



The Corporation of the Town of LaSalle

Police Services Board Public Meeting

Agenda

Monday, March 17, 2025, 5:00 PM

Council Chambers, LaSalle Civic Centre, 5950 Malden Road

Secretary's Note: A live recording of the meeting can be viewed by watching the live stream at: www.youtube.com/@TownofLaSalleON. Accessible formats or communication supports are available upon request. Contact the Board Secretary, tmailloux@lasalle.ca, 519-969-7770 extension 1233.

	Pages
A. Opening Business	
1. Call to Order	
2. Land Acknowledgement Statement	
B. Adoption of Agenda	
Recommendation	
That the March 17, 2025 LaSalle Police Services Board public agenda be adopted as presented.	
C. Disclosures of Pecuniary Interest and the General Nature Thereof	
D. Adoption of Minutes	4
Recommendation	
That the minutes of the LaSalle Police Services Board committee and public meetings held January 20, 2025 be adopted as presented.	
E. Presentations/Delegations	
1. Introduction of New LaSalle Police Service Members	12
Recommendation	
That the memorandum from Chief Pearce dated March 5, 2025 regarding the New Member Introductions to the Board - Civilian(s) be received for information and that the Board recognizes the newest members of the LaSalle Police Service.	
F. Reports/Correspondence for Action	

1. LaSalle Police Services Board Updated Policies - Community Safety and Policing Act, 2019 13
- Recommendation**
That the memorandum and attachments from the Board Secretary dated March 4, 2025 regarding the LaSalle Police Services Board Policies – *Community Safety and Policing Act*, 2019 be received; and
- That the Board adopt the draft policies effective March 17, 2025, as appended to this report; and
- That the Board rescinds Board Policies – Service Standards: Policy 118 – Violent Crime Linkage System; Policy 120 – Special Investigations Unit (SIU); and, Policy 131 – Collection of Identifying Information in Certain Circumstances; and further
- That the Board Chair, in consultation with the Chief, be authorized to make any supplementary administrative amendments to the Board Policies that may be required following any additional clarification of the CSPA and its Regulations that may be received by the Ministry of the Solicitor General.
2. 2025 OAPSB Spring Conference & AGM, Sponsorship Request & Call for Resolutions 230
- Recommendation**
That the memorandum and attachments from the Board Secretary dated March 3, 2025 regarding the 2025 OAPSB Spring Conference & AGM, Sponsorship Request and Call for Resolutions be received; and
- That the Board Secretary be advised by March 25, 2025 to submit the registration form should any Board member wish to attend the 2025 OAPSB Spring Conference & AGM from June 3-5, 2025 in London, Ontario; and
- That the Board determine if the LaSalle Police Services Board will purchase a sponsorship package to support the 2025 OAPSB Spring Conference & AGM; and
- That the Board Secretary be advised by April 28, 2025 if the Board wishes to submit any resolutions for the 2024 OAPSB AGM.
3. 2025-2028 LaSalle Police Service Strategic Plan 241
- Recommendation**
That the memorandum from Chief Pearce dated February 26, 2025 regarding the 2025-2028 LaSalle Police Service (LPS) Strategic Plan be received and that the LaSalle Police Services Board approve and adopt the LPS Strategic Plan as presented.

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| 4. | LaSalle Police Services Board Diversity Plan Committee Minutes (Jan 27 & Feb 26, 2025) | 261 |
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Recommendation

That the LaSalle Police Services Board Diversity Plan committee meeting minutes from January 27, 2025 and February 26, 2025 be received and approved.

G. Consent Agenda

Recommendation

That items G1 through G3 on the Consent Agenda for March 17, 2025 be received for information.

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| 1. | Crime Stoppers Coordinator & Statistical Report (January & February 2025) | 264 |
| 2. | LaSalle Police Youth Foundation 2025 Community Golf Tournament & 2024 Financial Statements | 276 |
| 3. | Missing Persons Act - 2024 Form 7 Annual Report | 281 |

H. Questions/Statements by Board Members

I. Schedule of Upcoming Meetings/Events

- March 25, 2025 - OAPSB Zone 6 Meeting, 9:00 a.m., Essex Golf & Country Club
- April 14, 2025 - LaSalle Police Services Board Diversity Plan Committee meeting, 3:00 p.m.
- April 14, 2025 - LaSalle Police Services Board Committee and Public meetings:
 - 4:15 p.m. Committee, 5:00 p.m. Public

J. Adjournment



The Corporation of the Town of LaSalle
Minutes of a Committee meeting of the Town of LaSalle Police Services Board

January 20, 2025 at 4:15 p.m.
LaSalle Room, LaSalle Civic Centre, 5950 Malden Road

Board Members Present: Mayor Crystal Meloche, Councillor Anita Riccio-Spagnuolo, Daniel Allen, Morris Brause, Marie Campagna

Administration Present: Chief of Police Michael Pearce, Deputy Chief of Police Jason Woods, Tanya Mailloux, Board Secretary

Additional Present: Rick Hyra, Director of Human Resources, Debbie Strajnic, Manager of Human Resources

A. Call to order

Mayor Meloche presides as Chair and calls the meeting to order at 4:17 p.m.

B. Disclosure of pecuniary interest and the general nature thereof

There are no declarations of conflict of interest on the committee agenda.

C. Closed session

4815/25

Moved By: M. Brause

Seconded By: D. Allen

That the LaSalle Police Services Board move into closed session at 4:17 p.m. in accordance with Section 44(2) of the *Community Safety and Policing Act, 2019*, to consider the following:

1. Employee negotiations, being an update from the Town's Director of Human Resources, S.44(2)(d)
2. Personal matters about an identifiable individual and labour relations matter, being a human resources update from Chief Pearce, S.44(2)(b)(d)
3. Personal matters about an identifiable individual and technical information supplied in confidence to the Board, being a LaSalle Police Service Administrative Update, S.44(2)(b)(h)
4. Technical information supplied in confidence to the Board, being the draft 2025-2028 Strategic Business Plan S.44(2)(h)
5. Labour relations matter, being the Chief's 2024 Performance Evaluation and 2025 Goals, S.44(2)(d) – Board members only

Carried.

D. Consideration of business items on the agenda

R. Hyra, Director of Human Resources and D. Strajnic, Manager of Human Resources for the Town of LaSalle leave the meeting at 4:42 p.m. after discussion of item C1 of the committee agenda.

Chief Pearce and Deputy Chief Woods leave the meeting at 4:53 p.m. after discussion of items C1 through C4 of the committee agenda.

E. Motion to move into public session

4816/25

Moved By: D. Allen

Seconded By: M. Campagna

That the Board move into public session at 4:57 p.m.

Carried.

F. Motion on business items

4817/25

Moved By: M. Brause

Seconded By: Councillor Riccio-Spagnuolo

That the LaSalle Police Services Board receive items C1 and C3 on the January 20, 2025 committee agenda for information.

Carried.

2. Personal matters about an identifiable individual and labour relations matter, being a human resources update from Chief Pearce, S.44(2)(b)(d)

4818/25

Moved By: D. Allen

Seconded By: M. Brause

That the confidential memorandum from Chief Pearce dated January 3, 2025 regarding the Human Resources Update be received and that Option 1 within the report be approved.

Carried.

4. Technical information supplied in confidence to the Board, being the draft 2025-2028 Strategic Business Plan S.44(2)(h)

4819/25

Moved By: Councillor Riccio-Spagnuolo

Seconded By: M. Campagna

That the confidential memorandum from Chief Pearce dated January 15, 2025 regarding the draft 2025-2028 LaSalle Police Service Strategic Business Plan be received and that administration update the draft plan in accordance with the suggestions from the Board.

Carried.

5. Labour relations matter, being the Chief's 2024 Performance Evaluation and 2025 Goals, S.44(2)(d) – Board members only

4820/25

Moved By: D. Allen

Seconded By: M. Campagna

That the confidential memorandum from the Board Secretary dated January 6, 2025 regarding the Chief of Police's 2024 Performance Evaluation and 2025 Goals be received and that the Board Secretary be authorized to proceed in accordance with the instructions of the Board.

Carried.

G. Next meeting

Monday, March 17, 2025 at 4:15 p.m. – LaSalle Police Services Board
Committee Meeting

H. Adjournment

There being no further business, the committee meeting is adjourned at the call
of the Chair at 4:59 p.m.

Chair: Mayor Crystal Meloche

Recording Secretary: Tanya Mailloux



The Corporation of the Town of LaSalle
Minutes of a Public Meeting of the Town of LaSalle Police Services Board

January 20, 2025, 5:00 p.m.
Council Chambers, LaSalle Civic Centre, 5950 Malden Road

Board Members Present: Mayor Crystal Meloche, Councillor Anita Riccio-Spagnuolo, Daniel Allen, Morris Brause, Marie Campagna

Administration Present: Chief of Police Michael Pearce, Deputy Chief of Police Jason Woods, Tanya Mailloux, Board Secretary

Secretary's Note: A recording of the meeting can be viewed at the following link: www.youtube.com/@TownofLaSalleON

A. Opening Business

1. Call to Order

Mayor Meloche presides as Chair and calls the meeting to order at 5:03 p.m.

2. Land Acknowledgement Statement

Mayor Meloche reads the Land Acknowledgement Statement.

3. Election of Chair and Vice-Chair

a. Election of Chair for 2025

Board Secretary, T. Mailloux, asks if there are any nominations for the position of Chair for the LaSalle Police Services Board for 2025.

4821/25

Moved By: M. Brause

Seconded By: D. Allen

That Mayor Crystal Meloche be nominated for the position of Chair for 2025.

Carried.

Board Secretary T. Mailloux asks if there are any other nominations for the position of Chair. No other nominations are made.

4822/25

Moved By: D. Allen

Seconded By: Councillor Riccio-Spagnuolo

That the nominations for the position of Chair be closed.

Carried.

Board Secretary, T. Mailloux, asks Mayor Crystal Meloche if she wishes to accept the position of Chair for the Town of LaSalle Police Services Board for 2025. Mayor Meloche responds "yes" and accepts the position. Board Secretary T. Mailloux declares Mayor Crystal Meloche as Chair of the LaSalle Police Services Board for 2025.

b. Election of Vice-Chair for 2025

Chair, Mayor Crystal Meloche, asks if there are any nominations for the position of Vice-Chair for the LaSalle Police Services Board for 2025.

4823/25

Moved By: M. Campagna

Seconded By: M. Brause

That Councillor Anita Riccio-Spagnuolo be nominated for the position of Vice-Chair for 2025.

Carried.

Chair, Mayor Crystal Meloche asks if there are any other nominations for the position of Vice-Chair. No other nominations are made.

4824/25

Moved By: D. Allen

Seconded By: M. Campagna

That the nominations for the position of Vice-Chair be closed.

Carried.

Chair, Mayor Meloche, asks Councillor Anita Riccio-Spagnuolo if she wishes to accept the position of Vice-Chair for the Town of LaSalle Police Services Board for 2025. Councillor Riccio-Spagnuolo responds “yes” and accepts the position. Mayor Meloche declares Councillor Anita Riccio-Spagnuolo as Vice-Chair of the LaSalle Police Services Board for 2025.

B. Adoption of Agenda

4825/25

Moved By: M. Campagna

Seconded By: Councillor Riccio-Spagnuolo

That the January 20, 2025 LaSalle Police Services Board Public Agenda be adopted as presented.

Carried.

C. Disclosures of Pecuniary Interest and the General Nature Thereof

There are no declarations of conflict of interest on the public agenda.

D. Adoption of Minutes

4826/25

Moved By: D. Allen

Seconded By: Councillor Riccio-Spagnuolo

That the minutes of the LaSalle Police Services Board committee and public meetings held December 16, 2024 be adopted as presented.

Carried.

E. Presentations/Delegations

1. Retirement – David Pettypiece, Dispatch Supervisor

Chief Pearce introduces and congratulates David Pettypiece on his retirement. Deputy Chief Woods reads D. Pettypiece's biography. D. Pettypiece is presented with a retirement gift and thanks the LaSalle Police Service and his family. Chair, Mayor Meloche wishes D. Pettypiece well in his retirement.

4827/25

Moved By: M. Campagna

Seconded By: M. Brause

That the memorandum from Chief Pearce dated January 2, 2025 regarding "Retirement – David Pettypiece, Dispatch Supervisor" be received for information.

Carried.

2. Promotion to Communication Centre Supervisor – Natalie Malandrucolo

Chief Pearce introduces new Dispatch Supervisor Natalie Malandrucolo. Deputy Chief Pearce reads her biography. Mayor Meloche congratulates N. Malandrucolo on her promotion.

4828/25

Moved By: D. Allen

Seconded By: M. Campagna

That the memorandum from Chief Pearce dated January 8, 2025 regarding the Promotion to Communications Centre Supervisor be received and that the LaSalle Police Services Board recognize the promotion of Natalie Malandrucolo to Communications Centre Supervisor.

Carried.

3. Appointment of Officers and Badge Presentation

Chief Pearce introduces Constables Christopher Bedard, Brayden Houle, Carter Ducharme, Dallas Atkins and James Legaspi as new Constables with the LaSalle Police Service. Deputy Chief Woods reads each of their biographies and welcomes them to the LaSalle Police Service. Each officer thanks the Service, the Board and their families.

4829/25

Moved By: Councillor Riccio-Spagnuolo

Seconded By: M. Campagna

That the memorandum from Chief Pearce dated January 9, 2025 regarding the Appointments to Police Officers and Badge Presentations be received; and

That Constables Chris Bedard, Brayden Houle, Carter Ducharme, and Dallas Akins be appointed as Police Officers effective December 17, 2024, and Constable James Legaspi be appointed as a Police Officer effective January 13, 2025, pursuant to s.85 of the *Community Safety and Policing Act, 2019*; and

That the Chair of the Board be authorized to sign and issue Certificates of Appointment to Constables Chris Bedard, Brayden Houle, Carter Ducharme, Dallas Akins, and James Legaspi on behalf of the Board pursuant to s. 83(4) of the Act.

Carried.

The Board takes a short recess at 5:33 p.m. to take pictures.

The Board resumes the public meeting at 5:52 p.m.

F. Reports/Correspondence for Action

1. LaSalle Police Services Board 2025 Committee Assignments

4830/25

Moved By: D. Allen

Seconded By: Councillor Riccio-Spagnuolo

That the memorandum from the Board Secretary dated January 6, 2025 regarding the 2025 LaSalle Police Services Board committee assignments be received and that the 2025 committee assignments be approved.

Carried.

2. New LaSalle Police Service 2025 Organizational Chart

4831/25

Moved By: M. Campagna

Seconded By: Councillor Riccio-Spagnuolo

That the memorandum from Chief Pearce dated December 20, 2024 regarding the New LaSalle Police Service 2025 Organizational Chart be received and that the Board approves the 2025 LaSalle Police Service Organizational Chart.

Carried.

3. Retroactive Appointment of Officers

4832/25

Moved By: D. Allen

Seconded By: M. Brause

That the memorandum from Chief Pearce dated January 9, 2025 regarding Retroactive Appointments of Officers be received; and

That Constables Daniel Keys and Joseph Fahsbender be appointed, retroactively, to June 24, 2024, pursuant to s.85 of the Community Safety and Policing Act, 2019; and

That the Chair of the Board be authorized to sign and issue Certificates of Appointment to Constables Daniel Keys and Joseph Fahsbender on behalf of the Board pursuant to s.83(4) of the Act.

Carried.

G. Consent Agenda

4833/25

Moved By: M. Brause

Seconded By: M. Campagna

That items G1 through G7 on the Consent Agenda for January 20, 2025 be received for information.

Carried.

1. LaSalle Police Services Board 2025 Correspondence Summary Number 1
2. Crime Stoppers Coordinator & Statistical Report (December 2024)
3. Assistance Request Summary
4. Equipment Purchase
5. LaSalle Police Service Community Focus 2024: July 1, 2024 to December 31, 2024
6. Kingsville Fire Dispatch Statistics (October, November & December 2023/2024)
7. LaSalle Police Service Monthly Statistics (October & November 2024)

H. Questions/Statements by Board Members

None.

I. Schedule of Upcoming Meetings/Events

- January 27, 2025 - LaSalle Police Services Board Diversity Plan Committee Meeting
 - 9:00 a.m. - Town Hall, LaSalle Room
- March 17, 2025 - LaSalle Police Services Board Committee and Public meetings:
 - 4:15 p.m. Committee, 5:00 p.m. Public

J. Adjournment

The meeting is adjourned at the call of the Chair at 5:56 p.m.

Chair: Mayor Crystal Meloche

Recording Secretary: Tanya Mailloux



1880 Normandy Street, LaSalle, Ontario, N9H 1P8
Phone: 519-969-5210
Fax: 519-969-2662

LaSalle Police Service Public Memorandum

To: LaSalle Police Services Board

From: Michael Pearce, Chief of Police

Date: March 5, 2025

Subject: New Member Introductions to the Board – Civilian(s)

Background:

It is my pleasure to introduce four new members to the LaSalle Police Services Board:

Claudia Rose, Quinn Liang, and Candice Caza have been hired as permanent part-time dispatchers and started their eight weeks training today. (Chief Pearce to read biographies)

Michael Cholubko has been hired as a permanent full-time Director of Corporate Services and started today. (Chief Pearce to read biography)

Congratulations to Claudia, Quinn, Candice, and Michael and welcome to the LaSalle Police Service!

Recommendation:

That the LaSalle Police Services Board receives this memorandum for information and recognizes the newest members of the LaSalle Police Service.

Respectfully submitted,

Michael Pearce
Chief of Police
LaSalle Police Service



LaSalle Police Services Board Public Memorandum

To: LaSalle Police Services Board

From: T. Mailloux, Board Secretary

Date: March 4, 2025

Subject: LaSalle Police Services Board Policies – *Community Safety and Policing Act*, 2019

Recommendation:

That the memorandum and attachments from the Board Secretary dated March 4, 2025 regarding the LaSalle Police Services Board Policies – *Community Safety and Policing Act*, 2019 be received; and

That the Board adopt the draft policies effective March 17, 2025, as appended to this report; and

That the Board rescinds Board Policies – Service Standards: Policy 118 – *Violent Crime Linkage System*; Policy 120 – *Special Investigations Unit (SIU)*; and, Policy 131 – *Collection of Identifying Information in Certain Circumstances*; and further

That the Board Chair, in consultation with the Chief, be authorized to make any supplementary administrative amendments to the Board Policies that may be required following any additional clarification of the CSPA and its Regulations that may be received by the Ministry of the Solicitor General.

Background:

The purpose of this report is to provide the Board with 101 draft Policies as required for compliance with the *Community Safety and Policing Act*, 2019 (CSPA), its Regulations, and the Ministry of Solicitor General's Policing Standards Manual.

On April 1, 2024, the CSPA came into full force and effect. The CSPA replaces the *Police Services Act* (PSA). All Police Services Boards and Police Services are expected to comply with the Act and its Regulations.

At the April 15, 2024 LaSalle Police Services Board (LPSB) committee meeting, the Board approved the use of consultant Dave Preston to review and update all LPSB Policies. Mr. Preston has completed his review and updated all LPSB Policies to ensure compliance with the Act. The Board was provided with copies of all draft Policies following the October 21, 2024 LPSB Public meeting. All draft Policies have been reviewed by the Board members and Chief Pearce.

Appendix A is a listing and summary of changes made to each Policy as of March 17, 2025.

The new and revised Policies attached to this report and submitted for Board approval at the March 17, 2025 meeting are as follows:

Administration and Infrastructure

AI-001LPSB Strategic Plan
AI-002LPSB Skills Development and Learning
AI-003LPSB Equal Opportunity, Discrimination and Workplace Harassment Prevention
AI-004LPSB Communicable Diseases
AI-005LPSB Use of Auxiliaries
AI-006LPSB Use of Volunteers
AI-007LPSB Management of Police Records
AI-008LPSB Marked General Patrol Vehicles
AI-009LPSB Safe Storage of Police Firearms
AI-010LPSB Police Uniforms and Equipment
AI-011LPSB Reporting and Information Sharing
AI-012LPSB Use of Force
AI-013LPSB Speed Detection Devices
AI-014LPSB Secure Holster
AI-015LPSB Equipment-Body Armour
AI-016LPSB Workplace Violence Prevention
AI-017LPSB Acoustic Hailing Devices

Counter Terrorism

CT-001LPSB - Terrorism Mitigation
CT-002LPSB - Terrorism Preparedness Planning
CT-003LPSB - Terrorism Response and Notifications
CT-004LPSB - Terrorism Recovery

Crime Prevention

CP-001LPSB Problem Oriented Policing
CP-001LPSB-001 Community Safety and Well-Being
CP-002LPSB Crime Prevention

Emergency Response

ER-001LPSB Preliminary Perimeter Control and Containment
ER-002LPSB Tactical Units
ER-003LPSB Hostage Rescue
ER-004LPSB Major Incident Command
ER-005LPSB Crisis Negotiation
ER-006LPSB Bomb Threats and Explosives Disposal Units
ER-007LPSB Ground Search for Lost Persons or Missing Persons
ER-008LPSB Emergency Plan
ER-009LPSB Underwater Search and Recovery Units
ER-010LPSB Canine Units

Law Enforcement

LE-001LPSB Community Patrol
LE-002LPSB Communications and Dispatch
LE-003LPSB Crime, Call and Public Disorder Analysis
LE-004LPSB Criminal Intelligence
LE-005LPSB Arrest
LE-006LPSB Criminal Investigation Management & Procedures
LE-007LPSB Hate Bias Motivated Crime
LE-008LPSB Hate Propaganda
LE-009LPSB Joint Forces Operations
LE-010LPSB Internal Task Force
LE-011LPSB Search of Premises
LE-012LPSB Search of Persons
LE-013LPSB Police Response to Persons who are Emotionally Disturbed or have a Mental
Illness or a Developmental Disability
LE-014LPSB Court Security
LE-015LPSB Paid Informants & Agents
LE-016LPSB Detainee Care and Control
LE-017LPSB Traffic Management, Enforcement and Road Safety
LE-018LPSB Witness Protection
LE-019LPSB Stolen or Smuggled Firearms
LE-020LPSB Collection, Preservation and Control of Evidence and Property
LE-021LPSB Elder and Vulnerable Adult Abuse
LE-022LPSB Officer Note Taking
LE-023LPSB Bail and Violent Crime
LE-024LPSB Intimate Partner Violence Incidents
LE-025LPSB Supervision
LE-026LPSB Missing Persons
LE-027LPSB Child Abuse and Neglect
LE-028LPSB Criminal Harassment
LE-029LPSB Preventing or Responding to Occurrences Involving Firearms
LE-030LPSB Property Offences (including break & enter)
LE-031LPSB Drug Investigation
LE-032LPSB Illegal Gaming
LE-033LPSB Detainee Transportation
LE-034LPSB Sexual Assault Investigation
LE-035LPSB Waterways Policing (Safety)
LE-036LPSB Child Pornography - Internet Child Exploitation
LE-037LPSB Sudden Death and Found Human Remains
LE-038LPSB Fraud and False Pretence Investigation
LE-039LPSB Homicide
LE-040LPSB Parental and Non-Parental Abductions
LE-041LPSB Proceeds of Crime
LE-042LPSB Robbery
LE-043LPSB Vehicle Theft
LE-044LPSB Youth Crime
LE-045LPSB Vehicle Pursuits
LE-046LPSB Ontario Sex Offender Registry
LE-047LPSB Police Response to High-Risk Individuals

Public Order Maintenance

PO-001LPSB Public Order Units
PO-002LPSB Police Action at Labour Disputes
PO-003LPSB Policing Indigenous Occupations & Protests

Victim's Assistance

VA-001LPSB Victim's Assistance

General Policies

GP-001 - Adequate and Effective Policing
GP-002 - Code of Conduct for Board Members
GP-003 - Relationships in the Workplace – Conflict of Interest
GP-004 - Disclosure of Personal Information
GP-005 - Policy Development
GP-006 - Quality Assurance
GP-007 - Accessibility Standards for Customer Service
GP-008 - Accommodations
GP-009 - Unsatisfactory Work Performance
GP-010 - Secondary Activities
GP-011 - Active Attacker Incidents
GP-012 - Extreme Incident Response Plan
GP-013 - Naloxone Administration
GP-014 – Complaints of Misconduct
GP-014 – Disclosure of Misconduct and Reprisals
GP-016 – Special Constables

To ensure compliance with legislative requirements, the above noted draft Policies have been updated to reflect legislative and administrative amendments to meet the requirements of the CSPA and its Regulations, as well as to address any procedural updates or minor housekeeping revisions as required.

It is also recommended that the following Board Policies – Service Standards, be rescinded as of March 17, 2025:

- **Policy 120** – Special Investigations Unit (SIU) - revoked by the *Comprehensive Ontario Police Services Act, 2019, S.O. 2019, c.1 – Bill 68*
- **Policy 118** – Violent Crime Linkage Analysis System – revoked on April 1, 2024 by *Ontario Regulation 134/24*
- **Policy 131** – Collection of Identifying Information in Certain Circumstance – revoked on April 1, 2024 by *Ontario Regulation 134/24*

Subsection 37(1) of the CSPA provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by Section 10 of the CSPA. This provision is a mandated responsibility of Police Services Boards. The Policies and reporting requirements will assist in future budget processes, strategic plans and in assessing the needs of the Service on an ongoing basis.

These policies have been reviewed by Chief Pearce and the LaSalle Police Services Board members and are now presented to the Board for final approval.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "T Mailloux". The signature is fluid and cursive, with the first letter of the last name being a large, stylized capital 'M'.

Tanya Mailloux, Secretary
LaSalle Police Services Board

Attachments:

- Appendix A – LPSB Policy Listing & Summary of Changes as of March 17, 2025
- 101 LPSB Draft Policies for Approval

New Policy	Old Policy	Remarks
Administration and Infrastructure		
AI-001LPSB Strategic Plan	601 - Framework For Business Planning	Reviewed. Revised name & policy number. Added opening statement. Updated wording from Business Plan to 'Strategic Plan'. Added 'in accordance with the needs of the population of the area' to #1. Added #3 (VIII), (X) & (XI). Added #4. Added On Reg # to #6 (b) (V). Updated language from 'prisoner' to 'detainee' in #7 (c) (IX) & (XI). Changed PSA to CSPA in #8. Added #8 e). Added (f) I, III, IV, VI. Added (g). Added #9 & 10. Added #12 f). Added #14 & #15.
A1-002LPSB Skills Development and Learning	602 - Skills Development & Learning	Reviewed. Revised policy number. Changed from annual to once every three years. Added (a) (IV) bullet. Added CSPA & bullets to (a) (V). Added (a) (VIII). Added (b).
AI-003LPSB Equal Opportunity, Discrimination, Workplace Harassment	603 - Equal Opportunity Discrimination, & Workplace Harassment	Reviewed. Revised policy number. Added opening statement. Added 'and maintain written' to (a) (c) & (e). Added (b). Changed PSA to CSPA section # in (e). Added 'that includes key commitments related to diversity and human rights' to (f).
AI-004LPSB Communicable Diseases	604 - Communicable Diseases	Reviewed. Revised policy number. Added 'written' to (a). Added bullets to (a). Added 'act as the liaison with the local Public Health Unit' to c). Added (d).
AI-005LPSB Use of Auxiliaries	605 – Use Of Auxiliaries	Reviewed. Revised policy number. Added (a) & (b). Added 'written' to (c) (I). Changed PSA to CSPA to (c) (I).
AI-006LPSB Use of Volunteers	606 - Use Of Volunteers	Reviewed. Revised policy number. Added 'written' to (a). Changed PSA to CSPA in (a). Added (c), (e) & (f).
AI-007LPSB Management of Police Records	607 - Management Of Police Records	Reviewed. Revised policy number. Added 'and maintain written' to (a). Changed from Ontario Major Case Management Manual to ON Reg # in (b).
AI-008LPSB Marked General Patrol Vehicles	608 - Marked General Patrol Vehicles	Reviewed. Revised policy number. Added 'and maintain written' to (a).
AI-009LPSB Safe Storage of Police Firearms	609 - Safe Storage of Police Service Firearms	Reviewed. Revised policy number. Added 'and maintain written' & reference to CSPA.
AI-010LPSB Police Uniforms and Equipment	610 - Police Uniforms	Reviewed. Revised policy name & number. Added opening statement. Added (a). Added 'and maintain written' to (b). Changed Nov 29
AI-011LPSB Reporting and Information Sharing	611 - Framework For Annual Reporting	Reviewed. Revised policy name and number. Added 'June 30 th in each year' to (a). Added (a) (I) & (V). Added 'shall make best effort to negotiate and' to b). Added (b) (III), (IV), & (V). Added (c) & (d). Changed from 'Business Plan' to 'Strategic Plan'.

New Policy	Old Policy	Remarks
AI-012LPSB Use of Force	612 - Use Of Force	Reviewed. Revised policy number. Added (c) (I). Added ON Reg # to (c) (II). Changed (c) (II) bullets from Solicitor General to Police Service & Regulations. Added ON Reg # to (c) (III) & first three bullets in (c) (IV) & Added 'based on the application of the OPPITA to last bullet in (c) IV. Added 'from a ministry certified Use of Force Trainer who has successfully completed the Conducted Energy Device Trainers course' to (c) (V). Added ON Reg # to first bullet in (c) (VI). Added second bullet to (c) (VI). Added c) (VII). Added ON Reg # to (c) (VIII) & 'successfully completed the course entitled "Use of Force Requalification, delivered by a certified trainer in respect of the course'. Added (c) (IX), Added ON Reg # to (c) (XI). Added ON Reg # to (c) (XVI). Added 'every calendar year' to c) (XVIII). Added (d).
AI-013LPSB Speed Detection Devices	613 - Speed Detection Devices	Reviewed. Revised policy number. Added opening statement. Added #1 (a) (I). Added (a) (II). Updated info in #1 (a) (III). Added #1 (a) (IV). Changed (e) to 'Devices approved by the Chief of Police'.
AI-014LPSB Secure Holster	614 - Secure Holster	Reviewed. Revised policy number.
AI-015LPSB Equipment-Body Armour	615 – Body Armour	Reviewed. Revised policy name & number.
AI-016LPSB Workplace Violence Prevention		New policy.
AI-017LPSB Acoustic Hailing Devices		New policy.
Crime Prevention		
CP-001LPSB Problem Oriented Policing	101 - Problem Oriented Policing	Reviewed. Revised policy number. Added ON Reg # to opening statement. Added 'and maintain written' to e).
CP-001LPSB-001 Community Safety and Well-Being.		New Policy.
CP-002LPSB Crime Prevention	102 - Crime Prevention	Reviewed. Revised policy number. Added ON Reg # to (a) I. Added 'and maintain written' to a) (IV).
Emergency Response		
ER-001LPSB Preliminary Perimeter Control and Containment	501 - Preliminary Perimeter Control & Containment	Reviewed. Revised policy number. Updated language from contract to Framework Agreement. Added (a). Added section & ON Reg # & 'who are not members of a tactical unit and who are deployed in a containment function, including members of a containment team' to b). Added 'and maintain written' to (d). Added ON Reg. # to (d) IV. Added (e). Added section (f) Training.

New Policy	Old Policy	Remarks
ER-002LPSB Tactical Units	502 - Tactical Units	Reviewed. Revised policy number. Updated language from contract to 'Framework Agreement'. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response</i> ' to opening statement. Added 'and maintain written to (b) I.
ER-003LPSB Hostage Rescue	503 - Hostage Rescue	Reviewed. Revised policy number. Updated language from contract to 'Framework Agreement'. Added 'Pursuant to <i>Ontario Regulation 392/23 Adequate and Effective Policing (General) - Emergency Response</i> ' to opening statement. Added 'and maintain written' to (b) I.
ER-004LPSB Major Incident Command	504 - Major Incident Command	Reviewed. Revised the policy number. Updated language from contract to 'Framework Agreement'. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response</i> ' to opening statement. Added 'and maintain written' to (b) I. Added (b) II, & III.
ER-005LPSB Crisis Negotiation	505 - Crisis Negotiation	Reviewed. Revised the policy number. Updated language from contract to 'Framework Agreement'. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response</i> ' to opening statement. Added 'and maintain written' to (b). Added (c).
ER-006LPSB Bomb Threat and Explosive Disposal Units	506 - Explosives	Reviewed. Revised policy name and number. Updated language from contract to 'Framework Agreement'. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) - Emergency Response</i> ' to opening statement. Added 'and maintain written' to (b).
ER-007LPSB Ground Search for Lost Persons or Missing Persons	507 - Ground Search For Lost or Missing Persons	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response</i> ' to opening statement. Added 'and maintain written' to (b). Updated wording in (c) to 'competence and experience'.
ER-008LPSB Emergency Plan	508 - Emergency Planning	Reviewed. Revised policy name & number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement.
ER-009LPSB Underwater Search and Recovery Units	509 - Underwater Search and Recovery Units	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added (b) & (c). Added 'and maintain written' to d) I & II & Added 'and the reporting relationship' to d) II.
ER-010LPSB Canine Units		New policy.

New Policy	Old Policy	Remarks
Law Enforcement		
LE-001LPSB Community Patrol	201 - Community Patrol	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Law Enforcement</i> ' to opening statement. Added 'and maintain written' & 'and community consultation' to (a).
LE-002LPSB Communications and Dispatch	202 - Communications & Dispatch	Reviewed. Revised policy number. Added (b) I. Added 'and maintain written' to (b) IV. Added ON Reg # to (b) V. Added (b) VII & VIII.
LE-003LPSB Crime, Call and Public Disorder Analysis	203 - Crime Call & Public Disorder Analysis	Reviewed. Revised policy number. Added (a) & (b). Added (d) VI.
LE-004LPSB Criminal Intelligence	204 - Criminal Intelligence	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Law Enforcement</i> ' to opening statement. Added 'designated as the Criminal Intelligence Officer and represents this police service with Criminal Service Ontario (CISO)' to (a). Added 'maintain written' to (b) I.
LE-005LPSB Arrest	205 - Arrest	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Law Enforcement</i> ' to opening statement. Added 'and maintain written' to (a). Added (c) & (d).
LE-006LPSB Criminal Investigation Management & Procedures	206 - Criminal Investigation Management & Procedures	Reviewed. Revised policy number. Added opening statement. Added Section #1 & #2. Added # 3. Added ON Reg #'s to #4 (b). Added 'and maintain written' to #4 (d). Changed #4 (e) to 'this Police Service Procedure'. Updated wording in # 4 (f). Added ON Reg # to #4 (h). Updated wording to 'competence and experience' in #4 (i). Added #4 j) & k). Added #4 (n).
LE-007LPSB Hate/Bias Motivated Crime	207 - Hate/Bias Motivated Crime	Reviewed. Revised policy number. Added (b) II. Added (g) & (h).
LE-008LPSB Hate Propaganda	208 - Hate Propaganda	Reviewed. Revised policy number. Added 'written' to (c). Added (d) & (e).
LE-009LPSB Joint Forces Operations	209 - Joint Forces Operations	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added 'and maintain written' to (a). Removed joint forces operation definition.
LE-01LPSB Internal Task Force	210 - Internal Task Forces	Reviewed. Revised name & policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added 'and maintain written' to (a).

New Policy	Old Policy	Remarks
LE-011LPSB Search of Premises	211 - Search Of Premises	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added 'and maintain written' to (a). Added (b).
LE-012LPSB Search of Person	212 - Search Of Persons	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added 'and maintain written' to (a). Added (a) III, VII & IX. Added (c).
LE-013LPSB Police Response to Persons who are Emotionally Disturbed or have a Mental Illness or a Developmental Disability	213 - Police Response To Persons Who Are Emotionally Disturbed Or Have A Mental Illness Or A Developmental Disability	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added 'and maintain written' to (b). Added (b) I, II, III, IV, V & VI. Added (c) II.
LE-014LPSB Court Security	214 - Court Security	Waiting for direction and information relating to current court arrangements. Direction received and policy is now added.
LE-015LPSB Paid Informants and Agents	215 - Confidential Informants & Agents	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added 'and maintain written' to (a) & (b). Replaced Ontario Major Case Management with <i>Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements</i> in (b).
LE-016LPSB Detainee Care and Control	216 - Prisoner Care & Control	Reviewed. Revised policy name & number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Updated language from prisoner to detainee. Added 'and maintain written' to (a). Added (a) III, IV, V, VI, VII, VIII, IX, X & XI.
LE-017LPSB Traffic Management, Enforcement and Road Safety	217 - Traffic Management, Enforcement & Road Safety	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' to opening statement. Added 'when determined by the Chief of Police' & 'Reference section 16 of the <i>Ontario Regulation 395/23 - Investigations</i> ' to (a). Added 'and maintain written' & 'traffic patrol' to (b) II. Updated wording in (b) III to 'competence and experience'. Added b) IV.
LE-018LPSB Witness Protection	218 - Witness Protection	Reviewed. Revised policy number. Added 'and maintain written to (a). Added 'or an arrangement with another police service to use their Witness Liaison Officer'. Added (c).
LE-019LPSB Stolen or Smuggled Firearms	219 - Stolen Or Smuggled Firearms	Reviewed. Revised policy number. Added (c). Changed PSA to CSPA in (d).

