executive Officer WPS Legal Counsel and WPSB – Board Resolution 2024-61

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins: The Memorandum of Agreement provides all information regarding vetting, selection, hiring, and appointment of Special Constables. The MOA also provides specific reporting requirements in circumstances of discipline; all statistics regarding hiring, selection, training, and discipline will be provided in the Annual HR Report, the Annual PSB Report or both.
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Sincerely,

Bryce Chandler

Legal Counsel and Director, Human Resources

7.12 HONOUR IN SERVICE



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Bryce Chandler

Re: **HR-014 Use of Auxiliaries and Volunteers**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

WPSB Policy HR-014 establishes the importance of addressing the appointment, authority, and restrictions of the use of Auxiliary Police Service members and individuals who may volunteer their services from time to time. In compliance with the requirements, the following Directives ensure compliance with WPSB Policy HR-014.

Directive Name:

Use of Volunteers

Auxiliary Police Service

Directive Number:

WPS Directive 310-09

WPS Directive 890-01

Last Reviewed on:

WPS 310-09: 17/06/2025

Scheduled For Next Review:

17/06/2027

Reviewed By:

Director – Human Resources

WPS 890-01: 10/13/2022

13/10/2025

**Superintendent – Patrol
Services**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Annual Report will be provided in the HR Annual Report.

Sincerely,

Bryce Chandler

Legal Counsel and Director, Human Resources



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Bryce Chandler

Re: **HR-015 Skills Development and Learning Plan**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements: WPSB Policy HR-015 establishes the importance of implementing and maintaining a Skills Development and Learning Plan that ensures the development and maintenance of the knowledge, skills, and abilities of members of the Windsor Police Service. The Service confirms that it has a Skills Development and Learning Plan in place.	
Directive Name:	Directive Number:
Skills Development, Learning and Career Plans	WPS Directive 310-08
Performance Management Process (Sworn)	WPS Directive 352-02
Civilian Performance Management Program	WPS Directive 352-03

Last Reviewed on:	Scheduled For Next Review:	Reviewed By:
Directive 10-08 - In Progress	TBD	Inspector – Professional Advancement
Directive 352-02 – 2023/12/14	2027/10/01	Inspector – Professional Standards
Directive 352-03 – 2023/10/04	2027/10/01	Director – Human Resources

All associated policies and procedures have been reviewed and are in place. Current practices remain in compliance with all applicable standards while the Directive is under review.

Additional Add Ins: Directive 310-08 is currently in process of being updated in line with new training requirements under the CSPA and having regard to the updated Performance Management Program(s) which replace portions of Directive 310-08.
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Sincerely,

Bryce Chandler

Legal Counsel and Director, Human Resources



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Jennifer Crosby, Patrol Support

Re: **P-004 – Police Response to Persons in Crisis**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 793-07 is a comprehensive policy which has been updated to comply with the Windsor Police Service Board policy, as well as the CSPA and Policing Standards Manual.

The WPS has written procedures that guide members response to individuals experiencing a crisis, including those with mental illness or neurodevelopmental disabilities. These procedures prioritize de-escalation, risk assessment, and connection to appropriate health and social services. These procedures support the use of specialized response units such as the **Crisis Response Team (CRT)** and the **Nurse Police Team (NPT)**, ensuring collaborative, health-led approaches. The CRT consists of four (4) teams that pair a Social Worker with a front-line police officer. CRT operates during peak hours from 0700-0100 hrs. daily to respond to mental health-related calls. The NPT pairs a registered nurse with a front-line police officer and operates from 1300-0100 hrs. daily to responds to mental health and addiction related calls. WPS Dedicated hospital officer stationed in the local schedule one psychiatric facility, facilitates the transfer of care for those apprehended under the MHA to the hospital in a timely manner.

WPS continues to monitor compliance through supervisory oversight, internal data audits, and review of mental health calls for service. Officers are expected to follow standardized procedures when interacting with persons in a crisis. Recent reviews indicate high levels of adherence, particularly in the use of crisis teams and appropriate documentation under the Mental Health Act and internal policies and procedures.

All sworn members receive mandatory training in:

- De-escalation and communication strategies.
- Mental Health Act authorities and responsibilities.
- Crisis intervention techniques.
- Trauma-informed response.

In-service refresher training and scenario-based learning are completed yearly. Select officers are further trained in Crisis Intervention Techniques, to assist other officers on calls for service. Ongoing collaboration occurs with partners such as local hospitals, mental health agencies and mental health and addiction service providers. Collaborations and discussions are focused on.

- Enhancing real-time information sharing.
- Reducing emergency department wait times, to reduce the stigma of those in mental health crisis.
- Expanding mobile crisis capacity and scope.
- Improving outcomes for repeat crisis-related calls.
- Proactive community engagement through structured care fairs conducted in high need areas.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Persons in Crisis (PIC) Mental Illness and
Neurodevelopmental Disability

Directive Number:
793-07

Last Reviewed on:
07/02/2025

Scheduled For Next Review:
07/02/2026

Reviewed By:
Insp. J Crosby

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,



Inspector Jennifer Crosby
Patrol Support



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-005 - Child Abuse and Neglect**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Child Abuse Investigations

Directive Number:

781-14

Last Reviewed on:

06/06/2025

Scheduled For Next Review:

June 2026

Reviewed By:

Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service follows Directive 781-14 – Child Abuse Investigations, which is reviewed annually to maintain a consistent, effective, and accountable response to incidents involving child abuse and neglect. In accordance with the Community Safety and Policing Act (CSPA), officers are required to successfully complete the Investigating Offences Against Children course prior to initiating or continuing any investigation related to child abuse or neglect. The Training Branch is responsible for maintaining all training records for members engaged in these investigations, ensuring compliance with legislative and policy requirements.

Sincerely,

A handwritten signature in black ink, appearing to read "P. DiCarlo".

Paolo DiCarlo
Superintendent Investigations



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-006 - Child Pornography (Internet Child Exploitation)**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Internet Child Exploitation

Directive Number:
781-19

Last Reviewed on:

11/01/2024

Scheduled For Next Review:

January 2026

Reviewed By:

Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service utilizes specialized investigators and digital forensic teams to investigate reports and trace offenders, while coordinating with other services and agencies globally to ensure timely intervention. A centralized database is maintained to monitor case progress allowing for evaluation of response effectiveness. Officers assigned to this unit are highly trained ensuring best practices are identified and implemented.

Sincerely,

Paolo DiCarlo
Superintendent Investigations



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-009 Victims' Assistance**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Victim Assistance

Directive Number:
701-01

Last Reviewed on:
01/20/2023

Scheduled For Next Review:
January 2026

Reviewed By:
Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Victim Assistance Coordinator (VAC) plays a vital role in fulfilling a core policing function—supporting victims of crime. In alignment with the Community Safety and Policing Act, as well as the Canadian and Ontario Victims' Bill of Rights, the VAC ensures that victims are treated with dignity, respect, and fairness throughout their involvement in the justice system.

Windsor Police Service is one of only eight police services in Ontario to have a dedicated Police-Based Victim Assistance Coordinator. Over the past 12 months, the VAC has provided support to 3,605 individuals across Windsor and Amherstburg. This includes 2,222 victims, 624 complainants, 161 parents, 109 witnesses, and 108 individuals who have been charged.

The VAC's primary focus is to provide direct support to victims of crime by developing individualized safety plans aimed at reducing the risk of re-victimization. Acting as the central point of contact, the VAC offers victims clear information, compassionate guidance, and consistent support throughout the criminal justice process. In addition to individual support, the VAC plays a key leadership role in strengthening broader victim services through collaboration, actively participating in five local and two provincial committees to enhance coordinated community responses and improve victim support networks.

Sincerely,

A handwritten signature in black ink, appearing to read "P. DiCarlo".

Paolo DiCarlo
Superintendent Investigations



HONOUR IN SERVICE

Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Andrew RANDALL, Patrol Operational Support

Re: **P-010 – Canine Units**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 782-09 - Police Dog Unit Deployment is a comprehensive policy which has been updated to comply with the CSPA, the Windsor Police Service Board policy, as well as the Policing Standards Manual.

The Service developed the Police Dog Procedures Manual, which was last reviewed in April 2025, and is an Appendix to the Directive.

The Service has five (5) Police Service Dogs, and Handlers (PCs), available for deployment, 24 hours a day, who receive general-purpose training and are deployed for the following tasks:

- Tracking missing or wanted persons;
- Searching buildings, areas, or vehicles;
- Apprehending armed or fleeing suspects;
- Locating property or evidence; and
- Participating in community engagement events and other activities at the handler's discretion

All handlers have successfully completed the Canine Handler Course with their assigned dogs. They also attend a one-week refresher course, and a re-certification course every six months.

Currently, four (4) Police Service Dogs are trained in the detection of controlled substances, firearms, and ammunition.

One (1) Police Service Dog is trained in the detection of explosives.

The procurement of certain equipment, pursuant to section 7 – Canine Units, of Schedule 1, O Reg 392/23 CSPA (ie. night vision optical devices, higher level of ballistic protection body armour) was deferred by the WPSB, BR 2024-66..

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities, and procedures for members of the Service.

Directive Name:

Police Dog Unit Deployment

Directive Number:

782-09

Last Reviewed on: 24/04/2025	Scheduled For Next Review: 01/04/2026	Reviewed By: Insp A. Randall
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All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. Randall'.

Inspector Andrew RANDALL
Patrol Operational Support



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-011 Youth Crime**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for member of the Service.

Directive Name:

Youth Criminal Justice Act

Directive Number:

781-09

Last Reviewed on:

11/15/2024

Scheduled For Next Review:

December 2027

Reviewed By:

Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Appointed a Youth Crime Coordinator to support investigations and serve as the central point of contact, enhancing communication and collaboration efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "P. DiCarlo".

Paolo DiCarlo

Superintendent Investigations



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-012 Domestic and Family Violence Occurrences**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Intimate Partner Violence Response

Directive Number:

781-03

Last Reviewed on:

11/07/2025

Scheduled For Next Review:

November 2025

Reviewed By:

Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service follows Directive 781-03 – Intimate Partner Violence Response, which is reviewed annually to maintain a consistent, effective, and accountable approach to incidents of domestic and family violence. The Chief of Police has designated the Staff Sergeant of the Special Victims Unit as the Intimate Partner Violence Coordinator, responsible for overseeing the directive's implementation and ensuring compliance. The Training Branch maintains member training records, including course summaries, to support adherence to the Community Safety and Policing Act (CSPA).

Additionally, the Service actively participates in the Windsor-Essex Risk Review Team (WERRT), a multi-agency committee focused on identifying and managing high-risk intimate partner violence cases in the Windsor-Essex area.

Sincerely,

Paolo DiCarlo

Superintendent Investigations



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Marc Murphy

Re: **P-013 Use of Force and Weapons**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Use of Force

Directive Number:

711-01

Last Reviewed on:

06/10/2025

Scheduled For Next Review:

06/10/2026

Reviewed By:

Inspector Marc Murphy

Deputy Karel Degraaf

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Quarterly and annual reports to the Board include: number of use of force incidents and reports ; description of force used ; time of day of the use of force ; number of armed and unarmed subjects ; unit the member worked in at the time ; number of years of service ; member and subject injuries related to the use of force ; perceived race of the subject ; details of de-escalation training provide to the member and the number of members who received such training. Data to be provided for the 5 years previous to enable comparisons. provide any other relevant info that may assist the Board to understand the application of the U of F and possible trends

Sincerely,

Inspector Marc Murphy

Professional Advancement



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Marc Murphy

Re: **P-014 Community Based Crime Prevention**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

- Directive General Community Patrol that falls under the Patrol Response Inspector.
- Windsor Police is involved in community policing with the strategy of building strong relationships between police officers and the communities they serve. WPS works collaboratively with residents to identify and solve problems related to crime, disorder, and public safety, rather than relying solely on traditional law enforcement methods like arrests and patrols.
- WPS is embedded in the Glengarry residential area operating under the Glengarry Complex Operational Plan which involves Family Services social workers and the Nurse/Police Teams
- Rivard Health Care where multiple health services attended including the WPS Crisis Response Team and Nurse/Police Team.
- Community Services officers regularly do presentations in the community with various churches, Mosques, Synagogues, Temples, on topics such as elder abuse, fraud, intimate partner violence, safety talks, how to report to police and highway traffic laws.
- Community Services officers regularly do presentations with community partners such as the YMCA, UHC, Multicultural Centre, New Beginnings, Youth Diversion, Telus Wise, Stag, CJUE, Catholic School board (elementary/secondary) on fraud, intimate partner violence, safety talks, how to report to police and highway traffic laws.
- Community Services officers co-ordinate/present the VIP program in the Catholic English/French elementary schools.
- Officers attend and regularly engage in 10 Business Improvement Areas (BIA's).

Sincerely,

Inspector Marc Murphy

Patrol Advancement



HONOUR IN SERVICE

Date: July 9, 2025

To: Chair and Members of the Police Service Board

From: Inspector Robert Wilson, Patrol Response

Re: WPSB Policy P-015 Community Patrol

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 792-02 – General Community Patrol and **Directive 791-02 – Directed Patrol** are comprehensive policies which have been updated to comply with the Windsor Police Service Board policy, as well as the CSPA and Policing Standards Manual.

Directive 792-02 – General Community Patrol - The Windsor Police Service's General Community Patrol Directive outlines the framework for delivering effective and equitable patrol services across the City of Windsor, as mandated by Ontario Regulation 392/23 Adequate and Effective Policing (CSPA).

To ensure complete citywide coverage, the municipality is divided into five patrol districts, based on factors such as community needs, response times, officer safety, and workload distribution. Officers are assigned to specific districts and must remain within them unless authorized to leave. The Directive emphasizes adherence to the Ontario Human Rights Code and supports inclusive policing practices.

Patrol responsibilities fall under Windsor Police Service Headquarters and are carried out 24/7 by the Patrol Services Division. Detailed geographic boundaries are defined for each district, with visual maps provided in appendices. The Inspector of Patrol Response is tasked with reviewing and maintaining the currency of this directive.

Directive 791—02 - Directed Patrol outlines the Windsor Police Service's approach to proactively addressing identified community problems through targeted patrol strategies. Directed Patrol is a problem-solving tool that supports Community-Based and Problem-Oriented Policing (POP) by focusing resources on specific issues identified through crime statistics, intelligence, or officer observations.

The policy allows for these patrols to be conducted in uniform or plain clothes, using marked or unmarked vehicles, at the discretion of a Staff Sergeant or as part of a SARA (Scanning, Analysis, Response, Assessment) project. Directed Patrols can be assigned during shifts as in-service tasks or outside of normal service duties, and are always linked to an original case number to ensure proper tracking and assessment.

Patrol Staff Sergeants are responsible for initiating, resourcing, and evaluating optimal patrols, while Patrol Supervisors manage them when assigned. Officers conducting these patrols must notify the Emergency 911 Centre, book out appropriately, and submit reports detailing their activity. The

directive emphasizes coordination with investigative units when applicable and adherence to the Ontario Human Rights Code. Oversight and regular reviews are the responsibility of the Inspector – Patrol Response, ensuring the directive remains current and effective.

The directive has been updated to include that during non-peak periods, the Patrol Staff Sergeant shall ensure that an optimal number of members are assigned to General Patrol to effectively carry out the duties as defined under General Patrol, including visibility, proactive engagement, and timely response to calls for service. Staffing levels during these periods shall be maintained to ensure public safety and operational effectiveness. If Staffing levels fall to insufficient numbers, the Inspector of Patrol Response is to be notified.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name: General Community Patrol/Directed Patrol	Directive Number: 792-02/791-02
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Last Reviewed on: 06/01/2023 07/08/2025	Scheduled For Next Review: 01/01/2026 01/01/2026	Reviewed By: Insp. M. Murphy Insp. R. Wilson
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All associated policies and procedures have been reviewed, updated and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,



Inspector Robert Wilson
Patrol Response



HONOUR IN SERVICE

Date: July 9, 2025

To: Chair and Members of the Police Service Board

From: Inspector Robert Wilson, Patrol Response

Re: **WPSB Policy P-016 Problem Oriented Policing**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 901-01 – Problem Oriented Policing is a comprehensive policy which has been updated to comply with the Windsor Police Service Board policy, as well as the CSPA and Policing Standards Manual.

Problem-Oriented Policing (POP) focuses on addressing recurring crime and public safety issues by identifying and solving the root causes, rather than responding to isolated incidents. The policy uses the **SARA model** (Scanning, Analysis, Response, Assessment) and emphasizes collaboration with the community. All members, from front-line officers to senior command, are responsible for identifying problems, implementing solutions, and evaluating outcomes. The Superintendent – Patrol oversees POP activities and ensures coordination across the Service, with input from the Community Consultative Committee (CCC) and various internal and external sources.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Problem Oriented Policing

Directive Number:

901-01

Last Reviewed on:

29/01/2024

Scheduled For Next Review:

29/04/2027

Reviewed By:

Insp. C. Werstein

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,

Inspector Robert Wilson
Patrol Response



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector Robert Wilson, Patrol Response

Re: WPSB Policy P-017 Public Order Unit

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 801-01 Public Order Unit (POU) is a comprehensive directive which has been updated to comply with the Windsor Police Service Board policy, as well as the CSPA and Policing Standards Manual.

The directive establishes procedures for the deployment, management, and operational responsibilities of the POU in accordance with Ontario Regulation 392/23. The Directive outlines that the POU is available 24/7 and may be deployed during public disorder incidents such as protests, labour disputes, and high-profile events when regular resources are insufficient. The unit operates in varying levels of tactical response—Soft Tac, Intermediate, and Hard Tac—based on crowd behaviour and potential threats.

The Directive ensures alignment with the Ontario Human Rights Code and mandates compliance with the Extreme Event Communication Protocol to enhance coordination with the OPP during extreme events. It details the protocol for invoking the Riot Proclamation and assigns responsibilities across the chain of command—from the Superintendent of Patrol Services down to individual team members.

The POU's mandate is to maintain public order while safeguarding constitutional freedoms through visible, professional policing. It also provides specialized support in crowd management and search operations. Deployment decisions, planning, and post-event debriefs are overseen by designated commanders, with strict requirements for operational readiness, accountability, and training. The Directive emphasizes structured command and control, ensuring that all personnel involved are appropriately equipped, trained, and tasked according to their roles.

The continuation of the Windsor Police Service Public Order Unit (POU) Directive outlines key operational roles, activation protocols, member qualifications, training requirements, and inter-agency coordination. Logistics Members play a crucial support role by organizing resources, transportation, and rest areas, while maintaining supplies and equipment for deployments. The specialized Less Lethal (LIMA) Team operates under the POU Commander and is responsible for the safe deployment and management of chemical agents and less-lethal munitions, with deployment subject to authorization by the Critical Incident Commander.

The Directive details the circumstances under which the POU may be activated, including crowd management, dignitary visits, or at the request of other police services, and requires approval from the

Deputy Chief, Operations. Deployments may range from local single-section responses to multi-agency or inter-provincial operations.

POU members must meet strict selection criteria, including physical fitness and a five-year commitment. Comprehensive training is mandatory, including basic certification, annual requalification, and semi-annual exercises. A training manual is provided to ensure adherence to ministry standards. Finally, while the WPS retains jurisdiction during all local operations, the Directive allows for multi-agency collaboration under formal agreements when additional support is required for large-scale or high-risk events.

Directive Name:
Public Order Unit

Directive Number:
801-01

Last Reviewed on:
02/07/2025

Scheduled For Next Review:
01/08/2026

Reviewed By:
Insp. Rob Wilson

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,

A handwritten signature in black ink, appearing to read 'Rob Wilson', is written over a light blue rectangular background.

Inspector Robert Wilson
Patrol Response



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-019 Hate/Bias Motivated Crime and Hate Propaganda Offences**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Hate/Bias Motivated Crimes and Propaganda

Directive Number:

781-01

Last Reviewed on:

04/25/2025

Scheduled For Next Review:

April 2026

Reviewed By:

Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service follows the guidelines established in Directive 781-01 – Hate/Bias Motivated Crimes and Propaganda, which is regularly reviewed and updated. The Service fully adheres to the procedures outlined in the directive. All designated Hate Crime investigators have completed specialized training at the Ontario Police College, as required. The Service actively collaborates with community partners to help prevent the recurrence of hate-motivated incidents. Additionally, the Service has introduced a Reassurance Program, through which victims of hate crimes—whether criminal or non-criminal—are contacted by a designated Reassurance Officer to ensure their safety, offer support, and connect them with appropriate resources.

Sincerely,

Paolo DiCarlo

Superintendent Investigations



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector David DeLuca

Re: **P-020 Witness Protection and Security**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Witness Protection Program

Directive Number:

782-01

Last Reviewed on:

June 10, 2025

Scheduled For Next Review:

June 2026

Reviewed By:

Inspector David DeLuca

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service maintains a dedicated reserve fund for Witness Protection and Security. Over the past year, there have been no expenditures from this fund, as there was no requirement to utilize the allocated resources for witness protection purposes.

Sincerely,

Dave DeLuca

Inspector, Investigations Support



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector Robert Wilson, Patrol Response

Re: WPSB Policy P-021 Vehicle Pursuits

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 717-01 – Suspect Apprehension Pursuits is a comprehensive policy which has been updated to comply with the Windsor Police Service Board policy, as well as the CSPA and Policing Standards Manual.

The Suspect Apprehension Pursuit Directive establishes clear, written procedures consistent with Ontario Regulation 397/23 under the Community Safety and Policing Act, 2019, ensuring vehicle pursuits are conducted with public and officer safety as the foremost priority. The directive addresses pursuit management and control through the mandated use of the “C-A-R Test” (necessity to apprehend, available alternatives, and risk assessment), placing limits on when pursuits may be initiated or continued.

It outlines permissible tactics for stopping or following fleeing vehicles — including the use of tire deflation devices, pinning, tandem stops, and roadblocks — and clearly prohibits the use of firearms to stop a vehicle. Only properly equipped marked police vehicles are authorized for pursuits, and the directive strictly prohibits participation by motorcycles and off-road vehicles. It defines the responsibilities of officers, dispatchers, communications staff, and supervisors, while emphasizing that supervisors must oversee the pursuit, order termination when appropriate, and complete detailed post-pursuit debriefs and reviews.

The directive mandates a structured review process that includes audio, GPS data, a “Fail to Stop Debrief Report,” and supervisory critique, all of which are compiled and forwarded for senior leadership review and submission to the Chief.

Equipment standards are addressed, requiring appropriate tools (e.g., tire deflation devices) be available and used only by trained personnel.

Training is required for all members involved in pursuits, including specialized instruction on intentional vehicle contact in compliance with Section 11 of the regulation, and all involved members must have successfully completed ministry-accredited training.

The directive ensures inter-agency cooperation through established multi-jurisdictional protocols and prohibits pursuits crossing into the United States. Finally, the directive sets out comprehensive

recordkeeping requirements, with pursuit data maintained electronically, submitted to the Training Branch, and reported quarterly to the Chief of Police. Overall, the directive operationalizes every aspect of the Board's direction to the Chief, ensuring legal compliance, oversight, accountability, and public safety.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Suspect Apprehension Pursuits

Directive Number:
717-01

Last Reviewed on:
19/05/2024

Scheduled For Next Review:
01/03/2026

Reviewed By:
Insp. S. Jeffery

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,



Inspector Robert Wilson
Patrol Response



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector Andrew RANDALL, Patrol Operational Support

Re: **WPSB Policy P-022 – Underwater Search and Recovery Units**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 793-06 – Marine Incidents is a comprehensive policy which have been updated to comply with the Windsor Police Service Board policy, as well as the Policing Standards Manual, and specifically outlines procedures related to Underwater Search and Recovery incidents.

The Windsor Police Service does not maintain its own **Underwater Search and Recovery Unit**.

The Ontario Provincial Police (OPP) Dive Team serves as the primary response agency and is available 24 hours a day to respond to dive operations, including the recovery of presumed drowning victims or missing persons, in accordance with their established policies and procedures. Windsor Police Service personnel, including Marine Unit members, act in a supporting role.

In accordance with Section 19 of the *Community Safety and Policing Act* (CSPA) – **Request for Temporary Assistance** – formal requests for dive team support are made through two channels:

1. Contacting the **Provincial Operations Centre (POC)** to initiate the operational request.
2. Submitting a formal written request from the **Executive Office of the Chief of Police** to the **Office of the Commissioner of the Ontario Provincial Police**.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities, and procedures for members of the Service.

Directive Name:
Marine Incidents

Directive Number:
793-06

Last Reviewed on:
20/05/2025

Scheduled For Next Review:
01/05/2026

Reviewed By:
Insp A. Randall

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,

A handwritten signature in black ink, appearing to read "A. Randall". The signature is fluid and cursive, with the first letter "A" being large and stylized.

Inspector Andrew RANDALL
Patrol Operational Support



Date: June 12, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **Police Response to High-Risk Individuals P-024**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Police Response to High-Risk Individuals

Directive Number:
781-16

Last Reviewed on:
09/05/2025

Scheduled For Next Review:
09/05/2026

Reviewed By:
**Inspector – Investigative
Support**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

- Directive and policy are in compliance
- Members are trained in accordance with the prescribed standards

Sincerely,

Inspector Scott Jeffery
Investigations Branch



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-025 Internal Task Force**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Internal Task Forces

Directive Number:

862-02

Last Reviewed on:

01/31/2025

Scheduled For Next Review:

January 2027

Reviewed By:

Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Over the past year, no Internal Task Forces (ITFs) have been established in relation to Directive 781-03. As a result, the Windsor Police Service has not incurred any associated costs or resource allocations specific to ITFs under this directive. Consequently, there were no performance objectives, outcomes, or deliverables developed or assessed in connection with an ITF. The directive continues to be managed effectively through existing structures and oversight roles.

Sincerely,

Paolo DiCarlo
Superintendent Investigations



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector David DeLuca

Re: Joint Forces Operation

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Joint Forces Operations

Directive Number:

744-01

Last Reviewed on:

2023-12-12

Scheduled For Next Review:

December 2026

Reviewed By:

Inspector David DeLuca

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The Windsor Police Service is actively engaged in several Joint Forces Operations (JFOs), each designed to address specific areas of criminal activity through collaborative, multi-agency efforts. These JFOs include:

1. Repeat Offender Parole Enforcement (ROPE)
2. Cannabis Enforcement
3. Human Trafficking
4. Provincial Weapons Enforcement
5. Provincial Guns and Gangs Enforcement
6. Provincial Auto Theft and Towing Enforcement
7. Provincial Anti-Terrorism Section
8. Chief Firearms Officer
9. BEST/Source Handling
10. Border Interdiction

These operations function primarily on a cost-recovery model, though the terms and financial structures may vary slightly across each initiative. In most cases, partner agencies contribute resources proportionate to their involvement.

Each JFO operates on an ongoing basis, guided by clearly defined goals and objectives tailored to its area of focus. Through these sustained partnerships, WPS contributes to intelligence sharing, coordinated enforcement actions, and strategic interventions aimed at reducing complex criminal activity both locally and provincially.

Sincerely,

Dave Deluca
Inspector
Investigation Support Services



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector David DeLuca

Re: **P-027 Criminal Intelligence**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Criminal Intelligence

Directive Number:

784-01

Last Reviewed on:

2024-06-17

Scheduled For Next Review:

June 2027

Reviewed By:

Inspector David DeLuca

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

All members of the Criminal Intelligence Unit have successfully completed the necessary training and professional development programs relevant to their roles. As a result, each member possesses the knowledge, skills, and competencies required to effectively carry out the specialized functions of the unit. Ongoing training ensures that unit members remain up to date with emerging threats, investigative techniques, and best practices in intelligence-led policing.

Sincerely,
Dave DeLuca
Inspector
Investigations Support



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Laura Smith, Director Emergency 911 Centre

Re: **751-01 Communications and Dispatch**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 751-01 Communications and Dispatch and nine (9) appendices are comprehensive policies which have been updated to comply with the Windsor Police Service Board policy.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Communication and Dispatch

Directive Number:

751-01

Last Reviewed on:

01/28/2025

Scheduled For Next Review:

01/31/2026

Reviewed By:

Laura Smith, Director

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

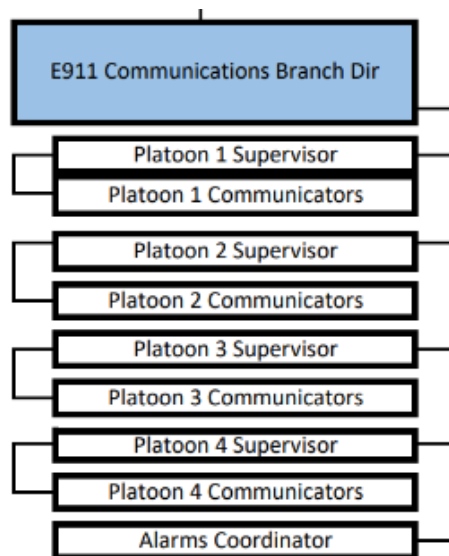
Additional Add Ins:

The Emergency 911 Centre provides 24/7 call-taking and dispatch service which include the 911, emergency partners, non-emergency and administrative phone lines and two-way voice communication to police officers. Supervision is provided to call-takers and dispatchers 24 hours a day.

- Training for Emergency 911 personnel meets Ministry Accredited Training Standards (MATs).
- All new members receive 7 weeks in-class training and a minimum 350 hours on the floor training for the call-taking position. Call-taker training is done approximately two times a year.
- Dispatch training is 1 week in class and a minimum 288 hours on the floor training. Dispatch training is done approximately 3-4 times a year.
- We have some e-learning curriculum and provide one-on-one or small group training for experienced communicators, to ensure they maintain consistent service delivery and compliance with policies and procedures.
- All training is updated regularly as policies and procedures change.

- The cost to provide training is approximately \$123K/year which is the wage of a 911 Supervisor and the cost of the e-learning software and training materials. The 911 Supervisor responsible for providing all training also performs quality assurance (QA) on all members to ensure consistent service delivery and compliance with policies and procedures.

The Director Emergency 911 reports to the Patrol Services Superintendent and oversees the E911 Centre and the Alarm Coordinator.



Sincerely,

Laura Smith, Director Emergency 911 Centre



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Superintendent Paolo DiCarlo

Re: **P-029 Violent Crime**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Violent Crime Bail

Directive Number:
732-01

Last Reviewed on:
10/04/2025

Scheduled For Next Review:
October 2025

Reviewed By:
Superintendent P. DiCarlo

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,

A handwritten signature in black ink, appearing to read "P. DiCarlo", with a stylized flourish at the end.

Paolo DiCarlo
Superintendent Investigations



HONOUR IN SERVICE

Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Jennifer Crosby, Patrol Support

Re: **WPSB Policy P-031 – Traffic Management Enforcement and Road Safety**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directives are comprehensive policies which have been updated to comply with the Windsor Police Service Board policy, as well as Policing Standards Manual.

The WPS in collaboration with the City of Windsor implement data driven strategies and measures to optimize traffic flow, minimize congestion, and ensure safe travel throughout the region.

The Windsor Police Service Traffic Management Plan is designed to ensure the safe and efficient movement of vehicles, pedestrians, and cyclists across the city. It prioritizes high-risk intersections, school zones, and construction areas, with a focus on reducing collisions. The plan integrates traffic engineering strategies, public education, and strategic deployment of police resources to manage peak traffic flows and address traffic related citizen concerns.

The Traffic Enforcement Plan outlines a proactive and intelligence-led approach to address unsafe driving behaviours such as speeding, distracted driving, impaired driving, and intersection violations. High-visibility patrols, automated enforcement tools (e.g., red light cameras, ALPR), and focused campaigns are key components of this plan.

The WPS continues to train and maintain the knowledge, skills and abilities of all levels of Collision Reconstruction Investigators in accordance with provincial standards.

To effectively investigate Impaired Driving (both drug and alcohol) offences, the WPS has 41 officers specially trained as Intoxilyzer Operators and 6 officers trained as Drug Recognition Experts.

The Road Safety Plan aligns with Vision Zero principles and emphasizes collaboration with community partners and stakeholders. It targets collision reduction through data-driven enforcement, education initiatives, infrastructure improvements, and regular evaluation of high-collision zones.

The Windsor Police Service is in full compliance with the current Traffic Management, Traffic Enforcement, and Road Safety Plans. All strategies are being implemented as scheduled, with regular internal reviews confirming alignment with municipal objectives and provincial road safety standards. Ongoing data collection and performance monitoring ensure accountability and support timely

adjustments as needed. Using social media and community outreach the WPS Traffic Enforcement Unit continues to conduct proactive, data driven enforcement initiatives and public safety and education campaigns aimed at reducing traffic violations, enhancing driver behavior, and preventing collisions.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:	Directive Number:
Motor Vehicle Collision Investigation	820-01
Collision Reconstruction	822-01
Hazardous Roadway Conditions	850-02
Traffic Direction and Control	850-05
Impaired and Exceed Investigations	855-02

Last Reviewed on:	Scheduled For Next Review:	Reviewed By:
Various Dates	Various Dates	Insp. J. Crosby

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,



Inspector Jennifer Crosby
Patrol Support



HONOUR IN SERVICE

Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector David DeLuca

Re: **P-032 Informants and Agents**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:**Confidential Informants / Informant Program****Directive Number:****782-02****Last Reviewed on:****June 10, 2025****Scheduled For Next Review:****June 2027****Reviewed By:****Inspector David DeLuca**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Informant payouts are reported Quarterly

Sincerely,
Dave DeLuca
Inspector, Investigations Support



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Andrew RANDALL, Patrol Operational Support

Re: **WPSB Policy P-033 – Police Action at Labour Disputes**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 793-09 – Labour Disputes is a comprehensive policy which has been updated to comply with the Windsor Police Service Board policy, as well as Policing Standards Manual.

The Service has a permanent Labour Management Liaison Officer, with the rank of Sergeant, who contacts employers and unions during labour disputes to share information, including a pamphlet about the service's procedures. They explain the police's role, what lawful picketing is, and what actions could break the law. They also stay in touch with both sides, meeting with them to address issues like keeping the peace, managing crowds and traffic, preventing crimes, and finding practical solutions.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Labour Disputes

Directive Number:
793-09

Last Reviewed on:
20/12/2024

Scheduled For Next Review:
01/12/2025

Reviewed By:
Insp. R. Wilson

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,

Inspector Andrew RANDALL
Patrol Operational Support



Date: June 10, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **Investigations into Homicides P-036**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Death Investigations

Directive Number:
780-06

Last Reviewed on:
06/04/2025

Scheduled For Next Review:
06/04/2026

Reviewed By:
Inspector – Investigations

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

- Directive and policy are in compliance
- Procedures are in compliance with OMCM Manual and O.Reg 394/23: Major Case Management and Approved software requirements
- Members involved in these investigations are trained to the Ministry standards

Sincerely,

A handwritten signature in cursive script that reads "Scott Jeffery".

Inspector Scott Jeffery
Investigations Branch



Date: June 10, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **Criminal Harassment P-037**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Criminal Harassment

Directive Number:

780-03

Last Reviewed on:
12/02/2025

Scheduled For Next Review:
01/01/2026

Reviewed By:
Inspector – Investigations

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Directive and policy are in compliance.

Sincerely,

A handwritten signature in cursive script that reads "Scott Jeffery".

Inspector Scott Jeffery
Investigations Branch



HONOUR IN SERVICE

Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Marc Murphy

Re: **P-038 Arrest**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Arrest

Directive Number:

730-01

Last Reviewed on:

07/02/2025

Scheduled For Next Review:

07/02/2026

Reviewed By:

Inspector Marc Murphy

Deputy Chief Jason Crowley

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,

Inspector Marc Murphy

Professional Advancement



HONOUR IN SERVICE

Date: July 9, 2025

To: Chair and Members of the Police Service Board

From: Inspector Robert Wilson, Patrol Response

Re: **WPSB Policy P-041 Acoustic and Hailing Devices**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

The Windsor Police Service has not yet been able to meet the direction of the WPSB to develop and maintain written procedures in accordance with O. Reg. 405/23 regarding the use and function of acoustic hailing devices. This is because the purchase of the Long-Range Acoustic Device (LRAD), which would be governed by such procedures, was deferred by the Board.

Although the LRAD was included in the 2025 Capital Budget, the acquisition was deferred as part of the Board's Resolution BR2024-66, "Budget Implications – Community Safety and Policing Act Implementation." As a result, without the procurement of the device, WPS is currently unable to draft or implement operational procedures specific to its use.

Directive Name:

LRAD – Long Range Acoustic Device

Directive Number:

N/A

Last Reviewed on:

N/A

Scheduled For Next Review:

N/A

Reviewed By:

N/A

All associated policies and procedures have yet to be developed.

Sincerely,

Inspector Robert Wilson
Patrol Response



Date: June 10, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **P-042 Elder & Vulnerable Person Abuse**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Elder & Vulnerable Person Abuse

Directive Number:
781-08

Last Reviewed on:
13/02/2025

Scheduled For Next Review:
13/02/2026

Reviewed By:
Inspector – Investigations

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

- Directive and policy are in compliance
- Members involved in these investigations are trained to Ministry prescribed standards
- Offences are tracked through UCR Class Code
- Community outreach in areas of financial scams, family power of attorney and neglectful care

Sincerely,

Inspector Scott Jeffery
Investigations Branch



HONOUR IN SERVICE

Date: June 10, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **Collection, Preservation and Control of Evidence and Property P-044**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

**Property & Evidence Control –
General Procedures**

Directive Number:
770-01

Last Reviewed on:
22/02/2024

Scheduled For Next Review:
22/02/2026

Reviewed By:
**Inspector – Investigative
Support**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

- Directive and policy are in compliance
- Directives 771-01, 772-02, 772-03, 772-04, 772-05, 772-06, 772-07, 772-08, 772-08, 772-10, 772-11 and 772-12 each deal with how specific items are dealt with ie. 772-10 Bicycles
- Directive 151-01 Audits – up to date with Responsible Manager – Inspector – Professional Standards
- Written procedures are compliance with Appendix A and Section 258 of the CSPA
- Annual property/evidence audit was completed and was in compliance with Ministry prescribed standards

Sincerely,

Scott Jeffery

Inspector Scott Jeffery
Investigations Branch



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Andrew RANDALL, Patrol Operational Support

Re: **WPSB Policy P-045 – Persons in Custody – Prisoner Transportation**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 731-01 - Prisoner Care & Control, 731-03 - Detention Centre, Directive 733-01 - Transportation of Prisoners and Persons in Crisis and Directive 732-02 - Prisoners Admitted to Hospital are comprehensive policies which has been updated to comply with the CSPA, the Windsor Police Service Board policy, as well as the Policing Standards Manual.

Newly hired Special Constables assigned to the Detention Unit and Court Services undergo a comprehensive six-week training program delivered by the Windsor Police Service Training Branch. In addition to in-person instruction, they are required to complete the CSPA mandated online Thematic training modules.

SPCs further receive a minimum 5 weeks of on-the-job training in the Detention Unit, followed by 5 weeks on-the-job-training in Courts.

Experienced Special Constables participate in an intensive five-week training program, which also includes the completion of the CSPA required online Thematic training. Both training programs place significant emphasis on the care, custody, and escorting of prisoners, ensuring that all members are adequately prepared for their responsibilities.

Furthermore, all Special Constables are required to attend annual In-Service Training sessions, to ensure continued compliance with standards in prisoner care, handling, and related duties.

Similarly, all sworn members of the Windsor Police Service receive training related to the care and escorting of prisoners throughout various phases of their professional development. This includes, but is not limited to: Cadet Orientation, Pre-OPC training, Basic Constable Training (BCT) at the Ontario Police College (OPC), Post-OPC training, and ongoing annual In-Service Training.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:	Directive Number:
Prisoner Care & Control	731-01
Detention Centre	731-03
Transportation of Prisoners and Persons in Crisis	733-01

Prisoners Admitted to Hospital		732-02
Last Reviewed on:	Scheduled For Next Review:	Reviewed By:
06/06/2025	01/06/2026	Insp. A. Randall
10/06/2025	01/06/2026	Insp. A. Randall
10/02/2025	01/01/2026	Insp. A. Randall
27/06/2025	01/06/2026	Insp. A. Randall

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,



Inspector Andrew RANDALL
Patrol Operational Support



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Chris Werstein

Re: **P-047 Crime, Call and Public Disorder Analysis**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Crime, Call and Public Disorder Analysis

Directive Number:

862-05

All associated policies and procedures have been reviewed and are in place. The directive remains in full compliance with all applicable standards.

Additional Add Ins:

A summary of crime analysis is included in the Windsor Police Service Annual Report and made readily available to community partners and officials. Crime data is also published monthly on the Windsor Police Service website and shared through social media platforms.

The costs associated with crime analysis cannot be precisely quantified, as data collection and analysis are integrated throughout the organization. Resources involved include, but are not limited to:

- Information Technology (IT) personnel responsible for developing business intelligence tools
- Crime and Intelligence Analysts
- Data entry personnel
- Frontline officers
- Departmental managers
- Executive leadership

Sincerely,

Chris Werstein



HONOUR IN SERVICE

Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector David DeLuca

Re: **P-048 Sex Offender Registry**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Sex Offender Registration

Directive Number:

782-08

Last Reviewed on:

2024-02-21

Scheduled For Next Review:

October 2026

Reviewed By:

Inspector David DeLuca

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Members are 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 as per Ministry Guidelines and requirements.

Sincerely,
Dave Deluca
Inspector
Investigations Support



Date: June 10, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **Missing Persons P-049**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Missing Persons

Directive Number:

780-01

Last Reviewed on:

08/04/2025

Scheduled For Next Review:

08/04/2026

Reviewed By:

Inspector – Investigations

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

Directive and policy are in compliance.

Sincerely,

A handwritten signature in cursive script that reads "Scott Jeffery".

Inspector Scott Jeffery
Investigations Branch



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Marc Murphy

Re: **P-050 Safe Storage of Police Firearms**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Firearms Range- Indoor and Outdoor

Directive Number:

433-02

Last Reviewed on:

07/02/2025

Scheduled For Next Review:

07/02/2026

Reviewed By:

**Inspector Marc Murphy
Deputy Chief Karel Degraaf**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The following related directives have also been reviewed:

Use of Force Directive 711-00

Agency Firearms Directive 711-01

Agency Carbine Directive 711-06

WPS members have been trained in accordance with Section 4.2 of this policy.

Sincerely,

Inspector Marc Murphy
Patrol Advancement



Date: July 9, 2025

To: Chair and Members of the Police Service Board

From: Inspector Robert Wilson, Patrol Response

Re: **WPSB Policy P-052 Major Incident Command**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 700-00 – Incident Command is a comprehensive policy which has been updated to comply with the Windsor Police Service Board policy, as well as the CSPA and Policing Standards Manual.

WPS Directive 700-00 outlines the framework for Major and Critical Incident Command to ensure effective, coordinated responses to significant incidents within Windsor and Amherstburg. The primary goal of incident command is to manage planning, response, and recovery in a manner that prioritizes public safety, minimizes harm, and supports investigations.

The Directive mandates that either a Major Incident Commander (IC300) or Critical Incident Commander (CIC-IC400) be available at all times to oversee resource deployment and decision-making. Responding officers must notify supervisors, secure the scene, and implement the ICLEAR framework, which provides tactical guidance for isolating and managing critical situations. Supervisors, including Staff Sergeants and Inspectors, play defined roles in assessing incidents, activating command resources, notifying leadership, and coordinating responses with internal and external partners.

The CIC assumes ultimate command during complex or high-risk events, including hostage situations, mass casualties, or events requiring specialized units. The Directive also emphasizes continuous evaluation, use of structured debriefings, mandatory notifications to Senior Leadership, and strict protocols for deployment outside WPS jurisdiction. Ongoing training, adherence to human rights considerations, equipment standards, and compliance with provincial legislation are integral to maintaining the effectiveness and readiness of the Incident Command system.

The Incident Command Manual which is attached to the Directive as an Appendix is to provide Incident Commanders with a clear, accessible, and detailed reference to support consistent decision-making during major or critical incidents. It ensures that all commanders follow standardized procedures, understand their roles and responsibilities, and have the necessary tools to manage resources effectively and safely under high-pressure situations.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name: Incident Command	Directive Number: 700-00
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Last Reviewed on: 09/07/2025	Scheduled For Next Review: 01/04/2026	Reviewed By: Insp. Rob Wilson
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All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Wilson", is displayed on a light blue rectangular background.

