



**TIMMINS POLICE SERVICES BOARD  
Regular Meeting Agenda**

***Thursday, April 11, 2024 at 11:00 AM  
Timmins Police Services Community Boardroom***

**Members:**

Kraymr Grenke, Chair  
Kristin Murray, Vice-Chair  
Steve Black, Member  
Jamie Clarke, Member  
Cheryl St-Amour, Member  
Dave Landers, Board Secretary  
Tina Perreault, Administrative Assistant

**Police Services Advisor:**

Tom Gervais

**Timmins Police Service:**

Denis Lavoie, Chief of Police  
Darren Dinell, Acting Deputy Chief of Police

Page

1. **CALL TO ORDER**
2. **LAND ACKNOWLEDGEMENT**
3. **APPROVAL OF AGENDA**

a) **Approval of Agenda (R)**

BE IT RESOLVED THAT the agenda for the April 11, 2024 meeting of the Timmins Police Services Board be approved.

4. **DECLARATION OF PECUNIARY INTEREST**
5. **APPROVAL OF PREVIOUS MINUTES**

3 - 6

a) **Approval of Previous Minutes (R)**

BE IT RESOLVED THAT the minutes of the March 7 2024 meeting be approved.

6. **BUSINESS ARISING FROM THE MINUTES**
7. **NEW BUSINESS**

- 7 - 9 a) **Update on Activities - I/Chief Lavoie**
- b) **Indigenous Advisory Committee Update - I/Chief Lavoie**
- 10 - 19 c) **Statistical Report - A/Deputy Chief Dinel**
- 20 - 21 d) **Resignation of Full Time Clerk/Steno - I/Chief Lavoie (R)**  
BE IT RESOLVED THAT the Timmins Police Services Board approves the resignation of Stephanie Seguin effective April 12, 2024.
- 22 - 23 e) **Resignation of Full Time Communications Operator - I/Chief Lavoie (R)**  
BE IT RESOLVED THAT the Timmins Police Service Board approves the resignation of Ian Mongeon effective March 27, 2024.
- 24 - 25 f) **Response from Solicitor General - Chair Grenke**
- g) **Chair's Report - Chair Grenke**
- 26 - 28 h) **2023 Annual Missing Person Report - A/Deputy Chief Dinel**  
BE IT RESOLVED THAT the 2023 Annual Missing Person Report be accepted, published on the Timmins Police Service Website, and sent to the Ministry of the Solicitor General.
- i) **2024 Budget - Chair Grenke (R)**  
The Timmins Police Services Board submits to council, for consideration, a budget of \$X , a X% increase from 2023.
- 29 - 70 j) **Correspondence - Dave Landers**

**8. OTHER MATTERS**

**9. NEXT MEETING**

May 9, 2024

**10. ADJOURNMENT**



**TIMMINS POLICE SERVICES BOARD  
Regular Meeting Minutes**

**Thursday, March 7, 2024 at 11:00 AM  
Timmins Police Services Community Boardroom**

---

**Present:** Steve Black  
Jamie Clarke  
Kraymr Grenke  
Dave Landers  
Cheryl St-Amour

**Absent:** Kristin Murray

**Police Services Advisor:**

**Timmins Police Service:** Denis Lavoie, Interim Chief of Police  
Darren Dinel, Acting Deputy Chief of Police

**Guest:**

1. **CALL TO ORDER**  
The meeting was called to order at 11:05 am.
2. **LAND ACKNOWLEDGEMENT**  
Land acknowledgement completed; recognition of half-masted flags to recognize the passing of Prime Minister Brian Mulroney.
3. **APPROVAL OF AGENDA**
  - a) **Approval of Agenda (R)**

**2024-11  
Moved by Jamie Clarke  
Seconded by Cheryl St-Amour**

BE IT RESOLVED THAT the agenda for the March 7, 2024 meeting of the Timmins Police Services Board be approved.

**CARRIED**

4. **DECLARATION OF PECUNIARY INTEREST**

5. **APPROVAL OF PREVIOUS MINUTES**

a) **Approval of Previous Minutes (R)**

**2024-12**

**Moved by Cheryl St-Amour**

**Seconded by Jamie Clarke**

BE IT RESOLVED THAT the minutes of the February 8, 2024 meeting be approved.

**CARRIED**

6. **BUSINESS ARISING FROM THE MINUTES**

None

7. **NEW BUSINESS**

a) **Update on Activities - I/Chief Lavoie**

I/Chief Lavoie provided a report on activities to the board.

A/Deputy Chief Dinel reported that they are working with Service Providers regarding the impending closure of the Safe Health Site Timmins (SHST).

Chair Grenke updated the board on his meeting with the Solicitor General.

b) **Indigenous Advisory Committee Update - I/Chief Lavoie**

I/Chief Lavoie advised he attended the March meeting. There was general discussion around Chief recruitment; evacuations, the Northern College Powwow, and a recommendation to consider an open house at TPS with Indigenous mothers.

c) **Statistical Report - A/Deputy Chief Dinel**

A/Deputy Chief Dinel reviewed the report with the board.

Steve Black joined the meeting at 11:15 am.

d) **Personnel Reports - Administration - Dave Landers (R)**

Dave Landers provided personnel reports from Administration to the board. We will have three cadets attending OPC this spring and bringing us close to full complement in communications.

**2024-13**

**Moved by Steve Black**

**Seconded by Cheryl St-Amour**

Whereas the Timmins Police Services Board has received personnel reports from Administration,

Therefore, BE IT RESOLVED THAT the Timmins Police Services Board does hereby

affirm and ratify the following:

- hiring Ian Mongeon for a full-time position as Communications Operator commencing employment April 2, 2024;
- hiring Jaeden Aitken for a full-time position as Communication Operator commencing employment March 20, 2024;
- hiring Gabriella Schaffner for a full-time position as Communication Operator commencing employment March 20, 2024;
- hiring Kaitlyn St. Jacques as a Cadet-in-Training to commence her employment effective March 4, 2024;
- hiring Ada St-Jean as a Cadet-in-Training to commence her employment effective March 4, 2024;
- the resignation of Constable Michael Parisi effective February 21, 2024; and
- the resignation of Special Constable Justine Grabek effective February 23, 2024.

**CARRIED**

**e) Resignation - Corporate Communications Coordinator - I/Chief Lavoie (R)**

I/Chief Lavoie reviewed the report with the board and explained how coverage is in place.

**2024-14**

**Moved by Steve Black**

**Seconded by Cheryl St-Amour**

BE IT RESOLVED THAT the board accepts the resignation of Marc Depatie as of March 1, 2024.

**CARRIED**

**f) 2024 Timmins Police Services Board Budget - Chair Grenke (R)**

There was a general discussion about budget reduction options. This item will return to the next meeting.

ACTION: Item will return to the next meeting.

**g) Correspondence - Dave Landers**

The correspondence was received by the board.

**8. OTHER MATTERS**

**a) New Police Act**

Staff attended the information session on the new police act.

**9. NEXT MEETING**

April 11, 2024

**10. ADJOURNMENT**

**2024-15**

**Moved by Jamie Clarke**

**Seconded by Cheryl St-Amour**

BE IT RESOLVED THAT the meeting be adjourned at 11:30 am.

**CARRIED**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY

## ***Timmins Police Services Board***



TELEPHONE (705) 360-2601- FAX (705) 360-2674  
220 ALGONQUIN BLVD. EAST  
TIMMINS, ONTARIO  
P4N1B3

**TO:** Timmins Police Services Board  
**FROM:** Interim Chief Denis Lavoie  
**CC:**  
**DATE:** April 4, 2024  
**RE:** Chief's Activities

---

- 1) March 24, 2024 – Participated in an OACP sanctioned virtual survey conducted by StrategyCorp and hosted by Retired Ottawa Police Chief Charles Bordeleau (one-hour interview) see attached questions.
- 2) March 24, 26 and 27, 2024 – Attended and participated in three meetings at the CDSSAB (Cochrane District Social Services Administration Board) re: Empire Hotel Complex displaced residents.
- 3) March 24, 2024 – TPS Officers completed de-escalation training at Northern College through our virtual reality platform.
- 4) March 24, 2024 – A number of TPS Officers completed promotional exams. Four other (4) officers who were not available due to work commitments will write at a later date.
- 5) April 2, 2024 – Administration meeting and spent the afternoon with Chief Designate Sydney Lecky.
- 6) April 8, 2024 – Attended the I.A.C. (Indigenous Advisory Committee) meeting.
- 7) April 9, 2024 – Administration meeting. Attended funeral service for Retired TPS Constable Shawn Donovan, a 36-year veteran.

8) April 10, 2024 – Department Heads meeting.





## **Chief of Police Survey – Interview Guide**

### **Introductions**

### **Enhancing Community Safety**

1. In your community, are there crime issues that stand out as being a particularly pertinent problem?
2. What do you think about the CSPA? Does it impact your ability to deliver adequate and effective policing? *Are there any gaps in this legislation?*
3. What do you think about your community safety and well-being plan?
4. How is your relationship with the community?
5. How is your relationship with First Nations and/or urban Indigenous populations?

### **Human Resources**

6. Are there human resources issues that concern you?
7. Do you have a leadership succession plan *and if so, what leadership positions does it cover?*
8. Do you have a good relationship with your association currently? Why or why not?

### **Budget and Service Delivery**

9. Tell us about the key budget pressures you are experiencing?

### **Governance**

10. How do you feel about the current relationship with your Board?
11. Do you have a good relationship with your municipal council (politicians)?
12. Do you have a good relationship with your CAO?

### **Final Thoughts**

13. What do you see as the three biggest factors affecting *the delivery of policing services* in the next five years?
14. In your role as Chief, what are the three things that keep you up at night?
15. As a leader leading your teams during this challenging time, *are you feeling hopeful about the future of policing?*