New Policy	Old Policy	Remarks
LE-020LPSB Collection, Preservation and Control of Evidence and Property	220 - Collection, Preservation & Control Of Evidence & Property	Reviewed. Revised policy number. Updated (a) CSPA section #. Added 'and maintain written' to (b) & (c). Added (f).
LE-021LPSB Elder and Vulnerable Adult Abuse	221 - Elder and Vulnerable Adult Abuse	Reviewed. Revised policy number. Added 'written' to (b). Added (c), (d), (e), (f) & (g).
LE-022LPSB Officer Note Taking	222 - Officer Note Taking	Reviewed. Revised policy number. Added 'and maintain written' to opening statement. Added I & II.
LE-023LPSB Bail and Violent Crime	223 - Bail & Violent Crime	Reviewed. Revised policy number. Added 'Pursuant to <i>Ontario Regulation 392/23 - Adequate and Effective Policing (General)</i> ' & 'and maintain written' to opening statement. Added e), f) & g).
LE-024LPSB Intimate Partner Violence Incidents	224 - Domestic Violence Occurrences	Reviewed. Revised policy name & number. Updated language from domestic violence to 'Intimate Partner Violence'. Added (a), (b) & c) II, & IV. Changed wording in (c) III to include ON Reg & section #. Added 'written' to (c) IV. Added 'written' to (c) V.
LE-025LPSB Supervision	225 - Supervision	Reviewed. Revised policy number. Added 'and maintain written' to (b). Added (c), (d) & (e). Added 'have received the prescribed training by the Minister for the supervisory position or have the competence and experience' to (f).
LE-026LPSB Missing Persons	226 - Missing Persons	Reviewed. Revised policy number. Added 'written' to opening statement. Added (a) & (b). Replaced Ontario Major Case Management Manual with <i>Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements</i> ; in (e). Added 'and that officers comply with <i>Ontario Regulation 394/23 – Major Case Management and Approved Software Requirements</i> to (f). Added (g).
LE-027LPSB Child Abuse and Neglect	227 - Child Abuse and Neglect	Reviewed. Revised policy number. Added 'written' to (b). Replaced Ontario Major Case Management Manual with ' <i>Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements</i> ' in (d). Added (e).
LE-028LPSB Criminal Harassment	228 - Criminal Harassment	Reviewed. Revised policy number. Added 'written' to opening statement. Added 'Community Safety and Policing Act and its Regulations' to (a). Added (b) I, II, III & IV. Added (c) I & II. Replaced Ontario Major Case Management Manual with ' <i>Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements</i> ' in (e).
LE-029LPSB Preventing or Responding to Occurrences Involving Firearms	229 - Preventing Or Responding To Occurrences Involving Firearms	Reviewed. Revised policy number. Added 'written' to (b), (c) & (d).

New Policy	Old Policy	Remarks
LE-030LPSB Property Offences (including break & enter)	230 - Property Offences	Reviewed. Revised policy name & number. Added 'written' to (a).
LE-031LPSB Drug Investigation	231 - Drug Investigation	Reviewed. Revised policy number. Added (a) & (d). Added 'written' to (b). Updated wording to 'competence and experience' in (c).
LE-032LPSB Illegal Gaming	232 - Illegal Gaming	Reviewed. Revised policy number. Added 'written' to opening statement.
LE-033LPSB Detainee Transportation	233 - Prisoner Transportation	Reviewed. Revised policy name & number. Added 'Pursuant to <i>Ontario Regulation 392/93 - Adequate and Efficient Policing (General)</i> ' to opening statement. Updated language from prisoner to 'detainee'. Added 'and maintain written' to (a). Updated wording in (b) to 'competence and experience'.
LE-034LPSB Sexual Assault Investigation	234 - Sexual Assault Investigation	Reviewed. Revised policy number. Added – Opening statements. Added 'written' to (a). Replaced Ontario Major Case Management Manual with ' <i>Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements</i> ' in (a) II. Added ON Reg # to (c).
LE-03LPSB Waterways Policing (Safety)	235 - Waterways Policing	Reviewed. Revised policy name & number. Added opening statements. Added 'and maintain written' & 'provide direction to members who may engage in routine activities or emergency response – in, on or near bodies of water' in (a). Added (b) & (d). Updated wording in (c) to 'competence and experience'.
LE-036LPSB Child Pornography – Internet Child Exploitation	236 - Child Pornography	Reviewed. Revised policy number. Added 'written' & 'Community Safety and Policing and its Regulations' to (a). Revised (b) to include new language "Provincial Strategy" Internet Child Exploitation Unit-OPP (ICE) may be consulted and/or any other relevant agency outside of Canada'.
LE-037LPSB Sudden Death and Found Human Remains	237 - Sudden Death and Found Human Remains	Reviewed. Revised policy number. Added 'written' to (a). Added 'section 34 of the <i>Ontario Regulation 87/24 - Training</i> or have the competence and experience to conduct the investigation' to (b). Replaced Ontario Major Case Management Manual with ' <i>Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements</i> ' and Added ' <i>Ontario Regulation 395/23 – Investigations</i> ' to (c).
LE-038LPSB Fraud and False Pretence Investigation	238 - Fraud and False Pretence Investigation	Reviewed. Revised policy number. Added 'written' to (a). Updated wording in (d) to 'competence and experience'.
LE-039LPSB Homicide	239 - Homicide	Reviewed. Revised policy number. Added 'written' & 'Police Service's Criminal Investigation Management & Procedures' to (a). Added (b) & (c).

New Policy	Old Policy	Remarks
LE-040LPSB Parental and Non-Parental Abductions	240 - Parental/Non-Parental Abductions	Reviewed. Revised policy number. Added 'written' to (a). Added b). Added 'written' & Replaced Ontario Major Case Management Manual with Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements' in (c).
LE-041LPSB Proceeds of Crime	241 - Proceeds Of Crime	Reviewed. Revised policy number. Added 'written' & Replaced Proceeds of Crime Team or the Integrated Proceeds of Crime Section with 'Provincial Assets Forfeiture Unit (PAFU)' in (a). Updated wording in (b) to 'competence and experience'.
LE-042LPSB Robbery	242 - Robbery	Reviewed. Revised policy number. Added 'written' to (a). Replaced Ontario Major Case Management Manual with 'Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements' in (b).
LE-043LPSB Vehicle Theft	243 - Vehicle Theft	Reviewed. Revised policy number. Added 'written' to (a).
LE-044LPSB Youth Crime	244 - Youth Crime	Reviewed. Revised policy number. Added 'written' to (a).
LE-045LPSB Vehicle Pursuits	245 - Suspect Apprehension Pursuits	Reviewed. Revised policy name and number. Major revision.
LE-046LPSB Ontario Sex Offender Registry	246 - Sex Offender Registry	Reviewed. Revised policy name & number. Added 'and maintain written' to (b) & (c).
LE-047LPSB Police Response to High-Risk Individuals	247 - Police Response to High Risk Individuals	Reviewed. Revised policy number. Added (a) III. Changed b) from communications operators/dispatchers to 'communication centre'.
Public Order Maintenance		
PO-001LPSB Public Order Units	401 - Public Order Units	Reviewed. Revised policy number. Added 'Pursuant to Ontario Regulation 392/93 - Adequate and Effective Policing' to opening statement. Updated language from contract to 'Framework Agreement' in (a). Added (b). Added 'and maintain written' & section # & ON Reg # to (c).
PO-002LPSB Police Action at Labour Disputes	402 - Police Action At Labour Disputes	Reviewed. Revised policy number. Added 'Pursuant to Ontario Regulation 392/93 - Adequate and Effective Policing' to opening statement. Added 'and maintain written' & 'in consultation with the OPP which is providing the services of the public order unit, that are consistent with section 8 of the Ontario Regulation 392/93 - Adequate and Effective Policing' to (b). Updated language from Secondary employment to 'Secondary activities' & Updated CSPA section # in (b) III.
PO-003LPSB Policing Indigenous Occupations & Protest		New policy.

New Policy	Old Policy	Remarks
Victim Assistance		
VA-001LPSB Victim's Assistance	301 - Victims Assistance	Reviewed. Revised policy number. Added opening victims of crime statement & (a) & (b). Added 'and maintain written' & 'victims that reflect the principles of the Victims' Bill of Rights, 1995 and the Canadian Victims Bill of Rights' to (b). Added 'and maintain written' & 'that outline the responsibilities of members of the police service' to (c).
Counter Terrorism		
CT-001LPSB - Terrorism Mitigation	701 – Counter Terrorism Mitigation	Reviewed. Revised policy number. Added 'counter-terrorism and criminal intelligence be developed by the Police Service' to #1. Added 'To support this policy' to #2. Added 'written to #2 (a), (b) & (d). Changed Plan name in #2 (a).
CT-002LPSB - Terrorism Preparedness/Planning	702 – Counter Terrorism Preparedness and Planning	Reviewed. Revised policy name & number. Added 'be developed by the Police Service' to #1. Added 'To support this policy' to #2. Added 'maintain written' & Changed Plan name' in #2 (a). Added 'and maintain written' to #2 (b).
CT-003LPSB - Terrorism Response and Notifications	703 – Terrorism Response and Notifications	Reviewed. Revised policy number. Added 'be developed by the Police Service' in #1. Added 'To support this policy' in #2. Added 'and maintain the written' in #2 (a).
CT-004LPSB - Terrorism Recovery	704 – Terrorism Recovery	Reviewed. Revised policy number. Added 'be developed by the Police Service' to (a). Added 'To support this policy' to (b) & Changed Plan name in (b) I. Added 'and maintain written to (b) III.
Board Policies – Service Standards		
	118 – Violent Crime Linkage Analysis System	Revoked on April 1, 2024 by Ontario Regulation 134/24 – Rescind Policy as of March 17, 2025
	120 – Special Investigations Unit (SIU)	Revoked on December 1, 2020 by the <i>Comprehensive Ontario Police Services Act, 2019, S.O. 2019, c. 1 - Bill 68</i> – Rescind Policy as of March 17, 2025
	131 – Collection of Identifying Information in Certain Circumstances	Revoked on April 1, 2024 by Ontario Regulation 134/24 – Rescind Policy as of March 17, 2025
Board Policies - General		
GP-001 Adequate and Effective Policing		New policy.
GP-002 Code of Conduct for Boards Members		New policy.
GP-003 - Relationships in the Workplace – Conflict of Interest		New policy.

New Policy	Old Policy	Remarks
GP-004 Disclosure of Personal Information		New policy.
GP-005 Policy Development		New policy.
GP-006 Quality Assurance		New policy.
GP-007 Accessibility Standards for Customer Service		New policy.
GP-008 Accommodations		New policy.
GP-009 Unsatisfactory Work Performance		New policy.
GP-010 Secondary Activities		New policy.
GP-011 Active Attacker Incidents		New policy.
GP-012 Extreme Incident Response Plan		New policy.
GP-013 Naloxone Administration		New policy.
GP-014 Complaints of Misconduct		New policy.
GP-015 Disclosure of Misconduct and Reprisals		New policy.
GP-016 Special Constables		New policy.



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-001LPSB Strategic Plan	DATE APPROVED: January 1, 2001
REVISION DATES: April 19, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 601 Framework for Business Planning	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the Board) shall, in accordance with the *Community Safety and Policing Act, 2019 (CSPA)* and its *Regulations*, if any, prepare and adopt a Strategic Plan for the provision of policing, which shall address at least the following matters:

1. How the Board will ensure the provision of adequate and effective policing in accordance with the needs of the population of the area.
2. The objectives, priorities, and core functions of the Police Service.
3. Quantitative and qualitative performance objectives and indicators of outcomes relating to:
 - I. The provision of community-based crime prevention initiatives, community patrol and criminal investigation services;
 - II. Community satisfaction with the policing provided;
 - III. Emergency calls for service;
 - IV. Violent crime and clearance rates for violent crime;
 - V. Property crime and clearance rates for property crime;
 - VI. Youth crime and clearance rates for youth crime;
 - VII. Police assistance to victims of crime and re-victimization rates;
 - VIII. Interactions with persons described in Section 4 of this policy;
 - IX. Road safety;
 - X. Drug crime and clearance rates for drug crime; and
 - XI. Any other prescribed matters.

4. **Interaction with:**

- I. Youth;
- II. Members of racialized groups;
- III. Members of First Nation, Inuit and Métis communities; and
- IV. Interactions with persons who appear to have a mental illness or a neurodevelopmental disability.

5. **Information Technology:**

This Board, in consultation with the Chief of Police, will include in the Strategic Plan an information technology plan that:

- a) Is based on an evaluation of the police service's information technology needs, including its capacity to electronically share information with other agencies, organizations, and community groups;
- b) Requires the periodic review of key business processes, practices, and related technology to identify possible changes that may reduce the administrative workload of front-line officers; and
- c) Addresses information technology acquisition, updating, replacement and training.

6. **Resource Planning:**

The Chief of Police will:

- a) Implement a resource planning methodology that is either automated or manual, and which takes into account the Strategic Plan and existing demands for service; and
- b) At least once every business cycle, undertake and report back on workload assessments and service delivery evaluations for the following areas:
 - I. Crime prevention;
 - II. Law enforcement, including separate assessments and evaluations for the service's community patrol, communications and dispatch, crime analysis, criminal intelligence, criminal investigation, and investigative supports functions;
 - III. Providing assistance to victims;
 - IV. Public order maintenance; and
 - V. Emergency response services for the six functions pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*.

7. Police Facilities:

This Board, in consultation with the Chief of Police, will include in the Strategic Plan a police facility plan that, at minimum, ensures that the police service maintains one or more police facilities that are accessible to the public during normal working hours and that during all other hours public telecommunications access to a communications centre.

The Chief of Police should review and report back to the Board, at least once every business cycle, on whether:

a) All police facilities:

- I. Meet or exceed provincial building and fire codes;
- II. Have sufficient space for the efficient organization of offices and equipment;
- III. Be adequately heated, ventilated, illuminated and, where appropriate and practical, air conditioned, when in use;
- IV. Have lockers, separate change areas (for women), if members are required to change at the workplace, and washroom facilities, and where appropriate and practical, shower facilities; and
- V. Have appropriate security measures and communications.

b) Members of the Police Service have available:

- I. Appropriate and secure working, records, and equipment storage space; and
- II. Separate or private areas for interviewing purposes.

c) The Police Service's lock-up facilities meet the following requirements:

- I. The minimum cell size is 7' x 4'6" x 7' high;
- II. Fire extinguishers are secure and readily available in the lock-up area, but out of reach of the person in custody;
- III. Smoke and heat detectors are installed in the lock-up area;
- IV. Toilet facilities are provided in each lock-up;
- V. No unsafe conditions exist, including means of attaching ligatures;
- VI. First aid equipment, including airway devices for mouth-to-mouth resuscitation, are readily available;

- VII. Lock-ups are separate from public view;
- VIII. Confidential interviews with legal counsel can be accommodated;
- IX. A proper area for detainee processing is provided;
- X. Cell keys are in a secure location and master, or duplicate keys are readily available;
- XI. The area where detainees are processed and/or searched is well illuminated, secure and has no hazardous conditions present;
- XII. Compliant with the Police Service's policy and procedures with respect to communicable diseases; and
- XIII. A means of constantly communicating with the main desk area and/or the communication centre is available.

d) Where it is determined that the police facilities do not meet the requirements in Section 7 (a), (b) and (c) of this policy, the Chief of Police should prepare a Plan for the Board that sets out options and costs in order to meet the requirements.

8. **Consultation:**

The Board, shall consult with the Chief of Police, in preparing or revising a Strategic Plan, consistent with the requirements of the *CSPA* and its *Regulations*, that will include consultation on:

- a) An environmental scan of the community that highlights crime, calls for service and public disorder trends within the community;
- b) The results achieved by the police service in relation to the Strategic Plan currently in effect;
- c) A summary of workload assessments and service delivery evaluations undertaken during the existing Strategic Plan cycle;
- d) The Board's proposals with respect to the Police Service's objectives, core business and functions, and performance objectives and indicators for the eight functions set out in the *CSPA*;
- e) The estimated cost of delivering adequate and effective police services to meet the needs identified in the draft Strategic Plan;
- f) In preparing or revising the Strategic Plan the Board shall consult with:
 - I. The Chief of Police;
 - II. The municipal council of any municipalities in the Board's area of policing responsibility;

- III. The Band Councils of any First Nations in the Board's area of policing responsibility, if applicable;
 - IV. Groups representing diverse communities in the Board's area of policing responsibility;
 - V. School boards, community organizations, businesses, and members of the public in the Board's area of policing responsibility; and
 - VI. Any other prescribed persons, organizations, or groups.
- g) The Strategic Plan must provide an overview of the consultations that were conducted under Section 3 of this policy and state whether and, if applicable, how the needs and concerns regarding policing identified during consultations have been addressed by the plan.

9. Considerations:

In preparing or revising the Strategic Plan, the Board shall consider, at a minimum:

- I. The results of the consultations conducted under Section 3 of this policy;
- II. Any community safety and well-being plans adopted by the municipalities or First Nations that are in the Board's area of policing responsibility; and
- III. The needs of members of diverse communities in the Board's area of policing responsibility, including the needs of members of racialized groups and of First Nations, Inuit and Métis communities.

10. Review and Revision:

The Board shall review and, if appropriate, revise the Strategic Plan in accordance with the *Regulations*, if any, at least once every four years.

11. Communication:

This Board, in consultation with the Chief of Police, will establish a process, with municipal council if required, for the communication of the Strategic Plan to:

- a) Members of the Police Service; and
- b) Members of the public.

12. Performance Objectives:

This Board, shall consult with the Chief of Police, when developing the performance objectives, factors such as:

- a) The Police Service's existing and/or previous performance, and estimated costs;

- b) Crime, calls for service and public disorder analysis and trends, and other social, demographic, and economic factors that may impact on the community;
- c) The type of performance objectives, indicators and results being used/achieved in other similar/comparable jurisdictions;
- d) The availability of measurements for assessing the success in achieving the performance objectives;
- e) Community expectations, derived from the consultation process, community satisfaction surveys, and victimization surveys; and
- f) The results achieved by the police service in relation to the Strategic Plan currently in effect.

13. Cost projection:

The Strategic Plan will include the estimated cost projection for implementing the Plan for each year that the Plan covers.

14. Reporting:

- a) Pursuant to the *CSPA* the Board shall review and, if appropriate, revise the Strategic Plan in accordance with the regulations, if any, at least once every four years;
- b) The Board is to report updates on the Strategic Plan to the Town Council and members of the public annually as outlined in AI-011 (Reporting and Information Sharing); and
- c) The Police Service shall communicate regular updates to the Board as requested.

15. Publication:

The Board shall publish the Strategic Plan on the Internet in accordance with the *Regulations* made by the Minister, if any.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-002LPSB Skills Development & Learning	DATE APPROVED: January 1, 2001
REVISION DATES: May 14, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 602 Skills Development & Learning	EXPIRES: Indefinite

It is the policy of the LaSalle Polices Services Board (the Board) with respect to skills development and learning that the Chief of Police will:

- a) Prepare, once every three years, a skills development and learning plan that:
 - I. Provides an overview of the Police Service's existing and anticipated future needs in relation to skills development and learning;
 - II. Identifies the Police Service's skills development and learning objectives;
 - III. Promotes cost-effective and innovative delivery of skills development and earning, including potential partnerships with other service providers;
 - IV. Supports coaching or mentoring of new officers:
 - incorporates the implementation of a program to coach or mentor new officers.
 - V. Ensures the development and maintenance of the competence and experience of this Police Service's members is consistent with the *Community Safety and Policing Act* and its *Regulations*, including:
 - criminal investigators;
 - members of this Police Service providing investigative support, as required;
 - public order unit personnel; and
 - members of this Police Service providing any emergency response services.

- VI. Emphasizes the importance of organizational learning;
 - VII. Addresses the responsibility of members for career development and skills development and learning; and
 - VIII. Considers any additional or specific training required to achieve objectives identified in the Strategic Plan.
- b) The Chief of Police shall ensure that any training requirements prescribed by the Minister are satisfied and report annually to the Board.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-003LPSB Equal Opportunity, Discrimination, Workplace Harassment	DATE APPROVED: January 1, 2001
REVISION DATES: May 14, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 603 Equal Opportunity, Discrimination, Workplace Harassment	EXPIRES: Indefinite

The objective of equal opportunity in the workplace, and discrimination and harassment prevention, is to ensure that the best qualified and motivated persons are selected for employment, promotion, preferred assignments, and career enhancement through lateral transfer.

This objective is to be achieved by ensuring that no discriminatory barriers exist in the workplace, that no discriminatory or harassing practices or behaviours exist in the workplace, and that the human rights of employees and potential employees are upheld and respected both in rule and in practice.

Furthermore, where discriminatory or harassing acts or behaviours do manifest, they must be effectively investigated and appropriately addressed.

It is the policy of the LaSalle Police Services Board with respect to equal opportunity and workplace harassment that the Chief of Police will:

- a) Establish and maintain written procedures on equal opportunity that are consistent with the principles of the *Community Safety and Policing Act (CSPA)* and its *Regulations* and the Ontario *Human Rights Code*, including recruitment, selection, career development and promotion;
- b) Prepare and maintain written procedures with respect to workplace harassment and develop and maintain a program to implement the policy, in accordance with the *OHSA*;
- c) Establish and maintain written procedures on responding to and preventing discrimination and harassment in the workplace, including stereotyping;
- d) Ensure that no sexist, racist or other offensive or derogatory material is displayed in the workplace;

- e) Establish and maintain written procedures on employment accommodation in accordance with the Ontario *Human Rights Code* and section 88 (1) of the *CSPA*;
- f) Implement an employee performance appraisal system that includes key commitments related to diversity and human rights; and
- g) Ensure that all officers receive training on diversity and human rights.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-004LPSB Communicable Diseases	DATE APPROVED: December 10, 2009
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 604 Communicable Diseases	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to communicable diseases that the Chief of Police will:

- a) Develop and maintain written procedures that are consistent with:
 - I. Ministry of Solicitor General directives;
 - II. Any direction provided by the Local Public Health Unit; and
 - III. Ontario Public Health Standards Exposures of Emergency Service Workers (ESW) to Infectious Disease Protocol.
- b) Designate and train one or more members as a Communicable Disease Coordinator(s);
- c) Ensure that each Communicable Disease Coordinator(s) act as the liaison with the local Public Health Unit;
- d) Ensure the Communicable Disease Coordinator(s) comply with Ontario Public Health Standards Exposures of Emergency Service Workers (ESW) to Infectious Disease Protocol; and
- e) Work, where possible, with the local medical officer of health, to develop a post-exposure plan that addresses roles and responsibilities, reporting protocols, medical evaluation, intervention, confidentiality, access to treatments and follow-up support for workers who have suffered a high-risk occupational exposure to a communicable disease.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-005LPSB Use of Auxiliaries	DATE APPROVED: January 1, 2001
REVISION DATES: May 14, 2014 March 17, 2025	REVIEW DATE:
RESCINDS: 605 Use of Auxiliaries	EXPIRES: Indefinite

- a) Pursuant to section 91(1) of the *Community Safety and Policing Act (CSPA)*, the LaSalle Police Services Board (the Board) may appoint auxiliary members of the Service;
- b) The Board may suspend or terminate the appointment of an auxiliary member. Before the auxiliary member's appointment is terminated the member shall be given written notice with respect to the reasons for the termination and an opportunity to respond orally or in writing, as determined by the Board;
- c) It is the policy of the Board with respect to the use of auxiliaries that the Chief of Police will:
 - I. Develop and maintain written procedures that address the use of auxiliaries by this Police Service in accordance with the *Community Safety and Policing Act* and its *Regulations*, if any; and
 - II. Ensure that records are maintained relating to the use of auxiliaries.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-006LPSB Use of Volunteers	DATE APPROVED: January 1, 2001
REVISION DATES: May 14, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 606 Use of Volunteers	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to the use of volunteers that the Chief of Police will:

- a) Develop and maintain written procedures that address the use of volunteers by the Police Service in accordance with the *Community Safety and Policing Act (CSPA)* and its *Regulations*;
- b) Develop and maintain recruitment, screening, training and supervision procedures and processes;
- c) Ensure appropriate supervision is provided to volunteers;
- d) Ensure that records are maintained relating to the use of volunteers;
- e) Ensure that all volunteer fundraising has a specific identified purpose and a designated recipient/organization; and
- f) Ensure that all proceeds shall be donated to designated recipient for the specific intended purpose.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-007LPSB Management of Police Records	DATE APPROVED: January 1, 2001
REVISION DATES: May 14, 2014 March 17, 2025	REVIEW DATE:
RESCINDS: 607 Management of Records	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to the management of police records that the Chief of Police will:

- a) Establish and maintain written procedures on records management, including the collection, security, retention, use, disclosure, and destruction of records in accordance with the requirements of appropriate legislation;
- b) Comply with the procedures set out in *Ontario Regulation 394/23 – Major Case Management and Approved Software Requirements*; and
- c) Establish procedures on CPIC that are consistent with the *CPIC Reference Manual* and the Ministry's policy relating to CPIC Records.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-008LPSB Marked General Patrol Vehicles	DATE APPROVED: January 1, 2001
REVISION DATES: May 14, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 608 Marked General Patrol Vehicles	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to marked general patrol vehicles that the Chief of Police will:

- a) Establish and maintain written procedures that set out the functions of marked general patrol vehicles;
- b) Ensure that the Police Service's marked general patrol vehicles meet required specifications;
- c) Ensure the regular maintenance, inspection, and replacement of the Police Service's marked general patrol vehicles; and
- d) Consult with designated employee representatives regarding the acquisition of patrol vehicles and related equipment.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-009LPSB Safe Storage of Police Firearms	DATE APPROVED: January 1, 2001
REVISION DATES: May 14, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 609 Safe Storage of Police Service Firearms	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to the safe storage of Police Service firearms that the Chief of Police will establish and maintain written procedures that are consistent with the *Community Safety and Policing Act (CSPA)* and its *Regulations* and with the requirements of the *Firearms Act* and the *Public Agents Firearms Regulations*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-010LPSB Police Uniform and Equipment	DATE APPROVED: January 1, 2001
REVISION DATES: May 15, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 610 Police Uniforms	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 405/23 - Police Uniforms and Equipment*, the LaSalle Police Services Board (the Board) shall provide members of the Police Service maintained by the Board all articles of uniform and equipment necessary for the performance of their duties but, if an article of uniform or piece of equipment is damaged or lost through the fault of the member of the police service, the member shall bear the cost of the replacement.

It is the policy of the LaSalle Police Services Board with respect to police uniforms and equipment that the Chief of Police will:

- a) Comply with *Ontario Regulation 405/23 - Police Uniforms and Equipment*; and
- b) Develop and maintain written procedures on the provision and use of a standardized uniform by the Police Service's uniformed police officers.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-011LPSB Reporting and Information Sharing	DATE APPROVED: September 16, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 611 Framework for Annual Reporting	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the Board) with respect to annual reporting that:

- a) The Chief of Police will prepare and deliver an annual report for the Board on or before June 30th in each year, on the activities of the Police Service during the previous fiscal year, which includes, at minimum, information on:
 - I. Implementation of the Strategic Plan prepared and adopted by the Board under subsection 39(1) of the *Community Safety and Policing Act (CSPA)*; Performance objectives and indicators as set out in the Strategic Plan, and results achieved;
 - II. Public complaints;
 - III. The actual cost of police services; and
 - IV. Any other information that is required to be in the annual report by other *Regulations* or made under the *CSPA* or its *Regulations*.
- b) This Board shall make best efforts to negotiate and enter into a protocol with its municipality or band council that addresses:
 - I. The responsibility for making the annual report public;
 - II. The dates by which the annual report will be made available to the municipal council;
 - III. The sharing of information with municipal council, including the type of information to be shared and the frequency for sharing such information;
 - IV. If the municipality chooses, jointly determining, and participating in, the consultation processes for the development of the Strategic Plan;

- V. Regardless of the existence of an information sharing protocol, the Board shall provide the municipality, on request, with any information, other than personal information, relevant to the preparation or review of the Community Safety and Well-Being Plan; and
 - VI. The Board's budget estimates.
- c) On or before June 30th in each year, the Board shall file an annual report with the municipality regarding:
- I. The implementation of the Board's Strategic Plan and the achievement of the performance objectives identified in the Strategic Plan;
 - II. The affairs of the Police Service;
 - III. The provision of policing as it relates to any Community Safety and Well-Being Plans adopted by the municipality or First Nations that are in the Board's area of policing responsibility; and
 - IV. Any other prescribed matters.

d) **Publication:**

The Board shall publish the annual report referred to in Section (c) of this policy on the Internet in accordance with the *Regulations* made by the Minister, if any.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-012LPSB Use of Force	DATE APPROVED: March 20, 2014
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 612 Use of Force	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the Board) with respect to police use of force that:

- a) The Board, upon receiving a report on the investigation into an injury or death caused by the discharge of a member's firearm, will:
 - I. Review the report and make further inquiries as necessary; and
 - II. File a copy with the Ministry of the Solicitor General, including any additional inquiries of the Board.
- b) The Board, upon being notified that the Chief of Police has discharged a firearm in the performance of their duty, will cause an investigation into the circumstances and file a report on the investigation with the Ministry of the Solicitor General.
- c) The Chief of Police will:
 - I. Ensure the Use of Force by a Member is justified and only as much force shall be used as is reasonably necessary based on the application of the Ontario Public Police Interactive Interactions Training Aid (OPPIITA) and in accordance with the Criminal Code, the *Community Safety and Policing Act (CSPA) and its Regulations* or Provincial Statute;
 - II. Pursuant to *Ontario Regulation 391/23 – Use of Force and Weapons*, ensure that members do not use a weapon other than a firearm, with the exception of those used on another member in the course of a training exercise in accordance with procedures, unless:
 - that type of weapon has been approved by the Police Service and *Regulations*;

- the weapon conforms to technical standards established by the *Regulations*; and
 - the weapon is used in accordance with standards established by the *Regulations* and the Police Service's Procedures.
- III. Pursuant to Section 12 (2) (a) of *Ontario Regulation 391/23 – Use of Force and Weapons*, ensure members who may be required to use force on another person is in compliance with the training requirements prescribed by the Minister on the Use of Force;
- IV. Ensure that, at minimum, police officers:
- only carry the fireman (handgun), magazines and ammunition issued to them by the Police Service, pursuant to section 2 of *Ontario Regulation 391/23 - Use of Force and Weapons*, unless otherwise authorized by the Chief of Police;
 - of this Police Service, shall not be issued or use an aerosol weapon unless the weapon meets the requirements set out in *Ontario Regulation 391/23 – Use of Force and Weapons – Table 2* and approved by the Chief of Police;
 - are issued a baton, as prescribed in *Ontario Regulation 391/23 – Use of Force and Weapons – Table 2* and approved by the Chief of Police; and
 - are trained in officer safety, communication, handcuffing, and physical control techniques, based on the application of the OPPIITA.
- V. Be authorized to issue a conducted energy device to police officers who are:
- front line supervisors;
 - members of tactical/hostage rescue teams;
 - members of preliminary perimeter control and containment teams;
 - all sworn officers, as designated by the Chief of Police; and
 - have received annual training from a ministry certified Use of Force Trainer who has successfully completed the Conducted Energy Device Trainers course.

- VI. Ensure that members do not:
- Pursuant to section 11 (3) of *Ontario Regulation 391/23 – Use of Force and Weapons* carry or use a firearm unless, the have successfully completed the prescribed training on the use of firearms and is competent in the use of the firearm; and
 - discharge a CEW unless the subject is threatening or displaying assaultive behavior or, taking into account the totality of the circumstances, the officer believes there is an imminent need for control of the subject.
- VII. Ensure members have successfully complete the course entitled “Conducted Energy Weapon (CEW) Operator”, delivered by the Ontario Police College or by a Certified Trainer in respect of the course;
- VIII. Ensure, pursuant to Section 11 of *Ontario Regulation 87/24 – Training* – members shall, within every 12 months, successfully completed the course entitled “Use of Force Requalification”, delivered by a certified trainer in respect of the course;
- IX. If it is not reasonably possible for the member to comply within a 12-month period, the Chief of Police may provide an extension of up to 60 days, for the member to comply;
- X. Permit the use of reasonable weapons of opportunity by police officers, when none of the approved options is available or appropriate to defend themselves or members of the public;
- XI. Establish and maintain written procedures consistent with the requirements of *Ontario Regulation 391/23 - Use of Force and Weapons*;
- XII. Immediately cause an investigation to be made where a member unintentionally or intentionally discharges their firearm, except on a target range or in the course of weapon maintenance;
- XIII. Immediately cause an investigation and file a report to the Board where a member, by the discharge of a firearm in the performance of their duty, kills or injures another person;
- XIV. Where the Chief of Police discharges a firearm in the performance of the Chief of Police’s duties, promptly report the matter to the Board;
- XV. Ensure that a written record is maintained of the training courses taken by the members of the Police Service on the use of force and the use of firearms;

- XVI. Ensure the reporting of the use of force by members in accordance with *Ontario Regulation 391/23 - Use of Force*;
 - XVII. Ensure the ongoing review and evaluation of local use of force procedures, training, and reporting; and
 - XVIII. Provide a copy of the Police Service's annual use of force report to the Board every calendar year for review and ensure the availability of the report to the community.
- d) The Board shall publish the annual report under Section (c) XVII of this policy on the Internet.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-013LPSB Speed Detection Devices	DATE APPROVED: May 21, 2009
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 613 Speed Detection Devices	EXPIRES: Indefinite

Traffic enforcement and the safety of road users are important elements of public safety and are statutorily required. In this regard, positive outcomes depend on the proper and safe operation of speed measuring devices, and the provision of standardized training in the safe, effective, and consistent use of speed measuring devices.

It is the policy of the LaSalle Police Services Board with respect to speed detection devices that:

1. The Chief of Police will:

a) Ensure the provision of speed detection devices that:

- I. Devices are tested for accuracy and emission levels and certified following any repair/maintenance;
- II. Are tested for emission certification by the manufacturer in accordance with the current NHTSA performance standards adopted by IACP and entitled, "Speed Measuring Device Performance Specifications: Down-The-Road Radar Module" Technical Manual with certification provided on delivery of any new devices;
- III. Comply with emission safety limits that do not exceed 50W/m² in compliance with Health Canada's Safety Code 6, 2009 on all individual devices;
- IV. Are currently on the IACP conforming products list;
- V. Are tested for accuracy on set-up; and
- VI. Are tested and certified initially by the manufacturer's requirements in accordance with NHTSA standards and are tested and certified following any repair/maintenance with information on tested emission levels and maintenance recorded.

- b) Ensure that each member uses, maintains, and cares for the speed detection devices provided to them in accordance with the standards established by the Minister;
- c) Ensure that police officers do not:
 - I. Use speed detection devices unless the member has successfully completed the required training course(s) delivered by a qualified instructor;
 - II. Have speed detection devices transmitting when not in use; and
 - III. Direct the speed detection devices towards any part of the body, specifically the head and groin areas.
- d) Ensure that, at least every twenty-four months, every member who may be required to use speed detection devices receives a refresher training course by a qualified instructor that reviews the topics covered in the initial training course, including updates on changes in case law, new technological developments and/or operating procedures; and
- e) Ensure that police officers receive information regarding the Devices approved by the Chief of Police.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-014LPSB Secure Holster	DATE APPROVED: January 13, 2009
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 614 Secure Holster	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to secure holsters that:

1. The Chief of Police will:

- a) Ensure the provision of secure holster equipment that is constructed to provide the level of protection that is necessary for the performance of duty including:
 - I. Inhibiting the handgun from being drawn inadvertently;
 - II. Inhibiting the handgun from being withdrawn by an unauthorized person; and
 - III. Permitting the rapid unimpeded drawing of the handgun should it be required.
- b) Consult with designated employee representatives regarding the acquisition of secure holsters.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-015LPSB Equipment Body Armour	DATE APPROVED: August 6, 2008
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 615 Body Armour	EXPIRES: Indefinite

It is the policy of the LaSalle 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; and
 - 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; and

- 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:

- I. Consult with designated employee representatives regarding the acquisition of body armour.

This policy 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 armourers from service, agencies are advised to always require their procurements to meet or exceed the most recent and up-to-date version of this policy.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-016LPSB Workplace Violence Prevention	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

The objective of workplace violence prevention is to ensure that employees have and feel they have a safe working environment, both physically and psychologically.