Inspector Robert Wilson
Patrol Response



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector Marc Murphy

Re: **P-054 Secure Holsters**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Use of Force

Directive Number:

711-00

Last Reviewed on:

06/10/2025

Scheduled For Next Review:

06/10/2026

Reviewed By:

**Inspector Marc Murphy
Deputy Chief Karel Degraaf**

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

The following related directives have also been reviewed:

Agency Firearms Directive 711-01

Agency Carbine Directive 711-06

Holster and retention training is a critical component of police officer preparedness. It ensures firearm control, reinforces safe handling under pressure, and reduces the risk of unintended discharge. Combining technical drills, education, and scenario-based exercises builds officer confidence and public trust. Officers are required to meet standards in annual training that focuses on holster security and retention during firearms training, use of force, and scenario-based training with simulation. Officers have to consider environmental conditions such as confined spaces and low light conditions. This annual training provides enhanced decision making under stressful situations that improves tactical awareness. All sworn members are required to requalify annually.

Sincerely,
Inspector Marc Murphy
Patrol Advancement



Date: July 14, 2025

To: Chair and Members of the Police Service Board

From: Inspector David DeLuca

Re: P-055 Illegal Gaming

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:

Criminal Investigation Management

Directive Number:

780-00

Last Reviewed on:

2024-04-01

Scheduled For Next Review:

April 2026

Reviewed By:

Insp. Andy Randall

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

N/A

Sincerely,
Dave Deluca
Inspector
Investigation Support



Date: July 8, 2025

To: Chair and Members of the Windsor Police Service Board

From: Barry Horrobin – Director of Planning & Physical Resources

Re: **P-056 COMMUNICABLE DISEASES**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements: Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.	
Directive Name: COMMUNICABLE DISEASES	Directive Number: 362-01

Last Reviewed on: 12/06/2025	Scheduled For Next Review: 12/06/2026	Reviewed By: Barry Horrobin - Director
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All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

After thoroughly reviewing the Board's policy, I can confirm the corresponding WPS directive for this issue (362-01), which has been recently updated, is congruent to it and addresses all key procedures that have been directed to the Chief by the Board. A total of 24 WPS employees initially received subject-specific training, in collaboration and instructional oversight from the Windsor-Essex County Health Unit (WECHU) in 2018, fulfilling "designated officer" certification. 20 of the 24 officers initially trained remain employed, while 4 have since retired. A total of 9 additional employees received the designated officer training in October 2025, bringing the current number of trained/certified staff to 29. - Preliminary plans are in place to train an additional 10-12 staff in the Fall of 2025 Training is promoted, tracked, and confirmed by the Joint Occupational Health & Safety Committee
--

Sincerely,

Barry Horrobin,
Director of Planning & Physical Resources



Date: June 11, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **P-058 Sexual Assault Investigations**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Sexual Assault/Indecent Act Investigation

Directive Number:
780-07

Last Reviewed on:
31/03/2025

Scheduled For Next Review:
31/03/2026

Reviewed By:
Inspector – Investigations

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

- Directive and policy are in compliance
- Procedures are in compliance with OMCM Manual and O.Reg 394/23: Major Case Management and Approved software requirements
- Members involved in these investigations are trained to the Ministry standards
- Cases are monitored utilizing the UCR Class Codes in conjunction with Clearance Rates

Sincerely,

A handwritten signature in cursive script that reads "Scott Jeffery".

Inspector Scott Jeffery
Investigations Branch



Date: July 9, 2025

To: Chair and Members of the Police Service Board

From: Inspector Robert Wilson, Patrol Response

Re: **WPSB Policy P-059 Supervision**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 863-01 – Supervisory Response is a comprehensive policy which has been updated to comply with the Windsor Police Service Board policy, as well as the CSPA and Policing Standards Manual.

The Supervisory Response Directive outlines the responsibilities, expectations, and procedures related to front-line supervision within the Windsor Police Service. It is designed to meet Adequacy Standards Regulations by establishing clear guidance on when supervisors must be notified or attend specific events. The directive sets out scenarios that require mandatory supervisor dispatch or notification, along with associated reporting obligations. It reinforces the availability of 24/7 supervision through Patrol Response, Command Supervision, and Major Incident Command.

The directive emphasizes accountability, communication, and oversight, requiring supervisors to attend serious incidents such as violent crimes, MVCs involving officers, SIU investigations, and other high-risk events. It also mandates communication protocols for changes in case classification, ensures that members do not leave jurisdiction without proper authorization, and outlines the responsibilities of the E911 Centre, Patrol Officers, Sergeants, Staff Sergeants, and Inspectors in ensuring effective supervisory oversight. Overall, the directive promotes officer support, operational effectiveness, and public confidence through robust supervisory practices.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Supervisory Response

Directive Number:
863-01

Last Reviewed on:
06/05/2025

Scheduled For Next Review:
01/06/2026

Reviewed By:
Insp. R. Wilson

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,

Inspector Robert Wilson
Patrol Response



Date: June 11, 2025

To: Chair and Members of the Police Service Board

From: Inspector Scott Jeffery

Re: **P-062 Parental and Non-Parental Abductions**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Services Board.

Reporting Requirements:

Report shall include summary of written procedures. The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

**Abductions and Attempt – Parental –
Non- Parental – Amber Alert**

Directive Number:
781-16

Last Reviewed on:
23/09/2024

Scheduled For Next Review:
23/09/2026

Reviewed By:
Inspector – Investigations

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Additional Add Ins:

- Directive and policy are in compliance
- Procedures are in compliance with those contained in the Major Case Management Manual
- Trained provided to members is in compliance with Ministry prescribed standards

Sincerely,

A handwritten signature in cursive script that reads "Scott Jeffery".

Inspector Scott Jeffery
Investigations Branch



Date: July 8, 2025

To: Chair and Members of the Police Service Board

From: Inspector Jennifer Crosby, Patrol Support

Re: **WPSB Policy P-057 – Speed Measuring Devices**

The following report is submitted in accordance with the reporting requirements of the above noted policy of the Windsor Police Service Board.

Reporting Requirements:

Directive 851-02 – Speed Enforcement is a comprehensive policy which has been updated to comply with the Windsor Police Service Board policy, as well as the Policing Standards Manual.

Traffic enforcement and the safety of road users are important elements of public safety and are statutorily required. Positive outcomes depend on the proper and safe operation of speed measuring devices.

The WPS ensures that sworn members, in addition to provincial training, receive the required and refresher training on speed detection devices in the timeframe required by law. The WPS confirms that all Lidar and Radar qualified instructors are properly accredited by the Ontario Police College.

The WPS Directives are the primary control documents for the WPS. The Directive(s) indicated below describe the roles, responsibilities and procedures for members of the Service.

Directive Name:
Speed Enforcement

Directive Number:
851-02

Last Reviewed on:
21/05/2025

Scheduled For Next Review:
01/05/2026

Reviewed By:
Insp. J. Crosby

All associated policies and procedures have been reviewed and are in place. The directive remains current and in full compliance with all applicable standards.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Crosby".

Inspector Jennifer Crosby
Patrol Support



Date: June 24, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Jason Crowley

Re: **Crime Stoppers Report – May & June**

Dear Chair and Members of the Police Service Board,

Please see the attached Crime Stoppers Report for the months of May and June.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Crowley". The signature is stylized with a large, looped 'J' and a cursive 'C'.

Jason Crowley
Deputy Chief Operations
Windsor Police Service

Attachment: Crime Stoppers Report – May & June



Windsor & Essex County Crime Stoppers

Police Coordinator Report

May 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.

May 5th - Stabbing Hall Avenue Windsor seeking 5 suspects.

May 12th - Armed Robberies Circle K in Windsor and Tecumseh.

May 19th - Waterway Safety and Marine Crime Reporting Awareness.

May 26th - Distraction Thefts Manning Road Tecumseh.

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

Recorded weekly – Crime of the week to resume in September.

CTV News

Waterway crime reporting and Crime Stoppers reporting awareness collaborating with Port Master Peter Berry - Featured on May 30th.

Social Media

Sustained daily maintenance and management of Windsor & Essex County Crime Stoppers social media platforms such as Facebook, X (Twitter) and Instagram posts.

Crime Stoppers Calendar at a Glance

Series of school presentations in the career classes at Holy Names Secondary High School in Windsor during the week of May 12th.

School presentations at the Mason Educational Center on May 13th.

Outreach sessions with the students of Legacy Oak Trail Public School at Lasalle Police Headquarters.

Continued support and planning provided to the Board of Directors for fundraising events including but not limited to the upcoming 18th annual Crime Stoppers Golf Tournament.

This statistical report is reflective of May 1st to May 31st, 2025.

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

- Windsor Police Service.
- Windsor Police Service Amherstburg Detachment.
- Ontario Provincial Police.
- LaSalle Police Service.
- Ministry of Revenue and Finance.
- Windsor & Essex County Health Unit- Tobacco Enforcement.
- Canada Border Services Agency.
- Repeat Offender Parole Enforcement.
- 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.

Constable Rick Surette – Ontario Provincial Police.

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*

[illegible]

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	463	275	0	0	738	63,969
Tip Follow-ups	331	342	0	0	673	23,292
Calls Received	0	0	0	0	0	3,138
Arrests	15	1	0	0	16	7,200
Cases Cleared	20	10	0	0	30	10,526
Charges Laid	63	22	0	0	85	10,702
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	5	0	0	20	1,956
Rewards Approved	\$5,700	\$1,400	\$0	\$0	\$7,100	\$1,287,910
# of Rewards Paid	4	3	0	0	7	990
Rewards Paid	\$1,250	\$1,700	\$0	\$0	\$2,950	\$840,152
# of Weapons Recovered	2	0	0	0	2	563
# of Vehicles Recovered	0	0	0	0	0	38
Property Recovered	\$32,537	\$0	\$0	\$0	\$32,537	\$13,769,012
Cash Recovered	\$15,082	\$0	\$0	\$0	\$15,082	\$656,853
Drugs Seized	\$473,331	\$0	\$0	\$0	\$473,331	\$120,935,365
Total Recovered	\$520,950	\$0	\$0	\$0	\$520,950	\$135,361,230

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2025/05/01 to 2025/05/31

Offense Type	Count
Animal Cruelty .	3
Arson	0
Assault	5
Attempt Murder	0
Breach of Condition	2
Break and Enter	1
By Law	0
Child Abuse	1
COVID-19	0
Cybercrime	0
Disqualified Driving	3
Drugs	38
Elder Abuse	1
Fraud	6
Highway Traffic Act	2
Hit and Run / Fail to Remain	1
Homicide	0
Human Smuggling	0
Human Trafficking	1
Illegal Cigarettes	1
Immigration	0

Impaired Driver	1
Indecent Act	0
Liquor (sales to minors, sales without licence)	1
Mischief	2
Missing Person	0
Motor Vehicle Collision	0
Possession of Stolen Property	3
Prostitution/Morality	0
Repeat Impaired Driver	0
Robbery	1
Sexual Assault	1
Stolen Vehicle	1
Suspended Driver	0
Suspicious Activity	8
Terrorism	0
Test Tip	0
Theft	20
Threats	1
Warrant	1
Weapons	1
<i>Other</i>	14
<i>Unknown</i>	2
Total	122



Windsor & Essex County Crime Stoppers

Police Coordinator Report

June 1st – June 30th, 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 and the feature is also incorporated into to our Catchcrooks website.

June 2nd - Plug Promoting the 18th Annual Crime Stoppers Charity Golf Tournament in August.

June 9th - Large Scale Financial Bank Fraud Using Fake Passport Female Suspect Sought (WPS).

June 16th - String of Huron Church Pharmacy Retail Thefts Seeking Two Suspects (WPS).

June 23rd - Askin Avenue Break and Enter Suspect Sought (WPS).

June 30th - Large Scale Financial Bank Fraud using Fake Passport Male Suspect Sought (WPS).

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

Recorded weekly – Crime of the week to resume in September 2025.

CTV News

Crime Prevention and Education pertaining to the Electronic Classified sites such as Facebook Marketplace and Kijiji recorded at Lasalle Police Service - featured on June 30th.

Social Media

Sustained daily maintenance and management of Windsor & Essex County Crime Stoppers social media platforms such as Facebook, X (Twitter) and Instagram posts and Crime Stoppers Catchcrooks Website.

Crime Stoppers Calendar at a Glance

Summer public speaking engagements and outreach sessions have transitioned from Schools to marginalized adult groups such as support centres, Community Housing Corporation, etc commencing the week of June 30th with presentations in Essex at the Community Support Centre of Essex County.

Continued support and planning provided to the Board of Directors for fundraising endeavors including but not limited to the highly anticipated 18th annual Crime Stoppers Charity Golf Tournament in August.

This statistical report is reflective of June 1st to June 30th, 2025.

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

- Windsor Police Service.
- Windsor Police Service Amherstburg Detachment.
- Ontario Provincial Police.
- LaSalle Police Service.
- Ministry of Revenue and Finance.
- Windsor & Essex County Health Unit- Tobacco Enforcement.
- Canada Border Services Agency.
- Repeat Offender Parole Enforcement.
- 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.

Constable Rick Surette – Ontario Provincial Police.

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: July 2025 Run Date: 2025/07/02

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	166	153	144	156	119	144	2	0	0	0	0	0
Tip Follow-ups	117	89	125	248	93	66	3	0	0	0	0	0
Arrests	4	3	8	0	1	6	0	0	0	0	0	0
Cases Cleared	9	3	8	6	4	7	0	0	0	0	0	0
Charges Laid	18	13	32	17	5	13	0	0	0	0	0	0
Fugitives	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Discipline	0	0	0	0	0	0	0	0	0	0	0	0
# of Rewards Approved	5	4	6	4	3	6	0	0	0	0	0	0
Rewards Approved	\$1,750	\$1,000	\$2,950	\$800	\$900	\$1,200	\$0	\$0	\$0	\$0	\$0	\$0
# of Rewards Paid	2	0	2	3	0	2	0	0	0	0	0	0
Rewards Paid	\$600	\$0	\$650	\$1,700	\$0	\$400	\$0	\$0	\$0	\$0	\$0	\$0
# of Weapons Recovered	1	1	0	0	0	3	0	0	0	0	0	0
# of Vehicles Recovered	0	0	0	0	0	0	0	0	0	0	0	0
Property Recovered	\$27,137	\$900	\$4,500	\$0	\$0	\$41,000	\$0	\$0	\$0	\$0	\$0	\$0
Cash Recovered	\$15,082	\$0	\$0	\$0	\$0	\$1,240	\$0	\$0	\$0	\$0	\$0	\$0
Drugs Seized	\$412,850	\$9,000	\$51,481	\$0	\$0	\$249,300	\$0	\$0	\$0	\$0	\$0	\$0
Total Recovered	\$455,069	\$9,900	\$55,981	\$0	\$0	\$291,540	\$0	\$0	\$0	\$0	\$0	\$0

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	463	419	2	0	884	64,115
Tip Follow-ups	331	407	3	0	741	23,360
Calls Received	0	0	0	0	0	3,138
Arrests	15	7	0	0	22	7,206
Cases Cleared	20	17	0	0	37	10,533
Charges Laid	63	35	0	0	98	10,715
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	13	0	0	28	1,964
Rewards Approved	\$5,700	\$2,900	\$0	\$0	\$8,600	\$1,289,410
# of Rewards Paid	4	5	0	0	9	992
Rewards Paid	\$1,250	\$2,100	\$0	\$0	\$3,350	\$840,552
# of Weapons Recovered	2	3	0	0	5	566
# of Vehicles Recovered	0	0	0	0	0	38
Property Recovered	\$32,537	\$41,000	\$0	\$0	\$73,537	\$13,810,012
Cash Recovered	\$15,082	\$1,240	\$0	\$0	\$16,322	\$658,093
Drugs Seized	\$473,331	\$249,300	\$0	\$0	\$722,631	\$121,184,665
Total Recovered	\$520,950	\$291,540	\$0	\$0	\$812,490	\$135,652,770

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2025/06/01 to 2025/06/30

Offense Type	Count
Animal Cruelty	0
Arson	1
Assault	2
Attempt Murder	0
Breach of Condition	2
Break and Enter	1
By Law	1
Child Abuse	0
COVID-19	0
Cybercrime	1
Disqualified Driving	2
Drugs	40
Elder Abuse	0
Fraud	11
Highway Traffic Act	7
Hit and Run / Fail to Remain	1
Homicide	1
Human Smuggling	0
Human Trafficking	4
Illegal Cigarettes	1
Immigration	0

Impaired Driver	1
Indecent Act	0
Liquor (sales to minors, sales without licence)	0
Mischief	3
Missing Person	1
Motor Vehicle Collision	1
Possession of Stolen Property	2
Prostitution/Morality	1
Repeat Impaired Driver	1
Robbery	3
Sexual Assault	0
Stolen Vehicle	0
Suspended Driver	2
Suspicious Activity	10
Terrorism	0
Test Tip	0
Theft	19
Threats	3
Warrant	2
Weapons	6
<i>Other</i>	16
<i>Unknown</i>	2
Total	148



Date: July 11, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Karel DeGraaf

Re: Professional Standards Branch Report – May & June – Public Agenda

Dear Chair and Members of the Board,

Please see the Public Report for May and June from the Windsor Police Services Professional Standards Branch.

A handwritten signature in dark ink, which appears 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: Public Report – May
Public Report – June



Date: June 24, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Karel DeGraaf

Re: Municipal Freedom of Information and Protection of Privacy Act for the months of May & June 2025

Dear Chair and Members of the Board,

Please see the attached Municipal Freedom of Information and Protection of Privacy Act for the months of May and June 2025.

A handwritten signature in dark ink, appearing to read "K.A. De Graaf".

Karel DeGraaf
Deputy Chief Operational Support
Windsor Police Service

Attachment: FOI Report – May & June



Date: June 12, 2025

To: Windsor Police Services Board

From: Marilyn Robinet, Coordinator - Information & Privacy Unit

Re: Municipal Freedom of Information and Protection of Privacy Act for May 1 – May 31, 2025

Windsor & Amherstburg

MONTHLY REPORT	
Number of requests received	90
Number of Appeals received	0
Number of Privacy Complaints received	0
Total fees received	\$804.37
COMPLIANCE RATES	
Basic Compliance Rate	68%
Extended Compliance Rate	77%

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 May 1 – May 31, 2025

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

Stage: ADJUDICATION

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

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: ADJUDICATION

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

Stage: ADJUDICATION

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

Stage: ADJUDICATION

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

Stage: ADJUDICATION

MA25-00083 – Request for records related to the personal information of an individual, not the requester.

Stage: AJUDICATION

MA25-00177 – Request for access to the personal information of requester.

Stage: INTAKE

Respectfully submitted,



Marilyn Robinet, Supervisor

Information & Privacy / Evidence Disclosure Units



Date: July 7, 2025

To: Windsor Police Services Board

From: Marilyn Robinet, Coordinator - Information & Privacy Unit

Re: **Municipal Freedom of Information and Protection of Privacy Act for June 1 – June 30, 2025**

Windsor & Amherstburg

MONTHLY REPORT	
Number of requests received	67
Number of Appeals received	2
Number of Privacy Complaints received	0
Total fees received	\$524.60
COMPLIANCE RATES	
Basic Compliance Rate	72%
Extended Compliance Rate	84%

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

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Stage: MEDIATION

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

Stage: ADJUDICATION

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

Stage: ADJUDICATION

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

Stage: ADJUDICATION

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

Stage: ADJUDICATION

MA25-00083 – Request for records related to the personal information of an individual, not the requester.

Stage: ADJUDICATION

MA25-00177 – Request for access to the personal information of requester.

Stage: INTAKE

MA25-00443 – Accessed Denied – Pending before the Courts.

Stage: CLOSED

MA25-00455 – Accessed Denied – Pending before the Courts.

Stage: INTAKE

Respectfully submitted,



Marilyn Robinet, Supervisor

Information & Privacy / Evidence Disclosure Units



Date: July 13, 2025

To: Windsor Police Service Board

From: Deputy Chief Karel DeGraaf

Re: **Human Resources Board Report – July 2025**

Dear Windsor Police Service Board Members,

Please find attached the Human Resources reports for the July 2025 Public Board Meeting.

Respectfully submitted.

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

Human Resources



Police Service
Board Report

Retirements



Date: July 9, 2025
To: Windsor Police Service Board
Chair and Members
From: Jason Bellaire, Chief of Police
Re: **Human Resources Monthly Report (Public)**

Retirements:

Gary Boudreau (#8294)
Date Hired: August 2, 1994
Date Retired: June 22, 2025
Years of Service: 30 years & 10 months

Respectfully submitted for the information of the Board.

**Agenda Item 9.1 – CCP.POP/CALLS FOR SERVICE
Statistics**

**This report will be available at the
meeting
July 24, 2025**



HONOUR IN SERVICE

Date: July 9, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Jason Crowley

Re: **Q2 2025 Amherstburg Policing Activities Report**

Dear Chair and Members of the Police Service Board,

Please see the attached second quarterly 2025 report for the Amherstburg Policing activities.

Sincerely,

A handwritten signature in black ink, appearing to read "JC", is positioned above the printed name.

Jason Crowley
Deputy Chief Operations
Windsor Police Service

Attachment: Q2 2025 Amherstburg Policing Activities Report

2025 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)	735	672	855	813	820	832							4727
Self-Generated Walk-In Incidents	15	5	12	12	12	26							82
TOTAL INCIDENTS	750	677	867	825	832	858	0	0	0	0	0	0	4809
PROVINCIAL OFFENCES													
Traffic Offences	280	355	474	379	333	298							2119
Part III Summons	11	5	9	16	10	4							55
Liquor Offences	0	0	0	0	1	0							1
Other Provincial Offences	14	33	6	0	13	3							69
TOTAL	305	393	489	395	357	305	0	0	0	0	0	0	2244
CRIME STATISTICS													
Attempted Murder	0	0	0	0	0	0							0
Robbery	0	0	0	0	1	0							1
Break and Enter	2	6	2	1	1	6							18
Theft Over	2	2	1	0	6	2							13
Theft Under	4	3	1	5	8	3							24
Possession Stolen Goods	0	0	0	0	0	0							0
Fraud	8	10	8	13	9	7							55
Mischief	3	0	4	1	2	6							16
Assault (All)	4	9	7	5	3	6							34
Drugs	0	0	0	0	0	0							0
Firearms	0	0	0	0	0	1							1
Arson/Fire Calls	2	0	0	0	0	0							2
Impaired Driving	1	1	1	0	2	0							5
Federal Statutes	0	0	1	1	1	0							3
Other Criminal Code	7	2	7	9	9	9							43
TOTAL	33	33	32	35	42	40	0	0	0	0	0	0	215
COMMUNITY OUTREACH ACTIVITIES													
Community Service Calls / Coast	10	15	16	16	4	24							85



Date: July 11, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Jason Crowley

Re: **Q2 Youth Crime Statistics Report**

Dear Chair and Members of the Police Service Board,

Please see the attached Q2 Youth Crime Statistics Report.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Crowley".

Jason Crowley
Deputy Chief Operations
Windsor Police Service

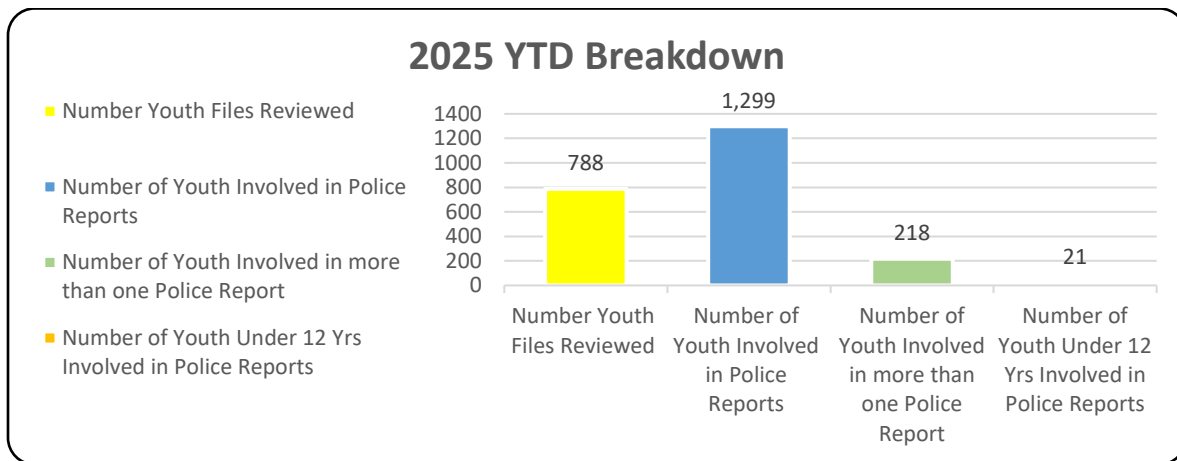
Attachment: Q2 Youth Crime Stats Report



Windsor Police Service

Youth Crime Statistics 2025 – Q2

The Windsor Police Service *YCJA Audit Coordinator* audits/reviews all youth-related files. The purpose of auditing youth files is to ensure they are done in a thorough and fulsome manner and in keeping with our Service Directives and the Youth Criminal Justice Act [YCJA]. This audit ensures a more complete data set is obtained, which positions the Windsor Police Service to better serve the needs of the youths and the community as a whole.



Notes on Q2 Stats:

Several youths with repeated police contact are currently back in custody following new offences.

Year-to-date, there has been an **8% increase** in the number of youths charged compared to 2024. At the same time, trends in extrajudicial sanctions show a shift: **Youth Diversion referrals** for those aged 12–17 have decreased by **34%**, while referrals for children aged 6–11 have increased by **33.33%**. Importantly, **YCJA Police Warnings** have seen a significant increase of **871%** compared to 2024.

Upon review, this surge in YCJA warnings is attributed, in part, to circumstances where victims chose not to proceed with formal charges—yet officers are still taking appropriate and meaningful action per the Youth Criminal Justice Act.

As of June 30, 2025, a total of **1,299 youths** have been documented in police reports. Of these, **218** were involved in more than one occurrence. It is important to note that not



Windsor Police Service

Youth Crime Statistics

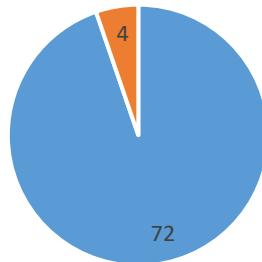
2025 – Q2

all of these reports involve criminal offences. **(Data provided by the WPS YCJA Audit Coordinator)**

These numbers reflect both the challenges and the diligent work being done to respond to youth-involved incidents through a balance of enforcement and diversion where appropriate.

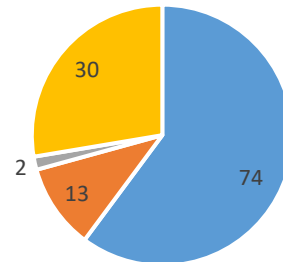
2024 - Q1

- Number of Youths Charged with a Criminal Offence
- Number of Youth Diversion Referrals (12-17 years old)
- Number of Youth Diversion Referrals (6-11 years old)
- Number of YCJA Police Warnings



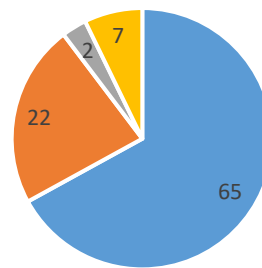
2025 - Q1

- Number of Youths Charged with a Criminal Offence
- Number of Youth Diversion Referrals (12-17 years old)
- Number of Youth Diversion Referrals (6-11 years old)
- Number of YCJA Police Warnings



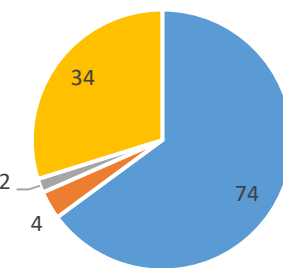
2024 - Q2

- Number of Youths Charged with a Criminal Offence
- Number of Youth Diversion Referrals (12-17 years old)
- Number of Youth Diversion Referrals (6-11 years old)
- Number of YCJA Police Warnings



2025 - Q2

- Number of Youths Charged with a Criminal Offence
- Number of Youth Diversion Referrals (12-17 years old)
- Number of Youth Diversion Referrals (6-11 years old)
- Number of YCJA Police Warnings





Windsor Police Service

Youth Crime Statistics

2025 – Q2

YOUTH CRIME STATISTICS FOR 2025

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
YO CRIMINAL CHARGES	21	22	31	21	38	15							
YO DIVERSION REFERRALS 12-17 yrs	1	9	3	2	2	0							
YO DIVERSION REFERRALS 6-11 yrs	1	0	1	0	2	0							
YCJA POLICE WARNINGS	15	10	9	8	18	8							
REPORTED YOUTH UNDER 12 INVOLVEMENT	0	3	6	1	7	3							



Date: July 4, 2025

To: Chair and Members of the Police Service Board

From: Deputy Chief Karel DeGraaf

Re: **Q2 Use of Force Report**

Dear Chair and Members of the Board,

Please see the attached Q2 Use of Force Report.

A handwritten signature in cursive script, reading "K. De Graaf".

Karel DeGraaf
Deputy Chief Operational Support
Windsor Police Service

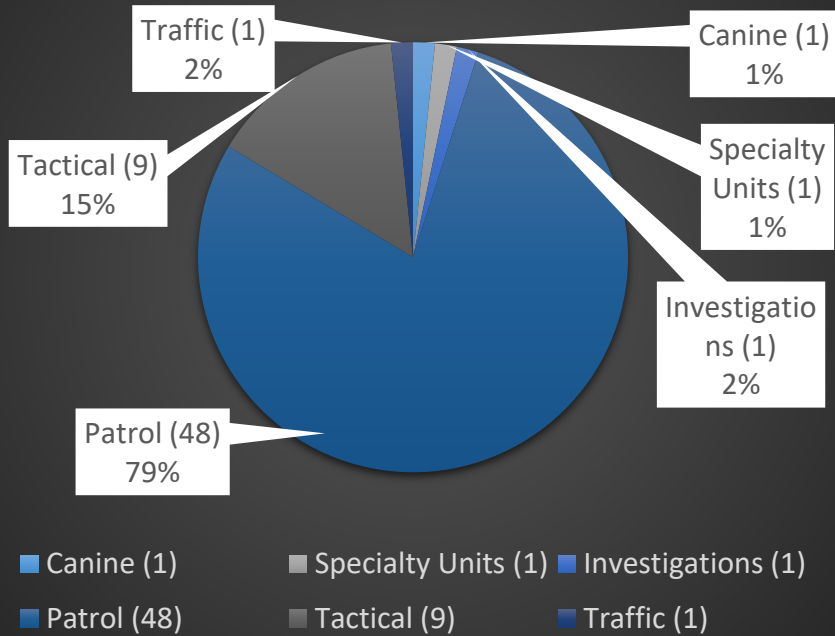
Attachment: Q2 Use of Force Report



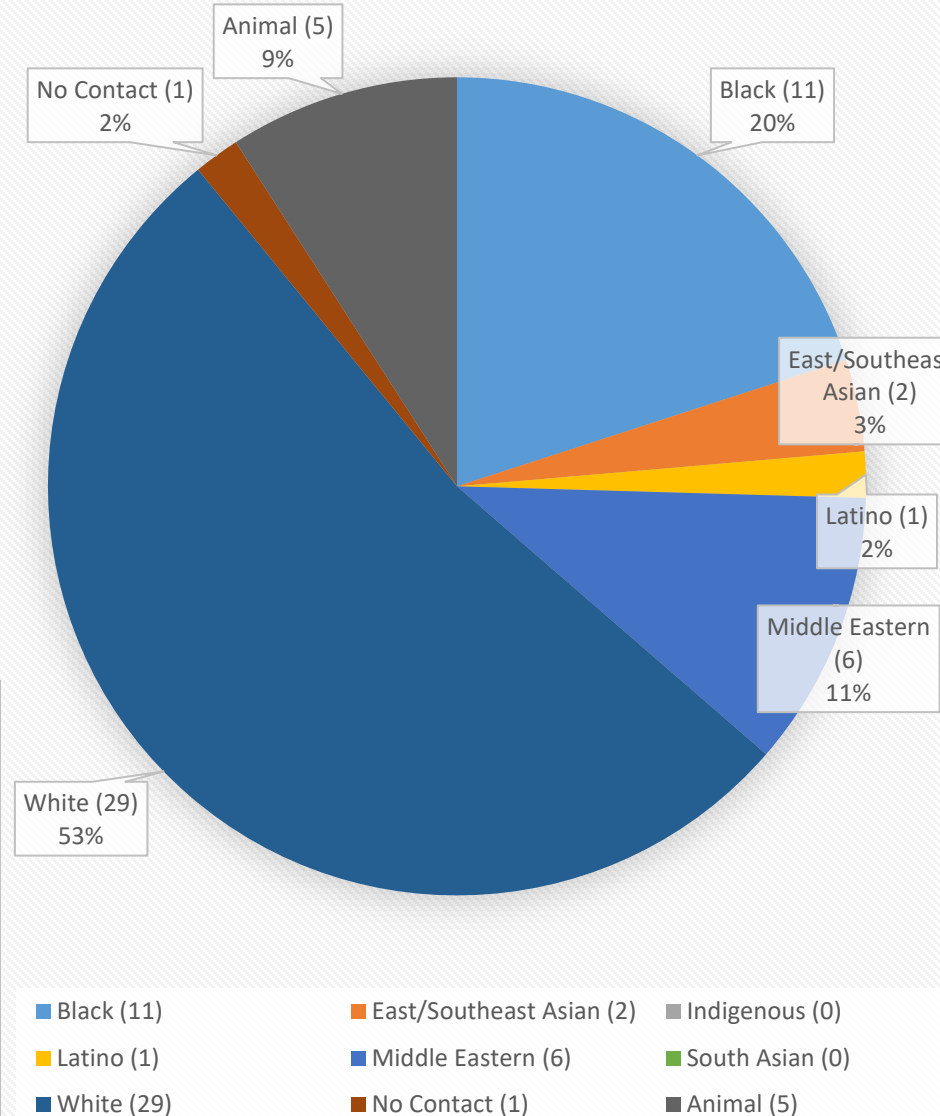
2025 Q2 Use of Force Dashboard

35627 Calls for Service – 61 Reports from 43 Events (0.17%)

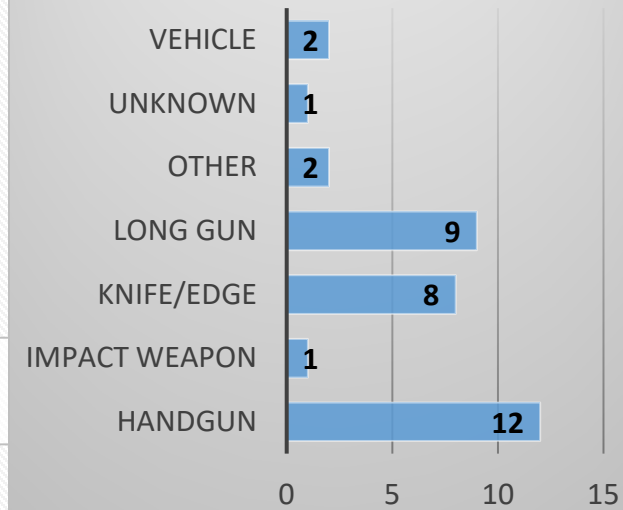
Type of Assignment



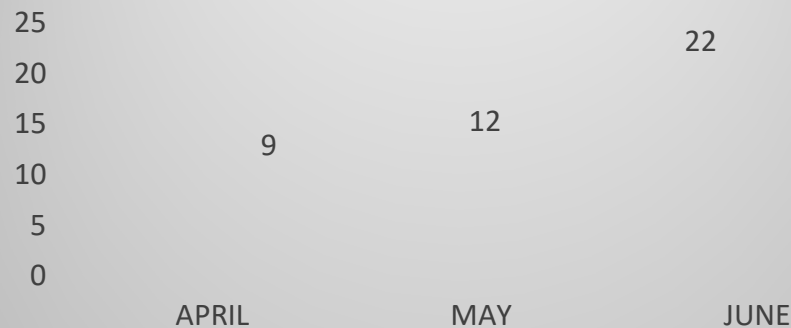
Perceived Race of Subject (per event)