OTTAWA  
613-231-2630

TORONTO  
416-864-7112

 CREATING CONDITIONS FOR SUCCESS



## TIMMINS POLICE SERVICE - STATISTICAL REPORT

### CITIZEN GENERATED\* CALLS FOR SERVICE

Categories	January 2023				January 2024				2023/2024 Percent Change (%)
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	
<b>Not UCR Classified</b>	0.7%				0.1%				
<b>Violent Crime</b>	<b>87</b>	<b>46.0</b>	<b>46.0</b>	<b>96.6</b>	<b>76</b>	<b>52.6</b>	<b>42.1</b>	<b>93.4</b>	<b>-12.6</b>
Assault	52	50.0	46.2	96.2	40	55.0	40.0	92.5	-23.1
Attempt murder	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Homicide	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Robbery	2	50.0	0.0	100.0	2	100.0	0.0	100.0	0.0
Sexual Assault	7	28.6	28.6	100.0	12	50.0	33.3	100.0	71.4
Threats	13	38.5	61.5	100.0	18	38.9	61.1	88.9	38.5
Weapons	13	46.2	46.2	92.3	4	75.0	25.0	100.0	-69.2
<b>Property Crime</b>	<b>266</b>	<b>21.8</b>	<b>73.7</b>	<b>96.2</b>	<b>174</b>	<b>18.4</b>	<b>78.7</b>	<b>87.4</b>	<b>-34.6</b>
Arson	1	0.0	100.0	100.0	1	0.0	100.0	100.0	0.0
Break & Enter	46	23.9	76.1	97.8	20	10.0	85.0	100.0	-56.5
Fraud	20	15.0	65.0	95.0	21	9.5	76.2	90.5	5.0
Mischief	37	16.2	83.8	91.9	19	26.3	73.7	89.5	-48.6
Possess stolen property	2	50.0	50.0	100.0	0	0.0	0.0	0.0	-100.0
Property damage	1	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Shoplift	62	33.9	62.9	100.0	27	29.6	70.4	96.3	-56.5
Stolen vehicle	2	0.0	50.0	100.0	2	50.0	50.0	100.0	0.0
Theft	67	23.9	71.6	95.5	73	17.8	80.8	76.7	9.0
Theft from vehicle	28	0.0	92.9	96.4	11	9.1	90.9	100.0	-60.7
<b>Drug Offences</b>	<b>12</b>	<b>0.0</b>	<b>100.0</b>	<b>75.0</b>	<b>2</b>	<b>0.0</b>	<b>100.0</b>	<b>50.0</b>	<b>-83.3</b>
<b>Social Disorder</b>	<b>715</b>	<b>4.5</b>	<b>95.4</b>	<b>20.6</b>	<b>608</b>	<b>4.1</b>	<b>95.6</b>	<b>19.2</b>	<b>-15.0</b>
Ambulance assistance	36	0.0	100.0	8.3	19	0.0	100.0	10.5	-47.2
Attempt/threat suicide	21	0.0	100.0	95.2	19	0.0	100.0	78.9	-9.5
Disturb the peace	14	0.0	100.0	21.4	14	42.9	57.1	78.6	0.0
Domestic dispute	51	19.6	80.4	94.1	42	19.0	81.0	95.2	-17.6
Family dispute	25	0.0	100.0	48.0	18	0.0	100.0	66.7	-28.0
Harassment	10	30.0	70.0	90.0	10	10.0	80.0	70.0	0.0
Liquor license act	17	88.2	11.8	17.6	6	100.0	0.0	0.0	-64.7
Mental health act	43	0.0	97.7	65.1	37	0.0	100.0	37.8	-14.0
Missing person	2	0.0	100.0	100.0	2	0.0	50.0	50.0	0.0
Neighbour dispute	20	0.0	100.0	35.0	15	0.0	100.0	26.7	-25.0
Noise complaint	56	3.6	96.4	0.0	39	2.6	97.4	2.6	-30.4
Prevent breach/peace	4	25.0	75.0	25.0	2	50.0	50.0	50.0	-50.0
Suspicious incident	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Suspicious person	114	0.0	100.0	7.0	94	0.0	100.0	2.1	-17.5
Suspicious vehicle	79	0.0	100.0	1.3	46	0.0	100.0	0.0	-41.8
Trouble with youth	3	0.0	100.0	33.3	1	0.0	100.0	0.0	-66.7
Unwanted person	220	0.5	99.5	0.5	244	0.8	99.2	2.9	10.9
<b>Traffic</b>	<b>141</b>	<b>11.3</b>	<b>88.7</b>	<b>60.3</b>	<b>187</b>	<b>16.6</b>	<b>83.4</b>	<b>56.7</b>	<b>32.6</b>
Motor Vehicle Collision	93	16.1	83.9	89.2	119	23.5	76.5	88.2	28.0
Traffic Complaint	48	2.1	97.9	4.2	68	4.4	95.6	1.5	41.7
<b>Police Assistance</b>	<b>310</b>	<b>0.0</b>	<b>100.0</b>	<b>11.9</b>	<b>293</b>	<b>0.0</b>	<b>100.0</b>	<b>9.9</b>	<b>-5.5</b>
<b>Police Information</b>	<b>93</b>	<b>0.0</b>	<b>100.0</b>	<b>3.2</b>	<b>107</b>	<b>0.0</b>	<b>99.1</b>	<b>3.7</b>	<b>15.1</b>
<b>Other</b>	<b>367</b>	<b>28.1</b>	<b>71.1</b>	<b>40.3</b>	<b>273</b>	<b>24.5</b>	<b>75.1</b>	<b>33.3</b>	<b>-25.6</b>
<b>Total</b>	<b>1,991</b>	<b>12.5</b>	<b>86.3</b>	<b>38.6</b>	<b>1,720</b>	<b>11.3</b>	<b>87.9</b>	<b>33.2</b>	<b>-13.6</b>

DATA SOURCE: NICHE RMS



**TIMMINS POLICE SERVICE - STATISTICAL REPORT**

**OFFICER GENERATED\* INCIDENTS  
TIMMINS POLICE SERVICE**

Categories	January 2023				January 2024				2023/2024
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Percent Change (%)
Bar Check	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Community Services	12	0.0	100.0	33.3	10	0.0	100.0	0.0	-16.7
Compliance Check	0	0.0	0.0	0.0	1	0.0	100.0	0.0	100.0
Person Stop	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Impaired operation	11	63.6	36.4	63.6	8	87.5	12.5	87.5	-27.3
R.I.D.E.	3	0.0	100.0	0.0	1	0.0	100.0	0.0	-66.7
Routine traffic stop	3	0.0	100.0	0.0	13	30.8	69.2	7.7	333.3
Enforcement H.T.A.	214	35.5	64.5	6.1	269	34.9	65.1	2.2	25.7
Warrants	20	5.0	90.0	20.0	21	4.8	95.2	4.8	5.0
<b>Total</b>	263	31.9	67.7	10.6	323	32.8	67.7	4.6	22.8

DATA SOURCE: NICHE RMS



## TIMMINS POLICE SERVICE - STATISTICAL REPORT

### CITIZEN GENERATED\* CALLS FOR SERVICE

Categories	February 2023				February 2024				2023/2024
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Percent Change (%)
<b>Not UCR Classified</b>	0.0%				3.0%				
<b>Violent Crime</b>	<b>64</b>	<b>32.8</b>	<b>60.9</b>	<b>98.4</b>	<b>76</b>	<b>51.3</b>	<b>40.8</b>	<b>98.7</b>	<b>18.8</b>
Assault	41	36.6	63.4	97.6	35	71.4	22.9	100.0	-14.6
Attempt murder	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Homicide	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Robbery	3	66.7	0.0	100.0	4	100.0	0.0	100.0	33.3
Sexual Assault	6	0.0	50.0	100.0	8	50.0	25.0	100.0	33.3
Threats	9	33.3	66.7	100.0	20	20.0	80.0	95.0	122.2
Weapons	5	20.0	80.0	100.0	9	22.2	55.6	100.0	80.0
<b>Property Crime</b>	<b>175</b>	<b>22.9</b>	<b>74.3</b>	<b>96.0</b>	<b>169</b>	<b>20.1</b>	<b>63.9</b>	<b>94.1</b>	<b>-3.4</b>
Arson	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Break & Enter	32	18.8	81.3	93.8	19	26.3	63.2	94.7	-40.6
Fraud	27	14.8	81.5	100.0	18	5.6	33.3	100.0	-33.3
Mischief	19	31.6	68.4	84.2	22	18.2	77.3	95.5	15.8
Possess stolen property	1	0.0	100.0	100.0	0	0.0	0.0	0.0	-100.0
Property damage	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Shoplift	46	32.6	65.2	100.0	40	25.0	60.0	97.5	-13.0
Stolen vehicle	2	50.0	50.0	100.0	2	0.0	100.0	100.0	0.0
Theft	32	25.0	68.8	93.8	53	24.5	66.0	86.8	65.6
Theft from vehicle	16	0.0	93.8	100.0	15	6.7	80.0	100.0	-6.3
<b>Drug Offences</b>	<b>4</b>	<b>25.0</b>	<b>75.0</b>	<b>50.0</b>	<b>4</b>	<b>25.0</b>	<b>75.0</b>	<b>75.0</b>	<b>0.0</b>
<b>Social Disorder</b>	<b>611</b>	<b>3.6</b>	<b>96.4</b>	<b>19.8</b>	<b>706</b>	<b>5.5</b>	<b>93.8</b>	<b>19.4</b>	<b>15.5</b>
Ambulance assistance	19	0.0	100.0	15.8	18	0.0	100.0	0.0	-5.3
Attempt/threat suicide	20	0.0	100.0	90.0	12	0.0	100.0	83.3	-40.0
Disturb the peace	16	0.0	100.0	18.8	20	15.0	85.0	55.0	25.0
Domestic dispute	42	21.4	78.6	100.0	59	30.5	69.5	94.9	40.5
Family dispute	20	0.0	100.0	40.0	16	0.0	100.0	37.5	-20.0
Harassment	3	0.0	100.0	66.7	15	0.0	93.3	80.0	400.0
Liquor license act	11	100.0	0.0	27.3	11	100.0	0.0	0.0	0.0
Mental health act	33	0.0	100.0	66.7	37	0.0	100.0	48.6	12.1
Missing person	6	0.0	100.0	83.3	6	0.0	83.3	83.3	0.0
Neighbour dispute	23	4.3	95.7	30.4	10	0.0	100.0	40.0	-56.5
Noise complaint	48	0.0	100.0	2.1	58	5.2	94.8	1.7	20.8
Prevent breach/peace	3	0.0	100.0	33.3	1	0.0	100.0	0.0	-66.7
Suspicious incident	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Suspicious person	117	0.0	100.0	2.6	112	0.0	100.0	2.7	-4.3
Suspicious vehicle	67	0.0	100.0	1.5	33	0.0	97.0	3.0	-50.7
Trouble with youth	0	0.0	0.0	0.0	2	0.0	100.0	0.0	100.0
Unwanted person	183	0.5	99.5	1.1	296	1.4	98.0	3.4	61.7
<b>Traffic</b>	<b>159</b>	<b>12.6</b>	<b>87.4</b>	<b>62.3</b>	<b>170</b>	<b>15.9</b>	<b>82.4</b>	<b>64.1</b>	<b>6.9</b>
Motor Vehicle Collision	102	19.6	80.4	96.1	117	22.2	75.2	92.3	14.7
Traffic Complaint	57	0.0	100.0	1.8	53	1.9	98.1	1.9	-7.0
<b>Police Assistance</b>	<b>322</b>	<b>0.0</b>	<b>100.0</b>	<b>10.9</b>	<b>325</b>	<b>0.0</b>	<b>98.8</b>	<b>9.5</b>	<b>0.9</b>
<b>Police Information</b>	<b>82</b>	<b>0.0</b>	<b>98.8</b>	<b>7.3</b>	<b>117</b>	<b>0.0</b>	<b>99.1</b>	<b>6.8</b>	<b>42.7</b>
<b>Other</b>	<b>295</b>	<b>27.1</b>	<b>72.5</b>	<b>43.4</b>	<b>331</b>	<b>36.0</b>	<b>63.1</b>	<b>37.8</b>	<b>12.2</b>
<b>Total</b>	<b>1,712</b>	<b>10.7</b>	<b>88.6</b>	<b>36.3</b>	<b>1,898</b>	<b>13.6</b>	<b>83.8</b>	<b>34.1</b>	<b>10.9</b>