Where workplace violence occurs, or the threat of violence exists, it must be effectively investigated and appropriately addressed.

To this end, it is the policy of the LaSalle Police Services Board with respect to workplace violence prevention that the Chief of Police will:

- a) Prepare and maintain written procedures with respect to workplace violence, and develop and maintain a program to implement the procedure, in accordance with the *OHSA*;
- b) Establish and maintain written procedures on responding to and preventing violence in the workplace; and
- c) Ensure that all officers receive training on workplace violence prevention.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: AI-017LPSB Acoustic Hailing Devices	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

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

- a) Acoustic hailing devices will only be used, when approved by the Board, in accordance with procedures that set out the supervisory, operating, reporting, and training requirements for their deployment; and
- b) Police Service procedures regarding the use of acoustic hailing devices are based on recommendations about the devices pursuant to *Ontario Regulation 405/23 – Police Uniforms and Equipment*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: CT-001LPSB - Terrorism Mitigation	DATE APPROVED: February 13, 2006
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 701 Counter Terrorism Mitigation	EXPIRES: Indefinite

Terrorism Mitigation (CT-001)

1. It is the policy of the LaSalle Police Services Board that procedures with respect to terrorism mitigation, counter-terrorism and criminal intelligence be developed by the Police Service; and
2. To support this policy, the Chief of Police shall:
 - a) Develop and maintain written procedures that are consistent with the most recent version of the Extreme Incident Response Plan;
 - b) Establish priorities and written procedures for terrorism mitigation that address the collection, collation, analysis, evaluation and dissemination of intelligence or any other threat information;
 - c) Ensure the ongoing identification, evaluation, and assessment of potential targets with the goal of reducing the risk of a terrorist incident or minimizing its impact;
 - d) Establish policies and written procedures with respect to the conduct of multi-jurisdictional investigations, intelligence programs and equipment; and
 - e) Work in partnership with other first responders to develop and implement community awareness strategies using strategic public education and communication tools.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: CT-002LPSB - Terrorism Preparedness Planning	DATE APPROVED: February 13, 2006
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 702 Counter Terrorism Preparedness and Planning	EXPIRES: Indefinite

Terrorism Preparedness Planning (CT-002)

1. It is the policy of the LaSalle Police Services Board that procedures with respect to terrorism preparedness planning be developed by the Police Service; and
2. To support this policy, the Chief of Police shall:
 - a) Develop and maintain written procedures that are consistent with the most recent version of the Extreme Incident Response Plan;
 - b) Establish priorities and written procedures for terrorism preparedness planning that address:
 - I. Establishing a protocol for notification in relation to actual or potential acts of terrorism, or credible threats thereof that is disseminated to all levels of the organization;
 - II. Communicating, networking, and sharing of information;
 - III. Identifying potential targets in the community;
 - IV. Developing an Incident Management/Response Plan to address local, multijurisdictional, and contiguous Provinces/States protocol for response;
 - V. The provision of training;
 - VI. Managing voice and data communications;
 - VII. Identifying the role of the media;
 - VIII. Identifying and accessing the necessary equipment; and
 - IX. Crime victim and witness assistance.

- c) Ensure that the counter-terrorism plan is clearly linked to the municipal emergency plan.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: CT-003LPSB Terrorism Response and Notifications	DATE APPROVED: February 13, 2006
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 703 Terrorism Response and Notifications	EXPIRES: Indefinite

Terrorism Response and Notifications (CT-003)

1. It is the policy of the LaSalle Police Services Board that procedures with respect to terrorism response and notifications be developed by the Police Service; and
2. To support this policy, the Chief of Police shall:
 - a) Implement and maintain the written procedures established in the counter-terrorism plan of the Police Service;
 - b) Assign key responsibilities to appropriate members as early as possible;
 - c) Ensure that, in the implementation of the plan, there is cooperation and communication with other first responders; and
 - d) Ensure that the implementation of the response procedures addresses:
 - I. Implementing the notification protocol;
 - II. Communicating, networking, and sharing of information;
 - III. Protecting potential targets in the community;
 - IV. Implementing the Incident Management/Response Plan;
 - V. Managing voice and data communications;
 - VI. The role of the media;
 - VII. The availability of necessary equipment; and
 - VIII. Assistance to crime victims and witnesses.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: CT-004LPSB Terrorism Recovery	DATE APPROVED: February 13, 2006
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 704 Terrorism Recovery	EXPIRES: Indefinite

Terrorism Recovery (CT-004)

- a) It is the policy of the LaSalle Police Services Board that procedures with respect to terrorism recovery be developed by the Police Service; and
- b) To support this policy, the Chief of Police shall:
- I. Implement and maintain written procedures that are consistent with the most recent version of the Extreme Incident Response Plan;
 - II. Ensure coordination of the Police Service's recovery efforts with those of all other first responders; and
 - III. Implement and maintain written procedures for terrorism recovery that address:
 - continuing investigation of the incident(s) during the recovery period;
 - communicating, networking, and sharing of information;
 - community concerns and the prevention of repercussions;
 - crime victim assistance; and
 - conducting operational reviews to assess the impact on resources and community.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: CP-001LPSB Problem Oriented Policing	DATE APPROVED: September 17, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 101 Problem Oriented Policing	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)* it is the policy of the LaSalle Police Services Board with respect to problem-oriented policing that the Chief of Police will:

- a) Require appropriate supervisors and front-line members to work, where possible, with municipalities, school boards, businesses, community organizations and members of the public to address crime, community safety, public disorder, and road safety problems;
- b) Require appropriate supervisors and front-line members to promote and implement problem-oriented policing initiatives to respond to identified crime, community safety, public disorder, and road safety problems, including repeat calls for service and repeat victimization;
- c) Ensure that supervisors and front-line members are provided with information and resource material on problem-oriented policing;
- d) Promote the use of directed patrol, targeted enforcement, and other initiatives to respond to high crime or high occurrence places/areas and serial occurrences;
- e) Develop and maintain written procedures to support the promotion and implementation of problem-oriented policing; and
- f) Provide information in the annual report on the steps taken by the police service to promote, implement and evaluate problem-oriented policing initiatives.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: CP-001LPSB-001 Community Safety and Well-Being	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

a) **Community Safety and Well-Being:**

The Ministry of the Solicitor General has been working with multi-sectoral government partners and local community and policing partners to develop the Provincial Approach to Community Safety and Well-Being.

This work began in 2009 with a partnership between the Ministry and the Ontario Association of Chiefs of Police (OACP) – together, these two groups initiated the development of a provincial response to crime and victimization.

A new legislative requirement came into force on January 1, 2019, and municipalities had until January 1, 2021, to prepare and adopt a plan. The current *Community Safety and Policing Act (CSPA)* mandates every municipal council to prepare and adopt a Community Safety and Well-Being Plan (CSWBP). Under the legislation [s. 248(1)], the responsibility to prepare and adopt a CSWBP applies to:

- I. Single-tier municipalities;
- II. Lower-tier municipalities in the County of Oxford and in counties; and
- III. regional municipalities, other than the County of Oxford.

Municipalities have the discretion and flexibility to develop joint plans with surrounding municipalities or First Nation communities [s. 248(2)], although First Nation band councils are not required to engage in Community Safety and Well-Being Planning by legislation.

The City of Windsor and municipalities of the County of Essex, in partnership with agencies and organization from many sectors, have developed a plan to support the safety and well-being of communities within Windsor and Essex County. The goal of this plan is to create a community where everyone feels safe, has a sense of belonging, has access to services and opportunities, and can have their needs met across Windsor and the County of Essex.

The Community Safety and Well-Being Planning Framework consists of the following four areas of intervention:

- I. Social Development: Promoting and maintaining community safety and well-being;
- II. Prevention: Proactively reducing identified risks;
- III. Risk Intervention: Mitigating situations of elevated risks; and
- IV. Incident Response: Critical and non-critical incident response.

While community safety and well-being planning needs to occur in all four areas of the framework, the majority of investments, time and resources should be spent on developing and/or enhancing social development, prevention and risk intervention strategies to reduce the number of individuals, families and communities that reach the point of requiring an incident response.

Developing strategies that are preventative as opposed to reactive will ensure efficiency, effectiveness and sustainability of safety and well-being service delivery across Ontario. It is also important to explore more efficient and effective ways of delivering services, including frontline incident response, to ensure those in crisis are receiving the proper supports from the most appropriate service provider.

It is the policy of the LaSalle Police Services Board (the Board) with respect to Community Safety and Well-Being that:

- I. As a legislative requirement, a member of the Board will participate as an Advisory Committee member to undertake the Community Safety and Well-Being planning and the subsequent implementation of a Community Safety and Well-Being plan; and
- II. As a legislative requirement, the Chief of Police or designate will participate as an Advisory Committee member to undertake the Community Safety and Well-Being planning and the subsequent implementation of a Community Safety and Well-Being plan.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: CP-002LPSB Crime Prevention	DATE APPROVED: September 17, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 102 Crime Prevention	EXPIRES: Indefinite

a) Pursuant to *Ontario Regulation 392/23 Adequate and Effective Policing General*, the following standard for adequate and effective policing, relating to crime prevention, are prescribed:

- I. Crime prevention shall involve the provision of crime prevention initiatives, including community-based crime prevention initiatives;
- II. Crime prevention initiatives shall be consistent with:
 - the strategic plan adopted under section 39 or 61 of the *Community Safety and Policing Act* that applies with respect to the Police Service, and
 - the policing needs of the community.
- III. Crime prevention initiatives shall be monitored and regularly evaluated to determine their effectiveness and the ongoing need for them.

b) It is the policy of the LaSalle Police Services Board with respect to providing community-based crime prevention initiatives that the Chief of Police shall:

- I. Establish and maintain written procedures on crime prevention initiatives;
- II. Identify the need, and recommend service delivery options, in accordance with the *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, for community-based crime prevention initiatives based on crime, call and public disorder analysis, criminal intelligence, road safety and community needs;
- III. Ensure that the Police Service works, where possible, with municipalities, school boards, community organizations, neighbourhoods, businesses and neighbouring municipalities or jurisdictions to develop and implement community-based crime prevention initiatives;

- IV. Designate a member to have overall responsibility for the Police Service's involvement in community-based crime prevention initiatives; and
- V. This policy does not apply to local crime prevention activities being undertaken by front-line officers and supervisors in accordance with the Police Service's procedures on problem-oriented policing.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-001LPSB Preliminary Perimeter Control and Containment	DATE APPROVED: June 15, 2015
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 501 Preliminary Perimeter Control & Containment	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to preliminary perimeter control and containment that:

- a) Members of this Police Service will provide the function of initial containment as part of a comprehensive emergency response. The Patrol officers on duty shall be designated as the initial containment personnel and will work in conjunction with the Ontario Provincial Police Emergency Response Unit and Crisis Negotiators under the direction of the Major Incident Commander on scene;
- b) Pursuant to section 9 (1) (5) of *Ontario Regulation 392/23 Adequacy Standards Regulation (General)* the Chief of Police shall ensure 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;
- c) Containment will be provided 24 hours a day and withing a reasonable response time by the Ontario Provincial Police through the Framework Agreement;
- d) The Chief of Police will establish and maintain written 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 *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response*, pending the deployment of a tactical unit; and
 - V. The training of officers in preliminary perimeter control and containment.
- e) The Chief of Police will, if the Police Service opts to establish its own containment team, or has officers who are members of a joint containment, 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 have received the prescribed training as designated by the Minister;
 - II. The appropriate equipment to be used/made available to the members of the team in accordance with *Schedule 1* of the *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*; and
 - III. Any ongoing training as designated by the Minister.
- f) **Training:**
- The Chief of Police shall ensure:
- I. Pursuant to *Ontario Regulation 87/24 Training*, police officers who perform community patrol functions and who may be required to respond to an incident involving an active attacker shall successfully complete the course entitled “Carbine Operator”, delivered by the College or by a certified trainer:
 - II. In the case of a police officer who was appointed before the transition date, no later than the second anniversary of the transition date;
 - III. In the case of a police officer who is appointed as a police officer on or after the transition date, within 12 months after the appointment;
 - IV. Every police officer shall, within 12 months after successfully completing the training required in Section f (I) of this Procedure and within every subsequent 12 months, successfully complete the course entitled “Carbine Operator Requalification”, delivered by the College or by a certified trainer in respect of the course;
 - V. The Chief of Police will authorize the use of specialized weapons and will ensure carrying and use of patrol rifles – (C8) is permitted for only members who have received the prescribed training. Annual training will be conducted by qualified officers authorized to use the specialized weapons; and

- VI. The Chief of Police will ensure that members of this Police Service receive training in techniques on perimeter control.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-002LPSB Tactical Units	DATE APPROVED: January 1, 2001
REVISION DATES: August 13, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 502 Tactical Units	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response* it is the policy of the LaSalle Police Services Board with respect to the services of a tactical unit that:

- a) Tactical Unit support services is available 24 hours a day and within a reasonable response time through the Ontario Provincial Police (OPP) Framework Agreement; and
- b) The Chief of Police, in consultation with the OPP, will:
 - I. Establish and maintain written procedures that set out the circumstances in which the service will be deployed, including the steps for obtaining the services and the reporting relationships; and
 - II. Ensure any ongoing (and joint, if applicable) training for the LaSalle Police Service with respect to coordination of tactical deployment.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-003LPSB Hostage Rescue	DATE APPROVED: January 1, 2001
REVISION DATES: May 2, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 503 Hostage Rescue Teams	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 Adequate and Effective Policing (General) - Emergency Response* it is the policy of the LaSalle Police Services Board with respect to the services of a Hostage Rescue Team that:

- a) Hostage Rescue Team support services are available 24 hours a day and within a reasonable response time through the Ontario Provincial Police (OPP) Framework Agreement; and
- b) The Chief of Police, in consultation with the OPP will:
 - I. Establish and maintain written procedures that set out the circumstances in which the service will be deployed, including the steps for obtaining the service and the reporting relationships; and
 - II. Ensure that the Police Service's major incident commanders and crisis negotiators train with the other police service's hostage rescue team, when applicable.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-004LPSB Major Incident Command	DATE APPROVED: January 1, 2001
REVISION DATES: May 2, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 504 Major Incident Command	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response* it is the policy of the LaSalle Police Services Board with respect to Major Incident Command services that:

- a) A Major Incident Commander is available 24 hours a day and within a reasonable response time, through Ontario Provincial Police (OPP) Framework Agreement;
and
- b) The Chief of Police will:
 - I. In consultation with the OPP, establish and maintain written procedures that set out the circumstances, in which major incident commanders will be deployed, including the steps for obtaining the service and the reporting relationships;
 - II. Ensure that no person is designated a major incident commander unless that person has successfully completed the prescribed training by the Minister;
and
 - III. If the Police Service maintains the function of a Major Incident Commander(s) ensure that the Police Service's Procedures for major incident command are contained in a manual that is available to each member providing the service.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-005LPSB Crisis Negotiation	DATE APPROVED: January 1, 2001
REVISION DATES: May 2, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 505 Crisis Negotiation	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response*, it is the policy of the LaSalle Police Services Board with respect to Crisis Negotiation services that:

- a) Crisis Negotiation support services is available 24 hours a day and within a reasonable response time through the Ontario Provincial Police (OPP) Framework Agreement;
- b) The Chief of Police will, in consultation with the OPP, establish and maintain written procedures that set out the circumstances in which the service will be deployed, including the steps for obtaining the service and the reporting relationships; and
- c) If the Chief of Police establishes and maintains the function of a Crisis Negotiator by a member of this Police Service, the Chief of Police shall:
 - I. Ensure pursuant to section 23 *Ontario Regulation 87/24 – Training* - every police officer whose assigned responsibilities include the responsibilities of a crisis negotiator, as that term is used in *Ontario Regulation 392/23 Adequate and Effective Policing (General)* made under the Act, shall, before undertaking or continuing to undertake those responsibilities, successfully complete the training prescribed in Regulation; and

- II. Pursuant to section 19 of *Ontario Regulation 392/23 Adequate and Effective Policing (General)* that comes into force on April 1, 2025, ensure that every crisis negotiator shall be provided with at least the equipment and other resources set out in Schedule 1 (Required Equipment and Other Resources) to this *Regulation*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-006LPSB Bomb Threats and Explosives Disposal Units	DATE APPROVED: January 1, 2001
REVISION DATES: December 13, 2002 March 17, 2025	REVIEW DATE:
RESCINDS: 506 Explosives	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) - Emergency Response*, it is the policy of the LaSalle Police Services Board with respect to the services of Police Forced Entry Explosive Technicians and Explosive Disposal Technicians that:

- a) Police Forced Entry Explosive Technician and Explosive Disposal Technician support services is available 24 hours a day and within a reasonable response time through the Ontario Provincial Police (OPP) Framework Agreement;
- b) The Chief of Police will, in consultation with the OPP, shall establish and maintain written procedures that set out the circumstances in which the services will be deployed, including the steps for obtaining the services and the reporting relationships; and
- c) The Chief of Police shall be assured by the contracting agency that members who perform the duties of police explosive forced entry technicians and explosive disposal technicians have the competence and experience to perform such duties and has successfully completed the required Ministry accredited training or the Ministry approved equivalent competencies

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-007LPSB Ground Search for Lost Persons of Missing Persons	DATE APPROVED: January 1, 2001
REVISION DATES: May 2, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 507 Ground Search for Lost or Missing Persons	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response* it is the policy of the LaSalle Police Services Board with respect to ground search for lost or missing persons that the Chief of Police will:

- a) Promote, through partnerships with other emergency service providers and volunteer groups, the coordination of ground search services in the jurisdiction served by the Police Service;
- b) Develop and maintain written procedures on ground search for lost or missing persons; and
- c) Ensure that search coordinators and team leaders have the competence and experience required to perform these functions.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-008LPSB Emergency Plan	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 508 Emergency Planning	EXPIRES: Indefinite

Pursuant to *section 20 (1)* of the *Ontario Regulation 392/23 - Adequate and Effective Policing (General)* it is the policy of the LaSalle Police Services Board with respect to emergency planning that the Chief of Police will consult with the municipality and other emergency services on the development of an emergency plan that addresses the role and duties of the Police Service during an emergency, and the procedures to be followed by members of the Police Service during an emergency.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-009LPSB Underwater Search and Recovery Units	DATE APPROVED: May 4, 2004
REVISION DATES: May 11, 2004 March 17, 2025	REVIEW DATE:
RESCINDS: 509 Underwater Search & Recovery Units	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response*, it is the policy of the LaSalle Police Services Board with respect to Underwater Search and Recovery Units that:

- a) Underwater Search and Recovery Unit support services is available 24 hours a day and within reasonable response time through the Ontario Provincial Police (OPP) Framework Agreement;
- b) The OPP will be designated as the primary responder and shall be requested first if the services of an Underwater Search and Recovery Unit (USRU) are required;
- c) The deployment of the USRU shall be authorized only by the Chief of Police; and
- d) The Chief of Police, in consultation with the OPP, will;
 - I. Establish and maintain written procedures that set out the circumstances in which the underwater search and recovery unit will be deployed, including the process for obtaining the services and reporting relationship;
 - II. Establish and maintain written procedures for the deployment of other emergency response services, including the steps for obtaining the services and the reporting relationship; and

- III. Ensure that, unless relegated to designated major incident commanders from the OPP, the LaSalle Police Service's major incident commander(s) receive training (joint, if applicable) in their responsibilities and the capabilities of the USRU.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: ER-010LPSB Canine Units	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Emergency Response*, it is the policy of the LaSalle Police Services Board with respect to the services of a Canine Unit that:

- a) Canine Unit support services is available through the Ontario Provincial Police (OPP) Framework Agreement;
- b) The OPP shall be designated as the primary responder and shall be requested first if the service is required; and
- c) The Chief of Police, in consultation with the OPP will:
 - I. Establish and maintain written procedures that set out the circumstances in which the canine services will be deployed, including the process for obtaining the services and the reporting relationships;
 - II. Ensure members of their police service train with the police service canine team and/or unit that is providing the services of canine;
 - III. Ensure that members performing the functions of a canine team and/or unit have the competence and experience to provide the canine functions assigned; and
 - IV. Establish and maintain written procedures for the deployment of other emergency response services, including receiving assistance from other agencies.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-001LPSB Community Patrol	DATE APPROVED: September 17, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 201 Community Patrol	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Law Enforcement*, it is the policy of the LaSalle Police Services Board with respect to community patrol that the Chief of Police will:

- a) Establish and maintain written procedures and processes on community patrol, including when directed patrol is considered necessary or appropriate based on such factors as crime, call and public disorder analysis, criminal intelligence, road safety, and community consultation; and
- b) Ensure that written arrangements are in place with other police services to obtain their assistance or support in enhancing the community patrol function in extraordinary circumstances.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-002LPSB Communications and Dispatch	DATE APPROVED: January 1, 2001
REVISION DATES: December 2, 2003 March 17, 2025	REVIEW DATE:
RESCINDS: 202 Communications & Dispatch	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the Board) with respect to communications and dispatch services that:

- a) The police service will provide the services of a communications centre to operate 24 hours a day with one or more communications operators/dispatchers to answer emergency calls for service, and maintain constant two-way voice communication capability with police officers who are on patrol or responding to emergency calls; and
- b) The Chief of Police will:
 - I. Ensure a communication centre that operates 24 hours a day with one or more communication personnel to answer emergency calls for service and that maintains constant two-way voice communication capability with police officers who are on patrol or responding to emergency calls must be used for the purposes of dispatching members of a police service;
 - II. Ensure that 24 hours a day a member of a police service is available to supervise police communications and dispatch services;
 - III. Ensure that police officers on patrol have a portable two-way voice communication capability that allows the police officers to be in contact with the communications centre when away from their vehicle or on foot patrol;
 - IV. Establish and maintain written procedures and processes on communications and dispatch services;
 - V. Ensure that members who provide communication and dispatch services meet the requirements of section 15 of the *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*;

- VI. Regularly monitor and evaluate the management and effectiveness of the communications/dispatch centre;
- VII. Establish and maintain written procedures on communications and dispatch services;
- VIII. Establish and maintain a written procedure that sets out when more than one officer will respond to an occurrence or call for service and ensure the Communication Centre are provided with a copy of the procedure;
- IX. Ensure that occurrences involving 911 calls for emergency or occurrences of an emergency nature shall be attended by a minimum of two officers. Supervisors shall be immediately notified by Central Communication Centre of occurrences involving 911 calls for emergency or call of an emergent nature and Supervisors shall ensure a minimum of two officers attend; and
- X. Ensure that Communicators and those supervising them have successfully completed the prescribed training by the Minister.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-003LPSB Crime, Call and Public Disorder Analysis	DATE APPROVED: September 17, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 203 Crime Call & Public Disorder Analysis	EXPIRES: Indefinite

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

- a) Pursuant to Section 5 (2) *Ontario Regulation 392/23 Adequate and Effective Policing (General)* – Police Services shall have crime analysis, call for service analysis and public disorder analysis capacities;
- b) Ensure that Member(s) who perform crime, call and public disorder analysis and persons who assist have the competence and experience to perform the functions and have the necessary equipment;
- c) Crime, call and public disorder analysis will be provided by the LaSalle Police Service and through the cooperation of working arrangements with other agencies; and
- d) The Chief of Police will:
 - I. Establish systems and written procedures for the collection, collation, analysis and dissemination of crime, call, and public disorder data;
 - II. Ensure, that members who perform crime, call and public disorder analysis, and persons who assist, that they have the competence and experience to perform the functions, and have the necessary equipment;
 - III. Promote the use of crime analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement, problem-oriented crime prevention initiatives;

- IV. Report back to the Board on the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal council and officials, school boards, community organizations and groups, businesses, and members of the public;
- V. Provide information in the annual report on crime, calls for service and public disorder patterns, trends and forecasts based on crime, call and public disorder analysis; and
- VI. Pursuant to section 24 (2) of *Ontario Regulation 392/23 Adequacy and Effective Policing (General)*, crime analysis, call analysis and public disorder analysis data, and information on crime trends is to be published annually on the Internet.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-004LPSB Criminal Intelligence	DATE APPROVED: April 10, 2001
REVISION DATES: April 15, 2005 March 17, 2025	REVIEW DATE:
RESCINDS: 204 Criminal Intelligence	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Law Enforcement*, it is the policy of the LaSalle Police Services Board with respect to criminal intelligence that:

- a) Criminal intelligence services will be provided by a member of the LaSalle Police Service Criminal Investigation Division and through the cooperation of working arrangements with other police services and enforcement agencies, designated as the Criminal Intelligence Officer and represents this police service with Criminal Intelligence Service Ontario (CISO);
- b) The Chief of Police will:
 - I. Establish priorities and maintain written procedures for criminal intelligence, including strategic and tactical intelligence;
 - II. Promote the use of criminal intelligence analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement, or problem-oriented policing initiatives; and
 - III. Ensure that members performing the criminal intelligence function have the competence and experience to perform this function and the necessary tools and equipment.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-005LPSB Arrest	DATE APPROVED: September 17, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 205 Arrest	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General) – Law Enforcement*, it is the policy of the LaSalle Police Services Board with respect to arrest that the Chief of Police will:

- a) Establish and maintain written procedures on arrest that require the compliance by members of the LaSalle Police Service with the legal, constitutional, and case law requirements relating to arrest;
- b) Ensure that officers, and other members as appropriate, are kept informed of changes in the law relating to arrest;
- c) Ensure members shall not, by act or omission, do anything that the Officer at the time, knows or reasonably ought to know would infringe or deny a person's right or freedoms under the *Canadian Charter of Rights and Freedoms*; and
- d) Shall not in the course of their duties, treat any person in a manner that the Officer, at the time, knows or reasonably ought to know would contravene the *Human Rights Code*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-006LPSB Criminal Investigation Management & Procedures	DATE APPROVED: January 1, 2001
REVISION DATES: December 2, 2003 March 17, 2025	REVIEW DATE:
RESCINDS: 206 Criminal Investigation Management & Procedures	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the Board) that this Police Service shall investigate all major cases, in accordance with *Ontario Regulation 394/23 - Major Case Management and the Approved Software Requirements* and *Ontario Regulation 395/23 – Investigations*.

1. Standard for Investigation:

- a) Pursuant to *Ontario Regulation 395/23 - Investigations* this Police Service shall have at least one of each of the following members available 24 hours a day:
 - I. A senior investigator.
 - II. A Supervisor.
 - III. A major case manager.
- b) The Chief of Police shall ensure that every investigation shall be undertaken by an Investigator, Senior Investigator, or a Major Case Manager as determined by a Supervisor; and
- c) The Chief of Police shall ensure that assistance is provided to Victims of Crime – section 13 of *Ontario Regulation 392/23 – Adequate and Effective Policing (General)*:
 - I. Victims of crime shall be offered assistance, as soon as possible;

- II. Victims of crime shall be provided with referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations; and
- III. The Chief of Police shall ensure that this Police Service will provide assistance to victims that:
 - reflect the principles of the *Victims' Bill of Rights, 1995* and the *Canadian Victims Bill of Rights*; and
 - the responsibilities of members of the police service in providing assistance to victims are set out the Police Service's procedures on Victim's Assistance.

2. **General Requirements for Major Case Investigations:**

Ontario Regulation 394/23 - Major Case Management and the Approved Software Requirements (MCM Regulation).

- a) The Chief of Police shall ensure that written procedures are developed and maintained on major case management that are consistent and at a minimum address section 2 of the *MCM Regulation*;
- b) The Chief of Police or designate shall ensure that any individual assigned as a major case manager has the necessary training, competence and experience to fulfil the role in accordance with the *MCM Regulation*.

In determining whether an individual should be assigned as a major case manager, the Chief of Police or designate shall consider whether the individual possesses the following attributes:

- I. Strong communication skills;
- II. Leadership and team building skills;
- III. Emotional intelligence and creativity;
- IV. Critical thinking skills;
- V. The ability to understand ethical and legal considerations; and
- VI. Time management and organizational skills.

- c) The Chief of Police or designate shall ensure that the major case manager assigns a primary investigator, a non-threshold investigator, a file co-ordinator or a supporting role that has the necessary competence and experience to fulfil the role in accordance with the *MCM Regulation* and *Ontario Regulation 87/24 – Training*; and
 - d) The Chief of Police shall ensure that investigators assigned as primary investigators have received the training as outlined in section 30, 31, 32 and 33 of *Ontario Regulation 87/24 – Training*.
3. **The objective of Criminal Investigations Management & Procedures is to ensure that investigations into criminal acts:**
- a) Are effectively and efficiently investigated by investigators with the competence and experience;
 - b) Respect the individual rights of victims, persons of interest, suspects, and witnesses alike; and
 - c) Are capable of supporting a successful prosecution of the person(s) for the criminal acts in question.
4. **It is the policy of the LaSalle Police Services Board (the Board) with respect to general criminal investigation that:**

The Chief of Police will:

- a) Periodically review and report back to the Board as part of the Annual Report on the occurrences which can be investigated by members of the Police Service based on their competence and experience, and which occurrences require the services of another Police Service;
- b) Prepare and maintain a criminal investigation management plan that meets the requirements of *Ontario Regulation 394/23 - Major Case Management and the Approved Software Requirements* and *Ontario Regulation 395/23 – Investigations*;
- c) Identify the type of occurrences which should be investigated by another Police Service or through a combined, regional, or cooperative service delivery method and establish requirements when entering into agreements with those who may provide support to the LaSalle Police Service;
- d) Develop and maintain written procedures on and processes for undertaking and managing criminal investigations;

- e) Establish a selection process for criminal investigators, including ensuring that members who provide this service meet the requirements of this Police Service Procedure;
- f) Ensure that the Police Service has the required number of investigators available as stated in Section 1 (a) of this policy;
- g) Require supervisors to ensure that the member assigned an occurrence listed in the Criminal Investigation Management & Procedures has the competence and experience to investigate that type of occurrence;
- h) Ensure that persons providing scenes of crime analysis and forensic identification investigative supports meet the requirements of *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*;
- i) Ensure that persons who provide other investigative supports identified in Section 4 (l) and (m) of this policy have the competence and experience to provide that support;
- j) When required, enter into an agreement with the Ontario Provincial Police (OPP) for the investigation of occurrences pursuant to section 14 (1) of the *Community Safety and Policing Act (CSPA)*;
- k) When required, the Board will augment the number of criminal investigators available to this Police Service through the OPP Framework Agreement or other agreements pursuant to section 14 (1) of the *Community Safety and Policing Act (CSPA)*;
- l) Scenes of crime analysis and forensic identification, at the discretion of the Chief of Police will be provided by the LaSalle Police Service;
- m) Containment teams, tactical units, hostage rescue teams, major incident command, crisis negotiation, canine tracking, behavioural science, electronic interception, physical surveillance, video and photographic surveillance and polygraph investigative supports will be provided by virtue of contracting the services of another Police Service or through a cooperative working arrangement with another Police Service; and
- n) Violent Crime Linkage Analysis System Reporting:
 - l. Develop and maintain procedures to ensure compliance with *Ontario Regulation 395/23 – Investigations - ViCLAS Reports*; and

- II. A document that is required to be provided to the Provincial ViCLAS Centre under this section must be in the form approved by the Provincial ViCLAS Centre's Manager and must be submitted in accordance with the established standards of ViCLAS.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-007LPSB Hate/Bias Motivated Crime	DATE APPROVED: September 17, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 207 Hate/Bias Motivated Crime	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the Board) with respect to undertaking and managing investigations into hate/bias motivated crime that the Chief of Police will:

- a) Ensure that community organizations, school boards, victims' organizations, social services agencies, and the media are informed about the Police Service's procedures for investigating hate/bias motivated crime;
- b) Ensure that the Police Service works, where possible, with community organizations, school boards, victims' organizations, and social service agencies to:
 - I. Prevent the repetition of hate/bias motivated crime;
 - II. Respond to hate/bias motivated crime; and
 - III. Counter the activities of organized hate groups in the community.
- c) Develop and maintain written procedures on and processes for undertaking and managing investigations into hate/bias motivated crime;
- d) Ensure that officers are provided with information on hate/bias motivated crime;
- e) Ensure that the Police Service works with other law enforcement and government agencies to respond to hate/bias motivated crime and the activities of organized hate groups;
- f) Assess and report back to the Board on the need for, cost and feasibility of establishing a dedicated unit to investigate hate/bias motivated crime;
- g) Ensure that the investigators have received the prescribed training as outlined in section 34 of *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation; and

- h) If the Police Service has a team primarily responsible for conducting investigations into hate crimes, the Chief of Police shall ensure that at least one member of the team has completed any training prescribed by the Minister, section 15 of *Ontario Regulation 395/23 - Investigations*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-008LPSB Hate Propaganda	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 208 Hate Propaganda	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to undertaking and managing investigations into hate propaganda that the Chief of Police will:

- a) Ensure that community organizations, school boards, victim's organizations, social services agencies, and the media are informed about the Police Service's procedures for investigating hate propaganda occurrences;
- b) Ensure that the police service works, where possible, with community organizations, school boards, victims' organizations, and social service agencies to respond to hate propaganda occurrences and to counter the activities of organized hate groups in the community;
- c) Develop and maintain written procedures that require investigations into hate propaganda be undertaken and managed in accordance with the Police Service's Criminal Investigation Management & Procedures;
- d) Ensure that the investigators have received the prescribed training as outlined in section 34 of *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation;
- e) If the Police Service has a team primarily responsible for conducting investigations into hate propaganda crimes at least one member of the team must have successfully completed any training prescribed by the Minister, section 15 of *Ontario Regulation 395/23 – Investigations*; and

- f) If the Police Service has a dedicated unit to investigate hate/bias motivated crime, assign that unit the responsibility to investigate hate propaganda occurrences.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-009LPSB Joint Forces Operations	DATE APPROVED: January 1, 2001
REVISION DATES: December 2, 2003 March 17, 2025	REVIEW DATE:
RESCINDS: 209 Joint Forces Operations	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)* it is the policy of the LaSalle Police Services Board with respect to joint forces operations that the Chief of Police will:

- a) Develop and maintain written procedures that address the approval process and accountability mechanisms for joint forces operations; and
- b) Provide information in the annual report on the number of completed joint forces operations that the Police Service participated in, the cost to the Police Service and whether they achieved their performance objectives.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-010LPSB Internal Task Force	DATE APPROVED: January 1, 2001
REVISION DATES: April 10, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 210 Internal Task Forces	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to internal task forces operations that the Chief of Police will:

- a) Develop and maintain written procedures that address the approval process and accountability mechanism for internal task forces; and
- b) Provide information in an annual report on the number of completed internal task forces established within the Police Service, the cost to the Police Service and whether they achieve their performance objectives.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-011LPSB Search of Premises	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 211 Search of Premises	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to search of premises that the Chief of Police will:

- a) Establish and maintain written procedures on search of premises that require the compliance by members of the Police Service with the legal, constitutional, and case law requirements relating to the search of premises; and
- b) Ensure that officers and other members as appropriate are kept informed of changes in the law relating to search of premises.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-012LPSB Search of Persons	DATE APPROVED: January 1, 2001
REVISION DATES: April 10, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 212 Search of Persons	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to the search of persons that the Chief of Police will:

a) Establish and maintain written procedures that address:

- I. The compliance by members of the Police Service with the legal, constitutional, and case law requirements relating to when and how searches of persons are to be undertaken;
- II. The circumstances in which an officer may undertake a search of person;
- III. Charter of Rights and Freedoms;
- IV. Frisk/field searches;
- V. Strip/complete searches;
- VI. Body cavity searches;
- VII. Strip searches of Transgender or Inter-sexed persons;
- VIII. Consent searches;
- IX. Cultural considerations in searches of persons;
- X. The supervision – Officer-in-Charge – responsibilities of searches of persons; and
- XI. The documentation of searches of persons.

b) Ensure that officers and other members as appropriate are kept informed of changes in the law relating to the search of persons; and

c) Annual Reporting – The Chief of Police shall obtain strip search data and report to the Board on the following information:

- I. Number of strip searches conducted each year;
- II. Race, if known, of the arrestees;
- III. Gender, if known, of the arrestees;
- IV. Age of arrestees;
- V. Number of times force was used;
- VI. Number of times items were found during strip search, and
- VII. Analysis of trends and concerns, if any.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-013LPSB Police Response to Persons who are Emotionally Disturbed or have a Mental Illness or a Developmental Disability	DATE APPROVED: January 1, 2001
REVISION DATES: April 26, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 213 Police Response To Persons Who Are Emotionally Disturbed Or Have A Mental Illness Or A Developmental Disability	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability that the Chief of Police will:

- a) Work, where possible, with appropriate community members and agencies, health care providers, government agencies, municipal officials, other criminal justice agencies, and the local Crown to address service issues relating to persons who have a mental illness or developmental disability;
- b) Establish and maintain written procedures and processes that address the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability, that may include, but not limited to:
 - I. Alzheimer's type dementia and related dementias;
 - II. Responding to call for service under MHA;
 - III. Mental Health Engagement and Response Team;
 - IV. Restraint use and excited delirium;
 - V. Community treatment orders; and
 - VI. Transfer of care.

c) Ensure that the police service's skills development and learning plan addresses the training and sharing of information with officers, communicators, and supervisors on:

- I. Local protocols;
- II. Use of Vulnerable Persons Registry, if applicable; and
- III. Conflict resolution and use of force in situations involving persons who may be emotionally disturbed or may have a mental illness or developmental disability.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-014LPSB Court Security	DATE APPROVED: April 7, 2009
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 214 Court Security	EXPIRES: Indefinite

Pursuant to *Community Safety and Policing Act (CSPA) Part XV Court Security and Ontario Regulation 399/23 – General Matters Under the Authority of the Lieutenant Governor in Council*, when the LaSalle Police Service is responsible for court security, it is the policy of the LaSalle Police Services Board (the Board) with respect to court security that the Chief of Police will:

- a) Ensure the security of judges and other judicial officers and of persons taking part in or attending proceedings;
- b) During the hours when judges, other judicial officers and members of the public are normally present, ensure the security of the premises;
- c) Ensure the secure custody of persons in custody who are on or about the premises, including persons taken into custody at proceedings;
- d) Determine appropriate levels of security for the purposes of Section a), b), and c) of this policy in accordance with the *Regulations*, if any;
- e) When applicable, participate in a local court security committee, to serve in an advisory capacity to the Chief of Police, comprised of representatives, at minimum, from the Police, Crown, judiciary, local bar, Victim Services/Organizations and Courts Services - Ministry of the Attorney General;
- f) If required, prepare a court security plan, in consultation with the local court security committee, that adequately addresses local needs and circumstances, and meets the responsibilities in accordance with the *CSPA* and its *Regulations*;
- g) Establish and maintain written procedures on court security that addresses supervision and training;
- h) Ensure that police officers and special constables utilized for court security are supervised and have the competence and experience required to perform the function;

i) Ensure that the police service training plan addresses the training needs of court security personnel with regards to competence and experience required to perform that function;

j) Powers of persons providing court security:

- I. The Chief of Police shall ensure that members who are authorized by the Board to act in relation to the Board's responsibilities under Section 243 (1) of the *CSPA* exercise the powers, if reasonable to do so for the purpose of fulfilling those responsibilities outlined in Section 244 (1) of the *CSPA*.

k) Accommodations:

When a member who is authorized by the Board to provide court security, exercises powers under the *CSPA* with respect to other persons, they shall ensure that those persons are accommodated in accordance with the *Canadian Charter of Rights and Freedoms and the Human Rights Code*, and this includes accommodation in connection with creed or disability.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-015LPSB Paid Information and Agents	DATE APPROVED: January 2, 2014
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 215 Confidential Informants & Agents	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to paid informants and agents that the Chief of Police will:

- a) Establish and maintain written procedures and processes relating to the use and management of paid informants and agents; and
- b) Establish and maintain written procedures on the use of in-custody informants that are consistent with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-016LPSB Detainee Care and Control	DATE APPROVED: January 1, 2001
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 216 Prisoner Care & Control	EXPIRES: Indefinite

Pursuant to *Ontario Regulation Section 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board (the Board) with respect to detainee care and control that the Chief of Police will:

a) Establish and maintain written procedures and processes for:

- I. The care and control of detainees, including effective monitoring;
- II. Responding to an escape from police custody;
- III. Handling item of Religious Significance;
- IV. Duty to Accommodate Persons with Disabilities;
- V. Privacy for Detainees;
- VI. Suicide Concerns – Special Precautions;
- VII. Mental Illness, Emotionally Disturbed, Development Disability;
- VIII. Medical Considerations Sick - Injured Detainees;
- IX. Excited Delirium, Positional Asphyxia, Obstructive Sleep Apnea;
- X. Intoxicated Detainees; and
- XI. Maintenance and Inspection of cell block.

b) Ensure that members involved in detainee care and control have the knowledge, skills and abilities required to perform this function; and

- c) Following an escape or in-custody death, review the procedures, processes, and practices of the Police Service for detainee care and control and report back to the Board.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-017LPSB Traffic Management, Enforcement and Road Safety	DATE APPROVED: January 1, 2001
REVISION DATES: April 11, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 217 Traffic Management, Enforcement & Road Safety	EXPIRES: Indefinite

Pursuant to *Ontario Regulation Section 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to traffic management, traffic law enforcement and road safety that:

- a) When determined by the Chief of Police, technical collision investigation, reconstruction and breath analysis investigative supports will be provided by the members of the LaSalle Police Service. Reference section 16 of *Ontario Regulation 395/23 - Investigations*;
- b) The Chief of Police will:
 - I. Develop and implement a traffic management, traffic law enforcement and road safety plan;
 - II. Establish and maintain written procedures on traffic management, traffic law enforcement, traffic patrol and road safety, including procedures to address road closures and minimizing the interference of traffic;
 - III. Establish and maintain written traffic direction and enforcement, including traffic patrol;
 - IV. Ensure that persons who provide technical collision investigation, reconstruction and breath analysis investigative supports have the competence and experience to provide that support; and

- V. Ensure that protocols are in place, with the OPP through the Framework Agreement, to provide technical assistance when LaSalle Police Service encounter serious motor vehicle collisions requiring higher levels of collision investigative expertise.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-018LPSB Witness Protection	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 218 Witness Protection	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to witness protection and security that the Chief of Police will:

- a) Establish and maintain written procedures and processes in respect of witness protection and security;
- b) Ensure that the Police Service, when applicable, has a Witness Protection Liaison Officer, or an arrangement with another police service to use their Witness Protection Liaison Officer; and
- c) Where witnesses are also victims of crime, ensure that the support of the local Victim Services has been offered.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-019LPSB Stolen or Smuggled Firearms	DATE APPROVED: January 2, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 219 Stolen Or Smuggled	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to stolen or smuggled firearms that the Chief of Police will develop and maintain written 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 & Procedures;
- c) The Chief of Police shall ensure that members comply with section 260 of the *Community Safety and Policing Act (CSPA)*; and
- d) That address the sharing of crime analysis, criminal intelligence, and other information on stolen or smuggled firearms with relevant law enforcement agencies pursuant to the *CSPA* and its *Regulations*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-020LPSB Collection, Preservation and Control of Evidence and Property	DATE APPROVED: January 1, 2001
REVISION DATES: May 3, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 220 Collection Preservation & Control of Evidence & Property	EXPIRES: Indefinite

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

- a) Ensure the Police Service complies with section 258 of the *Community Safety and Policing Act (CSPA)*;
- b) Establish and maintain written procedures, consistent with the advice from the Centre of Forensic Sciences and its current version of the *Laboratory Guide for the Investigator*, for the safe and secure collection, preservation, control, handling, and packaging of evidence;
- c) Establish and maintain written procedures for the secure collection, preservation, and control of property;
- d) Ensure that an annual audit of all property/evidence held by the Police Service is conducted by a member(s) not routinely or directly connected with the property/evidence control function, and report the results to the Board;
- e) Where a member who has responsibility for a property/evidence storage area is transferred or replaced, ensure that an inventory is taken of all property/evidence in that area; and

- f) Ensure that an auction of all property no longer needed as evidence and where the owner is unknown, is conducted at a minimum of every two (2) years, or as determined by the Chief of Police and that all proceeds of the property auction are reported to the Board at its next monthly meeting.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-021LPSB Elder and Vulnerable Adult Abuse	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 221 Elder & Vulnerable Adult Abuse	EXPIRES: Indefinite

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

- a) Where possible, work in partnership with the local Crown, municipalities, community and social service agencies/providers, businesses, seniors', and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse, including fraud awareness and prevention;
- b) Develop and maintain written procedures that require that investigations into elder or vulnerable adult abuse be undertaken and managed in accordance with the Police Service's Criminal Investigation Management & Procedures;
- c) Ensure that the investigators have received the prescribed training as outlined in section 34 of *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation;
- d) If the Police Service has a team primarily responsible for conducting investigations into elder abuse, the Chief of Police shall ensure that at least one member of the team has completed any training prescribed by the Minister, section 15 of *Ontario Regulation 395/23 – Investigations*;
- e) Establish and maintain written procedures and processes where investigations take place in Long-term Care Homes or Retirement Homes;
- f) Establish and maintain written procedures and processes regarding the Medic Alert Connect Program, if available to this Police Service; and

- g) Establish and maintain written procedures and processes regarding Vulnerable Person Registry, if available to this Police Service.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-022LPSB Officer Note Taking	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 222 Officer Note Taking	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board that the Chief of Police will establish and maintain written procedures relating to officer note taking, including the secure storage and retention of Police Officer notes:

- I. Requiring that Officers shall complete their notes before the end of their shift,
except when excused by the Chief of Police or designate, and shall not delay for
the purpose of obtaining legal advice; and
- II. Establish and maintain written procedures regarding Officer's notes and *Special Investigations Unit Act, 2019 (SIU)*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-023LPSB Bail and Violent Crime	DATE APPROVED: March 2, 2015
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 223 Bail & Violent Crime	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to bail and violent crime that the Chief of Police will establish and maintain written procedures on bail and violent crime that address:

- a) Assessing opposing bail on the secondary grounds;
- b) Preparing the show cause report (bail hearing brief);
- c) Post-bail hearing notifications;
- d) Breach of bail conditions;
- e) Post bail/trial court victim notification responsibilities;
- f) The following standards for effective policing respecting assistance to victims of crime are prescribed:
 - I. Victims of crime shall be offered assistance as soon as possible; and
 - II. Victims of crime shall be provided with referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations.

g) The principles of the *Victims' Bill of Rights, 1995* and the *Canadian Victims Bill of Rights*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-024LPSB Intimate Partner Violence Incidents	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 224 Domestic Violence Occurrences	EXPIRES: Indefinite

- a) The following standards for effective policing respecting assistance to victims of crime are prescribed:
- I. Victims of crime shall be offered assistance as soon as possible; and
 - II. Victims of crime shall be provided with referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations.
- b) The Chief of Police will ensure that the principles of the *Victims' Bill of Rights, 1995* and the *Canadian Victims Bill of Rights* are adhered to; and
- c) It is the policy of the LaSalle Police Services Board with respect to Intimate Partner Violence occurrences that the Chief of Police will:
- I. In partnership with the Police Service's local Crown, Probation and Parole Services, Victim/Witness Assistance Programme (VWAP), Victim Services of Windsor and Essex County, Municipalities, Windsor-Essex Children's Aid Society, and other service providers and community representatives responsible for issues related to Intimate Partner Violence, including women's shelters, work to establish and maintain one or more Intimate Partner Violence review committees that fall within the jurisdiction of the police service;
 - II. Ensure that Intimate Partner Violence investigations are conducted in compliance with *Community Safety and Policing Act (CSPA)* and its *Regulations* on investigations;

- III. Ensure that the Intimate Partner Violence investigators have received the prescribed training as outlined in section 34 of *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation;
- IV. If police service has a team primarily responsible for conducting investigations into Familial or Intimate Partner Violence, the Chief of Police shall ensure at least one member of the team has completed the training as outlined in section 15 of *Ontario Regulation 395/23 - Investigations* or have the competence and experience to conduct the investigation;
- V. Develop and maintain written procedures for undertaking and managing investigations into Intimate Partner Violence occurrences that address:
- communications and dispatch;
 - initial response;
 - enhanced investigative procedures;
 - the mandatory laying of charges where there are reasonable grounds to do so, including in cases where there is a breach of a bail condition, probation, parole, or a restraining order;
 - the use of a risk indicators tool;
 - children at risk;
 - high-risk cases and repeat offenders;
 - occurrences involving members of a police service;
 - post-arrest procedures;
 - victim assistance; and
 - safety planning.
- VI. Ensure that the Police Service's response to Intimate Partner Violence occurrences are monitored and evaluated; and
- VII. Ensure that front-line officers and other appropriate members receive any training prescribed by the Minister.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-025LPSB Supervision	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 225 Supervision	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to supervision that the Chief of Police will:

- a) Ensure that there is 24-hour supervision available to members of the Police Service;
- b) Establish and maintain written procedures on supervision, including setting out circumstances in which a supervisor must be contacted and when a supervisor must be present at an incident, including for all major crime incidents;
- c) Establish and maintain written procedures when members of this Police Service shall notify a supervisor in the following matters – *Ontario Regulation 395/23 - Investigations*:
 - I. A missing person occurrence; and
 - II. A matter in relation to which there is a reasonable suspicion that an offence under the *Criminal Code*, the *Controlled Drugs and Substances Act* or the *Cannabis Act* has been or will be committed.
- d) Establish and maintain written procedures that comply with the *Community Safety and Policing Act (CSPA)* and its *Regulations* regarding the determination process for when matters should be investigated;
- e) Ensure Supervisors receive the prescribed training set out in *section 19 of Ontario Regulation 87/24 – Training*; and

- f) Establish a selection process to ensure that members appointed permanently to supervisory positions have received the prescribed training by the Minister for the supervisory position or have the competence and experience.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-026LPSB Missing Persons	DATE APPROVED: April 26, 2010
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 226 Missing Persons	EXPIRES: Indefinite

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

- a) When members of this Police Service shall notify a supervisor regarding a missing person occurrence – *Ontario Regulation 395/23 – Investigations*;
- b) That all missing persons occurrences are investigated in compliance with the *Community Safety and Policing Act (CSPA)* and its *Regulations*;
- c) Set out the steps to be followed for undertaking investigations into reports of missing persons, including situations involving children, teenagers, and elder and vulnerable adults;
- d) Ensure investigative follow-up on outstanding cases;
- e) Where circumstances indicate a strong possibility of foul play, that require officers to comply with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements*;
- f) Ensure an AMBER Alert activation is considered in all missing children's investigations, and that officers comply with *Ontario Regulation 394/23 – Major Case Management and Approved Software Requirements*; and
- g) Annual Report:

Pursuant to section 8 of the *Missing Person Act* (2018) (the Act), Police Services are required to report annually on the use of urgent demands for records by members of the Police Service. This includes:

- I. The total number of urgent demands made that year and the number of missing persons;

- II. Persons investigations to which they related;
- III. A description of the types of records specified in the urgent demands for records made in that year;
- IV. The date by which the annual report must be prepared by the Chief of Police, and a copy provided to the Police Service Board, which is by April 1 in a format approved by the Minister;
- V. The date by which the Police Service Board receives the report shall make the report available to the public by posting it on a website, which is by June 1 in the year the report is received; and
- VI. In addition to the contents required under subsection 8 (4) of the Act, the annual report must also contain:
 - The total number of times that different types of records listed in subsection 4 (2) of the Act were specified in the urgent demands made in that year; if applicable; and
 - A description of any types of records not listed in subsection 4 (2) of the Act.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-027LPSB Child Abuse and Neglect	DATE APPROVED: January 1, 2001
REVISION DATES: November 25, 2003 March 17, 2025	REVIEW DATE:
RESCINDS: 227 Child Physical and Sexual	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to child abuse and neglect investigations that the Chief of Police will:

- a) In partnership with the local Crown, Windsor Essex Children's Aid Society, Town of LaSalle, school boards and other appropriate service providers, including hospital staff, work to establish a committee to develop a local strategy to prevent, and respond to complaints of, child abuse and neglect;
- b) Develop and maintain written procedures on and processes for undertaking and managing child abuse and neglect investigations;
- c) Enter into a child abuse protocol with Windsor Essex Children's Aid Society with respect to investigations into complaints of child abuse and neglect, and the sudden unexpected death of any child;
- d) If the alleged child abuse fits the definition of a major case, require officers to comply with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements*; and
- e) Ensure that the investigators have received the prescribed training as outlined in section 34 of the *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-028LPSB Criminal Harassment	DATE APPROVED: January 1, 2001
REVISION DATES: May 3, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 228 Criminal Harassment	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to undertaking and managing investigations into criminal harassment that the Chief of Police will develop and maintain written procedures that address:

- a) The procedures for investigating criminal harassment complaints in accordance with the Police Service's Criminal Investigation Management & Procedures and the *Community Safety and Policing Act (CSPA)* and its *Regulations*;
- b) The use of enhanced investigative techniques, such as behavioural science services as part of the investigation, which may include:
 - I. Physical/Electronic surveillance;
 - II. Wire taps, body packs, probes, or other electronic technical support;
 - III. Witness relocation; and
 - IV. Undercover operators.
- c) The following standards for adequate and effective policing respecting assistance to victims of crime are prescribed:
 - I. Victims of crime shall be offered assistance as soon as possible; and
 - II. Victims of crime shall be provided with referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations.

- d) The information to be provided to police officers on criminal harassment; and
- e) Compliance with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements* for criminal harassment cases that fall within the definition of major case.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-029LPSB Preventing or Responding to Occurrences Involving Firearms	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 229 Preventing Or Responding To Occurrences Involving Firearms	EXPIRES: Indefinite

It is the policy of the LaSalle 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 written procedures on undertaking and managing investigations into offences/occurrences involving firearms;
- c) Develop and maintain written procedures on preventing offences/occurrences involving firearms; and
- d) Develop and maintain written procedures relating to the Firearms Interest Police (FIP) category of CPIC.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-030LPSB Property Offences (including break & enters)	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 230 – Property Offences	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the “Board”) with respect to property offences, including break and enter that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations be undertaken and managed in accordance with the Police Service’s Criminal Investigation Management and Procedures; 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.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-031LPSB Drug Investigation	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 231 – Drug Investigation	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the “Board”) with respect to undertaking and managing investigations into drug-related offences other than simple possession that the Chief of Police will:

- a) Establish and maintain written procedures when members of this Police Service shall notify a supervisor in relation to matters which there is a reasonable suspicion that an offence under the *Criminal Code*, the *Controlled Drugs and Substances Act* or the *Cannabis Act* has been or will be committed - *Ontario Regulation 395/23 – Investigations*;
- b) Develop and maintain written procedures that require that investigations be undertaken and managed in accordance with the Police Service’s Criminal Investigation Management & Procedures;
- c) Ensure that officers investigating drug-related offences other than simple possession have the competence and experience required; and
- d) Develop and maintain written procedures that addresses the *Cannabis Act* (*S.C. 2018, c. 16*)

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-032LPSB Illegal Gaming	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 232 – Illegal Gaming	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to illegal gaming that the Chief of Police will develop and maintain written procedures that require:

- a) Investigations be undertaken and managed in accordance with the Police Service's Criminal Investigation Management & Procedures; and
- b) Information on illegal gaming shall be shared with the *Ontario Illegal Gaming Enforcement Unit* (OIGEU).

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-033LPSB Detainee Transportation	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 233 – Prisoner Transportation	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/93 - Adequate and Efficient Policing (General)*, it is the policy of the LaSalle Police Services Board with respect to detainee transportation that the Chief of Police will:

- a) Establish and maintain written procedures on detainee transportation that require compliance by police officers/special constables with the Police Service's procedures on detainee care and control;
- b) Ensure that police officers/special constables used to escort persons in custody have the competence and experience required to perform this function; and
- c) Ensure that appropriate safety equipment is used/available to police officers/special constables performing this function.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-034LPSB Sexual Assault Investigation	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 234 Sexual Assault Investigation	EXPIRES: Indefinite

The following standards for effective policing respecting assistance to victims of crime are prescribed:

- I. Victims of crime shall be offered assistance as soon as possible; and
- II. Victims of crime shall be provided with referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations.

It is the policy of the LaSalle Police Services Board (the Board) that members will adhere to the principles of the *Victims' Bill of Rights, 1995* and the *Canadian Victims Bill of Rights*.

It is the policy of the Board with respect to sexual assault investigations that the Chief of Police will:

a) Develop and maintain written procedures that:

- I. Require that investigations be undertaken in accordance with the Police Service's Criminal Investigation Management & Procedures;
- II. Require compliance with *Ontario Regulation 392/93 - Major Case Management and Software Requirements*;
- III. Address communications and dispatch, initial response and investigations relating to sexual assaults; and
- IV. Address community notification.

- b) Work, where possible, with hospitals and agencies which provide services to victims of sexual assault, including Sexual Assault Treatment Centres, Sexual Assault/Rape Crisis Centres and Victim Services of Windsor and Essex County, as well as the local Crown, to ensure a coordinated and effective response to victims of sexual assaults; and
- c) Ensure that the investigators have received the prescribed training as outlined in section 34 of the *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation, including victims' assistance.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-035LPSB Waterways Policing (Safety)	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 235 Waterways Policing	EXPIRES: Indefinite

Until otherwise directed, the LaSalle Police Service has not been "designated" by the Ontario Ministry of the Solicitor General to provide police services in respect of all navigable bodies and courses of water in Ontario.

Until otherwise directed, the OPP is responsible for providing police services in respect of all navigable bodies and courses of water in Ontario, except those that lie within municipalities designated by the Solicitor General.

It is the policy of the LaSalle Police Services Board with respect to waterways safety that the Chief of Police will:

- a) Establish and maintain written procedures to provide direction to members who may engage in routine activities or emergency response - in, on or near bodies of water;
- b) Set the expectations regarding police activities near bodies of water including routine work and the role of first responders in emergency situations;
- c) Ensure that members have the competence and experience required to perform their duties when working near a body of water; and
- d) Ensure members have sufficient personal safety equipment made available in vehicles.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-036LPSB Child Pornography – Internet Child Exploitation	DATE APPROVED: October 31, 2012
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 236 Child Pornography	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to child pornography investigations that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations be undertaken in accordance with the Police Service's Criminal Investigation Management & Procedures and the *Community Safety and Policing Act (CSPA)* and its *Regulations*;
- b) Require that "Provincial Strategy" Internet Child Exploitation Unit-OPP (ICE) may be consulted and/or any other relevant agency outside of Ontario in relation to a child pornography (internet child exploitation) investigation; and
- c) Ensure support is provided to manage the psychological well-being of members to recognize risks associated with long-term effects from exposure to Internet child exploitation investigation-related activities.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-037LPSB Sudden Death and Found Human Remains	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 237 Sudden Death & Found Human Remains	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to sudden or unexplained death investigations and investigations into found human remains that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations into sudden or unexplained deaths and found human remains be considered potential homicides and be undertaken in accordance with the Police Service's Criminal Investigation Management & Procedures;
- b) Ensure that the investigators have received the prescribed training as outlined in section 34 of the *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation; and
- c) Where an occurrence falls within the definition of a major case, ensure that officers comply with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements* and *Ontario Regulation 395/23 - Investigations*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-038LPSB Fraud and False Pretence Investigation	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 238 Fraud & False Pretence Investigation	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to fraud and false pretences investigations that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations be undertaken and managed in accordance with the Police Service's Criminal Investigation Management & Procedures;
- 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.
- d) Ensure that police officers investigating complex fraud and false pretences occurrences have the competence and experience.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-039LPSB Homicide	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2017 March 17, 2025	REVIEW DATE:
RESCINDS: 239 Homicide	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to homicide and attempted homicide investigations that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations into homicide and attempted homicides be undertaken in accordance with the Police Service's Criminal Investigation Management & Procedures;
- b) Ensure that the investigators have received the prescribed training as outlined in section 34 of the *Ontario Regulation 87/24 - Training* or have the competence and experience to conduct the investigation; and
- c) Where an occurrence falls within the definition of a major case, ensure that officers comply with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements* and *Ontario Regulation 395/23 - Investigations*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-040LPSB Parental and Non-Parental Abductions	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 240 Parental Or Non Parental Abductions	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to parental and non-parental abductions and attempted abductions of children that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations into parental and non-parental abductions and attempted abductions be undertaken in accordance with the Police Service's Criminal Investigation Management & Procedures;
- b) Ensure investigations with respect to parental and non-parental abductions and attempted abductions of children are conducted in compliance with *Community Safety and Policing Act (CSPA)* and its *Regulations*; and
- c) Develop and maintain written procedures that require that investigations into parental and non-parental abductions and attempted abductions be undertaken in accordance with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-041LPSB Proceeds of Crime	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 241 Proceeds Of Crime	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to proceeds of crime that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations be undertaken and managed in accordance with the Police Service's Criminal Investigation Management & Procedures, including notifying the Ontario Provincial Police (OPP) Provincial Assets Forfeiture Unit (PAFU) or any other appropriate agency for the assistance and/or investigative procedure to follow; and
- b) Ensure that officers involved in the investigation of proceeds of crime have the competence and experience.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-042LPSB Robbery	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 242 Robbery	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to robbery investigations that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations be undertaken and managed in accordance with the Police Service's Criminal Investigation Management & Procedures; and
- b) Ensure that a robbery occurrence that also involves a major case be investigated in accordance with the *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-043LPSB Vehicle Theft	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 243 Vehicle Theft	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to vehicle thefts that the Chief of Police will:

- a) Develop and maintain written procedures that require that investigations be undertaken in accordance with the Police Service's Criminal Investigation Management & Procedures; and
- b) Ensure the timely notifications of registered owners of the recovery of stolen vehicles, except where ongoing criminal investigations may be compromised.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-044LPSB Youth Crime	DATE APPROVED: January 1, 2001
REVISION DATES: April 17, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 244 Youth Crime	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to youth crime that the Chief of Police will:

- a) Develop and maintain written procedures on and processes for undertaking and managing investigations into youth crime;
- b) Work, where possible, with local school boards to develop programs for safe schools, including establishing protocols for investigating school-related occurrences; and
- c) Consider the need for a multi-agency strategy to prevent or counter the activities of youth gangs in the community in accordance with the Police Service's procedures on Crime Prevention and Problem-Oriented Policing.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-045LPSB Vehicle Pursuits	DATE APPROVED: June 29, 2004
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 245 Suspect Apprehension Pursuits	EXPIRES: Indefinite

1. Preamble:

- a) Pursuant to the *Community Safety and Policing Act (section 38(2))*, a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing;
- b) *Ontario Regulation 397/23 - Vehicle Pursuits*, requires the Boards to have a policy on vehicle pursuits that is consistent with the *Regulations*; and
- c) The Board recognizes that vehicle pursuits are serious in nature, and that ensuring the safety of the citizens of the Town of LaSalle and the safety of this Police Service's Members are paramount in all aspects of police decision-making, including with respect to vehicle pursuits.

2. Board Policy:

- a) It is the policy of the LaSalle Police Services Board (the Board) that pursuits be conducted only in accordance with the procedure set out by the Chief of Police as established in accordance with Sections 4 and 5 of *Ontario Regulation 397/23 - Vehicle Pursuits* and this Policy;
- b) It is the policy of the Board with respect to vehicle pursuits that the Chief of Police shall:
 - I. Establish and maintain written procedures on vehicle pursuits that are consistent with *Ontario Regulation 397/23 Vehicle Pursuits*;
 - II. The procedures referred to above shall:
 - address the management and control of vehicle pursuits;
 - set out tactics that may be used as an alternative to vehicle pursuits and tactics that may be used for following or stopping a fleeing motor vehicle;

- describe the responsibilities of police officers, communicators; communications supervisors and road supervisors; and
 - describe the equipment available to the Police Service for implementing alternative tactics.
- III. Ensure that a multi-jurisdictional protocol is developed with other police agencies dealing with issues relating to vehicle pursuits;
 - IV. Ensure that Members involved with vehicle pursuits have the requisite knowledge, skills, and abilities to perform this function, and in particular, are trained in accordance with the requirements of *Ontario Regulation 397/23 - Vehicle Pursuits*;
 - V. Ensure Members receive training about the intentional contact between vehicles consistent with the requirements of Section 11 of *Ontario Regulation 397/23 – Vehicle Pursuits*;
 - VI. Ensure Members have successfully completed the required Ministry prescribed training;
 - VII. Address the use of tire deflation devices and officer training;
 - VIII. Ensure that Members involved with vehicle pursuits have available and use appropriate tools and equipment in performing this function;
 - IX. Ensure that an appropriate number of police vehicles are equipped with tire deflation devices and that officers are trained on their use; and
 - X. Ensure procedures established are in accordance with any prescribed Ministry directives or policing training standards.

3. **Report to the Board:**

- a) The Chief of Police shall make a written report to the Board within 30 days immediately following any vehicle pursuit in which:
 - I. There has been property damage;
 - II. There has been a personal injury or death;
 - III. The procedures with respect to vehicle pursuits were not followed; and
 - IV. In any other circumstance where, in the opinion of the Chief of Police, there is a significant issue or potential liability to the Board or the Police Service.
- b) The report shall disclose whether the vehicle pursuit incident was reported to the Special Investigations Unit.

4. **Annual Reporting Requirements:**

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

- a) A summary of the written procedures regarding vehicle pursuits;
- b) Confirmation of compliance with the procedures regarding vehicle pursuits; and
- c) The total number of vehicle pursuits undertaken in the previous 12-month period ending July 31 of that year, and a summary of each.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-046LPSB Ontario Sex Offender Registry	DATE APPROVED: June 11, 2009
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 246 Ontario Sex Offender Registry	EXPIRES: Indefinite

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

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

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: LE-047LPSB Police Response to High-Risk Individuals	DATE APPROVED: March 2, 2015
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 247 Police Response to High Risk Individuals	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board with respect to high-risk individuals that the Chief of Police will:

- (a) Work in partnership, where possible, with the local Crown, appropriate community members and agencies, including health care providers, government agencies, municipal officials, other criminal justice agencies, including law enforcement agencies, as well as Victim Services to ensure a coordinated and effective strategy in response to high-risk individuals that addresses:
- I. Bail procedures;
 - II. Dangerous offenders and long-term offender applications;
 - III. Risk Assessments;
 - IV. High-risk national offender flagging system and requirements of CPIC;
 - V. Information sharing;
 - VI. Case management planning;
 - VII. Judicial restraint orders;
 - VIII. Victim assistance; and
 - IX. Disclosure of information, including community notification and safety planning.

- (b) Ensure that the Police Service's skills development and learning plan address the training and sharing of information with officers, communication centre personnel and supervisors on police response to high-risk individuals.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: PO-001LPSB Public Order Units	DATE APPROVED: January 1, 2001
REVISION DATES: December 2, 2003 March 17, 2025	REVIEW DATE:
RESCINDS: 401 – Public Order Units	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/93 - Adequate and Effective Policing*, it is the policy of the LaSalle Police Services Board with respect to public order maintenance that:

- a) Public Order support services is available within a reasonable response time through the Ontario Provincial Police (OPP) Framework Agreement;
- b) A public order unit must be able to be deployed in a reasonable time, having regard to:
 - I. The policing needs of the community;
 - II. The geographic and socio-demographic characteristics of the police service's area of policing responsibility;
 - III. The total population and population density of the police service's area of policing responsibility;
 - IV. The presence of critical infrastructure in the location where the public order unit is to be deployed;
 - V. Information about public order incidents in the police service's area of policing responsibility within at least the previous three years, including information about the scope and severity of the incidents; and
 - VI. Best practices in relation to response times for public order units.
- c) The Chief of Police will establish and maintain written procedures, in consultation with the OPP which is providing the services of the public order unit, that are consistent with section 8 of the *Ontario Regulation 392/93 - Adequate and Effective Policing*, and;
 - I. Set out the circumstances in which a public order unit may be deployed;
 - II. Set out the steps for obtaining the services of the order unit; and

- III. Address the circumstances and processes for liaising with appropriate officials for the purposes of Sections 63 - 68 of the *Criminal Code*, regarding unlawful assemblies and riot situations.
- d) The Chief of Police shall be assured by the contracting agency that members who perform the duties of public order maintenance have the competence and experience to perform such duties and has successfully completed the required Ministry training or acquired the Ministry approved equivalent competencies.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: PO-002LPSB Police Action at Labour Disputes	DATE APPROVED: January 1, 2001
REVISION DATES: May 2, 2001 March 17, 2025	REVIEW DATE:
RESCINDS: 402 Police Action At Labour Disputes	EXPIRES: Indefinite

Pursuant to *Ontario Regulation 392/93 - Adequate and Effective Policing*, it is the policy of the LaSalle Police Services Board with respect to police action at labour disputes that:

- a) The role of the police at a labour dispute is to preserve the peace, prevent offences, and enforce the law including offences against persons and property, in accordance with the powers and discretion available to a police officer under the law; and
- b) The Chief of Police will establish and maintain written procedures, in consultation with the agency that may provide the services of the public order unit, that are consistent with section 8 of the *Ontario Regulation 392/93 - Adequate and Effective Policing*, and;
 - I. The role of the police at a labour dispute;
 - II. Providing information to management, labour, and the public on police procedures during a labour dispute; and
 - III. Secondary activities under section 89 (1) of the *Community Safety & Policing Act*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: PO-003LP Policing Indigenous Occupations & Protests	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

The objective of policing Indigenous occupations and protests is to preserve the peace, prevent offences, and enforce the law in a manner that respects the rights of all involved parties. To this end, it is the policy of the LaSalle Police Services Board with respect to policing Indigenous occupations or protests that:

- a) The role of the police at an Indigenous occupation or protest is to preserve the peace, prevent offences, and enforce the law including offences against persons and property, in accordance with the powers and discretion available to a police officer under the law;
- b) The consideration of police actions at an Indigenous occupation or protest include preserving the peace, communication, negotiation and building trust with participating and affected communities; and
- c) The Chief of Police will develop and maintain written procedures on:
 - I. Communicating information in relation to police procedures on Indigenous occupations and protests;
 - II. Training requirements for policing Indigenous occupations and protests;
 - III. Fostering community understanding of the police response to the events;
 - IV. The collection and analysis of information prior to and during events; and
 - V. Addressing the uniqueness of Indigenous occupations and protests.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: VA-001LPSB Victim's Assistance	DATE APPROVED: May 3, 2012
REVISION DATES: March 17, 2025	REVIEW DATE:
RESCINDS: 301 Victims Assistance	EXPIRES: Indefinite

The following standards for adequate and effective policing respecting assistance to victims of crime are prescribed:

- a) Victims of crime shall be offered assistance, as soon as possible; and
- b) Victims of crime shall be provided with referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations.

It is the policy of the LaSalle Police Services Board with respect to providing assistance to victims that the Chief of Police will:

- a) Working in partnership with the Victim/Witness Assistance Program (VWAP), Victim Services of Windsor and Essex County, municipalities, community, social service agencies, and other local organizations, promote the development of an integrated service delivery framework for providing assistance to victims, including safety planning;
- b) Establish and maintain written procedures on providing assistance to victims that reflect the principles of the Victims' Bill of Rights, 1995 and the Canadian Victims Bill of Rights;
- c) Establish and maintain written procedure that outline the responsibilities of members of the police service in providing assistance to victims;
- d) Ensure that members of the Police Service are aware of victim service providers or a victim referral service available in the area; and

- e) Ensure that in each instance where there is a police service contact with one or more victims of crime involving physical or psychological injury, that such victims are referred to the appropriate community service provider in the area.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-001 Adequate and Effective Policing	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Policy Statement:

- a) Policing functions for the LaSalle Police Services Board (the Board) shall be provided to an extent and in a manner that is reasonable, having regard to the following factors:
 - I. The policing needs of the community;
 - II. The geographic and socio-demographic characteristics of the Police Service's area of policing responsibility;
 - III. The extent to and manner in which the policing function is effectively provided in similar communities in Ontario;
 - IV. The extent to which past provision of the policing function by the Police Service has been effective in addressing the policing needs of the community; and
 - V. Best practices respecting the policing function.
- b) Consideration of the factors listed above shall be based on quantitative and qualitative information, to the extent that such information is available in relation to the factor; and
- c) The Chief of Police shall ensure that this Police Service provides policing functions with the written procedures the Chief of Police establishes under the *Community Safety and Police Act (CSPA)* and its *Regulations*.