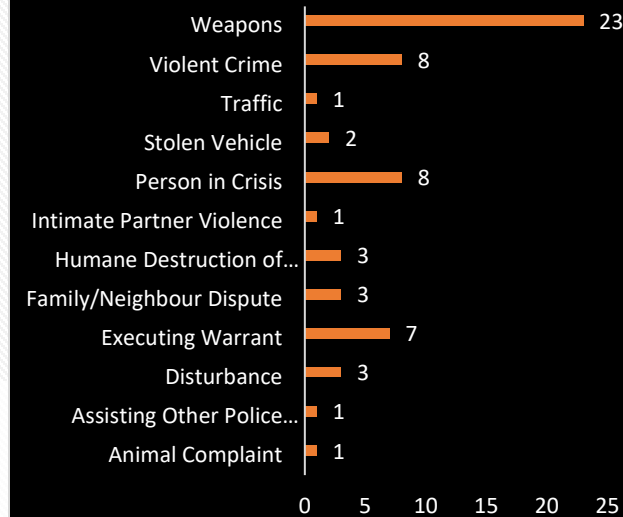
Weapon Carried by Subject



Events per Month



Type of Incident

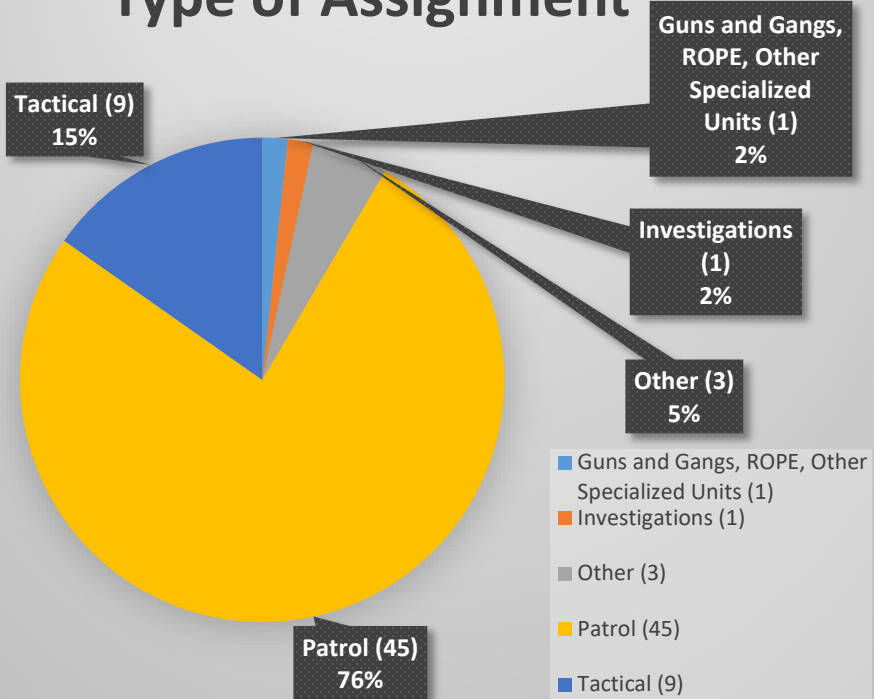




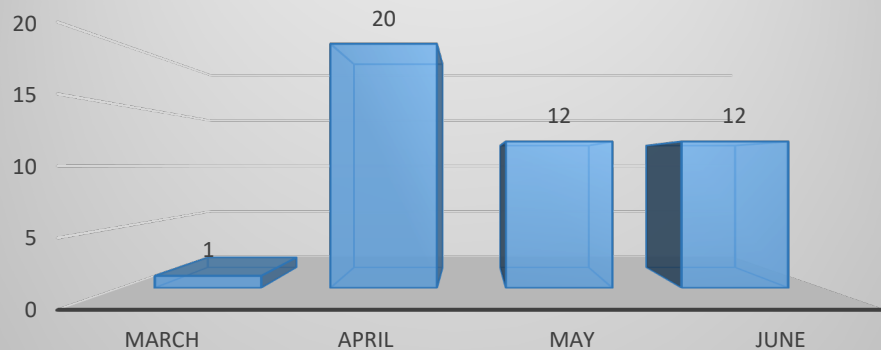
2024 Q2 Use of Force Dashboard

40525 Calls for Service – 59 Reports (0.15%)

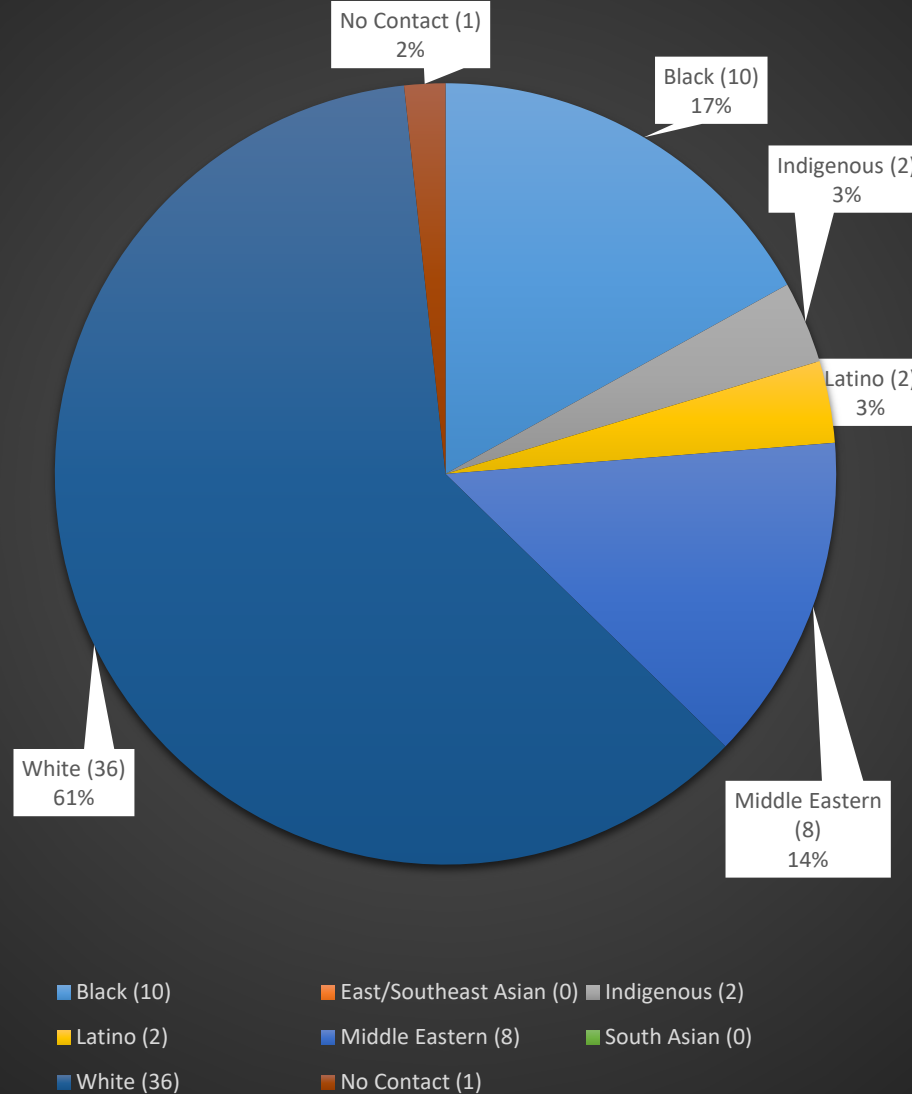
Type of Assignment



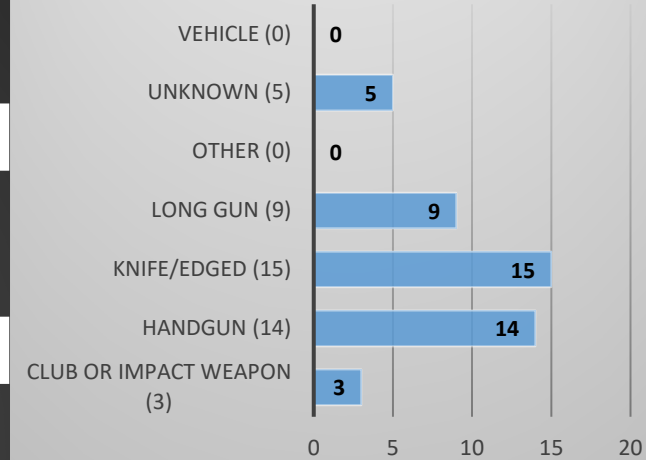
Events per Month



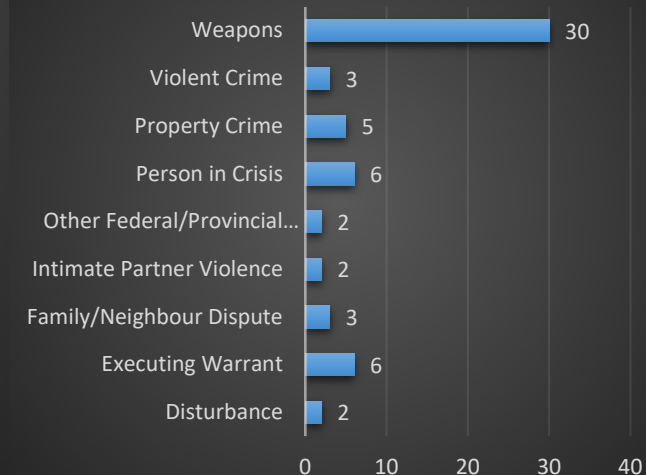
Perceived Race of Subject



Weapons Carried by Subject



Type of Incident

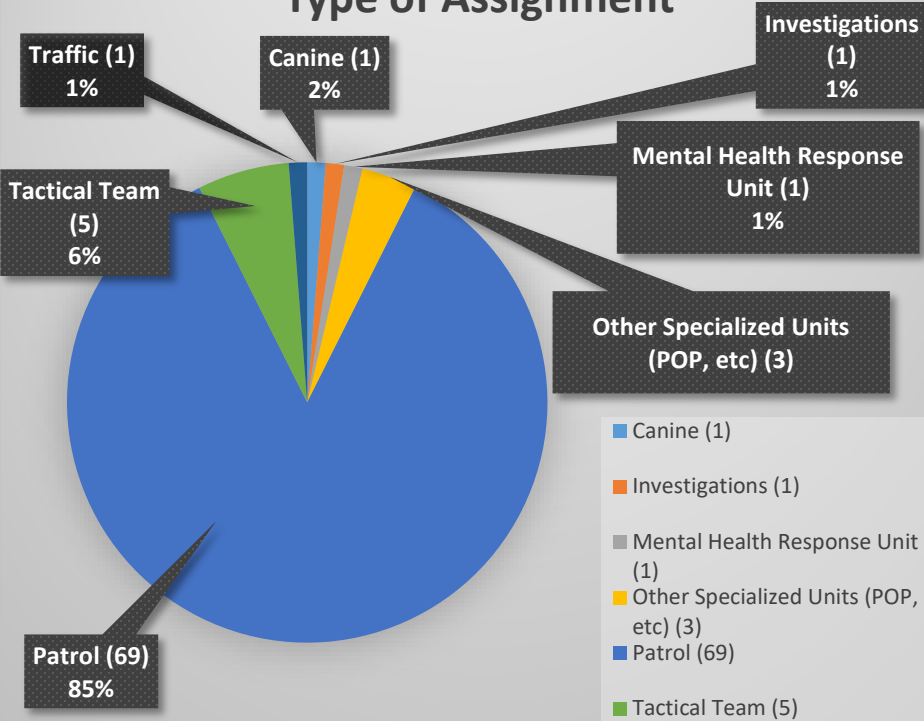




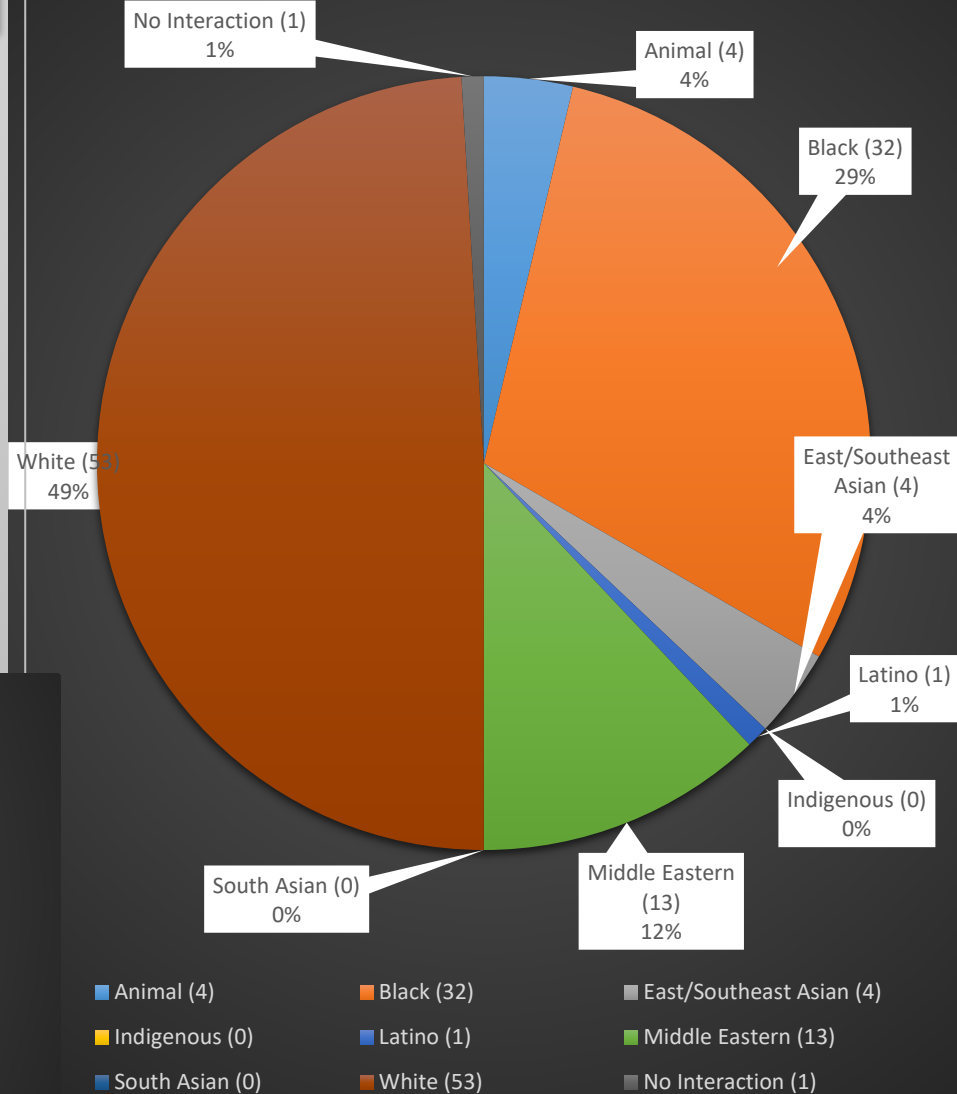
2023 Q2 Use of Force Dashboard

40093 Calls for Service – 81 Reports (0.2%)

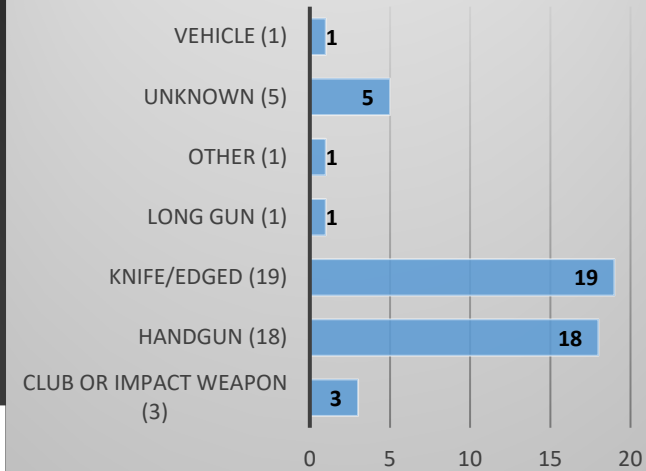
Type of Assignment



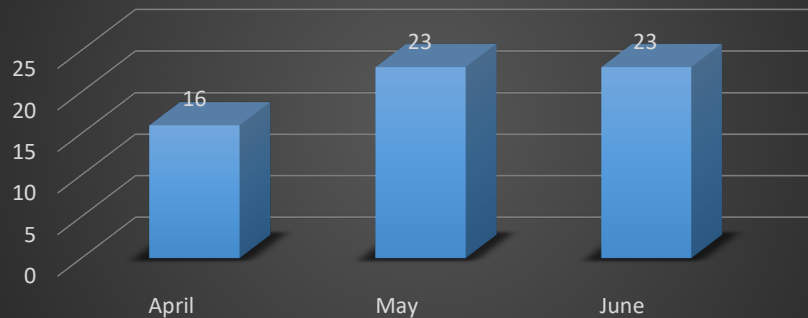
Perceived Race of Subject



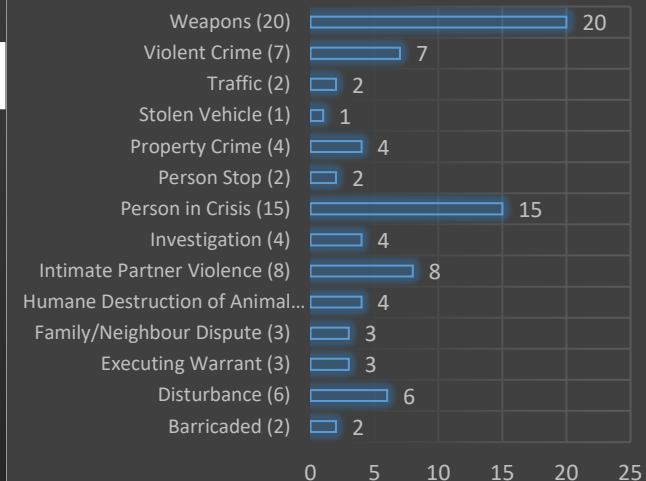
Weapon Carried by Subject(s)



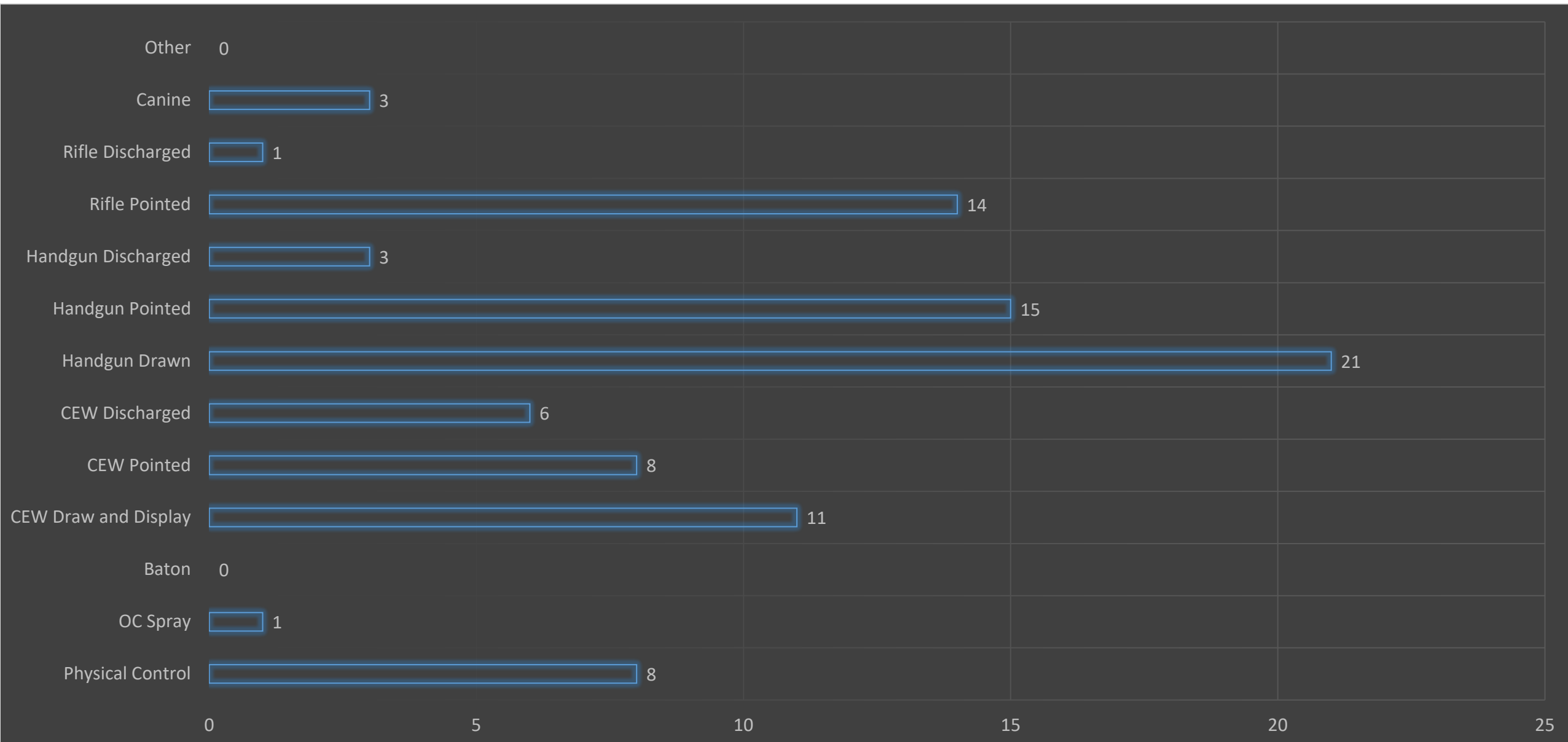
Events per Month



Type of Incident

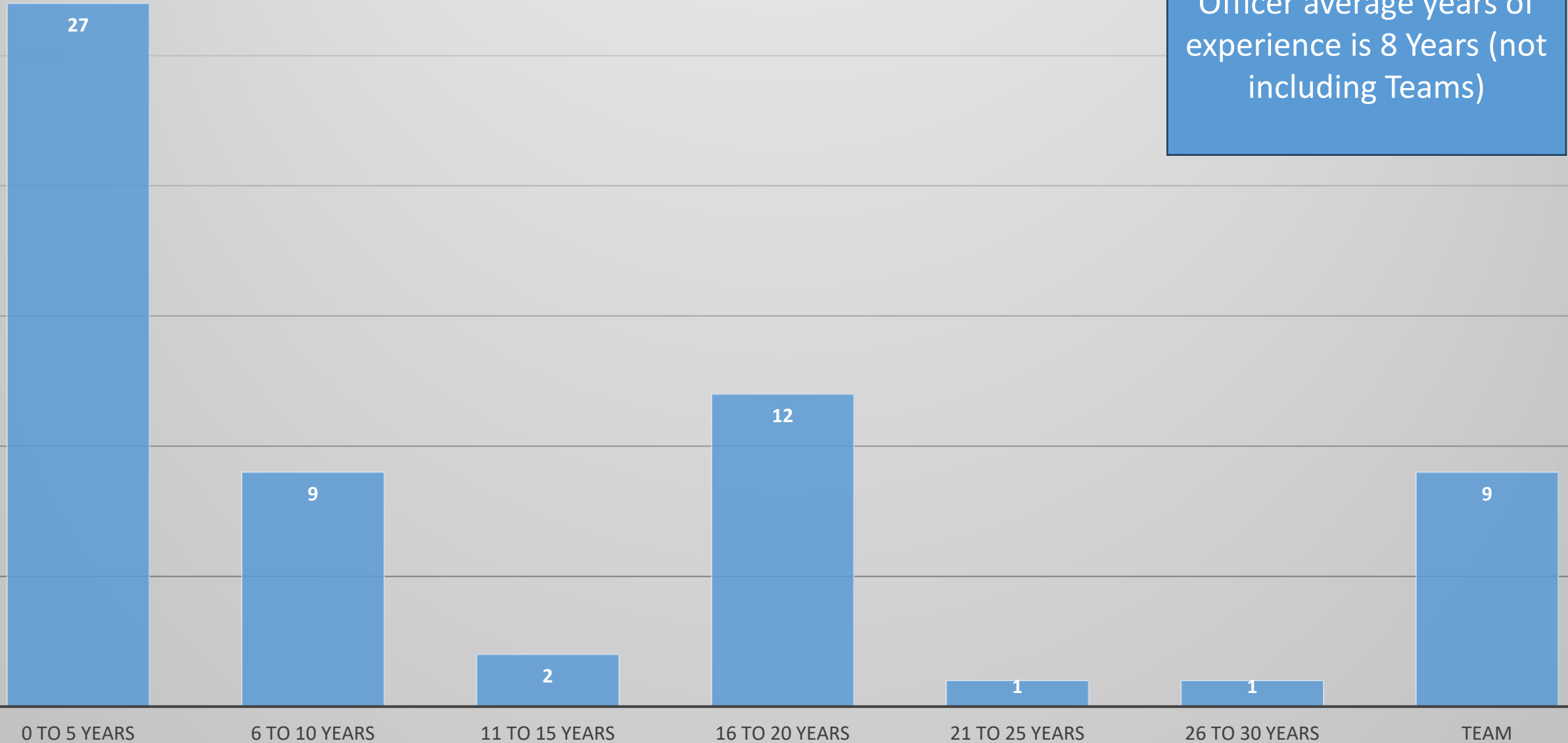


Type of Force Used by Officer

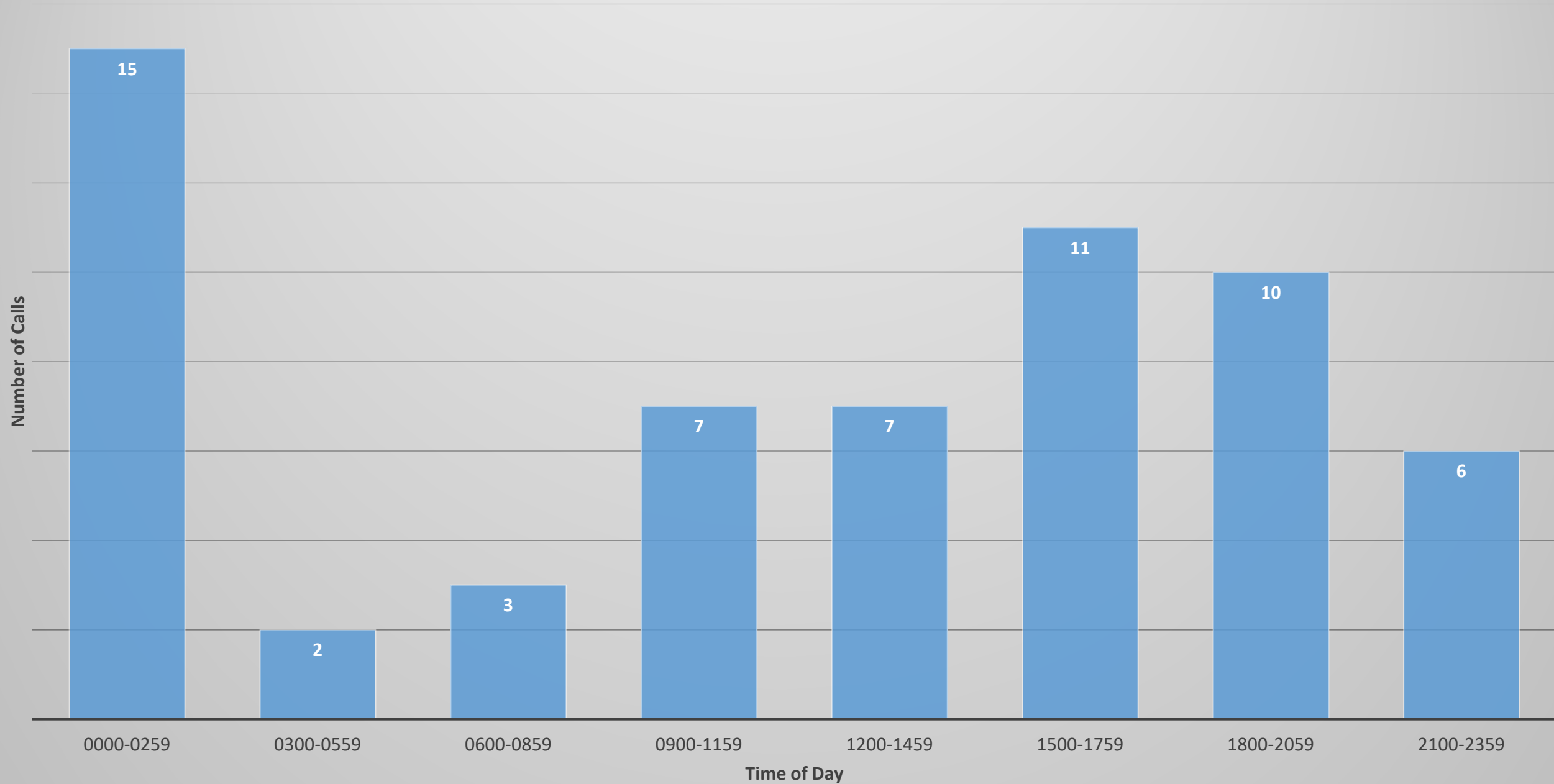


Officer's Years of Experience

Officer average years of experience is 8 Years (not including Teams)



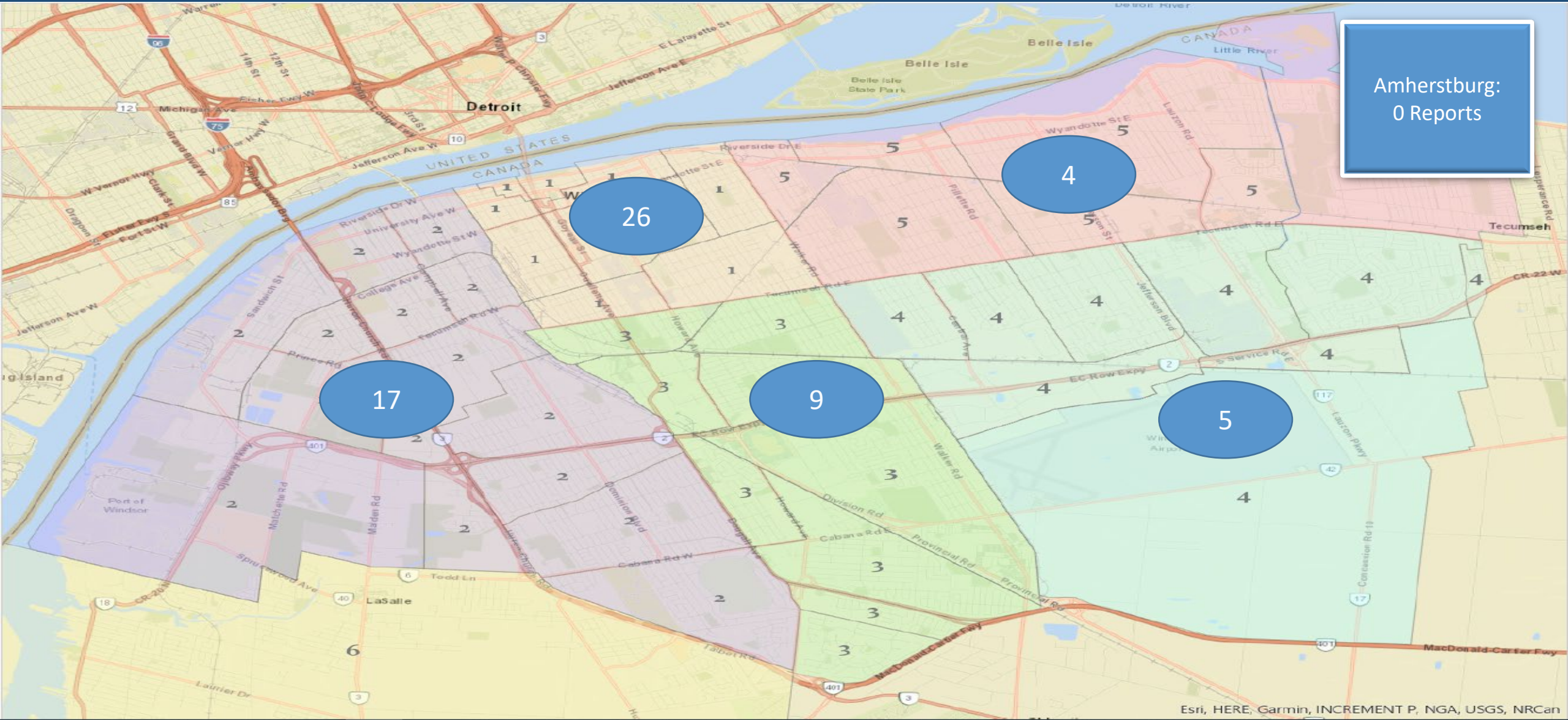
When Did the Event Occur?



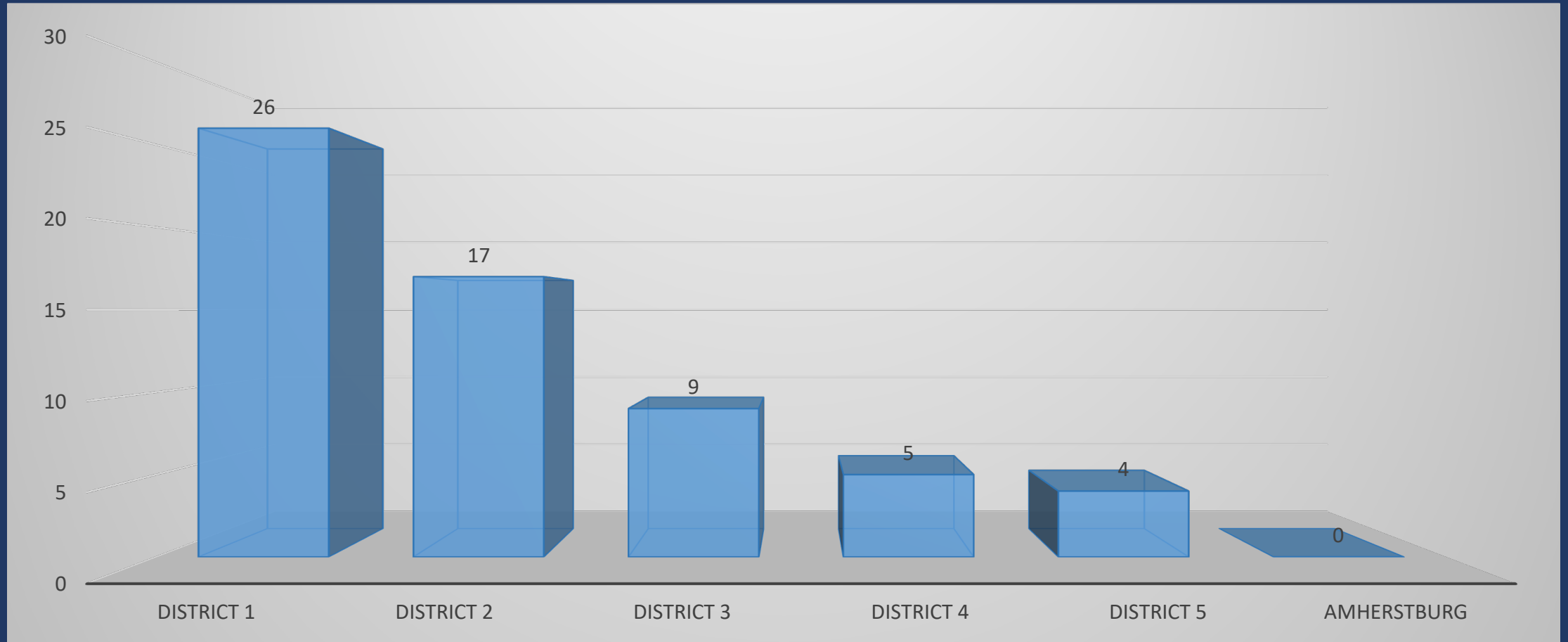
Additional Information

- 7 subjects injured, 5 of which attended a medical facility; 2 officers injured, 2 of which attended a medical facility
- There was an average of 1.2 subjects per report
- In 35 of 61 reports (57%) the subject was perceived to have access to weapons

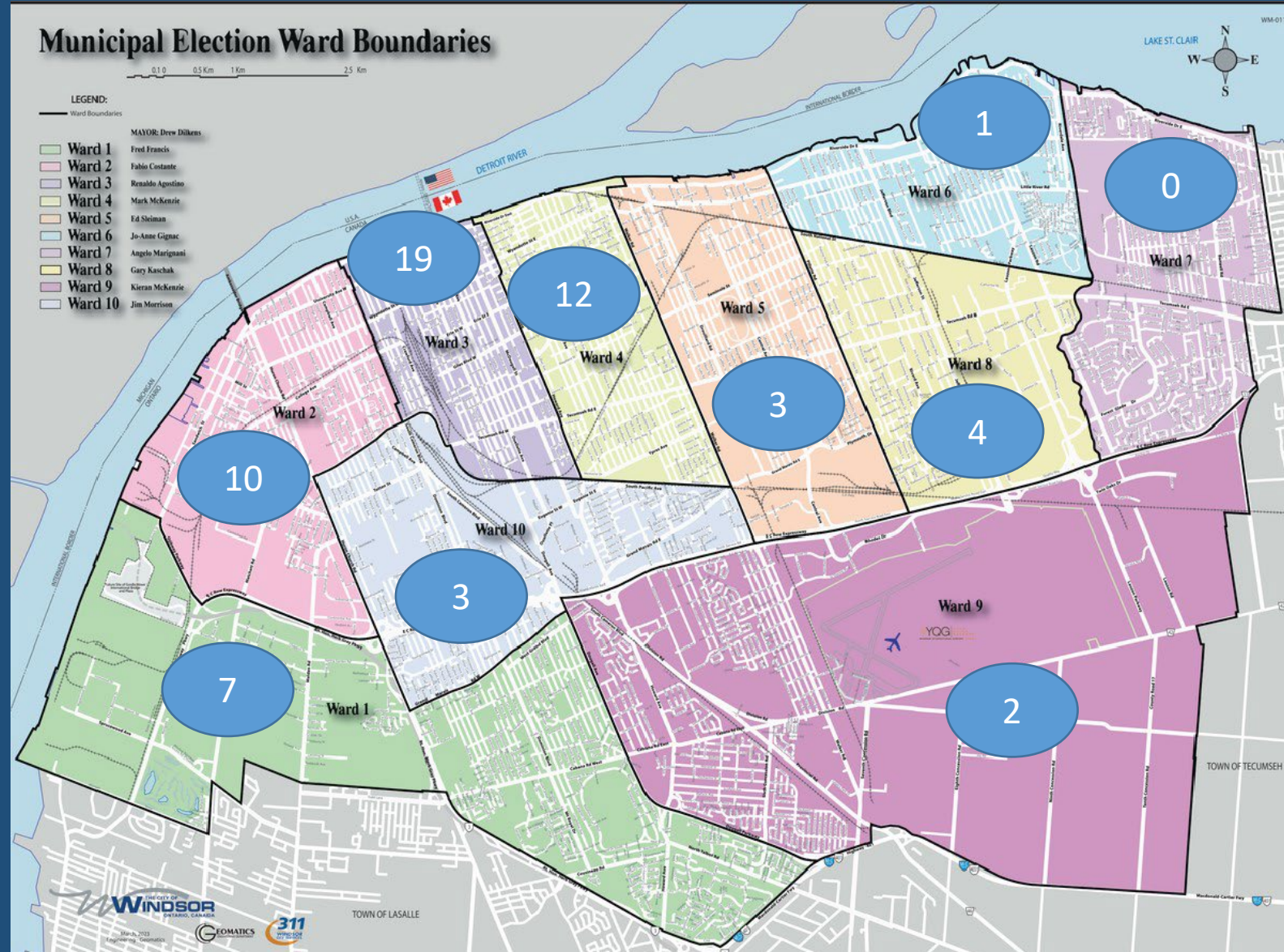
2025 Q2 Use of Force Map by District (# of Use of Force Reports)



2025 Q2 Use of Force Reports by District

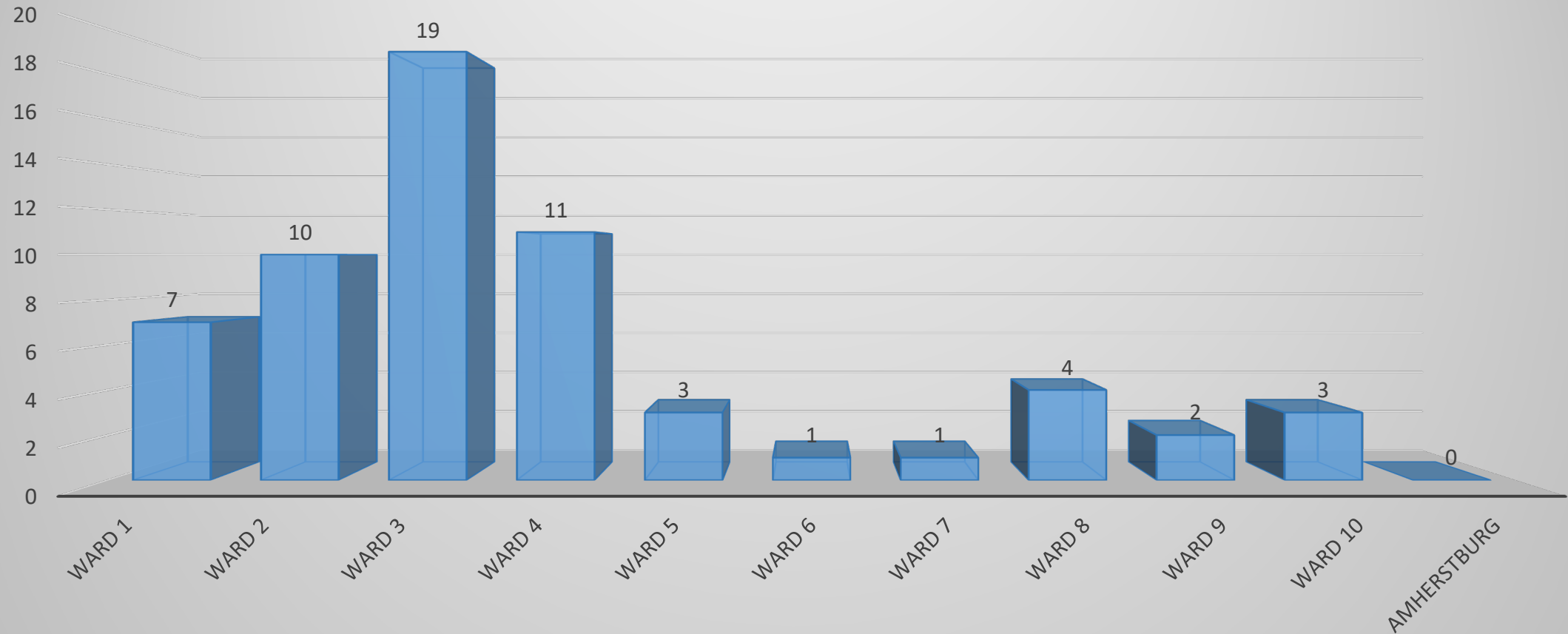


2025 Q2 Use of Force Map by Ward (# of Use of Force Reports)



Amherstburg:
0 Reports

2025 Q2 Use of Force Reports by Ward





Date: July 2, 2025

To: Chief of Police, Jason Bellaire

From: Director of Finance, Melissa Brindley

Re: **2025 WPS Second Quarter Operating Budget Variance**

City Hall Administration has requested a second quarter variance projection as of **May 31st, 2025**. This projection forms part of the city-wide report which will be presented to City Council on July 28th, 2025 (see attached Appendix A & B).

The second quarter report provided to City Administration projects that the WPS will experience a 2% or \$2.575M budget deficit by year end.

Respectfully,

A handwritten signature in grey ink, appearing to read "M Brindley", is positioned below the word "Respectfully,".

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

Cc: Deputy Chief DeGraaf

Cc: Deputy Chief Crowley

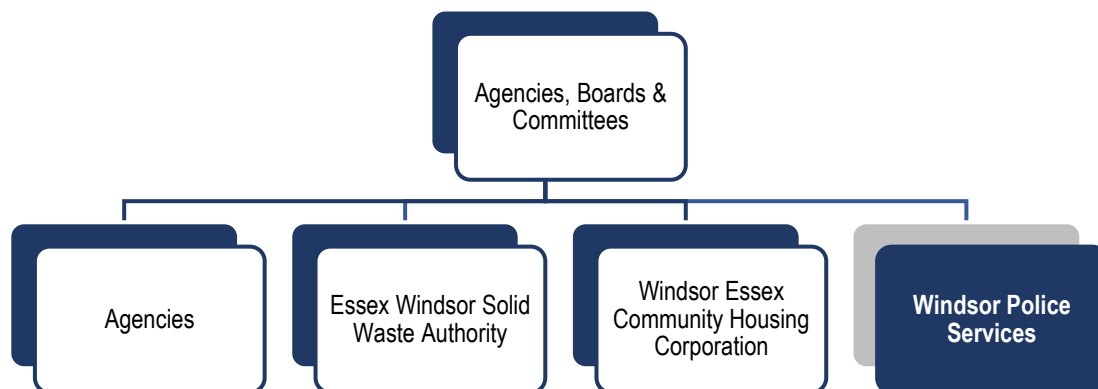
Attachments:

- Appendix A – 2025 Operating Budget Variance
- Appendix B – 2025 Operational & Economic Statistics

Windsor Police Services

ABC OVERVIEW

The Windsor Police Service (WPS) department is responsible for delivering a wide range of public safety and policing services, including crime prevention, law enforcement, victim support, public order maintenance, and emergency response. WPS is committed to serving the community with integrity, professionalism, and accountability. Operating in alignment with the Canadian Charter of Rights and Freedoms and the Ontario Human Rights Code, WPS upholds the fundamental rights and freedoms of all individuals while working to ensure the safety and security of all persons and property within its jurisdiction.



	2022	2023	2024
Annual Revenue Budget	(\$18,042,140)	(\$18,862,655)	(\$20,382,135)
Annual Expense Budget	\$115,019,577	\$117,868,133	\$123,958,993
Annual Net Budget	\$96,977,437	\$99,005,478	\$103,576,858
Annual Net Variance	\$620,859	(\$72,756)	(\$3,792,328)
Variance as a % of Net Budget	0.6%	(0.1%)	(3.7%)

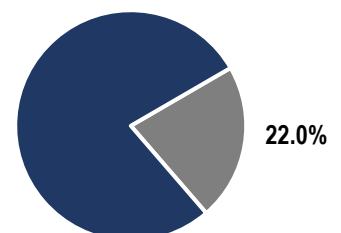
2025 Budgeted Full Time Equivalent (FTE)



n/a

% of 2025 Net Municipal Tax Levy

2025 Net Budget
\$111,034,717



Windsor Police Services

2025 Year-End Projection: (\$2,575,000)

2nd Quarter

Deficit

VARIANCE SUMMARY & DESCRIPTION

Description	Q2 Projection	Q3 Projection	Year-End Variance
Revenue:			
Grants & Subsidies	(\$575,000)		
Investment Income & Dividends			
Recovery of Expenditures			
Taxes - Education			
Taxes - Municipal			
Transfers from Other Funds			
User Fees, Permits & Charges			
Other Miscellaneous Revenue			
Expenses:			
Financial Expenses			
Minor Capital			
Operating & Maintenance Supplies			
Purchased Services			
Salaries & Benefits	(\$2,000,000)		
Transfers for Social Services			
Transfers to Education Entities			
Transfers to External Agencies			
Transfers to Reserves & Capital Funds			
Utilities, Insurance & Taxes			
Other Miscellaneous Expenditures			
Net Total	(\$2,575,000)	\$0	\$0

Grants & Subsidies	(\$575,000)	\$0	\$0
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Reduction in grant funding and JFO's.

Windsor Police Services

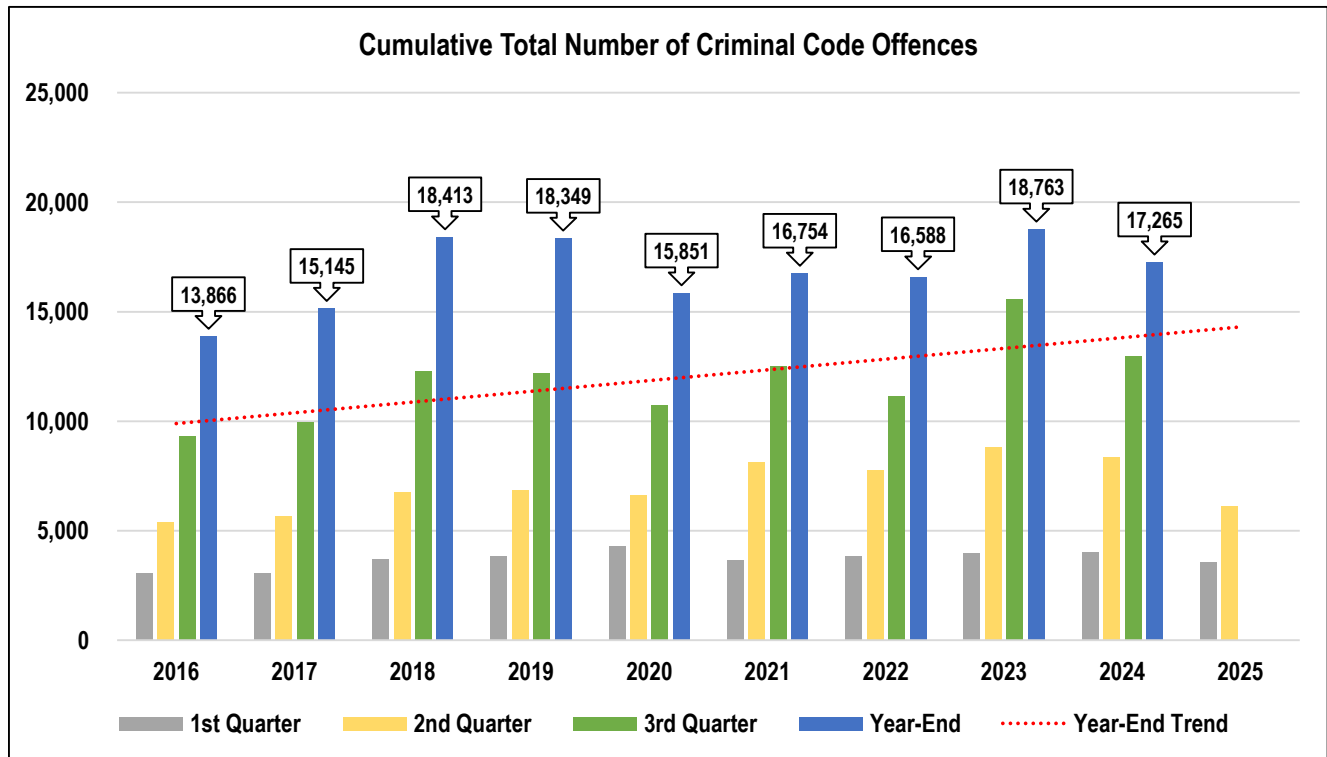
Salaries & Benefits	(\$2,000,000)	\$0	\$0
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Personnel costs are expected to exceed budget allocations by \$2M.

MITIGATING MEASURES

The WPS continues to monitor all aspects of operations for efficiency. Mitigating strategies are examined and deployed where possible.

WINDSOR POLICE SERVICES



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
Télécopieur: (416) 314-4037

June 4, 2025

Councillor Jo-Anne Gignac
Chair, Windsor Police Services Board
150 Goyeau Street, PO Box 60
Windsor ON N9A 6J5

Dear Councillor Gignac:

As part of the [2025 Ontario Budget: A Plan to Protect Ontario](#), an investment of \$57 million was announced for two new helicopters to support the Niagara Regional Police Service and the Windsor Police Service to increase patrols, security and enforcement at key points of the Ontario-United States border. This investment builds on a previous commitment of \$134 million to establish a Joint Air Support Unit, which will support the acquisition of five new police helicopters for use in the Greater Toronto Area and Ottawa regions.