DATA SOURCE: NICHE RMS



**TIMMINS POLICE SERVICE - STATISTICAL REPORT**

**OFFICER GENERATED\* INCIDENTS  
TIMMINS POLICE SERVICE**

Categories	February 2023				February 2024				2023/2024
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Percent Change (%)
Bar Check	1	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Community Services	8	0.0	100.0	37.5	10	0.0	100.0	0.0	25.0
Compliance Check	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Person Stop	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Impaired operation	9	77.8	22.2	77.8	8	75.0	25.0	75.0	-11.1
R.I.D.E.	1	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Routine traffic stop	17	0.0	100.0	0.0	15	6.7	93.3	6.7	-11.8
Enforcement H.T.A.	167	36.5	63.5	5.4	200	50.5	49.5	4.0	19.8
Warrants	19	0.0	100.0	5.3	19	0.0	100.0	10.5	0.0
<b>Total</b>	222	30.6	69.4	9.0	252	42.9	69.4	6.7	13.5

DATA SOURCE: NICHE RMS



## TIMMINS POLICE SERVICE - STATISTICAL REPORT

### CITIZEN GENERATED CALLS FOR SERVICE

Categories	January-February 2023				January-February 2024				2023/2024
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Percent Change (%)
<b>Not UCR Classified</b>	0.0%				1.6%				
<b>Violent Crime</b>	<b>151</b>	<b>41.7</b>	<b>53.6</b>	<b>97.4</b>	<b>152</b>	<b>52.0</b>	<b>41.4</b>	<b>96.1</b>	<b>0.7</b>
Assault	93	44.1	53.8	96.8	75	62.7	32.0	96.0	-19.4
Attempt murder	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Homicide	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Robbery	5	60.0	0.0	100.0	6	100.0	0.0	100.0	20.0
Sexual Assault	13	30.8	46.2	100.0	20	50.0	30.0	100.0	53.8
Threats	22	36.4	63.6	100.0	38	28.9	71.1	92.1	72.7
Weapons	18	38.9	61.1	94.4	13	38.5	46.2	100.0	-27.8
<b>Property Crime</b>	<b>441</b>	<b>22.2</b>	<b>74.1</b>	<b>96.1</b>	<b>343</b>	<b>19.2</b>	<b>71.4</b>	<b>90.7</b>	<b>-22.2</b>
Arson	1	0.0	100.0	100.0	1	0.0	100.0	100.0	0.0
Break & Enter	78	21.8	78.2	96.2	39	17.9	74.4	97.4	-50.0
Fraud	47	14.9	74.5	97.9	39	7.7	56.4	94.9	-17.0
Mischief	56	21.4	78.6	89.3	41	22.0	75.6	92.7	-26.8
Possess stolen property	3	33.3	66.7	100.0	0	0.0	0.0	0.0	-100.0
Property damage	1	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Shoplift	108	33.3	64.8	100.0	67	26.9	64.2	97.0	-38.0
Stolen vehicle	4	25.0	50.0	100.0	4	25.0	75.0	100.0	0.0
Theft	99	24.2	70.7	94.9	126	20.6	74.6	81.0	27.3
Theft from vehicle	44	0.0	93.2	97.7	26	7.7	84.6	100.0	-40.9
<b>Drug Offences</b>	<b>16</b>	<b>6.3</b>	<b>93.8</b>	<b>68.8</b>	<b>6</b>	<b>16.7</b>	<b>83.3</b>	<b>66.7</b>	<b>-62.5</b>
<b>Social Disorder</b>	<b>1,326</b>	<b>4.0</b>	<b>95.9</b>	<b>20.2</b>	<b>1,314</b>	<b>4.9</b>	<b>94.6</b>	<b>19.3</b>	<b>-0.9</b>
Ambulance assistance	55	0.0	100.0	10.9	37	0.0	100.0	5.4	-32.7
Attempt/threat suicide	41	0.0	100.0	92.7	31	0.0	100.0	80.6	-24.4
Disturb the peace	30	0.0	100.0	20.0	34	26.5	73.5	64.7	13.3
Domestic dispute	93	20.4	79.6	96.8	101	25.7	74.3	95.0	8.6
Family dispute	45	0.0	100.0	44.4	34	0.0	100.0	52.9	-24.4
Harassment	13	23.1	76.9	84.6	25	4.0	88.0	76.0	92.3
Liquor license act	28	89.3	10.7	21.4	17	100.0	0.0	0.0	-39.3
Mental health act	76	0.0	98.7	65.8	74	0.0	100.0	43.2	-2.6
Missing person	8	0.0	100.0	87.5	8	0.0	75.0	75.0	0.0
Neighbour dispute	43	2.3	97.7	32.6	25	0.0	100.0	32.0	-41.9
Noise complaint	104	1.9	98.1	1.0	97	4.1	95.9	2.1	-6.7
Prevent breach/peace	7	14.3	85.7	28.6	3	33.3	66.7	33.3	-57.1
Suspicious incident	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Suspicious person	231	0.0	100.0	4.8	206	0.0	100.0	2.4	-10.8
Suspicious vehicle	146	0.0	100.0	1.4	79	0.0	98.7	1.3	-45.9
Trouble with youth	3	0.0	100.0	33.3	3	0.0	100.0	0.0	0.0
Unwanted person	403	0.5	99.5	0.7	540	1.1	98.5	3.1	34.0
<b>Traffic</b>	<b>300</b>	<b>12.0</b>	<b>88.0</b>	<b>61.3</b>	<b>357</b>	<b>16.2</b>	<b>82.9</b>	<b>60.2</b>	<b>19.0</b>
Motor Vehicle Collision	195	17.9	82.1	92.8	236	22.9	75.8	90.3	21.0
Traffic Complaint	105	1.0	99.0	2.9	121	3.3	96.7	1.7	15.2
<b>Police Assistance</b>	<b>632</b>	<b>0.0</b>	<b>100.0</b>	<b>11.4</b>	<b>618</b>	<b>0.0</b>	<b>99.4</b>	<b>9.7</b>	<b>-2.2</b>
<b>Police Information</b>	<b>175</b>	<b>0.0</b>	<b>99.4</b>	<b>5.1</b>	<b>224</b>	<b>0.0</b>	<b>99.1</b>	<b>5.4</b>	<b>28.0</b>
<b>Other</b>	<b>662</b>	<b>27.6</b>	<b>72.1</b>	<b>41.7</b>	<b>604</b>	<b>30.8</b>	<b>68.5</b>	<b>35.8</b>	<b>-8.8</b>
<b>Total</b>	<b>3,703</b>	<b>11.7</b>	<b>87.6</b>	<b>37.6</b>	<b>3,618</b>	<b>12.5</b>	<b>85.7</b>	<b>33.7</b>	<b>-2.3</b>

DATA SOURCE: NICHE RMS

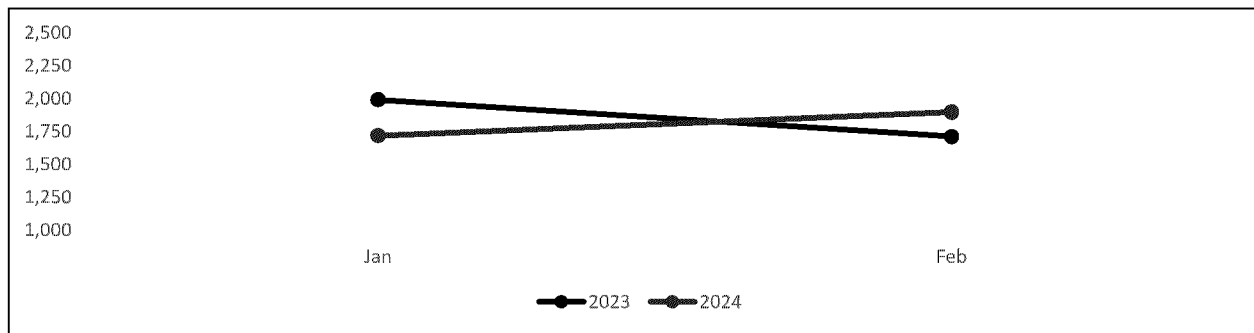


## TIMMINS POLICE SERVICE - STATISTICAL REPORT

### CITIZEN GENERATED CALLS FOR SERVICE by CATEGORY

Categories	January-February 2023				January-February 2024				2023/2024
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Percent Change (%)
<b>Violent Crime</b>	151	41.7	53.6	97.4	152	52.0	41.4	96.1	<b>0.7</b>
<b>Property Crime</b>	441	22.2	74.1	96.1	343	19.2	71.4	90.7	<b>-22.2</b>
<b>Drug Offences</b>	16	6.3	93.8	68.8	6	16.7	83.3	66.7	<b>-62.5</b>
<b>Social Disorder</b>	1,326	4.0	95.9	20.2	1,314	4.9	94.6	19.3	<b>-.9</b>
<b>Traffic</b>	300	12.0	88.0	61.3	357	16.2	82.9	60.2	<b>19.0</b>
<b>Police Assistance</b>	632	0.0	100.0	11.4	618	0.0	99.4	9.7	<b>-2.2</b>
<b>Police Information</b>	175	0.0	99.4	5.1	224	0.0	99.1	5.4	<b>28.0</b>
<b>Other</b>	662	27.6	72.1	41.7	604	30.8	68.5	35.8	<b>-8.8</b>
<b>Total</b>	<b>3,703</b>	<b>11.7</b>	<b>87.6</b>	<b>37.6</b>	<b>3,618</b>	<b>12.5</b>	<b>85.7</b>	<b>33.7</b>	<b>-2.3</b>