2. Board Policy:

The Chief of Police shall ensure that the Service complies with all provisions of *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, and will establish, communicate and operate within the scope of the procedures in the areas described below. These procedures shall be reviewed and updated consistently and regularly to ensure that they are effective and efficient, reflect current best practices and incorporate improvements where it is determined that changes are required.

a) Crime prevention, including:

Community-based crime prevention initiatives that seek to address the root causes of crime and involve stakeholders, consistent with the Strategic Plan and the policing needs of the community;

b) Law Enforcement, including:

- I. Community patrol that addresses when and where directed patrol is considered necessary or appropriate, based on the policing needs of the community;
- II. Traffic direction and enforcement, including traffic patrol;
- III. Situations when more than one Police Officer must respond to an occurrence or call for service;
- IV. Internal task forces;
- V. Joint forces operations;
- VI. Undercover operations;
- VII. Criminal intelligence, addressing the collection, use, disclosure, retention, disposal, correction and dissemination of, and access to, criminal intelligence information, as well as related audit procedures;
- VIII. Crime, call for service and public disorder analyses;
- IX. Informants and agents;
- X. Witness protection and security;
- XI. Police response to persons who are in crisis, regardless of whether those persons appear to have a mental illness or a neurodevelopmental disability;
- XII. Search of the person;
- XIII. Search of premises;
- XIV. Arrest,
- XV. Bail and violent crime;
- XVI. Detainee care and control;
- XVII. Detainee transportation;
- XVIII. Property and evidence control;
- XIX. Investigative supports; and
- XX. The provision of law enforcement in respect of all navigable bodies and courses of water within this Police Service's area of responsibility.

c) Maintaining the Public Peace, including:

- I. Functions, responsibilities and reporting relationships of a Public Order Unit and its Members, including in relation to the role of a Public Order Commander and, if any, to a Police Liaison Team;
- II. The deployment of a Public Order Unit for planned and unplanned public order incidents, and debriefing following deployment, including the preparation of a summary and analysis of the outcome and recommendations for improvement;
- III. Police action in respect of labour disputes; and
- IV. Police action in respect of protests, demonstrations and occupations.

d) Emergency Response, including:

- I. The functions and deployment of any Tactical Unit, Hostage Rescue Team, Incident Commander, Crisis Negotiator, Explosives Disposal, and Containment Team;
- II. Preliminary perimeter control and containment;
- III. Extreme incidents that are consistent with the Extreme Incident Response Plan;
- IV. The functions and provisions of any mobile mental health and addictions crisis team;
- V. Explosive forced entry and explosive disposal;
- VI. Responses to a chemical, biological, radiological, nuclear or explosive incident;
- VII. Emergency ground search, rescue and recovery;
- VIII. Emergency waterways search, rescue and recovery, including underwater search and recovery; and
- IX. Canine units.

e) Providing assistance to victims of crime, including:

- I. Referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations; and
- II. Responsibilities of Members of the Police Service in providing assistance to victims.

f) Additional policing functions, including:

- I. Communications and dispatch services; and
 - II. Supervision in accordance with *Ontario 392/23 – Adequate and Effective Policing (General)*.
3. The Chief of Police shall prepare an Emergency Plan for the Police Service setting out the roles and responsibilities of the Police Service during an emergency and the procedures to be followed during an emergency. In developing the Emergency Plan, the Chief of Police shall consult with the Town of LaSalle and any other applicable emergency service providers.
4. This Board shall comply with any obligations of Police Service Boards set out in the Extreme Incident Response Plan.
5. The Chief of Police shall ensure that Members of this Police Service, or persons performing a policing function under the direction of a Member, are capable of performing the functions assigned to them.
6. The Chief of Police shall ensure that supervision is available to Members of this Police Service 24 hours a day in the provision of any policing function.
7. The Chief of Police shall establish and maintain written procedures on supervision, including setting out circumstances in which a Supervisor must be contacted and when a Supervisor must be present at an incident.
8. The Chief of Police shall develop an Operational Plan for the following incidents:
 - I. An incident that requires multiple Members of this Police Service to provide emergency response or maintain the public peace policing functions outside of this Police Service's area of policing responsibility;
 - II. The provision of policing functions by this Police Service in relation to the incident is anticipated to continuously last, or has already continuously lasted, longer than the duration of a normal shift for the involved Members of this Police Service;
 - III. The Operational Plan shall have regard to the Collective Agreements with Members, and address, without limitation, breaks and meals for Members of the Police Service who are deployed in relation to the incident; and
 - IV. The Chief of Police shall comply with the requirements in the Operational Plan.
9. The Chief of Police shall implement a quality assurance process relating to the provision of adequate and effective policing in accordance with the *CSPA* and its *Regulations* and any Board policies in respect of quality assurance.

10. The Chief of Police shall ensure that Members have the necessary training, competence and experience to perform the duties required by the *CSPA* and its *Regulations*.
11. It is also the policy of the Board to support the Chief of Police when the Chief of Police decides to request or provide temporary assistance in providing adequate and effective policing to or from another Police Service. Upon receiving a notice of request for temporary assistance from the Chief of Police, the Board shall determine:
- a) Whether the ability to request temporary assistance is used or is anticipated to be used on a recurring basis to ensure adequate and effective policing is provided;
 - b) Whether the policing functions for which temporary assistance is requested to be provided may need to be the subject of an agreement under subsection 14 (1) or (2) of the *CSPA* in order to ensure adequate and effective policing is provided and that section 13 of the *CSPA* is complied with; and
 - c) If no agreement has been entered into with respect to the cost of the temporary assistance provided, the Board may certify the cost of the assistance provided, and the cost shall be paid by the Board.

12. **Reporting:**

- a) The Chief of Police shall provide the Board with an Annual Report on crime analysis, call analysis and public disorder analysis data, and of information on crime trends, and shall ensure that the report is published on the internet; and
- b) In accordance with the *Missing Persons Act, 2018*, the Chief of Police shall ensure that an Annual Report on missing persons is provided to the Board before April 1 each year that includes:
 - I. The total number of urgent demands made in the previous calendar year and the number of missing persons investigations to which they related; and
 - II. A description of the types of records specified in the urgent demands for records made in that year.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-002 Code of Conduct for Board Members	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

Policy Statement:

The Board Members Code of Conduct (the Code) sets out the standards of conduct of Board Members appointed to the LaSalle Police Services Board (the Board).

It is the policy of this Board that Board Members familiarize themselves and comply with *Ontario Regulation 408/23 - Code of Conduct for Police Service Board Members* and this Policy.

Board Policy:

1. Conduct Becoming of a Board Member:

- a) A Member of the Board shall not conduct themselves in a manner that undermines or is likely to undermine the public's trust in the Board or the Police Service maintained by the Board. A Member the Board shall not be subject to discipline for a contravention of this section if, on a balance of probabilities, their conduct was in the good faith performance of their duties as a Board Member;
- b) A Member of the Board shall comply with the *Community Safety and Policing Act (CSPA)* and the *Regulations* made under it;
- c) A Member of the Board shall not, by act or omission, conduct themselves in a manner that is likely to cause the Board to fail to comply with the *CSPA* or the *Regulations* made under it;
- d) A Member of the Board shall comply with any rules, procedures and bylaws of the Board;
- e) A Member of the Board shall not substantially interfere with the conduct of Board meetings;

- f) A Member of the Board contravenes this code of conduct if they are found guilty of an offence under the *Criminal Code (Canada)*, the *Controlled Drugs and Substances Act (Canada)* or the *Cannabis Act (Canada)* that was committed after they were appointed as a Member of the Board;
- g) A Member of the Board shall not, in the course of their duties, treat any person in a manner that the Member, at the time, knows or reasonably ought to know would contravene the *Human Rights Code*.

A Member of the Board shall not be subject to discipline for a contravention of this section, on a balance of probabilities, the Member's conduct was in the good faith performance of their duties; and

- h) A Member of the Board shall conduct themselves in a professional and respectful manner in the course of their duties including, without limitation, not using abusive or insulting language in the course of their duties. A Member of the Board shall not be subject to discipline for a contravention of this section if, on a balance of probabilities, the Member's conduct was in the good faith performance of their duties.

2. Statements and Attendance:

- a) A Member of the Board shall not knowingly make false statements pertaining to the duties of a Member of this Board;
- b) A Member of a Board shall not purport to speak on behalf of the Police Service Board unless authorized by the Board to do so;
- c) A Member of the Board shall clearly indicate when they are expressing a personal opinion when commenting on an action or omission of this Board, the Police Service maintained by the Board or a Member of the Police Service;
- d) A Member of the Board shall not access, collect, use, alter, retain, destroy or disclose to any person information that has been obtained by or made available to the Member in the course of their duties if doing so would be contrary to law;
- e) A Member of the Board shall not disclose to the public information obtained or made available in the course of the Member's duties except as authorized by the Police Service Board or as required by law. This section does not apply to information that was already made available to the public by a person who was authorized to do so prior to the Member's disclosure; and
- f) A Member of the Board shall attend all Board meetings unless able to provide a reasonable explanation for the absence.

3. Misconduct and Conflicts of Interest:

- a) A Member of the Board shall disclose any conduct of another Member of Board that the Member reasonably believes constitutes misconduct:
 - I. To the Chair of the Board; or
 - II. If the misconduct involves the Chair, to the Inspector General.
- b) A Member of this Board shall disclose any charges laid against them under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada) and any finding of guilt made in relation to those charges.

This section only applies to charges or findings that were made after the Member's appointment to the Board. The disclosure required by this section must be made to the person or body that appointed the individual as a Member of the Board or, in the case of a Member appointed by the Lieutenant Governor in Council, to the Minister;

- c) A Member of the Board shall not apply for employment with the Police Service maintained by the Board unless they resign from the Board before applying;
- d) A Member of the Board shall promptly disclose any conflict of interest:
 - I. To the Chair of this Board; or
 - II. If the conflict of interest involves the Chair, to the Inspector General.

After making the disclosure required by this section, the Member shall disclose the conflict at the next meeting of this Board;

- e) A Member of a Board shall not use their position as a Board Member to:
 - I. Benefit themselves;
 - II. Benefit one or more persons with whom they have a personal relationship; or
 - III. Interfere with the administration of justice.
- f) A Member of this Board shall not participate in discussion of or voting with respect to matters at Board meetings if the Member has a conflict of interest in the matter.

4. Reporting

Any complaints regarding the conduct of the Board or a Board Member may be forwarded to the Inspector General pursuant to sections 106 or 107 of the *Community Safety and Policing Act*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-003 Relationships in the Workplace – Conflict of Interest	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. **Policy Statement:**

In order to remain impartial and inspire public trust, Members of the LaSalle Police Service must be aware of conflicts of interest that may arise in the course of their duties and take appropriate steps to avoid and address them. Various forms of conflict of interest may arise in the policing context, and strict adherence to established procedures will assist in preventing any perception of bias or unfairness in the enforcement of the law and enhance public confidence in the LaSalle Police Service. This policy is pursuant to *Ontario Regulation 401/23 – Conflicts of Interest*.

2. **Definitions:**

- a) **Actual Institutional Conflict** - means a potential institutional conflict for which a determination has been made by the Chief of Police that an informed and reasonable person would not believe that a Member of the Police Service who must take action or make a decision in the situation could do so impartially;
- b) **Personal Conflict** - means a situation in which a Member of a Police Service's private interests or personal relationships place, or may reasonably be perceived to place, the Member in conflict with their professional duties with respect to the provision of policing functions;
- c) **Intimate Partner** - has the same meaning as in section 2 of the *Criminal Code*;
- d) **Personal Relationship** - includes, but is not limited to, a relationship with any of the following persons:
 - I. A current or former spouse, common-law partner, or other intimate partner of the Member;
 - II. The Member's children, including biological and adoptive children and stepchildren;

- III. A legal dependant of the Member;
 - IV. A child in the Member's care; and
 - V. A grandparent, parent, or sibling, including grandparent-in-law, parent-in-law, or sibling-in-law, of the Member.
- e) **Potential Institutional Conflict** - means a situation in which a Member of a Police Service must take action or make a decision in relation to criminal conduct that is alleged or reasonably suspected to have been committed by or against any of the following persons, but does not include criminal conduct that is alleged or reasonably suspected to have been committed against a Peace Officer acting in the course of their duties:
- I. Any other Member of the Police Service, including the Chief of Police or the Deputy Chief of Police;
 - II. A Member of the Board;
 - III. A member of a Municipal Council or of a Band Council of a First Nation, as applicable; and
 - IV. In the area for which the Board has policing responsibility.

3. **Board Policy:**

- a) **Written Procedures** – it is the policy of the LaSalle Police Services Board (the Board) that Chief of Police shall establish and maintain written procedures respecting actual institutional conflicts and personal conflicts in the provision of policing functions by the Police Service. The procedures shall:
- I. Provide for steps that must be taken to avoid or address potential institutional conflicts, actual institutional conflicts, and personal conflicts;
 - II. Identify a Supervisor to whom a Member of a Police Service is required to report potential institutional conflicts, actual institutional conflicts, and personal conflicts and, if the matter to be reported relates to the Member's own Supervisor, an alternative Supervisor;
 - III. Identify the Members of the Police Service who are authorized to determine whether a personal conflict has arisen or is likely to arise;
 - IV. Ensure the impartiality of investigations by the Police Service under *Ontario Regulation 401/23 – Conflicts of Interest*; and

- V. Address how the Police Service will conduct investigations referred to it by the Chief of Police of another Police Service. If the Chief of Police is referred an investigation for investigation by another Police Service, the Chief of Police shall either:
- cause the matter to be investigated by the Police Service in accordance with the applicable conflict procedure; or
 - ensure that the responsibility for the investigation is assumed by a different Police Service.

b) Personal Conflicts:

- I. If it is determined, in accordance with the conflict procedures, that a personal conflict respecting a Member of the Police Service has arisen or is likely to arise with respect to a policing function that the Member is providing, the Chief of Police shall:
- require a different Member of the Police Service to provide the policing function or refer the matter to the Chief of Police of a different Police Service; or
 - if the Chief of Police or Deputy Chief of Police is the Member of the Police Service in respect of whom a personal conflict has arisen or is likely to arise, refer the matter to the Chief of Police of a different Police Service.
- II. The Chief of Police shall record the steps the Chief of Police takes under this section, in the form approved by the Minister; and
- III. If the Chief of Police or Deputy Chief of Police is the Member of the Police Service in respect of whom a personal conflict has arisen or is likely to arise, the record shall include either a statement that the Chief of Police complied with the conflict procedures and this policy, or a statement that the Chief of Police did not comply and an explanation for the non-compliance. The record shall be submitted by the Chief of Police to the Inspector General and the Board.

c) Institutional Conflicts:

- I. If the Chief of Police determines that a potential institutional conflict respecting a Member of the Police Service has arisen or is likely to arise, the Chief of Police shall determine whether an informed and reasonable person would believe that a Member of the Police Service who must take action or make a decision in the situation could do so impartially. In making this determination, the Chief of Police shall consider all relevant factors, including:

- whether any of the Members of the Police Service who are required to act or make a decision are likely to be in a reporting relationship to or know a person who is or would be under investigation in respect of the criminal conduct;
 - whether the Police Service has procedures for consulting with the Crown Attorney regarding the conduct of the investigation of the criminal conduct and has undertaken to consult with the Crown on the investigation; and
 - the importance of the perception of fairness and impartiality in the course of all investigations to maintaining the community's trust.
- II. The Chief of Police is not required to make the determination above with respect to the following:
- an incident reported to the SIU Director under section 16 of the *Special Investigations Unit Act, 2019* or the SIU Director causes the incident to be investigated under section 15 of that *Act*; or
 - the potential institutional conflict has arisen or is likely to arise in an area for which the Board does not have policing responsibility.
- III. If the Chief of Police determines that an actual institutional conflict of interest exists, the Chief of Police shall refer the investigation to the Chief of Police of a different Police Service;
- IV. If the Chief of Police determines that a potential institutional conflict is not an actual institutional conflict and does not meet the prescribed conditions to be referred for investigation to a Chief of Police of another Police Service, the Chief of Police shall either:
- cause the matter to be investigated by the Police Service in accordance with the applicable conflict procedure; or
 - ensure that the responsibility for the investigation is assumed by a different Police Service.

In exercising their discretion to retain or refer an investigation, the Chief of Police shall have regard to the costs of an external investigation and whether such costs are merited in all of the circumstances. Should the Chief of Police retain the matter for investigation, notification shall be provided to the Inspector General in the prescribed form including a summary of the steps taken under the applicable conflict procedure; and

- V. The Chief of Police shall inform the Board of every actual institutional conflict and of every potential institutional conflict that is determined to not be an actual institutional conflict. If the Chief of Police retains an investigation that is determined to not be an institutional conflict, the Chief of Police shall explain the rationale for retaining the investigation to the Board and the Inspector General.

d) Reporting:

The Chief of Police shall report to the Board as required under Sections 3 (b) (III) and 3 (c) (V) of this policy

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-004 Disclosure of Personal Information	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Policy Statement:

The protection of the safety of the community must be the paramount factor in decision-making by the LaSalle Police Service. When making decisions regarding the release of personal information, a number of considerations must be weighed within the applicable legislative parameters that aim to balance privacy and the public interest. This Police Service must earn and maintain the trust of the community in order to maintain public safety, and therefore must be perceived to be acting in the public interest when disclosing personal information. This policy therefore intends to promote accountability and consistency by establishing criteria and conditions for the disclosure of personal information.

2. Board Policy:

- a) It is the Policy of the LaSalle Police Services Board (the Board) that the Chief of Police shall ensure that all provisions of *Ontario Regulation 412/23 – Disclosure of Personal Information*, are adhered to;
- b) The Chief of Police or a designate may disclose any personal information about any person if:
 - I. The individual has been convicted or found guilty of an offence under any Federal or Provincial Act;
 - II. The Chief of Police or designate reasonably believes that the individual poses a significant risk to other persons or to property; and
 - III. The Chief of Police or designate reasonably believes that the disclosure of the personal information is necessary to reduce the risk described in Section 2 (b) (II) of this policy.

- c) The Chief of Police or designate may disclose to any person the following personal information about an individual who has been charged with, convicted of, or found guilty of an offence under any Federal or Provincial Act:
- I. The individual's name, age, date of birth and address;
 - II. The offence in question and if the individual has been convicted or found guilty of the offence, any sentence imposed;
 - III. The outcome of all judicial proceedings relevant to the offence;
 - IV. The procedural stage of the criminal justice process to which the prosecution of the offence has progressed and the status of the individual in that process as it relates to the individual's location or custody, including whether the individual is in custody, or the terms, if any, upon which the individual has been released from custody; and
 - V. The date of the release or impending release of the individual from custody for the offence, including any release on parole or temporary absence.
- d) If requested by a victim of crime, any of the following information about an individual who is accused of committing the offence in question may be disclosed by the Chief of Police or designate to the victim:
- I. The progress of investigations that relate to the offence;
 - II. The charges laid with respect to the offence or, if no charges were laid, the reasons why no charges were laid;
 - III. The dates and places of all proceedings that relate to the prosecution of the offence;
 - IV. The outcome of all proceedings, including the outcome of any proceedings on appeal;
 - V. Any pretrial arrangements that are made that relate to a plea that may be entered at the trial by the individual;
 - VI. The interim release and, in the event of conviction, the sentencing of the individual;
 - VII. If the individual is convicted of the offence, any application for release or any impending release of the individual, including release in accordance with a program of temporary absence, on parole or on an unescorted temporary absence;

- VIII. If the individual is charged with or convicted of the offence, any escape from custody of the individual; and
- IX. If the individual is found unfit to stand trial or is found not criminally responsible on account of mental disorder:
- any disposition provided for under the *Criminal Code* that is made in respect of the individual, and
 - any hearing held with respect to the individual by the Review Board established or designated for Ontario under the *Criminal Code*.
- e) The Chief of Police or designate may disclose personal information about an individual who is under investigation for having committed an offence under any Federal or Provincial Act, or is charged with, convicted of, or found guilty of such an offence, to:
- I. Any Police Service in Canada;
 - II. Any correctional or parole authority in Canada;
 - III. Any person or agency engaged in the protection of the public or the administration of justice; or
 - IV. Any person or agency engaged in the enforcement of or compliance with any Federal or Provincial Act, Regulation, or government program.
- f) In deciding whether or not to disclose personal information, the Chief of Police or designate, shall consider:
- I. The availability of resources and information;
 - II. What is reasonable in the circumstances of the case;
 - III. What is consistent with the law; and
 - IV. The public interest and what is necessary to ensure that the resolution of criminal proceedings is not delayed.
- g) The Chief of Police or designate shall further consider, when deciding whether to disclose personal information of a person who has been charged, but not convicted, with an offence:
- I. Whether the potential exists for unnecessary harm to be caused if personal information is released when notifying the public of charges;
 - II. Whether the alleged offender is a recidivist;

III. Whether the investigation or a related investigation may be advanced by publishing the personal information of the individual charged; and

IV. Whether the publication may assist in identifying other possible victims.

h) Reporting:

In the application of this policy, the Chief of Police shall report to the Board any matters of significance to the public interest as the need arises.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-005 Policy Development	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. It is the policy of the LaSalle Police Services Board (the Board) with respect to the Board policies required under the *Community - Safety and Policing Act* and its *Regulations (CSPA)* that:
 - a) This Board will comply with the *CSPA* and its *Regulations* and other provisions prescribed by the Minister with respect to policy development.
2. The Board, in partnership with the Chief of Police, upon receiving notice of new legislative/regulatory policy requirements, changes required to the Board's existing legislative/regulatory policies or establishing additional policies for the effective management of the LaSalle Police Service will:
 - a) Review the applicable legislative/regulatory directive requiring the establishment of a new Board policy;
 - b) Review the Board's existing or previous policy;
 - c) Ensure all new policies or changes are consistent with the requirements of the *CSPA* and its *Regulations*; and
 - d) Ensure the Chief of Police, in partnership with the Board, develops or revises Police Service procedures consistent with the legislative/regulatory requirements and Board policy.
3. The Board, in partnership with the Chief of Police will develop a draft policy.
4. The policy in draft form will be presented at a Board meeting for discussion and review.
5. The policy in draft form will then be presented for final approval at the next regular Board meeting.

6. All Board policies will bear an effective date or revision date and be signed by the Chair.
7. An archival record of all Board policies will be maintained with all revisions and revision dates clearly indicated.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-006 Quality Assurance	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Policy Statement:

- a) Section 23 of the *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*, requires every Police Service Board and Chief of Police implement a quality assurance process related to:
 - I. The provision of adequate and effective policing; and
 - II. Compliance with the *Community Safety and Policing Act (CSPA)* and the *Regulations*.
- b) The LaSalle Police Services Board (the Board) is committed to the concepts of accountability and continuous improvement through developing and complying with measurable standards of performance;
- c) This Quality Assurance process will provide an ongoing program of self-assessment and periodic review that will include performing compliance auditing and comprehensive auditing; and
- d) Comprehensive and compliance audits are a useful tool in obtaining an objective examination of Police Service entities and programs. The purpose of this Policy is to establish the authority and processes with respect to internal audits.

2. Board Policy:

It is the Policy of the Board that the Chief of Police shall:

- a) Ensure that all practices related to quality assurance and audit functions are in accordance with statutory requirements and generally accepted principles and standards for the professional practice of internal auditing;

- b) Establish an internal audit capability for the Police Service and ensure that appropriate resources are provided to the Members performing the function;
- c) Ensure that Police Members involved in audit processes have the knowledge, skills and abilities required to perform the duties required, and that adequate training and education are provided to Members to enable them to fulfill their responsibilities;
- d) Develop an internal audit work plan, on an annual basis, based on risk assessment and operational priorities, that identifies potential audit projects to be performed during the calendar year and provide a copy of the plan to the Board;
- e) Present to the Board a consolidated report summarizing the results of the previous year's audits, including any audits conducted externally; and
- f) Inform the Board, as required, of any audit results that may require the immediate attention of the Board.

3. **Reporting:**

The Chief of Police shall submit a report to Board annually demonstrating compliance with this policy.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-007 Accessibility Standards for Customer Service	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Preamble:

The LaSalle Police Services Board (the Board) is committed to meeting its obligations under the *Accessibility for Ontarians with Disabilities Act, 2005* (“AODA”).

The AODA is a law passed by the Ontario legislature that allows the government to develop specific standards of accessibility and to enforce them.

The Ontario Government is issuing five sets of standards under the AODA to achieve the vision of a barrier-free Ontario by 2025. The first set is the “Accessibility Standards for Customer Service”, Regulation 429/07, which became law on January 1, 2008, and applies to the Board and the LaSalle Police Service as of January 1, 2012.

The Regulation Accessibility Standards for Customer Services applies to every designated public sector organization and to every other person or organization that provides goods or services to members of the public or other third parties and that has at least one employee in Ontario.

The Regulation states that every provider of goods or services will establish policies, practices and procedures governing the provision of its goods or services to persons with disabilities.

Providers must use reasonable efforts to ensure that the policies, procedures and practices they develop are consistent with the following principles:

- a) Dignity;
- b) Independence;
- c) Integration, except when alternate measures are necessary to meet the needs of people with disabilities; and
- d) Equal opportunity.

2. Definitions:

The definition of disability under the AODA is the same as that under the *Ontario Human Rights Code*. Under that legislation, disability” means:

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical coordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- b) A condition of mental impairment or a developmental disability;
- c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- d) A mental disorder, or
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act*, 1997.

3. Policy of the Board:

- a) The Board will ensure that its Internet/Intranet sites and telephone system are accessible to people with disabilities, making technical modifications, where necessary, including building in the capacity for use of assistive devices;
- b) The Board will ensure, where reasonable, that publications printed by the Board be made available in alternate formats, upon request by people with disabilities;
- c) The Board will ensure its meetings and other meetings involving the public:
 - I. Be held at facilities that are physically accessible to people with disabilities; and
 - II. Have agendas and minutes that are accessible to people with disabilities.
- d) The Board will ensure the development of processes to deal specifically with accessibility in the following areas, as listed in the Regulation:
 - I. Use of service animals and support persons;
 - II. Notice of temporary disruptions;
 - III. Training for staff;
 - IV. Feedback process;

- V. Notice of availability of documents; and
 - VI. Format of documents.
- e) The Board will ensure the Chief of Police develops procedures to ensure that Internet/Intranet sites and telephone system are accessible to people with disabilities, making technical modifications, where necessary, including building in the capacity for use of assistive devices;
 - f) The Board will ensure the Chief of Police develops procedures to ensure, where reasonable, that publications printed by the Police Service be made available in alternate formats, upon request by people with disabilities;
 - g) The Board will ensure the Chief of Police develops procedures to ensure that Police Service meetings involving the public:
 - I. Be held at facilities that are physically accessible to people with disabilities, and
 - II. Have agendas and minutes that are accessible to people with disabilities.
 - h) The Board will ensure the Chief of Police develops procedures to deal specifically with accessibility in the following areas, as listed in the Regulation:
 - I. Use of service animals and support persons;
 - II. Notice of temporary disruptions;
 - III. Training for staff;
 - IV. Feedback process;
 - V. Notice of availability of documents; and
 - VI. Format of documents.
 - i) The Board will ensure the Chief of Police has taken all measures to ensure accessibility be consistent with the following principles: dignity, independence, integration (except where alternate measures are necessary to meet the needs of people with disabilities) and equal opportunity.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-008 Accommodations	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Preamble:

- a) The Lasalle Police Services Board (the Board) is committed to the principle that every person has a right to receive Police Services without discrimination or harassment, as provided by law, including the *Ontario Human Rights Code* (the *Code*) and the *Community Safety and Policing Act (CSPA)*;
- b) Further, the Board is committed to the principle that all Members of the LaSalle Police Service (the Police Service) have a right to work in an environment without discrimination or harassment, as provided by law, including the *Code*;
- c) The *Code* provides that every person has a right to equal treatment without discrimination or harassment on the basis of the following grounds, known as the “prohibited grounds”:

Race	Ethnic Origin
Sexual Orientation	Record of offences
Ancestry	Citizenship
Place of Origin	Marital status
Gender identity	Creed (religion)
Gender expression	Family status
Colour	Sex (including pregnancy, breastfeeding)
Age	Disability

- d) The right to equal treatment in services and employment, without discrimination or harassment on the basis of *Code*-protected grounds, includes the right to “reasonable accommodation” or “accommodation short of undue hardship,” as defined by the *Code*;

- e) The right to accommodation short of undue hardship arises when it is shown that policies, procedures, or practices discriminate, directly or indirectly, contrary to the *Code*;
- f) Accommodation with dignity is part of the broader principle that society and its institutions should be structured and designed for inclusiveness. The *Code* requires that policies, rules, procedures, and practices be designed inclusively to allow for maximal participation and inclusion of *Code*-protected groups in employment and services, up to the point of undue hardship;
- g) Adverse impact discrimination may arise where requirements, qualifications, policies, procedures, or practices that are neutral on their face (e.g., they apply to everyone equally and single out no one on the basis of a protected ground), nonetheless have a discriminatory impact on the complainant and their *Code*-protected group, of which the individual affected is a member, except where:
 - I. The requirement, qualification or factor is reasonable and bona fide in the circumstances; (e.g., where it is demonstrated that the needs of the group of which the person is a member cannot be accommodated without undue hardship on the person responsible for accommodating those needs, considering the cost, outside sources of funding, if any, and health and safety requirements, if any).
- h) Where adversely impacting requirements, qualifications, policies, procedures, or practices are demonstrated to be reasonable or bona fide in the circumstances, and, therefore, cannot be more inclusively designed, then exceptions and/or modifications to these standards or rules must be made, up to the point of undue hardship, in order to accommodate the needs of adversely impacted groups protected by the *Code*; and
- i) In employment, the *Code* recognizes that the right to equal treatment without discrimination is not infringed if the person is incapable, even with accommodation, of performing the essential duties of the job.

Therefore, before it is determined that the person cannot perform the essential duties of the job, the *Code* requires that all reasonable efforts be made to provide accommodation, short of undue hardship, to assist the person in performing the essential duties of the job.

2. **Policy of the Board:**

It is the policy of this Board that:

- a) The Chief of Police comply with section 88 (1) of the *Community Safety and Policing Act* and the *Human Rights Code*;

b) The Chief of Police will develop procedures to deal with requests for accommodation from members of the public and from Members of the Police Service. These procedures will ensure that a process exists to receive, examine, explore, and respond to requests and that accommodation is provided in accordance with the principles of dignity and inclusion and will be tailored to the individual who is seeking the accommodation:

- I. There is both a procedural and substantive component to the duty to accommodate. This means that when faced with a request for an accommodation, there is an obligation to at least consider the request and explore options for accommodation.

Failing to do so can result in a finding of discrimination, even if providing the actual or substantive accommodation would have constituted an undue hardship. The Courts have, however, noted that rights claimants have the onus to first establish a prima facie claim of discrimination before this procedural duty of the accommodation provider to explore the situation and possible options takes effect.

- c) The Chief of Police will ensure that accommodation is provided to the point of undue hardship;
- d) The Chief of Police will ensure that, as far as possible, Police Service procedures and practices do not have a direct or indirect discriminatory effect on members of groups protected by the *Code*;
- e) The Chief of Police will ensure that appropriate Police Service Members are trained on accommodation principles so that they are able to respond appropriately to requests for accommodation; and
- f) The Chief of Police will report to the Board annually on accommodation requests and measures taken to deal with such requests, including the development of accommodation plans.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-009 Unsatisfactory Work Performance	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board that the concept of unsatisfactory work performance relates to both civilian and sworn Members of the Police Service and that the Chief of Police will:

- a) Develop and maintain written disciplinary policies and procedures that address allegations of unsatisfactory work performance from both external and internal sources.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-010 Secondary Activities	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Policy Statement:

The LaSalle Police Services Board (the Board) recognizes that Members may engage in professional and employment opportunities outside of policing, subject to the restrictions in the *Community Safety and Policing Act (CSPA)* and the authority of the Chief of Police. The community must trust that Police Officers will conduct their affairs in manner that is consistent with the public interest and aligns with the values of the LaSalle Police Service. The Board expects that Members demonstrate the highest standards of integrity and ethical conduct, and that fulfilling their policing responsibilities remains, for the duration of their employment, Members' primary professional and employment obligation.

2. Board Policy:

a) Members of the Police Service shall not engage in any activity:

- I. That interferes with or influences adversely the performance of their duties as a Member of the Police Service, or is likely to do so;
- II. That places them in a position of conflict of interest, or is likely to do so;
- III. That would otherwise constitute full-time employment for another person;
or
- IV. In which they have an advantage derived from being a Member of the Police Service.

Section 2 (a) (I) of this policy does not prohibit a Member from performing, in a private capacity, service that have been arranged through the Police Service.

- b) A Member of the Police Service who proposes to undertake an activity that may contravene a section described in Section 2 (a) of this policy, or who becomes aware that an activity that the Member has already undertaken may do so, shall disclose full particulars of the situation to the Chief of Police. In the case of the Chief of Police, the full particulars of the situation shall be disclosed to the Board;
- c) The Chief of Police or the Board, as the case may be, shall decide whether the Member is permitted to engage in the activity, subject to any conditions or restrictions that may be set out in the decision. The Member shall be notified of the decision in writing, with reasons, and a report shall be provided to the Board;
- d) If a Member who was previously granted permission to undertake a secondary activity, and the conditions for that activity are substantially altered, the Member shall disclose the details of the changes to the Chief of Police, or the Board in the case of a secondary activity undertaken by the Chief of Police. The Chief of Police or the Board may rescind the permission to engage in the secondary activity, or place restrictions on the secondary activity, as a result of the changes disclosed. If the permission is rescinded or conditions are added, the Chief of Police shall provide a report to the Board; and
- e) The Chief of Police may at any time rescind the approval if it is determined by the Chief of Police that the granted privilege has become a contravention of the *CSPA*, the performance of duties is adversely affected, or a Member refuses to comply with a restriction imposed on the activity. The Board may take the same action with respect to any secondary activity undertaken by the Chief of Police.

3. **Reporting:**

The Chief of Police shall submit a written report to the Board in accordance with Section 2 (c) & (d) of this policy. The report shall provide detail on the nature or type of the secondary activity disclosed and the reasons for allowing or denying the Member to participate in the activity, and any restrictions imposed. The Board shall prepare and publish reports outlined in Section 2 (c) & (d) of this policy as they relate to any secondary activities of the Chief of Police.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-011 Active Attacker Incidents	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. **Policy Statement:**

Readiness in the event of an active attacker is critical to ensuring the safety of the community. The LaSalle Police Services Board (the Board) is committed to ensuring that the Police Service is expertly prepared to address such incidents with adequate equipment, training, and processes in place to restore safety and order, and support victims and Members involved in the incident.

2. **Board Policy:**

- a) It is the policy of the Board with respect to active attacker Incidents that the Chief of Police will develop and maintain procedures that address active attacker incidents in accordance with the *Ontario Regulation 393/23 – Active Attacker Incidents* made under the *Community Safety and Policing Act*

3. **Definitions:**

- a) **Active Attacker** – pursuant to *Ontario Regulation 393/23* made under the *Community Safety and Policing Act* – means an individual who appears to be engaged in, attempting to engage in, or about to engage in an attack where there is reason to suspect that:

- I. The attack will be sustained;
- II. The attacker will cause serious bodily harm or death to other individuals; and
- III. The attacker will continue to attack more individuals if the attacker is not stopped.