Equipped with the latest technology, these helicopters will help protect Ontario's borders and keep highways and roadways safe from violent carjackings, auto theft, street racing and impaired driving.

In light of this initiative, I understand that the Windsor Police Services Board has expressed concerns regarding potential cost implications. I would like to take this opportunity to reassure you that neither the Board nor the Windsor Police Service will be responsible for any of the costs associated with the procurement and operation of the helicopters. One of the two helicopters will be allocated to support the Windsor Police Service and will be owned and operated by the Ontario Provincial Police. Its operation in the Windsor area would include Tactical Flight Officer(s) from the Windsor Police Service as the service of jurisdiction. All associated costs will be funded by the Province.

The Windsor Police Service had previously expressed interest in having up to five Tactical Flight Officers as part of this initiative. Should the Service wish to proceed, the associated costs would be funded by the Province through a Transfer Payment Agreement.

Councillor Jo-Anne Gignac
Page 2

This ministry and I value our ongoing partnership with the Board and the police service, and we remain committed to working together to enhance community safety. If you wish to discuss this matter in more detail, I would be pleased to meet.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Weatherill', with a stylized, cursive script.

Ken Weatherill
Assistant Deputy Minister
Public Safety Division



June 24, 2025

Dear Mayors and Chairs:

Re: Incidents of Violence and Harassment In Condominium Communities Improved Police Presence, Responsiveness and Intervention Required

We are writing to the mayors and chairs of the Police Services Board of major Ontario municipalities on behalf of the **Association of Condominium Managers of Ontario (ACMO)**, the **Toronto & Area and Eastern Ontario Chapters of the Canadian Condominium Institute (CCI)** and the Canadian chapter of the **Community Association Institute (CAI-C)**. As a result of the horrific Vaughan shootings in December 2022, in which five people involved with the governance of the condo corporation were murdered and one seriously injured, these associations have formed a joint Safety and Security Committee to identify areas where change is necessary to ensure that condominium communities are safe places to live for residents, and safe for those that work or volunteer in them.

Our associations are deeply concerned about the growing challenges created by incidents of harassment and violence within condominium communities across Ontario, which unfortunately appear to have increased even after the COVID pandemic, and the perceived inability of law enforcement to adequately respond to these situations, largely due to staffing constraints.

Condominiums are unique environments where individuals share close quarters and common spaces, sometimes leading to disputes that escalate into harassment or other troubling criminal behaviours. It is alarming to see a rise in incidents where condominium directors, condominium managers and related support staff are subjected to criminal harassment or threats of violence while carrying out their responsibilities. They are voicing genuine and significant apprehensions about their mental and physical safety.

Directors, condominium managers and other persons rely on timely police intervention to maintain safety and order within condominium spaces, particularly in situations involving harassment, intimidation, or repeated disturbances. Unfortunately, our observations and reports from multiple condominium boards and condominium management companies indicate a consistent pattern of delayed or inadequate responses from various police services to these situations. The sense is that officers can only focus on the most

egregious problems. Earlier engagement would help prevent escalation to the point of violence.

We acknowledge the tremendous pressures facing police services and the limitations imposed by budgets and current staffing levels. However, we have identified the following serious shortcomings experienced by members of the condominium community:

- **Inadequate Staffing.** The hiring and training of more constables to address community-level concerns, including harassment in shared residential settings, has not been prioritized.
- **Too Few Liaison Officers.** There are too few designated officers or units to work with condominium boards and condominium managers, ensuring timely responses and better communication. We see a need to foster stronger relationships between law enforcement and condominium residents through outreach and education initiatives.

We are happy to see that Toronto has recently announced an increase to the Police Services budget including mental health support. We encourage the board to ensure that some of the new hires will be focused on condominium issues.

The tax revenue from condominiums represents significant funding to municipalities, but residents are left feeling underserved, even though these densely populated communities are a source of significant interpersonal conflict. We encourage municipalities to allocate sufficient funding to police services to allow personnel to successfully manage the increased risks in these settings.

Improving police response capabilities is essential to maintaining the safety and security of condominium communities. We urge you to take proactive measures to address this growing concern. Our committee is eager to collaborate and provide further insights to support these efforts.

Thank you for your attention to this critical matter. We look forward to your response and the opportunity to work together to enhance community safety.

Yours truly,

Signed,

Mark Daye, President, ACO
Brian Antman, President, CCI-T
Nancy Houle, President, CCI- EO
Sally Thompson, President, CAI-C

- cc. The Hon. Doug Ford, Premier of Ontario
 The Hon. Doug Downey, Attorney General of Ontario
 The Hon. Stephen Crawford, Minister of Public and Business Service Delivery and Procurement
 The Hon. Marit Stiles, Leader, New Democratic Party of Ontario; Leader, Official Opposition
 The Hon. Bonnie Crombie, Leader, Liberal Party of Ontario
 The Hon. Mike Schreiner, Leader, Green Party of Ontario



On the Road to Excellence: A Year of Progress and Purpose

Annual Report of the
Inspector General of Policing

2024



**Inspectorate
of Policing**

**Service d'inspection
des services policiers**

Office of the Inspector
General of Policing

Bureau de l'inspecteur général
des services policiers

777 Bay St.
7th Floor, Suite 701
Toronto ON M5G 2C8

777, rue Bay
7^e étage, bureau 701
Toronto ON M5G 2C8

June 27, 2025

The Honourable Michael Kerzner
Solicitor General of Ontario
Ministry of the Solicitor General

Dear Solicitor General Kerzner:

Section 103 (1) of the Community Safety and Policing Act mandates that the Inspector General of Policing (IG) deliver an annual report to the Minister, on or before June 30 of each year. I am pleased to present my Annual Report of the Inspector General of Policing that details the Inspectorate of Policing's (IoP) activities and progress for the period January 1 to December 31, 2024.

In accordance with section 103 (1), my Annual Report must include information about the following items:

1. The activities of the IG, including:
 - Inspections conducted;
 - Complaints dealt with under section 106 and 107;
 - Notifications sent to the Law Enforcement Complaints Agency (LECA) Director or the Special Investigations Unit (SIU) Director;
 - Directions issued under section 125; and
 - Measures imposed under section 126.
2. The compliance of the police service boards, Ontario Provincial Police (OPP) detachment boards, First Nation OPP boards, chiefs of police, special constable employers, police services, and prescribed policing providers with this Act and the regulations.
3. Any other prescribed matters.

In the pages that follow, you will see the information I am required to report, as well as the significant range of work being undertaken by the dedicated professionals at the IoP, who have brought my mandate to life. These public servants work each day to improve policing performance to make everyone in Ontario safer.

Pursuant to subsection 103(2) and the IoP's commitment to transparency and accountability, my Annual Report will also be published on the internet.

It is a real honour to serve as Ontario's Inspector General of Policing. I look forward to the work that lies ahead, and to contributing to public safety in Ontario.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Teschner", with a stylized flourish at the end.

Ryan Teschner

Inspector General of Policing of Ontario

Copy: Deputy Solicitor General Mario Di Tommaso, O.O.M.

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The IoP's Operations: 2024 Facts & Figures	17	Acknowledgements	63



Land Acknowledgement

The Inspectorate of Policing (IoP) recognizes that its work, and the work of its community partners take place on traditional territory of Indigenous Nations in Ontario, including the Anishinaabe (comprising the Algonquin, Mississauga, Ojibwe, Anisininew (Oji-Cree), Odawa, and Pottawatomi peoples), the Omushkego (also known as Swampy Cree), the Lenape, and the Haudenosaunee (Mohawk, Onondaga, Oneida, Cayuga, Tuscarora, and Seneca), and the Métis peoples.

We acknowledge that there are 46 treaties and other agreements that cover the territory now known as Ontario. We acknowledge that we continue to live and work in these territories and are thankful to the First Nations and Métis peoples who have cared for these lands since time immemorial. Their enduring contributions continue to strengthen Ontario and enrich all communities. We also acknowledge the many other Indigenous peoples from Indigenous nations who call this place home.

The IoP is honoured to collaborate with First Nations, Inuit, and Métis leadership, partners, and communities across their territories. The IoP is committed to deepening its understanding of the rich history of this land while honoring the inherent and treaty rights of Indigenous peoples.

The IoP would also like to acknowledge that its office is located in Toronto and on the traditional territory of many First Nations including the Mississaugas, the Anishinabek Nation, the Chippewas, the Haudenosaunee Confederacy, and the Wendat peoples, and is now the home to many diverse First Nations, Inuit, and Métis persons. We also acknowledge that Toronto is covered by Treaty 13 signed by the Crown and the Mississaugas of the Credit First Nation, and the Williams Treaties signed with multiple Mississaugas and Chippewa nations.

Message from the Inspector General of Policing of Ontario

In a time when public trust in policing remains both essential and fragile, the role of independent oversight has never been more critical.



Across Ontario – and indeed around the world – policing is facing complex and evolving challenges. From rising concerns about public confidence and community safety to the need for modern police governance and accountability, we must meet this moment with vigilance, transparency and leadership.

My Annual Report highlights the vital and unique role of the Inspector General of Policing (IG) and the Inspectorate of Policing (IoP) in Ontario: mandated to deliver modern, evidence-based, and independent oversight that is focused on strengthening public trust through improved policing performance.

Since our inception, the IoP has remained steadfast in its mission to improve policing performance to make everyone in Ontario safer. Through our monitoring, inspection, investigation, and advisory work, we have already had success in raising the ‘performance bar,’ be it in the operational work of police services, or governance work of police service boards. I remain committed to independently examining the issues, following the information and evidence, and using the various tools in my oversight toolbox to enhance Ontario’s position as a global public safety leader. The team at the IoP works hard each day to breathe life into this commitment, and I feel fortunate to be working alongside professionals who deeply care about contributing to the public good.

As we carry out our work, it is increasingly evident that policing does not operate in isolation. Our work is informed not only by the unique context at play in different Ontario communities, but also by global developments, best practices, and lessons learned from oversight bodies in other jurisdictions. For example, His Majesty's Inspectorate of Constabulary and Fire & Rescue Services in the United Kingdom has drawn attention to ongoing concerns about police legitimacy, ethical leadership, and the need for systemic reform. In Ireland, the Policing Authority has highlighted the essential role of governance, transparency, and meaningful engagement with communities. We have developed strong links with our national and international oversight partners and look forward to contributing to a mutual knowledge exchange that enhances the work we do in our respective spaces. Our membership in the Canadian Association for Civilian Oversight in Law Enforcement, where I serve as a member of the Board of Directors, is also a testament to the developing community of practice that is so important to ensuring that independent police oversight remains modern and responsive not just to current, but also to future needs and challenges.

These global perspectives also echo what we are seeing here at home in Ontario, where public expectations around police accountability and transparency have never been higher. Police services and boards are being asked to navigate complex social issues while confronting operational pressures, emerging public safety risks, and resource demands. At the same time, there is a clear opportunity to move beyond the models of yesterday and towards a modern policing approach grounded in human rights, equity, and public trust.

This year's Annual Report outlines how the IoP is already responding to these challenges and opportunities. It provides an overview of our current and anticipated inspections, investigations, and thematic reviews. It highlights common issues we are seeing across police services and boards – from governance gaps to operational challenges – and identifies where change is needed. It also profiles the valuable work being done by those across the policing sector who are committed to excellence, integrity, and continuous improvement in protecting over 16 million residents and tens of millions of other visitors across Ontario.

But beyond facts and figures, this Report is an invitation – to police leaders, board members, policymakers, and every Ontarian – to engage in a shared commitment to public safety, integrity, and accountability. That is the standard the people of Ontario deserve, and it is the standard we at the IoP will continue to advance, together.



Ryan Teschner

Inspector General of Policing of Ontario
June 2025



About Ontario's Inspector General and the IoP

The IG has a mandate to drive improved performance and accountability in policing and police governance by ensuring adequate and effective policing is delivered across Ontario in compliance with the province's policing legislation and standards.

The IG leads the IoP, an arm's-length division of the Ministry of the Solicitor General. The IoP provides operational support to inspect, investigate, monitor, and advise Ontario's police services and boards. By leveraging independent research and data intelligence, the IoP promotes leading practices and identifies areas for improvement, ensuring that high-quality policing and police governance are delivered to make everyone in Ontario safer.

Ryan Teschner is Ontario's first IG with duties and authorities under the Community Safety and Policing Act (CSPA).

The Mandate of the IG

The IG's duties, powers and responsibilities are described in Part VII of the CSPA.

The IG, supported by the IoP, serves the public interest by promoting improved performance and accountability in the policing sector, while ensuring compliance with the CSPA and its regulations.



Under Ontario's CSPA, the IG is empowered to:

- Independently assess and monitor legislated policing entities;
- Provide advice and support to legislated policing entities on governance and operational matters by sharing evidence-based research and data related to performance;
- Monitor and conduct inspections of legislated policing entities to ensure compliance with the CSPA and its regulations;
- Investigate complaints concerning the delivery of policing services and the conduct of police board members;
- Issue directions to ensure compliance with the CSPA and its regulations – and, if necessary – impose measures, if there is a failure to comply; and,
- Publicly report on the activities of the IG, including publishing inspection results and an annual report.

Who the IG Oversees

Under the CSPA, the IG oversees the following Ontario policing entities:

- Municipal police services and police service boards;
- Chiefs of police;
- The Ontario Provincial Police (OPP) and OPP detachment boards;
- First Nations OPP boards and First Nations police service boards that opt-in to the CSPA;
- Any entity providing policing by an agreement authorized by the CSPA;
- Any public sector body that may be prescribed to provide policing; and
- Organizations that employ special constables.

The IoP remains committed to engaging all these entities to consider the diverse needs of the public as we work to improve policing performance that makes everyone in Ontario safer.

Organizational Values

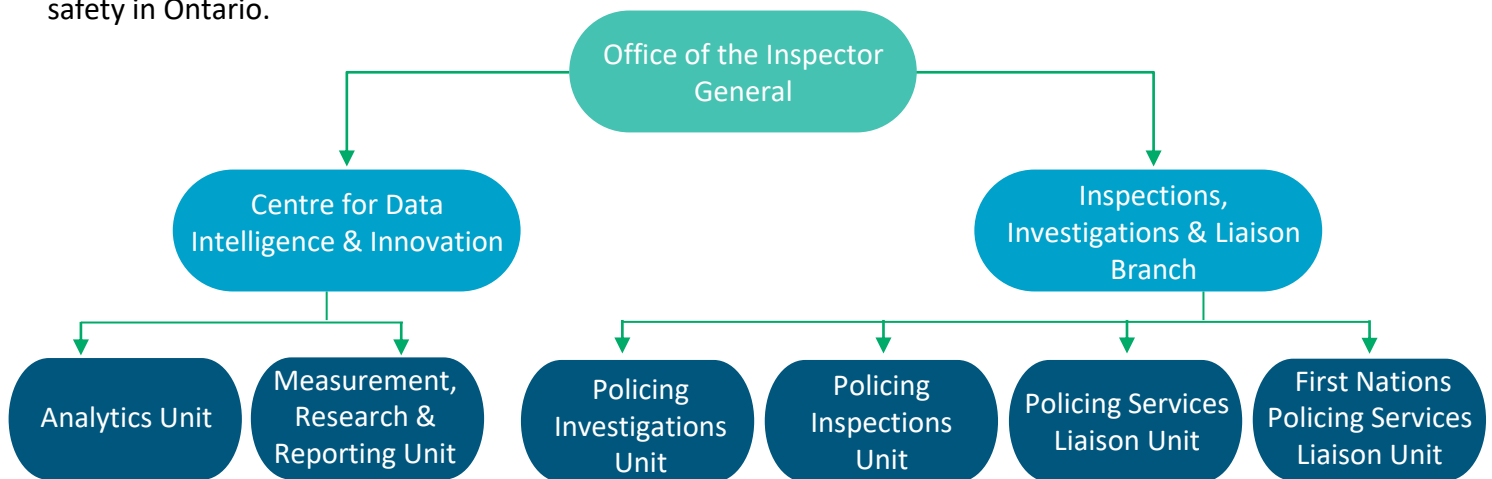
Driving improvements in policing performance begins with collectively operating under a set of values that shape the IoP's approach and culture.

At the IoP, we believe in:

- ➔ **Continuous Improvement:** We will identify effective performance in the policing sector, and where improvements are needed. We will focus on addressing the areas that matter most to the public.
- ➔ **Fairness:** We will address issues of non-compliance in an objective and timely manner that considers local context, with a focus on ensuring trust and confidence in the policing sector.
- ➔ **Risk-informed approaches:** We will select the right tools for the right problems and consider the level of risk present when enforcing policing and police governance compliance.
- ➔ **Transparency:** We will be transparent in our decision-making and publicly report on our work and their results with the sector and the public.
- ➔ **Independence:** We will operate at arm's-length from government or any other influence to ensure impartiality and confidentiality in our operations and decision-making.
- ➔ **Collaboration:** We will work collaboratively with our partners and the regulated entities we oversee to support their success in our shared mission of making Ontario safer.
- ➔ **Integrity:** We will engage in activities in a way that inspires public confidence, and that preserves our objectivity, integrity, and impartiality.

IoP Organizational Framework

The IoP's three branches effectively support the IG in enhancing policing performance and public safety in Ontario.



Office of the Inspector General

Supports the arm's-length decision making authority of the IG through independent legal counsel, police sector and stakeholder relations, and public communications.

Investigations, Inspections, and Liaison Branch

Responsible for the investigative, inspection, monitoring, advising, and liaison function of the Inspectorate as per the IG's authorities under Part VII of the CSPA. Comprised of:

Policing Investigations Unit: Investigates public complaints concerning delivery of policing services and conduct of police service board members.

Policing Inspections Unit: Monitors and conducts inspections of police services and boards to ensure compliance with the CSPA and its regulations.

Policing Services Liaison Unit: Provides monitoring, advisory, and liaison services to support police services and boards, OPP detachment boards, and special constable employers.

First Nations Policing Services Liaison Unit: Provides advice to First Nation police services, chiefs, and boards who opt-in to the CSPA, and facilitates cultural awareness training to the IoP.

Centre for Data Intelligence and Innovation

The IoP's data powerhouse that drives continuous improvement in Ontario's policing sector through data collection, analysis, research, and performance measurement. Comprised of:

Analytics Unit: Uses a wide range of technologies, including Artificial Intelligence, and other advanced analytical tools to transform raw data into actionable insights, informing decision-making processes across the IoP.

Measurement, Research & Reporting Unit: Conducts research on relevant issues faced by the sector and responsible for developing a performance measurement framework to support evidence-based decision-making and evaluation.

Complaints & Disclosures Within the IG's Jurisdiction

Under the CSPA, the IG accepts different types of public complaints or disclosures from members of a police service or special constable employer. Complaints are carefully reviewed to determine the appropriate course of action, which can include conducting an investigation or inspection, providing compliance advice and support, or forwarding it to the appropriate oversight agency, police service or police service board for resolution. Each complaint is individually assessed using the information provided by a complainant. The screening process includes consideration of the IG's mandate as well as the statutory requirements set out by the CSPA.

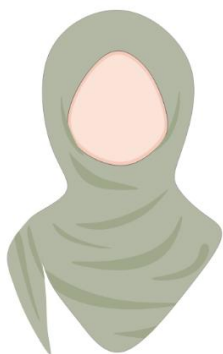
The IG may choose not to investigate a complaint based on a number of reasons, including a complaint being frivolous, vexatious, submitted in bad faith, or not in the public interest to investigate. Similarly, a complaint may be referred to another oversight agency.

Over the next few pages are several illustrations of the types of complaints within the IG's jurisdiction:

- Section 106 complaints
- Section 107 complaints
- Section 185 disclosures



Section 106 Complaints



Complaints about the conduct of an individual police service board member (section 106 complaints) are related to conduct that is believed to have violated the Code of Conduct for police service board members as codified in the relevant CSPA regulation.

Jasmine attended a meeting of her city's police service board as part of a community group seeking to raise concerns about their recent interactions with the police. When it was her turn to speak, Jasmine began presenting the group's perspective. However, she was repeatedly interrupted by a particular board member, who used profane language, referred to her in a derogatory manner, was dismissive, and ultimately cut her presentation short.

Feeling that her right to be heard was unfairly limited and that she was spoken to in an offensive way, Jasmine filed a complaint with the IoP. She believed the board member's conduct showed a lack of respect for public input and contributed to an unwelcoming, even hostile, environment for community participation. In her complaint, Jasmine argued that the board member failed to uphold the standards of professionalism and impartiality required under the Code of Conduct for board members.

Jasmine's complaint may prompt the IoP to assign an Inspector to investigate the conduct of the board member in question. This process could include interviews with Jasmine, relevant witnesses including the board member involved, and review of footage from the meeting. Following a thorough review and analysis of all available information, the Inspector would prepare a findings report and submit it to the IG. Based on the report, the IG would make the ultimate determination as to whether the board member committed misconduct under the Code of Conduct. If misconduct is identified, the IG will also determine whether any measures should be imposed to address the misconduct. Measures can include a reprimand, a suspension, or even the member's removal from the board.

Section 107 Complaints

Complaints about the delivery of policing (section 107 complaints) are related to:

- The adequacy and effectiveness of policing provided to an area,
- A failure to comply with the CSPA or its regulations, and
- The policies of a police service board, OPP Detachment Board, First Nation OPP Board or the Minister, and procedures established by a chief of police.



Sam filed a complaint with the IoP after calling 911 to report a domestic disturbance involving a neighbor who appeared to be in distress. He placed the call shortly after 9 p.m. and remained on the line for several minutes as dispatch attempted to assign the call to available officers. Despite emphasizing the urgency of the situation, police did not arrive on the scene until the next day.

Sam expressed deep frustration, noting that this was not an isolated incident. He recalled a previous situation where police response times were also unusually delayed. Concerned about these delays, Sam submitted a formal complaint to the IoP stating that he did not believe he was receiving adequate policing services.

Based on the details of the complaint, the IoP may decide to initiate an inspection. This could involve interviewing Sam to gather all relevant information

related to the specific facts and circumstances. The assigned Inspector may also collect and review policing data—such as Records Management System entries, Computer-Aided Dispatch logs, and other relevant police records—to compare the reported concerns with the documented actions of the police service, and to identify any facts that are relevant to assessing the compliance of the police service with applicable legal requirements and standards. Once the review is complete, the Inspector would prepare a findings report and submit it to the IG, who would then make a final determination about whether the police service complied with applicable legal requirements and standards. If the IG determines there has been non-compliance, the IG has the legal authority to issue directions to the police service and the chief of police to remedy the non-compliance.

Section 185 Disclosures



Disclosures to the Inspector General about internal misconduct matters (section 185 disclosures) can be submitted by members of a police service or special constables if they believe misconduct has occurred within their current or former organization.

Officer Rahim, a frontline officer with over ten years of experience, submitted a confidential disclosure to the IoP after he had been passed over for promotion multiple times, even as less experienced colleagues advanced. Officer Rahim, who identifies as a racialized person, began to suspect there was racism in the promotion process within his service.

When Officer Rahim raised his concerns internally, he received no response—and, soon after, experienced subtle forms of reprisal. He was excluded from high-profile assignments, removed from mentorship opportunities, and increasingly sidelined in decision-making spaces he had previously been a part of.

Based on the detail provided, if the disclosure is focused on alleged misconduct by an individual police officer, the IG may decide to refer the complaint to the Law Enforcement Complaints Agency (LECA) for investigation. However, if the disclosure contains information alleging a more systemic issue, the IG may elect to initiate a formal inspection of the police service. This could involve reviewing records, interviewing witnesses, and assessing whether the police service or board is meeting its legal obligations. Depending on the findings, the IG may issue directions to ensure compliance with the CSPA and regulations.

Complaints Process

Complaints are Received



The IoP accepts public complaints from a variety of sources, including its **website**, **e-mail** or **regular mail**. Anonymous complaints are not accepted.

Screened



Each complaint is **carefully reviewed** by the IoP. A decision is made whether the complaint **falls within the IG's jurisdiction** and qualifies for further consideration.

Screened Out

Complaints that are screened out can be:

- **out of jurisdiction** or scope of the IoP's mandate;
- **refused** for being frivolous, vexatious or made in bad faith, or deemed not in the public interest to inspect or investigate;
- **abandoned** by the complainant.



Referred

To ensure public complaints get to the right place, the IoP will **refer** complaints determined to be out of jurisdiction to the relevant oversight body:

- Law Enforcement Complaints Agency
- Special Investigations Unit
- Police chief or board to conduct their own inspection of the complaint

Assigned for Investigation or Inspection



All accepted complaints are **assigned to an inspector**, who reviews all information, creates an investigation plan and conducts their inspection or investigation.

Findings Report and IG Determination

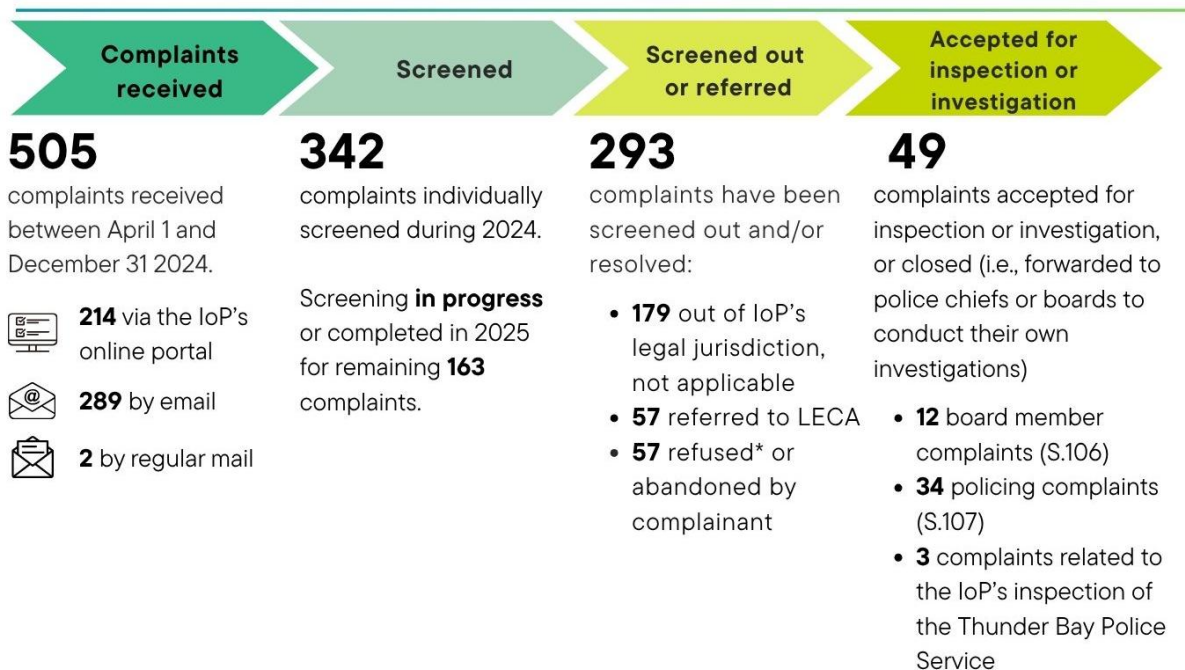


Inspectors prepare and submit a final findings report to the IG, who makes a **final determination** of whether misconduct or non-compliance has occurred. If so, the IG may impose **directions or measures** on the policing entity involved.



The IoP's Operations: 2024 Facts & Figures

My Annual Report details activities from January 1 to December 31 of each calendar year. As I officially began my mandate with the coming into force of the CSPA on April 1, 2024, the data provided in this section only covers the period from April 1 to December 31, 2024.



*Complaints can be refused for being frivolous, vexatious, made in bad faith, or deemed not in the public interest to inspect or investigate.

Note: Although not part of our mandatory reporting requirements, the IoP received **five** S.185 disclosures from police service or special constable employees in 2024, all of which were screened, referred to LECA and marked as closed.

Complaint-Based Inspection

In 2024, the IoP initiated **46** complaint-based inspections related to public complaints.¹ Emerging themes seen in the public complaints we have received to date relate to:

- Issues raised during protests, including lack or type of response from police;
- Issues surrounding police response and reporting relating to instances of intimate partner violence;
- Concerns about the quality of police investigations;
- Complaints regarding traffic violations and the effectiveness of police response;
- Delays in police response or lack of response to public concerns;
- Delays and lack of communication regarding requirements for records checks; and,
- Complaints regarding allegations of specific officer conduct which do not fall under the IG's legal jurisdiction but are referred to the appropriate agency.

Issue-Specific Inspection: Thunder Bay Police Service and Board

Issue-specific inspections of a police service or board can occur where repeated, system level issues have been identified through public complaints and/or the IoP's independent monitoring activities.

On October 10, 2024, the IG initiated the IoP's first **issue-specific inspection**, focusing on the Thunder Bay Police Service's handling of **death and missing persons investigations**, as well as the Thunder Bay Police Services Board's governance and oversight responsibilities. This inspection will evaluate compliance with the CSPA and alignment with leading investigative practices. It also examines how both the Police Service and the Board are addressing previous recommendations issued by other oversight bodies that have reviewed policing and governance in Thunder Bay. The inspection is expected to be completed in late 2025.

Directions Issued Under Section 125

Under section 125(1), if the IG is of the opinion that there is evidence of non-compliance with the CSPA or its regulations, the IG may issue Directions to prevent or remedy non-compliance. I did not issue any Directions under section 125 in 2024.

¹ The remaining 3 complaints received and accepted in 2024 were related to the IoP's broader issue-specific inspection of the Thunder Bay Police Service and Board.

Measures Imposed Under Section 126

If an entity fails to comply with a section 125(1) Direction, the IG is empowered to impose any of the following Measures pursuant to section 126(1) of the CSPA:

- Removing or suspending a chief of police, one or more members of a police services board, or the whole board;
- Appointing an administrator to a police service; or,
- Dissolving a police services board or disbanding a police service.

I did not impose any Measures under Section 126 in 2024.

Compliance with the CSPA

My statutory mandate requires a sector-wide and continuous assessment of compliance with the CSPA and its regulations. The IoP engages in various bodies of work to evaluate compliance and performance of police services, boards, and special constable employers, based on an assessment of risk:

- **Investigations of Public Complaints:** When serious concerns are raised—such as allegations that policing services were not adequately delivered, a board member engaged in misconduct, the suggestion of broader police governance failures, or systemic issues—an Inspector conducts a formal investigation. This process may include interviews, document reviews, an analysis of operational data, and other research to determine whether the entity is meeting its obligations under the CSPA. The Inspector then compiles and presents their Findings Report to the IG who determines whether misconduct or non-compliance has occurred.
- **Proactive Inspections:** The IoP also conducts planned inspections of police services, boards, and other policing entities to assess their compliance with CSPA standards for adequate and effective policing and police governance.
- **Monitoring, Advisory, and Liaison Services:** Through the work of the Policing Services Liaison Unit, we maintain ongoing engagement with Ontario's 43 municipal police services and boards, the OPP, 88 OPP detachment boards, 15 authorized special constable employers across the province, and the Nishnawbe Aski Police Service and Board who have opted-in to the CSPA. Advisors provide guidance on CSPA compliance, monitor developments across the sector, and serve as a vital link between the IoP and policing organizations—ensuring we remain responsive and informed about emerging issues, and provide guidance to address developing compliance issues, and advice on other opportunities for performance improvement.

Additional Prescribed Matters

I do not have any other prescribed matters to report on under this section.

A Snapshot of the IoP's Work in 2024

Creating a Policing Data and Knowledge Hub to Drive Intelligence Led Decision Making

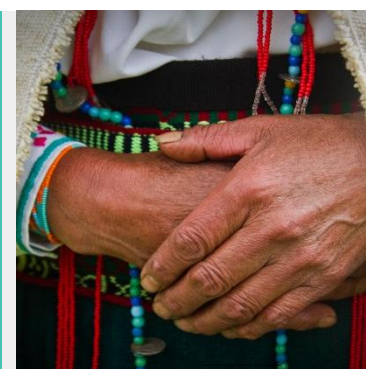
Building Strong Connections with the Policing Community



Forging National and Global Partnerships



Establishing Public Trust Through Transparency





Creating a Policing Data and Knowledge Hub to Drive Intelligence-Led Decision-Making

In today's policing environment, where evidence-based approaches are essential, data serves as a critical asset that supports informed and effective decision-making.

High quality data and analysis are essential for understanding areas of public safety risk, the gaps that need to be addressed, and the best practices in police service delivery and governance that should be shared and embraced to improve performance across the Ontario policing sector. Accurate and timely data collection enables the IoP to identify emerging issues and trends,

measure policing performance and promote transparency through reporting and data sharing.

The IoP's data collection efforts and analysis are integral to supporting our modern oversight function, and to improving transparency that will enhance trust in our work. To lay the groundwork for collecting and leveraging data from all police services and police service boards in Ontario – something that has never been done at this scale before – the IoP is working on several simultaneous fronts. Over the next few pages are the IoP's significant efforts in this area.

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“I find meaning in analyzing data to fulfill the IoP's strategic objective of propelling greater insights and foresights to address risks. I enjoy developing products to help my colleagues make data-driven decisions for improving Ontario's policing performance and thereby serving the public interest.”

*-Bharat Sharman, Data Scientist
Centre for Data Intelligence and Innovation*

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Data Collection and Analytics Initiatives

This past year, the IoP set out to develop and test two data collection initiatives with Ontario's municipal police services and police service boards. The **Police Services Information Form (PSI)** and the **Police Service Boards Information Form (PSBI)** were designed both to test the IoP's collection processes and obtain data that will establish frameworks to support consistent information sharing and reporting from the entire policing sector. The data obtained through the PSIs and PSBIs provide **unprecedented access to a range of information** related to the size, composition, operations and resources available to police services and boards. Equipped with this knowledge, the IoP is better able to support the IG's legislated duties under the CSPA, including monitoring compliance by police services, boards and special constable employers. This data will also **establish a baseline from which the IoP can measure police performance and support continuous improvement** in the years to come. We also recognize that the policing sector has important work to do, so our approach to collecting data is one that minimizes operational and administrative burdens.

The IoP greatly appreciates the engagement and responses received from the initial nine municipal police services and seven police service boards that piloted this data collection initiative. Their feedback helped optimize and expand the administration of the PSI and PSBI to all municipal police services and boards in late 2024. The lessons learned from this pilot project will be applied to future data collection initiatives, all enabling the IoP to gather and analyze data in a high-quality, standardized, and replicable manner.

Through its advanced analytics capability – driven by a dedicated team of skilled data scientists and data specialists – the IoP is analyzing the data collected and has begun to share the preliminary insights with the pilot group of police services and police service boards through insightful interactive reports. Over time, we will share the insights with the entire sector, reflecting our commitment to

transparency and collaboration. This work marks a significant first step towards achieving our strategic objectives of propelling greater policing insights and foresights to address risks and improving policing performance in Ontario.

The **Policing Insight Statement** is a first-of-its-kind, IoP-administered survey that provides a voice for police services and boards to highlight **important initiatives, current internal and external challenges, and their impact** on policing service delivery and governance in Ontario communities.

The Policing Insight Statement provides an important opportunity for the IoP to hear directly from those doing the work of delivering and governing policing services in Ontario and **provides a clearer picture of the current state of policing across the province**. These insights also support the IoP's planning, prioritization, research, and investigation of key sector issues that enables the identification of leading practices to promote continuous improvement. Surveys were sent to all 43 municipal police services and police service boards in late 2024, providing each service and board with an opportunity to provide the IoP with their unique perspectives. Key findings from these surveys have been integrated into the State of Policing section of this Annual Report.

The IoP is currently working with the OPP, special constable employers, and First Nations police services that have opted-in to the CSPA on tailored data collection initiatives, including the Policing Insight Statement. These additional data collection initiatives will start rolling out in 2025. Naturally, establishing the IoP's data collection approaches will take time and will necessarily evolve with learnings. Our strategy is to build in increments, consistently evaluating our progress to ensure it meets our objectives, delivers analytical insights of value, and ultimately, supports the IoP's work to drive improvements in the Ontario policing sector.

Implementation of the IoP's Case Management System

The ability to access important and accurate information in a timely way is a key ingredient to the successful operations of an oversight body with regulatory functions. To carry out the IG's legislated mandate effectively and efficiently, and leverage the data that the IoP collects to drive our risk-based compliance activities, a comprehensive Case Management System was built and implemented as part of the IoP's operational infrastructure.

In 2024, the IoP officially started accepting public complaints through the IoP's website, using its Case Management System. This system is the 'spine' that supports our mandated oversight activities, including:

- ➔ **Complaints intake, screening assessment, and assignment** to a member of the IoP's Investigations, Inspections and Police Service Liaison Unit for **investigation**, or, where the mandate of another policing oversight body is engaged by the complaint, the **referral** to either the Law Enforcement Complaints Agency (LECA) or the Special Investigations Unit (SIU).
- ➔ Leveraging analytics to provide clear, understandable information related to the **number, type, status, and progress** of complaints, inspections, and investigations.
- ➔ **Identifying trends and risks** to public safety and/or compliance with the CSPA that can inform the IG's monitoring and advisory functions, including whether a broader inspection or some other IoP intervention is warranted beyond the investigation of an individual public complaint. This includes the IG's ability to intervene in real-time to order another police service to deliver policing in an area when adequate and effective policing is not being provided, or when an emergency exists.

Bridging Cultures: The IoP's Commitment to Indigenous Policing

Under the CSPA and for the first time in Ontario's history, **First Nation Police Services Boards can choose to opt-in to the province's policing legislation** after engaging in a process with the Solicitor General. By opting to come under the umbrella of the CSPA, First Nations police services would receive access to the same level of support as municipal police services while adhering to the same provincial laws, standards and regulations, as well as the mandates of Ontario's policing oversight bodies, including the IG's.

I appreciate that to build strong working relationships with First Nations police services and

boards, **our team must build a deep and respect understanding of the communities they serve.** An important part of the province's commitment to Indigenous Reconciliation is to apply our work in a manner that acknowledges the generational harm of the past, while forging a more culturally aware future. To ensure that dedicated attention and expertise is part of how we deliver on this component of our work, the IoP's structural design includes a dedicated First Nations Policing Liaison Unit (FNPLU). The FNPLU's focus is to ensure the culturally responsive application of the IG's duties and authorities under the CSPA, specifically for those First Nations police services and boards that have opted-in to the legislation.

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“We work daily to understand the importance of history, culture, and tradition within First Nations communities – including how this history, culture, and tradition impact policing issues and the Inspector General’s compliance oversight mandate. Our dedicated First Nations Policing Liaison Unit is focused on applying our provincial oversight in a culturally respectful manner.”

-Ryan Teschner, Inspector General of Policing of Ontario

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The First Nations Policing Liaison Unit:

- ➔ **Provides support** to constituted First Nation boards, police services and chiefs of police, and applies the IG's advisory and monitoring mandate in a culturally responsive manner;
- ➔ **Supports the application of the IG's inspection and investigation mandates** in a culturally responsive manner that recognizes the unique First Nations context, thereby enhancing relationships and trust with First Nation communities as this work is carried out; and,
- ➔ **Facilitates the necessary training of the IoP team** to ensure that they have a cultural understanding of the history, resilience, and diversity of First Nations, Inuit and Métis people as they discharge their duties.

Working Together with the Nishnawbe Aski Police Service and Board

In September 2024, my team and I had the pleasure of meeting with the Nishnawbe Aski Police Service (NAPS) Board and senior police leadership. During this meeting, we explained my mandate and the approach that the IoP would be taking in executing my duties and authorities under the CSPA. This session served as a valuable exchange of information, as the Board and Service leadership shared meaningful insights into their work and the principles guiding their efforts on behalf of the communities they serve. I appreciated the opportunity to listen, provide information and answer questions, and open a dialogue as we embark on this new chapter in Ontario policing.

In December 2024, the NAPS Board marked a historical milestone when it officially opted in and was constituted as a First Nation board under the CSPA. The FNPLU is working closely with the NAPS Board and with NAPS's executive policing team to deepen relationships and provide support regarding the understanding and interpretation of the CSPA and its regulations. By opting-in to the CSPA, NAPS gains access to a modern oversight system that is culturally informed—an important step in strengthening trust and legitimacy in policing within the communities that NAPS serves. With NAPS now part of Ontario's policing oversight framework, the IoP will be able to, over time, develop a more complete and accurate picture of policing across the province, supporting better analysis, trend identification, and system-wide improvements. Ultimately, this helps ensure that more people across Ontario benefit from efforts to modernize and enhance public safety.

A Focus on Culturally Responsive Training

FNPLU's work in 2024 was focused on equipping IoP staff with an understanding of Indigenous history and culture in Ontario, with a specific focus on how this history informs modern policing approaches and issues. Specifically, the IoP:

- ➔ Partnered with Ontario's Ministry of the Attorney General Indigenous Justice Division to provide **Bimickaway training** to all IoP staff. Bimickaway focuses on justice sector employees within the Ontario Public Service **to provide an awareness and understanding about the history of assimilative government laws and policies targeting Indigenous Peoples**. This training challenges participants to consider and face their own perceptions about Indigenous Peoples and Canada's history. Bimickaway will better inform the work that the IoP will engage in with NAPS and any other First Nations Police Board that may become constituted under the CSPA's opt-in framework in the future.
- ➔ Worked with the OPP's Indigenous Policing Bureau to participate in a three-day **Indigenous Awareness Training** course for IoP Inspectors, prior to initiating the issue-specific inspection of the Thunder Bay Police Service on the handling of death and missing persons investigations. **IoP Inspectors had the opportunity to learn about the history, beliefs, customs, and traditions of Indigenous Peoples**, as well as issues impacting Indigenous communities. Chief Michele Solomon of Fort William First Nation was a guest speaker, along with representatives from the Thunder Bay Indigenous Friendship Centre.
- ➔ Worked closely with NAPS and its Board **to develop a Nishnawbe Aski Nation (NAN)-specific cultural orientation** for IoP members. Through this exchange, the IoP is working to ensure that our staff develop an understanding of NAN's individual communities as they engage in their oversight activities, including inspections, investigations, and monitoring for compliance.

I am committed to providing IoP members with the tools and resources they need to fulfill our mandate in a culturally appropriate way. I believe this will support respectful and effective oversight interactions with Indigenous police services, boards, and the Indigenous communities they serve.





Building Strong Connections with the Policing Community

The transition to the CSPA on April 1, 2024, marked an important modernization milestone for Ontario policing, police governance, and oversight. It was the first of literally a generation. When I assumed the role of IG, I committed to actively engage with the policing sector I oversee, to ensure they understood my mandate and how I intend to apply it, the role of the IoP, the new requirements under the CSPA, and to provide support in their transition to this new legislative framework.

In 2024, myself and members from across the IoP participated in various **local, provincial, and national meetings and conferences** where we provided information about my mandate, how the IoP approaches its work, our operations, and our priorities. These included conferences hosted by the Ontario Association of Chiefs of Police, the Ontario Association of Police Service Boards, the Police Association of Ontario, the Canadian Association of Police Governance, the Canadian Association for Civilian Oversight of Law Enforcement, and the Alberta Association of Chiefs of Police.

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Over the past year, working with Inspector General Teschner and the Inspectorate of Policing has been instrumental in advancing our shared goals of enhancing policing performance and public trust. The IoP's commitment to transparency, accountability, and collaboration has set a new standard for modern policing oversight and effective governance in Ontario. Together, we are making significant strides towards a safer and more trusted policing environment for all communities.”

*-Deputy Chief Roger Wilkie, 2024-2025 President
Ontario Association of Chiefs of Police*

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Inspector General Tours Across Ontario

In February 2024, I made a commitment to visit all 43 municipal police services and boards across the province, as well as the OPP. I believe it is **important for the IoP to meet one-on-one and in-person with both boards and senior policing command teams across the province** to introduce our team, share information about how we are approaching the delivery of my mandate, and hear about local challenges and opportunities directly from services and boards.