### CITIZEN GENERATED CALLS FOR SERVICE by MONTH



### CITIZEN GENERATED CALLS FOR SERVICE by CATEGORY and MONTH

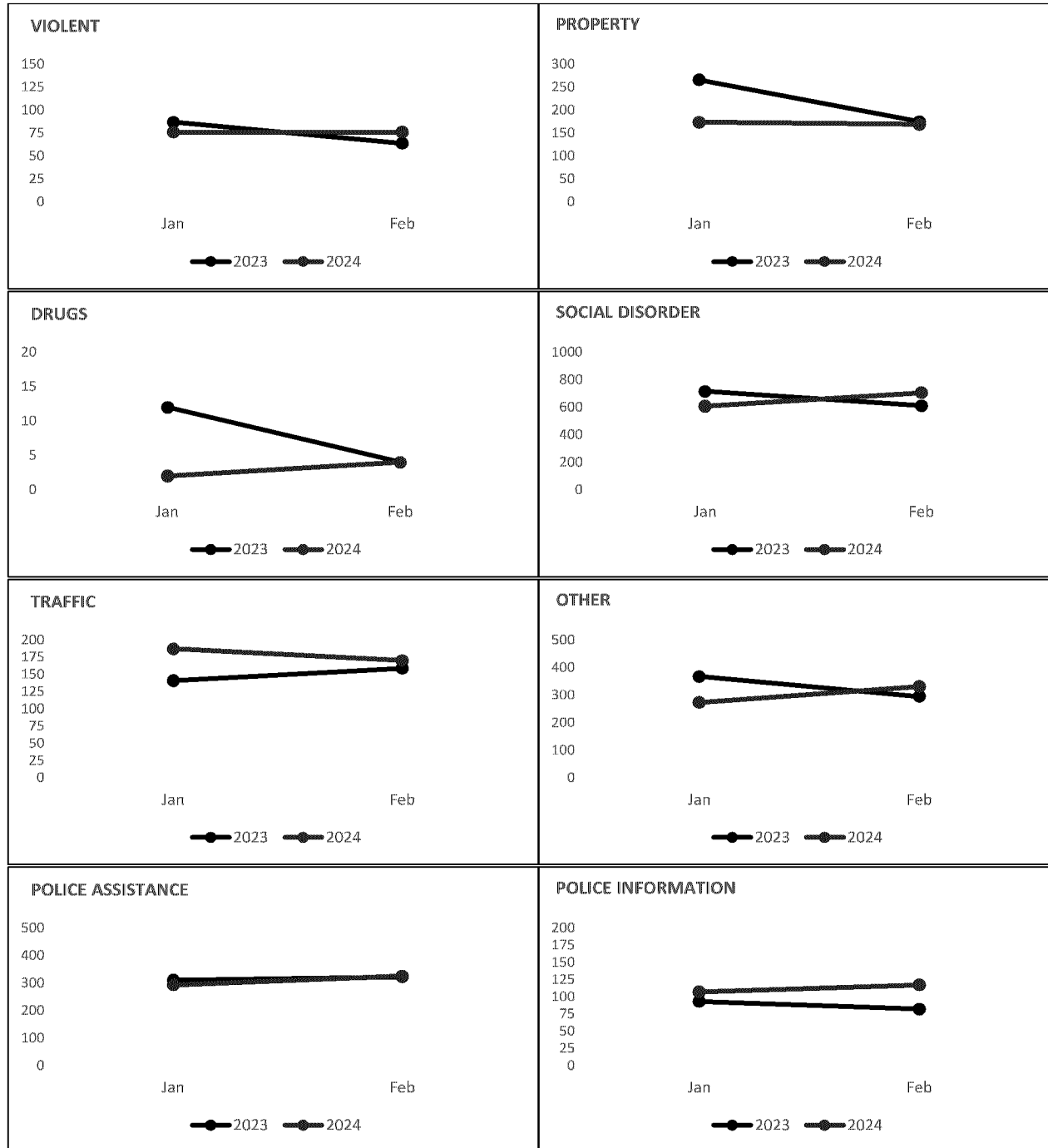
	January-February 2023									January-February 2024									2023/2024
	Violent	Prop	Drugs	SD	Traff	Oth	Assist	Info	Total	Violent	Prop	Drugs	SD	Traff	Oth	Assist	Info	Total	% Change
<b>Jan</b>	87	266	12	715	141	367	310	93	<b>1,991</b>	76	174	2	608	187	273	293	107	<b>1,720</b>	<b>-13.6</b>
<b>Feb</b>	64	175	4	611	159	295	322	82	<b>1,712</b>	76	169	4	706	170	331	325	117	<b>1,898</b>	
<b>Total</b>	<b>151</b>	<b>441</b>	<b>16</b>	<b>1,326</b>	<b>300</b>	<b>662</b>	<b>632</b>	<b>175</b>	<b>3,703</b>	<b>152</b>	<b>343</b>	<b>6</b>	<b>1,314</b>	<b>357</b>	<b>604</b>	<b>618</b>	<b>224</b>	<b>3,618</b>	<b>-2.3</b>

DATA SOURCE: NICHE RMS



**TIMMINS POLICE SERVICE - STATISTICAL REPORT**

**CITIZEN GENERATED POLICE CALLS FOR SERVICE by CATEGORY and MONTH**



**DATA SOURCE: NICHE RMS**





**TIMMINS POLICE SERVICE - STATISTICAL REPORT**

**CITIZEN GENERATED CALLS FOR SERVICE NOT UCR CLASSIFIED**

Month	January-February 2023			January-February 2024		
	Total Calls for Service	Total Not Classified	% of Total	Total Calls for Service	Total Not Classified	% of Total
January	1,991	1	0.0	1,720	2	0.1
February	1,712	0	0.0	1,898	57	1.6
Total	3,703	1	0.0	3,618	59	1.6

**DATA SOURCE: NICHE RMS**



**TIMMINS POLICE SERVICE - STATISTICAL REPORT**

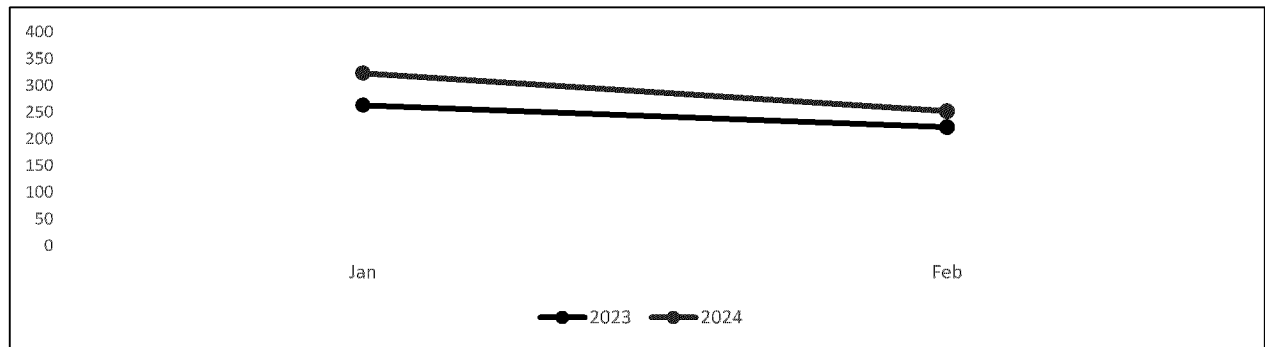
**OFFICER GENERATED INCIDENTS**

Categories	January-February 2023				January-February 2024				2023/2024
	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Actual	Percent Cleared by Charge	Percent Cleared Other	Percent Reportable	Percent Change (%)
Bar Check	1	0.0	100.0	0.0	0	0.0	0.0	0.0	-100.0
Community Services	20	0.0	100.0	35.0	20	0.0	100.0	0.0	0.0
Compliance Check	0	0.0	0.0	0.0	1	0.0	100.0	0.0	100.0
Person Stop	0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0
Impaired operation	20	70.0	30.0	70.0	16	81.3	18.8	81.3	-20.0
R.I.D.E.	4	0.0	100.0	0.0	1	0.0	100.0	0.0	-75.0
Routine traffic stop	20	0.0	100.0	0.0	28	17.9	82.1	7.1	40.0
Enforcement H.T.A.	381	35.7	64.3	5.8	469	41.6	58.4	3.0	23.1
Warrants	39	2.6	94.9	12.8	40	2.5	97.5	7.5	2.6
<b>Total</b>	<b>485</b>	<b>31.1</b>	<b>68.7</b>	<b>9.9</b>	<b>575</b>	<b>37.2</b>	<b>68.7</b>	<b>5.6</b>	<b>18.6</b>

**OFFICER GENERATED INCIDENTS BY MONTH & YEAR**

Month	January-February 2023	January-February 2024	2023/2024
	Actual	Actual	Percent Change (%)
January	263	323	22.8
February	222	252	13.5
<b>Total</b>	<b>485</b>	<b>575</b>	<b>18.6</b>

**OFFICER GENERATED INCIDENTS BY MONTH & YEAR**



DATA SOURCE: NICHE RMS



## TIMMINS POLICE SERVICE - STATISTICAL REPORT

### NOTES

1. The incidents extracted and analyzed for this report were separated into 2 categories.
  - a. Citizen Generated calls for service were created when members of the community required NBPS to respond. These events were generated through 9-1-1 calls, non-emergency calls, or other types of service calls, and they came in every hour of every day.
    - i. Citizen generated call types were grouped into 8 subcategories – Violent, Property, Drugs Offences, Social Disorder, Traffic, Police Assistance, Police Information and Other.
    - ii. The occurrence types that fall under the first 7 categories are listed in the report. The ‘Other’ category consists of calls that do not fall under any of the other groups. They are as follows: 9-1-1 call, abandoned vehicle, abduction, airplane crash, alarm, animal complaint, assist children’s aid, bail violations, bomb threat, breach of probation, child abuse, child custody, counterfeit money, court order, dangerous conditions, death notification, elder/vulnerable adult abuse, escort, escape custody, fire, insecure premises, kidnapping, landlord tenant problem, marine, missing person located, motor vehicle – recovered, municipal by law, non-police matter-lo priority, non-traffic accident, obstruct peace officer, other criminal code, other federal statutes, other provincial statutes, person welfare check, phone calls, police pursuit, property check, property related, registry - vulnerable person, strikes, sudden death, towed vehicle, traffic control, unlawfully at large, and wires down - possible fire.
  - b. Officer Generated incidents are typically proactive/enforcement in nature and not generated from 9-1-1 or other types of service calls. Most traffic related incidents - such as routine traffic stop, traffic enforcement, R.I.D.E and impaired operation were grouped under this category. As well, bar checks, community services, compliance checks, person stops and warrants are included.
2. Incidents types should reflect the nature of the call and/or most serious offence. However, this is not always the case. Incidents that have not yet been UCR classified and/or if the occurrence type was not changed to reflect the most serious offence may in fact have a different call type.
3. The 9-1-1 calls that were hang-ups, pocket dials or dropped calls, as well as Covid related - other provincial statutes were not included. They are not ‘true’ calls for service and their variability from year to year would skew the results. Incidents headed duplicate or test events for police were also excluded.

DATA SOURCE: NICHE RMS

April 2, 2024

Stacey Boucher  
A/Administrative Coordinator  
Timmins Police Service  
185 Spruce Street South  
Timmins, ON P4N 2M7

Dear Stacey,

I am writing to formally inform you of my resignation from my position as Clerk/Steno at the Timmins Police Station, effective April 12, 2024.

It is with sadness that I leave this great organization and this decision was not an easy one to make.

I want to thank you, and the Timmins Police Service, for the opportunity and support I've received during my time at TPS. It has been a privilege working alongside such a great team in the Records Department. I am grateful for the knowledge, experience as well as the friendships I have gained during my employment. I wish you and the rest of the Timmins Police family the best.

Stephanie Seguin

## ***Timmins Police Services Board***



TELEPHONE (705) 360-2601- FAX (705) 360-2674  
220 ALGONQUIN BLVD. EAST  
TIMMINS, ONTARIO  
P4N1B3

**TO:** Timmins Police Services Board  
**FROM:** Interim Chief Denis Lavoie  
**CC:**  
**DATE:** April 4, 2024  
**RE:** Resignation of Stephanie Seguin

---

Stephanie Seguin started with Timmins Police Service in 2020 as a part-time 911 communications operator. In January 2021, Stephanie moved over to the Records Department as a full-time clerk steno. Due to her experience in dispatch with CPIC, she became our CPIC clerk and attended OPC for the CPIC course. She was also trained for weekend WASH court and coverage at the front counter. With the resignation of Stephanie Seguin, there are two vacancies to fill to be at full compliment. We thank Stephanie for her service and wish her well in the future.

I wish to provide the Timmins Police Service with my formal withdrawal from the 911 Communicator position set to start April 2nd, 2024. After careful consideration and deliberation, I cannot continue on with the position due to personal reasons.

I would like to extend my deepest appreciation to all involved with the process and all the time invested into the hiring. I apologize for the short notice I have provided but it was a difficult decision for me to make.

I want to thank you once again for your consideration and wish everyone the best at TPS.

If anyone has further questions or concerns, I can be reached at this email address or at 705-465-5032.