4. The Chief of Police shall comply with *Ontario Regulation 393/23 – Active Attacker Incidents* and ensure that:

- a) Members are deployed immediately to an incident involving an active attacker;

- b) The response priorities in an incident involving an active attacker are to do the following in the following order:
 - I. To stop the active attacker;
 - II. To preserve life; and
 - III. To restore order.
- c) Assistance be provided to victims of an active attacker and their families, as soon as possible including the provision of referrals that are appropriate in the circumstances to emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations;
- d) If necessary, an area be established for the purpose of providing victims and their family members and friends with information on survivors and death notifications, away from the incident location and, to the extent possible, in a location that is not accessible to persons who are not victims or their family members or friends, or to the media;
- e) If necessary, in the circumstances, a separate area be established for the media;
- f) Members who perform community patrol functions shall be issued at least one tourniquet and at least one pressure bandage or trauma dressing;
- g) Members who perform community patrol functions and who may be required to respond to an incident involving an active attacker shall have ready access to the following equipment:
 - I. A battering ram;
 - II. Bolt cutters;
 - III. A Halligan tool; and
 - IV. A reasonable number, as determined by the Chief of Police, Patrol rifles (Patrol C8).
- h) Consider the following factors in determining the number of semi-automatic rifles to make readily accessible:
 - I. The policing needs of the community;
 - II. The geographic characteristics of this Police Service's area of policing responsibility;
 - III. The extent to and manner in which incidents involving an active attacker are effectively responded to in similar communities in Ontario;

- IV. The extent to which past responses to incidents involving an active attacker by the Police Service have been effective; and
 - V. Best practices respecting responses to incidents involving an active attacker.
- i) The equipment listed in Section 4 (g) of this policy shall be readily accessible in a Police Service vehicle that can be reasonably expected to arrive promptly at the location of an incident involving an active attacker;
 - j) The following equipment shall be stored in Police Service vehicles being used by Members performing community patrol functions:
 - I. At least one manually-operated tool that can be used to gain entry into a locked or barricaded structure, such as a battering ram, bolt cutters, an axe, a pry bar, a sledgehammer, or a Halligan tool; and
 - II. For each Member performing community patrol functions who is using the Police Service vehicle, body armour that, at a minimum, meets the standards for Type III body armour as classified by the National Institute of Justice's Ballistic Resistance of Body Armor NIJ Standard-0101.06, as amended from time to time.
 - k) Reasonable steps to develop partnerships with external service providers to facilitate the provision of assistance to victims following an incident involving an active attacker, including concluding arrangements to facilitate the provision of appropriate referrals to health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations. Whenever possible, assistance shall be provided from a centralized location or common virtual platform;
 - l) Ensure the Police Service has the ability to issue public alerts in order to provide information to the public about incidents involving an active attacker, including the nature of the incident and any steps that the public should take:
 - I. An emergency alert system that delivers alerts through television, radio, and wireless devices; and
 - II. Social media notifications.
 - m) That the Police Service has means of communicating nonurgent information respecting an incident involving an active attacker to the public on request, and shall ensure that the public is made aware of those means;
 - n) Reasonable steps to conclude arrangements to ensure a coordinated response with Emergency Medical Services and Fire Departments to incidents involving an active attacker;

- o) **Active Attacker Incidents, Initial Training** – the Chief of Police shall ensure all Members are in compliance with *Ontario Regulation 87/24 - Training* and *Ontario Regulation 393/23 – Active Attacker Incidents*;
- p) **Active Attacker Incidents, Ongoing Training** – the Chief of Police shall ensure all Members are in compliance with *Ontario Regulation 87/24 - Training* and *Ontario Regulation 393/23 – Active Attacker Incidents*;
- q) Reasonable steps to ensure that, at least every two years, Members of the Police Service, including communications personnel, participate in scenario based active attacker response training and exercises together with Emergency Medical Services and Fire Departments. The development of training and exercises shall be informed by applicable best practices, and by recommendations for improvements contained in reports prepared following any active attacker incidents; and
- r) Procedures are established for responding to incidents involving an active attacker, which must address the following:
 - I. Communications in relation to incidents involving an active attacker;
 - II. Responses by the Police Officers who initially respond to the incident;
 - III. Responses by off-duty Police Officers who wish to assist in responding to the active attacker;
 - IV. Responsibilities for exercising command in response to the incident;
 - V. Responses by Police Officers who are acting as a team to make contact with the active attacker;
 - VI. Rescue efforts; and
 - VII. Responding to incidents involving an active attacker at schools and any other locations the Chief of Police believes are at an elevated risk of such an incident occurring, including procedures regarding the following:
 - how emergency protocols and resources of schools and the other locations should be accounted for in the response to the active attacker; and
 - liaising with school or other applicable authorities at the scene of the incident.

5. **Reporting:**

- a) The Chief of Police or designate shall prepare a report reviewing and evaluating the response to the incident, which must include the following:
 - I. General information regarding the incident, including the nature of the incident, the date, time, duration, and location of the incident, including whether the incident began in one location and ended in another, and the nature or characteristics of the location in which the incident occurred;
 - II. Specific information regarding the active attacker, including information regarding any weapons, ammunition or explosives owned or used by the attacker, any criminal history or history of violence, whether the attacker shared information about the incident or plans for the incident, and the tactics used by the attacker during the incident;
 - III. The type of Police Service and other first responder personnel involved in responding to the incident, and their role in the response;
 - IV. Details on the response to the incident, including the use of communication, intelligence, tactics, and equipment;
 - V. An analysis of the outcome of the incident, including elements of the response that were effective and elements that were not effective, and recommendations for improvements, including matters to be addressed through changes to procedures and training; and
 - VI. The impact of the incident and the Police Service's response to the incident as it related to, as applicable, victims, the community, the Police Service and its Members, another Police Service, and any other first responders.
- b) If Members of the Police Service respond to an incident involving an active attacker outside the area of policing responsibility of the Police Service, the Chief of Police shall support the preparation of the report by the Chief of Police in which the incident occurred. A joint report may be prepared in the event the incident occurred in multiple jurisdictions;
- c) The Chief of Police shall prepare the report within 120 days after:
 - I. The day of the incident, if there is no Special Investigations Unit (SIU) investigation into the incident; or
 - II. If there is a SIU investigation into the incident, the day on which public notice in respect of the incident is given under section 33 of the *Special Investigations Unit Act, 2019* or a report is published in respect of the incident under section 34 of that *Act*, as the case may be.

- d) If the Chief of Police is unable to complete the report within the time specified, the Chief of Police shall notify the Board of the status of the report every 30 days, until the report is complete;
- e) The Chief of Police shall give the Board the report within 30 days of its completion;
- f) The Board shall publish the report on the internet; and
- g) Any redaction of the information in the report before its publication by the Board is subject to the following rules:
 - I. The Board shall consult with the Chief of Police respecting any proposed redaction;
 - II. If consulted, the Chief of Police shall advise the Board respecting the proposed redaction. If the Chief of Police was required under Section 5 (b) of this policy to consult with the Chief of Police of other Police Services in preparing the report, the Chief of Police shall consult with them respecting the proposed redaction before advising the Board; and
 - III. The Board shall not redact any information in the report that would be required to be disclosed in response to a request for access under the *Municipal Freedom of Information and Protection of Privacy Act* or the *Freedom of Information and Protection of Privacy Act*, as the case may be.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-012 Extreme Incident Response Plan	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Policy Statement:

This policy refers to Provincial Extreme Incident Response Plan, approved by the Solicitor General and referred to in *Ontario Regulation 392/23 - Adequate and Effective Policing (General)*. The LaSalle Police Services Board (the Board) is committed to ensuring a systematic, coordinated, and effective response to any extreme incident and to the implementation of all requirements under the Provincial Plan.

The Extreme Incident Response Plan (EIRP) **replaces** the current Provincial Counter-Terrorism Plan (PCTP). However, it is important to note that the scope of the EIRP is broader than the PCTP and is not limited to acts of terrorism. Further, the EIRP also replaces the Extreme Event Communications Protocol distributed by All Chiefs Memo (ACM) 19-0050 on July 03, 2019.

Generally, the primary operational response to any extreme incident in Ontario is made by the Police Service of Jurisdiction (POJ) along with other first responders. Local (that is, Municipal or First Nation), Provincial governments, entities that own critical infrastructure and law enforcement have varied responsibilities that may require concurrent or complementary action in response to an extreme incident. The EIRP will assist the POJ in standardizing its training and preparations for responding to any extreme incident.

The EIRP focuses on effective Police coordination and communication, while acknowledging that a coordinated and effective response to any extreme incident can involve numerous agencies and departments from all levels of government with overlapping responsibilities and mandates.

2. **Definition:**

In this policy, “Extreme Incident” means a situation in which there is reason to suspect either:

- a) A terrorism offence within the meaning of section 2 of the *Criminal Code* that will cause or has caused casualties or negative impacts to critical infrastructure in the Police Service’s area of policing responsibility will be or has been committed;
- b) A criminal offence that will cause or has caused mass casualties will be or has been committed, and the effects of that offence could potentially exceed the capacity of the Police Service;
- c) A criminal offence that will cause or has caused negative impacts to critical infrastructure, requiring a response by the Police Service that could potentially exceed its capacity, will be or has been committed;
- d) Multiple active attacker incidents, at least one of which is in the Police Service’s area of policing responsibility, will occur or are occurring, simultaneously, and there is reason to suspect the incidents are related; and
- e) A protest, demonstration or occupation that will pose a serious threat to human life or critical infrastructure will occur or is occurring.

3. **Policy of the Board:**

It is the policy of the LaSalle Police Services Board (the Board) that the Chief of Police or designate shall:

- a) Ensure that the Notification Protocol in the Provincial Plan is disseminated to appropriate front-line Members through Senior Officers of the Police Service;
- b) Ensure the protocol is kept current with regard to contacts and positions, titles, and roles;
- c) Undertake risk assessments at a minimum annually or more frequently as required to identify potential targets (for example, persons, places, objects, or systems) that are anticipated to be the subject of an extreme incident including, but not limited to:
 - I. Creating and maintaining an up-to-date inventory of potential targets that are anticipated to be the subject of an extreme incident within the Police Service’s area of responsibility; and
 - II. Assessing the risk of an extreme incident (high/medium/low) associated with these targets.

- d) Ensure open lines of communication are created and maintained to share information, including intelligence relevant to an extreme incident with other Police Services and relevant entities including but not limited to OPP Provincial Operations Centre (POC);
- e) Ensure that a process is in place to identify and access necessary resources, including but not limited to:
 - I. Personal protective equipment;
 - II. Specialized services (for example, tactical units);
 - III. Vehicles;
 - IV. Training;
 - V. Temporary accommodation;
 - VI. Decontamination equipment; and
 - VII. Telecommunications equipment (which are also interoperable).
- f) Review, train on, and exercise their respective procedures at a minimum every two years, and following legislative and operational changes affecting extreme incident response as applicable. This process will consist of:
 - I. Reviewing their respective procedures for compliance with legislative and operational changes, including linkages with the Municipal or First Nation Emergency Plan(s) within their jurisdiction;
 - II. Conducting a simulated drill or sequence of events that places participants in a situation requiring them to function in the capacity that would be expected of them in the event of a real extreme incident. The simulated drill or sequence of events shall be performed concurrently with other Police Services and should also involve other relevant entities (for example, emergency service providers). This simulated drill or sequence of events shall at a minimum, test the interoperability of communication systems between the Police Service and other participating Police Services and any other participating relevant entities; and
 - III. Considering how recent extreme incidents were responded to and lessons learned.
- g) Based on information received regarding an extreme incident, the Chief of Police shall ensure that the following responsibilities are fulfilled as the circumstances require in addition to satisfying any other operational priorities that may exist:

- I. Implementing initial response and determining priorities, roles, and responsibilities of responding Police Officers on the scene(s);
 - II. Undertaking the applicable steps from the Notification Protocol;
 - III. Establishing an incident command or an integrated unified incident command (as applicable);
 - IV. Coordinating actions of responding Police Officers and specialized responders as applicable, including liaising with other emergency service providers, such as Fire and Emergency Medical Services;
 - V. Activating any applicable agreements, as required, including agreements for the transfer of command to other Police Services or the RCMP, where applicable following the inter-agency cooperation and information and intelligence sharing protocols;
 - VI. Providing timely and relevant information to the media, including issuing public alerts, as required; and
 - VII. Providing assistance to victims and witnesses, including the provision of referrals that are appropriate in the circumstances to emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, nongovernmental or community organizations.
- h) Ensure that notification is given to Municipal, First Nation, Provincial, and Federal government emergency service providers, as applicable, when it is safe for them to start addressing the consequence(s) of an extreme incident:
- I. To ensure a coordinated effort with respect to consequence management response, including rescue and recovery efforts, the Chief of Police or designate shall liaise with other emergency services providers, such as Fire, Emergency Medical Services, hospitals, and public health officials, as applicable;
 - II. The Chief of Police shall exercise primary responsibilities in resulting investigations subject to the *Security Offences Act* or other legislation assigning primary responsibility to a specific Police Service or to an agreement pursuant to s.14 of the *Community Safety and Policing Act, 2019* with another Police Service to undertake the relevant investigation;
 - III. The Chief of Police may request that the Commissioner of the OPP or the Chief of Police of another Police Service provide assistance, if the Chief of Police is of the opinion that the extreme incident is an emergency. The Board may also request the OPP's or another Police Service's assistance by resolution;

- IV. The Chief of Police or designate shall provide updates to the OPP Provincial Operations Centre (POC) as per the Notification Protocol in the Provincial Plan. The Chief of Police shall share information, including intelligence relevant to an extreme incident with other Chiefs of Police and relevant entities as necessary to support an effective response, maintain situational awareness and public safety, and facilitate coordination of resources in accordance with local plans and standard operating procedures, or on an ad hoc basis, to the extent such disclosure is legally permitted;
- V. The Chief of Police or designate shall inform the Board of the extreme incident and continue providing appropriate updates through the Chair of the Board or their designate; and
- VI. The Chief of Police shall decide whether to make public any information relating to the extreme incident. The Chief of Police shall, where appropriate:
 - i) Disseminate directions to personnel with regards to media scene access restrictions and access to the perimeters of the scene, as appropriate;
 - j) Release appropriate information to the media and members of public;
 - k) Maintain ongoing liaison with the media; and
 - l) Ensure that public alerts are made as required using:
 - I. Social media notification; and/or
 - II. An emergency alert system that delivers alerts through television, radio, and wireless devices.

4. **Reporting:**

- a) The Chief of Police or designate shall, following an extreme incident, prepare a report reviewing and evaluating the Police Service's response to the incident. The report must include:
 - I. General information regarding the incident, including the nature of the incident, the date;
 - II. Time and location of the incident, the environment in which the incident occurred and the details on the response to the incident;
 - III. The type of personnel from the Police Service and other agencies involved in responding to the incident and their role in the response;

- IV. An analysis of the outcome of the incident, including what worked well and recommendations for improvements, including matters to be addressed through changes to procedures and/or training;
- V. As applicable, the impact of the extreme incident and the Police Service's response to the extreme incident as it related to:
 - victims;
 - the community;
 - the Police Service and other first responder agencies; and
 - individual Members of the Police Service.

If the extreme incidents involves the Members of another Police Service, the Chief of Police shall prepare the above report in consultation with the Chiefs of Police of the other involved Police Services;

- b) The Chief of Police shall ensure the report is prepared within 120 days after:
 - I. The day of the incident if there is no Special Investigations Unit investigation into the incident; and
 - II. If there is a Special Investigations Unit investigation into the incident, the day on which public notice in respect of the incident is given under section 33 of the *Special Investigations Unit Act*, 2019, or a report is published in respect of the incident under section 34 of that *Act*.
- c) If the Chief of Police is unable to complete the report within the timeframe above, the Chief of Police shall notify the Board of the status of the report every 30 days, until the report is complete; and
- d) The Chief of Police shall provide the Board the report within 30 days after the Chief of Police approves the report. The Board shall publish the report on the Police Service's website, subject to the following:
 - I. The Board shall not make any information from the report available to the public without consulting with the Chief of Police regarding:
 - whether any information from the report should not be disclosed; and
 - whether the information could be redacted if access to the report were requested under the *Freedom of Information and Protection of Privacy Act (FIPPA)* and the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

The Board shall not redact any information in the report that would be required to be disclosed in response to a request for access under the *FIPPA* or *MFIPPA*.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-013 Naloxone Administration	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. It is the policy of the LaSalle Police Services Board (the Board) with respect to Naloxone Administration that the Chief of Police will:
 - (a) Develop and maintain written policies and procedures for the Members of the LaSalle Police Service relating to training deployment and use of Naloxone; and
 - (b) Ensure that records are maintained relating to the deployment of Naloxone and report yearly to the Board.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-014 Complaints of Misconduct	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Preamble:

- a) April 1, 2024, the Office of the Independent Police Review Director (OIPRD) was renamed the Law Enforcement Complaints Agency (LECA) and the Independent Police Review Director will become the Complaints Director; and
- b) Pursuant to section 134 of the *Community Safety and Policing Act, 2019*, (CSPA) the Complaints Director has the authority to make rules to govern anything related to their duties or powers under the CSPA; and
- c) Any member of the public, subject to the exclusions defined in section 154(2) of the CSPA, may make a complaint with the LECA. The complaint may be about the conduct of one or more Police Officers.

2. Board Policy:

The LaSalle Police Services Board (the Board) is committed to maintaining a comprehensive, impartial, and transparent complaints process. This process ensures that any allegations of misconduct against Members are addressed with due diligence, guaranteeing fairness and respect for both Police Service Members and the community they serve.

3. General:

- a) The Chief of Police shall ensure that written procedures are in place to maintain an effective and efficient complaint system and to adhere to all requirements under the CSPA, associated *Regulations* and any requirements by LECA. The procedures shall provide that:
 - I. Liaison Member (s) are trained to liaise with Supervisors, and to receive and ensure public complaints are investigated in accordance with the CSPA;

- II. Well-defined and comprehensive processes exist for the purpose of investigating public complaints into alleged misconduct by sworn Members and Special Constables;
 - III. Adequate training is provided to all Members of this Police Service in respect of the complaints procedures of this Police Service and relevant Parts of the *CSPA*;
 - IV. The Liaison Officer or designate cooperate and follow the direction of the Complaints Director in respect of all public complaints; and
 - V. A mechanism is developed and implemented to provide assistance for public complainants who may not be literate, or who may not be fluent in English.
- b) Any complaints received by a Board Member against a Police Officer or a Special Constable shall be forwarded to the Chair of the Board;
 - c) The Board shall forward a complaint against a Police Officer to the Complaints Director and shall notify the complainant, in writing, that the complaint has been forwarded to the Complaints Director. The Board shall also provide the complainant with information regarding the role of the Complaints Director;
 - d) Any complaints received by the Board about a Special Constable shall be referred to the Chief of Police, and the complainant shall be notified that the complaint has been forwarded to the Chief of Police;
 - e) If the Board receives a report from a person or body responsible for reviewing complaints about Police Officers in another Province or Territory about a complaint made against an Ontario Police Officer appointed to act as a Police Officer in that Province or Territory, the Board shall forward the report to the Complaints Director; and
 - f) If a person makes a complaint to the Board, a Board Member, or the Chief of Police, or any Member of the Police Service about the conduct of a Board Member, the person or entity in receipt of the complaint shall forward the complaint to the Inspector General, inform the person who made the complaint that the complaint has been forwarded, and provide the person with information about the role of the Inspector General.

4. **Policy and Procedure Complaints:**

- a) If a person makes a complaint to the Board, a Board Member, the Chief of Police, or any Member of the Police Service about:
 - I. The adequacy and effectiveness of policing provided;

- II. A failure of the Board, Chief of Police, Special Constable employer, Police Service, prescribed policing provider to comply with the *CSPA* or the *Regulations*, other than misconduct, including a systemic failure; and
 - III. The policies of the Board or the procedures of the Chief of Police - the complaint shall be forwarded to the Inspector General, and the person who made the complaint shall be informed that the complaint has been forwarded, and the person shall be provided with information about the role of the Inspector General.
- b) If the Inspector General refers a complaint to the Board about the Board's policies or the procedures of the Chief of Police, the Board shall:
- I. Review the complaint as it relates to the policies or procedures referred to;
 - II. Report back to the Inspector General within the time specified by the Inspector General, if any, about any steps taken in response to the complaint; and
 - III. Report to the Minister about any steps taken in response to the complaint.

5. Complaints about Sworn Members:

- a) The Chief of Police shall investigate all complaints referred to the Chief of Police by the Complaints Director, in the manner directed by the Complaints Director and in accordance with the requirements of the *CSPA* and associated *Regulations*;
- b) In conducting an investigation, the Chief of Police shall endeavour to ensure that the investigation is concluded within 120 days of its commencement, not including any period during which an investigation is postponed or suspended in accordance with the *CSPA*;
- c) If the timing requirements above are not met in respect of an investigation, the Chief of Police shall give notice of the status of the investigation to the complainant, the person who is the subject of the investigation, the applicable designated authority and the Complaints Director every 30 days until the investigation is concluded unless, in the opinion of the Chief of Police, doing so might prejudice the investigation; and
- d) On concluding an investigation, the Chief of Police shall cause the investigation to be reported on in a written report. The Chief of Police shall promptly give a copy of the report to the Complaints Director. A copy of the report shall be provided to the complainant, the person who was the subject of the investigation, and any applicable designated authority, after the Complaints Director determines that providing a copy of the report will not interfere with a criminal investigation or proceeding.

6. **Complaints about Special Constables:**

- a) If the Chief of Police receives a complaint made in accordance with *Ontario Regulation 411/23 – Complaints About Special Constables* about a Special Constable employed by a Special Constable employer, the Chief of Police shall forward the complaint to the Special Constable employer and will notify the complainant that the complaint has been forwarded to the Special Constable's employer;
- b) If the Chief of Police receives a complaint made in accordance with *Ontario Regulation 411/23 – Complaints About Special Constables* about a Special Constable employed by the Board, the Chief of Police shall provide the complainant with written acknowledgment that the complaint has been received and shall:
 - I. Ensure that the complaint is investigated to determine whether the Special Constable's conduct constitutes misconduct, contravened the terms and conditions of the Special Constable's Certificate of Appointment or contravened any provision of the *CSPA* or the *Regulations*;
 - II. Ensure that any allegations in the complaint of conduct that may constitute criminal conduct are investigated by a Member of the Police Service or of another Police Service;
 - III. Advise the complainant, in writing, of the outcome of the investigation of the complaint and report on the outcome of the investigation to the Board;
 - IV. Endeavour to complete any investigation of a Special Constable under this section within 120 days after receiving the complaint, not including any period during which the investigation is postponed or suspended;
 - V. If the timing requirements above are not met in respect of an investigation, the Chief of Police shall give notice of the status of the investigation to the complainant and to the person being investigated every 30 days until the investigation is concluded unless, in the opinion of the Chief of Police, doing so might prejudice the investigation; and
 - VI. If the Special Constable is found to have engaged in conduct that constitutes misconduct, contravened the terms and conditions of their Certificate of Appointment or contravened any provision of *CSPA* or the *Regulations*, the Chief of Police shall take appropriate action to remedy the contravention.
- c) Notice to the public about how to make a complaint against a Special Constable shall be published on this Police Service's website.

7. **Complaints Against the Chief of Police:**

- a) If the Board receives a complaint about the Chief of Police, the Board shall forward the complaint to the Complaints Director in accordance with the *CSPA* and associated *Regulations*; and
- b) The Board shall adhere to all requirements of the *CSPA* and associated *Regulations* in executing its responsibilities under this section and shall seek Legal Counsel as required.

8. **Reporting**

The Chief of Police shall submit Annual Reports to the Board. The report shall include comparative data for the previous reporting period.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-015 Disclosure of Misconduct and Reprisals	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

It is the policy of the LaSalle Police Services Board (the Board) with respect to disclosure of misconducts and reprisals that the Chief of Police will:

1. Develop and maintain written procedures that address:
 - a) Sections 183 and 184 of the *Community Safety and Policing Act (CSPA)*, 2019 – that requires every Chief of Police establish and maintain written procedures regarding the disclosure of misconduct that is alleged to have been engaged in by Members of its Police Service, other than by the Chief of Police or Deputy Chief of Police;
 - b) Section 185 of the *CSPA* - instances where a Member of a Police Service may disclose misconduct to the Inspector General; and
 - c) Section 190 of the *CSPA* - protection from reprisals for those seeking advice about making a disclosure about misconduct; making a disclosure of misconduct; cooperating in an investigation or other process related to disclosure of misconduct; or seeking enforcement of related sections of the *CSPA* around disclosures of misconduct.
2. The following elements should be included in the Procedure:
 - a) **Procedures for Disclosing Misconduct:**
 - I. Any Member or former Member of the Police Service may disclose a misconduct by following the Police Service's procedure on disclosing misconducts; and
 - II. Disclosures can be made to a designated Officer(s), or another designated authority within the Police Service.

b) Confidentiality and Protection of Identities:

The Chief of Police shall take all reasonable steps to protect the identities of individuals involved in the disclosure process, including the person making the disclosure, witnesses, and individuals alleged to have engaged in misconduct.

Confidentiality measures may include anonymized reporting systems, secure communication channels, and strict access controls to information related to the disclosure;

c) Exceptions for Fairness:

The Chief of Police shall ensure in cases where the interests of fairness and justice require, exceptions may be made to the confidentiality provisions, allowing for the disclosure of identities. Such exceptions shall be made under strict guidelines and only to the extent necessary to ensure a fair process for all involved;

d) Responsibilities:

- I. The Chief of Police shall ensure all Members of the Police Service are familiar with the misconduct disclosure procedure and the protections against reprisals for disclosing misconduct and shall provide regular training and updates on these procedures;
- II. The Chief of Police shall ensure all Members are encouraged to report misconduct in good faith, in accordance with the established procedures and to cooperate with any investigations or proceedings resulting from a disclosure of misconduct;
- III. The Chief of Police shall ensure all forms of reprisal or retaliatory action against individuals who disclose alleged misconduct are prohibited;
- IV. Chief of Police shall ensure reports of misconduct by Members are investigated and, when it is determined that such wrongdoing has occurred, take disciplinary or corrective action through established processes of the Police Service; and
- V. The Police Service shall establish and maintain written records of all misconduct disclosures and their outcomes. These records shall be reviewed regularly to ensure compliance with the Board's policy and the Police Service's Procedure and to identify any patterns or areas for improvement.

e) Review and Amendments: The Police Service's Procedures shall be reviewed annually or as needed;

- f) **Dissemination and Training:** This policy, along with the Police Service's Procedure, shall be made available to all Members of the Police Service. Regular training sessions shall be conducted to ensure understanding and compliance;
- g) **Disclosure to the Inspector General:** The Police Service's Procedure will identify that a Member of the Police Service may disclose misconduct to the Inspector General if,
 - I. The Member has reason to believe that it would not be appropriate to disclose the misconduct in accordance with the procedures established;
 - II. The Member has already disclosed the misconduct in accordance with the Police Service's Procedure and has concerns that the matter is not being dealt with appropriately; or
 - III. The applicable Board policy or Police procedure has not been established.
- h) **Reprisals:**
 - a) The Chief of Police's Procedure shall address any form of reprisal against individuals who engage in protected activities under the Police Service's Procedure is strictly prohibited. A reprisal will include any adverse measure taken against a Member of the Police Service that affects their employment or appointment. For the purposes of this policy and the Police Service's Procedure, pursuant to the *CSPA* reprisal includes:
 - I. Terminating or threatening to terminate the person's employment or appointment;
 - II. Disciplining or suspending or threatening to discipline or suspend the person;
 - III. Imposing or threatening to impose a penalty related to the employment or appointment of the person; or
 - IV. Intimidating or coercing the person in relation to their employment or appointment.
 - b) Any Member or former Member of the Police Service may file a complaint detailing the reprisal, including relevant dates, parties involved, and any evidence supporting the claim;
 - c) Where an allegation of reprisal is received, the Chief of Police shall ensure an investigation shall be carried out in accordance with this policy and the Police Service's Procedure and established processes; and,

- d) Where an investigation determines that a Member, other than the Chief of Police or Deputy Chief of Police, is responsible for reprisal, that Member shall be subject to discipline in accordance with the established Police Service's Procedures and processes.
3. In respect to disclosures of misconduct relating to the Chief of Police or Deputy Chief of Police, the following persons shall be notified:
- I. A disclosure of misconduct in respect to the Chief of Police or Deputy Chief of Police, shall be made to the Chair of the Board;
 - II. A disclosure of misconduct in respect of a Board Member who is not the Chair, or a Board employee, shall be made to the Chair of the Board; and
 - III. A disclosure of misconduct in respect of the Chair of the Board, shall be made to the Vice-Chair of the Board.
4. It is also the policy of this Board:
- I. Disclosures of misconduct received by the Board, the Board shall review the disclosure and, when it appears that a misconduct has occurred, request an investigation, or take disciplinary or corrective action through established processes;
 - II. Ensure that, where misconduct has been determined and corrective action has been taken, a further review is also conducted to ensure that steps are taken to address the underlying causes and to take the appropriate actions to mitigate the risk of future occurrences; and
 - III. Where an investigation conducted determines that the Chief of Police or Deputy Chief of Police, a Board Member or a Board employee is responsible for reprisal, that Member shall be subject to discipline in accordance with established processes of the Police Service.
5. Any Member of the Police Service who knowingly makes a false allegation of wrongdoing in bad faith or who knowingly makes a false or misleading statement that is intended to mislead an investigation of an allegation of wrongdoing, the Chief of Police shall take the appropriate disciplinary or other applicable action.

Chair

Date



**THE CORPORATION OF THE TOWN OF LASALLE
POLICE SERVICES BOARD**

POLICY NAME: GP-016 Special Constables	DATE APPROVED: March 17, 2025
REVISION DATES:	REVIEW DATE:
RESCINDS:	EXPIRES: Indefinite

1. Policy Statement:

- a) Pursuant to Section 92(1) of the *Community Safety and Policing Act (CSPA)* the Board may appoint a person as a Special Constable as deemed necessary and appropriate for the effective and efficient delivery of Police Service; and
- b) This Board will ensure that Members appointed as Special Constables are representative of the diversity of the population in the Town of LaSalle;

2. Board Policy:

- a) It is the policy of the LaSalle Police Services Board (the Board) with respect to the use of Special Constables that the Chief of Police will develop and maintain written procedures that address the use of Special Constables by this Police Service in accordance with the *CSPA* and *Ontario Regulation 411/23 - Complaints About Special Constables*;
- b) The Board may suspend or terminate the appointment of a Special Constable who was appointed by the Board, as applicable, *Section 91(1)* of the *CSPA*;
- c) Before a Special Constable's appointment is terminated, they shall be given written notice with respect to the reasons for the termination and an opportunity to respond orally or in writing, to the Board, as the case may be, may determine;
- d) If a Special Constable has breached the Code of Conduct as outlined in *Ontario Regulation 410/23 – Code of Conduct for Special Constables* (Appendix A) without lawful excuse, failed to comply with the provisions of the Police Service's Procedures, policy, order, or directive shall be the basis for disciplinary action;
- e) The Chief of Police may recommend to the Board that a Special Constable's services be terminated in accordance with *section 91(1)* of the *CSPA*. The Chief of Police shall submit a report to the Board, stating the reasons for requesting the termination;

- f) A Member shall only be terminated as a result of disciplinary action in accordance with the provisions of the Police Service's Procedures; and
- g) Special Constables will have the powers of a Peace Officer, to the extent and for the specific purpose set out in their Appointment.

3. **Recruitment:**

It is the Policy of the Board that the Chief of Police will develop and maintain written procedures and processes that addresses the recruitment, application process and selection process of Special Constables.

4. **Appointment:**

The Board may appoint a person as a Special Constable if:

- a) An offer of employment to be a Special Constable from, or is currently employed as a Special Constable by:
 - I. The Board, or
 - II. A Special Constable employer located in the area for which the Board has policing responsibility.
- b) Is a Canadian citizen or a permanent resident of Canada;
- c) Is at least 18 years of age;
- d) Is physically and mentally able to perform the duties of the position, having regard to their own safety and the safety of members of the public;
- e) Is of good character;
- f) Meets one of the conditions (education) set out in 91(1) (g) of the *CSPA*; and
- g) In addition:
 - I. Hold a non-probationary Ontario driver's licence and have accumulated no more than six (6) demerit points;
 - II. Have not been convicted of a criminal offence for which a Pardon has not been obtained;
 - III. Have no criminal charges pending before the Courts;
 - IV. Possess a current First Aid and CPR Certificate;
 - V. Possess superior interpersonal skills and the ability to work cooperatively as a Member of an effective and professional team;

- VI. Have a strong desire to serve the community, a strong sense of loyalty and duty, and the ability and willingness to follow instructions promptly and efficiently; and
- VII. Be certified by a legally qualified medical practitioner to be in good health in order to take part in physical testing and perform the physical requirements of the position.

5. **Orientation and Training:**

The Chief of Police or designate shall ensure initial training is provided to ensure Special Constables have the knowledge, skills and abilities required to perform their functions including:

- a) The program entitled “Police Employed Training Program”, developed by the Ontario Police College, and delivered by this Police Service in accordance with *Ontario Regulation 87/24 - Training*;
- b) If the Special Constable may be required to use force on another person or is authorized to carry or use a weapon within every 12 months, successfully complete the course entitled “Use of Force Requalification (Special Constables)”, delivered by the College or by a certified trainer in respect of the course;
- c) If it is not reasonably possible for a Special Constable to comply with, within a 12-month period, an extension of up to 60 days may be provided the Chief of Police, during which time the Special Constable shall comply with the requirement in accordance with *Ontario Regulation 87/24 - Training*;
- d) The training prescribed by the Minister, including techniques to de-escalate conflict situations and any other matters prescribed by the Minister, unless the person has been exempted from some or all of this training in accordance with the regulations made by the Minister;
- e) The training approved by the Minister with respect to human rights and systemic racism;
- f) The training approved by the Minister that promotes recognition of and respect for:
 - I. The diverse, multiracial, and multicultural character of Ontario society; and
 - II. The rights and cultures of First Nation, Inuit, and Métis Peoples.
- g) The Chief of Police Shall ensure existing Special Constables must complete similar training outlined in Section 5 (a) (b) (c) of this Procedure within three years or before reappointment; and
- h) Any other training determined by the Chief of Police to perform their functions.

6. **Certificate of Appointment:**

- a) Successful applicant(s) for the position of Special Constable will be offered employment as a Special Constable;
- b) Successful applicant(s) must agree to abide by the Police Service's Policies and Procedures;
- c) Successful applicant(s) will be issued a Certificate of Appointment by the Board. The Certificate of Appointment shall contain:
 - I. The name of the employer who may employ the appointee as a Special Constable;
 - II. The term of the appointment, which must not be more than the prescribed period, if any;
 - III. The purposes for which the person may act as a Special Constable, from among those set out in the *Regulations*;
 - IV. The powers of a Police Officer that the Special Constable may exercise, if any, to the extent and for the purposes specified - *Ontario Regulation 396/23, Schedule Purpose, and Powers for Certificate of Appointment and Permitted Weapons*;
 - V. Any weapons or prescribed equipment that the Special Constable is authorized to carry or use in the course of their duties; and
 - VI. Any other terms or conditions the Board considers appropriate.
- d) The Board may amend a Special Constable's Certificate of Appointment, including imposing new terms and conditions or varying existing terms and conditions, after giving the Special Constable written notice and an opportunity to respond orally or in writing, as the Board, as the case may be; and
- e) The Chief of Police shall ensure the successful applicant(s) take an Oath/Affirmation of Office and Secrecy, as prescribed by the *CSPA*, and be fingerprinted.

7. **Special Constables Duties:**

It is the policy of the Board with respect to the use of Special Constables that the Chief of Police will ensure Special Constables:

- a) Carry out their duties in accordance with the terms, conditions and purposes set out in the Certificate of Appointment;
- b) Exercise any Police powers conferred on them:

- I. Only to the extent and for the specific purposes set out in the Certificate of Appointment, and
- II. In accordance with the *Regulations*, if any.
- c) Comply with the prescribed code of conduct; and
- d) Perform such other duties as are assigned to them by or under the *CSPA* and its *Regulation* or any other *Act*, including any prescribed duties.

8. **Uniform and Equipment:**

It is the Policy of this Board that the Chief of Police shall ensure:

- a) Any uniform worn by a Special Constable must comply with the requirements of *Ontario Regulation 86/24 - Special Constable Uniforms*:
 - I. The uniform must be of a colour that is readily distinguishable from the colour of the uniform typically worn by Police Officers performing patrol functions in the area where the Special Constable normally performs their duties; and
 - II. It must include pants or shorts that have a light purple stripe running along the length of both legs of the garment.
- b) The phrase "Special Constable";
 - I. Be clearly legible on any shoulder flashes, and
 - II. Appear prominently and be clearly legible on any part of the uniform worn on the upper body, including any patrol jacket.
- c) The phrase "Special Constable" - must appear prominently and be clearly legible on the front and back of any body armour worn by a Special Constable;
- d) Special Constables will be issued with uniform and equipment items in accordance with the procedures of this Police Service; and
- e) The Chief of Police will establish procedures regarding the responsibilities and use of issued uniforms and equipment by Special Constables.

9. **Misconduct:**

- a) Misconduct shall include any misconduct that refers to any unacceptable behaviour as identified in the *CSPA*, including but not limited to:
 - I. A contravention of the Policies, Procedures, Routine Orders or Conditions of Employment of this Police Service or the Board;

- II. A breach of any Federal, or Provincial Statute; and
 - III. Unsatisfactory Work Performance.
- b) Reference **Appendix A - Ontario Regulation 410/23 - Code of Conduct for Special Constables**.

10. Holding Out as a Police Officer:

It is the policy of the Board with respect to the use of Special Constables that the Chief of Police will ensure that;

- a) No Special Constable shall hold themselves out as a Police Officer - *section 100(1) of the CSPA*.

Note: Section 100 comes into force one year after the day subsection 92 (1) CSPA comes into force.

11. Disclosure of Misconduct:

- a) It is the policy of the Board with respect to disclosure of misconduct that the Chief of Police shall establish and maintain written procedures regarding the disclosure of misconduct that is alleged to have been engaged in by a Special Constable other than by the Chief of Police or Deputy Chief of Police, pursuant to section 183 (1) of the CSPA; and
- b) The Chief of Police shall ensure that Members of the Police Service are familiar with the Procedures related to disclosure of misconduct, as applicable, and the protections from reprisals for disclosing misconduct.