Through our “IG Tours,” my team and I had the privilege of **visiting 31 police services and boards across Ontario in 2024, with the remaining visits scheduled for 2025**. These tours proved invaluable, serving as a meaningful introduction to my role as IG, while also giving us direct insight into the realities of policing in different communities across the province. Many in the sector helped identify areas where further legislative change may be needed and offered thoughtful suggestions with respect to IoP priorities and operational approaches.

I was especially encouraged by how the Ontario policing sector welcomed us into their police headquarters and boardrooms. Meeting Ontario’s policing leaders in their own communities helps me and the IoP team better understand the unique challenges and opportunities they face.

Together, we engaged in **meaningful conversations about the future of policing and how we can collaborate to achieve our shared goal: making communities across Ontario safer**.



Supporting Change through Insights and Advice

To support the policing sector's transition to the new legislation, I issued my first Inspector General Memo in August 2024 along with five Advisory Bulletins. These Advisory Bulletins are what I use to communicate about the new aspects or requirements in the CSPA and its regulations, and provide my interpretation as the regulator to help guide the Ontario policing sector. These Advisory Bulletins are a resource for police chiefs, police services, police service boards and special constable employers as they navigate Ontario's new policing legislation. The first five Advisory Bulletins addressed the following topics:

- **Advisory Bulletin #1 – How Policing is Delivered:** advice on how to apply CSPA requirements to address local service delivery and assistance between police organizations, including what notifications should be submitted to the IG (CSPA, sections 14 and 19).
- **Advisory Bulletin #2 – Right to Disclose Misconduct:** information on the new ability for members of a police service or special constable employer to report misconduct relating to their own police service or employer, including procedural requirements and the role of the IG in relation to this subject (CSPA, section 185).
- **Advisory Bulletin #3 – Conflicts of Interest Regulation:** information and tools to support compliance with the requirements set out in the new Conflicts of Interest Regulation which addresses when a police service should not investigate one of their own members, outlining key decision points and notification requirements, as well as the corresponding Ministry of the Solicitor General-approved forms.
- **Advisory Bulletin #4 – Board Member Code of Conduct Regulation:** information on key requirements for board members with respect to handling potential misconduct and conflicts of interest, including when the IG must be notified.
- **Advisory Bulletin #5 – Forwarding Complaints to the IG:** outlines a process that can be used by chiefs of police, police service boards, and others to forward matters to the IG where a complaint falls within the IG's mandate, as required by the CSPA (CSPA, section 108).

"The Inspectorate of Policing has emerged as a trusted and valued partner in supporting strong, transparent, and accountable police governance across Ontario. Their collaborative approach has helped police service boards navigate their evolving oversight responsibilities with greater clarity and confidence, reinforcing public trust in our institutions."

- Al Boughton, Chair Ontario Association of Police Service Boards

I recognize that many of the requirements in the CSPA are new, and how they are interpreted and applied will impact the policing sector and the public. For this reason, I am committed to providing advice that will assist the sector in improving their compliance and overall performance.

As the IoP gains further operational experience and insights, and through ongoing engagement with Ontario's policing sector, I will continue to share information and advice through these IG Memos and Advisory Bulletins to support the sector in meeting requirements under the CSPA and its regulations. This is part of **my commitment to maintaining open and transparent communication**, emphasizing risk mitigation and performance improvement. The IoP will be dedicated to a **"no surprises" approach, ensuring our work is constructive and never a game of "gotcha."** IG Memos and Advisory Bulletins are available on the IoP's website as a resource for all to access.

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“The Inspectorate of Policing has already been instrumental in advancing modern and effective police governance in Ontario. Their dedication to transparency and accountability has significantly bolstered our efforts to ensure robust oversight and build public trust in our police services.”

- Lisa Darling, Executive Director, Ontario Association of Police Service Boards

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Forging National and Global Partnerships

In 2024, the IoP became the newest member of two important national police oversight organizations: **The Canadian Association for Civilian Oversight of Law Enforcement (CACOLE) and the Heads of Police Oversight Agencies**. I was also honoured to be elected to the CACOLE's Board of Directors during its 2024 Annual General Meeting.

Being a member of these organizations **enables us to forge strong connections with the full panoply of provincial and federal policing oversight agencies across Canada**. This creates a forum for the IoP to participate in an ongoing knowledge exchange, identify common challenges and solutions, and bring back ideas to our own work in Ontario.

In addition to this, my team has established strong connections with organizations around the world that are invested in improved policing performance through modern oversight. We are honoured to have forged strong working relationships with **Chicago's Office of the Inspector General, Police Scotland, Policing Authority Ireland and His Majesty's Inspectorate of Constabulary and Fire & Rescue Services**. We appreciate the ongoing willingness of these oversight organizations to share their perspectives. I am excited to continue our exchanges, learn from their insights, share our own experiences and ideas, and address common challenges together.

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“The best part of my job is getting to collaborate with leaders in policing and police governance to identify and address challenges and opportunities to improve policing across the province. Building trusting relationships allows me to identify potential issues and find solutions that benefit police services and the people of Ontario.”

*-Morgan Terry, Senior Manager of Strategic Initiatives
Office of the Inspector General of Policing*

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Establishing Public Trust Through Transparency

Transparency and openness about my mandate and the work of the IoP is at the heart of how we do what we do. Effective communication ensures that Ontario's policing sector, the government and the public are informed about the IoP's activities and findings, as well as decisions I am empowered to make to ensure adequate and effective policing in Ontario. **This commitment to transparency and accountability helps to build public trust and confidence in the oversight system**, ultimately increasing trust in Ontario's policing system – a key ingredient for policing by consent that is at the core of modern, democratic community policing.

The IoP's Communications Team is responsible for giving voice to my mandate and providing updates to the public and policing sector about the IoP's work through our website and social media channels (X and LinkedIn), responding to media questions, developing and issuing news releases, as well as creating content for stakeholder meetings, and presentations to the policing sector and more broadly.

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“My work at the Inspectorate of Policing is driven by the goal of improving the safety of everyone in Ontario, which inspires me to continue serving the public. I’m reassured that Ontario is supported by a dedicated oversight body that is working closely with the policing sector to contribute to this vital mission.”

*-Kiera Gentles, Administrative Coordinator
Office of the Inspector General of Policing*

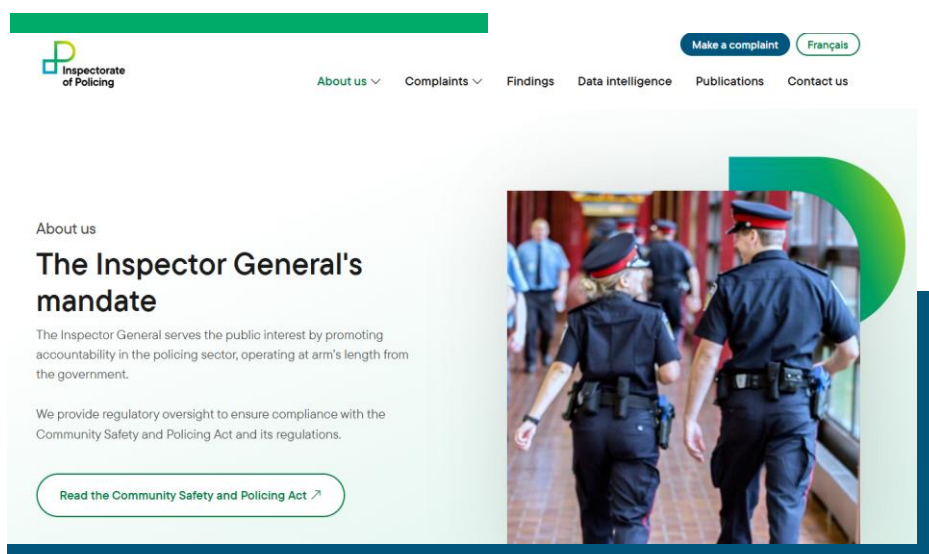
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Empowering Public Engagement through the IoP's Digital Presence

The IoP's website serves as a mechanism for the public and policing sector to learn about my mandate, the role and responsibilities of the IG and IoP, and other current information relevant to the oversight of policing in Ontario. It is also the primary vehicle for the public to file complaints with the IoP and then track the progress of their complaint through the IoP's Portal. Findings Reports that flow from any of the IoP's inspections or investigations, and IG Decisions about what Directions or Measures to impose to remedy non-compliance will also be posted on our website.

Copies of the communications and advice I issue to the policing sector through my IG Memos and Advisory Bulletins are also posted on our website.

The IoP also has a social media presence, providing updates on our work in both official languages through our X (formerly Twitter) and LinkedIn accounts, which launched on April 1, 2024, and has already developed a strong following.



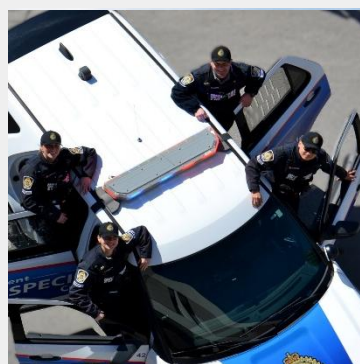
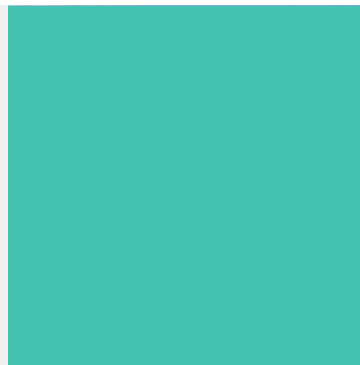
Keeping the Public Informed through the Media

In 2024, the IoP addressed **dozens of media inquiries**, covering topics from the IG's new mandate and role in Ontario's policing oversight system, to questions about potential or active inspections or compliance issues. This active engagement with the media underscores the IoP's commitment to transparency and public accountability, ensuring that we keep the public informed about key developments and activities. Members of the media can reach the IoP's

communications team through a dedicated email address and can join a mailing list by signing up through the media page on our website. This allows members of the media to be alerted whenever the IoP issues a news release or publishes a report.

The State of Policing in Ontario

The Inspector General of Policing's First Spotlight Report: Policing of Protests and Major Events



Pathways to Reconciliation : Indigenous Focused Initiatives Across Ontario's Policing Sector

What We Heard from the Policing Sector



Successes, Opportunities and Challenges

Every year, as part of the IG's annual report, I will be sharing a comprehensive picture of policing in Ontario. Over time, this 'state of policing in Ontario' overview will be shaped by several sources, including trends in public complaints received by the IoP, analyses on the arrangements for the delivery of policing across the province, inspection results, and independent research conducted by our Centre for Data Intelligence and Innovation.

Sections 14 and 19 of the CSPA require police service boards to notify the IG whenever they enter into an agreement with another police service or the OPP to provide a specific policing function or temporary assistance. These notifications are essential for ensuring transparency, accountability, and enabling the IG to maintain oversight of adequate and effective policing across Ontario.

Together, these sources will help the IoP in painting a more accurate picture of how policing in Ontario is delivered, including potential challenges and risks that can inform future inspections and other IoP oversight interventions.

In this year's Annual Report, I am focusing on highlights from the IoP's first-ever Spotlight Report on Public Order Maintenance, which reviewed all municipal police services and the OPP. In late 2024, we also launched the IoP's Policing Insight Statement which was sent to Ontario's 43 municipal police services and boards. Their responses gave us valuable insight into the challenges they are facing and the steps they are taking to improve policing and better serve communities across Ontario. Common challenges and successes that they shared through their completed statements have also been highlighted in this section.



First Spotlight Report: Policing of Protests of Major Events

Often sparked by provincial, national, and global issues, Ontario has seen a rise in protests and demonstrations that require increasing police resources.

Between May 2023 and February 2024, the IoP conducted an inspection to ensure compliance with provincial Public Order Maintenance requirements, focusing specifically on public order unit (POU) standards by all municipal police services and the OPP. This inspection was conducted under the former *Police Services Act*, prior to the implementation of the CSPA and the

establishment of the IG's authority. It also served as a 'trial run' for the IoP's new inspection methodology before official inspections under the CSPA began. Given these circumstances and the continued relevance of the inspection's analysis to the policing sector and Ontario government, **the findings were published in a broader, Ontario-wide context, along with 12 recommendations directed to police services, boards, and the Ontario Ministry of the Solicitor General.**

The Findings and Recommendations

The IoP's first Spotlight Report includes my recommendations to ensure Ontario's policing sector can continue to meet the growing demand and complexity of public protests and demonstrations while delivering effective, community-focused policing.

Overall, I concluded that **the state of public order policing in Ontario is strong**. The legal and governance infrastructure that should surround POUs and their operational work is generally in place in the form of police service board policy and governance, chief of police procedures and direction, and operational planning processes. Ontario POUs have proven themselves to be generally responsive to emerging and evolving conditions, where they can deploy effectively in both planned and unplanned circumstances.

However, I note that **there are signs of strain within the system**, such as officer well-being and difficulty recruiting new members to join POUs, the increased cost of policing, and some services not having a debrief as part of their post-event process.

In line with my commitment to transparency, and to enhance the public's understanding of key aspects of policing delivery, the Spotlight Report was publicly released and published on the IoP's website in May 2025.



Highlights of the Spotlight Report's findings include:

- ➔ POU deployments in Ontario have **increased over 184 per cent** between 2018 and 2022.
- ➔ Despite the increase in deployment trend, there were **no situations** where current POU resources – either from the 'home' police service or a cooperating police service – were unable to respond to an event within a reasonable amount of time.
- ➔ At the time of inspection, public order maintenance was delivered **through 11 dedicated POUs**, which were provided across the province by **ten municipal services and the OPP**, leaving many services relying on another police service to deliver this core function through a cooperative agreement.
- ➔ The inspection discovered **a few challenges**, including recruitment of new officers into POU units and the strain on existing officers given the increasing demand, minor inconsistencies between the Chief's procedure and the local board's policy, and a lack of a debriefing process after a public order event.

To further strengthen Ontario's leadership in public order policing and enhance overall performance, I issued a series of recommendations to the policing sector and government. These include:

- **Strengthening Ontario's Public Order Response by Formalizing the Ontario Public Order Hub:** The Hub – made up of the OPP and the 10 municipal police services with public order units – plays a vital role in coordinating police deployments for large or unexpected public events across the province. To build on its success and ensure long-term sustainability, I strongly recommend that the Ministry of the Solicitor General make the Hub a permanent fixture of Ontario's policing system which could occur through amendments under the CSPA.
- **Ensuring All Communities Have Access to Public Order Policing:** Municipal police boards who do not have their own POUs must ensure they have valid agreements in place to have another board or the OPP Commissioner provide POU services, in compliance with section 14 of the CSPA. Police services, governed by local police service boards, must maintain a constant state of readiness to ensure public safety is delivered, particularly when unpredictable mass gatherings occur in local communities.
- **Enhanced Training for Public Order Unit Officers:** Under the CSPA, all officers assigned to POUs must now complete mandatory training on safe crowd management and maintaining public order. I recommend police services go beyond this requirement by offering additional training tailored to the specific communities and contexts in which they operate. This could include culturally sensitive approaches that support better communication and more effective management of public events.
- **Further Integration of Partnerships into Public Order Responses:** POUs reported that working with external emergency partners such as fire services and medical professionals improved safety for both the public and police during large events. I recommend police services formalize these relationships through written agreements that clearly outline roles and expectations, and that the Ministry of the Solicitor General eventually make these agreements a requirement under Ontario's policing regulations.

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“The reality is that the scope and magnitude of public order events are taking on a new shape. This new shape makes it evident that public order policing is a whole-of-province priority and responsibility. With this responsibility, comes a need to open up important discussions on how to sustain the “some delivering for all” approach to public order policing in the long-term. To maintain the highest level of public order policing provincially amid rising demand and complexity, we need to invest in it appropriately to ensure it is not stretched too thin.”

- Inspector General of Policing's Spotlight Report: Policing of Protests and Major Events: Public Order Maintenance in Ontario (2023 -2024)

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Future Spotlight Reports

I commit to publishing future Spotlight Reports to further develop the overall provincial picture of policing and police governance on various topics of interest to the policing sector, the government, and the public. We will shine a constructive light on any compliance shortfalls we discover, identify how to improve compliance and performance overall, and promote leading and promising practices across jurisdictions so that Ontario can continue to distinguish itself as an international policing and police governance leader.



What We Heard from the Policing Sector

The IoP has created various channels to ensure we have our finger on the pulse of Ontario's policing sector and keep open lines of communication with police services, the boards that govern them and special constable employers. This allows us to quickly identify compliance issues early on and steer them in the right direction before they become problems that impact public safety.

In 2024, I visited 31 of Ontario's 43 municipal police services and boards in the local communities that they serve. During each one of these visits, I actively listened to police chiefs, deputy chiefs and senior policing leaders, board members, and other stakeholders who generously shared their perspectives, successes, and challenges in meeting demands and public expectations. What I heard was inspiring, informative, and helpful in directing my focus as IG towards the unique opportunities and challenges across the province.

Over the next few pages, I highlight some of the common challenges that services and communities of all sizes are facing across Ontario's diverse policing landscape. As a testament to the dedication and determination of the sector in addressing each of these challenges head on, I am also highlighting several impactful initiatives that are already making a real difference.

I would also like to acknowledge that this is not an exhaustive list, and some initiatives may be offered in similar variations by services that are not explicitly mentioned below. However, those captured here represent shining examples of innovation and commitment to providing adequate and effective policing service to all Ontarians, especially the most vulnerable in our communities. I will continue to use my Annual Report to profile more examples of how Ontario's police services and boards are delivering on their public safety mandate.

Officer Wellness and Resource Strain

Police services at both municipal and provincial levels are facing significant challenges related to officer wellness. Increased short and long-term absences due to stress and psychological injury are straining staffing and resources, contributing to employee burnout and lower morale. This issue is particularly acute for smaller services with fewer frontline staff, resulting in gaps in service delivery and further impacting the wellness of remaining members. Wellness-related staffing shortages sometimes require services to operate on a priority response basis, limiting their ability to be proactive and preventative in communities, offer specialized services for complex needs, and engage more deeply with the residents and organizations they serve.

Facing these realities, police services have implemented various strategies and approaches that promote health and wellness among their membership and effectively reintegrate officers into the workplace after short and long-term absences.



One of these approaches include **Barrie Police Service's** mental health incentive that encourages members to make use of their psychological benefits to earn eight hours of lieu time once benefits have been accessed.



The **Chatham-Kent Police Service** has already experienced the benefits of a dedicated Health and Wellness Coordinator that helps develop, implement, and evaluate a variety of wellness strategies, by seeing a reduction in sick days, improved performance, morale, and job satisfaction, risk reduction and cost savings. The focus on officer wellness has also created a more accepting and understanding organization surrounding the stigma of mental health.



Cornwall Police Service's Community Safety Officer positions are staffed by officers returning to the workplace following short- and long-term absences. This operational area provides two important benefits: providing meaningful work to officers reintegrating into the workplace, and diverting low priority calls for service away from the frontlines and alleviating the burden on the community patrol division.



Officer Wellness and Resource Strain



By prioritizing hiring of sworn and civilian members to meet growing operational demands, the **Ottawa Police Service's** staff stabilization strategy has led to improved morale and reduced workload for existing members. Launched in March 2024, Ottawa's expanded District Special Constable Program has taken on a range of duties – from helping with mental health hospital escorts to managing road closures and crime scene security – and responded to 940 calls for service in 10 months, saving more than 2,540 hours of frontline duty that can be reallocated elsewhere.

Experienced Ottawa Police Service officers also help instruct law enforcement personnel from across the province at the newly established Eastern Ontario Special Constable Training Centre (EOSCTC), a cutting-edge facility that provides comprehensive, practical training that is both provincially mandated (e.g., annual use of force certification) and specialized in a range of legal and tactical subjects (e.g., Scenes of Crime Officer course). By learning from those who have been in the field and understand the modern challenges that officers face, EOSCTC trainees are better equipped to meet demands through training that is current and effective.



EOSCTC
EASTERN ONTARIO
SPECIAL CONSTABLE
TRAINING CENTRE

The promising outcomes of these initiatives highlight the reciprocal connection between officer wellness and available resources to meet demands for service.

A Unified Crisis Response is Needed for Vulnerable Communities

A prominent theme identified by most services and boards involves police officers responding to individuals experiencing a constellation of often intersecting issues related to mental health crises, addictions, and homelessness. These complex cases require significant and increased support from other emergency, social and health-related services to alleviate the burden that is disproportionately placed on police to respond 24 hours a day, 7 days a week, 365 days a year. Police services and boards have also highlighted that in the absence of effective, long-term, and holistic solutions, law enforcement often becomes the default response – even when it may not be the most suitable one.

Responding to these human and complex matters places significant strain on police service members and stretches limited resources thin.

Many police services are addressing this challenge through various alternative response initiatives that deploy units comprised of police officers and qualified social and health service professionals to respond to calls involving individuals experiencing a mental health crisis.

However, many services have noted that a lack of consistent, long-term funding can jeopardize the sustainability of these programs.



St. Thomas Police Service's CRU-SADER Youth

Engagement Initiative focuses on the health and well-being of vulnerable youth, including children at risk of victimization or engaging in criminality, and establishes ongoing positive connections between police officers and young people in the community.

This strategy sees the St. Thomas Police Service and Canadian Mental Health Association (CMHA) Mobile Outreach Support Team work closely with social workers to engage vulnerable youth in non-traditional programming in environments outside of a school setting. By working together with parents, this initiative also addresses trending issues with community-based solutions to build positive relationships and prevent criminality among at-risk youth.



A Unified Crisis Response is Needed for Vulnerable Communities



The Toronto Police Service Mobile Crisis Intervention Team (MCIT) partners specially trained police officers with mental health nurses from six healthcare networks and hospitals across the city. The program consists of 25 police officers, and 35 full-time, part-time, and casual mental health nurses, and operates in 16 divisions across Toronto. When MCIT attends a call, they will make an immediate on-site clinical assessment of the person in crisis and arrange an appropriate follow-up service or referral. The MCIT's mandate is to enhance the quality of service delivered to persons experiencing a mental health crisis and remove these individuals from serious harm to themselves or others. Since 2021, the Toronto Police Service has responded to over 30,000 mental health-related calls a year. In 2024, MCIT responded to 6,323 events and diverted 4,128 interactions from involuntary hospital attendance.



The **Barrie Police Service** successfully piloted their CARE team (Community Alternative Response and Engagement), which dispatches paramedics and CMHA crisis workers to social disorder calls where weapons are not present. This is an evidence-based approach, modelled after measured and effective programs in the United States. These responses allow a more comprehensive and client-focused approach to complex critical cases and assist the most vulnerable members of our communities to make sure the right care is provided by the right service in a timely way. Data shows that CARE was able to dedicate nearly 1,000 frontline hours to individuals in crisis in the City of Barrie since October 2024. It has successfully diverted 230+ calls for service away from police and found that nearly 60% of clients served were not previously connected with mental health supports.

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“I believe that those who put a uniform on every day, who have to run towards danger so the rest of us can run away from it, are heroes, and that those that support the front-line also play an integral role in keeping us all safe.

I also believe that those who invest their time in bettering the police governance that communities rely on to ensure police services are delivered in a manner that aligns with community needs and priorities, are giving their time to a noble cause.”

- Ryan Teschner, Inspector General of Policing of Ontario at the Employment and CSPA Summit, February 2024

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Repeat Offenders and Judicial Processes

Court backlogs and the presence of repeat offenders in the legal system have been identified as significant challenges for Ontario's police services. A significant proportion of municipal police services identified some of the more specific concerns they are observing in the criminal justice system, including:

- The bail system that is seen to criminalize individuals with complex health and social issues, but ineffectively address criminality and recidivism, especially among perpetrators of intimate partner violence (IPV) and auto theft.
- Significant court backlogs and disclosure requirements that increase officer time spent in and preparing for court, reducing frontline capacity and increasing overtime costs. One police service also highlighted the negative impact on victims who must continually relive their experiences by preparing for and attending court proceedings that are often delayed.

Several Ontario police services have developed unique initiatives in an effort to address these issues, and some of the crime trends that underlie them, including:

- ➔ Police services of all sizes such as **Owen Sound, LaSalle, Windsor, and York Regional Police Services** have created bail compliance and warrant apprehension (BCWA) units comprised of both sworn and civilian members to track repeat offenders and ensure bail conditions are being followed. Due to the proactive efforts of the Owen Sound Police Service BCWA, as one example, the number of individuals charged for reoffending while out on bail in 2024 (156) was almost double the number of apprehended reoffenders in 2023 (80).



Joint BCWA unit with Windsor and LaSalle Police Services.

- ➔ **The Ontario government** launched its Provincial Bail Compliance Dashboard – a new tool designed to help police services monitor and manage high-risk offenders who are out on bail for firearms-related offences. The dashboard allows police to consolidate and share real-time information about individuals on bail, improving situational awareness and enforcement of bail conditions right across the province. It is currently being used by the **OPP, Toronto, Peel, York, and Guelph Police Services**, with availability extended to all municipal and First Nations police services in Ontario.

Repeat Offenders and Judicial Processes



The **OPP** has launched several units and projects dedicated to addressing various aspects of this multifaceted challenge. The Detachment Abuse Issues Investigator (DAII) program created 70 specially trained detective constable positions across the province. Their presence within OPP detachments is essential to ensuring members are equipped to recognize, respond to, and thoroughly investigate incidents of abuse, all while prioritizing the needs and safety of victims and survivors through trauma-informed and victim-centered lenses.

Part of their larger Bail Support Team, the OPP expanded the Repeat Offender Parole Enforcement (ROPE) Squad from 5 to 10 teams strategically deployed throughout the province to apprehend high-risk offenders who are unlawfully at large. This enhancement contributed to a record number of 1,583 arrests of high-risk offenders in 2024 – a 30 per cent increase over 2023.

Pooling resources with police services across the Greater Toronto Area and Criminal Intelligence Service Ontario, the OPP also established a Provincial Carjacking Joint Task Force (PCJTF) which was an interim initiative from December 2023 – March 2024 that resulted in significant arrests, charges, seizures, recovery of vehicles and firearms. Through inter-provincial and national collaboration, the OPP's Provincial Auto Theft and Task Force (PATT) Team launched Project Vector, which disrupted the illegal exportation of stolen vehicles at the Port of Montreal. As of March 2025, Project Vector has recovered 1,577 vehicles stolen from both Ontario and Quebec that are connected to various types of crimes, including carjackings and home invasions, with a value of more than \$1.5 billion.



Brantford Police Service established a civilian Crown Disclosure Team to streamline processes for all required disclosure documents, ensuring that the Crown's Office receives comprehensive and complete disclosure packages prior to court appearances, reducing subsequent requests and improving efficiency of criminal justice proceedings and outcomes.

Financial and Operational Challenges to Modernize Policing

As communities grow and policing needs become more complex, police services and boards continue to point to the rising costs of policing as a significant challenge. This is especially so for smaller police services that provide policing to neighbouring communities and struggle with sustainable funding sources.

In a range of policing operations, technology has proven to drive effectiveness and efficiency. Balancing fiscal responsibility and increasingly sophisticated operational demands also complicates efforts to modernize aging infrastructure and invest in much-needed technology, including mandatory upgrades to communications systems, the roll-out of body-worn cameras, the use of virtual reality training approaches and expanding data and analytical capacity.



One innovative example of a police service tapping into emerging technology is a program founded by the **Belleville Police Service** called CAMSafe. More than one dozen municipal police services, including **Hanover, Ottawa** and **Waterloo**, have worked together with municipal and community partners to introduce this no-cost program where residents and business owners can register their personal security cameras and consent to provide police services with relevant footage that can assist with criminal investigations. The program has also been adopted province-wide by the **OPP** and has received endorsement by the **Ontario Association of Chiefs of Police (OACP)**.



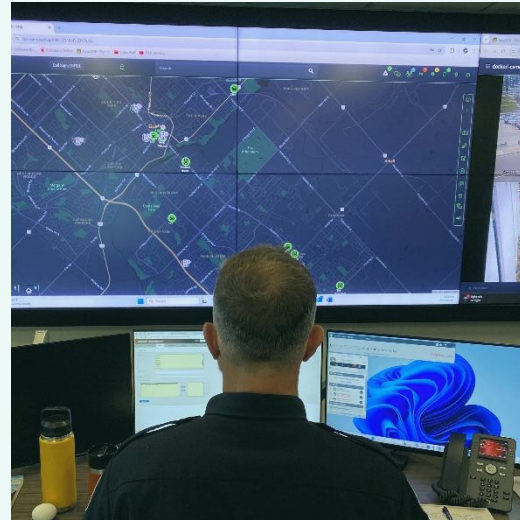
Cornwall Police Service's Digital Evidence Management Unit was established to modernize administrative processes that support front-line officers in their efforts to keep the community safe. Comprised of three dedicated members, the Unit ensures the efficient operation and organization of a newly adopted digital evidence platform. By liaising with community stakeholders, leveraging modern technology, and continuously seeking innovative solutions, the Unit plays a key role in enhancing both the investigative process and court proceedings.



Financial and Operational Challenges to Modernize Policing



Leveraging integrated camera feeds from multiple sources, the **Guelph Police Service** has established a Community Safety Operations Centre (CSOC) to increase community safety in the downtown core. Using innovative software, the CSOC provides frontline officers with guidance on the appropriate response to calls generated within camera boundaries, including the dispatch of available units or diverting non-emergency calls for later follow up and investigation. Since its inception, the CSOC has significantly reduced citizen wait times and delays in suspect identification, reflecting efficient issue resolution and streamlined communication.



Staffing Strain and Need to Better Meet Growing Diversity in Communities

Police services and boards identified several common staffing challenges that are being experienced across Ontario, particularly in recruiting and retaining adequate personnel levels to meet both increasing and increasingly complex demands. Succession planning and leadership development are also significant issues, as a high number of new hires results in a younger, less experienced workforce, with fewer seasoned officers available to supervise, mentor, and train newcomers.

Police service boards, like the services themselves, face high rates of board member turnover. This turnover reduces the return on investment for the completion of the CSPA's new mandatory training requirements, and leaves critical gaps in skills, institutional knowledge, and momentum that impact the effectiveness and efficiency of a board's governance functions.

Additionally, both services and boards emphasize the importance of ensuring their members are representative of the diverse communities they serve. They recognize the need for inclusive policing approaches to better reflect and address the growing diversity within their communities. Taking action on this front, police services have developed creative approaches for increasing inclusive policing within their communities:



➔ **Peel Regional Police (PRP)** has launched two unique recruitment strategies to address challenges related to staffing and diversity:

- **Experienced Officer (EO) Incentive Program:** Developed in collaboration with the PRP Police Service Board and the Peel Regional Police Association, this program offers a financial reward to members who refer experienced police officers that are successfully hired by PRP, which costs significantly less and saves approximately 37 weeks of training time compared to a new recruit. PRP has been successful in hiring 11 EOs over the past two recruit classes, resulting in immediate cost savings and improved efficiency of staffing.
- **30x30:** In October 2024, PRP was the first service in Ontario (and sixth in Canada) to take the 30x30 Initiative Pledge, which is part of an international movement to increase the representation of women in police recruitment classes to 30% by 2030, and to create a culture that intentionally supports the success of qualified women officers throughout their careers. Other outreach events like the FIT Bootcamp Mentorship Program for Women, Ladies' Night Information sessions, and the Women in Policing Symposium reflect PRP's commitment to ensuring visibility and support of female members.

Staffing Strain and Need to Better Meet Growing Diversity in Communities



The **Ottawa Police Service** Recruitment Strategy focuses on increasing diversity by actively engaging with underrepresented communities through targeted outreach and recruitment initiatives. It includes mentorship programs and support networks to assist candidates from diverse backgrounds throughout the application process, as well as application fee waivers and financial assistance for training and educational programs to ensure that qualified applicants are not deterred by economic constraints. By prioritizing equity, diversity, and inclusion, the strategy aims to build a police force that mirrors the multicultural makeup of Ottawa, thereby enhancing its ability to serve the community effectively.



Transitioning to the New Requirements of the Community Safety and Policing Act

Several police services and boards expressed difficulties related to allocating resources (i.e., personnel, time, and budget) to understanding, developing, implementing, and tracking changes to policies and procedures in accordance with new requirements under the CSPA. Many boards, particularly smaller ones with fewer resources, expressed a need for full-time administrative support and enhancing analytical capacity to assist with this transition. These more short-term, operational needs can impact boards' ability to set and monitor the achievement of long-term strategic goals.

Municipal police service boards also commonly cited a lack of understanding of their governance roles and responsibilities by members of the public, local municipal and regional councils, as well as the police service. To remedy this, several boards noted plans to increase public engagement, outreach, and education through their website, holding town halls and community events, and administering community surveys.

- ➔ Some police services and boards are demonstrating leadership in the development of thoughtful policies and processes that address new CSPA requirements and add value to the board's governance function. For example, the **Halton Regional Police Service Board** became the first in the province to adopt a policy for the Provision of Adequate and Effective Policing under the CSPA. This new policy focuses on community safety through assessing, establishing, verifying, funding, and modifying the police service's capabilities and responsiveness as well as the strategic outcomes of policing functions. The Board's approach to ensuring the delivery of adequate and effective policing occurs through a lens that takes into consideration the unique circumstances of the local community, comparator communities, and best practices. The Policy will be regularly reviewed and updated, ensuring it remains relevant and achieves its governance aims.
- ➔ The **Chatham-Kent Police Service** has undertaken a comprehensive and strategic transition to align with updated requirements of the CSPA, including updating policies and procedures, enhancing officer training to meet or exceed requirements, investing in new and enhanced safety equipment for responding officers, and increasing public education efforts to promote awareness and compliance. In addition, the Service has established key documents and processes that they have actively shared with the sector to facilitate their transition to the CSPA, including a Special Constable Request for Appointment form and a framework for performance evaluation of the Chief of Police by the police service board.

Through its Police Service Advisors, the IoP is working closely with boards to provide advice, understand new requirements under the CSPA, and support them through this transition.



Pathways to Reconciliation: Indigenous-Focused Initiatives Across Ontario's Policing Sector

Front-line policing to First Nations communities is provided through a variety of service delivery models, including direct policing by:

- A First Nation police service or municipal police service under the CSPA;
- The OPP;
- Options established through tripartite agreements under the federal First Nations and Inuit Policing Program.

The following initiatives reflect the policing sector's ongoing commitment to serving, engaging with, and learning from Indigenous communities, while also advancing meaningful pathways toward truth and reconciliation within Ontario's policing landscape.



The **Greater Sudbury Police Service** has expanded an Indigenous-focused initiative to support identified at-risk Indigenous youth. In collaboration with Sudbury Restorative Justice, these youth are referred to the two-week Mooz Akinonmaaget Maa Aki (Moose Hunt) program, which is facilitated by Elders, mentors, and the police service's members. By integrating Indigenous traditions and restorative justice practices, this program provides a supportive and culturally responsive environment for youth, reinforcing the police service's commitment to community-led programs and positive youth development.



The **Toronto Police Service Board** established an Indigenous Engagement Advisor position to develop, lead, and implement board engagement strategies with First Nations, Inuit, and Métis members of the diverse urban Indigenous community of Toronto, including youth, Elders, and Knowledge Carriers, and Treaty and Territorial Rightsholders. Since the implementation of this role, members of the Indigenous community have been actively involved in both the Board's policy development and the shaping of its strategic plan. This engagement has ensured that Indigenous voices, experiences, and priorities are not only heard, but meaningfully reflected on issues ranging from systemic racism to mental health, youth well-being, and accountability. The involvement of the Indigenous Engagement Advisor continues to guide the Board in building relationships rooted in respect, reciprocity, and a shared commitment to reconciliation.



Operation Northern Exposure 2024 was a 5-month outreach opportunity involving the **NAPS**, the **Halton Regional Police Service**, **Peel Regional Police** and **York Regional Police** and supported by the **Ontario Association of Chiefs of Police**. Officers from southern Ontario were deployed for two-week periods to join NAPS officers in the northern communities of Kashechewan, Fort Albany, and Attawapiskat and learn about Indigenous culture, strengthening police-Indigenous relationships, and supporting truth and reconciliation efforts. The exceptional partnership between police services allowed officers to build positive relationships with their NAPS counterparts as they created strong bonds with band leaders and residents and learned more about community policing in Indigenous communities. Listening to survivors, families, and elders taught officers how important it is to consider the history of each community when interacting with them.



Peel Regional Police officers delivering donated toys to northern communities as part of Operation Northern Exposure. Source: Ontario Association of Chiefs of Police

Looking Ahead

The IoP's 2024-2027
Strategic Plan

Establishing
the IoP's
'Centre of
Excellence'

Building a
Policing
Performance
Measurement
Framework



Transforming
Compliance:
Releasing our
Enhanced
Monitoring
Framework

Preparing for a
Thematic
Inspection:
Police Response
Times

Enhancing
Border Safety:
Monitoring
Ontario Police
Operations



The IoP's 2024-2027 Strategic Plan

In April 2025, coinciding with the first anniversary of our operations, the IoP released its inaugural Strategic Plan. This Plan serves as a roadmap, guiding the IoP in fulfilling its mandate and achieving its vision over the next three years. It outlines our strategies and the specific actions we will undertake to create a lasting, positive impact on Ontario's policing sector and the diverse communities we all serve. The Strategic Plan is available to the public on the IoP's website.

Over the next three years, the IoP will focus on three key objectives:

**We will improve Ontario's policing
performance and set a global
benchmark**

We will serve the public interest

**We will propel greater insights and
foresights to address risks**

The IoP is now establishing key performance indicators (KPIs) for each objective in our Strategic Plan. Once we establish our KPIs, we will detail them and our achievements in my future annual reports, tracking our progress.

Establishing the IoP's 'Centre of Excellence'

The IoP's vision is to **improve policing performance to make everyone in Ontario safer**. To achieve this, we must create the conditions for Ontario's policing sector to go beyond mere compliance and strive for excellence.

Establishing a **Centre of Excellence** within the IoP has been woven into our foundation since our inception and is a core deliverable in our Strategic Plan. Our goal is to significantly impact the policing and police governance landscape in Ontario by promoting best and leading practices while driving continuous improvement.

Two core principles are at the heart of what the IoP's Centre of Excellence will achieve:

- **We want to share what is already there** through identifying and promoting leading practices that already exist and have the potential to benefit all Ontario police services and boards; and,
- **We want to look around corners** by conducting research and engaging with police leaders to proactively tackle emerging issues and identify potential solutions.

The IoP team has begun work on the key pillars and functions of a Centre of Excellence. The first pillar will be to **identify and advise on leading practices, including resources and information related to police operations and its governance**. The IoP will share local knowledge and practice for wider provincial benefit and also provide the IoP's commentary and advice for improvement to raise the collective bar across the province.

Second, we are developing the concept for an **IoP Advisory Collaborative**, which would bring together **expertise and experience to support capacity building for police service boards and**

chiefs of police. This Advisory Collaborative would be a partnership between the IoP, the Ontario Association of Police Service Boards and the Ontario Association of Chiefs of Police that would work with the mandates and strengths of our respective organizations to provide holistic, responsive supports for boards and chiefs of police that leverage peer networks and resources as appropriate to address specific challenges and gaps. Here, the collective power of the IoP, as a provincial policing oversight body, and participating associations can be applied for local benefit.

Third, we will seek to tackle **significant and cross-sector issues and identify actions to improve performance by hosting Ontario's policing sector at an annual Inspector General of Policing Roundtable** that will be issue-specific and action-oriented. The Roundtable will create an important forum to share research, trends, experiences, and lessons learned to arrive at concrete next steps that will improve performance across Ontario's policing sector overall. Not only would the IoP actively ask if and how we can help drive or make improvements, but we would aim to bring together provincial and national knowledge and expertise for the benefit of all Ontario police services and boards, to address an identified topic.

Finally, we will create an **IoP Advisory Council — a channel for ongoing sector input, subject matter expertise, and advice on the IoP's work**. The Advisory Council will include cross-sector representation and will advise on the development and effective implementation of IoP initiatives, from research and data collection to inspections, ensuring our work adds the greatest value for the sector we oversee, and the public we serve.

Building a Policing Performance Measurement Framework

In April 2024, I committed to developing a Policing Performance Measurement Framework for Ontario. The Framework will increase the IoP's understanding of how well police services and boards are performing, how adequately and effectively policing services are being delivered locally or provincially and highlight areas of strength and potential intervention. **The Framework will also help strengthen public confidence and trust through transparent reporting on performance across the sector.**

The performance measurement experts at the IoP have made significant strides in creating an evidence base on which our Framework will be premised. This work has included:

- **Conducting a comprehensive environmental scan of national and international police performance measurement frameworks**, analyzing these frameworks to identify components of interest, and reviewing academic literature, reports from auditors general and Ontario's Office of the Chief Coroner, as well as reports of commissioned inquiries, to ensure that our work is informed by an understanding of relevant research and evidence.
- **Engaging with policing research experts from academia, and international organizations** involved in police performance measurement from His Majesty's Inspectorate of Constabulary and Fire & Rescue Services and Police Scotland, to gain a broader perspective as well as understanding key lessons learned in undertaking the development and application of a performance measurement framework in the policing context.

The development of a Policing Performance Measurement Framework for Ontario policing is an entirely new and important body of work. The Framework will take time to build, and to get right. Therefore, **we will build our Framework incrementally, constantly testing what we have done to ensure it achieves our goals and provides value to the public and the Ontario policing sector.** The Framework is one important area that will bring to life the IoP's vision of data-informed decision-making that drives improved overall performance in Ontario policing. It will also serve as an important source of information to identify emerging risks in the sector so that we can apply the right tools in our oversight toolbox to effectively address them.

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“I am proud and excited to be part of a team that is committed to driving improvements in policing for everyone at the table – the public, police services, boards, and the dedicated officers who keep us safe. It is deeply fulfilling to apply my expertise as an applied police researcher to making a positive impact in my own community and across the province.”

*-Dr. Paula Di Nota, Senior Performance Measurement & Reporting Analyst
Centre for Data Intelligence and Innovation*

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Transforming Compliance: Releasing our Enhanced Monitoring Framework

An important and unique ingredient to the execution of the IG's mandate lies in the dedicated efforts of our Police Services Liaison Unit. This Unit provides **essential monitoring, advisory, and liaison services** to support all Ontario police services and boards, as well as special constable employers and prescribed policing providers. The members of the Unit are at the forefront of helping the sector adapt to the requirements of the CSPA and its regulations, providing advice to assist with ongoing compliance and performance improvement, and are the 'face' of the IoP's work as it unfolds in the communities where policing and its governance takes place.

Our Police Services Advisors work to ensure that:

- Emerging issues that could impact the delivery of adequate and effective policing in Ontario are quickly identified, and monitor to confirm that corrective action is being taken locally; and,
- If issues are substantial and resolution does not seem likely, these issues are escalated so that additional corrective action can be taken locally, or, if necessary, by the IG through the application of the authorities available under the CSPA.

To ensure a consistent approach to overseeing the entities under the IG's mandate, the IoP is developing an **Enhanced Monitoring Framework**. This Enhanced Monitoring Framework will detail actions the IoP will take when either identified compliance issues remain unresolved, there are indicators of board governance dysfunction, or systemic issues exist within a policing entity. Our Enhanced Monitoring Framework is being

designed to support compliance, with a **strong focus on identifying, assessing, and mitigating risks before they impact public safety**.

When an entity moves into "enhanced" monitoring, the IoP will provide additional supports to address the identified concerns, and will:

- **Notify the entity**, including reasons for enhanced monitoring and a specified review period;
- **Increase involvement** by the assigned Police Services Advisor and other members of the IoP, if applicable; and,
- **Create an action plan** between the entity and the assigned Police Services Advisor, including defined actions and timelines to remedy areas of concern and ensure compliance.

Our Enhanced Monitoring Framework will be founded on the key principles of independent oversight, transparency, and collaboration.



Preparing for a Thematic Inspection: Police Response Times

When the public calls on the police to protect them, every second counts. Response time – the time it takes for the police to respond to emergency and non-emergency calls – is an important indicator of police performance. It is also an indicator that can impact public confidence in local policing. In recent years, police services, police service boards, and communities across the province have identified response time as a critical issue. We have also observed this issue as a trend in complaints the IoP has received from the public about adequate and effective police service delivery, as well as in the responses of police chiefs and boards to our Policing Insight Statement survey. Clearly, there is wide interest in examining police response time more closely.