Sincerely,

Ian Mongeon

***Timmins Police Services Board***



TELEPHONE (705) 360-2601- FAX (705) 360-2674  
220 ALGONQUIN BLVD. EAST  
TIMMINS, ONTARIO  
P4N1B3

**TO:** Timmins Police Services Board  
**FROM:** Interim Chief Denis Lavoie  
**CC:**  
**DATE:** April 4, 2024  
**RE:** Resignation of Ian Mongeon

---

Ian Mongeon was hired as a full time Communications Operator with a start date of April 2, 2024. Mr. Mongeon tendered his letter of resignation on March 27, 2024 indicating he was leaving for personal reasons. I ask that the board acknowledge and accept Mr. Mongeon's resignation.

**Solicitor General**

Office of the Solicitor General  
25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 326-5000  
Toll Free: 1-866-517-0571  
SOLGEN.Correspondence@ontario.ca

**Solliciteur général**

Bureau du solliciteur général  
25, rue Grosvenor, 18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416 326-5000  
Sans frais : 1-866-517-0571  
SOLGEN.Correspondence@ontario.ca



132-2024-430

**By email**

March 7, 2024

Kraymr Grenke  
Board Chair  
Timmins Police Services Board  
220 Algonquin Boulevard East  
Timmins ON P4N 1B3  
[kraymr@mlgconsulting.ca](mailto:kraymr@mlgconsulting.ca)

Dear Chair Grenke:

Thank you for your recent correspondence in regard to the recruitment of cadets at the Ontario Police College (OPC).

The Ministry of the Solicitor General recognizes the police service staffing challenges across Ontario and is committed to supporting in recruitment efforts. As such, the Ontario Police College (OPC) has introduced an additional Basic Constable Training (BCT) intake to increase the maximum capacity by nearly 40 per cent from 1,440 to up to 2,000 recruits per year. Ontario also eliminated the BCT tuition fee to lower barriers to entry.

Please note that the OPC allocates seats on the BCT program based on the approved complement of sworn officers for each police service and allocates a proportional number of seats on each BCT intake. This ensures that the ministry is supporting all police services in its recruitment efforts.

You are encouraged to update your requests for seats via the OPC Virtual Academy (OPCVA) should your police service require additional seats above your proportional allocation. The OPC can provide you with additional seats if they become available.

Please be assured that we will continue to work closely with Timmins Police Service to ensure safety and prosperity in your community.

.../2



Chair Grenke  
Page 2

Thank you again for taking the time to write.

Sincerely,

A handwritten signature in cursive script, appearing to read "Michael Kerzner".

Michael Kerzner  
Solicitor General

c: Creed Atkinson, Chief of Staff, Office of the Solicitor General



**Timmins Police Service**  
INTER-DEPARTMENT CORRESPONDENCE

To: Police Service Board  
From: A/Deputy Chief Dinel

Date: April 4<sup>th</sup>, 2024

**2023 Annual Missing Person Report**

Under section 8 of the Missing Person Act, 2018 (MPA), police services are required to report annually on their use of urgent demands, and police services boards are required to make this report available to the public.

The 2023 Annual Missing Person Report has been completed in accordance with the Missing Person Act regulations and approved forms. It should be noted that the regulations indicate the report must be made public by June 1, 2024.



Ministry of the Solicitor General

**Annual Report Template  
Form 7  
Missing Person Act, 2018**

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) 2023/01/01	End Date (yyyy/mm/dd) 2023/12/31
---------------------------------------	-------------------------------------

Name of Police Force  
Timmins Police Service

**Detachment Location (if applicable)**

Unit Number	Street Number 185	Street Name Spruce Street South	PO Box
-------------	----------------------	------------------------------------	--------

City/Town Timmins	Province Ontario	Postal Code P4N 2M7
----------------------	---------------------	------------------------

Total Number of Urgent Demands made 24	Number of Missing Persons Investigations in which a demand was made 21
---	---

**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		
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	Cell phone pings	19
Records of employment information		
Records of personal health information within the meaning of the <i>Personal Health Information Protection Act, 2004</i>	Medical records	1
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		

**AGENDA ITEM #7.h)**

<b>Records</b>	<b>Description</b>	<b>Total number of times demanded</b>
Records of financial information	Banking records/transactions	4
Other records		

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



**MEMORANDUM TO:**

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

**FROM:**

Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:**

**Criminal Intelligence Service Ontario  
Regional Intelligence Coordinator - District 3 East  
Region**

<b>DATE OF ISSUE:</b>	<b>March 8, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>March 22, 2024</b>
<b>INDEX NO.:</b>	<b>24-0013</b>
<b>PRIORITY:</b>	<b>Normal</b>

Criminal Intelligence Service Ontario (CISO) is a partnership between the Ontario government and the law enforcement community. It brings together police services and provincial and federal government agencies to identify and combat organized crime across the province.

With the serious risks to public safety associated to auto theft, drug trafficking, gun crime, human trafficking and new and emerging crimes that impact public safety, Ontario is committed to providing strategic intelligence, investigative support and deconfliction services to local law enforcement agencies.

The Regional Intelligence Coordinator for District 3 (East Region) will be responsible for facilitating the collection and sharing of intelligence information related to identified provincial priorities in Ontario.

CISO is seeking an experienced Detective Constable with extensive applied knowledge in police and law enforcement for the position of **Regional Intelligence Coordinator**. The Regional Intelligence Coordinator will facilitate the regional collection of intelligence information related to identified provincial priorities and act as a conduit for sharing intelligence information from CISO member agencies with the Provincial Bureau.

For further information, please review the attached job specification.

.../2

-2-

Qualified candidates interested in this secondment opportunity are invited to submit a resume and letter of interest to David Correa, Deputy Director, Criminal Intelligence Service Ontario at [David.Correa@Ontariocis.ca](mailto:David.Correa@Ontariocis.ca) by 1600 hours, **March 22, 2024**.

**Applicants selected to proceed further in the selection process must secure prior approval from their respective Chief of Police.**

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachment

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

Creed Atkinson, Chief of Staff  
Ministry of the Solicitor General

**CRIMINAL INTELLIGENCE SERVICE ONTARIO  
Coordinated Intelligence Collection Centre (CICC)**

---

**POSITION TITLE:** Regional Intelligence Coordinator (RIC)

**RANK:** Detective Constable

**LOCATION:** Representing District 3 East Region

---

District 3 East Region is representing the nine Police Services/Bureaus in the province of Ontario including:

- Belleville PS
- Brockville PS
- Cornwall PS
- Cornwall RCMP Border Integrity
- Gananoque PS
- Kingston PS
- Ottawa PS
- Smiths Falls PS
- VIA Rail Police

**PURPOSE:**

The purpose of this position is to represent the District 3 East Region in relation to serious and organized crime affecting the communities they serve.

The District 3 RIC will be responsible for facilitating the collection and sharing of intelligence information related to identified provincial priorities in Ontario. Intelligence information collected will be stored centrally within the Coordinated Intelligence Collection Centre (CICC) for collation, analysis and the creation of strategic intelligence assessments.

Provincial priorities include, but are not limited to:

- ***Street Gangs***
- ***Illicit Drugs***
- ***Firearms / Firearms trafficking***
- ***Human Trafficking***
- ***Motor vehicle thefts***

**DUTIES AND RELATED TASKS:**

Reporting to the CISO Provincial Field Intelligence Coordinator, the position will be responsible for:

- Facilitating the regional collection of intelligence information related to identified provincial priorities and acting as a conduit for sharing intelligence information from CISO member agencies with the CICC at the Provincial Bureau;
- Acting as a conduit for sharing intelligence information from East Region Police Services with the CICC and the Provincial Street Gang Joint Analytical Working Group;
- Maintaining regular contact with all District 3 Police Services and monitoring their participation in the collection and sharing of intelligence information;
- Assisting in the dissemination of intelligence produced by the CICC to the District 3 Police Services in Ontario;
- Working collaboratively with other RIC's and CISO Intelligence Liaison Officers deployed across the province;
- Responding to requests from the Provincial Field Intelligence Coordinator;
- Ensuring that intelligence information is placed on appropriate intelligence forms and uploaded to ACIIS when applicable;
- Acting as a liaison between District 3 Police Services in Ontario, the CISO Provincial Bureau and CISO member agencies;
- Preparing relevant reports, presentations, to assist with capturing performance metrics in support of the CICC program.

**Job Knowledge, Skills and Licenses Required:**

- **Due to the nature of position the applicant would be seconded to the Provincial Bureau of CISO and must be employed by a Police Service (as set out in the *Police Services Act 2018, S.O. sec. 110, 111, 112*)**
- Working knowledge of intelligence/investigative/enforcement operations;
- Working knowledge of computer word processing skills and general computer operation;
- Demonstrated ability to identify and resolve problems arising from multi-jurisdictional work teams;
- Proven consultation, networking and interpersonal skills to facilitate positive and effective relationships with law enforcement agencies;
- Excellent problem solving, negotiation and communication skills;
- Proven capacity to provide advice/guidance to senior decision makers;
- Excellent verbal and written communication skills to provide training lectures, information sessions and specific instruction on CISO programs and services
- Demonstrated understanding of intelligence databases including ACIIS;



- Demonstrated project management skills;
- Valid driver's license to travel extensively to support remote field work;
- ***Regional Intelligence Coordinators must meet home police service requirements for assignment to their specific intelligence unit including relevant requirements for internal security clearance.***

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Bill C-21 an Act to amend certain Acts and to make  
certain consequential amendments (firearms)**

<b>DATE OF ISSUE:</b>	<b>March 8, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>24-0014</b>
<b>PRIORITY:</b>	<b>Normal</b>

At the request of the Chief Firearms Office, I am sharing a communication to inform you of Bill C-21 *an Act to amend certain Acts and to make certain consequential amendments (firearms)*, a federal statute, which received royal assent on December 15, 2023.

For further information, please review the attached memo from Marcel Beaudin, A/Superintendent – CFO Bureau Commander, Chief Firearms Officer for the Province of Ontario. In the event that you need additional advice on these amendments, police services are encouraged to consult their local Crown Attorney.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weatherill".

Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachment

.../2

-2-

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

**Ministry of the Solicitor General**

Chief Firearms Office

50 Andrew St. S, Suite #201  
Orillia ON L3V 7T5  
Tel.: 705-329-5522  
Fax: 705-329-5623  
Email: [CFOON@cfp-pcaf.ca](mailto:CFOON@cfp-pcaf.ca)

**Ministère du Solliciteur général**

Bureau du contrôleur des armes à feu

50 Rue Andrew S., Suite #201  
Orillia ON L3V 7T5  
Tél.: 705-329-5522  
Télééc.: 705-329-5623  
Courriel: [CFOON@cfp-pcaf.ca](mailto:CFOON@cfp-pcaf.ca)



March 4, 2024

**MEMORANDUM TO:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**FROM:** A/Superintendent Marcel Beaudin  
Chief Firearms Officer

**SUBJECT:** **Bill C-21 an Act to amend certain Acts and to make certain consequential amendments (firearms)**

I wish to bring awareness to law enforcement personnel regarding Bill C-21 *an Act to amend certain Acts and to make certain consequential amendments (firearms)*, a federal statute, which received royal assent on December 15, 2023.