12. Complaints about Special Constables: (Ontario Regulation 411/23)

- a) Any person not listed in Section 12 (b) of this Procedure may make a complaint about Special Constables of this Police Service to the Chief of Police or designate;
- b) The following persons shall not make a complaint about a Special Constable in accordance with Section 12 (a) of this Procedure and shall instead follow the applicable procedure set out in section 183 or 185 of the CSPA:
 - I. Other Members of the Police Service in which the Special Constable is employed, and Members or employees of the Police Service Board that maintains the Police Service;
 - II. The Minister;
 - III. The Inspector General, a Deputy Inspector General or an inspector appointed under section 111 of the CSPA;

- IV. The Complaints Director, a Deputy Complaints Director, an employee in the Law Enforcement Complaints Agency or an investigator; and
 - V. The SIU Director or an employee or investigator in the Special Investigations Unit.
- c) A complaint may be made in accordance with Section 12 (a) of this Procedure on behalf of:
- I. A person who is a minor, by the person's parent or guardian; or
 - II. A person who is incapable as defined in the *Substitute Decisions Act, 1992* and who is not a minor, by their substitute decision-maker under that Act.
- d) A complainant may act through an agent in respect of a complaint made in accordance with Section 12 (a) of this Procedure. If a complainant acts through an agent, a requirement under *Ontario Regulation 411/23* to give notice to the complainant may be met by giving notice to the complainant's agent;
- e) If a person who may make a complaint to a Special Constable's Chief of Police instead makes the complaint to any of the persons listed in section 3(1) of *Ontario Regulation 411/23*, that person shall forward the complaint to the Chief of Police and inform the person who made the complaint that the complaint has been forwarded;
- f) When the Chief of Police or designate receives a complaint regarding a Special Constable, the Chief of Police shall provide the complainant with written acknowledgement that the complaint has been received;
- g) If a person makes a complaint to a Member of a Police Service other than a Chief of Police or to a Special Constable who is not a Member of a Police Service, the Member of a Police Service or Special Constable shall notify their Chief of Police of the complaint;
- h) If the Chief of Police receives a complaint under Section 12 (g) of this Procedure is not the Chief of Police of the Special Constable who is the subject of the complaint, Section 12 (e) of this Procedure applies, with necessary modifications, as if the complaint had been made to the Chief of Police; and
- i) The complaint of a person that is forwarded to a Chief of Police under this section is deemed for the purposes of the *Regulation* to have been made by the person directly to the Chief of Police or Special Constable, as applicable.

13. **Complaints Process – Special Constables:**

This Board, in partnership with the Chief of Police, will develop and maintain policies and procedures that addresses complaints about Special Constables pursuant to the *CSPA* and *Ontario Regulation 411/23 - Complaints About Special Constables*.

The Board in partnership with the Chief of Police shall:

- a) Establish a process for complaints to be made to the Chief of Police about the conduct of Special Constables;
- b) Ensure the complaints process is made available on the Police Service's website informing people how to make a complaint, ref: **Appendix B**;
- c) Ensure the investigation process is in compliance with section 7 of *Ontario Regulation 411/23 - Complaints About Special Constables*;
- d) Ensure the complaint process shall consist, at minimum, the following steps:
 - I. Resolution Process;
 - II. Informal Resolutions (Public Complaints);
 - III. Internal Investigation process;
 - IV. Disciplinary Meeting;
 - V. Disciplinary Meeting – Findings;
 - VI. Disciplinary Action;
 - VII. Relieved from Duty (Immediately);
 - VIII. Suspension from Duty; and
 - IX. Termination of Appointment.
- e) Ensure the complainant, is advised, in writing, of the outcome of the investigation and when appropriate the action taken to remedy the contravention.

14. **Suspension from Duty:**

- a) The Board may suspend or terminate the appointment of a Special Constable who was appointed by the Board, as applicable, section 92(1) and 94(1) of the *CSPA*;
- b) The Chief of Police will submit a report to the Board, stating the reasons for requesting the suspension;

- c) Before a Special Constable's appointment is suspended, they shall be given written notice with respect to the reasons for the suspension or termination and an opportunity to respond orally or in writing, as the Board may determine; and
- d) The Chief of Police will establish and maintain written procedures and processes regarding the suspension of Special Constables.

15. Suspension from Duty without Pay:

- a) A Special Constable may only be suspended from duty without pay by the Chief of Police or designate where:
 - I. The suspension arises as a result of the imposition of a disciplinary penalty during a Disciplinary Meeting – Findings; or
 - II. Pending consideration of a report by the Police Service Board recommending the termination of the Special Constable's employment. In such cases, the Special Constable shall be served with a "Notice of Suspension" advising of the reasons for the recommendation.
- b) The Chief of Police shall establish and maintain written procedures and processes with respect to the suspension of Special Constables without pay.

16. Termination of Appointment:

- a) The Board may suspend or terminate the appointment of a Special Constable who was appointed by the Board, as applicable, section 91(1) and 94(1) of the *CSPA*;
- b) The Chief of Police will submit a report to the Board, stating the reasons for requesting the termination;
- c) Before a Special Constable's appointment is terminated, they shall be given written notice with respect to the reasons for the termination and an opportunity to respond orally or in writing, as the Board may determine, section 94(2) of the *CSPA*; and
- d) The Chief of Police will establish and maintain written procedures and processes with respect to the termination of Special Constables.

Chair

Date

Appendix A

Code of Conduct Special Constables

Ontario Regulation 410/23 sets out the code of conduct with which every Special Constable must comply;

a) Conduct of a Special Constable does not contravene this code of conduct if it is:

- I. Done in accordance with a designation made under subsection 25.1 (3) or 25.1 (6) of the *Criminal Code* (Canada) or an authorization made under paragraph 25.1 (9) (a) of that *Act*, as applicable, including any conditions that apply to the designation; and
- II. Justified in accordance with the rules set out in section 25.1 of the *Criminal Code* (Canada).

b) Compliance with CSPA:

A Special Constable shall comply with the *Act* and the *Regulations* made under it;

c) Compliance with *Special Investigations Unit Act, 2019*:

A Special Constable shall comply with the *Special Investigations Unit Act, 2019* and the *Regulations* made under it;

d) Contravention — guilty of offence:

A Special Constable contravenes this code of conduct if they are found guilty of an offence under the *Criminal Code* (Canada), the *Controlled Drugs and Substances Act* (Canada) or the *Cannabis Act* (Canada);

e) Human Rights Code:

- I. A Special Constable shall not, in the course of their duties, treat any person in a manner that the Special Constable, at the time, knows or reasonably ought to know would contravene the *Human Rights Code*; and
- II. A Special Constable shall not be subject to discipline for a contravention of Section (e) (I) above if, on a balance of probabilities, the Special Constable's conduct was in the good faith performance of their duties.

f) Charter of Rights and Freedoms:

- I. A Special Constable shall not, by act or omission, do anything that the Special Constable, at the time, knows or reasonably ought to know would infringe or deny a person's rights or freedoms under the *Canadian Charter of Rights and Freedoms*; and

- II. A Special Constable shall not be subject to discipline for a contravention of Section (f) (I) above if, on a balance of probabilities, the conduct was in the good faith performance of their duties.

g) Interactions with public:

- I. A Special Constable shall not make an arrest if, at the time of the arrest, the Special Constable knows or reasonably ought to know that the arrest is unlawful; and
- II. A Special Constable shall not be subject to discipline for a contravention of Section (g) (I) above if, on a balance of probabilities, the conduct was:
 - in the good faith performance of the Special Constable's duties; and
 - consistent with the Special Constable's training and any applicable Procedures established by the Chief of Police.

h) Unlawful detention:

- I. A Special Constable shall not authorize or make a physical or psychological detention if, at the time of the detention, the Special Constable knows or reasonably ought to know that the detention is unlawful; and
- II. A Special Constable shall not be subject to discipline for a contravention of Section (h) (I) above if, on a balance of probabilities, the conduct was:
 - in the good faith performance of the Special Constable's duties; and
 - consistent with the Special Constable's training and any applicable Procedures established by the Chief of Police.

i) Health and Safety of Individual in Custody:

A Special Constable shall not neglect the health or safety of any individual who is in their custody as a result of the Special Constable's duties;

j) Public Trust:

- I. A Special Constable shall not conduct themselves in a manner that undermines, or is likely to undermine, public trust in the delivery of services by Special Constables; and

- II. A Special Constable shall not be subject to discipline for a contravention of Section (j) (I) above if, on a balance of probabilities, their conduct was:
 - their duties as a Special Constable; or
 - their duties as a representative of an association representing Special Constables.

k) Use of Force:

- I. A Special Constable shall not use force unless:
 - the force is used for the purpose of carrying out a duty;
 - the Special Constable is entitled by Statute or Common Law to use force for the purpose of carrying out that duty;
 - the Special Constable is acting on reasonable grounds; and
 - the force used is no more than is necessary given the circumstances.
- II. A Special Constable shall not be subject to discipline for a contravention of Section (k) (I) above if, on a balance of probabilities, their conduct was:
 - in the good faith performance of their duties; and
 - consistent with the Special Constable's training and any applicable procedures established by the Chief of Police.

l) Abusive Language:

- I. A Special Constable shall not, in the course of their duties, use abusive language with any person or otherwise treat any person in a manner that is abusive, and
- II. A Special Constable shall not be subject to discipline for a contravention of Section (l) (I) above if, on a balance of probabilities, their conduct was in the good faith performance of their duties.

m) Provision of Names:

While acting in the course of their duties, a Special Constable shall, upon request, provide their name and the name of their employer to any member of the public in a manner reasonable in the circumstances that allows the member of the public to identify the Special Constable, unless the Special Constable has reason to believe that doing so would undermine the safety of an individual;

n) Bribery:

A Special Constable shall not solicit, offer, or take a bribe;

o) Gratuities, Presents:

- I. A Special Constable shall not accept a gratuity or present of more than nominal value from any person or entity if the gratuity or present could influence or could be perceived to influence the performance of their duties; and
- II. Section (o) (I) above does not apply if the Special Constable's Chief of Police, authorizes them to accept the gratuity or present.

p) Benefits, Interference with Administration of Justice:

I. A Special Constable shall not use their position as a Special Constable to do any of the following:

- benefit themselves or one or more persons with whom they have a personal relationship, subject to Section (p) (III) below; and
- interfere with the administration of justice.

II. A Special Constable does not contravene Section (p) (I) above if:

- the benefit occurs incidentally in the usual course of carrying out the Special Constable's duties; and
- in the case of a Special Constable who is a Member of a Police Service, the Special Constable's conduct does not contravene any *Regulations* made under the *CSPA* with respect to conflict of interest.

III. In Section (p) (I),

"personal relationship" includes, but is not limited to, a relationship with any of the following persons:

- a current or former spouse or common-law partner of the Special Constable;
- a current or former intimate partner of the Special Constable;
- the Special Constable's children, including biological and adoptive children and stepchildren;
- the legal dependants of the Special Constable;

- a child in the Special Constable's care; and
- the Special Constable's grandparents, parents, or siblings, including grandparents-in-law, parents-in-law, and siblings-in-law.

q) Disclosure of Information:

- I. A Special Constable shall not disclose to the public information obtained or made available in the course of their duties except as authorized, as necessary for the performance of their duties or as required by law; and
- II. Subsection (q) (I) above does not apply to information that was already made available to the public by a person who was authorized to do so prior to the Special Constable's disclosure.

r) Information Obtained or Made Available in Course of Duties:

A Special Constable shall not access, collect, use, disclose, alter, retain or destroy information obtained or made available in the course of their duties as a Special Constable if, at the time, they know or reasonably ought to know that doing so would be contrary to law;

s) Appropriate performance of duties:

- I. A Special Constable shall not, by act or omission, fail to perform their duties appropriately without lawful excuse if, at the time, they know or reasonably ought to know that their act or omission would amount to a failure to perform their duties; and
- II. A Special Constable shall not, if they exercise any powers granted pursuant to their appointment under section 92 of the *CSPA*, by act or omission fail to exercise them appropriately without lawful excuse if, at the time, they know or reasonably ought to know that their act or omission would amount to a failure to exercise them appropriately.

t) Impairment by substances:

A Special Constable shall not perform or attempt to perform duties as a Special Constable while their ability to perform duties is impaired by alcohol or drugs;

u) Reporting Conduct of Another Member:

- I. A Special Constable who is a Member of a Police Service shall report conduct of another Member of the Police Service in accordance with the procedures described in subsection 183 (1), (2) or (3) of the *CSPA*, as applicable, or to the Inspector General in accordance with section 185 of the *CSPA* if the Special Constable reasonably believes, or reasonably ought to believe, that the conduct constitutes misconduct;

- II. Despite Section (u) (I) above, a Special Constable who is acting as a representative of an association representing Special Constables is not required to report conduct that was made known to the Special Constable for the purpose of obtaining the Special Constable's assistance in their capacity as an association representative, unless failing to report the conduct would pose a serious risk of harm to any person; and
- III. Despite Sections (u) (I) above, a Special Constable who is participating in an organized peer support group is not required to report conduct of a Member of the Police Service or a Special Constable that was made known to the Special Constable in the course of participating in the peer support group, unless failing to report the conduct would pose a serious risk of harm to any person.

v) Deception:

A Special Constable shall not deceive or mislead any person in relation to their duties, the Special Constable's employment, or the administration of justice through any act or omission, except to the extent required or authorized for the purpose of carrying out their duties.

Appendix B

Special Constable Complaints Process

Any member of the public who is directly affected by the conduct of a Special Constable can make a complaint.

When to file a complaint

Your complaint against a Special Constable must be filed within 6 months of the incident.

How to file a complaint:

A complaint against a Special Constable must be made in writing and signed by the complainant. Complaints can be submitted by mail or hand-delivered to the attention of:

Chief of Police
LaSalle Police Service
1880 Normandy St.
LaSalle, ON N9H 1P8

A complaint may be made on behalf of:

- a) A person who is a minor, by the person's parent or guardian; or
- b) A person who is incapable as defined in the *Substitute Decisions Act, 1992* and who is not a minor, by their substitute decision-maker under that Act; and
- c) You may act through an agent in respect to the complaint.

Complaint Process:

- a) The Chief of Police who receives a complaint about a Special Constable in their Police Service will provide the complainant with written acknowledgment that the complaint has been received;
- b) The Chief of Police or designate shall ensure that the complaint is investigated to determine whether the Special Constable's conduct constitutes misconduct, contravened the terms and conditions of the Special Constable's appointment, or contravened any provision of the *Community Safety Policing Act* or the *Regulations*;
- c) The Chief of Police shall ensure that any allegations in the complaint of conduct that may constitute criminal conduct are investigated by a Member of the Police Service or of another Police Service;

- d) Investigations of Special Constables must comply with the standards for adequate and effective policing, including the standards with respect to the avoidance of conflicts of interest;
- e) Any investigation of a Special Constable will be completed within 120 days after receiving the complaint, not including any period during which the investigation is postponed or suspended;
- f) If the timing requirements are not met in respect of an investigation, the Chief of Police will provide the status of the investigation to the you every 30 days until the investigation is concluded unless, in the opinion of the Chief of Police, doing so might prejudice the investigation;
- g) If the Special Constable is found to have engaged in conduct that constitutes misconduct, contravened the terms and conditions of their appointment, or contravened any provision of *Community Safety and Policing Act* or the *Regulations*, the Chief of Police shall take appropriate action to remedy the contravention; and
- h) The Chief of Police will, in writing, advise you of the outcome of the investigation of the complaint and when appropriate the action taken to remedy the contravention.



LaSalle Police Services Board Public Memorandum

To: LaSalle Police Services Board

From: T. Mailloux, Board Secretary

Date: March 3, 2025

Subject: 2025 OAPSB Spring Conference & AGM, Sponsorship Request & Call for Resolutions

Recommendation:

That the memorandum and attachments from the Board Secretary dated March 3, 2025 regarding the 2025 OAPSB Spring Conference & AGM, Sponsorship Request and Call for Resolutions be received; and

That the Board Secretary be advised by March 25, 2025 to submit the registration form should any Board member wish to attend the 2025 OAPSB Spring Conference & AGM from June 3-5, 2025 in London, Ontario; and

That the Board determine if the LaSalle Police Services Board will purchase a sponsorship package to support the 2025 OAPSB Spring Conference & AGM; and

That the Board Secretary be advised by April 28, 2025 if the Board wishes to submit any resolutions for the 2024 OAPSB AGM.

Background:

2025 OAPSB Spring Conference & Annual General Meeting (AGM)

Registration is open for the upcoming 2025 Ontario Association of Police Services Board (OAPSB) Spring Conference & AGM hosted by the OAPSB, to be held June 3-5, 2025 at the Best Western Plus Lamplighter Inn & Conference Centre in London, Ontario. Funds have been budgeted for this conference for two members of the Board to attend. Conference registration is \$775 plus HST. A one-day conference pass is also available for purchase for \$550 plus HST.

Please advise the Board Secretary by March 25, 2025 if you wish to attend and arrangements will be made. A copy of the conference details (Appendix A) and conference program (Appendix B) is attached for reference.

2025 OAPSB Labour Conference - Sponsorship Request

A sponsorship request (Appendix C) from the OAPSB regarding sponsorship opportunities for the 2025 OAPSB Spring Conference & AGM is attached for the Boards information and consideration. The LaSalle Police Services Board has not provided sponsorships for conferences in the past and this has not been budgeted for in the 2025 budget.

The OAPSB is hosting the event and is asking all Boards to consider a member sponsorship in support of this conference to help defer some of the conference costs. Member sponsorship opportunities, including costs and benefits, are provided in the attached memo from the OAPSB.

2025 Call for Resolutions

On January 30, 2025, the OAPSB put out a notice for a Call for Resolutions in preparation of the 2024 OAPSB AGM to be held at the 2025 Spring Conference to all Police Services Boards. Attached as Appendix D are the details of the Call for Resolutions and a guide on proposing resolutions for the AGM. The deadline to submit resolutions for the AGM is May 1, 2025. This is provided for the Boards information and consideration.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'T Mailloux', written in a cursive style.

Tanya Mailloux, Secretary
LaSalle Police Services Board



2025 OAPSB Spring Conference & AGM

Register today!

June 3-5, 2025

Early Bird pricing expires April 1, 2025

The in-person conference will take place at the Best Western Plus

Lamplighter Inn & Conference Centre in London, Ontario.

Member and Corporate sponsor opportunities are linked below. For

more information or to partner please email Holly Doty at

oapsb@oapsb.ca or by calling 1-800-831-7727.

OAPSB Room Block

The Spring Conference will be held at the Best Western Plus Lamplighter Inn & Conference Centre.

Address: 591 Wellington Rd,
London, ON, N6C 4R3

Our special room block rate expires on April 25, 2025.

Conference
Registration Early Bird Ends April 1,

Book my
Accommodation! Offer

Member
Sponsorship

Corporate
Sponsorship

Connect With Us!



This email was sent on behalf of Ontario Association of Police Services Boards located at PO Box 43058, London RPO Highland, ON N6J 0A7. [To unsubscribe click here.](#) If you have questions or comments concerning this email contact Ontario Association of Police Services Boards at oapsb@oapsb.ca.

PROGRAM

Tuesday June 3

Time	Activity
10:00AM – 12:00PM	Optional Board Training
1:00PM	OAPSB Welcome to the 2025 Spring Conference
1:30PM – 2:00PM	OAPSB Annual General Meeting <i>Restricted to Member Boards & Their Staff</i>
2:00PM – 2:30PM	Networking Break
2:30PM – 3:15PM	OAPSB Opening Keynote (TBC)
3:15PM – 4:00PM	OAPSB Executive Director, State of the Union
4:00PM	Zone Meetings (as required)
4:30PM	OAPSB Board of Directors Meeting <i>By Invite Only</i>
6:00PM	Welcome Reception & Dinner

Wednesday June 4

Time	Activity
7:30AM – 8:30AM	Hot Buffet Breakfast
8:15AM – 9:00AM	Opening Ceremonies and Welcome Remarks from the Ministry of the Solicitor General – Video
9:00AM – 10:00AM	Meeting the Needs and Demands of a Changing Community by Improving Service Delivery Through the Development of a Culturally Responsive Approach
10:00AM – 10:30AM	Networking Break
10:30AM – 11:30AM	The Inspector General and the Inspectorate of Policing: What Police Boards Need to Know
11:30AM – 12:00PM	Speaker / Sponsor Presentations
12:00PM – 1:00PM	Lunch and Networking Break

Time	Activity
1:00PM – 2:30PM	Speaker / Sponsor Presentations
2:30PM – 3:00PM	Networking Break
3:00PM – 4:00PM	Breakout Sessions
4:00PM – 5:00PM	Breakout Sessions
5:00PM – 6:30PM	Free Time
6:30PM – 10:00PM	Spring Conference Reception & Dinner

Thursday June 5

Time	Activity
7:30AM – 8:30AM	Hot Buffet Breakfast
8:00AM – 9:00AM	Big 12 Meeting (including Breakfast)
9:00AM – 10:00AM	Welcome Day 2, Association Panel – How We Work Together
10:00AM – 11:00AM	Breakout Sessions
11:00AM – 11:30AM	Networking Break
11:30AM – 12:30PM	Breakout Sessions
12:30PM – 1:30PM	Lunch and Networking Break
1:30PM – 2:30PM	Panel/Speaker
2:30PM – 3:30PM	Advancing Human Rights in Policing: Governance and Operational Strategies for Community-Centered Transformation
3:30PM	Conference Closing Remarks



OAPSB Members - Seeking Your Support!

The Ontario Association of Police Service Boards' 2025 Spring Conference and AGM is being held in person at the Best Western Plus Lamplighter Inn & Conference Centre in London on June 3-5, 2025.

Each year we rely on participation and sponsorship. We ask that your board or zone to consider sponsoring the conference.

Added benefits: Funding received for OAPSB events is used to:

- Minimize costs to members to attend the seminar
- Offset the expenses related to delivering the virtual event and training
- Purchase of virtual technology
- Support the marketing and outreach required to inform and communicate with members
- Provide your organization recognition on our website, eblasts and at the virtual event.
- Deliver upgrades to our education & training to membership

Please contact Holly Doty at oapsb@oapsb.ca or 1-800-831-7727 to take advantage of one or more of these unique sponsorship opportunities listed below.

Respectfully,

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

Patrick Weaver
OAPSB Chair



2025 Spring Conference & Annual General Meeting Member Sponsorship Opportunities

Platinum - \$5,000 +

- Premium Exposure on as Platinum Sponsor
- Recognition on the OAPSB website
- Logo recognition on digital presentations at conference
- Logo recognition on one feature event (i.e. Welcome / reception)

Gold - \$3,000 +

- Recognition as Gold Sponsor
- Recognition on the OAPSB website
- Logo recognition on digital presentations at conference
- Logo recognition on one feature event (i.e., virtual breaks)

Silver - \$1,000 +

- Recognition as Silver Sponsor
- Recognition on the OAPSB website

Bronze – Up to \$999

- Recognition as Bronze Sponsor
- Recognition on the OAPSB website

Tanya Mailloux

From: Jennifer Williams
Sent: Thursday, January 30, 2025 10:01 AM
To: Tanya Mailloux
Subject: 2025 OAPSB Call For Resolutions



NOTICE - CALL FOR RESOLUTIONS

In preparation for the 2024 OAPSB AGM held at the 2025 Spring Conference we are now calling for board resolutions.

Eligible resolutions must originate from member boards only (not municipalities/towns).

For your convenience, please see attached Guidance document when proposing a Resolution.

Please forward any Proposed Resolutions, in WORD format, to oapsb@oapsb.ca no later than the cut-off date of May 1, 2025.

Guidance Proposing Resolutions for the Annual



Proposing Resolutions for the Annual General Meeting (AGM)

What are AGM Resolutions?

AGM Resolutions are the decisions made by members at an AGM, which direct the OAPSB Board of Directors. Generally speaking, resolutions address either:

- Members' advocacy interests (such as proposed legislative changes); or
- Internal Association matters (like By-law changes).

How do I Propose a Resolution?

1. A member board or zone (or the OAPSB Board of Directors) may propose a resolution electronically in WORD format, complete with any relevant background information, to the OAPSB office by the posted deadline (if any) for an AGM.
2. OAPSB staff collate all proposed resolutions, and provide them to every AGM delegate prior to the AGM.
3. When called upon during the AGM, the originator introduces the proposed resolution. Following discussion, voting delegates are called upon to vote for or against the proposed resolution.
4. The OAPSB Board of Directors acts upon all resolutions that are carried at the AGM.

How do I Prepare a Proposed Resolution?

A good resolution addresses three questions:

- A. What is the problem?
- B. What is causing the problem?
- C. What is the best way to solve the problem?



All resolutions contain a preamble and an operative clause. The **preamble** describes the issue, and the **operative clause** outlines the action being requested.

The Preamble

The preamble starts with a recital, “WHEREAS” clause. Each clause is a separate but concise paragraph describing the problem and/or reason corrective action is being requested. Ideally the preamble does not contain more than four “WHEREAS” clauses.

The Operative Clause

The operative clause begins with the words “THEREFORE BE IT RESOLVED”. This clause should be as short as possible, clearly describe the corrective action being requested to solve the problem identified in the preamble, and identify the agency that is being asked to implement the proposed solution.

The clearer the solution is stated in the operative clause, and the better that the preamble describes the problem that needs fixing, the more likely that the resolution will be understood and acted upon in a meaningful way.

Identification

The proposed resolution also needs:

- a title that describes the topic and/or the proposed solution
- the name of the member board or zone that is proposing the resolution

This allows the AGM Chair to call identify the proposed resolution to the members present, and to request the proposing board/zone to introduce the proposal to those members.

Some Keys to Successful Resolutions:

- The language of the resolution should be simple, action-oriented and easily understood
- Each resolution should address only one specific subject
- Resolutions should be accompanied by supporting facts/evidence
- Resolutions should be properly titled
- Resolutions should deal with issues relevant to police service boards



1880 Normandy Street, LaSalle, Ontario, N9H 1P8
Phone: 519-969-5210
Fax: 519-969-2662

LaSalle Police Service Public Memorandum

To: LaSalle Police Services Board

From: Michael Pearce, Chief of Police

Date: February 26, 2025

Subject: 2025 – 2028 LPS Strategic Plan

Background:

Please find attached for your review the Service's 2025-2028 LPS Strategic Plan.

Recommendation:

That the LaSalle Police Services Board receive this memorandum and related attachment for information; and

That the LaSalle Police Services Board approve and adopt the LaSalle Police Service 2025 – 2028 Strategic Plan.

Respectfully submitted,

Michael Pearce
Chief of Police
LaSalle Police Service

Attachment: 2025 – 2028 LPS Strategic Plan

LASALLE POLICE SERVICE



2025-2028 STRATEGIC PLAN



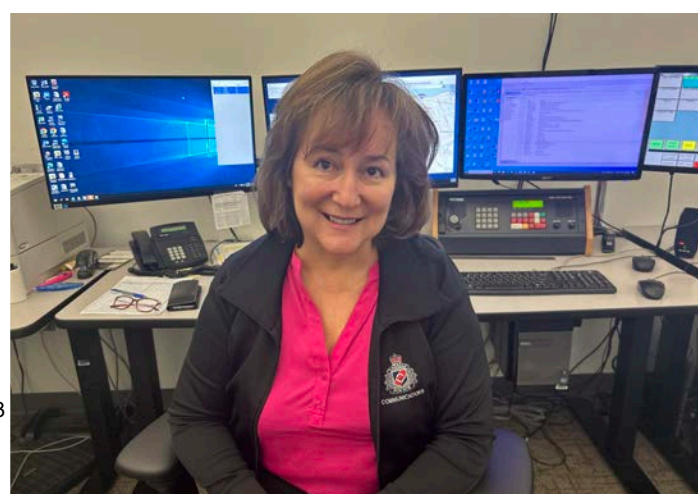


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17	Reporting



Message from the Police Services Board Chair



As Mayor, I am proud to acknowledge the renewal of the Police Service Board’s Strategic Plan, which will guide our police service for the next four years. This plan builds upon the success of the previous one, maintaining a strong commitment to public safety, accountability, and community engagement.

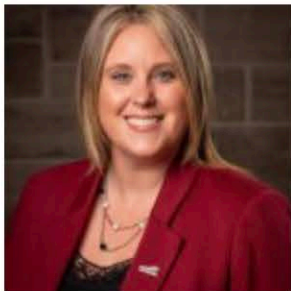
Over the last few years, we have made considerable progress in enhancing the relationship between our police service and the community, ensuring that our officers are well-trained, well-supported, and equipped to respond to the evolving needs of our residents. The updated Strategic Plan reflects this ongoing commitment and sets a clear path forward to ensure our community remains safe, inclusive, and resilient.

Our police service continues to prioritize transparency, innovation, and community collaboration. The next four years will bring new opportunities to build on the trust we’ve established, while adapting to emerging challenges. With this updated plan, we are reaffirming our dedication to effective, fair, and responsive policing.

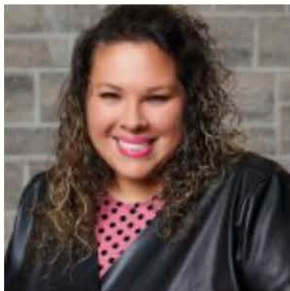
I want to thank the Police Service Board, the leadership team, and all our officers for their ongoing efforts in making our community a safer place for everyone. Together, we will continue to foster a police service that is a model of excellence and accountability.

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Mayor, Crystal Meloche



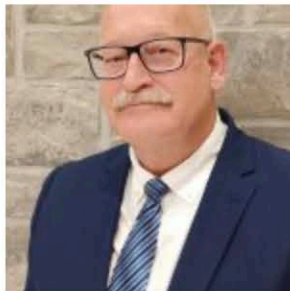
Crystal Meloche,
Chair



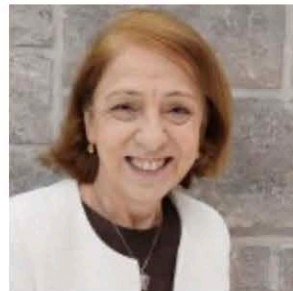
Anita Riccio-Spagnuolo,
Vice-Chair



Dan Allen,
²⁴⁵
Member



Morris Brause,
Member



Marie Campagna,
Member

Message from the Chief of Police



I am proud to share our 2025-2028 Strategic Plan that will guide our work for the next four years. Our mission is to provide community leadership and service excellence. The new plan will focus on four main areas: **Our People**, **Our Community**, **Traffic Safety**, and **Technology Modernization**. Each of these pillars is vital to our continued success and to maintaining the trust and safety of the people we serve.

First and foremost, we recognize that our strength lies in the dedication, skills, and well-being of our officers and staff. In the **Our People** focus area, we will prioritize professional development, member wellness, and organizational culture, ensuring that our members are well-equipped to meet the demands of modern policing. We will work to foster a positive, inclusive, and supportive work environment where officers can thrive and perform their best.

We will continue to build and strengthen the bonds between the LaSalle Police Service and **Our Community**. Local community policing is at the heart of our strategy. Our officers will remain

accessible, approachable, and engaged, working alongside citizens, local organizations, and businesses to address concerns, prevent crime, and promote public safety. We believe that through collaboration and a shared commitment to community well-being, we can achieve long-term positive outcomes in LaSalle. This approach will empower our community to take an active role to partner with us, creating stronger relationships built on trust and mutual respect.

LaSalle is growing, and with growth comes an increase in road traffic. Through consultation, citizens have identified **Traffic Safety** as a priority. We will place a strong emphasis on promoting safe driving behaviours and addressing issues such as speeding, impaired and distracted driving. Our goal is to protect all road users, while also working to ensure the safe flow of traffic throughout our town. Through evidence-based data, enhanced enforcement, education, and public awareness, we aim to improve road safety.

Finally, **Technology Modernization** will enable us to keep pace with the rapidly changing landscape of law enforcement. Advancements in technology can greatly enhance our efficiency, capabilities, and the services we provide. In the coming years, we will invest in new tools, systems, and training to ensure that we can effectively leverage technology in crime prevention, investigations, and communication. This will allow us to be more responsive and transparent, improving the safety and service we provide to all residents.

This strategic plan represents our commitment to progress, collaboration, and excellence. I look forward to working alongside our members, community partners, and residents to create a safe and vibrant LaSalle. Together, we will continue to ensure that LaSalle remains a great place to live, work, and raise a family. Thank you for your continued trust and support.

A handwritten signature in dark ink, appearing to read 'M Pearce'.

Michael Pearce, Chief of Police

VISION

A safe and vibrant
community

MISSION

Provide community
leadership and service
excellence

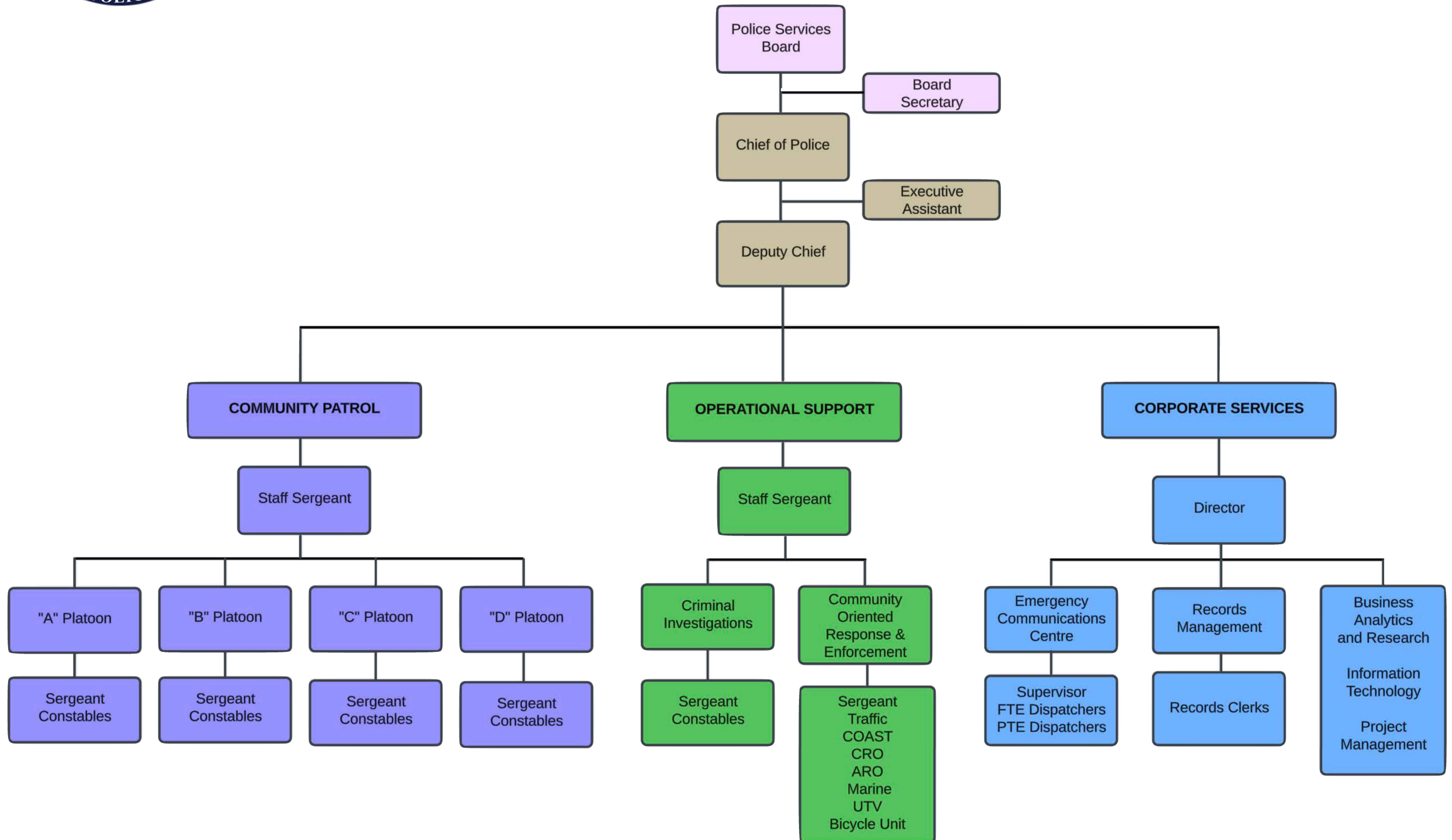
VALUES

Trust
Integrity
Courage
Inclusivity
Professionalism





LaSalle Police Service Organizational Chart 2025



Consultations

Thank you to our citizens, partners, and members for their feedback. Your input was valuable in shaping our forward-looking strategic plan.

Coffee with the Chief events were held at four locations to allow citizens to discuss ideas and concerns.

Town Hall Meetings were held at the Civic Centre and the Vollmer Complex.

Budget Open House was held at the Vollmer Complex.

A **Citizen Survey** was provided online for all Town of LaSalle residents.

An **Internal Member Survey** was provided to all LaSalle Police Service employees.

Consultations occurred with the Police Services Board, and the Public and Catholic School Boards.