The IoP's work on police response time in Ontario **reflects our commitment to meeting the needs of the public and using our oversight mandate to address the most urgent challenges in Ontario policing.** We recognize that addressing such a large-scale issue takes time and will not be resolved by a one-size-fits-all solution, so we will engage in several activities to create a thoughtful and evidence-based approach to our work in this area.

We have already begun by conducting independent research on the topic of response times, including a literature review and jurisdictional scan to gather available information on response times from all 43 municipal police services in Ontario, the OPP, and police services outside Ontario, both nationally and internationally. **A total of 80 sources were analyzed.** Our research found:

- **Limited publicly available information on response time data in Ontario**, with more comprehensive reporting found in national and international jurisdictions;
- **Inconsistencies** in the definition and calculation methods for response times by police services, making it difficult to have an objective grasp on how police services are performing in this area;
- A **wide range** of calls for service priority levels exist across police services, varying from three to seven levels, and with varying definitions and terminology; and,
- **Use of inconsistent metrics** in reporting response time data (e.g., average, median, percentile).

In addition, the IoP asked police services and boards questions about response times through our Policing Insight Statement survey. **Our analysis of the submissions identified response times as a province-wide issue**, as many police services have experienced an increase in their own response times, irrespective of size or location of service. The submissions also noted several challenges with capturing and reporting response time data, with some services highlighting the potential benefit of standardization.

From a governance perspective, some police service boards told us that they use information received on response times from the police services they govern — including average response time, dispatch and travel times, and average call wait and duration times — to help inform the board’s decision-making around the police budget, strategic planning, as well as staffing and resource decisions.

The information and knowledge gleaned through our research will help inform the IoP’s future work on response times, including a thematic inspection on the topic — all with a view to improving Ontario police performance in this important area.

“



"I find it deeply rewarding to collaborate with dedicated professionals committed to advancing policing standards across Ontario. I embrace the challenge of evaluating systems and practices to ensure they uphold the highest standards, knowing that our collective efforts foster meaningful change and help build safer, more secure communities."

*-Nahid Almashni, Inspector
Inspections, Investigations and Liaison Branch*

”

Enhancing Border Safety: Monitoring Ontario Police Operations

To enhance international border security and combat cross-border criminal activity, the Ontario government launched **Operation Deterrence**. The OPP's role in this provincial initiative is to support and collaborate with partner agencies on deterring, detecting, and disrupting criminal activity with a shared goal of enhancing border security. As part of the provincial initiative, the OPP increased proactive patrols in the air, on land, and on waterways in an effort to further deter, detect, and disrupt illegal activity at Ontario's border with the US. It is important to note that this work is carried out in collaboration with the OPP's federal, municipal, and Indigenous partners.

Part of the statutory mandate of the IG is to ensure adequate and effective policing and police governance is provided to all Ontario communities at all times. I rely on several tools to assess adequate and effective policing, including the monitoring, advisory, and liaison support of our Police Services Liaison Unit, evaluating themes arising from the public complaints we receive, and the analysis that flows from inspections of police services and boards that the IoP conducts. Given the size and scope of Operation Deterrence, I will be monitoring the operation closely to ensure that the OPP is able to continue to provide adequate

and effective policing throughout the province. As part of my monitoring mandate and along with my executive team, I was briefed by the OPP Commissioner and other members of the Commissioner's team on the work of Operation Deterrence, and how this work has been integrated within broader OPP operations and with other police services. Based on my assessment to date, **I am satisfied that the OPP is able to deliver adequate and effective policing throughout the province, as it increases its focus on the Canadian border.**





Acknowledgements

I would like to thank all boards, chiefs of police, and the members of their police services in Ontario, including the OPP and the Commissioner, for their assistance and cooperation during the creation of my Annual Report.

I also would like to thank the Ontario Association of Chiefs of Police and the Ontario Association of Police Service Boards for their ongoing support of my and the IoP's work.

Lastly, I want to express my gratitude to the many individuals in the IoP who were involved in the creation of my Annual Report and brought their talent and creativity to this endeavour.

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Ce rapport est aussi disponible en français

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Provincial Pool of Multi-Jurisdictional Major Case
Managers**

DATE OF ISSUE:	May 26, 2025
CLASSIFICATION:	For Action
RETENTION:	December 31, 2025
INDEX NO.:	25-0025
PRIORITY:	Normal

The Ontario Major Case Management (OMCM) Unit supports police services in the consistent and systematic investigation of major cases across the province.

Further to All Chiefs Memo 24-0064 (distributed on November 6, 2024), the OMCM Unit is seeking additional candidates to complement a robust and skilled pool of provincial Multi-Jurisdictional Major Case Managers (MJMCM).

ROLE OF THE MJMCM

As outlined in section 16 (2) of [O. Reg. 394/23](#) (Major Case Management and Approved Software Requirements) under the *Community Safety and Policing Act, 2019*, the Multi-Jurisdictional Major Case Manager shall:

- a) Oversee the major case managers for the linked investigations;
- b) Ensure that the duties of the command triangle in this Regulation continue to be met in accordance with any modifications to the command structure determined by the multi-jurisdictional major case manager; and,
- c) Ensure that the duties of any primary investigator, file coordinator, media liaison or victim liaison roles in the Regulation that have been merged continue to be met.

The major case manager from every involved police service shall report to the multi-jurisdictional major case manager.

PREREQUISITES

Please note that candidates must satisfy the following pre-requisites to be considered:

- **Rank** – Staff Sergeant (or Detective equivalent) and above
- **Training** - Successful completion of the MJMCM Course provided by the Ontario Police College
- **Technical** - Training in the use of the approved software as prescribed by the Solicitor General

Incident Command Level 100 and 200 certifications are beneficial but are no longer a prerequisite.

APPLICATION REQUIREMENTS

Candidates interested in being considered for appointment to the MJMCM Provincial Pool are required to submit the following to the attention of Detective Inspector Dayna Wellock, Provincial Lead, OMCM, at Dayna.Wellock@ontario.ca by **December 31, 2025**:

1. A letter of interest which outlines the candidate's experience in the following areas:
 - MCM methodology knowledge and experience.
 - Part VI Authorizations and other judicial authorizations.
 - Undercover operations/informants/agents.
 - Human resource management.
 - Investigative Genetic Genealogy.
 - Mutual Legal Assistance Treaty Requests (MLAT).
 - Conflict resolution.
 - Multi-agency and/or multi-jurisdictional investigative experience.
 - Interviewing.
 - Court testimony.
 - Leading investigational briefings.
 - Knowledge/familiarity of charter issues impacting major cases.
 - Relevant education/courses/training.
2. An official letter/email of recommendation from the respective police service supporting the application and appointment.

The Provincial Lead of OMCM, and an accredited MJMCM will review the information provided in the letter of interest and interview candidates prior to a candidate's acceptance into the MJMCM Provincial Pool. The Provincial Lead will contact applicants for scheduling purposes.

For more information regarding the MJMCM selection process, please contact Detective Inspector Dayna Wellock at Dayna.Wellock@ontario.ca or 437-237-3494 by phone.

Sincerely,

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

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

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

Ministry of the Solicitor General

Public Safety Division

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MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Mental Health Supports for Public Safety Personnel
Warrior Health Portal, Grant Program, and Inventory

DATE OF ISSUE:	May 28, 2025
CLASSIFICATION:	For Action
RETENTION:	June 27, 2025
INDEX NO.:	25-0026
PRIORITY:	Normal

At the request of the Ministry of the Solicitor General's (SOLGEN's) Health Services Division (HSD), I am sharing the attached communication on the Mental Health Supports for Public Safety Personnel (MHS4PSP) program, including the launch of the Warrior Health portal and grant program on May 27, 2025.

For further information, please review the attached memo from Melanie Mayoh, Assistant Deputy Minister, HSD, SOLGEN. If you have any questions, please email mh.secretariat@ontario.ca.

Please note that as Chief of Police, you may share this memorandum and its attachment with the Chair of the Police Service Board.

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

MEMORANDUM TO: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

FROM: Melanie Mayoh
Assistant Deputy Minister
Health Services Division

DATE OF ISSUE: May 28, 2025

SUBJECT: **Mental Health Supports for Public Safety Personnel:
Warrior Health Portal, Grant Program, and Inventory**

This memorandum provides an overview of the following:

1. The Mental Health Supports for Public Safety Personnel (MHS4PSP) program: launch of the Warrior Health portal and the Grant program, which will open on May 27, 2025, to June 27, 2025.
2. The Inventory of Mental Health Programs.
3. Participation by police services in a study of duty-related mental injury prevalence among Canadian municipal and provincial police.

I would ask that you please bring this memorandum to the attention of the appropriate members of your organization. Questions on the information below can be directed to the Mental Health Secretariat by email at mh.secretariat@ontario.ca.

MHS4PSP: Warrior Health and the Grant Program

On November 19, 2024, the Ministry of the Solicitor General (SOLGEN) [announced](#) the establishment of the MHS4PSP program.

SOLGEN has partnered with Wounded Warriors Canada to provide specialized services through Warrior Health for corrections, emergency health, fire, and police personnel, and others who support Ontario's public safety system. The Warrior Health program includes:

- Free services available to all public safety personnel (PSP) through a digital web portal such as: internet-based cognitive behavioural therapy (ICBT) and peer-support tools is now available from the Warrior Health website: www.warriorhealth.ca.
- Fee-for-service programs available for purchase by public safety organizations (PSOs) for their staff. It includes options such as general wellness programs, peer support training, and other trauma-informed mental health programs that employers (e.g., PSOs) across Ontario can purchase.

The MHS4PSP Grant Program will subsidize access to Warrior Health fee-for-service programs for eligible Ontario municipal/regional and First Nations public PSOs in

emergency health, fire, and police sectors between May 2025 and March 2026. Eligible PSOs will be able to download the grant program guideline and application forms from Transfer Payment Ontario (TPON), and submit grant applications beginning on May 27, 2025, until June 27, 2025.

All applications and supporting documents must be submitted through Transfer Payment Ontario (TPON) **and** by email to mh.secretariat@ontario.ca by 4:00 p.m. Eastern Standard Time on June 27, 2025.

To support applicants, the Ministry of the Solicitor General will be holding the following information sessions on the Grant to provide an overview of the new program and answer any questions about the application process.

- Monday June 2, 2025, 2PM – 3PM.
- Friday June 13, 2025, 12PM – 1PM.

To register for an information session, please sign up by clicking [here](#).

Grant Program Application Process (Emergency Health Services, Fire, Police):

- Following the submission deadline, applications will be evaluated and funding will be determined by SOLGEN and the Ministry of Health from June to August 2025.
- From August to September 2025, the ministry will announce application results and finalize transfer payment agreements.
- Beginning in September, or at the point of Warrior Health - PSO purchase order submission, funding will be transferred to PSOs.

MHS4PSP Inventory

The Inventory of Mental Health Programs (Inventory) is a centralized platform designed specifically for wellness leads at PSOs across Ontario. It provides a single access point for comprehensive information on mental health services available to corrections, emergency health services, fire, and police sectors.

To sign up for the Inventory, please email the Mental Health Secretariat at mh.secretariat@ontario.ca.

Please see [Appendix A](#) for further information on the Inventory.

University of Regina Study in partnership with Ontario Association of Chiefs of Police

This research project, led by the University of Regina, will gather and analyze current baseline data regarding the mental health of PSP working with Canadian Police Association (CPA), International Association of Firefighters (IAFF), Ontario Provincial Police (OPP), Ontario Association of Chiefs of Police (OACP), and Wounded Warriors Canada (Wounded Warriors Canada will be helping with resourcing, recruitment, and knowledge translation).

There will be a call for participation in the study in the coming weeks. More information on this study can be found in [Appendix B](#), which the policing sector is encouraged to share with its members.

The Police Mental Health Collaborative Table (MHCT) agreed at their meeting in December 2024 to commit sector-specific funding for participation in this project.

Thank you for your assistance in communicating this information.

If you require alternate formats, accessibility accommodations, or communication supports, they can be provided upon request.

Sincerely,

A handwritten signature in black ink, appearing to read 'h' or 'M', on a light blue grid background.

Melanie Mayoh
Assistant Deputy Minister
Health Services Division

Appendix A: Inventory of Mental Health Programs (Inventory)

Based on recommendations from [Staying Visible, Staying Connected, For Life](#), the Inventory addresses three main issues in mental health services for staff: accessibility and coordination of services, limited awareness of services, and mobilizing knowledge. The Inventory:

- Centralizes Access to Services:
 - Simplifies access by consolidating mental health services in one platform, allowing wellness leads to easily find what they need.
- Supports Evidence-Based Decision Making:
 - Once they have found what they need, wellness leads are able to engage directly with other leads to learn more, save time, and better support evidence-based decision making.
- Increase Awareness Across Sectors:
 - The comprehensive, centralized directory increases awareness of services across sectors and delivery methods, empowering wellness leads to better support their teams.
- Provides Real-Time Updates:
 - The announcement bulletin function allows wellness leads to communicate to other users about program updates, new initiatives, and best practices.
- Promotes Cross-Sectoral Knowledge Transfer:
 - Facilitates the sharing of best practices and mental health resources across sectors, supporting collaboration and informed decision-making.
- Insights and Partnerships:
 - Wellness leads can reach out to other PSOs for insights on programs including uptake, satisfaction, and return on investment helping inform future investments. It also allows smaller or remote PSOs to explore partnerships and access additional resources.

Why It Matters to Police Services:

- **Empower Your Team:** By sharing your insights, you ensure that the Inventory reflects the most relevant and effective mental health resources. Your input also helps shape the Inventory to address your team's unique needs.
- **Improve Access:** Help create a comprehensive, centralized resource that makes it easier for all PSOs to find the support they need.
- **Foster Collaboration:** Your feedback will facilitate better communication and resource sharing across different sectors, benefiting everyone involved. Built entirely "for you, by you," reflecting insights and contributions from wellness leads.

Appendix B: University of Regina Study



Psychological Trauma and Stress Systems (PTSS) Lab

The Federal Framework on posttraumatic stress disorder (PTSD) recognized public safety personnel (PSP), including border services, correctional workers, firefighters, paramedics, municipal and provincial police, Royal Canadian Mounted Police, public safety communicators, at increased risk for PTSD and other mental disorders (i.e., posttraumatic stress injuries [PTSI]), as a function of operational stressors including potentially psychologically traumatic event exposures (PPTEs; e.g., actual or threatened harm, physical assault, sexual violence, physical injury). In 2018, PSP reported a high prevalence of exposure to potentially psychologically traumatic events (PPTe) (Carleton et al., 2019), suicidal behaviours (Carleton et al., 2018a) and a high prevalence of associated mental health disorders (Carleton et al., 2018b). Since 2018 there have been several novel systemic stressors, including the COVID-19 pandemic, mass casualty events, public calls for pervasive organizational changes, and natural disasters that can reasonably be expected to have negatively impacted PSP mental health.

The current study was designed to replicate and extend the pan-Canadian survey of mental disorders among PSP in Canada (<https://doi.org/10.1177/0706743717723825>) to provide updated estimates of PTSI among PSP. The current study was designed to provide critical information about PSP related to a) potentially psychologically traumatic event exposures; b) mental health disorders; c) suicidal behaviours; d) organizational and operational stressors; e) organizational and social supports; and f) mental health knowledge and training.

Results from the current study will be integrated with the existing PSP database to inform the federally mandated mental health framework and action plans on PTSI. The information will be used to support policies within PSP organizations that enhance the wellbeing of employees and inform research regarding PSP employees' mental health as well as evidence-based training designed to minimize the impact of duty-related PPTe exposures and stressors. The results will also provide cross-sectional information about risk and resiliency variables that may provide insights into potential mechanisms for reducing symptoms.

Ministry of the Solicitor General

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MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: *Combative Sports Act, 2019*

DATE OF ISSUE:	May 30, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0027
PRIORITY:	Normal

At the request of the Ministry of Sport's (SPORT), Sport Recreation and Major Events Division, I am sharing the attached communication which provides an overview of recent updates regarding the modernization of Ontario's combative sport sector.

For further information, please review the attached memo from Tyler Currie, Assistant Deputy Minister, Sport Recreation and Major Events Division, SPORT. If you have any questions, please contact Ontario Athletics Commission at AthleticsComm@ontario.ca or 416-326-0416.

Please note that as Chief of Police, you may share this memorandum and its attachment with the Chair of the Police Service Board.

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 Sport

Sport, Recreation and Major
Events Division

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Ministère du Sport

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MEMORANDUM TO: Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

FROM: Tyler Currie
Assistant Deputy Minister
Sport, Recreation and Major Events Division

SUBJECT: Working with Police Services to Address Illegal Combative
Sport Events

We would like to make you aware that we recently modernized Ontario's combative sport sector through the full proclamation of the [Combative Sports Act, 2019](#) (the "CSA") on January 1, 2025. The CSA replaces:

- the *Athletics Control Act*, which governed professional combative sports, and
- Order in Council (OIC) 1087/2017, which outlined the legal framework for contests in 11 amateur combative sports (Boxing, Judo, Karate, Taekwondo, Wrestling, Jiu Jitsu, Muay Thai, Grappling, Pankration, Kickboxing and Wushu).

Section 83 of the *Criminal Code of Canada* prohibits participation in a combative sport contest unless the contest falls under certain exceptions, such as under the authority of an athletic board or commission or similar body established by or under the authority of the province's legislature for the control of sport within the province.

The CSA establishes the Commissioner as the body responsible for the supervision and authorization of professional and amateur contests or exhibitions in Ontario.

Under the CSA, the Commissioner oversees the conduct of professional combative sports and is responsible for regulatory aspects such as:

- licensing professional promoters, contestants, matchmakers, managers, seconds, and officials to participate in or plan professional combative sport contests or exhibitions
- issuing event permits
- upholding rules
- protecting athlete safety
- maintaining the integrity of the sport

.../

While the Commissioner also oversees amateur combative sport events and issues amateur event permits, section 35 of the new "General" regulation under the CSA outlines circumstances

where an amateur combative sport contest may be held without a permit. Such instances include when a contest or exhibition is held with the permission of a Ministry-recognized provincial sport organization (PSO). Currently, there are ten Ministry-recognized [PSOs in Ontario for amateur combative sport](#).

The Commissioner has a legal duty to report unsanctioned combative sport contests or exhibitions to law enforcement and will notify the Ontario Provincial Police, municipal or First Nations police services when they have credible information about potential illegal events that may pose a safety risk to participants.

The Ministry has always maintained that participation in illegal combative sport events harms the integrity of amateur and professional combative sports and could pose serious health and safety risks for participants if suitable infrastructure and safeguards are not in place.

Any questions received from Police Services can be directed to the Ontario Athletics Commission at AthleticsComm@ontario.ca or 416-326-0416.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tyler Currie', with a long horizontal stroke extending to the right.

Tyler Currie
Assistant Deputy Minister
Sport, Recreation and Major Events Division

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **2025–26 Constable Joe MacDonald Public Safety
Officers' Survivors Scholarship Fund (CJMPSOSSF)
Call for Applications**

DATE OF ISSUE:	June 3, 2025
CLASSIFICATION:	For Action
RETENTION:	July 2, 2025
INDEX NO.:	25-0028
PRIORITY:	Normal

Please find attached an application package outlining the eligibility criteria and the process to apply for the Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund (CJMPSOSSF).

The CJMPSOSSF was established in recognition of the tremendous sacrifice made by our public safety officers and their families to keep Ontario safe. It is a demonstration of the esteem that the people of Ontario have for public safety officers.

The CJMPSOSSF is available to spouses and children of public safety officers who died in the line of duty. The scholarship may be used for tuition, textbooks and eligible living expenses for programs leading to a degree or a diploma at an approved Canadian postsecondary educational institution. To date, the CJMPSOSSF has provided financial assistance to 101 recipients to obtain a postsecondary education. Additional details regarding eligibility criteria can be found in the attached 2025–26 CJMPSOSSF Guidelines.

For the purposes of the CJMPSOSSF, a public safety officer may include a municipal or provincial police officer, First Nation Officer, auxiliary member of a police service or special constable (acting with the powers of a police officer at the time of his/her death), firefighter, correctional officer, probation officer, parole officer, or youth worker. Please refer to the attached guidelines for a more comprehensive definition of a public safety officer.

Please forward this information to the appropriate areas and/or persons for distribution.
The due date for submission of applications is July 2, 2025.

Applications and **all required documentation must be submitted by email** to yoko.iwasaki@ontario.ca, followed by a signed original copy mailed to the following address.

Attention: Yoko Iwasaki, Community Safety Analyst
Program Development Section
External Relations Branch, Public Safety Division
Ministry of the Solicitor General
25 Grosvenor Street, 12th Floor
Toronto ON M7A 2H3

Grant funding is subject to the Ministry of the Solicitor General receiving the necessary appropriation from the Ontario Legislature.

If you have any questions or require additional information about the Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund, please contact Yoko by email at yoko.iwasaki@ontario.ca or at 647-532-8149.

Please note that as Chief of Police, you may share this memorandum and its attachment with the Chair of the Police Service Board.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachments (2)

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

Erin Hannah
Deputy Solicitor General, Correctional Services

Jon Pegg
Fire Marshal of Ontario



Ministry of the Solicitor General

**CONSTABLE JOE MACDONALD
PUBLIC SAFETY OFFICERS'
SURVIVORS SCHOLARSHIP FUND**

2025–26 GUIDELINES

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BACKGROUND

- In June 1997, the Public Safety Officers' Survivors Scholarship Fund (PSOSSF) was established through an Order-in-Council (OIC) to recognize the tremendous sacrifice made by our public safety officers and their families to keep Ontario safe.
- The PSOSSF was initially established to provide for the cost of tuition and textbooks for postsecondary education at approved Canadian institutions, to the spouses and children of public safety officers who have died in the line of duty.
 - In 2002, the PSOSSF was renamed to commemorate the late Constable Joe MacDonald.
 - In August 2003, the Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund (CJMPSOSSF) was amended by OIC to permit the funding of certain living expenses and to restrict the funding of the scholarship to a maximum period of five years.

APPLICATION PROCESS AND TIMELINES

- The CJMPSOSSF application package consists of the application form, these guidelines and Appendix A, which outlines the eligible living allowances for recipients.
- The CJMPSOSSF is offered annually. A new and fully complete application form must be submitted for each year that funding is requested.
- Applications are reviewed individually by an Advisory Committee, whose members have been appointed by the Solicitor General, and are assessed against the eligibility criteria specified in these guidelines. The Advisory Committee recommends applications to the Solicitor General for approval.

Approximate Scholarship Timelines

- **June 2025** – The Ministry of the Solicitor General (the “ministry”) issues the annual call for applications.
- **May 2025** – 2024–25 scholarship recipients must submit their year-end reconciliation forms and corresponding receipts to the ministry.
- **July 2025** – 2025–26 applications are due.
- **July 2025** – The Advisory Committee convenes to review applications and make funding recommendations to the Solicitor General.
- **September 2025** – The ministry advises applicants of their application status and the first funding instalment is distributed to successful recipients.
- **September to December 2025** – Scholarship recipients track expenses for their mid-year reconciliation and advise the ministry of any changes to their program status or contact details.
- **End of December 2025 – January 2026** – Scholarship recipients submit their mid-year reconciliation forms and corresponding receipts to the ministry for review and approval. The ministry reconciles the recipients' mid-year expenses and issues the second funding instalment.
- **January to April 2026** – Scholarship recipients track expenses for the year-end reconciliation and advise the ministry of any changes to their program status or contact details.
- **May 2026** – Scholarship recipients submit their year-end reconciliation forms and receipts to the ministry for review and approval. The ministry reconciles the recipients' year-end expenses.

ELIGIBILITY

The following persons may apply for a scholarship from the CJMPSOSSF:

- any spouse of a public safety officer who died in the line of duty; or
- any child of a public safety officer who died in the line of duty, born within or outside marriage, including an adopted child, who is under the age of 25 at the time of the application (or such greater age as the Advisory Committee, in its discretion, considers appropriate in the circumstances).

To be considered for a scholarship from the CJMPSOSSF, a child or spouse must meet the following conditions:

- the applicant is admitted to an approved Canadian postsecondary educational institution as a full-time, part-time or summer school student in a program of study leading to a degree or diploma;
- the applicant does not hold a bachelor's or higher degree in any subject;
- the applicant has not received funding under the CJMPSOSSF for five or more years; and
- the applicant provides satisfactory evidence to the ministry that he/she is the child or surviving spouse of a public safety officer who died in the line of duty.

New Applicants

A new applicant under the CJMPSOSSF who is the child of a deceased public safety officer must submit:

- a copy of the death certificate of the public safety officer who died in the line of duty;
- a copy of his/her birth certificate;
- proof of his/her acceptance into an approved postsecondary educational institution;
- evidence that the program of study for which he/she is seeking a scholarship leads to a degree or diploma;
- an official tuition invoice for the upcoming semester or year, once available;
- proof that he/she moved to attend school and/or proof that he/she does not currently live with his/her parent(s)/guardian(s), if applicable (i.e., a change of address substantiated by a cable bill, hydro bill, rerouting of mail or lease/rental agreement);
- proof of marriage, if applicable (e.g., marriage certificate, if claiming a spouse); and
- proof of dependants, if applicable (e.g., birth certificates for each child, Canada Child Tax Benefit receipts or Federal Income Tax Returns).

A new applicant under the CJMPSOSSF who is the spouse of a deceased public safety officer must submit:

- a copy of the death certificate of the public safety officer who died in the line of duty;
- a copy of his/her marriage certificate;
- a copy of his/her birth certificate;
- proof of his/her acceptance into an approved postsecondary educational institution;
- evidence that the program of study for which he/she is seeking a scholarship leads to a degree or diploma;
- an official tuition invoice for the upcoming semester or year, once available; and
- proof of dependants, if applicable (e.g., birth certificates, Canada Child Tax Benefit receipts, or Federal Income Tax Returns).

Returning Applicants

A returning applicant who wishes to apply for another year of funding under the CJMPSOSSF must:

- immediately advise of any changes to his/her program/course, address and/or contact information;
- provide evidence that the program for which he/she is seeking a scholarship leads to a degree or diploma;
- provide proof of satisfactory academic progress (as defined by the postsecondary institution where he/she is enrolled) in order to continue receiving the scholarship, or proof of extenuating circumstances leading to unsatisfactory academic progress;
- an official tuition invoice for the upcoming semester or year, once available;
- provide proof that he/she moved to attend school and/or proof that he/she does not currently live with his/her parent(s)/guardian(s), if applicable (i.e., a change of address substantiated by a cable bill, hydro bill, rerouting of mail or lease/rental agreement); and

- complete and submit mid-year and year-end reconciliation forms with original, itemized receipts to substantiate the expenses claimed, in order to reconcile the previous year's funding.
 - Only original, itemized receipts, which list all of the individual items purchased, will be accepted. Credit/debit card transaction records, which include the total cost but do not list all of the individual items purchased, will not be accepted as a proof of purchase.

Final Year Applicants

A returning applicant who is in his/her final year of study and/or final year of the CJMPSOSSF must:

- immediately advise of any changes to his/her program/course, address and/or contact information;
- submit proof of completion of his/her educational program (e.g., final transcript or a copy of diploma/degree);
- provide proof that he/she moved to attend school and/or proof that he/she does not currently live with his/her parent(s)/guardian(s), if applicable (i.e., a change of address substantiated by a cable bill, hydro bill, rerouting of mail or lease/rental agreement); and
- complete and submit mid-year and year-end reconciliation forms with original, itemized receipts to substantiate the expenses claimed in order to reconcile the last year of funding.
 - Only original, itemized receipts, which list all of the individual items purchased, will be accepted. Credit/debit card transaction records, which include the total cost but do not list all of the individual items purchased, will not be accepted as a proof of purchase.
 - Upon final reconciliation, if he/she:
 - received an underpayment in the final year of study, the difference between the amount paid and the maximum amount for which he/she is eligible may be paid to him/her by the ministry; or
 - received an overpayment in the final year of study, the amount overpaid must be returned to the ministry by cheque payable to the "Ontario Minister of Finance".

Retroactive Applications

- A retroactive application should be completed if the applicant is requesting a funding reimbursement for previous years of study. However, such an application will only be considered if the retroactive period of study directly precedes the current academic year's application and is part of the current degree/diploma for which a CJMPSOSSF scholarship is being sought.
 - For example: A student who applies this year for his/her second year of studies towards a Psychology Degree at the University of Toronto and also submits a retroactive application for the previous year (e.g., first year studies) of this degree.

An applicant who wishes to submit a retroactive claim under the CJMPSOSSF must:

- provide proof of satisfactory academic progress (as defined by the postsecondary institution where he/she is enrolled) or proof of extenuating circumstances leading to unsatisfactory academic progress, for each year of the retroactive claim; and
- complete and submit a year-end reconciliation form for each year of the retroactive claim, with original, itemized receipts to substantiate the expenses claimed, in order to reconcile each year of funding.
 - Only original, itemized receipts, which list all of the individual items purchased, will be accepted. Credit/debit card transaction records, which include the total cost but do not list all of the individual items purchased, will not be accepted as a proof of purchase. Submitting a retroactive application that meets the above criteria does not guarantee an approval of the application.
- Retroactive applications will be brought forward to the Advisory Committee for their review.
 - The Advisory Committee has the discretion and authority to approve or reject a retroactive claim or deem it ineligible. ***Note: For a copy of the Retroactive Application Form and Reconciliation Form, please contact ministry staff.***

ELIGIBLE EXPENSES

Tuition

- Approved tuition, as evidenced in an official tuition invoice, is paid directly to the scholarship recipient's educational institution in two or three instalments, depending on the financial policy of the institution.
- Generally, instalments are paid as follows:
 - Fall (e.g., Late August/September);
 - Winter (e.g., January/February); and/or
 - Summer, if applicable (e.g., May/June).

Textbooks

- Funding for required textbooks is paid directly to the scholarship recipient in two or three instalments, in line with the schedule for tuition payments.
- Upon reconciliation at the mid-year and/or year-end points, overpayments/underpayments are identified and recovered/reimbursed.

Student Living Allowance

- A scholarship recipient can apply for a student living allowance based on his/her living situation (as defined below and further outlined in Appendix A).
- Eligible student living expenses and allowances are based on the Canada Student Financial Assistance (CSFA) Program.
 - The CSFA conducts an annual review of the allowance amounts and they are amended accordingly.
 - The current student living allowances in each expense category (i.e., shelter, food, miscellaneous and local public transportation) are detailed in Appendix A.
- Funding for approved living expenses may be paid out to the **maximum limit** per expense category, based on an eight or 12-month academic period. However, a part-time student may be subject to a reduced maximum limit in each expense category (to be determined on an individual basis by the Advisory Committee).
- Funding for approved living expenses is paid directly to the scholarship recipient in two or three instalments, in line with the schedule for tuition payments.
- Generally, instalments are paid as follows:
 - Fall (e.g., Late August/September);
 - Winter (e.g., January/February); and/or
 - Summer, if applicable (e.g., May/June).
- Upon reconciliation at the mid-year and/or year-end points, overpayments/underpayments in each living expense category are identified and recovered/reimbursed.

Additional details regarding each living expense category are provided below.

1. Shelter

- Shelter allowance is only provided to students in the living situations as outlined in sections (a) - (d) below.
 - Shelter allowance amounts are outlined in Appendix A for each living situation.
 - Eligible shelter expenses include, but are not limited to:
 - rent, and utilities.
- a.** To be considered a **"Single Student Away from Home"** for the purposes of the CJMPSOSSF, a scholarship recipient must be:
- a student who is living away from home (not in his/her parent(s)/guardian(s)' home); and
 - a student whose educational institution is more than 50 kilometres away from his/her primary residence (parent(s)/guardian(s)' home).

- *Note: Any student whose primary residence (parent(s)/ guardian(s)' home) is closer than 50 kilometres to his/her educational institution is not eligible to apply for the shelter allowance, regardless of whether he/she moves closer to the educational institution.*
 - For example: A student who lives with his/her parents in Richmond Hill, a suburb of the Greater Toronto Area, and moves to downtown Toronto to be closer to his/her educational institution (e.g., University of Toronto), would not be eligible to apply for the shelter allowance. However, if that student attends Carleton University and moves from his/her parents' home in Richmond Hill to Ottawa, then he/she would be considered a "Student Living Away from Home" and would be eligible to apply for the shelter allowance as the distance exceeds 50 kilometres.

For single students living away from home, the allowance outlined in Appendix A is based on the shared average cost of a two-bedroom apartment, including utilities.

- b. To be considered a "**Single Parent/Sole Support Parent**" for the purposes of the CJMPSOSSF, a scholarship recipient must be:
 - a student who has legal and/or physical custody and responsibility to support a "**Dependant Child**" and who is:
 - single (not married or in a common-law relationship);
 - separated or divorced from a spouse; or
 - widowed.
- c. To be considered a "**Married Student and Spouse**" for the purposes of the CJMPSOSSF, a scholarship recipient must be:
 - a student who has been living in a conjugal relationship, or a situation similar, for at least three years, as of the first day of classes (common-law marriage), or who is married.

For married students, the allowance outlined in Appendix A is based on the average cost of a two-bedroom apartment, including utilities.
- d. For scholarship purposes, a recipient may receive living allowance amounts for each eligible dependent child. To be considered a "**Dependent Child**" for the purposes of the CJMPSOSSF, the child must be:
 - the student's natural or adoptive child,
 - under the age of 18; and
 - living with the student on a full-time basis during their study period.

Children in high school who are 18 years of age or older are not considered dependents. Children who have completed high school are also not considered dependents.

2. **Food**

- Eligible food expenses include, but are not limited to:
 - groceries;
 - take-out; and
 - food ordered at restaurants.
- **Alcohol is not** an eligible food expense.

3. **Miscellaneous**

- Eligible miscellaneous expenses include, but are not limited to:
 - clothing;
 - personal care (e.g., toiletries);
 - health care products (e.g., eyeglasses);
 - household expenses (e.g., furnishings); and
 - communication (e.g., cellular phone bill).

- Alcohol is **not** an eligible miscellaneous expense.

4. **Local Public Transportation**

- Eligible local transportation costs **only include expenses to and from the student's school residence and the educational institution**, and **not** transportation costs to and from the secondary residence, such as the student's parent(s)' home.
- Eligible transportation expenses include, but are not limited to:
 - gas;
 - a bus pass; and
 - a school parking pass.

LIMITATIONS

- The amount of the CJMPSOSSF scholarship will be reduced by the amount of any other scholarship received by the applicant but shall not be reduced by any other money received by the applicant, including a student loan, a bursary given by the approved postsecondary educational institution or an association to which the deceased public safety officer belonged or an insurance benefit maintained on behalf of the deceased public safety officer.

UNUSED OR MISUSED SCHOLARSHIP FUNDS

- If the recipient does not complete the year or semester of study for which he/she has received a scholarship, the recipient must immediately return the scholarship funds to the ministry.
- A scholarship under the CJMPSOSSF must only be used for the intended purposes, and only for eligible expenses as outlined in these guidelines.
 - If scholarship funds are unused or misused, the funding must be returned to the ministry.
 - If such unused or misused funding is not returned to the ministry, the recipient's account may be sent to the Ministry of Public and Business Service Delivery and Procurement for collections.

DEFINITION OF TERMS

- For the purposes of this application and the administration of the CJMPSOSSF, the following terms in these guidelines are as defined in Orders-in-Council 1453/97 and 1582/2003 and generally described as follows:

A Public Safety Officer

- A police officer who is a member of a police service in Ontario, as defined in the *Police Services Act* (PSA) or *Community Safety and Policing Act, 2019* (CSPA).
- A First Nations Constable (as described in the PSA) or First Nation Officer (as described in the CSPA).
- A firefighter (full-time, part-time and volunteer) as defined in the *Fire Protection and Prevention Act, 1997*.
- A person who is employed in the ministry:
 - to provide probation services and parole supervision (Probation and Parole Officers); or
 - to be directly involved in the care, health, discipline, safety and custody of an inmate, as defined in section 1 of the *Ministry of Correctional Services Act* (Correctional Officers).
- A youth worker, also known as a youth probation officer, who was appointed under the applicable provincial legislation (i.e., the former section 46 (1) (b) of the *Ministry of Correctional Services Act*, or under clause 90 (1) (b) of the *Child and Family Services Act*, or clause 146 (1) (b) of the *Child, Youth and Family Services Act, 2017*).

The Advisory Committee may, in its discretion, consider an individual's application, if the applicant's spouse or parent was:

- an auxiliary member of a police service who, at the time of his/her death, was acting with the authority of a police officer under PSA or CSPA as applicable; or
- a special constable whose appointment under the PSA or CSPA as applicable, at the time of his/her death conferred on him/her the powers of a police officer.

If a scholarship is granted as a result of the foregoing paragraph, the deceased auxiliary member of the police service or special constable shall be deemed to have been a public safety officer.

Died in the Line of Duty

- A public safety officer's death is the direct and proximate result of a traumatic injury incurred in the course of, or arising from, his/her employment as a public safety officer.
 - Traumatic injury means a wound or the condition of the body caused by external force, including but not limited to an injury inflicted by a bullet, explosive, sharp instrument, blunt object or other physical blow, fire, smoke, chemical, electricity, climatic condition, infectious disease, radiation or bacteria, but excluding an injury resulting from stress, strain or a disease that routinely constitutes a special hazard in, or is commonly regarded as a normal incident of a public safety officer's occupation.

A Child of a Public Safety Officer

- A child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his/her family.

Approved Postsecondary Educational Institution

- An educational institution in Canada, as described in the definition of "designated educational institution" in subsection 118.6(1) of the *Income Tax Act* (Canada), and such other postsecondary educational institutions in Canada as may be designated by the Minister.
- Designated educational institutions as described in the *Income Tax Act* are educational institutions in Canada, if:
 - They are a university, college or other educational institution designated by:
 - the lieutenant governor in council of a province as a specified educational institution under the *Canada Student Loans Act*,
 - an appropriate authority under the *Canada Student Financial Assistance Act*, or
 - by the Minister of the Province of Quebec responsible for the administration of *An Act respecting financial assistance for education expenses*, for the purposes of that Act, or
 - They are certified by the Minister of Employment and Social Development (currently known as the Minister of Employment, Workforce Development and Official Languages) to be an educational institution providing courses, other than courses designed for university credit, that furnish a person with skills for, or improve a person's skills in, an occupation.

Note: To verify eligibility of an educational institution, please contact ministry staff.

Student Living Allowances

- Student living allowances are outlined in the Canada Student Financial Assistance (CSFA) Program policies developed by Employment and Social Development Canada, but with the following limitations:
 - the distribution of funds will only be extended for local transportation costs to and from the student's school residence and the educational institution but will not be extended for transportation costs to and from the student's educational institution or the student's school residence to a secondary residence, such as the student's parents' home;
 - an allowance for shelter will only be considered if the student's educational facility is more than 50 kilometres in distance from his/her home residence and the student wants to live at another residence which is less than 50 kilometres from the educational institution; and

- the amounts with respect to student living allowances in the CSFA Program represent the maximum amount that the Fund will distribute regarding any student living allowance.

The following terms are as defined in the Canada Student Financial Assistance Program and generally described as follows:

Course Load

- Determined based on the policy of each student's educational institution, and in some cases, factors other than courses or credits considered.
- A student may wish to contact the financial aid office of his/her educational institution for further information, if unable to determine his/her course load.

Full-Time Students

- A student who is taking at least 60% of a full course load, unless he/she has a permanent disability.
 - If five courses are considered to be a full course load, then a student must take at least three courses to be considered a full-time student (i.e., $3/5 \times 100 = 60$ per cent).
 - If 30 credits are considered to be a full course load, then a student must take at least 18 credits to be considered a full-time student (i.e., $18/30 \times 100 = 60$ per cent).
- If a student indicates that he/she has a permanent disability, he/she is considered to be a full-time student if he/she is taking at least 40% of a full course load.
 - If five courses are considered to be a full course load, then a student with a disability must take at least two courses to be considered a full-time student (i.e., $2/5 \times 100 = 40$ per cent).
 - If 30 credits are considered to be a full course load, then a student with a disability must take at least 12 credits to be considered a full-time student (i.e., $12/30 \times 100 = 40$ per cent).
- If a student indicates that he/she has a permanent disability and is planning to take between 40 per cent and 59 per cent of a full course load, he/she is required to submit documentation of the permanent disability.
 - "Permanent disability" is a functional limitation that is caused by a physical or mental impairment that restricts an individual's ability to perform the daily activities necessary to participate in studies at a postsecondary level or in the labour force, and that is expected to remain with the individual for his/her expected natural life.
 - Acceptable documentation includes a medical certificate, a learning disability assessment, or a document proving the student is in receipt of federal and/or provincial disability assistance.

Part-Time Students

- A student who is taking 20 per cent to 59 per cent of a full course load.
 - If five courses are considered to be a full course load, then a student must take at least one, and less than three, courses to be considered a part-time student (i.e., $1/5 \times 100 = 20$ per cent).
 - If 30 credits are considered to be a full course load, then a student must take at least six, and less than 18, credits to be considered a part-time student (i.e., $6/30 \times 100 = 20$ per cent).

Common-Law Marriage

- A common-law marriage exists if a student:
 - has been living with his/her partner in a conjugal relationship for at least three years as of the first day of his/her classes; or
 - has been living with his/her partner in a conjugal relationship and are raising children for whom they are both the natural or adoptive parents.
- If the above criteria are met, an applicant may be eligible to apply for living expenses funding as a married student.

APPLICATION FORM INSTRUCTIONS

Application Form

- Open the Application Form (Adobe PDF). Once the form is open, you will begin on Page 1.
- Complete each field. Press “Tab” to get to the next field or click on the desired field.
 - **Note:** Some fields have a drop-down menu, which will appear when you click on the field.

Section A – Applicant Information (Page 1)

- Enter your first, middle and last names
- Enter your date of birth (D/M/Y)
- Enter your address (primary residence, e.g., parent(s)/guardian(s)' home address)
- Enter your email address (to be used for future correspondence)
- Enter your primary phone number (digits only, e.g., 4169876543)
- Enter your secondary phone number (if applicable)
- Enter your other phone number (if applicable)
- Select your marital status
 - **Note:** See *Eligible Expenses and Definition of Terms* for more information on marital status.
- Select the number of children you have (if applicable)
- Select the number of children you have under the age of 18 years old (if applicable)
- Provide your emergency/alternate contact person's information (a person we may contact in the event of an emergency or if you are unavailable)
 - Enter his/her first and last names
 - Enter his/her relationship to you (e.g., Spouse, Mother, Father, Sister, etc.)
 - Enter his/her primary phone number
 - Enter his/her secondary and/or other phone number (if applicable)
 - Enter his/her email address

Section B – Information on Deceased Public Safety Officer (Page 1 and 2)

- Enter his/her first, middle and last names
- Enter his/her place of employment (e.g., Ontario Provincial Police)
- Select his/her occupation
- Enter his/her employment address
- Select his/her relationship to you
- Indicate if you are a new applicant
- Indicate if you are making a retroactive claim
 - **Note:** *Retroactive claim refers to an application for a funding reimbursement for a previous year of study. Review the Retroactive Applications section for more detail.*

Section C – Educational Institution/Studies Information (Page 2)

- Enter your educational institution
- Enter the address of the educational institution
- Enter the undergraduate program name
- Select the year of study (e.g., 1st year = 1, 2nd year = 2, etc.)
- Select the designation (i.e., Degree or Diploma)
- Select the duration of the program (e.g., four-year program = 4)
- Select your status (e.g., Full-Time or Part-Time)
 - **Note:** See the *Definition of Terms* section for the definitions of full-time and part-time
- Select the type of institution (i.e., University, College or Other)
- Select type of study. If not listed, select “Other” and type in the next field.
- Indicate proof of study (i.e., document you will submit with your Application Form, e.g. Admissions/Acceptance Letter, etc.)