Bill C-21 amended several acts related to firearms, including the *Criminal Code*, the *Firearms Act*, the *Nuclear Safety and Control Act*, and the *Immigration and Refugee Protection Act*.

For the focus of this memo is to make law enforcement aware of the amendments to Part III of the *Criminal Code* changes that came into effect since Bill C-21 received Royal Assent on December 15, 2023.

**The five amendments to Part III of the *Criminal Code* that came in force on December 15, 2023, are as follow:**

1. Increase the maximum penalty for imprisonment for indictable weapons offences from 10 years to 14 years in:
  - Section 95 – Possession of Prohibited or Restricted Firearm with Ammunition
  - Section 96 – Possession of Weapon Obtained by Commission of Offence
  - Section 99 – Weapons Trafficking
  - Section 100 – Possession for Purpose of Weapons Trafficking
  - Section 103 – Importing or Exporting Knowing it is Unauthorized
2. New offence - Section 104.1 – Altering Cartridge Magazine

Bill C-21 *an Act to amend certain Acts and to make certain consequential amendments (firearms)*

Page two

3. New wiretap-eligible offences - Include sections 92 – Unauthorized Possession and 95 - Possession of Prohibited or Restricted Firearm with Ammunition as offences for the interception of private communication purposes under s. 183.
4. Definition of a “prohibited firearm” is expanded to include “*a firearm that is not a handgun and that*”
  - o Discharges centre-fire ammunition in a semi-automatic manner;
  - o Was originally designed with a detachable cartridge magazine with a capacity of six cartridges or more; and
  - o Is designed and manufactured on or after the day on which the paragraph comes into force (December 15, 2023).
5. Establish a “red flag” regime that allows any person to apply for an emergency prohibition order (s. 110.1) or an emergency limitation on access order (s. 117.0101).

**On January 14, 2024, the following three *Criminal Code* amendments came into effect:**

1. Amendment to the definition of a prohibited firearm (Subsection 84(1)) to include the following:
  - “any unlawfully manufactured firearm”. This includes personally manufactured firearms such as 3D printed firearms.
  - Any firearm unlawfully manufactured, for which criminal proceedings were commenced prior to January 14, 2024, is exempted. This includes personally manufactured firearms such as 3D printed firearms.
2. Creation of Computer Data Offence, Section 102.1 (1) – Possession and Distribution of Computer Data – offence for possessing and making available certain types of computer data that pertain to firearms and prohibited devices.
3. Section 102.1 (1) – Possession and Distribution of Computer Data is added to the list of offences eligible for wiretap authorization under section 183.

The *Firearms Act* now acknowledges greater information sharing between the Canadian Firearms Program and other law enforcement agencies, such as purchasing patterns consistent with trafficking.

**Order in Council**

Through an order in council, subsection 84(1) of the *Criminal Code* will be amended to include the definition of “firearms part”. This new definition will be included in several firearms-related applications, prohibition orders, forfeiture orders, and offences. As of the date of this memo, the *Criminal Code* has not been amended to include this new definition.

To assist law enforcement in understanding and navigating these legislative changes with respect to firearms, additional information regarding Bill C-21 can be found at:

[C-21 \(44-1\) - LEGISinfo - Parliament of Canada](#)

Sincerely,

Bill C-21 *an Act to amend certain Acts and to make certain consequential amendments (firearms)*

Page two



A handwritten signature in black ink, appearing to be 'MB', is written over a solid black horizontal line.

Marcel Beaudin  
A/Superintendent - Bureau Commander  
Chief Firearms Officer for the Province of Ontario

/clt

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Kenneth Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Ontario Motor Vehicle Industry Council (OMVIC): Roles  
and Responsibilities**

<b>DATE OF ISSUE:</b>	<b>March 12, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>24-0015</b>
<b>PRIORITY:</b>	<b>Normal</b>

I am writing to highlight the role of the Ontario Motor Vehicle Industry Council (OMVIC) in enforcing the *Motor Vehicle Dealers Act* (MVDA). As police services across the province continue to respond to increased vehicle thefts and related crimes, OMVIC may serve as a useful resource.

Since 1997, OMVIC has exercised delegated responsibility for administering and enforcing the MVDA, a consumer protection statute administered by the Ontario Ministry of Public and Business Service Delivery.

OMVIC provides assistance in the following areas:

**Stolen Vehicle Identification**

- In response to the escalating issue of stolen motor vehicles infiltrating the market, OMVIC Investigators actively identify and locate stolen “re-vinned” vehicles in both retail and private markets.
- OMVIC Investigators do not have the authority to seize stolen motor vehicles, and require assistance from law enforcement agencies to take custody of these vehicles.
- OMVIC Investigators provide guidance and investigative support with respect to a suspected stolen and re-vinned motor vehicle.

.../2

-2-

**Investigative Authority**

- OMVIC Investigators are appointed as Provincial Offences Officers, endowed with the ability to lay *Provincial Offences Act* (POA) charges and execute search warrants as per the MVDA.
- OMVIC Investigators may also lay charges under the *Consumer Protection Act* (CPA).
- The MVDA allows OMVIC Investigators to share information with law enforcement agencies.

**Industry Scope**

- Over 8,000 motor vehicle dealers and 30,000 salespeople are currently registered with OMVIC in Ontario, emphasizing the breadth of its regulatory reach.
- OMVIC Investigators are located across the province and can assist police when investigating a registered motor vehicle dealer or salesperson, or alleged curbsider activity (i.e., an unregistered entity [individual or business] that is engaged in the illegal sale of motor vehicles).

**Applicability of MVDA**

- The MVDA applies to registrants in the motor vehicle sales industry and extends to instances of unregistered activity, such as curbsiders.
- OMVIC Investigators are available to assist police with motor vehicle fraud investigations, including allegations of odometer rollbacks.

For any additional information or inquiries, please visit [www.omvic.ca](http://www.omvic.ca) or contact Sam Cosentino, Director of Enforcement, OMVIC, at [sam.cosentino@omvic.on.ca](mailto:sam.cosentino@omvic.on.ca).

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General



**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

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

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

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

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

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

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

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

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

.../2

-2-

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



**MEMORANDUM TO:**

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

**FROM:**

Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:**

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

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

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

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

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

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

.../2

-2-

Process to Authorize Special Constable Employers

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

For details, please refer to the following resources:

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

If you have questions please contact [Andrea.D'Silva@ontario.ca](mailto:Andrea.D'Silva@ontario.ca) and [Sarah.Marshall@ontario.ca](mailto:Sarah.Marshall@ontario.ca).

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

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

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

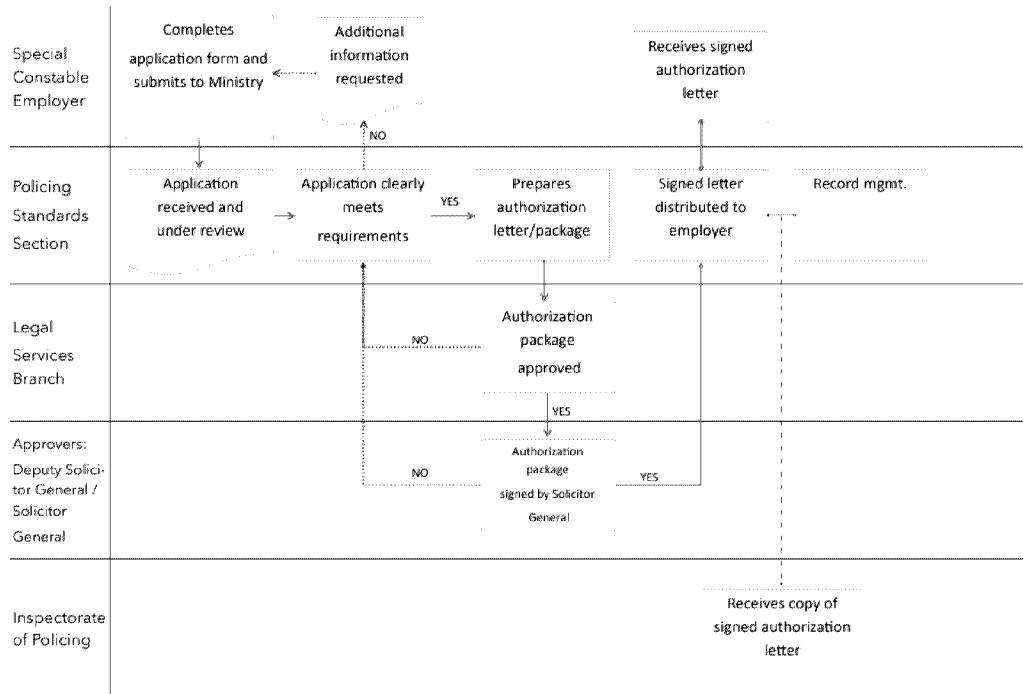
Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

Ryan Teschner  
Inspector General of Policing

.../3

**Appendix A: New Special Constable Employer Process**

March 11, 2024



**Appendix B: Special Constable Employer Application**

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

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

-4-

**Appendix C: Frequently Asked Questions**

**1. Why is the Ministry changing the appointment process?**

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

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

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

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

**3. Who may apply for special constable employer authorization?**

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

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

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

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

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

.../5

-5-

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

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

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

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

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

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

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

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Kenneth Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **2024-25 – 2026-27 Mobile Crisis Response Team  
Enhancement Grant**

<b>DATE OF ISSUE:</b>	<b>March 20, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>April 30, 2024</b>
<b>INDEX NO.:</b>	<b>24-0018</b>
<b>PRIORITY:</b>	<b>Normal</b>

I am writing to share an important update regarding the Ministry of the Solicitor General's **Mobile Crisis Response Team (MCRT) Enhancement Grant**.

With the current grant cycle of the MCRT Enhancement Grant ending on March 31, 2024, I am pleased to inform you that funding will continue to be made available under a new **three-year grant cycle** beginning in 2024-25 through a competitive grant application process.

Further details about the grant program eligibility, guidelines, and competitive application process will be issued in April 2024. Please direct all inquiries regarding the MCRT Enhancement Grant to Shamitha Devakandan at [Shamitha.Devakandan@ontario.ca](mailto:Shamitha.Devakandan@ontario.ca) and Steffie Anastasopoulos at [Steffie.Anastasopoulos@ontario.ca](mailto:Steffie.Anastasopoulos@ontario.ca).

I trust this information is useful.

Sincerely,

A handwritten signature in black ink, appearing to read "K Weatherill".

Kenneth Weatherill  
Assistant Deputy Minister  
Public Safety Division



-2-

.../2

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Reporting of Alcohol-Related Incidents to the Alcohol  
and Gaming Commission of Ontario**

<b>DATE OF ISSUE:</b>	<b>March 28, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>24-0019</b>
<b>PRIORITY:</b>	<b>Normal</b>

The purpose of this memorandum is to serve as a reminder to police services of the All Chiefs Memorandum 12-0044 distributed on June 11, 2012, relating to the continuing responsibility for notifications by Chiefs of Police of Alcohol-Related Incidents to the Alcohol and Gaming Commission of Ontario (AGCO).

Pursuant to All Chiefs Memorandum 12-0044, police services were informed that:

- Incidents involving serious injury or death where alcohol, sold or supplied from premises in respect of which a licence or permit is issued under the *Liquor Licence Act* is determined by the investigating police force to be a factor were designated for the purpose of clause 11 (1) (f) of O. Reg 3/99 under the *Police Services Act*; and
- The Ontario Provincial Police Investigation and Enforcement Bureau at the Alcohol and Gaming Commission of Ontario was designated as the police force, unit or task force to which the above-noted notifications must be made.