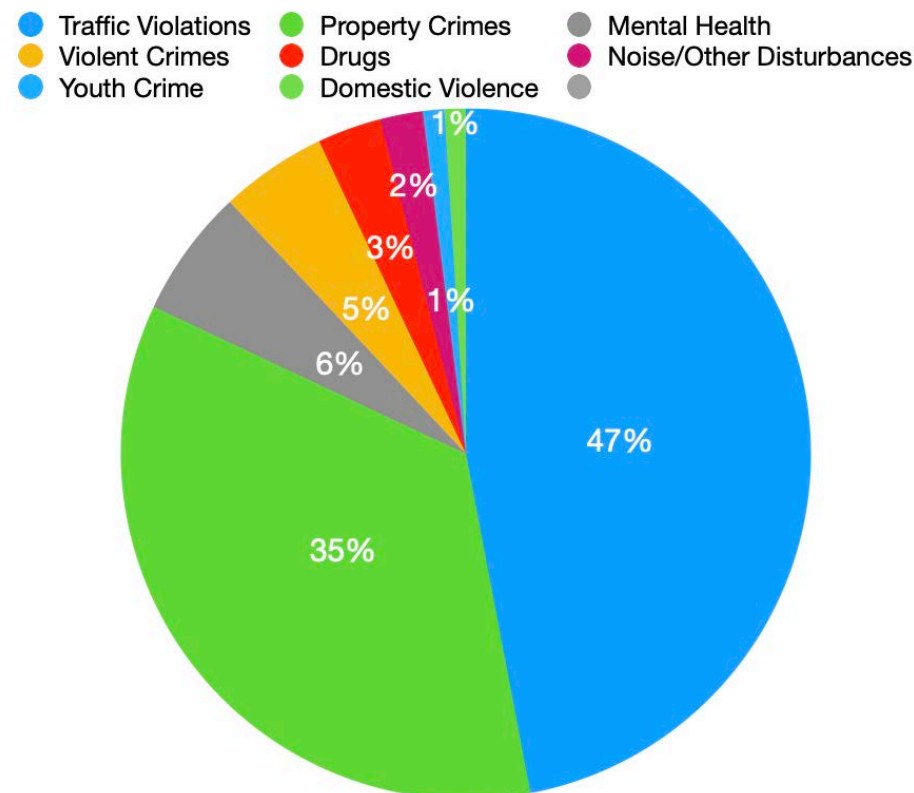
What You Said

We conducted an internal member survey to understand what our members thought. Their concerns in order of priority are:

1. Staffing - we are not keeping up with population growth
2. Technology - NG911, Digital Evidence Management, website
3. Equipment - radio upgrade, mobile data terminals
4. Improving outdated work processes and policies
5. More training
6. Member wellness

We conducted an external citizen survey to understand what our citizens thought.

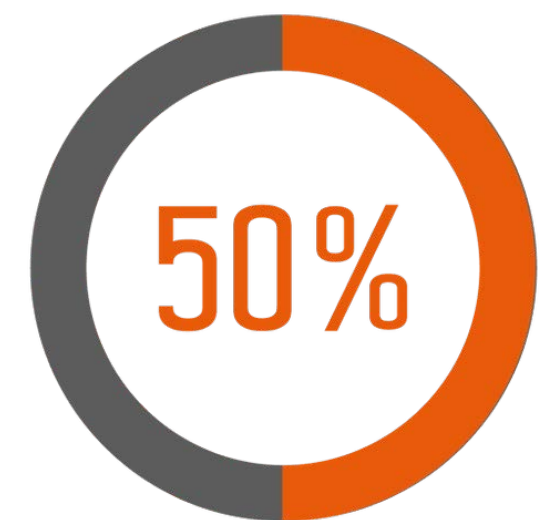
Priority concerns of citizens



Feeling safe walking in neighbourhoods, parks and trails.



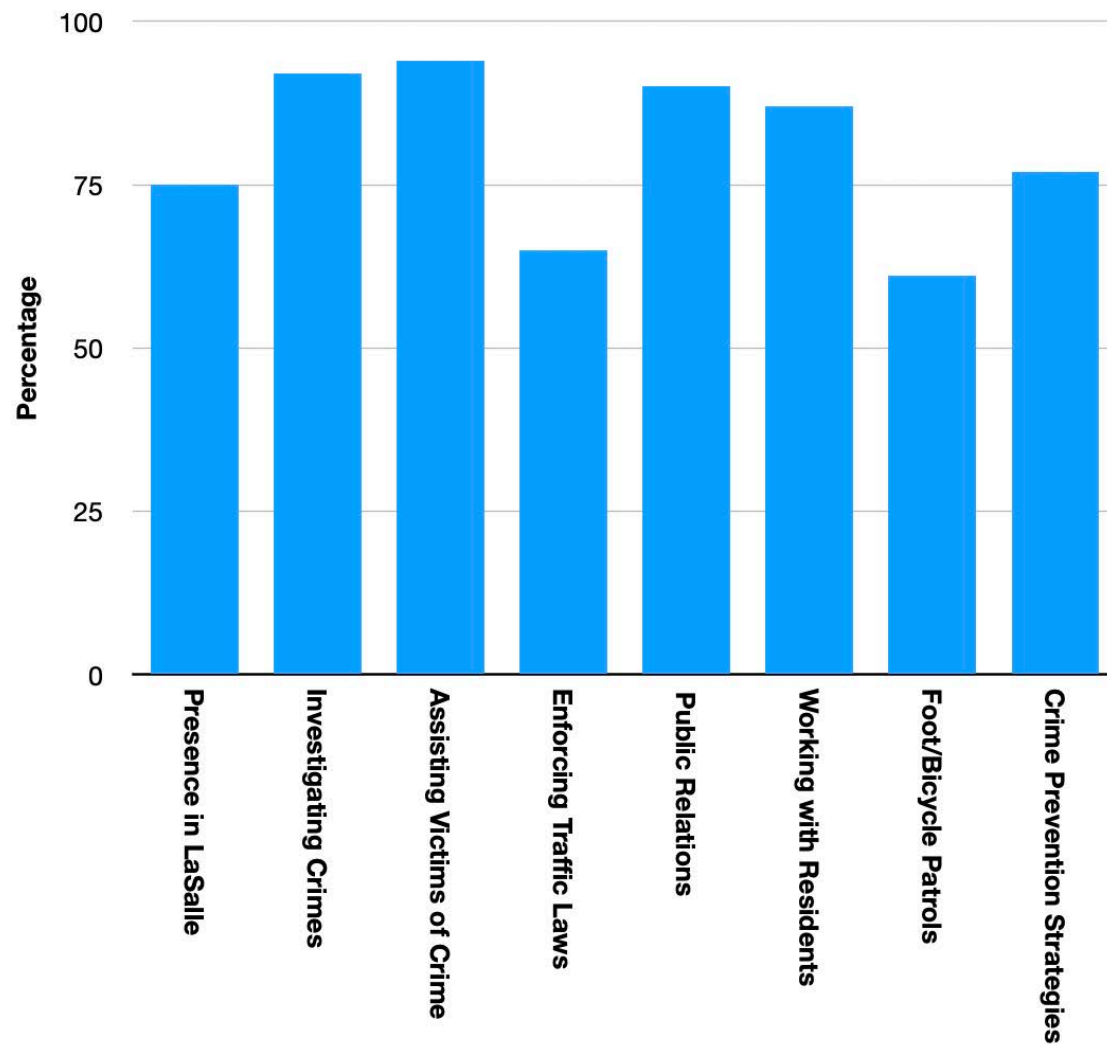
Day



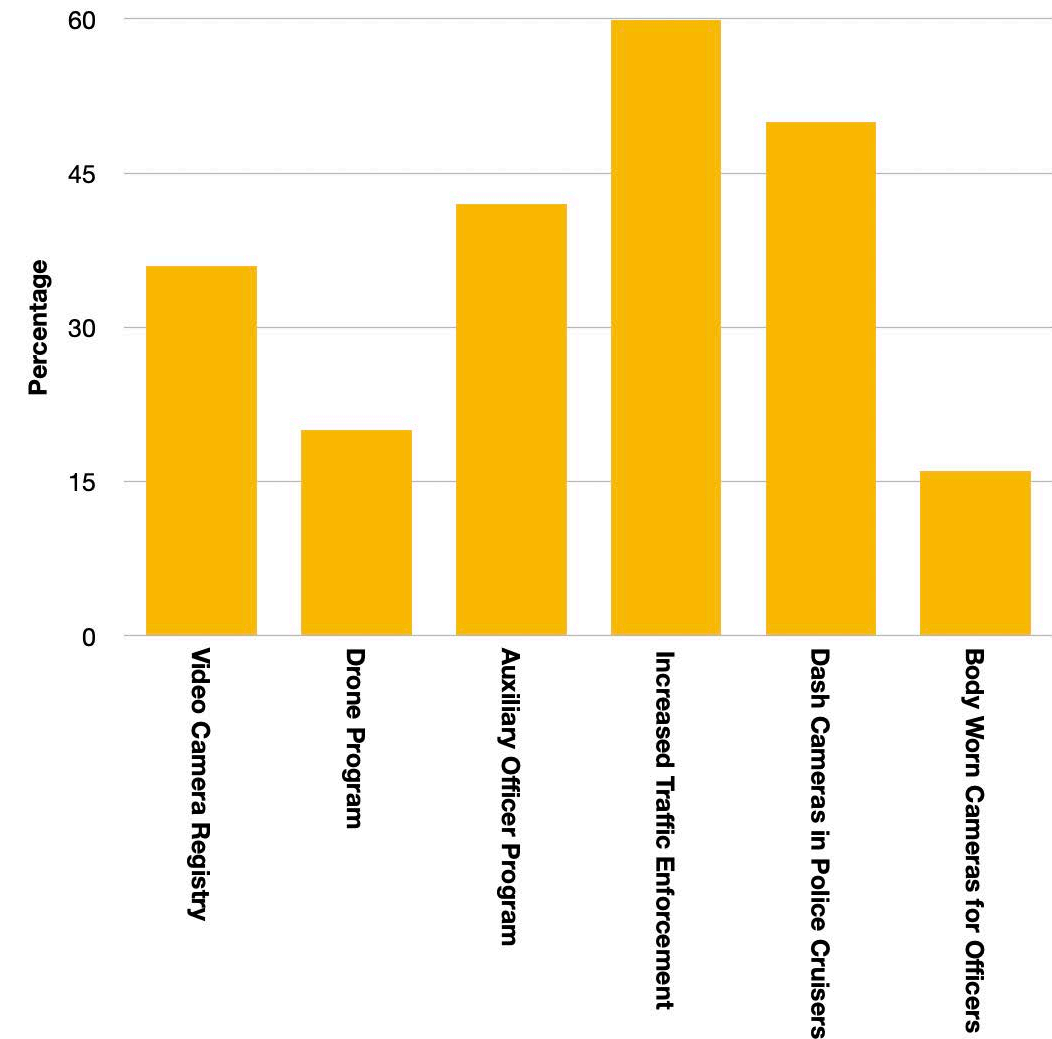
Night

What You Said

Citizen Satisfaction



Citizen Desire for Programs



Our LaSalle Catholic elementary and secondary schools value the relationship with LaSalle police, specifically through dedicated school liaison officers and programs that foster positive relationships, promote responsible citizenship, respond to youth-related criminal activity, and deter criminal behaviour through education to schools, students, and families.

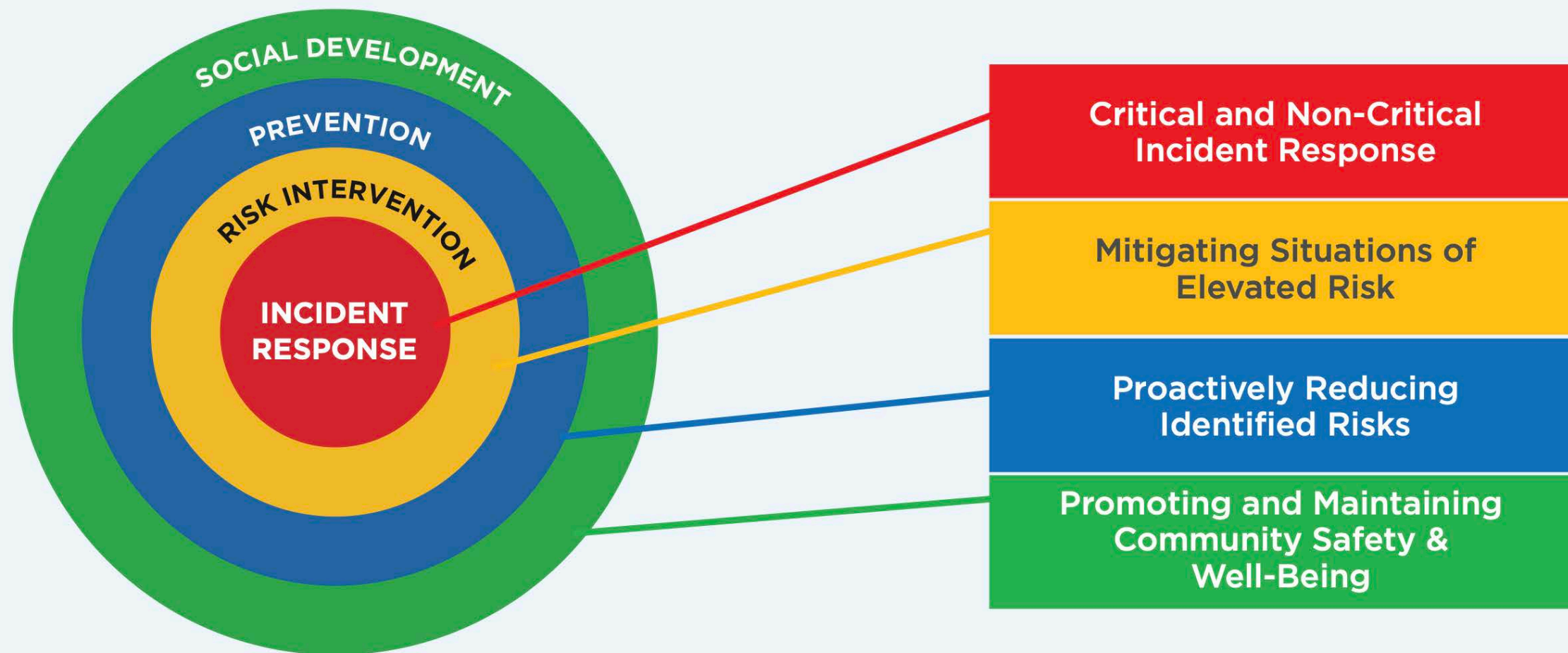
Windsor Essex Catholic District School Board

LaSalle Police Service provides exceptional support to our schools in the LaSalle community. The benefit of a community police department is that they know the schools/students and families and are always able to be supportive and often proactive.

Greater Essex County District School Board

Provincial Community Safety and Well-Being Framework

The Ministry of the Solicitor General developed the Provincial SCWB framework to help guide municipalities in their planning efforts. There are four areas of intervention:



Social Development: requires long-term, multidisciplinary efforts, and investments to improve the social determinants of health and address longstanding systemic challenges. Planning in this area involves collaboration from a wide range of sectors and agencies, and requires an integrated and collective responses to address complex social issues.

Prevention: involves proactively implementing evidence-based strategies to reduce locally-identified priority risks to community safety and well-being before they result in crime, victimization or harm. Prevention necessitates the involvement of all community members regardless of their expertise, as they can provide key information on their community experience.

Risk Intervention: planning in this area involves addressing and responding to situations of acutely elevated risk of harm, or situations where immediate action is needed to prevent an emergency or crisis. Risk intervention requires multi-sectoral partnerships that commonly involve the provision of wrap-around supports.

Incident Response: critical or non-critical incident response is what is traditionally thought of when referring to crime. Planning in this area commonly involves immediate and reactive responses and primarily involves emergency response services like, police, fire, and emergency medical services.



STRATEGIC PRIORITIES

OUR PEOPLE

OUR COMMUNITY

TRAFFIC SAFETY

TECHNOLOGY
MODERNIZATION

ACTION 1: INVEST IN MEMBER DEVELOPMENT

Invest in member development to build organizational capacity and redundancy, and a healthy, long-term succession staffing plan. Provide growth opportunities through education, training, and mentorship.

GOALS

1. Increase the number of training/education events for members by 50%.
2. Increase leadership and mentorship opportunities.
3. Modernize performance appraisals, procedures and educate best practices.
4. Introduce standards and performance metrics for members.
5. Annually review staffing levels to match population growth.

ACTION 2: FOSTER AND INCLUSIVE, ENGAGED, AND PROGRESSIVE CULTURE

Our people are truly our most important asset. It is essential we provide them with a respectful and healthy workplace.

GOALS

1. Collaboration with members to drive positive change.
2. Expand wellness program to promote health and resiliency.
3. Implement modernized workplace harassment and civility policies.
4. Create an employee recognition and awards program.
5. Leverage evidence-based data to inform decision-making.

ACTION 3: ADVANCE INCLUSIONARY ARTIFACTS

Ensure our physical and online ecosystems proudly display our diversity. We celebrate our differences.

GOALS

1. Create a heritage map illustrating the diversity of our members and proudly display it at our station and online
2. Add artwork and pictures in our station that represents our members and community.

Our People



Our Community



ACTION 1: CREATE A COMMUNITY INCLUSION PANEL

Gather a diverse group of citizens to offer perspectives and share ideas with the goal of building trusting relationships and appreciate the pluralistic views of all citizens in LaSalle.

GOALS

1. Successful creation of community inclusion panel.
2. Build a mission statement and framework.
3. Embed inclusionary policies and practices into services and programs.
4. Build new relationships with our diverse citizenry.

ACTION 2: CONTINUE OUR PROUD TRADITION OF COMMUNITY INVOLVEMENT

We are proud to be your community police service. It is our identity that sets us apart. We commit to continue our strong relationship with the citizens of LaSalle.

GOALS

1. Increase the number of community events attended.
2. Introduce new public education initiatives.
3. Expand diversity training beyond legislated requirements.
4. Human rights centred service delivery.
5. Problem solve with community stakeholders.

ACTION 3: CREATE AN AUXILIARY PROGRAM

An auxiliary program bridges police and community. Low cost with high return on investment and value on investment.

GOALS

1. Number of volunteer hours per year.
2. Number of community events attended per year.
3. Number of officer ride-alongs per year.
4. Recruitment yield.

Traffic Safety

ACTION 1: INCREASE TRAFFIC ENFORCEMENT

Our citizens have overwhelmingly identified traffic safety as their number one concern.

GOALS

1. Prioritize road safety initiatives for front line officers.
2. Increase traffic contacts by 25%.
3. Increase traffic enforcement by 25%.

ACTION 2: GREATER VISIBILITY AND EDUCATION TO REDUCE IMPAIRED DRIVING

We commit to actively seek and intercept impaired drivers by drugs and/or alcohol.

GOALS

1. Increase RIDE initiatives by 50%.
2. Increase education and awareness initiatives.
3. Continue investments in equipment to combat impaired driving.

ACTION 3: APPLY EVIDENCE BASED PRINCIPLES

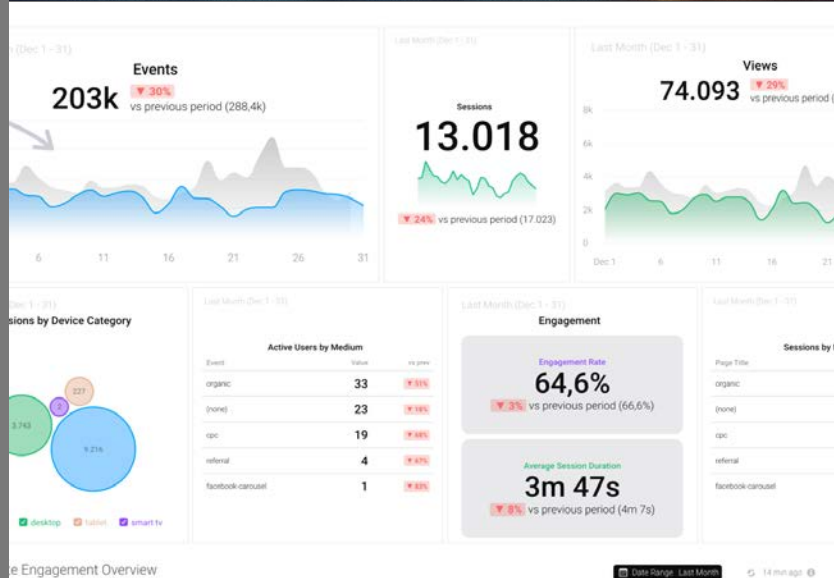
Collect quantitative data on complaint areas.

GOALS

1. Purchase a radar counter to capture data on road usage and speeds.
2. Train two officers to operate radar counters.
3. Gather speed data on 40 roads per year.



Technology Modernization



ACTION 1: NEW TECHNOLOGY TO IMPROVE EFFICIENCY

Technology provides valuable tools for the modern police officer and civilian support.

GOALS

1. Radio infrastructure upgrade
2. Records management system assessment
3. Next Generation 911
4. Digital Evidence management implementation
5. Data analytics dashboard
6. Bail compliance dashboard
7. CEW modernization
8. New website, intranet expansion
9. Recruiting software implementation
10. UAS (drone) program
11. Dash and body cameras assessment
12. Upgrade camera system at headquarters

These projects are ambitious. We will evaluate and prioritize needs using a lens of fiscal responsibility.

ACTION 2: RESEARCH AND FORECAST CAPITAL REQUIREMENTS FOR FUTURE TECHNOLOGY

Technology developments in the policing sector are increasing at a rapid pace. We will research future projects with intention to build capital reserves to fund them.



Reporting

In addition to our priorities, in accordance with section 39(1) of the *Community Safety and Policing Act, 2019*, the Chief shall report the following to the LaSalle Police Service Board:

- Emergency calls for service
- Violent crime and clearance rates for violent crime
- Property crime and clearance rates for property crime
- Youth crime and clearance rates for youth crime
- Police assistance to victims of crime and re-victimization rates
- Interactions with youths, interactions with persons who appear to have mental illness,

We will continually measure and assess our organization to ensure we are providing adequate and effective policing for our citizens.





LASALLEPOLICE.CA

519-969-5210



LaSalle Police Service

1880 Normandy Street
LaSalle, ON, N9H 1P8



The Corporation of the Town of LaSalle Police Services Board Diversity Plan Committee Meeting Minutes

January 27, 2025, 9:00 a.m.

LaSalle Room, 1st Floor, LaSalle Civic Centre, 5950 Malden Road

Committee Members Present: Councillor Anita Riccio-Spagnuolo
Morris Brause
Marie Campagna

Administration Present: Deputy Chief of Police Jason Woods
Acting Staff Sergeant Nicholas Goy
Tanya Mailloux, Board Secretary

Regrets: Chief of Police Michael Pearce

A. Call to Order

Councillor Riccio-Spagnuolo presides as Chair and calls the meeting to order at 9:00 a.m.

B. Disclosures of Pecuniary Interest and the General Nature Thereof

There are no declarations of conflict of interest on the agenda.

C. Adoption of Minutes

None.

D. Reports/Correspondence for Action

1. Review of LaSalle Police Services Board Draft 2025 Diversity Plan

Members of the committee and administration reviewed the draft 2025 Diversity Plan. Recommendations for the plan were discussed. An updated draft plan will be brought forward at the next meeting. The Board Secretary will poll the group for dates in February for the next Diversity Plan meeting.

E. Next Meeting

- Wednesday, February 26, 2025 at 3:00 p.m. in the LaSalle Room, LaSalle Civic Centre, 1st Floor

J. Adjournment

The meeting is adjourned at the call of the Chair at 9:45 a.m.

Chair: Councillor Anita Riccio-Spagnuolo

Recording Secretary: Tanya Mailloux



The Corporation of the Town of LaSalle Police Services Board Diversity Plan Committee Meeting Minutes

February 26 2025, 3:00 p.m.

LaSalle Room, 1st Floor, LaSalle Civic Centre, 5950 Malden Road

Committee Members Present: Councillor Anita Riccio-Spagnuolo
Morris Brause
Marie Campagna

Administration Present: Chief of Police Michael Pearce
Deputy Chief of Police Jason Woods
Acting Staff Sergeant Nicholas Goy
Tanya Mailloux, Board Secretary

A. Call to Order

Councillor Riccio-Spagnuolo presides as Chair and calls the meeting to order at 3:00 p.m.

B. Disclosures of Pecuniary Interest and the General Nature Thereof

There are no declarations of conflict of interest on the agenda.

C. Adoption of Minutes

001/25

Moved By: M. Campagna

Seconded By: M. Brause

That the January 27, 2025 LaSalle Police Services Board Diversity Plan Committee minutes be adopted as presented.

Carried.

D. Reports/Correspondence for Action

1. Review of LaSalle Police Services Board Draft 2025 Diversity Plan

Members of the committee and administration review other Police Service Diversity plans along with the LaSalle Police Services Board draft plan. The committee discusses ensuring that the goals within the plan will be measurable and achievable. Would like to ensure that DEI is defined in the plan, how often the plan will be reviewed (i.e. on a yearly basis), look at adding statistical data into the plan as appropriate, and will incorporate the goals from the draft Strategic Plan that align with Diversity into this draft plan. Administration will update the draft Diversity Plan in accordance with the comments from the committee.

E. Next Meeting

- April 14, 2025 at 3:00 p.m. in the LaSalle Room at the LaSalle Civic Centre, 5950 Malden Road.

J. Adjournment

The meeting is adjourned at the call of the Chair at 3:50 p.m.

Chair: Councillor Anita Riccio-Spagnuolo

Recording Secretary: Tanya Mailloux



Windsor & Essex County Crime Stoppers

Police Coordinator Report
January 1st – 31st, 2025

Overview

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

AM800

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

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

January 13th– Wild Game Dinner Advertisement

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

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

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

Recorded weekly – Crime of the Week

CTV News

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

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

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

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

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

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

Attached documents include:

Police Coordinators Report
Monthly Statistical Report
Tip Summary Report

This Report was Prepared By:

Constable Lauren Brisco – Windsor Police Service

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

POPULATION (CITY) – 217,188

POPULATION (COUNTY) – 126,314

POPULATION (LASALLE) – 33,180

POPULATION (AMHERSTBURG) – 22,036

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



Windsor - Essex County Crime Stoppers - Statistical Report

Filter Date: January 2025 Run Date: 2025/01/31

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	164	0	0	0	0	0	0	0	0	0	0	0
Tip Follow-ups	117	0	0	0	0	0	0	0	0	0	0	0
Arrests	4	0	0	0	0	0	0	0	0	0	0	0
Cases Cleared	9	0	0	0	0	0	0	0	0	0	0	0
Charges Laid	18	0	0	0	0	0	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	4	0	0	0	0	0	0	0	0	0	0	0
Rewards Approved	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Rewards Paid	0	0	0	0	0	0	0	0	0	0	0	0
Rewards Paid	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Weapons Recovered	1	0	0	0	0	0	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	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Recovered	\$15,082	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Drugs Seized	\$412,850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Recovered	\$455,069	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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

Windsor - Essex County Crime Stoppers Tip Summary Report

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

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

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



Windsor & Essex County Crime Stoppers

Police Coordinator Report
February 1st – 28th, 2025

Overview

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

AM800

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

February 3rd– Wild Game Dinner Advertisement

February 10th– Wild Game Dinner

Advertisement February 17th– Crime Stoppers

40th Anniversary February 24th– Diane Dobson

Cold Case- W.P.S.

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

Recorded weekly – Crime of the Week

CTV News

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

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

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

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

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

Windsor Police Service

WPS - Amherstburg Detachment

Ontario Provincial Police

LaSalle Police Service

Ministry of Revenue and Finance

Windsor & Essex County Health Unit- Tobacco Enforcement

CBSA

ROPE

Windsor Police Criminal Intelligence Unit – Cannabis Enforcement

Attached documents include:

Police Coordinators Report

Monthly Statistical Report

Tip Summary Report

This Report was Prepared By:

Constable Lauren Brisco – Windsor Police Service

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

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POPULATION (LASALLE) – 33,180

POPULATION (AMHERSTBURG) – 22,036

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



Windsor - Essex County Crime Stoppers - Statistical Report

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

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	167	152	0	0	0	0	0	0	0	0	0	0
Tip Follow-ups	117	89	0	0	0	0	0	0	0	0	0	0
Arrests	4	4	0	0	0	0	0	0	0	0	0	0
Cases Cleared	9	3	0	0	0	0	0	0	0	0	0	0
Charges Laid	18	13	0	0	0	0	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	2	0	0	0	0	0	0	0	0	0	0
Rewards Approved	\$1,750	\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Rewards Paid	2	0	0	0	0	0	0	0	0	0	0	0
Rewards Paid	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Weapons Recovered	1	1	0	0	0	0	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	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Recovered	\$15,082	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Drugs Seized	\$412,850	\$9,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Recovered	\$455,069	\$9,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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

Windsor - Essex County Crime Stoppers Tip Summary Report

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

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

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



1880 Normandy Street, LaSalle, Ontario, N9H 1P8
Phone: 519-969-5210
Fax: 519-969-2662

LaSalle Police Service Public Memorandum

To: LaSalle Police Services Board

From: Chief Michael Pearce

Date: March 1, 2025

Subject: 2025 Community Charity Golf Tournament/2024 LPYF Financial Statement

Background:

The 2025 Community Charity Golf Tournament will take place on July 18, 2025, at Seven Lakes Championship Golf Course. Correspondence shall be going out soon. Please see the attached 2024 LaSalle Police Youth Foundation Financial Statement as maintained by the Town of LaSalle Accounting Department.

Sponsorships and Donations in 2024:

Date	Sponsorships	Type of Donation	Amount
January 16, 2024	LaSalle Stompers Soccer Club	Sponsorship	\$500.00
January 24, 2024	Core City Hoops	Donation	\$500.00
February 28, 2024	Sandwich Secondary School	Sabre Bytes Robotics - Sponsorship	\$500.00
February 29, 2024	Polar Plunge 2024	Donation	\$500.00
February 29, 2024	The Kidney Foundation of Canada	Donation	\$500.00
April 5, 2024	Greater Essex County District School Board	Bursary	\$750.00
April 8, 2024	Run With Responders	Sponsorship	\$250.00
April 29, 2024	Italian Canadian Handicapable Association	Sponsorship	\$300.00
May 1, 2024	Bike Rodeo, Safe Cycling Program (Canadian Tire)	Donation	\$926.54
May 2, 2024	St. Thomas of Villanova	Bursary	\$750.00
June 4, 2024	Bike Windsor Essex	Bike Rodeo - Sponsorship	\$847.50
June 21, 2024	Windsor Cancer Centre Foundation	Show Us Your Brave - Donation	\$550.00
July 8, 2024	LaSalle Area Schools (recipient)	Backpack donations (30/school)	\$2,169.60
October 16, 2024	46th Girl Guide - LaSalle	Donation	\$500.00
October 16, 2024	Windsor Regional Hospital Foundation	Donation recipient (pediatric oncology)	\$10,000.00
October 16, 2024	Maryvale	Donation recipient	\$10,000.00
Total	276		\$29,543.64

Recommendation:

The LaSalle Police Services Board receive this memorandum and attachment for information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "M Pearce".

Michael Pearce
Chief of Police
LaSalle Police Service

Attach.

LASALLE POLICE YOUTH FOUNDATION
STATEMENT OF REVENUE AND EXPENSES
December 31, 2024

BALANCE - January 1, 2024
 Surplus/(Deficit) (Carried Forward)

21,179.89
21,179.89

REVENUE

Golf

Receipt #

25,100.00

	900.00	515377
	900.00	530507
	900.00	530225
	900.00	530852
	900.00	532566
	900.00	532567
	900.00	532568
	900.00	536760
	900.00	541785
	900.00	543300
	900.00	544015
	900.00	544199
	900.00	545285
	900.00	546361
	900.00	546362
	900.00	546713
	900.00	546714
	900.00	546715
	900.00	549392
	225.00	549214
	450.00	549281
	175.00	549284
	175.00	549282
	900.00	548678
	900.00	548683
	900.00	548682
	900.00	549036
	225.00	549037
	900.00	549095
	900.00	549131
	225.00	549132
	900.00	549163
	225.00	548911

Sponsorships/Donations	19,120.00	
	4,600.00	515377
	2,000.00	527170
	400.00	528851
	700.00	529658
	200.00	530852
	200.00	530853
	200.00	532526
	200.00	532566
	500.00	532565
	200.00	532567
	200.00	535485
	200.00	535486
	500.00	536486
	200.00	536487
	200.00	536488
	200.00	539565
	200.00	539841
	1,200.00	541785
	700.00	542278
	200.00	543300
	200.00	544014
	200.00	544703
	200.00	545303
	200.00	545858
	1,700.00	546361
	700.00	546713
	200.00	546714
	400.00	546716
	200.00	549392
	200.00	548678
	200.00	548683
	200.00	548682
	300.00	549163
	1,200.00	560356
	20.00	561124
Other	5,730.00	
Event- Raffle & Donations	5,680.00	549394
Event- Raffle & Donations- USD	50.00	549395

Current Year Revenue **49,950.00**

Total Revenue **71,129.89**

EXPENSES

Seven Lakes Golf	(1,000.00)
LaSalle Stompers Soccer Club	(500.00)
Core City Hoops	(500.00)
Sandwich Secondary School	(500.00)
The Kidney Foundation of Canada	(500.00)
Collabria- Special Olympics Ontario- Polar	(500.00)
Plunge Greater Essex County District School	(750.00)
Board	(250.00)
Run With The Responders	(300.00)
Noah's House Mental Health Foundation	(763.20)
Bike Windsor Essex	(834.38)
Canadian Tire	(3,229.35)
M&M Designs	(300.00)
ICHA	(750.00)
St. Thomas of Villanova	(1,908.00)
Sutton Creak Golf Club	(58.05)
Collabria- Athens Printing- Raffle Tickets	(550.00)
Collabria- PayPal- Windsor Cancer	(1,295.89)
M&M Designs	(350.27)
Seguin, Terry - Reimburs. raffle prize	(152.63)
Colbro	(630.37)
Precision Jewellers	(135.59)
Seguin, Terry - Reimburs. raffle prize	(400.00)
Petty Cash- Longest Drive	(1,953.80)
Collabria-SP Bagsinbulk.ca	(14,421.47)
Seven Lakes Golf	(10,000.00)
Maryvale	(10,000.00)
Windsor Regional Hospital Foundation	(500.00)
Girl Guides 46- LaSalle	
Total Expenses	(53,033.00)

Surplus/(Deficit) - Current Year

(3,083.00)

Surplus/(Deficit) - Total

18,096.89



1880 Normandy Street, LaSalle, Ontario, N9H 1P8
Phone: 519-969-5210
Fax: 519-969-2662

LaSalle Police Service Public Memorandum

To: LaSalle Police Services Board

From: Chief Michael Pearce

Date: March 1, 2025

Subject: Missing Persons Act – 2024 Form 7 Annual Report

Background:

The LaSalle Police Service maintains records of all missing persons investigations pursuant to Section 8 of the *Missing Persons Act*, in accordance with O.Reg.182/19.

Please find attached the Form 7 Annual Report completed by Detective Sergeant Jamie Nestor for the 2024 calendar year.

Recommendation:

That the LaSalle Police Services Board receive this memorandum and attachment for information.

Respectfully submitted,

Michael Pearce
Chief of Police
LaSalle Police Service

Attachment: Missing Persons Act – 2024 Form 7 Annual Report.

In accordance with O.Reg.182/19 under the *Missing Persons Act, 2018* the contents included in this report must be prepared by April 1 of each year, and made publicly available by June 1 of each year.

Data Collection

Period of data collection

Start Date (yyyy/mm/dd)

2024/01/01

End Date (yyyy/mm/dd)

2024/12/31

Name of Police Force

LaSalle Police Service

Detachment Location (if applicable)

Unit Number

Street Number

1880

Street Name

Normandy Street

PO Box

City/Town

LaSalle

Province

Ontario

Postal Code

N9H 1P8

Total Number of Urgent Demands made

1

Number of Missing Persons Investigations in which a demand was made

1

Types of records specified in the urgent demands and total number of times that each type of record was included in the urgent demands

Records	Description	Total number of times demanded
Records containing contact information or other identifying information	Urgent Demand served on Sixt Rent A Car Inc for contact information pertaining to a car rental for the missing person	1
Photos, videos, or other records containing visual representation		
Records of telecommunications or records that contain other electronic communications information, including information about signals related to a person's location		
Records of employment information		
Records of personal health information within the meaning of the <i>Personal Health Information Protection Act, 2004</i>		
Records related to services received from a service provider as defined in subsection 2(1) of the <i>Child, Youth and Family Services Act, 2017</i>		
Records that related to a student of an educational institution		
Records containing travel and accommodation information		

Records	Description	Total number of times demanded
Records of financial information		
Other records		