Section D – Living Situation (Page 3)

- Indicate if you will live at your primary residence during the school year (e.g., parent(s)' or guardian(s)' home address) as provided on Page 1 (Select Yes or No)
 - If no, please type in the address where you will be residing during the school year.
- Indicate the distance of travel between the above address and your educational institution

Section E – Expenses (Page 3)

- Indicate the number of month(s) you will be attending school during the current school year
- Enter the amount of your request for each of the following expense categories:
 - Tuition,
 - Textbooks,
 - Shelter*, Note: *Eligibility is dependent on your living situation and will be determined automatically based on the information provided on previous pages.*
 - Food*,
 - Miscellaneous*, and
 - Transportation*.
- **Totals will be calculated automatically.**
***For maximum amounts, refer to Appendix A (Student Living Allowances)**

Section F – Scholarship/Bursary (Page 4)

- List any scholarship and/or bursary that you have or will receive, unless the bursary is from an association to which the deceased public safety officer belonged.
- Complete all three columns
 - First column: Enter the name of scholarship/bursary.
 - Second column: Enter the year for which the scholarship or bursary was received
 - Third column: Enter the total amount of the scholarship/bursary
- **Totals will be calculated automatically.**

Terms and Conditions (Page 5 and 6)

- Please read through the Terms and Conditions of the Application and check appropriate boxes.
- By checking the boxes and signing the page, you understand and agree to the Terms and Conditions, Proper Use of Funds and the Notice of Collection when applying for a scholarship under the CJMPSOSSF.

SUBMITTING YOUR APPLICATION

Instructions

- Ensure that all sections and pages of the Application Form have been completed. If you require a Retroactive Application Form or Reconciliation Form, please contact the ministry.
- **Save, attach and email the completed Application Form and the required supporting documentation to yoko.iwasaki@ontario.ca**
- Please print two copies of the entire application, sign and date both copies, with a witness present.
- Keep one hardcopy for your records and mail one hardcopy to the following address to:

Attention: Yoko Iwasaki, Community Safety Analyst
Ministry of the Solicitor General
Public Safety Division, External Relations Branch
25 Grosvenor Street, 12th Floor, Toronto, ON M7A 2H3

Questions and Assistance

- If you have any questions or require further assistance, please contact the ministry contact below.
Yoko Iwasaki, Telephone: (647) 532-8149, Email: yoko.iwasaki@ontario.ca

APPENDIX – A (STUDENT LIVING ALLOWANCES)

Canada Student Financial Assistance Program

Student Living Allowances (Monthly Living Allowance by Province and Territory)

LIVING SITUATIONS	NL	PE	NS	NB	QC	ON	MB	SK	AB	BC	YT	NT	NU
SINGLE STUDENT LIVING AWAY FROM HOME													
Shelter	665	599	808	649	709	858	722	646	775	1,212	813	984	985
Food	317	290	350	292	322	322	300	308	334	332	363	369	367
Miscellaneous (personal & health care, clothing, household cleaning, communications)	277	307	295	282	376	344	358	370	400	407	378	389	389
Local public transportation	81	79	86	83	58	102	117	81	86	128	69	84	84
Total Monthly Allowance (\$)	1,340	1,275	1,539	1,306	1,465	1,626	1,497	1,405	1,595	2,079	1,623	1,826	1,825
SINGLE STUDENT LIVING AT HOME													
Shelter	0	0	0	0	0	0	0	0	0	0	0	0	0
Food	227	286	350	292	265	250	233	239	260	313	363	294	294
Miscellaneous (personal & health care, clothing, household cleaning, communications)	239	233	216	198	265	264	289	294	321	343	249	315	316
Local public transportation	81	79	86	83	58	102	117	81	86	148	69	84	84
Total Monthly Allowance (\$)	547	598	652	573	588	616	639	614	667	804	681	693	694
SINGLE PARENT/SOLE SUPPORT PARENT													
Shelter	1,160	1,016	1,333	1,093	1,180	1,370	1,101	1,071	1,051	1,738	1,476	1,550	1,552
Food	317	290	350	292	322	322	300	308	334	305	363	369	367
Miscellaneous (personal & health care, clothing, household cleaning, communications)	277	307	295	282	376	344	358	370	400	426	378	389	389
Local public transportation	81	79	86	83	58	102	117	81	86	116	69	84	84
Total Monthly Allowance (\$)	1,835	1,692	2,064	1,750	1,936	2,138	1,876	1,830	1,871	2,585	2,286	2,392	2,392
MARRIED STUDENT & SPOUSE													
Shelter	1,329	1,198	1,616	1,298	1,418	1,713	1,444	1,292	1,550	2,436	1,622	1,966	1,969
Food	568	577	702	578	571	584	544	558	607	613	727	589	590
Miscellaneous (personal & health care, clothing, household cleaning, communications)	555	608	588	563	595	628	689	702	767	627	751	632	632
Local public transportation	164	166	172	167	111	198	238	172	177	236	137	168	168
Total Monthly Allowance (\$)	2,616	2,549	3,078	2,606	2,695	3,123	2,915	2,724	3,101	3,912	3,237	3,355	3,359
EACH DEPENDANT CHILD													
Shelter	202	222	329	198	258	370	310	220	277	360	245	423	425
Food	227	235	246	235	265	250	233	239	260	252	297	294	294
Miscellaneous (personal & health care, clothing, household cleaning, communications)	125	89	87	83	142	130	164	167	182	150	112	135	136
Local public transportation	81	79	86	83	58	102	117	66	86	116	69	84	84
Total Monthly Allowance (\$)	635	625	748	599	723	852	824	692	805	878	723	936	939

Description of Student Living Situations:

Shelter allowance is only provided to students in the living situations as outlined in (a) - (d) below:

- a. To be considered a **“Single Student Away from Home”** for the purposes of the Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund (CJMPSOSSF), a scholarship recipient must be:
 - a student who is living away from home (not in his/her parent(s)/guardian(s)' home); and
 - a student whose educational institution is more than 50 kilometres away from his/her primary residence (parent(s)/guardian(s)' home).
- b. To be considered a **“Single Parent/Sole Support Parent”** for the purposes of the CJMPSOSSF, a scholarship recipient must be:
 - a student who has legal and/or physical custody and responsibility to support a **“Dependant Child”** and who is
 - single (not married or in a common-law relationship);
 - separated or divorced from a spouse; or
 - widowed.
- c. To be considered a **“Married Student and Spouse”** for the purposes of the CJMPSOSSF, a scholarship recipient must be:
 - a student who has been living in a conjugal relationship, or a situation similar, for at least three years, as of the first day of classes (common-law marriage), or who is married.
- d. For scholarship purposes, a recipient may receive living allowance amounts for each eligible dependent child. To be considered a **“Dependent Child”** for the purposes of the CJMPSOSSF, the child must be:
 - the student's natural or adoptive child,
 - under the age of 18; and
 - living with the student on a full-time basis during their study period.

Children in high school who are 18 years of age or older are not considered dependents. Children who have completed high school are also not considered dependents.

NOTE: Shelter Allowance is ineligible for a “Single Student Living at Home”.

Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund

APPLICATION FORM COMPLETE AFTER CONSULTING GUIDELINES.

SECTION A - APPLICANT INFORMATION

First Name:		Middle Name:		Last Name:	
Date of Birth: Date	Date of Birth: Month	Date of Birth: Year (YYYY)			
Address:					
Address (cont'd):					
City:			Province:		Postal Code:
Email:					
Primary Phone Number:		Secondary Phone Number:		Other Phone Number:	
Marital Status:		If you have children, please indicate how many.		If you have children, please indicate how many are under 18 years of age.	

Emergency/Alternate Contact Information

First Name:		Last Name:		Relationship:	
Email:					
Primary Phone Number:		Secondary Phone Number:		Other Phone Number:	

SECTION B - INFORMATION ON DECEASED PUBLIC SAFETY OFFICER

First Name:		Middle Name:		Last Name:	
Place of Employment: (Service/Institution Name)					

Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund

APPLICATION FORM

COMPLETE AFTER CONSULTING GUIDELINES.

SECTION B - INFORMATION ON DECEASED PUBLIC SAFETY OFFICER (cont'd)

Occupation:

Employment Address:

Address (cont'd):

City:

Province:

Postal Code:

Applicant's relationship to the fallen Public Safety Officer:

New Applicant:

Retroactive Claim:

SECTION C - EDUCATIONAL INSTITUTION/STUDIES INFORMATION

Enter Educational Institution Name:

Address:

Address (cont'd):

City:

Province:

Postal Code:

Undergraduate Program Name:

Year of Study:

Designation:

Duration of Program:

Status:

Type of Institution:

Type of Study:

If other, please indicate below how you are taking your program of study:

Indicate proof of study (e.g. Acceptance Letter). Note: A copy must be sent to the Ministry.

Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund

APPLICATION FORM

COMPLETE AFTER CONSULTING GUIDELINES.

SECTION D - LIVING SITUATION

Will you be living at your current residence as indicated on Page 1 during the school year?

If no, please type the address where you will be residing during the school year.

(Please send proof of residence. Example: copy of lease, telephone bill, cable bill, utilities bill, letter from parent/guardian, etc.)

Address:

Address (cont'd):

City:

Province:

Postal Code:

Distance Between Home Address (indicated on page 1) and Educational Institution:

SECTION E - EXPENSES

Beside each expense item below, please indicate the amount (\$) you are requesting for your current school year.

Please indicate the number of month(s) you will be attending school during the current school year.

Expense Items	Amount Requested
Tuition	
Textbooks	
Shelter	
Food	
Miscellaneous (Clothing, Personal Care, Health Care Products, Household and Communication Expenses)	
Transportation	
Total	

Constable Joe MacDonald Public Safety Officers’ Survivors Scholarship Fund

APPLICATION FORM COMPLETE AFTER CONSULTING GUIDELINES.

SECTION F - SCHOLARSHIP/BURSARY

Please list below all scholarships and/or bursaries you will receive this year. If this does not apply to you, please go to the next page.

#	Name of Scholarship or Bursary	Year Received	Total Amount Provided
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
Total			

Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund**APPLICATION FORM** COMPLETE AFTER CONSULTING GUIDELINES.**Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund
Recipient Agreement****TERMS AND CONDITIONS**

In consideration of receiving a scholarship, I
acknowledge and agree to the terms and conditions set out herein.

I undertake to provide to the Ministry of the Solicitor General (Ministry) all required documentation including (1) Tuition and Education Credit Certificate, (2) original, itemized receipts for textbooks and eligible living expenses, and (3) a transcript of my academic progress. I agree to provide additional information and/or documentation upon request by the Ministry.

I consent to the educational institution identified in Section C, releasing to the Ministry my personal information and educational record for the purposes of this application and Scholarship provided hereunder.

I understand that the Scholarship is provided on the basis of evidence of satisfactory academic progress for all years for which the Scholarship is provided. As such, I acknowledge that to maintain eligibility and receive the Scholarship for subsequent years or semesters of study, I must maintain satisfactory academic progress and submit a transcript of my academic progress with any future application.

I undertake to advise the Ministry immediately of any changes to my contact information, marital status and/or educational status throughout the duration of the period that I am in the Scholarship program. I also agree to advise the Ministry when I have completed the funded year or semester. I will also advise the Ministry if I receive any other scholarship or bursary, and/or if there is a change concerning the receipt of other scholarships. I acknowledge that the Ministry requires these updates to accurately reflect my current status and that my Scholarship amount may be adjusted accordingly to reflect such changes. Additionally, if for any reason I do not complete the year or semester of study, I agree that I must immediately return the Scholarship funds to the Ministry. I also undertake to return any tuition money reimbursed to me by the educational institution.

I agree to complete and submit the required forms and substantiating original, itemized receipts at the completion of each academic term/semester or year, as required by the Ministry, so that the Ministry can reconcile my previous year's funding. I acknowledge that if I underspend my first instalment, the Ministry may deduct that amount from my second instalment. I acknowledge that the Ministry will reconcile my actual spending against my total approved amount for the school year and adjustments, if need be, will be made in the following year.

Upon completing my final year of study for which the Scholarship has been provided, I agree to submit expense receipts along with proof of completion of my program in order to complete my file and close my Scholarship account. I understand that if I received an overpayment for my final year, I am responsible for returning the amount of the overpayment to the Ministry, by cheque payable to the "Ontario Minister of Finance."

Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund

APPLICATION FORM COMPLETE AFTER CONSULTING GUIDELINES.

Agreement to the Terms and Conditions

- ☐ By checking this box, I agree that I have read and understood the Constable Joe MacDonald Public Safety Officers' Survivors Scholarship Fund Guidelines and the Terms and Conditions of the Scholarship, and that the information that I have provided in the application is true and accurate. I understand that failure to comply with any terms, conditions, or undertakings may affect my eligibility for the Scholarship.

Agreement to the Proper Use of Funds

- ☐ By checking this box, I agree to use the approved Scholarship funds, only for the intended purposes (tuition, textbooks and eligible living expenses related to school) under the Scholarship fund. I agree to return to the Ministry any unused and/or misused funds. If I fail to return such unused and/or misused funds to the Ministry, I understand my account may be sent to the Ministry of Government and Consumer Services for collection.

Notice of Collection

- ☐ By checking this box, I understand that my personal information is being collected under the authority of the Scholarship. The personal information I supply will be used for administrative purposes of the Scholarship, including but not limited to, the assessment of my application, eligibility, record maintenance and administrative functions. My application will be kept in a confidential file for such period of time required by the Ministry. This information is being collected in compliance with the Freedom of Information and Protection of Privacy Act, 1990 of Ontario.

Date

Student Signature

Student Name (print)

Date

Witness Signature

Witness Name (print)

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Ontario Police College Major Case Management Training
Courses Secondment Opportunity

DATE OF ISSUE:	June 4, 2025
CLASSIFICATION:	General Information
RETENTION:	July 11, 2025
INDEX NO.:	25-0029
PRIORITY:	Normal

Please be advised that the Ontario Police College (OPC) has an immediate secondment opportunity and is seeking an individual to assist with the delivery of Managing Investigation Using PowerCase and PowerCase for the Command Triangle courses.

Applicants for this assignment must meet the following qualifications:

- Successful completion of the Managing Investigation Using PowerCase course;
- Successful completion of the PowerCase for the Command Triangle course;
- Demonstrated proficiency in the use of the Minister approved software; and
- Demonstrated understanding of [O. Reg. 394/23: Major Case Management and Software Requirements](#) under the *Community Safety and Policing Act, 2019* (CSPA) in major case investigations.

The following criteria will also be considered an asset:

- Successful completion of the Ontario Major Case Management Course;
- Successful completion of the Facilitating and Assessing Police Learning Course;
- Demonstrated experience as an assigned officer in the Command Triangle in major case investigations; and
- Experience delivering training on the Major Case Management suite of courses.

The successful candidate will work closely with the Major Case Management Training Coordinator at the OPC to deliver the above-noted courses, conduct research, assist with curriculum design, respond to inquiries and liaise with police and community safety personnel. They must also be prepared and available to travel regularly throughout the province of Ontario.

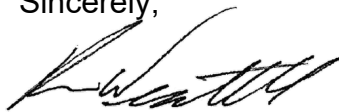
The assignment will begin on September 1, 2025; however, the successful candidate must have the support of their police service to attend the OPC as an observer/co-facilitator on currently scheduled Managing Investigation Using PowerCase and/or Ontario Major Case Management course if they are not a current certified Managing Investigation Using PowerCase Trainer.

If you meet these qualifications and are interested or know someone who is, please send an expression of interest via email and a current curriculum vitae on or before **Friday, July 11, 2025** to steve.kielt@ontario.ca.

Should you have any questions or require additional information about this opportunity, please contact Steve Kielt by email at Steve.Kielt@ontario.ca or by phone at (226) 268-5415.

Please note that as Chief of Police, you may share this memorandum with the Chair of the Police Service Board.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

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

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
Télécopieur: (416) 314-4037**MEMORANDUM TO:** All Chiefs of Police and
Commissioner Thomas Carrique**FROM:** Ken Weatherill
Assistant Deputy Minister
Public Safety Division**SUBJECT:** Changes to Dispatching Body Removal Services

DATE OF ISSUE:	June 5, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0030
PRIORITY:	Normal

At the request of the Office of the Chief Coroner (OCC), I am sharing the attached communication regarding changes to body removal services, which came into effect on April 1, 2025.

For further information, please see the attached memo from Dirk Huyer, MD, Chief Coroner for Ontario. If you have questions, please contact the OCC's Provincial Dispatch Unit by email at OCC.OFPS.Transportation@Ontario.ca.

Please note that as Chief of Police, you may share this memorandum and its attachment with the Chair of the Police Service Board.

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

Forensic Services and
Coroners Complex
25 Morton Shulman Avenue
Toronto ON M3M 0B1

Complexe des sciences judiciaires
et du coroner
25, Avenue Morton Shulman
Toronto ON M3M 0B1

Telephone: (416) 314-4000
Facsimile: (416) 314-4030

Téléphone: (416) 314-4000
Télécopieur: (416) 314-4030

C25-036

MEMORANDUM TO: Kenneth Weatherill
Assistant Deputy Minister, Public Safety Division
Ministry of the Solicitor General

FROM: Dirk Huyer, MD
Chief Coroner for Ontario

DATE: June 5, 2025

SUBJECT: Changes to Dispatching Body Removal Services

I am writing to inform you of important changes regarding the dispatching of body removal services in Ontario.

Effective April 1, 2025, the Provincial Dispatch Unit at the Office of the Chief Coroner and Ontario Forensic Pathology Service assumed responsibility for dispatching all body removal services throughout the province.

This change affects all requests for Body Transportation Services made by a coroner to:

- transport deceased persons/human remains for further investigation (i.e., post-mortem examination and identification);
- remove deceased persons/human remains from public places for storage, further examination, or identification; and
- transport deceased persons/human remains when there is no identified claimant as required by the General Inspector of Anatomy under the [Anatomy Act](#), to a secure storage facility.

Body Transportation Services will not be dispatched by the Provincial Dispatch Unit in circumstances where a coroner was not involved (i.e., natural deaths) or where the coroner has completed their investigation. In those circumstances, families/next of kin should contact the funeral service provider of their choice to transfer the deceased person. At times, families may require support from on-scene investigators to assist in identifying a funeral service provider.

As a reminder, when next of kin or an executor cannot be found to provide direction regarding the removal of a deceased person, a coroner must be notified by contacting the Provincial Dispatch Unit at 1-855-299-4100. If required, the coroner will arrange transport through Provincial Dispatch.

Should you have any questions or require further clarification, please contact OCC.OFPS.Transportation@Ontario.ca.

Thank you for your continued support of Ontario's death investigation system.

Sincerely,

A handwritten signature in black ink, appearing to be 'D. Huyer'.

Dirk Huyer, MD
Chief Coroner for Ontario

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Legislative Amendments to *Christopher's Law (Sex Offender Registry), 2000* as part of the *Protect Ontario Through Safer Streets and Stronger Communities Act, 2025* and related Regulatory Amendments**

DATE OF ISSUE:	June 18, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0031
PRIORITY:	Normal

I am sharing the attached communication which provides an overview of the amendments made to [*Christopher's Law \(Sex Offender Registry\), 2000*](#) as part of the [*Protect Ontario Through Safer Streets and Stronger Communities Act, 2025*](#).

For further information, please review the attached memo from Paddy Buckley, Acting Assistant Deputy Minister, Strategic Policy Division (SPD), Ministry of the Solicitor General (SOLGEN). If you have any questions, please contact Molly McCarron, Director, Community Safety and Animal Welfare Policy Branch, SPD, SOLGEN at Molly.McCarron@ontario.ca.

Please note that as Chief of Police you may share this memorandum and its attachment with the Chair of the Police Service Board.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

MEMORANDUM TO:

Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division

FROM:

Paddy Buckley
A/Assistant Deputy Minister
Strategic Policy Division

SUBJECT:

Legislative Amendments to *Christopher's Law (Sex Offender Registry)*, 2000 as part of the *Protect Ontario Through Safer Streets and Stronger Communities Act, 2025* and related Regulatory Amendments

I am writing to request your assistance to notify the policing community of amendments that have been made to [Christopher's Law \(Sex Offender Registry\), 2000](#) and its regulation.

On June 5, 2025, the [Protect Ontario Through Safer Streets and Stronger Communities Act, 2025](#) received Royal Assent.

This Act includes minor amendments to *Christopher's Law* to clarify reporting obligations for registered sex offenders. These legislative amendments are not yet in force and will come into force on a date to be named by proclamation of the Lieutenant Governor.

In addition, on May 1, 2025, [O. Reg. 69/01: General](#) under *Christopher's Law* was amended to add six sex trafficking and sex services-related Criminal Code (Canada) offences to the list of offences that constitute a "sex offence" in the regulation, and which trigger *Christopher's Law* reporting requirements. Prior to the amendments, the offences were captured under the [Sex Offender Information Registration Act, 2004 \(Canada\) \(SOIRA\)](#), but not under *Christopher's Law*.

The following provisions of the Criminal Code (Canada) are prescribed as sex offences where an order has been made under section 490.012 of the Criminal Code:

- **Section 279.011** (trafficking of a person under the age of 18)
- **Subsection 279.02 (2)** (material benefit – trafficking of person under 18)
- **Subsection 279.03 (2)** (withholding or destroying documents – trafficking of person under 18)

The following provisions of the Criminal Code (Canada) are prescribed as sex offences:

- **Subsection 286.1 (2)** (obtaining sexual services for consideration from person under 18)
- **Subsection 286.2 (2)** (material benefit from sexual services provided by person under 18)
- **Subsection 286.3 (2)** (procuring – person under 18).

These changes will come into force on **July 1, 2025**.

If you have any questions, please contact Molly McCarron, Director, Community Safety and Animal Welfare Policy Branch, Strategic Policy Division, Ministry of the Solicitor General at Molly.McCarron@ontario.ca.

Sincerely,

A handwritten signature in grey ink, appearing to read 'Paddy', is positioned above the typed name.

Paddy Buckley
A/Assistant Deputy Minister
Strategic Policy Division

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: 2026 Basic Constable Training Program Dates

DATE OF ISSUE:	June 19, 2025
CLASSIFICATION:	General Information
RETENTION:	December 18, 2026
INDEX NO.:	25-0032
PRIORITY:	Normal

I am writing to advise all police services of the Basic Constable Training (BCT) dates for 2026. Please take careful note of the start and end dates for these intakes.

To request additional seats or to release assigned seats, training bureaus or other appropriate police service contacts are asked to log into the Ontario Police College's Virtual Academy (OPCVA) at <https://www.opcva.ca/course-allocations/service/basic-constable-training>.

You will receive email confirmation that your request for seats has been received. Confirmed allocations will be released on the OPCVA as per the schedule below.

Key Dates for 2026:

	Winter 2026	Spring 2026	Summer 2026	Fall 2026
Demand Due	October 24*	January 23	April 24	July 24
Allocations	October 31*	January 30	May 1	July 31
Applications Due	November 21*	February 20	May 22	August 21
E-learning Begins	December 10*	March 13	June 12	September 11
Registration Day	January 6	April 8	July 7	October 6
In-Class Training	January 7	April 9	July 8	October 7
March Past	March 19	June 19	September 18	December 18

*2025

If you have any questions, please contact the OPC Registration by email at OPC.BCT.Registration@ontario.ca. If you require any assistance accessing the OPCVA, please submit a request at support.opcva.ca.

Please note that as Chief of Police, you may share this memorandum with the Chair of the Police Service Board.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Weatherill', with a stylized, cursive script.

Ken Weatherill
Assistant Deputy Minister
Public Safety Division

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

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Legal Requirements under Sections 25.1 to 25.4 of the
*Criminal Code of Canada***

DATE OF ISSUE:	June 20, 2025
CLASSIFICATION:	For Action
RETENTION:	July 18, 2025
INDEX NO.:	25-0033
PRIORITY:	Normal

Requirement for Annual Reporting

The Solicitor General is required to prepare annual reports for the periods of February 1, 2023, to January 31, 2024 and February 1, 2024 to January 31, 2025 on the use of specific portions of the law enforcement justification provisions by police officers in Ontario in accordance with the *Criminal Code*. In order to comply with this obligation, the following information is required:

- **Number of Designations by a Senior Official Under Subsection 25.1 (6):**
The number of times a Senior Official made emergency designations and the nature of conduct being investigated in these instances. As per this subsection, a Senior Official may temporarily (not more than 48 hours) designate a Public Officer if, by reason of exigent circumstances, it is not feasible for the Solicitor General to designate the Public Officer and the Public Officer would be justified in committing the act or omission.
- **Number of Authorizations by a Senior Official Under Paragraph 25.1 (9) (a):**
The number of times a Senior Official provided written authorization to a Public Officer to commit an act or omission – or direct its commission - that would otherwise constitute an offence, and which was likely to result in serious loss of or damage to property, prior to the act(s) or omission(s) being committed. State the type(s) of act(s) or omission(s) that was committed.

➤ **Number of Times that Acts or Omissions were Committed by Public Officers in Accordance with Paragraph 25.1 (9) (b):**

The number of times that a Public Officer, without prior written approval from a Senior Official and purporting to act pursuant to clause 25.1 (9) (b), committed an act or omission – or directed its commission – that would otherwise constitute an offence and which was likely to result in serious loss of or damage to property. State the type(s) of act(s) or omission(s) that was committed.

In order to maintain consistency in the ministry's reporting, the attached reporting template provides you with general categories for (a) nature of conduct being investigated and (b) types of acts or omissions authorized to be committed, or committed, by a Public Officer or directed by a Public Officer, which would otherwise constitute an offence. The categories are accessible by drop-down boxes embedded within the form.

Please complete each of the attached reporting templates (one for each time period) separately for submission to Criminal Intelligence Service Ontario by **July 18, 2025**. Replies or questions may be emailed with encryption directly to c24@ontariocis.ca.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachments

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

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MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Additional Basic Constable Training Program Intake

DATE OF ISSUE:	June 27, 2025
CLASSIFICATION:	General Information
RETENTION:	December 17, 2025
INDEX NO.:	25-0034
PRIORITY:	Normal

I am writing to advise all police services that a one-time additional Basic Constable Training (BCT) intake will be delivered in Fall 2025 for up to 300 recruits. This intake will occur at the DEV Hotel and Conference Centre located in Cornwall, Ontario and will run concurrently to the Fall intake being delivered at the Ontario Police College (OPC) in Aylmer, Ontario, for a total intake size of up to 820 recruits across both locations.

This additional BCT intake will help support police service recruitment efforts, better meet recruit training demand, and enhance community safety across the Province. The training will be delivered at no cost to recruits or police services. Meals and accommodations will be provided onsite at the DEV.

I am requesting that you, or your representative, log into the Ontario Police College's Virtual Academy (OPCVA) at <https://www.opcva.ca/course-allocations/service/basic-constable-training> and input your total demand for the Fall 2025 intake by **July 25, 2025**. This demand should include your full requests for seats across both locations. You will receive email confirmation that your request for seats has been received. Confirmed allocations will be released on the OPCVA as per the schedule below.

The OPC will work closely with police services to allocate seats at the preferred training location, where possible.

Please take careful note of the following important dates, as well as the minor change to the start and end date of the in-person training occurring at the OPC. The in-person component has been shifted from October 7 – December 18, 2025, and is now scheduled to occur from October 8 – December 19, 2025.

Key Dates:

	OPC (Aylmer, ON)	DEV (Cornwall, ON)
Demand Due	Friday, July 25, 2025	
Allocations	Friday, August 1, 2025	
Applications Due	Friday, August 22, 2025	
E-learning Begins	Thursday, September 11, 2025	
E-learning Ends	Thursday, October 2, 2025	
Travel Day(s)	Friday, October 3 & Monday, October 6, 2025	Friday, October 3, 2025
Registration Day	Tuesday, October 7, 2025	Sunday, October 5, 2025
In-Class Training Begins	Wednesday, October 8, 2025	Monday, October 6, 2025
March Past	Friday, December 19, 2025	Wednesday, December 17, 2025

Please note that there will be no training on the following Statutory Holidays at either location:

- Tuesday, September 30, 2025 – National Day for Truth and Reconciliation
- Monday, October 13, 2025 – Thanksgiving
- Tuesday, November 11, 2025 – Remembrance Day

To ensure this offsite intake is a success, the OPC requires additional seconded officers who possess a facilitators certification in any of the BCT disciplines. Seconded officers play a pivotal role in the delivery of the BCT program and have a lasting and positive impact on the training and development of new police officers. Any assistance police services can provide is appreciated. Onboarding and pre-BCT orientation/training will be provided to seconded officers prior to commencement of the practical component of the BCT program. If your police service is in a position to send seconded officers or has any questions regarding the Seconded Officer Program, please contact Paul Hebert, Director, Ontario Police College, by email at Paul.Hebert@ontario.ca.

If you have any questions related to registration, please contact the OPC Registration by email at OPC.BCT.Registration@ontario.ca. If you require any assistance accessing the OPCVA, please submit a request at support.opcva.ca.

Please note that as Chief of Police, you may share this memorandum with the Chair of the Police Service Board.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

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

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
Télécopieur: (416) 314-4037

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Permitting the Sale, Service, and Consumption of
Alcohol on Large Quadricycles effective July 1, 2025**

DATE OF ISSUE:	June 30, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0035
PRIORITY:	Normal

At the request of the Ministry of the Attorney General's (MAG) Policy Division, I am sharing the attached communication outlining regulatory amendments to [O. Reg. 746/21](#) under the *Liquor Licence and Control Act, 2019* (LLCA). Effective July 1, 2025, the LLCA permits the sale, service, and consumption of alcohol on large quadricycles, subject to certain restrictions and conditions of a licence.

For further information, please review the attached memo from Jane Mallen, Assistant Deputy Attorney General, Policy Division, MAG. If you have any questions, please contact Wendy Chen, Director, Agency and Tribunal Relations Branch, MAG at wendy.chen@ontario.ca.

Please note that as Chief of Police, you may share this memorandum and its attachment with the Chair of the Police Service Board.

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
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

FROM: Jane Mallen
Assistant Deputy Attorney General

DATE: June 27, 2025

SUBJECT: **Permitting the Sale, Service, and Consumption of
Alcohol on Large Quadricycles effective July 1, 2025.**

This memorandum provides an update on recent amendments to [O. Reg. 746/21](#) under the *Liquor Licence and Control Act, 2019* (LLCA) that authorize the sale, service, and consumption of alcohol on large quadricycles, subject to certain restrictions and conditions of a licence. These changes take effect on July 1, 2025, and will enable large quadricycle operators to apply for a Liquor Sales Licence (LSL) from the Alcohol and Gaming Commission of Ontario (AGCO). The amending regulation can be found [here](#).

In April 2022, the Ministry of Transportation (MTO) launched a [10-year pilot project](#) permitting large quadricycles to operate on Ontario roads. These vehicles are often used for tourism, including group tours to wineries, bars, restaurants, and other local attractions, and can seat 12 or more people. A designated driver is responsible for braking and steering while passengers help propel the vehicle by pedaling. Large quadricycles may be pedal-powered or equipped with electric-assist.

Under the pilot framework, large quadricycles are only permitted in municipalities that have opted in by passing a by-law permitting their use. Currently, they operate in Toronto, Windsor, Niagara-on-the-Lake, and Ottawa. To participate in the pilot, operators must comply with specific requirements set out in [O. Reg. 411/22](#) under the *Highway Traffic Act* (HTA), including rules related to driver qualifications, vehicle specifications, and safe operation. Municipalities may also set additional conditions through local by-laws, such as designated routes and hours of operation.

Large quadricycles are exempt from certain provisions of the HTA, including requirements related to vehicle registration and licence plates. They are also exempt from the requirement to carry automobile insurance under the *Compulsory Automobile Insurance Act* (CAIA).

LSLs for large quadricycles will only be available in municipalities that participate in MTO's Large Quadricycle Pilot. Municipalities that do not wish to allow alcohol service on large quadricycles may opt out by passing a resolution requesting that the AGCO Registrar not issue LSLs within their jurisdiction. In such cases, large quadricycles may continue to operate without alcohol service.

The Ontario government is committed to supporting the responsible sale, service, and delivery of alcohol. The AGCO administers the LLCA, its associated regulations, and applicable AGCO Registrar's Standards, which together establish the regulatory framework for alcohol licensing in Ontario. The AGCO is also responsible for ensuring that licensees and permit holders comply with all legal obligations under this framework.

As large quadricycle operators begin to obtain LSLs, we are sharing this update to help ensure the policing community is aware of the changes and prepared to support enforcement related to the sale and consumption of alcohol on large quadricycles.

We ask that you please bring this memorandum to the attention of the policing community. We appreciate your support and attention to this matter, and we are available to discuss further how to best support law enforcement in this expanded marketplace.

For more information, or if you have any questions, you may contact Wendy Chen, Director, Agency and Tribunal Relations Branch, Ministry of the Attorney General at Wendy.Chen@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

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Regulation Amendments under the *Towing and Storage Safety and Enforcement Act, 2021, Highway Traffic Act, and Provincial Offences Act***

DATE OF ISSUE:	July 4, 2025
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	25-0036
PRIORITY:	Normal

At the request of the Ministry of Transportation (MTO), I am sharing this communication to advise of recent regulation amendments under the *Towing and Storage Safety and Enforcement Act, 2021, Highway Traffic Act*, and the *Provincial Offences Act* that impact the towing and vehicle storage sector.

For further information, please review the attached memo from Brenda Augerman-Audette, Assistant Deputy Minister, Commercial Transportation Safety and Enforcement Division, MTO. If you have any further questions, please contact MTO's Towing Team at towing@ontario.ca.

Please note that as Chief of Police, you may share this memorandum and its attachment with the Chair of the Police Service Board.

Sincerely,



Ken Weatherill
Assistant Deputy Minister
Public Safety Division

Attachment

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

**Ministry of
Transportation**

Assistant Deputy
Minister's Office
Commercial
Transportation Safety
and Enforcement
Division

87 Sir William Hearst
Avenue, Room 191
Toronto ON M3M 0B4

**Ministère des
Transports**

Bureau de la sous-
ministre adjointe
Division de la sécurité et
de l'application des lois
en matière de transport
commercial

87, avenue Sir William
Hearst, bureau 191
Toronto ON M3M 0B4



Memorandum to:

Kenneth Weatherill
Assistant Deputy Minister
Public Safety Division
Ministry of the Solicitor General

FROM:

Brenda Augerman-Audette
Assistant Deputy Minister
Commercial Transportation Safety & Enforcement Division
Ministry of Transportation

Subject:

**Towing and Storage Safety and Enforcement Act and
Highway Traffic Act Regulation Amendments – July 1,
2025**

Date:

July 4, 2025

This memorandum is to provide an update on regulation amendments under the Towing and Storage Safety and Enforcement Act (TSSEA), Highway Traffic Act (HTA), and the Provincial Offences Act (POA) that impact the towing and vehicle storage sector.

The below information outlines the key updates to enhance oversight, improve billing transparency for customers, and promote fair and predictable rates for towing and vehicle storage services across Ontario. A detailed summary of the changes are in the below appendix.

Effective June 10, 2025:

- High Occupancy Vehicle (HOV) and High Occupancy Toll (HOT) lane use: Clear exemption for tow trucks responding to disabled vehicles in or near a HOV or HOT lane and left lanes that restrict use by commercial vehicles.

Effective July 1, 2025:

- TSSEA Certificate Fee Increase Freeze: The annual fee increase for all TSSEA certificates is deferred until July 1, 2026.
- Customer Protection Enhancements: Improvements to consent procedures for towing, including restricting consent for non-towing services.
- Record-Keeping Refinements: Tow truck driver run sheets must be maintained during shift; invoices and consent documentation no longer require tow truck driver's name; photographs must be taken for specific towing services.
- Maximum Rate Schedule Form (to be implemented on November 3, 2025):
 - Introduction of three distinct towing categories – Basic, Intermediate and Advanced.
 - Authority to establish new billable items applicable to specific categories of towing, including safe loading and securing, consumables, border crossing, tolls and permits, and after-hours services.
 - Authority to establish new billable vehicle storage item – storage of damaged electric vehicle.

The amendments will be implemented in two stages. While the regulatory changes are effective July 1, 2025, there will be a transition period for tow operators and vehicle storage operators to update their maximum rate schedules. Starting on October 4, 2025, operators must enter their updated maximum rates. The updated rate schedule will take effect on November 3, 2025. The ministry will issue further correspondence regarding the specifics of the updated Maximum Rate Schedule Form including guidance documents, timelines, and submission instructions.

Customer Complaints

Members of the public, police partners and stakeholders that have issues or complaints about tow or vehicle storage operator or tow driver service should continue to submit complaints using the [ministry's online complaint portal](#).

Questions, comments or complaints about the Tow Zone Pilot or the public's experience receiving towing services within any of the restricted towing zones, should continue to be directed to the Tow Zone Pilot at TowZonePilot@ontario.ca.

If you have any further questions, please contact the Ministry of Transportation's Towing Team at towing@ontario.ca.

B. Augerman-Audette

Brenda Augerman-Audette
Assistant Deputy Minister
Commercial Transportation Safety and Enforcement Division

c: Jennifer Elliot, Director, Commercial Safety and Compliance Branch,
Commercial Transportation Safety and Enforcement Division

Attachment: Appendix 1 – Summary of Regulation Changes

Appendix 1: Summary of Regulation Changes

Act	Regulation	Summary of Change
<i>Highway Traffic Act</i> (HTA)	O. Reg. 227/16 PILOT PROJECT - HOT LANES	- Provides that the High Occupancy Vehicle (HOV) lane exemption for tow trucks responding to disabled vehicles in or near a HOV lane also applies to High Occupancy Toll (HOT) lanes and left lanes that restrict use by commercial vehicles. - This exemption only applies to a tow truck when operating in the lane is necessary to access the vehicle requiring towing services. This does not allow tow trucks to drive in restricted lanes.
	R.R.O. 1990, Reg. 608 RESTRICTED USE OF LEFT LANES BY COMMERCIAL MOTOR VEHICLES	
	O. Reg 620/05 HIGH OCCUPANCY VEHICLE LANES	
<i>Provincial Offences Act</i> (POA)	R.R.O. 1990, Reg. 950 PROCEEDINGS COMMENCED BY CERTIFICATE OF OFFENCE	Short-form wordings for tickets were updated to reflect amendments to the TSSEA regulations.

<i>Towing and Storage Safety and Enforcement Act, 2021 (TSSEA)</i>	<u>O. Reg. 167/23</u> <u>GENERAL</u>	• Defers planned increases to certificate fees until July 1, 2026. • Requires tow truck drivers to create their run sheets at the beginning of each shift, update the run sheet within 30 minutes of completing a towing service, and include additional information on the run sheet. • Expands on requirements to take photos. • Establishes consent procedures for towing, including restricting consent for non-towing services. • Modifies information required in documentation of consent and specifies the timing for providing that documentation to the customer. • Removes the requirement for a tow truck driver's name to be recorded on consent documentation and towing invoices. • Creates an exemption from certain provisions of TSSEA for a person that stores vehicles and never charges a fee for vehicle storage services.
<i>Towing and Storage Safety and Enforcement Act, 2021 (TSSEA)</i>	<u>O. Reg. 162/23</u> <u>CHARGES FOR TOWING AND VEHICLE STORAGE SERVICES</u>	• Establishes three categories of towing services: Basic, Intermediate, and Advanced. • Allows for additional billable items. • Allows for an additional billable item for storage of damaged electric vehicles where risk mitigation measures are required. Allows for certain third-party services to be billed at 1.15 times the amount charged to the tow operator.



July 24, 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 and one NEW policy. These include:

- (a) Equipment and Body Armour (UPDATED)
- (b) Firearms Training and Investigations (NEW)
- (c) Fraud and False Pretence Investigation (UPDATED)
- (d) Preliminary Perimeter Control and Containment (UPDATED)
- (e) Property Offences (including Break and Enter) (UPDATED)
- (f) Robbery Investigations (UPDATED)
- (g) Stolen or Smuggled Firearms (UPDATED)
- (h) Vehicle Theft (UPDATED)

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



11.1.1

WINDSOR POLICE SERVICE BOARD

POLICY

Police Name: EQUIPMENT AND BODY ARMOUR		Policy Number: P-063
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: July 24, 2025
Repeals: Number: AR-AI015, January 24, 2013	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: July 2028

1. PREAMBLE

1.1 WHEREAS subsection 37 (1) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;

1.2 AND 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 O. Reg. 405/23: Police Uniforms and Equipment of the CSPA sets out requirements that the Board shall provide to all Members of a Police Service maintained by the Board all articles of uniform and equipment necessary for the performance of duty;

1.5 AND AS Schedule 1 to the Adequacy Regulation prescribes, inter alia, standards for body armour issued to the prescribed units;

1.6 AND AS the Board has deemed it appropriate that it establish a policy with respect to equipment – body armour for the purposes of workplace safety;

1.7 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, the

Board prescribes the Chief of Police shall establish procedures and processes with respect to equipment – body armour;

1.8 AND AS Part AI-015 of the Policing Standards Manual (2000), a copy of which is attached as Appendix A, contains guidelines directing the Board, the Chief and Members relative to equipment – body armour.

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 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. BOARD POLICY

3.1 The Board recognizes the importance of workplace and public safety, including safety with respect to body armour, 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 body armour equipment.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain written procedures in accordance with Schedule 1 to the Adequacy Regulation and Appendix A that govern the provision, use and function of body armour equipment.

4.1.2 The Chief shall consult with designated employee representatives regarding the acquisition of body armour.

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 body armour.

5 REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30th of each year with respect to body armour equipment. The report shall contain:

- (a) a summary of the written procedures relating to body armour equipment;
- (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-AI015 and all other policies, sections of policies and procedural policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective July 24, 2025.

6.2 This Policy shall come into force on July 24, 2025.

ADOPTED AND PASSED this 24th day of July 2025.

Attachment (1)

THE WINDSOR POLICE SERVICE BOARD

Jo-Anne Gignac, Chair

Norma Coleman, Administrative Director

Date

Date

Legislative/Regulatory Requirements

The *Occupational Health and Safety Act* (OHSA) sets out the responsibilities of employers, supervisors and workers for workplace safety.

Section 7 of O. Reg. 268/10 ("General"), made under the *Police Services Act* (PSA), requires that all articles of uniform and equipment necessary for the performance of duty shall be provided by the municipality, but, where a uniform or equipment is damaged or lost through the fault of the member of a police force, the member shall bear the cost of replacement.

Section 135 of the *Police Services Act* allows for the making of regulations regarding the use of any equipment and the use of force by a police force or any of its members. "Regulation 926" ("Equipment and Use of Force"), under the *Police Services Act*, sets out requirements in relation to the use of force, including use of approved weapons, training, reporting and use/technical specifications for handguns.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to equipment-body armour that:

1. The Chief of Police will:
 - a) ensure the provision of body armour equipment that is:
 - i) constructed to provide the level of protection necessary for the performance of duty that addresses:
 - the type of weapons members are likely exposed to;
 - protection for members from their own handguns and ammunition that are in accordance with prescribed specifications;
 - b) ensure the provision of body armour that is purchased from manufacturers that:
 - i) practice effective quality control for testing and labeling in accordance with current National Institute of Justice (NIJ) Standards/Requirements on Ballistic Resistance of Body Armor;
 - ii) are certified under current International Organization for Standardization-ISO 9001:2008 standards for production and manufacturing; and
 - iii) ensure that the body armour provided is listed on the NIJ Compliant Products List, including replacement panels and carriers, in accordance with current NIJ Standards/Requirements;

- c) ensure that each member uses, maintains and cares for the body armour provided in accordance with the manufacturer's instructions;
- d) ensure that a formal and documented inspection program is in place that addresses wear and tear;
- e) ensure that members receive the appropriate training on the legislative requirements of OHSA and information on use and care, as well as the benefits and limitations of body armour; and
- f) consult with designated employee representatives regarding the acquisition of body armour.

Publication of this guideline revision does not invalidate or render unsuitable any body armour models previously determined by the NIJ to be compliant to either the NIJ 2005 Interim Requirements or the NIJ Standard-0101.04 Rev. A Requirements. While it may not be necessary to remove these existing armours from service, agencies are advised to always require their procurements to meet or exceed the most recent and up-to-date version of this guideline.