The above-mentioned designation has remained in effect until this time; however, this designation will cease to have legal force and effect on April 1, 2024, when the new policing legislation, the *Community Safety and Policing Act* (CSPA), 2019, comes into force. The ministry encourages police services to continue reporting such incidents to the extent possible to the AGCO via [policereports@agco.ca](mailto:policereports@agco.ca) and to include the date of the incident, name, and address of the licensed premise, in accordance with the

.../2

-2-

following legislation: the *Freedom of Information and Protection of Privacy Act* (FIPPA), the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), the CSPA, 2019, and O. Reg. 412/23 (Disclosure of Personal Information) made under the CSPA, 2019, as applicable.

Please note that the AGCO may contact your service if additional information is necessary.

This memorandum reiterates to Chiefs of Police that continued notifications to the AGCO as described above help ensure greater accountability among licensed establishments, more comprehensive investigations for police services, and increased benefits to public safety.

If you have any questions, please contact Alan Jaffee, Senior Policy Advisor, Policing Standards Section by email at [alan.jaffee@ontario.ca](mailto:alan.jaffee@ontario.ca).

Thank you for your continued assistance in this matter.

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachment

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3Telephone: (416) 314-3377  
Facsimile: (416) 314-4037**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3Téléphone: (416) 314-3377  
Télécopieur: (416) 314-4037

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

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **New developments concerning the *Community Safety and Policing Act, 2019***

<b>DATE OF ISSUE:</b>	<b>March 28, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>April 1, 2024</b>
<b>INDEX NO.:</b>	<b>24-0020</b>
<b>PRIORITY:</b>	<b>Normal</b>

On April 1, 2024, the *Community Safety and Policing Act, 2019* (CSPA) will come into force. It has taken considerable work to achieve this significant milestone and the Ministry of the Solicitor General recognizes the important role our policing partners have played during this process.

I am writing to ensure you are aware of recent developments in March 2024 respecting the CSPA including legislative amendments made as part of the *Enhancing Access to Justice Act, 2024* and some new and amended regulations. Below is a summary of the updates we wanted to share.

- The *Enhancing Access to Justice Act, 2024* (<https://www.ontario.ca/laws/statute/S24002>) received Royal Assent on March 6, 2024, which contained amendments to the CSPA to:
  - Update the French term for “special constable” from “agent spécial” to “constable spécial”.
  - Section 207: Clarifies that the Commission Chair must appoint an adjudicator to expungement matters (e.g., where a Chief seeks an extension on the expungement of disciplinary records) within 30 days, but that the hearing itself does not. Amendments also expand the list of disciplinary measures for which the chief is required to expunge records two years (rather than five years) after the day the disciplinary measure was imposed and enable the chief of police to apply to the Commission

.../2

-2-

- Chair to appoint an adjudicator for a hearing to determine whether a record should be retained for longer than two years for certain disciplinary measures.
- Section 220: Narrow the class of persons who are restricted from membership in a police association if their position would likely give rise to a conflict of interest and narrow the test to address conflicts in respect of collective bargaining matters, as opposed to labour relations matters more broadly.
  - Repeal s. 262: To make the Lieutenant Governor in Council regulation-making authority consistent with other provincial statutes that do not have these statutory requirements.
- New and amended CSPA regulations, including:
    - **New regulation - O. Reg. 90/24: General Matters under the Authority of the Minister** (<https://www.ontario.ca/laws/regulation/r24090>)
      - New regulation that covers matters such as: municipal board member remuneration, uniform specifications with respect to police officers employed by a police service board, and reporting requirements.
    - **New regulation - O. Reg. 135/24: O.P.P. Detachment Boards** (<https://www.ontario.ca/laws/regulation/r24135>)
      - New regulation that details the particulars on the composition of O.P.P. detachment boards, term of office, and remuneration for members.
    - **New regulation - O. Reg. 86/24: Special Constable Uniforms** (<https://www.ontario.ca/laws/regulation/r24086>)
      - New regulation that establishes the uniform standards that would apply to all special constables, other than law enforcement personnel from another jurisdiction and the Niagara Parks Police Service, including a requirement to have a light purple stripe along the length of the pants.
        - **Note:** there is an 18-month transition period to comply with the light purple stripe on pant/shorts requirement.
    - **New regulation - O. Reg. 87/24: Training** (<https://www.ontario.ca/laws/regulation/r24087>)
      - New regulation that prescribes general and specialized training requirements for police officers and special constables, and details exemptions.
    - **New regulation - O. Reg. 125/24: Transitional Matters** (<https://www.ontario.ca/laws/regulation/r24125>)
      - New regulation created to ensure a smooth transition from the *Police Services Act* (PSA) to the CSPA.
      - The new regulation deals with certain transitional matters including:
        - setting out transitional rules for how certain Ontario Civilian Police Commission (OCPC) functions will be handled after the PSA is repealed;

.../3

-3-

- extending the time for the completion of certain mandatory training under the CSPA; and
- terminating certain agreements under s. 10 of the PSA.
- **Amendments to O. Reg. 404/23: Adjudication Hearings**  
(<https://www.ontario.ca/laws/regulation/r24123>)
  - Amending regulation that adds rules in regard to expungement-related hearings.
- **Amendments to O. Reg. 396/23: Matters respecting the appointment and functions of special constables, and the authorization of special constable employers** (<https://www.ontario.ca/laws/regulation/r24124>)
  - Amended the regulation to remove the prohibition of apprehensions under the *Mental Health Act* for special constables who are members of a police service or whose special constable employer is an entity that employs First Nation Officers, and special constables who are employed by transit services, universities and colleges, and community housing.
  - Amended the regulation to allow the use of the French term “constable spécial” on patrol vehicles used by special constables.

Note: All of the new regulations, amendments to CSPA regulations, and amendments to the CSPA itself will come into force on April 1, 2024.

Lastly, when the CSPA comes into force, the legislative mandate of the Inspector General of Policing will be in effect. This new oversight role will be responsible for ensuring compliance with the Act and its regulations, including that adequate and effective policing is provided to all Ontario communities.

The work to improve community safety in Ontario will not end with the CSPA coming into force. The ministry is committed to ongoing engagement with the police sector to ensure we are moving in a positive direction.

Please do not hesitate to reach out to your respective Police Service Advisor with questions pertaining to the CSPA.

Thank you for your continued support on efforts to advance the modernization and continuous improvement of police services in Ontario.

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

.../4

-4-

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

Ryan Teschner  
Inspector General of Policing

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Extended Education and Awareness Period - Towing  
and Vehicle Storage Oversight**

<b>DATE OF ISSUE:</b>	<b>March 28, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>24-0021</b>
<b>PRIORITY:</b>	<b>Normal</b>

At the request of the Ministry of Transportation, I am sharing an update to All Chiefs Memorandum 23-0088 distributed on December 29, 2023, providing updates on the phased implementation of the Towing and Storage Safety and Enforcement Act and regulation amendments that impact the towing sector.

The Ministry of Transportation continues to recognize that the transition to its provincially led oversight is a significant change to industry and is extending the education and awareness period for an additional three (3) months up to and including June 30, 2024. To support the industry in adjusting to the new legislation, when possible, the ministry encourages our enforcement partners to educate the towing sector on the changes coming into effect and direct them to Towing and Vehicle Storage Requirements to learn more.

For information and resources on the requirements, education materials, and implementation dates, please review the attached memo from Marcelle Crouse, Associate Deputy Minister, Transportation Safety Division, Ministry of Transportation.

If you have any questions, please contact Kim MacCarl, Manager, Transportation Safety Division, at [Kim.MacCarl@Ontario.ca](mailto:Kim.MacCarl@Ontario.ca).

.../2



-2-

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachment

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

**Ministry of Transportation**

Associate Deputy Minister's  
Office

Transportation Safety Division

87 Sir William Hearst Avenue  
Room 191  
Toronto ON M3M 0B4  
Tel: 416-420-0717

**Ministère des Transports**

Bureau du sous-ministre associé  
Division de la sécurité en  
matière de transport

87, avenue Sir William Hearst  
bureau 191  
Toronto ON M3M 0B4  
Tél: 416-420-0717



**MEMORANDUM TO:**

Kenneth Weatherill  
Assistant Deputy Minister  
Public Safety Division  
Ministry of the Solicitor General

**FROM:**

Marcelle Crouse  
Associate Deputy Minister  
Transportation Safety Division  
Ministry of Transportation

**DATE:**

March 28, 2024

**SUBJECT:**

**Extended Education and Awareness Period - Towing and  
Vehicle Storage Oversight**

---

This memorandum is to provide an update from the December 29, 2023 memorandum 23-088, on the implementation of the Towing and Storage Safety and Enforcement Act (TSSEA) and regulation amendments that impact the towing sector.

The Ministry of Transportation continues to recognize that the transition to its provincially led oversight is a significant change to industry and is extending the education and awareness period for an additional three (3) months up to and including June 30, 2024. To support the industry in adjusting to the new legislation, when possible, the ministry encourages our enforcement partners to educate the towing sector on the changes coming into effect and direct them to Towing and Vehicle Storage Requirements to learn more.

The ministry appreciates your support in providing education when appropriate.

The following is a reminder of additional upcoming towing and vehicle storage oversight implementation dates:

- **Late March 2024:**
  - Published maximum rates schedule launch to allow public viewing of an operator's certificate status and their maximum rates for tow and vehicle storage services.

K. Weatherill  
Page 2

- **April 1, 2024:**
  - All tow trucks must enter truck inspection stations for the purposes of commercial motor vehicle inspection (additional information below).
  
- **July 1, 2024:**
  - Period of TSSEA education and awareness ends and full TSSEA enforcement begins on July 1, 2024.
  - Tow truck drivers must have a certificate to drive a tow truck.
  - Tow truck drivers applying for a TSSEA certificate on or after July 1 2024, must complete training requirements prior to receiving a certificate.
  - Certificate fees come into effect:
    - \$575 per year for tow operators
    - \$575 per year for vehicle storage operators
    - \$195 every three years for tow truck drivers

To learn more about Ontario's tow and vehicle storage requirements, customer rights and rates, the following reference materials are available:

- [Ontario.ca/towstoragecertificate](https://ontario.ca/towstoragecertificate)
- [Towing and Vehicle Storage Requirements](#)
- [Know Your Rights When Getting a Tow](#)

If you have any further questions, please contact Kim MacCarl, Manager, Transportation Safety Division at [Kim.MacCarl@Ontario.ca](mailto:Kim.MacCarl@Ontario.ca).



Marcelle Crouse  
Associate Deputy Minister  
Transportation Safety Division

c: Jennifer Elliott, Director, Commercial Safety and Compliance Branch,  
Transportation Safety Division

Sean McGowan, Director, Commercial Inspection and Enforcement Branch,  
Transportation Safety Division

**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Criminal Intelligence Service Ontario  
Regional Intelligence Coordinator - District 2 Central  
Region**

<b>DATE OF ISSUE:</b>	<b>April 2, 2024</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>May 1, 2024</b>
<b>INDEX NO.:</b>	<b>24-0022</b>
<b>PRIORITY:</b>	<b>Normal</b>

Criminal Intelligence Service Ontario (CISO) is a partnership between the Ontario government and the law enforcement community. It brings together police services and provincial and federal government agencies to identify and combat organized crime across the province.