Police Service Guidelines

General

1. Every Chief of Police should ensure that, at a minimum, appropriate members are provided personal body armour that is:

Personal Body Armour (Ballistic Protection)

- a) constructed of ballistic fabric or other ballistic resistant materials. The ballistic panel is inserted into a carrier of conventional garment fabrics, such as nylon or cotton. The ballistic protection is determined by the type and number of layers in the ballistic panel.
- b) purchased from manufacturers:
 - i) whose products are listed on the NIJ Compliant Products List;
 - ii) who are certified under current International Organization for Standardization-ISO 9001:2008 standards for production and manufacturing;
- c) able to provide the level of protection required by meeting the National Institute of Justice most current Requirements on Ballistic Body Armor (NIJ Standard 0101.06 Ballistic Resistance of Body Armor) at a minimum, Threat Level Type II
- d) able to provide where possible, optimum fit and comfort and maximum mobility;
- e) able to provide full coverage including front, back and side protection under the arms and above the waist;
- f) designed to provide for an issued carrier (Under-shirt or Over-shirt carrier or both as determined by police service policy) that includes an:
 - i) Under-shirt Carrier that:
 - is worn under the normal uniform shirt;

- is constructed to form front and back pockets shaped to securely retain the body armour panels in place;
 - includes a hook and pile closure across the entire opening of the pocket;
 - permits the easy insertion and removal of the body armour panels;
 - permits the easy insertion and removal of a stab/trauma plate;
 - may include integral front and rear shirttail with the front split to accommodate use of the trouser zipper; and
 - is able to be laundered while another issued carrier is worn; and
- ii) Over-shirt Carrier that:
- may be worn over the uniform shirt;
 - permits the easy insertion and removal of a stab/trauma plate;
 - shall be constructed to form front and back pockets shaped to securely retain the body armour panels in place; and
 - is able to be laundered while another issued carrier is worn; and
- g) designed to provide body armour panels for optimum fit, coverage, and in accordance with manufacturers specifications, and:
- i) will be contained within a water resistant cover, hermetically seam sealed and impervious to external influences including, but not limited to, body oils, perspiration, fluids, insect repellent, sunscreen, and ultraviolet light; and
- ii) allow for the same body armour panels to be used in the under-shirt carrier or in the over-shirt carrier.

Publication of this guideline revision does not invalidate or render unsuitable any body armour models previously determined by the NIJ to be compliant to either the NIJ 2005 Interim Requirements or the NIJ Standard-0101.04 Rev. A Requirements. While it may not be necessary to remove these existing armours from service, agencies are advised to always require their procurements to meet or exceed the most recent and up-to-date version of this guideline.

Procedures

2. Every Chief of Police should ensure that members:
- a) use, maintain and care for the body armour that is provided to them in accordance with the manufacturers instructions;
 - b) participate in a formal and documented inspection on an annual basis to ensure that body armour is in proper working condition;
 - c) report to his or her supervisor the absence of or defect in any equipment or protective device of which the police officer is aware and which may endanger himself, herself, or another worker; and
 - d) report to his or her supervisor any contravention of the OHSA or the regulations or the existence of any hazard of which he or she knows.

**Training
and
Information**

3. Every Chief of Police should ensure that, as part of the acquisition of body armour process, designated employee representatives are consulted.
4. Every police service should provide appropriate members with training and information that would include:
 - a) the proper use and care of body armour;
 - b) the limitations of body armour;
 - c) the protection offered against handgun assault;
 - d) the protection/prevention of serious and potential fatal injuries from traffic accidents, knives, edged weapons and physical assault with improvised weapons; and
 - e) information on the responsibilities and obligations of employers, supervisors and employees under the OHSA.



WINDSOR POLICE SERVICE BOARD POLICY

Policy Name: FIREARMS TRAINING AND INVESTIGATIONS		Policy Number: P-064
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: July 24, 2025
Repeals: New	Reporting: As per Section 5 of policy	Next Review Date: July 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 subsection 12 (2) (b) of O. Reg. 391/23: Use of Force and Weapons ensure that every Member of the Police Service who is authorized to carry or use a firearm is in compliance with the training requirements prescribed by the Minister on the use of firearms;

1.5 AND AS Sections 5, 11 and 15 of O. Reg. 87/24: Training prescribes training requirements for police officers, including firearms training;

1.6 AND AS the Board deems it appropriate to require the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into occurrences involving firearms;

1.7 AND AS Part LE-029 of the Policing Standards Manual (2000), a copy of which is attached as Appendix A, contains guidelines directing the Police Service and the Chief relative to investigations into occurrences involving 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 “CPIC” means the Canadian Police Information Centre;

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

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

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

2.8 “Service” means the Windsor Police Service.

3. BOARD POLICY

3.1 The Board recognizes that matters of firearms investigations are serious in nature, and it is therefore the policy of this Board that investigations into such matters conducted professionally and thoroughly, and in accordance with the 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 procedures on and processes for undertaking and managing investigations into offences/occurrences involving firearms.

4.1.2 The Chief shall develop and maintain procedures on and processes for preventing offences/occurrences involving firearms.

4.1.3 The Chief shall develop and maintain procedures relating to the Firearms Interest Police (FIP) category of CPIC.

4.2 TRAINING

4.2.1 The Chief shall ensure that Members are trained on all search and seizure powers available to officers under Part III and IV of the Criminal Code that may be relevant to search and seizure of firearms, ammunition or related licences, certificates or permits as well as options for obtaining prohibition orders.

4.2.2 The Chief shall ensure that Members involved in investigations into offences/occurrences involving firearms have the requisite knowledge, skills, and abilities.

4.2.3 The Chief shall ensure that all police officers receive the training prescribed in Sections 5, 11 and 15 of O. Reg. 87/24: Training prior to being issued a firearm.

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 preventing or responding to occurrences involving firearms. The report shall include:

- (a) a summary of the written procedures concerning managing investigations and preventing offences/occurrences involving firearms;
- (b) the status of Service compliance with the said procedures; and
- (c) confirmation that Members were trained in accordance with Section 4.2 of this Policy.

6. IMPLEMENTATION

6.1 All policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective July 24, 2025.

6.2 This Policy shall come into force on July 24, 2025.

ADOPTED AND PASSED this 24th day of July 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 on investigations into offences involving firearms. In addition, section 12(1)(n) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into offences involving firearms.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to preventing or responding to occurrences involving firearms that the Chief of Police will:

- a) ensure that the police service's officers are provided with information on all the search and seizure powers available to officers under Part III and Part XV of the *Criminal Code* that may be relevant to the search and seizure of firearms, ammunition, or related licences, certificates or permits, as well as options for obtaining prohibition orders;
- b) develop and maintain procedures on undertaking and managing investigations into offences/occurrences involving firearms;
- c) develop and maintain procedures on preventing offences/occurrences involving firearms; and
- d) develop and maintain procedures relating to the Firearms Interest Police (FIP) category of CPIC.

Police Service Guidelines

Procedures

1. Every police service's procedures should set out the steps to be followed by officers when exercising any of the search and seizure powers available, or when seeking prohibition orders, including:
 - a) gathering information or evidence;
 - b) preparing the documentation to support the search and seizure of firearms/ammunition or obtain the prohibition order; and
 - c) consulting with the Crown, Chief Firearms Officer or the *Provincial Weapons Enforcement Unit* (PWEU), when necessary.
2. Every police service's procedures should set out the steps to be followed as part of an investigation into offences/occurrences involving firearms, including that officers should:



- a) consider and exercise, where applicable, all powers available to search for and seize firearms, ammunition or related licences, certificates or permits;
 - b) inquire of intimate partners (or past partners if known), family members or associates whether the accused has access to firearms or ammunition;
 - c) determine if the accused, family members, or other associates possess the necessary firearms certificates, registration certificates, permits, licenses or authorizations for the possession or purchase of a firearm or restricted weapon, or has been denied any of these;
 - d) document the powers exercised to search for and seize firearms, firearms certificates, registration certificates, permits, licences or authorizations for the possession or purchase of a firearm or restricted weapon or provide reasons why such powers were not exercised;
 - e) determine whether reasonable grounds exist to lay a charge pursuant to Part III of the *Criminal Code*, and if unsure, consult with a supervisor or a Crown;
 - f) comply with the bail preparation procedures as outlined in the police service's procedures on bail and violent crime;
 - g) unless a prohibition order has been imposed under section 515 of the *Criminal Code* or any other section, consider seeking such an order against the accused;
 - h) comply with the police service's procedures for the investigation of stolen or smuggled firearms; and
 - i) consider consulting with the Chief Firearms Officer and Provincial Weapons Enforcement Unit when necessary.
3. Every police service's procedures should set out the steps that officers should take to prevent or minimize the potential risk of violence involving a firearm by an individual or suspect who has been involved in any domestic violence occurrence, or occurrence involving child abuse, sexual assault, criminal harassment, hate/bias motivated crime, uttering death threats, threatened suicide or an emotionally disturbed person by:
- a) determining whether any of the individuals involved in the occurrence own, possess or have access to a firearm, ammunition, firearms certificate, registration certificate, permit, licence or authorization regardless of whether sufficient grounds exist to lay a charge against the individual;
 - b) assessing whether there are reasonable grounds for believing there is a threat to safety, including in all domestic violence occurrences considering the risk indicators identified in the domestic violence supplementary report form;
 - c) considering and exercising where applicable all powers available to search and seize firearms, ammunition, or related licences, certificates or permits;
 - d) applying for a prohibition order under section 111 of Part III of the *Criminal Code* or seeking a revocation under *The Firearms Act*, unless such an order has been imposed under section 515 or any other section of the *Criminal Code*; and
 - e) documenting their actions with an explanation.



4. Every police service's procedures should set out the type of information that should be obtained when determining whether there are reasonable grounds for believing that there is a threat to safety, including:
- a) does the occurrence involve an assault or threatened use of violence?
 - b) has a spouse (partner), family member, friend, neighbour or other associate raised safety concerns over the presence of a firearm, and if so, why?
 - c) does the occurrence involve violent behaviour resulting in significant property damage that would indicate that an individual has acted in an irrational or enraged manner?
 - d) does the individual have a history of violence, threatening or abusive behaviour?
 - e) does the individual have a criminal record for violence, including assault?
 - f) has there been a gradual escalation in the intensity or severity of violent or abusive incidents involving the individual?
 - g) is the incident related to a significant life event, such as the breakdown of a relationship?
 - h) is there a history of violence in the relationship?
 - i) is the individual intoxicated, under the influence of other substances, or do they have a history of substance abuse?
 - j) is the individual acting in a manner which would suggest that they are disturbed, distraught, suicidal, or may be suffering from or known to have a history of a mental illness or a developmental disability? and
 - k) is the individual in breach of an existing prohibition order, condition of bail, conditional sentence or peace bond?

- Information** 5. Every police service's procedures should:
- a) address the Firearm Interest Police (FIP) category of CPIC and should be consistent with Policing Services Division's Bulletin 4/98 on FIP Records that was distributed with the All Chiefs Memorandum 98-077 on September 29, 1998;
 - b) require timely and prompt entry of information into FIP; and
 - c) provide for a prompt response to FIP queries from the CFO and other police agencies.
6. Every Chief of Police should ensure that police officers are provided with information on the search and seizure powers available to officers, as well as options for obtaining prohibition orders that relate to firearms.





WINDSOR POLICE SERVICE BOARD

POLICY

Police Name: FRAUD AND FALSE PRETENCE INVESTIGATION		Policy Number: P-065
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: July 24, 2025
Repeals: Number: AR—LE038, June 22,2000	Reporting: Chief annual report to the Board as per Section 4	Next Review Date: July 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 develop and maintain procedures and processes for undertaking and managing investigations into fraud and false pretences;

1.5 AND AS the Board has deemed it appropriate that it establish a policy on fraud and false pretence investigation;

1.6 AND AS Part LE-038 of the Policing Standards Manual (2000), a copy of which is attached as Appendix A, contains guidelines directing the Chief and the police service relative to investigation into fraud and false pretences.

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 fraud and false pretences are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain procedures for undertaking and managing investigations into fraud and false pretences. These procedures shall be in accordance with Appendix A.

4.1.2 The Chief shall ensure that the Service’s response to fraud and false pretence occurrences are monitored and evaluated.

4.2 COMMUNITY INVOLVEMENT

4.2.1 The Chief shall work with local social assistance officials to develop and maintain a local protocol on the investigation of social assistance fraud.

4.2.2 The Chief shall ensure that the protocol referred to in Section 4.2.1 above is reviewed on an annual basis.

4.3 TRAINING

4.3.1 The Chief shall ensure that Members investigating fraud and false pretence occurrences have the requisite knowledge, skills, and abilities.

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of investigations of fraud and false pretences. The report shall include:

- (a) a summary of the written procedures concerning fraud and false pretence investigations;
- (b) the status of Service compliance with the said procedures; and
- (c) a summary of the steps taken by the Service to monitor and evaluate response to fraud and false pretence investigations.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy-Adequacy O.REG. 3/99 – Number AR-LE038, June 22, 2000, and any other policies or sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective July 24, 2025.

6.2 This Policy shall come into force on July 24, 2025.

ASOPTED AND PASSED this 24th day of July 2025.

Attachments (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 on investigations into fraud and false pretences.

In addition, section 12(1)(g) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into fraud and false pretences.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to fraud and false pretences investigations that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan;
- b) work, where possible, with municipal and provincial social assistance officials and the Crown, to develop a local protocol on the investigation of social assistance fraud;
- c) establish, where possible, cooperative arrangements for the investigation of fraud and false pretences occurrences with:
 - i) the Employment Insurance Commission;
 - ii) the Fire Marshal's Office;
 - iii) the Ministry of Consumer and Commercial Relations; and
 - iv) the insurance industry; and
- d) ensure that police officers investigating complex fraud and false pretences occurrences have the knowledge, skills and abilities required.

Police Service Guidelines

- Coordination**
1. Every Chief of Police should work, where possible, with municipal and provincial social assistance officials and the Crown, to develop a local protocol on the investigation of social assistance fraud that addresses:
 - a) collation of information when a person is suspected of social assistance fraud;
 - b) process for referring a case to the police;
 - c) initial preparation and vetting of the case file;
 - d) collection, preservation and control of evidence; and
 - e) preparation and vetting of the Crown brief.



2. Every Chief of Police should, where possible, enter into cooperative arrangements, for the investigation of fraud and false pretences occurrences with:
 - a) the Employment Insurance Commission;
 - b) the Fire Marshal's Office;
 - c) the Ministry of Consumer and Commercial Relations; and
 - d) the insurance industry.

Procedures

3. Every police service's procedures on fraud and false pretences investigations should:
 - a) require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan;
 - b) address the criteria and steps for obtaining investigative supports and specialized resources, including forensic accountants, fire marshals and other experts in the field of fraud investigation, where required;
 - c) address the provision of assistance to victims of fraud, in particular elder or vulnerable adults, in accordance with the police service's procedures on victims' assistance and elder and vulnerable adult abuse;
 - d) set out the steps for sharing information with other relevant law enforcement and government agencies on serial fraud occurrences, including multi-jurisdictional occurrences; and
 - e) address the dissemination of information to the public on fraud.
4. Every police service's procedures should address social assistance fraud, including:
 - a) upon receiving a case file from an Eligibility Review Officer, the investigating officer should review it carefully to determine if reasonable grounds exist for a charge to be laid or if further evidence or information is required utilizing the checklists provided;
 - b) if further information is required, the investigating officer should consult with the Eligibility Review Officer regarding information that can be lawfully and feasibly collected for delivery to the police, i.e., information, which is under the control of the Ministry of Community and Social Services/Municipality and was collected as part of the Eligibility Review Officer's regulatory investigation;
 - c) if it is not lawful or feasible for the Eligibility Review Officer to collect the specified information and/or evidence, the investigating officer should endeavour to do so in accordance with applicable legislation and the police service's procedures referring to such matters;
 - d) if a charge is laid, the investigating officer should use the supplemental Crown brief checklist as a guide and submit the case file, through the appropriate chain of command, to the Crown; and
 - e) where the Crown determines upon review of the case file that additional investigation is required, the investigating officer should follow up and endeavour to provide the requested information and/or evidence, as soon as practicable.



Recommended Social Assistance Fraud Investigative Checklist

CODE KEY:				POTENTIAL SOURCES							
I =	Income	S =	Spousal	I	E	A	S	R	AD	D	
E =	Earnings	R =	Replacement								
A =	Assets		Cheque								
AD =	Not living at reported address	D =	Dependent Child (not in the home)								
1. Landlord/Lease/Mail Box & Buzzer Labels				*	*		*		*	*	
2. Neighbours							*		*	*	
3. Property Tax Records/Title Searches						*	*		*		
4. Post Office							*		*	*	
5. Bell Canada/Calling Cards/Receipts/Directories							*		*	*	
6. Vernon/Mights Directories							*		*		
7. Utilities (hydro, gas, cable, water)							*		*		
8. Registrar-General (marriage/birth/divorce)							*			*	
9. Schools (day-care centres)							*		*	*	
10. Former Spouse (private support)				*		*	*		*	*	
11. Bank				*	*	*	*	*	*	*	
12. Human Resources Development Canada (CPP, OAS, E.I.)				*	*	*	*		*	*	
13. Lawyers (i.e., Lawyer of Spouse)				*		*	*		*	*	
14. Family Court Payments				*			*		*	*	
15. Employer				*	*		*		*	*	
16. Business Registry/Licence									*		
17. Credit Bureau/Creditors				*	*	*	*		*		
18. Newspapers (obituaries, client criminal activity)				*	*	*	*		*	*	
19. Revenue Canada				*	*		*		*	*	
20. Ministry of Transportation (MTO)							*		*	*	
21. Police Records				*	*		*	*	*	*	
22. Probation and Parole				*	*		*		*	*	
23. Personal Property Security Registration System						*					
24. Ministry of Education and Training				*	*		*		*	*	
25. Department of Veterans' Affairs (DVA)				*					*		
27. Workplace Safety and Insurance Board				*	*				*		



Recommended Social Assistance Fraud Crown Brief Checklist

The crown brief should include, but not be limited to, the following items, where appropriate:

- duplicates of all documents for disclosure;
- accused name and date of birth, dependants, previous addresses;
- charge and section number;
- police case file number;
- social services' case file number;
- name of investigating police officer(s) and contact numbers;
- copy of the information;
- witness list;
- will say from police investigators, eligibility review officers, case workers, employer(s) or any witness(es);
- officer's notes;
- all relevant social assistance legislation, including section numbers;
- restitution letter;
- police synopsis and narrative;
- social services' synopsis;
- transcript of accused statement, if applicable;
- copy of notice under section 28 of the *Canada Evidence Act*;
- application for assistance document;
- consent to disclose and verify information document;
- agreement to reimburse;
- job search list and intake sheets;
- pay stubs;
- income statements;
- letters to employers;
- overpayment calculations;
- narrative report;
- original social assistance cheque(s) / verification of bank deposits;
- signed rights and responsibilities document;
- centre for employment options, i.e., job skills, upgrading;
- exhibits list as an appendix; and
- victim impact statement (optional).





WINDSOR POLICE SERVICE BOARD

POLICY

Policy Name: PRELIMINARY PERIMETER CONTROL AND CONTAINMENT		Policy Number: P-066
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: July 24, 2025
Repeals: AR-ER001, August 7, 2014; June 21, 2012; September 28, 2000	Reporting: Chief annual report to the Board as per Section 6	Next Review Date: July 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 subsection 10 (1) (3) of the Adequacy Regulation requires the Chief of Police to establish procedures on preliminary perimeter control and containment;

1.5 AND AS subsection 10 (1) (2) of the Adequacy Regulation requires the Chief of Police to establish procedures that set out circumstances in which a containment team will be deployed;

1.6 AND AS Part ER-001 of the Policing Standards Manual (2000), a copy of which is attached as Appendix A, contains guidelines directing the Chief and the police service relative to preliminary control and containment.

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 issues relating to preliminary perimeter control and containment form 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. PROVISION OF PRELIMINARY AND SUBSEQUENT PERIMETER CONTROL AND CONTAINMENT

4.1 The Chief shall ensure that preliminary perimeter control and containment will be provided by front-line patrol officers, and that all subsequent perimeter containment will be provided by the Tactical Unit.

5. DIRECTION TO THE CHIEF

5.1 PROCEDURES

5.1.1 The Chief shall establish procedures on providing preliminary perimeter control and containment in accordance with Appendix A and subsection 10 (1) 3 of the Adequacy Regulation that address:

(a) the circumstances in which preliminary perimeter control and containment will be deployed;

(b) operational responsibility for the establishment of preliminary perimeter control and containment in accordance with subsection 10 (1) 3 of the Adequacy Regulation;

(c) the deployment of other emergency response services, including receiving assistance from other agencies; and

(d) the duties of an officer involved in the establishment of preliminary perimeter control and containment until the arrival of a Tactical Unit or Containment Team.

5.2 MANUAL

5.2.1 The Chief shall develop and maintain a manual, in accordance with Appendix A and the said subsection 10 (1) 3 of the Adequacy Regulation respecting preliminary perimeter control and containment, that addresses the subsequent perimeter control and containment services provided by the Emergency Services Unit. This Manual will be made available to each member who provides preliminary perimeter control and containment service, and to the Emergency Services Unit who provide subsequent perimeter control and containment services.

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

5.3 MEMBERSHIP

5.3.1 The Chief shall ensure that Members who provide services of preliminary perimeter control and containment meet the requirements of subsection 10 (1) 3 of the Adequacy Regulation.

5.3.2 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.

5.4 TRAINING

5.4.1 The Chief shall ensure that all Members involved in preliminary perimeter control and containment have the requisite knowledge, skills and abilities to provide this service.

5.4.2 The Chief shall ensure that no person is a member of the Emergency Services Unit or provides perimeter control and containment unless the person has successfully received the required Ministry accredited training.

5.5 EQUIPMENT

5.5.1 The Chief shall ensure the appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to Members who provide preliminary perimeter control and containment services.

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 preliminary perimeter control and containment. The report shall include:

- (a) summary of the procedures relating to preliminary perimeter control and containment 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 addressing perimeter control and containment provided by the Emergency Services Unit; and
- (d) confirmation that Members have been trained in accordance with section 5.4.

7. IMPLEMENTATION

7.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 Number: AR-ER001, August 7, 2014; June 21, 2012 (Repealed); September 28, 2000 (Repealed) and any other policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective July 24, 2025.

7.2 This Policy shall come into force on July 24, 2025.

ADOPTED AND PASSED this 24th day of July 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 on preliminary perimeter control and containment. In addition, section 22(1) requires the Chief of Police to establish procedures on preliminary perimeter control and containment. If a police service maintains its own containment team, section 22(2) requires the Chief of Police to develop procedures for it.

Section 22(3) requires that police officers who are not members of a tactical unit and who are deployed in a containment function, including members of a containment team, shall not, prior to the arrival of a tactical response, employ offensive tactics unless the officers believe, on reasonable grounds, that to do so is necessary to protect against the loss of life or serious bodily harm.

Section 24(2) requires the Chief of Police to ensure that no person is to be a member of a containment 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 containment team.

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

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

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to preliminary perimeter control and containment that:

- a) containment will be provided by (identify service delivery methods - the police service's patrol officers, a containment team (using its own members, entering into a contract, or by entering into an agreement for a combined, regional or cooperative delivery) or a tactical unit);
- b) the Chief of Police will establish procedures that address:

- i) the circumstances in which preliminary perimeter control and containment will be established;
 - ii) operational responsibility for an incident where preliminary perimeter control and containment is being established;
 - iii) the deployment of other emergency response services, including receiving assistance from other agencies;
 - iv) the duties of an officer involved in the establishment of preliminary perimeter control and containment, including compliance with the requirement of section 22(3) of the Adequacy Standards Regulation, pending the deployment of a tactical unit; and
 - v) the training of officers in preliminary perimeter control and containment; and
- c) the Chief of Police will, if the police service establishes its own containment team, or has officers who are members of a joint containment team, develop and maintain a manual on containment team services that addresses:
- i) the selection process for members of the team, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
 - ii) the equipment to be used/available to the members of the team in accordance with the Ministry's designated equipment and facilities list; and
 - iii) the ongoing (and joint if applicable) training of members of the team.

Police Service Guidelines

- Procedures** 1. Every police service's procedures should:
- a) identify the circumstances in which preliminary perimeter control and containment will be established;
 - b) indicate who has operational responsibility for an incident when preliminary perimeter control and containment is being established;
 - c) address the deployment of other emergency response services, including receiving assistance from other agencies; and
 - d) set out the duties of an officer involved in the establishment of preliminary perimeter control and containment, including compliance with the requirement of section 22(3) of the Adequacy Standards Regulation, pending the deployment of a tactical unit.

- Manual** 2. Where a police service has established its own containment team, or has officers participate in a joint containment team, a manual shall be developed, maintained and made available to the members of the team that addresses:
- a) general procedures for the containment team, including:
 - i) the containment team's mandate, functions and reporting relationships;
 - ii) call-out and operational procedures;
 - iii) communications with the containment team;



- iv) organizational charts for the emergency response function;
 - v) the operational linkages between the containment team and other emergency response and public order unit services;
 - vi) a selection process for the containment team, including that officers must meet the requirements set out in the Adequacy Standards Regulation; and
 - vii) the recording and reporting of incidents involving the containment team; and
- b) procedures specific to members of the containment team, including:
- i) members' responsibilities;
 - ii) command and control;
 - iii) operational training;
 - iv) communications with team members;
 - v) incident assessment;
 - vi) provision and use of equipment;
 - vii) reporting relationships within the containment team;
 - viii) hand-off/relief of teams;
 - ix) use of training, operational and equipment logs; and
 - x) debriefing process.

Training

3. Where a police service has established its own containment team, or has officers participate in a joint containment team, the Chief of Police should ensure that the police service's skills development and learning plan includes the following:
- a) at least two days maintenance training occurring on average every six months;
 - b) annual participation, wherever possible, in a joint training exercise involving crisis negotiators, major incident commanders, public order units, tactical units, other police personnel and outside emergency services deemed appropriate or subject of service delivery agreements; and
 - c) annual re-qualification to a task-specific fitness standard.

Equipment

4. Where a police service has established its own containment team, or has officers who participate in a joint containment team, 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.



MINISTRY'S DESIGNATED EQUIPMENT LIST

Containment Teams – Equipment and Facilities List

The equipment listed here is for use by containment teams. All equipment used by members of a containment team shall be approved by the Canadian Standards Council (CSA), where appropriate. The following list is the minimum kit with which members of containment teams shall have available in order to respond to a containment situation:

BALLISTIC PROTECTION
Body Armour (<i>personal issue</i>) • minimum threat level IIA (NIJ) • subdued colour (situationally and environmentally appropriate) • “police” identification markers on front and rear
CLOTHING
Containment Uniform (<i>personal issue</i>) • two-piece fatigues in heavy-duty material • situationally and environmentally appropriate • police affiliation shoulder flashes
Foot Wear (<i>personal issue</i>) • rain, moisture and cold weather protection, which is situationally and environmentally appropriate
Gloves and Headgear (<i>personal issue</i>) • situationally and environmentally appropriate • will not impair use of weapons or safety equipment
OTHER SAFETY EQUIPMENT
Goggles (<i>personal issue</i>) • effective eye protection against fragmentation • designed not to impair peripheral vision • clear, anti-fogging lenses
First Aid • large, multi-purpose kit with wide assortment of bandages, disinfectant, etc.
Arrest or Restraint Devices • handcuffs • specifically designed disposable temporary hand and foot restraints



OPTICS INTENSIFICATION
• binoculars
RADIO EQUIPMENT
Portable Radios
• with ear-pieces or similar devices • one per member
Monitoring Radio Equipment
• equipment capable of monitoring containment and other police communications • recording equipment
Power Sources
• extra batteries
OTHER COMMUNICATIONS
Loud Hailing System
• portable
LETHAL
Semi-automatic Rifle and 12 Gauge Shotgun
• one per member of either type of weapon • spare available • rifles with minimum of 5.56 mm calibre and a minimum magazine capacity of 20 rounds • shotguns with minimum magazine capacity of four rounds
LESS LETHAL
Impact Weapons
• collapsible baton (personal issue) • OC spray
Conducted Energy Weapons (December 2003 - Optional)
• TASER
RANGES
Firearms
• must have reasonable access to small & long arms range (indoor or outdoor)
ADMINISTRATION
Records
• administrative area for storing training and operational records





WINDSOR POLICE SERVICE BOARD

POLICY

Policy Name: PROPERTY OFFENCES (including Break and Enter)		Policy Number: P-067
Responsible Manager: Administrative Director WPSB	Review Schedule:	Effective Date: July 24, 2025
Repeals: Number AR-LE030, June 22, 2000	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: July 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 39 (1) of the CSPA requires the Board's Strategic Plan include quantitative and qualitative performance objectives and indicators of outcomes relating to, inter alia, property offences;

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

1.5 AND AS subsection 1 (1) of the CSPA provides, inter alia, that policing shall be provided throughout Ontario in accordance with the principle of the need to ensure the safety and security of all persons and property in Ontario, including on First Nations Reserves;

1.6 AND AS the Board deems it appropriate that the Chief of Police develops and maintains procedures on and processes for undertaking and managing investigations into property offences;

1.7 AND AS Part LE-030 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the police service relative to investigations into property offences.

.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 property offences are serious in nature, and it is therefore the policy of this Board that investigations into property offences be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain procedures that require investigations into property offences be undertaken and managed in accordance with the Service’s criminal investigation management plan and in accordance with Appendix A.

4.2 CRIME PREVENTION INITIATIVES

4.2.1 The Chief shall identify the need for the implementation of crime prevention initiatives for property crime based on crime, call and public disorder analysis, criminal intelligence, and community needs.

4.3 TRAINING

4.3.1 The Chief shall ensure that Members investigating property offence occurrences have the requisite knowledge, skills, and abilities.

5. REPORT TO THE BOARD

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

- (a) a summary of the written procedures concerning property offence investigations;
- (b) the status of Service compliance with the said procedures; and
- (c) a summary of crime prevention initiatives for property crime.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 – Number AR-LE030, June 22, 2000 and any other policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective July 24, 2025.

6.2 This Policy shall come into force on July 24, 2025.

ADOPTED AND PASSED this 24th day of July 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 on the investigation of property offences, including break and enter.

In addition, section 12(1)(p) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into property offences, including break and enter.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to property offences, including break and enter that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan; and
- b) identify the need for the implementation of crime prevention initiatives for property crime based on crime, call and public disorder analysis, criminal intelligence and community needs.

Police Service Guidelines

Crime Prevention

1. Every Chief of Police should identify the need for the implementation of crime prevention initiatives for property crime based on crime, call and public disorder analysis, criminal intelligence and community needs, including the implementation of bicycle registration and property identification programs.

Procedures

2. Every police service's procedures on property offences should:
 - a) require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan;
 - b) require the retention and disposition of property relating to on-going investigations and prosecutions in accordance with the police service's procedures on the collection, preservation and control of evidence and property;
 - c) address the identification, tracing and seizing of stolen property;
 - d) provide for the processing and evaluation of reports received pursuant to the *Pawnbrokers Act* and any municipal by-laws governing the sale of second-hand goods;
 - e) address police interaction with pawnbrokers and second-hand dealers;



- f) address the investigative procedures for different classifications of property offences, including the criteria for the use of investigative supports when investigating property offences;
- g) address the investigative procedures for arson investigations;
- h) require that appropriate information be shared with patrol officers on break and enter and serious property occurrences, including any descriptions of suspects; and
- i) address the sharing of information with other police services and relevant organizations on serial break and enters, and other offences.





WINDSOR POLICE SERVICE BOARD

POLICY

Policy Name: ROBBERY INVESTIGATIONS		Policy Number: P-068
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: July 24, 2025
Repeals: Number AR-LE042	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: July 2028

1. PREAMBLE

1.1 WHEREAS subsection 37 (1) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ("CSPA") provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA;

1.2 AND 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 1 (1) of the CSPA provides, inter alia, that policing shall be provided throughout Ontario in accordance with the principle of the need to ensure the safety and security of all persons and property in Ontario, including on First Nations reserves;

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

1.5 AND AS the Board deems it appropriate to require the Chief of Police to develop and maintain procedures and processes for undertaking and managing investigations into robbery occurrences;

1.6 AND AS the Ministry has published a Policing Standards Manual (2000) which provides direction to the Board and Service in respect of certain general operational issues, including policy directions with respect to the investigation of certain criminal offences;

1.7 AND AS Part LE-042 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Police Service relative to robbery investigations.

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 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. BOARD POLICY

3.1 The Board recognizes that robbery occurrences are serious in nature, and it is therefore the policy of this Board that investigations into robbery occurrences 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 procedures for undertaking and managing investigations into robbery occurrences. These procedures shall be in accordance with Appendix A.

4.2 MAJOR CASE

4.2.1 The Chief shall ensure that a robbery occurrence that also involves a major case be investigated in accordance with procedures set out in the Ministry’s designated Ontario Major Case Management Manual.

4.3 TRAINING

4.3.1 The Chief shall ensure that Members investigating robbery occurrences have the requisite knowledge, skills and abilities.

5 REPORT TO THE BOARD

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

(a) a summary of the written procedures concerning robbery investigations; and

(b) confirmation that the Service procedures comply with Appendix A.

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 NumberAR-LE042, April 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 July 24, 2025.

6.2 This Policy shall come into force on July 24, 2025.

ADOPTED AND PASSED this 24th day of July, 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 on robbery investigations.

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

Sample Board Policy

Board Policy # _____

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

- a) develop and maintain procedures that require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan; and
- b) ensure that a robbery occurrence that also involves a major case be investigated in accordance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.

Police Service Guidelines

- Procedures**
1. Every police service's procedures should:
 - a) require that investigations be undertaken and managed in accordance with the police service's criminal investigation management plan;
 - b) require that, where a robbery occurrence also involves a major case, the investigation be conducted in accordance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*;
 - c) require compliance by officers with the police service's procedures on the collection, preservation and control of evidence and property;
 - d) set the steps to be taken by officers initially responding to a robbery, including one that is in progress when they arrive;
 - e) address the response to hold-up alarms activated, i.e., at financial institutions and businesses;
 - f) require the sharing of information with patrol officers on relevant robbery occurrences, including any descriptions of suspects; and
 - g) address the sharing of appropriate information on robbery occurrences with other relevant law enforcement agencies, and organizations, including businesses, where appropriate.





WINDSOR POLICE SERVICE BOARD

POLICY

Policy Name: STOLEN OR SMUGGLED FIREARMS		Policy Number: P-069
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: July 24, 2025
Repeals: AR-LE019, June 22, 2000	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: July 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 Section 260 of the CSPA provides for storage, recording and reporting on firearms that come into the possession of the Service;

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 stolen or smuggled firearms;

1.6 AND AS the Ministry has published a Police Standards Manual (2000) which provides direction to the police service in respect of investigations into stolen or smuggled firearms;

1.7 AND AS Part LE-019 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the Chief and the Service relative to investigations of stolen or smuggled firearms.

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 stolen or smuggled firearms are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 The Chief shall develop a procedure to ensure compliance with Section 260 of the CSPA.

4.2 ORIGIN OF FIREARM

4.2.1 The Chief shall develop and implement a procedure to determine the origin of every firearm that comes into the possession of the Service with a view to determining whether the firearm is:

(a) lost or stolen;

(b) registered in Canada; or

(c) illegal in Canada.

4.3 INVESTIGATION OF STOLEN OR SMUGGLED FIREARMS

4.3.1 The Chief shall develop and implement written procedures relating to the investigation of stolen or smuggled firearms.

4.4 SHARING OF INFORMATION

4.4.1 The Chief shall develop and implement a procedure to address the sharing of information on stolen and smuggled firearms with law enforcement agencies.

4.5 TRAINING

4.5.1 The Chief shall ensure that Members receive the appropriate training in relation to firearms safety and that Members involved in investigations of stolen or smuggled firearms have had the requisite knowledge, skills, and abilities.

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

5. REPORT TO THE BOARD

5.1 The Chief shall make a written report to the Board on or before August 30 of each year in respect of the investigation of stolen or smuggled firearms. This report will contain:

(a) a summary of the written procedures concerning investigations into stolen or smuggled firearms; and

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

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy – Adequacy O.REG. 3/99 Number AR-LE019, June 22, 2000, and any other policies, sections of policies of the Board inconsistent with the provisions of this Policy are hereby repealed effective July 24, 2025.

6.2 This Policy shall come into force on July 24, 2025.

ADOPTED AND PASSED this 24th day of July 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 on investigations into stolen or smuggled firearms.

In addition, section 12(1)(s) requires the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into stolen or smuggled firearms.

Sample Board Policy

Board Policy # _____

It is the policy of the _____ Police Services Board with respect to stolen or smuggled firearms that the Chief of Police will develop and maintain procedures:

- a) that require that every firearm that comes into the possession of the police service will be checked to determine whether the firearm:
 - i) has been reported stolen or lost;
 - ii) is legally registered in Canada; or
 - iii) is smuggled;
- b) on the investigation of stolen or smuggled firearms in accordance with the police service's criminal investigation management plan; and
- c) that address the sharing of crime analysis, criminal intelligence and other information on stolen or smuggled firearms with relevant law enforcement agencies and as required by section 134(8)4 of the *Police Services Act*.

Police Service Guidelines

- Procedures**
- 1. Every police service's procedures should:
 - a) require that every firearm that comes into the possession of the police service shall be checked to determine whether the firearm:
 - i) has been reported stolen or lost;
 - ii) is legally registered in Canada; or
 - iii) is smuggled;
 - b) provide that the police service participates in the *Firearms Tracing and Analysis Program* (FATE), and that members should comply with the administrative requirements specified by the program;
 - c) provide that where it is determined that a seized firearm has been stolen an investigation shall be undertaken, in accordance with the police service's criminal investigation management plan, to determine how the individual from whom the



firearm was seized came into possession of the stolen firearm, as well as whether the original owner of the firearm complied with requirements for the safe storage of firearms;

- d) provide that where it is determined that the seized firearm is of the type that should be registered in Canada but is not, or the firearm is prohibited, that:
 - i) the *Provincial Weapons Enforcement Unit* (PWEU) shall be consulted for the appropriate assistance and/or investigative procedure to be followed; and
 - ii) an investigation shall be undertaken, in accordance with the police service's criminal investigation management plan, to determine how the individual from whom the firearm was seized came into possession of the unregistered or prohibited firearm; and
- e) provide that information shall be shared with PWEU, and appropriate law enforcement agencies when:
 - i) the seized weapon may have been distributed through a "supplier" or "distribution network";
 - ii) there is a theft/robbery of firearms from a store that sells firearms, a gun club or a theft from a private residence; and
 - iii) it is suspected that individuals within the community are involved in the smuggling and/or distribution of firearms.





WINDSOR POLICE SERVICE BOARD

POLICY

Policy Name: VEHICLE THEFT		Policy Number: P-070
Responsible Manager: Administrative Director WPSB	Review Schedule: 3 Years	Effective Date: July 24, 2025
Repeals: AR-LE043, April 27, 2000	Reporting: Chief annual report to the Board as per Section 5	Next Review Date: July 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 deems it appropriate that the Chief of Police develops and maintains procedures on and processes for undertaking and managing investigations into vehicle theft;

1.5 AND AS Part LE-043 of the Policing Standards Manual (2000), a copy of which is attached hereto as Appendix A, contains guidelines directing the police service relative to vehicle theft investigations.

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. BOARD POLICY

3.1 The Board recognizes that vehicle theft is serious in nature, and it is therefore the policy of this Board that investigations into vehicle thefts be conducted professionally and thoroughly, and in accordance with procedures established by the Chief as directed in this Policy.

4. DIRECTION TO THE CHIEF

4.1 PROCEDURES

4.1.1 The Chief shall develop and maintain procedures that require investigations into vehicle theft occurrences to be undertaken in accordance with the Service’s Criminal Investigation Management Plan and in accordance with Appendix A.

4.2 NOTIFICATION TO OWNERS

4.2.1 The Chief shall ensure the timely notification of registered owners of the recovery of stolen vehicles, except where ongoing criminal investigations may be compromised.

4.3 TRAINING

4.3.1 The Chief shall ensure that Members investigating vehicle theft occurrences have the requisite knowledge, skills and abilities.

5. REPORT TO THE BOARD

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

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

6. IMPLEMENTATION

6.1 Windsor Police Service Board Policy Adequacy O.REG. 3/99 AR-LE043, April 27, 2000, and any other policies, of the Board inconsistent with the provisions of this Policy are hereby repealed effective July 24, 2025.

6.2 This Policy shall come into force on July 24, 2025.

ADOPTED AND PASSED this 24th day of July 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 on investigations into vehicle thefts.

In addition section 12(1)(t) requires the Chief of Police to establish procedures on and processes for undertaking and managing investigations into vehicle thefts.

Sample Board Policy

Board Policy # _____

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

- a) develop and maintain procedures that require that investigations be undertaken in accordance with the police service's criminal investigation management plan; and
- b) ensure the timely notifications of registered owners of the recovery of stolen vehicles, except where ongoing criminal investigations may be compromised.

Police Service Guidelines

- Procedures**
1. Every police service's procedures on the investigation of vehicle thefts should:
 - a) require that investigations be undertaken in accordance with the police service's criminal investigation management plan, including notifying the *Ontario Provincial Auto Theft Team* in investigations involving:
 - i) organized theft rings; and
 - ii) thefts of heavy construction equipment vehicles;
 - b) require the sharing of information on vehicle theft with relevant law enforcement agencies, government agencies and other organizations;
 - c) require the recording of vehicle theft information on CPIC, including the VIN number and/or license plate number;
 - d) address the communications of stolen vehicle reports, including any descriptions of suspects;
 - e) require that information on stolen vehicles be shared with patrol officers, including any descriptions of suspects; and
 - f) require the timely notifications of registered owners of the recovery of stolen vehicles, except where ongoing criminal investigations may be compromised.





Date: June 27, 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: June 27, 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 (summer), 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

**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

David Hammond
Member

July 24, 2025

TO: Windsor Police Service Board Members
FROM: Administrative Director
RE: Confirmation of E-POLL Resolution – Chief of Police Recruitment Sub-Committee Appointments

Motion required to confirm E-Poll motion passed by the Board on May 23, 2025

BE IT RESOLVED THAT the Windsor Police Service Board confirms the E-Poll resolution of May 23, 2025 that:

WHEREAS	All members of the Windsor Police Service Board wish to be involved in the recruitment process undertaken by the Chief of Police Recruitment Sub-Committee of the Board;
AND WHEREAS	A sub-committee of the Board should be comprised of not more than three members of the Board before being considered a full Board meeting;
AND WHEREAS	<i>By-Law 01-2024 – A By-Law to Provide Rules Governing the Proceedings of the Windsor Police Service Board, S. 25.8 states that Members who are not Members of a specific Committee may attend meetings of the Committee and may, with the consent of the Chair of that Committee, take part in the discussion, but shall not be counted in the quorum or entitled to make motions or to vote at these meetings – thereby allowing all members of the WPSB to participate in the recruitment process;</i>
AND WHEREAS	The Chief of Police Recruitment sub-committee will prepare a recommendation for consideration by the Windsor Police Service Board at the appropriate time;
THEREFORE, BE IT RESOLVED THAT	the Windsor Police Service Board appoints D. Dilkens, J. Gignac and S. Chisholm to the Chief of Police Recruitment Sub-Committee, and that all other members of the WPSB are able to, but are not required to, attend as available.



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

David Hammond
Member

July 24, 2025

TO: Windsor Police Service Board Members
FROM: Administrative Director
**RE: Confirmation of E-POLL Resolution – Request for Assistance –
Ottawa Police Service Board – Canada Day MOU**

Motion required to ratify E-Poll motion passed by the Board on June 27, 2025

BE IT RESOLVED THAT the Windsor Police Service Board confirms the E-Poll resolution of June 27, 2025 that:

BE IT RESOLVED THAT	the Windsor Police Service Board approves the Canada Day Memorandum of Understanding (MOU) between The Windsor Police Service Board and the Ottawa Police Service Board
AND BE IT FURTHER RESOLVED THAT	the Windsor Police Service Board authorizes the Chair of the Board to sign and execute the Agreement (MOU) on behalf of the Board provided it is satisfactory in form and content to the City Solicitor, in financial content to the WPS Director of Finance, and in technical/operational content to the Deputy Chief of Operations.