With the serious risks to public safety associated to auto theft, drug trafficking, gun crime, human trafficking and new and emerging crimes that impact community safety, Ontario is committed to providing strategic intelligence, investigative support and deconfliction services to local law enforcement agencies.

The Regional Intelligence Coordinator for District 2 (Central Region) will be responsible for facilitating the collection and sharing of intelligence information related to identified provincial priorities in Ontario.

CISO is seeking an experienced Detective Constable with extensive applied knowledge in police and law enforcement for the position of **District 2 Central – Regional Intelligence Coordinator**. The Regional Intelligence Coordinator will facilitate the regional collection of intelligence information related to identified provincial priorities and act as a conduit for sharing intelligence information from CISO member agencies with the Provincial Bureau.

.../2

-2-

For further information, please review the attached job specification.

Qualified candidates interested in this secondment opportunity are invited to submit a resume and letter of interest to David Correa, Deputy Director, Criminal Intelligence Service Ontario at [David.Correa@Ontariocis.ca](mailto:David.Correa@Ontariocis.ca) by **1600 hours, May 1, 2024**.

**Applicants selected to proceed further in the selection process must secure prior approval from their respective Chief of Police.**

Sincerely,



Kenneth Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachment

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General

**CRIMINAL INTELLIGENCE SERVICE ONTARIO  
Coordinated Intelligence Collection Centre (CICC)**

---

**POSITION TITLE:** Regional Intelligence Coordinator (RIC)

**RANK:** Detective Constable

**LOCATION:** Representing District 2 Central Region

---

District 2 Central Region is representing the four Police Services/Bureaus in the province of Ontario including:

- Toronto Police Service
- Peel Regional Police Service
- York Regional Police Service
- Combined Forces Special Enforcement Unit (RCMP)

**PURPOSE:**

The purpose of this position is to represent the District 2 Central Region in relation to serious and organized crime affecting the communities they serve.

The District 2 RIC will be responsible for facilitating the collection and sharing of intelligence information related to identified provincial priorities in Ontario. Intelligence information collected will be stored centrally within the Coordinated Intelligence Collection Centre (CICC) for collation, analysis and the creation of strategic intelligence assessments.

Provincial priorities include, but are not limited to:

- ***Street Gangs***
- ***Illicit Drugs***
- ***Firearms / Firearms trafficking***
- ***Human Trafficking***
- ***Motor vehicle thefts***

**DUTIES AND RELATED TASKS:**

Reporting to the CISO Provincial Field Intelligence Coordinator, the position will be responsible for:

- Facilitating the regional collection of intelligence information related to identified provincial priorities and acting as a conduit for sharing intelligence information from CISO member agencies with the CICC at the Provincial Bureau;
- Acting as a conduit for sharing intelligence information from Central Region Police Services with the CICC and the Provincial Street Gang Joint Analytical Working Group;
- Maintaining regular contact with all District 2 Police Services and monitoring their participation in the collection and sharing of intelligence information;
- Assisting in the dissemination of intelligence produced by the CICC to the District 2 Police Services in Ontario;
- Working collaboratively with other RIC's and CISO Intelligence Liaison Officers deployed across the province;
- Responding to requests from the Provincial Field Intelligence Coordinator;
- Ensuring that intelligence information is placed on appropriate intelligence forms and uploaded to ACIIS when applicable;
- Acting as a liaison between District 2 Police Services in Ontario, the CISO Provincial Bureau and CISO member agencies;
- Preparing relevant reports, presentations, to assist with capturing performance metrics in support of the CICC program.

**Job Knowledge, Skills and Licenses Required:**

- **Due to the nature of position the applicant would be seconded to the Provincial Bureau of CISO and must be employed by a Police Service (as set out in the *Police Services Act 2018, S.O. sec. 110, 111, 112*)**
- Working knowledge of intelligence/investigative/enforcement operations;
- Working knowledge of computer word processing skills and general computer operation;
- Demonstrated ability to identify and resolve problems arising from multi-jurisdictional work teams;
- Proven consultation, networking and interpersonal skills to facilitate positive and effective relationships with law enforcement agencies
- Excellent problem solving, negotiation and communication skills;
- Proven capacity to provide advice/guidance to senior decision makers;
- Excellent verbal and written communication skills to provide training lectures, information sessions and specific instruction on CISO programs and services
- Demonstrated understanding of intelligence databases including ACIIS;

- Demonstrated project management skills;
- Valid driver's license to travel extensively to support remote field work;
- ***Regional Intelligence Coordinators must meet home police service requirements for assignment to their specific intelligence unit including relevant requirements for internal security clearance.***



**Ministry of the Solicitor General**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

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

**Ministère du Solliciteur général**

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

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



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

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** **Two-Year Secondment Opportunity  
Police Support and Outreach Officer  
Ontario Major Case Management Unit**

<b>DATE OF ISSUE:</b>	<b>April 2, 2024</b>
<b>CLASSIFICATION:</b>	<b>For Action</b>
<b>RETENTION:</b>	<b>April 19, 2024</b>
<b>INDEX NO.:</b>	<b>24-0023</b>
<b>PRIORITY:</b>	<b>Normal</b>

The Ontario Major Case Management (OMCM) Unit has introduced a new Police Support and Outreach Officer (PSOO) position with a two-year secondment opportunity available to police services. The OMCM Unit is seeking an experienced Detective Constable or Detective Sergeant with a demonstrated background in the investigation of major cases, and extensive experience and knowledge of the Minister-approved software (PowerCase) to join its dynamic team.

The self-motivated team player will have a unique opportunity to showcase their innovative and strategic thinking skills in the development of the role, and with ongoing OMCM modernization strategies.

The PSOO position is vital to building capacity and sustainability in police services by providing mentorship and support to Ontario's police services on the features and functionality of the Minister-approved software, and the requirements set out in the Major Case Management and Approved Software Requirements Regulation (O. Reg. 394/23), to facilitate the effective management of major case information/investigations.

For further information on the PSOO position, please review the attached job specification.

.../2

-2-

Qualified candidates interested in this two-year secondment opportunity are invited to submit a resume and letter of interest to **D/Inspector Joseph DeCook, Provincial Lead, Ontario Major Case Management, at [Joseph.DeCook@ontario.ca](mailto:Joseph.DeCook@ontario.ca) by 4:00pm EST on April 19, 2024.**

Applicants selected to proceed further in the selection process must obtain the prior approval of their respective police service.

Sincerely,



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

Attachment

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

Creed Atkinson  
Chief of Staff, Ministry of the Solicitor General



## **JOB SPECIFICATION**

**Position Title: Police Support and Outreach Officer**

**Rank: Detective Constable/Detective Sergeant**

**Purpose:**

To provide leadership individually and within the Ontario Major Case Management (OMCM) team, in support of police service's major case management programs. The Police Support and Outreach Officer (PSOO) will provide mentorship, support, guidance, and information to all Ontario police services on the features and functionality of the Minister-approved software, and the requirements set out in the Major Case Management and Approved Software Requirements Regulation and Manual, to effectively manage major case information/investigations.

To promote OMCM as:

- A multi-pronged strategy aimed at the early identification and apprehension of violent, serial predators.
- A valuable tool to be used in the effective investigation and management of major cases, and enable vital information sharing among police services, coroners, and forensic scientists in major case investigations.

**Key Responsibilities:**

Remain current with developments/enhancements of the software.

Provide support to the Provincial Software Coordinator (PSC).

Provide input for enhancements to the software in consultation with the PSC.

Consult with software users to identify issues and trends with the software, and report to the PSC for action as deemed necessary.

Assist the PSC with testing new software releases, or when circumstances dictate the necessity.

Provide advice to the Ontario Police College (OPC) regarding OMCM training curriculums in consultation with the Provincial Lead, Serial Predator Crime Investigations Coordinator (SPCIC), and the PSC.

Provide advice to ministry senior management regarding OMCM related issues, as they impact policing, in consultation with the Provincial Lead, the SPCIC, and the PSC.

Provide advice to police services with the development of policy and procedure relating to the Major Case Management and Approved Software Requirements Regulation and Manual in consultation with the Provincial Lead, SPCIC and PSC.

Provide mentorship and guidance in major case management program development (software/methodology) to MCM member(s)/Coordinator(s)/Administrator(s) of a police service to build capacity and sustainability.

Maintain regular contact with each police service's OMCM Liaison Officer and/or Crime Management member to support police services in their compliance with requirements of the Major Case Management and Approved Software Requirements Regulation and Manual.

Provide advice and assistance to police services provincially, nationally, and internationally in consultation with the Provincial Lead, the SPCIC and the PSC.

Develop interactive and engaging support resources, presentations (including online), and facilitate educational events/activities to support users in the effective and efficient use of the software through formal and informal venues.

Develop and sustain a user group forum providing opportunities to communicate and discuss best practices, issues, and create an environment where users support each other.

Prepare correspondence, reports, briefs, and presentations/lectures on OMCM related topics and emerging issues as required, and as directed by the Provincial Lead.

Successfully complete the software train the trainer course through the OPC.

### **Knowledge / Skills:**

Demonstrated/extensive recent practical experience, applied knowledge and skills in the application of features/functionality of the software to integrate into major case investigations.

Extensive applied knowledge of OMCM methodology, concepts, principles, investigative standards, responsibilities, techniques and legislative requirements relating to major case investigations.

Successful completion of the current OMCM course or its predecessor as prescribed by the Solicitor General.

Successful completion of the software course for File Co-ordinators/Information Co-ordinators.

Successful completion of the train the trainer course in the software (an asset).

Excellent computer software skills, including but not limited to, PowerCase, Microsoft Word, Excel, and PowerPoint, to develop new initiatives/programs to enhance communication and transparency between OMCM and police partners.

Knowledge of the *Criminal Code*, *Canada Evidence Act*, *Freedom of Information and Protection of Privacy Act*, other federal/provincial legislation, case law and current/emerging crime trends.

Excellent oral and written communication skills.

Presentation experience and skills.

### **Interpersonal / Influencing:**

Excellent mediation and negotiation skills to build consensus among stakeholders.

Excellent interpersonal skills to stimulate dialogue with internal and external stakeholders.

Offer expertise within the policing community to promote broader use of OMCM for major case investigations.

### **Analyzing / Problem Solving:**

Analytical and research skills to conduct reviews, identify issues and solutions, and develop recommendations.

### **Decision Making / Responsibility:**

Ability to identify and resolve issues, analyze situations while considering ethical and legal obligations.

In consultation with the Provincial Lead, OMCM, utilize discretion in the release of information relating to the investigation of major cases or confidential government material.

### **Work Demands / Pressures:**

Manage challenging deadlines and prioritize concurrent/conflicting requests and work demands.

Frequent travel throughout the province to support police services.

Attend internal/external conferences, seminars, and other training courses to maintain knowledge of current issues, criminal investigation techniques, and to acquire new information on both operational and administrative practices related to criminal investigations.

Represent on internal and external committees as required.

Respond to consultation requests from other divisions, branches, and ministries.  
Complete other duties as assigned.